



Agenda  
Village of Glen Ellyn  
Capital Improvements Commission Meeting  
Tuesday, April 12, 2022  
7:00 PM  
Glen Ellyn Civic Center, Room 301

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*Any individual with a disability requiring a reasonable accommodation in order to participate in a meeting should contact The Village of Glen Ellyn ADA Coordinator, 630-469-5000, at least five (5) business days in advance of the next scheduled meeting. All matters on the Agenda may be discussed, amended, and acted upon.*

- A. Call to Order**
- B. Public Comment (Non Agenda Items)**
- C. Approval of Minutes**
  - 1) Motion to approve the March 8, 2022 Capital Improvements Commission Meeting Minutes
- D. Current Business**
  - 1) Sidewalk Maintenance and Installation Standard Operating Procedure
- E. Trustee's Report**
- F. Other Business**
- G. Public Works Report**
- H. Project Report**
  - 1) Engineering Project Report Dated 4-8-2022
- I. Adjournment**

# DRAFT

Village of Glen Ellyn



Meeting Minutes  
Village of Glen Ellyn  
Capital Improvements Commission  
Special Meeting  
March 8, 2022  
6:00 PM  
Glen Ellyn Civic Center Room 301

**Board or Commission:** Capital Improvements

**Date:** March 8, 2022

**Meeting:** Special

**Called to Order:** 6:00 p.m.

**Quorum:** Yes

**Adjourned:** 6:38 p.m.

**Member Attendance:**

|                      |                                     |         |
|----------------------|-------------------------------------|---------|
| Steve Szymanski      | Chairman                            | Present |
| Joel Baldin          | Commissioner                        | Present |
| Adam B. Biggam       | Commissioner                        | Present |
| Joshua J. Cattero    | Commissioner                        | Present |
| Arthur F. Foerster   | Commissioner                        | Present |
| Michael M. Lindquist | Commissioner                        | Present |
| Steve Neurauter      | Commissioner                        | Present |
| Jill Ziegler         | Commissioner                        | Present |
| Rocco J. Zucchero    | Commissioner                        | Present |
| Bill Payne           | Trustee Liaison                     | Absent  |
| Richard Daubert      | Staff Liaison/Professional Engineer | Present |

**Also Present:**

|               |                       |
|---------------|-----------------------|
| Dave Buckley  | Public Works Director |
| Tom Topor     | Senior Civil Engineer |
| Elisa Pollina | Recording Secretary   |

**A. CALL TO ORDER**

The March 8, 2022 Meeting of the Capital Improvements Commission was called to order by Chairman Szymanski at 6:00 PM at the Glen Ellyn Civic Center.

**B. PUBLIC COMMENT – None**

**C. APPROVAL OF MINUTES**

**1. APPROVAL OF FEBRUARY 1, 2022 CAPITAL IMPROVEMENTS  
COMMISSION MEETING MINUTES**

MOTION TO APPROVE MINUTES FROM FEBRUARY 1, 2022 CAPITAL  
IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Lindquist

SECOND BY: Commissioner Zuccherro

RESULT: UNANIMOUS APPROVAL

**2. APPROVAL OF FEBRUARY 8, 2022 CAPITAL IMPROVEMENTS  
COMMISSION MEETING MINUTES**

MOTION TO APPROVE MINUTES FROM FEBRUARY 8, 2022 CAPITAL  
IMPROVEMENTS COMMISSION MEETING

MOTION BY: Commissioner Ziegler

SECOND BY: Commissioner Neurauter

RESULT: UNANIMOUS APPROVAL

**D. CURRENT BUSINESS**

Chairman Szymanski reports the Village Board unanimously approved the first phase of the CBD Streetscape project. He notes that the Board was very appreciative of the work staff and the CIC has done. He also noted that there is a high level of confidence they have in this Commission.

**E. TRUSTEE'S REPORT** – Engineer Daubert reports Trustee Payne stated that the village board had an open house last night to discuss the hotel property on Roosevelt Road. There were roughly 150 attendees provided input. The Village is working with a Consultant to determine potential options for development of the property. Next steps involve development of an ad hoc Committee including key constituents. The Committee will be led by President Senak and Trustee Payne. The committee will be formed in the next month and will work closely with the Consultant to develop 5 different development ideas for the hotel site and engage the public in the process.

**F. OTHER BUSINESS** – Engineer Daubert thanked the CIC for his recognition of Village Employee of the Year presented by the Chamber of Commerce at its 58<sup>th</sup> Annual Glen Ellyn Community Awards Ceremony. He noted that this was nice recognition for all the work and achievements of Public Works and the CIC.

- G. PUBLIC WORKS REPORT** – Public Works Director Buckley reported that we are coming to the end of the snow season and rotating into the streetscape project. The utility division will be working on many locates for the streetscape project. He notes that we still have a few staff positions to fill.
- H. PROJECT REPORT** – Engineer Daubert asks Senior Civil Engineer Topor to give an update on the CBD Streetscape and Utility Improvement Project. Engineer Topor notes that the project has been awarded and is moving into the construction phase next week. He notes that we are scheduled to close Main Street from Hillside to Duane on March 15<sup>th</sup>. Tonight we are having a public informational meeting on the project at 7 pm. Chairman Szymanski inquired about the weekly updates on the project and communication plan. Engineers Daubert and Topor note that we will be providing weekly updates that will be distributed every Friday via email and hard copy flyers. We are also offering weekly meetings for the public to attend on Thursday mornings as to get an update on the project. The downtownGE.com website will also feature these updates.

Engineer Daubert reports we are working on the design of the Park Boulevard Water Main Replacement project which will include water main and service line replacement work on Park Boulevard between Taft and Marston. He notes that we are also working on finalization of the plans, specifications, and estimate for the 2022 Street Resurfacing and Reconstruction Projects. Engineer Daubert also provided a brief update on the Metra Station project noting that we recently met with UP to discuss the project. He notes that we need to advance land acquisition and Phase II Engineering if we want to implement this project within a reasonable period of time. He notes that CDM Smith is working on an amendment to advance land acquisition. He notes that procurement of Phase II Engineering should be advanced this summer.

- I. ADJOURNMENT** –Commissioner Biggam motions and Commissioner Ziegler seconds to adjourn the meeting. The meeting adjourned at 6:38 p.m.

**Submitted by Elisa Pollina, Recording Secretary**

**Reviewed by Richard Daubert, Professional Engineer**



**Glen Ellyn Capital  
Improvements Commission**  
535 Duane Street  
Glen Ellyn, IL 60137

Meeting 4/12/2022 7:00 PM  
Department: Public Works  
Department Head: Dave Buckley  
Category: Discussion Item  
Prepared By: Rich Daubert

**AGENDA ITEM (ID # 2022-  
2119)**

**DOC ID: 2022-2119**

## **Sidewalk Maintenance and Installation Standard Operating Procedure**

### **Statement of the Issue:**

Please see the attached memorandum and its associated attachments pertaining to this agenda item.

### **Analysis:**

### **Budget Impact:**

### **Action Requested:**

### **Attachments:**

1. April 2022 Meeting Cover Memo on Sidewalk SOP
2. Glen Ellyn 09 Draft Sidewalk Policy
3. Lombard Policy Memorandum – Sidewalk Policy 6D – Revised 5-4-2017
4. Lombard Standard Operating Procedure SE-15 – Revised 4-1-2021
5. Wheaton Sidewalk Maintenance Policy



# MEMORANDUM

**TO:** Capital Improvements Commission

**FROM:** Rich Daubert, Professional Engineer  
Steve Warner, Civil Engineer II

**DATE:** April 8, 2022

**RE:** Sidewalk Maintenance and Installation Policy  
Review of Updated Draft Standard Operating Procedure

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## **Background**

The purpose of this agenda item is to provide the Capital Improvements Commission with a draft Standard Operating Procedure (SOP) for Sidewalk Maintenance and Installation. Upon review of a past draft policy that was never implemented, it was immediately evident that staff's current approach is a much more progressive and detailed process. As a result, the Public Works Management Team and Engineering Division staff recommended that a SOP be developed after reviewing ongoing workflows by Glen Ellyn staff, while also considering comparable policies from neighboring communities. The draft SOP is attached, along with sidewalk policies from Lombard and Wheaton. Staff would like to engage the CIC in the review and refinement of the SOP prior to its implementation.

In summary, the SOP outlines staff's current workflows for both proactively and reactively evaluating the Village's sidewalk network and related requests for new sidewalk installations. Proactive practices are described as they relate to the Village's roadway rehabilitation projects and Master Roadway Plan. Reactive processes are detailed as to how issues can be submitted, compiled, evaluated, and recommended for repair or new construction. Also described in the SOP is an outline for how staff recommends that requests for new sidewalk be evaluated for implementation. This process includes gauging public opinion, designing and estimating construction costs, communicating potential impacts, offering residents means of sharing their opinions, which would all be summarized and discussed at a CIC meeting where a formal recommendation would be sought to include, or not include, the new sidewalk construction within the next Capital Improvement Plan and Budget Cycle Process.

Although most of the policies listed in the attached draft SOP are already being completed by staff, this is a good opportunity to re-think and seek input from the CIC before memorializing the policy. As mentioned previously, this updated policy would be a substantial change to a previously drafted Village procedure. While Management and Engineering staff view this as a notable step forward, it would still be a good subject to occasionally revisit.

**Action Requested**

Please review the materials in advance of the meeting. Staff will provide a high-level overview of the information to the CIC and answer any questions the Commission may have. Input on the policy is sought for Staff to consider for further refinement of the SOP.

**Attachments**

Draft Standard Operating Procedure #9: Sidewalk Maintenance and Installation – Drafted 4-6-2022  
Lombard Policy Memorandum – Sidewalk Policy 6D – Revised 5-4-2017  
Lombard Standard Operating Procedure SE-15 – Revised 4-1-2021  
Wheaton Sidewalk Maintenance Policy

## ***Village of Glen Ellyn Public Works Department***



Directive Number: 23-2021-08  
Subject: Sidewalk Program  
Effective Date:  
Review: **As Needed**  
Amends/Supersedes: N/A  
APWA Standard: 23.15

### **Purpose:**

To establish a sidewalk maintenance and installation policy in the Village of Glen Ellyn.

### **Statement of Practice:**

The Village practices both proactive and reactive sidewalk maintenance and installation throughout the Village. These practices are used to address sidewalk deficiencies, hereinafter referred to as sidewalk issues, and install new sidewalk. It is Village practice to proactively address all known or apparent sidewalk issues within the limits of its roadway rehabilitation projects implemented as part of its Master Roadway Plan. In addition to this proactive and systematic approach, Village staff also has practices in place to reactively address any sidewalk issues submitted either internally (by Village employees or elected/appointed officials) or externally (by residents, businesses, or other members of the public).

#### Proactive/Systematic Approach (Roadway Rehabilitation Projects)

Existing sidewalk (or lack thereof) should be evaluated in its entirety as part of Village roadway projects. These projects are typically scheduled according to the Village's Master Roadway Plan, which is used to systematically plan streets to be rehabilitated according to industry life cycle standards (typically 15-20 years between resurfacings or major rehabilitations). According to this strategy, it is the Village's goal that a given segment of sidewalk be inspected for maintenance, i.e. correction of sidewalk issues, at least once every 20 years (independent of the reactive measures discussed below).

#### Reactive Approach (Internal and External Requests)

The Village encourages employees, elected/appointed officials, residents, businesses, and other members of the public to notify Public Works of any known sidewalk issues or requests for new sidewalk. Issues and requests can be submitted by phone to the Public Works mainline, online via SeeClickFix (formerly YourGov/Open311), or directly to staff via email or in-person.

#### Evaluation of New Sidewalk Requests

Village staff shall implement standard practices for evaluating requests for new sidewalk in a reasonable and unbiased way. In general, this process shall include consideration of the need for the sidewalk, reviewing and communicating potential impacts to properties immediately fronting the potential new sidewalk, gauging public opinions (for or against the new sidewalk), allowing for discussion at a Capital Improvements Commission (CIC) meeting, and if applicable, inclusion in the annual Capital Improvement Planning and Budgeting processes.

## Implementation:

Once a request to address a sidewalk issue is received by the Public Works Department, the Utilities Inspector (or other Engineering staff) shall inspect and take photos of the issue for documentation purposes. If the issue requires any immediate work (temporary patching, debris removal, grinding, placement of barricades, etc.) the issue will be given to the Streets Division to address said immediate need(s). Documentation of the issue will then be given to Engineering staff so the location can be reviewed and included in the sidewalk repair program as applicable. There are typically at least two batches of repairs completed as part of this annual program: one in late spring/early summer, and one at the end of the construction season. As issues are reviewed, the goal shall be to program any needed repairs into the next sidewalk repair program, subject to the availability of funds to complete the repairs.

As part of evaluating requests, the Utilities Inspector and Engineering staff shall implement proactive means of addressing issues that have not been reported externally. These staff will document any notable issues they come across while in the field, and frequently practice visually inspecting any sidewalk within eyesight of other inspections (both related and unrelated).

### Evaluation for Sidewalk Replacement

Engineering staff shall use the following parameters to evaluate sidewalk for replacement as part of roadway projects or an annual sidewalk repair program:

- **Uneven Sidewalk:** Replace any uneven sidewalk squares with vertical displacement greater than one inch (1”).
- **Deteriorated Sidewalk:** Replace any notably deteriorated sidewalk that may be hazardous or may reasonably become hazardous over the next few years. Candidates shall include sidewalks with cracks greater than 1” in width, spalled sidewalk with concrete missing and creating an uneven walking surface, and other deterioration deemed as hazardous and warranting sidewalk replacement. Cosmetic defects such as tight/hairline cracks or exposed aggregate should not be considered to warrant replacement in of themselves.
- **Low Spots or Standing Water:** Any claimed or apparent locations of sidewalk that may hold water will be evaluated for potential solutions. This may include replacing the sidewalk at a different elevation in order for it to drain toward the street/parkway, or longitudinally toward a driveway approach or drainage structure. The following factors shall be taken into consideration in evaluating replacement due to low spots/standing water:
  - Severity of issue: Depth, area, and duration of standing water. The Village’s typical rule of thumb is that if water from a single rain event does not stand for more than 48 hours, it is considered low severity.
  - Amount and type of foot traffic anticipated: Issues on heavily traveled sidewalks, sidewalks near schools, and locations that do not have alternative routes are considered to be of higher priority. Dead end sidewalks are typically considered lower priority.
  - Extent of work: If a large scope of work is required to correctly address an issue, the cost of the work may be determined to outweigh the benefits of the work.
  - Potential impacts to private property: If public sidewalk is creating an issue on private property, the issue may be prioritized. Alternatively, some issues exist between private and public property that cannot be fully addressed by Village

projects or funding alone. Some drainage issues may require private cost sharing or subsequent private work to be fully addressed.

- **ADA Upgrades and Compliance:** According to industry standards and guidelines, it is the Village's intent to upgrade any non-compliant curb ramps and address significant sidewalk accessibility constraints within the limits major roadway projects. The following considerations shall be made in evaluating for and implementing repairs for ADA upgrades and compliance:
  - Curb Ramps: It is the Village's goal to upgrade all curb ramps with detectable warning tiles and compliant slopes through the keystone. Sidewalk slopes beyond the keystone will be reduced to the furthest extent practicable but generally not beyond 15 feet.
  - Sidewalk Running Slope: It is the Village's goal to limit the running slope of sidewalk to be 5% or less. Exceptions include where the running slope of the roadway is greater than 5%, in which case the slope can be increased to match the running slope of the street. Curb ramps and landings are exempt from these requirements and must comply with the Public Right-Of-Way Accessibility Guidelines.
  - Sidewalk Cross Slope: All new sidewalk segments shall have less than 2% cross slope, except for transition squares as they tie into existing sidewalk of greater slope. It should be noted that long stretches of sidewalk commonly exist with cross slope over 2% where it is not feasible to "chase" this slope. Addressing locations for cross slope only is typically on a case-by-case basis, but cross slope over 5% is generally considered to be more severe and warrant consideration of replacement.
  - Point Obstructions/Straightening Sidewalk: A minimum of 48 inches of clear width shall be provided at any point obstructions (e.g. trees, utility poles, light poles, etc.). At locations of curved sidewalk where an obstructing tree is removed, the Village will generally plan to straighten the sidewalk as part of upcoming sidewalk repairs.

#### Evaluation of New Sidewalk

Upon receipt of a request for new sidewalk or as part of the planning for major roadway projects, Engineering staff will attempt to determine any history for a sidewalk not being installed and recommend that the requesting resident start a petition from all properties fronting the proposed sidewalk. If a majority of the properties fronting the proposed sidewalk sign the petition and there is no history against the sidewalk, the installation can be recommended for consideration in the next Capital Improvement Plan and Budget Cycle. If there is a history or notable desire for the improvements but not a majority, further steps shall be followed. A preliminary design of the sidewalk shall be completed in order to more clearly depict the proposed sidewalk, communicate impacts to fronting residents, and establish a rough order of magnitude cost estimate. A letter shall then be distributed to all fronting and adjacent residents offering the opportunity to share their opinions (anonymously if desired) and to discuss the improvements at a Capital Improvements Committee meeting. Depending on the tallied results for or against and corresponding Capital Improvements Committee meeting discussion, a recommendation may be made by the Capital Improvements Committee to proceed or not proceed with considering the new sidewalk in the next Capital Improvement Plan and Budget Cycle. If approved by the Village Board as part of the next Capital Improvement Plan and Budget Cycle process, the detailed design and installation of the new sidewalk would then be implemented within the identified timeframe.

**Prepared by:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Approval:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Public Works Director

DRAFT



## VILLAGE OF LOMBARD

### VILLAGE BOARD POLICY MEMORANDUM

**Subject:** Sidewalk Policy

**Section:** 6.D.

**Dept.:** PW

**Date:** January 20, 2005

**Revised:** May 4, 2017

#### **I. Purpose**

To establish the sidewalk installation, maintenance, and replacement programs in the Village of Lombard. This policy replaces all previous versions.

#### **II. Procedures/Guidelines**

##### **A. SCHOOLS**

1. **3-Block, 1-Side Rule:** All schools are entitled to sidewalks on one side of the street within three (3) blocks of the school property.
2. **Preferred Pedestrian School Route Plan (PPSRP):** School safety committees, the Village Transportation and Safety Committee, and Public Works staff developed the PPSRP in the early 1990s. Detailed studies were performed to determine the student walking routes to schools. The Village incorporated crucial segments of sidewalk into the Capital Improvement Plan and installed the necessary sidewalks.

##### **B. FILL THE GAP & COMPLETE THE BLOCK**

1. On improved residential streets, sidewalks will be installed in up to three (3) lots in a city block at 100% Village cost to complete the block. The installation of the sidewalks must complete a continuous walkway around a city block to qualify for this program. Irregular-shaped lots and blocks will be considered on a case by case basis. Funding cap is determined annually during the Capital Improvement Program development process. (Board decision May 20, 1999)
2. On improved residential streets, where there are more than three (3) lots in a city block that do not have sidewalks installed in the public right-of-way, the Village will construct the sidewalks to complete the block. The residents adjacent to the proposed sidewalks must pay for 50% of the cost of the work. The Village will only complete sidewalk improvements in the event that there is unanimous support for the extension of sidewalks. It is a first-come first-served program and applications for the current fiscal year will no longer be accepted once the funds are expended. This program is subject to funding of the program in the Capital Improvement Program.

##### **C. STREET CONSTRUCTION PROJECTS**

1. **Unimproved Streets & Special Assessments:** Sidewalks are a component of the street improvement program. Basic improvement costs, including sidewalks, are

split 70% Village, 30% adjacent owner. Occasionally, corner lots on the special assessment roll are adjacent to an improved street on one side and an unimproved street on the other. The basic improvement shall include the installation of sidewalk on both sides of the lot. Cost of the sidewalk on the improved street side of the lot shall also be split 70% Village, 30% adjacent owner.

2. **Reconstruction of Improved Streets:** The Village will install ADA ramps, replace trip hazards, replace construction damage; and replace all deteriorated sidewalks during street reconstruction projects at no cost to the owner. The Village provides 100% funding for the construction of new sidewalks adjacent to all streets under reconstruction where sidewalks did not previously exist. (Board decision January 6, 2000)
3. **Subdivisions:** The Subdivision Ordinance requires sidewalks on both sides for the full length of right-of-way in all cases of plat approvals and developments. Exceptions are rare. Whenever public, sidewalk is required as part of the subdivision ordinance, sidewalk replacement is required in the event that broken or out of proper grade sidewalk is encountered.
4. **Downtown Tax Increment Financing District:** Brick pavers are the standard sidewalk construction material for downtown sidewalks or sections of sidewalks in the downtown area.
5. **Annexation Agreements:** Construction of sidewalks as part of any unimproved street, special assessment project or as a stand-alone project will be planned and scheduled in accordance with the annexation agreement.

#### **D. TRIP HAZARDS & DETERIORATED SIDEWALK**

**Sidewalk Management:** This program is 100% funded by the Village. The purpose of this program is to have a system that responds to resident calls for trip hazards in sidewalks.

Resident reported trip hazards: Sidewalks with a 1 and 1/4 inch difference in elevation are considered a trip hazard. The Village will address the elevation difference, on a case-by-case basis, via the following process:

1. The Village may temporarily ramp the location within two (2) business days of being notified and will have the hazard corrected in 1 year.
2. The Village may grind the sidewalk to alleviate trip hazards in situations where the sidewalk will remain in compliance with the Section 500.12 of the Lombard Specification Manual. The cross section of the ground sidewalk must meet the following criteria:
  - a. The minimum transverse (cross) slope shall be 2%.
  - b. The maximum transverse (cross) slope shall not exceed 4%
  - c. The maximum longitudinal slope shall not exceed 6%

**Deteriorated sidewalk:** An annual program of Lombard's sidewalk budget with a not to exceed of \$20,000 per year. The purpose of the program is to support Lombard residents' efforts to maintain their homes. It is a first-come first-served program and

applications for the current fiscal year will no longer be accepted once the funds are expended. The resident must pay for 50% of the cost of the work.

The program is based on Lombard's fiscal year (–January – December). Residents can submit requests to be considered for the current fiscal year. Any request accepted but not funded will not automatically be carried over from one fiscal year to the residents who were accepted but not funded. Residents on the carry over list must notify Public Works beginning 15 April that they want to participate in the upcoming fiscal year's program.

#### **E. SPECIAL SERVICE AREA (SSA)**

Occasionally, a SSA is used to finance the installation of sidewalks in an area not part of another construction project.

#### **SUMMARY OF SIDEWALK POLICIES**

##### **1. Installation at 100% Village cost**

- a. Near schools - 3 block, 1 side rule; PPSRP
- b. Near Prairie Path or Great Western Trail (trail connections)
- c. Construction damage, ADA, after regrading (during a construction project)
- d. Trip hazards of 1¼ "
- e. Gaps of 3 lots or less in a continuous walkway around city block
- f. All gaps in an improved street construction area
- g. Major trail or pedways
- h. State or Federal assistance (STP, TCM or CMAQ) .

##### **2. Installation at 70% Village cost; 30% resident cost**

Special Assessment street improvement (part of basic improvement)

##### **3. Installation at 50% Village cost; 50% owner cost**

- a. Deteriorated sidewalk program
- b. Complete the Block

##### **4. Installation at 100% owner cost**

- a. Special Service Areas (such as Roosevelt Road sidewalks)
- b. New subdivisions
- c. New "in-fill" home construction

#### **III. Legislation/Documentation**

- A. Village Board of Trustees meeting May 4, 2017
- B. Public Works Committee meeting March 14, 2017
- C. Public Works Committee meeting January 14, 2014
- D. Public Works Committee meeting November 25, 2013
- E. Minutes Board of Trustees meeting January 20, 2005
- B. Minutes Board of Trustees meeting January 6, 2000
- C. Minutes Board of Trustees meeting June 17, 1999
- D. Minutes Board of Trustees meeting June 3, 1999
- E. Minutes Board of Trustees meeting May 20, 1999

**VILLAGE OF LOMBARD  
DEPARTMENT OF PUBLIC WORKS  
STANDARD OPERATING PROCEDURES**



**SOP: Sidewalk Trip Hazard Repair**

**SOP #: SE-15**

**Division(s): Streets/Electrical**

**Date: 10/19/2009**

**Revised: 4/1/2021**

**Approved: CSG**

A handwritten signature in blue ink, appearing to be "CSG", with a large loop at the end.

**Purpose:**

The purpose of this procedure is to limit liability to the Village by providing a timely investigation into a report of a possible trip hazard in the public sidewalk, and providing a temporary “ramp” between displaced sections of sidewalk that meet the standard of a trip hazard. In addition to removing potential trip hazards, this procedure provides for the improvement of locations that do not meet the criteria for a trip hazard, but have minor displacement between sections of sidewalk. The Village’s definition of a trip hazard is displacement of 1.25” or greater between sidewalk slabs.

**Procedure:**

When a call is received informing the village of a possible trip hazard, a request will be entered into Cartegraph to inspect for a possible trip hazard. A text will be sent out to “10” the Street Division service distribution group through InformaCast. This request will be investigated as soon as possible. The request must be investigated within two (2) business days of being notified of the possible trip hazard. Employees must wear all appropriate PPE while performing this task. This includes steel-toe boots and a retro-reflective vest. If it is necessary to use the sidewalk grinder, safety glasses, hearing protection and an appropriate respirator will be required in addition to the previously stated PPE. Employees should reference the PPE matrix for detailed information regarding protective equipment requirements. Equipment to be used includes a pickup truck and the trip hazard trailer. On the trailer there will be brooms, shovels, tamper, cold patch, tape measure, angle finding digital level, garbage can, sidewalk grinder, HEPA vacuum and generator.

- 1. Displacement greater than 1.25”:** Employees will ramp the difference in height with cold patch and tamp down the material in order to create a smooth transition. Any excess or loose material will be cleaned up once the ramp is completed. A “Trip Hazard Investigate” task will be created in Cartegraph. The 1.25” or greater option will be selected from the dropdown menu and the ramped box checked. Resources will be entered in Cartegraph to reflect the time and materials used to complete the task. The Cartegraph entry will be done in the field as the work is completed. Once the task is completed the request will automatically be closed and a task created for engineering to replace the section of sidewalk that is displaced. 1 employee is required for this procedure.

2. **Displacement less than 1.25” and Greater than .5”:** Employees will not place any ramp between displaced sections of sidewalk. A “Trip Hazard Investigate” task will be created and the .5” to 1.25” option will be selected from the dropdown menu. Notes and resources will be entered. The Cartegraph entry will be done in the field as the work is completed. Once the task is completed the request will automatically be closed and a “Sidewalk Grind” task will be generated to be completed at a later time. When conditions warrant grinding of the sidewalk, the employee will use the sidewalk grinder to grind down the raised section of sidewalk to create a smooth transition between the two slabs of sidewalk. The HAPA vacuum will be attached to the grinder and run any time sidewalk grinding is to be done. The vacuum will also be used to clean up any residual dust left behind from grinding. Once completed, the ground section between the sidewalk slabs will not exceed 6 percent longitudinal slope and 4 percent cross slope. The “Grind Sidewalk” task in Cartegraph will be completed to reflect the time and materials used to complete the task. The Cartegraph entry will be done in the field as the work is completed. 1 Employee is required for this procedure.
3. **Displacement less than .5”:** If displacement less than .5” is found a “Trip Hazard Investigate” task will be created and under .5” will be selected from the dropdown menu. Notes will be added to indicate nothing was found and the task closed. Closing the task will automatically close the request. The Cartegraph entry will be done in the field as the work is completed. 1 Employee is required for this procedure.

**CITY OF WHEATON**

**SIDEWALK  
MAINTENANCE  
POLICY**

**INSPECTION CRITERIA**

## **INSPECTION CRITERIA**

The following describes what physical conditions determine the replacement of sidewalk squares in the City of Wheaton.

### **INDEX**

- 1) CASTINGS
- 2) DURABILITY (D) CRACKING
- 3) FAULTING (KICKERS)
- 4) GAPS
- 5) JOINT SPALLING
- 6) LINEAR CRACKING
- 7) OBSTRUCTIONS
- 8) PROTRUDING OBJECTS
- 9) SETTLEMENTS
- 10) SLOPE
- 11) SURFACE DEFECTS
- 12) PAVER BRICK SETTLEMENT
- 13) LONGITUDINAL FAULTING ALONG CURBS
- 14) TREE GRATES
- 15) ALLEY / DRIVE APPROACH

## (1) Castings

### Description

Castings are cast iron manholes, valve covers, or other similar devices that may be located within a sidewalk slab. Castings can be a tripping hazard and can interfere with the operation of wheelchairs. Castings are often attached to structures with deep foundations that resist movements caused by changes in moisture or freezing and thawing differently than sidewalks without castings. This difference can cause faulting at the edges of the slab containing a casting and is the basis for the recommendation that slabs containing castings be isolated from adjoining slabs. Castings should be located outside the minimum 4 foot access route in a sidewalk.

### Severity Levels

There are no severity levels for castings.

### How to Count

Measure each slab that has one or more castings. If a wide slab has a casting, but still retains a minimum of four feet of clear access do not count the distress. Downtown areas have sidewalks that may be ten or more feet wide. These areas will typically have a four foot access route that is free from castings. **Count castings in addition to other distresses for each slab that contains castings.** Record the length of affected slabs in feet.



**Figure 1 – Casting**

## (2) Durability (“D”) Cracking

### Description

“D” Cracking is caused by freeze-thaw expansion of the large aggregate which, over time, gradually breaks down the concrete. This distress usually appears as a pattern of cracks running parallel and close to a joint or linear crack. Since the concrete becomes saturated near joints and cracks, a dark-colored deposit can usually be found around fine “D” cracks. This type of distress may eventually lead to disintegration of the entire slab.

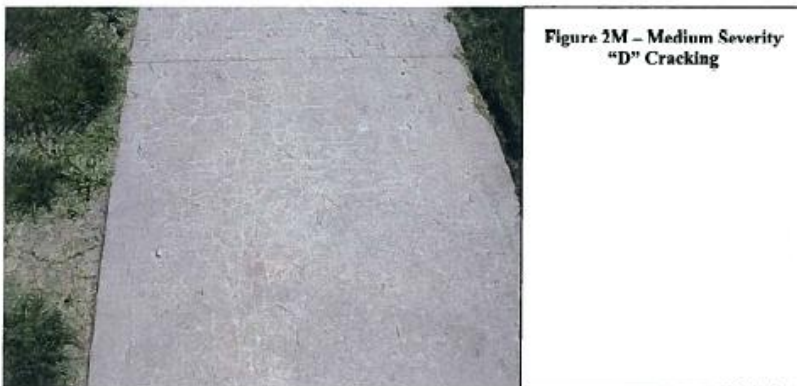
### Severity Levels

**M** One of the following conditions exists (Figure 2M): (1) “D” cracks cover less than 25 percent of the area and most of the pieces are loose and or missing; or (2) “D” cracks cover more than 25 percent of the area. Most of the cracks are tight, but a few pieces may be loose or missing.

**H** “D” cracks cover more than 25 percent of the area and most of the pieces have come out or could be removed easily (Figure 2H)

### How to Count

When the distress is located and rated at one severity, it is counted as one slab. If more than one severity level exists, the slab is counted as having the higher severity distress. For example, if low and medium “D” cracking is on the same slab, the slab is counted as medium-severity “D” cracking only. **“D” cracking should be counted in addition to other distresses for a slab with the exception of surface defects.** Record the length of affected slabs in feet.



### **(3) Faulting (Kickers)**

#### **Description**

Faulting is the difference in elevation across a joint. Some common causes of faulting are:

1. Settlement because of soft foundation
2. Tree roots that raise a slab above the adjacent slab
3. Overlays on drives

#### **Severity Levels**

Severity levels are defined by the difference in elevation across the joint as indicated in Table 3. Figures 3L through 3P show examples of the different severity levels.

**Table 3 Levels of Severity for Faulting**

| Severity Level          | L             | M              | H                  | P                                                             |
|-------------------------|---------------|----------------|--------------------|---------------------------------------------------------------|
| Difference in Elevation | >1/2" and <1" | 1" and <1 1/2" | 1 1/2" and greater | Any difference if patched and the patch is in good condition. |

#### **How to Count**

Faulting across a joint is counted as one slab. Only affected slabs are counted. If the patch has failed or is not in good condition record the distress as either a Medium or High severity distress (if the difference is less than 1" record a Medium severity distress). Faults across a crack are not counted as a faulting distress, but are considered when defining crack severity. Record the total length of affected slabs in feet. **Faulting should be counted in addition to other slab defect s, except gaps.**



**Figure 3L – Faulting 1/2-1"**



**Figure 3M – Faulting 1-2"**



**Figure 3H – Faulting >2"**



**Figure 3P – Patched Fault**

#### (4) Gap

##### Description

Gaps are horizontal openings between adjacent slabs caused by settlements, or by differential movements of sidewalk elements. ADAAG guidelines limit these gaps to ½ inch.

##### Severity Levels

- L** Gap is visible and  $\leq 1$  inch
- H** greater than 1 inch
- P** Any gap if patched and the patch is in good condition

##### How to Measure

If two adjacent slabs have a visible gap, record one slab of gap at the appropriate severity level. Do not record cracks as gaps, instead record the measured longitudinal crack. Adjacent slabs will normally have some space between them; this distress should only record those spaces that are wider than the normal space. If the gap is between two slabs that have faulted, record the fault instead of the gap distress. **Gaps should be counted in addition to other distress for the affected slabs.** Record the length of affected slabs in feet.



Figure 4L – Low Severity Gap



Figure 4H– High Severity Gap

## **(5) Joint Spalling**

### **Description**

Joint spalling is the breakdown of the slab edges within 6 inches of the joint. A spall usually does not extend vertically through the slab, but intersects the joint at an angle. Spalling results from:

1. Weak concrete at the joint caused by overworking
2. Water accumulation in the joint and freeze-thaw action
3. Excessive stresses at the joint caused by improper slab isolation

### **Severity Levels**

Figures 5L and 5H show the severity levels of spalling. A frayed joint where the concrete has been worn away along the entire joint is rated as low severity.

**L** One of the following conditions exist: 1) the width of the spall (measured from the joint into the slab) is less than 2 inches, 2) less than 50% of the joint is affected, or 3) the spalled pieces are tight and cannot be removed easily

**H** The width of the spall (from the joint into the slab) is greater than 2 inches over 50% or more of the joint and the spalled pieces are loose or missing

### **How to Count**

If spall is along the edge of one slab, it is counted as one slab with joint spalling. If spalling is on more than one edge of the same slab, the edge having the highest severity is counted and recorded as one slab. Joint spalling can also occur along the edges of two adjacent slabs. If this is the case, each slab is counted as having joint spalling. If the spall is the result of "D" cracking, record both distresses. **Joint spalling should be counted in addition to other distresses for the affected slabs.** Record the length of the affected slabs in feet.



**Figure 5L – Low Severity Joint Spalling**

## (6) Linear Cracking

### (Longitudinal, Transverse, and Diagonal Cracks)

#### Description

These cracks divide the slab into pieces and are usually caused by loading. Hairline cracks only a few feet long and not extending across the entire slab are counted as shrinkage cracks if they meet the criteria discussed in distress 11, Surface Defects.

#### Severity Levels

- N** Cracks with widths <1" and with no faulting at the crack
- W** Cracks with widths >1" and with no faulting at the crack
- L** Any width cracks faulted ½" to 1"
- M** Any width crack faulted 1" to 1 ½"
- H** Any width crack faulted 1 ½" and >
- P** Faulted cracks that have been patched and the patch material is in good condition

#### How to Count

After severity has been identified, the distress is recorded as one slab. Record the length of affected slabs in feet. **Count linear cracking in addition to other distresses for the affected slabs.** Do not count the faulted sections of a crack as a "Fault". Instead, record the appropriate severity for the linear cracking distress.



Figure 6N – Non-faulted Linear crack



Figure 6L – Low Severity Linear Crack

## **(7) Obstructions**

### **Description**

Obstructions are any structure or device that prevents the pedestrian from using at least a four foot section of a walk.

Examples of obstructions include:

1. Poles located within a sidewalk
2. Fire Hydrants
3. Utility boxes
4. Storm drainage structures that are not flush with the adjacent walk
5. Street furniture

### **Severity Levels**

There are no severity levels

### **How to Count**

Each slab that has an obstruction should be counted. Slabs with more than one obstruction should still be counted as one slab. Slabs that have a minimum 4 ft horizontal clearance do not have obstructions. **Count obstructions in addition to other distresses for the affected slabs.** Record the length of affected slabs in feet.



Figure 7 - Obstructions

## **(8) Protruding Objects**

### **Description**

Protruding objects are those objects with leading edges more than 27 inches and not more than 80 inches above the surface of the walk that protrude more than 4 inches into the walk. These objects escape detection by blind pedestrians, and represent a hazard for them.

### **Severity Levels**

There are no severity levels from protruding objects.

### **How to Count**

Count each protruding object as one slab. Count protruding objects in addition to other distresses for the affected slabs. Record the length of affected slabs in feet.



**Figure 8 – Protruding Objects**  
(Guy wire is 76" above walk)

## **(9) Settlements**

### **Description**

Settlements are two or more slabs of a sidewalk that have settled. These often are caused by the improper backfilling and compaction of a utility trench or pit. They should only be recorded at the point where they are clearly visible, and where they cause drainage, slope and ramp angle (counter slope) problems.

### **Severity**

There are no severity levels for settlements.

### **How to Count**

Count the number of slabs that have settled. One of the following conditions should be met before the distress is recorded:

1. The settlement creates a “bowl” that will not drain.
2. The counter slope (algebraic difference in grade) at the low point of the depression exceeds 11%. Thus if the entering slope were -6% and the leaving slope was +6% the counter slope would be 12% and the distress should be recorded. With 4 ft x 4 ft slabs, a settlement of 3 inches would produce a counter slope of 12%.

Record the length of the affected slabs in feet.

**Record settlements in addition to other distresses for the affected slabs.**



**Figure 9 – Settlement**

## **(10) Slope**

### **Description**

Slope is not necessarily a distress, but excessive slopes may cause a section of walk to violate Americans with Disability Act requirements as set forth in ADAAG.

### **Severity Levels**

There are no severity levels. Actual numeric slope readings should be recorded. For each entry, a cross-slope (across the direction of travel) and longitudinal slope reading should be recorded in percent.

### **How to Count**

At least one slope reading should be taken for each walk section in the sidewalk inventory. If the slope or cross slopes vary within a section a reading should be taken that is representative of each segment. Slope should be recorded as a percentage gradient. A one foot rise in 100 feet of run would be recorded as a 1.0% slope. Slope should be recorded to the nearest 0.1%.



**Figure 10a – Measuring Cross Slope**



**Figure 10b – Measuring Longitudinal Slope**

## **(11) Surface Defects**

### **Description**

Map cracking or crazing refers to a network of shallow, fine, or hairline cracks that extend only through the upper surface of the concrete. Shrinkage cracks are single examples of the same type of crack. The cracks tend to intersect at angles of 120 degrees. Map cracking or crazing is usually caused by concrete over-finishing, and may lead to surface scaling, which is the breakdown of the slab surface to a depth of approximately  $\frac{1}{4}$  to  $\frac{1}{2}$  inches. Scaling may also be caused by deicing salts, improper construction, freeze-thaw cycles, and poor aggregate. Popouts are voids at the surface caused by poor aggregate particles that disintegrate during freezing and thawing. The type of scaling defined here is not caused by "D" cracking. If scaling is caused by "D" cracking, it should be counted under that distress only.

### **Severity Levels**

**L** Crazing, map cracking, popouts, or shrinkage cracks exists over most of the slab area; the surface is in good condition, with only minor scaling present (figure 11L)

**H** Slab is scaled over 25% of its area or scaling is more than  $\frac{1}{2}$ " deep (figure 11H)

### **How to Count**

A scaled slab is counted as one slab. Low-severity crazing should only be counted if the potential for scaling appears to be imminent, or a few small pieces come out. Record the length of affected slabs in feet.



**Figure 11L – Low Severity  
Surface Defects (scaling is present  
in this photo)**



**Figure 11H – High Severity  
Surface Defects**

## **Paver Brick Settlement (12)**

### **Description:**

Settlement of decorative paver brick strips in the downtown area: The settlements are caused because the pavers are set upon a sand base. The sand base has a tendency to move and fluctuate because of moisture and due to the freeze-thaw cycle.

### **Severity Levels:**

The paver bricks are a long time maintenance problem which must be addressed several times a year. The bricks must be removed and then sand must be added to the base. The base is leveled so that the elevation of the brick is even with the adjacent sidewalk.

Problems of this type can be corrected when weather permits.

- L**       $> \frac{1}{2}"$  and  $< 1"$
- M**       $1"$  and  $< 1 \frac{1}{2}"$
- H**       $1 \frac{1}{2}"$  and greater



Figure 12 – Paver Brick Settlement

### **(13) Longitudinal Faulting along curbs**

#### **Description:**

Sections of sidewalk which have settled next to the adjacent curb: This type of settlement is due to the lack of proper compaction behind the curb at the time the sidewalk was poured. The settlement creates a difference in elevation between the sidewalk and the curb.

#### **Severity Levels:**

- L**       $> \frac{1}{2}$ " and  $< 1$ "
- M**      1" and  $< 1 \frac{1}{2}$ "
- H**       $1 \frac{1}{2}$ " and greater
- P**      Fault has been patched

Measure the number of squares that need to be raised to be level with the curb. Squares can be replaced or possibly mud-jacked to eliminate the tripping hazard.



Figure 13 – Longitudinal Faulting Along Curbs

## **(14) Tree Grates**

Obstructions are any structure or device that prevents the pedestrian from using at least a four foot section of walk. Any structure which is located in the walk and creates a tripping hazard for the pedestrian.

Examples of obstructions include:

Uneven tree grates which are not level with the sidewalk

### **Severity:**

Due to the amount of pedestrian traffic in the downtown, any of these tree grates which are higher than the adjacent sidewalk are a potential problem.

**L** > ½" and <1"

**M** 1" and <1 ½"

**H** 1 ½" and greater

**P** Fault has been patched

The sidewalk squares completely around the tree grate usually must be replaced to eliminate the uneven situation. The existing metal frame must be removed and replaced with a poured concrete ledge as part of the sidewalk to hold the grates in position.



Figure 14 – Tree Grates

## **(15) Alley/Drive Approaches**

### **Description:**

Sidewalk and approach may be poured in one piece.

Problems may require the replacement of all concrete (not just sidewalk area).

### **Severity:**

(Use typical sidewalk distress problems.)

- L** > ½" and <1"
- M** 1" and <1 ½"
- H** 1 ½" and greater
- P** Fault has been patched

Measure area to be replaced.

(Commercial drives and alleys in the CBD are to be 6" thick concrete.)



Figure 15 – Alley/Drive Approaches



**Glen Ellyn Capital  
Improvements Commission**  
535 Duane Street  
Glen Ellyn, IL 60137

Meeting 4/12/2022 7:00 PM  
Department: Public Works  
Department Head: Dave Buckley  
Category: Report  
Prepared By: Rich Daubert

**AGENDA ITEM (ID # 2022-  
2120)**

**DOC ID: 2022-2120**

## **Engineering Project Report Dated 4-8-2022**

### **Statement of the Issue:**

The Public Works Engineering Division Project Report Dated April 8, 2022 is attached hereto for review by the Capital Improvements Commission.

### **Analysis:**

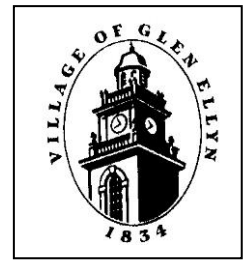
### **Budget Impact:**

### **Action Requested:**

### **Attachments:**

1. Engineering Project Report 4-8-22

April 8, 2022



## **ENGINEERING DIVISION PROJECT ACTIVITY REPORT**

### **CONSTRUCTION PROJECTS IN PROGRESS**

#### **CBD STREETScape AND UTILITY IMPROVEMENTS – Phase 1 – Contractor: A Lamp Concrete Contractors**

(Project No. 15006; Value of Construction Contract = \$5,704,293)

Construction commenced on March 15<sup>th</sup> with the vehicular closure of Main Street (Hillside to Duane) and conversion of Duane St (Prospect to Main) to one-way eastbound traffic. Work completed to date includes:

- Removal of existing trees within project limits
- Installation of sanitary sewer main and all services on Main St.
- Initiated watermain installation on Main St. at Hillside Ave.
- Partial pavement removal on Main St.
- Removal of existing streetlight poles on Duane St.
- Installation of temporary streetlight poles on Duane St.

Nicor's Contractor Pipe Strong completed the installation of new gas main on Main Street and looks to abandon old gas main as soon as all gas services are transferred to the new main. Nicor's contractor NPL installed and livened the new gas main on Duane Street and is in the process installation of new services to buildings.

Public Works ordered new benches, bike racks, trash receptacles, and street sign materials. These items will be installed by Public Works Street Division team after the surface improvements are constructed.

The Public Information Meetings were held on Monday, March 7 and Tuesday, March 8. The meetings provided an overview of the project to the Public. The project team has been holding weekly Zoom Open House meetings every Thursday at 8:30am. The Open House Meetings can be accessed [here](#). Additionally, weekly project updates are emailed and hand delivered to affected residents and businesses. Weekly updates are also posted to the project website at <https://downtownge.com/>, along with other important project information.

#### **PARK BOULEVARD AND SHEEHAN AVENUE/WINCHELL WAY – TRAFFIC SIGNAL MODIFICATIONS – Contractor: Home Towne Electric**

(Value of Construction Contract = \$30,333)

This project involves the implementation of improvements to the traffic signal equipment and operations at the intersection of Park Boulevard and Sheehan Avenue/Winchell Way. The existing traffic signal controller is obsolete and will be replaced with a new unit that will support the implementation of improved pedestrian accommodations/signal timing at the intersection. More specifically, a leading pedestrian interval is being established to emphasize pedestrian right-of-way over motor vehicle traffic at the intersection. In addition, the existing walk/don't walk pedestrian signal heads will be replaced. The existing pedestrian signal heads are antiquated in

that they solely feature walk/don't walk indications. The new signal heads will feature countdown timer indications that communicate the time that pedestrians have to walk across the intersection. The pedestrian signal push buttons will also be replaced and extensions will be installed where necessary to ensure accessibility compliance. Lastly, a battery backup unit will be installed to provide the controller with backup power in the event of an electrical outage.

The equipment submittals have been approved and the Contractor has ordered the equipment. Suppliers have indicated they hope to deliver all equipment in May but are not yet willing to commit to a specific delivery date due to supply chain constraints. The construction timeline will be established once equipment delivery dates are confirmed.

## **OTHER AGENCY CONSTRUCTION PROJECTS IN GLEN ELLYN**

### **BLOOMINGDALE ROAD AT GENEVA ROAD INTERSECTION IMPROVEMENT AND SIGNAL MODERNIZATION – Contractor: Schroeder Asphalt Services**

This project is being implemented and administered by DuPage County and involves the widening of Bloomingdale Road at Geneva Road. The widening provides an additional left turn lane for southbound Bloomingdale Road to eastbound Geneva Road. The project includes the installation of temporary traffic signal equipment which will allow for all the traffic signal equipment to be removed and replaced as part of the project (Traffic Signal Modernization). Delivery and installation of the permanent traffic signal equipment is the main remaining project item. While anticipated for this spring, there continues to be challenges in acquiring some of the permanent traffic signal equipment including the traffic signal cameras and traffic signal bases. Hence, the anticipated date of project completion is uncertain.

## **CONSTRUCTION PROJECTS IN CLOSEOUT**

### **UTILITY AND ROADWAY REHABILITATION PROJECT 20001 – Phase 1**

#### **Contractor: Copenhaver**

(Project No. 20001; Value of Construction Contract = \$3,052,890)

The first phase of the project involved the rehabilitation of roadways in the central-west portion of the Village including: Phillips Avenue (Lorraine to Vine), Vine Street (Ridgewood to Hillside), Ridgewood (Kenilworth to Brandon), Evergreen (Hillside to Duane), and Center (Evergreen to Lorraine). The work included sanitary sewer main line repairs and service line replacement, water main and service line replacement, storm sewer/drainage improvements, and reconstruction of the roadways.

The Contractor has substantially completed the project including parkway restoration and the majority of the punch list items. A final inspection of the work will be completed on April 15<sup>th</sup> to identify any additional items requiring resolution by the contractor as favorable weather returns in the coming month.

### **2021 STREET IMPROVEMENTS PROJECT – Contractor: R.W. Dunteman**

(Project No. 21002; Value of Construction Contract = \$1,624,277)

This project involved more limited utility (repairs) and roadway improvements (resurfacing) along approximately 3 miles of roadways generally located in northeast Glen Ellyn improved in 2021. The project was split into two construction phases, with one being the concentrated project area

within Crescent Boulevard, Roger Road, Park Row, and the Union Pacific railroad, while the second phase consists of all other streets included in the contract.

The project's final restoration and punch list items were completed by Wednesday, November 3. Staff is working with the Engineer and Contractor on closing out the project.

**NORTH PARK BLVD. / MAIN STREET IMPROVEMENTS – Contractor: R.W. Dunteman**

(Project No. 13001; Value of Construction Contract = \$2,945,000)

Staff and the Resident Engineer have addressed all of IDOT's requests with project closeout in the court of IDOT District 1 Materials.

**TAYLOR AVENUE PEDESTRIAN TUNNEL – Contractor: "D" Construction**

(Project No. 15009; Value of Construction Contract = \$3,052,793)

The revised final pay estimate has been transmitted to the State for processing.

**CRESCENT BOULEVARD RECONSTRUCTION – Contractor: Martam Construction**

(Project No. 13002; Value of IDOT Contract = \$3,153,000; Local Share = \$1,480,000)

All paperwork is complete. Awaiting final invoicing from IDOT.

## **ENGINEERING PROJECTS**

**PARK BOULEVARD WATER MAIN REPLACEMENT – Engineer: Engineering Resource Associates**

This project involves the replacement of approximately 3,600 feet of water main along Park Boulevard (between Marston Avenue and Taft Avenue). This locally funded project will include water main and service line replacement and restoration of any pavement, curbs, sidewalk and parkways disturbed by the utility work. Prefinal plans, specifications, and estimate of cost were received on April 7<sup>th</sup> and are under review. Any necessary revisions will be made prior to releasing the project for competitive bidding.

**UTILITY AND ROADWAY IMPROVEMENTS PROJECT 20001 – PHASE II – Engineer: Engineering Resource Associates**

This phase of the project involves the rehabilitation of roadways in the central-west portion of the Village including: Windsor Avenue (Sawyer to Hillside), Sawyer Avenue (Lorraine to west Village Limit), Chesterfield Avenue (Lorraine to west Village Limit), Dawn Avenue (Hillside to Duane), Kenilworth Avenue (Hillside to Duane), Duane Street (Kenilworth to Lorraine) and one street located in the east area of the Village, Carlton Avenue (DuPage to south end). The scope of the work will generally include sanitary sewer main line repairs and service line replacement, water main and service line replacement, storm sewer/drainage improvements, and varying levels of roadway rehabilitation. The final bidding and contract documents are anticipated on April 12, 2022. The documents will be reviewed to ensure they are ready to be released for bidding with the goal to do so by April 15, 2022.

**2022 STREET IMPROVEMENTS PROJECT – Engineer: Primera Engineers**

This project involves the rehabilitation of approximately 3.4 centerline miles of various streets throughout the Village of Glen Ellyn. This locally funded project will include limited utility improvements, sidewalk improvements where specified, and roadway rehabilitation. A design contract was awarded to Primera Engineers at the October 25<sup>th</sup> Village Board meeting. Coinciding

survey and design work was started in late November, with preliminary plans submitted on January 28<sup>th</sup> and pre-final plans submitted on March 21<sup>st</sup>. Staff has reviewed and provided comments on the pre-final submittal and is awaiting a final submittal. The project is targeted to be advertised for bid by April 13, 2022, with bids being opened on April 27, 2022. Subject to the receipt of responsive and favorable low bid, staff anticipates recommending award of the construction and construction engineering contracts at the May 9, 2022 Village Board meeting.

**CRESECENT BOULEVARD RESURFACING PROJECT – Engineer: *Primera Engineers***

This project involves the rehabilitation of Crescent Boulevard between Lake Road and approximately the east Village Limit (approximately 1.2 centerline miles). Rehabilitation will be in the form of a mill and overlay (resurfacing) of the roadway as well as sidewalk removal and replacement including bringing the sidewalk ramps up to ADA standards. Also being contemplated as part of the project is the construction of new sidewalk along portions of the project corridor where no sidewalk currently exists. On November 8, 2021, the DuPage Mayors and Managers Conference notified the Village that it was successful in securing STP (Federal) funding for the project in the amount of \$805,770. The Engineer and staff met with IDOT on January 21<sup>st</sup> to complete the kick-off meeting for Phase I and Phase II Engineering for the project. Given the project federal funding, the project design, letting, and construction will be administered by the State (IDOT). A tight timeline exists to capitalize on the use of the grant funds whereby the project needs to work through the somewhat constrained State process with letting of the project to be completed by April of 2023. Topographic field survey work has been completed with preliminary design drawings under preparation. An Environmental Survey Request was submitted to IDOT District 1 on March 14.

**HILL AVENUE UTILITY IMPROVEMENTS – Engineer: *Walter E. Deuchler Associates***

(Project No. 00511)

The Engineer is revising the plans to address Staff and DuPage County's comments on the pre-final plans. The project will then be submitted to the IEPA for public water supply and water pollution control (sanitary sewer) permitting.

**GLEN ELLYN/IL AMERICAN WATER INTERCONNECT– Engineer: *Donohue***

This project involves the design of an emergency use interconnection between the Village and Illinois American Water Company (ILAWC) distributions systems, near Glenbard South High School. The interconnection will significantly reduce the water outage areas for the respective utilities in the event of water main breaks. The respective IEPA permits for the two agency projects have been received from the IEPA. IDOT also recently issued the Utility Permit for the Village's portion of the project located in IDOT's Butterfield Road right-of-way. The agreement between Illinois American Water and the Village of Glen Ellyn for the construction, operation, and maintenance of the interconnection improvements was approved by the Village Board on January 24<sup>th</sup>. DuPage County Stormwater has approved the Stormwater Certification for the project and advised the DuPage County Building Department that it may now issue the Building Permit for the project. Staff requested that the Engineer have Nicor re-confirm that it has no anticipated conflicts between its high-pressure gas main and the proposed water main. Nicor has accordingly engaged its consultant Kimley-Horn to conduct a conflict assessment and determine if relocation of the main, or a portion thereof, is necessary to accommodate the proposed water main. The assessment is anticipated to be completed by the end of the month. Assuming gas main relocation is not necessary or can be otherwise avoided through adjustment of the water main alignment within IDOT right-of-way criteria, the project is ready to be released for competitive bidding.

## **CENTRAL BUSINESS DISTRICT PROJECTS**

### **TRAIN STATION / PEDESTRIAN TUNNEL – Engineer: CDM Smith/KMI Architects**

(Project No. 16016)

#### **UPRR Sale of Depot Property**

Staff redlined the draft IGA with Metra concerning the sale/purchase of the Glen Ellyn Depot and underlying property. The redlined document was transmitted to Metra legal personnel for consideration. Despite several attempts by Village staff to work with the agency, Metra was unable to incorporate changes to the IGA that were required by staff and IDOT to protect the Village's interests and abide by the Uniform Relocation Assistance and Real Property Acquisition Act. Staff accordingly notified Metra on January 18<sup>th</sup> that it will not be proceeding with entering into the IGA with Metra to purchase the Depot and underlying property. Staff has reached out to IDOT District 1 Bureau of Land Acquisition (D1 BLA) to discuss this direction and potential next steps with advanced land acquisition for the project. On February 28, Staff received confirmation from D1 BLA that the Village may continue to proceed with advanced acquisition with suggestions provided on next steps. CDM Smith has finalized a scope of services and fee for an amendment to the ongoing Preliminary Engineering assignment to potentially proceed with advanced acquisition. Staff is reviewing the amendment and intends to present it as well as potential next steps to the Village Board on April 25<sup>th</sup>.

#### **Design Status**

Staff met with CDM Smith to review its comments on the preliminary bridge design and hydraulic reports (type, size, and location drawings and reports). CDM Smith is currently working on revisions to the documents. Over the past month, Staff put significant pressure on the State to provide comments on the Section 106 and 4(f) documents submitted last fall. The State did follow up and provide the requested comments on Thursday, March 24<sup>th</sup>. Some of the comments required Staff research which was completed the week of April 4<sup>th</sup>. The Section 106 and 4(f) documents have been revised accordingly with some comments acknowledged and dispositions developed for other comments. The document revisions and disposition statements are being finalized with Staff's goal to complete QC/QA review and submittal of the documents to the State the week of April 11<sup>th</sup>.

### **CBD STREETSCAPE AND UTILITY IMPROVEMENTS – DESIGN ENGINEERING OF PROJECT PHASES 2 AND 3 Engineer: Civiltech Engineering, Inc.**

(Project No. 15006)

Civiltech Engineering is in the process of advancing detailed design of Phases 2 and 3 of the CBD Streetscape and Utility Improvements Project. Staff will be meeting with Civiltech on April 19<sup>th</sup> to hold the official design kickoff meeting. Such kickoff meetings typically include a review the project scope, design processing, scope of services/tasks, deliverables, deliverable due dates, land acquisition requirements, permitting requirements, utility coordination requirements, staff requirements, and other various design considerations.

## **CONSTRUCTION MAINTENANCE PROGRAMS**

Public Works seeks the best vendor prices for various annual municipal and utility maintenance and operations activities. This effort includes local bidding of projects or joint purchasing initiatives, including the Municipal Partnering Initiative (MPI), a consortium of DuPage County communities.

| <b>Project</b>                            | <b>Estimated Glen Ellyn Cost</b> | <b>Status</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|-------------------------------------------|----------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 2022 Sidewalk and Concrete Street Repairs | \$290,000 (2022)                 | This annual program includes repairs to deteriorated or damaged sidewalk and concrete roadway infrastructure throughout the Village. Staff is working to compile contract documents and candidate repair locations for a bid advertisement in April. Award is targeted for the May 9 Village Board meeting, with construction starting in late May or early June.                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 2022 Asphalt Roadway Patching             | \$150,000 (2022)                 | Project scope includes roadway patching throughout the Village. Staff will work to advertise the contract for bids in the coming weeks with award targeted for the May 23 Village Board meeting. Construction is targeted to be completed in June or July.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 2022 Pavement Markings                    | \$30,000 (2022)                  | This contract is annually intended to be awarded to the low bidder of either the DuPage County contract or the Suburban Purchasing Cooperative. In 2021, Staff recommended that the Village Manager execute a contract with the lower bidder of the two programs, Precision Pavement Markings, Inc. This contract was executed on June 30, 2021. Unfortunately, due to COVID and weather damages to chemical manufacturing industry facilities in Texas, there was a significant backlog for pavement marking materials. The Contractor indicated that it could not complete pavement markings for the Village in the fall but could extend the pricing to the spring with the hope that material availability improves by then. Staff will work to schedule this work for completion in the spring. |
| 2022 Crack Sealing                        | \$40,000 (2022)                  | The 2022 program is anticipated to be procured in the spring once staff has compiled candidate locations using 2021 Pavement Condition Index (PCI) Study data.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| 2022 Asphalt Surface Rejuvenation         | \$60,000 (2022)                  | Candidate locations include streets that have been resurfaced one to three years prior and those paved in the upcoming CBD Streetscape project. Staff will work to finalize target locations and quantities in order to request pricing from single source vendor Corrective Asphalt Materials. Construction is anticipated to be completed late summer.                                                                                                                                                                                                                                                                                                                                                                                                                                             |

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