

AGENDA
PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
July 26, 2010

Immediately following Planning, Building and Zoning

Members: Jacquelyn Green, Chairperson
Roll Call: Anna Newell, Vice Chairperson
Karen V. Mills, Trustee
Cary Collins, Trustee
Ray Kincaid, Trustee
Gary Pilafas, Trustee
William McLeod, Mayor

I. Roll Call

II. Approval of Minutes – June 28, 2010

NEW BUSINESS

1. Request authorization to extend 2008 contract for 2010 Parkway Tree Planting Program to Arthur Weiler Nursery Inc, Zion, IL, in an amount not to exceed \$95,000.
2. Request authorization to award contract for State of Illinois joint purchase of 2010-2011 winter road salt to North American Salt Company, Overland Park, Kansas, at a unit price of \$68.82 per ton in an amount at 120% not to exceed \$619,380.
3. Request authorization to award contract for Hoffman Boulevard Bridge Deck Crack Sealing Project to IWS, Inc. of Aurora, IL, in an amount not to exceed \$35,290.
4. Request acceptance of the Department of Public Works Monthly Report.
5. Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance call the ADA Coordinator at 847/882-9100.

Village of Hoffman Estates

DRAFT

**PUBLIC WORKS & UTILITIES
COMMITTEE MEETING MINUTES**

June 28, 2010

I. Roll Call

Members in Attendance:

Jacquelyn Green, Chairmain
Anna Newell, Vice-Chairman
Trustee Karen Mills

**Other Corporate Authorities
in Attendance:**

Trustee Ray Kincaid
Trustee Gary Pilafas
Village President William McLeod

**Management Team Members
in Attendance:**

Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Robert Gorvett, Fire Chief
Clint Herdegen, Police Chief
Algean Garner, Director of HHS
Ken Hari, Director of Public Works
Bruce Anderson, Cable TV Coordinator
Rachel Musiala, Asst. Director of Finance
Gordon Eaken, Director of IS
Dave Christensen, Emerg. Mgmt. Coordinator
Ben Gibbs, GM - Sears Centre Arena

Others in Attendance

Reporter from *Daily Herald*

The Public Works & Utilities Committee meeting was called to order at 7:45 p.m.

II. Approval of Minutes

Motion by Trustee Pilafas, seconded by Trustee Newell, to approve the Public Works & Utilities Committee meeting minutes of May 17, 2010. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Pilafas, seconded by Trustee Mills, to approve the Public Works & Utilities Committee special meeting minutes of June 21, 2010. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval of a contribution to the Natural Gas Model Franchise Agreement Project.**

An item summary sheet from Dan O'Malley and Ken Hari was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to approve a contribution to the Natural Gas Model Franchise Agreement Project. Voice vote taken. All ayes. Motion carried.

- 2. Request authorization to award contract for the purchase of LED Village Hall parking lot fixtures to Electrical Resource Management, Wheaton, IL, in an amount not to exceed \$43,913.**

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

Trustee Kincaid and Mr. Norris discussed the grant payment method for the new LED parking lot fixtures. Trustee Kincaid and Mr. Norris also discussed the potential measurement of energy cost savings for the new LED parking lot fixtures. Mr. Norris explained that the LED light fixtures are also a test to see if there are future applications of the LED technology. Mr. Hari explained that while they were not able to address the exact cost savings in an analysis, the department was able to measure a reduction in energy use and CO2 emissions.

Motion by Trustee Pilafas, seconded by Trustee Newell, to award contract for the purchase of LED Village Hall parking lot fixtures to Electrical Resource Management, Wheaton, IL, in an amount not to exceed \$43,913. Voice vote taken. All ayes. Motion carried.

- 3. Request authorization to award contract for Engineering Services for the Jones/Highland Drainage Analysis to Henderson and Bodwell, Elmhurst, IL, in an amount not to exceed \$14,000.**

An item summary sheet from Gary Salavitch was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to award contract for Engineering Services for the Jones/Highland Drainage Analysis to Henderson and Bodwell, Elmhurst, IL, in an amount not to exceed \$14,000. Voice vote taken. All ayes. Motion carried.

- 4. Request acceptance of the Department of Public Works Monthly Report.**

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

Motion by Trustee Pilafas, seconded by Trustee Mills, to accept the Department of Public Works Monthly Report. Voice vote taken. All ayes. Motion carried.

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

An item summary sheet from Gary Salavitch was presented to Committee.

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

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Mills, seconded by Trustee Pilafas, to adjourn the meeting at 7:49 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Director of Operations
Office of the Mayor & Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to extend 2008 contract for 2010 Parkway Tree Planting Program to Arthur Weiler Nursery Inc., Zion, IL, in an amount not to exceed \$95,000.

MEETING DATE: July 27, 2010

COMMITTEE: Public Works & Utilities

FROM: Kenneth Hari, Joseph Nebel

PURPOSE: To extend contract for 2010 Parkway Tree Planting Program.

BACKGROUND: This is an annual budgeted program whereby the Village purchases and plants parkway trees for a) new subdivisions based on deposits collected from building permits, b) replacement tree plantings from accidents and storm damage, and for c) parkway tree plantings utilized to increase aesthetic value for various Village projects. Specifications were prepared and mailed requesting bids from contractors for the performance of this work and included options for extension of the contract for the respective 2009 and 2010 seasons. Planting for a majority of these trees occurs in fall with a few select species planted in the following spring.

DISCUSSION: On May 21, 2008, at 9:00 a.m., the Deputy Village Clerk opened three (3) bid proposals. A 5% bid deposit is required of all bidders and a 100% performance bond is required from the successful bidder, at time of contract awarding. The three (3) firms which submitted bids are Arthur Weiler Inc., Alaniz Landscape Group and Heights Landscaping. The low qualifying bid for the 2008 season, as well as the 2009 and 2010 possible contract extension, is furnished by Arthur Weiler Nursery Inc., Zion, IL.

DISCUSSION, continued

For the 2010 season, Arthur Weiler Nursery Inc., Zion, IL bid an average cost per installed tree of \$299.37. The average cost per installed tree from other qualified bidders are; Alaniz Landscape Group, Elgin, IL, \$316.31 and Heights Landscaping, Mundelein, IL, \$456.25. Arthur Weiler Nursery Inc is known to the Village of Hoffman Estates as a result of previous bid activity as well as a positive reputation in the industry. This firm provided parkway tree planting services during the 2008 & 2009 seasons for the Village of Hoffman Estates with very favorable results. They have shown to be professional, prompt, cooperative and the plant stock offered is exceptional. Like services have been performed for other municipalities producing very favorable results including Bartlett, Wilmette, Skokie, Winnetka, Northbrook and Morton Grove. All have been satisfied with the contractor's work and the timeliness of their service delivery. All references indicated they would, or were in the process of rehiring this firm for future service needs. Services being performed for these municipalities parallels that which VOHE is seeking to have the contractor complete.

A comparison/tabulation of the three (3) bid proposals is attached.

Based on the aforementioned information, it is recommended that Arthur Weiler Nursery Inc., Zion, IL, be awarded the contract extension for the 2010 Parkway Tree Planting Program.

FINANCIAL IMPACT:

Funding for this year's program is supported via funding of \$10,500 from the Other Capital Expenditures Account as well as \$5000 funding from the Tree Surplus Escrow Fund, which covers accident and storm damage replacement plantings as well as planting/replanting trees on Village rights-of-way. Additional funding is provided from deposits collected from developer building permits in new subdivisions. Quantities for tree planting for the 2010 season are approximately 90 trees for Village funded projects and approximately 175 for new subdivision plantings in the White Oak, Beacon Point and Devonshire Woods developments.

The Village reserves the right to change, add or delete quantities of trees to be planted. This quantity is conditioned upon the total amount of funds budgeted for the program each fiscal year as well as the rate of completion of homes in new subdivisions and was indicated in the bid specifications. Given our ability to control the quantity of trees the contractor will be planting, staff can cause the contract sum to be equal to that of funding availability. Based on specifications requirements, bidders submitted prices per tree to be planted by specie as indicated on the attached tabulation form.

RECOMMENDATION:

Request authorization to extend contract for 2010 Parkway Tree Planting Program to Arthur Weiler Nursery Inc., Zion, IL, in an amount not to exceed \$95,000.

Note: Bid Specifications and individual bids are in the white binder in the Trustee's ante room.

STATE OF ILLINOIS
 VILLAGE OF HOFFMAN ESTATES
 TABULATION OF BIDS
 2010 Parkway Tree Planting Program

2010 PARKWAY TREE PLANTING PROGRAM

County: Cook		Date: May 21, 2008		Arthur Weiler, Inc Zion, IL		Alan/Z Landscape Group Elgin, IL		Heights Landscaping Mundelein, IL	
Municipality or Road District: Hoffman Estates		Time:		COMPANY					
Section:		Appropriation \$							
Estimate \$		Attended by:		BID CHECK					
Proposal Guarantee:									
Terms:									
2010 Proposed Cost	Shade Trees	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total	
	Acer x freemanii - Freeman Maple Autumn Blaze' or 'Scarlet Sentinel	35-60	\$300.00	\$18,000.00	\$294.00	\$17,640.00	\$360.00	\$21,600.00	
	Acer platanoides - Norway Maple Emerald Lustre' or 'Emerald Queen'	25-45	\$310.00	\$13,950.00	\$294.00	\$13,230.00	\$385.00	\$17,325.00	
	Acer platanoides - Norway Maple (Red Leaf) 'Crimson King' or 'Royal Red'	30-50	\$340.00	\$17,000.00	\$326.00	\$16,300.00	\$385.00	\$19,250.00	
	Gleditsia triacanthos 'inermis' - Thornless Honeylocust 'Skyline' or 'Shademaster	25-50	\$300.00	\$15,000.00	\$319.00	\$15,950.00	\$480.00	\$24,000.00	
	Tilia cordata - Littleleaf Linden 'Glenleven' or 'Greenspire'	25-45	\$300.00	\$13,500.00	\$319.00	\$14,355.00	\$520.00	\$23,400.00	
	Tilia tomentosa - Silver Linden	25-45	\$300.00	\$13,500.00	\$319.00	\$14,355.00	\$520.00	\$23,400.00	
	Gymnocladus dioicus - Kentucky Coffeetree	5-15	\$300.00	\$4,500.00	\$317.00	\$4,755.00	\$490.00	\$7,350.00	
	Quercus bicolor - Swamp White Oak	25-45	\$310.00	\$13,950.00	\$341.00	\$15,345.00	\$600.00	\$27,000.00	
	Quercus rubra - Red Oak	0-10	\$320.00	\$3,200.00	\$341.00	\$3,410.00	\$600.00	\$6,000.00	
	Juglans nigra - Black Walnut	0-5	\$310.00	\$1,550.00	\$308.00	\$1,540.00	\$390.00	\$1,950.00	
	Calaeapa speciosa - Catalpa	0-10	\$280.00	\$2,800.00	\$308.00	\$3,080.00	\$400.00	\$4,000.00	
	Betula nigra - River Birch	0-10	\$260.00	\$2,600.00	\$308.00	\$3,080.00	\$320.00	\$3,200.00	
	Liriodendron tulipifera - Tuliptree	10-20	\$280.00	\$5,600.00	\$296.00	\$5,920.00	\$380.00	\$7,600.00	
	Celtis occidentalis - Hackberry	0-5	\$280.00	\$1,400.00	\$296.00	\$1,480.00	\$410.00	\$2,050.00	
	Ginkgo biloba - Ginkgo	0-5	\$360.00	\$1,800.00	\$367.00	\$1,835.00	\$600.00	\$3,000.00	
	Ulmus 'Morton' Accolade Elm	30-50	\$240.00	\$12,000.00	\$308.00	\$15,400.00	\$460.00	\$23,000.00	
			Total Bid	\$140,350.00		\$147,675.00		\$214,125.00	
			2010 Total Bid						

2010

STATE OF ILLINOIS
 VILLAGE OF HOFFMAN ESTATES
 TABULATION OF BIDS
 2010 Parkway Tree Planting Program

2010 PARKWAY TREE PLANTING PROGRAM

County: Cook	Date: May 21, 2008	COMPANY	Arthur Weiler, Inc Zion, IL		Alan/Z Landscaping Group Elgin, IL		Heights Landscaping Mundelein, IL	
Municipality or Road District: Hoffman Estates	Time:							
Section:	Appropriation \$							
Estimate \$	Attended by:							
Proposal Guarantee:								
Terms:								
2010 Proposed Cost	Ornamental Trees	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total
Acer tataicum - Tartman Maple		0-10	\$230.00	\$2,300.00	\$298.00	\$2,980.00	\$360.00	\$3,600.00
Acer platanoides 'Globosum' "Globe Norway Maple"		0-10	\$250.00	\$2,500.00	\$270.00	\$2,700.00	\$360.00	\$3,600.00
Acer ginnala - Amur Maple Tree Form		0-5	\$220.00	\$1,100.00	\$298.00	\$1,490.00	\$390.00	\$1,950.00
Acer Tataricum - Tartian Maple Tree Form		0-10	\$230.00	\$2,300.00	\$298.00	\$2,980.00	\$390.00	\$3,900.00
Malus spp - Ornamental Crabapple 'Adams'		0-10	\$185.00	\$1,850.00	\$221.00	\$2,210.00	\$245.00	\$2,450.00
Malus species Ornamental Crabapple Red Baron		0-10	\$185.00	\$1,850.00	\$221.00	\$2,210.00	\$245.00	\$2,450.00
Malus Species Ornamental Crabapple Spring Snow		0-10	\$175.00	\$1,750.00	\$221.00	\$2,210.00	\$245.00	\$2,450.00
Crataesus Crus-Gnli Inermis-Thornless Cockspur Hawthorn		0-10	\$180.00	\$1,800.00	\$298.00	\$2,980.00	\$330.00	\$3,300.00
Pyrus calleryana - Callery Pear Autumn Blaze		30-60	\$200.00	\$13,200.00	\$300.00	\$18,000.00	\$355.00	\$21,300.00
Syringa reticulata - Japanese Tree Lilac 'Ivory Silk'		0-15	\$220.00	\$3,300.00	\$314.00	\$4,710.00	\$370.00	\$5,550.00
Acuminata Cucumber - Magnolia		5-20	\$240.00	\$4,800.00	\$330.00	\$6,600.00	\$420.00	\$8,400.00
Amelanchier - canadensis Tree Form Service Berry		0-10	\$250.00	\$2,500.00	\$298.00	\$2,980.00	\$430.00	\$4,300.00
Total Bid				\$39,250.00		\$52,050.00		\$63,250.00
2010 Total Bid								

VILLAGE OF HOFFMAN ESTATES
TABULATION OF BIDS
2010 Parkway Tree Planting Program

2010 PARKWAY TREE PLANTING PROGRAM

County: Cook	Date: May 21, 2008	COMPANY	Arthur Weiler, Inc Zion, IL		Alan/Z Landscaping Group Elgin, IL		Heights Landscaping Mundelein, IL		
Municipality or Road District: Hoffman Estates	Time:								
Section:	Appropriation \$								
Estimate \$	Attended by:								
Proposal Guarantee: Terms:									
2010 Proposed Cost	Evergreens & Shrubs	QUANTITY	Unit Price	Total	Unit Price	Total	Unit Price	Total	
	Thuja occidentalis - Arborvitae 'Techny' or 'Pyramidal American'	0-10	\$180.00	\$1,800.00	\$156.00	\$1,560.00	\$220.00	\$2,200.00	
	Picea pungens - Colorado Blue Spruce 'Hoopsi'	0-3	\$390.00	\$1,170.00	\$261.00	\$783.00	\$660.00	\$1,980.00	
	Euonymus alatus - Burning Bush 'Rudy Haag' or 'True Dwarf'	0-10	\$36.00	\$360.00	\$44.00	\$440.00	\$38.00	\$380.00	
	Spirea japonica - Spirea 'Shirobana' or 'Little Princess'	0-6	\$36.00	\$216.00	\$42.00	\$252.00	\$37.00	\$222.00	
	Syringa meyeri - Dwarf Korean Lilac	0-6	\$37.00	\$222.00	\$62.00	\$372.00	\$43.00	\$258.00	
	Viburnum dentatum - Arrowwood Viburnum 'Autumn Jazz' or 'Chicago Lusture'	0-6	\$36.00	\$216.00	\$62.00	\$372.00	\$48.00	\$288.00	
	Taxus media - Japanese Yew (low growing variety)	0-30	\$80.00	\$2,400.00	\$54.00	\$1,620.00	\$87.00	\$2,610.00	
	Buxus microphylla - Boxwood 'Wintergreen' or 'Green Velvet'	0-25	\$60.00	\$1,500.00	\$61.00	\$1,525.00	\$82.00	\$2,050.00	
	Ribes Alpinum - Alpine Currant	0	\$39.00	-	\$41.00	-	\$48.00	-	
	Cornus sericea - Dogwood 'Isanti' or 'Alleman's Compact'	0	\$35.00	-	\$41.00	-	\$48.00	-	
	Total Bid			\$7,884.00		\$6,924.00		\$9,988.00	
	2010 Total Bid			\$187,484.00		\$206,649.00		\$287,363.00	

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to award contract for State of Illinois joint purchase of 2010-2011 winter road salt to North American Salt Company, Overland Park, Kansas, at a unit price of \$68.82 per ton in an amount at 120% not to exceed \$619,380.

MEETING DATE: July 26, 2010

COMMITTEE: Public Works & Utilities

FROM: Kenneth Hari, Director of Public Works
Ken Gomoll, Superintendent of Administration

PURPOSE: To provide a supply of road de-icing salt for the 2010-2011 winter season.

BACKGROUND: On March 15, 2010, the Village Board authorized participation in joint purchase with IDOT for 2010-2011 procurement of 7,500 tons of road salt. Fiscal Year 2010 provides \$505,000 for road salt needs of which a balance of \$251,528 remains. In previous years the Village has participated in joint purchases with IDOT in an effort to guarantee a supply and reduce cost.

DISCUSSION: On July 12, 2010, the Village received notification from IDOT on road salt bid results. The Village has pre-committed to 7,500 tons and is responsible for ensuring that the 80% guaranteed purchase requirement is met by contract end (June 30, 2011) although up to 120% may be obtained at the same contract price. The contract was awarded to North American Salt Company, at a cost F.O.B., Hoffman Estates of \$68.82 per ton. This is the same unit cost and vendor awarded the contract last winter season.

FINANCIAL IMPACT:

Although it is uncertain exactly how much salt will be applied, due to the unpredictability of weather events, we can state with reasonable certainty that our usage this season will fall within the 80% to 120% contract range. The range of estimated costs can be based on the minimum purchase of 80%, or 6,000 tons at \$412,920, and the maximum purchase of 120% or 9,000 tons at \$619,380.

Current and past State pricing for salt F.O. B. Hoffman Estates is as follows:

Year	Amount (tons)	Cost per ton
2009-2010	7,500	\$68.82
*2008-2009	2,500	\$127.03
*2008-2009	2,585	\$104.25
*2008-2009	1,815	\$137.09
2007-2008	6,050	\$38.97
2006-2007	6,050	\$37.72
2005-2006	6,050	\$34.97
2004-2005	5,500	\$31.94
2003-2004	5,500	\$31.94
2002-2003	5,500	\$31.14
2001-2002	5,500	\$31.57
2000-2001	5,500	\$27.60

*multiple vendors

RECOMMENDATION:

Request authorization to award contract for State of Illinois joint purchase of 2010-2011 winter road salt to North American Salt Company, Overland Park, Kansas, at a unit price of \$68.82 per ton in an amount at 120% not to exceed \$619,380.



ILLINOIS

JOINT PURCHASING REQUISITION

PLEASE RETURN TO:

Illinois Department of
Central Management Services
801 Wm. G. Stratton Building
401 S. Spring Street
Springfield, IL 62706
Fax: (217) 782-5187

Joint Purchasing #: L2680 -2680

Government Unit: Village of Hoffman Estates

Mailing Address: 2305 Pembroke Ave.

City / State / Zip: Hoffman Estates, IL 60169

County: Cook

Contact Person: Ken Gomoll

Telephone Number: (847) 490-6800

Fax Number: (847) 490-6868

Contact Email: Ken.Gomoll@hoffmanestates.org

Date: 3 / 15 / 2010

Delivery Point
← Please provide Email Address

Complete Only One Either "Table-A" or "Table-B" Below **#044** **NASC 68.82**

Table A: Complete this table to have the State BID for your governmental entity

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
Road Salt, Bulk	<u> 7,500 </u>	<u> Tons </u>	

Please note your Purchase Commitment Percentage for total tonnage quantity stated above (choose one):

- OPTION 1 XXX 80% minimum purchase requirement/120% maximum purchase requirement
- OPTION 2 _____ 100% minimum purchase requirement/120% maximum purchase requirement

Complete Only One Either "Table-A" Above or "Table-B" Below

Table B: Complete this table to have the State RENEW for your governmental entity (ONLY)

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
Road Salt, Bulk		<u> Tons </u>	

Note: Renewal is available ONLY under contracts 4015782, 4015783, or 4015784 for the 2010-2011 season. Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check renewing contract number:
 Contract # 4015782 () Contract # 4015783 () Contract # 4015784 ()

I certify that funds are available for the purchase of the items on this Requisition and that such items are for the sole use of this governmental unit, and not for personal use of any official or individual or re-sale.

In addition, I agree to abide by the Joint Purchasing Procedure established by the Department of Central Management Services.

 X William D. Mc L...
 SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT
 Printed on Recycled Paper

 X March 15, 2010
 TITLE
 Village President



July 1, 2010

Dear Joint Purchasing Participant:

Subject: 2010-2011 Rock Salt, Bulk Contract Information

In completing the 2010 – 2011 Rock Salt season contract re-procurement, the State of Illinois did not encounter the types of supply-related issues experienced in previous seasons. We made every effort to secure Road Salt at the best available price for participants in our contract re-procurement, and gladly report that all locations across the State were able to have their supply needs met through the State's procurement efforts.

We again recommend that participating agencies and governmental entities examine their application rates and roadway priorities in order to minimize next season's maintenance program cost while also ensuring the safety of the public.

Enclosed is a copy of the requisition you submitted to us for the purchase of rock salt. The information from the requisition, including purchase commitment, can be used to submit your requirements to this year's contract vendor:

Contract: PSD 4016217

North American Salt Company

9900 West 109-th Street

Overland Park, KS 66210

Phone (800) 323-1641 or (913) 344-9330

Term: July 2010 - June 2011

FEIN Number: 48-1047632

Contact Name: Sean Lierz

Your unit is **Contract Line No: 044 / Price per ton F.O.B. destination, is \$ 68.82**. Emergency pickup of salt at vendor's warehouse is available at base price of **\$-75.00** per ton. Warehouses are open Monday through Friday, 7:00 a.m. to 3:00 p.m. Please contact the vendor during regular business hours for the specific warehouse location in your area.

The additional price per ton to have rock salt delivered in trucks equipped with coal/grain chute openings in the tailgate to permit controlled off-loading of rock salt onto conveyors is **\$5.50** per ton. Contact vendor for availability in your area and scheduling deliveries.

You are responsible for issuing your own purchase order document to the vendor. Orders may be placed with the vendor via telephone, with a written or fax confirmation to follow immediately. *You are strongly encouraged to order early and to store as much salt as possible in order to help prevent potential salt shortages this winter.* Also, you need to make every effort to place orders in full truckload lots (22-25 tons) or multiples of such.



Your governmental unit is responsible for ensuring that the 80 or 100 percent minimum guaranteed purchase commitment (as noted on your Requisition) is met before the end of the winter season, June 30, 2011. The vendor is required to furnish not less than 120-percent (if needed) of the contract quantity by March 1, 2011. Your governmental unit is responsible for processing vendor invoices in a timely manner.

Delivery shall be made as soon as possible after vendor receipt of order by phone or mail. The maximum time from receipt of order to the actual delivery for orders placed between December 1, 2009 through April 1, 2010 shall not exceed seven working days, unless as modified in the Order Guidelines herein.

For orders placed between December 1, 2010 and April 1, 2011, if a vendor is unable to make delivery within the order timeline, local governmental units shall have the right to retain \$.20 per ton per working-day as liquidated damages on the undelivered portion of the order. For orders placed prior to 9:00 a.m. on a given day, that day to be considered as the first calendar day of the seven-day delivery period. For an order placed after 9:00 a.m. on a given day, the following day shall be considered as the first calendar day of the seven day delivery period.

CMS reserves the right to mitigate application of liquidated damages imposed against a vendor, in the event of orders exceeding the maximum percentages outlined below:

An agency may order up to 20-% of their awarded contract tonnage in any given week and vendor shall deliver within 7 working-days after receipt of order. Quantity ordered above the 20-% threshold shall have an extended deliver time of one-working-day for each one-percentage-point above the 20-% guideline. For example, if an agency orders 25-% of their awarded total 100 ton, delivery of the first 20 ton (20-%) shall be within 7 working-days after receipt of order, the remaining 5 ton should be delivered within 12 working-days after receipt of order.

If after seven working-days of liquidated damages assessment, the vendor has still failed to deliver, local governmental unit shall have the right to terminate an order and purchase road salt or abrasives from another source, or take action consistent with public safety as needed to continue daily business. Any and all additional costs incurred may be collected from the original vendor, in addition to liquidated damages, by participant's legal action.

All deliveries shall be covered with approved weatherproof materials. The vendor shall ensure that delivery person inspects the inside of the trailer and that all salt is removed from the trailer before leaving a delivery point. The vendor will ensure all weights and measures shown on delivery tickets are correct. Local governmental units reserve the right to require that delivery trucks occasionally be directed to a scale in the vicinity of the delivery point as a check on delivered truckloads.



Deliveries of rock salt containing any foreign material such as mud, rocks, grader teeth, wood, tarpaulins, etc., may be rejected at the delivery site. In the event that any foreign material is discovered in dumped deliveries, the salt and foreign matter may be reloaded onto the cartage hauler's truck by the local governmental unit and returned for credit, or the vendor shall immediately ship a specification compliant load of replacement salt, or issue a refund to the governmental unit consistent with the contract price.

In December 2010, the contract vendor shall have in place stockpile(s) located in or near Illinois covering the tonnage awarded for the northern regions of the State, and in January of 2011 the contract vendor shall have in place stockpile(s) in or near to Illinois covering the total tonnage awarded for all regions of the State. At our discretion, we will inspect the stockpiles to ensure that these stockpiles are in sufficient quantities, and that vendor commitments to the stockpiles are with the users of this contract.

The contract pricing shall remain firm for the entire contract period, for up to the 120-% guaranteed limit, unless otherwise changed by mutual agreement. The contract price for purchases made in excess of the 120-% guaranteed limit is subject to increase if vendor's costs for providing rock salt increase by more than 5.%. Contract vendor must submit to CMS documentation justifying the increase for acceptance prior to implementation.

Unless an emergency exists, those local governmental units under their 120-% purchase threshold shall receive salt deliveries prior to those local governmental units over their 120-% purchase threshold. In the case of an emergency, effort will be made to have the vendor ship enough salt to aid affected local governmental units through the emergency.

Enhanced rock salt 2010 - 2011 season availability from North American Salt Company:

The Department of Central Management Services requested pricing for an enhanced rock salt option in the invitation for bid, and received an offering from Cargill's Deicing Unit. Their prices are made available to any joint purchasing participant awarded in the Cargill Rock Salt Contract as an up-charge per ton option and are to be added to your order as a separate line item. Locations interested in ordering this enhanced salt option must call the vendor to facilitate ordering arrangements.

North American Salt is providing the following Price structure for 2010 - 2011 Season:

- IDOT District No. 1 \$-14.50 Price up-charge per ton.
- IDOT District No. 2 \$-14.50 Price up-charge per ton.
- IDOT District No. 3 \$-14.50 Price up-charge per ton.
- IDOT District No. 4 \$-14.50 Price up-charge per ton.
- IDOT District No. 5 \$-14.50 Price up-charge per ton.
- IDOT District No. 6 \$-14.50 Price up-charge per ton.
- IDOT District No. 7 \$-14.50 Price up-charge per ton.
- IDOT District No. 8 \$-14.50 Price up-charge per ton.
- IDOT District No. 9 \$-14.50 Price up-charge per ton.



ILLINOIS

Pat Quinn, Governor

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

James P. Sledge, Director

The enhanced salt product features additional pre-treatment of approved road salt with a product providing enhanced melting performance, with reduced corrosion and clumping.

It is hoped that this information will be beneficial to you in the utilization of this contract. If you have any further questions concerning the rock salt contract, please feel free to contact me at (217) 782-8091.

Sincerely,

Wayne Ilesley, Buyer
Bureau of Strategic Sourcing And Procurement

GovSalt.doc

7. **ADDITIONAL BUSINESS – Continued**

K. Request Board authorization to award contract with Joe Briglia for consulting services related to the Sears Centre Arena as the Interim Owner's Representative for the Sears Centre Arena in an amount not to exceed \$71,000.

L. Request Board authorization to extend 2008 contract for 2010 street sweeping, inclusive of all associated costs including hauling of debris, to K. Hoving Clean Sweep, West Chicago, IL, in an amount not to exceed \$69,156.

→ M. Request Board authorization for Village to participate in joint purchase with the State of Illinois for 2010-2011 procurement of road salt, in the amount of 7,500 tons, via State Bid Table A, Option #1.

8. **ADJOURNMENT**

**VILLAGE OF HOFFMAN ESTATES
OFFICE OF CORPORATION COUNSEL**

**REVIEW AND APPROVAL PROCEDURES
FOR A CONTRACT**

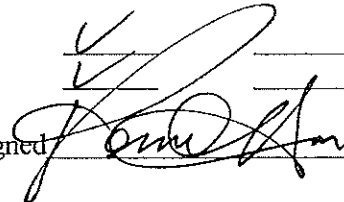
Budget # 01404123-4409

Project Title:	<u>2009 - 2010 Bulk Road Salt Procurement via Joint Purchase with State</u>
Contact Person:	<u>Ken Gomoll</u>
Department:	<u>Public Works</u>
Amount of Contract:	<u>7500 tons @ 100% as bid by State Joint Purchase</u>
Mgr./Bd. Approval Req. By:	<u>Village Board Approved March 15, 2010</u>
Village Signature Required:	over \$20,000 - Village President <u>XX</u> Under \$20,000 - Village Manager _____

1. DEPARTMENT DIRECTOR OR COMMISSION LIAISON

APPROVE DISAPPROVE COMMENT

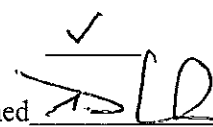
- A. As to Amount Budgeted
B. As to Purpose & Content

Signed  3 / 16 / 10
Date

2. DIRECTOR OF FINANCE

APPROVE DISAPPROVE COMMENT

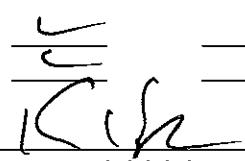
- A. As to Budget

Signed  3 / 17 / 10
Director of Finance Date

3. RISK MANAGER

APPROVE DISAPPROVE COMMENT

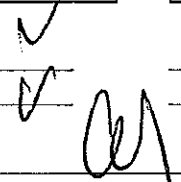
- A. As to Liability
B. As to Insurance Coverage Req.

Signed  3 / 19 / 10
Risk Manager Date

4. CORPORATION COUNSEL

APPROVE DISAPPROVE COMMENT

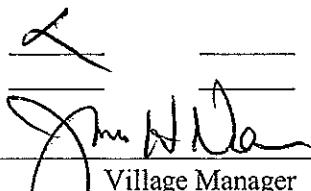
- A. As to Legality
B. As to Form

Signed  3 / 22 / 10
Corporation Counsel Date

5. VILLAGE MANAGER

FOR SIGNATURE FOR BOARD TRANSMITTAL COMMENT

- A. Accepted
B. Not Accepted

Signed  3 / 24 / 2010
Village Manager Date

Procedures:

- The Department Director or Commission Liaison is responsible for initiating this form for each contract.
- The original contract and this form shall be filed with the Village Clerk.

AGENDA
SPECIAL PUBLIC WORKS & UTILITIES COMMITTEE
Village of Hoffman Estates
March 15, 2010

Immediately following Transportation & Road Improvement

DRAFT #1

7:50 p.m.

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

I. Roll Call

NEW BUSINESS

1. Request authorization to extend 2008 contract for 2010 Street sweeping, inclusive of all associated costs including hauling of debris, to K. Hoving Clean Sweep, West Chicago, IL, in an amount not to exceed \$69,156.00.
2. Request authorization for Village to participate in joint purchase with the State of Illinois for 2010-2011 procurement of road salt, in the amount of 7,500 tons, via State Bid Table A, Option #1.

II. Adjournment



ILLINOIS

JOINT PURCHASING REQUISITION

PLEASE RETURN TO:

Illinois Department of
Central Management Services
801 Wm. G. Stratton Building
401 S. Spring Street
Springfield, IL 62706
Fax: (217) 782-5187

Joint Purchasing #: _____
 Government Unit: Village of Hoffman Estates
 Mailing Address: 2305 Pembroke Ave.
 City / State / Zip: Hoffman Estates, IL 60169
 County: Cook
 Contact Person: Ken Gomoll
 Telephone Number: (847) 490-6800
 Fax Number: (847) 490-6868
 Contact Email: Ken.Gomoll@hoffmanestates.org

Date: 3 / 15 / 2010

Delivery Point
-< Please provide Email Address

Complete Only One Either "Table-A" or "Table-B" Below

Table A: Complete this table to have the State BID for your governmental entity

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
Road Salt, Bulk	<u>7,500</u>	Tons	_____

Please note your Purchase Commitment Percentage for total tonnage quantity stated above (choose one):

- OPTION 1 XXX 80% minimum purchase requirement/120% maximum purchase requirement
 OPTION 2 _____ 100% minimum purchase requirement/120% maximum purchase requirement

Complete Only One Either "Table-A" Above or "Table-B" Below

Table B: Complete this table to have the State RENEW for your governmental entity (ONLY)

ITEM DESCRIPTION	QUANTITY	UNIT MEASURE	AMOUNT BUDGETED
<u>AASHTO M143 Road Salt or Equivalent</u>	<u>(Total Tonnage)</u>	<u>(22 - 25 Ton / Truck)</u>	<u>(Local Governmental Use Only)</u>
Road Salt, Bulk	_____	Tons	_____

Note: Renewal is available ONLY under contracts 4015782, 4015783, or 4015784 for the 2010-2011 season. Your quantity may not exceed more than a 20% increase of last season's quantity, and price cannot increase more than 5% of last season's price. Other Terms & Conditions of Contract will remain the same as last year. Check renewing contract number: Contract # 4015782 () Contract # 4015783 () Contract # 4015784 ()

I certify that funds are available for the purchase of the items on this Requisition and that such items are for the sole use of this governmental unit, and not for personal use of any official or individual or re-sale.

In addition, I agree to abide by the Joint Purchasing Procedure established by the Department of Central Management Services.

X William D. McIsaac
 SIGNATURE OF AUTHORIZED OFFICIAL OR AGENT
 Printed on Recycled Paper

X March 15, 2010
 TITLE
Village President



MEMORANDUM

TO: Local Governmental Units Authorized to Participate in Joint Purchasing

FROM: Roger A. Nondorf
Bureau of Strategic Sourcing and Procurement
Portfolio Manager – Commodities & Equipment

DATE: February 16, 2010

SUBJECT: Deadline for Submission of Bulk Road Salt (Sodium Chloride)
Requirements for the 2010 - 2011 Winter Season

Action Required

The State of Illinois, Bureau of Strategic Sourcing & Procurement is planning to solicit bids for highway ice control (bulk road salt) in April of 2010 for the 2010-2011 season.

Additionally, existing contracts 4015782, 4015783, and 4015784 contain a renewal option at the sole option of the State. If you are a participant within one of those contracts and if your community's intention is to renew, then this must be identified.

If your unit of government desires to participate in this year's bid, or wishes to renew under one of the existing contracts with a renewal option, you are required to complete the copy of the attached Joint Purchasing Requisition and return it to the Bureau of Strategic Sourcing & Procurement no later than 5:00 p.m. March 19, 2010. Your choice is to do one or the other, or to not be an active participant in the State's procurement efforts for the 2010-2011 season.

This timeframe is firm, and will not be extended.

The Renewal Process

If your governmental entity is a participant under one of the following contracts - 4015782, 4015783, or 4015784; and upon receipt of your stated desire to renew with your updated quantity requirements, the State will work to finalize the renewal on behalf of your governmental entity. Note that a renewal option is not available under contracts 4015380, 4015382 4015389, or 4015393. Should you choose to renew, all terms and conditions shall remain the same as in the present contract, and you will be able to reset desired quantities (with a cap on quantity increases not to exceed 20% more than your past year's quantity). Utilize Table B (only) to indicate your intent to renew and your quantity requirements.

The Procurement Process

Should a renewal option not exist, or should you wish to participate in the State's bid process for the 2009-2010 season, complete Table A (only) to indicate your intent to participate in the bid process, your minimum purchase requirement, and your desired quantities at 100%.

The State seeks to combine the needs of hundreds of governmental entities across Illinois into a single bid in an effort to consolidate buying power, and to make it easier for vendors to respond to the individual needs of hundreds of communities through a single bid response. Award is to the lowest responsible bidder meeting the terms & conditions of the solicitation. A single contract is completed for each vendor for all locations awarded through the competitive process. Each governmental unit places its own orders with the vendor in compliance with the contract.

CMS does not set pricing, nor does CMS buy salt for resale. Vendors offer pricing under a competitive bid process, in accordance with the Illinois Procurement Code and Rules and the Illinois Joint Purchasing Act. CMS strives to utilize a consistent approach, to the greatest degree possible, and seeks to achieve as competitive of a process as possible.

Anticipated Terms – for the 2010-2011 Solicitation

This section applies to those units of government participating in the joint purchase of rock salt solicitation. Renewing entities will be governed under the existing contract. All participants will be required to abide by the respective contract terms and conditions. The major terms of the bid for the 2010-2011 season are expected to be as follows:

1. Rock salt specification shall be in accordance with AASHTO Specification M143, Sodium Chloride Type 1, Grade 1, or an acceptable approved alternate.
2. Quantities shown in the invitation for bid are estimates only. The total ton quantity submitted shall be considered to be sufficient to service the seasonal needs of the local governmental unit, and may be adjusted as stated herein.
3. The purchase percentage agreement is consistent with last season's bid. We are asking local government to identify their purchase percentage commitment (choose one) on the Requisition Form.
 - 3.a. When submitting rock salt estimated usage for next winter, local governmental unit shall agree to purchase at least 80-% of the amount; and the vendor shall agree to furnish not less than 120% of the awarded tonnage amount. (Please make selection on Requisition Form)
 - OR**
 - 3.b. When submitting rock salt estimated usage for next winter, local governmental unit shall agree to purchase at least 100% of the amount; and the vendor shall agree to furnish not less than 120% of the awarded tonnage amount. (Please make selection on Requisition Form)
 - 3-c. Each governmental unit is responsible for ensuring that the guaranteed purchase requirement is met before the end of the season (June 30, 2011), and the vendor(s) shall be required to furnish the maximum-% (if required) tons by March 01, 2011.
4. Each governmental unit shall issue their own vendor purchase order. Order may be placed with the vendor via telephone and a written or fax confirmation document shall follow immediately thereafter.
 - 4.a. *Governmental units are strongly encouraged to order early and to store as much salt as possible in order to help prevent potential salt shortages.* Governmental units need to make every effort to place orders in full

truckload quantities of (22 - 25 tons). Requests for rock salt with quantity of less than a truckload will not be accepted.

4.b. Local governmental units reserve the right to purchase up to 50-% of the total award requirements prior to November 30, 2010 and vendor shall notify each delivery point in advance of when shipment is to begin.

4.c. Vendors shall accept orders at any time during the period from the date of contract issue through the last day of the contract.

5. Deliveries shall be accepted only on regular work days (Monday through Friday and excluding all State holidays) during regular work hours (7:30 a.m. to 4:00 p.m.), except when special arrangements have been made in advance with an appropriate agency or governmental representative at the delivery site.

All truck loads shall be covered with an approved weatherproof material, and all deliveries shall be Pre-Paid F.O.B. Destination as stated in the order document.

Truckloads containing foreign material such as mud, rocks, etc., may be rejected at the delivery site, and a replacement shipment scheduled by the contract vendor.

The State and Local Governmental Units reserve the right to require that some trucks occasionally be directed to a scale in the vicinity of the delivery point as a check on delivered truckloads.

Deliveries are to be made as soon as possible after receipt of an order, maximum time from receipt of order placed by local governmental units after December 1st shall not exceed seven working days, or as modified by Contract Order Guidelines. There is not a set delivery time limit for orders placed prior to December 1, 2010 or orders placed after April 1, 2011.

Each governmental unit shall be responsible for the processing of vendor invoices in a timely manner to ensure prompt payment.

6. CMS intends to continue to include a liquidated damages clause similar to the following:
From December 1, 2010 thru April 1, 2011; if the vendor is unable to make delivery within the required working days, units shall have the right to retain \$.20 per ton per calendar day as liquidated damages on the undelivered portion of the order. If after seven days of liquidated damages assessment, the vendor has still failed to deliver as required, governmental units shall reserve the right to take action to remedy the failure of vendor performance in accordance with the contract.
7. For contract performance protection, the State will secure a performance bond from the contracted vendor, valued at 20% of the total of the contract award dollar value.
8. In December 2010 the contract vendor(s) shall be required to have stockpile(s) in place located in or near Illinois covering 100-% of the total tonnage awarded for the northern regions of the State, and in January of 2011 stockpile(s) located in or near Illinois covering 100-% of the tonnage awarded for all other regions of the State. At CMS discretion, the State may inspect the stockpiles to ensure they are in sufficient quantities, and that commitments for these stockpiles are with users of this contract.
9. The contract price shall remain firm for the entire contract period up to the maximum guaranteed limit. Contract pricing for a purchase made in excess of the guaranteed limit, and if available for purchase, is subject to an increase if vendor's costs for providing rock salt increase by more than 5-%.

10. Unless an emergency exists, the local governmental units under the maximum 120% purchase threshold will receive salt deliveries prior to the local governmental units over the maximum 120% purchase threshold. In the case of an emergency, efforts shall be made to have the vendor ship enough salt to aid affected local governmental units through the emergency situation.

2009 - 2010 Retrospective

Many of the challenges faced in the 2008-2009 season were not revisited in the 2009-2010 season, as the severe supply issues of the previous season did not materialize.

All requested quantities for all participants were able to be contracted through a single bid effort. In 2008-2009, three bid efforts were necessary to secure desired quantities.

Prices received through the statewide road salt solicitation were lower as a weighted average in 2009-2010 compared to the 2008-2009 season. Comparing year-over-year averages reflect a 19% lower statewide price for the 2009-2010 season.

This is an Opt-in Process

Participation in the State's procurement process for rock salt is voluntary, an opt-in process. CMS has no method to ensure vendor participation, nor control pricing that vendors offer in the competitive bid process.

Local communities are not inhibited nor restricted from seeking bids independently should they choose to do so. However, by indicating through this requisition process your desire to either renew or to participate in the upcoming bid process, you are committing your entity's participation. The State will act in accordance with your submitted requisition.

We ask that you give immediate attention to this matter and allow reasonable mailing time, or fax response, to ensure that we receive your salt request prior to the deadline. Return your Joint Purchasing Requisition via fax and/or mail no later than 5:00 p.m. March 19, 2010. This deadline is firm, and will not be extended.

We thank you for your consideration and welcome your participation in the upcoming bid. Any questions you have in completing the form or concerning the rock salt bid/contract can be directed to the following:

Wayne Ilsley, CPPB, Buyer
Department of Central Management Services
Bureau of Strategic Sourcing & Procurement
Room 801 William G. Stratton Building
Springfield, IL 62706
Phone: (217) 782-8091
Fax: (217) 782-5187

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization for Village to participate in joint purchase with the State of Illinois, State Bid Table A Option #1, for 2010-2011 procurement of road salt, in the amount of 7,500 tons.

MEETING DATE: March 15, 2010

COMMITTEE: Public Works & Utilities

FROM: Kenneth Hari, Director of Public Works
Ken Gomoll, Superintendent of Administration

PURPOSE: Procurement of road salt for 2010-2011 season.

BACKGROUND: 2009-2010 Village salt procurement was through a joint purchase with the State for 7,500 tons. Past costs are as follows:

Year	Amount (tons)	Cost per ton
2009-2010	7,500	\$68.82
*2008-2009	2,500	\$127.03
*2008-2009	2,585	\$104.25
*2008-2009	1,815	\$137.09
2007-2008	6,050	\$38.97
2006-2007	6,050	\$37.72
2005-2006	6,050	\$34.97
2004-2005	5,500	\$31.94
2003-2004	5,500	\$31.94
2002-2003	5,500	\$31.14
2001-2002	5,500	\$31.57
2000-2001	5,500	\$27.60

*multiple vendors due to limited availability

The N.W.M.C. has not coordinated a joint purchase for bulk rock salt since around 1992. They do, however, coordinate joint purchases for liquid calcium chloride.

DISCUSSION: On February 25, 2010, the Village received notification from the State of their plan to solicit bids for bulk rock salt in early April 2010. Government units contemplating participation in this year's bid are required to submit requisitions, no later than March 19, 2010, or be required to purchase salt on their own.

DISCUSSION, Continued:

The amount of \$505,000 was budgeted in FY2010 for this contract purchase. Due to the unpredictability of weather events, which may distort yearly averaging calculations, it is uncertain exactly how much salt will be applied in any given winter. The State offered a 2nd purchase option this year under their contract.

As of March 3, 2010, approximately 2,940 tons is in storage. While it is anticipated that the 2,940 tons will be a sufficient quantity to carry until the end of this season, the remaining quantity balance at this winter's end cannot be accurately predicted at this point. Therefore, it is recommended the Village seek procurement of 7,500 tons (100%) for the 2010-2011 winter, the same procurement tonnage as for 2009 - 2010.

FINANCIAL IMPACT:

Utilizing the 7,500 tons as our 100% purchase commitment quantity, three options are through the State for our 2010-2011 total purchase commitment: Referenced tables and options appear on the State purchasing requisition (next page).

OPTION	DESCRIPTION
Table A Option #1 (Recommended)	Requires a purchase of a minimum of <u>80%</u> (6,000 tons) to a maximum of <u>120%</u> (9,000 tons). This option was utilized for the 2009-2010 winter and was the only option available in past years although at a <u>70% - 130%</u> range. This option is most desirable for mild winters with lower salt applications. Presently, the Village has purchased 99.7% for the 2009-2010 season. Although we are not aware of any future forecasted salt shortages in the months ahead, given the variability of unit costs recently, from year to year, costs for State bids cannot be accurately predicted. We can predict however that our salt usage will fall within the 80% - 120% contract range.
Table A Option #2	Although similar to Option #1, the purchase commitment range narrows to <u>100%</u> minimum and <u>120%</u> maximum. Unit costs can be expected to be slightly lower than Table A Option #1 due to the increase in required minimum purchase quantity.
Table B Option	Requires a <u>100%</u> purchase commitment that may not exceed more than a <u>20%</u> increase over the <u>100%</u> quantity. In return, the unit cost is guaranteed not to increase greater than <u>5%</u> of the 2009-2010 season's unit cost. While this option will secure a known maximum cost of \$541,978, (7,500 tons @ \$68.82 + 5%), one cannot predict how this known fixed cost will compare to bid unit costs.

RECOMMENDATION:

Request authorization for Village to participate in joint purchase with the State of Illinois, State Bid Table A Option #1, for 2010-2011 procurement of road salt, in the amount of 7,500 tons.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Hoffman Boulevard Bridge Deck Crack Sealing Project Award of Contract

MEETING DATE: July 26, 2010

COMMITTEE: Public Works & Utilities

FROM: Gary Salavitch

PURPOSE: The purpose of this agenda item is to present the bids and recommend the award of contract for the Hoffman Boulevard Bridge Deck Crack Sealing Project.

BACKGROUND: Following original construction, the Hoffman Boulevard Bridge deck has experienced more than the typical amount for deck cracking. After the bridge deck was constructed, specialized crack sealing (methacrylate) was installed in 1999 by the contractor at their cost to address the premature cracking. Due to recent staff observations, bridge experts were enlisted for an assessment of the condition and possible preventive measures to ensure the life of this bridge. The bridge is listed in the IDOT inventory which requires inspections every other year. The engineers agreed that the bridge was in very good condition with a concern about the number of fine cracks in the bridge deck. Several alternatives were considered and the same specialized crack sealing as used previously was recommended as a cost effective way to address this concern. It was also recommended that this work should occur as soon as possible.

DISCUSSION: Two bids were received on July 19, 2010 for this project. IWS provided a low bid unit price of \$26 per square yard, which would seal the entire bridge deck. The table below is a summary of the bid results received for this project.

**HOFFMAN BOULEVARD BRIDGE DECK CRACK
SEALING BIDS**

(Based on an Estimated 1,198 SY of Crack Sealing)

Contractor	Unit Costs
IWS, Inc.	\$35,290.00
Freyssinet, Inc.	\$61,906.00

DISCUSSION: (Continued)

References were checked for IWS, Inc. per Village procedure and found to be acceptable. In addition, the low bid amount was checked against other recent comparable projects and the cost was found to be reasonable. The Development Services Department is recommending the Hoffman Boulevard Bridge Deck Crack Sealing Project contract be awarded to IWS, Inc. of Aurora, Illinois, in an amount not-to-exceed \$35,290.

FINANCIAL IMPACT:

This project is not budgeted for this year but it is funded by an established account for Hoffman Boulevard Bridge maintenance. The Hoffman Boulevard Bridge Maintenance fund was set up for this type of work at the time of bridge completion. There is currently \$380,000 in this fund. This amount was determined based on the typical, expected maintenance projects required of a bridge. The actual maintenance has varied from the original plan based on monitoring the conditions.

RECOMMENDATION:

Recommend award of the Hoffman Boulevard Bridge Deck Crack Sealing Project contract to IWS, Inc. of Aurora, Illinois, in an amount not-to-exceed \$35,290.00.

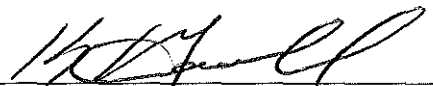
DEPARTMENT OF PUBLIC WORKS

JUNE MONTHLY REPORT

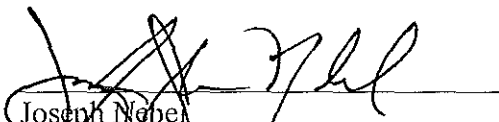
SUBMITTED TO PUBLIC WORKS COMMITTEE

JULY 2010

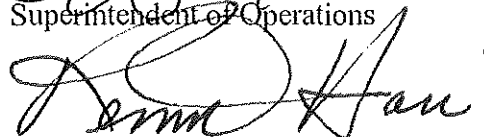
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- FACILITIES
- FLEET SERVICES
- STREETS
- WATER AND SEWER



Ken Gomoll
Superintendent of Administrative Services

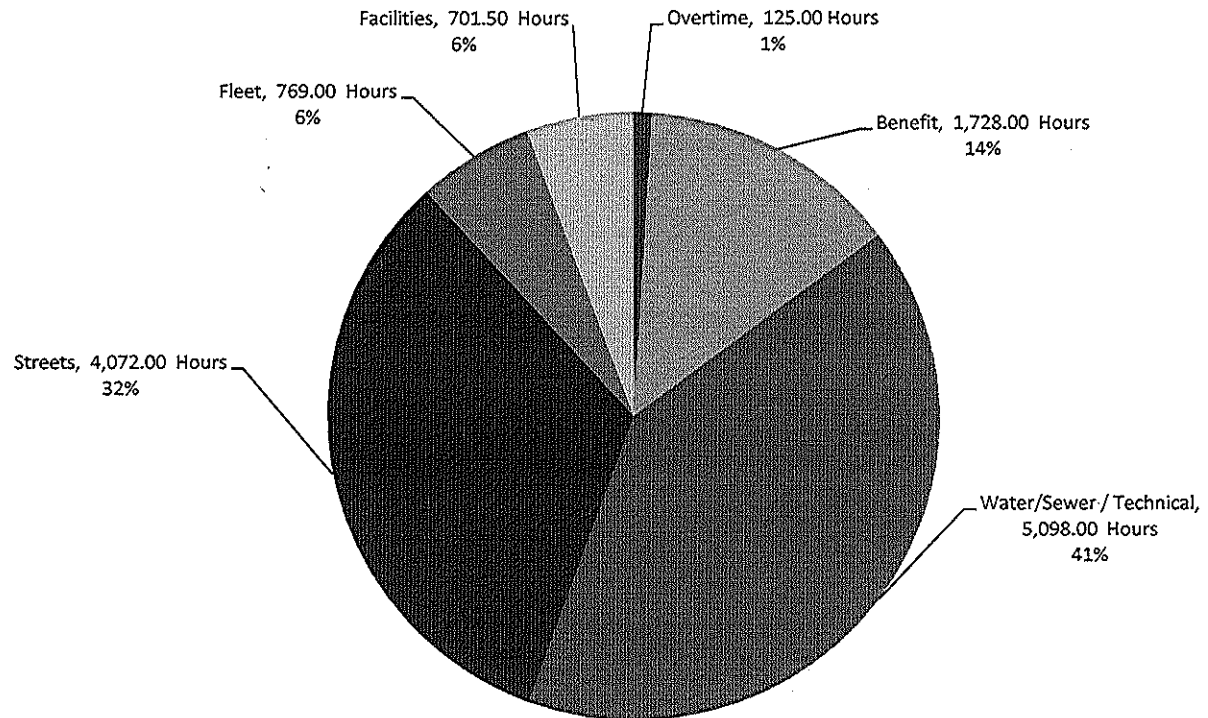


Joseph Nobe
Superintendent of Operations

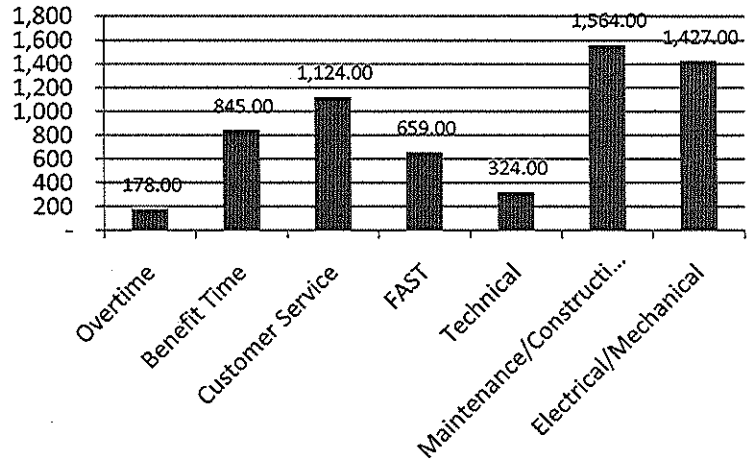


Kenneth Hari
Director of Public Works

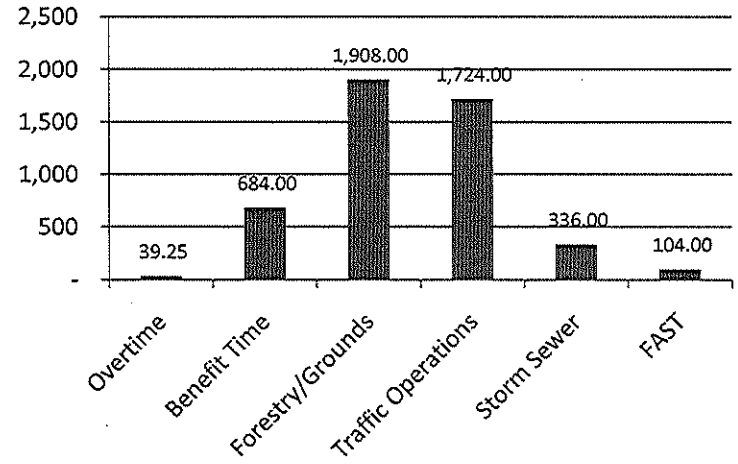
Public Works Department Total Hours June 2010



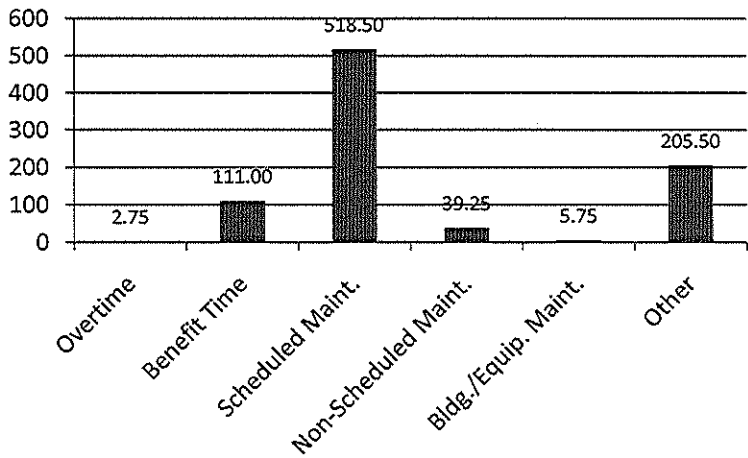
Water Total Hours June 2010



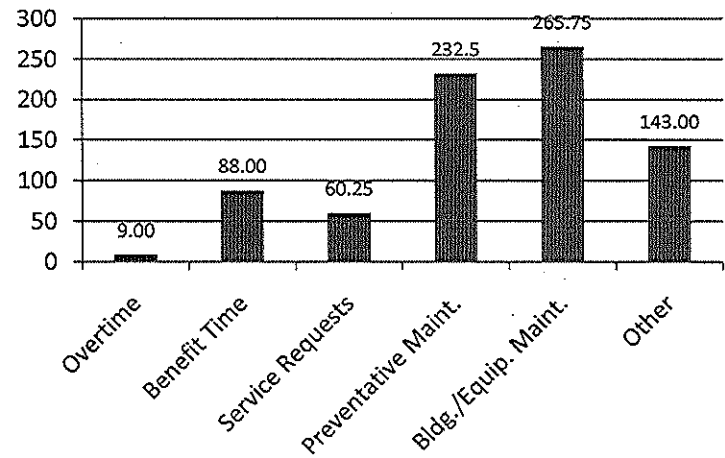
Street Total Hours June 2010



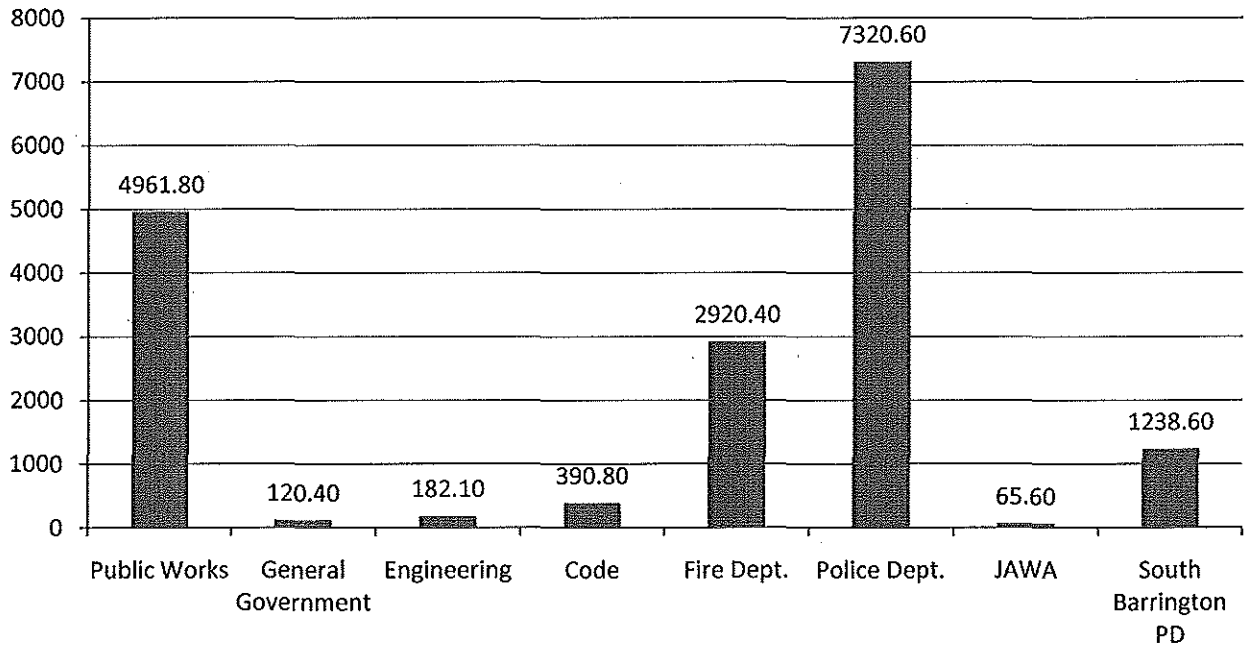
Fleet Total Hours June 2010



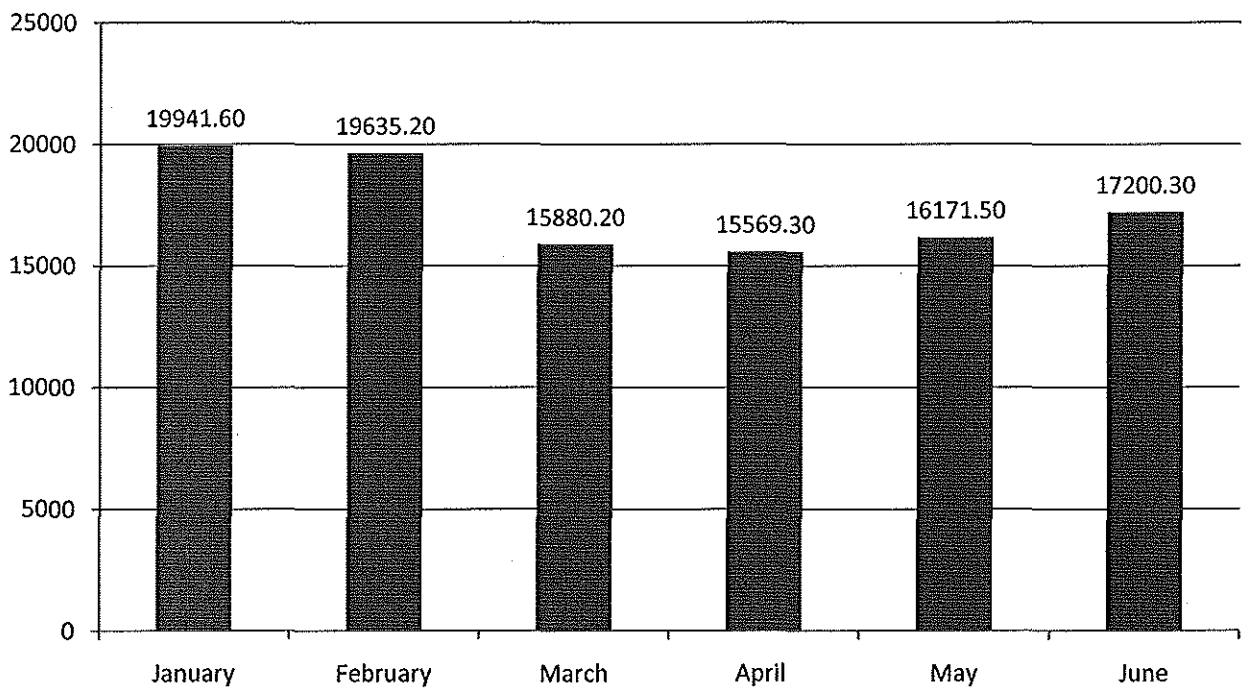
Facilities Total Hours June 2010



June 2010 Fuel Usage by Department / Gallons



2010 Total Fuel Used / Gallons



* MAJOR PROJECT STATUS

Water Tower #7

The entire 2,000,000 gallon structure has been erected. **The project is approximately 80% complete. Interior and exterior surfaces of the tower column have been painted with the final finish coating. The tank wet surface area is currently being primed and painted. Village name and logo will be added within the next few weeks. Painting is expected to be complete in August.** The project is on schedule with a targeted completion date in November, 2010.

Wastewater Lift Station Abandonment Project

On May 3, 2010, the Village Board awarded the \$1,135,432 project to George W. Kennedy Construction Co. The project permit was received from the IEPA on the same date. A pre-excavation meeting was held on June 3, 2010 and construction began on June 7, 2010. The construction zone is limited to Highland Blvd., Jones Rd. to Frederick Ln., and Frederick Ln., Highland Blvd to Pierce Rd. **As of June 30, 2010, 5 manholes and 870 feet of new increased capacity 12" gravity sewer pipe have been installed.** The project is on schedule with a targeted completion date in December, 2010.

SCADA Upgrades

The project for the Supervisory Control and Data Acquisition (SCADA) upgrade for key remote Water/Sewer facilities commenced in 2009 to replace the obsolete Aquatrol Remote Terminal Telemetry Units (RTU) with Programmable Logic Controller (PLC) in a sequential manner for 8 lift stations, six water towers, three reservoirs, five flow meters, two booster pump stations, and two high service pump stations.

The project was initiated to increase reliability of both water and wastewater systems and to reduce maintenance and improve reliability. The upgraded PLC also increases the number of input and output nodes which adds more control and monitoring capabilities of facility components and instruments such as valves, pumps and level monitoring devices. For the water system, the new controls enable water towers and pump stations to communicate directly with one another. This type of direct communication keeps the system operating properly as a backup, in case of a main control system failure.

***Added information from last report represented in bold.**

ADMINISTRATIVE AND TECHNICAL SERVICES

During the last month the following was completed:

1. Updated GIS street sign inventory
2. Performed sidewalk inspections
3. Completed tree trimming maps
4. Participated in CIP review meeting
5. Participated in weekly site plan review meeting
6. Participated in Information Systems User Group Committee
7. Performed download of M-Cal gas calibration readings per OSHA/IDOL requirements
8. Prepared articles for Citizen newsletter
9. Supervised monthly job code data entry
10. Prepared monthly report charts
11. Coordinated R.O.W. pre-construction meetings
12. Performed monthly utility updates on utility locator field computers and updated Verizon Wireless software
13. Researched sanitary sewer easements for commercial properties
14. Performed parts purchasing for Fleet Services
15. Attended meeting with Cable Coordinator for PW video
16. Completed coded value entry for signs
17. Created easement overlay map for Hilldale lift station generator
18. Verified hydrant data access for GIS linkage
19. Created storm flooding route maps for supervisors
20. Created PDF maps showing problem areas in public and private sanitary sewers
21. Participated in underground inspection walks for Beacon Pointe Subdivision
22. Reviewed engineering plans for Shree Jalaram Temple addition and St. Alexius west parking deck
23. Researched easements for Coventry Ct. and Russell Dr.
24. R.O.W Permits Issued (4) – Comcast (2) replaced existing damaged CATV cable at 1047 Atlantic Ave., and 1300 Old Timber Ln.; (2) new cable installation at 2280 Barrington Rd., and 411 W. Higgins Rd.

UTILITY LOCATES TEAM

1. Performed 487 regular priority J.U.L.I.E. utility locates for the month; 1,755 year-to-date
2. Performed 33 emergency priority J.U.L.I.E. utility locates for the month; 177 year-to-date
3. Participated in 7 Utility Joint Meets; 27 year-to-date
4. Performed R.O.W. inspections
5. Performed sanitary sewer inspections
6. Performed Saturday Village Hall event assignments and building lock-up duties

STREETS

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

1. Responded to 91 requests for the month, 311 year-to-date
2. Emptied recycling bins at Public Works Center
3. Performed street light inspections
4. Assisted with customer service appointments
5. Performed barricade inspections
6. Performed lamp inspections at Public Works Center
7. Performed site lock ups at Public Works Center and Fleet Services
8. Performed building maintenance at Fleet Services
9. Performed R.O.W. inspections
10. Assisted with electronic recycling at the Village Hall
11. Performed floor grate inspections at Public Works Center
12. Assisted with water meter re-reads
13. Transported scissor lift, message boards and light towers to various locations Village-wide
14. Performed monthly maintenance on 5 message boards
15. Performed R.O.W litter pick up Village-wide
16. Distributed notification letters door-to-door advising of sanitary sewer project
17. Trained for CDL testing
18. Assisted with Fishing Derby, Arts and Craft Fair and 4th of July event set ups
19. Performed sign set up for Village Green concerts
20. Performed sidewalk deviation inspections in Highpoint area
21. Removed sandbag wall from house at 1690 Ashley Rd.
22. Received deliveries at Public Works Center
23. Continued sidewalk grinding program North of the Tollway
24. Assisted with Village-wide storm damage clean up
25. Transported vehicles for Safety Lane testing

1	Answered Office Phones	1	Black Dirt & Seed
13	Sidewalk Deviations	5	Dead animal pick ups
38	Branch Pick Ups	5	Possible sanitary sewer back ups
10	Miscellaneous service requests	2	Fire hydrants
13	Woodchip deliveries	5	Tree Trimmings
1	Storm sewer		

• **PAVEMENT MAINTENANCE TEAM**

1. Repaired potholes at various locations Village-wide
2. Performed Bode Road "S" curve guard rail maintenance
3. Performed scheduled equipment maintenance on Unit #50
4. Assisted with sign fabrication
5. Performed street inspections and inventory for pavement repairs
6. Performed maintenance inspections on Old Sutton Rd., delineated area
7. Performed safety coordination for department tailgate training, semi-dump and lowboy trailer training
8. Performed inlet repairs at various locations Village-wide
9. Performed street edge line patching at various locations Village-wide

PAVEMENT MAINTENANCE TEAM cont'd

10. Performed driveway repairs on reconstructed streets at various locations Village-wide
11. Performed yard maintenance at Fleet Services facility
12. Performed 2010 pavement marking inventory project
13. Performed purchasing/pricing for asphalt
14. Performed preventative cleaning on storm sewer inlets
15. Assisted with Sears Centre Arena event preparation
16. Performed maintenance for GiGi's Playhouse run/walk event
17. Performed sewer dig repair at 430 Bluebonnet Ln.
18. Assisted with banner installation at various locations Village-wide
19. Assisted with Village-wide tree trimming program
20. Assisted with 4th of July event set up
21. Assisted with Village-wide storm damage clean up
22. Performed garage maintenance at the Susan Kenley-Rupnow Public Works Center

TRAFFIC OPERATIONS TEAM• **SIGNS**

1. Performed maintenance on vehicles, tools and snow removal equipment
2. Assisted with street pavement patching
3. Assisted with street light repairs
4. Replaced or repaired 2 signs due to vehicle damage or vandalism
5. Replaced 16 signs during sign maintenance program due to fading, damage or not meeting current specifications
6. Performed traffic barricade maintenance
7. Installed new "Stop" signs and "Cross Traffic Does Not Stop" sign at: NE corner of Rosedale Ln. and Nottingham Ln., NE corner of Rosedale Ln. and Mayfield Ln.
8. Installed fishing derby banners, signs, and barricades for event
9. Installed signs, barricades and cones for Arts and Crafts Event; removed same, disassembled and returned items to storage
10. Updated, fabricated, assembled and installed signs for the 4th of July festival
11. Performed garage maintenance at the Susan Kenley-Rupnow Public Works Center

• **STREET LIGHTS**

1. Responded to 11 resident requests for repair service; 67 year-to-date
2. Repaired 30 street lights; 212 year-to-date (using 40 lamps, 5 ballasts, 3 small lens, 3 photocells) at the following locations from work requests: 5030 Barwick Ct., (2) Huntington Blvd. R.O.W., 1540 Russell Dr., 1233 Goldenrod Ln., 1817, 2011, Bayberry Ln., 1375 Freeman Rd., 1793 Dogwood Ct., 1205 New Britton Dr. W., (6) Roselle Rd. R.O.W., 1155 Woodcreek Ln., across from 1325 Westbury Dr., (3) Trillium Blvd. R.O.W., 1645 Burning Bush Ln., (8) Hoffman Blvd., R.O.W., Pratum Ave. R.O.W., 1483 Sapphire Dr. W., 6105 Russell Dr., Maureen Dr. R.O.W., Governors Ln. R.O.W., (2) 1900 Hassell Rd., across from 4413 Mumford Dr., and 5130 Chamber Dr.
3. Notified ComEd of street light outages under their jurisdiction at NE corner of Milton Ln. and Western St.
4. Removed fishing derby banners at various locations Village-wide
5. Performed seasonal banner change out at various locations Village-wide

- STREET LIGHTS cont'd

6. Installed new light fixture for Village gateway sign on Roselle Rd.
7. Removed tree branches obstructing street light poles Village-wide
8. Assisted with 4th of July festival site set up
9. Performed maintenance of Village Hall pathway lighting, inspecting, cleaning and installation of 6 new lamps
10. Installed new/used mast arm, new fixture and rewired street light pole at 1585 Charlemagne Dr.
11. Performed Village street light inventory
12. Performed Village-wide street light outage inspections
13. Assisted with sign installations at various locations Village-wide
14. Located street light cables for sign installations, storm sewer and water excavations
15. Assisted with asphalt repairs at various locations Village-wide
16. Assisted with Village-wide storm damage clean up
17. Performed garage maintenance at the Susan Kenley-Rupnow Public Works Center

FORESTRY TEAM

1. Responded to requests for service; 148 for the month; 343 year-to-date
2. Performed routine tree maintenance, branch pickups, tree removals, corrective treatments, inspections, storm damage and tree trimming Village-wide
3. Performed tree and turf equipment maintenance
4. Performed measurement and logging of daily precipitation
5. Performed in-house mowing and contractor mowing follow-up
6. Performed routine maintenance to planting beds at various locations Village-wide
7. Performed inspections related to Emerald Ash Borer
8. Attended Safety Committee meeting
9. Performed post clean up duties associated with stump grinding
10. Performed duties in preparation of the contract tree trimming program
11. Performed tree maintenance along Huntington Blvd., and Essex Dr., center medians
12. Performed set up of 4th of July festival, site preparation, parade vehicle preparation and equipment preparation
13. Performed tree maintenance at the Sears Centre Arena
14. Purchased supplies for insect control and fertilization
15. Performed maintenance of overgrown vegetation at various mowing sites
16. Transported vehicles to Safety Lane for testing
17. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

WATER & SEWER

• STORM SEWER TEAM

1. Responded to 4 service requests for inlet repairs, 69 year-to-date
2. Performed monthly lake/creek checks and maintenance
3. Performed vehicle equipment maintenance
4. Performed yard clean up and maintenance at Fleet Services facility
5. Continued beaver dam checks east and west of Harmon Blvd.
6. Completed weekly barricade checks
7. Assisted with water main dig up on Frederick Ln.
8. Completed storm sewer repairs at 650 Yardley Ln., 1400 Picardy Ln., and Village Hall parking lot
9. Performed drain tile tie in at the SE corner of E. Berkley Ln. and Cumberland St.
10. Performed televising of storm line Highland Lake to Jones Rd.
11. Assisted with Village-wide storm damage clean up
12. Performed routine garage maintenance at the Susan Kenley-Rupnow Public Works Center

• OPERATIONS TEAM

1. Collected (60) monthly water samples for bacteriological testing and (7) raw well water samples and two water quality complaints
2. Performed weekly well and lift station checks
3. Exercised wells, discharged to waste
4. Collected JAWA and Interzone pump readings
5. Performed monthly sump pump maintenance at all wells, lift stations, towers and JAWA pits
6. Assembled monthly water usage and IEPA water report
7. Performed electrical work and trouble inspections at Village owned buildings
8. Performed back-up generator maintenance at lift stations, pumping stations, radio system locations and Village buildings
9. Monitored water construction and water operating permits including water pressure tests and bacteriological testing
10. Performed maintenance on Western Development Area lift station up-blast fan
11. Continued installation of new monitoring equipment for SCADA system at water sites and lift stations
12. Installed rebuilt Pump #4 Western Development Area lift station
13. Assisted with Village-wide tree trimming program
14. Assisted with Village-wide storm damage clean up
15. Performed routine garage maintenance at the Susan Kenley-Rupnow Public Works Center

- CONSTRUCTION / MAINTENANCE TEAM

1. Performed water and sewer excavation barricade checks at various locations Village-wide
2. Performed clean up of spoil bins at Fleet Services facility
3. Performed clean up of spoils at water tower T-6
4. Performed fire hydrant replacements at the following addresses: 3905 Winston Dr., 3580 Hillside Ct., 4150 Mason Dr.
5. Performed fire hydrant repairs at 380 Frederick Ln., and Sears Centre Arena loading dock
6. Performed water main repairs at 3570 Treaty Ct., Ela Rd. and Rt.62
7. Removed water main tee at old Well #16 site and installed 10 feet of new ductile iron pipe with transition couplings
8. Performed new construction punch list inspection at Beacon Pointe Subdivision for water and fire hydrants
9. Assisted contractor with installation of new sanitary sewer main and water shut off on Frederick Ln.
10. Performed water/sewer restoration site inspections at various locations Village-wide
11. Performed curb and sidewalk frame ups for concrete pours at c/o Essington Ln. and Essington Ct., Essington Ln. and Barcroft Dr., and 4525 Opal Dr.
12. Completed concrete pours at 4525 Opal Dr., and Hassell Rd.
13. Performed routine garage maintenance at the Susan Kenley-Rupnow Public Works Center

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 24,619 feet of main sewer lines, 77,582 year-to-date
2. Updated maps of trouble areas, viewed manhole locations, televising, flushing and root cutting
3. Performed maintenance on Units #40 and #67
4. Applied liquid and dry microbe formula for enhancement of wastewater treatment systems
5. Monitored St. Alexius Hospital waste discharge for chronic foreign debris discharge
6. Performed maintenance and repair on sewer televising equipment
7. Completed flushing maintenance of sanitary sewer trouble spots
8. Removed construction debris from manholes associated with road reconstruction on E. Berkley Ln.
9. Assisted sewer bypass contractor to devise a means by which to TV inspect back-pitched mainlines
10. Assisted GIS technician with sanitary sewer map corrections
11. Performed cleaning and TV inspection of storm lines on Highland Blvd., related to Jones Rd. flooding
12. Met with EJ Equipment to determine repairs associated with Village TV inspection equipment
13. Assisted with Village-wide storm damage clean up
14. Performed routine garage maintenance at the Susan Kenley-Rupnow Public Works Center

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Vacuumed and flushed 9,184 feet of storm sewer year-to-date
2. Performed leak investigations at Sears Centre Arena
3. Completed gas monitor calibrations
4. Completed sanitary sewer service inspections at 865 Olive St., 616 Bode Cir. and 3600 Winston Dr.
5. Performed routine vehicle and equipment maintenance
6. Assisted with fire hydrants repairs at various locations Village-wide
7. Repaired water service leak at 692 Scarbrough Cir.
8. Assisted with fire hydrant replacements at 290 Kingman Ln, 3585 Hillside Ct. and 4150 Mason Dr.
9. Flushed and filled 16" water main adjacent to T-7 in preparation for connection to water tower
10. Assisted with excavation of Frederick Rd., water main, elimination of tee and installation of section of ductile iron pipe
11. Performed plan review for 5 Golf Rd.
12. Inspected 30 day sod restoration in various locations Village-wide
13. Performed storm sewer inlet cleaning in the Highlands area
14. Washed down ice rink floor at HE Park District Blackhawk Center
15. Assisted sanitary sewer crew with flushing and televising of Highland and Jones Rd. storm sewer
16. Cleaned and flushed area around Ela Rd., valve vault structure for water main valve repairs
17. Poured replacement curbs at Barcroft Dr., and Essington Ln., and Essington Ln. and Essington Ct.
18. Assisted Storm Sewer crew with creek line tree removal on Concord Ct.
19. Flushed storm sewer adjacent to Highpoint pond
20. Pressure washed fire hydrants in North D area to prepare for painting
21. Assisted with Village-wide storm damage clean up

- CUSTOMER SERVICE/METER TEAM

1. Performed 25 Water Billing customer service appointments at various locations Village-wide
2. Performed 272 water meter readings related to actual/finals/investigatory concerns generated through the Finance Department
3. Performed inter-office mail delivery services
4. Performed water meter readings for 15,648 billing accounts
5. Performed 141 water turn-off and turn-ons for delinquent service billing accounts
6. Repaired 5 vault water meters in Parcels A and B
7. Performed corrective water meter repairs for 12 service requests
8. Assisted with J.U.L.I.E. locates
9. Performed Meter Interface Unit repairs
10. Performed B-box punch list at Beacon Pointe
11. Checked 10 B-boxes in conjunction with road reconstruction project
12. Upgraded 7 commercial Meter Interface Unit devices
13. Performed routine garage maintenance at the Susan Kenley-Rupnow Public Works Center

Public Works Monthly Regular Hours Work Unit Report - June 2010

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ADMINISTRATION		
	BENEFIT TIME USE	28.00
	GIS	148.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
ADMINISTRATION		
	SUPERVISION	176.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
FACILITIES		
	BENEFIT TIME USE	88.00
	BUILDING EQUIPMENT	204.00
	BUILDING MAINTENANCE	57.00
	CALL DUTY	20.00
	FLEET SERVICES	6.75
	MEETING SET UP	8.50
	MISC. SITE MAINTENANCE	291.75
	MISC. STREET MAINT.	7.50
	NON-DIV. BLDG. MAINT.	40.50
	OTHER	2.00
	PORTABLE MESSAGE BOARD	6.00
	SEARS CENTRE ARENA	31.00
	SPECIAL EVENTS	15.00
	SUPERVISION	29.00
	TREE MAINTENANCE	1.50
	WATER DIST & REG COMPL	1.00
	<i>Total Hours for Work Unit</i>	<i>809.50</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
FLEET SERVICES		
	BENEFIT TIME USE	111.00
	CALL DUTY	38.00
	FLEET SERVICES	616.50
	GARAGE MAINT.	5.75
	OTHER	3.25
	SUPERVISION	119.50
	TRAINING	24.00
	<i>Total Hours for Work Unit</i>	<i>918.00</i>
ST-FAST		
	BENEFIT TIME USE	72.00
	CALL DUTY	8.00
	GARAGE MAINT.	2.00
	MISC. STREET MAINT.	87.00
	PORTABLE MESSAGE BOARD	2.00
	SIDEWALK MAINT./CONST.	2.00
	SPECIAL EVENTS	6.00
	TREE MAINTENANCE	3.00
	TURF RESTORATION	2.00
	<i>Total Hours for Work Unit</i>	<i>184.00</i>
ST-FORESTRY/GROUNDS		
	BENEFIT TIME USE	384.00
	CALL DUTY	18.00
	EQUIPMENT MAINT.	46.50
	GARAGE MAINT.	18.00
	OTHER	9.75
	SPECIAL EVENTS	48.00
	SUPERVISION	176.00
	TREE MAINTENANCE	601.25
	TURF MAINTENANCE	300.50
	<i>Total Hours for Work Unit</i>	<i>1602.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-FORESTRY/SEASONAL		
	BENEFIT TIME USE	72.00
	EQUIPMENT MAINT.	10.00
	GARAGE MAINT.	5.50
	HYDRANT MAINT.	14.00
	OTHER	1.50
	SPECIAL EVENTS	16.00
	STORM SEWER CONST.	8.00
	STORM SEWER MAINT.	8.00
	STORM SEWER TELEVISIONING	16.00
	TREE MAINTENANCE	327.00
	TURF MAINTENANCE	230.00
	<i>Total Hours for Work Unit</i>	<i>708.00</i>
ST-STORM SEWER		
	BENEFIT TIME USE	16.00
	CALL DUTY	6.00
	GARAGE MAINT.	6.00
	HYDRANT MAINT.	8.00
	NON-DIV. BLDG. MAINT.	14.00
	STORM SEWER CONST.	32.00
	STORM SEWER MAINT.	8.00
	STORM SEWER TELEVISIONING	16.00
	TREE MAINTENANCE	252.00
	<i>Total Hours for Work Unit</i>	<i>358.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-TRAFFIC OPERATION		
	ASPHALT REPAIRS	270.50
	BENEFIT TIME USE	212.00
	CALL DUTY	17.00
	EQUIPMENT MAINT.	41.50
	GARAGE MAINT.	30.00
	MISC. STREET MAINT.	3.00
	OTHER	19.25
	SEARS CENTRE ARENA	5.00
	SPECIAL EVENTS	303.00
	STREET LIGHT MAINT.	280.00
	SUPERVISION	160.00
	TRAFFIC CONTROL	125.00
	TRAINING	14.00
	TREE MAINTENANCE	276.00
	TURF MAINTENANCE	20.75
	<i>Total Hours for Work Unit</i>	<i>1777.00</i>
ST-TRAFFIC SEASONAL		
	BENEFIT TIME USE	8.00
	EQUIPMENT MAINT.	8.50
	GARAGE MAINT.	3.00
	SPECIAL EVENTS	4.00
	STREET LIGHT MAINT.	8.00
	TREE MAINTENANCE	144.50
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
W/S-CUST SERV /SEAS		
	B-BOX MAINT.	72.00
	BENEFIT TIME USE	8.00
	CUSTOMER SERVICE	16.00
	EQUIPMENT MAINT.	2.00
	METER MAINTENANCE	8.00
	MISC. STREET MAINT.	6.00
	SPECIAL EVENTS	40.00
	TREE MAINTENANCE	24.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>


<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-CUSTOMER SERVICE		
	B-BOX MAINT.	43.50
	BENEFIT TIME USE	108.00
	CALL DUTY	60.00
	CUSTOMER SERVICE	82.50
	EQUIPMENT MAINT.	4.50
	LIFT STATION MAINT.	1.00
	METER MAINTENANCE	42.50
	METER READING	98.00
	MISC. STREET MAINT.	108.00
	NON-DIV. BLDG. MAINT.	18.00
	OTHER	12.50
	SAN. SEWER MAINT.	60.50
	SPECIAL EVENTS	67.50
	STREET LIGHT MAINT.	1.50
	SUPERVISION	164.00
	TREE MAINTENANCE	4.00
	UTILITY LOCATES	232.00
	VALVE MAINT.	8.00
	<i>Total Hours for Work Unit</i>	<i>1116.00</i>
W/S-ELECT/MECH SEAS		
	BENEFIT TIME USE	8.00
	EQUIPMENT MAINT.	3.00
	GARAGE MAINT.	5.50
	INLET / CATCH BASIN CLEAN	4.00
	LIFT STATION MAINT.	10.00
	OTHER	4.00
	SAN. SEWER MAINT.	36.50
	STORM SEWER TELEVISIONING	2.50
	TREE MAINTENANCE	102.50
	<i>Total Hours for Work Unit</i>	<i>176.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-ELECT/MECHANICAL		
	BENEFIT TIME USE	333.00
	CALL DUTY	51.00
	EQUIPMENT MAINT.	36.50
	GARAGE MAINT.	25.00
	LIFT STATION MAINT.	447.00
	OTHER	12.00
	SAN. SEWER MAINT.	211.50
	STORM SEWER TELEVISION	51.50
	SUPERVISION	160.00
	TREE MAINTENANCE	140.50
	WATER DIST & REG COMPL	72.00
	WELL MAINT.	95.00
	<i>Total Hours for Work Unit</i>	<i>1635.00</i>
W/S-FAST		
	BENEFIT TIME USE	36.00
	CALL DUTY	11.00
	EQUIPMENT MAINT.	2.00
	MISC. STREET MAINT.	90.00
	PORTABLE MESSAGE BOARD	2.00
	SIDEWALK MAINT./CONST.	77.00
	SPECIAL EVENTS	114.00
	TRAINING	31.00
	<i>Total Hours for Work Unit</i>	<i>363.00</i>
W/S-FAST SEASONAL		
	BENEFIT TIME USE	16.00
	MISC. STREET MAINT.	37.00
	SIDEWALK MAINT./CONST.	144.00
	SPECIAL EVENTS	144.00
	TURF RESTORATION	2.00
	<i>Total Hours for Work Unit</i>	<i>343.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-MAINT/CONST		
	B-BOX MAINT.	27.00
	BENEFIT TIME USE	340.00
	CALL DUTY	56.00
	CURB REPAIR / REPL.	14.00
	EQUIPMENT MAINT.	98.00
	GARAGE MAINT.	53.00
	HYDRANT MAINT.	298.00
	INLET / CATCH BASIN CLEAN	24.00
	JETTING / WASHDOWN	9.00
	METER MAINTENANCE	4.00
	MISC. SITE MAINTENANCE	31.00
	NON-DIV. BLDG. MAINT.	13.00
	SAN. SEWER MAINT.	1.00
	SEWER SERVICE INSP.	28.50
	SIDEWALK MAINT./CONST.	10.00
	STORM SEWER CLEANING	9.00
	STORM SEWER CONST.	162.00
	STORM SEWER MAINT.	65.00
	STORM SEWER TELEVISIONING	68.00
	SUPERVISION	160.00
	TREE MAINTENANCE	80.00
	VALVE MAINT.	36.00
	WATER MAIN MAINT.	229.50
	<i>Total Hours for Work Unit</i>	<i>1816.00</i>
W/S-MAINT/CONST SEAS		
	GARAGE MAINT.	4.00
	HYDRANT MAINT.	8.00
	TREE MAINTENANCE	132.00
	<i>Total Hours for Work Unit</i>	<i>144.00</i>

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

Attached is the Department of Development Services Monthly Report for Transportation and Engineering for the period ending July 23, 2010.



Gary Salavitch, P.E.
Director of Engineering

MISCELLANEOUS

- Staff has provided floodplain information to four residents in the last month.
- There have been 13 drainage inspections for drainage investigations, room additions, backyard garages and driveway additions.

PROJECT STATUS

2010 Crack Sealing Project – The project was delayed in getting started and staff is now considering waiting for September for better weather. A preconstruction meeting will be scheduled before the work starts. Village Project Manager – Shelley Walenga.

2010 Street Revitalization Project – Please refer to the attached schedule. All streets are on hold until the strike is over. Village Project Manager – Marty Salerno

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

Americare Nursing – Project reviewed and getting ready to start construction. Preconstruction meeting scheduled for July 20. Village Project Manager – Gary Salavitch.

Autumn Woods – No change in the last month. Mass grading was not completed. Kenar may pull off the site and restore the mass grading. Soil erosion control is ongoing. House construction has not started. Minor storm sewer completed. Village Project Manager – Terry White.

Barrington Square 2009 Renovation – Menards demolition complete, water main re-routing tested and back in service. Utility punch list complete. Need as-builts and asphalt is complete. Village Project Manager – Terry White.

Beacon Pointe Subdivision – The Village is proceeding with acceptance of Beacon Pointe subdivision this summer. All punch lists were transmitted to Ryland. Beacon Pointe interior roads are complete to the binder level. Utility punch list completed. Pavement, curb and sidewalk marked out for repair. House construction is ongoing for a few lots and there are 4 vacant home sites remaining. This project must be accepted with Beacon Pointe Drive. Village Project Manager – Gary Salavitch.

Beacon Pointe Drive Extension – Acceptance inspections are ongoing. Punch lists mailed to Terrestris. Village Project Manager – Gary Salavitch.

Devonshire Woods Estates – No change in the last period. The bank now owns this project. It was agreed to accept the north half and re-subdivide the south half. House construction has stopped. (46 remaining home sites). Road construction is complete to the binder level for the north half and all utility installations are complete for the site. The street project team surveyed the rest of the subdivision for possible completion by the Village. Village Project Manager – Terry White.

EJ&E / CN Acquisition Project – Staff is working on the Noise Abatement Wall project as well as intersection improvements at Shoe Factory Road. Progress has been slow. Village Project Manager – Gary Salavitch.

Haverford Place – This subdivision is through the maintenance period. The one outstanding issue is buried utility boxes which were completed this summer. Ryland has extended the maintenance guarantee to cover the restoration and settlement. So far, there have been no problems. Village Project Manager – Gary Salavitch.

Highland, Jones, Frederick Sanitary Improvements – Construction on Frederick halted due to the strike. Staff is assisting Public Works with this project. Village Project Manager – Terry White.

Hoffman Boulevard Bridge Crack Sealing Project – See agenda item. Village Project Manager – Shelley Walenga.

JCL Bioassay – Site and building work are complete. As-builts received final certificate of occupancy has been issued. Village Project Manager – Terry White.

Police Station – Building and site work ongoing and slowed due to the union strike. All utilities are complete and tested. All parking areas are paved. Punch list walk complete, work on list has started, as-builts needed. Village Project Manager – Terry White.

Prairie Pointe, Phase I and Ring Road – Phase I is complete. Two left turn lanes to Prairie Pointe completed. As-builts under review for Prairie Pointe II. Ring Road punch list complete and MWRD inspection complete. Village Project Manager – Terry White.

Prairie Stone Parcel 16 – No change in the last period. Clean up and regrading complete, sidewalk replaced. More clean up is required. Erosion control in place, mass grading is complete. Twin storm lines completed and no other site utilities. Village Project Manager – Terry White.

St. Alexius Hospital – The central plant relocation project with building work is ongoing and slow due to the Union strike. The temporary parking lot is on hold due to the strike. New parking garage plans are under review. Village Project Manager – Terry White.

Yorkshire Woods – No change in the last period and no new house construction with four remaining lots. All utilities are complete and streets to the binder level. Village acceptance inspections are complete and transmitted to the bonding company. Village Project Manager – Terry White.

Water Tower – Painting on hold to address deformity in tank. Water main testing continues to be delayed. MWRD approved sanitary service permit and installation to start when painting is complete. Village Project Manager – Terry White.

2010 Street Revitalization Project Schedule Update: (July 26, 2010)

RESURFACING STREETS	Start Date ¹	Pre-Construction		Construction								Landscaping		Percent Complete	
		Survey	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Patching	Asphalt Surface	Backfill Topsoil	Sod & Seed		
1. FORTUNE BAY COURT Mumford Dr to End of the street	4/26/2010					N/A		N/A							100%
2. PATRIOT LANE Firestone Dr N to Lexington Dr	4/26/2010							N/A							100%
									Completed					In Progress	

¹Tentative / Actual

All resurfacing streets to be completed within 30 days of start date

Definition of Construction Steps:

- Survey Staking: Village engineers evaluate existing conditions and use wooden stakes as a point of vertical and horizontal reference.
- Tree Root Pruning: A circular saw machine cuts tree roots to reduce damage to the tree during construction.
- Saw Cutting: A circular saw machine cuts the concrete and asphalt at construction joints.
- Concrete Removal: The contractor removes existing sidewalk, curb and gutter, and driveway aprons that will be replaced.
- Asphalt Removal: The contractor either uses a backhoe or milling machine to remove existing asphalt layers.
- Earth Excavation: Removal of the all materials located below the existing road to a stabilized subgrade.
- Sub base Backfill: The installation of stone to a depth of 6"-8" with a layer of geotextile fabric.
- Storm Sewer: Repair and replacement of existing storm sewer structures and pipes.
- Curb & Gutter: The installation of concrete curb & gutter utilizing mechanical equipment or hand tools.
- Driveway Aprons: The replacement of asphalt and concrete driveway aprons.
- Sidewalks: The replacement of concrete public sidewalks.
- Fine Grading: The shaping of the stone sub base to ensure drainage, compaction, and elevation.
- Asphalt Binder: The lower levels of asphalt ranging from 4.5" - 6.5" in thickness.
- Asphalt Patching: Repair of localized pavement failures on resurfacing streets.
- Asphalt Surface: The final layer of asphalt. Striping is completed with this step.
- Backfill Topsoil: Placement of topsoil to areas that have been disturbed during construction.
- Sod & Seed: Placement of sod and seed to areas that have been disturbed during construction.

2010 Street Revitalization Project Schedule Update: (July 26, 2010)

RECONSTRUCTION STREETS	Start Date ¹	Pre-Construction			Construction											Landscaping		Percent Complete		
		Survey Staking	Tree Root Pruning	Sawcutting	Concrete Removal	Asphalt Removal	Earth Excavation	Sub base Backfill	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Fine Grading	Asphalt Binder	Asphalt Surface	Backfill Topsoil	Sod & Seed			
3. AUDUBON STREET PH 1 Aberdeen St to 665 Audubon	5/20/2010																			85%
4. AUDUBON STREET PH 2 665 Audubon to Higgins Rd	6/14/2010																			80%
5. BERKLEY LANE E PH 1 Arizona Blvd to Clarendon St	5/10/2010																			95%
6. BERKLEY LANE E PH 2 Clarendon St to End of the street	6/4/2010																			80%
7. CONCORD LANE Firestone Dr N to Lexington Dr	4/26/2010																			95%
8. TREATY LANE Winston Dr to End of the street	4/30/2010																			95%
9. WESTERN STREET Flagstaff Ln to Maple Ln	6/23/2010																			35%
Completed														In Progress						