

**Meeting Members:**  
Gary Stanton, Chairperson  
Karen Arnet, Vice-Chairperson  
Patrick Kinnane, Trustee  
Karen Mills, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
William McLeod, Mayor

## Village of Hoffman Estates

### Planning, Building and Zoning Committee Meeting Agenda

April 8, 2024

Immediately following Transportation & Road Improvement  
Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

*If online, insert URL.*

- I. Roll Call
- II. Approval of Minutes - March 18, 2024
- III. Public Comment

#### NEW BUSINESS

1. Request authorization to waive formal bid (due to competitive RFP) and award a contract for fabrication and installation of two electronic gateway signs in the 59/90 Entertainment District to iBrand/Pryor Visual Signage, of Streamwood, IL, in an amount not to exceed \$830,000.
2. Request review and authorization of an updated plan and budget for the Village Green concessions and restrooms building.

#### REPORTS (INFORMATION ONLY)

1. Planning Division Monthly Report
2. Code Enforcement Division Monthly Report
3. Economic Development and Tourism Monthly Report

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

**PLANNING, BUILDING & ZONING  
COMMITTEE MEETING MINUTES**

March 18, 2024

**I. Roll Call**

**Members in Attendance:**

**Gary Stanton, Chair  
Karen Arnet, Vice-Chair  
Patrick Kinnane, Trustee  
Karen Mills, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Mayor William D. McLeod**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Dan O'Malley, Deputy Village Manager  
Arthur Janura, Corporation Counsel  
Peter Gugliotta, Director of Dev. Services  
Kathryn Cawley, Police Chief  
Jennifer Horn, Dir. Planning and Trans  
Alan Wenderski, Dir. Engineering  
Patrick Seger, Director of HRM  
Monica Saavedra, Director of HHS  
Jon Pape, Asst. Village Manager  
Freddy Segura, GIS Manager  
Bryan Ackerlund, Asst. Dir. PW  
Ric Signorella, Multimedia Production Mgr.  
Darak Raszka, Director of IT  
Missy Brito, Communications Manager  
Bev Romanoff, Village Clerk  
Joseph Weesner, Senior Trans. Engineer**

The Planning, Building & Zoning Committee meeting was called to order at 7:00 p.m.

**II. Approval of Minutes – February 12, 2024**

Motion by Trustee Kinnane, seconded by Trustee Arnet, to approve the Planning, Building & Zoning Committee meeting minutes of February 12, 2024. Voice vote taken. All ayes. Motion carried.

**III. Public Comment**

**NEW BUSINESS**

- 1. Request by Commonwealth Edison Company (ComEd) for approval of a License Agreement for underground electric distribution lines in the Pembroke Avenue and Lakewood Boulevard rights-of-way to serve the Microsoft Corporation Data Center on Lakewood Boulevard.**

An item summary sheet from Peter Gugliotta was presented to Committee.

Trustee Stanton inquired about the number of streets to be torn up. Mr. Gugliotta responded with an estimated time frame of 7 to 8 months along with a scope of work to be done.

Trustee Pilafas questioned if the Stonington substation would be able to back up or augment the Lakewood substation? Mr. Gugliotta provided details and explained the Lakewood substation is specific to the Microsoft property.

Trustee Mills asked if the project would affect residential properties. Mr. Gugliotta confirmed no residential properties will be impacted.

Trustee Kinnane asked if they bore the lines under the Tollway. Mr. Gugliotta confirmed they would all go underground.

Motion by Trustee Pilafas, seconded by Trustee Kinnane, to approve a License Agreement for underground electric distribution lines in the Pembroke Avenue and Lakewood Boulevard rights-of-way to serve the Microsoft Corporation Data Center on Lakewood Boulevard. Voice vote taken. All ayes. Motion carried.

## **2. Request approval of an Ordinance adopting and publishing the 2024 Zoning Map.**

An item summary sheet from Jenny Horn and Daisy Dose was presented to Committee.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve an Ordinance adopting and publishing the 2024 Zoning Map. Voice vote taken. All ayes. Motion carried.

## **3. Review and request authorization of the Village Green concessions & restroom building design elevation.**

An item summary sheet from Bryan Ackerlund was presented to Committee.

Tria Architecture presented building designs. A robust discussion amongst the Board was had with several questions about the design and rooftop options – whether a rooftop was needed or not – and cost reduction ideas.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve option #1 with the removal of the rooftop deck. Voice vote taken. Nays: Trustee Kinnane, Trustee Arnet, Trustee Stanton. Ayes: Mayor McLeod, Trustee Pilafas, Trustee Mills, Trustee Newell. Motion carried.

## **REPORTS (INFORMATION ONLY)**

### **1. Department of Development Services monthly report for Planning Division.**

The Department of Development Services monthly report for Planning Division was received and filed.

**2. Department of Development Services monthly report for Code Enforcement Division.**

The Department of Development Services monthly report for Code Enforcement Division was received and filed.

**3. Department of Development Services monthly report for Economic Development and Tourism.**

The Department of Development Services monthly report for Economic Development and Tourism was received and filed.

**IV. President's Report**

**V. Other**

**VI. Items in Review**

**VII. Adjournment**

Motion by Trustee Arnet, seconded by Mayor McLeod, to adjourn the meeting at 8:20 pm. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

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Date

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to waive formal bid (due to competitive RFP) and award a contract for fabrication and installation of two electronic gateway signs in the 59/90 Entertainment District to iBrand/Pryor Visual Signage of Streamwood, IL, in an amount not to exceed \$830,000.

**MEETING DATE:** April 8, 2024

**COMMITTEE:** Planning, Building, and Zoning

**FROM:** Bryan Ackerlund, Assistant Director of Public Works  
Kevin Kramer, Director of Economic Development

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**REQUEST:** Request authorization to waive formal bid (due to competitive RFP) and award a contract for fabrication and installation of two electronic gateway signs in the 59/90 Entertainment District to iBrand/Pryor Visual Signage of Streamwood, IL, in an amount not to exceed \$830,000.

**BACKGROUND:** Over roughly the last 12 years, staff have been discussing entry signage to the 59/90 Entertainment District after the district was recognized and branded. Under authorization from the Village Board in November 2017, staff entered into a design-build contract with Quantum Signs for two electronic gateway signs at Route 59 & Hoffman Boulevard and at Prairie Stone Parkway & Higgins Road.

Quantum proceeded with the design portion of the contract, but the construction was ultimately postponed prior to construction. The final design features a mix of metal and stone textures with the 59/90 logo, names/logos of businesses in the Entertainment District and video boards which could display events and promotions, general 59/90 information, and NOW Arena events. In 2018, Quantum Signs performed a flag test on-site to visualize the scale of the signs and where they would be installed. There has been increasing interest from stakeholders in the entertainment district for digital signage near the entrances of the area, highlighting the need for these gateway signs.

With the Village's recent purchase of the .33-acre parcel at the corner of Route 59 & Hoffman Boulevard, the Village now owns the land where both signs will be installed.

**DISCUSSION:**

In October 2023, staff distributed a request for proposals for the fabrication and installation of the two signs in the 59/90 Entertainment District, based on the previous Quantum design. Five responses were received from qualified firms.

Company	Proposal
Comet Signs by Status Unlimited	\$620,572.00
iBrand Visual	\$636,268.05
Parvin Clauss	\$775,402.00
Color Ad	\$934,804.00
DeSign Group	\$1,267,390.00

After evaluating the proposals on experience, cost, performance, and familiarity with local conditions, staff recommends awarding the contract to iBrand/Pryor Visual Signage. iBrand has installed various similar signage around the Village and surrounding areas, including at the Bell Works campus and, most recently, the Village Green monument sign. iBrand’s sales representative was also employed by Quantum Signs during the design phase of this project, providing advanced experience and familiarity with the project scope and demands. In addition, iBrand utilizes Watchfire for their digital board programming, which is the programming software used on other Village-operated signage. It is also the same system used by the Hoffman Estates Park District.

The availability of electricity in the area also needed to be investigated. These signs require their own electrical service, so identifying that need was critical to understand what additional work would be required. Staff met with ComEd, the sign contractor, and the electrical contractor to determine how much power was in the area and where we would be able to pull it from. The sign contractor prepared a separate proposal to directional bore and install the power to both sites. This additional work will be covered under the not to exceed contract total.

Upon completion of the signs, staff would be responsible for soliciting advertisers within the Entertainment District. The management would also be the staff’s responsibility and criteria would be developed for ads coming from advertisers on the size, duration, and time and day to be displayed.

**FINANCIAL IMPACT:**

Funding would utilize the Prairie Stone Capital Fund for this project. Requested funding includes the cost of preparing each site, including installation of the necessary electrical services, and construction and activation of the two signs.

**RECOMMENDATION:**

Request authorization to waive formal bid (due to competitive RFP) and award a contract for fabrication and installation of two electronic gateway signs in the 59/90 Entertainment District to iBrand/Pryor Visual Signage of Streamwood, IL, in an amount not to exceed \$830,000.

Attachment

# VILLAGE OF HOFFMAN ESTATES

This Agreement (the “Agreement”) is made and entered into this     day of, 2024, by and between the VILLAGE OF HOFFMAN ESTATES, ILLINOIS, a municipal corporation located at 1900 Hassell Road, Hoffman Estates, IL (“Village”) and iBrand/Pryor Visual Signage, with a principal place of business at 1359 Yorkshire Drive, Streamwood, Illinois (“Contractor”) and sets forth the terms and conditions under which Contractor agrees to perform certain land surveying services as set forth below.

This Agreement is made pursuant to Hoffman Estates RFP dated October 23, 2023, and Contractor’s Proposals dated November 24, 2023, attached hereto as Exhibits A, B, C, D and incorporated herein by reference.

## 1. SERVICES

Contractor will complete services as outlined in Exhibits A, B, C, D (Original RFP with Final Clarifications and Revised Proposals)

Other than what is provided in Paragraph 3 below, Village shall not be responsible for the cost of materials and equipment necessary for the performance of the Services.

No claim for services furnished by Contractor, not specifically provided for in this Agreement, shall be allowed by the Village nor shall Contractor perform any services or furnish any material not covered by this Agreement without prior written approval by Village. Such approval shall be considered a modification of this Agreement.

## 2. TERM AND TERMINATION

This Agreement shall be effective and binding upon execution. The parties agree that the time for completion of the services outlined in Exhibits A, B, C, D, is October 1, 2024. Failure to complete the services outlined in Exhibits A, B, C, D, shall be considered a breach of this Agreement unless an extension is agreed to in writing by both parties.

## 3. FEES AND PAYMENT TERMS

The total cost for services shall not exceed \$800,650.00.

A 50% deposit shall be made by Village within 30 days of the execution of this Agreement.

Contractor shall not incur any expenses or costs on behalf of the Village or in performing the Services, other than what is provided for above, unless Village specifically authorizes in advance such expenses or costs in writing. Such additional expenses may include, but are not limited to, travel and lodging expenses.

Final payment will be made within thirty days after acceptance pursuant to Section 5 of this Agreement of the Services by the Village, provided that Contractor has complied with all stipulations relating to the Services.

#### 4. RELATIONSHIP OF THE PARTIES

In performing Services hereunder, Contractor shall at all times act as an independent contractor and not as an agent or employee of Village. The Services shall be completed to the satisfaction of Village; however, the actual details of the Services shall be under Contractor's control. Contractor agrees to comply with all applicable state and federal statutes and the Municipal Code of the Village. Contractor further agrees to indemnify and hold Village harmless for any and all claims made arising out of Contractor's breach of the obligations contained in this paragraph.

Contractor is in no way authorized to make any agreement, warranty or representation on behalf of Village or to incur any expenses or implied obligation on behalf of Village without first obtaining Village's prior written consent.

#### 5. STANDARD OF PERFORMANCE AND ACCEPTANCE

Work must comply with rules & regulations outlined by the Village of Hoffman Estates Construction Standards Manual. Final inspection must be conducted by Village Public Works and Engineering staff prior to project acceptance and closing for final payment.

#### 6. GENERAL GUARANTY

Payment shall not relieve the Contractor of liability in respect to any express warranties or responsibility for failure to comply with the terms of this Agreement.

It is expressly agreed by the parties hereto that in the event any defects or imperfections in the materials or workmanship to be furnished by the Contractor herein appear within the period of one year from the date of completion of all the work mentioned herein and acceptance thereof by the Village, the Contractor will, upon notice, repair and make good at his own cost any such defects or imperfections and replace any defective or imperfect materials or workmanship with other materials or workmanship satisfactory to said Village, and furnish all such new materials and labor as may be necessary to do so; and in the event of the failure, refusal or delay of said workmanship or materials said Village may do so or have same done by others, and said Contractor and surety or sureties on his bond given for the faithful performance of this contract shall be liable to the Village of Hoffman Estates for all damages and expenses occasioned by such failure, refusal or delay.

#### 7. PREVAILING WAGE

Not less than the prevailing wage shall be paid for labor on the work to be done as required by law.



## 8. PERFORMANCE BOND

Contractor shall furnish a Performance Bond in the form prescribed by Village. Failure to satisfactorily meet the bonding requirements of the Village shall result in termination of this Agreement.

## 9. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

### A. Minimum Scope of Insurance

Coverage shall be as least as broad as:

1. Insurance Service Office Commercial General Liability occurrence form CG 0001 (ED. 11/85) and, if requested, Owners and Contractors Protective Liability policy with the Village named as additional insured; and
2. Insurance Service Office Business Auto Liability coverage form number CA 0001 (ED. 10/90), Symbol 01 "Any Auto" or Business Auto Liability coverage form number CA 0001 (Ed. 1/87) and endorsement CA0029 (Ed. 2/88) changes in Business Auto and Truckers coverage forms: Insured Contract.
3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

### B. Minimum Limits of Insurance

Contractor shall maintain limits **no less** than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Minimum General Aggregate shall be no less than \$3,000,000 or a project/contract specific aggregate of \$3,000,000.
2. Business Automobile Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation and Employers' Liability: Workers' compensation coverage with statutory limits and Employers' Liability limits of \$1,000,000 per accident.

### C. Deductibles and Self-Insured Retention's

Any deductibles or self-insured retention's must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention's as respects the Village, its officials, agents, employees and volunteers: or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

#### **D. Other Insurance Provisions**

The policies of insurance are to contain, or be endorsed to contain, the following provisions:

##### 1. General Liability and Automobile Coverage's

- a. The Village, its officials, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of the activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees and volunteers.
- b. The Contractor's insurance coverage shall be primary as respects the Village, its officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the Village, its officials, agents, employees and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees and volunteers.
- d. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

##### 2. Workers' Compensation and Employers' Liability Coverage

The insurer shall agree to waive all rights of subrogation against the member, its officials, agents, employees and volunteers for losses arising from work performed by the Contractor for the Village.

#### **E. Verification of Coverage**

Contractor shall furnish the Village with certificates of insurance naming the Village, its officials, agents, employees and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on

its behalf. The certificates and endorsements are to be received and approved by the Village before work commences. The Village reserves the right to request full certified copies of the insurance policies and endorsements.

#### 10. INDEMNIFICATION

The Contractor shall indemnify and save harmless the Village and its officers and employees from any and all liability, losses or damages, including attorney's fees and costs of defense, the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature, including worker's compensation claims, in any way resulting from or arising out of the operations of contractor under this contract, including operations of subcontractors; and the contractor shall, at his own expense, appear, defend and pay all fees of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgments shall be rendered against the Village in any such action, the contractor shall, at his own expense, satisfy and discharge same. The Contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village as herein provided. Nothing in this Section shall be construed as a waiver of Village's rights to choose its own counsel to defend any claim arising under this Agreement. This Section shall survive the expiration or earlier termination of this Agreement.

#### 11. ASSIGNMENT AND SUBCONTRACTING

This Agreement shall not be assigned by Contractor without prior written approval of the Village, subject to such conditions and provisions as the Village may deem necessary in its sole and absolute discretion. No such approval by the Village of any assignment shall be deemed in any event or in any manner to provide for the incurrence of any obligation of the Village in addition to the total agreed upon price. Approval by the Village of an assignment shall not be deemed a waiver of any right accrued or accruing against Contractor. No assignee of Contractor shall assign this Agreement without prior written approval of the Village. This Agreement shall be binding upon the parties and their respective heirs, successors, and assigns. Furthermore, Contractor shall not enter into any subcontract with any agency or individual with respect to the performance of Services under this Agreement without the written consent of the Village. Such consent Village may grant, condition or withhold in Village's sole discretion.

#### 12. NOTICE

All notices and other communications required to be given under the Agreement shall be in writing and shall be deemed to have been given (i) when personally delivered; (ii) three (3) business days after sending certified mail, or (iii) sending via email to the addresses below.

If to Village: Village of Hoffman Estates  
Eric Palm, Village Manager  
1900 Hassell Rd.

Hoffman Estates, IL 60169

If to Contractor: iBrand/Pryor Visual Signage  
Thomas Campana, Partner  
1359 Yorkshire Drive  
Streamwood, IL 60107

13. GOVERNING LAW AND VENUE

The parties agree this Agreement has been executed and delivered in Illinois and that their relationship and any and all disputes, controversies or claims arising under this Agreement shall be governed by the laws of the State of Illinois, without regard to conflicts of laws principles. The parties further agree that the exclusive venue for all such disputes shall be the Circuit Court in Cook Village, Illinois, and the parties hereby consent to the personal jurisdiction thereof.

14. COMPLIANCE WITH LAWS

Each party hereto covenants and agrees to comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations. Additionally, the Parties acknowledge that this project is a covered public works project under the Illinois Prevailing Wage Act 820 ILCS 130/ and agree to comply with all applicable requirements of said Act.

15. SEVERABILITY

The invalidity or unenforceability of any particular word, phrase, sentence, paragraph or provision of this Agreement shall not affect the other words, phrases, sentences, paragraphs or provisions hereof. This Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted and the remainder construed so as to give them meaningful and valid effect. It is the intention of the parties that if any particular provision of this Agreement is capable of two constructions, one of which would render the provision void and the other of which would render the provision valid, the provision shall have the meaning which renders it valid.

16. CONFLICT WITH EXHIBITS

If and where the terms of this Agreement conflict with any terms contained within the Exhibits, the terms of this Agreement shall prevail.

17. WAIVER

Either Party's failure to insist upon strict compliance with any provision hereof or its failure to enforce any rights or remedy in any instance shall not constitute or be deemed to be a waiver of any provision, right or remedy.

18. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the parties with regard to the subject matter contained herein and supersedes all prior agreements and understandings between the parties dealing with such subject matter, whether written or oral. No agreement hereafter made between the parties shall be binding on either party unless reduced in writing and signed by the party sought to be bound thereby.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

**The Village of Hoffman Estates**

iBrand/Pryor Visual Signage

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_

# Request for Proposals to Construct Gateway Signage within the Poplar Creek @ 59-90 Entertainment District

Village of  
1900 Hassell Road  
Hoffman Estates,

Bryan Ackerlund  
Director of  
Enforcement  
847.781.2655



Hoffman Estates  
IL 60169

Building and Code

[Bryan.Ackerlund@vohe.org](mailto:Bryan.Ackerlund@vohe.org)

## Project Overview

The Village of Hoffman Estates is soliciting proposals from qualified firms for the construction and implementation of a gateway signage system for the Poplar Creek at 59-90 Entertainment District (59-90). This signage should be designed to project a consistent image for the district; “mark” the major entrances to the district; and be sustainable as well as flexible.

The goals of this program are:

- To create a consistent gateway system.
- To create gateway signage that welcomes visitors to landmarks, facilities, activity centers, and services, including, but not limited to, the NOW Arena, Cabela’s Foremost Outfitters, Marriott Chicago Northwest, Holiday Inn Express, the Village Green, Poplar Creek Crossing, Prairie Stone Crossing, Main Event, Duluth Trading Company, and any other major destinations which may develop in subsequent years.

- To reinforce the 59-90 identity as a premier business, entertainment, retail, dining, and recreational destination.
- To establish an ongoing administration and maintenance plan for the system.
- To finalize the design, fabricate, and install the new gateway signage within 12 months.

Bryan Ackerlund, the Director of Building and Code Enforcement, 847.781.2655, bryan.ackerlund@vohe.org, will be the primary contact for the project.

## **Project Description**

The Village of Hoffman Estates is soliciting proposals from qualified firms for the construction and implementation of a gateway signage system for the Poplar Creek at 59-90 Entertainment District. New signs should welcome visitors to the district. Since only about two-thirds of the projected development in the district has been built to date, the signage plan will need to be flexible so as to incorporate new sites as the area continues to develop.

## **Project Management**

The Village will lead the project and will be the client. Bryan Ackerlund, the Director of Building and Code Enforcement, 847.781.2655, bryan.ackerlund@vohe.org, will be the primary contact for the project. Both gateway sign locations are on Village owned property or Village right-of-way.

## **Scope of Services**

The following is an outline of the specific items that are required as part of this project. Each proposer is asked to provide a detailed work description of the Scope of Services to demonstrate their level of understanding of the project and methodology for project completion. The proposals must include all items that the proposer feels are necessary to complete the project regardless as to whether it is listed in the RFP, including but not limited to the items found in the Proposal Requirements section of this document.

## **Phase I: Gateway Signs**

There are three main entry points into 59-90 so the Village is looking to construct signs at two main entry points with both a digital component. A third sign may be constructed at a later date under a separate contract. The intent of the signs is to welcome visitors and let them know they have arrived at the district and to advertise for the businesses within 59-90. See Exhibit A for the designs, slightly different for each location. The selected contractor will be expected to complete construction level drawings based on the concept designs in Exhibit A.

### *Technical Specifications Signs*

The Proposer must construct and install the signs in accordance with the following standards and requirements:

- Provide electronic message signs at sizes appropriate for the vehicular-scale use and legibility at speeds up to 50 mph. The proposer should submit information on the different sizes of digital message displays available and the different high-definition resolution options. There will be one primary V-shaped sign which is larger and a secondary sign which may be smaller in proportion.
- The signs must be illuminated using LED panels
- The signs must be able to withstand temperatures ranging from -40°F to 120°F and rain, snow, high winds and other hazardous weather conditions.
- The Village will bring power within 6' of the signs for hook up by the selected contractor. The available power will be 240 volts at 15 amperes for each sign.

### *Software (OS)/ Sign Management*

The software used to display and manage content on the new signs, and support services relating to the software, must satisfy the following requirements:

- The digital sign shall be a Watchfire product and operate with the Watchfire OS.

### *Warranties*

Please address the type of warranty and maintenance services you can offer.

- Notwithstanding any manufactures' warranties, the proposer must provide at least a five-year warranty on the signs and all work and services necessary to construct and install the gateway signs, which warranty shall begin on the date the installation of the first sign and software are completed and accepted by the Village.
- The proposer must warrant the LED panels and software for at least five years, which warranty shall begin on the completion of installation date for each sign accepted by the Village.
- Proposers should provide pricing and detail for any additional warranties that may be available.

## **Submittal Guidelines**

### **Timeline\***

Distribute RFP:	October 30, 2023
RFP Response Deadline:	November 27, 2023
Complete Review of Proposals:	December 6, 2023
Committee Approval:	December 11, 2023
Board Approval of Proposal:	December 18, 2023
Project Start:	December 19, 2023

\*All dates are subject to change depending upon meeting schedules.

## **Proposal Requirements**

Please include the following in your response.

- **Cover letter:** An introductory letter indicating the name of the firm and team composition, contact person and information, and a short statement summarizing the strengths of the team as it relates to this project.
- **Relevant Experience:** A description of the firm's relevant experience and capabilities, with description and images of comparable projects.
- **Description of Scope:** A clear description of how the proposer will complete the scope of services, including project milestones, meetings and deliverables. Provide an estimated timeline for design, survey, fabrication and installation, based on the scope of services.
- **References:** Please provide names and contact information (phone and email) for three individuals who can speak to the firm's past performance on similar projects, preferably governmental entities.
- **Fees:** Fee details should be broken down by each sign and include hourly rates, estimated hours by person and travel expenses.

## **Submittal Procedures**

All questions regarding this RFP should be directed to:

Bryan Ackerlund  
Director of Building and Code Enforcement  
Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates, IL 60169  
847.781.2655 – [bryan.ackerlund@vohe.org](mailto:bryan.ackerlund@vohe.org)

### *Submission of Proposals*



Proposers must deliver **1 hard copies** of their completed proposals and **email a digital copy** to the contact set forth above. The sealed proposal package and the outside cover of each proposal must state the RFP title and the proposer's name.

Proposals must be received no later than 5:00 p.m. on Monday, November 27, 2023 ("Deadline"). Proposals will not be opened publicly. Proposals submitted after the Deadline may not be opened. No oral, telephone or facsimile proposals will be considered.

The Village reserves the right to reissue this RFP with modifications if a suitable vendor is not found. All proposal responses will be compiled, and a short list of vendors will be selected for an interview.

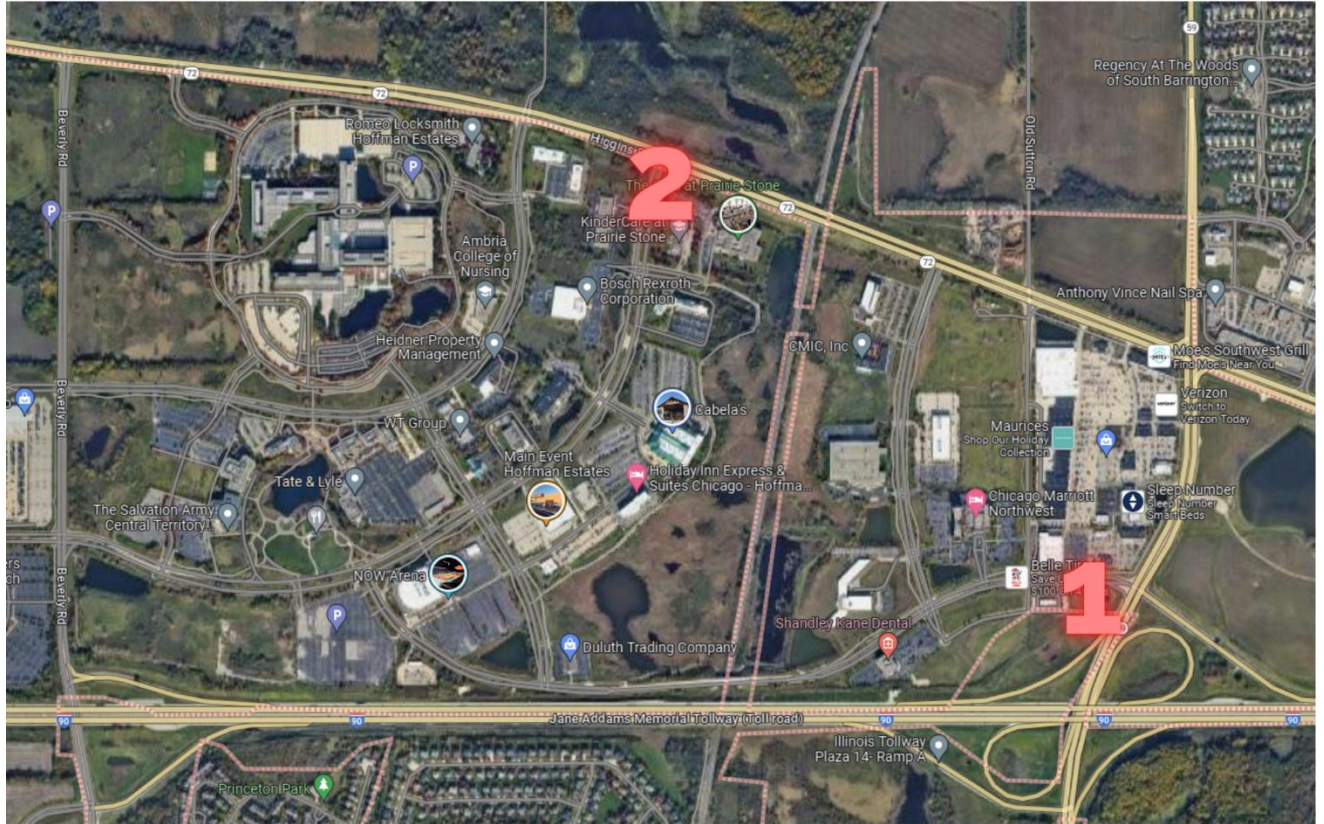
### *Terms & Conditions*

Proposals submitted are offers only, and the decision to accept or reject is a function of quality, reliability, capability, reputation, and expertise of the firms submitting proposals. Issuance of this RFP does not obligate the Village to pay any costs incurred by a proposer in its submission of a proposal or conducting any necessary studies or creating any necessary designs for the preparation of that proposal or for procuring or contracting for the services to be furnished under this RFP.

A proposer may withdraw its proposal, either personally or by written request, at any time prior to the Deadline for submittals. No proposal shall be withdrawn for 60 days after the date set for opening proposals. Proposals shall be subject to acceptance during this period.

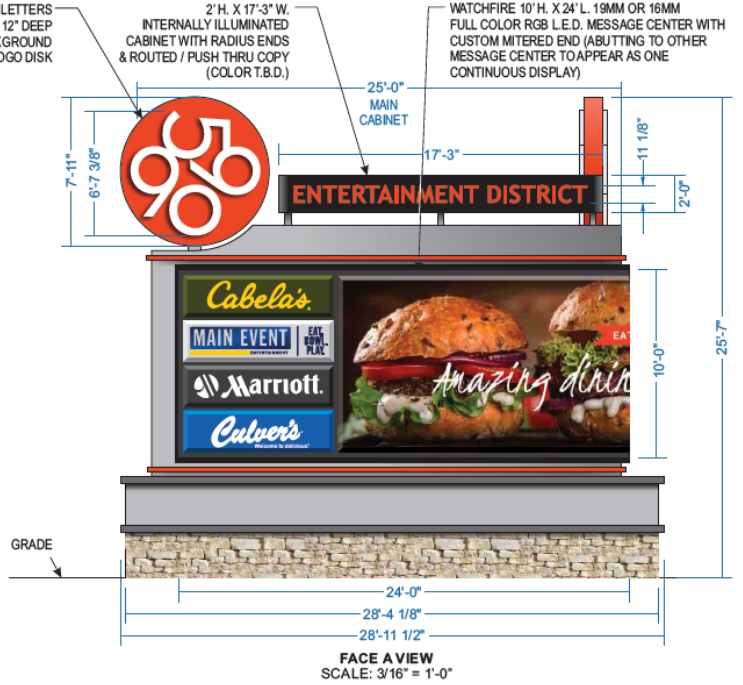
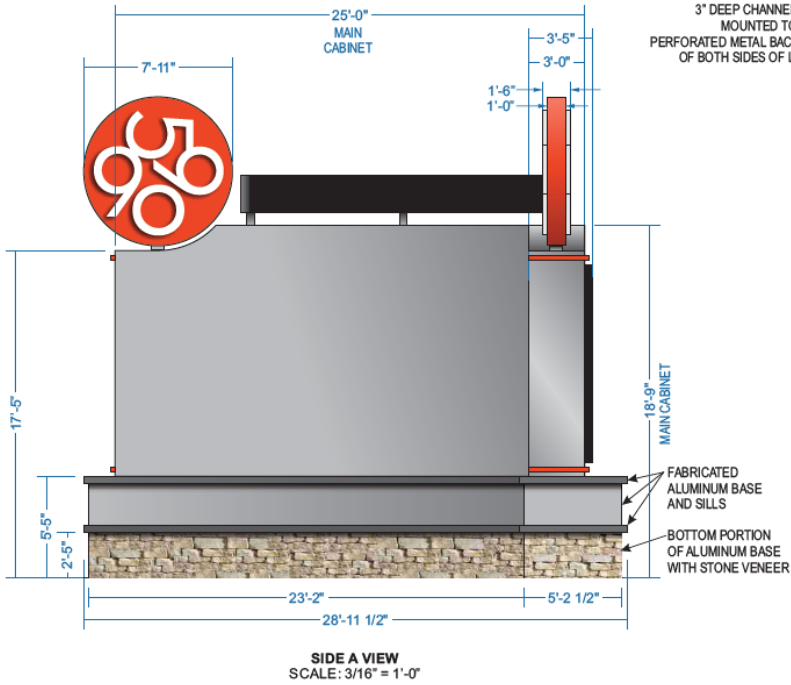
The Village reserves the right to accept the proposal that is, in its judgment, the best and most favorable to the interests of the City and to the public; to reject the proposal with the lowest cost to the City; to accept any item of any proposal; to reject any and all proposals; and to waive irregularities and informalities in any proposal submitted or in the RFP process; provided, however, that the waiver of any prior defect or informality shall not be considered a waiver of any future or similar defect or informality. Firms should not rely upon, or anticipate, such waivers in submitting their proposal.

## Exhibit A: Gateway Sign Designs and Locations

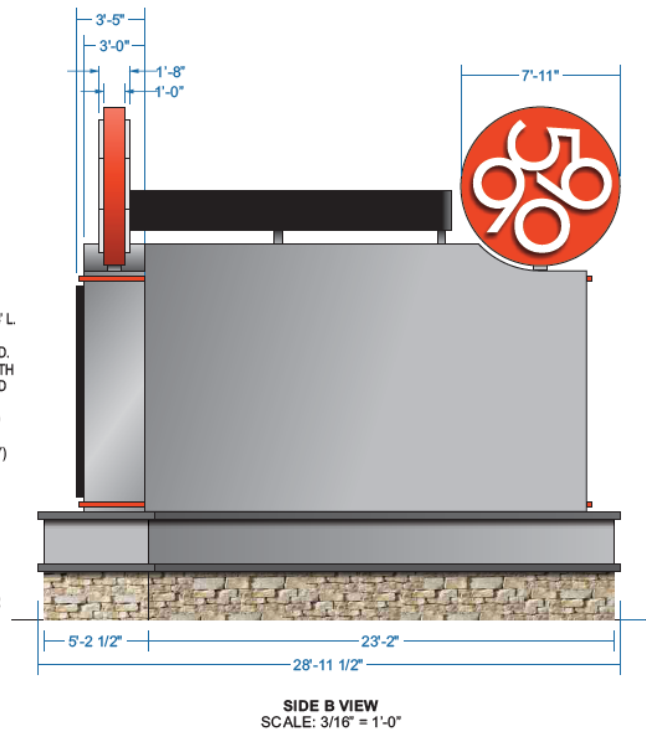


# Primary Sign (1) Design





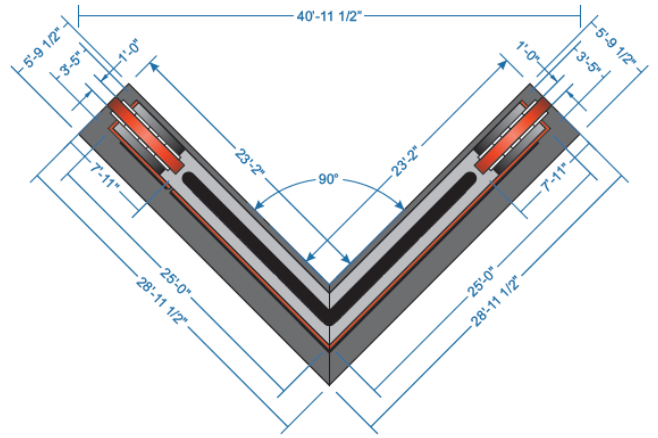
**1 QTY. ONE (1) "V" SHAPED DOUBLE-FACED INTERNALLY ILLUMINATED MONUMENT SIGN**



**1 QTY. ONE (1) "V" SHAPED DOUBLE-FACED INTERNALLY ILLUMINATED MONUMENT SIGN**



ISOMETRIC VIEW  
SCALE: 1/8" = 1'-0"



PLAN VIEW  
SCALE: 1/8" = 1'-0"

- 1 QTY. ONE (1) "V" SHAPED DOUBLE-FACED INTERNALLY ILLUMINATED MONUMENT SIGN  
PRIMARY SIGN

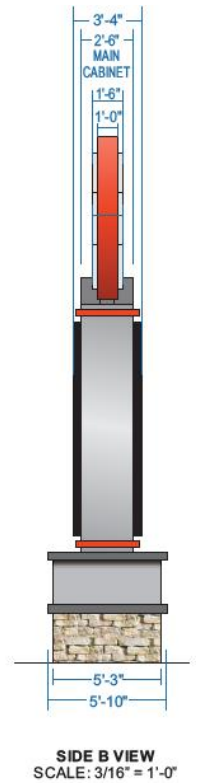
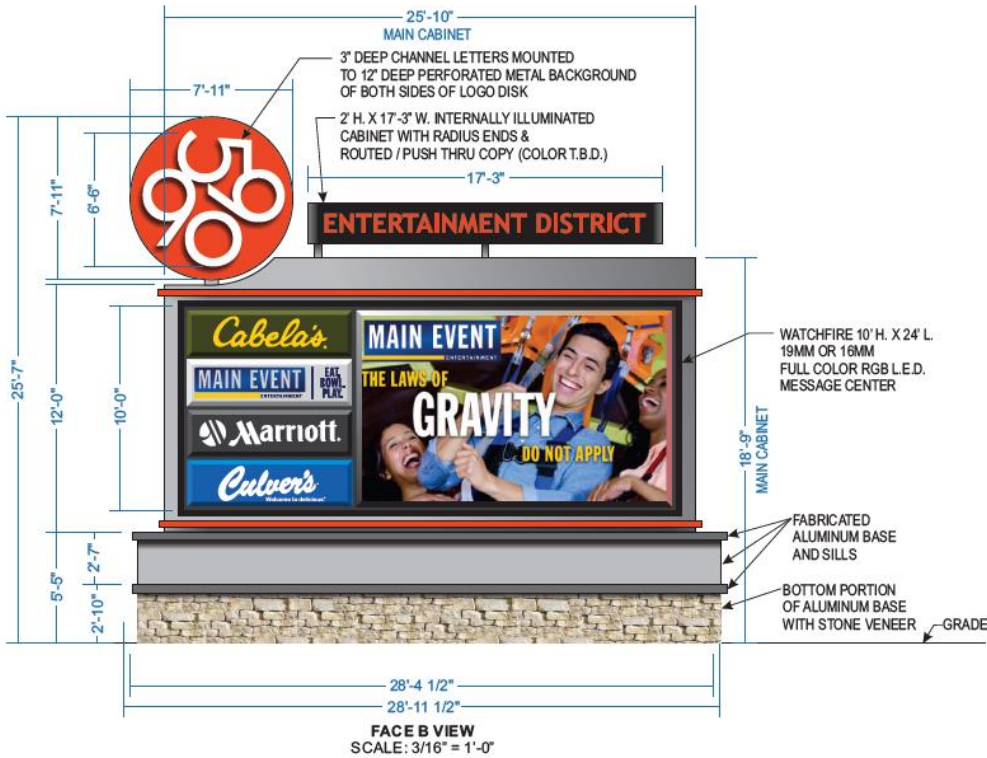
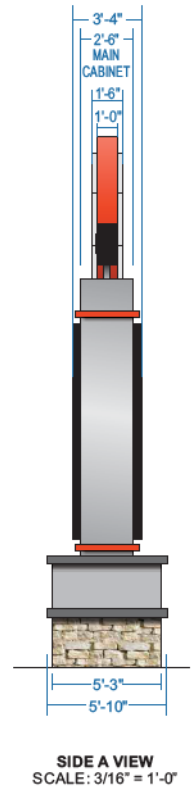
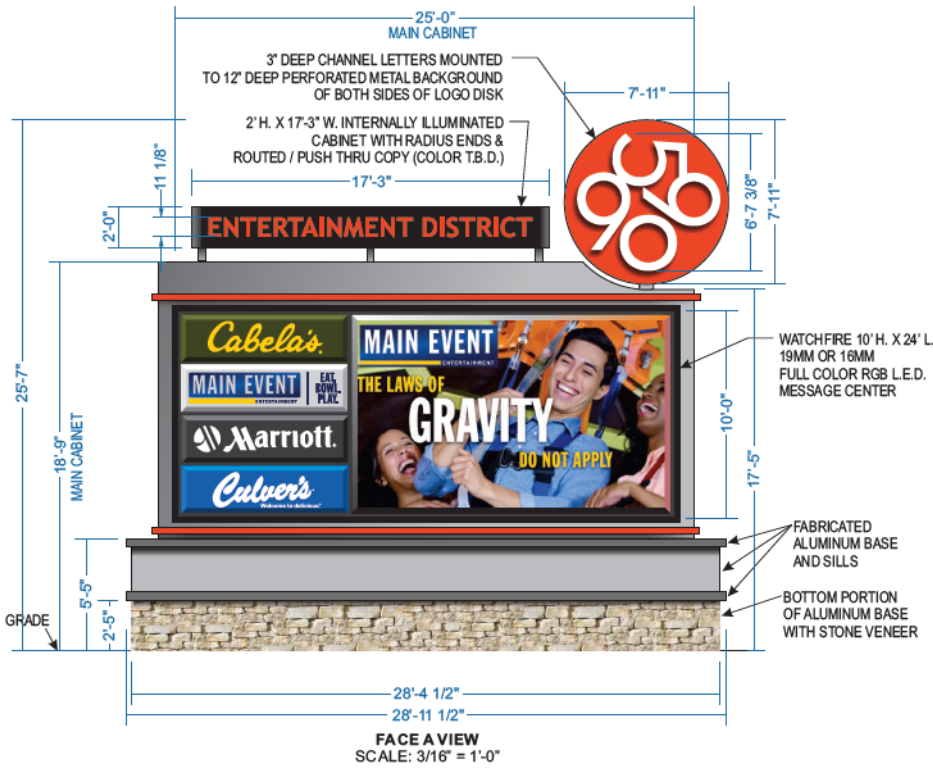
## Secondary Sign (2) Design



**NORTHWEST ELEVATION - WITH NEW SECONDARY MONUMENT SIGN**  
SCALE: 1/16" = 1'-0"



**SOUTHEAST ELEVATION - WITH NEW SECONDARY MONUMENT SIGN**  
SCALE: 1/16" = 1'-0"



**QTY. ONE (1) DOUBLE-FACED INTERNALLY ILLUMINATED MONUMENT SIGN  
SECONDARY SIGN**





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# PROPOSAL

230137-02

Date: 11/24/2023  
 Expires: 12/09/2023  
 Drawing Numbers: 230137-02

**Project:** Project Gateway  
 Rt. 59 and Hoffman Blvd.  
 Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
 1900 Hassell Road  
 Hoffman Estates , IL 60169

**Contact:**

We are pleased to offer this proposal for the following services at the above location.

**Project Description:** **Item Total:**

**Primary Sign:** \$95,873.57

25'-7" tall x 28'-11.5" x 28'-11.5" V-Shaped monument sign.  
 (2) 7'-11" diameter x 12" deep double face fabricated aluminum logos with perforated aluminum faces painted red.  
 3" deep LED illuminated channel numerals, "5990" mounted flush to perforated aluminum background.  
 2'-0" x 17'-3" x 17'-3" V-shaped fabricated aluminum accent cabinet painted black with .125" aluminum faces painted black.  
 Routed 1/2" acrylic letters reading "ENTERTAINMENT DISTRICT" with 1st surface translucent red vinyl applied.  
 Accent cabinet and 5990 logos suspended above main cabinet with vertical supports painted metallic silver.  
 13'-4" tall x 25'-0" x 25'-0" main cabinet to house EMC painted metallic silver with (2) red LED illuminated accent bars top and bottom.  
 3'-0" tall x 28'-11.5" x 28'-11.5" V-shaped fabricated aluminum skirt and sills painted metallic silver.  
 2'-5" x 28'-4.5" x 28'-4.5" V-shaped fabricated aluminum base with stone veneer.

**EMC Option A:** \$222,301.62

10'-0" x 48'-0" (viewing area) W10mm LED RGB display.  
 300 x 1440 Pixel Matrix.  
 Ignite OPx (cloud based) software with Web Based Training.  
 Standard 5 year warranty with Life-of-sign data wireless data plan.

**Union Installation:** \$46,332.00

Taxes not included.  
 Assume exempt.

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



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# PROPOSAL

230137-02

Date: 11/24/2023

Expires: 12/09/2023

Drawing Numbers: 230137-02

**Project:** Project Gateway  
Rt. 59 and Hoffman Blvd.  
Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

**Deposit Rate: 50%**  
**Deposit: \$182,253.60**

**Subtotal: \$364,507.19**

**Total: \$364,507.19**

**TERMS AND CONDITIONS OF PURCHASE AGREEMENT**

- PERMITS:** Price does not include permits or permit acquisition costs. IBrand Visual shall, at Buyer's expense, obtain necessary permits and licenses from public authorities for the initial installation of the display(s).
- FEED WIRES:** If this agreement includes installation of an illuminated display, Buyer shall provide service feed wires of suitable capacity and approved type to within five (5) feet of the display(s) in advance of the installation date and IBrand Visual will make the final connection thereof to the display(s). Buyer to arrange for the providing and installing of any transformers, meters, timers or concrete pads at site.
- DELIVERY AND PERFORMANCE:** IBrand Visual will commence work upon receipt of accepted agreement, deposit, permits and licenses. The time for IBrand Visual performance is estimated, but is not guaranteed and is subject to delay resulting from war, fire, adverse weather, strike, acts of God, governmental regulations or other causes beyond reasonable control.
- FIELD CONDITIONS:** This agreement is based on standard installation conditions and does not take into consideration any non-standard soil conditions, installations at inaccessible areas, non-standard building conditions, etc. Quotations for installing items onto structures supplied by the Buyer are based on the assumption that the structures furnished by Buyer are structurally sound for accepting the display(s) purchased hereunder without modification. Exterior or interior building rework required to support signs is not included in our Agreement, unless so noted. If the installation requires that plates be placed on the inside of a wall, roof or ceiling, IBrand Visual agrees to perform this work in a workmanlike manner and Buyer agrees to pay for all plastering, redecoration or remodeling the Buyer may desire, unless otherwise specified in this agreement. For removing of transformers, it is assumed that sufficient access to and behind wall for workmen will be provided by Buyer. IBrand Visual will patch roof or roof covering removed or opened by IBrand Visual during the installation of display, but in making such repairs IBrand Visual assumes NO responsibility for rebonding. IBrand Visual shall be responsible for locating and clearing with JULIE any underground public utilities on the site which affect or obstruct the Work. The Buyer is responsible for informing IBrand Visual of any private underground obstructions (such as sprinkler systems) which may affect or obstruct the Work.
- If display has been erected but IBrand Visual has not completed the electrical connections due to the failure of Buyer to furnish service wiring as provided in this agreement, the balance of the purchase price shall be deemed due and owing.
- PERMITS, LICENSES:** IBrand Visual shall obtain all permits, cost to be borne by Buyer, from public authorities for the initial installation of display(s). Buyer shall be responsible for securing and furnishing all private permission necessary from the owner and any mortgagee of the premises upon which display is to be installed. Unless otherwise directed in writing by Buyer, IBrand Visual shall not commence fabrication of the display until all required public permits have been issued. If public permits are denied, then this agreement shall terminate without liability to either party; provided, however, that Buyer shall reimburse IBrand Visual for any permit application costs and any manufacturing costs incurred as a result of prior written direction by Buyer.
- TAXES:** Buyer shall pay all personal property, sales, use and other taxes which may be imposed by law on the display or the use thereof. Buyer shall reimburse IBrand Visual for any taxes that may be billed to and paid by IBrand Visual for display.
- IBrand Visual agrees to have all their workmen covered by Worker's Compensation Insurance; and further agrees to carry public Liability Insurance covering injuries to or death of persons and damage to property as a result of accidents for which IBrand Visual is responsible-subject to a single limit of \$1,000,000.00 each occurrence. Buyer shall indemnify and hold IBrand Visual harmless against any and all claims which may be asserted against IBrand Visual by reason of negligence of the Buyer, its agents, employees, or third parties. Insurance Certificates will be furnished to Buyer upon request.
- Buyer bears full responsibility for risk of loss or damage to the display after delivery thereof to the site.
- Title to the display and any other material furnished pursuant to this Agreement shall remain in IBrand Visual until all amounts owing hereunder have been paid in full. Until such amounts have been paid in full, all property furnished hereunder shall be deemed personal property, severable and removable from any realty to which it is attached, and shall not be deemed a fixture or appurtenance to such realty.
- Buyer may not assign this Agreement without the prior written consent of IBrand Visual.
- SELLER'S WARRANTIES:** IBrand Visual warrants to Buyer that any display purchased hereunder (excluding lamps as to which IBrand Visual makes no warranty) at the time of delivery or installation, will be free from defects of material and workmanship, and will be in accordance with specifications which are a part of this Agreement. IBrand Visual sole obligation under these warranties is limited to either repair or replacement, at IBrand Visual option, of a defective part or nonconforming display for which written claim is made within 90 days of delivery or installation. All other warranties whether express or implied, are disclaimed. **Note:** All gaseous conductor tubes have an inherent tendency to change in color and light intensity proportionate to the period of use. Mercury filled tubing of any age is affected by cold weather. These are universal characteristics and not defects in manufacture. Replacement of operative tubes so affected is not part of this Agreement.
- DEFAULT:** The occurrence of any of the following events shall constitute a default hereunder: (a) Buyer fails to pay any amounts hereunder when due; (b) Buyer shall fail to perform or observe any other covenant of this agreement ; (c) Buyer becomes insolvent or becomes a debtor in Bankruptcy. Upon the occurrence of a default, IBrand Visual may declare all amounts remaining unpaid hereunder to be immediately due and payable. In such event, IBrand Visual shall have the right to enter upon Buyer's premises and take

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



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# PROPOSAL

230137-02

Date: 11/24/2023

Expires: 12/09/2023

Drawing Numbers: 230137-02

**Project:** Project Gateway  
Rt. 59 and Hoffman Blvd.  
Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

possession of the display or render it inoperable, without any liability whatsoever to Buyer and without relieving Buyer of its obligations hereunder. In the event of a default hereunder, IBrand Visual shall be entitled to recover from Buyer all fees and expenses, including attorney's fees, incurred by IBrand Visual in enforcing its rights hereunder, including any costs incurred in removal of the display.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

13. This Agreement sets forth the entire understanding between the parties regarding the subject matter hereof. The terms of this Agreement may not be terminated, amended, supplemented, waived or modified except in writing signed by Buyer and a duly authorized officer of IBrand Visual.

**Salesperson: Thomas Campana**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

# PROPOSAL

230137-05

Date: 11/24/2023  
 Expires: 12/09/2023  
 Drawing Numbers: 230137-02

**Project:** Project Gateway  
 Rt. 59 and Hoffman Blvd.  
 Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
 1900 Hassell Road  
 Hoffman Estates , IL 60169

**Contact:**

We are pleased to offer this proposal for the following services at the above location.

**Project Description:** **Item Total:**

**Secondary Sign:** \$57,142.80

25'-7" tall x 28'-11.5" x 3'-4" deep double face monument sign.  
 7'-11" diameter x 12" deep double face fabricated aluminum logos with perforated aluminum faces painted red.  
 3" deep LED illuminated channel numerals, "5990" mounted flush to perforated aluminum background.  
 2'-0" x 17'-3" x 12" deep double face fabricated aluminum accent cabinet with .125" aluminum faces painted black.  
 Routed 1/2" acrylic letters reading "ENTERTAINMENT DISTRICT" with 1st surface translucent red vinyl applied.  
 Accent cabinet and 5990 logos suspended above main cabinet with vertical supports painted metallic silver.  
 13'-4" tall x 25'-0" x 2'-6" deep double face main cabinet to house EMC painted metallic silver with (2) red LED illuminated wrap around accent bars top and bottom.  
 3'-0" tall x 28'-11.5" x 5'-10" deep fabricated aluminum skirt and sills painted metallic silver.  
 2'-5" x 28'-4.5" x 5'-3" deep fabricated aluminum base with stone veneer.

**EMC Option A:** \$204,116.14

10'-0" x 24'-0" (viewing area) double face W10mm LED RGB display.  
 300 x 720 Pixel Matrix.  
 Ignite OPx (cloud based) software with Web Based Training.  
 Standard 5 year warranty with Life-of-sign data wireless data plan.

**Union Installation** \$29,034.72

Taxes not included.  
 Assume exempt.

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



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# PROPOSAL

230137-05

Date: 11/24/2023

Expires: 12/09/2023

Drawing Numbers: 230137-02

**Project:** Project Gateway  
Rt. 59 and Hoffman Blvd.  
Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

**Deposit Rate: 50%**  
**Deposit: \$145,146.83**

**Subtotal: \$290,293.66**

**Total: \$290,293.66**

**TERMS AND CONDITIONS OF PURCHASE AGREEMENT**

- PERMITS:** Price does not include permits or permit acquisition costs. IBrand Visual shall, at Buyer's expense, obtain necessary permits and licenses from public authorities for the initial installation of the display(s).
- FEED WIRES:** If this agreement includes installation of an illuminated display, Buyer shall provide service feed wires of suitable capacity and approved type to within five (5) feet of the display(s) in advance of the installation date and IBrand Visual will make the final connection thereof to the display(s). Buyer to arrange for the providing and installing of any transformers, meters, timers or concrete pads at site.
- DELIVERY AND PERFORMANCE:** IBrand Visual will commence work upon receipt of accepted agreement, deposit, permits and licenses. The time for IBrand Visual performance is estimated, but is not guaranteed and is subject to delay resulting from war, fire, adverse weather, strike, acts of God, governmental regulations or other causes beyond reasonable control.
- FIELD CONDITIONS:** This agreement is based on standard installation conditions and does not take into consideration any non-standard soil conditions, installations at inaccessible areas, non-standard building conditions, etc. Quotations for installing items onto structures supplied by the Buyer are based on the assumption that the structures furnished by Buyer are structurally sound for accepting the display(s) purchased hereunder without modification. Exterior or interior building rework required to support signs is not included in our Agreement, unless so noted. If the installation requires that plates be placed on the inside of a wall, roof or ceiling, IBrand Visual agrees to perform this work in a workmanlike manner and Buyer agrees to pay for all plastering, redecoration or remodeling the Buyer may desire, unless otherwise specified in this agreement. For removing of transformers, it is assumed that sufficient access to and behind wall for workmen will be provided by Buyer. IBrand Visual will patch roof or roof covering removed or opened by IBrand Visual during the installation of display, but in making such repairs IBrand Visual assumes NO responsibility for rebonding. IBrand Visual shall be responsible for locating and clearing with JULIE any underground public utilities on the site which affect or obstruct the Work. The Buyer is responsible for informing IBrand Visual of any private underground obstructions (such as sprinkler systems) which may affect or obstruct the Work.
- If display has been erected but IBrand Visual has not completed the electrical connections due to the failure of Buyer to furnish service wiring as provided in this agreement, the balance of the purchase price shall be deemed due and owing.
- PERMITS, LICENSES:** IBrand Visual shall obtain all permits, cost to be borne by Buyer, from public authorities for the initial installation of display(s). Buyer shall be responsible for securing and furnishing all private permission necessary from the owner and any mortgagee of the premises upon which display is to be installed. Unless otherwise directed in writing by Buyer, IBrand Visual shall not commence fabrication of the display until all required public permits have been issued. If public permits are denied, then this agreement shall terminate without liability to either party; provided, however, that Buyer shall reimburse IBrand Visual for any permit application costs and any manufacturing costs incurred as a result of prior written direction by Buyer.
- TAXES:** Buyer shall pay all personal property, sales, use and other taxes which may be imposed by law on the display or the use thereof. Buyer shall reimburse IBrand Visual for any taxes that may be billed to and paid by IBrand Visual for display.
- IBrand Visual agrees to have all their workmen covered by Worker's Compensation Insurance; and further agrees to carry public Liability Insurance covering injuries to or death of persons and damage to property as a result of accidents for which IBrand Visual is responsible-subject to a single limit of \$1,000,000.00 each occurrence. Buyer shall indemnify and hold IBrand Visual harmless against any and all claims which may be asserted against IBrand Visual by reason of negligence of the Buyer, its agents, employees, or third parties. Insurance Certificates will be furnished to Buyer upon request.
- Buyer bears full responsibility for risk of loss or damage to the display after delivery thereof to the site.
- Title to the display and any other material furnished pursuant to this Agreement shall remain in IBrand Visual until all amounts owing hereunder have been paid in full. Until such amounts have been paid in full, all property furnished hereunder shall be deemed personal property, severable and removable from any realty to which it is attached, and shall not be deemed a fixture or appurtenance to such realty.
- Buyer may not assign this Agreement without the prior written consent of IBrand Visual.
- SELLER'S WARRANTIES:** IBrand Visual warrants to Buyer that any display purchased hereunder (excluding lamps as to which IBrand Visual makes no warranty) at the time of delivery or installation, will be free from defects of material and workmanship, and will be in accordance with specifications which are a part of this Agreement. IBrand Visual sole obligation under these warranties is limited to either repair or replacement, at IBrand Visual option, of a defective part or nonconforming display for which written claim is made within 90 days of delivery or installation. All other warranties whether express or implied, are disclaimed. **Note:** All gaseous conductor tubes have an inherent tendency to change in color and light intensity proportionate to the period of use. Mercury filled tubing of any age is affected by cold weather. These are universal characteristics and not defects in manufacture. Replacement of operative tubes so affected is not part of this Agreement.
- DEFAULT:** The occurrence of any of the following events shall constitute a default hereunder: (a) Buyer fails to pay any amounts hereunder when due; (b) Buyer shall fail to perform or observe any other covenant of this agreement ; (c) Buyer becomes insolvent or becomes a debtor in Bankruptcy. Upon the occurrence of a default, IBrand Visual may declare all amounts remaining unpaid hereunder to be immediately due and payable. In such event, IBrand Visual shall have the right to enter upon Buyer's premises and take

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



# PROPOSAL

230137-05

Date: 11/24/2023

Expires: 12/09/2023

Drawing Numbers: 230137-02

**Project:** Project Gateway  
Rt. 59 and Hoffman Blvd.  
Hoffman Estates, IL 60192

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

possession of the display or render it inoperable, without any liability whatsoever to Buyer and without relieving Buyer of its obligations hereunder. In the event of a default hereunder, IBrand Visual shall be entitled to recover from Buyer all fees and expenses, including attorney's fees, incurred by IBrand Visual in enforcing its rights hereunder, including any costs incurred in removal of the display.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

13. This Agreement sets forth the entire understanding between the parties regarding the subject matter hereof. The terms of this Agreement may not be terminated, amended, supplemented, waived or modified except in writing signed by Buyer and a duly authorized officer of IBrand Visual.

**Salesperson: Thomas Campana**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_



# PROPOSAL

240058-01

Date: 02/22/2024

Expires: 03/08/2024

Drawing Numbers:

**Project:** Project Gateway - Electrical

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

We are pleased to offer this proposal for the following services at the above location.

**Project Description:**

**Item Total:**

**PRIMARY SIGN - V SIGN**

LABOR AND MATERIALS TO RUN NEW SINGLE PHASE ELECTRICAL FEED FROM EXISTING TRANSFORMER APROX 900' FEET AWAY TO AREA WHERE NEW SIGN WILL BE INSTALLED. NEW FEED WILL BE HORIZONTALLY BORED, 3" CONDUIT AND 300 MCM COPPER CONDUCTORS ARE BEING QUOTED.

NEW SINGLE PHASE FEED WILL BE RUN FROM TRANSFORMER BY THE BELLE TIRE TO THE WEST TO PROPOSED NEW SIGN LOCATION.

PITS WILL BE DUG ON EACH END FOR BORE TO GO IN AND COME OUT.

ANY POT HOLES NEEDED TO EXPOSE ANY UTILITY WILL BE INVOICED AT \$750.00 PER POT HOLE.

\*THIS WILL BE IN ADDITION TO THE TOTAL OF THIS PROPOSAL ONLY IF NEEDED.

THIS PROPOSAL IS ONLY FOR THE BORE, SUPPLYING AND PULLING CABLES.

UNDERGROUND METER PEDESTAL, 200 AMP FUSED DISCONNECT, AND A 200 AMP MB PANEL IN OUTDOOR NEMA 3 ENCLOSURE WILL BE INSTALLED.

ONCE MAIN DESIGN OF PROPOSED SIGNAGE IS COMPLETE, LOCATION OF GEAR WILL BE DETERMINED.

PANEL IS QUOTED AS BEING LOADED WITH 20) 20 AMP 2 POLE BREAKERS:

900' BORE	\$23,160.89
EQUIPMENT	\$3,225.75
300 MCM CABLE 1000 FOOT	\$32,243.94
1/0 GROUND CABLE 1000 FOOT	\$4,090.59
5/8" X 10 GROUND ROD	\$305.59
SQ D 120/240 V 1 PH 200 AMP 42 CIRCUIT PANEL BOARD IN OUTDOOR ENCLOSURE	\$9,262.51
SQ D 200 AMP FUSED DISCONNECT SWITCH.	\$1,562.64
NEMA 3 ENCLOSURE	
SQ D 200A UNDERGROUND PEDESTAL METER SOCKET WITH NO BPASS	\$1,210.10

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



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# PROPOSAL

240058-01

Date: 02/22/2024

Expires: 03/08/2024

Drawing Numbers:

**Project:** Project Gateway - Electrical

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

3" RIGID 90 PRE BENT	\$498.82
3" RIGID CONDUIT	\$1,980.92
3" RIGID COMP CONNECTOR	\$1,055.36
MISC MATERIALS	\$3,500.00
INSTALLATION LABOR	\$19,780.30

**SECONDARY SIGN - D/F Display**

SUPPLY LABOR AND MATERIALS TO RUN NEW SINGLE PHASE ELECTRICAL FEED FROM EXISTING TRANSFORMER APROX 250 FEET AWAY TO AREA WHERE NEW SIGN WILL BE INSTALLED.

NEW FEED WILL BE HORIZONTALLY BORED, 2" CONDUIT IS BEING QUOTED. #2 COPPER THWN COPPER CONDUCTORS ARE BEING QUOTED.

NEW SINGLE PHASE FEED WILL BE RUN FROM EXISTING TRANSFORMER SOUTH OF THE PROPOSED NEW SIGN LOCATION.

PITS WILL BE DUG ON EACH END FOR BORE TO GO IN AND COME OUT.

ANY POT HOLES NEEDED TO EXPOSE ANY UTILITY WILL BE INVOICED AT \$750.00 PER POT HOLE.

\*THIS WILL BE IN ADDITION TO THE TOTAL OF THIS PROPOSAL ONLY IF NEEDED.

THIS PROPOSAL IS ONLY FOR THE BORE, SUPPLYING AND PULLING CABLES, UNDERGROUND METER PEDESTAL, 100 AMP FUSED DISCONNECT

AND A 100 AMP MB PANEL IN OUTDOOR NEMA 3 ENCLOSURE WILL BE INSTALLED.

ONCE MAIN DESIGN OF PROPOSED SIGNAGE IS COMPLETE, LOCATION OF GEAR WILL BE DETERMINED.

PANEL IS QUOTED AS BEING LOADED WITH 10) 20 AMP 2 POLE BREAKERS:

250' BORE	\$6,832.14
EQUIPMENT	\$3,225.75
#2 THWN COPPER CABLE	\$2,548.64
#6 THWN COPPER GROUND CABLE	\$374.12
5/8" X 10 GROUND ROD	\$325.13
SQ D 120/240 V 1 PH 100 AMP 30 CIRCUIT PANEL BOARD IN OUTDOOR ENCLOSURE	\$9,262.51

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_





# PROPOSAL

240058-01

Date: 02/22/2024

Expires: 03/08/2024

Drawing Numbers:

**Project:** Project Gateway - Electrical

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

SQ D 100 AMP FUSED DISCONNECT SWITCH.	\$1,096.33
NEMA 3 ENCLOSURE	
SQ D 200A UNDERGROUND PEDESTAL METER	\$1,210.10
SOCKET WITH NO BPASS	
2" RIGID 90 PRE BENT	\$149.69
2" RIGID CONDUIT	\$1,081.79
2" RIGID COMP CONNECTOR	\$294.22
MISC MATERIALS	\$2,500.00
INSTALLATION LABOR	\$15,070.70

DOES NOT INCLUDE ELECTRICAL HOOKUP, PERMITS, ENGINEERING OR TAX.  
 PERMIT AND PERMIT SECURAL NOT INCLUDED IN ABOVE PRICING.  
 ACQUISITION OF PERMITS PLUS COST OF PERMITS TBD.  
 THIS WILL BE ADDED TO THE FINAL INVOICE.

**Deposit Rate: 50%**  
**Deposit: \$72,924.27**

**Subtotal: \$145,848.53**

**Total: \$145,848.53**

**TERMS AND CONDITIONS OF PURCHASE AGREEMENT**

- PERMITS:** Price does not include permits or permit acquisition costs. IBrand Visual shall, at Buyer's expense, obtain necessary permits and licenses from public authorities for the initial installation of the display(s).
- FEED WIRES:** If this agreement includes installation of an illuminated display, Buyer shall provide service feed wires of suitable capacity and approved type to within five (5) feet of the display(s) in advance of the installation date and IBrand Visual will make the final connection thereof to the display(s). Buyer to arrange for the providing and installing of any transformers, meters, timers or concrete pads at site.
- DELIVERY AND PERFORMANCE:** IBrand Visual will commence work upon receipt of accepted agreement, deposit, permits and licenses. The time for IBrand Visual performance is estimated, but is not guaranteed and is subject to delay resulting from war, fire, adverse weather, strike, acts of God, governmental regulations or other causes beyond reasonable control.
- FIELD CONDITIONS:** This agreement is based on standard installation conditions and does not take into consideration any non-standard soil conditions, installations at inaccessible areas, non-standard building conditions, etc. Quotations for installing items onto structures supplied by the Buyer are based on the assumption that the structures furnished by Buyer are structurally sound for accepting the display(s) purchased hereunder without modification. Exterior or interior building rework required to support signs is not included in our Agreement, unless so noted. If the installation requires that plates be placed on the inside of a wall, roof or ceiling, IBrand Visual agrees to perform this work in a workmanlike manner and Buyer agrees to pay for all plastering, redecoration or remodeling the Buyer may desire, unless otherwise specified in this agreement. For removing of transformers, it is assumed that sufficient access to and behind wall for workmen will be provided by Buyer. IBrand Visual will patch roof or roof covering removed or opened by IBrand Visual during the installation of display, but in making such repairs IBrand Visual assumes NO responsibility for rebonding. IBrand Visual shall be responsible for locating and clearing with JULIE any underground public utilities on the site which affect or obstruct the Work. The Buyer is responsible for informing IBrand Visual of any private underground obstructions (such as sprinkler systems) which may affect or obstruct the Work.
- If display has been erected but IBrand Visual has not completed the electrical connections due to the failure of Buyer to furnish service wiring as provided in this agreement, the balance of the purchase price shall be deemed due and owing.
- PERMITS, LICENSES:** IBrand Visual shall obtain all permits, cost to be borne by Buyer, from public authorities for the initial installation of display(s). Buyer shall be responsible

**Salesperson: Thomas Campana**

Buyer \_\_\_\_\_ Seller \_\_\_\_\_



VISUAL SIGNAGE

1359 W. YORKSHIRE DRIVE · STREAMWOOD · ILLINOIS · 60107  
630.442.1800 866.599.SIGN www.ibrandvisual.com

# PROPOSAL

240058-01

Date: 02/22/2024

Expires: 03/08/2024

Drawing Numbers:

**Project:** Project Gateway - Electrical

**Client:** Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates , IL 60169

**Contact:**

for securing and furnishing all private permission necessary from the owner and any mortgagee of the premises upon which display is to be installed. Unless otherwise directed in writing by Buyer, IBrand Visual shall not commence fabrication of the display until all required public permits have been issued. If public permits are denied, then this agreement shall terminate without liability to either party; provided, however, that Buyer shall reimburse IBrand Visual for any permit application costs and any manufacturing costs incurred as a result of prior written direction by Buyer.

5. **TAXES:** Buyer shall pay all personal property, sales, use and other taxes which may be imposed by law on the display or the use thereof. Buyer shall reimburse IBrand Visual for any taxes that may be billed to and paid by IBrand Visual for display.

6. IBrand Visual agrees to have all their workmen covered by Worker's Compensation Insurance; and further agrees to carry public Liability Insurance covering injuries to or death of persons and damage to property as a result of accidents for which IBrand Visual is responsible-subject to a single limit of \$1,000,000.00 each occurrence. Buyer shall indemnify and hold IBrand Visual harmless against any and all claims which may be asserted against IBrand Visual by reason of negligence of the Buyer, its agents, employees, or third parties. Insurance Certificates will be furnished to Buyer upon request.

7. Buyer bears full responsibility for risk of loss or damage to the display after delivery thereof to the site.

8. Title to the display and any other material furnished pursuant to this Agreement shall remain in IBrand Visual until all amounts owing hereunder have been paid in full. Until such amounts have been paid in full, all property furnished hereunder shall be deemed personal property, severable and removable from any realty to which it is attached, and shall not be deemed a fixture or appurtenance to such realty.

9. Buyer may not assign this Agreement without the prior written consent of IBrand Visual.

10. **SELLER'S WARRANTIES:** IBrand Visual warrants to Buyer that any display purchased hereunder (excluding lamps as to which IBrand Visual makes no warranty) at the time of delivery or installation, will be free from defects of material and workmanship, and will be in accordance with specifications which are a part of this Agreement. IBrand Visual sole obligation under these warranties is limited to either repair or replacement, at IBrand Visual option, of a defective part or nonconforming display for which written claim is made within 90 days of delivery or installation. All other warranties whether express or implied, are disclaimed. **Note:** All gaseous conductor tubes have an inherent tendency to change in color and light intensity proportionate to the period of use. Mercury filled tubing of any age is affected by cold weather. These are universal characteristics and not defects in manufacture. Replacement of operative tubes so affected is not part of this Agreement.

11. **DEFAULT:** The occurrence of any of the following events shall constitute a default hereunder: (a) Buyer fails to pay any amounts hereunder when due; (b) Buyer shall fail to perform or observe any other covenant of this agreement ;( c) Buyer becomes insolvent or becomes a debtor in Bankruptcy. Upon the occurrence of a default, IBrand Visual may declare all amounts remaining unpaid hereunder to be immediately due and payable. In such event, IBrand Visual shall have the right to enter upon Buyer's premises and take possession of the display or render it inoperable, without any liability whatsoever to Buyer and without relieving Buyer of its obligations hereunder. In the event of a default hereunder, IBrand Visual shall be entitled to recover from Buyer all fees and expenses, including attorney's fees, incurred by IBrand Visual in enforcing its rights hereunder, including any costs incurred in removal of the display.

12. This Agreement shall be governed by and construed in accordance with the laws of the State of Illinois.

13. This Agreement sets forth the entire understanding between the parties regarding the subject matter hereof. The terms of this Agreement may not be terminated, amended, supplemented, waived or modified except in writing signed by Buyer and a duly authorized officer of IBrand Visual.

**Salesperson: Thomas Campana**

Buyer's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

Seller's Acceptance \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** **Review and authorization of an updated plan & budget for the Village Green concessions & restrooms building.**

**MEETING DATE:** **April 8, 2024**

**COMMITTEE:** **Planning, Building and Zoning**

**FROM:** **Bryan Ackerlund, Assistant Director of Public Works**

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**REQUEST:** Review and authorization of an updated plan & budget for the Village Green concessions & restrooms building.

**BACKGROUND:** At the March 18, 2024, Planning, Building and Zoning Committee meeting, staff presented conceptual design elevations for the new Village Green concessions & restrooms building. The two options had varying exterior designs, while both utilized the same footprint and square footage. Option 1 was a brick building with a flat roof, whereas option 2 brought in a metal panel façade and a peaked roof. Both plans also included a roof deck for additional seating. The Committee approved a motion to proceed with option 1 but eliminate the roof deck. It was also recommended that staff looked at ways to reduce the overall cost estimate of the project.

**DISCUSSION:** Following the Committee meeting, Staff met internally to look for areas where we could reduce the square footage of the building, knowing that would provide us with the largest cost savings. Due to the elimination of the roof deck, we had the immediate cost reduction of the structural components, staircases, and ADA lift. We were then able to move most of the mechanical equipment to the roof, freeing up space on the floor plan. Subsequently, this allowed us to reduce the overall size of the building by around 500 square feet.

Once modifications were determined, staff engaged Tria Architecture to memorialize the changes and provide us with an updated cost estimate. Tria was able to rearrange several areas of the plan to maximize usability while ensuring all concession operations were met. The updated floor plan integrates a specific dishwashing area, a more appropriately arranged kitchen, and provides employees with storage lockers for personal belongings. The restrooms remain the same size as in previous iterations, providing 10 stalls for women and a combination of 10 stalls and urinals for men. Through continued design development, staff will be looking for additional cost-saving measures. This could be accomplished through a kitchen equipment analysis and via more firm numbers as the plan is developed.

***Timeline and Next Steps***

Following the authorization of the updated plan and budget, Tria will immediately begin design development. This consists of designing the structural components and layouts for mechanical, electrical, and plumbing. Tria has already engaged their engineering consultant to initiate civil design work for stormwater management requirements. Our established timeline has bidding occurring in July 2024 and construction beginning immediately after Platzkonzert. One of the main drivers of the schedule is the DCOE grant. To avoid losing the \$500,000 funding, we must be under contract by the end of 2024. Construction duration is anticipated to be 6-8 months, allowing normal operations to resume at the Village Green for the 2025 season.

**FINANCIAL IMPACT:**

When this project was initially authorized by the Village Board in December 2023, the cost was estimated at \$3,700,000 without any design and construction contingencies, which were estimated to be an additional \$750,000. This mirrored the same estimate brought to Committee in March 2024 for option 1.

Through the subsequent plan revision and reduction of square footage, the new cost estimate was decreased to \$3,270,000. With design and construction contingencies of \$650,000, the overall cost estimate was reduced by \$515,000. Funding would utilize General Fund reserves, while \$500,000 will come from the Tourism Attractions & Festivals Program Grant from the Illinois Department of Commerce and Economic Opportunity (DCOE). The intent of the cost estimate is anticipated to serve as a not to exceed, while additional cost-savings are explored. Once construction documents are complete, requests for contract awarding will be brought back to this committee for construction. At which time, a more defined cost estimate would be known.

**RECOMMENDATION:**

Review and authorization of an updated plan & budget for the Village Green concessions & restrooms building.

Attachment

# VILLAGE GREEN CONCESSIONS

DESIGN MEETING | 04/08/2024



**VILLAGE OF  
HOFFMAN ESTATES**



# MEETING AGENDA

FLOOR PLAN - PREVIOUS

FLOOR PLAN - REVISED

COST ESTIMATE - PREVIOUS

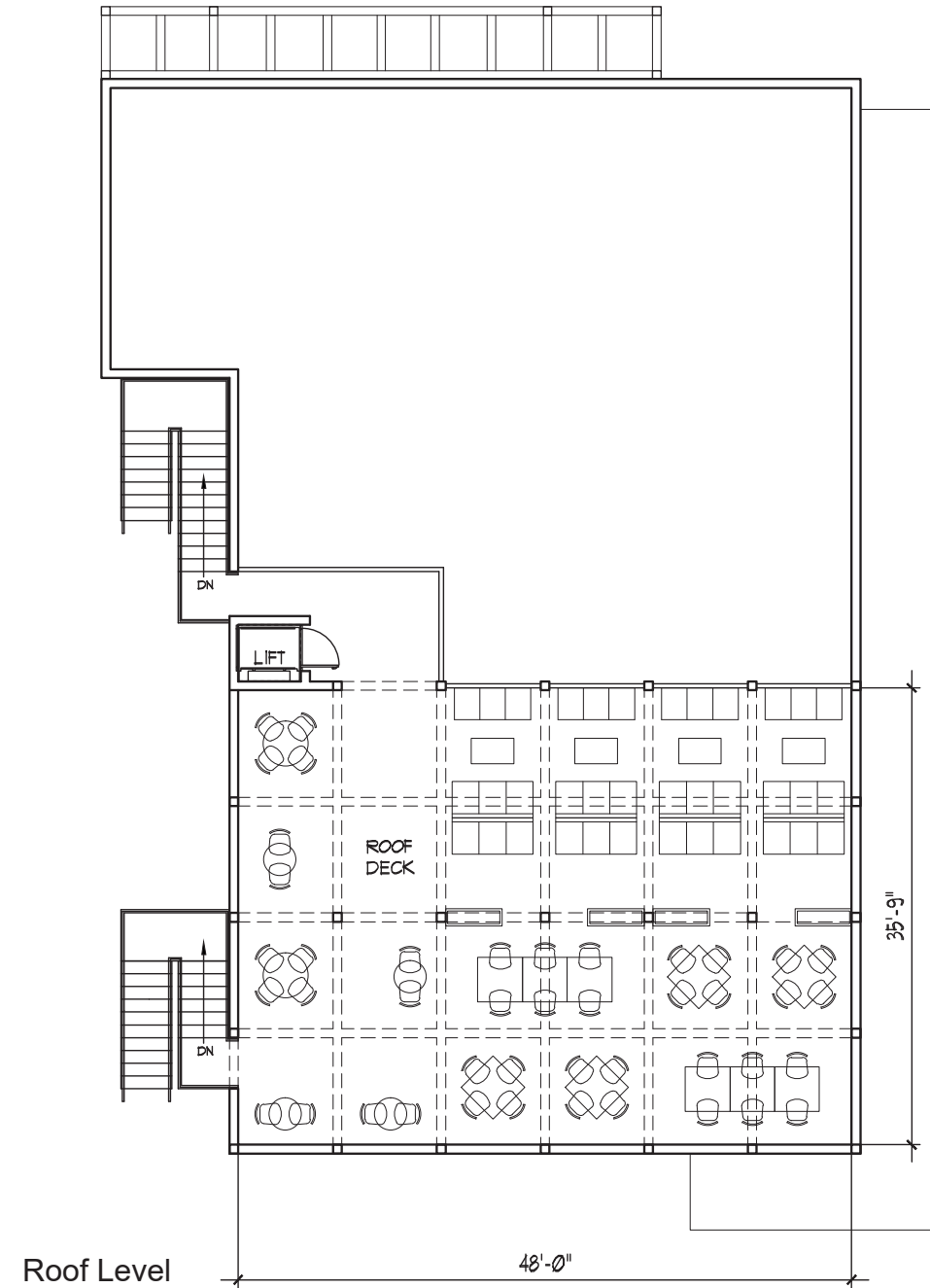
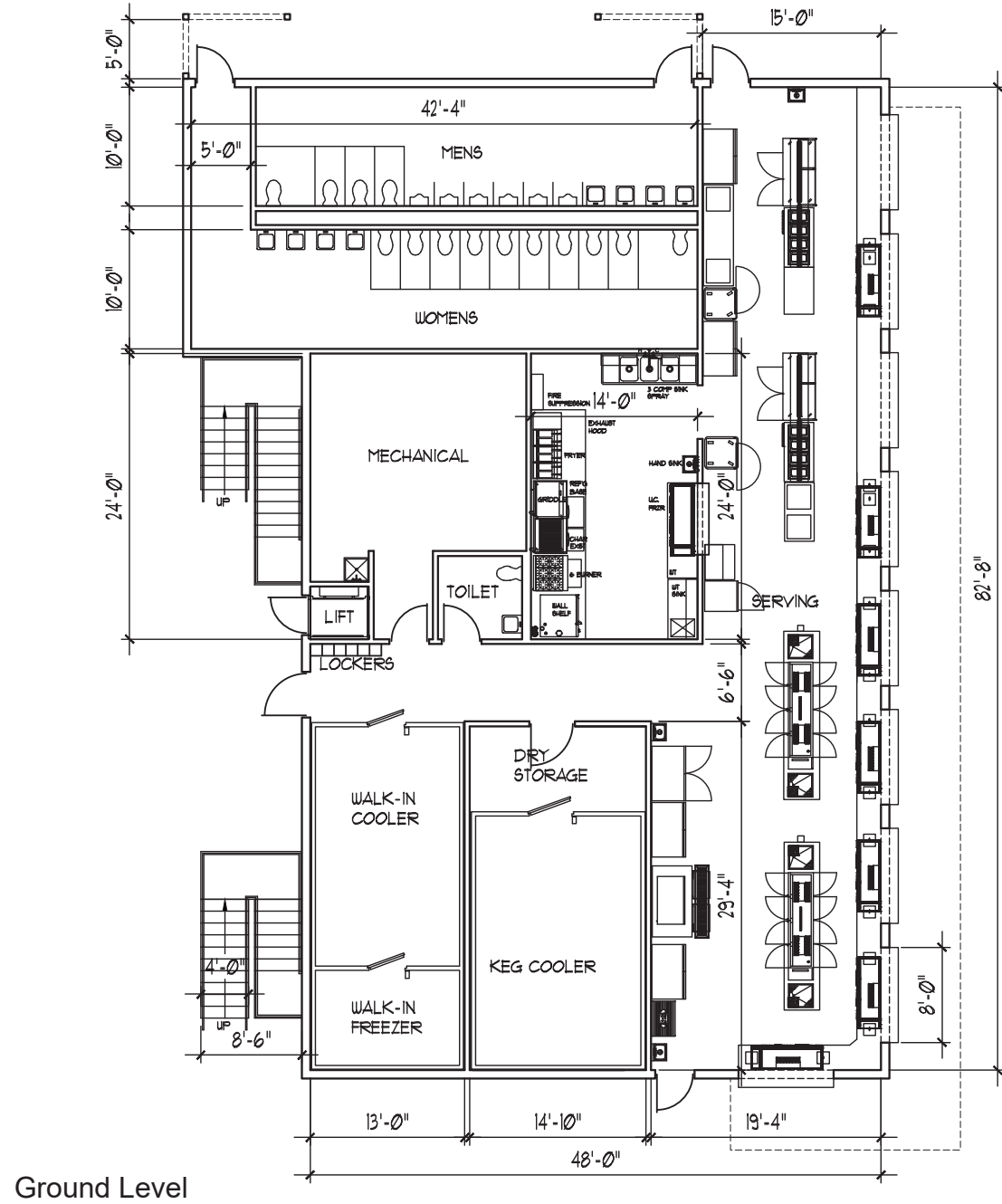
COST ESTIMATE - REVISED

OPEN DISCUSSION



# **FLOOR PLAN - PREVIOUS**

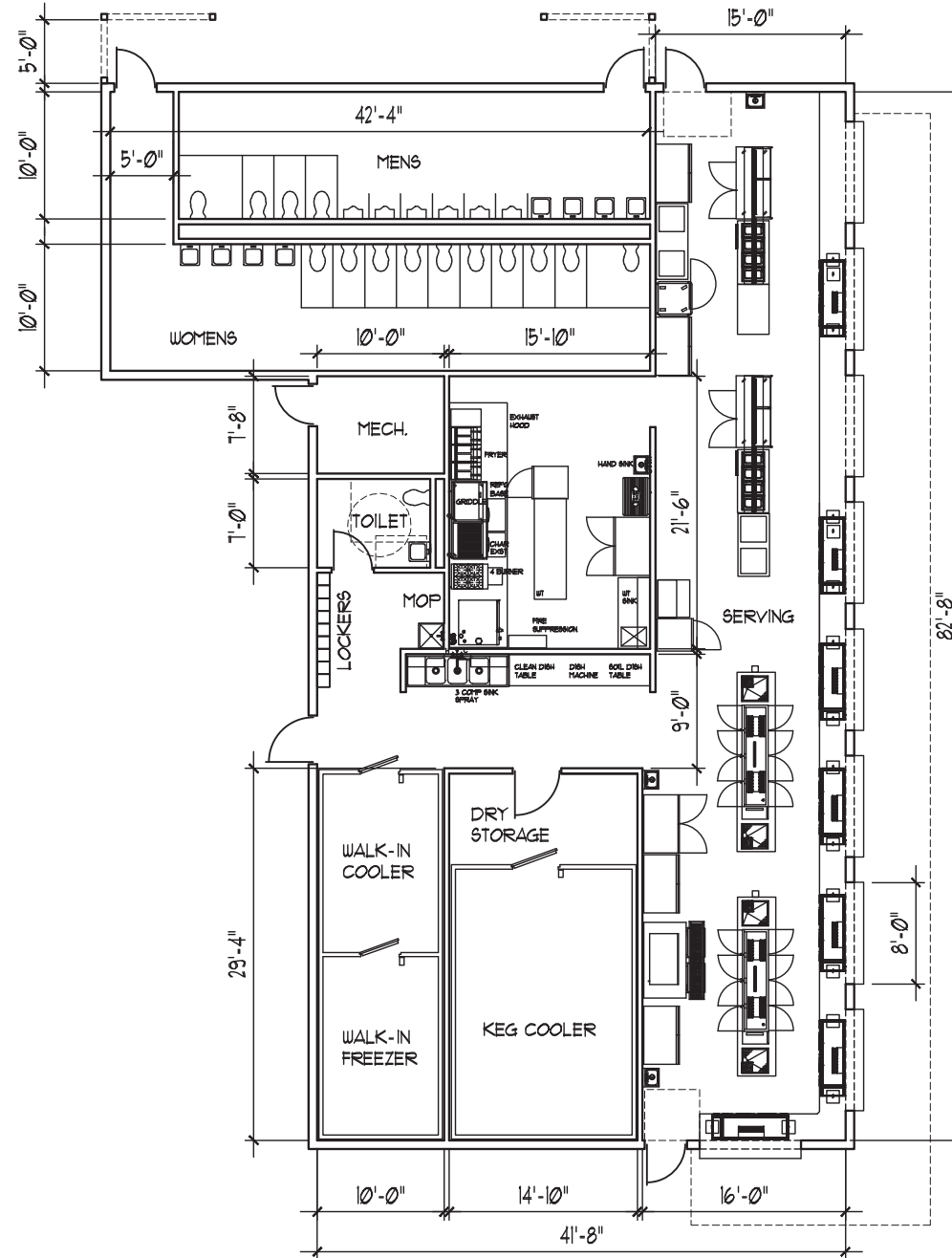
# FLOOR PLAN - PREVIOUS





# **FLOOR PLAN - REVISED**

# FLOOR PLAN - REVISED



# **COST ESTIMATE - PREVIOUS**

# COST ESTIMATE - PREVIOUS

Item	Budget Totals
<b>Demolition</b>	
Existing Building	\$24,840.00
Existing Sidewalk	\$6,628.60
Misc Demo	\$8,625.00
<b>New Construction</b>	
Sidewalk	\$220,225.00
Excavation	\$21,758.00
Landscaping	\$57,500.00
Footings	\$15,697.50
Foundation Walls	\$32,890.00
Floor Slab	\$28,897.20
Walls (Exterior - Masonry over Stud Framing)	\$209,357.50
Walls (Interior)	\$145,279.50
Roof (Single Ply)	\$144,486.00
Structure (at Roof)	\$119,180.25
Structure (at Roof Deck)	\$122,894.75
Bathroom Privacy Structure	\$11,178.00
Doors and Frame	\$37,950.00
Concession Windows/ Storefronts	\$38,668.75
Concession Counter (Solid Surface)	\$47,437.50
Concession Canopy (Metal)	\$106,260.00
Mechanical	\$240,810.00
Electrical	\$313,053.00
Plumbing Fixtures	\$306,590.00
Fire Protection	\$20,468.85
<b>Finishes</b>	
Flooring	\$58,679.90
Wall (Paint)	\$24,013.44
Wall (Tile)	\$22,402.00
Ceiling (S.A.T.)	\$41,234.40
<b>Roof Deck</b>	

Stair	\$57,500.00
ADA Lift	\$80,500.00
Roof Patio Shade Structure	\$78,205.75
Roof Patio Flooring	\$44,689.00
Electrical	\$67,033.50
<b>Equipment</b>	
Kitchen Equipment	\$750,950.00
<b>Utilities</b>	
Stormwater	\$46,000.00
Electric	\$27,531.00
Gas	\$30,590.00
Water	\$58,121.00
Sanitary	\$10,706.50
Internet	\$27,531.00

Sub-Total	\$3,706,362.89
Design Contingency (10%)	\$370,636.29
Construction Contingency (10%)	\$370,636.29

<b>Budget Estimate Total</b>	<b>\$4,447,635.47</b>
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1. Budget estimate does not include soft costs (A/E Fees, survey, soil testing, construction testing, etc...)
2. Budget estimate does not include environmental abatement.
3. Budget estimate is based on 2024 construction costs.



# **COST ESTIMATE - REVISED**

# COST ESTIMATE - REVISED

Item	Budget Totals
<b>Demolition</b>	
Existing Building	\$24,840.00
Existing Sidewalk	\$6,628.60
Misc Demo	\$8,625.00
<b>New Construction</b>	
Sidewalk	\$220,225.00
Excavation	\$20,700.00
Landscaping	\$57,500.00
Footings	\$13,455.00
Foundation Walls	\$28,750.00
Floor Slab	\$27,600.00
Walls (Exterior - Masonry over Stud Framing)	\$203,032.50
Walls (Interior)	\$102,551.25
Roof (Single Ply)	\$138,000.00
Structure (at Roof)	\$207,000.00
Bathroom Privacy Structure	\$11,178.00
Doors and Frame	\$27,600.00
Concession Windows/ Storefronts	\$38,668.75
Concession Counter (Solid Surface)	\$47,437.50
Concession Canopy (Metal)	\$106,260.00
Mechanical	\$230,000.00
Electrical	\$299,000.00
Plumbing Fixtures	\$306,590.00
Fire Protection	\$19,550.00
<b>Finishes</b>	
Flooring	\$54,865.35
Wall (Paint)	\$19,837.50
Wall (Tile)	\$20,700.00
Ceiling (S.A.T.)	\$35,880.00

<b>Equipment</b>	
Kitchen Equipment	\$800,687.50
<b>Utilities</b>	
Stormwater	\$46,000.00
Electric	\$27,531.00
Gas	\$30,590.00
Water	\$58,121.00
Sanitary	\$10,706.50
Internet	\$27,531.00

Sub-Total	\$3,277,641.45
Design Contingency (10%)	\$327,764.15
Construction Contingency (10%)	\$327,764.15

<b>Budget Estimate Total</b>	<b>\$3,933,169.74</b>
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- 1. Budget estimate does not include soft costs (A/E Fees, survey, soil testing, construction testing, etc...)
- 2. Budget estimate does not include environmental abatement.
- 3. Budget estimate is based on 2024 construction costs.



# OPEN DISCUSSION



**VILLAGE OF HOFFMAN ESTATES**  
**DEPARTMENT OF DEVELOPMENT SERVICES**  
**PLANNING DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**

**BY: Jennifer Horn, Director of Planning and Transportation** *Jennifer Horn*

**April 2024**

**GENERAL UPDATES**

- Planning staff has been periodically updating the public facing Major Development Projects GIS StoryMap found at <https://www.hoffmanestates.org/majordevelopmentprojects>. This tool is intended to be used to provide updates to the public on development projects that are under review, approved, or completed.
- Transportation & Long Range Planner Phil Green was selected as the Chair for the 2025 Illinois Chapter of the American Planning Association conference. In this role, Phil will be responsible for crafting and creating the conference and will receive complimentary registration and accommodations at the conference, which will take place in downtown Chicago.

**LONG RANGE PLANNING PROJECT STATUS**



- ◆ Teska Associates (as lead) and Ancel Glink awarded contract to compute the Zoning Code Update project.
- ◆ The PB&Z Committee moved to support the consultant's findings and recommendations on August 7, 2023.
- ◆ The project website is live at [www.VOHEzoning.org](http://www.VOHEzoning.org).
- ◆ Drafting is ongoing based on direction provided by the PB&Z
  - Staff review of new text is underway.
  - Staff and consultant preparing for next touchpoint with PB&Z Committee.
- ◆ Community engagement remains ongoing and additional public comment emails continue to be received.
- ◆ Project completion expected in summer 2024.



- ◆ Epstein (as lead), HNTB, and All Together awarded contract for comprehensive multimodal plan: Hoffman in Motion.
- ◆ Website is live and has been publicized via social media e-news [www.hoffmaninmotion.com](http://www.hoffmaninmotion.com).
- ◆ The first online survey will be released on April 15.
- ◆ Formation of a project steering committee is underway.
- ◆ Existing Conditions Report in progress.
- ◆ Public engagement plan being finalized.
- ◆ The consultant team will provide a project overview at the TRI Committee meeting on April 8.
- ◆ Project completion expected in spring 2025.

**Zoning Code Update Timeline**





**ACTIVE PLANNING PROJECTS**

<b>Project</b>	<b>Address</b>	<b>Status</b>	<b>PZC or PBZ Meeting</b>	<b>VB Meeting</b>
<b>Bell Works Master Sign Plan Amendment</b>	<b>2000 CENTER DR</b>	<b>APPROVED</b>	<b>3/6/24</b>	<b>3/18/24</b>
Jade Residences	2360 HASSELL RD	UNDER REVIEW		
Beverly Property Mass Grading	2601 BEVERLY RD	UNDER REVIEW		
Site Development including Site Plan for Starbucks	80 W HIGGINS RD	UNDER REVIEW		
Restaurant Mall (Moretti's) Master Sign Plan	2475 W HIGGINS RD	UNDER REVIEW		
Sommet Living at Barrington Square (The Prime Co.)	2300 W HIGGINS RD	UNDER REVIEW		
Barrington Square Sanitary Sewer Easement	BARRINGTON SQUARE	UNDER REVIEW		
Lincoln Prairie School Addition	500 HILLCREST BLVD	UNDER REVIEW		
Casey's Site Plan Amendment	1700 W ALGONQUIN RD	UNDER REVIEW		
Casey's Site Plan Amendment	615 W HIGGINS RD	UNDER REVIEW		
Casey's Site Plan Amendment	1 W GOLF RD	UNDER REVIEW		
CMIC Addition	2860 FORBS AVE	UNDER REVIEW		
Garage Height Variation	710 MAYWOOD LN	UNDER REVIEW		
Compass Data Centers	3333 BEVERLY RD	UNDER REVIEW		
Dunkin' Water Main Easement	1305 N BARRINGTON RD	UNDER REVIEW		
Apple – Golf Rezoning and Concept Review	1180 & 1190 APPLE ST	UNDER REVIEW		
Master Sign Plan – Electronic Message Board	2200 W HIGGINS RD	UNDER REVIEW		
Pinky's Dog Grooming Salon Special Use	1764 W ALGONQUIN RD	UNDER REVIEW		

**PENDING PLANNING PROJECTS**

<b>Project</b>	<b>Address</b>	<b>Status</b>
CDK Redevelopment TH Concept	1950 HASSELL RD	CONCEPT SUBMITTED
Harvest Community Church Parking Lot Expansion	2060 – 2080 STONINGTON AVE	CONCEPT SUBMITTED
Autumn Woods SF Subdivision	GOLF RD & BERNER RD	PENDING
Beacon Pointe Phase 2	NWC BEVERLY / SHOE FACTORY	PENDING
Macaroni Grill Redevelopment	2575 HIGGINS RD	PENDING
Plum Farms Mixed Use	4800 W HIGGINS RD	PENDING
Barrington Square Lot 5 (old BK)	2360 W HIGGINS RD	PENDING
Retail / Restaurant Building Concept	4619 HOFFMAN BLVD	PENDING

**MONTHLY PLANNING PROJECT ACTIVITY**

<b>Projects Submitted by Type</b>	<b>March</b>	<b>2024 YTD</b>
Pre-Development	1	2
Agreement		
Annexation		
Courtesy Review		
Easement		2
Master Sign Plan	1	2
Plat of Subdivision	1	1
Other Plat	1	1
RPD Amendment		
Site Plan Review	2	5
Special Use	1	1
Text Amendment		
Rezoning	1	1
Variation	2	2
<b>Total</b>	<b>10</b>	<b>17</b>
FOIA Processed	<b>3</b>	<b>9</b>
Zoning Verification Letters	<b>0</b>	<b>1</b>
Building Permits Reviewed by Planning	<b>54</b>	<b>122</b>

**PLANNING PERFORMANCE MEASURES**

<b>Site Plan Review Process</b>	<b>March</b>		<b>Year to Date</b>	
Number of administrative/staff review site plan cases completed	NA	NA	2	67%
Number of PZC site plan cases processed	NA		1	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

<b>Site Plan Review Timing</b>	<b>March</b>		<b>Year to Date</b>	
Number of cases processed within 105 days	NA	NA	3	100%
Annual goal is to complete 100% of cases within 105 days				



**VILLAGE OF HOFFMAN ESTATES**  
**DEPARTMENT OF DEVELOPMENT SERVICES**  
**CODE ENFORCEMENT DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE**  
**BY: Sanyokta Kapur, Chief Building Official**

**April 2024**

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**GENERAL ACTIVITIES**

- On March 8, 2024, Sanyokta Kapur, Anthony Knuth, David Banaszynski, Marc Shulga & Tricia Morandi attended SBOC training institute on 2021 Illinois IECC Base Code and Understanding All-Gender Restrooms in Illinois in Woodridge.
- March 12, 19 & 21, 2024, Kathleen Kuffer & David Banaszynski attended the IEHA Virtual Spring Conference.
- On March 14, 2024, Kathleen Kuffer, Tricia Morandi, Marc Shulga & Liz Dianovsky attended NWBOCA Lunch and Learn on Residential FAQ's including topics such as decks, connectors, wood properties and various materials in Arlington Heights.
- On March 15, 2024, Sanyokta Kapur, David Banaszynski & Tricia Morandi attended SBOC training institute on Inspecting Emerging Technologies for Solar and EV in Woodridge.
- On March 20, 2024, Tricia Morandi & Tricia Jensen attended the ABCI meeting on Roofing Contractors & the Role of Illinois Department of Regulations in Buffalo Grove.
- On March 22, 2024, Sanyokta Kapur, Anthony Knuth & Marc Shulga attended the SBOC training institute on Understanding the Framing Inspection in Woodridge.
- **Seasons of Hoffman Estates** has received occupancy for its clubhouse and three residential buildings. Most of the remaining buildings have the exterior facade nearly complete. The interior buildout and framing for the remaining structures are currently underway.
- **Microsoft** is expecting to begin construction of the remaining buildouts in building 1 by the first half of 2024. The permit for building 2 of the campus has been submitted, after Village Board site plan approval.
- Staff continues to be involved in developing criteria for demolition phasing and site mass grading of the **Compass** data centers to ensure a safe site and a smooth process for all parties involved.
- Construction is ongoing with exterior building structure installation for **Popeye's** on Higgins Rd.
- The **Popeye's** on Golf Rd has received a temporary certificate of occupancy and is officially open for business.
- **Dunkin'** on Barrington Rd. has received a temporary certificate of occupancy and is officially open for business.
- **ComEd** is almost complete with construction on the Pembroke Ave. substation expansion.
- Construction on the new **Advocate** outpatient facility on Hoffman Blvd. within Prairie Stone is underway. The building exterior facade is complete and interior buildout work is ongoing.
- The **Starbucks** at Fountain Crossing on Barrington Rd has received a temporary certificate of occupancy and is officially open for business.
- **Sensient Flavors** at Sedge Blvd is anticipated to start construction for a small addition in the upcoming months.
- **Airdrie Estates** subdivision has several lots under construction for new single-family homes.
- Code Enforcement staff have been involved in several ongoing property maintenance cases as well as annual monitoring of commercial snow removal and pothole maintenance.

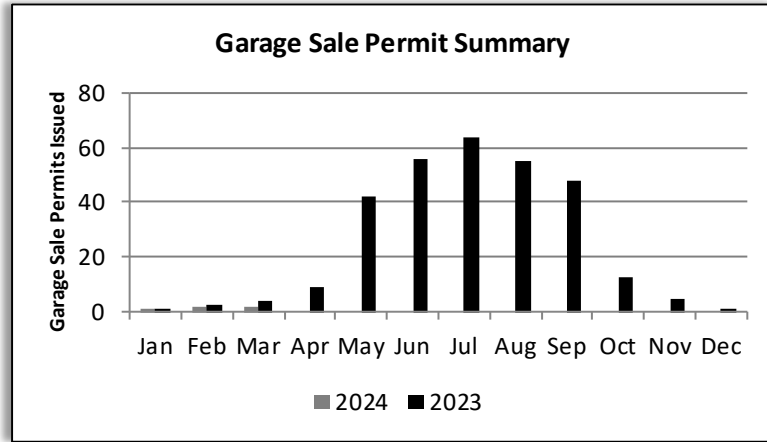
**Bell Works Construction Update:**

- Staff is working with Bell Works on several tenant build-outs and atrium events throughout the east side.



**Garage Sales**

Year	2024	2023
Jan	1	1
Feb	2	3
Mar	2	4
Apr		9
May		42
Jun		56
Jul		64
Aug		55
Sep		48
Oct		13
Nov		5
Dec		1
<b>Total</b>	<b>5</b>	<b>301</b>

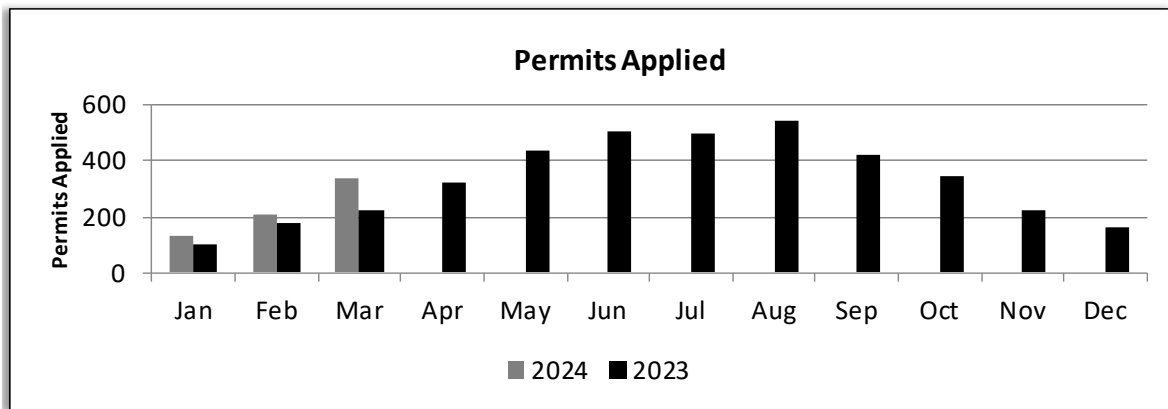


**2024 Permits Issued**

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 YTD	2023 Total
Commercial New	0	1	0										1	9
Single Family New	0	0	0										0	5
Land Development	0	0	0										0	1
Fire	13	8	15										36	158
All Other Permits	108	127	205										440	2907
<b>2024 Total</b>	<b>121</b>	<b>136</b>	<b>220</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>477</b>	

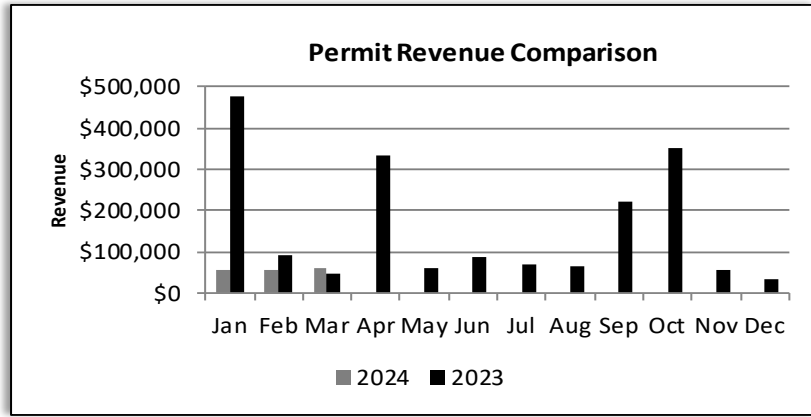
**2024 Permits Applied**

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	134	205	340										679
2023	105	179	227	322	433	505	496	544	419	345	223	161	3959



**Permit Revenue**

Year	2024	2023
Jan	\$54,595	\$475,262
Feb	\$55,383	\$92,415
Mar	\$61,118	\$48,876
Apr		\$331,820
May		\$62,483
Jun		\$85,224
Jul		\$67,487
Aug		\$66,181
Sep		\$222,586
Oct		\$350,822
Nov		\$56,694
Dec		\$34,685
<b>Total</b>	<b>\$171,096</b>	<b>\$1,894,535</b>

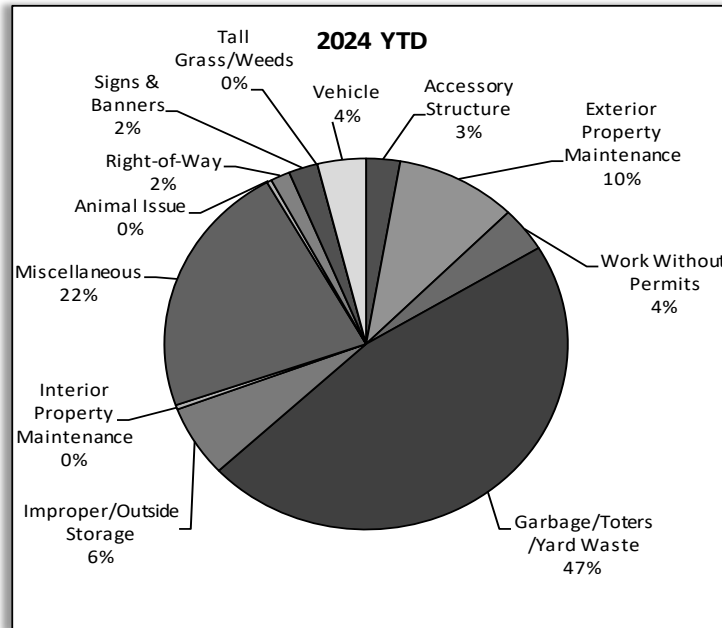


2024 Budget: \$3,767,000.

Total Revenue includes building permits, fire permits and Temporary & Full Certificates of Occupancy.

**2024 Property Maintenance Summary Report**

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 YTD	2023 Total
Accessory Structure	1	3	3										7	44
Exterior Property Maintenance	4	2	19										25	93
Work Without Permits	1	4	5										10	58
Garbage/Toters/Yard Waste	25	70	25										120	468
Improper/Outside Storage	5	8	3										16	165
Interior Property Maintenance	1	0	0										1	11
Miscellaneous	16	14	27										57	123
Animal Issue	1	0	0										1	35
Right-of-Way	4	0	0										4	15
Signs & Banners	1	3	2										6	15
Tall Grass/Weeds	0	0	0										0	276
Vehicle	2	5	3										10	70
<b>2024 Total</b>	<b>61</b>	<b>109</b>	<b>87</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>257</b>	
<b>2023 Total</b>	<b>60</b>	<b>69</b>	<b>49</b>	<b>102</b>	<b>257</b>	<b>208</b>	<b>142</b>	<b>131</b>	<b>107</b>	<b>118</b>	<b>69</b>	<b>61</b>		<b>1373</b>



2024 Citations Issued

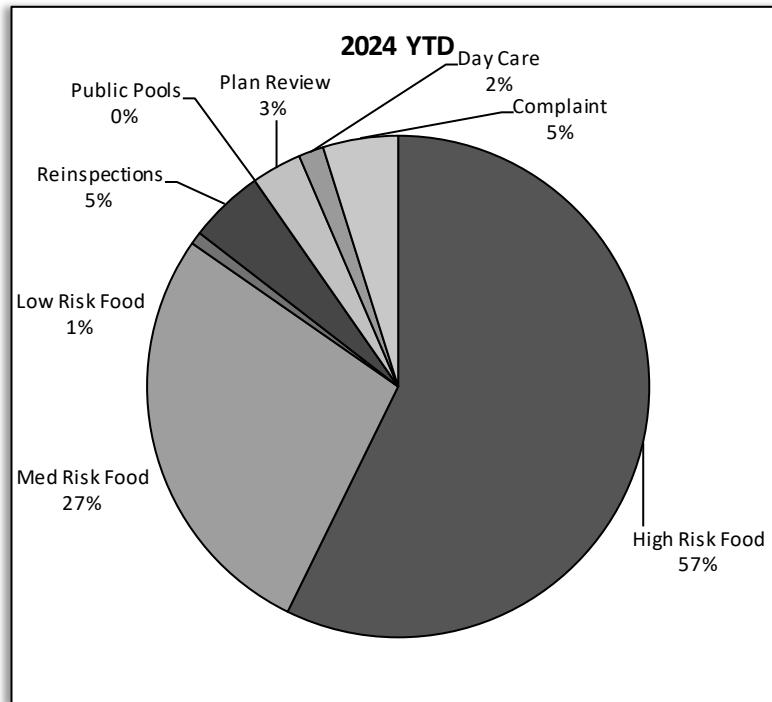
Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	24	20	14										58
Code	42	59	177										278
Rental	0	74	103										177
<b>Total</b>	<b>66</b>	<b>153</b>	<b>294</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>513</b>

2024 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code/Bus. Lic.	37	54	56										147
Rental	75	84	36										195
<b>Total</b>	<b>112</b>	<b>138</b>	<b>92</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>342</b>

2024 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	37	34	0										71
Med Risk Food	0	0	34										34
Low Risk Food	0	0	1										1
Reinspections	2	0	4										6
Public Pools	0	0	0										0
Plan Review	3	0	1										4
Day Care	0	0	2										2
Complaint	2	1	3										6
<b>Total</b>	<b>44</b>	<b>35</b>	<b>45</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>124</b>



Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. A high-risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility. There are approximately 285 facilities that require a total of approximately 525 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).



# Economic Development & Tourism Monthly Report

APRIL 2024

## ECONOMIC DEVELOPMENT

### HIGHLIGHTS



CONNECT  
MIDWEST INDUSTRIAL



7x24 EXCHANGE DATA CENTER  
DAY TRIVIA NIGHT



BELL WORKS  
MONTHLY MARKET



MARCH AIRE  
LUNCH AND LEARN

### SUMMARY OF ACTIVITIES

- Staff met with executives from Vistex to plan the August C-Suite event and their involvement with NLNW.
- Staff attended the Remembrance Service for Sanjay Shah along with the Mayor and Trustees.
- Staff touched base with owners in the Hoffman Estates area.
- Staff met with owner of Forest View Plaza to discuss economic development efforts and touch base with the owner on the plans for the area (in conjunction with Code).
- Staff met with current and future Hoffman Estates businesses to help them open and grow in town, including Muse Bakery in Bell Works and My Cocina moving into the former Moe's Southwest Grill space.
- Completed all liaison duties to the Arts Commission and Economic Development Commission including attending meetings, presenting, and processing contracts for the upcoming Summer Sounds on the Green concert series.
- Staff attended several events (featured in photos above) including:
  - Connect Midwest Industrial, an event where top industry leaders convened to share insights on market trends in commercial real estate.
  - 7x24 Exchange International Data Center Day Trivia Night where the regional data center community came together for networking.
  - The Bell Works Chicagoland monthly market features various vendors of food, literature, crafts, and more. It is the second Thursday of each month.
  - The Association of Industrial Real Estate (AIRE) gathered for their monthly lunch and learn to hear from the JLL Head of Industrial Research for North America on the state of Industrial in Chicago and around the country.

### UPCOMING EVENTS

- ED Commission: C-Suite Discussion Breakfast on May 9, 2024 at Harper College.



**MEETINGS/ACTIVITIES**

- Police Department Meeting for Hotels - April 10, 2024: Following the Hotel Summit Meeting in February, the Police Department put together an instructional Hotel Meeting to train Village hoteliers in identifying signs of human trafficking, gang and criminal activity, They will also review the current Hotel Ordinance to be sure all hotels are following the ordinance requirements on age limits and check in procedures. Invitations to this mandatory training were emailed to all HE hotel General Managers then received copies which were hand delivered to each hotel to ensure attendance. Past police incident reports from October 2023 to February 2024 were also hand delivered.
- 4th of July Commission meeting - collecting/processing applications from food vendors and food trucks
- Celtic Fest Commission meeting- collecting/processing applications from vendors, activity providers
- Identifying sponsors for Hoffman Estates Foundation Golf Outing - attended Golf Committee meetings
- Served Senior Luncheon
- Driving tour/lunch with new Marriott DOS
- Met with Chicago Marriott NW GM and Sales Leaders
- Obtained letters of support for USAG Grant
- Working with Stonegate to obtain picture and their desired text for VisitHoffman listing
- Assisting Hyatt Place with occupancy tax reporting to obtain their outstanding reports
- Site visits with every HE Hotel

**NOW ARENA**

- USAG - U.S.Classic - July 15-20, 2025 & 2027: Staff has been working with Arena staff to complete a grant request to the state to retain this event for 2025 and 2027. Heightened awareness and demand for this event have increased expenses to the host. USAG asks the host to cover all production costs, which are estimate at \$180,000 in third party vendor costs for the production plus an additional \$20,000 to cover expanded marketing required. No other venue in Illinois is bidding for this event. There are 12 states that are bidding to pull the event out of Illinois. USAG has expressed their strong desire to return to NOW Arena but to retain them all costs associates with the production/marketing of the events must be covered. The grant from DCEO asks for \$415,000 to offset costs and increase the ability to retain this event for Illinois in 2025 (\$200,000) and 2027 (\$215,000).
- Other events:
  - US Finals Cheer & Dance - 4/12&13/2024 300 room nights
  - Nations Choice Dance Grand Championship & Cheer Showdown - 11/5-11/10/24 - 800+ room nights
  - US Figure Skating - 10/14-21/24 - 800-900 room nights
  - Chris Tomlin - Holy Forever World Tour - 11/14&15/24 - 30 room nights



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention