

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
August 15, 2016

Immediately following Finance

Members:	Anna Newell, Chairperson	Gary G. Stanton, Trustee
	Michael Gaeta, Vice Chairperson	Gayle Vandenberg, Trustee
	Gary Pilafas, Trustee	William McLeod, Mayor
	Karen V. Mills, Trustee	

I. Roll Call

II. Approval of Minutes – July 18, 2016

NEW BUSINESS

1. Request approval to enter into an intergovernmental agreement by and between the Village of Hoffman Estates and the Metropolitan Water Reclamation District of Greater Chicago for the distribution of rain barrels.
2. Request authorization to award contract for the Grand Canyon Storm Sewer to A Lamp Concrete Contractors Inc., of Schaumburg, IL (low bid), in the amount of \$229,777.
3. Request acceptance of the Department of Public Works Monthly Report.
4. Request acceptance of the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance call the ADA Coordinator at 847/882-9100.

**PUBLIC WORKS & UTILITIES COMMITTEE
MEETING MINUTES**

July 18, 2016

I. Roll call

Members in Attendance: Trustee Anna Newell, Chairperson
Trustee Michael Gaeta, Vice Chairperson
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gary Pilafas
Mayor William McLeod

Member Absent: Trustee Gayle Vandenberg

**Management Team Members
in Attendance:** Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr. – Dev. Services
Patrick Seger, Dir. HRM
Jeffrey Jorian, Fire Chief
Ted Bos, Police Chief
Joe Nebel, Director of Public Works
Rachel Musiala, Finance Director
Fred Besenhoffer, Director of IS
Alan Wenderski, Dir. Of Engineering
Ashley Monroe, Asst. to Village Manager
Patti Cross, Assistant Corp. Counsel
Joe Weesner, Senior Traffic Engineer
Bev Romanoff, Village Clerk
Bruce Anderson, CATV Coordinator

The Public Works & Utilities Committee meeting was called to order at 7:32 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the minutes of the Public Works & Utilities Committee meeting of June 27, 2016. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Discussion regarding the Emerald Ash Borer update.

An item summary sheet from Joseph Nebel and Kelly Kerr was presented to Committee.

Mr. Nebel summarized the progress on the Emerald Ash Borer project. He noted 6,050 infested parkway trees have been removed to date. Efforts have shifted to focus on replacement plantings and their follow up care.

Mr. Norris noted the replacement trees are under a one-year warranty. Mr. Nebel confirmed.

Mr. Nebel stated the Village of Hoffman Estates is much further ahead of surrounding municipalities in terms of treating and resolving the Emerald Ash Borer issue.

Trustee Pilafas inquired about the Evergreen Park area. Mr. Nebel provided comments on the treatment of this area.

Trustee Gaeta asked about the treatment of trees in slowing the process of the disease. Mr. Nebel commented on the effectiveness of the treatment but that trees inevitably need to be replaced.

- 2. Request authorization to award contract for the 2016 Drainage Improvements Project to DeVinci Construction Inc., Naperville, IL (low bid), in the amount of \$29,812.**

An item summary sheet from Alan Wenderski was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to award contract for the 2016 Drainage Improvements Project to DeVinci Construction Inc., Naperville, IL (low bid), in the amount of \$29,812. Voice vote taken. All ayes. Motion carried.

- 3. Request acceptance of the Department of Public Works Monthly Report.**

The Department of Public Works Monthly Report was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

- 4. Request acceptance of the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division.**

The Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division was presented to committee.

Trustee Stanton inquired about the final façade for the Acura dealership (outside walls). Mr. Weesner indicated an alternative finish has been proposed.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 7:40 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations and
Outreach, Office of the Mayor and Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval to enter into an intergovernmental agreement by and between the Village of Hoffman Estates and the Metropolitan Water Reclamation District of Greater Chicago for the distribution of rain barrels

MEETING DATE: August 15, 2016

COMMITTEE: Public Works and Utilities

FROM: Ashley Monroe, Assistant to the Village Manager

REQUEST: Request approval to enter into an intergovernmental agreement by and between the Village of Hoffman Estates and the Metropolitan Water Reclamation District of Greater Chicago for the distribution of rain barrels.

BACKGROUND: The Village of Hoffman Estates regularly refers residents to the Metropolitan Water Reclamation District (MWRD) for the purchase of reduced cost residential rain barrels. In 2010, prior to improvements made to the MWRD program, the Village pre-ordered 80 rain barrels from MWRD on behalf of the residents and transported them to Village facilities for distribution. The MWRD now home delivers the rain barrels but the Village regularly receives calls about how and where to purchase a rain barrel.

DISCUSSION: In the last year, word about the current MWRD program to issue free rain barrels has spread, and several Hoffman Estates residents have asked for the Village to participate. Initially, this program was only open to communities that either had water draining onto impervious surfaces or homes that had no stormwater management infrastructure. The MWRD has now opened the program to all communities in the Water District.

The current MWRD program offers free rain barrels to residents. As participants in the program, residents will be able to request delivery of a free rain barrel through December 31, 2016. In order to receive the complimentary barrel, the Village must fulfill three requirements:

- 1) After residents complete and submit an order form provided by MWRD, Village staff will submit the order on their behalf;
- 2) Village must obtain informed written consent from residents receiving rain barrels, allowing and agreeing to the MWRD's limited access to the property for delivery of the barrel; and
- 3) Village must report back to the MWRD the total number of rain barrels distributed and cooperate with the MWRD in a post-installation survey.

DISCUSSION (continued): The rain barrels provided by MWRD are 55 gallon drums with secure lids that lock. The lid has a screen to prevent pooling of water-attracted insects as well as spigot releases with caps. Each rain barrel comes with a flexible connecting elbow to attach the barrel to a downspout, a linking hose to connect it to a second barrel, detailed instructions, and free delivery. Village Code requires that household materials, including rain barrels are to be kept behind the front building line.

To participate in the program, the agreement must be fully executed by both the Village and MWRD by August 31, 2016. The program would be available to residents until December 31, 2016 while the terms and conditions of the agreement continue to obligate the Village in perpetuity.

Promotion of the program could begin immediately after agreement is signed. Due to product demand, MWRD is currently experiencing a nearly three-month delay in delivery. It is likely that residents who order their barrel this year will receive them but will not be able to use the barrel until next spring. In the event the Board chooses to move forward with this program, because the MWRD is requesting indemnity from the Village through the agreement, it is recommended that residents who choose to participate in the Village's program be required to sign a waiver and release of liability in favor of the Village.

The intergovernmental agreement for distribution of rain barrels has been attached.

FISCAL IMPACT: This program is available at no-cost to the Village, beyond limited staff time in promotion of rain barrel availability, compilation of orders, cooperation with MWRD for a post-installation survey, and corporation counsel review and development of the required waiver form.

RECOMMENDATION: Recommend permission to enter into an intergovernmental agreement by and between the Village of Hoffman Estates and the Metropolitan Water Reclamation District of Greater Chicago for the distribution of rain barrels.

Attachment

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF
HOFFMAN ESTATES AND THE METROPOLITAN WATER RECLAMATION
DISTRICT OF GREATER CHICAGO FOR THE DISTRIBUTION OF RAIN BARRELS**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter the "Agreement") entered into, by and between the Metropolitan Water Reclamation District of Greater Chicago, a unit of local government and body corporate and politic, organized and existing under the laws of the State of Illinois (hereinafter the "District") and the Village of Hoffman Estates, a municipal corporation and home rule unit of government organized and existing under Article VII, Section 6 of the 1970 Constitution of the State of Illinois (hereinafter the "Village").

WITNESSETH:

WHEREAS, on November 17, 2004, the Illinois General Assembly passed Public Act 093-1049 (hereinafter the "Act"); and

WHEREAS, the Act declares that stormwater management in Cook County shall be under the general supervision of the District; and

WHEREAS, the Act, as amended, specifically authorizes the District to plan, implement, and finance regional and local activities relating to stormwater management in Cook County; and

WHEREAS, one component of the District's stormwater management program includes green infrastructure, which hereinafter shall mean the range of stormwater control measures that use plant/soil systems, permeable pavement, stormwater harvest and reuse, or native landscaping to store, infiltrate, and/or evapotranspire stormwater and reduce flows to the sewer systems or to surface waters as more fully set forth at 415 ILCS 56/5; and

WHEREAS, the District has committed to developing an enhanced rain barrel distribution program ("Rain Barrel Program"), in conformance with Appendix E, Section II(A) of a certain consent decree entered into in United States, et al., v. Metropolitan Water Reclamation District of Greater Chicago, Case No. 1:11-cv-08859 (N.D. Ill. 2014) ("Consent Decree"), and the District's formal commitment herein is intended to satisfy that obligation; and

WHEREAS, on April 17, 2014, the District's Board of Commissioners adopted a Rain Barrel Program Policy ("Rain Barrel Program") that is intended to satisfy certain requirements of the Consent Decree, and as part of the Policy, the District intends to develop a Municipal Distribution Network of its Rain Barrel Program as further set forth herein; and

WHEREAS, on May 21, 2015, the District's Board of Commissioners adopted amendments to its Rain Barrel Program designed to encourage greater participation and distribution of rain barrels; and

WHEREAS, under the Rain Barrel Program, the District shall provide rain barrels designed to capture and use rain water to residences throughout its service area; and

WHEREAS, the distribution of rain barrels through the Rain Barrel Program may be approached more effectively, economically, and comprehensively, with the Village, and the District cooperating and using their joint efforts and resources; and

WHEREAS, the Village is located, wholly or partly, within the boundaries of Cook County; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, and Section 10 of Article VII of the Illinois Constitution, allow and encourage intergovernmental cooperation; and

WHEREAS, on May 21, 2015, the District's Board of Commissioners authorized the District to enter into an intergovernmental agreement, in substantially the same form as this intergovernmental agreement, with units of local government throughout the District's service area; and

WHEREAS, on _____, 2016, the Village's Board of Trustees authorized the Village to enter into an intergovernmental agreement with the District; and

NOW THEREFORE, in consideration of the matters set forth, the mutual covenants and agreements contained in this agreement and, for other good and valuable consideration, the Village and District hereby agree as follows:

ARTICLE 1. INCORPORATION OF RECITALS

The recitals set forth above are incorporated herein by reference and made a part hereof.

ARTICLE 2. SCOPE OF WORK

1. The scope of this Agreement will include the District providing rain barrels, connection hardware and delivery at no cost, to the homes of residents in the Village (hereinafter the "Project"), as more fully set forth in Exhibit 1.
2. The District is expressly and intentionally not providing any assistance for the installation and operation of the rain barrel other than an instruction pamphlet, in a form substantially similar to the one attached hereto as Exhibit 2.
3. In order for the Village to be eligible to participate in this Rain Barrel Program, on behalf of its residents, the Village agrees to perform the following requirements:
 - a. place all rain barrel orders on behalf of residents using a form provided by the District; and

- b. obtain informed written consent from each resident receiving rain barrels allowing and agreeing to the District's limited access to their property solely for the purpose of delivering the rain barrel(s); and
- c. within one year of the date of this Agreement, the Village shall report back to the District with the number of rain barrels distributed, and cooperate with the District in the conducting of a post installation survey.

The documents setting forth an explanation of the Rain Barrel Program and needing to be signed by the Village and its residents, prior to free rain barrels being distributed, are attached hereto as Exhibit 1. In order to encourage as wide a distribution of rain barrels as possible, the maximum number of rain barrels to be distributed per home is four.

4. The Village shall return to the District all rain barrels that were delivered by the District in connection with the Rain Barrel Program but for any reason whatsoever were not installed or were subsequently disconnected from a resident's home.

ARTICLE 3. PERMITS AND FEES

1. Federal, State, and County Requirements. In the event any federal, state or local permits are required, the Village shall obtain all such permits required by law in connection with the Rain Barrel Program, and shall assume any costs in procuring said permits. Additionally, the Village shall obtain all consents and approvals required by federal, state, and/or county regulations in connection with the Rain Barrel program, and shall assume any costs incurred in procuring all such consents and approvals.
2. Maintenance. The Village shall obtain any and all permits necessary for the performance of any maintenance work associated with the improvements in connection with the Rain Barrel Program.

ARTICLE 4. INSPECTION AND MAINTENANCE

The District shall have the right (including any necessary right of access) in conjunction with the Village to conduct a joint annual inspection of the installed rain barrels upon reasonable notice to the Village and the homeowner(s).

ARTICLE 5. EFFECTIVE DATE

This Agreement becomes effective on the date that the last signature is affixed hereto.

ARTICLE 6. DURATION

Subject to the terms and conditions of Article 2 and Article 10, Section 4, this Agreement shall remain in full force and effect for perpetuity.

ARTICLE 7. NON-ASSIGNMENT

Neither party may assign its rights or obligations hereunder without the written consent of the other party.

ARTICLE 8. WAIVER OF PERSONAL LIABILITY

No official, employee, or agent of either party to this Agreement shall be charged personally by the other party with any liability or expenses of defense incurred as a result of the exercise of any rights, privileges, or authority granted herein, nor shall he or she be held personally liable under any term or provision of this Agreement, or because of a party's execution or attempted execution of this Agreement, or because of any breach of this Agreement.

ARTICLE 9. INDEMNIFICATION

The Village shall defend, indemnify, and hold harmless the District, its Commissioners, officers, employees, and other agents ("District Party") from liabilities of every kind, including losses, damages and reasonable costs, payments and expenses (such as, but not limited to, court costs and reasonable attorneys' fees and disbursements), claims, demands, actions, suits, proceedings, judgments or settlements, any or all of which are asserted by any individual, private entity, or public entity against the District Party and arise out of or are in any way related to: (1) the distribution, installation and use of rain barrels through the Rain Barrel Program within the corporate limit of the Village within Cook County; or (2) the exercise of any right, privilege, or authority granted to the Village under this Agreement.

ARTICLE 10. REPRESENTATIONS OF THE VILLAGE

The Village covenants, represents, and warrants as follows:

1. By submitting an application on behalf of its residents for rain barrel(s), the Village represents that it has the full authority and permission from the homeowner(s) and that such permission includes:
 - a. the right of the District, or its vendor, to deliver the rain barrel(s) to the individual homeowner, including but not necessarily limited to reasonable access to the homeowner's real property for purposes of delivering the rain barrel(s); and
 - b. that the Village and the District may access the homeowner's property to conduct a joint annual inspection of the installed rain barrels upon reasonable notice to the recipient of the rain barrel(s).

2. The individuals signing this Agreement and all other documents executed on behalf of the Village are duly authorized to sign same on behalf of and to bind the Village;
3. The execution and delivery of this Agreement, consummation of the transactions provided for herein, and the fulfillment of the terms hereof will not result in any breach of any of the terms or provisions of or constitute a default under any agreement of the Village or any instrument to which the Village is bound or any judgment, decree, or order of any court or governmental body or any applicable law, rule, or regulation; and
4. The Village acknowledges and accepts that the Rain Barrel Program being offered by the District is a voluntary program, wherein the Village residents are receiving complimentary rain barrels and as such, the District may discontinue the Rain Barrel Program at any time, without notice and without obligation to provide any additional rain barrels.

ARTICLE 11. REPRESENTATIONS OF THE DISTRICT

The District covenants, represents, and warrants as follows:

1. The District has full authority to execute, deliver, and perform or cause to be performed this Agreement;
2. The individuals signing this Agreement and all other documents executed on behalf of the District are duly authorized to sign same on behalf of and to bind the District; and
3. The execution and delivery of this Agreement, consummation of the transactions provided for herein, and the fulfillment of the terms hereof will not result in any breach of any of the terms or provisions of or constitute a default under any agreement of the District or any instrument to which the District is bound or any judgment, decree, or order of any court or governmental body or any applicable law, rule, or regulation.

ARTICLE 12. DISCLAIMERS

This Agreement is not intended, nor shall it be construed, to confer any rights, privileges, or authority not permitted by Illinois law. Nothing in this Agreement shall be construed to establish a contractual relationship between the District and any party other than the Village.

ARTICLE 13. WAIVERS

Whenever a party to this Agreement by proper authority waives the other party's performance in any respect or waives a requirement or condition to performance, the waiver so granted, whether express or implied, shall only apply to the particular instance and shall not be

deemed a waiver for subsequent instances of the performance, requirement, or condition. No such waiver shall be construed as a modification of this Agreement regardless of the number of times the performance, requirement, or condition may have been waived.

ARTICLE 14. SEVERABILITY

If any provision of this Agreement is held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other provisions of this Agreement, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision has never been contained herein. The remaining provisions will remain in full force and will not be affected by the invalid, illegal, or unenforceable provision or by its severance. In lieu of such illegal, invalid, or unenforceable provision, there will be added automatically as part of this Agreement a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.

ARTICLE 15. DEEMED INCLUSION

Provisions required (as of the effective date) by law, ordinances, rules, regulations, or executive orders to be inserted in this Agreement are deemed inserted in this Agreement whether or not they appear in this Agreement or, upon application by either party, this Agreement will be amended to make the insertions. However, in no event will the failure to insert such provisions before or after this Agreement is signed prevent its enforcement.

ARTICLE 16. ENTIRE AGREEMENT

This Agreement, and any exhibits or riders attached hereto, shall constitute the entire agreement between the parties. No other warranties, inducements, considerations, promises, or interpretations shall be implied or impressed upon this Agreement that are not expressly set forth herein.

ARTICLE 17. AMENDMENTS

This Agreement shall not be amended unless it is done so in writing and signed by the authorized representatives of both parties.

ARTICLE 18. REFERENCES TO DOCUMENTS

All references in this Agreement to any exhibit or document shall be deemed to include all supplements and/or authorized amendments to any such exhibits or documents to which both parties hereto are privy.

ARTICLE 19. JUDICIAL AND ADMINISTRATIVE REMEDIES

The parties agree that this Agreement and any subsequent Amendment shall be governed by, and construed and enforced in accordance with, the laws of the State of Illinois in all respects, including matters of construction, validity, and performance. The parties further agree

that the proper venue to resolve any dispute which may arise out of this Agreement is the appropriate Court of competent jurisdiction located in Cook County, Illinois.

This Agreement shall not be construed against a party by reason of who prepared it. Each party agrees to provide a certified copy of the ordinance, bylaw, or other authority to evidence the reasonable satisfaction of the other party that the person signing this Agreement for such party is authorized to do so and that this Agreement is a valid and binding obligation of such party. The parties agree that this Agreement may be executed in quadruplicate.

The rights and remedies of the District or the Village shall be cumulative, and election by the District or the Village of any single remedy shall not constitute a waiver of any other remedy that such party may pursue under this Agreement.

ARTICLE 20. NOTICES

Unless otherwise stated in this Agreement, any and all notices given in connection with this Agreement shall be deemed adequately given only if in writing and addressed to the party for whom such notices are intended at the address set forth below. All notices shall be sent by personal delivery, UPS, Fed Ex or other overnight messenger service, first class registered or certified mail, postage prepaid, return receipt requested, or by facsimile. A written notice shall be deemed to have been given to the recipient party on the earlier of (a) the date it is hand-delivered to the address required by this Agreement; (b) with respect to notices sent by mail, two days (excluding Sundays and federal holidays) following the date it is properly addressed and placed in the U.S. Mail, with proper postage prepaid; or (c) with respect to notices sent by facsimile, on the date sent, if sent to the facsimile number(s) set forth below and upon proof of delivery as evidenced by the sending fax machine. The name of this Agreement i.e., INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF HOFFMAN ESTATES AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO FOR THE DISTRIBUTION OF RAIN BARRELS must be prominently featured in the heading of all notices sent hereunder.

Any and all notices referred to in this Agreement, or that either party desires to give to the other, shall be addressed as set forth in Article 21, unless otherwise specified and agreed to by the parties:

ARTICLE 21. REPRESENTATIVES

Immediately upon execution of this Agreement, the following individuals will represent the parties as a primary contact and receipt of notice in all matters under this Agreement:

For the District

Director of Maintenance & Operations
Metropolitan Water Reclamation District
100 East Erie Street
Chicago, Illinois 60611
Phone: (312) 751-7905
FAX: (312) 751-5681

For the Village

Mayor
Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, Illinois 60169
Phone: (847) 781-2604
FAX: (847) 781-2624

Each party agrees to promptly notify the other party of any change in its designated representative, which notice shall include the name, address, telephone number and fax number of the representative for such party for the purpose hereof.

IN WITNESS WHEREOF, the Metropolitan Water Reclamation District of Greater Chicago and the Village of Hoffman Estates, the parties hereto, have each caused this Agreement to be executed in quadruplicate by their duly authorized officers, duly attested and their seals hereunto affixed.

VILLAGE OF HOFFMAN ESTATES

BY: _____
William D. McLeod, Mayor

DATE: _____

ATTEST:

Bev Romanoff, Village Clerk

DATE: _____

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

Chairman of the Committee on Finance Date

Executive Director Date

ATTEST:

Clerk Date

APPROVED AS TO OPERATIONS, AND TECHNICAL MATTERS:

Assistant Director of Maintenance & Operations Date

Director of Maintenance & Operations Date

APPROVED AS TO FORM AND LEGALITY:

Head Assistant Attorney Date

General Counsel Date

EXHIBIT 1

Metropolitan Water Reclamation District of Greater Chicago

Rain Barrel Program

A component of the District's Green Infrastructure Program

I. PROGRAM DESCRIPTION

Rain Barrels are a form of green infrastructure that are designed to capture and reuse rain water. The largest benefit of rain barrel use is achieved by disconnecting the roof runoff from the system and installing rain barrels to reuse water. Roofs comprise 41% of the impervious surface in Cook County. Many of these surfaces are directly connected to the public drainage system.

The goal of the Metropolitan Water Reclamation District of Greater Chicago's (District's) Rain Barrel Program is removing the direct load from entering the sewer system, reducing basement backups, and reducing combined sewer overflow volume, overland flooding, and infiltration and inflow. The District believes the value of keeping water out of the system will benefit the community.

The District's Rain Barrel Program will utilize three distribution networks throughout its service-delivery area to distribute and promote the use of rain barrels. These networks are described in Section II. Each rain barrel distributed will display a specially-designed label that summarizes the environmental benefits of using rain barrels (see Attachment A).

II. DISTRIBUTION NETWORKS

The three networks that will be utilized to distribute rain barrels are: municipalities, community groups/non-governmental organizations and campus-type facilities.

A. Municipalities

Cook County has 129 communities within the District's service area. Each community will be encouraged to adopt the Rain Barrel Program as its own. This program is contingent on funding approval by the Board of Commissioners on an annual basis. Until otherwise indicated, the Program will provide free rain barrels to residents who live in the District's service area.

Municipalities are required to enroll in this free program via an Intergovernmental Agreement (IGA). Once an IGA is signed, municipalities may order rain barrels, connection hardware, and delivery for their residents from the District's vendor at no cost to the municipality. The District will cover the cost of the rain barrels, the connection hardware and home delivery as the District has a contract with a vendor in place; the vendor will furnish and deliver rain barrels, and municipal partners will be

provided with an email address and telephone number that can be used to order the rain barrels for delivery to residents. Distribution will be limited to a maximum of four rain barrels per home.

The District will provide the following templates for municipalities to use:

- **Sample letter and rain barrel reservation form** – The letter and form can be adapted and mailed to residents; the form is designed to collect the information needed to place an order on the resident’s behalf.
- **Sample brochure that can incorporate your logo** – Upon request, the District will provide municipalities with a supply of brochures imprinted with their municipal logo.
- **Generic press release** – The language in this generic press release can be used in newsletters, on websites or submitted to local publications.

B. Community Groups/Non-Governmental Organizations

Cook County has many community groups and non-governmental organizations (NGOs) that work to educate residents about stormwater management, green infrastructure and environmental improvement. Community groups and NGOs will have access to the District’s rain barrel program. To enroll in this free program, they will be asked to sign a Memorandum of Understanding (MOU). Once the MOU is signed, the community group/NGO may order rain barrels, connection hardware, and delivery for their constituents from the District at no cost to the community group/NGO.

In order to participate, the community group or NGO must:

- Submit a plan to the District describing the utilization of rain barrels;
- Provide detailed ordering information to the District ;
- Periodically ensure proper installation of rain barrels;
- Ensure proper education, care and maintenance of the rain barrels;
- Provide a follow-up report on rain barrel distribution. The report should include the following information:
 - email addresses of constituents receiving the rain barrel(s)
 - street addresses where rain barrels were installed
 - number of rain barrels installed, with a maximum of four rain barrels per home or location
 - a brief report of project successes and/or lessons learned in implementing the project.

C. Campus-Type Facilities

Campus-type facilities include: schools, municipal properties (i.e. town halls, libraries, park district facilities, fire and police stations, garage/outbuilding), churches,

community centers, senior centers, hospitals and clinics. The District will provide free rain barrels to any such facility committed to be a community partner and good steward of stormwater. The facility representative should contact the District regarding execution of a template IGA or MOU and to complete an appropriate application which shall include at a minimum:

- Size of campus
- Number of rain barrels requested
- Percent of downspouts intercepted
- Any other additional stormwater controls implemented on the site

After the rain barrels have been delivered and installed, the facility representative should submit a post-implementation plan or "As-Built" document that provides at minimum:

- addresses and locations where rain barrels were installed
- number of rain barrels installed
- a brief report of project successes and/or lessons learned in implementing the project.

III. MARKETING AND PROMOTION

In addition to providing technical assistance to residents, municipalities, community groups/non-governmental organizations and campus-type facilities on the proper use of rain barrels, a combination of tools will be provided by the District's Office of Public Affairs to promote and market rain barrels to the distribution networks. The tools include the District website, community outreach, public service announcements, email campaigns, press releases, promotion on social media, a rain barrel installation video and distribution of brochures.

Templates for applying for free rain barrels will be provided. In addition, the District can provide materials that utilize logos from the municipalities, community groups/non-governmental organizations and campus-type facilities for program purposes. The District will assign a District liaison to interested municipalities, community groups/non-governmental organizations and campus-type facilities. The liaison can provide assistance and direction during program implementation.

District Commissioners will also play a role in the marketing and promotion of the Rain Barrel Program. Commissioners may use and distribute rain barrels at community events as a means of educating and informing the public about the importance of green infrastructure, promoting the District's Rain Barrel Program, and instructing on proper installation. Upon request of each rain barrel for such events, Commissioners will provide the date, location, and purpose of the event for which the rain barrel(s) is/are being used, acknowledging by signature that the use and distribution is in compliance with the District's Ethics Ordinance policy on political activity.

IV. PROGRAM PERFORMANCE

The District's Maintenance and Operations Department will continue to administer the Rain Barrel Program in cooperation with Engineering and Public Affairs. An assigned resident engineer will administer the rain barrel contract, coordinate deliveries, and document distribution for reporting purposes. The resident engineer will collect the addresses and number of rain barrels delivered and installed. The Office of Public Affairs will document marketing, community outreach and technical assistance and submit this information to the resident engineer for inclusion in an annual report.

V. LABEL

A label will be affixed to every rain barrel distributed (see Attachment A). The label summarizes the environmental benefits of using rain barrels and green infrastructure.

VI. FORMS

Draft forms pertaining to this program are attached and will be modified to include information pertaining to the specific participating municipality, community group/non-governmental organization or campus-type facility:

1. Municipal and Community Group/NGO Ordering Instructions - Attachment B
2. Resident Application Sample Form – Attachment C
3. Campus-Type Facility Application Sample Form – Attachment D

Attachment A

SAVE WATER PREVENT FLOODING IMPROVE WATER QUALITY

55 GALLON
FROST-PROOF
RECYCLED

Rain Barrel

INCLUDES:
MOSQUITO SCREEN
OVERFLOW DRAIN
SPIGOT

This rain barrel is part of the Metropolitan Water Reclamation District of Greater Chicago's green infrastructure program.

Your rain barrel can help prevent flooding and improve water quality by keeping leaf water out of the sewer system.



Use water from your rain barrel to wash your car, water your garden or lawn, or wash your pet. Do not drink water from a rain barrel. For installation instructions and more information, visit mwrdd.org. Find the MWRD on Facebook and Twitter and show off your rain barrel!

Attachment B



MWRD Rain Barrel Program Municipal and Community Group/ Non-Governmental Organization Ordering Instructions

Municipalities and Community Groups/Non-Governmental Organizations (NGOs) in the District's service area may order free rain barrels for their residents.

To qualify for free rain barrels, residents must either live in a municipality that has signed an Intergovernmental Agreement with the District or request them through an organization that has signed a Memorandum of Understanding with the District.

If the resident meets the above criteria, then the municipality or community group/NGO may contact Roland Derylo at derylor@mwrdd.org to order rain barrels*; please write **MWRD Rain Barrel Program** in the subject line.

The municipality or community group/NGO will be provided a spreadsheet and will be required to fill in the following resident information: **Name, Address [City, State & Zip], Phone Number, Email Address, Number of Rain Barrels and Color Requested.**

*A maximum of four rain barrels may be ordered per location.
Bulk deliveries will continue to be made to organizations and agencies wishing to purchase rain barrels at cost from the District.

Need more information? Visit www.mwrdd.org or call (312) 751-6633.

Attachment C
Sample Form

Free Rain Barrel Program Municipal Application Form for Residents

We are pleased to offer free rain barrels to our residents. Please complete the information needed for delivery.

Resident's information:

Name: _____
(Please print)

Home address: _____

City, State, Zip: _____

Phone number: _____

Email address: _____

Number of rain barrels requested: _____

Rain Barrel Color (indicate #): ___ Terra Cotta ___ Blue ___ Black ___ Gray

Notice to Resident: All rain barrels no longer in use must be returned to the municipality. If you decide to remove your rain barrel, please contact [insert name, phone number, email address] to arrange for its return.

Free Rain Barrel Program Campus-Type Facility Application Form

The Campus-Type Facility may contact Roland Derylo at derylor@mwrld.org to order rain barrels; please write **MWRD Rain Barrel Program** in the subject line. Please include the information needed for delivery below.

Facility and Ordering information:

Name of Campus-Type Facility: _____
(Please print)

Rain Barrels' Delivery Location Address: _____

City, State, Zip: _____

Number of rain barrels requested: _____

Rain Barrel Color (indicate #): ___ Terra Cotta ___ Blue ___ Black ___ Gray

Campus-Type Facility Representative Contact Information:

Contact Name: _____

Phone number: _____

Email address: _____

EXHIBIT 2

Installation Instructions

Please read these instructions and warnings thoroughly before beginning installation and retain for future reference.

INCLUDED

- Rain barrel body (A)
- Rain barrel lid (B)
- Mesh filter (preinstalled in lid) (C)
- 1 overflow hose and 1 hose clamp (D)
- 1 spout, 1 rubber gasket, 1 nut (E)
- 4 screws

NEEDED

- Slothead and Phillips (crosshead) screwdrivers
- Wrench
- Tape measure and marker
- Safety glasses, safety gloves
- Hacksaw
- Hammer or chisel

Step 1 Locate

Choose a location below a downspout for your rain barrel. The location must have level, firm ground. A 3'x3' paving stone can be used to provide stability. Avoid locations near ground-level basement windows or window wells.

Step 2 Assemble

Put the rubber gasket on the spout and place it through the hole at the front of the barrel. Thread the nut onto the back of the spout from inside the barrel. Hold the nut in place with a wrench and hand tighten only. It only needs to be tight enough to prevent water leakage. Use caution as over-tightening can crack the barrel.

Step 3 Cut Downspout

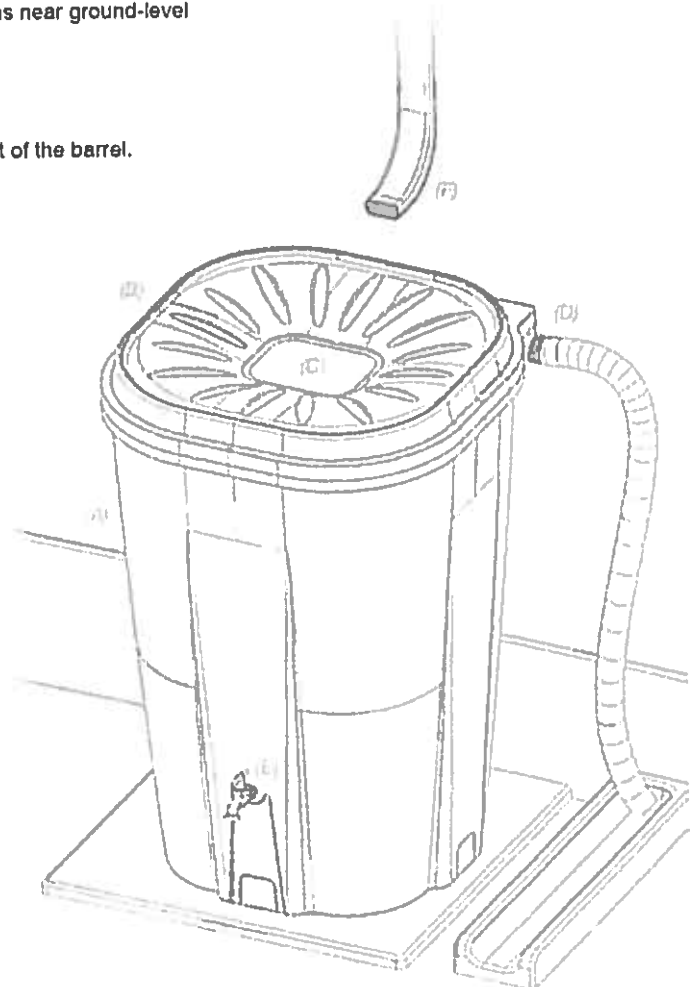
Place the barrel beside the downspout to measure and mark your required cut. Make sure to allow enough room for the barrel, lid and elbow spout. **Wearing safety glasses and gloves,** cut the downspout using a hacksaw. Attach your existing elbow spout (F) to the new downspout end.

Step 4 Overflow

Choose which side overflow spout you will use. Both spouts are blocked by a plastic disc by default. Remove the disc by inserting a slot screwdriver or chisel into the overflow tube from the outside, and gently tap with a hammer around the edges of the disc until it pops free. Attach the overflow hose using the hose clamp and a slot screwdriver. Direct the other end of the hose to wherever your downspout originally drained, which should be either a splash pad or sewer drain.

Step 5 Attach Lid & Place

Place the lid on the barrel and affix using the four provided screws (#6 x 1.5") and a crosshead screwdriver. Hand-tighten only. Over-tightening may crack the plastic. Place assembled bin under downspout and ensure it is level and stable.



Option Connecting Multiple Barrels

Multiple FreeGarden™ RAIN barrels can be connected to collect additional water from the same downspout. On each additional barrel tap out BOTH plastic discs in the overflow spouts as in Step 4 above, then connect and clamp the end of the first barrel's overflow hose to one of the spouts of the additional barrel. Clamp and connect another overflow hose to the other spout of the additional barrel and direct the open end to wherever your downspout originally drained (usually a splash pad or sewer drain).

Usage

Congratulations! You can use your collected rainwater for many purposes, such as:

- Watering lawns
- Watering gardens
- Washing cars
- Cleaning outdoor furniture
- Washing garden tools and containers
- Watering indoor and outdoor potted plants

Note: NEVER DRINK OR INGEST STANDING WATER. Do not allow ingestion by pets and animals, and do not cook or wash anything in collected rainwater in any way that may result in ingestion. Ingestion may cause serious illness or death. See below for further important warnings.

Maintenance

SUMMER

Clean the screen once a month to prevent clogging. Check for erosion under/around rain barrel; platform/support must remain level and stable at all times.

WINTER

Drain barrel and store in shed or garage. If left outside with freezing water inside, the barrel may crack.



WARNINGS

Drowning Hazard

Never permit children to play on, in, or near a rain barrel. Always affix the lid securely to avoid drowning. Never use a rain barrel without the lid securely affixed, or with a damaged, cracked, warped or broken cover. Never place a rain barrel near a deck, stairs, chair, or other structures or items that may allow a child to climb above, on, or in the rain barrel.

Water Contamination Hazard

Do not use collected water for drinking, cooking, washing or in any way that may result in ingestion of the water by humans and/or animals. Water in rain barrels may become stagnant and/or contaminated. Ingesting rain barrel water may cause serious illness or death. Use only for watering plants and cleaning of outdoor items not related to eating or drinking.

Tipping Hazard

A misinstalled rain barrel may tip over causing bodily injury or property damage. Never place rain barrels on non-level or uneven surfaces. Always use a solid, stable platform under the rain barrel. Water is very heavy. The preparation and placement of the installation are critical; the platform must be level and provide robust support for a filled rain barrel.

Electrical Hazard

If the downspout contains heating cables, there is a potential electrocution or fire hazard during installation. Ensure power is disconnected at the electrical panel before manipulating heated downspouts. Consult a qualified electrician for modifications to heated downspouts.

Installation Hazards

Rain barrels are for water collection and outdoor use only. No other uses are recommended. Downspout edges may be sharp. Wear protective gloves when cutting and handling downspouts. Always wear safety glasses when cutting or drilling to prevent eye injuries. Protect siding from damage by inserting a sheet of plywood between the downspout and siding. Read all instructions and warnings thoroughly before installing this product.

Warning and Limitations

Improper installation and maintenance may result in property damage, bodily injury and/or death. Enviro World Corporation is not responsible for any damages or injuries caused by or resulting from improper installation and/or continued maintenance. Retain this sheet for future reference.

International Headquarters

Enviro World Corporation
7003 Steeles Ave. W., Unit 6
Toronto, ON Canada M9W 0A2
Tel 416-674-0033 Fax 416-679-0368
Toll-free 877-634-9777 solutions@enviroworld.ca

www.enviroworld.ca

Maintaining and Using Your Rain Barrel

You can use rain barrel water to wash your car, water your lawn, or clean work boots and tools. Rain barrel water is naturally free of chlorine, lime, and calcium, and some gardeners swear their plants prefer it.

Rain barrel water is runoff from your roof, so do not drink it or use it for bathing! Disconnect your rain barrel if you need to use a moss killer on your roof. Wait for a few rainy days before reconnecting your rain barrel to allow the moss killer to rinse away. Do not use rain barrel water on plants if your home has a copper roof or gutters.

Oh No, Overflow!

Don't worry, your rain barrel is meant to overflow once it is full. Overflow water will spill from the opening on the top and the overflow fitting. Connect a hose to the overflow fitting to direct the water away from your house. You can also connect a second rain barrel to the first one using the included connecting hose and double the amount of water captured before it overflows.

Check on your rain barrel when it is raining to make sure the overflow is not causing flooding or flowing into your neighbor's property. If your rain barrel is properly installed on a pervious surface, overflow water should be absorbed into the ground. If you see water pooling on your property, consider installing a rain garden, which is a type of landscaping designed to absorb water.

Regular Maintenance

Regularly check your gutters, downspouts, rain barrel water intake screen, rain barrel mosquito screen and rain barrel spigot for leaks, obstructions or debris. Also, confirm that the lid is secure so children and animals cannot fall into the rain barrel.

Winterizing

Drain your rain barrel before temperatures drop below freezing and keep the spigot open in the winter so water does not accumulate and freeze.

You can also turn it upside down or bring it inside to ensure no water accumulates in the barrel.

Preventing Mosquitoes

Your rain barrel comes with a mosquito-proof screen under the lid. When the mosquito netting is intact, and there are no leaks where mosquitoes can enter the barrel, your rain barrel should be mosquito-free.

Remove accumulated water from the top of the barrel every 3-4 days during the rainy season. Mosquitoes need at least 4 days of standing water to develop larvae.

If you believe mosquitoes may be breeding in your rain barrel, empty it completely and let it dry out to kill all mosquitoes.

If you want to customize the appearance of your rain barrel, you can

Paint Your Rain Barrel

Follow these steps to paint your rain barrel:

1. Wash it thoroughly with soapy water to remove any dust or dirt.
2. Once the barrel is dry, apply a plastic primer designed to adhere to polyethylene plastic. Follow the instructions for the primer, including safety precautions.

Note: Don't skip this step. Primer is important! Paint will not stick to a rain barrel without primer, and house paint primers will not adhere well to rain barrel plastic.

3. Gently buff the primer surface with fine sandpaper to remove any glossy areas.
4. Paint the barrel with artist's acrylic paint. Acrylic paint is durable and won't chip or crack as easily as other paints.
5. Allow several days for the paint to dry completely and apply a clear spray sealant to protect your artwork. Follow the instructions for the spray sealant, including safety precautions. This will protect your work of art from the elements.

Metropolitan Water Reclamation District of Greater Chicago

mwrdr.org

Disclaimer: With proper installation, maintenance and use, your rain barrel should function properly. The Metropolitan Water Reclamation District of Greater Chicago assumes no liability for the installation, maintenance or use of your rain barrel. We are not responsible for any rain barrel malfunction, property damage or injury associated with your rain barrel malfunction, property damage or injury associated with your rain barrel, its accessories or contents.

See also additional instructions and warnings regarding installation and maintenance of rain barrels contained in the FreeGarden RAIN® Installation Instructions.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to award contract for the Grand Canyon Storm Sewer Project to A Lamp Concrete Contractors Inc., of Schaumburg, IL (low bid), in the amount of \$229,777.

MEETING DATE: August 15, 2016

COMMITTEE: Public Works & Utilities

FROM: Alan Wenderski

PURPOSE: Request authorization to award contract for the Grand Canyon Storm Sewer Project to A Lamp Concrete Contractors Inc., of Schaumburg, IL (low bid), in the amount of \$229,777.

BACKGROUND: The project is located on Grand Canyon Parkway just north of the intersection with West Berkley Lane. See attached location map. The existing 54-inch Corrugated Metal Pipe (CMP) storm sewer is deteriorating and has had multiple failures over the last several years. The proposed improvements include the replacement of the existing CMP with Reinforced Concrete Pipe (RCP) and an improved alignment that will enhance the flow and decrease future maintenance.

DISCUSSION: On August 8, 2016, nine bids were received for the Grand Canyon Storm Sewer Project. The engineer’s estimated cost for this work was \$241,272. The bids are summarized below:

Bidder	Bid Cost
A Lamp Concrete	\$229,777
Martam Construction	\$269,932
Copenhaver Construction	\$272,144
DeVinci Construction	\$278,803
Bolder Construction	\$293,698
Glenbrook Excavating	\$316,000
Berger Excavating	\$326,326
RA Mancini	\$341,853
Alliance Contractors	\$354,586
Engineer's Estimate	\$241,272

DISCUSSION: (Continued)

A Lamp Concrete submitted the low bid of \$229,777. A Lamp Concrete has worked on the Village's 2015 and 2016 Street Revitalization Projects. All past work has been completed in a satisfactory manner.

FINANCIAL IMPACT:

\$500,000 of Bond proceeds were budgeted for the completion of the Storm Sewer Assessment and the engineering and construction of the Grand Canyon Storm Sewer. There are sufficient Bond proceeds remaining to cover the awarded construction costs.

RECOMMENDATION:

Request authorization to award contract for the Grand Canyon Storm Sewer Project to A Lamp Concrete Contractors Inc., of Schaumburg, IL (low bid), in the amount of \$229,777.



Figure 2
Grand Canyon Parkway
Culvert Replacement Detailed Location Map



DEPARTMENT OF PUBLIC WORKS

JULY 2016 MONTHLY REPORT

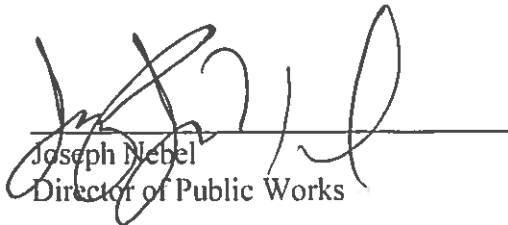
SUBMITTED TO PUBLIC WORKS COMMITTEE

AUGUST 2016

- ADMINISTRATIVE SERVICES
- FACILITIES
- FLEET SERVICES
- STREETS
- WATER AND SEWER

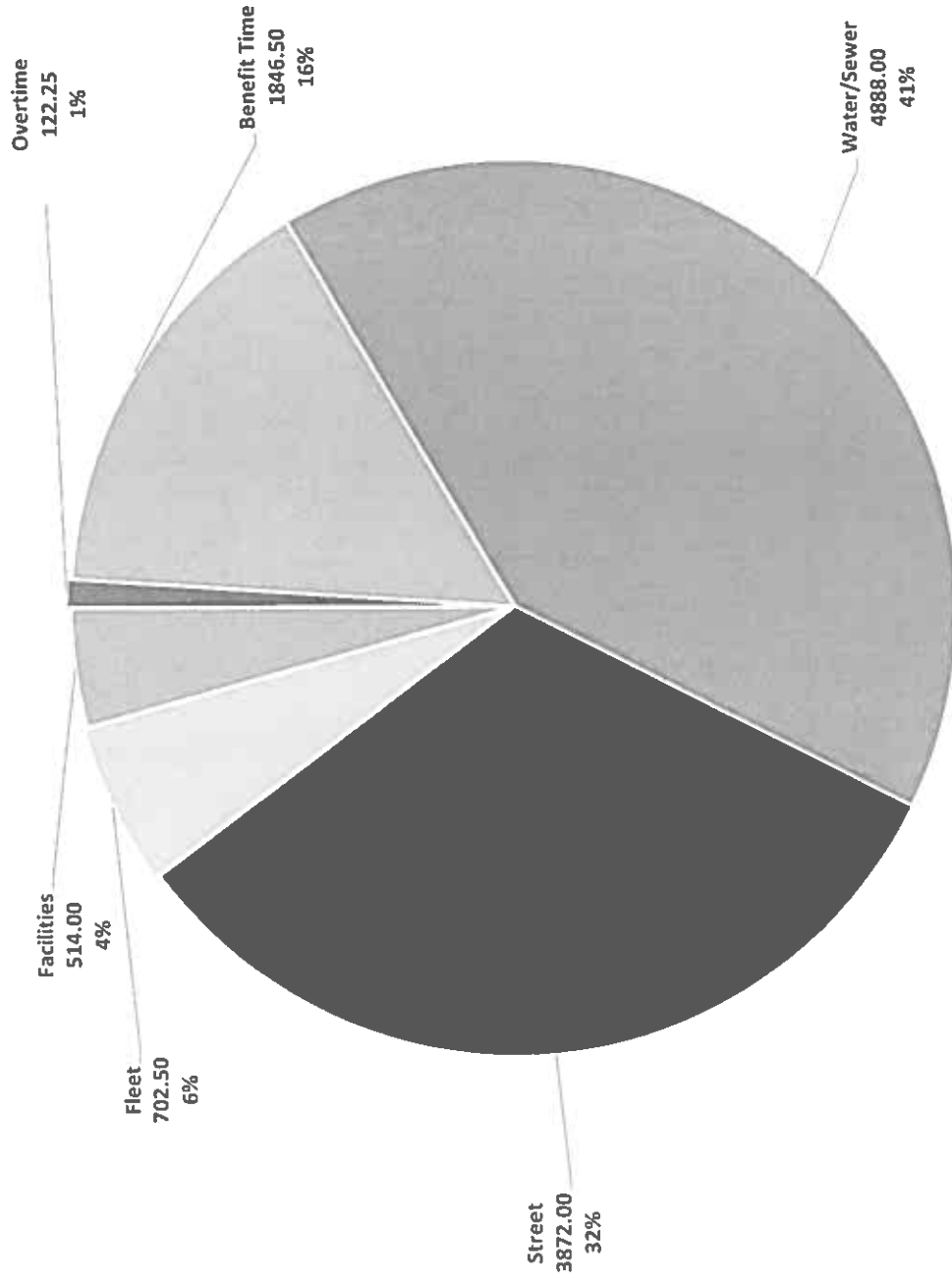


Kelly Kerr
Assistant Director of Public Works

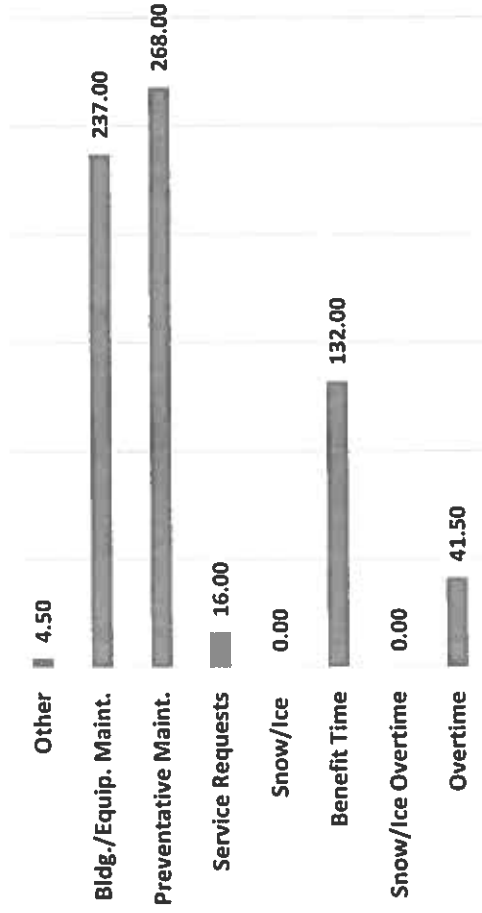


Joseph Nebel
Director of Public Works

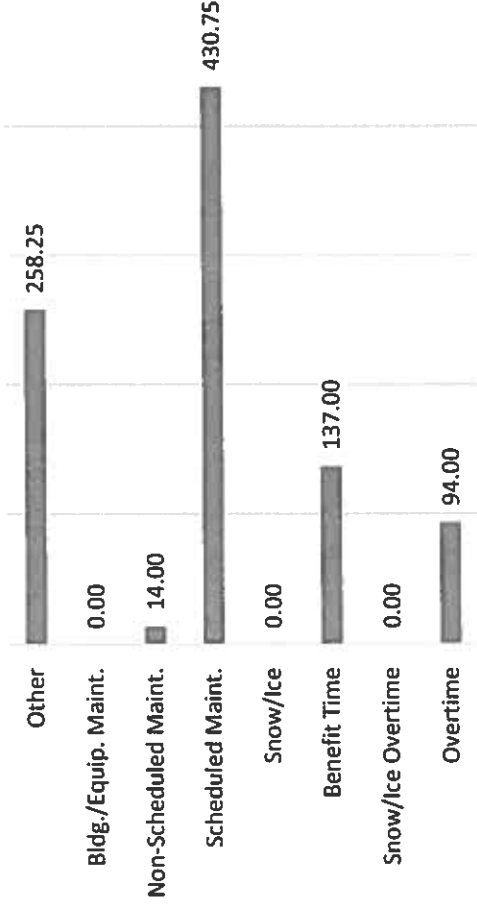
Public Works Department Total Hours June 2016



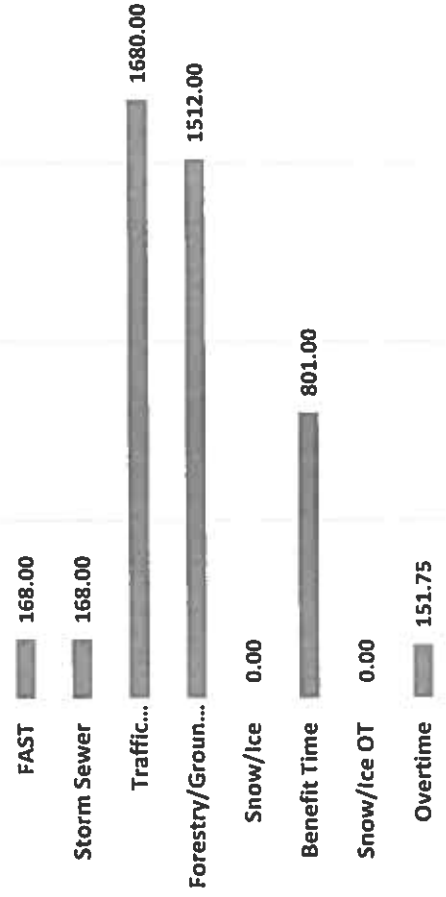
Facilities Total Hours July 2016



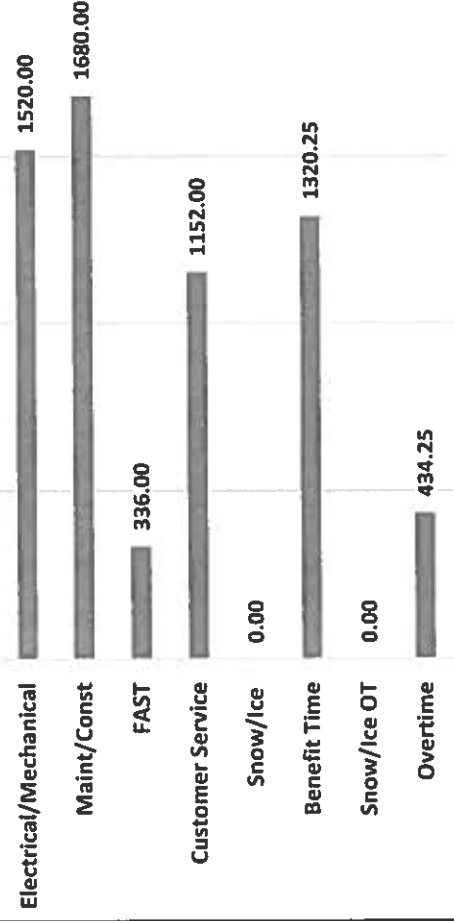
Fleet Total Hours July 2016



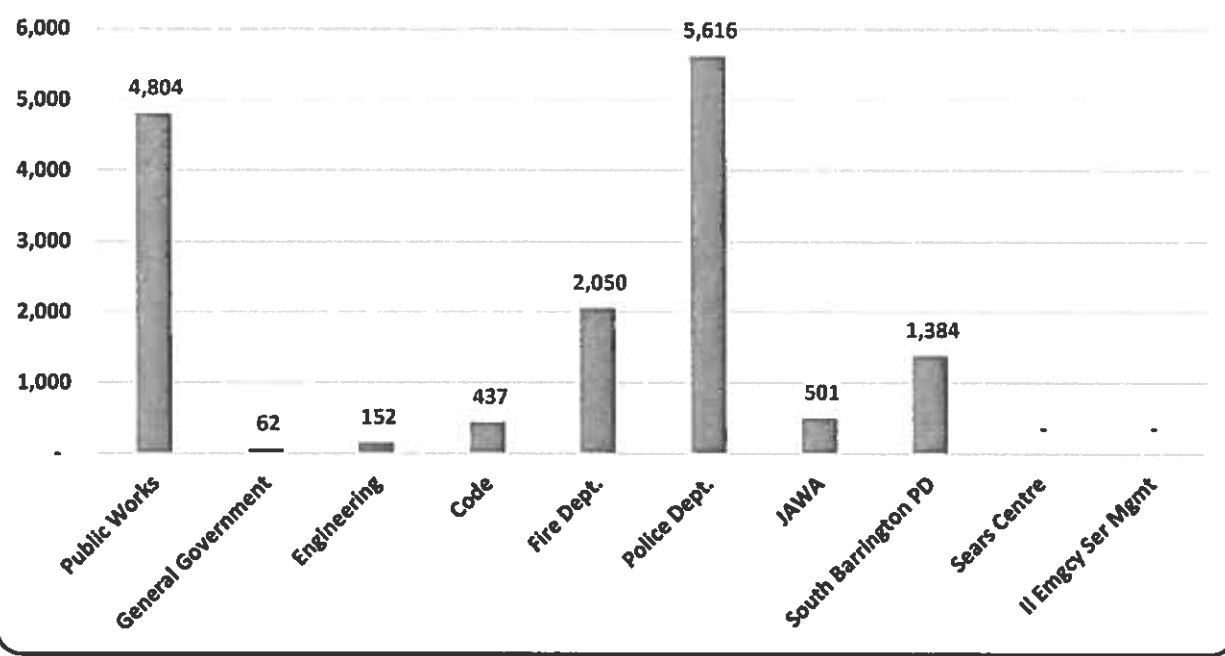
Street Total Hours July 2016



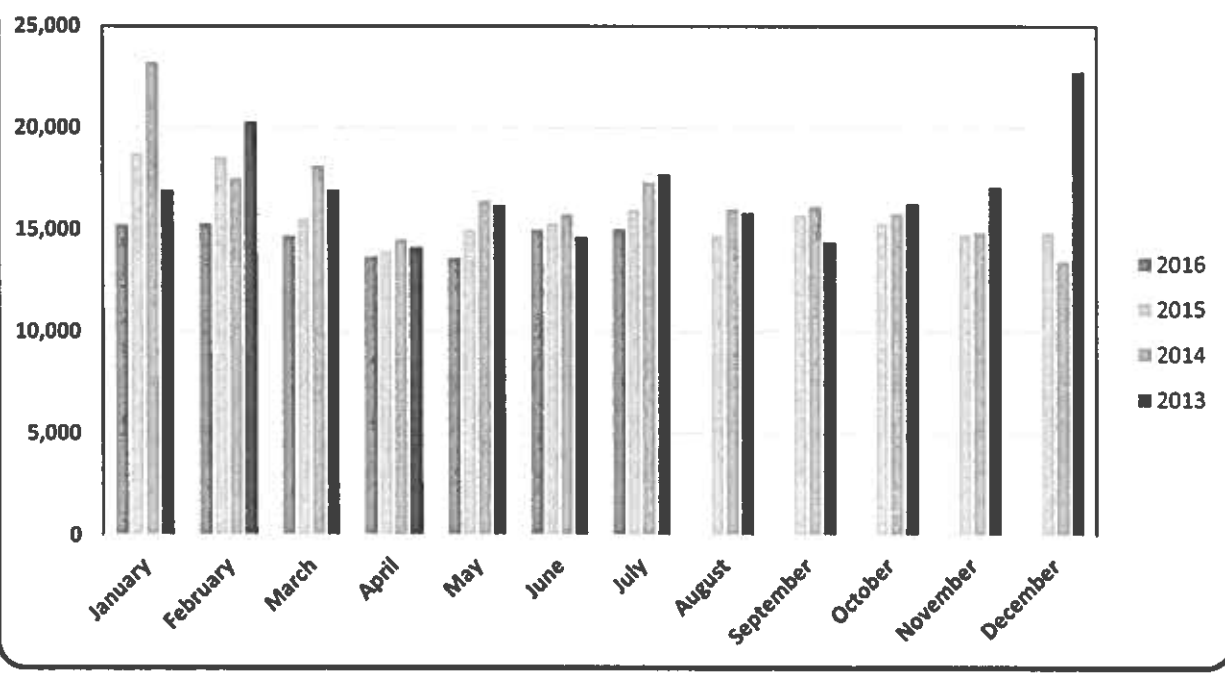
Water Total Hours July 2016



July 2016 Fuel Usage by Department / Gallons



Total Fuel Used / Gallons



MAJOR PROJECT STATUS

Valve Assessment Program

Notice to proceed was issued to M.E. Simpson on March 31, 2016 for the assessment of 1,000 valves with a concurrent leak survey. Project kick-off meeting was held on May 20, 2016 and work started in June 2016. **Before the end of July, 292 valves located in Barrington Square, Parcel NE, Parcel NF and Parcel NC were exercised and/or mapped with GPS coordinates determined. Boxes/vaults of the completed valves have been cleaned. The leak survey uncovered four hydrant leaks and one valve leak and all have been repaired.**

Tollway Widening Project

The Illinois State Highway Toll Authority's (Tollway) "Move Illinois" project involving bridge work, sound walls, retaining walls and utility relocations for mainline widening is affecting a total of 14 water, sewer and fiber optical lines that cross the I-90 Tollway to provide services to the Village. Some sections are in direct conflict with proposed Tollway work. In order to avoid/eliminate conflicting situations sections of water & sewer mains and fiber optic cables must be relocated and casing pipes for water & sewer mains must be extended. One new crossing of 16" water main is needed in the future. The following is a brief update of what is being done to avoid construction conflicts to the 14 utility lines:

1. 4" fiber optic cable located immediately west of Beverly Road bridge in conflict with new storm sewer both north and south of the Tollway. Public Works is assisting IS in seeking a solution to relocate the cable. RFP is being sent out. Conflict was resolved by splicing the conduit and pulling a few more feet of fiber optical cable to clear off the new storm sewer.
2. 16" water main crossing both Beverly Road and I-90 Tollway in conflict with the bridge and new storm sewer. Design for relocation is complete. IEPA permit has been received. Work is to be included in Tollway construction planned for September 2015. Additional potholes were done and the existing water mains under NICOR gas mains and Beverly Road Bridge were located. The scope of work to resolve conflicts was reduced. The construction of the new 30" storm sewer safely passed the Village's 16" water main with sufficient clearance. 42" casing pipes were extended for the 16" water main crossing at both north and south of the Tollway.
3. JAWA 16" water main crossing I-90 Tollway near Hoffman Blvd (ComEd substation) in conflict with west bound lane. Casing pipe extension in the South is complete. Casing pipe extension to the North is not needed.
4. JAWA 12" water main crossing I-90 Tollway under Canadian National Tracks' bridge in conflict with the bridge abutment. The section of the water main is to be relocated. 3 months shut down is planned between June and August. The 12" water main was shut down on May 29 to let the bridge demolition work start. Installation of new replacement 12" water mains was completed with the replacement of JAWA's 12" valve. It was placed in service.
5. 24" sanitary sewer main adjacent to the new National Tracks' bridge is in conflict with the bridge abutment. CCTV inspection of the sewer main both prior to and after the construction is included in the Tollway contract to protect the pipe and all related cost is to be covered by the Tollway. The camera inspection of the sewer prior to the construction indicates the pipe is in good condition. The camera inspection of the sewer after the construction of the bridge abutment found no damage to the pipe. Another CCTV inspection of the sewer main is pending with the 2nd phase construction completed.
6. 16" water main crossing both I-90 Tollway and Route 59 exit ramp in conflict with both east and west bound lanes and the exit ramp. Installation of all water main casing pipes and relocation of water mains have been completed. The new water mains were placed in service December 2015.

7. 12" water main crossing I-90 Tollway east of Barrington Road. Tollway engineer revised construction plan and avoided conflict in the north side of the Tollway. Construction of new storm sewer safely crossed Village's water mains. Construction of 54" storm sewer at south of Tollway exposed a new conflict with the 12" water main. Further excavation indicated the old casing pipe failed. The replacement of the failed casing pipe is complete. The conflict was resolved in June.
8. Tollway's 54" storm sewer in conflict with Village's 4" fiber optic cable located north of the intersection of Stonington and Pembroke Ave. earlier pothole to locate the cable was not successful. Recent potholes indicates the fiber optic cable at the south side is safely below the new storm sewer. Construction of new storm sewer passed Village's fiber cable with no problem.
9. 12" sanitary sewer force main for Pfizer lift station is near AT&T site. No conflicts have been detected through potholes that require major work **as of July 31, 2016.**
10. 12" water main crossing I-90 Tollway north of the Village Hall. No conflicts have been detected through potholes that require major work **as of July 31, 2016.**
11. 16" transmission water main crossing I-90 Tollway north of the Village Hall in conflict with retaining wall. Design work is complete for temporary solution with interconnect to the 12" water main. Application was submitted for IEPA permit. A total of 13 bids were received on bid closing date, December 18 and contract for the construction is awarded to Swallow Construction Corporation with the low qualified bid. Cook County Highway permit was received. The contract was executed. The construction is substantially completed. The contractor was informed of the deficiencies and a response is pending. Two existing 16" valves have been replaced in June. The new temporary interconnect is expected to be placed in service in June 2016 as an alternate water main crossing for the North Pressure Zone. **Landscape restoration for both Central Road and Village Hall sites are complete. The project is to be closed pending the final invoice. Staff prepared RFP to seek engineering services for a future permanent solution.**
12. 16" transmission water main crossing I-90 Tollway north of the Eisenhower School for Ela Road water mains. No conflicts have been detected through potholes that requires major work **as of July 31, 2016.**
13. 8" water main crossing I-90 Tollway south of Thomas Engineering site in conflict with retaining wall and proposed JAWA relocation. 8" water main crossing was disconnected, extended and reduced to 4" with a cap to be used as future sewer main at north of the Tollway and casing extension at south of the Tollway is pending approval of IGA with Tollway.
14. 4" sanitary sewer force main for Thomas lift station south of the Thomas Engineering site in conflict with retaining wall and proposed JAWA relocation. The 30" casing pipe was extended at north the Tollway as part of the Tollway construction. **Tollway contractor has not provided dates when the casing extension will occur South of the Tollway due to busy schedule.**

ADMINISTRATIVE SERVICES

1. Participated in weekly site plan review meetings
2. Prepared monthly Citizen articles
3. Updated monthly performance measures reports
4. Attended regular Wellness Committee meeting(s)
5. Updated Public Works website content

UTILITY LOCATES TEAM

1. Performed 9413 regular priority J.U.L.I.E. utility locates for the month; 4,998 year-to-date
2. Performed 9 emergency priority J.U.L.I.E. utility locates for the month; 92 year-to-date
3. Participated in 7 Utility Joint Meets; 25 year-to-date
4. Performed R.O.W. inspections

STREETS

- **F.A.S.T. (Fast Action Service Team)**

1. Responded to 43 requests for the month, 251 year-to-date
2. Assisted meter shop with shut-offs of delinquents meter accounts
3. Performed water bill drop box pick ups
4. Performed mail run duties
5. Performed building maintenance at Fleet Services
6. Performed street light inspections
7. Received deliveries at Susan Kenley-Rupnow Public Works Center
8. Performed tower light inspections
9. Performed monthly maintenance on 5 message boards
10. Assisted with meter appointments
11. Assisted with meter route reading
12. Assisted with routine locates
13. Performed cleaning of Public Works Center floor
14. Assisted with Public Works recycling and battery recycling
15. Performed cleaning of wash bay at Fleet Services
16. Performed site lock ups at Susan Kenley-Rupnow Public Works Center and Fleet Services
17. Performed lamp inspections at Susan Kenley-Rupnow Public Works Center
18. Filled 4 pallets of sand bags
19. Assisted with set-up/take-down for NW 4th Fest
20. Performed sidewalk inspections
21. Performed supervision of mud jacking contractor
22. Assisted with electronic recycling at Village Hall
23. Transported scissor lift to other Village buildings as needed
24. Transported vehicles for Safety Lane testing
25. Assisted with set up/take down of Village Green signs

14	Dead animals	3	Black dirt & seed
2	Possible sewer back-up inspections	7	Branch pick ups
2	Possible water leaks	3	Sidewalk deviations
4	Misc. requests	2	Wood chip deliveries
4	B-box repairs	1	Water turn on
1	Graffiti removal		

- PAVEMENT MAINTENANCE TEAM

1. Repaired potholes at various locations Village-wide
2. Performed scheduled equipment maintenance on Unit #50 and pavement equipment
3. Performed street inspections and inventory for pavement repairs
4. Performed yard maintenance at Fleet Services facility
5. Performed raised pavement marking and delineator repairs at various locations Village-wide
6. Performed pavement equipment maintenance
7. Performed purchasing and budget work for pavement team
8. Assisted Traffic Operations sign team and light team as needed
9. Performed safety coordination of Department Tailgate training, Fork Lift Refresher training, Unit 68 semi-dump and low boy training, Nipsta training as needed
10. Performed maintenance on street crossing excavations, saw cut, dug, hot patch
11. Performed maintenance on storm inlets, saw cut dug, hot patch
12. Performed driveway repairs for Street Recon Project
13. Performed preventative cleaning of inlets
14. Performed take down for NW 4th Fest
15. Performed street/curb line repair along Castaway Ct.
16. Assisted with parkway/street clean up from storm damage
17. Performed saw cutting for inlets, sanitary sewers and excavations at various locations Village-wide
18. Supervised contractor pavement marking work at various locations Village-wide
19. Performed hot asphalt patch curb line repair at various locations Village-wide
20. Performed pavement marking at various locations Village-wide
21. Transported vehicles for Safety Lane testing
22. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SIGNS

1. Assisted with street light repairs and ground fault repair on Prairie Stone Parkway
2. Performed traffic barricade maintenance
3. Replaced or repaired 3 signs due to wind, vehicle damage or vandalism
4. Assisted with pothole repairs and patching at various locations Village-wide
5. Performed purchasing/pricing of sign maintenance and repair supplies
6. Performed ongoing street sign maintenance log
7. Performed sign straightening at various locations Village-wide
8. Performed preventative storm sewer inlet cleaning
9. Performed sign clearing at various locations Village-wide
10. Performed Type I street resigning on: Gloucester Ct., Normand Dr., Whispering Trails S., Concord Ln., Sturbridge Dr.
11. Take down signage and barricades for NW 4th Fest
12. Fabricate, cut, assemble and install "Passport Acceptance Facility" for Village Hall front entrance
13. Fabricate, cut and assemble (2) "Do Not Operate" signs for Water Operations
14. Fabricate, assemble, mount on tall barricades (6) "Paving Tomorrow" signs for Engineering
15. Affixed reflective material & "HE Sewer" to (15) green delineators for Water Operations
16. Attended 3M Digital Sign Making workshop
17. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- **STREET LIGHTS**

1. Responded to 9 resident requests for service repairs; 61 year-to-date
2. Repaired 29 street lights this month in various locations; 215 year-to-date
3. Performed equipment maintenance on Village vehicles
4. Assisted with sign installations at various locations Village-wide
5. Located street light cables for sign installations, storm sewer and water excavations
6. Repaired numerous hand hole covers throughout the Village
7. Cleared tree branches obstructing street light poles and fixtures Village-wide
8. Re-lamp all pathway lights between Village Hall and ADP
9. Installed new street light pole numbers throughout the Village
10. Assisted with take-down of NW 4th Fest
11. Install new street light controller boxes throughout the Village
12. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

FORESTRY TEAM

1. Responded to requests for service; 87 for the month; 456 year-to-date
2. Performed routine tree maintenance: brush pick up, tree removals, storm damage clean up, corrective treatment, inspections, tree watering and routine tree trimming
3. Performed tree equipment maintenance
4. Performed measurement and logging of daily precipitation
5. Performed contract tree trimming preparations
6. Performed field inventory verification and correction
7. Supervised tree trimming contractor
8. Performed supervision of weed control and turf mowing contractors
9. Performed site maintenance and garbage clean up at mowing sites
10. Performed maintenance, straightening and tree wrap removal on newly planted trees
11. Performed duties associated with stump grinding
12. Followed up with turf restoration contractor
13. Assisted with take-down of NW 4th Fest
14. Distributed advisory letters in preparation of contractor tree trimming
15. Prepared vehicle for Streamwood parade
16. Transported vehicles to Safety Lane for testing
17. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

WATER & SEWER

• STORM SEWER TEAM

1. Performed monthly lake/creek checks and maintenance
2. Performed vehicle equipment maintenance
3. Performed yard clean-up and maintenance at Fleet Services facility
4. Completed weekly barricade checks
5. Performed water shut down for Golf Rose Shopping Center
6. Investigated water leaks at Fire Station #22 and 1234 Meadow Ln.
7. Attended GIS map training
8. Rebuilt storm inlets at 1550 Caldwell Ln., 1495 Devonshire Ln.
9. Assisted with leak repair at Hoffman Estates High School
10. Designed and built bike rack at Public Works Center
11. Completed concrete driveway repair related to water excavation at 734 London Sq.
12. Provided oversight of contracted storm line repair at Avon Dr. and Windemere
13. Performed outflow cleaning of beaver dam by Cabela's
14. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

• OPERATIONS TEAM

1. Collected (60) monthly water samples for bacteriological testing and (7) raw well water samples (3) resident water quality tests
2. Performed weekly well and lift station checks
3. Exercised wells, discharged to waste
4. Collected JAWA and Interzone pump readings
5. Performed monthly sump pump maintenance at all wells, lift stations, towers and JAWA pits
6. Assembled monthly water usage and IEPA water report
7. Performed electrical work and trouble inspections at Village-owned buildings
8. Performed back-up generator maintenance at lift stations, pumping stations, radio system locations and Village-owned buildings
9. Monitored water construction and water operating permits, including water pressure tests and bacteriological testing
10. Completed monthly check and report on Homeland generators
11. Installed new fence at Well 7 along with building repairs
12. Performed maintenance on Western Development Area lift station up-blast fan
13. Monitored water storage during JAWA construction and upgrades for Tollway project
14. Monitored all tower antenna maintenance and projects
15. Repaired WDA lift station sluice gate
16. Changed out transformer and control contactor at Thomas lift pump #1
17. Exercised 16" valves for T-6 shut down for new water main

- CONSTRUCTION / MAINTENANCE TEAM

1. Performed water and sewer excavation barricade checks at various locations Village-wide
2. Performed clean-up of spoil bins at Fleet Services facility
3. Performed clean-up of spoils at dead end of Pembroke Ave.
4. Performed water/sewer restoration site inspections at various locations Village-wide
5. Performed leak investigation at various locations Village-wide
6. Performed water main repairs at North of 66 Central Rd.
7. Assisted with storm sewer flushing and televising
8. Performed repairs or replacement of b-boxes at 695 Washington Blvd., 590 Glendale Ln., 1534 Rosedale Ln., 2400 W. Central Rd.
9. Performed replacement/repair of fire hydrants at Village Green, 1195 Meadow Ln., across from 1180 Englewood Rd., 1800 Bolleana Ct., 3995 Harrison Ln.
10. Performed replacement of 8" sanitary sewer at 725 Edgemont Ln.
11. Performed valve replacement at Golf Rose Shopping Center, 1140 Hermitage Dr. and Hoffman Estates, High School
12. Performed NW 4th Fest take-down
13. Transported vehicles to safety lane for testing
14. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 8,077 feet of main sewer lines for the month, 71,252 feet year-to-date
2. Performed sanitary main inspections 90 ft. for month, 1417 ft. year-to-date
3. Applied liquid and dry microbe formula for enhancement of wastewater treatment systems
4. Performed equipment maintenance on Units #40
5. Performed maintenance on safety equipment
6. Located manholes within WDA overgrown with deciduous materials
7. Assisted with required water samples
8. Assisted Operations with lift station checks
9. Performed in-house training of Unit #67 operation
10. Assisted GIS Technician with database corrections
11. Installed delineators by sanitary manholes within WDA
12. Attended Nasco Pipe Inspection class
13. Assisted Water Operations with Golf lift pump pull
14. Assisted with valve replacement at Golf lift
15. Assisted with WDA maintenance
16. Completed yearly restaurant trouble list
17. Completed quarterly trouble list
18. Cleared blockage on Bolleana Ct.
19. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Water usage by Unit #66 22,500 gallons for the month; 124,500 gallons year-to-date
2. Performed routine vehicle and equipment maintenance
3. Performed barricade checks at various sites Village-wide
4. Flushed 100 feet of storm sewer for the month; 5,022 feet year-to-date
5. Evaluated water leak restoration sites
6. Assisted meter shop with delinquent accounts
7. Participated in Public Works Department training

- CUSTOMER SERVICE/METER TEAM/PLUMBERS

1. Performed 37 Water Billing customer service appointments at various locations Village-wide
2. Performed 290 water meter readings related to actual/finals/investigatory concerns generated through the Finance Department
3. Performed inter-office mail delivery services
4. Performed water meter readings for 15,678 billing accounts
5. Performed delinquent water account duties at 93 locations throughout the Village
6. Performed 5 final new construction inspection
7. Performed 132 residential cross connection inspections (plumbers)
8. Responded to 12 work requests in July
9. Completed 17 meter change-outs as part of meter change-out program
10. Performed 2 minor b-box repair
11. Assisted with take-down of NW 4th Fest
12. Participated in Public Works Department training
13. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

**ENGINEERING REPORT OF THE
TRANSPORTATION AND ENGINEERING DIVISION
DEPARTMENT OF DEVELOPMENT SERVICES
AUGUST MONTHLY REPORT**

Attached is the Monthly Engineering Report of the Transportation and Engineering Division in the Department of Development Services for the period ending August 12, 2016.

A handwritten signature in blue ink, appearing to read 'A. Wenderski', with a horizontal line underneath it.

Alan Wenderski, P.E.
Village Engineer

MISCELLANEOUS

Summary of miscellaneous items:

- Pavement Conditions Ratings (PCR) inspections are 100% completed
- Engineering plan review for Barrington Square Animal Hospital, Poplar Commons parking lot improvements, Enclave clubhouse, and 2500 W. Golf Rd
- 6 residential drainage investigations
- 25 permit inspections
- Reviewed 4 drainage permits, 4 detached garage/addition permits, and 1 retaining wall permit

PROJECT STATUS

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
2015 Drainage Improvement Project	Project complete on Washington. The 1354 Essex Drive location will be completed late summer/early fall. Village Project Manager – Alan Wenderski
2016 Drainage Improvement Project	Two locations are included in this project. Location 1 is on Castaway Lane between Dukesberry & Tarrington and Location 2 is at 1655 Brittany. Awarded to DeVinci Construction on July 18 th . Contract documents are currently being processed for approval. Work is expected to begin in late August / early September. All work will be completed in approximately 2 weeks. Village Project Manager – Shelley Walenga
2016 Street Revitalization Project	Work is approximately 50% complete. See most recent project status report attached. Village Project Manager – Marty Salerno
Bode Road Reconstruction	Project is complete. Close-out paperwork with IDOT is ongoing. Hancock is serving as Phase III engineer. Village Project Manager – Alan Wenderski
Bode Road / Harmon Boulevard STP Resurfacing Project	The resurfacing of Bode Road from Woodlawn Street to Roselle Road and Harmon Boulevard from Bode Road to Golf Road is planned for 2017 construction. Phase II design kick-off meeting with IDOT was held on April 20 th . Completion of Phase II and construction engineering contract awarded to Ciorba Group on July 18 th . Contract documents are currently being processed for approval. 80% of construction and construction engineering will be funded by the STP. Village Project Manager – Alan Wenderski

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
Grand Canyon Storm Sewer Project	Bid opening took place on August 8 th . Nine bidders with apparent low bidder being A Lamp. Project award to PW&U committee for approval August 15 th . Work expected to take place in September/October. Village Project Manager – Alan Wenderski / Shelley Walenga
Hillcrest / Moon Lake Boulevard STP Resurfacing Project	Concrete and storm sewer work ongoing on Hillcrest Boulevard. Pavement work expected to begin by the end of the week of August 8 th . Work on Hillcrest scheduled to be completed by August 21 st . Preliminary work and layout ongoing on Moon Lake Boulevard. Concrete work on Moon Lake Boulevard scheduled to begin the week of August 15 th . The Village has contracted Engineering Resource Associates for construction engineering. Village Project Manager – Joe Weesner / Alan Wenderski
Storm Sewer Analysis Project	Final report currently under review by staff. Findings from report to assist with project locations for multi-year CIP planning. Village Project Manager – Alan Wenderski

COMMERCIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Acura Dealership	Building work ongoing. All underground work is now complete and all utilities have been tested. Pavement work is now ongoing. MWRD final inspection scheduled to occur the week of August 8 th . Village Project Manager – Terry White
Adesa Auto Auction	Remaining underground work is ongoing. Parking lot pavement work is ongoing. Work is beginning on Prairie Stone Parkway, Trillium Boulevard, and Beverly Road. Village Project Manager – Terry White
Animal Hospital Barrington Square	Proposed addition to existing Animal Hospital and parking lot expansion. 2 nd round of plan review ongoing. Village Project Manager – Alan Wenderski
Blackberry Falls II	Building work is ongoing. Underground utility work and pavement work is now complete. MWRD final inspection was completed. Final Inspections scheduled for week of August 8 th . Village Project Manager – Terry White
Burger King Restaurant Higgins and Barrington	Temporary CO issued. Awaiting as-built drawings and sign-off of ROW permit from IDOT. Village Project Manager – Terry White

COMMERCIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Culvers Prairie Stone	All underground utility work complete and tested. Interior building work ongoing. Pavement work expected to begin shortly. Village Project Manager – Terry White
Duluth Trading Prairie Stone	All underground utility work complete and tested. All site work is now complete. MWRD final inspection scheduled for week of August 8 th . Village Project Manager – Terry White
Dunkin Donuts Huntington Plaza	Proposed Dunkin Donuts in an out lot of Huntington Plaza near the Northeast corner of Algonquin Road/Huntington Boulevard. 2 nd round of plan review ongoing. Village Project Manager – Alan Wenderski
Main Event Prairie Stone	All underground utility work is now complete. MWRD inspection was completed last week. Binder asphalt in parking lot complete. Building work is ongoing. Village Project Manager – Terry White
McDonalds Restaurant Barrington Square	New building complete and open. Demolition work of old building complete. Grading and sidewalk work ongoing on old site. Village Project Manager – Terry White
McDonalds Restaurant 1070 Roselle Road	Underground utility work is completed. Building work ongoing and expected to be completed by September. Village Project Manager – Terry White
Shree Jalaram Mandir Church	MWRD inspection was completed, punch list work from this inspection is ongoing. Village Project Manager – Terry White
Trumpf Central Road (West of DMG Mori USA)	Underground utility work is now ongoing. Foundation work is ongoing. Village Project Manager – Terry White
Wendy's Golf Center	Temp CO issued. Awaiting easements and as-built drawings. Village Project Manager – Terry White

RESIDENTIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Bergman Pointe Subdivision	Home building in Phase 1 is ongoing. In conjunction with home building, sidewalk, driveway and water / sewer service inspections are ongoing in Phase 1. Phase 2 site work is ongoing. Phase 2 utility work is completed and awaiting testing and MWRD inspection. Phase 2 roadway work is completed to binder. Home building in Phase 2 expected to begin shortly. Village Project Manager – Terry White

RESIDENTIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Bradwell Subdivision	All utilities are complete along with testing. Road construction complete to surface asphalt level. Staff has been completing final inspections and final grading survey review for all lots. We expect to begin acceptance process upon issuance of all final CO's. Village Project Manager – Terry White
Shannon Estates (Village of Schaumburg)	Single family home development in Village of Schaumburg on the south side of Thacker Street between Roselle Road and Pleasant Street. Sidewalk and driveway apron inspections ongoing. Disconnection of existing Schaumburg sanitary still needs to be completed. Installation of new VOHE street light also to be completed within the next few months. Village Project Manager – Terry White

2016 Street Revitalization Project Schedule Update: (August 8, 2016)

RECONSTRUCTION STREETS	Start Date	Pre-Construction			Construction													Landscaping			
		Layout	Tree Root Pruning	Sawcutting	Concrete Removal	Asphalt Removal	Earth Excavation	Sub base Backfill	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Fine Grading	Asphalt Binder	Asphalt Surface	Striping	Backfill	Topsoil	Sod & Seed	Percent Complete	
1. APACHE LANE Ash Rd to Arizona Blvd	8/29/2016																				
2. COBBLE HILL COURT (E) Chippendale Rd to End of Street	9/12/2016																				
3. CONCORD LANE Firestone Dr to End of Street	6/15/2016																				95%
4. DES PLAINES LANE Geronimo St to Roselle Rd	8/22/2016		N/A																		
5. GREENS COURT Brookside Dr to End of Street	8/12/2016																				
6. HILL TOP ROAD Hassell Rd to Rosedale Ln	9/26/2016																				
7. MARICOPA LANE Illinois Blvd to Roselle Rd	8/19/2016																				
8. NORMAN DRIVE Lexington Dr to Winston Dr	6/1/2016																				95%
9. PARTRIDGE HILL DRIVE PH 1 West side of Entrance to Scarborough Cir (N)	7/14/2016		N/A																		85%
10. PARTRIDGE HILL DRIVE PH 2 Scarborough Cir (N) to Claridge Cir (E)	6/21/2016		N/A																		85%
11. PARTRIDGE HILL DRIVE PH 3 Claridge Cir to before Lincolnshire Ln (N)	7/5/2016		N/A							N/A											85%
12. PARTRIDGE HILL DRIVE PH 4 Lincolnshire Ln (N) to East side of Entrance	7/25/2016		N/A																		85%
13. STURBRIDGE DRIVE Portage Lane (S) to Mumford Dr	6/10/2016																				95%
14. SUDBURY DRIVE Governors Ln to End of Street	8/17/2016		N/A																		
					Completed													In Progress			

¹Tentative / Actual

2016 Street Revitalization Project Schedule Update: (August 8, 2016)

RESURFACING STREETS	Start Date	Pre-Construction			Construction										Landscaping		Percent Complete	
		Layout	Tree Root Pruning	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Patching	Asphalt Surface	Striping	Backfill	Topsoil	Sod & Seed		
																		Completed
1. CAPSTAN DRIVE Shorewood Dr to Shorewood Dr	5/20/2016																	95%
2. EDMONT LANE Jones Rd to Highland Blvd	8/22/2016																	
3. ENGLEWOOD RD Hermitage Ln to Chippendale Rd	8/24/2016																	
4. GLOUCESTER COURT Stone Harbor Dr to End of Street	5/24/2016		N/A															95%
5. LICHFIELD DRIVE (N) Somerton Dr to Chambers Dr	5/19/2016		N/A															95%
6. MILTON LANE Morton St to Washington Blvd	8/10/2016																	
7. PORT ARTHUR COURT Sturbridge Dr to End of Street	5/25/2016		N/A				N/A											95%
8. TRILLIUM BOULEVARD Beverly Rd to Higgins Rd	9/12/2016														N/A			
9. WASHINGTON BOULEVARD Milton Ln to Bode Rd	7/5/2016																	
10. WHISPERING TRAILS DR (S) Algonquin Rd to Huntington Blvd	6/2/2016		N/A															80%
<i>Tentative / Actual</i>																		95%
All resurfacing streets to be completed within 30 days of start date																		

Definition of Construction Steps:
Layout: Village engineers evaluate existing conditions, determine removals, and complete construction staking.
Tree Root Pruning: A circular saw machine cuts tree roots to reduce damage to the tree during construction.
Saw Cutting: A circular saw machine cuts the concrete and asphalt at construction joints.
Concrete Removal: The contractor either uses a backhoe or milling machine to remove existing asphalt layers.
Asphalt Removal: Removal of the all materials located below the existing road to a stabilized subgrade.
Earth Excavation: The installation of stone to a depth of 8"-12" with a layer of geotextile fabric.
Sub base Backfill: Repair and replacement of existing storm sewer structures and pipes.
Storm Sewer: The installation of concrete curb & gutter utilizing mechanical equipment or hand tools.
Curb & Gutter: The replacement of asphalt and concrete driveway aprons.
Driveway Aprons: The replacement of concrete public sidewalks.
Sidewalks: The shaping of the stone sub base to ensure drainage, compaction, and elevation.
Fine Grading: The first layer of asphalt
Asphalt Binder: Repair of localized pavement failures on resurfacing streets.
Asphalt Patching: The final layer of asphalt.
Asphalt Surface: Completion of permanent pavement striping.
Striping: Placement of topsoil to areas that have been disturbed during construction.
Backfill Topsoil: Placement of sod and seed to areas that have been disturbed during construction.
Sod & Seed: