

AGENDA
TRANSPORTATION AND ROAD IMPROVEMENT COMMITTEE
Village of Hoffman Estates
September 14, 2009

Immediately Following General Administration & Personnel Committee

Members: Ray Kincaid, Chairperson
Gary Pilafas, Vice Chairperson
Karen Mills, Trustee

I. Roll Call

II. Approval of Minutes – August 24, 2009

NEW BUSINESS

1. Request approval for a joint agreement with IDOT for emergency repair program funds (ERP) on Glen Lane.
2. Request acceptance of Transportation Division Monthly Report.

III. President's Report

IV. Other

V. Items in Review

1. Discussion regarding lead agency for Barrington Road Interchange.
(October 2009)

VI. Adjournment

**TRANSPORTATION & ROAD IMPROVEMENT
COMMITTEE MEETING MINUTES**

August 24, 2009

I. Roll Call

Members in Attendance:

**Ray Kincaid, Chairman
Gary Pilafas, Vice-Chairperson
Karen Mills, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Cary Collins
Trustee Jackie Green
Trustee Anna Newell
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Don Plass, Director of Code Enforcement
Mike Hankey, Director of Transportation
Patrick Seger, Director of HRM
Algean Garner, Director of HHS
Gary Skoog, ED Coordinator
Don Plass, Code Enforcement Director
Mike Hankey, Director of Transportation
Gary Salavitch, Director of Engineering
Pete Gugliotta, Director of Planning
Clint Herdegen, Police Chief
Bob Gorvett, Fire Chief
Ken Hari, Director of Public Works
Gordon Eaken, Director of IS
Michael DuCharme, Director of Finance
Bev Romanoff, Village Clerk
Becky Suhajda, Administrative Intern
Bruce Anderson, CATV Coordinator**

Others in Attendance

Reporters from Daily Herald, Chicago Tribune

The Transportation and Road Improvement Committee meeting was called to order at 7:03 p.m.

II. Approval of Minutes

Motion by Trustee Collins, seconded by Trustee Mills, to approve the Transportation & Road Improvement Committee meeting minutes of July 27, 2009. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request authorization for:

A. Change Order #1 for the 2009 Street Revitalization Project to Arrow Road Construction at the revised contract amount of \$2,448,880.30.

B. Change Order #1 for materials testing for the 2009 Street Revitalization Project to Applied GeoScience, Inc. at the revised amount not to exceed \$42,500.

An item summary sheet from Mike Hankey was presented to Committee.

Motion by Trustee Collins, seconded by Trustee Green to approve Change Order #1 for the 2009 Street Revitalization Project to Arrow Road Construction at the revised contract amount of \$2,448,880.30, and Change Order #1 for materials testing for the 2009 Street Revitalization Project to Applied GeoScience, Inc., in an amount not to exceed \$42,500. Voice vote taken. All ayes. Motion carried.

2. Request acceptance of Transportation Division Monthly Report.

The Transportation Division Monthly Report was submitted to the Committee.

Motion by Trustee Mills, seconded by Trustee Collins, to accept Transportation Division monthly report. Voice vote taken. All ayes. Motion carried.

III. President's Report

Mayor McLeod introduced and welcomed Emily Kerous, Director of Operations for the Mayor and Board of Trustees to the Village.

IV. Other

V. Items in Review

1. Discussion regarding lead agency for Barrington Road interchange.

VI. Adjournment

Motion by Trustee Collins, seconded by Mayor McLeod, to adjourn the meeting at 7:05 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval for a joint agreement with IDOT for Emergency Repair Program funds on Glen Lane

MEETING DATE: September 14, 2009

COMMITTEE: Transportation and Road Improvement Committee

FROM: Michael Hankey

PURPOSE: Request approval for a joint agreement with IDOT for Emergency Repair Program (ERP) funds on Glen Lane.

BACKGROUND: The Village just received approval for ERP funds for the reconstruction of Glen Lane. According to IDOT, since this is a new location, this street could not simply be added to this year's street project. Representative Crespo informed the Village that he obtained \$235,000 in ERP funds for this type of work. Based on the need for reconstruction, the pavement rating, and estimated cost, Glen Lane came closest to fitting the budget. The intent is to utilize these funds in this construction season so staff immediately prepared plans, specifications and quantities so as to bid this project as soon as possible. There is some concern regarding proposed costs due to the lateness in this year's construction season. This project is currently out for bid.

DISCUSSION: Since ERP funds are similar to Motor Fuel Tax funds, a local agency agreement with IDOT is required to satisfy the State's requirements for this grant. Attached is a copy of this agreement which is the standard IDOT form for this type of work. IDOT approved the bidding for this project while the agreement is being finalized due to the time constraints with the remaining construction season.

FINANCIAL IMPACT:

This project should be completed within the allotted funds from the State. However, due to the timing of this bid, there is a concern about higher prices and that is reflected on the IDOT agreement. Currently, the 2009 Street Project is approximately \$30,000 under the contract amount to cover any costs on Glen Lane that exceed the ERP funds.

RECOMMENDATION:

Recommend approval for a joint agreement with IDOT for ERP funds on Glen Lane.

Attachment

Local Agency Hoffman Estates	 Illinois Department of Transportation Local Agency/State Agreement	Job Number - Construction
Section		Job Number - Engineering/ROW

This Agreement is made and entered into between the above local agency hereinafter referred to as "LA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LA jointly propose to improve the designated location as shown below.

Location

Local Name Glen Lane Route _____ Length 1025'

Termini Glen Lake Road to Hermitage Lane

Current Jurisdiction Village of Hoffman Estates

Project Description

Division of Cost

Type of Work	STATE	LA	Total
Participating Construction	235,000	30,000	265,000
Non-Participating Construction			0
Preliminary Engineering			0
Construction Engineering			0
Right-of-Way			0
			0
TOTAL	\$235,000	\$ 0	\$265,000

Note: State funding source is ERP. LA share to be MFT if needed.

Payment Method (check one):

- Upon award of the project and request of payment from the LA, the STATE will pay the LA 100% its share of the project costs.
- Upon execution of the construction contract and request of payment from the LA, the STATE will pay the LA 95% of its share of the project costs. The remaining 5% will be paid to the LA upon receipt of the final invoice.
- The STATE will reimburse the LA for the STATE share of the project on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the LA

Agreement Provisions

1. It is mutually agreed that the PROJECT will be processed, let and constructed in accordance with Motor Fuel Tax standards, policies and procedures.
 2. The LA will certify to the STATE that all necessary right-of-way, temporary and permanent easements, and temporary use permits have been obtained or are not required, prior to the LA advertising for bids for the PROJECT.
 3. The PROJECT will be let and awarded by the LA upon approval of the plans and specifications by the STATE.
 4. The LA agrees to retain jurisdiction and to maintain or cause to be maintained the completed PROJECT in a manner satisfactory to the STATE unless otherwise specified by addendum.
 5. Upon approval of the final plans and specifications by the STATE and the LA, the LA agrees to accept bids and award the contract to the lowest responsible bidder after receipt of a satisfactory bid and concurrence in the award has been received from the STATE. If necessary the LA agrees to provide, or cause to be provided, all of the initial funding necessary to complete the project subject to reimbursement by the STATE.
 6. The LA shall maintain, for a minimum of 3 years after the completion of the project, adequate books, records, and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with this Agreement. All books, records, and supporting documents related to the project shall be available for review and audit by the Auditor General and the Department. The LA agrees to cooperate fully with any audit conducted by the Auditor General and the Department and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract of which adequate books, records, and supporting documentation are not available to support their purported disbursement.
 7. To complete this phase of the project within three years from the date this agreement is approved by the STATE if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
 8. Upon completion of this phase of the project, the LA will submit to the STATE a complete and detailed final invoice with all applicable supporting documentation of all incurred costs, less previous payments, no later than one year from the date of completion of this phase of the project. If a final invoice is not received within one year of completion of this phase of the project, the most recent invoice may be considered the final invoice and the obligation of funds closed.
 9. Obligations of the STATE shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly fails to appropriate or otherwise make available funds for the work contemplated herein.
 10. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of that Act exempt its application.
 11. This Agreement shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.
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Local Agency Hoffman Estates	Section
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EXHIBITS

Additional information and/or stipulations are hereby attached and identified below as being a part of this Agreement.
Exhibit A - Location Map

The LA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Agreement and all exhibits indicated above.

APPROVED

Local Agency

(Print or Type Name)

(County Board Chairperson/Mayor/Village President/etc.)

(Signature) Date

TIN Number _____

NOTE: If signature is by an APPOINTED official, a resolution said appointed official to execute this agreement is required.

APPROVED

State of Illinois
Department of Transportation

Gary Hannig, Secretary of Transportation Date

By: _____
Delegate's Signature)

(Delegate's Name -Printed)

Christine M. Reed, Director of Highways/Chief Engineer Date

Ellen J. Schanzle-Haskins, Chief Counsel Date

Ann L. Schneider, Director of Finance and Administration Date

Local Agency Hoffman Estates	Section
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**TRANSPORTATION DIVISION
DEPARTMENT OF DEVELOPMENT SERVICES**

**MONTHLY REPORT
August 2009**

New Developments

Reviewing traffic data and site plans for:

Alliance Church	Huntington Woods Corporate Center
Cabela's Outlots (Saddle Room)	Maranatha Church
Church of the Cross	Village Police Station Site
Heidner Property	

Ongoing Coordination

Barrington Road Interchange

- Tollway completed first phase of draft master plan for Northwest Tollway. A need for one additional lane in each direction was identified. This should provide guidance on next steps for interchange plans.
- IDOT listed the project in its 2010-2015 multi-year plan. Internal and external meetings to occur to start design engineering.

Northwest Tollway (I-90) Corridor Study

- Next meeting expected in several months.

O'Hare Noise Compatibility Commission

- No new information.

Pace HOT Line Bus Service (Route 557)

- The most recent ridership data provided by Pace is from August 2009. The monthly total was 888 riders. This is down about 12% from August 2008.
- Average daily ridership was 42 in August 2009. This is less than seen in recent months and similar to the average in 2008.
- Monthly totals vary due to the number of weekdays in the month and seasonal variations in transit ridership.
- The twelve month moving total (a measure of annual ridership on a floating basis) is about 13,000 riders. This is down slightly from earlier in 2009. But this total is still higher than the same period in 2008.
- Information summary sent out to companies to begin discussion of 2010 service.

Pace Route 554

- Pace instituted a new route in January 2009. The Hanover Park Metra Station is now on the route and a portion of the route in Streamwood on Irving Park Road was eliminated. Ridership can be affected during such changes and it may take several months for trends to emerge.

- A quarterly meeting was held on September 8, 2009. While year to date ridership is about 15% less than 2008, Pace stated that systemwide use is down about 12%. Pace will provide a draft agreement for 2010.
- Most recent ridership data provided by Pace for Route 554 was for June and July 2009. Average daily use was 114 riders while there were 130 riders in July 2009.
- Depending on ridership, Pace will evaluate the possibility of assuming the cost of route, but not likely before 2011 or 2012.

Roselle Road Traffic Signal

- IDOT has deferred to Cook County on the signal installation. IDOT does not favor a signal, and instead prefers turn restrictions. But, if acceptable to Cook County, IDOT will not object to a new signal.
- Awaiting letter of approval from Cook County on signal installation. County has requested some additional analysis of information.
- Right of way documents for temporary and permanent easements received from consultant. Preparing to meet with owners to present easement information.

STAR Line

- Metra anticipates submitting to Federal Transit Administration in late 2009.
- Technical Advisory Committee expected to be scheduled by Metra.
- Public hearings and environmental scoping meetings will follow.

Taxi Discount Program

- Registration continues with identification cards and coupons sent to residents. To date, a total of 191 residents have registered for the program. Another 14 applications are pending due to scheduling of permanent identification photos.
- Information on program registration provided on Village website.
- Working on assessment of potential changes to program for review by the Village Board.

Transit Information

- Keeping log of public transit related requests, inquiries, phone calls, etc.
- Public transit information provided on Village website. Information recently expanded to include more links and a map of transit services in the Village.
- Staff is developing an informational brochure on transit services offered in the Village.

Traffic Management

Assisted Police and Public Works for placement of programming PCMS for projects and special notices.

Event planning and coordination with Police Department, Standard Parking, and Sears Centre staff continues for Sears Centre.

Traffic Studies / Other

- Additional information has been included on the website for engineering services as well as posting new transportation data.
- Village ADT Map posted to website.
- Prepared three 2010 CMAQ applications; two for bike projects, one for diesel emissions reduction. A total of 193 projects for a combined \$474 million were submitted with only about \$21 million in funding expected to be available. Bicycle projects (47) requested \$55 million in total. Diesel Emission Reduction projects (16) totaled \$57 million in federal fund requests. The CMAQ project selection committee recommended the diesel project and Shoe Factory / IL 59 right turn lanes. CMAP is to make fiscal decisions later this year. The Diesel Project and Shoe Factory right turn lane projects are in the CMAP staff list of recommended projects.
- With Planning Division, worked on a Department of Natural Resources grant application for bicycle path on Central Road. Expected announcement of projects in September.
- Submitted lists to various agencies and representatives for project needs in Hoffman Estates.

Village Projects

Neighborhood Speed Watch Program

- Several residents are considering speed watch.
- Traffic counters are on two streets in anticipation of a speed watch.

Pavement Management System and Street Revitalization

- 2009 Street Project work continues. Weekly updates are being posted to the website and sent to e-mail distribution.
- Pavement rating work for 2010 is complete. Analysis of data continues. Results of the ratings will be presented at CIB.

Shoe Factory Road - Cook County

- Met with Cook County staff to re-start the Phase II design work.
- The Village consultant is working on plan development, right of way, and utility needs plus an overall schedule. Target is for letting in late 2010, however right of way acquisition will be the primary determinant of schedule.

Higgins Road Pedestrian / Bicycle Project

- Project awarded full approval for CMAQ Federal Grant funding. Staff met with IDOT and FHWA staff. Plans submitted to IDOT for review with most comments received. The bridge over the creek in front of the bowling alley will require additional analysis to meet IDOT requirements. Adjustment to CMAQ funds to use some for bridge analysis was approved by CMAP and is being processed by IDOT.

Palatine Road Widening Project

- Village application of Surface Transportation Program funds (\$1.3 million) was approved by NWMC. Village signed a Letter of Intent with IDOT who will pay a significant share of the local project cost. Staff met with IDOT to go over project information. Federal Highway review meeting held on September 1, 2009. Submitted intersection analysis requested by IDOT.

Hassell Road Surface Transportation Program Project

- An application for STP funds was submitted to the Northwest Municipal Conference for reconstruction and culvert replacement on Hassell Road. The project limits are from Pembroke Avenue to Fairway Court. The scope of work is a total reconstruction of the pavement with incorporation of bicycle facilities. This could involve restriping the existing width to provide one lane in each direction, a center left turn lane, and bicycle lanes on each side. Other segments may be more appropriate for designation as a bicycle route if on-street parking is to be maintained. Near the Barrington Road intersection, an off-street facility may be investigated. Three cross road culverts are proposed for replacement as a part of this work. A modification to the application was submitted to NWMC to use some STP funds for design work. The NWMC Technical Committee did not move the project to a program year yet. It remains a multi-year list.

Bode – Salem Road Surface Transportation Program Project

- Staff continues work on design to advance project into a funding year. A joint application with the Village of Schaumburg was presented to Northwest Municipal Conference for reconstruction, intersection improvements, and bicycle facilities. Roundabouts will be evaluated for intersections within the project limits on Bode Road from Braintree Road to Salem Drive. On-street bicycle lanes will be evaluated along Bode Road as will restriping the pavement to create a three lane cross section. The NWMC Technical Committee assigned their project to year 2014.

Golf Road Resurfacing

- IDOT has begun work on resurfacing Golf Road from Windsong in Schaumburg to Elgin. Initial paving layer west of Barrington is complete. Curb replacement is underway east of Barrington. Traffic delays can be expected during the work.

Higgins / Moon Lake / Governors

- IDOT will begin work on September 14 for the project to convert the signal to permit left turns from Higgins Road only on a green arrow. While 30 working days are specified for the project, it is likely to take longer due to delivery times for traffic signal mastarm equipment. The current project schedule anticipates work completed by early November. Traffic will be reduced to one lane in each direction on Higgins Road during construction.

Higgins Road Resurfacing

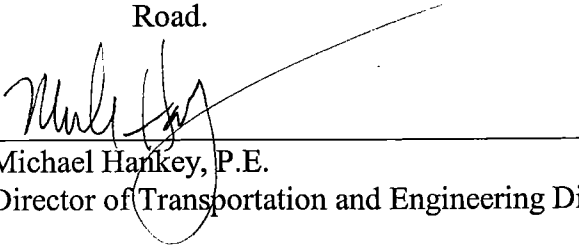
- IDOT will start work in early September on resurfacing Higgins Road from Almond Lane to I-290. Work will be done during off-peak hours. Lane closures and delays can be expected during the work.

Bicycle Planning

- Public open house meetings held on May 7th, May 9th and May 14th at three locations throughout the Village. Attendees provided helpful comments and insight. Work completed on summarizing comments. Finalizing the draft plan and facility documents for Village Board review later in the fall.
- Developed GIS database of surrounding bicycle facilities.
- Gathered bicycle plans from surrounding communities.
- Assessing possible bicycle facilities along specific streets in the Village.
- Keeping log of bicycle related requests, inquiries, phone calls, etc.
- Met with Kane County, Village of Schaumburg, Hoffman Estates Park District, and Chicagoland Bicycle Federation League of Illinois Bicyclists, Village of Streamwood, and the City of Elgin to discuss Bike Planning.
- Posted bike planning material on Village website.
- Met with Tollway staff on under crossing of I-90 along railroad right of way. Tollway concurred with concept design.
- Applied for grants to construct three projects.

CN Purchase of EJ&E

- STB approval of transaction became effective on January 23, 2009.
- Several appeals pending in Federal Court.
- CN will provide information on expected date of increase in freight traffic when available.
- STB posted monthly reports and the second quarterly report of status provided by CN.
- Village requested Cook County to install flashing beacons on existing warning sign in advance of the hillcrest east of the railroad crossing.
- Met with CN staff to discuss plan development and implementation of parts of the agreement. Other items will require Village Board review and approval.
- Meeting scheduled with Cook County to discuss permanent projects on Shoe Factory Road.



Michael Hankey, P.E.
Director of Transportation and Engineering Division