



**AGENDA**  
**PUBLIC WORKS & UTILITIES COMMITTEE**  
**Village of Hoffman Estates**  
**September 30, 2009**

Immediately Following Finance

Members: Jacquelyn Green, Chairperson  
Roll Call Anna Newell, Vice Chairperson  
Cary Collins, Trustee

- I. Roll Call**
- II. Approval of Minutes – August 24, 2009**  
**September 21, 2009 Special Meeting**

**OLD BUSINESS**

- 1. Request approval for backflow prevention device recertification program for single-family home lawn sprinkler and fire sprinkler systems.

**NEW BUSINESS**

- 1 Request approval of the Village's Drainage Policy.
- 2 Discussion regarding funding request from the Schaumburg Park District for the Jones/Highland intersection flooding.
- 3 Request contract award for the Glen Lane Reconstruction Project to Schroeder Asphalt Services, Inc. (low bidder) at the revised amount of \$244,947.30.
- 4 Request approval to reject sole bid for winter season rental of front end loader tractors and seek competitive quotes.
- 5 Request authorization to declare seventeen (17) vehicles and other pieces of Village equipment and parts as surplus and offer for sale on GovDeals.com.
- 6 Request authorization to waive formal bidding and award contract for 2009 critical sanitary sewer repairs to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$320,000.
- 7 Request acceptance of the Department of Public Works Monthly Report.
- 8 Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.

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

**PUBLIC WORKS & UTILITIES  
COMMITTEE MEETING MINUTES**

August 24, 2009

**I. Roll Call**

**Members in Attendance:**

Jacquelyn Green, Chairman  
Anna Newell, Vice-Chairman  
Cary Collins, Member

**Other Corporate Authorities  
in Attendance:**

Trustee Karen Mills  
Trustee Ray Kincaid  
Trustee Gary Pilafas  
Village President 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 Public Works & Utilities Committee meeting was called to order at 8:25 p.m.

**II. Approval of Minutes**

Motion by Trustee Mills, seconded by Trustee Newell to approve the Public Works & Utilities Committee meeting minutes of July 27, 2009. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

1. **Discussion regarding paint color selection and Village logo for new western development area T-7, water tower, 5795 Beacon Pointe Drive.**

An item summary sheet from Ken Hari, Joe Nebel and Haileng Xiao was presented to Committee.

Ken Hari addressed the Committee and provided a brief presentation of the choices for paint and logo and orientation options for the new water tower at 5795 Beacon Pointe Drive.

Motion by Trustee Mills, seconded by Mayor McLeod, to approve #78GN cumulus color paint with Option 2 logo orientation with black lettering for new western development area T-7 water tower, 5795 Beacon Pointe Drive. Voice vote taken. All ayes. Motion carried.

2. **Request acceptance of the Department of Public Works Monthly Report.**

The Public Works Department Monthly Report was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Newell, to accept the Public Works Department Monthly Report. Voice vote taken. All ayes. Motion carried.

3. **Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.**

The Development Services Monthly Report for the Transportation and Engineering Division was presented to Committee.

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

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

Motion by Trustee Collins, seconded by Mayor McLeod, to adjourn the meeting at 8:45 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Village of Hoffman Estates

SPECIAL PUBLIC WORKS & UTILITIES **DRAFT**  
COMMITTEE MEETING MINUTES

September 21<sup>st</sup>, 2009

**I. Roll Call**

**Members in Attendance:**

Trustee Jacquelyn Green, Chair  
Trustee Anna Newell, Vice-Chair

**Other Corporate Authorities  
in Attendance:**

Trustee Karen Mills  
Trustee Raymond Kincaid  
Trustee Gary Pilafas  
Village President William D. McLeod

Bev Romanoff, Village Clerk

**Management Team  
in Attendance:**

Jim Norris, Village Manager  
Dan O'Malley, Assistant Village Manager  
Arthur L. Janura Jr., Corporation Counsel  
Michael DuCharme, Director of Finance  
Algean Garner, Director of Health & Human Services  
Patrick Seger, Director of HRM  
Clint Herdegen, Chief of Police  
Kenneth Hari, Director of Public Works  
Peter Gugliotta, Director of Planning  
Robert Gorvett, Fire Chief  
Bruce Anderson, Cable TV Coordinator  
Dave Christensen, Emergency Management Coordinator  
Doug Schultz, Community Relations Coordinator  
Ashley Monroe, Assistant Planner

**Others in Attendance:**

News Reporters from the *Chicago Tribune* and *Daily Herald*

The Public Works & Utilities Committee meeting was called to order at 7:50 p.m.

**NEW BUSINESS**

- 1. Request of approval to submit Illinois Department of Commerce and Economic Opportunity grant application for Green Roofs Program funded by the American Recovery and Reinvestment Act and approval to enter into an agreement with the Illinois Department of Commerce and Economic Opportunity.**

Motion by Trustee Mills, seconded by Trustee Pilafas, to grant approval to submit Illinois Department of Commerce and Economic Opportunity grant application and approval to enter into an agreement with the Illinois Department of Commerce and Economic Opportunity. Voice vote taken. All ayes. Motion carried.

- 2. Request authorization to award a contract for the 2009 Barrington Square Sidewalk Improvement Project as part of the CDBG-R program to M&A Cement Work, Inc., Bensenville, IL, in an amount not to exceed \$73,078.**

Motion by Trustee Pilafas, seconded by Mayor McLeod, to grant authorization to award a contract for the 2009 Barrington Square Sidewalk Improvement Project to M&A Cement Work, Inc., Bensenville, IL in an amount not to exceed \$73,078. Voice vote taken. All ayes. Motion carried.

## **II. Adjournment**

Motion by Trustee Pilafas, seconded by Trustee Newell, to adjourn the meeting at 7:52 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by

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Emily Kerous

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Date

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for backflow prevention device recertification program for single-family home lawn sprinkler and fire sprinkler systems

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Kenneth Hari , Director of Public Works  
Mark Koplin, Assistant Village Manager-Development Services

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**PURPOSE:** Request approval for backflow prevention device recertification program for single-family home lawn sprinkler and fire sprinkler systems.

**BACKGROUND:** At the April 27, 2009, Public Works & Utilities Committee meeting, staff presented a plan for performing backflow prevention inspections for single-family homes, along with funding scenarios. The Committee provided input and requested additional information regarding this topic. With the input of the Committee, staff reviewed the issues and will bring back a plan and proposal to Committee for consideration. This memo will begin to address those items.

**DISCUSSION:** Copies of the state regulations related to backflow prevention are attached. The regulations require “an active cross-connection control program shall be adopted” and shall include a local plumbing code “at least as stringent as the Illinois Plumbing Code”. The Village has adopted the Illinois Plumbing Code (for many years) with some amendments (unrelated to backflow prevention).

There are two different State of Illinois agencies that require backflow prevention devices be certified at least annually. The first is located in Part 890 Illinois Plumbing Code (specifically section 890.1130 Protection of Potable Water). Section 890.1130, subsection b, states “All reduced pressure principle (RP), reduced pressure detector (RPDA), double check (DCA) and double check detector (DCDA) backflow prevention assemblies shall be tested and approved by a Cross-Connection Control Device Inspector (CCCDI) before initial operation, and at least annually thereafter.”

The other location is found in the Illinois Environmental Protection Agency regulations. Title 35, Subpart H: Cross-Connections, section 653.803, subsection 4e, states “Each device shall be tested at least annually or more frequently if recommended by the manufacturer.”

**DISCUSSION:** (Continued)

Village is required to “include a record system which will maintain data on inspections, re-inspections, repairs, alterations and tests.”

The Illinois EPA regulation under Title 35, Subpart H: Cross-Connections Section 653.801 also places the Village as the party responsible for enforcement of the Illinois Plumbing Code (Part 890). It states “An active cross-connection control program shall be adopted and shall include the following:

- b) An ordinance, tariff, or required condition for service whichever is applicable, which includes a plumbing code at least as stringent as the Illinois Plumbing Code, 77 Ill. Adm. Code 890, shall be adopted and enforced.”

Staff also researched backflow practices in other communities, both with and without residential fire sprinkler requirements. See the attachment for a summary of the survey. A recent survey was conducted of 13 other municipalities in the area. The survey concluded that 100% of municipalities require backflow prevention devices on fire sprinkler systems. Seventy percent of municipalities have the requirement of a backflow prevention device on fire sprinkler systems specifically identified in their municipal ordinance. The other municipalities simply refer to the Illinois Plumbing Code which includes the requirement. Fifty-four percent of municipalities stated that they were “actively enforcing” the ordinance for their residential customers.

Some of the residents have stated that the cost of this annual inspection by a plumbing contractor exceeds the savings on their homeowners insurance resulting from the fire sprinklers (\$100-\$200 or more). Similar to other inspection services, a permit fee is proposed. However, the proposed fee is significantly less than what residents are currently being charged by plumbing contractors. With the downturn in construction, the plumbing inspector has time on a weekly basis to perform these inspections.

Staff is considering some modifications to the original proposed as presented to the Committee. Regarding lawn sprinkler backflow prevention inspections, Public Works believes there are around 500-600 lawn sprinklers installed at single-family residences across the Village, although building permit records show a lesser number. We believe that many lawn sprinklers were installed without a permit. With the concurrence of the Committee, the plumbing inspector would be able to perform all of these inspections once he becomes recertified in backflow prevention. (There is a two day course offered by IEPA that provides training and includes the actual test.) A single inspection would require about an hour to cover salary and benefits (at \$45/hour). A \$45 fee could be charged to the homeowner.

Regarding single-family residential fire sprinkler system inspections, Public Works estimates around 2,000 homes throughout the Village, mostly in the western area, that would need to be inspected. Although the state requirements are for annual inspections, and since these inspections have not occurred in the past, we would propose to perform inspections over a three year period to gain compliance (approximately 700/year). Once again, the workload should allow for these inspections to be performed by the Village’s plumbing inspector if they are spread out over three years and the inspector’s time of about one hour could be charged to the

**DISCUSSION:** (Continued)

homeowner with a \$45 fee. If a home had both a lawn sprinkler and fire sprinkler, the inspections could be performed in the same visit with a total of 75-90 minutes, and a charge of \$60 total for both could be assessed.

**When a defective device is found, the homeowner will be provided with a list of potential contacts (See attached exhibit "A") for repairs. In cases when the homeowner has to contact a State of Illinois licensed and IEPA certified plumber for repairs, it is recommended that the Village waive its inspection fee to avoid the homeowner paying twice for inspection services. (The repair plumber will have to retest the device in order to properly diagnose and correct the problem.)**

We anticipate being able to implement this program as soon as approved by the Village Board. The priority would be to begin with fire sprinkler systems. Lawn sprinkler testing would start the beginning of spring 2010. Information for residents could be conveyed in the newsletter, website, and water bills.

**FINANCIAL IMPACT:**

The Village will need to spend up to \$1,800 on backflow testing equipment. Charging a permit fee for these services, as described above, will offset staff time to perform the inspections.

**RECOMMENDATION:**

Request approval for backflow prevention device recertification program for single-family home lawn sprinkler and fire sprinkler systems.



The Village does not recommend or endorse any specific company to perform inspections or certifications in accordance with the law. Any licensed backflow protection plumbers familiar with Illinois Plumbing Code 77, Illinois Administrative Code 890, and the Illinois Pollution Control Board Regulations 35, Illinois Administrative Code 607 are qualified to perform inspections. All device certifications must be performed by a licensed plumber, who is also certified by the Illinois Environmental Protection Agency as a Cross-Connection Control Device Inspector (CCCDI). Additional certified plumbers, can be obtained by contacting the Illinois Environmental Protection Agency, 1021 N. Grand Avenue East, P.O. Box 19276, Springfield, IL 62794, (217) 785-0561

Backflow Protection Device Inspectors and Plumbing Companies  
(State of Illinois licensed plumbers certified with IEPA)

**A**

(ALPHABETICAL ORDER)

Aardvark Backflow / Plumbing P.O. Box 85 West Dundee, IL 60118 847-514-4513	Ewing-Doherty Mech. 304 N. York Road Bensenville, IL 60106 630-766-5920	Ray's Mechanical Contractors 948 Estes Ct. Schaumburg, IL 60193 847-895-3430
Althoff Inc. 8001 S. Rte. 31 Crystal Lake, IL 60014 815-455-7000	Everclear Backflow Service 118 Southwood Circle Streamwood, IL 60107 630-289-7300	Reliance Plumbing Sewer & Drainage Inc. 1848 Techney Court Northbrook, IL 60062 847-583-1858
American Backflow P.O. Box 395 Lake Zurich, IL 60047 847-540-9910	Fox Mechanical Inc. Fox River Grove, IL 60021 847-639-4276	Sherman Mechanical Inc. 1075 Alexander Ct Cary, IL 60013 847-462-1000
B & A Plumbing 946 Estes Ct. Schaumburg, IL 60193 847-985-2444	Gil Plumbing 995 Progress Dr. Unit 100 Grayslake, IL 60030 847-223-1759	Skirmont Mech. Contractors, Inc. 450 Hammond Ave. Elgin, IL 60120 847-888-9292
Birk Plumbing 12617 Kroll Drive Alsip, IL 60803 708-597-9663	Goodenough Inc. 5N213 County Line Rd. Maple Park, IL 60151 815-827-4300	Taylor Plumbing 488 Diens Drive Wheeling, IL 60090 847-279-8581
Bishop Plumbing Inc 975 Rand Road Des Plaines, IL 60016 847-824-1800	Mendel Plumbing & Heating 3N640 N. 17 <sup>th</sup> Street St. Charles, IL 60174 630-377-3608	Total Fire & Safety Inc. 6808 Hobson Valley Rd., Unit 105 Woodridge, IL 60517 630-960-5060
Black Diamond Plumbing & Mechanical 748 Tek Drive Crystal Lake, IL 60014 815-444-0979	Peterson & Son Plumbing 333 W. Northwest Hwy. Barrington, IL 60010 847-381-0349	Valley Fire Protection 101 N. Raddant Rd. Batavia, IL 60510 630-761-3168
Chicago Backflow 12607 S. Laramie Alsip, IL 60803 708-389-5600	PJ Plumbing Service 504 Congress Circle Roselle, IL 60172 630-924-0400	Water Services 848 Olive Street Elgin, IL 60120-8027 847-697-6623
Collins Backflow 736 W. Karen Lane Palatine, IL 60067 847-358-1666	Quality Backflow Testing Inc. P.O. Box 175 Western Springs 60558-0175 708-246-9250	Western Irrigation 26W307 St. Charles Rd. Carol Stream, IL 60188 630-653-3937
Controlled System Corp. 28835 N. Herky Drive, Unit 107 Lake Bluff, IL 60044-1464 847-362-7500	Rainbow Irrigation & Backflow P.O. Box 88 Fox River Grove, IL 60021-0088 847-639-9160	William E. King Company 788 Bayberry Drive Bartlett, IL 60103 630-830-4904

## TITLE 35: ENVIRONMENTAL PROTECTION

## SUBTITLE F: PUBLIC WATER SUPPLIES

## CHAPTER II: ENVIRONMENTAL PROTECTION AGENCY

## PART 653

## DESIGN, OPERATION AND MAINTENANCE CRITERIA

## SUBPART A: DESIGN REQUIREMENTS

## Section

- 653.101 Sites
- 653.102 Water Treatment Facilities
- 653.103 Wells
- 653.104 Usage
- 653.105 Rate of Usage
- 653.106 Distribution System Pressure
- 653.107 Booster Pumping Stations
- 653.108 Ground Storage Reservoirs and Elevated Storage
- 653.109 Hydropneumatic Storage
- 653.110 Combination Pressure Tanks and Ground Storage
- 653.111 Polyvinyl Chloride Pipe
- 653.112 Automatic Equipment
- 653.113 Water Plant Waste Treatment
- 653.114 Mercury Containing Devices
- 653.115 Chemical Feed Installations
- 653.116 Filtration Rates

- 653.117 Distribution Systems
- 653.118 Protection of Community Water Supply Structures
- 653.119 Protection of Water Main and Water Service Lines
- 653.120 Piping Identification

## SUBPART B: OPERATION AND MAINTENANCE

## Section

- 653.201 Required Supervision
- 653.202 Chemical Addition
- 653.203 Exceptions for Community Water Supplies

## SUBPART C: REPAIR WORK AND EMERGENCY OPERATION

## Section

- 653.301 Protection During Repair Work
- 653.302 Disinfection Following Repair or Replacement
- 653.303 Emergency Operation

## SUBPART D: PUBLIC NOTIFICATION

## Section

- 653.401 Purpose
- 653.402 Responsibility
- 653.403 Public Notification Required
- 653.404 Persons to Be Notified

## SUBPART E: OPERATIONAL TESTING EQUIPMENT

## Section

- 653.501 Operational Testing Equipment

## SUBPART F: CHLORINATION

## Section

- 653.601 Chlorination - Engineering Design Criteria
- 653.602 Testing Equipment for Residual Chlorine
- 653.603 Minimum Contact Time
- 653.604 Distribution System Residuals
- 653.605 Chlorination Operating Records
- 653.606 Exemptions From Chlorination - Satellite Supplies
- 653.607 Exemptions From Chlorination - Supplies Meeting Statutory Requirements
- 653.608 Chlorination Exemption Revocation

## SUBPART G: FLUORIDATION

## Section

- 653.701 Fluoridation - Engineering Design Criteria
- 653.702 Fluoridation Treatment Equipment Start-up
- 653.703 Fluoride Sampling
- 653.704 Fluoride Operating Records

## SUBPART H: CROSS-CONNECTIONS

## Section

- 653.801 Cross-Connection Control Program
- 653.802 Specific Conditions and Installation Procedures
- 653.803 Cross-Connection Control Devices
- 653.804 Heat Exchange Cross-Connections
- 653.805 Fire Protection Systems

AUTHORITY: Implementing and authorized by Sections 14-19 of the Environmental Protection Act (Ill. Rev. Stat. 1983, ch. 111 2, pars.1014-1019).

## SUBPART H: CROSS-CONNECTIONS

## Section 653.801 Cross-Connection Control Program

An active cross-connection control program shall be adopted and shall include the following:

- a) A cross-connection control survey of the distribution system shall be conducted at least every two years by the official custodian or an authorized delegate.
  - 1) The purpose of this survey is to compile and update an inventory of devices; the survey must consist of a pencil and paper collection of information, conducted by telephone, mail or personal visit to the manager or owner of a specific property.
  - 2) This survey is not intended to include an actual visual inspection of piping or plumbing systems.
- b) An ordinance, tariff, or required condition for service whichever is applicable, which includes a plumbing code at least as stringent as the Illinois Plumbing Code, 77 Ill. Adm. Code 890, shall be adopted and enforced. ← *See Attached*
- c) Cross-connection control programs shall include a record system which will maintain data on inspections, re-inspections, repairs, alterations and tests.
- d) Only cross-connection control devices which are approved by the Research Foundation for Cross-Connection Control of the University of Southern California, American Water Works Association, American Society of Sanitary Engineering, or American National Standards Institute or certified by the National Sanitation Foundation to be in compliance with applicable industry specifications shall be used.
- e) Installation of approved devices shall be made only as specified by the Research Foundation for Cross-Connection Control of the University of Southern California, American Water Works Association, American Society of Sanitary Engineering, or American National Standards Institute. Maintenance as recommended by the manufacturer of the device shall be performed. Manufacturer's maintenance manual shall be available on-site.

(Source: Amended at 9 Ill. Reg. 17367, effective October 23, 1985)

## Section 653.802 Specific Conditions and Installation Procedures

- a) Complete removal of the cross-connection or installation of an approved cross-connection control device is required for control of backflow and back-siphonage.
- b) Cross-connection control devices shall be installed in accordance with the manufacturer's instructions.
- c) Cross-connection control devices shall be inspected at least annually by a person approved by the Agency as a cross-connection control device inspector (CCCDI). The inspection of mechanical devices shall include physical testing in accordance with the manufacturer's instructions.
- d) Requirements for Cross-Connection Control Device Inspector Approval
  - 1) Each applicant for cross-connection control device inspector (CCCDI) approval must meet the following qualifications:
    - A) Must meet the qualifications to inspect plumbing and plumbing systems as described in the Illinois Plumbing License Law (Ill. Rev. Stat. 1983, ch. 111, par. 1103(1)), and provide proof of qualifications in writing on the application form provided by the Agency.
    - B) Must complete and submit an application for CCCDI Approval at least thirty days prior to the examination date. Examinations shall be held not less frequently than annually. The application must be made on forms provided by the Agency, available at the headquarters and all regional office locations. Applicants shall be notified in writing of their status of eligibility. Notice of eligibility shall include an examination schedule and location.
    - C) Must submit the examination eligibility notice to the examination proctor before being admitted to actual testing.
    - D) Must successfully complete both written and performance examinations demonstrating understanding of the principles of backflow and back-siphonage, and the hazard presented to a potable water system; identifying locations which require installation of cross-connection control devices; identifying, locating, inspecting, testing, maintaining and repairing cross-connection control methods and devices in-line, as located throughout each system which connects to a community public water supply
    - E)
    - F) Must successfully complete the written examination with a score of 75% minimum.
    - G) Must successfully complete a performance-based examination by demonstrating competency in testing device procedures on all types of devices at the examination center.
    - H) Review of the written examination will be available at the test site on the day of examination.
    - I) An applicant who does not agree with the Agency review of his application qualifications may write to the Agency to request that the application be presented to the Water Supply Advisory Board. The Advisory Board shall review the application and shall review the application and shall make a recommendation to the Agency for reconsideration or confirmation of the Agency evaluation.
  - 2) CCCDI's must meet the renewal requirements of Ill. Rev. Stat. 1983, ch. 111, par. 1113(1), and must renew the CCCDI Approval each year, between May 1 and May 30. An application for CCCDI renewal will be sent by the Agency, and must be completed and returned by May 30 of the renewal year.
  - 3) A CCCDI Approval or admission to examination for CCCDI Approval shall be suspended, revoked or not issued by the Agency for any one or more of the following causes:
    - A) Practice of any fraud or deceit in obtaining or attempting to obtain a CCCDI Approval, including

- misrepresentation of approval;
  - B) Any repeated, flagrant or willful negligence or misconduct in the inspection, testing or maintenance of cross-connection control devices;
  - C) Falsification of reports required by these rules;
  - D) Willful violation of the Environmental Protection Act or any rules thereunder.
- 4) Suspension/Revocation Procedures
- A) The Agency may initiate the suspension/revocation procedure.
  - B) Any person may initiate the procedure for suspension/revocation of any CCCDI by filing a sworn written complaint with the Agency. If the Agency determines that the complaint is duplicitous or frivolous, it shall notify the person filing the complaint but shall take no further action.
  - C) The decision to institute suspension or revocation shall be based upon the seriousness of the violation and its potential deleterious impact upon public health and safety. Examples of cause for suspension include but are not limited to: failure to comply with proper reporting procedures as described in Section 653.802(e)(2), (3) and (4) below; incomplete or improper testing procedures; examples of cause for revocation include but are not limited to: falsification of records; negligence, incompetency or misoperation which results in or could result in a potential or actual health hazard; fraudulent representation of credentials; attempt to obtain CCCDI approval using fraudulent methods; repeated violations meriting suspension. When the suspension/revocation procedure is warranted, the Agency shall notify the CCCDI by certified mail that suspension/revocation is being sought. Such notice shall specify the cause upon which suspension/revocation is sought and include the procedures for requesting a hearing before the Agency. Request for hearing must be made in writing 14 days following receipt of the Agency's certified notification. If no hearing is requested, the Agency will effect the suspension/revocation on the 15th day.
  - D) Should a hearing be requested, the Director shall appoint one or more Agency employees to chair the proceedings. The hearing shall be conducted in accordance with hearing requirements of Sections 10-25 through 10-65 of the Illinois Administrative Procedure Act (Ill. Rev. Stat. 1991, ch. 127, pars. 1010-25 through 1010-65).
  - E) The Director shall make a decision within 30 days after receiving the hearing transcript. The Director shall give written notice of that decision and reasons for the decision to the CCCDI by certified mail.
  - F) Within 30 days of receipt of a notice of suspension/revocation from the Agency, the CCCDI may appeal the suspension/revocation to the Pollution Control Board. The suspension/revocation of the CCCDI's Approval shall be stayed pending a final decision on the appeal by the Pollution Control Board.
- e) Testing and Records
- 1) Each device shall be tested at least annually or more frequently if recommended by the manufacturer.
  - 2) Records submitted to the community public water supply shall be available for inspection by Agency personnel in accordance with Ill. Rev. Stat. 1983, ch. 111 2, par. 1004(e).
  - 3) Each device shall have a tag attached listing the date of most recent test, name of CCCDI, and type and date of repairs.
  - 4) A maintenance log shall be maintained and include:
    - A) date of each test;
    - B) name and approval number of person performing the test;
    - C) test results;
    - D) repairs or servicing required;
    - E) repairs and date completed; and
    - F) servicing performed and date completed.
- f) Cross-connection control devices located in the treatment plant, well house or booster station of a community public water supply facility shall be inspected at least annually by either an approved cross-connection control device inspector or by a certified water supply operator trained for testing, installation, repair and maintenance of cross-connection control devices.
- 1) Records must be kept as required by Section 653.802(e) above and must be signed by an approved CCCDI or a certified water supply operator who has successfully completed a cross-connection control device inspection training program conducted by the Environmental Resources Training Center (Ill. Rev. Stat. 1983, ch. 144, par. 691 et seq.).
  - 2) Certified water supply personnel who successfully complete Environmental Resources Training Center sponsored cross-connection control device inspection training will receive an authorization number which authorizes them to test only those devices located in the treatment plant, well house or booster station of the community public water supply facility.
- 3)

**Joint Committee on Administrative Rules**  
**ADMINISTRATIVE CODE**

TITLE 77: PUBLIC HEALTH  
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH  
SUBCHAPTER r: WATER AND SEWAGE  
PART 890 ILLINOIS PLUMBING CODE  
SECTION 890.1130 PROTECTION OF POTABLE WATER

Section 890.1130 Protection of Potable Water

- a) Cross Connection (Submergence). Potable water supply piping and water discharge outlets shall not be submerged in any sewage or toxic substance. Where potable water supply piping or water discharge outlets are submerged in other substances, they shall be provided with backflow protection as listed in Section 890.1140(f). (See Appendix I: Illustrations A, B and C.)
- b) Approval of Devices and Maintenance. All devices and assemblies for the prevention of backflow shall comply with the standards listed in Appendix A: Table A of this Part. All reduced pressure principle (RP), reduced pressure detector (RPDA), double check (DCA) and double check detector (DCDA) backflow prevention assemblies shall be tested and approved by a Cross-Connection Control Device Inspector (CCCDI) before initial operation, and at least annually thereafter. Records to verify testing and maintenance shall be available at the site of the installation.
- c) Backflow. The water distribution system shall be protected against backflow. Each water outlet shall be protected from backflow by having the outlet end from which the water flows spaced a distance above the flood-level rim of the receptacle into which the water flows sufficient to provide a minimum fixed air gap. Where it is not possible to provide a minimum fixed air gap, the water outlet shall be equipped with an accessible backflow prevention device or assembly in accordance with subsection (f) or Section 890.1140.
- d) Fire Safety Systems. The installation of any fire safety system involving the potable water supply system shall be protected against backflow as follows:
  - 1) Backflow protection is not required for fire safety systems constructed as follows:
    - A) The system shall be looped, with no dead ends, to allow circulation, to prevent the stagnation of water in the line;
    - B) The system shall not have any non-potable connections, or a fire department hose (Siamese) connection;

*air systems  
are not looped*



- C) The system shall have 20 sprinkler heads or less; and
- D) The system shall be constructed of potable water supply quality pipe in accordance with Appendix A: Table A of this Part.

2) A double detector check valve or double check valve backflow preventer assembly shall be installed at the fire safety system's point of connection to the potable water supply when a fire safety system has no chemical additives or non-potable connection, but has one or more fire department hose connections (for boosting pressure and flow to the fire safety system) that are served only by fire fighting apparatus connected to a public water supply or a fire department that does not use chemical additives or rely upon any non-potable water supply.

Acceptable  
for  
Residential →

3) A fixed air gap with a break tank or other storage vessel or a reduced pressure principle backflow preventer assembly (RPZ) shall be installed at the fire safety system's point of connection to the potable water supply when:

Acceptable  
for  
Residential →

- A) The fire safety system contains additives such as antifreeze, fire retardant or other chemicals. (The RPZ may be located at the point of connection to that section of the system containing such additives when the system's connection to the water supply is protected by a double detector check valve backflow preventer assembly); or
- B) Non-potable water flows into the fire safety system by gravity; or
- C) There is a permanent or emergency connection whereby water can be pumped into the fire safety system from any other non-potable source; or
- D) Fire department connections are available that could permit water to be pumped into the fire safety system from a non-potable source capable of serving the fire safety system. (A non-potable source of water shall be considered capable of serving the fire safety system under the following conditions: It must be capable of year-round use, maintained with at least 50,000 gallons of usable water not subject to freezing, accessible to fire fighting pumper equipment, and located within 1,700 feet of the facility.)

e) Prohibited Connections.

- 1) Sewage Lines. There shall be no direct connection between potable water lines and lines, equipment and vessels containing sewage. Such connections shall be made only through a minimum fixed air gap as outlined in Section 890.1140(a).
- 2) Chemical or Petroleum Pressure Vessels. There shall be no direct connection between any potable water supply and any pressure vessel, i.e., storage tank, tank car, tank truck or trailer or other miscellaneous pressurized tank or cylinder containing or having contained liquified gaseous

petroleum products or other liquified gaseous chemicals. Where it is necessary to discharge from a potable water line to such a vessel, such discharge shall be through a minimum fixed air gap as outlined in Section 890.1140(a).  
Exception: Chemical pressure vessels containing chemicals used in the water treatment process, for uses other than private purposes, are exempt from the provisions of this subsection.

- 3) If water under pressure is required, as in subsections (e)(1) and (2) of this Section, it shall be supplied by means of an auxiliary pump taking suction from a tank provided for this purpose only with an overrim supply having the required minimum fixed air gap.
  - 4) Refrigerant Condensers. A potable water line to a single wall refrigerant condenser shall be provided with a backflow preventer complying with ASSE 1012 or 1013.
  - 5) No pipe or fitting of the water supply system shall be drilled or tapped nor shall any band or saddle be used except at the water main in the street.  
Exception: See Section 890.320(h) for potable water use only.
- f) Devices for the Protection of the Potable Water Supply. Approved backflow preventers or vacuum breakers shall be installed with all plumbing fixtures and equipment that may have a submerged potable water supply outlet and that are not protected by a minimum fixed air gap. Connection to the potable water supply system for the following fixtures or equipment shall be protected against backflow with one of the appropriate devices as indicated below:
- 1) Inlet to receptacles containing low hazard substances (steam, compressed air, food, beverages, etc.):
    - A) fixed air gap fitting;
    - B) reduced pressure principle backflow preventer assembly;
    - C) atmospheric vacuum breaker unit;
    - D) double check valve backflow preventer assembly;
    - E) double check backflow preventer with atmospheric vent assembly;  
or
    - F) dual check valve.
  - 2) Inlet to receptacles containing high hazard substances (vats, storage containers, plumbing fixtures, etc.):
    - A) fixed air gap fitting;
    - B) reduced pressure principle backflow preventer assembly; or
    - C) atmospheric vacuum breaker unit.



- 3) Coils or jackets used as heat exchangers in compressors, degreasers, and other such equipment involving high hazard substances:
    - A) fixed air gap fitting; or
    - B) reduced pressure principle backflow preventer assembly.
  - 4) Direct connections which are subject to back pressure:
    - A) Receptacles containing low hazard substances (vats, storage containers, plumbing fixtures, etc.):
      - i) fixed air gap fitting;
      - ii) reduced pressure principle backflow preventer assembly;
      - iii) double check valve backflow preventer assembly;
      - iv) double check backflow preventer with atmospheric vent assembly; or
      - v) dual check valve.
    - B) Receptacles containing high hazard substances (vats, storage containers, etc.):
      - i) fixed air gap fitting; or
      - ii) a reduced pressure principle backflow preventer assembly.
  - 5) Inlet to or direct connection with sewage or lethal substances: fixed air gap fitting.
  - 6) Hose and spray units or stations shall be protected by one of the appropriate devices as indicated below:
    - A) Fixed air gap;
    - B) Reduced pressure principle backflow preventer assembly;
    - C) Double check valve backflow preventer assembly;
    - D) Double check valve backflow preventer with atmospheric vent assembly;
    - E) Dual check valve backflow preventer assembly;
    - F) Atmospheric Vacuum Breaker Unit.
- g) Installation of Devices or Assemblies.

- 1) Devices of All Types. Backflow preventer assemblies and devices shall be installed to be accessible for observation, maintenance and replacement services. Backflow preventer devices or assemblies shall not be installed where they would be subject to freezing conditions, except as allowed in Section 890.1140(d).
- 2) All in-line backflow/back siphonage preventer assemblies shall have a full port type valve with a resilient seated shut-off valve on each side of the preventer. Relocation of the valve is not permitted.
- 3) A protective strainer shall be located upstream of the first check valve on all backflow/back siphonage preventers unless the device contains a built-in strainer. Fire safety systems are exempt from the strainer requirement.
- 4) Atmospheric Vacuum Breakers. Vacuum breakers shall be installed with the critical level above the flood level rim of the fixture they serve, and on the discharge side of the last control valve of the fixture. No shut-off valve or faucet shall be installed beyond the vacuum breaker.
- 5) Double Check Valve, and Reduced Pressure Principle Backflow Preventer Assemblies. No in-line double check valve backflow preventer assembly (DCV) or reduced pressure principle backflow preventer assembly (RPZ) shall be located more than 5 feet above a floor, or be installed where it is subject to freezing or flooding conditions. After installation, each DCV and RPZ shall be field tested in-line in accordance with the manufacturer's instructions by a cross-connection control device inspector before initial operation. (See subsection (b) of this Section.)
- 6) A dual check backflow preventer with atmospheric vent assembly shall not be installed where it is subject to freezing or flooding conditions.
- 7) Closed water systems shall have a properly sized thermal expansion tank located in the cold water supply as near to the water heater as possible and with no shut-off valve or other device between the heater and the expansion tank. Exception: In existing buildings with a closed water system, a properly sized pressure relief valve may be substituted in place of a thermal expansion tank. For closed water systems created by backflow protection in manufactured housing, as required in Section 890.1140(i), a ballcock with a relief valve may be substituted for the thermal expansion tank.

(Source: Amended at 28 Ill. Reg. 4215, effective February 18, 2004)

	Streamwood	Egln	St. Charles	Gurnee	Bloomingtondale	Mt. Prospect	Crystal Lake	Arlington Heights	Stokie	Schaumburg	Rolling Meadows	Palatine	Hanover Park
Does your municipality have a backflow prevention program?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes
Does the program include a written ordinance?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes
Does the ordinance or program specifically address residential irrigation systems?	No	?	?	Yes	Yes	Yes	Yes	No	No	No	No	No	No
Does the ordinance or program specifically address fire sprinkler systems?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	No	No	No
Are backflow prevention devices required for all fire sprinkler systems?	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Is your ordinance or program actively enforced for residential customers?	No	No	Yes	Yes	Yes	Yes	Yes	No	No	Yes	No	No	Yes

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of the Village's Drainage Policy and to provide locations for a future Drainage Improvement Project

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Gary Salavitch

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**PURPOSE:** Request approval of the recommended Drainage Policy and to provide locations for a future Drainage Improvement Project.

**BACKGROUND:** The annual drainage improvement project and policy were established in 1992 to correct drainage problems in the right-of-way and other areas. This could include back pitched parkways or right-of-ways that do not drain well. Some locations create large ice flows in the street that require a great deal of time for the Public Works Department to address. Lack of funding in the 2008 and 2009 Village budget did not allow for any drainage projects to be completed.

**DISCUSSION:** *Drainage Policy*

Staff is requesting approval of the revised Drainage Policy (see attached). This is to aid in the discussions with residents on these issues during drainage investigations and general inquiries. This strict policy limits the Village exposure to potential large funding needs for projects but puts the responsibility and cost on to residents. In general, most residents understand the need for a strict policy. The older, problematic horseshoe drainage pattern requires regular maintenance and most residents do not anticipate this maintenance need.

One revision this year to the Drainage Policy actually has been applied for 20 years but has never been documented in the policy. The revision includes no filling of the roadside swales in Parcel A subdivision. There is no detention in this subdivision and with a rural right-of-way cross section, all the roadside swales hold considerable water during heavy rain events. Filling in the roadside swales could cause flooding in other areas of this subdivision which may actually threaten homes. While a few swales were filled in the past, this practice has not been allowed for 20 years.

**DISCUSSION:** (Continued)

Another revision to this policy was previously documented in the Public Works Policy Manual and is now included in the Drainage Policy to make sure residents have all the necessary information in one place. This policy has also been in place for over twenty years. This revision deals with the maintenance and replacement of driveway culverts in Parcel A. All routine maintenance of the driveway culverts in Parcel A belongs to the residents and includes repairs, patching, cleaning and replacement. Since Parcel A is the only subdivision within the Village with driveway culverts, the Village assists by providing a new driveway culvert pipe when the old pipe is replaced by the resident or their contractor.

On a meeting on September 8, 2009, the Stormwater Management Committee discussed the existing Parcel A driveway culvert policy. Further information was requested with respect to how often this situation occurs in Parcel A. A review of the driveway permits through Code Enforcement for asphalt resurfacing or new concrete driveways did not provide any information on whether the culvert was replaced with the driveway project. Routine maintenance of the Parcel A driveways typically do not include culvert replacement unless the driveway is being widened or further improved. Public Works records indicate they have provided driveway culvert pipe to residents about once a year.

The cost involved with simple maintenance such as pipe joint repair and minor driveway restoration might cost \$500 to \$1,000, depending on the problem. Full replacement is estimated at \$2,000 for the existing pipe removal, new pipe replacement, and patching for the driveway restoration. The cost of the pipe is approximately \$250.

A Parcel A resident at this meeting did not think they were responsible for the culvert and believed the Village is responsible for the culvert maintenance or replacement since the pipe was located in the Village right-of-way. A similar Village policy regarding the apron responsibility is followed where apron maintenance or replacement belongs to the resident even though the apron sits on Village right-of-way.

The Stormwater Management Committee recommended approval of the revised Village Drainage Policy.

***Future Drainage Improvement Locations***

Below is the list of outstanding drainage improvement locations. This list has grown due to new locations and lack of funding.

**DISCUSSION: (Continued)**

	LOCATION	INITIAL DATE	DESCRIPTION	SOLUTION	COST
1.	795 Harmon Blvd.	2004	Inefficient overland flow path causes water to stand in the intersection greater than one foot	Regrade, remove and replace sidewalk and install perforated pipe.	\$7,500
2.	1550 Russell Drive	2005	Backyard does not drain well after repeated attempts to regrade by the developer.	Regrade the backyard, restore and resod.	\$ 5,000
3.	965 Basswood ROW Ditch	2007	ROW ditch does not drain and is backpitch across two lots.	Regrade ditch and replace driveway culvert to achieve positive drainage.	\$10,000
4.	60 Chandler Lane	2005	Old PVC pipe drains at sidewalk and creates icing and drainage problems in the ROW.	PVC pipe from inlet at corner to the problem area.	\$5,000
5.	1939 Alder Lane	2008	Inefficient overland flow path does not limit water to less than 2 feet in the back yard.	Regrade side yard to reduce overland flow path elevation.	\$7,500
6.	5410 Mallard Lane	2008	Inefficient overland flow path does not limit water to less than 2 feet in the back yard.	Regrade side yard to reduce overland flow path elevation.	\$7,500
7.	1945 Larchmont Road	2009	Back pitched parkway and sidewalk does not drain.	Remove and replace sidewalk and regrade the parkway	\$7,500
8.	509 Washington Boulevard	2009	Back pitched parkway, sidewalk and front yard does not drain.	Remove and replace sidewalk and regrade the parkway	\$7,500
				<b>TOTAL ESTIMATED COSTS:</b>	<b>\$57,500.00</b>

The locations above are sorted according to priority by the Transportation and Engineering Division for the next Annual Drainage Improvements Project.

All of these locations have been confirmed by Transportation and Engineering or Public Works as problem areas that meet the strict criteria listed in the drainage policies set by the Village.

***Stormwater Quality***

A new component for the annual drainage project in the future would be to fund stormwater quality improvements or projects. This is a relatively new requirement of the National Pollution Discharge Elimination System (NPDES) administered by IEPA. The Village renews the NPDES permit every year and one of the goals of this permit is to provide stormwater quality improvements. These improvements would retrofit existing systems in an effort to improve the quality of the stormwater leaving a site within the Village.

**FINANCIAL IMPACT:**

The 2008 and 2009 Drainage Improvement Project funding was eliminated. From the budget in previous years, \$25,000 was allocated on an annual basis to address outstanding drainage improvements. Staff recommended deferring the 2010 project funds due to the overall Village financial condition.

**RECOMMENDATION:**

Recommend approval of the Village Drainage Policies detailing when the Village is responsible for improvements.

Attachment

**Village of Hoffman Estates**  
**Drainage Policy**  
**September 30, 2009**

The Annual Drainage Improvement Project was set up to correct drainage problems in the right-of-way or locations that meet the very strict criteria listed below. Any locations that experience building or property damage would be considered a higher priority over other locations. Drainage problems that did not exist immediately following completion and acceptance of the subdivision, but instead developed over time as a result of ground settlement or modifications to the property or adjacent property, are not eligible for inclusion in the annual project. Drainage problems are typically discovered through drainage investigations by the Transportation and Engineering Division, Public Works maintenance, or with the assistance of residents. Icing conditions in the ROW is an example of how a location can be included in this program. Icing conditions in the ROW require a lot of maintenance and are a safety concern. Additionally, standing water is not considered a problem unless it exists for longer than a 24-hour period after a rain event. The drainage criteria are:

1. Drainage problems that are caused by deficiencies in the public right-of-way drainage systems will be included in the annual Drainage Improvement Project.
2. If the sidewalk or parkway holds water and the curb is lower than the sidewalk, residents are being informed on how they can regrade the parkway to address the standing water problem. Parkway heaving is common and can be addressed by routine maintenance such as regrading. If the curb is even or higher than the sidewalk, creating a back pitched condition and requiring a larger solution, then that location qualifies for the annual Drainage Improvement Project. Minor regrading when the curb is below the sidewalk is considered routine maintenance that is the responsibility of the adjacent property owner.
3. Drainage problems that result from inherent design problems that were not fully resolved by the developer before final acceptance of a new development. A five-year time limit has been used.
4. Any shoreline stabilization on private property such as along the creek in Parcel A is the responsibility of the property owner. This would include any shoreline stabilization for a private pond or lake. Technical advice is available from the Village to assist the residents with stabilization methods.
5. The Village will maintain or improve roadside swales in Parcel A if that part of the swale in question is flat or back-pitched. Any roadside swale with positive slope that does not drain well will be the maintenance responsibility of the adjacent homeowner. The Village will be available as a technical resource for advice on the most cost-effective method to restore the swale drainage characteristics.  
  
Improving a flat or back-pitched roadside swale requires more resources to correct than typical or routine maintenance. That is why the Village will improve flat or back-pitched swales that are a problem. For example, correcting a flat condition on a roadside swale may require improving an area across two or three lots. This type of project is not feasible for the resident. In most cases within Parcel A, the roadside swales are less efficient than was originally constructed, simply because of settlement, soil erosion, and unevenness caused by freeze-thaw cycles. Most cases require minor regrading of less than six inches.
6. All private or backyard storm sewers or drain tiles must drain into a Village storm sewer. Private backyard drains must not discharge at the sidewalk, curb or near the property line. If a Village storm sewer is not available, then the private storm sewer solution cannot be installed.
7. There shall be no filling of any swales in Parcel A. The Parcel A roadside swales hold considerable water during heavy rain events and compensate for the lack of detention in this subdivision. Filling in the roadside swales could cause flooding in other areas of this subdivision which may actually threaten homes.
8. All routine maintenance of the driveway culverts in Parcel A belongs to the residents and includes repairs, patching, cleaning and replacement. Since Parcel A is the only subdivision within the Village with driveway culverts, the Village provides a new driveway culvert pipe when the old pipe is replaced by the resident or their contractor.

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Discussion Regarding Funding Request from the Schaumburg Park District for the Jones/Highland Intersection flooding

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Gary Salavitch

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**PURPOSE:** Request approval of a funding request from the Schaumburg Park District for the Jones/Highland intersection flooding.

**BACKGROUND:** Please refer to the attached recent status update for the Highpoint/Highlands drainage problems. The Stormwater Management Committee met on September 8 to discuss the Jones/Highland intersection flooding and the request for funding from the Schaumburg Park District.

**DISCUSSION:** As indicated in the recent memo, operational improvements can be found at the Kessel Park detention basins to reduce the number of times this intersection floods. The Schaumburg Park District proposed solution would address the stagnant water problem by making this area a dry basin; they would increase detention volume by a small amount and correct the operational problem to reduce intersection flooding.

Regarding the proposed project, the Schaumburg Park District is questioning when they can construct this project due to funding concerns and they are requesting Village participation in their project. This proposed project is estimated at \$50,000 to \$75,000 and they would be looking for \$5,000 or \$10,000 from Hoffman Estates to assist them in completing this project.

Any improvements at Kessel Park would not solve the intersection flooding for heavy rain events. This entire area will still be under water during a heavy rain event and quite possibly for days. However, the proposed improvements will benefit the Village by reduced Public Works time for the many other rain events that floods this intersection for hours or longer. While there is no source of funds for this unbudgeted request by the Schaumburg Park District, the Kessel Park improvement proposed by the Schaumburg Park District has a good chance at reducing flooding at this intersection for a reasonable cost.



**DISCUSSION:** (Continued)

The Stormwater Management Committee recommended approval of the request for funding in an amount not to exceed \$10,000.

**FINANCIAL IMPACT:**

There are no funds budgeted for this project. The Finance Department states that these funds would come from General Fund balance.

**RECOMMENDATION:**

Recommend approval of the request for funding from the Schaumburg Park District in an amount not to exceed \$10,000.

Attachment

# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** James H. Norris, Village Manager  
**FROM:** Gary Salavitch, Director of Engineering  
**RE:** Highpoint/Highlands Drainage Status Update  
**DATE:** August 11, 2009

The recent flooding of Highpoint Park and the Jones/Highland intersection has generated a renewed interest in the storm water drainage in these areas. A status update, background and previous developments of the Highpoint/Highlands drainage problems are presented below.

### STATUS UPDATE

2007 - The Village applied for a MWRD grant to fund the total costs for the Jones/Highland Relief Sewer project. A decision on the grant application will be provided by MWRD probably in 2009 or 2010. However, the likely low cost benefit ratio and lack of a regional improvement due to the location in the Upper Salt Creek water shed will not favor approval for this grant.

2008 - Downstream improvements such as cleaning the pipe under the Tollway reduced the length of time for intersection and park flooding. Further improvements are being considered on the existing storm sewer to improve restrictions.

2009 - The Village submitted this project with others in a proposed Federal Stimulus Program.

2009 – The Public Works Department recognized efficiency improvements at Kessel Park that could reduce intersection flooding. The north and south basins do not work together so better use of the existing park area could be achieved if the basins were modified to take advantage of all the available volume. By coincidence, the Schaumburg Park District is looking at ways to improve water quality at this location so it may be possible for one project to address both issues. While not a full solution to this larger drainage problem, reduced intersection flooding could be achieved. A recent conversation with the engineer for the Schaumburg Park District indicated that their project will be able to make better use of available detention volume to further reduce intersection flooding.

2009 – Alternate solutions are being considered to further reduce intersection flooding but not for all rain events. The lower cost would result from a smaller storm sewer for a shorter distance. More work is necessary to determine feasibility.

A Stormwater Management Meeting is proposed for August to review this intersection flooding.

## BACKGROUND

Natural low areas in the Highpoint/Highlands subdivisions serve as storm water collection points and unofficial detention basins. These low areas include Highland Park, Highpoint Park and South and North Twin Parks as well as Kessel Park in Schaumburg at Jones and Highland. These parks all have a pond as part of the overall park and serve as detention basins even though detention was not required when these subdivisions were constructed. Only Highpoint Park is considered flood plain today. Highland, Kessell and Highpoint Parks drain to South Twin Park and then to North Twin Park. Storm water then drains east to Eisenhower Park and then north under the Tollway to create the headwaters for a tributary to Salt Creek.

The long-standing drainage problems in these areas consist of flooding at the Jones/Highland intersection and at Highpoint Park. The intersection flooding started soon after the Highlands Subdivision was constructed and was aggravated decades ago, when a bankrupt Schaumburg developer failed to provide enough detention, constructed undersized storm sewers, and failed to provide an overland flow path. The overland flow path should have been between a portion of the Highlands Subdivision, through the Schaumburg Churchill/Knightsbridge Subdivision and into the North and South Twin Pond drainage system. The lack of a proper overland flow path causes the Jones/Highland intersection to flood on a periodic basis. Previously, property damage has occurred during heavy rain events. Recently, sand bagging by Public Works has reduced the occurrences of property damage. During the heavy rain event in September, 2008, the intersection was closed for 3-1/2 days.

Highpoint Park floods due to an undersized storm sewer draining this pond into South Twin Park. After Highpoint Park Pond fills to capacity, areas of the park can be under water for several days depending on the rainfall intensity. However, no building damage has been reported from any houses surrounding this park. For the last several years, the efforts of Public Works have reduced the time the park is under water by providing a pump to help with the drainage of this area. In addition, Public Works installed additional underground pipe approximately 5 years ago to facilitate the pumping operations at Highpoint Park. This storm sewer made it easier to pump Highpoint Park into South Twin Pond. Attachment A provides more information on maintenance.

## PREVIOUS DEVELOPMENTS

The routine flooding at these areas caused the Village to hire a consultant to study possible solutions. A 1994 study proposed solutions to both problems noted above as well as other storm sewer improvements for South and North Twin Parks. The proposed Phase One solution addressed the flooding of the Jones/Highland intersection and consisted of a large diameter storm sewer from the Jones/Highland intersection to South Twin Pond. The 1994 study determined that the South and North Twin Ponds have significant capacity to accommodate additional storm water. South and North Twin Ponds act as one pond with an equalizer pipe between them.

Phase Two addressed the flooding of Highpoint Park with a large diameter storm sewer to drain this area more efficiently into South Twin Pond. A preliminary cost estimate for this project is around \$1 M in 2008 dollars. The third phase of the 1994 study would replace the existing storm sewer draining the South and North Twin Ponds with a larger diameter storm sewer.

The Village contracted with an engineering consultant in 2000 to complete the plans and specifications for Phase One of the 1994 study. The plans improve the overland flow path by supplementing with a 48 inch diameter storm sewer north from Highland Boulevard along Jones Road and west on Heather Lane to South Twin Pond. This project would reduce or eliminate the flooding at the Jones/Highland intersection. Funding for this project (estimated at \$1.2 M in 2008 dollars) has never been provided in the Village's Capital Improvements Program.

Please call if you have any questions.

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Gary Salavitch, P.E.  
Director of Engineering

cc: Mark Koplín  
Ken Hari  
Dan O'Malley

gscorres/joneshighlandsummary2.gs

#### ATTACHMENT A

Public Works provided the information below regarding past and current maintenance actions associated with the flooding at Highpoint Park.

- The current preventive maintenance schedule consists of checking the 18" storm sewer and inlet once per month for debris as well as prior to and during a predicted or ongoing major storm event.
- When necessary, pumping operations involve the Public Works Department's 6" pump and takes about 3-4 hours to begin pumping operations. The water is pumped into nearby storm sewer systems that drain into South Twin Pond. The length of pumping operations typically depends on the amount of rainfall received and Public Works only activates pumping operations during extreme rain events. The usual length of time for pumping is between 1-2 weeks.
- Public Works is considering further enhancements to the pumping system at Highpoint Pond. The proposed system involves a permanently installed suction line, and a concrete pad for placement of the pump. These system upgrades would reduce setup time by half (two hours) and eliminate the need to stop pumping operations to add lengths of suction hose as the pond level drops. The concrete pad would provide a stable location for pump placement and avoid future disruptions to the asphalt walking path that is currently used. The total material cost for the system upgrade is estimated at \$2,000-\$3,000.
- Public Works has worked out an agreement with the Park District to share labor to monitor the pump for the duration of pumping operations.

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request contract award for the Glen Lane Reconstruction Project to Schroeder Asphalt Services, Inc. (low bidder) at the revised amount of \$244,947.30

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works Committee

**FROM:** Mike Hankey / Gary Salavitch

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**PURPOSE:** The purpose of this agenda item is to present the bids for the Glen Lane Reconstruction Project and recommend approval of the contract award.

**BACKGROUND:** The Village 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. The local agency agreement with IDOT for this work was approved by the Village Board on September 21, 2009.

**DISCUSSION:** Eight bids were received on September 21, 2009 for this year's project. The bid summary and budget summary are shown on the next page.

An error was noticed in the bid quantities that will result in an extra \$4,891 of work. The change has to do with the thickness of the stone layer used on the street. There was an inconsistency among the plans, specifications, and the bid quantity sheet that was discovered during the review of bids received. The change consists of additional stone in the new roadway to achieve the required cross section. The price increase would be associated with all the bids received. Awarding the contract in the revised low bid amount of \$244,947.30 will alleviate the need to request and approve a change order during construction.

Table 1: Bid Summary

<b>Contractor</b>	<b>Bid</b>
Schroeder Asphalt Services, Inc.	\$240,056.30
Plote Construction, Inc.	\$268,164.75
A Lamp Concrete Contractors, Inc.	\$269,073.00
Arrow Road Construction Company	\$269,915.40
Alliance Contractors, Inc.	\$275,909.85
Johnson Paving	\$286,499.00
Maneval Construction Company, Inc.	\$293,417.00
R.W. Dunteman Company	\$338,471.10
Engineer's Estimate	\$253,442.90

As noted above, the low bid amount should be increased by \$4,891 to allow for the correct thickness of stone base during construction. This brings the revised low bid total to \$244,947.30 for the Glen Lane reconstruction.

Table 2: Budget Summary

<b>Funds Source</b>	<b>Budget</b>
Emergency Road Program (ERP) Grant	\$235,000.00
2009 Street Revitalization Project Balance	\$9,947.30
<b>Total Budget</b>	<b>\$244,947.30</b>

A bid summary has been placed in the Trustee's reading room. References have been verified for Schroeder Asphalt Services and they are currently working on the intersection improvements at Higgins Road at Governors Lane/Moon Lake Boulevard.

#### **FINANCIAL IMPACT:**

ERP funds from the State were allocated in the amount of \$235,000. Once the agreement is approved by IDOT, the Village will receive \$223,250 (95%). The balance of the funds will be received upon completion of construction and acceptance of the work. The remaining amount (\$9,947.30) can be covered by a balance from the 2009 Street Revitalization Project.

**RECOMMENDATION:**

Recommend award of contract for the Glen Lane Reconstruction Project to Schroeder Asphalt Services, Inc. (low bidder) at the revised amount of \$244,947.30.

Attachments

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval to reject sole bid for winter season rental of front end loader tractors and seek competitive quotes.

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Kenneth Hari, Ken Gomoll

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**PURPOSE:** To reject sole non-qualifying bid for winter season rental of rubber tire front end loader tractors and seek competitive quotes.

**BACKGROUND:** Each year, the Village enters into a winter season rental program for three (3) front end loader tractors. A rental agreement was bid twice in 2008 with no proposals received. In November 2008, Public Works staff sought out tractors from rental firms once they became available after the construction season ended.

**DISCUSSION:** On September 17, 2009, the Village's Deputy Clerk opened one bid proposal. The bid did not include the required bid deposit. The vendor was present during the bid opening and indicated his firm's policy is not to provide bid deposits. Additionally, the prices submitted by the vendor were approximately 33% higher than costs incurred during the 2008-2009 winter, for similar rentals.

Staff desires to seek competitive quotes as a potential cost savings measure as accomplished in 2008, rather than try to re-bid.



**FINANCIAL IMPACT:**

There is a remaining balance of funds from the 2009 portion of the 2008-2009 winter season of \$14,386. The 2010 budget includes \$23,600 for end loader tractor rentals.

**RECOMMENDATION:**

Request approval to reject sole bid for winter season rental of front end loader tractors and seek competitive quotes.

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

**RENTAL OF RUBBER TIRE FRONT END LOADER TRACTORS  
FOR USE DURING WINTER MONTHS**

**PROPOSAL 2 OF 3**

The undersigned, having examined the specifications, and all conditions affecting the cost of rentals, hereby proposes to furnish, equipment, and to meet or exceed the specifications thereof. Furthermore, a bid performance deposit equal to 5% of the aggregate monthly proposal is provided with this proposal.

It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

Indicate the following information related to the exact tractor for which your firm is proposing to rent to the Village.

Tractor Manufacturer JOHN DEERE

Manufacturer Model 544J-CAB

Model Year 2005 - 2006

Rental Cost for December 2009 \$ 3415.00

Rental Cost for January 2010 \$ 3415.00

Rental Cost for February 2010 \$ 3415.00

Rental Cost for March 2010 (THRU 3/22/10) \$ 3415.00

Maximum rental hours per month 160 hours  
(Included within monthly rental proposal above)

Hourly rental cost beyond monthly maximum \$ 21.25 per hour

Are rental hours accumulative over 4-month period Yes  No

Delivery Charge (if applicable) \$ 250.00

Pick up Charge (if applicable) \$ 250.00

RSC EQUIPMENT RENTAL

Bidder's Firm Name

2201 E. HIGGINS ROAD

Address

ELK GROVE, IL 60007

City, State, Zip

Tony Giattone SALES REP

By: Signature and Title

TONY GIATTORE

Print Name and Title

847 / 875 - 8339

Telephone

VILLAGE OF HOFFMAN ESTATES  
PUBLIC WORKS DEPARTMENT  
PROPOSAL FORM

RENTAL OF RUBBER TIRE FRONT END LOADER TRACTORS  
FOR USE DURING WINTER MONTHS

PROPOSAL 1 OF 3

The undersigned, having examined the specifications, and all conditions affecting the cost of rentals, hereby proposes to furnish, equipment, and to meet or exceed the specifications thereof. Furthermore, a bid performance deposit equal to 5% of the aggregate monthly proposal is provided with this proposal.

It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

Indicate the following information related to the exact tractor for which your firm is proposing to rent to the Village.

Tractor Manufacturer JOHN DEERE

Manufacturer Model 544J-CAB

Model Year 2005 - 2006

Rental Cost for December 2009 \$ 3415.00

Rental Cost for January 2010 \$ 3415.00

Rental Cost for February 2010 \$ 3415.00

Rental Cost for March 2010 (THRU 3/22/10) \$ 3415.00

Maximum rental hours per month 160 hours  
(Included within monthly rental proposal above)

Hourly rental cost beyond monthly maximum \$ 21.25 per hour

Are rental hours accumulative over 4-month period Yes  No

Delivery Charge (if applicable) \$ 250.00

Pick up Charge (if applicable) \$ 250.00

RSC Equipment Rental  
Bidder's Firm Name

2201 E. HIGGINS ROAD  
Address

ELK GROVE, IL 60007  
City, State, Zip

Tony Gattone SALES REP  
By: Signature and Title

TONY GATTONE  
Print Name and Title

847/875-8339  
Telephone

VILLAGE OF HOFFMAN ESTATES  
PUBLIC WORKS DEPARTMENT  
PROPOSAL FORM

RENTAL OF RUBBER TIRE FRONT END LOADER TRACTORS  
FOR USE DURING WINTER MONTHS

PROPOSAL 3 OF 3

The undersigned, having examined the specifications, and all conditions affecting the cost of rentals, hereby proposes to furnish, equipment, and to meet or exceed the specifications thereof. Furthermore, a bid performance deposit equal to 5% of the aggregate monthly proposal is provided with this proposal.

It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

Indicate the following information related to the exact tractor for which your firm is proposing to rent to the Village.

Tractor Manufacturer JOHN DEERE  
Manufacturer Model S44J - CAB  
Model Year 2005 - 2006

Rental Cost for January 2010 \$ 3415.00

Rental Cost for February 2010 \$ 3415.00

Rental Cost for March 2010 (THRU 3/25/10) \$ 3415.00

Maximum rental hours per month 160 hours  
(Included within monthly rental proposal above)

Hourly rental cost beyond monthly maximum \$ 21.25 per hour

Are rental hours accumulative over 4-month period Yes  No

Delivery Charge (if applicable) \$ 250.00

Pick up Charge (if applicable) \$ 250.00

RSC EQUIPMENT RENTAL  
Bidder's Firm Name  
2201 E. HIGGINS ROAD  
Address  
ELK GROVE, IL 60007  
City, State, Zip

Tony Gattone SALES REP  
By: Signature and Title  
TONY GATTONE  
Print Name and Title  
847/875-8339  
Telephone

**Please Note:**

**The bid certification and reference request information is mandatory and must be completed for bid consideration.**

**Note: THIS FORM MUST BE NOTARIZED**

**RETURN WITH BID**

**VILLAGE OF HOFFMAN ESTATES  
BID CERTIFICATION FORM**

RE: CERTIFICATION OF BIDDER, COMPLIANCE WITH THE ILLINOIS CRIMINAL CODE.

I, We hereby certify that RSC Equipment Rental  
(Name of Bidder)

by bidding on this contract, no action has occurred that would result in a violation of 720 1LCS 5/33E, Public Contracts of the Illinois Criminal Code.

Signed: Jay Galtona

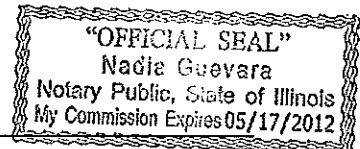
Attest: Nadia Guevara  
Notary Public

Title: SALES REP

Commission expiry: 05/17/2012

Date: 9-17-09

Date: 09/17/2009



**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to declare seventeen (17) vehicles and other pieces of Village equipment and parts as surplus and offer for sale on GovDeals.com.

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Kenneth Hari

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**PURPOSE:** To remove surplus vehicles and equipment from Village Fleet inventory.

**BACKGROUND:** Seventeen (17) Village of Hoffman Estates fleet vehicles and other listed pieces of Village equipment have been replaced and are no longer required for Village use. Staff has reviewed operational and maintenance history for all referenced equipment and determined that it is in the best interest of the Village to declare this equipment surplus and offer for public sale at the earliest possible date.

**DISCUSSION:** Staff has compared the results of more recent surplus vehicle and equipment NWMC auction sales with those of the NWMC sanctioned GovDeals.com internet type sales. While there have been a few exceptions, the proceeds from each of these two different sale methods are comparable.

**FINANCIAL IMPACT:** The minimum value of each unit recommended for sale is noted on Exhibit "A" attachment.

**RECOMMENDATION:** Request authorization to declare seventeen (17) vehicles and other pieces of Village equipment and parts as surplus and offer for sale on GovDeals.com.

VILLAGE OF HOFFMAN ESTATES

**AN ORDINANCE AUTHORIZING THE SALE  
OF PERSONAL PROPERTY OWNED BY  
THE VILLAGE OF HOFFMAN ESTATES**

WHEREAS, in the opinion of at least three-fourths of the corporate authorities of the Village of Hoffman Estates, it is no longer necessary or useful to or for the best interests of the Village of Hoffman Estates to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the President and Board of Trustees of the Village of Hoffman Estates to sell said personal property at a public auction to be held on the internet auction website [www.GovDeals.com](http://www.GovDeals.com)

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That pursuant to 65 ILCS 5/11-76-4 of the Illinois Revised Statutes, the President and Board of Trustees of the Village of Hoffman Estates find that the described personal property attached as Exhibit "A" now owned by the Village of Hoffman Estates, is no longer necessary or useful to the Village of Hoffman Estates and that the best interests of the Village of Hoffman Estates will be served by its sale.

Section 2: That pursuant to 65 ILCS 5/11-76-4, the Village Manager is hereby authorized and directed to sell the aforementioned property now owned by the Village of Hoffman Estates at public auction at the internet auction website [www.Govdeals.com](http://www.Govdeals.com), to the highest bidder of said personal property.

Section 3: That the Village Manager is hereby authorized and directed to advertise the sale of the aforementioned personal property in a newspaper published within the community not less than ten (10) days before the date of said public auction.

Section 4: That no bid which is less than the minimum price set forth in the list of property to be sold shall be accepted.

Section 5: That the Village Manager is hereby authorized and directed to enter into an agreement for the sale of said personal property.

Section 6: That upon payment of the full auction price, the Village Manager is hereby authorized and directed to convey and transfer title to the aforesaid personal property to the successful bidder.

Section 7: That if said personal property is not sold at such auction, then the Village Manager is authorized to sell without bid any such property.

Section 8: That the Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 9: That this ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2009

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen Mills	_____	_____	_____	_____
Trustee Cary Collins	_____	_____	_____	_____
Trustee Raymond Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary Pilafas	_____	_____	_____	_____
Mayor William McLeod	_____	_____	_____	_____

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2009

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

Published in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 2009.



**Exhibit "A"**

**Vehicles/Equipment**

Unit	YEAR	MAKE	MODEL	VIN #	Dept.	MILEAGE	Min. Bid
73	1998	Ford	Taurus	1FAFP5227WG203071	GG	66926	\$ 1,000.00
76	2005	Ford	Crown Vic	2FAFP71W35X165332	PW	69121	\$ 3,000.00
80	2003	Ford	Crown Vic	2FAHP71W53X211071	PW	64310	\$ 2,000.00
85	2003	Ford	Crown Vic	2FAFP71W93X114155	PW	89,777	\$ 2,000.00
89	2003	Ford	Crown Vic	2FAHP71W73X211069	PW	58708	\$ 2,000.00
90	1998	Ford	Taurus	1FAFP5222WG198331	Code	70243	\$ 1,100.00
93	1999	Ford	Crown Vic	2FAFP71W9XX185975	PW	78178	\$ 2,000.00
95	2003	Ford	Crown Vic	2FAHP71W33X211070		92,494	\$ 1,200.00
C 83	2001	GMC	Sonoma	1GTCS195218224482	Code	59843	\$ 2,500.00
C 86	2001	Ford	Crown Vic	2FAFP71W61X187898	Code	97545	\$ 1,500.00
C 93	2000	Ford	Taurus	1FAFP5323YG230513	Code	76089	\$ 1,500.00
FC12	2001	Ford	Crown Vic	2FAFP71W21X184092	Fire	94,191	\$ 1,800.00
FA 24R	2000	International	4700 LP	1HTSLAAMGYH259714	FD	96,419	
FE23A	1991	Pierce	D8000	4P1CT02M7MA000511	FD	111,000	
P70	1997	Chevrolet	C1500	2GCEC19R1V1159190	PD	208005	
Explorer	2003	Ford	Explorer	1FMZU72K53UA63543	PD	8276	
Ranger	1999	Ford	Ranger	1FTZR15X2XPB65171	PD	90505	

**Non Vehicle Items**

Item #	Description	Make/Brand	Model	Part Number	Dept.		Min Bid
PW16	Catalytic Conv.	Ford	Crown Vic	Used	PW		\$ 20
Pw18	Auto Trans	Ford		Needs Overhaul	PW		\$ 15
PW30	9' Vee Plow	Unknown			PW		\$ 150
Chevy Parts	Hub Cap Chevy	Delco	Caprice	337281	PW	1	All Chevy Parts \$5.00
	OIL CAP	Delco	CAPRICE	10108478	PW	2	
	Fan Relay	Delco	Caprice	12193604	PW	1	
	Choke Delay Valve	Delco	Caprice	14061632	PW	1	
	Drier Assembly	Chevy	Caprice	15-1515	PW	1	
	Calibrator	Delco	Caprice	16159686	PW	1	
	Radiator		Caprice	52453045	PW	1	
	Starter Relay	Delco	Caprice	A906-1972119	PW	1	
	Unknown	Delco	Caprice	D1986A	PW	1	
	Solenoid	Delco	Caprice	D981	PW	1	
	FUEL FILTER	Fram	CAPRICE	GF624K	PW	1	
	Spotlight Boot	Delco	CAPRICE	12510116	PW	1	
Ford F350 Parts	Core Assembly	Ford	F350	E7TZ-18476-A	PW	1	All Ford F350 Parts \$5.00

	Wiper Motor	Motorcraft	F350	F5HZ-17508-A	PW	1	
	THERMOSTAT	Motorcraft	F350	E5HZ8575A	PW	2	
	Fuel Pump Electric	Ford	5.7L F350 1988	E7TZ9C407B	PW	1	
Ford LN 8000 Parts	Solenoid	Keene Ignition	LN8000	1115593	PW	2	All Ford LN 8000 Parts \$50.00
	Air Compressor	Bendix	LN8000	286526X Bendix	PW	1	
	Elbow Fitting Gas Tank	Ford	LN8000	383837-S	PW	1	
	Gasket A/C	Bendix	LN8000	5011623	PW	1	
	Muffler Clip Spring	Ford	LN8000	B9TT-5A291-A	PW	1	
	Exh Manf Gasket	Ford	LN8000	C6TZ-9450-B	PW	6	
	Starter Sheild Clamp	Motorcraft	LN8000	C8TZ-10B312-B	PW	4	
	Heater Blower Motor	Motorcraft	LN8000	C8TZ-18527-A	PW	1	
	Wheel A.C Blower	Ford	LN8000	C8TZ-19834-A	PW	1	
	Idler Pulley 3208 CAT	Ford	LN8000	C8TZ-8678-A	PW	1	
	Switch Backup	Motorcraft	LN8000	C9TZ-15520-C	PW	1	
	Valve	Motorcraft	LN8000	CX-1207	PW	1	
	HYD FILTER	Motorcraft	LN8000	D2HZ8C074A	PW	1	
	Plate	Ford	LN8000	D2TZ-13A809-B	PW	8	
	Headlight Switch	Ford	LN8000	D3TB-11657-A/B	PW	3	
	Wire Assembly	Ford	LN8000	D3TZ-10609-A	PW	1	
	Junction Block	Ford	LN8000	D3TZ-11A848-A	PW	1	
	Switch	Motorcraft	LN8000	D4A29278-A	PW	1	
	Muffler Clamp	Ford	LN8000	D4TZ-5A231-B	PW	2	
	Muffler Clamp	Ford	LN8000	D5HZ-5A215-B	PW	3	
	Gasket A./C	Ford	LN8000	D7HZ2A453D	PW	1	
	Axle Shaft Gasket	Ford	LN8000	D8HZ-1001-A	PW	1	
	Front Brake Spring	Ford	LN8000	D8HZ2035B	PW	1	
	Air Compressor Hose	Ford	LN8000	D8HZ2922D	PW	1	
	Bracket	Ford	LN8000	D8HZ-5700-A	PW	1	
	Plate for Meter	Ford	LN8000	DOHZ-108978-A	PW	1	
	HANDLE	Motorcraft	LN8000	DOHZ--16700-C	PW	1	
	Fender Panel R/S	Ford	LN8000	DOHZ-16A-266-F	PW	1	
	SPRING HOOD	Motorcraft	LN8000	DOHZ-16B920-B	PW	2	
	LATCH ASSEM	Motorcraft	LN8000	DOHZ-16C680-C	PW	2	
	Heater Valve	Motorcraft	LN8000	DOHZ-18495-A	PW	2	
	Valve	Ford	LN8000	DOHZ-2365-A	PW	1	
	Brake Valve	Ford	LN8000	DOHZ-2A095-B	PW	2	
	Donut	Ford	LN8000	DOHZ-8A421-A	PW	3	

	Insulator Rad						
	Radiator Bolt	Motorcraft	LN8000	DOHZ-8L010-B	PW	8	
	Gasket Front Axle	Ford	LN8000	E2HZ-1153-B	PW	1	
	Pressure Gauge	Ford	LN8000	E2HZ-2557-B	PW	2	
	ROD ASSEM	Motorcraft	LN8000	E2HZ9A710A	PW	2	
	Bumper Assembly RS	Ford	LN8000	E3HZ-16C638-A	PW	3	
	Bumper Assembly LS	Ford	LN8000	E3HZ-16C639-A	PW	1	
	Tachometer Assembly	Ford	LN8000	E3HZ-17360-D	PW	1	
	Exhaust Clamp	Ford	LN8000	E3HZ25C264C	PW	1	
	Floor Panel	Ford	LN8000	E3HZ-8012110-A	PW	1	
	Temp Control Cable	Ford	LN8000	E4HZ-18518-A	PW	4	
	Temp Control Cable	Ford	LN8000	E4HZ-18552-B	PW	1	
	Tie Rod End	Ford	LN8000	E4HZ-3A131-B	PW	1	
	Arm Rest Gray	Ford	LN8000	E4HZ-9024141-A7P	PW	2	
	Trans Oil Cooler	Ford	LN8000	E4TZ-7A095-B	PW	1	
	SLEEVE NUT	Motorcraft	LN8000	E5HZ9B014A	PW	5	
	GASKET	Motorcraft	LN8000	E6HZ8255A	PW	2	
	Sensor	Motorcraft	LN8000	E7FZ9F479-A	PW	1	
	FUEL SENDER	Motorcraft	LN8000	E7HZ9275A	PW	2	
	Alternator Bracket	Ford	LN8000	E7TZ-10156-A	PW	1	
	Floor Door Panel R/S	Ford	LN8000	E8HZ-901320-A	PW	3	
	BOLT	Motorcraft	LN8000	E97Z6065A	PW	1	
	Diode Heater Motor	Motorcraft	LN8000	EOHZ10C912A	PW	2	
	Heater Core	Ready Aire	LN8000	F01043	PW	1	
	Clip	Ford	LN8000	F2UZ-1522634-C	PW	1	
	Solenoid Shut Down	Ford	LN8000	F3HZ-9A594-A	PW	2	
	Vac Regulator Valve	Ford	LN8000	FOTZ7B200-A	PW	1	
	Ignition Switch Cable	Ford	LN8000	FSHZ-14A464-FA	PW	1	
	Trans Filter	Fram	LN8000	FT1051	PW	2	
	Alternator	Cat 3200	LN8000	GL216	PW	1	
	Oil Sender	Motorcraft	LN8000	SW-1547-B	PW	1	
	TEMP SENSOR	Motorcraft	LN8000	TS24	PW	1	
	Ignition Solenoid	Carquest	LN8000	US85	PW	3	
	Regulator	Carquest	LN8000	VR166	PW	1	
Misc. Parts	Solenoid	Mitshibitsi	Toro Mower	561560	PW	1	All Misc. Parts \$10.00
	Solenoid	Toro	Toro Mower	561560	PW	1	

	Trans Oil Meter	Detroit Allison	Unknown	6880751	PW	4	
	Insulator	Ford	Unknown	F5VY-9P686-A	PW	2	
	Air Pump Check Valve		Unknown	AU7	PW	1	
	THERMOSTAT	Carquest	Unknown	E340195	PW	1	
	CAP	Carquest	Unknown	ES07	PW	2	
	OIL FILTER	Fram	Unknown	PH3519A	PW	5	
	Air Filter	Delco	Fire Truck	PA1508	PW	1	
	FUEL FILTER	Chrysler	JEEP	G3641	PW	2	
	Shift Ind Assembly	Chevy	K3500	25078571	PW	1	

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to waive formal bidding and award contract for 2009 critical sanitary sewer repairs to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$320,000.

**MEETING DATE:** September 30, 2009

**COMMITTEE:** Public Works & Utilities

**FROM:** Kenneth Hari, Joe Nebel, Haileng Xiao

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**PURPOSE:** Waive bidding and award construction contract for 2009 critical sanitary sewer repairs

**BACKGROUND:** The Village's sanitary sewer rehabilitation program has been in progress for over 9 years, through project phases I & II. Phase I work was largely comprised of engineering studies to investigate pipe deficiencies and to define the type and scope of rehabilitation work. Phase II work focused on rehabilitation construction work and a public source infiltration/inflow (I/I) study.

Phase III (2004-2006) rehabilitation work was programmed to include an I/I study of private source contributions, flow monitoring and spot repairs. Phase III work specified a continued investigation of I/I from public sources, televising and addressing options to correct private source I/I. In 2004, the Village Board authorized award of contract for Engineering Services for Sanitary Sewer Rehabilitation Project Phase III to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$181,800.

One of the critical components of the requested services is the smoke testing of sanitary sewer main lines. This test consists of pressurizing sewer pipes with a non-toxic smoke. The smoke travels through the pipes finding exit points such as sanitary sewer manholes, house vent stacks (located on the top of each building), storm sewer cross-connections and other system connections such as building down spouts. Smoke testing was started on June 6th and completed on July 19, 2005. The entire sanitary sewer system in the Highlands area, Parcel A, Parcel B and Parcel C were tested.

## BACKGROUND, Continued

The results provided identification of line stoppages, uncapped or abandoned lines, leaky manholes and defective house service line connections that are the point sources of I/I.

Over 250 sources of I/I were identified during the testing. Typical sources included damaged or missing cleanout caps, leaking manholes (including several lids with open pickholes), and leaking service laterals. A small number of storm sewers and area drains emitted smoke during the testing, indicating either direct or indirect cross connections between the storm and sanitary systems. There were several important discoveries, such as smoke emitting from an out-flow pipe at a detention area and smoke emitting from a storm sewer structure at a street intersection. This condition explained why the nearby sanitary sewer system surcharged during major storms.

Immediately following the smoke testing, with the identification of the above large sources of infiltration and inflow, Baxter & Woodman engineers were able to combine the results of dyed-water testing, smoke-testing and manhole inspections to design the repair. In late 2005 and early 2006, eight (8) critical repairs were completed. This work consisted of:

- *Performed a cured-in-place pipe (CIPP) repair of a sanitary sewer pipe underneath the detention pond that had a large hole. This repair removed the cross connection between the detention pond and 8" sanitary sewer;*
- *Lined approximately 700 feet of leaking sanitary sewer with CIPP;*
- *Lined approximately 375 feet of storm sewer with CIPP that was in structurally poor condition and leaking into adjacent sanitary sewers and services;*
- *Performed three CIPP point repairs on storm sewers to remove points of storm water transfer from storm sewer to sanitary sewer;*
- *Removed an interconnect between one service lateral and a major storm sewer.*

Regarding private source I/I, all homeowners that received letters from the Department have taken action to replace missing or defective cleanout caps. There were a total of 88 repairs/replacements made. Public Works staff provided assistance to homeowners by explaining the work and providing information on where to find a replacement cap.

In 2006, additional critical major point repairs were made on sections of sewer where high infiltration/Inflow (I/I) were identified during the smoke and dyed water testing during the study. One example is located on Evanston Street, where an 8" Village sanitary sewer is located directly underneath a defective storm sewer joint between a 24" pipe and 15" pipe. The 15" pipe is located at the downstream side and is considered inadequate in size, in the event there is full pipe flow in the 24" sewer upstream during intense precipitation. The leaky joint and pipe size difference is contributing to a high level of exfiltration of storm water run-off. Baxter & Woodman engineers designed a water tight structure to replace the leaky

BACKGROUND, Continued

joint. This replacement has greatly reduced the storm water exfiltration and therefore, reduced inflow into the sanitary sewer.

A summary of 2006 completed critical site repairs is as follows:

*Evanston Street storm sewer \$12,000 – The installation of water-tight intake/outflow manhole for the removal of point source of I/I identified during dyed-water and smoke testing as contributing approximately 300 GPM of I/I.*

*Newport Road (MH 810-802) full length liner - \$12,915. This is approximately a 400 foot segment of 8-inch sanitary sewer identified during CCTV inspection as being in structurally poor condition and during dyed-water & smoke testing as contributing more than 50 GPM of I/I through leaky joints.*

*Alcoa Lane (MH 323-322) full length liner - \$7,940. This is approximately a 200 foot segment of 8-inch sanitary sewer identified during dyed-water & smoke testing as contributing approximately 50 GPM of I/I through leaky joints.*

*Highland Boulevard (MH 831-830) full length liner - \$7,600. This is approximately a 150 foot segment of 10-inch sanitary sewer identified during dyed-water & smoke testing as being in critical condition structurally as well as contributing to I/I with defective joints.*

*Manhole lining - \$24,000. This is approximately 120 vertical lineal feet. These defective manholes are located at Pleasant Street, Bedford Court, Hillcrest Boulevard and Lincoln Drive (MH #556, 576, 489, 938, 939, 886, 907, 902, 012, 703 and 751). These manholes were visually inspected and each manhole is estimated to contribute more than 25 GPM of I/I through leaky joints, adjusting rings and lift holes during the smoke & dyed water testing. These manholes did not show evidence of surcharging and, therefore, considered safe for rehabilitation with little risk of causing additional operational problems.*

Year 2005 critical repair work was covered as part of the 2004 contract with Baxter/Woodman. Year 2006 critical repair work was completed as an approved change order to Baxter/Woodman's 2004 contract.

All these critical major point repairs of sewer sections are reducing I/I (Infiltration and Inflow to the sanitary sewer). Staff is currently conducting flow monitoring to evaluate the reduced I/I so that another full scale sewer rehabilitation project can be safely accomplished without causing sewer backups.

While post-rehabilitation flow monitoring is in process to quantify the reduction in I/I, staff is highly confident that the numbers will show the critical repairs performed thus far have significantly reduced wet weather flow rates within the system.

BACKGROUND, Continued

The summary of the 2007-2008 work is as follows:

*Performed 1138 linear feet of 8-inch CIPP lining  
Performed 7 point repairs (excavate and replace)  
Performed 218 foot long complete pipe replacement*

A summary of 2007-2008 completed critical site repairs is as follows:

*Ashley Ct. - Excavation point repair of broken/collapsed pipes both in and out of MH 895 (note: MH 895 appears to be in good condition and does not itself need to be replaced).*

*Ashley Ct. - Excavation point repair of crushed pipe between MHs 895 and 894.*

*Bode Rd. - Full-length CIPP liner from MH 716 to 714 (approximately 309 feet).*

*E. Berkley Ln. - Full-length CIPP liner from MH 199 to 198 (approximately 344 feet).*

*Edgemont Ln. - Full-length excavation replacement from MHs 862 to 863 (approximately 218 feet).*

*Fredrick Ln. - Excavation point repair of broken pipe between MHs 833 and 781*

*Ida Rd. - Excavation point repair of broken pipe between MHs 820 and 821*

*Jefferson Rd. - Excavation point repair of damaged pipe between MHs 828 and 829. Full-length CIPP liner from MH 828 to 829 (approximately 301 feet).*

*Newport Rd. - Full-length CIPP liner from MH 952 to 953 (approximately 184 feet).*

*Washington Blvd. - Excavation point repair of damaged pipe between MHs 565 and 564.*

*Westview St. - Excavation point repair at service between MHs 607 and 608 (this is right at the connection to the mainline, which falls under the Village jurisdiction).*

The work noted above is based on the specific review of CCTV (Closed Circuit) inspections provided by staff. Included are repairs to sewers that have already partially collapsed or appear to be on the verge of collapse. Costs noted above are consistent with actual sewer critical repair costs in 2006. The proposed cost covers construction administration, design, preparation of contract documents, and field inspections.

Due to the success of critical sewer repairs the method has proven to be very efficient and effective. Additional work was completed at a reduced cost.

<u>Year</u>	<u>Project cost</u>
2005 -----	\$64,000
2006 -----	\$72,700
2007/2008-----	\$167,000



**DISCUSSION:**

The previous contracts with Baxter/Woodman covered design engineering, construction management and actual construction work. The efficiency and effectiveness is a major characteristic of the above critical sewer repair work. The project control was streamlined and the work prevents Village sewer system from having any urgent/emergent problems. In assessing the remaining amount of important locations, staff considers it highly desirable to continue the program and perform additional critical sewer repairs and rehabilitation.

In September, 2009, after extensive project review and discussion with staff, Baxter Woodman provided a proposal for 2009 sewer critical repair and rehabilitation. The proposed work is summarized as follows:

- 5 spot repair excavations;
- 16 full length manhole to manhole cured-in-place pipe (CIPP) liners (approximately 4,500 feet);
- 6 manhole bench repairs (including installation of one new manhole);
- CCTV (Closed Circuit Television) inspection of 2,000 linear feet of line.

The 5 spot excavations are located on the following streets for sewers that have already partially collapsed or appear to be on the verge of collapse:

*Lafayette Lane – two excavation point repair/replacements between manhole 933 and manhole 934 on 8 inch sewer (two separate 10 feet sections to be replaced)*

*Newport Road – one excavation point repair/replacement between manhole 954 and manhole 953 on 8 inch sewer (one 10 feet section to be replaced)*

*Apple Street - one excavation point repair/replacement between manhole 10 and manhole 11 on 8 inch sewer (one 10 feet section to be replaced)*

*N. Roselle Road - one excavation point repair/replacement between manhole 477 and manhole 473 on 8 inch sewer (one 17 feet section to be replaced)*

The 15 full length manhole to manhole cured-in-place pipe (CIPP) lining are located in following streets:

*Lafayette Lane – full-length CIPP liner from manhole 933 to manhole 934 on 8 inch sewer (approximately 365 feet)*

*Durham Ln - full-length CIPP liner from manhole 740 to manhole 741 on 8 inch sewer (approximately 125 feet)*

*N. Roselle Road - full-length CIPP liner from manhole 477 to manhole 473 on 8 inch sewer (approximately 310 feet)*

*Freemont Court - full-length CIPP liner from manhole 828 to manhole 829 on 8 inch sewer (approximately 301 feet CIPP lining)*

*Northview Lane - full-length CIPP liner from manhole 928 to manhole 929 on 8 inch sewer (approximately 357 feet)*

**DISCUSSION, Continued**

Nwyport Road - full-length CIPP liner from manhole 957 to manhole 956 on 8 inch sewer (approximately 358 feet)

Durham Lane - full-length CIPP liner from manhole 746 to manhole 779 on 8 inch sewer (approximately 367 feet)

Bode Road - full-length CIPP liner from manhole 698 to manhole 699 on 8 inch sewer (approximately 395 feet)

Western Street - full-length CIPP liner from manhole 615 to manhole 616 on 8 inch sewer (approximately 400 feet)

Olive Street - full-length CIPP liner from manhole 656 to manhole 655 on 8 inch sewer (approximately 77 feet)

Westview Street - full-length CIPP liner from manhole 597 to manhole 596 on 8 inch sewer (approximately 118 feet)

Westview Street - full-length CIPP liner from manhole 598 to manhole 597 on 8 inch sewer (approximately 393 feet)

Arlington Street - full-length CIPP liner from manhole 124 to manhole 123 on 8 inch sewer (approximately 184 feet)

Monticello Road - full-length CIPP liner from manhole 794 to manhole 795 on 8 inch sewer (approximately 70 feet)

Monticello Road - full-length CIPP liner from manhole 811 to manhole 795 on 8 inch sewer (approximately 355 feet)

Federick Lane - full-length CIPP liner from manhole 782 to manhole 783 on 10 inch sewer (approximately 322 feet)

The 6 manhole bench repairs (Manhole Rehabilitations, including a new manhole) are listed as follows:

Ashley Road - manhole 874

Pleasant Street - manhole 576

Flagstaff Lane - manhole 670

Audubon Street - manhole 102

Perry Lane - manhole 567

Olive Street - new manhole 656 to replace cleanout

The CCTV inspection of 2,000 linear feet sewer lines in following streets:

Woodlawn Street - from manhole 616 to manhole 683

Northview Lane - from manhole 938 to manhole 929

Highland Blvd - from manhole 757 to manhole 758

Orange Lane - from manhole 574 to manhole 573

Lakeview Lane - from manhole 676 to manhole 677

Audubon Street - from manhole 104 to manhole 102

Washington Blvd - from manhole 670 to manhole 671

**DISCUSSION, Continued**

The total footage for CCTV inspection is about 2,000 feet for further investigation of problems identified in earlier infiltration and inflow studies.

The total proposed project amount is \$320,000 and covers construction administration, design, preparation of contract documents, and field inspections. Although the work is mostly construction, staff recommends Baxter & Woodman be retained for the project. The Baxter/Woodman construction division is excellent. Their management of the subcontractor for 2005, 2006, 2007 and 2008 critical sewer repair was highly satisfactory. The proposed costs are consistent with actual sewer critical repair costs in 2007 and 2008.

As in the past 4 years of critical sewer repair, Baxter & Woodman engineers are only to bid out the above amount of work, not to exceed the proposed cost (\$320,000). The Village ultimately accepts or rejects construction bids depending on whether the bid costs are reasonable or not in comparison to previous similar project costs according to all bids reviewed by staff. As competitive bids often bring costs below engineer's estimate, the bid document includes extra work not listed above, as an alternate request. If bids received are significantly below estimates and total costs, inclusive of extra work and remain below the engineer's proposed cost, the extra work will be presented with final bid results to the Village Board for approval.

**FINANCIAL IMPACT:**

FY 2009 budget for sanitary sewer rehabilitation is \$320,000 and engineering services \$332,000. There are sufficient funds to cover the proposed cost.

**RECOMMENDATION:**

Request authorization to waive formal bidding and award contract for 2009 critical sanitary sewer repairs to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$320,000.

## Haileng Xiao

---

**From:** Kevin W. Sutherland [ksutherland@baxterwoodman.com]  
**Sent:** Monday, September 21, 2009 3:33 PM  
**To:** Haileng Xiao  
**Subject:** Project Cost Backup  
**Attachments:** 2009 Crit Rehab Repairs Haileng Backup 2009-09-21.xls

Haileng,

Here's the backup for the proposal. The project costs include engineering and construction. We've allowed for a little extra to address repairs that come up during the CCTV and other input from staff. We will also be including several more lines on the "request for contractor proposals" as alternates to be sure we're maximizing the amount of work done. Please call with questions.

Kevin

Repair No.	Street	MH	MH	Size	Repair Length	Liner Length	No. of Services	Service Trims	Comments	Estimated Project Cost (Const + Eng)	
<b>Excavate and Repair - High Priority</b>											
11E 12E 87C	Lafayette Lane	933	934	8	10	10	365	10	5	Excavate and Repair, then full length liner	
13E	Newport Road	954	953	8	10					Excavate and Repair only	
107C	Durham Lane	740	741	8		125	3	0		Full length liner	
15E	Apple Street	10	11	8	10					Excavate and Repair only	
16E 145C	N. Roselle Road	477	473	8	17	310	0	0		Excavate and Repair, then full length liner	
<b>CIPP Full Length Liner - High Priority from 9-8-08 email regarding Village "Hot Spots"</b>											
81C	Freemont Court	828	829	8		301	7	0		Full length liner	\$ 91,000.00
88C	Northview Lane	928	929	8		357	7	0		Full length liner	
101C	Newport Road	957	956	8		358	11	0		Full length liner	
108C	Durham Lane	746	779	8		387	4	0		Full length liner	
115C	Bode Road	698	699	8		395	9	0		Full length liner	
131C	Western Street	615	616	8		400	7	0		Full length liner	
<b>CIPP Full Length Liner - High Priority from database</b>											
4M 124C	Olive Street	656	655	8		77	3	0		New Manhole to replace Cleanout and then Full Length Liner	\$ 94,000.00
132C	Westview Street	597 598	596 597	8		118 393	1 10	0 1		Full length liner with 2 combined stretches	
138C	Arlington Street	124	123	8		184	1	0		Full length liner	
99C	Monticello Road	794 811	795 795	8		70 355	3 9	0 1		Full length liner with 2 combined stretches	
<b>Manhole Rehabilitations per 9-8-08 email</b>											
1R	Ashley Road		874							Manhole Rehab	\$ 63,000.00
2R	Flagstaff Lane		670							Manhole Rehab	
3R	Perry Lane		567							Manhole Rehab	
4R	Pleasant Street	576								Manhole Rehab	
5R	Audubon Street		102							Manhole Rehab	
<b>Retelevise per 9-8-08 email</b>											
	Woodlawn Street	616	683							429 feet	\$ 7,000.00
	Northview Lane	938	929							28 feet	
	Highland Blvd	757	758								
	Orange Lane	574	573								
	Lakeview Lane	676	677							108 feet	
	Audubon Street	104	102							Root Cutter Issue	
<b>CIPP Full Length Liner - High Priority from 9-10-09 phone call from Halleng</b>											
89C	Frederick Lane	782	783	10		322	4	1		Full length liner	\$ 15,000.00

Additional Critical Excavate and Repair or CIPP Lining (pending review of new CCTV, Village staff input, and existing data) \$ 33,000.00

TOTAL FEE (Construction + Engineering) \$ 320,000.00



Mr. Haileng Xiao  
Water and Sewer Superintendent  
Village of Hoffman Estates  
2305 Pembroke Avenue  
Hoffman Estates, IL 60169

September 18, 2009

*Subject: Village of Hoffman Estates – 2009 Critical Sewer Repairs*

Dear Mr. Xiao:

The Village of Hoffman Estates has completed several sanitary sewer rehabilitation projects which have resulted in fewer operational issues, less frequent maintenance, and better structural integrity of the sanitary sewers. While many of the sewers in town have been repaired in the last several years, there are still sewers that require rehabilitation to correct severe structural deficiencies.

Baxter & Woodman, Inc. is pleased to present the Village with our proposal to provide engineering services for the design/build construction of these critical sewer repairs. The Village has worked successfully with Baxter & Woodman on several previous sewer rehabilitation projects and will benefit from:

- ✓ our firsthand knowledge of the Village's sanitary sewer system;
- ✓ an experienced team with wastewater infrastructure expertise; and
- ✓ an efficient design/build method resulting in expedited repairs.

In order to minimize engineering time and maximize the Village's construction dollars, we are proposing a design/build approach to the project. We have successfully completed three similar design/build projects for the Village.

Our scope of services and engineering fee to complete the sewer repair project are presented below. **Please note that the following scope and fee include the cost for constructing the improvements.**

8678 Ridgely Road

Crystal Lake, IL 60012

815.459.1200

Fax 815.455.0450

info@baxterwoodman.com

## **SCOPE OF SERVICES**

### **DESIGN:**

#### **General/Project Administration**

- **COORDINATION WITH VILLAGE** – Confer with Village staff to clarify and define the general scope, extent, and character of the project.
- **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, scope, and performance.

#### **Detailed Design**

- **REVIEW CCTV INSPECTIONS** – Review television inspections and logs provided by the Village to confirm critical nature of repairs and to identify cost-effective rehabilitation to correct structural defects (including cured-in-place pipe and excavation point repairs). Additional CCTV inspection to clarify the extent of repairs to be completed by the Village (if required).
- **DESIGN DOCUMENTS** – Prepare design documents consisting of drawings/sketches showing location of the work to be performed by the contractor selected and specifications which will be prepared in conformance with the format of the Construction Specification Institute.
- **PROJECT MEETINGS** – Attend one project meeting with Village staff to review design documents and scope of the critical sewer repair project.

### **CONSTRUCTION:**

#### **Project Initiation/Administration**

- **COORDINATION WITH VILLAGE** – Confer with Village staff to discuss status of construction.
- **CRITICAL SEWER REHABILITATION** – Hire contractor to repair or rehabilitate identified critical structural defects, including an estimated 15 full length manhole to manhole cured-in-place pipe (CIPP) liners

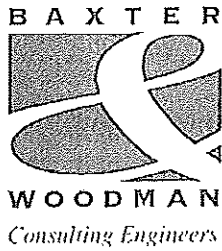
(approximately 4,500 feet), 5 spot repair excavations, 6 manhole bench repairs, and CCTV inspection of 2,000 linear feet. The actual number of spot repair excavations (sanitary sewer point repair with average manhole depth of 10 feet and average length of 10 feet) may change based on the current condition of the pipe as observed in the field. If more excavations are required, the number of CIPP liners to be completed may be decreased to remain within the proposal cost amount. Total cost, including engineering, is estimated at \$320,000. Additional repairs will be included in the bid documents in the event that favorable bid conditions allow additional work to be completed within the budget.

- **PRECONSTRUCTION SERVICES** – Conduct the preconstruction conference, and review the contractor's proposed construction schedule and list of subcontractors.
- **SHOP DRAWINGS REVIEW** – Review and approve shop drawings, manufacturer's literature, samples, and other submittals by the contractor, but only for compliance with the drawings and specifications as to quality of materials and performance of equipment. Such review shall not be construed as relieving the contractor of the responsibility to meet requirements of the construction contract documents.
- **PARTIAL PAYMENTS** – Review the contractor's requests for payments as the work progresses, and advise the Village of the amounts due and payable to the contractor through the engineer in accordance with the terms of the construction contract documents.

#### **Field Observation**

- **RESIDENT PROJECT REPRESENTATIVE** - Provide Resident Project Representatives at the construction site on either a full-time basis for point repair excavations of eight hours per day from Monday through Friday, not including legal holidays, or on a periodic part-time basis for CIPP lining of four hours per regular weekday, as deemed necessary by the engineers, 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. However, the engineers are not responsible for the contractor's construction means, methods, techniques, sequences or procedures, time of performance, compliance with laws and regulations, or





Mr. Haileng Xiao  
Village of Hoffman Estates

September 18, 2009  
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safety precautions and programs in connection with the project, and the engineers do not guarantee the performance of the contractor and are not responsible for the contractor's failure to execute the work in accordance with the construction contract documents.

- DAILY REPORTS – Keep a daily record of the contractor's work on those days that the engineer is at the construction site including notations on the nature and cost of any extra work.

#### Complete Project

- FINAL INSPECTION – Conduct a final inspection of construction work, review the contractor's written guarantees, and issue an opinion of satisfactory completion for acceptance of the project by the Village.

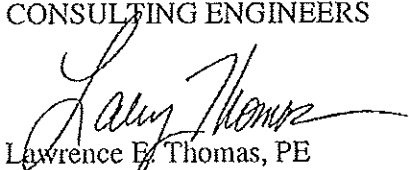
#### ENGINEERING FEE

Our engineering fee for the stated scope of services will not exceed \$320,000 and includes the rehabilitation construction cost. This is based upon the anticipated construction cost for the number and type of repairs listed above, the number of expected man hours to complete the project, and includes reimbursement for out-of-pocket expenses such as travel.

If you find this proposal acceptable, we will submit an Engineering Services Agreement for your signature. We appreciate the opportunity to work with you on this project. If you have any questions or need additional information, please do not hesitate to call me or Kevin Sutherland at 815-459-1260.

Very truly yours,

BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS



Lawrence E. Thomas, PE  
Vice President/COO

KWS:rk

# DEPARTMENT OF PUBLIC WORKS

## AUGUST MONTHLY REPORT

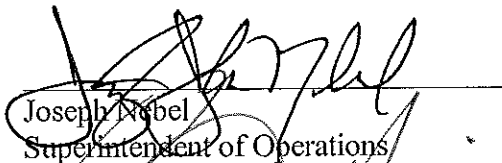
SUBMITTED TO PUBLIC WORKS COMMITTEE

SEPTEMBER 2009

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



Ken Gomoll  
Superintendent of Administrative Services



Joseph Nebel  
Superintendent of Operations



Kenneth Hari  
Director of Public Works

## **ADMINISTRATIVE AND TECHNICAL SERVICES**

During the last month the following was completed:

1. Participated in weekly site plan review meeting
2. Participated in IS User Group Committee
3. Performed download of M-Cal gas calibration readings per OSHA/IDOL requirements
4. Coordinated GIS utility map book updates
5. Prepared Public Works Pipeline Newsletter
6. Prepared Public Works articles for Citizen Newsletter
7. Performed project tracking for Water/Sewer Superintendent
8. Coordinated Public Works Monthly Reports
9. Performed daily time entry for Public Works Department
10. Reviewed Engineering Plans for new Police Department fiber optic cable installation
11. Coordinated 2009 Concrete Maintenance Sidewalk Replacement Program
12. Continued participation in CDBG Barrington Square Street Light Project Phase I
13. Performed utility field inspections to GPS missing infrastructure on atlas maps
14. Assisted with utility locates for J.U.L.I.E. tickets
15. Performed sidewalk inspections
16. Coordinated R.O.W. pre-construction meetings
17. Reviewed engineering plans for the Alliance Fellowship Church parking lot expansion and Maranatha Church located on the corner of Shoe Factory and Berner Rds.
18. Researched asset management database for integration of GIS with the maintenance of Village utilities
19. Performed monthly utility updates on locator laptops
20. R.O.W Permits Issued (1) Permit to Pirtano Construction Company for installation of new fiber optic cable to the police station

## **LOCATE TEAM**

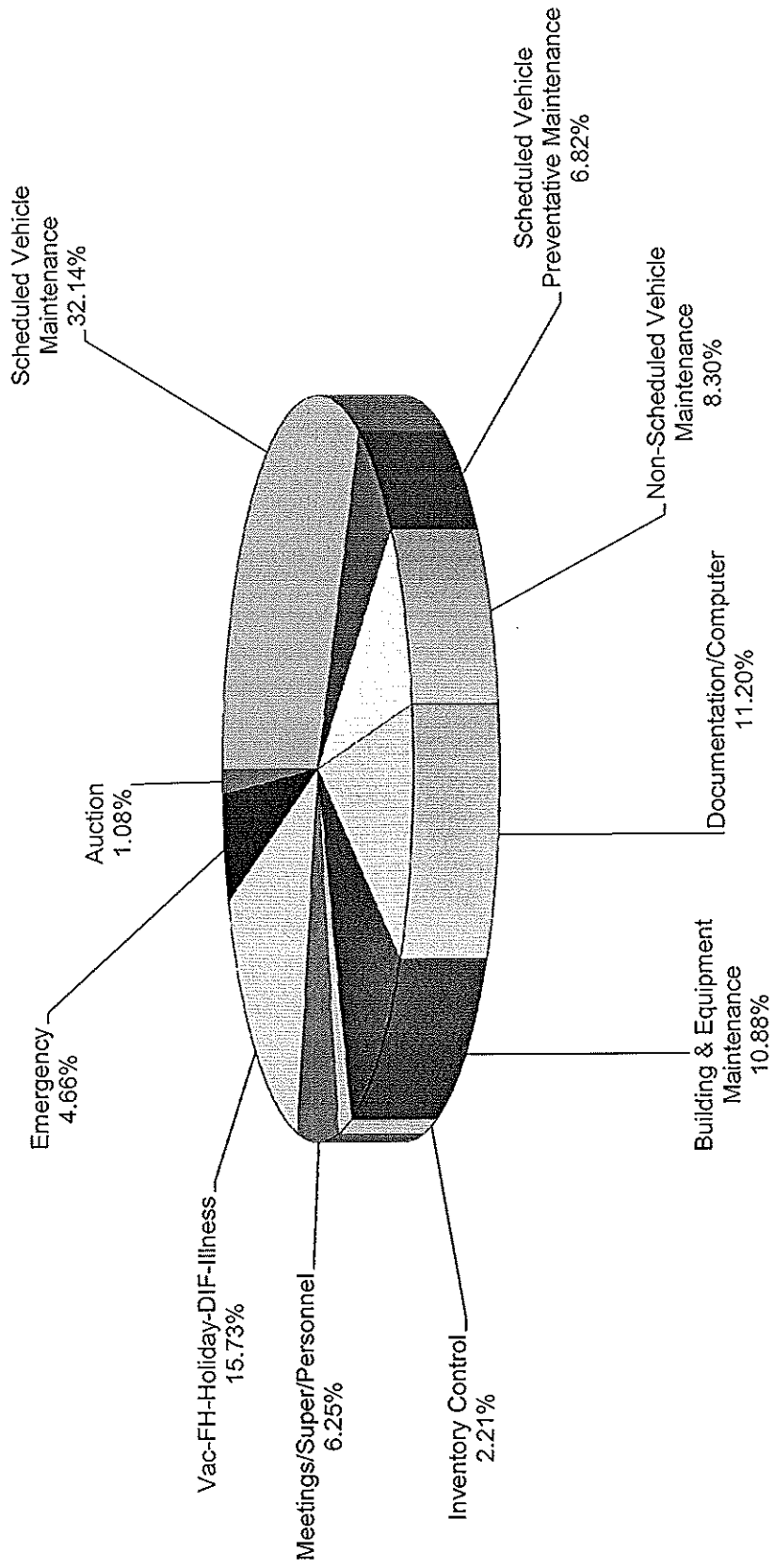
1. Performed 446 regular priority J.U.L.I.E. utility locates for the month; 2,535 year-to-date
2. Performed (50) emergency priority J.U.L.I.E. utility locates for the month; 225 year-to-date
3. Participated in (11) Utility Joint Meets; 70 year-to-date
4. Performed R.O.W. inspections
5. Performed sanitary sewer inspections

## **FACILITIES**

1. 235 service tasks were completed for all facilities
2. Performed routine preventative maintenance, HVAC maintenance, routine and emergency repairs at all public buildings
3. Provided support services for shipping, receiving and distribution of packages at Village Hall
4. Provided support services and setup for various Village departments and events, including pick-up and delivery of equipment and supplies
5. Provided ongoing management and maintenance of the Village's security access control and camera system
6. Annual Elevator Pressure Test passed at Village Hall

# Fleet Services August 2009

Task Performance Man-Hours Percentages  
Total Hours Available 1083.25



**FLEET SERVICES**

1. 104 repair orders were completed
2. Preventative maintenance was completed on 57 fleet vehicles/equipment

**PERFORMANCE RELATED STATISTICS**

1. 3 hours of overtime were required: 2.5 for the Fire Department and .50 for Village Auction
2. 87.69% of all labor was for scheduled activities, 7.80% for non-scheduled activities, and 4.50% was for emergency activities
3. 15,960.60 gallons of fuel, including diesel and E85, were consumed by fleet vehicles
4. 95.86% of all maintenance was performed in-house, 4.13% contracted
5. 1,469.20 gallons of fuel were billed; 104.40 to JAWA and 1,364.80 to South Barrington Police Dept.

**STREETS**

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

1. Responded to 86 requests for the month; 613 year-to-date
2. Continued concrete sidewalk deviation correction milling
3. Transported scissor lift to Fire Stations #22 and #24
4. Transported 2 programmable message sign boards to Hassell Rd.
5. Transported 32 lockers from Fire Station #24 to Station #22
6. Transported Unit #164 to Fire Station #24
7. Set up and removed Village Green signs for various events
8. Assisted with water meter appointments
9. Supervised SWAP program operations
10. Assisted with village recycling program
11. Transported plows from Fleet Services to Public Works Center
12. Assisted with B-box repairs at various locations throughout the Village
13. Transported vehicles for Safety Lane testing

6	Dead Animal Pick-ups	5	Misc. Service Requests
2	Possible Sewer Back-ups	38	Branch Pick-ups
3	Water turn on/off	1	Misc Pick Up/Deliveries
3	Debris in Roadway	3	Black Dirt & Seed
3	Storm Sewers	5	B-box repairs
6	Woodchip deliveries	1	Graffiti Removal
1	Fire Hydrant	1	Office Phones
1	Barricade Pick Up	9	Sidewalk Deviations

- PAVEMENT TEAM

1. Performed sewer dig up inspections and maintenance checks
2. Repaired potholes throughout the Village
3. Performed Bode Road "S" curve guard rail maintenance and repaired (2) panels
4. Performed scheduled equipment maintenance on Unit #50
5. Assisted with sign fabrication
6. Performed raised pavement marker maintenance
7. Performed street inspections and inventory for pavement repairs
8. Performed safety coordination for monthly tailgate training and yard man training
9. Performed maintenance for 2009 Pavement Marking Program
10. Performed water street crossing pavement maintenance saw cutting
11. Performed inlet pavement maintenance saw cutting, excavation and asphalt patching at (10) locations throughout the Village
12. Performed thermoplastic pavement markings at (4) locations throughout the Village
13. Performed sewer dig repairs, saw cutting, excavation and asphalt patching at (3) locations throughout the Village
14. Performed street repairs along E. Berkley Ln., Chesapeake Ct., and Mayfield Ln.
15. Performed storm inlet preventative cleaning for flood control
16. Assisted with street light repairs
17. Performed garage maintenance at Public Works Center
18. Performed maintenance for 2009 contractor Crack Sealing Program
19. Installed delineator and pavement markings along Old Sutton Rd.
20. Assisted with Village Recycling Event
21. Performed yard maintenance at Fleet Services, clean up, haul out and restock cold patch bin
22. Attended department Safety Committee and Union Management Meetings

### TRAFFIC OPERATIONS TEAM

- SIGNS

1. Replaced (91) signs as part of annual replacement program
2. Replaced (2) signs due to vandalism/vehicle damage
3. Performed maintenance on vehicles, tools and snow removal equipment
4. Repaired barricades
5. Assisted with asphalt repairs
6. Performed garage maintenance at Public Works Center
7. Assisted with street light repairs
8. Fabricated banner "Code Enforcement" and text for anniversary bench for Code Enforcement
9. Fabricated signs for Village Recycling Event, and provided barricades and cones
10. Installed "Big Top" banners for Chamber of Commerce Event
11. Installed "No Parking Sign" at 1640 Islandview Ct., code 6

- STREET LIGHTS

1. Responded to resident requests for service 17 for the month; 121 year-to-date (street lights not working, street lights cycling on/off)
2. Repaired 50 street lights; 363 year-to-date (using 47 lamps, 3 ballasts, 3 photocell and 3-10amp fuses, 1 set of fuse holders, and 1 socket), at the following locations from work requests: 1649 Charlemagne Dr. W., c/o Poplar Creek Dr. and Moon Lake Blvd., (7) Prairie Stone Pkwy R.O.W., across from 1800 Dogwood Dr., Alder Dr., R.O.W., 3679 Leatherleaf Ln., 1255, 4200 Sturbridge Dr. W., 630 Claridge Cir., 4980 Rochester Dr., (2) McDonough Rd. R.O.W., c/o White Oak Ln. and Acorn Dr., (2) Roselle Rd. R.O.W., (6) Trillium Blvd. R.O.W., 1520 Brittany Ln., NW c/o Rohrsen Rd. and Angouleme Ln., (2) Forbs Ave. R.O.W., (4) Hoffman Blvd. R.O.W., (3) 1200 Gannon Dr. R.O.W., 1840 Ridgewood Ln., across from 890 Dovington Dr., 1085 Darlington Cir. N., 5587 Red Oak Dr., (3) Lakewood Blvd. R.O.W., across from 1065 Freeman Rd., 1565 Chesapeake Dr., c/o Huntington Blvd. and Parkside Dr., and 1745 W. Parkside Dr.
3. Notified association of a street light under their jurisdiction at 619 Darien Ct.
4. Performed maintenance on anniversary banners on Higgins Rd. and Roselle Rd.
5. Mortared numerous locations around street light pole bases in Economic Development Area
6. Secured loose and leaning street light poles at 1637, 1780, 1800, 1696 Pebble Beach Dr., and (1) Trillium Blvd. R.O.W.
7. Installed new street light controller box at Beverly Rd. R.O.W.
8. Performed storm sewer preventative maintenance cleaning
9. Painted hand and guard rail on Hoffman Blvd., and numerous street light poles in Economic Development Area
10. Fabricated and installed (7) street light pole caps on Lakewood Blvd. R.O.W.
11. Performed turf restoration on street light poles at 3750 Winding Trails Ln., and Moon Lake Blvd. R.O.W.
12. Fabricated and installed (2) street light fixture shields on Higgins Rd. R.O.W.
13. Continued to perform Village street light inventory
14. Performed Village wide street light outage inspections
15. Assisted sign team with sign installations
16. Located street light cables for sign installations, storm sewer and water excavations
17. Performed garage maintenance at the Public Works Center
18. Assisted with asphalt repairs

### FORESTRY TEAM

1. Responded to requests for service; 112 for the month; 463 year-to-date
2. Performed routine tree maintenance, brush pick up, tree removals, storm damage, corrective treatment, pesticide application, fertilization, black dirt & seed, inspections, and tree trimming
3. Applied round-up to turf and weeds growing up through curb lines and planting beds at various village maintenance sites
4. Performed tree and turf equipment maintenance
5. Performed removal of dead plant material in State R.O.W.'s and trimmed bushes at village mowing sites
6. Performed routine watering, weeding and fertilizing of village maintained annuals and perennials
7. Performed mowing of Village sites and followed up with contractors
8. Performed planting, trimming and maintenance of annuals at various locations throughout the Village
9. Removed trees that were dying in western subdivisions for fall replacement

10. Performed duties associated with stump grinding
11. Performed special tree trimming assignment on Bedford Rd.
12. Performed tree inspections regarding Japanese beetle infestation at various locations throughout the Village
13. Replaced broken water spicket lock and spray nozzle at north garden plots
14. Removed community pride signage and pictures from Village Hall
15. Coordinated contractor mulching of trees and planting beds at the Village Hall and Fire Stations #21 and #22
16. Performed storm sewer inlet cleaning
17. Performed garage floor maintenance at Public Works Center
18. Transported vehicles for Safety Lane testing

## WATER & SEWER

### • STORM SEWER TEAM

1. Storm sewers footage flushed: 2,022 feet year-to-date
2. Inlet inspections; 10 for the month; 406 year-to-date
3. Performed monthly lake/creek checks and maintenance
4. Performed weekly barricade checks
5. Performed routine garage maintenance at the Public Works Center
6. Performed vehicle equipment maintenance
7. Performed yard clean-up and maintenance at Fleet Services facility
8. Assisted with pump set up at Highpoint pond to lower water level
9. Continued beaver dam checks West of Harmon Blvd.
10. Completed inlet repairs at 712 Scarbrough Cir., 4570 Mumford Dr., Sturbridge at North Twin, c/o Brittany Ln. and Laburnum Rd., c/o Barcroft Ct., and Camelot Ln., 1190 Glenwood Ln., 2 on Whispering Trails at Douglas Park, c/o Dogwood Ct. and Arrowwood Ln.

### • OPERATIONS TEAM

1. Collected monthly: (60) water samples for bacteriological testing, (7) raw water well samples and (3) water quality complaint sample
2. Performed weekly well and lift station checks
3. Exercised wells discharged to waste; raw samples were taken for standard bacteria testing
4. Collected JAWA and Interzone pump readings
5. Performed monthly sump pump maintenance at all wells, lift stations, towers, and JAWA pits
6. Assembled monthly water usage and IEPA water report
7. Performed electrical work and trouble shooting at Fire Stations, Police Department, Village Hall, Fleet Services and Public Works Center
8. Performed back-up generator maintenance at lift stations, pumping stations, radio system locations and Village buildings
9. Entered computer data for flow monitoring program
10. Monitored water construction and water operating permits including water pressure tests and bacteriological testing
11. Performed maintenance on WDA lift station up-blast fan
12. Performed routine vehicle equipment and garage maintenance



- CONSTRUCTION / MAINTENANCE TEAM

1. Performed water and sewer excavation barricade checks at various locations throughout the Village
2. Performed clean-up of spoil bins at Fleet Services yard
3. Performed water main repair at 920 Evanston St.
4. Performed valve repairs south of 2401 Hassell Rd.
5. Repaired drainage pipe at Stonington Retention Pond
6. Relocated hand tools onto new Unit #46
7. Performed concrete restorations at 2400 W. Higgins Rd., Hassell Rd., 712 Scarbrough Cir., 638 Illinois Blvd., 3690 Whispering Trails Dr., SE c/o of Brittany Ln. and Laburnum Rd.
8. Performed 30 day inspection for newly sodded areas
9. Performed sanitary sewer repair at 200 W. Higgins Rd. and 930 Hillcrest Blvd.
10. Assisted Storm Sewer Crew with storm sewer repair and debris cleaning
11. Performed B-box relocating at 4100 Chesapeake Dr.
12. Performed hydrant repairs at Claire's, Sears Centre south of Prairie Stone Pkwy., and 300' west of 1011 Roselle Rd.
13. Performed pumping at Highpoint Lake on August 14<sup>th</sup> to reduce potential for flooding

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 33,303 feet of sanitary sewer: 166,835 feet year-to-date
2. Updated maps of trouble lists, lamp hole locations, televising, flushing and root cutting
3. Performed manhole wash-downs on trouble spots
4. Performed maintenance on Unit #40, easement machine and Unit #67 flusher
5. Applied liquid and dry microbe formula for enhancement of wastewater treatment systems
6. Performed garage floor and equipment maintenance
7. Performed TV inspections on Lakeview and Edgefield Lanes for Root X application
8. Performed comprehensive investigation of St. Alexius Hospital waste discharge to verify illegal dumping of materials into sanitary sewers
9. Assisted GIS technician with locating buried manholes
10. Attended meeting for crew requirements associated with work zone safety Municipal Uniform Traffic Control Device (MUTCD) standards
11. Assisted operations division re-organize work shop
12. Performed TV inspections of large diameter storm lines associated with the North Twin out flow water levels too high for proper inspection
13. Responded to sewer odor complaint at 1786 Moon Lake Blvd.
14. Performed TV inspection of main sanitary line on Arlington Ct.
15. Performed water sample for home owner at 510 Washington Blvd.
16. Performed root cut main line for 1689 Queensbury Cir.

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Vacuumed and flushed 1,131 feet of storm sewer for the month; 2,979 feet year-to-date
2. Performed weekly barricade checks at various locations throughout the Village
3. Provided maps and field direction to GIS technician for updating of water main maps at the St. Alexius site
4. Assisted GIS technician with utility map corrections
5. Updated fire hydrant database
6. Inspected contractor restoration sites throughout the Village
7. Performed routine vehicle, equipment and garage maintenance
8. Pressure washed and painted fire hydrants in Parcel C area
9. Performed leak investigations at 1952 Liberty Pl., Huntington Blvd., and St. Alexius Medical Center
10. Inspected storm sewer outflows north and east
11. Cleaned debris from creek line from Harmon Blvd. to Creekside Dr.
12. Hydro excavated buried sanitary sewer across from Grand Canyon Parkway
13. Watered sod at various restoration sites in Parcel B and Highpoint areas
14. Isolated 7 water main valves on Evanston St., for installation of new 6" valve
15. Performed preventative storm inlet cleaning at various locations throughout the Village
16. Performed sewer service repair inspection at 540 Glendale Ln.
17. Vacuumed storm vault structures in Finch Park and New Brittany Park
18. Performed water main shutdown for Menards property water service abandonment
19. Televised out flow storm sewer piping at North and South twin ponds
20. Exercised water main valves for scheduled water service line upgrade at 1919 Alder Ct.

- CUSTOMER SERVICE/METER TEAM

1. Performed 25 Water Billing customer service appointments at various locations throughout the Village
3. Performed 304 water meter readings related to actual/finals/investigatory concerns generated by the Finance Department
4. Performed 1 commercial compound meter replacement
5. Performed inter-office mail delivery
6. Repaired/adjusted 4 B-boxes
7. Performed water meter reading for 13,522 billing accounts
8. Performed 149 water turn-off and turn-ons for delinquent service billing accounts
9. Upgraded 17 commercial account Version 1 meter interface units to Version III type
10. Performed 24 commercial B-box locates
11. Repaired 7 vault water meters in Parcels A and B
12. Performed corrective water meter repairs for 19 service requests
13. Assisted with J.U.L.I.E. locates
14. Performed garage floor maintenance

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## *Public Works Monthly Regular Hours Work Unit Report - August 2009*

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<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
 ADMINISTRATION		
	BENEFIT TIME USE	26.50
	GIS	152.00
	SUPERVISION	157.50
	<i>Total Hours for Work Unit</i>	<i>336.00</i>
 ST-FAST		
	B-BOX MAINT.	2.00
	BENEFIT TIME USE	48.00
	BUILDING MAINTENANCE	7.00
	CALL DUTY	12.00
	EQUIPMENT MAINT.	4.00
	MISC. STREET MAINT.	109.00
	SNOW & ICE CONTROL	8.00
	<i>Total Hours for Work Unit</i>	<i>190.00</i>
 ST-FORESTRY/GROUNDS		
	BENEFIT TIME USE	263.00
	CALL DUTY	10.00
	EQUIPMENT MAINT.	159.50
	GARAGE MAINT.	27.00
	OTHER	12.00
	STORM SEWER MAINT.	32.00
	SUPERVISION	166.00
	TREE MAINTENANCE	594.50
	TURF MAINTENANCE	369.00
	TURF RESTORATION	9.00
	<i>Total Hours for Work Unit</i>	<i>1642.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-FORESTRY/SEASONAL		
	BENEFIT TIME USE	33.50
	EQUIPMENT MAINT.	33.50
	GARAGE MAINT.	12.00
	OTHER	2.00
	TREE MAINTENANCE	288.50
	TURF MAINTENANCE	134.50
	<i>Total Hours for Work Unit</i>	<i>504.00</i>
ST-STORM SEWER		
	B-BOX MAINT.	8.00
	BENEFIT TIME USE	40.00
	CALL DUTY	6.00
	EQUIPMENT MAINT.	5.00
	GARAGE MAINT.	31.00
	STORM SEWER CONST.	219.00
	STORM SEWER MAINT.	33.00
	<i>Total Hours for Work Unit</i>	<i>342.00</i>
ST-TRAFFIC OPERATION		
	ASPHALT REPAIRS	393.00
	BENEFIT TIME USE	212.00
	CALL DUTY	40.00
	EQUIPMENT MAINT.	49.00
	GARAGE MAINT.	59.50
	MISC. STREET MAINT.	65.00
	OTHER	41.50
	STORM SEWER MAINT.	46.00
	STREET LIGHT MAINT.	274.50
	SUPERVISION	152.00
	TRAFFIC CONTROL	381.50
	TRAINING	11.00
	TREE MAINTENANCE	2.00
	<i>Total Hours for Work Unit</i>	<i>1727.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-TRAFFIC SEASONAL		
	BENEFIT TIME USE	16.00
	EQUIPMENT MAINT.	14.50
	GARAGE MAINT.	25.00
	MISC. STREET MAINT.	13.00
	OTHER	13.00
	STREET LIGHT MAINT.	101.50
	TRAFFIC CONTROL	9.00
	<i>Total Hours for Work Unit</i>	<i>192.00</i>
W/S-CUST SERV /SEAS		
	B-BOX MAINT.	3.00
	BUILDING MAINTENANCE	7.00
	CUSTOMER SERVICE	10.00
	MISC. STREET MAINT.	26.00
	SIDEWALK MAINT./CONST.	58.00
	<i>Total Hours for Work Unit</i>	<i>104.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-CUSTOMER SERVICE		
	ARB METERS	30.50
	B-BOX MAINT.	25.00
	BENEFIT TIME USE	132.00
	CALL DUTY	68.00
	CUSTOMER SERVICE	156.50
	DELIQUENT ACCOUNTS	57.00
	EQUIPMENT MAINT.	8.75
	GARAGE MAINT.	20.00
	HYDRANT MAINT.	0.75
	LIFT STATION MAINT.	11.00
	METER READING	24.50
	METER REPAIRS	4.00
	MISC. STREET MAINT.	176.00
	NEW CONSTRUCTION INSP.	6.00
	OTHER	10.50
	SAN. SEWER MAINT.	4.00
	SPECIAL EVENTS	25.00
	STORM SEWER MAINT.	2.50
	SUPERVISION	148.50
	TRAINING	11.50
	TURF MAINTENANCE	32.00
	UTILITY LOCATES	248.50
	VAULT METERS	21.50
	WATER DIST & REG COMPL	1.50
	WATER MAIN MAINT.	0.50
	WATER TURN OFF	1.50
	WELL MAINT.	5.00
	<i>Total Hours for Work Unit</i>	<i>1232.50</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-ELECT/MECH SEAS		
	BENEFIT TIME USE	34.50
	EQUIPMENT MAINT.	7.50
	GARAGE MAINT.	9.50
	HYDRANT MAINT.	24.00
	LIFT STATION MAINT.	97.00
	LIFT STATION REPAIR	8.00
	SAN. SEWER MAINT.	68.50
	TELEVISIONING	7.00
	<i>Total Hours for Work Unit</i>	<i>256.00</i>
W/S-ELECT/MECHANICAL		
	BENEFIT TIME USE	314.50
	BUILDING EQUIPMENT	2.00
	CALL DUTY	116.00
	EQUIPMENT MAINT.	73.50
	GARAGE MAINT.	108.50
	GIS	8.00
	LIFT STATION MAINT.	173.50
	LIFT STATION REPAIR	35.00
	MISC. STREET MAINT.	24.00
	NON-DIV. BLDG. MAINT.	8.00
	OTHER	26.50
	SAN. SEWER MAINT.	231.50
	SEWER SERVICE INSP.	12.00
	SPECIAL EVENTS	25.00
	STORM SEWER MAINT.	4.00
	STORM SEWER TELEVISIONING	11.00
	SUPERVISION	112.00
	TELEVISIONING	53.00
	TRAINING	9.00
	UTILITY LOCATES	31.00
	WATER DIST & REG COMPL	129.50
	WELL MAINT.	74.00
	WELL REPAIRS	39.50
	<i>Total Hours for Work Unit</i>	<i>1621.00</i>

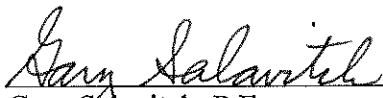
<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-FAST		
	ARB METERS	1.00
	B-BOX MAINT.	3.00
	BENEFIT TIME USE	41.00
	BUILDING MAINTENANCE	4.00
	CALL DUTY	24.00
	CUSTOMER SERVICE	21.00
	DELIQUENT ACCOUNTS	8.00
	EQUIPMENT MAINT.	19.00
	GARAGE MAINT.	4.00
	METER READING	5.00
	METER REPAIRS	7.00
	MISC. STREET MAINT.	173.50
	OTHER	0.50
	SIDEWALK MAINT./CONST.	19.00
	SNOW & ICE CONTROL	16.00
	SPECIAL EVENTS	8.00
	VAULT METERS	6.00
	<i>Total Hours for Work Unit</i>	<i>360.00</i>
W/S-FAST SEASONAL		
	BENEFIT TIME USE	16.00
	BUILDING MAINTENANCE	7.00
	SIDEWALK MAINT./CONST.	57.00
	<i>Total Hours for Work Unit</i>	<i>80.00</i>



<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-MAINT/CONST		
	B-BOX MAINT.	24.00
	BENEFIT TIME USE	328.00
	CALL DUTY	78.00
	CURB REPAIR / REPL.	6.00
	EQUIPMENT MAINT.	124.50
	GARAGE MAINT.	105.50
	HYDRANT MAINT.	81.50
	JETTING / WASHDOWN	4.50
	LIFT STATION REPAIR	8.00
	MISC. SITE MAINTENANCE	5.00
	OTHER	9.50
	SAN. SEWER MAINT.	74.00
	SEWER SERVICE INSP.	25.00
	STORM SEWER CONST.	253.50
	STORM SEWER MAINT.	265.00
	SUPERVISION	112.00
	TELEVISIONING	4.00
	TURF RESTORATION	3.00
	VALVE MAINT.	24.00
	WATER MAIN MAINT.	194.50
	<i>Total Hours for Work Unit</i>	<i>1729.50</i>
W/S-MAINT/CONST SEAS		
	BENEFIT TIME USE	8.00
	EQUIPMENT MAINT.	4.50
	GARAGE MAINT.	9.50
	HYDRANT MAINT.	24.00
	LIFT STATION MAINT.	32.00
	STORM SEWER MAINT.	2.00
	<i>Total Hours for Work Unit</i>	<i>80.00</i>

**TRANSPORTATION AND ENGINEERING DIVISION  
DEPARTMENT OF DEVELOPMENT SERVICES  
SEPTEMBER MONTHLY REPORT**

Attached is the Department of Development Services Monthly Report for Engineering for the period ending September 25, 2009.

  
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Gary Salavitch, P.E.  
Director of Engineering

**MISCELLANEOUS**

- Staff is continuing to work with Stonegate and FEMA on resolving the Restaurant Mall floodplain issue.
- Staff conducted 7 drainage investigations in the last month due to the backlog from an article in the Citizen Newsletter.
- Staff continues to review the 2005 edition of the Development and Requirements Manual with changes proposed for December.

**PROJECT STATUS**

**2009 Street Project** – Project is about 90% complete. Please refer to the attached progress report. Village Project Manager – Marty Salerno.

**Alexian Brothers Behavioral Health Hospital Addition** – As-builts to be incorporated into total comprehensive plan for the entire St. Alexius site. Review is ongoing. Village Project Manager – Terry White.

**Airdrie Estates** – No change in the last month. No recent site work and there are no building permits for this 21 lot subdivision. All storm, water main and sanitary are complete along with the road to the binder asphalt. Village Project Manager – Terry White.

**AMCOL** – Project complete, final as-built plans received. Village Project Manager – Terry White.

**Autumn Woods** – No change in the last month. Mass grading is still on hold. Soil erosion control is ongoing. House construction has not started. Minor storm sewer completed. Village Project Manager – Terry White.

**Beacon Pointe** – No change in the last period. Beacon Road extension and all interior roads are complete to the binder level. House construction is ongoing for a few lots. All utilities are complete. All signs installed. Working with Code Enforcement to make sure grass is mowed by Terrestris. Village Project Manager – Terry White.

**Big Kaiser** – An office/warehouse project just north of Mori Seiki has all utilities installed and approved. Building construction ongoing. Village Project Manager – Terry White.

**Canterbury Fields** – This subdivision is in the maintenance period until October 20, 2009. There are no concerns or problems at this time. Village Project Manager – Gary Salavitch.

**Devonshire Woods Estates** – No change in the last month. Street lighting is complete. House construction has stopped. Road construction is complete to the binder level for the north half and all utility installations are complete for the site. Essex Road at Shoe Factory Road is now complete. Dartmoor is cleaning the site, but fly-dumping is an ongoing problem. Village Project Manager – Terry White.

**Fire Station** – Project complete. Waiting for as-built plans. Village Project Manager – Terry White.

**Haverford Place** – This subdivision is in the maintenance period until February 2, 2010. Outstanding issues still must be resolved such as buried utility boxes and Shoe Factory Road landscaping. Village Project Manager – Gary Salavitch.

**JCL Bioassay** – Half of parking lot is at binder level, and utilities are complete. The bio swales are complete. Street light and fire hydrant have been relocated out of new driveway. Building work is ongoing. Village Project Manager – Terry White.

**Mori Seiki** – The project is now complete. Received as-built plans. Village Project Manager – Terry White.

**Park District Improvements:**

1. High Point Park – Site improvements are nearing completion. Village Project Manager – Terry White.
2. Canterbury Fields – Parking lot work is complete.
3. Poplar Creek Country Club – parking lot improvements complete, MWRD inspection complete.
4. Black Bear Park located in White Oak and connecting into Devonshire Woods. Project near completion.

**Police Station** – Site and building work ongoing. The storm work has started, and the water main and sanitary are installed. Water main has been pressure tested, waiting on chlorination. South parking areas are paved. Village Project Manager – Terry White.

**Poplar Creek Crossing** – Additional storm sewer work near Detention Basin “B” has yet to be done; MWRD is reviewing along with final as-builts of those changes. Village Project Manager – Terry White.

**Prairie Pointe, Phase I and Ring Road** – No change in the last period. Both projects are on hold and near completion. Two left turn lanes to Prairie Pointe completed. Need as-builts for Prairie Pointe II. Ring Road work (Phase II) needs punch list walk. Village Project Manager – Terry White.

**Prairie Stone Parcel 16** – Project is on hold. Clean up and regrading complete, sidewalk replaced. Erosion control in place, mass grading is complete. Twin storm lines completed and no other site utilities. Village Project Manager – Terry White.

**White Oak Unit 4** – This subdivision is in the maintenance period until September 8, 2009. The outstanding issues are a drainage problem and settled driveways. Kimball Hill still has guarantees in place and is committed to doing the work. Village Project Manager – Gary Salavitch.

**White Oak Unit 5** – This subdivision is in the maintenance period until January 5, 2010. Outstanding issues are a drainage problem, driveway settlement and restoration. Village Project Manager – Gary Salavitch.

**Yorkshire Woods One** – No change in the last period and no new house construction. Utilities are complete and streets to the binder level. The project is nearing completion. Dartmoor does not want to proceed with acceptance this year. Village Project Manager – Terry White.

## 2009 Street Revitalization Project Schedule Update: (September 21, 2009)

RECONSTRUCTION STREETS	Start Date	Pre-Construction			Construction												Landscaping		Percent Complete
		Survey	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	Backfill Topsoil	Sod & Seed		
1. CLARENDON STREET Carthage Ln to Higgins Rd	4/27/2009																	100%	
2. CRIMSON COURT Crimson Dr to End of Street	4/27/2009																	100%	
3. DOVINGTON COURT Dovington Dr to End of Street	5/6/2009																	100%	
4. SPRING MILL DRIVE Oak Tree Cr to Aldi Driveway	7/9/2009		N/A															90%	
Completed																			
In Progress																			

Tentative / Actual

Definition of Construction Steps:	
Survey Staking:	Village engineers evaluate existing conditions and use wooden stakes as a point of vertical and horizontal reference.
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 6" 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 lower levels of asphalt ranging from 7" - 9" in thickness.
Asphalt Patching:	Repair of localized pavement failures on resurfacing streets.
Asphalt Surface:	The final layer of asphalt. Striping is completed with this step.
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.

## 2009 Street Revitalization Project Schedule Update: (September 21, 2009)

RESURFACING STREETS	Start Date <sup>1</sup>	Pre-Construction		Construction								Landscaping		Percent Complete	
		Survey	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Patching	Asphalt Surface	Backfill	Sod & Seed		
5. BAXTER LANE Woodlawn St to Washington Blvd	5/5/2009														100%
6. BEVERLY ROAD Beacon Pointe Dr to I-90	5/18/2009							N/A	N/A			N/A	N/A		100%
7. BUTTERCREEK COURT Grand Canyon Pkwy to End of Street	5/1/2009								N/A						100%
8. BUTTERFIELD COURT Wilshire Dr to End of Street	4/29/2009														100%
9. HOFFMAN BOULEVARD Sutton Rd to Prairie Stone Pkwy	5/18/2009							N/A							100%
10. ILLINOIS BOULEVARD Schaumburg Rd to Thacker St	6/15/2009														100%
11. KINGSDALE ROAD Higgins Rd to Glen Lake Rd	5/7/2009														100%
12. LAKEVIEW LANE Western St to Washington Blvd	7/1/2009														100%
13. ORANGE LANE Pleasant St to Westview St	5/6/2009														100%
14. PRAIRIE STONE PARKWAY Beverly Rd to Higgins Rd	8/11/2009									N/A					95%
15. SEDGE BOULEVARD Prairie Stone Pkwy to End of Street	5/18/2009									N/A					100%
				Completed								In Progress			

<sup>1</sup>Tentative / Actual  
All resurfacing streets to be completed within 30 days of start date