

**AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
February 25, 2019**

Immediately Following Finance Committee

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

- I. Roll Call**
- II. Approval of Minutes – January 28, 2019**

NEW BUSINESS

1. Request approval for the Historical Sites Commission to proceed with 2019 budgeted activities and events, in an amount not to exceed \$800.
2. Request authorization to waive bidding and award contract for Village Hall HVAC Automation System Upgrade to Automated Logic Chicago, Lisle, IL, in an amount not to exceed \$36,555.
3. Request authorization to extend 2017 contracts for 2019 season Parkway Tree Planting Program (low bids), to:
 - a. Acres Group, Wauconda, IL; and
 - b. St. Aubin Nursery, Kirkland, ILin a total amount not to exceed \$119,750.
4. Request authorization to close the existing contract and approve proposed new contract for engineering services for rehabilitation of Chippendale Sanitary Sewer Lift Station with Baxter & Woodman Engineers, Crystal Lake, IL in an amount not to exceed \$56,300.
5. Request authorization to waive bidding and purchase two (2) new Crysteel stainless steel select dump bodies, Monroe underbody plow, Monroe spreader box, pre-wet system, controls and fabrication/installation using Sourcewell contract discount from Monroe Truck Equipment, Monroe, WI, in an amount not to exceed \$158,640.

REPORTS (INFORMATION ONLY)

1. Department of Public Works Monthly Report
2. 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**

(Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office).

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**

January 28, 2019

I. Roll call

Members in Attendance:

**Trustee Anna Newell, Chairperson
Trustee Michael Gaeta, Vice Chairperson
Trustee Gary Pilafas
Trustee Karen Mills
Trustee Gary Stanton
Trustee Karen Arnet
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Alan Wenderski, Director of Engineering
Patrick Fortunato, Fire Chief
Ted Bos, Police Chief
Kathryn Cawley, Assistant Police Chief
Rachel Musiala, Finance Director
Monica Saavedra, Director of HHS
Fred Besenhoffer, Director of IS
Joe Nebel, Director of Public Works
Patti Cross, Asst. Corporation Counsel
Ben Gibbs, GM Sears Arena
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. to Village Mgr.**

The Public Works & Utilities Committee meeting was called to order at 7:25 p.m.

II. Approval of Minutes – December 10, 2018

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the minutes of the Public Works & Utilities Committee meeting of December 10, 2018. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Discussion of proposed amendment to Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) Watershed Management Ordinance (WMO).

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

Motion by Trustee Gaeta, seconded by Trustee Arnet, to direct staff to communicate with MWRD that the Board does not agree with changes in the release rate as stated in the WMO. Voice vote taken. All ayes. Motion carried.

2. Request approval of IDOT Resolution to permit Village work on State of Illinois Rights-of Way.

An item summary sheet was presented by Joe Nebel to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to permit Village work on State of Illinois Rights-of Way. Voice vote taken. All ayes. Motion carried.

3. Request authorization to award contract for Public Works Aster Lane Storage Building Roofing and Fascia to Select Roofing and Gutters, Elgin, IL (low bid), in an amount not to exceed \$72,000.

An item summary sheet was presented by Joe Nebel and Paul Petrenko to Committee.

Trustee Stanton inquired about the bids. Mr. Nebel provided comment.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to award contract for Public Works Aster Lane Storage Building Roofing and Fascia to Select Roofing and Gutters, Elgin, IL (low bid), in an amount not to exceed \$72,000. Voice vote taken. All ayes. Motion carried.

4. Request authorization to award contract for Public Works Aster Lane Storage Building Siding Replacement to BP&T Co., Mount Prospect, IL (low bid), in an amount not to exceed \$39,700.

An item summary sheet was presented by Joe Nebel and Paul Petrenko to Committee.

Trustee Mills inquired about reference checks. Mr. Nebel provided comment.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to award contract for Public Works Aster Lane Storage Building Siding Replacement to BP&T Co., Mount Prospect, IL (low bid), in an amount not to exceed \$39,700. Voice vote taken. All ayes. Motion carried.

5. Request authorization to waive bidding and purchase one (1) Aquascan 610 Water Leak Noise Correlator from Gutermann Inc., Newmarket, NH, in an amount not to exceed \$25,525.

An item summary sheet was presented by Joe Nebel and Haileng Xiao to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to waive bidding and purchase one (1) Aquascan 610 Water Leak Noise Correlator from Gutermann Inc., Newmarket, NH, in an amount not to exceed \$25,525. Voice vote taken. All ayes. Motion carried.

6. Request authorization to waive bidding and purchase Neptune meters from Water Resources, Inc., Elgin, IL (sole supplier), at 2019 unit prices, in an amount not to exceed \$225,000.

An item summary sheet was presented by Joe Nebel and Haileng Xiao to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to waive bidding and purchase Neptune meters from Water Resources, Inc., Elgin, IL (sole supplier), at 2019 unit prices, in an amount not to exceed \$225,000. Voice vote taken. All ayes. Motion carried.

7. **Request authorization to waive bidding and purchase two (2) replacement heavy-duty dump truck chassis using Sourcewell (formerly NJPA) contract discount from Rush Truck Center of Illinois, Inc., Chicago, IL, in an amount not to exceed \$176,002.**

An item summary sheet was presented by Joe Nebel and Haileng Xiao to Committee.

Trustee Stanton inquired about when the chassis would be fitted. Mr. Nebel provided comment.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to waive bidding and purchase two (2) replacement heavy-duty dump truck chassis using Sourcewell (formerly NJPA) contract discount from Rush Truck Center of Illinois, Inc., Chicago, IL, in an amount not to exceed \$176,002. Voice vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)

1. **Department of Public Works Monthly Report.**

The Public Works Monthly Report was received and filed.

Mr. Nebel provided comment on the ice storm that caused damage resulting in a special debris pick-up.

2. **Department of Development Services Monthly Engineering Report of the Transportation and Engineering Division.**

The Department of Development Services Monthly Engineering Report of the Transportation & Engineering Division was received and filed.

III. President's Report

IV. Other

Trustee Newell thanked PW for their hard work during this season, reminded people to check on their neighbors and to also remember that warming centers are available if needed. Trustee Pilafas noted many positive comments on social media for the Public Works team. Trustee Mills also mentioned that GROOT would delay Wednesday service due to the cold temperatures.

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Arnet, to adjourn the meeting at 7:50 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval for the Historical Sites Commission to proceed with 2019 budgeted activities and events, in an amount not to exceed \$800.

MEETING DATE: February 25, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Paul Petrenko, Staff Liaison

PURPOSE: Approval for Historical Sites Commission to proceed with 2019 budgeted activities and events.

BACKGROUND: 2019 budget allocations for the Historical Sites Commission include funding to hold several planned projects and events.

DISCUSSION: *Spring Event – March 23, 2019, 1:00 p.m.*
The Historical Sites Commission of Hoffman Estates invites the public to a free event entitled “Dairies to Prairies” Saturday, March 23rd at 1:00 p.m., in the Hennessey Room, Village of Hoffman Estates, 1900 Hassell Road. This documentary presented by the Elgin History Museum explores the history of the Elgin area’s remarkable dairy heritage. \$200 is budgeted, refreshments will be served.

Greve Cemetery Tours – April 28 and October 20, 2019, 1:00 p.m.
Small group guided tour of Greve Cemetery – weather permitting. This is a free event.

Sunderlage Open House – July 21, 2019, 1:00 p.m. – 4:00 p.m.
\$450 is budgeted. Program content yet to be determined.

Teddy Bear Holiday Party – December 7, 2019, starts promptly at 1:00 p.m.

This is an annual favorite. The Sunderlage House is decorated with a holiday tree trimmed with teddy bears. This is particularly appealing to children as well as to their parents. There is no charge for admission, but reservations are required. There is a visit from Santa, a gift of a small bear from the tree, and refreshments. \$150 is budgeted.

FINANCIAL IMPACT:

In summary, the following activities are earmarked for accomplishment during fiscal year 2019:

2019 Activities	Cost
March 23 – Spring Event	\$200
April 28 & October 20 - Greve Cemetery Tours	\$0
July 21 – Sunderlage Open House	\$450
December 7 – Teddy Bear Holiday Party	\$150
Total	\$800

RECOMMENDATION:

Request approval for the Historical Sites Commission to proceed with 2019 budgeted activities and events, in an amount not to exceed \$800.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to waive bidding and award contract for Village Hall HVAC Automation System Upgrade to Automated Logic Chicago, Lisle, IL, in an amount not to exceed \$36,555

MEETING DATE: February 25, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Paul Petrenko, Superintendent of Facilities and Arena Maintenance

PURPOSE: To award contract for the replacement of the HVAC building automation controls that serve the Village Hall.

BACKGROUND: Several Village Hall HVAC systems are currently controlled by an outdated DOS interface that provides limited management of building functions. The technology is three generations behind the current hardware standard. The hardware modules that control HVAC sequences in the building are obsolete. Should they fail, we have no means to repair or replace them. The systems that would be affected include; Chillers, Cooling Towers, Council Chambers, and Regan Room.

A new state of the art Direct Digital Control (DDC) system was requested to replace the antiquated DOS interface. This system will integrate with the rest of Village building and facilities utilizing the same automation and controls technology currently in use.

Given the age of the current automation system (20+ years) and the lack of available replacement control modules, Automated Logic Chicago was asked to evaluate the old controllers and systems and provide a proposal to upgrade it to the current technology standards. This would include the replacement controllers and fan boxes be programmed and commissioned. An alternate add was also requested for upgrading the current version of WebCTRL (6.51) software to the newest software version (7.0) due to recent Windows 10 upgrade issues and incompatibility with the current system drivers.

DISCUSSION: Automated Logic is an open protocol software and hardware system that the Village has adopted as its standard for building automation

DISCUSSION: (Continued)

control. As such, they are a single source vendor with the Chicago office as the Midwest representative for their products and services.

The cost of this upgrade is comparable with other work done in Village buildings, such as the Public Works Center and our Vehicle Maintenance Building, and is in line with previous installations and upgrades. Also, by completing the software revision at the same time as the controls replacements, the Village would save an additional \$1225 off the stand-alone cost of the software (\$4320) if purchased and installed separately at a later date.

FINANCIAL IMPACT:

The FY2019 budget has \$35,000 allocated under Capital Improvements for Building Automation Upgrades. The total with the software upgrade alternate add is \$36,555, which leaves us a small deficit in the CIP of \$1,555. This remaining balance will be funded from the Facilities General Fund Maintenance Equipment account.

RECOMMENDATION:

Request authorization to waive bidding and award contract for Village Hall HVAC Automation System Upgrade to Automated Logic Chicago, Lisle, IL, in an amount not to exceed \$36,555.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to extend 2017 contracts for 2019 season Parkway Tree Planting Program (low bids), to:
a) Acres Group, Wauconda, IL; and
b) St. Aubin Nursery, Kirkland, IL,
in a total amount not to exceed \$119,750

MEETING DATE: February 25, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Nick Lackowski, Village Forester

PURPOSE: To extend 2017 contracts for 2019 season Parkway Tree Planting Programs.

BACKGROUND: This is an annual budgeted program whereby the Village purchases and plants parkway trees for a) replacement of EAB infested trees, b) new subdivisions based on deposits collected from building permits, c) replacement tree plantings from accidents and storm damage, and for d) parkway tree plantings utilized to increase aesthetic value for various Village projects. Specifications were prepared and mailed requesting bids from contractors for the performance of this work and included options for extension of the contract for the respective 2018 and 2019 seasons. Planting of these trees occurs in fall with select species planted in the spring based on nursery recommendations for best chance of survival.

DISCUSSION: On February 15, 2017, three (3) bids were opened and staff began an evaluation process. After reviewing the bids it was determined that the Acres Group, had submitted the lowest bid followed by St. Aubin Nursery.

Acres Group and St. Aubin Nursery are both known to the Village of Hoffman Estates for parkway tree planting services. Both firms planted a combined total of 5,000+ quality trees in conjunction with a number of village programs, mainly the village's Emerald Ash Borer replacement program. The availability and quality of installation of product has for the most part exceeded expectations by the village. The village has utilized Acres group for the last five (5) years and St. Aubin Nursery for the last 24 years. A comparison/tabulation of the three (3) bid proposals is attached.

FINANCIAL IMPACT:

The Village reserved the right to change, add or delete quantities of trees to be planted. This quantity is conditioned upon the total amount of funds budgeted for the program each fiscal year, as well as the rate of completion of homes in new subdivisions, and was indicated in the bid specifications.

Given our ability to control the quantity of trees the contractor will be planting, staff can cause the contract sum to be equal to that of funding availability. Based on specification requirements, bidders submitted prices per tree to be planted by species as indicated on the attached tabulation form.

Funding for this year's program is supported by \$89,750 budgeted within the Street Division Forestry & Grounds Program which includes; EAB tree replacements (\$5,000), accident/storm damage and out of warranty replacement plantings (\$60,000), Village Hall Planting improvements (\$10,000), and planting/replanting of Village rights-of-way and Arbor Day plantings (\$14,750).

Additionally it is anticipated that 90 trees will be installed in subdivisions under construction funded through the various developers (\$30,000).

Quantities for tree planting for the 2019 season are anticipated to be approximately 375 trees.

RECOMMENDATION:

Request authorization to extend 2017 contracts for 2019 season Parkway Tree Planting Program (low bids), to:

- a) Acres Group, Wauconda, IL; and
 - b) St. Aubin Nursery, Kirkland, IL,
- in a total amount not to exceed \$119,750.

VILLAGE OF HOFFMAN ESTATES
TABULATION OF BIDS

2019 PARKWAY TREE PLANTING PROGRAM

2019 Parkway Tree Planting Program

County: Cook Municipality or Road District: Hoffman Estate Section: Estimate \$		Date: February 15, 2017 Time: 10.00 a.m. Appropriation \$ Attended by: Nick Lackowski		COMPANY		St Aubin Nursery		Acres Group		Alaniz Group							
Proposal Guarantee: Terms:																	
2019 Proposed Cost		Evergreens & Shrubs		QUANTITY		Unit Price		Total		Unit Price		Total		Unit Price		Total	
Thuja occidentalis - Arborvitae		'Techny' or 'Pyramidal American'		0-10		\$175.00		\$1,750.00		\$170.00		\$1,700.00		\$288.00		\$2,680.00	
Picea pungens - Colorado Blue Spruce		'Hoopsi'		0-3		\$314.00		\$942.00		\$320.00		\$960.00		\$231.00		\$693.00	
Euonymus alatus - Burning Bush		'Rudy Haag' or 'True Dwarf'		0-10		\$44.00		\$440.00		\$86.00		\$860.00		\$61.00		\$610.00	
Spirea japonica - Spirea		'Shirobana' or 'Little Princess'		0-6		\$48.00		\$288.00		\$44.00		\$264.00		\$47.00		\$282.00	
Syringa meyeri - Dwarf Korean Lilac				0-8		\$48.00		\$288.00		\$68.00		\$408.00		\$51.00		\$306.00	
Syringa pubescens subsp. Patula - Dwarf Lilac		'Miss Kim'		0-10		\$48.00		\$480.00		\$68.00		\$680.00		\$47.00		\$470.00	
Viburnum dentatum - Arrowwood Viburnum		'Autumn Jazz' or 'Chicago Lusture'		0-6		\$48.00		\$288.00		\$54.00		\$324.00		\$48.00		\$288.00	
Taxus media - Japanese Yew (low growing variety)				0-15		\$56.00		\$840.00		\$90.00		\$1,350.00		\$49.00		\$735.00	
Buxus microphylla - Boxwood		'Wintergreen' or 'Green Velvet'		0-25		\$56.00		\$1,400.00		\$97.00		\$2,425.00		\$43.00		\$1,075.00	
Ribes alpinum - Alpine Currant				0-5		\$48.00		\$240.00		\$58.00		\$290.00		\$51.00		\$255.00	
Cornus sericea - Dogwood		'Isanti' or 'Alleman's Compact'		0-5		\$48.00		\$240.00		\$52.00		\$260.00		\$57.00		\$285.00	
		Total Bid						\$7,196.00				\$9,521.00				\$7,685.00	
		2019 Total Bid						\$226,386.00				\$209,706.00				\$253,060.00	

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to close the existing contract and approve proposed new contract for engineering services for rehabilitation of Chippendale Sanitary Sewer Lift Station with Baxter & Woodman Engineers, Crystal Lake, IL in an amount not to exceed \$56,300.

MEETING DATE: February 25, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Haileng Xiao, Superintendent of Water and Sewer

PURPOSE: Approve new contract for engineering services for the rehabilitation of Chippendale sanitary sewer lift station.

BACKGROUND: Chippendale lift station was constructed in 1965, at 1790 Chippendale Road, as a dry well/wet well style prefabricated steel duplex underground facility. The wet well is located underneath the sidewalk and driveway of Douglas MacArthur Elementary School. The station has an operating history of almost 55 years and the mechanical system consisting of pumps, pipes and controls need replacement to ensure reliability. In December 2012, staff started the project of rehabilitation of the lift station. Through the methods of competitive proposals, Baxter & Woodman Engineers (B&W) was awarded the contract (\$43,500, lowest responsible) for engineering services. The project's challenge is the bypass pumping and restricted space & time for construction to start and complete between June and August to void conflicts with the school year as much as possible. In 2013, draft plans and bid documents were prepared by the engineer with a cost estimate. The engineer later identified the project as potentially meeting the requirements for infrastructure financial assistance through an IEPA low interest loan program. Their recommendation was to seek such financial assistance through the Illinois Water Pollution Control Loan Program. In March 2018, the IEPA issued review letters and concurred with staff's application that the proposed projects are technically appropriate and cost effective. The letters indicated the IEPA's intent to approve the project for the loan program.

DISCUSSION:

Recently staff was informed that the existing 2013 contract with B&W does not meet the requirements for funding by IEPA's low interest loan. A new contract prepared according to IEPA rules is necessary for IEPA loan to cover the engineering services. In addition, staff recommends the scope of services be increased to cover services that are not part of the original scope of services.

In January 2019, B&W submitted a new contract for review and approval. Staff's review of the new contract indicates it covers the increased scope of services:

1. IEPA Loan Engineering for Chippendale
 - a. Project Manual Update
 - b. Construction Disbursement Requests
2. Emergency Generator Design

The proposed new cost (\$56,300) is reasonable in comparison to all seven proposals received in 2012 for the original scope of services. The range of proposed costs in 2012 were between \$43,500 (B&W, lowest in 2012) and \$136,796 (highest). The new contract also includes engineering work related to the addition of an onsite generator, which is additional work not previously considered in the 2012 contract. Baxter & Woodman has been a Village consultant engineer for over 19 years for sanitary sewer rehabilitation projects and their services have been highly satisfactory. Staff recommends approving the new contract and closing of the existing 2013 contract allowing B&W to continue as the project engineer. This new contract will be sent to the IEPA for approval for funding.

FINANCIAL IMPACT:

The Village FY2020-2027 CIP Budget outlines IEPA loan proceeds to fund the engineering services and construction for the rehabilitation of the Chippendale sanitary sewer lift station. IEPA has already tentatively approved staff's loan application and there will be sufficient funds to cover the proposed cost of \$56,000 once final approval is granted.

RECOMMENDATION:

Request authorization to close the existing contract and approve proposed new contract for engineering services for rehabilitation of Chippendale Sanitary Sewer Lift Station with Baxter & Woodman Engineers, Crystal Lake, IL in an amount not to exceed \$56,300.

VILLAGE OF HOFFMAN ESTATES, ILLINOIS
CHIPPENDALE SANITARY SEWER LIFT STATION REHABILITATION
FINAL DESIGN & CONSTRUCTION ENGINEERING SERVICES FOR IEPA LOAN

ENGINEERING SERVICES AGREEMENT

THIS IS AN AGREEMENT effective as of _____, _____ (“Effective Date”) between Village of Hoffman Estates (“Owner”) and Baxter and Woodman, Inc. (“Engineer”).

Owner’s Project, of which the Engineer’s services under this Agreement are a part, is generally identified in Exhibit A (“Project”), attached hereto and incorporated herein by this reference.

Owner and Engineer in consideration of their mutual covenants set forth herein agree as follows:

1. **SERVICES OF ENGINEER**

1.1 Engineer shall provide, or cause to be provided, if part of its scope, the services set forth herein and in Exhibit B, attached hereto and incorporated herein by this reference.

2. **OWNER’S RESPONSIBILITIES**

2.1 Provide the Engineer with all criteria and full information as to the Owner’s requirements for the Project, including design objectives and constraints, space, capacity and performance requirements, and any budgetary limitations; and furnish copies of all design and construction standards which Owner will require to be included in the Drawings and Specifications, and furnish copies of Owner’s standard forms, conditions, and related documents for Engineer to include in the Bidding Documents, when applicable.

2.2 Furnish the Engineer all available information pertinent to the Project including reports and data relative to previous designs, existing conditions, or investigations at or adjacent to the Site.

2.3 Furnish or otherwise make available additional project related information and data as is reasonably required to enable Engineer to complete the Project.

2.4 Owner warrants that all known hazardous materials on or beneath the site have been identified to the Engineer. The Engineer shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, unidentified or undisclosed hazardous materials. The Engineer shall not be required by the Owner to provide certifications that soils, including soil mixed with other clean construction or demolition debris, are or are not contaminated unless this service is set forth in Exhibit B.

- 2.5 The Engineer will rely, without liability, upon the accuracy and completeness of all information furnished by the Owner, including its consultants, contractors, specialty contractors, manufacturers, suppliers, and publishers of technical standards pursuant to this Agreement without independently verifying the information.
- 2.6 The Engineer may reasonably rely on the express and implied representations made by contractors, manufacturers, suppliers, and installers of equipment, materials, and products required by the construction documents as being suitable fit for their intended purposes and compliant with the construction documents and applicable project requirements.
- 2.7 Arrange for safe access to and make all provisions for Engineer to enter upon public and private property as required for Engineer to perform services under this Agreement.

3. **SCHEDULE FOR RENDERING SERVICES**

- 3.1 Engineer is authorized to begin services as of the Effective Date.
- 3.2 Engineer shall complete its obligations within a reasonable time. Specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided in Exhibit B, and are hereby agreed to be reasonable.
- 3.3 If Owner authorizes changes in the scope, extent, or character of the Project, then the time for completion of Engineer's services, and the rates and amounts of Engineer's compensation shall be adjusted equitably.
- 3.4 If the Engineer is hindered, delayed or prevented from performing under the Agreement as a result of any act or neglect of the Owner (or those for whom the Owner is responsible) or force majeure, the time for completion of the Engineer's work shall be extended by the period of the resulting delay and the rates and amounts of Engineer's compensation shall be adjusted equitably. Force majeure includes, but is not limited to acts of God, wars, terrorism, strikes, labor walkouts, fires, natural disasters, or requirements of governmental agencies.

4. **COMPENSATION, INVOICES AND PAYMENTS**

- 4.1 The OWNER shall pay the Engineer for the services performed or furnished under Exhibit B, a lump sum amount of \$56,300, Engineer's Project No. 120822.00.
- 4.2 The Engineer may submit requests for periodic progress payments for services rendered. Payments shall be due and owing by the Owner in accordance with the terms and provisions of the Local Government Prompt Payment Act, Illinois Compiled Statutes, Ch.50, Sec. 505, et. Seq.; and if Owner fails to comply, the Engineer may, after giving seven (7) days written notice to the Owner, suspend services under this Agreement until the Engineer has

been paid in full all amounts due for services, expenses, and late payment charges as provided in such Act.

- 4.3 The Owner may, at any time, by written order, make changes to the scope of this Agreement, which changes shall not become effective unless and until Engineer issues its written acceptance of same. If such changes cause an increase or decrease in the Engineer's fee or time required for performance of any services under this Agreement, an equitable adjustment shall be made and this Agreement shall be modified. No service for which added compensation is to be charged will be provided without first obtaining written authorization from the Owner. The parties further agree that if elements of the scope are reduced or eliminated by the Owner, then the Owner agrees to waive, forgive, release, and hold harmless the Engineer from all claims, causes of action, and damages arising from those reduced and/or eliminated services. The Engineer shall not be responsible for the changes made to the project documents by the Owner, contractor, or others without the Engineer's prior review and written approval.

5. **OPINION OF PROBABLE CONSTRUCTION COSTS**

- 5.1 The Engineer's opinion of probable construction costs, if included in its scope of services, represents its reasonable judgment as a professional engineer. The Owner acknowledges that the Engineer has no control over construction costs or contractor's methods of determining prices, or over competitive bidding, or market conditions. The Engineer cannot and does not warranty or guarantee that proposals, bids, or actual construction costs will not vary from the Engineer's opinion of probable cost. Engineer shall not be responsible for any cost variance.

6. **ENGINEER'S PERFORMANCE**

- 6.1 The standard of care for all professional engineering and related services performed or furnished by the Engineer under this Agreement will be the care and skill ordinarily used by members of Engineer's profession practicing under similar circumstances at the same time and in the same locality on similar projects. Engineer makes no warranties, express or implied, under this Agreement or otherwise, in connection with Engineer's services.
- 6.2 Engineer shall be responsible for the technical accuracy of its services and its instruments of service resulting therefrom, and Owner shall not be responsible for discovering deficiencies, if any, in them. Engineer shall correct known deficiencies in its instruments of service without additional compensation except to the extent such action is directly attributable to deficiencies, errors or omissions in Owner-furnished information.
- 6.3 The Engineer will use reasonable care to comply with applicable laws, regulations, and Owner-mandated standards as of this Agreement's Effective Date. Changes to these

requirements after the Effective Date of this Agreement may be the basis for modifications to Owner's responsibilities or to Engineer's scope of services, times of performance, or compensation, which shall be adjusted equitably.

- 6.4 Engineer may employ such sub-consultants as Engineer deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive written objections by the Owner.
- 6.5 Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.
- 6.6 Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work.
- 6.7 Engineer shall not provide or have any responsibility for surety bonding or insurance-related advice, recommendations, counseling, or research, or enforcement of construction or surety bonding requirements.
- 6.8 Engineer is not acting as a municipal advisor as defined by the Dodd-Frank Act. Engineer shall not provide advice or have any responsibility for municipal financial products or securities.
- 6.9 Engineer shall not be responsible for the acts of omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.
- 6.10 Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Owner further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs of precautions.

Engineer's consideration of a component does not constitute acceptance of the assembled item.

6.11 Engineer's site observation shall be at the times agreed upon in the Exhibit B. Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner to address.

7. INSURANCE

7.1 For the duration of the Project, the Engineer shall procure and maintain the following insurance coverage and Certificates of Insurance will be provided the Owner upon written request. The insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

(1)	Worker's Compensation	Statutory Limits
(2)	General Liability	
	Per Claim/Aggregate	\$1,000,000/\$2,000,000
(3)	Automobile Liability	
	Combined Single Limit	\$1,000,000
(4)	Excess Umbrella Liability	
	Per Claim/ Aggregate	\$5,000,000/\$5,000,000
(5)	Professional Liability	
	Per Claim and Aggregate	\$5,000,000/\$5,000,000

7.2 Notwithstanding any other provisions of this Agreement, and to the fullest extent permitted by law, the total liability, of the Engineer and their officers, directors, employees, agents, or consultants to anyone claiming by, through or under Owner for any claims, losses, costs, or damages arising out of, resulting from, of in any way related to the Project or the Agreement for any claim or cause of action, including but not limited to the negligence, professional errors or omissions strict liability, breach of contract, indemnity, subrogation or warranty (express or implied), hereafter referred to as the "Claims", shall not exceed the total remaining insurance proceeds available under the terms and conditions of Engineer's responding insurance policy.

8. INDEMNIFICATION AND MUTUAL WAIVER

- 8.1 To the fullest extent permitted by law, Engineer shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages arising out of or relating to the Project, provided that such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by the Engineer's negligent acts or omissions.
- 8.2 Owner shall indemnify and hold harmless the Engineer and its officers, directors, employees, agents and consultants from and against all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project provided that any such claims, costs, losses, or damages are attributable to bodily injury, sickness, disease, or death of, or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by the negligent acts or omissions of Owner or its officers, directors, employees, consultants, agents, or others retained by or under contract to the Owner with respect to this Agreement and/or to the Project.
- 8.3 To the fullest extent permitted by law, Owner and Engineer waive against each other, and the other's employees, officers, directors, insurers, and consultants, any and all claims for or entitlement to special, incidental, indirect, exemplary, or consequential damages arising out of, resulting from, or in any way related to the Project or Engineer's services.
- 8.4 In the event claims, losses, damages or expenses are caused by the joint or concurrent fault of the Engineer and Owner, they shall be borne by each party in proportion to their respective fault, as determined by a mediator or court of competent jurisdiction.
- 8.5 The Owner acknowledges that the Engineer is a business corporation and not a professional service corporation, and further acknowledges, accepts, and agrees that the Engineer's officers, directors, and employees shall not be subject to any personal liability for services provided under this Agreement.

9. TERMINATION

- 9.1 This Agreement may be terminated, in whole or in part, by either party if the other party fails to fulfill its obligations under this Agreement through no fault of the terminating party. The Owner may terminate this Agreement, in whole or in part, for its convenience. However, no such termination will be effective unless the terminating party gives the other party (1) not less than ten (10) business day's written notice by certified mail of intent to terminate, and (2) an opportunity for a meeting with the terminating party to resolve the dispute before termination.

9.2 If this Agreement is terminated by either party, the Engineer shall be paid for services performed to the effective date of termination, including reimbursable expenses. In the event of termination, the Owner will receive reproducible copies of Drawings, Specifications and other documents completed by the Engineer up to the date of termination.

10. **USE OF DOCUMENTS**

10.1 All documents (data, calculations, reports, Drawings, Specifications, Record Drawings and other deliverables, whether in printed form or electronic media format, provided by Engineer to Owner pursuant to this Agreement) are instruments of service in respect to this Project, and the Engineer shall retain an ownership and property interest therein (including the copyright and right of reuse at the discretion of the Engineer) regardless of the Project's completion. Owner shall not rely in any way on any document unless it is in printed form, signed or sealed by the Engineer or one of its consultants.

10.2 Either party to this Agreement may rely that data or information set forth on paper (also known as hard copy) that the party receives from the other party by mail, hand delivery, or facsimile, are the items that the other party intended to send. Information in electronic format or text, data, graphics, or other types that are furnished by one party to the other are furnished only for convenience and not for reliance by the receiving party. The use of such electronic files will be at the user's sole risk. If there is a discrepancy between the electronic files and the hard copies, the hard copies will govern.

10.3 Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it will perform acceptance tests and/or procedures within 60 calendar days of receipt, after which the receiving party shall be deemed to have accepted the transferred data thus. Any transmittal errors detected within the 60-day acceptance period will be corrected by the party delivering the electronic files.

10.4 When transferring documents in electronic media format, the transferring party makes no representations as to long-term compatibility, usability, or readability of such information resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the creator.

10.5 The Engineer's document retention policy will be followed upon Project closeout. Executed copies of agreements, work orders, letters of understanding or proposals; design or other documents created by the Engineer or received from the Owner or a third party; plan review submittals from a third party and the Engineer's review of those submittals; and studies or reports prepared by the Engineer will be kept for a period of 14 years after Project closeout.

11. SUCCESSORS, ASSIGNS AND BENEFICIARIES

- 11.1 Owner and Engineer are hereby bound, as are their respective successors, employees and representatives to the other party to this Agreement with respect to all covenants, terms, promises, and obligations contained herein.
- 11.2 Neither the Owner nor Engineer may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this Agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is required by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any obligation under this Agreement.
- 11.3 Unless expressly provided otherwise in this Agreement, nothing contained shall be construed to create, impose, or give rise to any duty owed by Owner or Engineer to any Contractor, Subcontractor, Supplies, or other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken to this Agreement will be for the sole and exclusive benefit of Owner and Engineer and not for the benefit of any other party.

12. DISPUTE RESOLUTION

- 12.1 Owner and Engineer agree to negotiate all disputes between them in good faith for a period of 30 calendar days from the date of notice prior to invoking the procedures of paragraph 12.2 or other provisions of the Agreement, or exercising their rights under law.
- 12.2 If the parties fail to resolve a dispute through negotiation under paragraph 12.1, Owner and Engineer agree that they shall first submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this Agreement or the breach thereof ("Disputes") to mediation. Owner and Engineer agree to participate in the mediation process in good faith. The process shall be conducted on a confidential basis, and shall be completed within 120 calendar days of notice if the Dispute unless the parties mutually agree to a longer period. If such mediation is unsuccessful in resolving a Dispute, then the parties may seek to have the Dispute resolved by a court of competent jurisdiction.

13. MISCELLANEOUS PROVISIONS

- 13.1 This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located.
- 13.2 Any notice required under this Agreement will be in writing, addressed to the designated party at its address in the signature page and served personally, by facsimile, by registered

or certified mail (postage prepaid), or by a commercial courier service. All notices shall be effective upon the date of receipt.

- 13.3 All express representations, waivers, indemnifications, and limitations of liability in this Agreement will survive its completion and/or termination.
- 13.4 Any provision or part of the Agreement held to be void or unenforceable under any laws or regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and Engineer, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses the intention of the stricken provision.
- 13.5 A party's non-enforcement of any provision shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- 13.6 To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of substantial completion, which is the point where the Project can be utilized for the purposes for which it was intended.
- 13.7 This Agreement constitutes the entire agreement between Owner and Engineer and supersedes all prior or oral understandings. This Agreement may be amended only by a mutually agreed and executed written instrument.
- 13.8 With the execution of this Agreement, Engineer and Owner shall designate specific individuals to act as Engineer's and Owner's representatives with respect to the services to be performed or furnished by Engineer and responsibilities of Owner under this Agreement. Such an individual shall have authority to transmit instructions, receive information, and render decisions relative to the Project on behalf of the respective party whom the individual represents.

14. ILLINOIS EPA WATER POLLUTION CONTROL LOAN PROGRAM

- 14.1 The Project will be partially funded through the Illinois EPA Water Pollution Control Loan Program (WPCLP) and the Engineer shall maintain books, records, documents and other evidence directly pertinent to performance of (WPCLP) loan work under this Agreement consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards. The Illinois EPA or any of its authorized representatives shall have access to books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.

Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.

All information and reports resulting from access to records pursuant to this section shall be disclosed to the Illinois EPA. The auditing agency shall afford the Engineer an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report shall include the written comments, if any, of the audited parties.

- (1) Books, records, documents and other evidence directly pertinent to performance of WPCLP loan work under this Agreement shall be maintained consistent with generally accepted accounting standards in accordance with the American Institute of Certified Public Accountants Professional Standards. The Agency or any of its authorized representatives shall have access to the books, records, documents and other evidence for the purpose of inspection, audit and copying. Facilities shall be provided for access and inspection.
- (2) Audits conducted pursuant to this provision shall be in accordance with generally accepted auditing standards.
- (3) All information and reports resulting from access to records pursuant to subsection (1) above shall be disclosed to the Agency. The auditing agency shall afford the Engineers an opportunity for an audit exit conference and an opportunity to comment on the pertinent portions of the draft audit report. The final audit report shall include the written comments, if any, of the audited parties.

Records under this section shall be maintained and made available during performance of project services under this Agreement and for three years after the final loan closing. In addition, those records that related to any dispute pursuant to the Loan Rules Section 365/662.650 (Disputes) or litigation or the settlement of claims arising out of project performance, or costs or items to which an audit exception has been taken, shall be maintained and made available for three years after the resolution of the appeal, litigation, claim or exception.

- 14.2 The Engineer warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bonafide employees. For breach or violation of this warranty, the Owner shall have the right to annul this Agreement without liability or in its discretion to deduct from the contract price or consideration or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

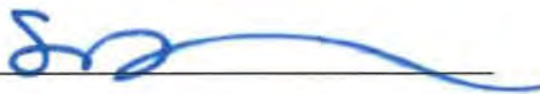
14.3 The Engineer agrees to take affirmative steps to assure that disadvantaged business enterprises are utilized when possible as sources of supplies, equipment, construction and services in accordance with WPC Loan Program rules. As required by the award conditions of USEPA's Assistance Agreement with IEPA, the Engineer acknowledges that the fair share percentages are 5% for MBEs and 12% for WBEs.

14.4 The Engineer shall not discriminate on the basis of race, color, national origin or sex in the performance of this contract. The Engineer shall carry out applicable requirements of 40 CRF Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the Engineer to carry out these requirements is a material breach of this contract which may result in the termination of this contract or other legally available remedies.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Engineer:
Baxter & Woodman, Inc.

Owner:
Village of Hoffman Estates

By: 

By: _____

Title: Vice President

Title: Mayor

Date Signed: November 20, 2018

Date Signed: _____

Address for giving notices:
8678 Ridgefield Road
Crystal Lake, IL 60012

Address for giving notices:
2305 Pembroke Avenue
Hoffman Estates, IL 60169

Designated Representative:
Sean O'Dell, P.E.

Designated Representative:
Haileng Xiao

Phone Number: 815-444-4438
Email Address:
sodell@baxterwoodman.com

Phone Number: 847-781-2703
Email Address:
haileng.xiao@hoffmanestates.org

VILLAGE OF HOFFMAN ESTATES, ILLINOIS
CHIPPENDALE SANITARY SEWER LIFT STATION REHABILITATION
FINAL DESIGN & CONSTRUCTION ENGINEERING SERVICES FOR IEPA LOAN

EXHIBIT A

PROJECT DESCRIPTION

In addition to our existing contract to design rehabilitation improvements to Chippendale Lift Station, we propose to amend our contract to include design and construction engineering services for the design of an emergency generator, revising the bidding documents to meet Illinois Environmental Protection Agency (IEPA) loan requirements, and providing part-time construction engineering.

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VILLAGE OF HOFFMAN ESTATES, ILLINOIS
CHIPPENDALE SANITARY SEWER LIFT STATION REHABILITATION
FINAL DESIGN & CONSTRUCTION ENGINEERING SERVICES FOR IEPA LOAN

EXHIBIT B

SCOPE OF SERVICES

DESIGN SERVICES SCHEDULE

Detailed Design:	November 2018
Submit Permits:	December 2018
Receive Letter of Commitment:	January 2019
Bidding:	February 2019
Construction Contract:	May 2019

Design Services

ADMINISTRATION & MEETINGS – Confer with Village staff to clarify and define the general scope, extent and character of the Project.

1. PROJECT MANAGEMENT – Plan, schedule, and control the activities that must be performed to complete the Project. These activities include but are not limited to budget, schedule, and scope.
2. SITE VISIT – Review site layout to determine location for new equipment and gather information on existing electrical system and loads.
3. TOPOGRAPHIC SURVEY – *CASH ALLOWANCE - \$2,500* - Provide a topographic survey of the generator site if the selected site is outside the limits of existing topographic survey. The proposed location is immediately east of the existing controls cabinet and would not need additional survey.
4. DESIGN CONSIDERATIONS - The design of this project shall consider and include the following:
 - A. SIZE - Determine the size of the generator based on electrical loads required to run on generator power.
 - B. FUEL TYPE - Investigate alternate fuel sources, including diesel and natural gas, to supply the engine-generator, and determine appropriate source for the application.
 - C. HOUSING - Determine appropriate housing for engine-generator based on but not limited to the location, weather conditions, and noise requirements. This does not

include design of an exterior building, building addition, building renovation to house the generator or deep foundations (i.e., piles) for poor soil conditions.

- D. LOCATION - Determine location to install the engine-generator and ancillary equipment.
5. COMMONWEALTH EDISON COORDINATION - Contact Commonwealth Edison and coordinate emergency generator design.
 6. SUPERVISORY CONTROL AND DATA ACQUISITION (SCADA) COORDINATION - Coordinate with your existing SCADA contractor to be sure the Village's needs (to and from the emergency generator) are addressed; include that information in the final design of the electrical and control systems.
 7. FINAL DESIGN - Prepare Design Documents consisting of Drawings showing the general scope, extent and character of construction work to be furnished and performed by the Contractor(s) selected by the Village and Specifications which will be prepared in conformance with the format of the Construction Specification Institute.
 8. FINAL OPINION OF PROBABLE COST - Prepare an opinion of probable construction cost based on the Design Documents.
 9. CONSTRUCTION DOCUMENTS - Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC). Prepare documents in accordance the Illinois Environmental Pollution Agency WPCLP requirements.
 10. ASSISTANCE DURING BIDDING - Assist the Village in solicitation of construction bids from as many qualified bidders as possible, attend the bid opening and tabulate bid proposals, make an analysis of the bids, and submit recommendations for the award of construction contract.

IEPA FUNDING

11. LOAN ASSISTANCE - Baxter & Woodman will assist the Village in preparation of an application and supporting documentation for a low-interest loan through the WPCLP that is administered by IEPA. The Village and Baxter & Woodman will share

in the responsibility for preparing the loan application. As part of the application (Parts A, B, and C):

- A. The Village will prepare and assemble the financial documentation that is required in Part A to demonstrate that the Village can pay back the loan. The Village will also provide some of the information that is only accessible by the Village or that can be accessed more easily by the Village. The main financial documents are:
 - 1) Certified ordinance (bond ordinance) authorizing debt to be incurred
 - 2) Village attorney's legal opinion regarding the proposed loan agreement
 - 3) Detailed Operation, Maintenance, and Replacement (OM&R) budget
 - 4) Dedicated source of revenue
 - 5) Water Use and Water Rate ordinance
 - 6) Most recent Financial and Compliance Audit
 - 7) Information on the bond issue or other funds, if any, to repay the loan
 - 8) Tax Exempt Certificate and Agreement
 - 9) The Village will coordinate with the newspaper to advertise and obtain certified copies of advertisements for:
 - a. IEPA's Notice of Intent to Issue a Categorical Exclusion or Preliminary Environmental Impacts Determination
 - b. Ordinance Authorizing the Village to borrow funds from the WPCLP
 - c. Water Use and Water Rate Ordinance
- B. Baxter & Woodman will prepare the following:
 - 1) Part A – Administrative items:
 - a. Loan application for financial assistance form for approval by the Village's authorized representative.
 - b. Resolution authorizing a representative to sign the loan documents, for passage by the Village Council.
 - c. "Loan Program Certification Forms" for approval by the Village's authorized representative.
 - d. Debarment certification form for execution by the Village's authorized representative.
 - e. Certification of property, rights-of-way, easements, and permits for execution by the Village Attorney and the Village's authorized representative.
 - f. Resolution of Intent to comply with the National Flood Insurance Act for passage by the Village Council.
 - g. Financial information checklist form for execution by the Village's authorized representative.
 - h. Federal Reporting Requirements form

- 2) Part B – Engineering items
 - a. Loan Applicant's Certification of Plans/Specification Compliance with WPCLP Rules form.
 - b. Summary of the participation of Disadvantage Business Enterprises (DBEs), if any, during design.
 - c. Cost estimate in bid format.
 - d. List of spare parts, warranties, and loan ineligible items, if any.
 - e. Loan Applicant's Certification of Engineering or Professional Services Contract Compliance with the IEPA SRF Loan Program Requirements Form.
 - f. Engineer's Certification Regarding Debarment, Suspension, and Other Responsibility Matters.
 - g. Other engineering documentation required by IEPA.
- 3) Part C – Bidding documentation.
 - a. Submittal of bid tabulation.
 - b. Low bidder's bid form.
 - c. Other bidding documentation to IEPA as required to obtain a loan offer.

CONSTRUCTION SERVICES SCHEDULE

Start Project Initiation Activities:	April 29, 2019
Preconstruction Conference:	May 15, 2019
Notice to Proceed Issued:	May 15, 2019
Part-Time Observation Starts:	June 10, 2019
Substantial Completion:	August 9, 2018
Part-Time Observation Ends:	August 9, 2019
Final Completion and Close Project:	September 6, 2019

Construction Services

1. Act as the Owner's representative with duties, responsibilities and limitations of authority as assigned in the construction contract documents.
2. PROJECT INITIATION
 - A. Attend and administer preconstruction conference, prepare and distribute agenda and minutes for the preconstruction conference, and review the Contractor's proposed construction schedule and list of subcontractors.

3. CONSTRUCTION ADMINISTRATION

- A. Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Owner further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. Engineer's consideration of a component does not constitute acceptance of the assembled item.
- B. Review construction record drawings for completeness prior to submission to CADD.
- C. Prepare up to one (1) construction contract change order or work directive when authorized by the Owner.
- D. Review up to three (3) Contractor periodic request for payment as construction work progresses, and advise the Owner of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
- E. Research and prepare written response by Engineer to request for information from the Owner and Contractor.
- F. Assist the Owner with up to four (4) Loan Disbursement Requests at the time of the Contractor's submission of requests for payments as construction work progresses.
- G. Research and prepare written response by Engineer to request for information from the Owner and Contractor.

4. FIELD OBSERVATION – PART TIME

- A. Engineer will provide a Resident Project Representative at the construction site on a periodic part-time basis from the Engineer's office of not more than (8) hours per regular weekday, not including legal holidays (no more than 5 hours per week, for up to 50 hours) as deemed necessary by the Engineer, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion.
- B. Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If the Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner to address. Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable

to such contractor's furnishing and performing of its work. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. Engineer shall not be responsible for the acts or omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.

- C. Part-Time Field Observation provides that the Resident Project Representative will make intermittent site visits to observe the progress and quality of Contractor's executed Work. Part-Time Field Observation does not guarantee the Engineer will observe or comment on work completed by the contractor at times the Resident Project Representative is not present on site. Such visits and observations by the Resident Project Representative, if any, are not intended to be exhaustive or to extend to every aspect of Contractor's Work in progress or to involve detailed inspections of Contractor's Work in progress beyond the responsibilities specifically assigned to Engineer in this Agreement and the Contract Documents, but rather are to be limited to spot checking, selective sampling, and similar methods of general observation of the Work based on Engineer's exercise of professional judgment as assisted by the Resident Project Representative, if any.
 - D. Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
 - E. Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work.
5. COMPLETION OF PROJECT AND PROJECT CLOSEOUT
- A. Provide construction inspection services when notified by the Contractor that the Project is substantially complete. Prepare written punch lists during substantial completion inspections.
 - B. Prepare Certificate of Substantial Completion.
 - C. Provide construction inspection services when notified by the Contractor that the Project is complete. Prepare written punch lists during final completion inspections.
 - D. Prepare Certificate of Completion.
 - E. Review the Contractor's requests for final payment, and advise the Owner of the amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
 - F. Prepare construction record drawings which show field measured dimensions of the completed work which the Engineers consider significant and provide the Owner with CD or electronic copy within ninety (90) days of the Project completion.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to waive bidding and purchase two (2) new Crysteel stainless steel select dump bodies, Monroe underbody plow, Monroe spreader box, pre-wet system, controls and fabrication/installation using Sourcewell contract discount from Monroe Truck Equipment, Monroe, WI, in an amount not to exceed \$158,640.

MEETING DATE: February 25, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Kelly Kerr, Asst. Director of Public Works
Bob Markko, Fleet Services Supervisor

PURPOSE: To request approval to outfit newly purchased truck chassis with dump body and specialized equipment for snow and ice control.

BACKGROUND: The current dump bodies on the vehicles (Unit#4 and Unit#5) being replaced in 2019 are 15+ years old. The dump body is in poor condition from years of use and the hauling of salt. Included in the 2019 budget are funds to purchase replacement front line heavy-duty dump trucks completely equipped for snow and ice control.

DISCUSSION: Monroe Truck Equipment has a purchasing contract with Sourcewell for outfitting a dump body, under body plow, spreader box, pre-wet system, controls and installation upon supplied dump truck chassis.

The Village joined Sourcewell in 2010 and recently used the Sourcewell discount pricing in 2018 for the up-fitting of a truck with similar components. The NJPA awarded discount contract price for outfitting one truck chassis totals \$79,320.

These components will continue to standardize snow and ice vehicles within the department and allow for a seamless transition of drivers from one truck to the next.

FINANCIAL IMPACT: The total delivered cost for up-fitting the two truck chassis recommended for purchase is \$158,640.

FINANCIAL IMPACT: (Continued)

The chart below displays the 2019 funding sources, as well as the associated costs for this request. Items related to this request are highlighted:

	Unit 4	Unit 5
Chassis	\$88,001	\$88,001
Body Up-Fitting	\$79,320	\$79,320
Plow	\$15,580	\$15,580
C&B&P Total	\$182,901	\$182,901
#37000025-4603	\$184,190	\$184,190
Balance	\$1,289	\$1,289

The above balance differences do not include the funds which will be recaptured after auctioning the two units being replaced. Current estimated value for a minimum bid at auction for each unit is \$10,000.

RECOMMENDATION:

Request authorization to waive bidding and purchase two (2) new Crysteel dump bodies, Monroe underbody plow, Monroe spreader box, pre-wet system, controls and fabrication/installation using Sourcewell contract discount from Monroe Truck Equipment, Monroe, WI, in an amount not to exceed \$158,640.



Monroe Truck Equipment
 1051 W 7th Street
 Monroe, WI 53566
 Ph./Fax: 608-329-8383/608-329-8521
www.MonroeTruck.com



Awarded Contract
 #080114-MTE



QUOTATION
9TRR001872

Job Order #:
Quote Date: 12/28/2018
Quote valid until: 1/27/2019
Terms: NET 30
Salesperson: SZYMCZAK, STEVE (MUNI)
Quoted by: Tim Reynolds
Email: treynolds@monroetruck.com

Customer: HOFFMAN ESTATES,VILL OF **Contact:** _____ **Dealer Code:** _____
1900 HASSELL ROAD **Phone:** 847-882-9100 **Fax:** 847-882-2621 **Sourcewell Member #:** _____
HOFFMAN ESTATES, IL 60169-6308 **Email:** _____ **P.O. Number:** _____

Re-Assign (Required for all pool units): Fleet Retail
MSO/MCO (ONLY check if legally required): MSO MCO

Accepted by: _____ **Date:** _____
Customer must fill out all information above before the order can be processed.

Chassis Information

Year:	Make: PETERBILT	Model:	Chassis Color:	Cab Type:
Single/Dual:	CA:	CT:	F.O. Number #:	Vin:

Comments:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount
10' CRYSTEEL STAINLESS STEEL SELECT DUMP BODY	
- 5-7 YD	
- 30" SIDES	
- 42" FRONT	
- 10 GAUGE STAINLESS SIDES AND ENDS	
- 36" TAILGATE WITH FULL RIBBED DOUBLE WALLED BRACING	
- 1/4" AR450 FLOOR WITH 8" WESTERN I BEAM UNDERSTRUCTURE (CROSSMEMBERLESS)	
- RECESSED STOP/TURN/ TAIL AND BACKUP LIGHTS WITH SEALED WIRING HARNESS AND JUNCTION BOX	
- BODY PROP	
- INSTALLED	
- RUBBER REAR FLAPS	
- BARE STAINLESS NOT PAINT	
- UNDERCOATED	
MARATHON TELESCOPIC HOIST	
- M5390DA HOIST	
- BODY UP SWITCH	
INCLUDED BODY OPTIONS	
- VIBRATOR	
- FOLD DOWN LADDER	
- WALK/TARP RAIL	
- AIR TRIP TAILGATE	
- STAINLESS CAB SHIELD	
- BACK UP ALARM	
TARP	
- MANUAL	
- ASPHALT	
- SIDE FLAPS	
NO PINTLE HITCH/PLATE INCLUDED MUST SELECT OPTION	
LIGHTING	
- ALL LIGHTS TO BE L.E.D	
- WHELEN OVAL STROBES MOUNTED FORWARD, SIDE AND REAR FACING ON CAB SHIELD	
- WHELEN OVAL STROBES MOUNTED IN REAR POST	
- S/T/T LIGHTS ON CAB SHIELD AND IN REAR POST	
- BACK UP LIGHT IN REAR POST	
- L.E.D. SPREADER LIGHT	

Description**Amount****CAMERA SYSTEM**

- DUAL OPTIMO HEAVY DUTY CAMERAS WITH DASH MOUNTED 7" COLOR MONITOR
- * (1) CAMERA MOUNTED ON CAB SHIELD
- * (1) CAMERA MOUNTED ON DS REAR CORNER POST
- WASH AND DRY SYSTEM

ELECTRIC HYDRAULICS PACKAGE

- D/A HOIST W/500 PSI DOWNSIDE RELIEF, 40GPM
- D/A FLOW WITH POWER FLOAT, 20 GPM
- D/A FLOW ANGLE, 20 GPM
- D/A SCRAPER CURL, 20 GPM, W/500 PSI DOWNSIDE RELIEF
- AUTO RAISE IN REVERSE ON SCRAPER
- PRE-WET, 7GPM
- AUGER 14GPM
- SPINNER 7 GPM
- 30 GALLON CAPACITY STAINLESS HYDRAULIC RESERVOIR WITH INTERNAL FILTER
- FILLER/BREATHER CAP, LEVEL/TEMP SIGHT GLASS, 3/4" MAGNETIC PLUG,
- 60 P.S.I. CONDITION INDICATOR
- STAINLESS ENCLOSURE WITH WEATHER TIGHT COVER
- HYDRAULIC ENCLOSURE WILL BE MOUNTED ON FRAME RAIL
- FORCE 5100EX SPREADER CONTROL WITH 3- JOYSTICK ULTRA ARMREST
- INSTALLED

TRUCK PORTION - FLAT PLATE HITCH

- THRUST ARMS
- MODIFY O.E.M BUMPER
- INSTALL CUSTOMER SUPPLIED FLOW
- L.E.D PROJECTION FLOW LIGHTS MOUNTED ON HOOD WITH SS BRACKETS
(REQUIRES MINIMUM OF 18" FRONT FRAME EXTENSION)

CLOSED LOOP HYDRAULIC BASE KIT W/ PLUMBING KIT

- 10 GPM HYDRAULIC PUMP W/ 14" X 7" X 6.5" ENCLOSURE AND PLUMBING KIT
- DUAL 120 GALLON BEHIND THE CAB TANKS WITH SS MOUNTING (240 GAL TOTAL)
- SPRAY BAR IN SPREADER TROUGH IN LIEU OF SPINNER NOZZLES
- BULK FILL AND FLUSH KIT

MONROE UNDER-TAILGATE, DIRECT DRIVE SPREADER (MS966-OW/DD-DD) W/ SPEED SENSOR

- 201 STAINLESS STEEL
- 6" DIA. AUGER W/ ONE-WAY FLIGHTING FOR LEFT OR RIGHT DISCHARGE
- 7 GA., 96" TROUGH W/ 1/4" END PLATES
- ONE-PIECE, REMOVABLE & HINGED, COMBINATION COVER & REAR PANEL
- HEAVY-DUTY, STEEL ROD, CAPTIVE LATCHES
- QUICK DETACH MOUNTING BRACKETS
- EXTERNAL TAILGATE SHIELDS
- STAINLESS STEEL SPINNER ASSY WITH POLY DISC
- INSTALLED

10' MONROE MF-5 FIXED ANGLE UNDERBODY SCRAPER

- 1" THICK X 20" HIGH MOLDBOARD IN RIGHT OR LEFT-HAND POSITION
- ½" X 6" AASHO PUNCH, DOUBLE BEVELED CUTTING EDGE
- SINGLE SHOCK ABSORBER
- (1) 3" X 11.5" ACTUATING CYLINDER
- POWDER COATED BLACK
- INSTALLED

Quote Total: \$76,901.00**Additional Options:****Description****Amount****Add to quote?**

MTE "GUILLOTINE" SLIDING COAL DOOR (STAINLESS STEEL)

\$1,336.00**Yes / No**

* PRICE PER EACH *

TOWING**\$1,083.00****Yes / No**

- PINTLE MOUNT; 3/4" PLATE WITH 3/4" D-RINGS (NO HITCH)

- 15 TON PINTLE HOOK

- 7 WAY RV STYLE TRAILER PLUG, FLAT PINS

Notes:

- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- ◆ State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- ◆ Restocking fees may be applicable for cancelled orders.
- ◆ MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.



2168 East 88th Drive
Merrillville, IN 46410
USA

Voice: (219)795-1448
Fax: (219)736-0892

QUOTATION

Quote Number: 190039
Quote Date: Jan 15, 2019
Page: 1

Quoted To:
Hoffman Estates, Village of 1900 Hassell Rd Hoffman Estates, IL 60196 USA

<u>Customer ID</u>	<u>Good Thru</u>	<u>Payment Terms</u>	<u>Sales Rep</u>
HE-01	2/14/19	Net 30 Days	35878

Quantity	Item	Description	Unit Price	Amount
1.00		NJPA PRICING		
1.00	HSP4212-H	Wausau HomeSafe plow, 12' x 42"H, SQH with hydraulic power reversing, rubber snow deflector, SQH hitch, Truck Plate w/ Quick Release	13,205.00	13,205.00
1.00	SQH	Schmidt quick hitch plate w/quick release lever	1,749.00	1,749.00
1.00	HSP-RD	Wausau HomeSafe 90 Degree Rubber Deflector	456.00	456.00
1.00	HSP-MBC	Wausau HomeSafe Mailbox Cut	135.00	135.00
1.00	1308110	S.A.M. 36" blade guides	35.00	35.00
1.00	FREIGHT-01	PLUS FREIGHT (Freight is not included in above price and is an additional charge)		
			Subtotal	15,580.00
			Sales Tax	
			TOTAL	15,580.00

25% Restock Fee on All Cancelled and Returned Orders

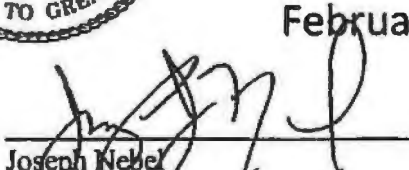


**VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF PUBLIC WORKS**

January 2019 MONTHLY REPORT

SUBMITTED TO: Public Works Committee

February 2019


Joseph Nebel
Director of Public Works


Kelly Ken
Assistant Director of Public Works

MAJOR PROJECT STATUS

Bode Road Water Main Replacement

On December 10, 2018 the Village Board approved a contract with John Neri Construction Co., for replacement of 1,600 feet of 10" water main at Bode Road with the Creek Crossing (700 feet) and at intersection of Gannon (900 feet). Pre-construction meeting was held on January 7, 2019 and work started on January 21, 2019. By the end of January 2019 400 feet of 10" water main has been replaced at the Creek Crossing site. The work will continue in February, 2019.

Village-wide Water Distribution System Leak Survey

Notice to proceed was issued to the contractor, Water Services, on October 9, 2018. Project kick-off meeting was held on October 11, 2018 and the work started the following day. By the end of December 100% of the Village's water distribution system excluding WDA, has been surveyed and a total of 25 leaks were found. Repair of 7 leaks is complete. Two of the hidden leaks have been stopped for repair planned as part of replacement of 1,600 feet of water mains in January 2019. Draft report was submitted for review and approval in January 2019.

MWRD IICP Engineering

On July 2, 2018 the Village Board approved a contract with Baxter & Woodman Consulting Engineers for engineering and field services required for compliance with MWRD' Infiltration/Inflow Control Program (IICP). The services will cover the following areas:

1. Conduct a prioritized condition assessment of high risk public sanitary sewer system infrastructure through various inspection and testing methods.
2. Begin rehabilitation of major defects within three years of identification.
3. Utilize inspections to catalog illegal connections in high risk areas for disconnection in Private Sector Program (PSP).
4. Develop and implement a Private Sector Program (PSP).
5. Develop and submit annual reports under the Short Term Requirements and Long Term Operation and Maintenance Program (LTOMP)

Project Kick off meeting was held on August 8, 2018 with planning of the immediate task of smoke testing of all sanitary sewer in high risk areas. Smoke testing started on September 17 in Parcel B (Sub-Basin 6).

By the end of October all High Risk Areas (12 sub-basins with a total of 133,133 feet of sewer mains) have been completed per MWRD standards. Review of the final report is completed and 4 areas have been identified for further dye water

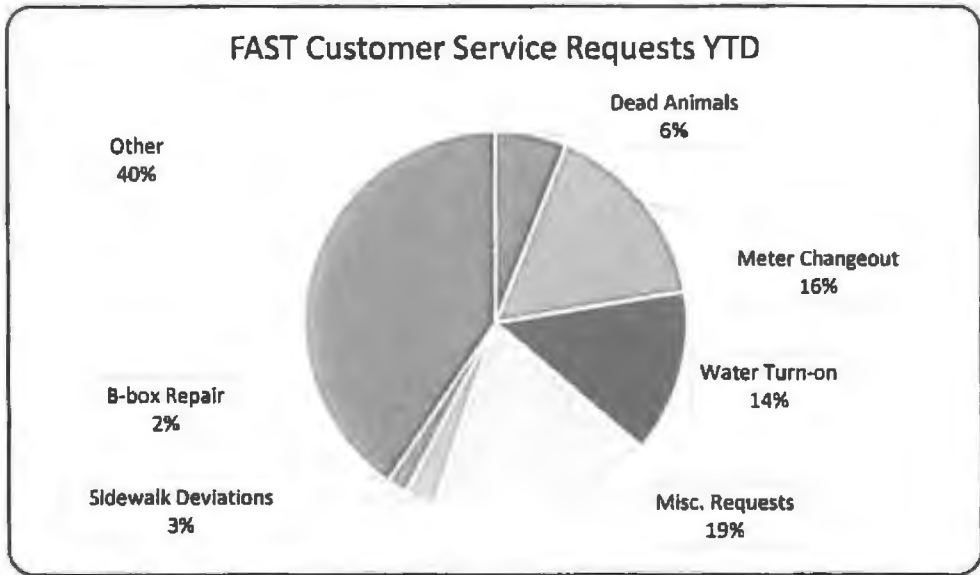
testing to determine point of source of infiltration and inflow into the sanitary sewer system. Review of manhole inspection is complete for streets located in High Risk Areas so that repair and replacement can be part of the street reconstruction program. Plans are being prepared for dye water testing to locate point sources of infiltration and inflow.

Customer Services

Fast Action Service Team (FAST):

1. Continued preparing mailbox posts for permanent replacements at the conclusion of the snow and ice season.

Fast Action Service Team (FAST)												
Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
116												116



Customer Service Team:

Customer Service Team												
Water Billing - Customer Service Appointments												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
40												40
Finance-generated Water Meter Readings												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
233												233
Delinquent Water Accounts												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
139												139
New Construction Inspections												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
8												8

Customer Service Requests - Gov Q&A/Meter Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
19												19
Siding Permit Inspections												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0												0
B-box Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0												0
MIU Installations/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
16												16

Utility Locates Team:

1. Continued program to locate b-boxes not currently located within system;
2. Continued response to locate requests for MCI fiber installation along Algonquin Road;
3. Assisted with locates for water main replacement on Bode Road;
4. Provided locates for Verizon directional boring project along Higgins Road, Governors Lane, and Abbey Wood Drive (13,500 feet total).

Utility Locates Team												
JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
176												176
Emergency JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
9												9
Utility Joint Meets												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4												4

Facilities

1. Installed new motor in rail heater at Fleet Maintenance facility, in hanging heater in waste oil room, and in Fire 22 bay heater;
2. Installed stove at Fire 21;
3. Thawed frozen pipes at Sunderlage House.

Facilities												
Preventative Maintenance Program - staff hours												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
98												98

Fleet Services

1. Completed preparation of unit #49;
2. Assembled specifications for 2 new large plow trucks and 2 pickup plow trucks.

Fleet Services												
Preventative Maintenance Program - Number of Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
509												509
Vehicles Sent for Warranty Repair												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3												3

Forestry

1. Prepared database and inventory for contract tree program;
2. Installed additional snow fence in various locations;
3. Continued storm damage clean-up.

Forestry												
Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
11												11

Maintenance & Construction

Storm Sewer Team:

1. Performed creek cleaning duties in Parcel A creek lines;
2. Completed monthly IEPA outflow inspections.

Storm Sewer Team												
Feet of Storm Sewer Flushed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2,390												2,390
Catch Basin Rebuilds												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0												0

Construction/Maintenance Team:

- 1) Repaired water main valve structure on corner of Fox Path and Rohrssen;
- 2) Provided contractor oversight for water main repair on Central Road.

Construction/Maintenance Team												
B-box Repair/Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1												1
Hydrant Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1												1

Valve Repair/Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1												1

Water Main/Service Line Leak Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2												2

Traffic Operations

Pavement Maintenance Team:

1. Coordinated monthly tailgate, JSA, and auxiliary cul-de-sac plow training;
2. Conducted water excavation street repairs at various locations.

Pavement Maintenance Team												
Tons of Hot Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0.0												0.0

Tons of Cold Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
7.0												7.0

Sign Team:

1. Performed preventative maintenance of storm sewer inlets;
2. Performed type-II street sign reposting on Illinois Boulevard;
3. Fabricated and assembled retirement sign for Police Department.

Sign Team												
Repaired/Replaced Signs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
20												20

Signs Fabricated and Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
40												40

Street Light Team:

1. Notified ComEd of street light out under their jurisdiction;
2. Notified HOA of street light out under their jurisdiction;
3. Performed cleanup and secured site of street light pole knocked down at 640 Illinois;
4. Installed 60th Anniversary banners throughout the Village.

Street Light Team												
Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
13												13

Street Lights Repaired												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
27												27

Water Operations

Operations Team:

1. Replaced radio power supplies at Chippendale, Kingsdale, Carling, Westbury, Park, and Pfizer lift stations;
2. Replaced altitude valve filter at Abbeywood pumping station;
3. Installed new started and replaced fuel lines on generator at Westbury lift station;
4. Installed new mixer at University lift station;
5. Pulled WDA grinder for preventative maintenance and cleaning at WDA lift station;
6. Conducted flow test metering and calibration at JAWA NW and standpipe.

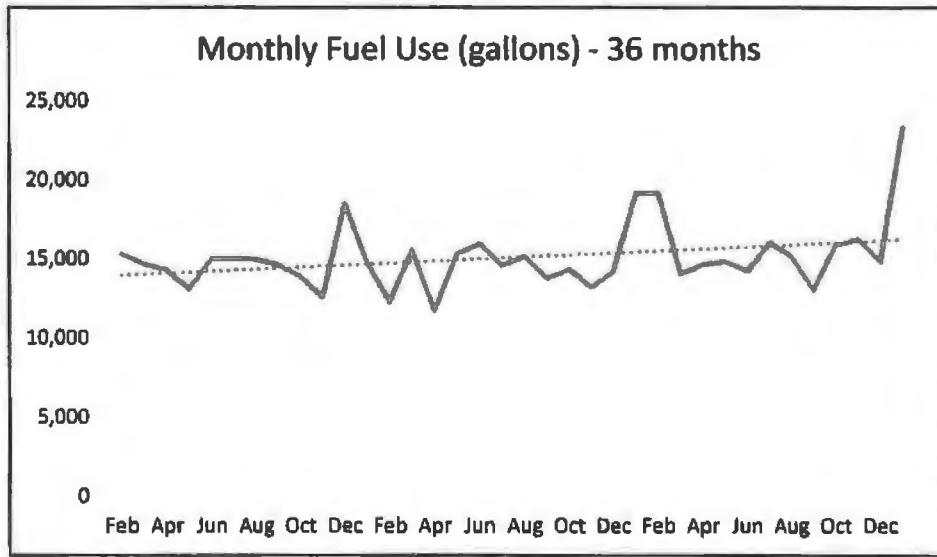
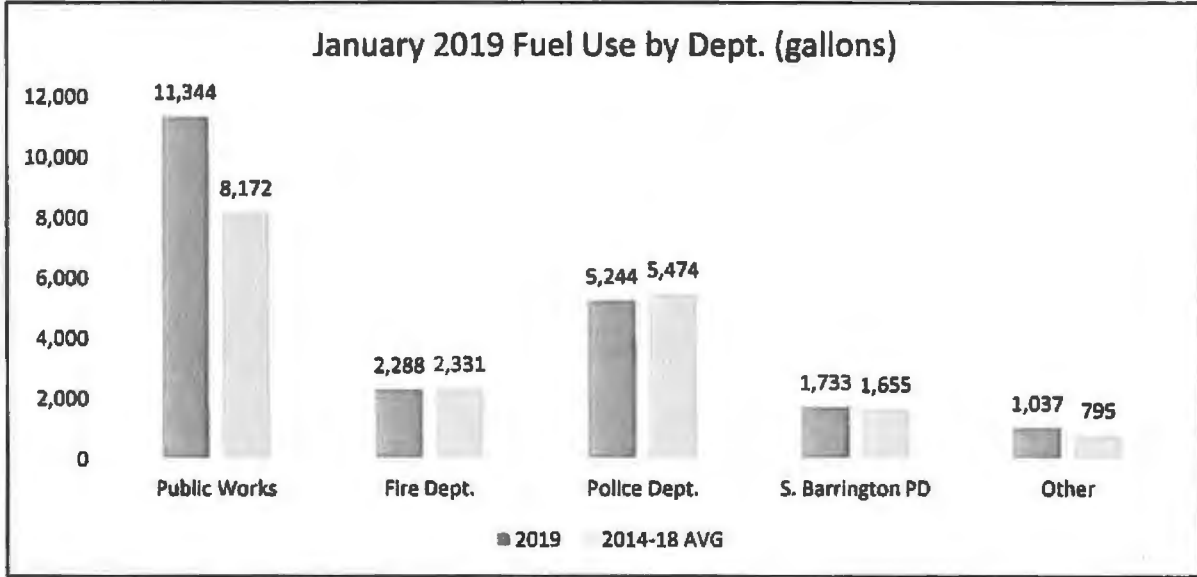
Operations Team												
Resident Water Quality Tests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1												1

Sanitary Sewer Flow Management Team:

1. Performed storm sewer CCTV inspections for 2019 Road Reconstruction Program;
2. Assisted Operations Team with lift station checks and water sampling.

Sanitary Sewer Flow Management Team												
Sewer Lines Flushed (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3,337												3,337
Sanitary Main Inspections (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0												0

Fuel Use Report



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

Attached is the Monthly Engineering Report of the Transportation and Engineering Division in the Department of Development Services for the period ending February 22, 2019.



Alan Wenderski, P.E.
Village Engineer

MISCELLANEOUS

Summary of miscellaneous items:

- 17 permit inspections
- 1 residential drainage investigation
- Attended Phase 2 Engineering meeting with Cook County and Civiltech for Shoe Factory Road/Beverly Road reconstruction project
- Met with Lincoln Property Company to discuss 2019 Greenspoint Parkway resurfacing project
- Inspected pressure test and chlorination for Bode Road water main replacement
- Received 2019 Community Rating System (CRS) recertification
- Engineering plan review for:
 - 2595 W Golf Road
 - Hoffman Plaza Outlot 4
- Reviewed permits for:
 - 2 - Detached garage/addition
- Plan/permit review related to residential development:
 - 3 – Permit Plats
 - 3 – Top of Foundations
 - 4 – Certificates of Occupancy

PROJECT STATUS

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
2018 Street Revitalization Project	Project and punch list complete. Landscape restoration to be inspected in spring 2019. Village Project Manager: Marty Salerno
2019 Street Revitalization Project	Design work ongoing. Project scope to also include Alhambra Sanitary Sewer Improvement (water/sewer), Apple Street Culvert, Arizona Blvd Storm Sewer, and Audubon/Higgins Culvert (all Stormwater Utility Fund). Target bid opening in April. Village Project Manager: Marty Salerno
Oakmont Road Storm Sewer Replacement	Project suspended for winter with pavement resurfacing and final sod restoration to be completed in early spring 2019. Village Project Manager: Andy LoBosco / Oscar Gomez
Prairie Stone Stormwater Management Plan	Contract with V-3 to revise/update the 2004 Prairie Stone Stormwater Management Plan. Field survey work ongoing. Village Project Manager: Alan Wenderski

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
Stonegate Pond Basin	Excavation work approximately 50% completed. Recent weather has slowed progress. Excavation work expected to be completed in approximately 2 weeks, weather dependent. W-T Group serving as construction engineer. Village Project Manager: Alan Wenderski

COMMERCIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Adesa Auto Auction 5407 Trillium Boulevard	Remaining punch list items to be completed in spring 2019 prior to public acceptance. Village Project Manager: Terry White
Aldi 375 West Higgins Road	Village board approval for building expansion received on August 6 th . Project guarantee received. Work not scheduled to begin until spring 2019. Village Project Manager: Alan Wenderski
Bystronic/Eagle Way Extension 2200 Central Road	Site work suspended for winter. Village Project Manager: Terry White
Enclave Apartments Clubhouse 750 Salem Drive	Site work complete, building work ongoing. MWRD final inspection held on December 4 th . Awaiting as-built drawings. Village Project Manager: Terry White
Hoffman Plaza Higgins and Roselle	As-built plans reviewed for Phase 1. Plan review comments sent for 2 East Higgins (Phase 2) and Outlot 4. Village Project Manager: Alan Wenderski / Terry White
Holiday Inn Express 5235 Prairie Stone Parkway	Water service installation completed. Building work ongoing. Village Project Manager: Terry White
Petro Auto 1300 West Higgins Road	Remainder of site work scheduled to be completed in spring 2019. Village Project Manager: Terry White
Shell – Ricky Rocket’s 2590 West Golf Road	Site utility work complete. Building work ongoing. Village Project Manager: Terry White
Schaumburg Township Parking Lot Expansion 1 Illinois Boulevard	Work scheduled to begin in spring 2019. Village Project Manager: Alan Wenderski

RESIDENTIAL PROJECTS	
PROJECT NAME	DESCRIPTION
Amber Meadows NE Corner of Essex Drive and Beacon Pointe Drive	Home building ongoing. Exterior work is limited due to winter conditions. All streets completed to binder level. Village Project Manager: Terry White / Oscar Gomez
Bergman Pointe NW Corner of Ela Road and Algonquin Road	Home building ongoing. Exterior work is limited due to winter conditions. Ela Road path and adjacent grading work completed. Signal modifications at Ela/Algonquin substantially complete. Village Project Manager: Terry White
Devonshire Woods SW Corner of Shoe Factory Road and Essex Drive	Home building ongoing. Exterior work is limited due to winter conditions. Subdivision nearing completion. It is expected to begin final inspections in spring 2019. Village Project Manager: Terry White / Oscar Gomez

Alan Wenderski

From: Keith Harper <kharper@crsresources.org>
Sent: Monday, February 11, 2019 3:08 PM
To: Alan Wenderski
Cc: Patellaro, Lou Ann
Subject: 2019 CRS Recertification Acknowledgment Hoffman Estates 170107

Dear CRS Coordinator:

Congratulations! I have reviewed your submittal and found everything to be in order. This concludes your annual CRS recertification.

Should you have any questions, please do not hesitate to contact me, or your CRS Specialist.

Best Regards,
Keith Harper, CRS Resource Specialist

Keith Harper
CRS Resource Specialist
NFIP/CRS Program
Phone: 1-850-974-2949
kharper@crsresources.org

