

**AGENDA**  
**PUBLIC WORKS & UTILITIES COMMITTEE**  
**Village of Hoffman Estates**  
**February 27, 2012**

**7:00 p.m.**

Members: Anna Newell, Chairperson  
Jacquelyn Green, Vice Chairperson  
Gary Pilafas, Trustee  
Karen V. Mills, Trustee  
Ray Kincaid, Trustee  
Gary G. Stanton, Trustee  
William McLeod, Mayor

**I. Roll Call**

**II. Approval of Minutes – January 23, 2012**

**NEW BUSINESS**

1. Presentation of the 30-day Progress Report from Commonwealth Edison regarding the status of resident issues concerning power service.
2. Request authorization to utilize EECBG funds based on an amended plan that will improve energy efficiency at Village facilities and initiate development of a Village Energy and Sustainability Plan.
3. Request approval of a sanitary sewer easement across four lots along Highland Boulevard.
4. Request approval for the Historical Sites Commission to proceed with 2012 budgeted activities and events, in an amount not to exceed \$1,200.
5. Request authorization to extend 2011 contract for 2012 weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low bid), in an amount not to exceed \$13,720.
6. Request authorization to waive formal bidding and award contract for 2012/2013 Critical Sanitary Sewer Repairs Engineering and Construction to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$160,000.
7. Request acceptance of the Department of Public Works Monthly Report.
8. Request acceptance of the Department of Development Services Monthly Report for the Transportation and Engineering Division.

**III. President's Report**

**IV. Other**

**V. Items in Review**

**VI. Adjournment**

**PUBLIC WORKS & UTILITIES  
COMMITTEE MEETING MINUTES**

January 23, 2012

**I. Roll Call**

**Members in Attendance:**

**Anna Newell, Chairperson  
Jacquelyn Green, Vice Chairperson  
Gary Pilafas, Trustee**

**Other Corporate Authorities  
in Attendance:**

**Trustee Karen Mills  
Trustee Ray Kincaid  
Trustee Gary Stanton  
Village President William McLeod**

**Management Team Members  
in Attendance:**

**Jim Norris Village Manager  
Art Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mark Koplin, Asst. Vlg. Mgr., Dev. Services  
Patrick Seger, Dir. of Human Resource Mgmt.  
Bob Gorvett, Fire Chief  
Michael Hish, Police Chief  
Algean Garner, Director of H&HS  
Joe Nebel, Director of Public Works  
Michael DuCharme, Finance Director  
Bruce Anderson, Cable TV Coordinator  
Gordon Eaken, Director of IS  
Sarah Kuechler, Administrative Intern  
Ben Gibbs, GM of Sears Centre Arena  
Nichole Collins, Emergency Mgt. Coord.**

**Others in Attendance:**

*Daily Herald*

The Public Works and Utilities Committee meeting was called to order at 7:49 p.m.

**II. Approval of Minutes**

Motion by Trustee Mills, seconded by Trustee Pilafas, to approve the Public Works & Utilities Committee meeting minutes of December 12, 2011 with amendments. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS****1. Presentation of the 30 day Progress Report from Commonwealth Edison regarding the status of resident issues concerning power service.**

An item summary sheet from Dan O'Malley and Joe Nebel was submitted to Committee.

Mr. Nebel shared highlights from the report.

Trustee Pilafas and Mr. Nebel discussed permits recently requested by ComEd for improvements.

Trustee Kincaid and Mr. Nebel discussed the tree trimming schedules.

Trustee Newell and Trustee Kincaid discussed the reliability report that Trustee Kincaid had asked for in previous meetings with ComEd.

**2. Request approval of a resolution setting forth Department of Labor Prevailing Hourly Wage Rate.**

Motion by Trustee Pilafas, seconded by Trustee Mills, to approve of a resolution setting forth Department of Labor Prevailing Hourly Wage Rate. Voice vote taken. All ayes. Motion carried.

**3. Request approval for the Environmental Commission to proceed with 2012 budgeted activities and events, in an amount not to exceed \$5,000.**

Motion by Trustee Pilafas, seconded by Trustee Stanton, to approve for the Environmental Commission to proceed with 2012 budgeted activities and events, in an amount not to exceed \$5,000. Voice vote taken. All ayes. Motion carried.

**4. Request approval of an IDOT resolution to appropriate Motor Fuel Tax funds for 2012 Concrete Street Light Pole Replacement Program, Sidewalk/Curb Replacement Program and Traffic Signal Maintenance and Opticom repairs, in an amount not to exceed \$125,000.**

Motion by Trustee Mills, seconded by Trustee Green, to approve of an IDOT resolution to appropriate Motor Fuel Tax funds for 2012 Concrete Street Light Pole Replacement Program, Sidewalk/Curb Replacement Program and Traffic Signal Maintenance and Opticom repairs, in an amount not to exceed \$125,000. Voice vote taken. All ayes. Motion carried.

**5. Request authorization to extend 2011 contract for 2012 Water and Sewer Concrete Site Restoration to Strada Construction Co., Addison, IL (low bid), at a unit price of \$7.79 per square foot for sidewalk, \$29.70 per lineal foot for curb and \$69.00 per square yard for driveway apron replacements, in an amount not to exceed \$35,000.**

Mayor McLeod and Mr. Janura discussed how the prevailing wage changes may affect landscaping contracts.

Motion by Trustee Mills, seconded by Trustee Stanton, to extend 2011 contract for 2012 Water and Sewer Concrete Site Restoration to Strada Construction Co., Addison, IL (low bid), at a unit price of \$7.79 per square foot for sidewalk, \$29.70 per lineal foot for curb and \$69.00 per square yard for driveway apron replacements, in an amount not to exceed \$35,000. Voice vote taken. All ayes. Motion carried.

- 6. Request authorization to extend 2011 contract for 2012 Water and Sewer Parkway Landscape Restoration to TNT Landscaping, Elgin, IL, at a unit price of \$7.65 per square yard for sodding and \$4.25 per square yard for seeding, in an amount not to exceed \$40,000.**

Trustee Stanton, Mr. Norris and Mr. Nebel discussed the budget for the project.

Motion by Mayor McLeod, seconded by Trustee Mills, to extend 2011 contract for 2012 Water and Sewer Parkway Landscape Restoration to TNT Landscaping, Elgin, IL, at a unit price of \$7.65 per square yard for sodding and \$4.25 per square yard for seeding, in an amount not to exceed \$40,000. Voice vote taken. All ayes. Motion carried.

- 7. Request authorization to extend 2011 contract for 2012 Roadway Pavement Markings to Preform Traffic Control Systems, Ltd., Elk Grove Village, IL (low bid), in an amount not to exceed \$42,500.**

Motion by Trustee Stanton, seconded by Trustee Mills, to extend 2011 contract for 2012 Roadway Pavement Markings to Preform Traffic Control Systems, Ltd., Elk Grove Village, IL (low bid), in an amount not to exceed \$42,500. Voice vote taken. All ayes. Motion carried.

- 8. Request authorization to extend 2011 contract for 2012 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 \$73,130.**

Trustee Kincaid, Trustee Mills, Mr. Norris and Mr. Nebel discussed the sweeping schedule in the fall.

Motion by Trustee Green, seconded by Trustee Stanton, to extend 2011 contract for 2012 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 \$73,130. Voice vote taken. All ayes. Motion carried.

- 9. Request authorization to extend 2011 contract for 2012 Contracted Parkway Tree Trimming Program to Steve Piper & Sons, Inc, Naperville, IL (low bid), in an amount not to exceed \$50,000.**

Trustee Kincaid, Mr. Norris and Mr. Nebel discussed the parcels that would be included in the trimming schedule.

Motion by Trustee Mills, seconded by Trustee Pilafas, to extend 2011 contract for 2012 Contracted Parkway Tree Trimming Program to Steve Piper & Sons, Inc, Naperville, IL (low bid), in an amount not to exceed \$50,000. Voice vote taken. All ayes. Motion carried.

**10. Request authorization for purchase of Neptune meters and to waive formal bidding for the purchase of non-bulk and non-uniform sized Neptune meters from Water Resources, Inc., Elgin, IL (sole supplier), at 2012 unit prices, in an amount not to exceed \$108,500.**

Motion by Trustee Mills, seconded by Trustee Pilafas, to authorize the purchase of Neptune meters and to waive formal bidding for the purchase of non-bulk and non-uniform sized Neptune meters from Water Resources, Inc., Elgin, IL (sole supplier), at 2012 unit prices, in an amount not to exceed \$108,500. Voice vote taken. All ayes. Motion carried.

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

The Department of Public Works Monthly Report was submitted to the Committee.

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

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

The Department of Development Services Monthly Report for the Transportation and Engineering Division was submitted to the Committee.

Motion by Trustee Mills, seconded by Trustee Pilafas, 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 Pilafas, seconded by Trustee Green, to adjourn the meeting at 7:53 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Emily Kerous – Director of Ops & Outreach-  
Office of the Mayor & Board

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Date

# COMMITTEE AGENDA ITEM

## VILLAGE OF HOFFMAN ESTATES

**SUBJECT:** 30-Day Progress Report from Commonwealth Edison Regarding the Status of Resident Issues Concerning Power Service

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works & Utilities

**FROM:** Daniel P. O'Malley, Deputy Village Manager  
Joseph Nebel, Director of Public Works

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**PURPOSE:** For Commonwealth Edison to provide a 30-day status reports on resident issues concerning power service as discussed at previous Public Works & Utilities Committee meetings.

**BACKGROUND:** You will recall on August 29, 2011, Commonwealth Edison appeared at the Special Public Works & Utilities Committee meeting to discuss the cause and remedies regarding numerous and lengthy power outages throughout the Village due to storms in June and July 2011. At that meeting, several residents raised other power issues and ComEd agreed to investigate those issues and report back to the Committee. ComEd appeared at both the October 24 and December 12, Public Works & Utilities Committee meetings with information on the proposed improvements. As the Committee requested ComEd is to continue to provide 30-day progress reports.

**DISCUSSION:** Attached to this agenda item is the Commonwealth Edison 30-day progress update as provided to staff.

**RECOMMENDATION:** For discussion purposes.

**POST STORM/POCKET RELIABILITY FOLLOW UP  
FOR THE VILLAGE OF HOFFMAN ESTATES**

<b>COMMUNITY/AREA</b>	<b>FEEDER</b>	<b>OUTAGE HISTORY/CAUSE</b>	<b>RESOLUTION</b>	<b>PROJECTED START</b>	<b>PROJECTED COMPLETION</b>
<b>DRESDEN &amp; HAMAN</b>	<b>E0210</b>	<b>2011-07-23 /TREE/VEGETATION RELATED</b>	<b>SWITCH TO FEEDER E147</b>	<b>3/19/12</b>	<b>3/21/12</b>
<b>WESTBURY &amp; HAYMAN</b>		<b>2011-07-11/TREE/VEGETATION RELATED</b>			
		<b>2011-06-21/TREE/VEGETATION RELATED</b>			
		<b>2011-05-25/INTENTIONAL UNSCHEDULED</b>	<b>INSTALL 3 TRIP SAVERS</b>	<b>3/19/12</b>	<b>3/21/12</b>
		<b>2010-10-27 /TREE/VEGETATION RELATED</b>			
		<b>2010-01-03/EQUIPMNT/MATERIAL FAILURE</b>			
		<b>2009-10-06/TREE/VEGETATION RELATED</b>	<b>TARGET TREE TRIMMING</b>	<b>2/11/12</b>	<b>2/28/12</b>
		<b>2009-10-06/WEATHER RELATED</b>			
		<b>2009-07-28/TREE/VEGETATION RELATED</b>			
<b>HILLCREST</b>	<b>E148</b>	<b>2011-07-23/TREE/VEGETATION RELATED</b>	<b>INSTALL 1400' OF HENDRIX CABLE</b>	<b>3/26/12</b>	<b>4/26/12</b>
		<b>2011-07-11/TREE/VEGETATION RELATED</b>			
		<b>2011-06-21/WEATHER RELATED</b>			
		<b>2009-03-29/TREE/VEGETATION RELATED</b>	<b>REPLACE 1550' URD</b>	<b>1/24/12</b>	<b>4/5/12</b>
			<b>TARGET TREE TRIMMING</b>	<b>2/11/12</b>	<b>2/28/12</b>
<b>E THACKER</b>	<b>E5317X</b>	<b>2011-07-11/TREE/VEGETATION RELATED</b>	<b>INSTALLATION OF BYPASS FUSE ON FEEDER</b>	<b>4/9/12</b>	<b>4/20/12</b>
		<b>2011-06-/WEATHER RELATED</b>			
		<b>2011-05-17 /WILDLIFE</b>			
		<b>2010-06-18 /WEATHER RELATED</b>			
		<b>2010-05-08 /EQUIPMNT/MATERIAL FAILURE</b>	<b>TARGET TREE TRIMMING</b>	<b>TBD</b>	<b>5/31/12</b>
		<b>2009-10-06 /WEATHER RELATED</b>			
		<b>2009-07-28 /WEATHER RELATED</b>			
		<b>2009-06-19/WEATHER RELATED</b>			

<b>COMMUNITY/AREA</b>	<b>FEEDER</b>	<b>OUTAGE HISTORY/CAUSE</b>	<b>RESOLUTION</b>	<b>PROJECTED START</b>	<b>PROJECTED COMPLETION</b>
<b>BERKLEY &amp; WASHINGTON</b>	<b>E141Y</b>	<b>2011-08-26 /INTENTIONAL UNSCHEDULED</b>	<b>TARGET TREE TRIMMING</b>	<b>2/18/12</b>	<b>2/28/12</b>
		<b>2011-07-11 /TREE/VEGETATION RELATED</b>			
		<b>2011-03-01 /EQUIPMNT/MATERIAL FAILURE</b>	<b>INSTALL TRIP SAVERS (3)</b>	<b>3/19/12</b>	<b>3/21/12</b>
		<b>2009-06-22 /EQUIPMNT/MATERIAL FAILURE (SAME EQUIPMENT MULTIPLE OUTAGES)</b>			
<b>CRESCENT LN</b>	<b>E141Y</b>	<b>2011-11-20 /UNKNOWN (wire down)</b>	<b>NO ACTION – OUTAGES WERE UNIQUE &amp; NOT CHRONIC</b>	<b>N/A</b>	<b>N/A</b>
		<b>2011-11-18 /TREE/VEGETATION RELATED</b>			
		<b>2011-05-17 /EQUIPMNT/MATERIAL FAILURE</b>			
		<b>2009-02-16 /EQUIPMNT/MATERIAL FAILURE (DIFFERENT SECTIONS OF CABLE)</b>			
<b>MOHAVE/NEWTON</b>	<b>E141Y</b>	<b>2011-08-26 /INTENTIONAL UNSCHEDULED</b>	<b>NO ACTION – OUTAGES WERE UNIQUE &amp; NOT CHRONIC</b>	<b>N/A</b>	<b>N/A</b>
		<b>2011-06-21 /TREE/VEGETATION RELATED</b>			
		<b>2011-03-01 /EQUIPMNT/MATERIAL FAILURE</b>			
		<b>2011-02-20 /WILDLIFE</b>			
<b>PARKVIEW CIRCLE (I USED 2013 W PARKVIEW CIR)</b>	<b>E1415</b>	<b>2011-08-21 /INTENTIONAL UNSCHEDULED</b>	<b>TARGETED TREE TRIMMING AROUND PARKVIEW CIRCLE.</b>	<b>2/11/12</b>	<b>2/28/12</b>
		<b>2011-08-20 /WEATHER RELATED</b>			
		<b>2010-10-02 /EQUIPMNT/MATERIAL FAILURE</b>	<b>INSTALLATION OF TRIP SAVERS AT 2 LOCATIONS</b>	<b>3/19/12</b>	<b>3/21/12</b>
		<b>2010-03-14 /EQUIPMNT/MATERIAL FAILURE</b>			



COMMUNITY/AREA	FEEDER	OUTAGE HISTORY/CAUSE	RESOLUTION	PROJECTED START	PROJECTED COMPLETION
<b>CASTAWAY LANE EXCESSIVE MOMENTARIES; THE MAJORITY WERE RELATED TO DISTRIBUTION AUTOMATION WORKING PROPERLY. THE METER DIDN'T CAPTURE ANY IRREGULARITIES (Nov. 2011)</b>	<b>E0225</b>	<b>2011-07-23 /WEATHER RELATED 2010-08-19 /INTENTIONAL SCHEDULED 2010-08-18 /EQUIPMNT/MATERIAL FAILURE 2010-08-09 /TREE/VEGETATION RELATED</b>	<b>TARGET TREE TRIMMING &amp;</b>	<b>2/18/12</b>	<b>2/25/12</b>
		<b>2009-10-30 /TREE/VEGETATION RELATED 2009-08-28 /INTENTIONAL UNSCHEDULED 2009-07-28 /INTENTIONAL UNSCHEDULED 2009-06-20 /TREE/VEGETATION RELATED 2009-06-20 /EQUIPMNT/MATERIAL FAILURE 2009-06-19 /EQUIPMNT/MATERIAL FAILURE 2009-06-19 /EQUIPMNT/MATERIAL FAILURE</b>	<b>SWITCHING TO E3314 (THIS WILL FACILITATE LOAD BALANCING)</b>	<b>5/15/12</b>	<b>5/31/12</b>

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to utilize EECBG funds based on an amended plan that will improve energy efficiency at Village facilities and initiate development of a Village Energy and Sustainability Plan.

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works Committee

**FROM:** Joseph Nebel, Director of Public Works  
Ashley Monroe, Assistant Planner

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**PURPOSE:** Request authorization to utilize EECBG funds based on an amended plan that will improve energy efficiency at Village facilities and initiate development of a Village Energy and Sustainability Plan.

**BACKGROUND:** The Energy Efficiency and Conservation Block Grant (EECBG) period comes to a close in September 2012. The Village was issued the \$515,100 EECBG in 2009 to execute projects and programs increasing energy efficiency. The Village's initial EECBG strategy identified eight projects. Several projects were amended and two were added in January 2011, bringing the total projects to ten. A list of current projects and their status are attached for reference. While four of the ten projects are complete or nearly complete, the Village will not be able to spend all funds allocated to some remaining activities by the end of the grant period. The following discussion illustrates the need to amend the EECBG strategy to allow the Village to realize the highest benefit from the remaining grant funds.

**DISCUSSION:** *Proposed Reallocation of Funds*  
*Residential Energy Assessment Program*  
The largest amendment proposed is re-allocation of approximately \$57,000 from the Residential Energy Assessment program to capital infrastructure projects. The majority of the funds left in the Energy Assessment program is budgeted for staff reimbursement. The initial program design was for one staff member to be trained and

## **DISCUSSION (continued):**

work approximately half-time on the program for the two and a half year-long grant program. The initial budget was planned for this portion of salary and benefits, training expenditures and time to execute the project. The program was modified and multiple Code staff members were trained for less money, staff became more efficient with time, and the number of homes that have taken advantage of the program is just now, after two years, reaching first-year projections. The amount of money remaining in the program cannot be spent within the next seven months. A portion of budgeted funds will remain dedicated to the activity through the end of the grant period. Beyond the end of the grant period, program income collected as part of the activity will allow the continuation of the activity as long as funds permit paid staff time. Projections from current activity and amount of funds will allow residential energy assessments for program participants through the end of 2012.

### *Green Code Development Program*

The Green Code Development Program activity also will not be able to spend a portion of funds budgeted. Program goals will be accomplished by using less staff time than anticipated. Nearly 100% of the budget for this project funded staff reimbursement. The funds not used for the Green Code Development program will be re-allocated to the proposed development of a Village sustainability plan, an activity which will be performed primarily by Village staff and eligible for reimbursement.

### *Energy Efficiency Retrofits*

EECBG lighting improvements installed at the Village Hall, Public Works Center, and Public Works Fleet Maintenance buildings were eligible for State of Illinois energy efficiency program rebates from the Department of Commerce and Economic Opportunity. The rebates were eligible for use in conjunction with Federal grant funds, allowing the Village to leverage funds for more projects, and pay nothing from Village funds. The increase in available budget left an excess of EECBG funds for some lighting projects. The unspent funds will be reallocated to other infrastructure projects to increase the scope of the project or to cover material costs that were not anticipated in the initial EECBG budget.

### **Proposed New Activities**

#### *Village Hall Interior Lighting Improvements*

The Public Works Center and Public Works Fleet Maintenance buildings were retrofit with upgraded lighting in late 2011 with EECBG funds. The funds allocated at the time did not cover expenses to retrofit the Village Hall maintenance area. This increase in project scope will complete all upgraded lighting in the Village Hall.

The lighting improvements are anticipated to save 9,373 kWh and 6.5 metric tons of CO<sub>2</sub> annually. The payback period of this project is approximately 3 years, with a cost savings of \$937.

Estimated EECBG Cost: \$2,114.00 after DCEO rebate of \$979.00

Additional or Ongoing Cost to Village: Standard fixture maintenance and bulb replacement.

Time Table: Ready to initiate

## **DISCUSSION (continued):**

### *Public Works Center Garage Lighting Improvement*

Staff proposes to replace 67 high-bay metal halide lighting in the Public Works Garage with LED fixtures. The installation of LED fixtures would be a one-for-one retrofit. The improved light quality will aid in visibility and improve safety in the work environment.

Installing the LED retrofits will save approximately 34,612 kWh and 23.9 metric tons of CO<sub>2</sub> annually. Energy reduction is expected to last for the usable life of the equipment installed, which should be a minimum of 10 years. The payback period of this project is approximately ten years, with a current cost savings of \$4,019 per year.

This project will require Board approval at a later date to award bid.

Estimated EECBG Cost: \$39,865.00 after DCEO rebate of \$1,005.00

Additional or Ongoing Cost to Village: Reduced fixture maintenance due to LED technology

Time Table: Ready to initiate

### *Public Works Center Parking Lot Lighting Improvement*

The initial projects funded by EECBG included the parking lot lights at the Village Hall and Public Works buildings. The project cost was higher than the EECBG budget, so only the Village Hall lot was upgraded. As LED technology has improved and cost decreased, it is feasible to improve lighting at another Village facility. The EECBG budget would be amended to increase the funds for parking lot lighting improvements.

The eight (8) existing fixtures would be replaced with four (4) single-head LED lamps. Total energy saved annually would equal 3,294 kWh annually with a cost savings of \$330 per year.

Estimated EECBG Cost: \$7,293.90 after DCEO rebate of \$1,130.10.

Additional or Ongoing Cost to Village: Reduced fixture maintenance due to LED technology

Time Table: Ready to initiate

### *Development of Energy Strategy and Sustainability Plan*

For several years now, the Village has been committed to improving sustainable practices and energy efficiency. The Village has taken on large and small projects to achieve this objective, including two LEED Gold buildings, hybrid fleet vehicles, development of a comprehensive bicycle plan, building improvements and several environmental awards. The Village Comprehensive Plan makes note of some sustainable efforts and the

Environmental and Green Initiatives Commissions are an asset to this objective as well. Through the execution of these projects and programs, it has become clear that there is value in formalizing and organizing what the Village has accomplished and defining our future efforts. Progressive local communities have developed plans to communicate their green goals. Development of our own Village sustainability plan will assist in prioritizing future green initiatives and capital projects, and better position the Village for additional grant opportunities. One of the Village Board goals adopted just last week identifies this as a priority for the Village.

**DISCUSSION (continued):**

Village staff has recently met and identified a preliminary strategy for how to accomplish this project. The EECEBG program identifies the development of an energy and sustainability strategy as an eligible activity through the grant. The timing of the grant program coincides with the Village goal of developing a sustainability plan.

The majority of the plan will be completed in-house due to the extensive amount of work and programs already in motion. Input is anticipated from Village staff, cooperating environmental organizations and the public, including the Village Environmental and Green Initiatives Commissions. Some funds may be utilized for technical assistance however the Village will also take advantage of free external resources that may be available. If there is a need for a paid consultant for portions of the technical work, Village procurement procedures will apply.

A significant portion of Village staff time will be required in order to execute this project however the majority of the cost will be reimbursed through the EECEBG. While a final version of the plan is not required to be adopted by the end of the grant period, the Department of Energy requires that a draft in some form be produced. Staff is confident that a draft version of the plan will be completed prior to the grant deadline of September 2012.

Estimated EECEBG Cost: \$25,470.00

Additional or Ongoing Cost to Village: Work performed after the end of the grant period will involve existing staff. Work anticipated includes any revisions and further document development needed prior to Plan adoption. Estimated time frame for completion is the end of 2012.

Time Table: Ready to initiate; completed draft by September 29, 2012.

**FINANCIAL IMPACT:**

A summary table of the EECEBG budget amendments has been included as an attachment. The projects detailed above identify any on-going cost incurred by the Village.

**RECOMMENDATION:**

Request authorization to utilize EECEBG funds based on an amended plan that will improve energy efficiency at Village facilities and initiate development of a Village Energy and Sustainability Plan.

Attachments

**VILLAGE OF HOFFMAN ESTATES PROJECT LIST**  
**ENERGY EFFICIENCY & CONSERVATION BLOCK GRANT (EECBG)**

<b>ALLOCATED: \$515,100</b>		<b>Award Date: 9/30/09</b>			<b>Revised 02/23/12</b>	
<b>PROJECT</b>	<b>BUDGETED</b>	<b>SPENT</b> <small>(as of 2/23/12)</small>	<b>REMAINING</b> <b>BALANCE</b>	<b>STATUS</b>	<b>NOTES</b>	
1	LED Lighting Conversion Village Hall - Canopy Sconces	\$1,017.00	\$1,017.00	\$0.00	100%	Installation of lighting complete.
2	Hybrid Vehicle Replacement	\$11,514.00	\$11,514.00	\$0.00	100%	Vehicle purchased, prepared by Fleet Services and is in use.
3	Village Hall Roof Reconstruction - Insulation replacement & Energy Star Roof membrane	\$165,000.00	\$165,000.00	\$0.00	100%	Work completed in fall 2010.
4	Install Building Automation System at Vehicle Maintenance Building	\$80,057.00	\$0.00	\$80,057.00	90%	Bid approved, installation complete, finishing training, waiting on invoice.
5	Village Building Recycling Program	\$19,696.00	\$14,535.60	\$5,160.40	90%	All containers have been purchased/delivered. Recycling education program begun.
6	Energy Efficient Lighting Retrofit: Public Works Center and Fleet Services Building	\$24,700.00	\$20,820.35	\$3,879.65	90%	Majority of lighting has been installed. A portion of the project at Village Hall was left uncompleted and will be finished with remaining balance.
7	LED parking lot light retrofit: Village Hall (Returned to original project scope to include Public Works Center parking lot)	\$53,982.00	\$44,578.00	\$9,404.00	75%	Project bid, installed lighting complete at Village Hall. Retrofit and install planned at Public Works Center with remaining balance.
8	Residential Energy Assessment Program	\$52,250.00	\$48,221.00	\$4,029.00	75%	Energy Assessment program continues. Performed 70 audits and 20 follow ups since program began in 2010. Remaining balance will carry program through September 2012. Program Income will fund additional assessments.
9	Building Codes & Inspections Green Residential Building Code	\$37,334.00	\$22,333.54	\$15,000.46	40%	Training & reference materials purchased. Continuing research and training; implementation of new IECC 2012. Code revisions and internal policies in development.
10	LED Lighting Wall Packs Village Hall	\$6,800.00	\$0.00	\$6,800.00	10%	Initial estimates and work plan complete, DCEO rebate application submitted, need to purchase and install.
11	Garage Lighting Improvements at Public Works Center	\$44,265.00	\$0.00	\$44,265.00	0%	Retrofit existing inefficient lighting with LED fixtures.
12	Development of Village Sustainability Plan	\$18,485.00	\$0.00	\$18,485.00	0%	Develop a formal sustainability and energy efficiency strategy.
<b>TOTAL</b>		<b>\$515,100.00</b>	<b>\$328,019.49</b>	<b>\$187,080.51</b>		

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval of a Sanitary Sewer Easement across Four Lots in the Highlands Subdivision

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works and Utilities

**FROM:** Gary Salavitch

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**PURPOSE:** Request approval of a sanitary sewer easement across the front of four lots along Highland Boulevard.

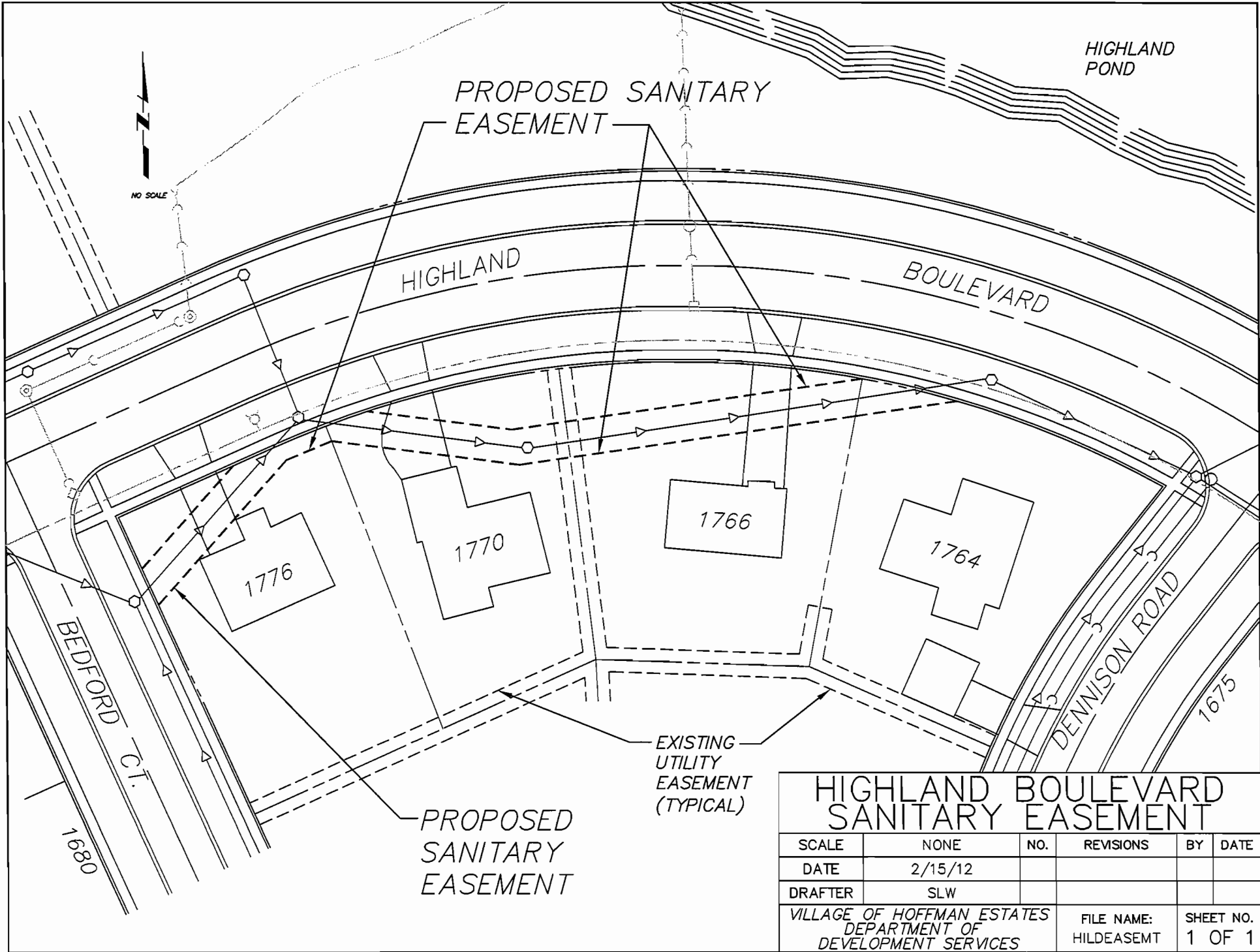
**BACKGROUND:** A sanitary sewer was originally proposed along the north side of Highland Boulevard in this area of the Highlands Subdivision many years ago. See attached location map. It is suspected that the original sanitary sewer location was not feasible due to possible poor soil conditions near Highland Pond. As a result of a suspected field change in the sanitary sewer location to the south side of the street, the easement was never shown on the original Plat of Subdivision.

**DISCUSSION:** Staff recently discovered this public sanitary sewer installed on private property without an easement. This occurred when a resident constructed a new house and the plat of survey did not have the easement over the existing sanitary sewer. Easement documents were created and residents were informed of the Village's goal to obtain these easements.

Residents did not have any objections to this easement and all have provided their review and approval of their document.

**FINANCIAL IMPACT:** The cost to hire a land surveyor and create the easement documents is approximately \$3,200 and is being paid for out the Water and Sewer Fund professional services account.

**RECOMMENDATION:** Request approval of a sanitary sewer easement across four lots along Highland Boulevard.

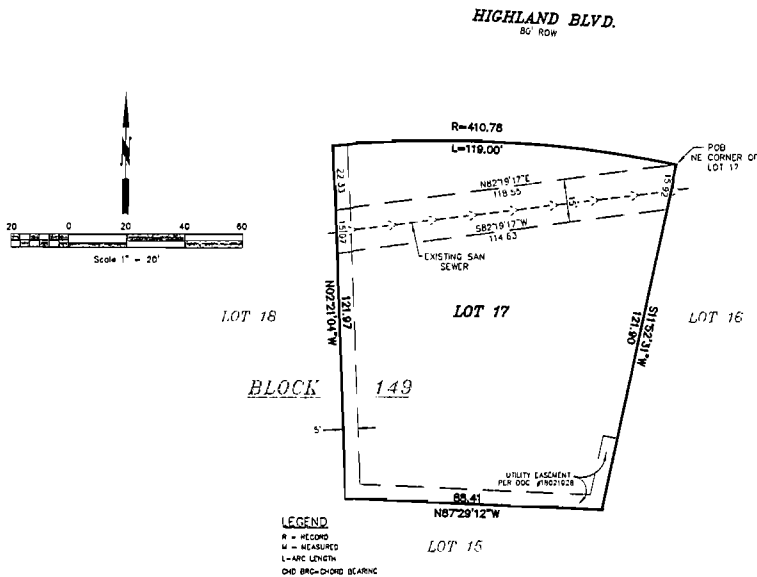


HIGHLAND BOULEVARD SANITARY EASEMENT					
SCALE	NONE	NO.	REVISIONS	BY	DATE
DATE	2/15/12				
DRAFTER	SLW				
VILLAGE OF HOFFMAN ESTATES DEPARTMENT OF DEVELOPMENT SERVICES			FILE NAME: HILDEASEMT	SHEET NO. 1 OF 1	





# PLAT OF GRANT OF EASEMENT OF A SANITARY SEWER EASEMENT (S.S.E.)



**LEGEND**  
 # = RECORD  
 M = MEASURED  
 L = ARC LENGTH  
 CHD = CHORD BEARING

**NOTES:**  
 1) THE BOUNDARY LINE DIVISIONS & BEARINGS SHOWN UPON THIS PLAT OF GRANT OF EASEMENT ARE SHOWN PER THE RECORDED SUBDIVISION PLAT.

**LOT DATA TABLE**

LOT ADDRESS: 1766 HIGHLAND BLVD., HOFFMAN ESTATES, IL
LOT NUMBER & SUBDIVISION: LOT 17, BLOCK 146, THE HIGHLANDS AT HOFFMAN ESTATES, UNIT 12
LOT PERMANENT INDEX NUMBER: 07-09-207-017

**OWNER'S CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )  
 WE, THE UNDERSIGNED, RICHARD A. BOONER AND SHARON M. BOONER, OWNERS OF THE REAL ESTATE SHOWN AND DESCRIBED HEREON, DO HEREBY GRANT A SANITARY SEWER EASEMENT(S.S.E.) AS SHOWN AND DESCRIBED HEREON.  
 DATED: \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_ A.D.  
 \_\_\_\_\_ RICHARD A. BOONER \_\_\_\_\_ SHARON M. BOONER

**NOTARY CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )  
 I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT RICHARD A. BOONER AND SHARON M. BOONER, RESPECTIVELY, PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT APPEARED BEFORE ME IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USE AND PURPOSES THEREIN SET FORTH.  
 GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_ AT \_\_\_\_\_ ILLINOIS.  
 \_\_\_\_\_ NOTARY PUBLIC \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

**SANITARY SEWER EASEMENT(S.S.E.) LEGAL DESCRIPTION**

THAT PART OF LOT 17 IN BLOCK 146 IN THE HIGHLANDS AT HOFFMAN ESTATES, UNIT NO. 12, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 41 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN SCHAUMBURG TOWNSHIP, COOK COUNTY, ILLINOIS, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 21, 1960 AS DOCUMENT NO. 18021926 IN THE OFFICE OF THE RECORDER OF DEEDS, DESCRIBED AS FOLLOWS:  
 BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 17, THENCE 5 11' 52" 31" W, ALONG THE EAST LINE OF SAID LOT 17, 15.92 FEET; THENCE S 82° 19' 17" W, 114.63 FEET TO A POINT ON THE WEST LINE OF SAID LOT 17; THENCE N 02° 21' 04" W, ALONG SAID WEST LINE, 13.07 FEET; THENCE N 82° 18' 17" E, 116.93 FEET TO THE POINT OF BEGINNING, IN THE VILLAGE OF HOFFMAN ESTATES, COOK COUNTY, ILLINOIS.

**SURVEYORS CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )  
 THIS IS TO CERTIFY THAT I, TERENCE R. CAHILL, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 35-2859, HAVE SURVEYED THE PROPERTY DESCRIBED HEREON FOR THE PURPOSE OF GRANT OF A SANITARY SEWER EASEMENT(S.S.E.) AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.  
 ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.  
 GIVEN UNDER MY HAND AND SEAL AT \_\_\_\_\_ ILLINOIS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

TERENCE R. CAHILL  
 ILLINOIS P.L.S. NO. 35-2859  
 LICENSE EXPIRES 11-30-12



**VILLAGE BOARD CERTIFICATE**

APPROVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF HOFFMAN ESTATES, COOK AND KANE COUNTIES, ILLINOIS.  
 THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_\_\_  
 SIGNED: \_\_\_\_\_ VILLAGE PRESIDENT  
 ATTEST: \_\_\_\_\_ VILLAGE CLERK

**SANITARY SEWER EASEMENT PROVISIONS**

AN EASEMENT IS HEREBY RESERVED BY AND GRANTED TO THE VILLAGE OF HOFFMAN ESTATES WITHIN THE AREA SHOWN BY DASHED LINES AND WITHIN THE AREA DEFINED "SANITARY SEWER EASEMENT (S.S.E.)" ON THIS PLAT, TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN SANITARY SEWER, ABOVE AND UNDERGROUND, WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THE SUBDIVISION AND OTHER PROPERTY WITH SANITARY SEWER, THE RIGHT TO ENTER UPON THE LOTS AT ALL TIMES TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN WITHIN SAID EASEMENT AREA SAID SANITARY SEWER WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT, AND FINALLY THE RIGHT IS HEREBY GRANTED TO CUT DOWN AND REMOVE AND TRIM AND KEEP TRIMMED, TREES, SHRUBS, OR SAPLINGS THAT INTERFERE OR THREATEN TO INTERFERE WITH ANY OF THE SAID USES OF THE "SANITARY SEWER EASEMENT (S.S.E.)". NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENT, BUT SAME MAY BE USED FOR DRIVEWAYS, WALKWAYS, GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS HERIN GRANTED. HOWEVER, IF FENCES ARE TO BE ERRECTED BY ANY OWNER OR OWNERS IN THIS SUBDIVISION WITHIN SAID EASEMENT, THESE MUST BE PLACED IN A LOCATION ACCEPTABLE TO THE VILLAGE OF HOFFMAN ESTATES AND PRIOR TO ERRECTING SUCH A FENCE A PERMIT FOR SUCH A FENCE INSTALLATION MUST BE OBTAINED FROM SAID VILLAGE.

**SURVEYORS DESIGNATION OF RECORDING**

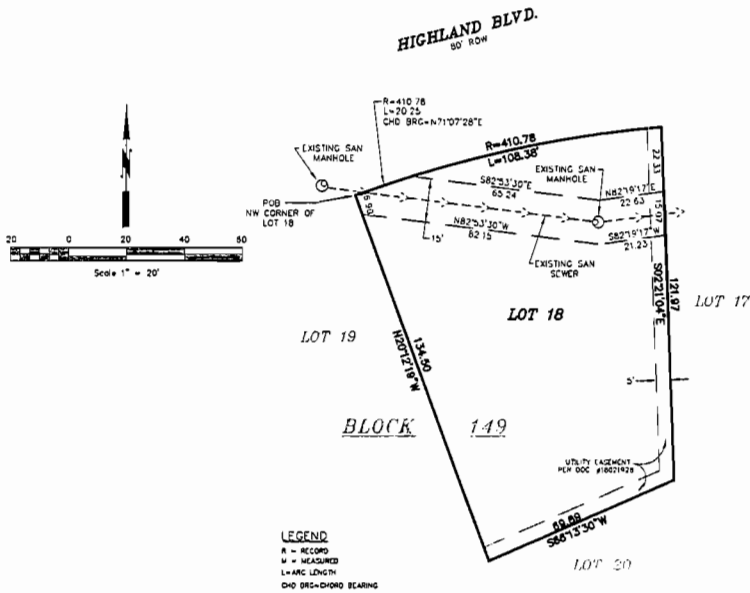
I, \_\_\_\_\_ A REGISTERED LAND SURVEYOR, IN THE STATE OF ILLINOIS, HEREBY DESIGNATE THE VILLAGE CLERK OF HOFFMAN ESTATES TO RECORD A CERTAIN PLAT OF GRANT OF SANITARY SEWER EASEMENT(S.S.E.) WITH THE COOK COUNTY RECORDER OF DEEDS OR REGISTRAR OF TITLES. THIS DESIGNATION IS GRANTED UNDER THE RIGHT TO DESIGNATE SUCH RECORDING UNDER CHAPTER 109, SECTION 2 OF THE ILLINOIS REVISED STATUTES.  
 \_\_\_\_\_ DATE \_\_\_\_\_ REGISTERED LAND SURVEYOR

**REDUCED COPY**

PREPARED BY  
**CONTINENTAL ENGINEERS & SURVEYORS, INC.**  
 Consulting Engineers • Land Surveyors • Planners  
 Illinois Professional Design Firm #184-003402  
 1315 FAIRMONT ROAD, HOFFMAN ESTATES, ILLINOIS 60149  
 (847)885-3326 FAX#(847)885-3496  
 DATE OF PREPARATION: 12-23-11

# PLAT OF GRANT OF EASEMENT OF A SANITARY SEWER EASEMENT (S.S.E.)

**CES** CONTINENTAL  
ENGINEERS &  
SURVEYORS, INC.



NOTES:  
 1) THE BOUNDARY LINE DIMENSIONS & BEARINGS SHOWN UPON THIS PLAT OF GRANT OF EASEMENT ARE SHOWN FOR THE RECORDED SUBDIVISION PLAT.

**LOT DATA TABLE**

LOT ADDRESS: 1770 HIGHLAND BLVD., HOFFMAN ESTATES, IL
LOT NUMBER & SUBDIVISION: LOT 18, BLOCK 149, THE HIGHLANDS AT HOFFMAN ESTATES, UNIT 12
LOT PERMANENT INDEX NUMBER: 07-09-207-018

**OWNER'S CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )

WE, THE UNDERSIGNED, JUAN FLORES AND TERESA FLORES, OWNERS OF THE REAL ESTATE SHOWN AND DESCRIBED HEREON, DO HEREBY GRANT A SANITARY SEWER EASEMENT (S.S.E.) AS SHOWN AND DESCRIBED HEREON.

DATED: \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

JUAN FLORES \_\_\_\_\_ TERESA FLORES \_\_\_\_\_

**NOTARY CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT JUAN FLORES AND TERESA FLORES, RESPECTIVELY, PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT APPEARED BEFORE ME IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USE AND PURPOSES THEREIN SET FORTH.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ AT \_\_\_\_\_, ILLINOIS.

NOTARY PUBLIC \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

**SANITARY SEWER EASEMENT (S.S.E.) LEGAL DESCRIPTION**

THAT PART OF LOT 18 IN BLOCK 149 IN THE HIGHLANDS AT HOFFMAN ESTATES, UNIT NO. 12, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF SECTION 9, TOWNSHIP 41 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN SCHAUMBURG TOWNSHIP, COOK COUNTY, ILLINOIS, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 21, 1980 AS DOCUMENT NO. 19021928 IN THE OFFICE OF THE RECORDER OF DEEDS, DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 18, THENCE NORTHEASTERLY ALONG THE NORTH LINE OF SAID LOT 18 BEING A CURVED LINE, CONVERGED TO THE NORTH, OF 410.78 FEET IN RADIUS HAVING A CHORD BEARING OF N 71° 07' 28" E, FOR AN ARC LENGTH OF 20.25 FEET, THENCE S 82° 53' 30" E, 65.24 FEET; THENCE N 82° 18' 17" E, 22.63 FEET TO A POINT ON THE EAST LINE OF SAID LOT 18; THENCE S 02° 21' 04" E ALONG SAID EAST LINE, 13.07 FEET; THENCE S 82° 18' 17" W, 21.23 FEET; THENCE N 82° 53' 30" W, 82.19 FEET TO A POINT ON THE WEST LINE OF SAID LOT 18; THENCE N 20° 12' 10" W ALONG SAID WEST LINE, 6.90 FEET TO THE POINT OF BEGINNING, IN THE VILLAGE OF HOFFMAN ESTATES, COOK COUNTY, ILLINOIS.

**SURVEYORS CERTIFICATE**

STATE OF ILLINOIS ) SS  
 COUNTY OF COOK )

THIS IS TO CERTIFY THAT I, TERENCE R. CAHILL, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 35-2858, HAVE SURVEYED THE PROPERTY DESCRIBED HEREON FOR THE PURPOSE OF GRANT OF A SANITARY SEWER EASEMENT (S.S.E.) AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.

ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

GIVEN UNDER MY HAND AND SEAL AT \_\_\_\_\_, ILLINOIS, THIS \_\_\_\_ DAY

OF \_\_\_\_\_, 20\_\_\_\_ A.D.

TERENCE R. CAHILL  
 ILLINOIS P.L.S. NO. 35-2858  
 LICENSE EXPIRES: 11-30-12



**VILLAGE BOARD CERTIFICATE**

APPROVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF HOFFMAN ESTATES, COOK AND KANE COUNTIES, ILLINOIS,

THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_

SIGNED: \_\_\_\_\_ VILLAGE PRESIDENT

ATTEST: \_\_\_\_\_ VILLAGE CLERK

**SANITARY SEWER EASEMENT PROVISIONS**

AN EASEMENT IS HEREBY RESERVED BY AND GRANTED TO THE VILLAGE OF HOFFMAN ESTATES WITHIN THE AREA SHOWN BY DASHED LINES AND WITHIN THE AREA DEFINED "SANITARY SEWER EASEMENT (S.S.E.)" ON THIS PLAT, TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN SANITARY SEWER, ABOVE AND UNDERGROUND, WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THE SUBDIVISION AND OTHER PROPERTY WITH SANITARY SEWER. THE RIGHT TO ENTER UPON THE LOTS AT ALL TIMES TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN WITHIN SAID EASEMENT AREA SAID SANITARY SEWER WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT, AND FINALLY THE RIGHT IS HEREBY GRANTED TO CUT DOWN AND REMOVE AND TRIM AND KEEP TRIMMED, TREES, SHRUBS, OR SAPLINGS THAT INTERFERE OR THREATEN TO INTERFERE WITH ANY OF THE SAID USES OF THE "SANITARY SEWER EASEMENT (S.S.E.)". NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENT, BUT SAME MAY BE USED FOR DRIVEWAYS, WALKWAYS, GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS HEREIN GRANTED. HOWEVER, IF FENCES ARE TO BE ERECTED BY ANY OWNER OR OWNERS IN THIS SUBDIVISION WITHIN SAID EASEMENT, THESE MUST BE PLACED IN A LOCATION ACCEPTABLE TO THE VILLAGE OF HOFFMAN ESTATES AND PRIOR TO ERECTING SUCH A FENCE A PERMIT FOR SUCH A FENCE INSTALLATION MUST BE OBTAINED FROM SAID VILLAGE.

**SURVEYORS DESIGNATION OF RECORDING**

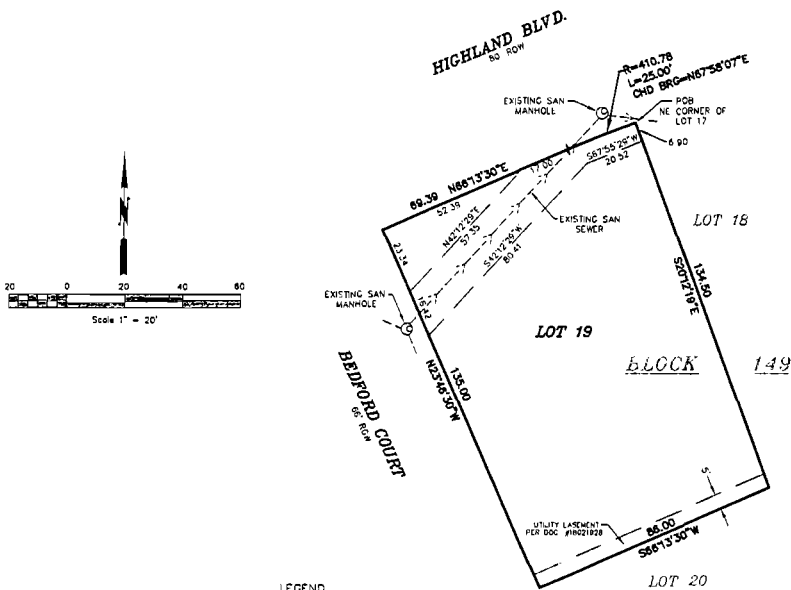
I, \_\_\_\_\_, A REGISTERED LAND SURVEYOR, IN THE STATE OF ILLINOIS, HEREBY DESIGNATE THE VILLAGE CLERK OF HOFFMAN ESTATES TO RECORD A CERTAIN PLAT OF GRANT OF SANITARY SEWER EASEMENT (S.S.E.) WITH THE COOK COUNTY RECORDER OF DEEDS OR REGISTRAR OF TITLES. THIS DESIGNATION IS GRANTED UNDER THE RIGHT TO SIGNATURE SUCH RECORDING UNDER CHAPTER 109, SECTION 2 OF THE ILLINOIS REVISED STATUTES.

DATE \_\_\_\_\_ REGISTERED LAND SURVEYOR \_\_\_\_\_

**REDUCED COPY**

PREPARED BY  
**CONTINENTAL ENGINEERS & SURVEYORS, INC.**  
 Consulting Engineers & Land Surveyors & Planners  
 Illinois Professional Design Firm #184-002402  
 1215 FAIRMONT ROAD, HOFFMAN ESTATES, ILLINOIS 60169  
 (847) 802-3326 FAX#8478085-3496  
 DATE OF PREPARATION 12-23-11

# PLAT OF GRANT OF EASEMENT OF A SANITARY SEWER EASEMENT (S.S.E.)



**LEGEND**  
R = RECORD  
M = MEASURED  
L = LINE LENGTH  
CHD BRC = CHORD BEARING

**NOTES**  
1) THE BOUNDARY LINE DIMENSIONS & BEARINGS SHOWN UPON THIS PLAT OF GRANT OF EASEMENT ARE SHOWN FOR THE RECORDED SUBDIVISION PLAT.

LOT DATA TABLE	
LOT ADDRESS:	1776 HIGHLAND BLVD., HOFFMAN ESTATES, IL
LOT NUMBER & SUBDIVISION:	LOT 19, BLOCK 149, THE HIGHLANDS AT HOFFMAN ESTATES, UNIT 12
LOT PERMANENT INDEX NUMBER:	07-09-207-019

**OWNER'S CERTIFICATE**

STATE OF ILLINOIS ) SS  
COUNTY OF COOK )  
WE, THE UNDERSIGNED, GARY J. SCHECK AND LINDA M. SCHECK, OWNERS OF THE REAL ESTATE SHOWN AND DESCRIBED HEREON, DO HEREBY GRANT A SANITARY SEWER EASEMENT (S.S.E.) AS SHOWN AND DESCRIBED HEREON.  
DATED: \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.  
GARY J. SCHECK \_\_\_\_\_ LINDA M. SCHECK \_\_\_\_\_

**NOTARY CERTIFICATE**

STATE OF ILLINOIS ) SS  
COUNTY OF COOK )  
I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR SAID COUNTY AND STATE AFORESAID, DO HEREBY CERTIFY THAT GARY J. SCHECK AND LINDA M. SCHECK, RESPECTIVELY, PERSONALLY KNOWN TO ME TO BE THE SAME PERSONS WHOSE NAMES ARE SUBSCRIBED TO THE FOREGOING INSTRUMENT APPEARED BEFORE ME IN PERSON AND ACKNOWLEDGED THAT THEY SIGNED AND DELIVERED SAID INSTRUMENT AS THEIR OWN FREE AND VOLUNTARY ACT FOR THE USE AND PURPOSES THEREIN SET FORTH. GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ AT \_\_\_\_\_, ILLINOIS.  
NOTARY PUBLIC \_\_\_\_\_ MY COMMISSION EXPIRES \_\_\_\_\_

**SANITARY SEWER EASEMENT (S.S.E.) LEGAL DESCRIPTION**

THAT PART OF LOT 19 IN BLOCK 149 IN THE HIGHLANDS AT HOFFMAN ESTATES, UNIT NO. 12, BEING A SUBDIVISION OF PART OF THE NORTH-EAST 1/4 OF SECTION 9, TOWNSHIP 41 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN SCHAUMBURG TOWNSHIP, COOK COUNTY, ILLINOIS, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 21, 1960 AS DOCUMENT NO. 18021928 IN THE OFFICE OF THE RECORDER OF DEEDS, DESCRIBED AS FOLLOWS:  
BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 19, THENCE S 20° 12' 19" E. ALONG THE EAST LINE OF SAID LOT 19, 6.90 FEET; THENCE S 07° 50' 29" W, 20.52 FEET; THENCE S 42° 12' 25" W, 80.14 FEET TO A POINT ON THE WEST LINE OF SAID LOT 19; THENCE N 23° 46' 30" W ALONG SAID WEST LINE, 16.42 FEET; THENCE N 42° 13' 29" E, 57.53 FEET TO A POINT ON THE NORTH LINE OF SAID LOT 19; THENCE N 66° 13' 30" E ALONG SAID NORTH LINE, 17.00 FEET TO A POINT OF CURVATURE; THENCE NORTHEASTERLY ALONG A CURVED LINE, CONVEX TO THE NORTH, OF 410.78 FEET IN RADIUS HAVING A CHORD BEARING OF N 67° 58' 07" E, FOR AN ARC LENGTH OF 25.00 FEET TO THE POINT OF BEGINNING, IN THE VILLAGE OF HOFFMAN ESTATES, COOK COUNTY, ILLINOIS.

**SURVEYORS CERTIFICATE**

STATE OF ILLINOIS ) SS  
COUNTY OF COOK )  
THIS IS TO CERTIFY THAT I, TERENCE R. CAHILL AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 35-2859, HAVE SURVEYED THE PROPERTY DESCRIBED HEREON FOR THE PURPOSE OF GRANT OF A SANITARY SEWER EASEMENT (S.S.E.) AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.  
ALL DIMENSIONS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.  
GIVEN UNDER MY HAND AND SEAL AT \_\_\_\_\_ ILLINOIS, THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ A.D.

TERENCE R. CAHILL  
ILLINOIS P.L.S. NO. 35-2859  
LICENSE EXPIRES: 11-30-12



**VILLAGE BOARD CERTIFICATE**

APPROVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF HOFFMAN ESTATES, COOK AND KANE COUNTIES, ILLINOIS.  
THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_  
SIGNED: \_\_\_\_\_ VILLAGE PRESIDENT  
ATTEST: \_\_\_\_\_ VILLAGE CLERK

**SANITARY SEWER EASEMENT PROVISIONS**

AN EASEMENT IS HEREBY RESERVED BY AND GRANTED TO THE VILLAGE OF HOFFMAN ESTATES WITHIN THE AREA SHOWN BY DASHED LINES AND WITHIN THE AREA DEFINED "SANITARY SEWER EASEMENT (S.S.E.)" ON THIS PLAT, TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN SANITARY SEWER, ABOVE AND UNDERGROUND, WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT FOR THE PURPOSE OF SERVING THE SUBDIVISION AND OTHER PROPERTY WITH SANITARY SEWER. THE RIGHT TO ENTER UPON THE LOTS AT ALL TIMES TO INSTALL, LAY, CONSTRUCT, RENEW, OPERATE AND MAINTAIN WITHIN SAID EASEMENT AREA SAID SANITARY SEWER WITH ALL NECESSARY MANHOLES AND OTHER EQUIPMENT, AND FINALLY THE RIGHT IS HEREBY GRANTED TO CUT DOWN AND REMOVE AND TRIM AND KEEP TRIMMED, TREES, SHRUBS, OR SAPLINGS THAT INTERFERE OR THREATEN TO INTERFERE WITH ANY OF THE SAID USES OF THE "SANITARY SEWER EASEMENT (S.S.E.)". NO PERMANENT BUILDINGS SHALL BE PLACED ON SAID EASEMENT, BUT SAME MAY BE USED FOR DRIVEWAYS, WALKWAYS, GARDENS, SHRUBS, LANDSCAPING AND OTHER PURPOSES THAT DO NOT THEN OR LATER INTERFERE WITH THE AFORESAID USES OR RIGHTS HEREIN GRANTED. HOWEVER, IF FENCES ARE TO BE ERECTED BY ANY OWNER OR OWNERS IN THIS SUBDIVISION WITHIN SAID EASEMENT, THESE MUST BE PLACED IN A LOCATION ACCEPTABLE TO THE VILLAGE OF HOFFMAN ESTATES AND PRIOR TO ERECTING SUCH A FENCE A PERMIT FOR SUCH A FENCE INSTALLATION MUST BE OBTAINED FROM SAID VILLAGE.

**SURVEYORS DESIGNATION OF RECORDING**

I, \_\_\_\_\_ A REGISTERED LAND SURVEYOR, IN THE STATE OF ILLINOIS, HEREBY DESIGNATE THE VILLAGE CLERK OF HOFFMAN ESTATES TO RECORD A CERTAIN PLAT OF GRANT OF SANITARY SEWER EASEMENT (S.S.E.) WITH THE COOK COUNTY RECORDER OF DEEDS OR REGISTRAR OF TITLES. THIS DESIGNATION IS GRANTED UNDER THE RIGHT TO DESIGNATE SUCH RECORDING UNDER CHAPTER 109, SECTION 2 OF THE ILLINOIS REVISED STATUTES.  
DATE \_\_\_\_\_ REGISTERED LAND SURVEYOR \_\_\_\_\_

**REDUCED COPY**

PREPARED BY:  
**CONTINENTAL ENGINEERS & SURVEYORS, INC.**  
Consulting Engineers • Land Surveyors • Planners  
Illinois Professional Design Firm #184-001402  
1315 FAIRMONT ROAD, HOFFMAN ESTATES, ILLINOIS 60169  
(847)895-3326 FAX (847)895-3496  
DATE OF PREPARATION 12-23-11

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request approval for the Historical Sites Commission to proceed with 2012 budgeted activities and events, in an amount not to exceed \$1,200.

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works & Utilities

**FROM:** Joseph Nebel, Director of Public Works  
Paul Petrenko, Staff Liaison

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**PURPOSE:** Approval for Historical Sites Commission to proceed with 2012 budgeted activities and events.

**BACKGROUND:** 2012 budget allocations for the Historical Sites Commission include funding to hold several planned projects and events.

**DISCUSSION:** *March 24, 2012 – Northern Illinois Raptor Center; 1:00 p.m.*

The Northern Illinois Raptor Center will discuss and display four birds of prey at this free program at Sunderlage House. \$250 is budgeted.

*April 21 & 29, 2012 and October 20 & 21, 2012 – Greve Cemetery Tours; 1:00 p.m.*

Small group guided tour of Greve Cemetery – weather permitting.

*June 24, 2012 – Sunderlage Open House; 1:00 p.m. – 3:00 p.m.*

The overall purpose of this event is to present the historic Sunderlage House and local Hoffman Estates history to the public. Free house tours and a petting zoo are provided as well as information about pioneer families and the Greve Cemetery. Light refreshments are provided. The Schaumburg Township Historical Society will sponsor a free Ice Cream Social. \$550 is budgeted.

**DISCUSSION, continued:**

*October 13, 2012 – Pumpkin Fest; 11:00 a.m. – 1:30 p.m.*

This will be the 17th annual Pumpkin Fest event. Small pumpkins are provided along with acrylic paints for decorating on site.

Many of the past participants have stated that they always look forward to this event every year. The event promotes the farmhouse for residents who are not aware of its history. Approximately 60 pumpkins are purchased locally. A nominal fee is charged for each pumpkin. Light refreshments are provided. \$200 is budgeted.

*December 8, 2012 – Teddy Bear Holiday Party; starts promptly at 1:00 p.m.*

This will be the 16<sup>th</sup> annual party. The farmhouse is decorated with a holiday tree trimmed with teddy bears. This is particularly appealing to children as well as to their parents. There is no charge for admission, but reservations are required. There is a visit from Santa, a gift of a small bear from the tree, and refreshments. \$200 is budgeted. Small bears are purchased from a discount house.

**FINANCIAL IMPACT:**

In summary, the following activities are earmarked for accomplishment during fiscal year 2012:

<b>2012 Activities</b>	<b>Cost</b>
<b>March 24 – Northern Illinois Raptor Center</b>	<b>\$250</b>
<b>April 21, 29 &amp; Oct. 20, 21 - Greve Cemetery Tours</b>	<b>\$0</b>
<b>June 24 – Sunderlage Open House</b>	<b>\$550</b>
<b>October 13 – Pumpkin Fest</b>	<b>\$200</b>
<b>December 8 – Teddy Bear Holiday Party</b>	<b>\$200</b>
<b>Total</b>	<b>\$1,200</b>

**RECOMMENDATION:**

Request approval for the Historical Sites Commission to proceed with 2012 budgeted activities and events, in an amount not to exceed \$1,200.

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to extend 2011 contract for 2012 weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low bid), in an amount not to exceed \$13,720.

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works & Utilities

**FROM:** Joseph Nebel, Director of Public Works  
Kelly Kerr, Village Forester

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**PURPOSE:** For 2012 contracted weed control and fertilization for various Village owned sites and rights-of-way.

**BACKGROUND:** In early 2011, the bidding of contracted weed control and fertilization was approved for various Village owned sites and rights-of way. On March 21, 2011, the Village Clerk opened four (4) received bids. A bid tabulation form is attached.

In addition to requesting bids for 2011 service delivery, alternate bids were requested for potential vendors to extend their contracts into the respective 2012 and 2013 landscape seasons. The value of potential contract extension, based upon vendor contract performance during the current season has been proven. The successful contractor will be more likely to provide better services in hopes of attaining a contract extension for the next season. As contractor performance improves, year to year, staff has noticed a positive cumulative effect on the VOHE properties. VOHE has the sole option to extend vendor contracts and staff shall recommend that 2012 and 2013 contractor bid extensions be held open for the Village Board to revisit in the future.

Following the bid opening, staff completed a thorough review and comparison of the proposals submitted by the four (4) bidders. A comparison of the bids is illustrated below. Costs indicated are based upon three (3) applications per season.

**BACKGROUND, Continued:**

<b>Bidder</b>	<b>2011 Season</b>	<b>Alternate 2012 Season</b>	<b>Alternate 2013 Season</b>
<b>Spring-Green</b>	<b>\$12,220.65</b>	<b>\$12,220.65</b>	<b>\$12,220.65</b>
<b>Tru Green</b>	<b>\$13,320.00</b>	<b>\$13,320.00</b>	<b>\$13,320.00</b>
<b>American Tree &amp; Turf</b>	<b>\$15,023.75</b>	<b>\$15,023.75</b>	<b>\$15,584.00</b>
<b>ASE Illini-scapes, Inc.</b>	<b>\$17,166.88</b>	<b>\$17,166.88</b>	<b>\$17,418.00</b>

**DISCUSSION:**

Spring Green of Plainfield, IL, is known to the Village of Hoffman Estates as they have been our most recent vendor, for this type of service, for the 2008, 2009 and 2010 seasons. This vendor's overall performance, during the past three seasons, was found to be professional and acceptable meeting all required specifications and requests.

As a result of the vendor's satisfactory performance in 2011 coupled with their low bid tendered for the 2012 maintenance season, it is staff's recommendation to extend the contract to Spring Green for 2012 service delivery.

**FINANCIAL IMPACT:**

Based upon the allocation in the 2012 budget, adequate funds exist for the cost for of the recommended contractual services. The not to exceed amount surpasses the recommended bid price as we are occasionally asked to treat additional sites during the season. Examples of these include Olmstead ROW, Westbury Field, Water Towers #6 & #7 and Beacon Pointe Center Medians.<sup>3</sup>

**RECOMMENDATION:**

Request authorization to extend 2011 contract for 2012 weed control and fertilization, for various Village owned sites and rights-of-way, to Spring Green, Plainfield, IL (low bid), in an amount not to exceed \$13,720.

**NOTE:** Complete bid information is available in the white binder in the Trustees' ante room.



## 2011 Contracted Weed Control & Fertilization

STATE OF ILLINOIS  
 VILLAGE OF HOFFMAN ESTATES  
 TABULATION OF BIDS  
 Contracted Weed Control & Fertilization 2011

County: Cook	Date: 03/21/2011	Spring Green		Tru Green		American Tree & Turf		ASE Illini Scaping	
Municipality or Road District: Hoffman Estates	Time: 9:00 a.m.	Plainfield, IL		Carpentersville, IL		Sugar Grove, IL		Romeoville, IL	
Section: Estimate \$	Appropriation \$ Attended by: Kelly Kerr								
Proposal Guarantee: Terms:	Bid Check \$500 Includ	Yes		Yes		Yes		Yes	
Items		Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
<b>2011 Bid Season</b>									
1) 1st Application		\$4,073.55		\$4,440.00		\$7,666.25		\$5,929.84	
2) 2nd Application		\$4,073.55		\$4,440.00		\$3,678.75		\$5,618.52	
3) 3rd Application		\$4,073.55		\$4,440.00		\$3,678.75		\$5,618.52	
			\$12,220.65		\$13,320.00		\$15,023.75		\$17,166.88
<b>2012 Season Bid Extension</b>									
1) 1st Application		\$4,073.55		\$4,440.00		\$7,666.25		\$5,929.84	
2) 2nd Application		\$4,073.55		\$4,440.00		\$3,678.75		\$5,618.52	
3) 3rd Application		\$4,073.55		\$4,440.00		\$3,678.75		\$5,618.52	
			\$12,220.65		\$13,320.00		\$15,023.75		\$17,166.88
<b>2013 Season Bid Extension</b>									
1) 1st Application		\$4,073.55		\$4,440.00		\$7,986.00		\$6,056.00	
2) 2nd Application		\$4,073.55		\$4,440.00		\$3,799.00		\$5,681.00	
3) 3rd Application		\$4,073.55		\$4,440.00		\$3,799.00		\$5,681.00	
			\$12,220.65		\$13,320.00		\$15,584.00		\$17,418.00
			\$36,661.95		\$39,960.00		\$45,631.50		\$51,751.76

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to waive formal bidding and award contract for 2012/2013 Critical Sanitary Sewer Repairs Engineering and Construction to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$160,000.

**MEETING DATE:** February 27, 2012

**COMMITTEE:** Public Works & Utilities

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

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**PURPOSE:** Authorize Baxter & Woodman to provide engineering services for 2012/2013 critical sanitary sewer repairs.

**BACKGROUND:** The Village's sanitary sewer rehabilitation program has been in progress for over 12 years in Highlands, Parcel A, Parcel B, and Parcel C:

In 1999, Harza Environmental Services completed the original study with a report on pipe deficiencies and the recommended type and scope of rehabilitation work.

In 2000 -2001, Baxter & Woodman engineers divided the area into 22 sub-basins and conducted a comprehensive Infiltration/Inflow study (I/I Study). The main objective was to reduce the risk of basement flooding during and after the rehabilitation construction.

In 2001 -2002, 30,000 feet of sanitary sewer sections were lined utilizing the cured-in-place pipe (CIPP) technology and 460 feet was rehabilitated by spot repair. The work completed also includes 8 section replacements by excavation and reconstruction of 7 manholes.

In 2004 - 2005, Baxter & Woodman engineers continued investigation of I/I from public sources, televising and addressing options to correct private source I/I. Smoke testing of sanitary sewer main lines was performed and the results provided identification of uncapped or abandoned lines, leaky manholes and defective houseservice line connections that were the point sources of I/I. Over 250 sources of I/I were identified. Due to the critical nature of a few problems uncovered such as interconnection between sanitary sewer and the out-flow pipe at

**BACKGROUND, Continued**

a detention area and a major storm sewer structure at street intersection, immediate repairs were done.

From 2005 through 2010, sanitary sewer rehab was done with assistance from Baxter & Woodman engineers according to the priority and the critical nature of the problem as uncovered during the study and the improvement desired by the maintenance team. Approximately 8,000 feet of sanitary sewer sections were lined utilizing the CIPP technology. The completed work also includes 200 feet of sewer section replacements by excavation and reconstruction of 17 manholes.

In July, 2011 Baxter & Woodman engineers was hired to continue the management of the project of 2011/2012 Critical Sanitary Sewer Repairs. The engineering design was complete and MWRD permit for the project was issued in November 2011. After successful bidding, the construction contract was awarded in December 2011 for 8 section full manhole to manhole CIPP lining of approximately 1960 feet sewer mains, installation of 3 manholes and replacement of 100 feet of sewer through excavation to correct back pitched flow condition (1480 Mayfield Lane). Actual construction is scheduled in February 2012 so that site restoration can start shortly after excavation is complete. The entire project is expected to be complete in June 2012.

As the low alternate bids for Item 2, 3 and 4 (2 full manhole to manhole CIPP lining of approximately 360 feet sewer mains, installation of 1 manholes) for a total of \$17,258.5 are significantly below the engineer's estimates, Baxter & Woodman engineers added these three to their contract with Visu-Sewer of Illinois, Inc. The addition will help maximize the construction management efficiency. The additional costs will be covered by a contingency in the contract with Baxter & Woodman engineers.

**DISCUSSION:**

In addition to the scheduled Critical Repairs in 2012, staff is proposing to continue the Sanitary Sewer Rehabilitation in following areas:

1. Continue the Infiltration and Inflow (I/I) Study. The target areas are Parcel A, B, C and Highlands. With the elimination of older sources of storm water infiltrating the sanitary sewer, the I/I flow pattern has changed and previously unknown point sources of I/I may be detectable and located for repair. The effort will be a combination of an in-house flow-monitoring program with expert assistance from B & W. The main focus is the joint gravity sewer along Highland Blvd. and Frederick Ln. The consultant will assist in selecting critical sewer sections for flow data collection and data analysis.

2. Correction of Chippendale Lift Station intake problem. This pump station is a dry well/wet well type prefabricated steel duplex underground pump station. It was constructed in 1965 and currently scheduled for rehabilitation. The station does not have a single intake manhole and the wet well receives sewer flow directly from three directions. The lacking of a manhole for bypass pumping makes it very difficult for the station to be taken out of service for the rehab work. An engineering assessment/solution is necessary before the Village takes the next

**DISCUSSION, Continued**

step to start the lift station rehabilitation project. It is also necessary to do preliminary engineering to determine the scope of rehabilitation work such as the condition of the existing wet well.

3. In addition to the above items, a list of critical repairs will be proposed by staff again through review and evaluation of the sanitary sewer maintenance records. 12 section full manhole to manhole CIPP lining and 3 manhole installations are planned for FY 2012/2013 sewer rehabilitation. Actual amount of construction work to be completed is dependent on the bid results in 2012.

In order for the 2012/2013 project to be continuous with the on-going project, Baxter & Woodman engineers provided a proposal that covers the above services. The total proposed cost is \$160,000 to cover the assessment/solution services, design, permit application, preparation of contract documents, construction management, field inspections and the actual construction work by the successful low bidder as B/W's sub-contractors.

As in the past years of critical sewer repair, Baxter & Woodman engineers will bid out the planned work and not exceed the proposed cost (\$160,000) inclusive of engineering costs. The Village will ultimately accept or reject construction bids depending on whether the bid costs are reasonable or not in comparison to previous similar project costs according to all bids reviewed by staff. Baxter/Woodman's construction division is excellent. Their management of subcontractors for 2005, 2006, 2007, 2008, 2009, 2010 and 2011 critical sewer repair projects was highly satisfactory. Several of B/W project engineers have accumulated in-depth knowledge of Village's sanitary sewer system and are familiar with its unique problems. As a result of past successes with Baxter & Woodman Consulting Engineers and highly satisfactory critical sewer repair during the previous six years (2005, 2006, 2007, 2008, 2009, 2010 and 2011), staff is requesting the same project approach, method and approval process for handling critical sewer repair for FY 2012/2013. The completion of the project will lead the Village into successful full scale sanitary sewer rehabilitation for FY 2014 and FY 2015. Staff recommends Baxter & Woodman be retained to continue the program.

**FINANCIAL IMPACT:**

FY 2012 budget for sanitary sewer rehabilitation is \$175,000, including engineering services. \$15,000 will be used for replacement of three manholes located at Buckeye Drive during 2012 Street Revitalization Project. The remaining funds (\$160,000) are sufficient to cover the cost of critical repairs, other work as outlined above and any additional costs associated with the 2012 Street Revitalization Project.

**RECOMMENDATION:**

Request authorization to waive formal bidding and award contract for 2012/2013 Critical Sanitary Sewer Repairs Engineering and Construction to Baxter & Woodman Consulting Engineers, Crystal Lake, IL, in an amount not to exceed \$160,000.



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

January 17, 2012

***Subject: Village of Hoffman Estates – 2012 Critical Sewer Repairs***

Dear Mr. Xiao:

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

Baxter & Woodman, Inc. is pleased to present the Village with our proposal to provide engineering services for the design engineering and construction engineering of the 2012 critical sewer repairs project. The Village has worked successfully with Baxter & Woodman on several previous sewer rehabilitation projects and will benefit from:

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

Our scope of services and engineering fee to complete the 2012 Critical Sewer Repairs project is presented below. **Please note that the following scope and fee include the cost for constructing the 2012 Critical Sewer Repairs.**

## **SCOPE OF SERVICES**

### **DESIGN:**

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

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

8678 Ridgefield Rd.  
Crystal Lake, IL 60012  
815.459.1260  
Fax 815.455.0450

www.baxterwoodman.com

- **PROJECT MANAGEMENT** – Plan, schedule, and control the activities that must be performed to complete the project. These activities include, but are not limited to, budget, schedule, scope, and performance.
- **REVIEW CCTV INSPECTIONS** – Review television inspections and logs provided by the Village to confirm critical nature of repairs and to identify cost-effective rehabilitation to correct structural defects (including cured-in-place pipe and excavation point repairs). Additional CCTV inspection to clarify the extent of repairs to be completed by the Village (if required).
- **PREPARE CCTV INSPECTION MEMORANDUM** – Draft a memorandum assessing the condition of the sewers televised in the CCTV inspections. Village will review this memorandum to assist in deciding which sections of the televised sewer to rehabilitate.

#### **Detailed Design**

- **UTILITIES – CONTACTS AND COORDINATION** - Conduct a Design Locate with JULIE, which consists of obtaining names and phone numbers of all utilities located within the work area. Contact utilities, obtain atlases where available, and provide preliminary plan sheets to utility companies for their markup and return. Hire a subsurface utility engineering (SUE) company as directed by the Village to horizontally and vertically locate critical utilities along pipeline route.
- **DESIGN DOCUMENTS** – Prepare design documents consisting of drawings/sketches showing location of the work to be performed by the contractor selected and specifications that will be prepared in conformance with the format of the Construction Specification Institute.
- **SITE VISITS FOR DESIGNERS** - Conduct site visits by designer(s) of sewers during the design phase to clarify any discrepancies on the plans, select routes for pipe, and investigate pipe installation methods.
- **PROJECT MEETINGS** – Attend one project meeting with Village staff to review design documents and scope of the critical sewer repair project.



Mr. Haileng Xiao  
Village of Hoffman Estates

January 17, 2012  
120035.40/60 • Page 3

- **SPECIFICATIONS** - Prepare for review and approval by the Village and its legal counsel the forms of Construction Contract Documents consisting of Advertisement for Bids, Bidder Instructions, Bid Form, Agreement, Performance Bond Form, Payment Bond Form, General Conditions, and Supplementary Conditions and specifications, where appropriate, based upon documents prepared by the Engineers Joint Contract Document Committee (EJCDC).
- **PEER AND CONSTRUCTABILITY REVIEWS** - Conduct QA/QC peer reviews of drawings and specifications. Utilize Construction Department personnel to provide a review of drawings and specifications. Make corrections based upon comments from both engineering and construction department comments.
- **ENGINEERS' OPINION OF PROBABLE COST** - Prepare a final opinion of the probable total project cost including construction cost, construction engineering services, contingencies, and, on the basis of information furnished by the Village, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion of the project.

#### **Project Bid**

- **ASSISTANCE TO BIDDERS** - Set bid dates with Village, create Advertisement for Bids (AFB), publish AFB in newspaper, and mail advertisement to selected prospective bidders. Answer bidders' questions during bid period.
- **ADDENDUMS** - Issue necessary addenda to all plan holders as needed.
- **ATTEND BID OPENING** - Attend bid opening with Village personnel and assist in reviewing and checking of bid package submittals as required.
- **TABULATE BIDS & ISSUE LETTER OF RECOMMENDATION** - Tabulate all bids received and review all bid submittals to verify bid is responsive and responsible. Issue a Letter of Recommendation to Award the construction contract to the Village for their concurrence. Award contract to selected contractor.



Mr. Haileng Xiao  
Village of Hoffman Estates

January 17, 2012  
120035.40/60 • Page 4

## **CONSTRUCTION:**

### **Project Initiation/Administration**

- COORDINATION WITH VILLAGE – Confer with Village staff to discuss status of construction.
- CRITICAL SEWER REHABILITATION – Hire contractor to repair or rehabilitate identified critical structural defects, including an estimated 12 full length manhole to manhole cured-in-place pipe (CIPP) liners (approximately 4,000 feet). Point repairs may be found to be required based on the current condition of the pipe as observed in CCTV inspection. If excavations are required, the number of CIPP liners to be completed may be decreased to remain within the proposal cost amount. Total project cost, including engineering, will be controlled so as to not exceed \$160,000 unless the Village authorizes additional work in writing. Additional repair items will be included in the bid documents in the event that favorable bid conditions allow additional work to be completed within the budget.
- PRECONSTRUCTION SERVICES – Conduct the preconstruction conference, and review the contractor's proposed construction schedule and list of subcontractors.
- SHOP DRAWINGS REVIEW – Review and approve shop drawings, manufacturer's literature, samples, and other submittals by the contractor, but only for compliance with the drawings and specifications as to quality of materials and performance of equipment. Such review shall not be construed as relieving the contractor of the responsibility to meet requirements of the construction contract documents.
- PARTIAL PAYMENTS – Review the contractor's requests for payments as the work progresses, and advise the Village of the amounts due and payable to the contractor through the engineer in accordance with the terms of the construction contract documents.

### **Field Observation**

- RESIDENT PROJECT REPRESENTATIVE - Provide Resident Project Representatives at the construction site on a periodic part-time basis for





Mr. Haileng Xiao  
Village of Hoffman Estates

January 17, 2012  
120035.40/60 • Page 5

CIPP lining, as deemed necessary by the engineers, to assist the contractor with interpretation of the drawings and specifications, to observe in general if the contractor's work is in conformity with the final design documents, and to monitor the contractor's progress as related to the construction contract date of completion.

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

#### **Complete Project**

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

#### **ENGINEERING FEE**

Baxter & Woodman's fee for the stated scope of services will not exceed \$160,000 and **includes the 2011 Critical Sewer Repairs construction cost.** This fee is based upon the Village's budget for this project, and includes reimbursement for out-of-pocket expenses such as travel.

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

Very truly yours,

BAXTER & WOODMAN, INC.  
CONSULTING ENGINEERS

A handwritten signature in black ink, appearing to read "Louis D. Haussmann". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Louis D. Haussmann, PE, PTOE  
Vice President / COO

DJW:jk

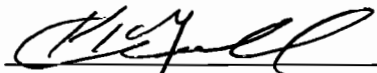
# DEPARTMENT OF PUBLIC WORKS

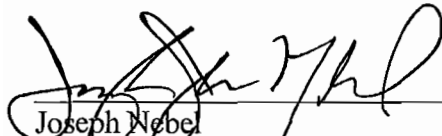
## JANUARY MONTHLY REPORT

### SUBMITTED TO PUBLIC WORKS COMMITTEE

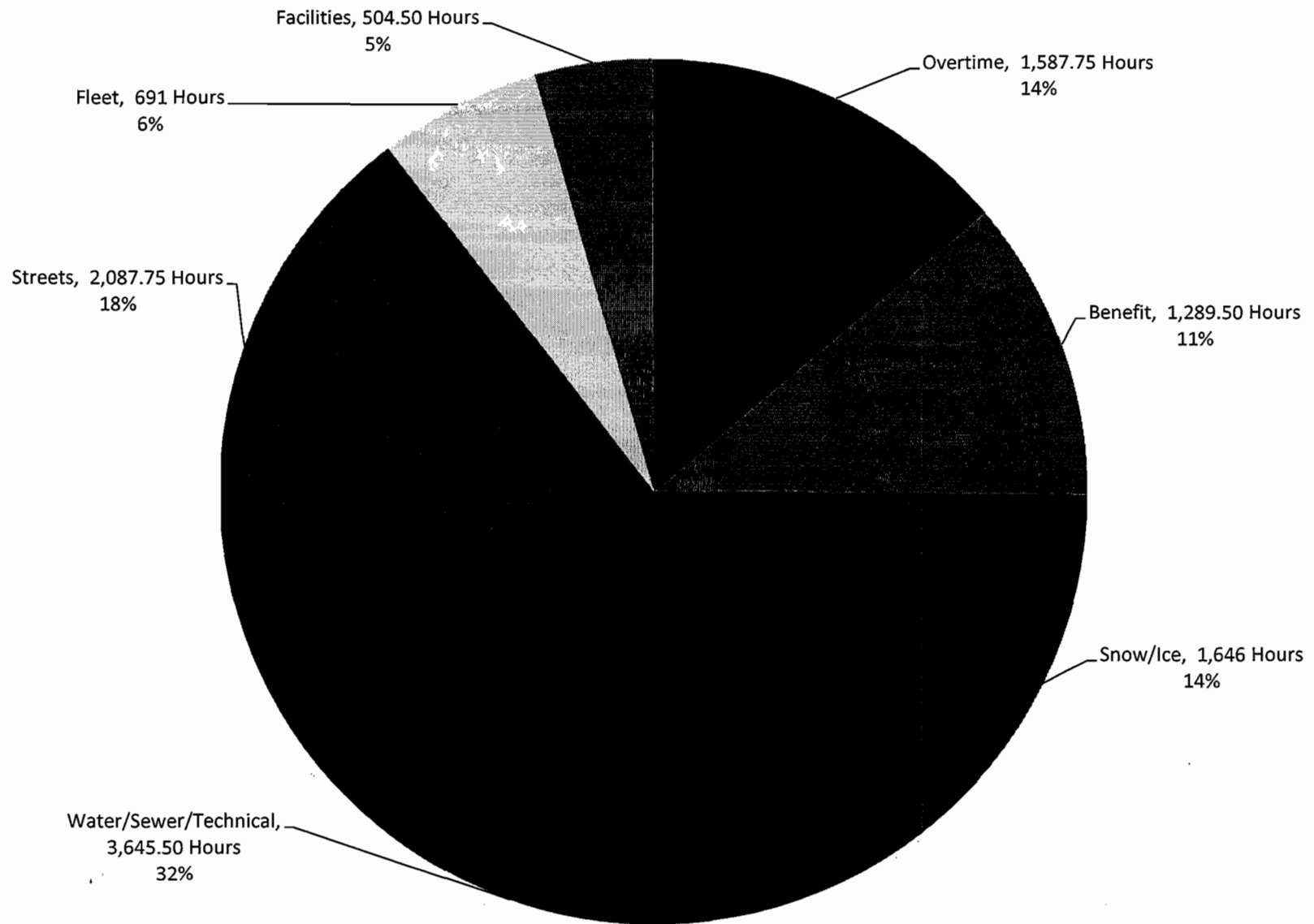
**FEBRUARY 2012**

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

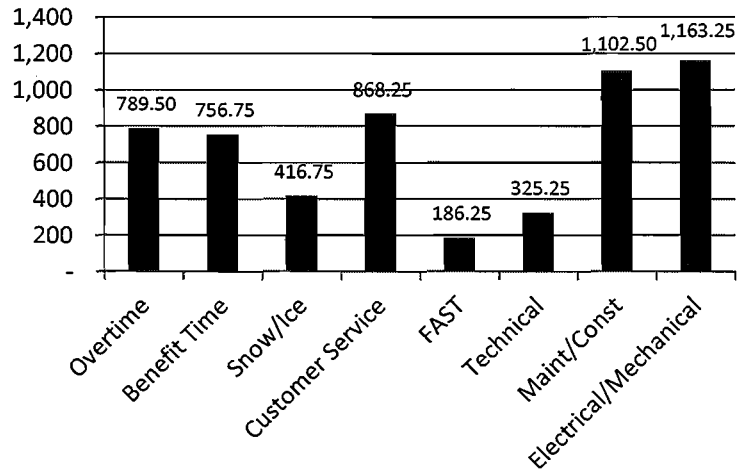
  
\_\_\_\_\_  
Ken Gomol  
Assistant Director of Public Works

  
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Joseph Nebel  
Director of Public Works

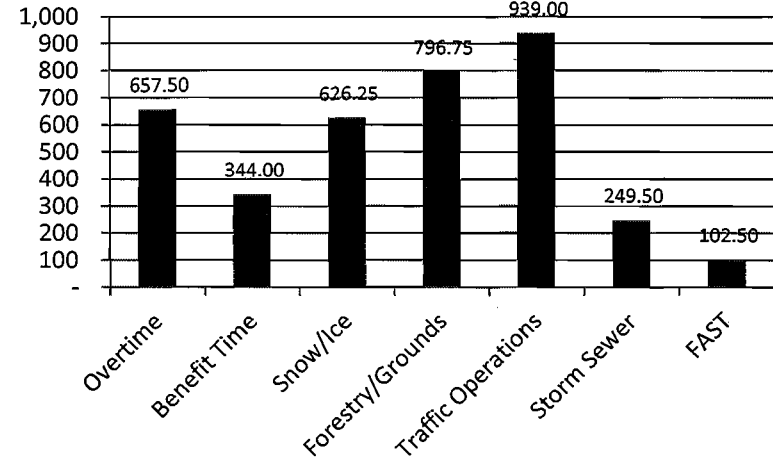
## Public Works Department Total Hours January 2012



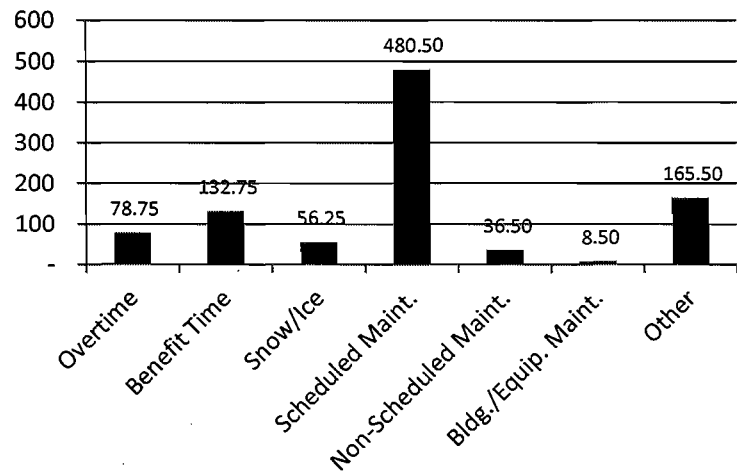
**Water Total Hours January 2012**



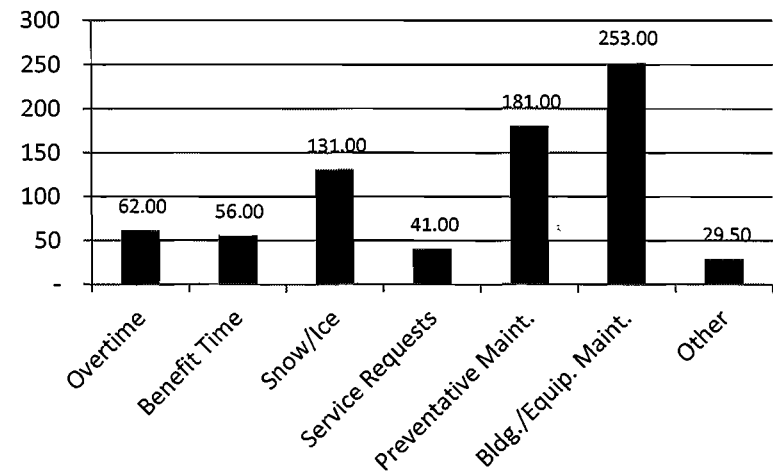
**Street Total Hours January 2012**



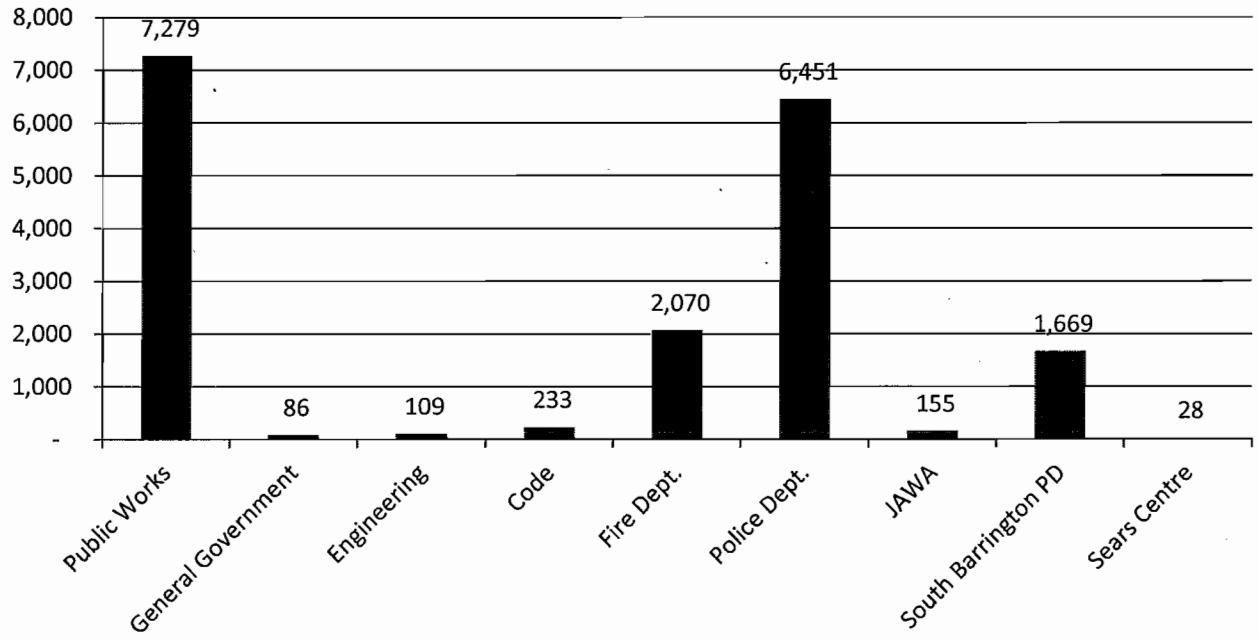
**Fleet Total Hours January 2012**



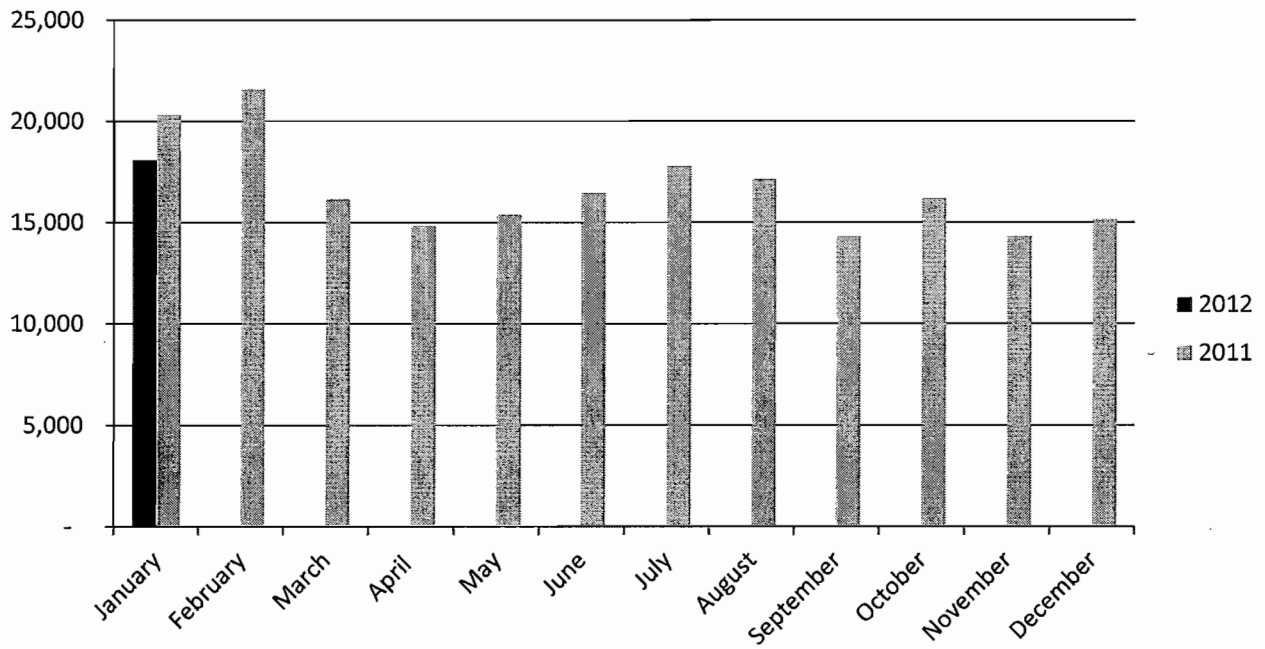
**Facilities Total Hours January 2012**



### January 2012 Fuel Usage by Department / Gallons



### Total Fuel Used / Gallons



**\* MAJOR PROJECT STATUS****Water Tower #7**

**The project is very near completion.** Since December 16, 2010, when the water tower was first placed in service, both staff and consultant engineers have been closely monitoring the tower's operation. **At the end of January 2012, the tower has functioned satisfactorily for a total of 411 days.** The interior fire sprinkler installation including backflow preventer, dry pipe valve, accessories, air compressor and branch piping has been completed by Central States Automatic Sprinklers. The installation of the vinyl grid ceiling and tile was completed in November with the correct height to accommodate the limits of the dry pendent sprinklers. The installation of the dry pendent sprinkler heads in December completed the fire sprinkler system. **Fire alarm installation is complete with the strobe and bell mounted by staff on the outside of the tower above the mandoor. The final joint inspection was performed by Village Fire, Code and Public Works staff on January 28, 2012 and a final punch list was prepared. Final project cost audit will be completed for project close-out in February/March 2012.**

**Barrington Square Lift Station Rehabilitation**

**The project is complete.** In December 2010, the contract for construction services for rehabilitation was awarded to Bolder Contractors for a total project amount not to exceed \$864,600 including contingency. The project is summarized as follows:

1. Rehabilitation of the existing wet well & application of a high build epoxy coating
2. Installation of three submersible pumps, piping and control
3. Abandonment of dry well
4. Installation of a new 250KW generator with an automatic transfer switch, including the alternate bid of 3 years maintenance

The pre-construction meeting was held on March 1, 2011. The IEPA construction permit was issued on March 15, 2011. The pre-excavation meeting was May 3<sup>rd</sup>. Construction mobilization was delayed due to ComEd's schedule for the transformer upgrade which was completed in August. The project was substantially completed in October. By the end of November, the station with 3 new pumps, control and generator has been placed back in service for over 40 days of satisfactory operation. The pump control was transferred from the floats into the level transmitter (automatic transducer). Four 6" bollards were installed for the protection of the emergency generator and the electrical control cabinet. Approximately 150 feet of sidewalk was reconstructed at the proper grade. The entire site pavement was reconstructed at proper grade and increased dimensions. The entrance driveway was also re-graded for better drainage. Site landscape restoration was completed in early December. Final inspection was done on December 15<sup>th</sup>. The deficiencies listed such as adjustment of check valves and local pump control was substantially corrected. **The final audited project cost is a total of \$820,835.29, which is below the amount (\$864,600) authorized by the Village Board.**

**Constructed in 1969, Barrington Lift is one of the largest stations with a service area of 1065 acres covering Greenspoint Office Park, AT&T site, Barrington Square Mall and Northwest Corporate Center. The new station has been in service for over three months and is operating satisfactorily. With the addition of a new standby generator, the system reliability has been greatly increased.**

**\* MAJOR PROJECT STATUS, Continued****Well #9 Repair/Rehabilitation**

Well #9, located at 720 Charleston Lane, has been taken out of service due to drastically decreased output since March 2009. On May 2, 2011, construction contract was awarded to Municipal Well & Pump, in an amount not to exceed \$177,690. The project covers removal of the pump from the well, cleaning out the well, if required, inspecting the well via submersible camera, re-installation of the pump, and performance testing. A pre-construction meeting was held on June 23<sup>rd</sup>. Construction began in early August. The entire pump assembly consisting of 900 feet of pipe, oil tubes and 15 stage bowl assemblies have been removed and taken to the shop for inspection. The inspection of the well has been completed. The inspection report submitted on 9/26/2011 was approved by the team. The well, discharge head, the 15 stage bowl and the carbon steel shafting are all in good shape. Water static level is at 586.8 feet, which is only 2.8 feet lower than the level in 1971 when the well was constructed. Approximately 50% of the 10-inch outer column and oil tubing needs replacement as well as the impellers and 31% of the oil tube bearings. The inspection report was reviewed and approved by staff. By the end of December, well fill materials (69 feet) were cleaned out. **In January 2012, pump and column pipe installation were complete. During a test operation of the well on January 26, 2012, pumping level and pressure reached close to design level. A further engine check is planned for early February 2012 and the project is expected to close in late February 2012.**

**SCADA (Supervisory Control And Data Acquisition) Upgrades**

During the period between 2005 and 2010, the control and monitoring systems of all water facilities and the majority of sanitary sewer facilities have been upgraded into a Programmable Logic Controller (PLC) system. Only 7 lift stations were left with the obsolete Aquatrol system, including Barrington Lift pending PLC upgrade with the on-going rehab project. On June 27, 2011, Village Board authorized the contract for the PLC upgrade of the 6 lift stations listed as follows:

Lift #4 Hampton	Lift #6 Kingsdale	Lift #8 Carling
Lift #12 Thomas	Lift #16 Pfizer	Lift #19 Casey

A Notice-To-Proceed was issued to the contractor on July 19, 2011. The project was initiated to improve reliability of lift stations and reduce maintenance expenditures associated with the Aquatrol system. The PLC at each facility adds additional control and monitoring of facility components and instruments such as valves, pumps and level monitoring devices. Project kick-off was held on August 11, 2011 and work began. Staff installed conduits for back-up float controls for Hampton L#4, Kingsdale L#6, Carling L#8 and Pfizer L#16. (Thomas L#12 and Casey L#19 do not need conduits.) Installation PLC with backup float control and removal of Aquatrol system was completed at Hampton Lift Stations in November. The entire project is substantially completed. Due to the difficulty of detecting operational problems in new controls, staff has been closely monitoring the system and is compiling a list of deficiencies. **New system training was completed in early January. Work on the list of deficiencies is still pending. Staff expects the project close-out before February 15, 2012.**

**\*Added information**

**ADMINISTRATIVE AND TECHNICAL SERVICES**

During the last month the following was completed:

1. Participated in weekly site plan review meeting
2. Participated in Information Systems User Group Committee
3. Performed download of M-Cal gas calibration readings per OSHA/IDOL requirements
4. Prepared articles for Citizen newsletter
5. Coordinated monthly job code data entry
6. Prepared monthly report charts
7. Performed sidewalk inspections in various locations in the Village
8. R.O.W Permits Issued: (1) AT&T – New cable installation at 130 Hillcrest Blvd.  
(1) Comcast – Repair / Replace existing cable behind 4580 Brigantine Ln.  
(5) ComEd – Reliability improvements at the following locations: Hassell Rd. & Cardigan Pl.; Chelmsford Pl. & Whitingham Ln.; Hill Dr. & Mesa Dr.; Bode Rd. & Partridge Hill Dr.; Rt. 62 & Versailles Rd.
9. Coordinated R.O.W. pre-construction meetings
10. Performed parts purchasing and inventory for Fleet Services
11. Updated quarterly performance measures report
12. Prepared asset inventory for Finance Department
13. Assisted sanitary crew with flow management database
14. Performed field verification, sign data validation and database updating of sign database
15. Performed bi-weekly sanitary database back-up
16. Updated tree inventory in South area
17. Created 4<sup>th</sup> of July layout map for Sears Centre Arena site
18. Performed inventory and updates on the hydrant database

**UTILITY LOCATES TEAM**

1. Performed 147 regular priority J.U.L.I.E. utility locates for the month; 124 year-to-date
2. Performed 13 emergency priority J.U.L.I.E. utility locates for the month; 13 year-to-date
3. Participated in 1 Utility Joint Meets; 1 year-to-date
4. Performed R.O.W. inspections
5. Performed sanitary sewer inspections



**STREETS**

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

1. Responded to 32 requests for the month, 32 year-to-date
2. Assisted meter shop with shut-offs of delinquents meter accounts
3. Performed water bill drop box pick ups
4. Assisted with sanitary sewer inspections
5. Performed R.O.W. clean-up in various locations throughout the Village
6. Performed mail run duties
7. Performed building maintenance at Fleet Services
8. Performed street light inspections
9. Received deliveries at Susan Kenley-Rupnow Public Works Center
10. Performed floor grate inspections at Susan Kenley-Rupnow Public Works Center garage
11. Performed tower light inspections
12. Performed painting of parking lot lines at Public Works Center
13. Performed monthly maintenance on 5 message boards
14. Transported 2 message boards to Sears Centre Arena
15. Assisted with meter appointments
16. Assisted with holiday lights and battery recycling
17. Performed permanent mailbox repairs
18. Performed cleaning of wash bay at Fleet Services
19. Performed site lock ups at Susan Kenley-Rupnow Public Works Center and Fleet Services
20. Performed lamp inspections at Susan Kenley-Rupnow Public Works Center
21. Transported scissor lift to Sears Centre Arena
22. Assisted with water meter route reading
23. Supervised SWAP in cleaning of Police Department parking garage
24. Performed salt dome loading
25. Exercised conveyor belt system at West site
26. Participated in gas detector training
27. Transported vehicles for Safety Lane testing

- |   |                     |    |                                  |
|---|---------------------|----|----------------------------------|
| 1 | Tree Trimming       | 2  | Possible sanitary sewer back-ups |
| 1 | Storm Sewer         | 1  | Possible water leak              |
| 2 | Branch pick-ups     | 10 | Miscellaneous service requests   |
| 3 | Fire hydrant repair | 3  | Dead animal pick-ups             |
| 1 | B-box repair        | 2  | Water turn-ons                   |
| 1 | Mailbox repair      | 3  | Debris in roadway                |
| 1 | Street light        |    |                                  |

- PAVEMENT MAINTENANCE TEAM

1. Repaired potholes at various locations Village-wide
2. Performed scheduled equipment maintenance on Unit #50 and pavement equipment
3. Performed street inspections and inventory for pavement repairs
4. Performed safety coordination for department 2012 training
5. Performed yard maintenance at Fleet Services facility
6. Performed preventative cleaning of storm sewer inlets
7. Performed inlet repairs at various locations throughout the Village with hot patch
8. Performed guard rail repair along Bode Rd.
9. Performed raised pavement marking and delineator repairs at various locations Village-wide
10. Performed pavement equipment maintenance
11. Performed equipment and plow maintenance
12. Assisted with street light maintenance and repairs
13. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
14. Performed Safety Coordinator for Gas Monitor Training
15. Assisted sign team with maintenance repairs
16. Performed street inspections and inventory for 2012 contractor program
17. Performed Old Sutton delineator maintenance
18. Performed purchasing and budget work for pavement team
19. Performed Snow and Ice Control Operations

- SIGNS

1. Assisted with street light repairs
2. Performed sign straightening at various locations Village-wide
3. Performed traffic barricade maintenance
4. Replaced or repaired 8 signs due to wind, vehicle damage or vandalism
5. Assisted with pothole repairs and patching at various locations Village-wide
6. Performed purchasing/pricing of sign maintenance and repair supplies
7. Performed tree trimming for sign clearance at various locations Village-wide
8. Performed ongoing street sign inventory
9. Fabricated and installed signs at various locations Village-wide
10. Completed Type I reposting of signs on Haverford Way and Eton Dr.
11. Performed preventative cleaning of storm sewer inlets
12. Fabricated, assembled and installed 10 specialty signs
13. Performed ESDA room barricade maintenance
14. Performed Snow/Ice equipment maintenance checks
15. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
16. Performed Snow and Ice Control Operations

- **STREET LIGHTS**

1. Responded to 8 resident requests for repair service; 8 year-to-date
2. Repaired 41 street lights; 41 year-to-date
3. Locate street light cable ground fault on Hoffman Blvd. R.O.W.
4. Participated in snow/ice control equipment preparation
5. Trimmed tree branches obstructing street lights at various locations Village-wide
6. Performed Village-wide street light outage inspections
7. Assisted with sign installations at various locations Village-wide
8. Located street light cables for sign installations, storm sewer and water excavations
9. Clean, secured and removed light fixture for Welcome sign on Algonquin Rd.
10. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center

**FORESTRY TEAM**

1. Responded to requests for service; 17 for the month; 17 year-to-date
2. Emerald Ash Borer (EAB) Ash tree removals; 24 for the month, 108 year-to-date
3. Performed routine tree maintenance, branch pick-ups, tree removals, storm damage, corrective treatments, inspections and tree trimming Village-wide
4. Performed tree equipment maintenance
5. Performed measurement and logging of daily precipitation
6. Performed tree inspections related to Emerald Ash Borer
7. Performed measuring and inventory for 2012 contract tree trimming program
8. Performed removal of holiday lights and decorations from Village holiday tree
9. Participated in holiday tree recycling program
10. Performed data collection and application processing for grant funding for EAB
11. Performed information gathering for tree removal contract
12. Performed snow and ice equipment preparation and maintenance
13. Transported vehicles to Safety Lane for testing
14. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center

**WATER & SEWER**

## • STORM SEWER TEAM

1. Performed monthly lake/creek checks and maintenance
2. Performed vehicle equipment maintenance
3. Performed yard clean-up and maintenance at Fleet Services facility
4. Continued beaver dam checks east and west of Harmon Blvd.
5. Assisted with hydrant marker installation
6. Assisted with Road Reconstruction inlet inspections
7. Completed water main repair at 75 Douglas Ct.
8. Completed weekly barricade checks
9. Assisted with hydrant inventory
10. Completed inlet repair at 380 Payson St.
11. Performed garage floor maintenance at Susan Kenley-Rupnow Public Works Center
12. Participated in gas detector training
13. Performed Snow and Ice Control Operations

## • OPERATIONS TEAM

1. Collected (60) monthly water samples for bacteriological testing, (7) raw well water samples and (1) resident water quality sample
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. Installed electrical for Tower #7 fire sprinkler system
12. Monitored Well #9 rehabilitation project

- 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 dead end of Pembroke Ave.
4. Performed water/sewer restoration site inspections at various locations Village-wide
5. Performed storm sewer, cleaning and lake / creek checks
6. Performed hydrant replacement and repairs at 560 Olive St., 565 Maywood Ln., Rohrssen Rd. & Shoe Factory Rd., 1001 Golf Rd.
7. Performed water main repairs at 570 Milton Ln., 380 Payson St.
8. Assisted with low pressure complaint at 399 Payson St.
9. Assisted with water and safety equipment inventory
10. Performed valve repairs/replacement at 295 and 300 Grissom Ln., 35 Douglas Ct.
11. Performed Sanitary Sewer Maintenance on air release valves along Shoe Factory Rd. & Eton Dr.
12. Performed installation of hydrant markers at various locations Village-wide
13. Performed sanitary sewer inspection at 515 Colgate Ct. and 675 Alcoa Ln.
14. Transported vehicles to Safety Lane for testing
15. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
16. Participated in gas detector training
17. Performed Snow and Ice Control Operations

- SANITARY SEWER FLOW MANAGEMENT TEAM

1. Flushed 11,352 feet of main sewer lines, 11,352 feet 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. Performed maintenance and repair on sewer televising equipment
6. Performed data entry of flushing/root cutting information
7. Performed TV inspections of 2,283' of storm and 3,475' of sanitary mains for 2012 Road Reconstruction
8. Assisted Operations with 890 water samples
9. Performed maintenance on trouble spots
10. Completed quarterly trouble list
11. Televised storm sewer line on Forbs Ave. for Traffic Operations
12. Reviewed maps and attended pre-con in preparation for Critical Repair program
13. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
14. Participated in gas detector training
15. Performed Snow and Ice Control Operations

- STORM SEWER CLEANING/UTILITY LOCATE TEAMS

1. Vacuumed and flushed 28,756 feet of storm sewer year-to-date; water usage Unit #66 152,108 gallons
2. Completed sanitary sewer service inspections at 1375 Newcastle Ln.
3. Performed routine vehicle and equipment maintenance
4. Performed water leak investigation at Shoe Factory Rd. water main between Essex Dr. and Eton Dr.
5. Performed barricade checks at various sites Village-wide
6. Performed water main repair at: 75 Douglas Ct.
7. Performed installation of hydrant markers Village-wide
8. Performed installation of new fire hydrants at 560 Olive St.
9. Performed maintenance equipment inventory
10. Performed hydrant inventory confirmations Village-wide
11. Performed lake/creek outflow checks
12. Participated in gas detector training
13. Performed Snow and Ice Control Operations

- CUSTOMER SERVICE/METER TEAM

1. Performed 34 Water Billing customer service appointments at various locations Village-wide
2. Performed 293 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 15,678 billing accounts
5. Performed corrective water meter repairs for 18 service requests
6. Performed 6 Meter Interface Unit repairs at various locations throughout the Village
7. Performed delinquent water account duties at 72 locations throughout the Village
8. Performed MIU siding permit repairs/inspections at 20 locations Village-wide
9. Performed garage maintenance at Susan Kenley-Rupnow Public Works Center
10. Participated in gas detector training
11. Performed Snow and Ice Control Operations

# *Public Works Monthly Regular Hours Work Unit Report - January 2012*

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ADMINISTRATION		
	BENEFIT TIME USE	18.75
	GIS	157.25
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
ADMINISTRATION		
	BENEFIT TIME USE	8.00
	SUPERVISION	168.00
	<i>Total Hours for Work Unit</i>	<i>176.00</i>
FACILITIES		
	BENEFIT TIME USE	56.00
	BUILDING EQUIPMENT	118.50
	BUILDING MAINTENANCE	61.50
	CALL DUTY	26.00
	LIFT STATION MAINT.	2.00
	MEETING SET UP	41.00
	MISC. SITE MAINTENANCE	181.00
	NON-DIV. BLDG. MAINT.	160.00
	OTHER	2.50
	SNOW & ICE CONTROL	69.00
	<i>Total Hours for Work Unit</i>	<i>717.50</i>
FLEET SERVICES		
	BENEFIT TIME USE	132.75
	CALL DUTY	62.00
	FLEET SERVICES	576.25
	GARAGE MAINT.	8.00
	OTHER	1.00
	SUPERVISION	162.00
	<i>Total Hours for Work Unit</i>	<i>942.00</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-FAST		
	B-BOX MAINT.	3.00
	BENEFIT TIME USE	24.00
	CALL DUTY	18.00
	CUSTOMER SERVICE	3.00
	EQUIPMENT MAINT.	8.00
	GARAGE MAINT.	25.00
	MISC. STREET MAINT.	58.50
	OTHER	2.00
	SIDEWALK MAINT./CONST.	2.00
	SNOW & ICE CONTROL	9.25
	SNOW & ICE MAINT.	25.50
	TRAINING	1.00
	<i>Total Hours for Work Unit</i>	<i>179.25</i>
ST-FORESTRY/GROUNDS		
	BENEFIT TIME USE	149.50
	EQUIPMENT MAINT.	58.50
	GARAGE MAINT.	23.50
	OTHER	8.50
	SNOW & ICE CONTROL	158.00
	SNOW & ICE MAINT.	405.50
	SUPERVISION	133.75
	TREE MAINTENANCE	572.50
	<i>Total Hours for Work Unit</i>	<i>1509.75</i>



<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
ST-STORM SEWER		
	BENEFIT TIME USE	48.00
	CALL DUTY	12.00
	EQUIPMENT MAINT.	46.00
	GARAGE MAINT.	17.00
	HYDRANT MAINT.	40.00
	SAN. SEWER MAINT.	3.00
	SEWER SERVICE INSP.	4.00
	SNOW & ICE CONTROL	16.00
	SNOW & ICE MAINT.	12.00
	STORM SEWER CONST.	34.00
	STORM SEWER MAINT.	68.50
	TRAINING	2.00
	VALVE MAINT.	8.00
	WATER MAIN MAINT.	27.00
	<i>Total Hours for Work Unit</i>	<i>337.50</i>
ST-TRAFFIC OPERATION		
	ASPHALT REPAIRS	223.50
	BENEFIT TIME USE	122.50
	EQUIPMENT MAINT.	73.00
	GARAGE MAINT.	73.50
	OTHER	4.50
	SNOW & ICE CONTROL	118.50
	SNOW & ICE MAINT.	297.25
	STREET LIGHT MAINT.	169.50
	SUPERVISION	138.50
	TRAFFIC CONTROL	234.50
	TRAINING	22.00
	<i>Total Hours for Work Unit</i>	<i>1477.25</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-CUSTOMER SERVICE		
	B-BOX MAINT.	18.00
	BENEFIT TIME USE	213.00
	BUILDING EQUIPMENT	2.00
	BUILDING MAINTENANCE	2.00
	CALL DUTY	56.00
	CUSTOMER SERVICE	136.50
	EQUIPMENT MAINT.	12.50
	GARAGE MAINT.	4.00
	HYDRANT MAINT.	16.00
	METER MAINTENANCE	63.00
	METER READING	120.50
	MISC. SITE MAINTENANCE	44.00
	MISC. STREET MAINT.	87.50
	NON-DIV. BLDG. MAINT.	18.00
	OTHER	2.00
	SAN. SEWER MAINT.	5.00
	SNOW & ICE CONTROL	59.00
	SNOW & ICE MAINT.	9.00
	STREET LIGHT MAINT.	11.00
	SUPERVISION	120.00
	TRAINING	10.50
	UTILITY LOCATES	177.25
	VALVE MAINT.	6.00
	WATER DIST & REG COMPL	2.50
	WATER MAIN MAINT.	10.00
	<i>Total Hours for Work Unit</i>	<i>1205.25</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-ELECT/MECHANICAL		
	BENEFIT TIME USE	234.00
	CALL DUTY	86.00
	EQUIPMENT MAINT.	34.00
	GARAGE MAINT.	11.00
	LIFT STATION MAINT.	254.00
	METER MAINTENANCE	1.50
	MISC. STREET MAINT.	3.00
	OTHER	10.50
	SAN. SEWER MAINT.	126.75
	SEWER SERVICE INSP.	129.00
	SNOW & ICE CONTROL	91.75
	SNOW & ICE MAINT.	8.75
	STORM SEWER TELEVISIONING	3.00
	SUPERVISION	152.00
	TRAFFIC CONTROL	107.00
	TRAINING	22.00
	WATER DIST & REG COMPL	153.50
	WELL MAINT.	156.00
	<i>Total Hours for Work Unit</i>	<i>1583.75</i>
W/S-FAST		
	BENEFIT TIME USE	17.00
	CALL DUTY	34.00
	CUSTOMER SERVICE	29.25
	EQUIPMENT MAINT.	4.00
	GARAGE MAINT.	40.00
	METER MAINTENANCE	5.00
	METER READING	8.00
	MISC. STREET MAINT.	78.00
	OTHER	3.00
	PORTABLE MESSAGE BOARD	8.00
	SIDEWALK MAINT./CONST.	1.00
	SNOW & ICE CONTROL	31.00
	SNOW & ICE MAINT.	82.00
	TRAINING	2.00
	UTILITY LOCATES	8.00
	<i>Total Hours for Work Unit</i>	<i>350.25</i>

<i>DIVISION</i>	<i>ACTIVITIES</i>	<i>HOURS</i>
W/S-MAINT/CONST		
	B-BOX MAINT.	20.00
	BENEFIT TIME USE	266.00
	CALL DUTY	42.00
	CUSTOMER SERVICE	16.00
	EQUIPMENT MAINT.	152.25
	GARAGE MAINT.	75.50
	HYDRANT MAINT.	318.50
	LIFT STATION MAINT.	4.00
	METER READING	8.00
	OTHER	4.00
	SAN. SEWER MAINT.	13.00
	SEWER SERVICE INSP.	9.00
	SNOW & ICE CONTROL	69.50
	SNOW & ICE MAINT.	65.75
	STORM SEWER CONST.	45.50
	STORM SEWER MAINT.	136.25
	STORM SEWER TELEVISIONING	2.00
	SUPERVISION	146.00
	TRAINING	7.00
	VALVE MAINT.	67.00
	WATER DIST & REG COMPL	6.00
	WATER MAIN MAINT.	72.50
	<i>Total Hours for Work Unit</i>	<i>1545.75</i>

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

Attached is the second installment of the Department of Development Services Monthly Report for Transportation and Engineering for the period ending February 24, 2012.

A handwritten signature in cursive script, reading "Gary Salavitch", is written over a horizontal line.

Gary Salavitch, P.E.  
Director of Engineering

**MISCELLANEOUS**

Staff has provided floodplain information to 1 resident in the last month. Staff also assisted a resident with an elevation certificate to remove their residence from the floodplain.

Staff had no drainage investigations and several icing conditions. Public Works and Engineering are working together to solve the Bolleana icing problem.

**PROJECT STATUS**

**5 East Golf Road** (Dino Alex Project) – All work is complete. Curb and gutter site improvements which did not follow the plan are still in the process of being resolved. Village Project Manager - Terry White.

**2011 Drainage Project** - Prime Construction did a good job completing the four locations but did not finish the project before the winter set in. Punch list work is now carried over the winter to be completed this spring. Village Project Manager - Terry White.

**2012 Street Revitalization Project** – Plan, specifications and cost estimate preparation are complete on all streets proposed for 2012. Bid opening proposed for March 12. Village Project Manager – Marty Salerno

**Barrington Square Parking Lot Improvements** – Plan review is complete for a detention/parking lot project at Barrington Square Shopping Center. Village Project Manager - Gary Salavitch.

**Beacon Pointe Subdivision** - This subdivision is in the one year maintenance period until March 7, 2012. The outstanding issues with the acceptance are fully resolved with Ryland Homes. Village Project Manager - Gary Salavitch.

**Beacon Pointe Drive Extension** - No change in the last month. The Village received letter of credit funds to complete this project. As part of the landscaping improvements, trees were installed along the street in the parkway with more to come in the spring. Pavement work is complete, including surface asphalt. A project to complete the basin landscaping will start in spring. Village Project Manager - Gary Salavitch.

**Beverly Apartments** - This proposed subdivision at Beverly and Higgins Roads has been reviewed for mass grading and final engineering plan review should occur soon. The revisions to the annexation agreement are delaying the project. Village Project Manager - Gary Salavitch.

**Devonshire Woods Estates** - No change in the last month. With the original developer bankrupt, a Settlement Agreement with the bonding company allowed for the completion of the subdivision public improvements including sidewalks and surface asphalt. It was agreed to accept the north half and resubdivide the south half to one lot. There are 46 home sites remaining under the previously approved plan. Work is still not complete on several items so acceptance will wait until spring/summer. Village Project Manager - Gary Salavitch.

**EJ&E / CN Acquisition Project** – A Noise Abatement Wall Open House went well with several residents attending. The advance warning sign project is complete and functioning. Intersection and crossing improvements at Shoe Factory Road are now complete. Progress on the noise wall has been slow due to a creek relocation permit with the Army Corps. Staff is securing contracts to address the concerns of the residents regarding the noise wall and drainage. Village Project Manager - Gary Salavitch.

**Hassell Road Culverts and Reconstruction** – No change in the last month. Hey and Associates continues design work on the culvert replacement project. This is being done in conjunction with the STP Hassell Road reconstruction project. Staff submitted Hassell Road Phase I documents to IDOT and are in the process of finalizing this document. Road design and plan preparation are set for this spring/summer. Village Project Manager - Gary Salavitch.

**Heidner Commercial (Barrington and Hassell)** - Earthwork has stopped for the winter. Utilities are the next step for this project and the owner is delaying progress due to a lack of tenants. Village Project Manager – Terry White.

**Higgins Road Bike Path** – No change in the last month. The bridge may be constructed over the winter and the rest of the bike path work will wait until spring. Contracts with Burke Engineering and York Bridge for the hydraulic and bridge design are complete. Village Project Manager - Gary Salavitch.

**Jones/Highland Drainage Solution** – Storm sewer construction is now scheduled for March 6 for two storm sewer improvements to help with the flooding at the Jones/Highland intersection. Village Project Manager - Gary Salavitch.

**Morizzo Funeral Home** – Grading and building foundation work is ongoing in light of the winter season. Village Project Manager – Terry White.

**Palatine Road Widening Project** - The Phase One design and Location Drainage Study were approved by IDOT. The pavement widening project (Phase Two design), including the signal portion of the project, will be completed by staff over the winter/spring. Village Project Manager - Gary Salavitch.

**Prairie Stone Parkway/Higgins Traffic Signal** – No change in the last month. Project is on hold to the spring. Contracts are complete and a preconstruction meeting scheduled soon. Electric is complete to the site. Village Project Manager - Gary Salavitch.

**St. Alexius Medical Center** – Significant building work is ongoing. The east garage project is complete. Utilities are inspected, tested, and 90% complete. Village Project Manager – Terry White.

**Saddle Room Restaurant** – Plan review is complete. The project is scheduled for construction soon. Village Project Manager - Gary Salavitch.

**Shree Jalaram** - The church parking lot expansion is complete including all utility work. Final punchlist work, such as landscaping and trash enclosure, must still be completed. Village Project Manager - Terry White.

**Yorkshire Woods** – The goal is to accept this project as soon as possible. The Park District has yet to submit their approval letter for an easement issue with the HOA. All other work is complete. Village Project Manager - Gary Salavitch.