

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
June 3, 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 – April 22, 2019**

NEW BUSINESS

1. Request authorization for the Village to participate in the Northwest Municipal Conference (NWMC) Suburban Purchasing Cooperative (SPC) for a one-year contract with Gas Depot, Morton Grove, IL, for joint purchase of diesel fuel and gasoline.
2. Request authorization to extend 2017 contract for 2019 Valve Assessment Program with concurrent leak survey to ME Simpson Co., Valparaiso, IN (sole qualified proposal), in an amount not to exceed \$44,400.
3. Request authorization to enter into a no-cost contract with Simple Recycling for curbside recycling of textiles and small home goods.

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**

April 22, 2019

I. Roll call

Members in Attendance:

**Trustee Anna Newell, Chairperson
Trustee Michael Gaeta, Vice Chairperson
Trustee Karen Mills
Trustee Gary Pilafas
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
Pat Fortunato, Fire Chief
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Mike Hankey, Dir. Of Trans and Engineer
Alan Wenderski, Village Engineer
Ted Bos, Police Chief
Kathryn Cawley, Assistant Police Chief
Rachel Musiala, Finance Director
Audra Marks, Asst. Director of HHS
Fred Besenhoffer, Director of IS
Joe Nebel, Director of Public Works
Patti Cross, Asst. Corporation Counsel
Ben Gibbs, GM Sears Arena
Bev Romanoff, Village Clerk**

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

II. Approval of Minutes – March 25, 2019

Motion by Trustee Gaeta, seconded by Trustee Pilafas to approve the minutes of the Public Works & Utilities Committee meeting of March 25, 2019. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Discussion regarding Tree City USA recognition.

An item summary sheet was presented by Joe Nebel, Kelly Kerr and Nick Lackowski to Committee.

Mr. Nebel noted the Village has received this distinction for the 28th year in a row.

2. Discussion regarding paint color selection and Village Name Orientation for Stonington Water Tower (T-2) and Huntington Water Tower (T-4).

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

Mr. Nebel provided background and comments on the proposed options. The Board had a discussion about the options, ultimately approving option #2.

Motion by Trustee Stanton, seconded by Trustee Gaeta, to approve option #2 for paint color and design of Stonington Water Tower (T-2) and Huntington Water Tower (T-4). Voice vote taken. All ayes. Motion carried.

3. Request authorization to extend the 2017 contract for the 2019 roadway pavement markings program to Preform Traffic Control Systems, Ltd., Elk Grove Village, IL at a total cost not to exceed \$57,000.

An item summary sheet was presented by Joe Nebel, Kelly Kerr and John Kovaka to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to extend the 2017 contract for the 2019 roadway pavement markings program to Preform Traffic Control Systems, Ltd., Elk Grove Village, IL at a total cost not to exceed \$57,000. Voice vote taken. All ayes. Motion carried.

4. Request authorization to extend the 2017 contract for 2019 Street Sweeping, inclusive of all associated costs including removal and hauling of debris, to Lakeshore Recycling Systems (formerly knowns as K. Hoving Clean Sweep), West Chicago, IL, in an amount not to exceed \$108,150.

An item summary sheet was presented by Joe Nebel, Kelly Kerr and John Kovaka to Committee.

Mr. Nebel provided comments.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to extend the 2017 contract for 2019 Street Sweeping, inclusive of all associated costs including removal and hauling of debris, to Lakeshore Recycling Systems (formerly knowns as K. Hoving Clean Sweep), West Chicago, IL, in an amount not to exceed \$108,150. Voice vote taken. All ayes. Motion carried.

5. Request authorization to award contract for design engineering for the Almond Lane and Audubon Street Culvert Replacement Project to Chastain and Associates, LLC, of Schaumburg, IL, in an amount not to exceed \$31,004.

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

Mr. Wenderski provided comments.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to award contract for design engineering for the Almond Lane and Audubon Street Culvert Replacement Project to Chastain and Associates, LLC, of Schaumburg, IL, in an amount not to exceed \$31,004. 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.

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

Trustee Pilafas inquired about hard to read signage in the Mobile parking lot. Mr. Koplin noted he would talk to the code department as the signs are on private property.

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

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Arnet, seconded by Trustee Gaeta, 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 authorization for the Village to participate in the Northwest Municipal Conference (NWMC) Suburban Purchasing Cooperative (SPC) for a one-year contract with Gas Depot, Morton Grove, IL, for joint purchase of diesel fuel and gasoline.

MEETING DATE: June 3, 2019

COMMITTEE: Public Works & Utilities

FROM: Joseph Nebel, Director of Public Works
Kelly Kerr, Assistant Director of Public Works

PURPOSE: To participate in the current fuel contract with Gas Depot, Morton Grove, IL.

BACKGROUND: The Village has purchased fuel through this joint purchasing organization since 2001. On May 20, 2019, the Suburban Purchasing Cooperative Governing Board approved the third and final of three possible one-year contract extensions with Gas Depot, Morton Grove, IL. A letter regarding the contract is attached along with information and pricing related to the original contract.

DISCUSSION: Staff recommends the continuation of participating in the Joint Purchase Program contract for fuel purchase from Gas Depot, Morton Grove, IL. This one-year contract provides the Village a fuel supply at an extremely competitive cost. By pooling the fuel demands of many municipalities we are able to secure better pricing.

FINANCIAL IMPACT: The recommended action will result in cost savings for both unleaded gasoline and diesel fuel. There is a total of \$535,300 budgeted for fuel in 2019. To date the average cost per gallon for 2019 through this contract has been \$2.04/gallon for unleaded and \$2.28 /gallon for diesel.

RECOMMENDATION: Request authorization for the Village to participate in the Northwest Municipal Conference (NWMC) Suburban Purchasing Cooperative (SPC) for a one-year contract with Gas Depot, Morton Grove, IL, for joint purchase of diesel fuel and gasoline.



A Joint Purchasing Program For Local Government Agencies

May 15, 2019

Mr. Arnie Berg
Gas Depot Oil Company
8930 N. Waukegan Road, Suite 230
Morton Grove, IL 60053

Dear Mr. Berg,

This letter is to inform you that the Suburban Purchasing Cooperative's Governing Board has approved the final contract extension on SPC Contract #159 for Gasoline (87, 89, & 92 Octane), Diesel Fuel, Ethanol 75 & 85 and B20 Bio Diesel Fuel to Gas Depot Oil Company, Morton Grove, IL from July 6, 2019 through July 5, 2020. The Suburban Purchasing Cooperative (SPC) reserves the right to extend the contract for one additional one-year period under the same terms and conditions of the original contract.

With acceptance of this contract, Gas Depot Oil Company, Morton Grove, IL agrees to all terms and conditions set forth in the specifications contained within the Request for Proposals to which you responded.

Gas Depot Oil Company, Morton Grove, IL will handle all billing. Gas Depot shall remit to the NWMC Purchasing Manager on a quarterly basis, an amount equal to .5% of the total dollar volume for the quarter. Contractor must furnish a report of purchases made from the contract by the 15th of the month following the end of each fiscal quarter:

- Quarter 1 – May, June, July
- Quarter 2 – August, September, October
- Quarter 3 – November, December, January
- Quarter 4 – February, March, April

This report is to be submitted to the NWMC Purchasing Manager via email to edayan@nwmc-cog.org and shall include the following information: ordering municipality, date of order, date of delivery, item descriptions, total quantity delivered, item price (including mark-up and applicable taxes), total order extended price, and total volume for the quarter.

DuPage Mayors & Managers Conference
1220 Oak Brook Road
Oak Brook, IL 60523
Suzette Quintell
Phone: (630) 571-0480
Fax: (630) 571-0484

Northwest Municipal Conference
1600 East Golf Rd., Suite 0700
Des Plaines, IL 60016
Ellen Dayan, CPPB
Phone: (847) 296-9200
Fax: (847) 296-9207

South Suburban Mayors And Managers Association
1904 West 174th Street
East Hazel Crest, IL 60429
Kristi DeLaurentiis
Phone: (708) 206-1155
Fax: (708) 206-1133

Will County Governmental League
3180 Theodore Street, Suite 101
Joliet, IL 60435
Cherie Belom
Phone: (815) 729-3535
Fax: (815) 729-3536

The SPC looks forward to another productive year working with Gas Depot, Morton Grove, IL. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.

Sincerely,

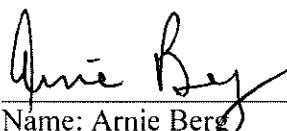


Ellen Dayan, CPPB
Purchasing Director
Northwest Municipal Conference



05.15.19

Name: Ellen Dayan Date
Northwest Municipal Conference



5/20/19
Date

Name: Arnie Berg
Gas Depot Oil Company

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SALES QUOTE

5100 West Brown Deer Road • Brown Deer, WI 53223
 Phone (800) 236-0112 • tapconet.com • Fax (800) 444-0331

Customer Copy

Number	Q1904505
Date	3/13/2019
Page	1

Sell To Cust. C8350	Village of Hoffman Estates Bob Markko 1900 Hassell Rd. Hoffman Estates, IL 60169 USA	Ship To Cust.	Village of Hoffman Estates Bob Markko 1900 Hassell Rd. Hoffman Estates, IL 60169 USA		
Customer PO #	Expires	Slsp	Terms	Freight	Ship Via
	4/12/2019	Richard Brown	Net 30 DAYS	PREPAID	BEST RATE

Item	Description	Quantity	UM	Price	Extension
1415-30000	Solar Message Board, 48"H x 96"W, Basic Model	2	EA	14,962.50	\$29,925.00
129831	SMC 4000 Mini Message Center Trailer, 850 lbs SolarVision - Remote Programming Service - Contractor Grade, Web-based Annual Service	2	EA	308.75	\$617.50

TAPCO US Communities Contract # 2013-100

Thank you! - Rich Brown
 #414-292-6606
 richard.brown@tapconet.com

Shipment within _____
 Acceptance By _____
 Date _____
 By _____

Merchandise	Freight	Tax	Total
\$30,542.50	\$0.00	\$0.00	\$30,542.50

For terms and conditions, please visit: <http://www.tapconet.com/terms-and-conditions>

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to extend 2017 contract for 2019 Valve Assessment Program with concurrent leak survey to ME Simpson Co., Valparaiso, IN (sole qualified proposal), in an amount not to exceed \$44,400.

MEETING DATE: June 3, 2019

COMMITTEE: Public Works & Utilities

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

PURPOSE: To extend contract for water distribution system valve assessment program.

BACKGROUND: The Village's water distribution system has over 3,200 main line valves of various sizes between 4" and 20". The valves are located in valve vaults or valve boxes (6 - 7 feet deep). Approximately 1,000 valves are between 45 and 65 years old. Water system valves are essential for flow and pressure control and indispensable for system maintenance work. Valves should be readily functional and easily located so that a section of leaking water main can be isolated in as short a time period as possible.

Emergency leaks can escalate when staff is unable to locate or close valves. System pressure may be impacted when valves that are normally closed cannot be opened. Broken, inoperable, and missing valves may result in longer disruptions of water service to customers, larger shutdown areas and the need for additional equipment and manpower. Uncontrolled water flow could result in damage to public and private property. During staff's routine maintenance work, many valves in the Village's water system were found inoperable, buried or difficult to locate. Some valves failed to function properly. A simple water main leak could spiral into a large disruption of service, multiple repairs, and replacement of valves.

In 2014, staff, with contractor assistance, started a valve assessment and exercise program as a preventative measure. In 2015, a concurrent leak survey was added into the program to check for system leaks in the same areas where the valve assessment was taking place. Staff found the added leak survey

BACKGROUND, continued

very beneficial and cost effective. The work continued in 2016 and 2017 until the first cycle for the entire water distribution system was completed in 2018 with over 98% of the Village's water distribution valves exercised and assessed. However, there are still approximately 70 valves in the system that could not be located.

The annual program needs to continue in order to cover the entire Village's water distribution system again. The goal is to further improve the reliability of the distribution system in order to isolate main breaks in emergencies, reduce water losses, minimize water service disruption to residents and maximize the functional life of the valves. In addition, staff needs to make a continued effort to find the missing valves and complete the assessment or correctly determine whether the valves were previously removed/relocated or buried during long ago construction.

DISCUSSION:

The Village's 2017 Request for Proposal (RFP) provided options for contractors to propose alternate prices for contract renewal for Year 2019 without repeating the RFP process. Past experience has demonstrated that a contractor's proposal is typically both lower in cost and higher in commitment if a contract renewal for another year is a possibility.

The sole qualified proposal received in 2017 for Year 2019 is summarized below:

<u>Company</u>	<u>Unit Cost</u>	<u>Lump Sum (800 valves)</u>	<u>Leak Check per Structure</u>
ME Simpson Co.	\$48	\$38,400	\$6,000 for 1,500 structures

The proposed unit costs are the same as the Village accepted in 2017. The price of \$55 for optional vault pumping led to the conclusion that valves could be pumped out more cost effectively with current staff (using better pumps) so the Village would not pursue that option of the proposal on a large scale.

ME Simpson Co.'s job performance for the project in all previous years was highly satisfactory and staff is confident that ME Simpson Co. will successfully complete the project again for the Village in 2019 with staff assisting in vault pumping. Staff recommends acceptance of the proposal without the optional vault pumping.

FINANCIAL IMPACT:

The proposed base cost by ME Simpson Co. is \$44,400 with the deletion of vault pumping, which will be sufficiently covered by FY 2019 Budget as part of bond funded capital improvement projects.

RECOMMENDATION:

Request authorization to award contract for 2019 Valve Assessment Program with concurrent leak survey to ME Simpson Co., Valparaiso, IN (sole qualified proposal), in an amount not to exceed \$44,400.

Note: All proposal documents are in the white Public Works & Utilities binder in the trustee's ante room.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to enter into a no-cost contract with Simple Recycling for curbside recycling of textiles and small home goods.

MEETING DATE: June 3, 2019

COMMITTEE: Public Works and Utilities

FROM: Suzanne Ostrovsky, Assistant to the Village Manager

PURPOSE: Request authorization to enter into a no-cost contract with Simple Recycling for curbside recycling of textiles and small home goods.

BACKGROUND: The Sustainability Commission is recommending that the Public Works and Utilities Committee and Village Board approve an agreement for curbside textile recycling collection services with Simple Recycling. Simple Recycling collects textiles and other household goods to be recycled at no cost to the Village or its residents. This service will provide residents with a convenient and cost-free way to dispose of household goods; reduce the amount of material sent to the landfill; and help to reduce contamination in the Village's curbside recycling program. This program would address one of the Village Board's short-term sustainability goals, as established in 2018.

The Sustainability Commission first discussed the Simple Recycling program in 2017, when Trustee Newell introduced a discussion related to the City of Elgin's recently-initiated program. At approximately the same time, SWANCC was beginning one-year pilot programs with Simple Recycling in two communities (Mount Prospect and Skokie). Based on the success of the program in these communities, the Commission formally recommended in May 2019 to move this item forward to the Public Works and Utilities Committee for its review.

DISCUSSION: Simple Recycling provides free curbside clothing and home goods recycling collection. Simple Recycling collects clothes, textiles, toys and even some small electronics/appliances, such as irons, blenders and hairdryers. Unlike some donation centers or thrift stores, the clothing does not need to be in good or fair condition. The program does not seek to discourage clothing donations. Rather, this program is aimed at those who are placing materials and goods in their curbside refuse and recycling bins. Additionally, Simple Recycling partners with non-profits such as Goodwill and Salvation Army to assist these organizations in processing donated goods.

DISCUSSION, continued

Simple Recycling estimates that of the materials collected, 10-20% are sold to thrift stores, and 80-90% is exported as second-hand clothing, converted into rags, or recycled into fibers for insulation or other uses. While approximately 5% does end up as waste, the Simple Recycling program serves to divert a significant amount of textiles and other materials from becoming landfill.

Simple Recycling handles all aspects of the program launch, collection, processing and management of the program. Simple Recycling mails specially marked, durable drawstring bags to households at the beginning of the program, along with mailers that describe how the program works. All mailings would be pre-approved by the Village. Each household may place the Simple Recycling bag(s) at the curb on their normal refuse and recycling collection day for free pickup. Simple Recycling trucks follow an optimized route based on the waste hauler's schedule. When Simple Recycling picks up a bag, drivers leave a new bag in its place. Residents may request additional bags at any time by calling Simple Recycling.

Simple Recycling currently services over 4.5 million residents in more than 160 municipalities. In Illinois, Mount Prospect, Niles, Hanover Park, Skokie, Villa Park, Northbrook and Elgin are among the communities that have contracted with Simple Recycling. A number of these communities are also members of SWANCC. Staff has spoken with several local communities that have provided positive recommendations; Simple Recycling is a turnkey operation that does not require a significant amount of ongoing management by municipal staff.

Groot is supportive of this program, which has been successful in Niles (also a Groot community). Groot will provide Simple Recycling with current pickup routes and direct Groot drivers to leave the clearly marked Simple Recycling bags at the curb for the separate collection.

If the Committee and Village Board opt to approve the contract with Simple Recycling, staff will provide Simple Recycling with a mailing list of all residences receiving curbside pickup services; an official Village street map; and Groot's waste collection schedule, route map and holiday schedule. The Village will also work with Simple Recycling to review and approve the mailers that residents will receive.

Simple Recycling estimates that the program could be up and running in 8 weeks. A draft contract reviewed by the Village's Assistant Corporate Counsel is attached; the vendor will supply a final, executed contract prior to the Village Board meeting of June 17, 2019. If the Village Board approves the contract at its scheduled June 17 meeting, the program would begin with a large collection at the Village's annual recycling event, scheduled for Saturday, August 17, 2019.

FINANCIAL IMPACT:

There is no cost to the Village. The Village will instead be compensated at a rate of one cent per pound of materials collected.

RECOMMENDATION:

Request authorization to enter into a no-cost contract with Simple Recycling for curbside recycling of textiles and small home goods.

AGREEMENT FOR COLLECTION OF SOFT RECYCLABLES

This Agreement for the Collection of Soft Recyclables ("Agreement") is made and entered into this ____ day of _____, 2019, (the "Date of Execution") by and between the Village of Hoffman Estates, a municipal corporation with an address at 1900 Hassell Road, Hoffman Estates, IL 60169 (herein referred to as "Village"), and Great Lakes Recycling, Inc., d/b/a Simple Recycling, an Ohio corporation with a business address at 5425 Naiman Parkway, Solon, OH 4413 (together with its successors and assigns, herein referred to as "Contractor"); each individually is a "Party", and collectively the "Parties".

WITNESSETH:

WHEREAS, Contractor is skilled and experienced in the collection and efficient recycling and disposition of Soft Recyclables; and

WHEREAS, Village desires to limit and restrict the quantity of Soft Recyclables which are deposited in the landfill; and

WHEREAS, Village has selected Contractor to collect, identify, haul, recycle and/or dispose of Soft Recyclables in the Village's Service Area, defined hereinafter; and

WHEREAS, Contractor can provide such services and is in the business of and has the expertise, experience, resources and capability to perform the collecting, identifying, packaging, hauling, recycling and/or disposing of Soft Recyclables; and

Now, THEREFORE, in consideration of the premises and material promises set forth below and other consideration the receipt and sufficiency of which is hereby acknowledged by the parties, Contractor and Village (herein collectively called the "Parties") hereby agree as follows:

1. **Term.** This Agreement shall begin upon the Date of Execution and continue for an initial term of five (5) years (the "Initial Term"). At the end of the Initial Term, Contractor and Village have the right to renew for additional five (5) year terms upon mutual agreement (each such term an "Extension Term" and collectively, the "Term"). Unless either Party provides written notice to the other Party at least sixty (60) days prior to the end of the Initial Term, the Agreement shall automatically renew for an unlimited number of five (5) year terms. During the Term, Contractor shall have the sole and exclusive rights to pick up Soft Recyclables in the Service Area through municipal contracted pick up.

2. **Contractor's Program Commencement.** During each Term, Contractor agrees to begin providing program services on the earlier of the following: (1) a date no later than the 1st day of _____, 20__, or; (2) a date on which Contractor provides written notice to Village that sufficient population density has been achieved in a Service Area to support program services (the "Date of Commencement"). In either event, the Date of Commencement will be no later than twelve (12) months from the Date of Execution of this Agreement. In the event program services do not begin within twelve (12) months of the Date of Execution of this Agreement, this

Agreement terminates without further action of the Parties. On the Date of Commencement, Contractor agrees to furnish all labor, equipment, tools, and services required and necessary for the collection and disposal of Soft Recyclables within Village and the Service Area and provide qualified supervisory personnel to direct the activities of Contractor under this Agreement.

3. Collection Procedures. During the Term and after the Date of Commencement, Contractor shall collect all acceptable Soft Recyclables set-out for recycling and collection by Residential Customers in approved Containers. The decision of what is an "acceptable" Soft Recyclable shall be made in the sole reasonable discretion of Contractor. However, in no event shall Contractor be required to accept any Excluded Items, defined hereinafter, and in no event shall Contractor provide service to Commercial Customers. Contractor shall not be responsible for collecting Soft Recyclables which have fallen or been placed Curbside but are not in a Container. Contractor agrees to operate collection vehicles in such a manner to prevent materials from being blown from the vehicle. If at any time during collection and transport, Soft Recyclables are spilled onto a street, sidewalk, or private property, Contractor shall clean up and place in the collection vehicle all Soft Recyclables before the vehicle proceeds to the next stop on the collection route or shall promptly make all other reasonably necessary arrangements for the immediate clean-up of spilled Soft Recyclables. Contractor agrees to remove and dispose of all Soft Recyclables at no cost to Village.

4. Ownership. Soft Recyclables set out for collection on the regularly scheduled collection day shall belong to Contractor from the time of its set-out. Soft Recyclables physically collected by Contractor shall be deemed acceptable Soft Recyclables for the purposes of its obligations under this Agreement.

5. Set Out Procedures. Residents shall place Soft Recyclables into Containers and place Containers at Curbside for collection. Overflow material shall be placed adjacent to the Container(s) in plastic bags or other easily handled container. Soft Recyclables shall not be set out in tied bundles. Contractor must collect all Soft Recyclables that are set out in this manner and are placed within seven (7) feet of the Curbside. Containers shall be placed in a manner that will not interfere with or endanger the movement of vehicles or pedestrians. When construction work is being performed in the right-of-way, Containers shall be placed as close as practicable to an access point for the collection vehicle. Contractor may decline to collect any Soft Recyclables not set out in accordance with this paragraph.

6. Contamination and Improper Set Out. If Contractor encounters any improperly packaged Soft Recyclables or other contaminants in the Container, Contractor may leave those materials in the Container or remove them from the Container and leave them Curbside. Contractor must place a tag on the contaminant(s) that is not collected, collect the acceptable items, and leave contaminants at Curbside.

7. Collection Schedule. Contractor shall divide the Service Area into collection areas to coincide with Village collection dates. Collections shall be made from Service Recipients on a regular schedule in accordance with the existing Village recycling pickup schedule; however, Contractor reserves the right to alter the frequency of the scheduled pickups on an as needed basis.

Contractor shall not be required to perform any service under this Agreement on Holidays. Contractor may interrupt the regular schedule and quality of service because of street repairs, snow or other closures of public routes, which in Contractor's sole reasonable discretion makes the pick-up of the Soft Recyclables from a Service Recipient impracticable under the circumstances.

8. Missed Collections and Complaints. Service Recipients shall be instructed by Village to report missed collections and complaints to Contractor. The Program Brochure and other program information shall include contact information for the Contractor to facilitate communication from Service Recipients. Contractor shall give prompt and courteous attention to all reported missed collections and complaints.

9. Inventory of Containers. During the term of this Agreement, Contractor shall purchase (at its sole cost) and maintain an inventory of acceptable and approved Containers for distribution to Service Recipients. Prior to commencement of service under this Agreement, Contractor shall provide new Containers to each Service Recipient. Containers shall initially be delivered to Service Recipients with an informational brochure on the recycling collection program described herein that is produced and printed by the contractor and approved by Village, which approval shall not be unreasonably withheld (the "Program Brochure").

10. Contractor's Fee. Contractor shall pay to Village a contract fee of One Cent (\$0.01) per pound of gross receipts of Soft Recyclables in the Village's portion of the Service Area. Payments shall be made to Village not more than thirty (30) days following the close of each calendar month during the term of this Agreement. Weight shall be collected and documented upon completion of each collection day.

11. Public Information and Education Program. Village shall provide public information in the normal course to inform Service Recipients of this recycling program. The content and timing of Village public information shall be coordinated with and approved by Contractor. Contractor may prepare and distribute its own promotional materials subject to Village approval, which approval shall not be unreasonably withheld. Contractor shall participate in Village directed promotion and education efforts as outlined below:

- a. During the course of the routine recycling pick up, provide and distribute notices regarding rejected materials and proper set out procedures.
- b. Training of employees to deal courteously with Service Recipients on the telephone and on-route to promote the collection service and explain proper material preparation.
- c. Coordinate with Village for distribution of written promotional and instructional materials directly to Service Recipients.
- d. Be available a minimum of two times per year to participate in promoting the collection service at an area fair, neighborhood association program, school, or community event.
- e. Provide advice to Village on promotion and education material content and presentation.

12. Telephone and Customer Service. Contractor shall maintain and staff a local toll-free telephone number where complaints of Service Recipients shall be received, recorded and handled by Contractor, between the hours of 9:00 AM and 4:30 PM Monday through Friday, excluding Holidays. Typically, all "call backs" shall be attempted a minimum of one time prior to 6:00 p.m. on the day of the call. If the caller is not contacted on the first attempt, Contractor shall make subsequent attempts on the next working day after the original call. Contractor shall make a minimum of three (3) attempts within twenty-four (24) hours of the receipt of the call. All attempts to contact the caller shall be recorded on a log kept by Contractor.

13. Marketing and Disposition of Recyclable Material. Contractor shall be solely responsible for the marketing and sale of collected Soft Recyclables, and shall be solely responsible for the storage and disposition of the Soft Recyclables in the event it is unable to sell the Soft Recyclables in a timely manner.

14. Insurance. During the Term of this Agreement, Contractor agrees to keep in force, with an insurance company licensed to transact business in Illinois, an "occurrence basis" insurance policy or policies indemnifying, defending and saving harmless Village from all damages (except for damages caused by Village's own negligence or willful misconduct) which may be occasioned to any person, firm or corporation, whether damages are by reason of any willful or negligent act or acts on part of Contractor, its agents or employees, with limits no less than:

- a. General Liability: One Million and no/100 Dollars (\$1,000,000.00) combined single limit per occurrence for bodily injury, personal injury, and property damage.
- b. Vehicle Liability: Two Million and no/100 Dollars (\$2,000,000.00) combined single limit per accident for bodily injury and property damage.
- c. Worker's Compensation/Industrial Insurance: Limits as required by the State of Illinois.

The general liability provisions in automobile liability policies are to contact, or be endorsed to contain, the following provisions:

- (i) Village, its officers, officials, employees, and volunteers are to be covered as insureds as respects: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, occupied, or used by Contractor; or automobiles owned, leased, hired, or borrowed by Contractor.
- (ii) Contractor's insurance coverage shall be primary insurance as to Village, its officers, officials, employees, and volunteers. Any insurance or self-insurance maintained by Village, its officers, officials, employees, or volunteers shall be in excess of Contractor's insurance and shall not contribute with it.
- (iii) Any failure to comply with reporting provisions of the policy shall not affect coverage provided to Village, its officers, officials, employees, or volunteers.
- (iv) Contractor's insurance shall apply separately or to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(v) Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, nor reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to Village.

15. Indemnification and Hold Harmless. Except for Village's own negligence or willful misconduct, Contractor shall save, keep and hold harmless Village, its officers, agents, employees, and volunteers from all damages, costs, or expenses in law or equity that may at any time arise or be set up because of damages to property or personal injury received by reason of or in the course of performing work which may be occasioned by any willful or negligent act or omission of Contractor, any of Contractor's employees, or any subcontractor. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of Contractor and Village, its members, officers, employees, and agents, Contractor's liability hereunder shall be only to the extent of Contractor's negligence. The provisions of this paragraph shall survive the expiration or termination of this Agreement.

16. Compliance with Law. Contractor agrees to comply with all published ordinances, laws, rules, and regulations, together with amendments thereto, of Illinois, the United States of America, or Village pertaining to the services to be performed hereunder.

17. Taxes. Contractor agrees to save Village harmless from any and all taxes or assessments of any kind or nature levied by any political subdivision upon Contractor by reason of services rendered for Soft Recyclables and disposal for Village.

18. Employee Conduct. All Contractor personnel must display appropriate identification and maintain a courteous and respectful attitude toward the public at all times. At no time may they solicit, request or receive gratuities of any kind. Contractor must direct its employees to avoid loud and/or profane language at all times during the performance of duties. Any employee of Contractor who engages in misconduct or is incompetent or negligent in the proper performance of duties or is disorderly, dishonest, intoxicated, or discourteous must be removed from service under this contract by Contractor.

19. Monthly Reports. Contractor shall provide monthly project status reports. These reports will be due within fifteen (15) days of the close of the month being reported. At a minimum, the reports shall include detailed data to allow analysis of collection and processing efficiencies including pounds of Soft Recyclables collected in the prior month and the payment of the required fee to Village.

20. Inspections. Upon reasonable advanced request to Contractor, Village may inspect the facilities, equipment and operations of Contractor to assure itself of the appearance and compliance with provisions of this Agreement. Upon reasonable advance request, Village may review the records kept on the Soft Recyclables collected under the terms of this Agreement to test and validate the weights claimed. Village agrees to notify Contractor, in writing, at least forty-eight (48) hours prior to any such inspection.

21. Meetings and Communications. In order to minimize misunderstanding and to provide thereafter a forum for discussing and resolving any issues that may arise, the parties agree to meet on a regular basis and hereby adopt communications procedures as follows:

Meetings After Collection Begins. After Collections begin, meetings shall be held no less frequently than on a quarterly basis, unless otherwise mutually agreed, between representatives of the parties. Such meetings will be held for the purpose of reviewing and discussing day-to-day operations, promotion, public information and public relations.

Designation of Representatives. Each Party shall send at least one representative to each meeting. Village shall send to each meeting at least one staff member with operation expertise. Each Party shall designate one, and only one, representative as its Lead Representative. If a Party sends only one representative to any meeting, that person shall be conclusively presumed to be its Lead Representative.

22. Compliance with Laws and Regulations. Contractor agrees that, in performance of work and services under this contract, Contractor will qualify under and comply with any and all applicable federal, State and local laws and regulations now in effect, or hereafter enacted during the Term, which are applicable to Contractor, its employees, agents or subcontractors, if any, with respect to the work and services described herein. Village

23. Termination and Breach. Either Party may terminate this Agreement without cause upon one hundred eighty (180) days written notice.

In the event of a breach of the terms and conditions of this Agreement by either Party hereunder, the non-breaching Party may elect to terminate this Agreement by providing the defaulting Party with a written notice of such default, and allowing the breaching Party a period of thirty (30) days from and after the date of such notice to cure the breach complained of to the satisfaction of the non-breaching Party. In the event said breach is not cured within the thirty (30) day period, this Agreement shall be terminated (for-cause) as of the last day of the period.

a. In the event Village elects to terminate this Agreement without cause, Village shall pay those 12 month amortized mailing, demobilization and closeout costs shown by Contractor to the Village with reasonable certainty within thirty (30) days of termination. In the event Village terminates this Agreement for Contractor's uncured breach, Contractor agrees to furnish services under this Agreement until such time as another Soft Recyclables collection and disposal contractor can be selected by Village, in Village's sole discretion and Village shall not be required to pay any of Contractor's demobilization and closeout costs.

b. In the event Contractor elects to terminate this Agreement without cause, Contractor shall continue to provide service for the full period of the one hundred eighty (180) days' notice, while cooperating fully with Village in transition to a new entity to perform recycling of Soft Recyclables. In the event Contractor terminates this Agreement because of Village's uncured breach, Village shall pay those demobilization and closeout costs shown by Contractor to the Village with reasonable certainty within thirty (30) days of termination.

24. **Severability.** Should one or more of the provisions of this Agreement be held by any court to be invalid, void or unenforceable, the remaining provisions shall nevertheless remain and continue in full force and effect, provided that the continuation of such remaining provisions does not materially change the original intent of this Agreement.

25. **Independent Contractor Status.** In the performance of services pursuant to this Agreement, Contractor shall be an independent contractor and not an officer, agent, servant or employee of Village. Contractor shall have exclusive control over the details of the service and work performed and over all persons performing such service and work. Contractor shall be solely responsible for the acts and omissions of its officers, agents, employees, Contractors and subcontractors, if any. Neither Contractor nor its officers, agents, employees or subcontractors shall obtain any right to retirement benefits, Workers' Compensation benefits, or any other benefits which accrue to Village employees and Contractor expressly waives and claim it may have or acquire to such benefits.

26. **No Assignment.** This Agreement, or any interest herein, shall not be transferred, sold, nor assigned by either Party to any person, firm, or corporation, without the prior written consent of the other Party.

27. **Definitions.**

a. Commercial Customer: The term "Commercial Customer" means non-residential customers, including businesses, public or private schools, institutions, governmental agencies and all other users of commercial-type Garbage collection services.

b. Container: The term "Container" means a bag, supplied by Contractor for use by the Residential Customer to set out Soft Recyclables.

c. Curb or Curbside: The words "Curb" or "Curbside" relate to the homeowners' property, within five (5) feet of the Public Street or Private Road without blocking sidewalks, driveways or on-street parking. If circumstances preclude, a Curbside shall be considered a placement suitable to the resident, convenient to Contractor's equipment, and mutually agreed to by Village and Contractor.

d. Excluded Items: The term "Excluded Items" means Garbage, Hazardous Waste, large furniture, large appliances such as refrigerators, stoves, washers and dryers, magazines, newspapers, car seats, cribs, mattresses, paint, tires, cleaners, etc. and any item heavier than fifty (50) pounds.

e. Garbage: The term "Garbage" means all putrescible and non-putrescible solid and semi-solid wastes, including, but not limited to, rubbish, ashes, industrial wastes, grass, yard debris, leaves, swill, demolition and construction wastes, dead animals piles of debris, car parts, construction or demolition debris, any item that would be considered Hazardous Waste, or stumps.

f. Hazardous Waste: The term "Hazardous Waste" means any hazardous, toxic or dangerous waste, substance or material, or contaminant, pollutant or chemical, known or unknown, defined or identified as such in any existing or future local, state or federal law, statute, code, ordinance, rule, regulation, guideline, decree or order relating to human health or the environment or environmental conditions, including but not limited to any substance that is defined as hazardous by 40 C.F.R. Part 261 and regulated as hazardous waste by the United States Environmental Protection Agency under Subtitle C of the Resource Conservation and Recovery Act ("RCRA") of 1976, 42 U.S.C. § 6901 et seq.,

as amended by the Hazardous and Solid Waste Amendments ("HSWA") of 1984; the Toxic Substances Control Act, 15 U.S.C. § 2601 et seq.; or any other federal statute or regulation governing the treatment, storage, handling or disposal of waste imposing special handling or disposal requirements similar to those required by Subtitle C of RCRA or any Ohio statute or regulation governing the treatment, storage, handling or disposal of wastes and imposing special handling requirements similar to those required by federal law.

g. Holiday: The term "Holiday" means the following days: New Year's Day, Martin Luther King's Day, President's Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and Christmas Day, unless otherwise specified by the Village recycling holiday schedule.

h. Residential Customer: The term "Residential Customer" means an individual or individuals residing in a living space rented, leased or owned.

i. Service Area: The term "Service Area" means the municipal corporate limits of Village plus, if necessary, one or more adjacent municipalities within a forty (40) mile radius with a minimum of forty thousand (40,000) households and be scalable to a minimum of one hundred thousand (100,000) households within a forty (40) mile radius, based on the municipalities' collection censuses. The Service Area will encompass all of Village's trash and recycling collection area, as it may be amended from time to time.

j. Service Recipients: The term "Service Recipients" means Residential Customers of Village in the Service Area.

k. Soft Recyclable: The term "Soft Recyclable" means items of an individual weight less than fifty (50) pounds and can be carried by one person. Soft Recyclables include primarily men's, women's and children's clothing as well as items such as jewelry, shoes, purses, hats, toys, pictures, mirrors, blankets, drapes and curtains, pillows, rags, sewing scraps, sleeping bags, small furniture, small appliances, irons, radios and audio equipment, cameras, lamps, hairdryers, tools, toasters, microwaves, coffee makers, silverware, dishes, pots and pans, glasses and the like. The definition of Soft Recyclable is subject to modification in the discretion of Contractor based upon experience gained during the term of this Agreement and with consent of the Village.

IN WITNESS WHEREOF, the parties have executed and delivered this Agreement as of the Date of Execution first written above.

VILLAGE OF HOFFMAN ESTATES

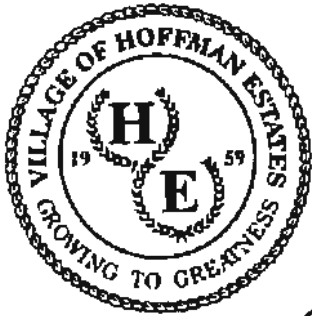
GREAT LAKES RECYCLING, INC.
d/b/a SIMPLY RECYCLING

By: _____

By: _____

Its: _____

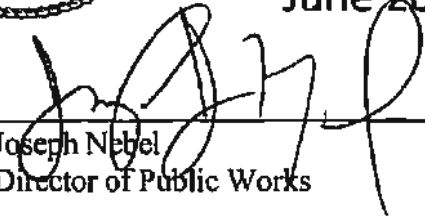
Its: _____



VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF PUBLIC WORKS

April 2019 MONTHLY REPORT

SUBMITTED TO: Public Works Committee
June 2019


Joseph Nebel
Director of Public Works


Kelly Kerr
Assistant Director of Public Works

MAJOR PROJECT STATUS

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 in June to locate point sources of infiltration and inflow. Annual compliance report to MWRD is complete. Staff is preparing a list of critical sewer repairs to be accomplished in 2019. Staff is also developing the Private Sector Program (PSP) and the Long Term Operation and Maintenance Program (LTOMP) to meet MWRD's Requirements.

Customer Services

Fast Action Service Team (FAST):

- Continued coordinating permanent mailbox replacements following 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	106	159	206									587



Customer Service Team:

- Replaced 1 compound water meter.

Customer Service Team												
Water Billing - Customer Service Appointments												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
40	45	63	56									204
Finance-generated Water Meter Readings												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
233	411	296	349									1289
Delinquent Water Accounts												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
139	106	115	107									467
New Construction Inspections												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
8	6	4	4									22

Customer Service Requests - Gov Q&A/Meter Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
19	34	32	21									106
Siding Permit Inspections												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	0	0	0									0
B-box Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	2	4	1									7
MIU Installations/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
16	15	43	18									92

Utility Locates Team:

1. Continued program to locate b-boxes not currently located within system;
2. Provided locates for directional boring project on Beverly, at various locations for tree plantings, and for b-box repairs or replacements identified during pilot water meter replacement program.

Utility Locates Team												
JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
176	172	677	800									1825
Emergency JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
9	14	23	42									88
Utility Joint Meets												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4	3	6	5									18

Facilities

1. Prepared Village Hall fountain for seasonal operation;
2. Prepared cooling systems at various Village facilities;
3. Assisted with opening of Hideaway Beer Garden at the Village Green;
4. Replaced hot water pump at Public Works Center;
5. Assisted with PA system upgrade, Board room camera system upgrade, and building automation system upgrades at Village Hall;

Facilities												
Preventative Maintenance Program - staff hours												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
98	102	112	116									428

Fleet Services

1. Continued providing maintenance on additional Village of Palatine Fire equipment.

Fleet Services												
Preventative Maintenance Program - Number of Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
509	22	22	29									582
Vehicles Sent for Warranty Repair												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3	3	2	4									12

Forestry

1. Hosted the Village's annual Arbor Day celebration at Arbor Day Park;
2. Participated in the spring brush collection program with assistance from other Department divisions;
3. Awarded NilCo turf mowing contract;
4. Prepared and opened community garden plots for residents.

Forestry												
Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
11	9	20	28									68

Maintenance & Construction

Storm Sewer Team:

Storm Sewer Team												
Feet of Storm Sewer Flushed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2,390	1,940	2,907	970									8,207
Catch Basin Rebuilds												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	0	0	4									4

Construction/Maintenance Team:

- 1) Performed in-house leak detection with Gutermann leak detection equipment.

Construction/Maintenance Team												
B-box Repair/Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	4	9	4									18
Hydrant Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	0	0	2									3
Valve Repair/Replacement												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	1	2	1									5

Water Main/Service Line Leak Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2	3	4	3									12

Traffic Operations

Pavement Maintenance Team:

1. Coordinated monthly tailgate, JSA, Hazwopper, BBP, and lock out tag out training for the Department;
2. Conducted hot patch asphalt repairs at water excavation sites.

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	0.0	14.0									14.0
Tons of Cold Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
7.0	19.5	14.5	5.5									46.5

Sign Team:

1. Performed type-II street name sign replacement on Hassell Road;
2. Fabricated and installed decals for doors and transceiver boxes for Fire Department;
3. Fabricated and installed fire hydrant out of service markers where necessary.

Sign Team												
Repaired/Replaced Signs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
20	12	24	14									70
Signs Fabricated and Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
40	100	167	150									457

Street Light Team:

1. Notified ComEd of 2 street lights out under their jurisdiction;
2. Repaired (2) street light cable ground faults.

Street Light Team												
Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
13	7	12	6									38
Street Lights Repaired												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
27	18	31	15									91

Water Operations

Operations Team:

1. Conducted maintenance on pump #2 at Moon Lake lift station;
2. Cleared pump #2 at Eric lift station of debris;
3. Installed repaired pump #2 at Barrington lift station;
4. Rerouted antenna for building rehabilitation at Aster Lane pumping station;
5. Began valve exercising program and pump testing;
6. Pulled both pumps at University lift station for cleaning and maintenance inspection;
7. Completed preventative maintenance on generators at various lift stations;
8. Removed started from pump #3 at Golf lift station and installed removed started at Moon Lake lift station pump #2.

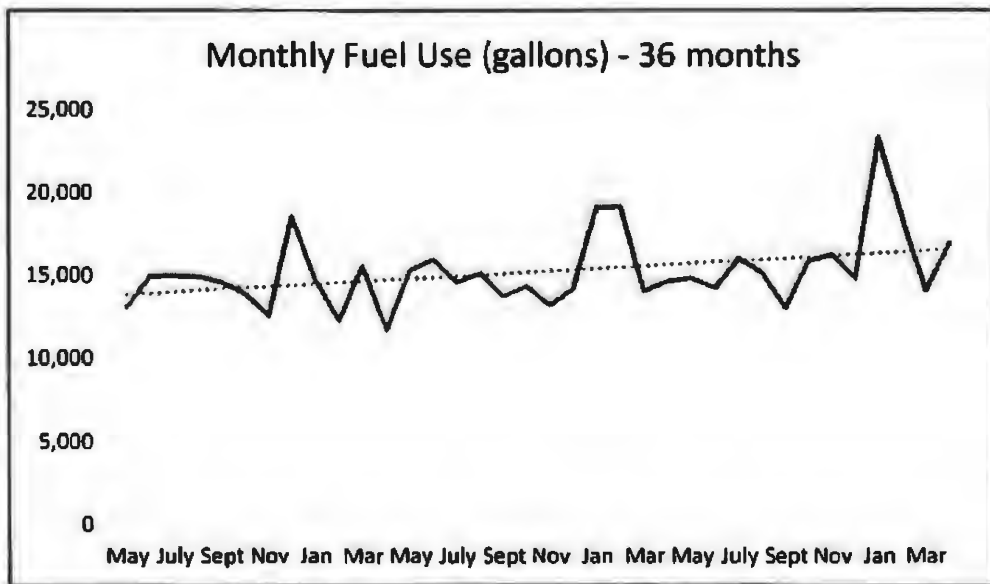
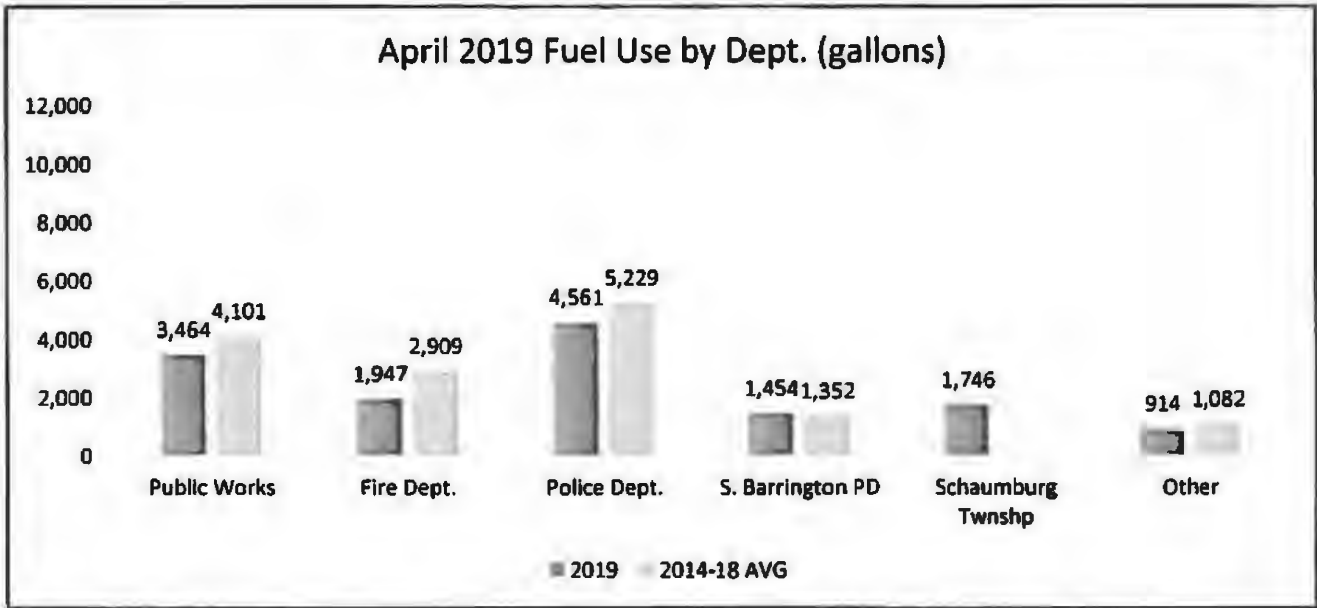
Operations Team												
Resident Water Quality Tests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	0	2	1									4

Sanitary Sewer Flow Management Team:

1. Cleared sanitary sewer blockage at the intersection of Grand Canyon and Route 72;
2. Identified sanitary sewer overflow locations related to rainfall.

Sanitary Sewer Flow Management Team												
Sewer Lines Flushed (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3,337	0	5,254	350									8,941
Sanitary Main Inspections (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	355	4,747	3,965									9,067

Fuel Use Report



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

Attached is the Monthly Engineering Report of the Transportation and Engineering Division in the Department of Development Services for the period ending May 31, 2019.



Alan Wenderski, P.E.
Village Engineer

MISCELLANEOUS

Summary of miscellaneous items:

- 88 permit inspections
- 79 residential drainage investigations
- 1 floodplain inquiry
- Assisted with 6 FOIA requests
- Pavement Condition Ratings approximately 20% complete
- Attended MWRD WMO TAC Meeting on May 8th
- Engineering plan review for:
 - 1400 Gannon Drive
 - 2595 W Golf Road
 - Greenspoint Amenities
- Reviewed permits for:
 - 15 – Drainage
 - 2 – Detached Garage
 - 1 – Parking Lot
 - 2 – Patio
 - 1 – Single-family residential
 - 2 - Park
- Plan/permit review related to residential development:
 - 14 – Permit Plats
 - 12 – Top of Foundation
 - 19 – Final Grading
 - 1 – Certificates of Occupancy

PROJECT STATUS

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
2018 Street Revitalization Project	Landscape punch list work to begin shortly. Village Project Manager: Marty Salerno
2019 Street Revitalization Project	Preconstruction meeting held on May 9 th . Work began week of May 20 th . See attached for current project status/schedule. Village Project Manager: Marty Salerno
Oakmont Road Storm Sewer Replacement	Work complete. Punch list currently being compiled. Village Project Manager: Oscar Gomez
Prairie Stone Stormwater Management Plan	Contract with V-3 to revise/update the 2004 Prairie Stone Stormwater Management Plan. Met with MWRD to discuss future permitting requirements within Prairie Stone on May 20 th . Updating of current model ongoing by V-3. Village Project Manager: Alan Wenderski

VILLAGE PROJECTS	
PROJECT NAME	DESCRIPTION
Stonegate Pond Basin	Punch list and site cleanup ongoing. W-T reviewing as-built pond grading. 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	Parking lot improvements ongoing. Village Project Manager: Terry White
Buona Beef 2250-2360 West Higgins Road	Approved by Village Board on February 25 th . Prior to start of work, awaiting issuance of MWRD permit and project guarantee. Village Project Manager: Alan Wenderski
Bystronic/Eagle Way Extension 2200 Central Road	Site mass grading ongoing. Village Project Manager: Terry White
Hoffman Plaza Higgins and Roselle	As-built plans reviewed for Phase 1. With replacement of Apple Street Culvert, 1080 Apple Street detention basin work can now be fully completed. Outlot 4 plan review completed. Village Project Manager: Alan Wenderski / Terry White
Holiday Inn Express 5235 Prairie Stone Parkway	Building work ongoing. Village Project Manager: Terry White
Mercedes-Benz of Hoffman Estates 1000 West Golf Road	Front parking lot/sidewalk improvement project. Approved by Village Board on May 6 th . Awaiting engineering fees and project guarantee prior to the start of work. Village Project Manager: Alan Wenderski
Shell – Ricky Rocket’s 2590 West Golf Road	Building work ongoing. Sidewalk and curb & gutter work ongoing. Village Project Manager: Terry White
Schaumburg Township Parking Lot Expansion 1 Illinois Boulevard	Site work ongoing. Storm sewer installation ongoing. 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 on temporary occupancy lots continues. Village Project Manager: Terry White
Bergman Pointe NW Corner of Ela Road and Algonquin Road	Home building ongoing. Exterior work on temporary occupancy lots continues. 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 on temporary occupancy lots continues. Final inspection for subdivision acceptance is ongoing. Village Project Manager: Terry White

2019 Street Revitalization Project Schedule Update: (May 23, 2019)

RECONSTRUCTION STREETS	Start Date ¹	Pre-Construction			Construction													Landscaping		Percent Complete	
		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			
1. ALHAMBRA LANE Ashland St to Arizona Blvd	6/17/2019																				
2. AVONDALE LANE Alhambra Ln to Almond Ln	6/17/2019																				
3. HASSELL DRIVE Hassell Rd to End of Street	6/24/2019																				
4. LAFLEUR LANE Brittany Ln to Freeman Rd	7/15/2019																				
¹ Tentative / Actual														Completed		In Progress					

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 removes existing sidewalk, curb and gutter, and driveway aprons that will be replaced.
- Asphalt Removal: The contractor either uses a backhoe or milling machine to remove existing asphalt layers.
- Earth Excavation: Removal of the all materials located below the existing road to a stabilized subgrade.
- Sub base Backfill: The installation of stone to a depth of 8"-12" with a layer of geotextile fabric.
- Storm Sewer: Repair and replacement of existing storm sewer structures and pipes.
- Curb & Gutter: The installation of concrete curb & gutter utilizing mechanical equipment or hand tools.
- Driveway Aprons: The replacement of asphalt and concrete driveway aprons.
- Sidewalks: The replacement of concrete public sidewalks.
- Fine Grading: The shaping of the stone sub base to ensure drainage, compaction, and elevation.
- Asphalt Binder: The first layer of asphalt
- Asphalt Patching: Repair of localized pavement failures on resurfacing streets.
- Asphalt Surface: The final layer of asphalt.
- Striping: Completion of permanent pavement striping.
- Backfill Topsoil: Placement of topsoil to areas that have been disturbed during construction.
- Sod & Seed: Placement of sod and seed to areas that have been disturbed during construction.

2019 Street Revitalization Project Schedule Update: (May 23, 2019)

RESURFACING STREETS	Start Date ¹	Pre-Construction		Construction										Landscaping		Percent Complete	
		Layout	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Binder	Asphalt Patching	Asphalt Surface	Striping	Backfill Topsoil	Sod & Seed		
1. ANGOULEME LANE Bison Ln to Rohrssen Rd	5/20/2019																
2. ANJOU LANE Versailles Rd to Picardy Ln	9/16/2019																
3. APPLE STREET Higgins Rd to Golf Rd	6/26/2019																
4. ATLANTIC AVENUE Bode Rd to Pacific Ave	5/23/2019																
5. BAYSIDE COURT W Bayside Cir to End of Street	10/7/2019																
6. BERKLEY LN W Washington Blvd to Spring Mill Dr	6/6/2019																
7. BORDEAUX DRIVE Versailles Rd to Charlemagne Dr	8/26/2019																
8. BUCKTHORN DRIVE Huntington Blvd to Lombardy Ln	9/30/2019																
9. BULRUSH DRIVE Sweetflower Dr to Harmon Blvd	6/4/2019																
10. CLOVER LANE Old Timber Ln to Sunflower Ln	10/14/2019																
11. COLONY LANE Firestone Dr to Lexington Dr	9/3/2019																
12. CRANSHIRE COURT Regent Dr to End of Street	8/19/2019																
13. FOX PATH LANE Rohrssen Rd to Mallard Ln	5/20/2019								n/a								
14. FREEMAN ROAD Mumford Dr to Park Ln	9/23/2019																
15. GREENSPPOINT PARKWAY Higgins Rd to Higgins Rd	8/5/2019																
16. HARRISON LANE Firestone Dr to Winston Dr	9/3/2019																
17. LEATHERLEAF LANE Alder Dr (N) to Whispering Trails Dr	8/26/2019																
18. MOHAVE STREET Illinois Blvd to Lincoln St	7/22/2019																
19. NANTUCKET COURT Stone Harbor Dr to End of Street	10/7/2019																
20. NORTHVIEW LANE Shepard Rd to End of Street	7/8/2019																
21. PACIFIC AVENUE Bode Rd to Atlantic Ave	5/22/2019																
22. PARKVIEW CIRCLE Hassell Rd to Hassell Rd	7/8/2019																
¹ Tentative / Actual										Completed		In Progress					
All resurfacing streets to be completed within 30 days of start date																	

2019 Street Revitalization Project Schedule Update: (May 23, 2019)

RESURFACING STREETS	Start Date ¹	Pre-Construction		Construction										Landscaping		Percent Complete	
		Layout	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Binder	Asphalt Patching	Asphalt Surface	Striping	Backfill Topsoil	Sod & Seed		
23. PICARDY LANE Charlemagne Dr to End of Street	9/16/2019																
24. PRESTWICK PLACE Chambers Dr to Chambers Dr	10/14/2019																
25. REGENT DRIVE Wilshire Dr to Wilshire Dr	8/19/2019																
26. ROHRSEN ROAD Golf Rd to 400 feet N of McDonough Rd	5/21/2019							n/a									
27. SHOE FACTORY BIKE PATH Ivy Ridge Dr to CN Railroad	6/10/2019																
28. STURBRIDGE DRIVE E Mumford Dr to Westbury Dr	9/3/2019																
29. SWEETFLOWER DRIVE Harmon Blvd to End of Street	6/4/2019																
30. TARRINGTON DRIVE Castaway Ln to Dukesberry Ln	10/21/2019																
31. VERSAILLES ROAD Algonquin Rd to Charlemagne Dr	7/22/2019																
¹ Tentative / Actual																	
All resurfacing streets to be completed within 30 days of start date											Completed		In Progress				