



Agenda
Village of Glen Ellyn
Regular Village Board Meeting
Monday, May 23, 2022
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

Meeting Procedures Statement

Visitors are most welcome to attend all meetings of the Village Board and can find copies of the Agenda on their chairs or online at www.glenellyn.org prior to the meeting. Meetings are taped and also televised on WideOpenWest Channel 6, AT&T Channel 99, and Comcast Cable Services Channel 10. 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. Pledge of Allegiance
- C. Roll Call
- D. Audience Participation

- 1) Open:

Members of the public are welcome to speak to any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public will have the opportunity to comment at the time the item is discussed. In either case, please complete the Audience Participation form and turn it in to the Village Clerk. It is requested that, if possible, one spokesman for a group be appointed to present the views of the entire group. Speakers who are recognized are requested to step to a microphone and state their name, their topic and the group, if any, they are representing prior to addressing the Village Board. Individuals wishing to address the Board shall exercise proper decorum and respect for the proceedings and the business of the Village Board, and shall refrain from abusive demeanor and language. The practice of ceding time to other speakers shall be prohibited, except in the discretion of the presiding officer of the meeting. Public officials are not obligated to respond to questions.

In lieu of participating in the live meeting, the public may also complete a public comment form, which will be read into the record during the meeting. This form can be found at www.glenellyn.org/publiccomment.

- E. **Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:**

Motion to approve the following Total Expenditures (Payroll and Vouchers) in the amount of \$2,055,896.78. These agenda items have been reviewed by the Management Team and Village Attorney and are consistent with the Village's purchasing policy. (Trustee Gould)

- 1) Total Expenditures (Payroll and Vouchers) - \$2,055,896.78
- 2) Approval of Village Board Meeting Minutes

- May 9, 2022 Village Board Regular Meeting
 - April 25, 2022 Village Board Regular Meeting
 - January 24, 2022 Village Board Meeting
 - August 23, 2021 Village Board Meeting
 - August 16, 2021 Village Board Workshop
 - July 12, 2021 Village Board Meeting
- 3) Ordinance No. 6959, An Ordinance Granting Approval of a Special Use Permit to Allow a Yoga Studio at 526 and 528 Duane Street (Interim Community Development Director/Assistant Village Manager Rodman)
- 4) Ordinance No. 6960, An Ordinance Approving Text Amendments to the Glen Ellyn Zoning Code and Sign Code to Regulate Electric Vehicle Charging Stations (Interim Community Development Director/Assistant Village Manager Rodman)
- 5) Motion to authorize the Village Manager to execute a contract with Schroeder & Schroeder, Inc. of Skokie, Illinois, for construction of the 2022 Sidewalk and Concrete Street Repair Program in the amount of \$289,775 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds. (Public Works Director Buckley)
- 6) Motion to authorize the Village Manager to execute a contract with Schroeder Asphalt Services, Inc. of Huntley, Illinois, in the amount of \$114,900 for the 2022 Asphalt Roadway Patching Program to be expensed to the Capital Projects Fund. (Public Works Director Buckley)
- 7) Motion to Authorize the Village Manager to Execute an Agreement with Cinemation of Crystal Lake, Illinois to install a complete Audio Visual System at the Village Links/Reserve 22 at a cost of \$90,923.05, to be expensed to the Village Links/Reserve 22 Capital Improvement Fund (General Manager Vesevick)
- 8) Motion to Approve a New Special Event, "Summer Break at the Lake", hosted by the Glen Ellyn Park District on Friday, July 1, 2022 (Interim Community Development Director/Assistant Village Manager Rodman)
- F. Utility and Roadway Improvements Project #20001 (Public Works Director Buckley) (Trustee Payne)**
- 1) Motion to authorize the Village Manager to execute a contract with R.W. Duntelman Company of Addison, Illinois, for construction of the Utility and Roadway Improvements Project #20001 – Phase 2 in the amount of \$4,508,341 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.
- Motion to authorize the Village Manager to execute an agreement with V3 Companies of Woodridge, Illinois, for construction engineering services for the Utility and Roadway Improvements Project #20001 – Phase 2 in the not-to-exceed amount of \$275,728 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.
- G. Park Boulevard Water Main Replacement Project (Public Works Director Buckley) (Trustee Payne)**

- 1) Motion to authorize the Village Manager to execute a contract with J. Congdon Sewer Service, Inc. of Carol Stream, Illinois, for construction of the Park Boulevard Water Main Replacement Project in the amount of \$2,136,366.50 to be expensed to the Water Fund.

Motion to authorize the Village Manager to execute an agreement with Engineering Resource Associates of Warrenville, Illinois, for construction engineering services for the Park Boulevard Water Main Replacement Project in the not-to-exceed amount of \$127,468, to be expensed to the Water Fund.

H. Hillside Avenue and Main Street Overhead Utility Undergrounding Project and Rider LGC Ordinance (Public Works Director Buckley) (Trustee Payne)

- 1) Motion to approve an Ordinance No. 6961 , an Ordinance Requiring Commonwealth Edison Company to Place Existing Electrical Wires along portions of Hillside Avenue and Main Street Underground in Accordance with Rider LGC.

Motion to authorize the Village Manager to execute a letter of agreement with AT&T for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$154,551.38 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute an agreement with Comcast Cable Communications, Inc. for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$27,982.76 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to approve undergrounding of Wide Open West overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$10,269.23 to be expensed to the Capital Projects Fund.

I. Reminders

- 1) Elevator work will cause June's meetings to move to the Community Room at the Police Department at 65 S. Park Blvd:
 - Roosevelt Road/Taft Avenue Ad Hoc Work Group Listening Session, June 2, 2022 at 7pm in the Police Department Community Room
 - Village Board Workshop on June 6, 2022 at 6pm in the Police Department Community Room
 - Village Board Workshop June 20, 2022 at 7pm in the Police Department Community Room
 - Village Board Regular Meeting June 27, 2022 at 7pm in the Police Department Community Room

J. Other Business

K. Adjourn

- 1) Motion to adjourn to closed Executive Session to discuss the purchase or lease of real property for the use of the public body pursuant to 5 ILCS 120/2 (c)(5).



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Administration
Department Head:
Category: Vouchers
Prepared By: Penni Cannova

**AGENDA ITEM (ID
2022-2268)**

DOC ID: 2022-2268

Total Expenditures (Payroll and Vouchers) - \$2,055,896.78

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. Village Board Recap 2022-05-23

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
12995 @ PROPERTIES												
21.0019		04/29/2022		0522-1	249106	746.40		746.40	05/06/2022	INV	PD	ESCROW 21.0019 REFUND
CHECK DATE: 05/06/2022												
2 3M COMPANY												
9416279161		04/22/2022		0522-2	249221	2,029.93		2,029.93	05/13/2022	INV	PD	SIGN MAT'L PHASE 1 STR
CHECK DATE: 05/13/2022												
3188 ABSOLUTE SERVICE, INC.												
5748		05/05/2022		0522-2	249222	843.50		843.50	05/09/2022	INV	PD	ANNUAL PUMP STATION SP
CHECK DATE: 05/13/2022												
12710 AEP ENERGY												
3017258070 0422		04/18/2022		0522-1	249107	7,954.83		7,954.83	05/06/2022	INV	PD	3017258070 0422
CHECK DATE: 05/06/2022												
3017258003 0322		03/17/2022		0522-1	249108	39.08		39.08	05/06/2022	INV	PD	3017258003 0322
CHECK DATE: 05/06/2022												
3017258069 0322		03/17/2022		0522-1	249109	50.47		50.47	05/06/2022	INV	PD	3017258069 0322
CHECK DATE: 05/06/2022												
3017258081 0422		04/18/2022		0522-1	249110	267.51		267.51	05/06/2022	INV	PD	3017258081 0422
CHECK DATE: 05/06/2022												
3017258025 0422		04/18/2022		0522-1	249111	61.70		61.70	05/06/2022	INV	PD	3017258025 0422
CHECK DATE: 05/06/2022												
3017258069 0422		04/18/2022		0522-1	249112	49.77		49.77	05/06/2022	INV	PD	3017258069 0422
CHECK DATE: 05/06/2022												
3017258070 0322		03/18/2022		0522-1	249113	415.60		415.60	05/06/2022	INV	PD	3017258070 0322
CHECK DATE: 05/06/2022												
3017258003 0422		04/18/2022		0522-1	249114	34.95		34.95	05/06/2022	INV	PD	3017258003 0422
CHECK DATE: 05/06/2022												
						8,873.91						
2962 ALTORFER INDUSTRIES, INC												
P6AC0030824		04/20/2022		0522-1	249115	70.00		70.00	05/06/2022	INV	PD	PW#214- 2-W/SHIELD WAS
CHECK DATE: 05/06/2022												
12567 AMAZON.COM SALES, INC.												
1JY7-XHWD-NX9H		04/26/2022		0522-1	249116	227.89		227.89	05/04/2022	INV	PD	TONER CARTRIDGE
CHECK DATE: 05/06/2022												
52 SOUTH WEST INDUSTRIES INC												
INV-55596-Q1M2		04/01/2022		0522-1	249117	217.00		217.00	05/06/2022	INV	PD	MONTHLY MAINTENANCE AP
CHECK DATE: 05/06/2022												
INV-56807-P8Y1		05/01/2022		0522-2	249223	217.00		217.00	05/13/2022	INV	PD	MONTHLY MAINTENANCE MA
CHECK DATE: 05/13/2022												
						434.00						
65 AT&T												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
630Z99-0131540 7 422 CHECK DATE: 05/06/2022		04/16/2022		0522-1	249118	63.68	63.68	05/06/2022	INV	PD		630Z99-0131540 7 422
12485 BEARY LANDSCAPE MANAGEMENT, INC.												
221468 CHECK DATE: 05/06/2022	20220013	04/01/2022		0522-1	249119	3,750.00	3,750.00	04/30/2022	INV	PD		LINKS LANDSCAPE MAINTENANCE
82 BELL FUELS, INC.												
386662 CHECK DATE: 05/06/2022		04/27/2022		0522-1	249120	282.65	282.65	04/30/2022	INV	PD		DIESEL FUEL FOR MAINTENANCE
386663 CHECK DATE: 05/06/2022		04/27/2022		0522-1	249120	1,055.94	1,055.94	04/30/2022	INV	PD		GASOLINE FOR GOLF CART
						1,338.59						
12998 BENDORAITIS, TROY												
3-14-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
3-21-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
4-18-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
4-11-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
4-4-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
3-28-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
3-7-2022 CHECK DATE: 05/06/2022		04/25/2022		0522-1	249121	50.00	50.00	05/04/2022	INV	PD		CRASH TRAINING - 5 LUN
						350.00						
8928 BIG BELLY SOLAR, INC												
40672 CHECK DATE: 05/13/2022		04/27/2022		0522-2	249224	204.00	204.00	05/13/2022	INV	PD		REPLACEMENT PARTS
9879 BREAKTHRU BEVERAGE ILLINOIS, LLC												
343903654 CHECK DATE: 05/06/2022		04/28/2022		0522-1	249122	482.70	482.70	05/03/2022	INV	PD		BEVERAGE-RESALE
343814921 CHECK DATE: 05/06/2022		04/21/2022		0522-1	249122	2,751.37	2,751.37	05/03/2022	INV	PD		BEVERAGE-RESALE
344004417 CHECK DATE: 05/13/2022		05/05/2022		0522-2	249225	1,507.01	1,507.01	05/10/2022	INV	PD		BEVERAGE RESALE
						4,741.08						
114 CASCO INTERNATIONAL												
1961615 CHECK DATE: 05/06/2022		04/27/2022		0522-1	249123	475.00	475.00	05/06/2022	INV	PD		SAFETY PROGRAM REDEMPTION
1963368		04/28/2022		0522-1	249123	55.00	55.00	05/06/2022	INV	PD		SAFETY PROGRAM REDEMPTION

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INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/06/2022												
1963394		04/28/2022		0522-1	249123	45.00		45.00	05/06/2022	INV	PD	SAFETY PROGRAM REDEMPT
CHECK DATE: 05/06/2022												
1963315		04/28/2022		0522-1	249123	475.00		475.00	05/06/2022	INV	PD	SAFETY PROGRAM REDEMPT
CHECK DATE: 05/06/2022												
1964919		04/29/2022		0522-1	249123	65.00		65.00	05/06/2022	INV	PD	SAFETY PROGRAM REIMBUR
CHECK DATE: 05/06/2022												
						1,115.00						
120 CANON SOLUTIONS AMERICA, INC												
28471516		04/23/2022		0522-1	249124	1,477.70		1,477.70	05/06/2022	INV	PD	VILLAGE COPIERS
CHECK DATE: 05/06/2022												
128 CARQUEST AUTO PARTS												
97442		04/01/2022		0522-2	249226	9.89		9.89	05/13/2022	INV	PD	SHOP TOOL-AIR REGULATO
CHECK DATE: 05/13/2022												
97622		04/04/2022		0522-2	249226	13.33		13.33	05/13/2022	INV	PD	SHOP SUPPLIES- WAX
CHECK DATE: 05/13/2022												
98893		04/11/2022		0522-2	249226	50.16		50.16	05/13/2022	INV	PD	PD#006-SPARK PLUGS
CHECK DATE: 05/13/2022												
98923		04/11/2022		0522-2	249226	15.47		15.47	05/13/2022	INV	PD	PD#006-PLENUM GASKET
CHECK DATE: 05/13/2022												
IC-100523		04/19/2022		0522-2	249226	-175.94		-175.94	05/13/2022	CRM	PD	CREDIT-RETURNED PARTS
CHECK DATE: 05/13/2022												
100441		04/19/2022		0522-2	249226	153.54		153.54	05/13/2022	INV	PD	GWA#648-CONTROL ARM
CHECK DATE: 05/13/2022												
100454		04/19/2022		0522-2	249226	44.80		44.80	05/13/2022	INV	PD	GWA#648-SWAY BAR LINKS
CHECK DATE: 05/13/2022												
100485		04/19/2022		0522-2	249226	22.40		22.40	05/13/2022	INV	PD	GWA#648-SWAY BAR LINK
CHECK DATE: 05/13/2022												
100648		04/20/2022		0522-2	249226	48.82		48.82	05/13/2022	INV	PD	PD#022- (2) TIE ROD EN
CHECK DATE: 05/13/2022												
101154		04/22/2022		0522-2	249226	249.56		249.56	05/13/2022	INV	PD	PD#016-BRAKE ROTORS
CHECK DATE: 05/13/2022												
						432.03						
132 CASEY EQUIPMENT COMPANY, INC												
P05521		05/05/2022		0522-2	249227	322.22		322.22	05/13/2022	INV	PD	PW#252-PIVOT PIN, PIVO
CHECK DATE: 05/13/2022												
P05495		05/03/2022		0522-2	249227	558.79		558.79	05/13/2022	INV	PD	PW#265-FILTERS & GEAR
CHECK DATE: 05/13/2022												
						881.01						
12181 CHICAGO GOURMET WHOLESALE BAKERY												
373163		03/28/2022		0522-1	249125	260.00		260.00	03/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/06/2022												
373504		04/29/2022		0522-2	249228	149.00		149.00	04/29/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/13/2022												
						409.00						
5431 CHICAGO METROPOLITAN FIRE PREVENTION CO.												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
IN00383259		04/16/2022		0522-1	249126	228.75		228.75	05/06/2022	INV	PD	F/A MONITORING AND MAI
CHECK DATE: 05/06/2022												
6043 CHICAGO PARTS & SOUND LLC												
1-0272966		05/04/2022		0522-2	249229	81.60		81.60	05/13/2022	INV	PD	INV-BRAKE PADS
CHECK DATE: 05/13/2022												
10-0243121		05/04/2022		0522-2	249229	104.29		104.29	05/13/2022	INV	PD	INV- BRAKE PADS
CHECK DATE: 05/13/2022												
1-0272714		05/03/2022		0522-2	249229	602.88		602.88	05/13/2022	INV	PD	PD#008- 4 BRAKE ROTORS
CHECK DATE: 05/13/2022												
1-0273606		05/06/2022		0522-2	249229	43.24		43.24	05/13/2022	INV	PD	PD#006 PURGE VALVE
CHECK DATE: 05/13/2022												
						832.01						
12702 CHRISTOPHER T COYLE												
7592		04/15/2022		0522-1	249127	618.92		618.92	05/06/2022	INV	PD	UNIFORMS STREETS
CHECK DATE: 05/06/2022												
7591		04/15/2022		0522-1	249127	505.67		505.67	05/06/2022	INV	PD	UNIFORMS
CHECK DATE: 05/06/2022												
7593		04/15/2022		0522-2	249230	546.80		546.80	05/13/2022	INV	PD	UNIFORMS
CHECK DATE: 05/13/2022												
						1,671.39						
1076 CINTAS CORPORATION NO 2												
4188168997		05/02/2022		0522-1	249128	43.17		43.17	05/06/2022	INV	PD	TRAFFIC MATS
CHECK DATE: 05/06/2022												
5107534226		05/09/2022		0522-2	249231	177.76		177.76	05/10/2022	INV	PD	SUPPLIES - FIRST AID
CHECK DATE: 05/13/2022												
						220.93						
11080 CITYWIDE TITLE CORP												
247769		05/03/2022		0522-1	249129	50.00		50.00	05/06/2022	INV	PD	OVERPAYMENT REIMBURSE
CHECK DATE: 05/06/2022												
11284 CIVICPLUS, INC												
224051		04/11/2022		0522-1	249130	2,250.00		2,250.00	05/06/2022	INV	PD	CIVIC ENGAGE SYSTEMS T
CHECK DATE: 05/06/2022												
10119 CLESEN WHOLESALE												
INV22-0750		04/14/2022		0522-1	249131	1,843.00		1,843.00	05/06/2022	INV	PD	FORESTRY SPRING FLOWER
CHECK DATE: 05/06/2022												
175 COMMONWEALTH EDISON COMPANY												
0175026025 0422		04/15/2022		0522-1	249132	63.23		63.23	05/06/2022	INV	PD	0175026025 0422
CHECK DATE: 05/06/2022												
5996086157 0422		04/18/2022		0522-1	249133	637.44		637.44	05/06/2022	INV	PD	5996086157 0422
CHECK DATE: 05/06/2022												

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
4145057007 0422		04/15/2022		0522-1	249134	412.53		412.53	05/06/2022	INV	PD	4145057007 0422
CHECK DATE: 05/06/2022												
6610 COMCAST CABLE COMMUNICATIONS, LLC						1,113.20						
0545119 022022		02/22/2022		0522-1	249135	213.53		213.53	05/06/2022	INV	PD	8771 20 056 0545119
CHECK DATE: 05/06/2022												
0545119 0422		04/22/2022		0522-1	249135	213.53		213.53	05/04/2022	INV	PD	MONTHLY CHARGES 4-26 T
CHECK DATE: 05/06/2022												
3525 COMMERCIAL TIRE SERVICE						427.06						
2220074697		05/10/2022		0522-2	249232	1,305.00		1,305.00	05/13/2022	INV	PD	PW#252- 4 TIRES
CHECK DATE: 05/13/2022												
10952 CONSUMERS PACKING COMPANY												
384301		04/25/2022		0522-1	249136	1,352.31		1,352.31	04/26/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/06/2022												
384673		05/05/2022		0522-2	249233	1,231.85		1,231.85	05/05/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/13/2022												
384722		05/06/2022		0522-2	249233	524.44		524.44	05/06/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/13/2022												
4547 CORE & MAIN LP						3,108.60						
Q730591		04/21/2022		0522-1	249137	81.00		81.00	05/06/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 05/06/2022												
3037 COZZINI BROS INC.												
C10958178		04/26/2022		0522-1	249138	30.00		30.00	04/26/2022	INV	PD	PROFESSIONAL SERVICES
CHECK DATE: 05/06/2022												
C10994305		05/03/2022		0522-2	249234	56.00		56.00	05/04/2022	INV	PD	PROFESSIONAL SERVICES
CHECK DATE: 05/13/2022												
6974 CUTTER & BUCK						86.00						
0096119283		04/21/2022		0522-2	249235	50.04		50.04	05/06/2022	INV	PD	UNIFORM PANT VC DUE TO
CHECK DATE: 05/13/2022												
204 DAILY HERALD												
214199		04/24/2022		0522-1	249139	133.40		133.40	05/06/2022	INV	PD	ESCROW 22.0005
CHECK DATE: 05/06/2022												
216 DELL MARKETING L.P.												
10557844474		02/04/2022		0522-1	249140	212.49		212.49	05/06/2022	INV	PD	MICROSOFT LICENSES
CHECK DATE: 05/06/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
12125	THOMAS/KENZIE DERMA											
126416		05/05/2022		0522-2	249236	520.00		520.00	05/13/2022	INV	PD	SIDEWALK & CONCRETE ST
CHECK DATE: 05/13/2022												
12999	AIMEE DETTERBECK											
126299		05/03/2022		0522-2	249237	192.41		192.41	05/13/2022	INV	PD	REIMBURSEMENT FOR FOOD
CHECK DATE: 05/13/2022												
241	DU-COMM											
17995		05/01/2022		0522-1	249141	38,115.25		38,115.25	05/06/2022	INV	PD	QTRLY SHARES 5-1 - 7 -
CHECK DATE: 05/06/2022												
18039		05/01/2022		0522-1	249141	1,825.45		1,825.45	05/06/2022	INV	PD	FAC LEASE 5-1 - 7-31-2
CHECK DATE: 05/06/2022												
18040		05/01/2022		0522-1	249141	5,833.05		5,833.05	05/04/2022	INV	PD	FACILITY COSTS 5-1-22
CHECK DATE: 05/06/2022												
17996		05/01/2022		0522-1	249141	121,421.00		121,421.00	05/04/2022	INV	PD	QUARTERLY SHARES 5-1-2
CHECK DATE: 05/06/2022												
						167,194.75						
249	DUPAGE COUNTY											
050122		05/01/2022		0522-1	249142	928.00		928.00	05/06/2022	INV	PD	RECORDINGS
CHECK DATE: 05/06/2022												
261	DUPAGE TOPSOIL, INC.											
053168		04/19/2022		0522-1	249143	740.00		740.00	05/06/2022	INV	PD	FORESTRY - SOIL FOR RE
CHECK DATE: 05/06/2022												
8854	KEITH DUVAL											
4-27-2022		04/27/2022		0522-1	249144	276.85		276.85	05/04/2022	INV	PD	DUVAL UNIFORM REIMBURS
CHECK DATE: 05/06/2022												
12755	ECO CLEAN MAINTENANCE, INC.											
10586	20210064	04/27/2022		0522-1	249145	3,720.00		3,720.00	05/06/2022	INV	PD	PARKING GARAGE CUSTODI
CHECK DATE: 05/06/2022												
11550	EK KUHN INC											
77388		04/29/2022		0522-1	249146	50.00		50.00	05/04/2022	INV	PD	EMPLOYEE OF THE QUARTE
CHECK DATE: 05/06/2022												
8005	CHAD ELLIS											
24292		05/06/2022		0522-2	249238	2,675.00		2,675.00	05/13/2022	INV	PD	RETT # 24292 REFUND -
CHECK DATE: 05/13/2022												
283	ENGINEERING RESOURCE ASSOC INC											
w2130900.05	20210073	04/30/2022		0522-2	249239	19,136.25		19,136.25	05/13/2022	INV	PD	DESIGN ENGINEERING SER

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/13/2022												
291 EUCLID BEVERAGE, LLC												
W-2885311		04/28/2022		0522-1	249147	1,512.55	1,512.55	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
W-2881260		04/21/2022		0522-1	249147	1,882.10	1,882.10	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
W-2877289		04/14/2022		0522-1	249147	816.80	816.80	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
						4,211.45						
11334 EURO USA MIDWEST LLC												
645963-00		04/25/2022		0522-1	249148	493.90	493.90	04/26/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/06/2022												
646718-00		04/28/2022		0522-1	249148	404.00	404.00	04/28/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/06/2022												
646637-00		04/29/2022		0522-2	249240	405.53	405.53	04/29/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/13/2022												
647172-00		04/30/2022		0522-2	249240	342.44	342.44	04/30/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/13/2022												
647805-00		05/04/2022		0522-2	249240	772.82	772.82	05/04/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/13/2022												
648096-00		05/06/2022		0522-2	249240	377.07	377.07	05/06/2022	INV	PD		FOOD - RESALE
CHECK DATE: 05/13/2022												
						2,795.76						
9499 FACTORY CLEANING EQUIPMENT												
319063		04/15/2022		0522-2	249241	247.00	247.00	05/13/2022	INV	PD		FLOOR SCRUBBER - ANNUA
CHECK DATE: 05/13/2022												
2017 ELLIOTT AUTO SUPPLY COMPANY, INC												
50-3818080		04/13/2022		0522-2	249242	-32.00	-32.00	04/29/2022	CRM	PD		DRUM CORE CREDIT
CHECK DATE: 05/13/2022												
50-3865438		05/06/2022		0522-2	249242	220.30	220.30	05/13/2022	INV	PD		PD#001- FRONT STRUTS
CHECK DATE: 05/13/2022												
						188.30						
301 FEDERAL EXPRESS CORPORATION												
7-656-33113		02/10/2022		0522-1	249149	19.28	19.28	05/06/2022	INV	PD		SHIPPING
CHECK DATE: 05/06/2022												
12695 FILTERSHINE CHICAGO INC.												
12458733		04/29/2022		0522-1	249150	200.00	200.00	04/29/2022	INV	PD		PROFESSIONAL SERVICES
CHECK DATE: 05/06/2022												
1726 BRIDGESTONE RETAIL OPERATIONS, LLC												
294546		05/04/2022		0522-2	249243	515.40	515.40	05/13/2022	INV	PD		INV- 4 TIRES
CHECK DATE: 05/13/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
310 FLAGS USA INC.												
97836		04/08/2022		0522-1	249151	181.10	181.10	05/06/2022	INV	PD		SUPPLIES FOR PW FOR TS
CHECK DATE: 05/06/2022												
98212		04/20/2022		0522-1	249151	1,540.00	1,540.00	05/06/2022	INV	PD		STREETS - CBD AMERICAN
CHECK DATE: 05/06/2022												
						1,721.10						
13001 CATHY FURHMAN												
126301		05/03/2022		0522-2	249244	3,237.50	3,237.50	05/13/2022	INV	PD		VILLAGE COST SHARE PRO
CHECK DATE: 05/13/2022												
13007 MICHAEL GAST												
126417		05/05/2022		0522-2	249245	3,210.75	3,210.75	05/13/2022	INV	PD		SIDEWALK & CONCRETE ST
CHECK DATE: 05/13/2022												
1180 GLEN ELLYN PARK DISTRICT												
DEVELOP0422		05/02/2022		0522-1	249152	6,220.50	6,220.50	05/06/2022	INV	PD		DEVELOPER DONATION 042
CHECK DATE: 05/06/2022												
355 GLEN ELLYN PUBLIC LIBRARY												
126133	20220042	04/26/2022		0522-1	249153	68,586.00	68,586.00	05/06/2022	INV	PD		FINANCIAL ASST. TO THE
CHECK DATE: 05/06/2022												
DEVELOP0422		05/02/2022		0522-1	249154	850.92	850.92	05/06/2022	INV	PD		DEVELOPER DONATION 042
CHECK DATE: 05/06/2022												
						69,436.92						
356 GLEN ELLYN VOLUNTEER FIRE CO.												
DEVELOP0422		05/02/2022		0522-1	249155	1,500.00	1,500.00	05/06/2022	INV	PD		DEVELOPER DONATION 042
CHECK DATE: 05/06/2022												
359 GLENBARD TWSHP H.S. DIST. 87												
DEVELOP0422		05/02/2022		0522-1	249156	1,436.79	1,436.79	05/06/2022	INV	PD		DEVELOPER DONATION 042
CHECK DATE: 05/06/2022												
5232 LORI GLOUDE												
126296		05/02/2022		0522-2	249246	6.00	6.00	05/13/2022	INV	PD		ESCROWS 21.0022 /18.00
CHECK DATE: 05/13/2022												
9692 LOUIS GLUNZ BEER, INC												
514471		04/15/2022		0522-1	249157	196.40	196.40	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
517751		04/29/2022		0522-2	249247	498.25	498.25	05/10/2022	INV	PD		BEVERAGE FOR RESALE
CHECK DATE: 05/13/2022												

VILLAGE OF GLEN ELLYN



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INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10346 GOVTEMPSUSA, LLC						694.65						
3946378		04/21/2022		0522-1	249158	5,096.00	5,096.00	05/06/2022	INV	PD		TEMPORARY STAFFING
CHECK DATE: 05/06/2022												
368 GRACE LUTHERAN CHURCH												
GRACE-128		05/02/2022		0522-1	249159	320.00	320.00	05/06/2022	INV	PD		CUSTODIAL/TELECOM
CHECK DATE: 05/06/2022												
5049 GROOT INDUSTRIES INC.												
3107-31803 0522		05/01/2022		0522-1	249160	123,926.20	123,926.20	05/06/2022	INV	PD		REFUSE/RECYCLING FEB 2
CHECK DATE: 05/06/2022												
8775621T107		05/01/2022		0522-2	249248	909.83	909.83	05/10/2022	INV	PD		TRASH SERVICES
CHECK DATE: 05/13/2022												
						124,836.03						
12677 GUARDIAN ALLIANCE TECHNOLOGIES, INC.												
15668		04/30/2022		0522-1	249161	496.00	496.00	05/04/2022	INV	PD		MONTHLY SOFTWARE FOR I
CHECK DATE: 05/06/2022												
8151 H & E SOD NURSERY, INC												
6912-TL		04/26/2022		0522-1	249162	3,839.00	3,839.00	04/30/2022	INV	PD		BLACK BEAUTY SOD FOR G
CHECK DATE: 05/06/2022												
12706 HACIENDA LANDSCAPING INC.												
1658		04/29/2022		0522-1	249163	5,000.00	5,000.00	05/06/2022	INV	PD		PANFISH PARK PIPE REPL
CHECK DATE: 05/06/2022												
13000 DEAN HAGER												
126300		05/03/2022		0522-2	249249	2,857.50	2,857.50	05/13/2022	INV	PD		VILLAGE COST SHARE PRO
CHECK DATE: 05/13/2022												
2324 HARRIS MOTOR SPORTS, INC.												
02-312853		05/02/2022		0522-2	249250	2,501.66	2,501.66	05/10/2022	INV	PD		GPS LEASE
CHECK DATE: 05/13/2022												
2030 HBK WATER METER SERVICE, INC.												
220244		05/04/2022		0522-2	249251	746.46	746.46	05/13/2022	INV	PD		SERVICE CALL AND REPAI
CHECK DATE: 05/13/2022												
198 HERITAGE-CRYSTAL CLEAN INC												
17351469		04/18/2022		0522-1	249164	210.78	210.78	05/06/2022	INV	PD		PARTS CLEANER SERVICE
CHECK DATE: 05/06/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
6061 HIGH STANDARD SERVICES												
126420		05/05/2022		0522-2	249252	800.00		800.00	05/13/2022	INV	PD	SIDEWALK/CONCRETE STRE
CHECK DATE: 05/13/2022												
391 HORNUNGS GOLF PRODUCTS, INC.												
518659		04/05/2022		0522-2	249253	267.06		267.06	05/06/2022	INV	PD	DRIVING RANGE SUPPLIES
CHECK DATE: 05/13/2022												
12717 HPH PARTNERS, LLC												
1304		04/27/2022		0522-2	249254	6,000.00		6,000.00	05/13/2022	INV	PD	FIBER CONSULTANT
CHECK DATE: 05/13/2022												
5988 HR SIMPLIFIED												
74134		03/10/2022		0522-1	249165	187.48		187.48	05/06/2022	INV	PD	COBRA NOTIFICATIONS/FL
CHECK DATE: 05/06/2022												
3892 ILCMA												
3561		04/27/2022		0522-1	249166	50.00		50.00	05/06/2022	INV	PD	JOB AD POSTING FEE PW
CHECK DATE: 05/06/2022												
425 ILLINOIS SECTION AWWA												
200072155		05/05/2022		0522-2	249255	48.00		48.00	05/13/2022	INV	PD	EDUCATION - BURGONI
CHECK DATE: 05/13/2022												
426 ILLINOIS STATE POLICE												
03-01-2022		03/01/2022		0522-1	249167	226.00		226.00	04/25/2022	INV	PD	PEDDLER FEES FOR APPLI
CHECK DATE: 05/06/2022												
IL022090L 0322		03/01/2022		0522-1	249167	56.50		56.50	05/06/2022	INV	PD	LIQUOR LICENSE
CHECK DATE: 05/06/2022												
						282.50						
6860 INDUSTRIAL ORGANIZATIONAL SOLUTIONS, INC												
C53022A		04/21/2022		0522-1	249168	1,694.00		1,694.00	05/06/2022	INV	PD	PD LATERAL RECRUITMENT
CHECK DATE: 05/06/2022												
7443 JATHEON TECHNOLOGIES												
INV-3441		05/01/2022		0522-1	249169	2,631.70		2,631.70	05/06/2022	INV	PD	EMAIL ARCHIVING ANNUAL
CHECK DATE: 05/06/2022												
8140 KANE, MCKENNA AND ASSOCIATES, INC												
18484		02/28/2022		0522-1	249170	5,750.00		5,750.00	05/06/2022	INV	PD	ESCROW 21.0020
CHECK DATE: 05/06/2022												
18541		03/31/2022		0522-1	249170	4,427.07		4,427.07	05/06/2022	INV	PD	ESCROW 21.0020
CHECK DATE: 05/06/2022												
18483		02/28/2022		0522-1	249170	225.00		225.00	05/06/2022	INV	PD	ESCROW 20.0011

VILLAGE OF GLEN ELLYN

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INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/06/2022												
18482		02/28/2022		0522-2	249256	825.00	825.00	05/13/2022	INV	PD		ESCROW 20.0011
CHECK DATE: 05/13/2022												
12092 BRETT KEBER						11,227.07						
20200160		04/18/2022		0522-1	249171	18,030.00	18,030.00	05/06/2022	INV	PD		RESTORE DEP - 319 LORR
CHECK DATE: 05/06/2022												
10073 KIWANIS CLUB OF GLEN ELLYN-FOUNDATION												
92		04/18/2022		0522-1	249172	200.00	200.00	05/03/2022	INV	PD		MARKETING
CHECK DATE: 05/06/2022												
612 KONICA MINOLTA BUSINESS SOLUTIONS INC												
470735945		04/21/2022		0522-1	249173	226.00	226.00	05/06/2022	INV	PD		PD RECORDS COPIER
CHECK DATE: 05/06/2022												
470555640		04/20/2022		0522-1	249173	445.00	445.00	05/06/2022	INV	PD		PW COPIER
CHECK DATE: 05/06/2022												
13006 JOHN KWANDRAS						671.00						
126427		05/10/2022		0522-2	249257	188.54	188.54	05/13/2022	INV	PD		TRAINING/NETWORKING CO
CHECK DATE: 05/13/2022												
546 LEN'S ACE HARDWARE, INC.												
104524/3		04/26/2022		0522-1	249174	8.98	8.98	05/06/2022	INV	PD		FORESTRY - SUPPLIES FO
CHECK DATE: 05/06/2022												
104522/3		04/26/2022		0522-1	249174	70.17	70.17	05/06/2022	INV	PD		MISC SUPPLIES FOR BLOC
CHECK DATE: 05/06/2022												
104509/3		04/25/2022		0522-1	249174	15.28	15.28	05/06/2022	INV	PD		MISC STREET SUPPLIES
CHECK DATE: 05/06/2022												
104412/3		04/15/2022		0522-1	249174	209.55	209.55	05/06/2022	INV	PD		STREETS - RESTOCK & HA
CHECK DATE: 05/06/2022												
104529/3		04/26/2022		0522-1	249174	10.77	10.77	04/30/2022	INV	PD		ELECTRICAL CONNECTORS
CHECK DATE: 05/06/2022												
104550/3		04/27/2022		0522-1	249174	62.55	62.55	04/30/2022	INV	PD		WIRE
CHECK DATE: 05/06/2022												
104702/3		05/08/2022		0522-2	249258	26.95	26.95	05/10/2022	INV	PD		SUPPLIES
CHECK DATE: 05/13/2022												
104659/3		05/04/2022		0522-2	249258	6.84	6.84	05/10/2022	INV	PD		SUPPLIES
CHECK DATE: 05/13/2022												
104630/3		05/03/2022		0522-2	249258	5.37	5.37	05/13/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 05/13/2022												
104174/3		03/29/2022		0522-2	249258	30.50	30.50	05/13/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 05/13/2022												
104256		04/04/2022		0522-2	249258	2.33	2.33	05/13/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 05/13/2022												
104662/3		05/04/2022		0522-2	249258	4.49	4.49	05/13/2022	INV	PD		PW#19-230- PIN
CHECK DATE: 05/13/2022												
104631/3		05/03/2022		0522-2	249258	22.47	22.47	05/13/2022	INV	PD		PW#252-WIRE BRUSHES

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/13/2022						476.25						
12182 MACQUEEN EQUIPMENT, LLC												
P15750		04/22/2022		0522-2	249259	115.60	115.60	05/13/2022	INV	PD		FD#1T62-PUMP VALVE REB
CHECK DATE: 05/13/2022												
12951 JACK MCMAHON												
125147		03/14/2022		0522-1	249175	5,000.00	5,000.00	03/31/2022	INV	PD		OVERHEAD SEWER/BACKFLO
CHECK DATE: 05/06/2022												
590 MEADE ELECTRIC COMPANY, INC.												
700323		05/02/2022		0522-2	249260	128.15	128.15	05/13/2022	INV	PD		STREETS -TRAFFIC SIGNA
CHECK DATE: 05/13/2022												
595 MENARDS, INC.												
87259		04/12/2022		0522-1	249176	102.30	102.30	05/06/2022	INV	PD		STREETS ROOSEVELT RD H
CHECK DATE: 05/06/2022												
87687		04/19/2022		0522-2	249261	67.76	67.76	05/13/2022	INV	PD		OPERATING SUPPLIES
CHECK DATE: 05/13/2022												
12440 MIDWEST POWER INDUSTRY, INC						170.06						
712		05/06/2022		0522-1	249177	2,050.00	2,050.00	05/06/2022	INV	PD		ANNUAL GENERATOR PREVE
CHECK DATE: 05/06/2022												
12469 MOLON LAVE LLC												
136813		04/26/2022		0522-1	249178	225.00	225.00	04/26/2022	INV	PD		NA BEV.
CHECK DATE: 05/06/2022												
470 JAMES MONSON												
4-27-2022		04/27/2022		0522-1	249179	85.48	85.48	05/04/2022	INV	PD		UNIFORM REIMBURSE - PA
CHECK DATE: 05/06/2022												
11480 M.A. MORTENSON COMPANY												
18090015-28	20190011	04/30/2022		0522-2	249262	35,760.00	35,760.00	05/13/2022	INV	PD		PARKING GARAGE CONSTRU
CHECK DATE: 05/13/2022												
8205 MUNICIPAL GIS PARTNERS, INC												
5972		04/30/2022		0522-1	249180	2,187.60	2,187.60	05/06/2022	INV	PD		PW PROJECT WORK
CHECK DATE: 05/06/2022												
6103	20220015	04/30/2022		0522-1	249180	8,918.33	8,918.33	05/06/2022	INV	PD		YEAR 2 OF 3 FOR GIS CO
CHECK DATE: 05/06/2022												
1082 MUNICIPAL INS COOPERATIVE AGENCY						11,105.93						

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
126429 CHECK DATE: 05/13/2022 13004 MADEL CARMEN MUNOZ		05/02/2022		0522-2	249263	614,288.00	614,288.00	05/13/2022	INV	PD		2022-2023 PREMIUM
1265 CHECK DATE: 05/13/2022 635 NATIONAL ELEVATOR INSPECTION SVCS INC		05/04/2022		0522-2	249264	403.31	403.31	05/13/2022	INV	PD		PARKING PERMIT REIMBUR
22011214 CHECK DATE: 05/06/2022		04/20/2022		0522-1	249181	65.00	65.00	05/06/2022	INV	PD		ELEVATOR INSPECTIONS
RI 22012320 CHECK DATE: 05/06/2022		04/27/2022		0522-1	249181	120.00	120.00	05/06/2022	INV	PD		ELEVATOR INSPECTIONS
10693 NAVIANT, INC						185.00						
4-19-2022 CHECK DATE: 05/06/2022 12994 MICHAEL NELSON		04/19/2022		0522-1	249182	800.00	800.00	05/04/2022	INV	PD		SCANNER SUPPORT
762 CHECK DATE: 05/06/2022 12937 NEWGEN STRATEGIES AND SOLUTIONS, LLC		04/28/2022		0522-1	249183	345.00	345.00	05/06/2022	INV	PD		PARKING PERMIT REFUND
13422 CHECK DATE: 05/06/2022 3471 NFC CO. INC.	20220027	04/07/2022		0522-1	249184	10,032.43	10,032.43	05/06/2022	INV	PD		WATER & SEWER RATE STU
150535 CHECK DATE: 05/13/2022 651 NORTHERN ILLINOIS GAS COMPANY		04/12/2022		0522-2	249265	190.00	190.00	05/10/2022	INV	PD		SUPPLIES - CO2
07-07-64-1558 2 0422 CHECK DATE: 05/06/2022		04/19/2022		0522-1	249185	156.14	156.14	05/06/2022	INV	PD		07-07-64-1558 2 0422
14-78-54-4533 0 0422 CHECK DATE: 05/06/2022		04/19/2022		0522-1	249186	310.51	310.51	05/06/2022	INV	PD		14-78-54-4533 0 0422
33-46-52-1000 4 0422 CHECK DATE: 05/13/2022		04/08/2022		0522-2	249266	395.44	395.44	05/13/2022	INV	PD		33-46-52-1000 4 0422
65-16-52-1000 9 0422 CHECK DATE: 05/13/2022		04/08/2022		0522-2	249267	151.42	151.42	05/13/2022	INV	PD		33-46-52-1000 4 0422
05-47-62-1000 9 0522 CHECK DATE: 05/13/2022		04/29/2022		0522-2	249268	88.52	88.52	05/13/2022	INV	PD		05-47-62-1000 9 0522
654 NORTHEAST MULTI-REG. TRAINING						1,102.03						
303200 CHECK DATE: 05/06/2022		04/28/2022		0522-1	249187	255.00	255.00	05/04/2022	INV	PD		40 HOUR FTO - HORAN

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
676 PACKEY WEBB FORD, INC.												
C14172		04/26/2022		0522-1	249188	139.95	139.95	05/06/2022	INV	PD		PD#022-WHEEL ALIGNMENT
CHECK DATE: 05/06/2022												
160746		04/29/2022		0522-1	249188	63.81	63.81	05/06/2022	INV	PD		PW#270-EGT SENSOR & PR
CHECK DATE: 05/06/2022												
						203.76						
12996 NICHOLAS & KATHERINE PHILLIPS												
24744		05/02/2022		0522-1	249189	1,290.00	1,290.00	05/06/2022	INV	PD		RETT # 24744 REFUND -
CHECK DATE: 05/06/2022												
12993 POLARIS PUBLIC SAFETY SOLUTIONS, LLC												
2022-18		03/31/2022		0522-1	249190	1,125.00	1,125.00	05/06/2022	INV	PD		PROFESSIONAL CONSULTIN
CHECK DATE: 05/06/2022												
2585 POWER EQUIPMENT LEASING CO.												
S1661		04/22/2022		0522-1	249191	402.90	402.90	05/06/2022	INV	PD		PW#250-BOOM STOW LIMIT
CHECK DATE: 05/06/2022												
12866 PRESTIGE FLAG												
707599		05/04/2022		0522-2	249269	644.90	644.90	05/09/2022	INV	PD		CART TRAFFIC CONTROL S
CHECK DATE: 05/13/2022												
11058 PRIMERA ENGINEERS, LTD												
0053423	20210074	04/19/2022		0522-2	249270	59,703.99	59,703.99	05/13/2022	INV	PD		2022 STREET IMPROVEMEN
CHECK DATE: 05/13/2022												
6927 REGIONAL TRUCK EQUIPMENT CO												
57831		04/26/2022		0522-1	249192	4,867.00	4,867.00	04/30/2022	INV	PD		2012 DUMP TRUCK BED SU
CHECK DATE: 05/06/2022												
11046 RICHARD REGOLE												
20210396-2		04/25/2022		0522-1	249193	16,188.00	16,188.00	04/29/2022	INV	PD		RESTORE DEP. - 879 SMI
CHECK DATE: 05/06/2022												
12740 REVELS TURF AND TRACTOR, LLC												
212823		04/28/2022		0522-1	249194	40.76	40.76	04/30/2022	INV	PD		KEY SWITCH & COVERS FO
CHECK DATE: 05/06/2022												
214356		05/09/2022		0522-2	249271	227.81	227.81	05/09/2022	INV	PD		SERVICE MANUAL FOR 650
CHECK DATE: 05/13/2022												
						268.57						
12871 KATIE ROBICHAUD												
126259		04/29/2022		0522-1	249195	118.59	118.59	05/06/2022	INV	PD		REIMBURSEMENT FOR COMM

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 05/06/2022												
764 ROTARY CLUB OF GLEN ELLYN												
480		05/01/2022		0522-1	249196	147.00		147.00	05/04/2022	INV	PD	2 MONTHS DUES - NORTON
CHECK DATE: 05/06/2022												
490		05/01/2022		0522-2	249272	147.00		147.00	05/13/2022	INV	PD	MONTHLY DUES
CHECK DATE: 05/13/2022												
						294.00						
8894 RUSSO HARDWARE, INC												
SPI11058581		05/03/2022		0522-2	249273	123.96		123.96	05/13/2022	INV	PD	STREETS - MISC ASPHALT
CHECK DATE: 05/13/2022												
SPI11058556		05/03/2022		0522-2	249273	24.24		24.24	05/13/2022	INV	PD	STREETS - PARTS FOR AS
CHECK DATE: 05/13/2022												
						148.20						
6093 SCHAMBERGER BROTHERS, INC												
0000439567		04/15/2022		0522-1	249197	301.00		301.00	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
0000439687		04/22/2022		0522-1	249197	811.00		811.00	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
00001439779		04/29/2022		0522-2	249274	352.80		352.80	05/10/2022	INV	PD	BEVERAGE RESALE
CHECK DATE: 05/13/2022												
0000439919		05/06/2022		0522-2	249274	256.80		256.80	05/10/2022	INV	PD	BEVERAGE RESALE
CHECK DATE: 05/13/2022												
						1,721.60						
3330 SCHOOL DISTRICT 41												
DEVELOP0422		05/02/2022		0522-1	249198	3,456.00		3,456.00	05/06/2022	INV	PD	DEVELOPER DONATIONS 04
CHECK DATE: 05/06/2022												
12741 SECURITAS ELECTRONIC SECURITY, INC.												
2543791		04/04/2022		0522-1	249199	5,225.70		5,225.70	05/04/2022	INV	PD	COMMUNITY ROOM CAMERA/
CHECK DATE: 05/06/2022												
12013 SENTINEL EMERGENCY SOLUTIONS												
10244		04/22/2022		0522-2	249275	602.60		602.60	05/13/2022	INV	PD	GEFD#1E61-DRIVER SEAT
CHECK DATE: 05/13/2022												
11768 SHI INTERNATIONAL												
B15147226		04/28/2022		0522-1	249200	6,973.00		6,973.00	05/06/2022	INV	PD	ANNUAL MAINTENANCE FOR
CHECK DATE: 05/06/2022												
9246 SIEVERT ELECTRIC SERVICE AND SALES CO INC												
S104682		02/25/2022		0522-2	249276	456.00		456.00	05/13/2022	INV	PD	PROFESSIONAL SERVICES
CHECK DATE: 05/13/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
9897 SITEONE LANDSCAPE SUPPLY HOLDING, LLC												
118300064-001		04/22/2022		0522-1	249201	501.42		501.42	05/06/2022	INV	PD	FORESTRY - PARKWAY RES
CHECK DATE:		05/06/2022										
3571 HARRY C SMITH LTD												
4928		04/14/2022		0522-1	249202	10,723.16		10,723.16	04/29/2022	INV	PD	LEGAL FEES - PD
CHECK DATE:		05/06/2022										
4844		03/16/2022		0522-1	249202	8,247.80		8,247.80	04/29/2022	INV	PD	LEGAL SERVICES - PD
CHECK DATE:		05/06/2022										
						18,970.96						
799 SNAP-ON TOOLS												
0509226884		05/09/2022		0522-2	249277	549.00		549.00	05/13/2022	INV	PD	SNAP ON ENGINE SCANNER
CHECK DATE:		05/13/2022										
12777 SNOW SYSTEMS												
21-063141	20210068	01/11/2022		0522-1	249203	4,385.00		4,385.00	05/06/2022	INV	PD	CIVIC CENTER GARAGE SN
CHECK DATE:		05/06/2022										
12512 SOUTHEAST LINEN ASSOCIATES, INC.												
51087628		04/26/2022		0522-1	249204	118.75		118.75	05/03/2022	INV	PD	LINENS
CHECK DATE:		05/06/2022										
1251123		04/28/2022		0522-2	249278	515.53		515.53	05/10/2022	INV	PD	LINENS, UNIFORMS, SUPP
CHECK DATE:		05/13/2022										
1249522		04/14/2022		0522-2	249278	487.05		487.05	05/10/2022	INV	PD	SUPPLIES,LINENS,UNIFOR
CHECK DATE:		05/13/2022										
1250315		04/21/2022		0522-2	249278	488.98		488.98	05/10/2022	INV	PD	LINENS, UNIFORMS, SUPP
CHECK DATE:		05/13/2022										
1251919		05/05/2022		0522-2	249278	634.67		634.67	05/10/2022	INV	PD	LINENS,SUPPLIES,UNIFOR
CHECK DATE:		05/13/2022										
						2,244.98						
10181 SOUTHERN GLAZER'S WINE AND SPIRITS, LLC												
4161933		04/14/2022		0522-1	249205	710.16		710.16	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE:		05/06/2022										
4183597		04/28/2022		0522-1	249205	2,635.27		2,635.27	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE:		05/06/2022										
4183598		04/28/2022		0522-1	249205	258.87		258.87	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE:		05/06/2022										
4194890		05/05/2022		0522-2	249279	3,587.29		3,587.29	05/10/2022	INV	PD	BEVERAGE RESALE
CHECK DATE:		05/13/2022										
4194891		05/05/2022		0522-2	249279	251.54		251.54	05/10/2022	INV	PD	BEVERAGE RESALE
CHECK DATE:		05/13/2022										
						7,443.13						
2407 STACI SPRINGER												
126575		05/16/2022		0522-6	249306	1,428.11		1,428.11	05/16/2022	INV	PD	REIMBURSEMENT FOR CONF
CHECK DATE:		05/18/2022										

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
806 STANDARD EQUIPMENT COMPANY												
P35508		04/15/2022		0522-1	249206	-3.79		-3.79	04/22/2022	CRM	PD	RETURN CREDIT
CHECK DATE:		05/06/2022										
P35478		04/14/2022		0522-1	249206	311.92		311.92	05/06/2022	INV	PD	INV-GUTTER BROOMS
CHECK DATE:		05/06/2022										
P35818		04/27/2022		0522-1	249206	47.71		47.71	05/06/2022	INV	PD	PW#19-230-PUMP HOSE &
CHECK DATE:		05/06/2022										
P35809		04/27/2022		0522-1	249206	311.92		311.92	05/06/2022	INV	PD	INV- (2) GUTTER BROOMS
CHECK DATE:		05/06/2022										
					667.76							
2687 STAPLES CONTRACT & COMMERCIAL, INC.												
3505303165		04/15/2022		0522-1	249207	131.90		131.90	05/06/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE:		05/06/2022										
3505720744		04/21/2022		0522-1	249207	84.71		84.71	05/06/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE:		05/06/2022										
3505071715		04/12/2022		0522-2	249280	255.12		255.12	05/13/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE:		05/13/2022										
					471.73							
9084 STATE INDUSTRIAL PRODUCTS CORPORATION												
902419323		04/21/2022		0522-2	249281	594.05		594.05	05/13/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE:		05/13/2022										
7600 STUEVER & SONS, INC												
0371879		01/21/2022		0522-1	249208	130.00		130.00	05/03/2022	INV	PD	LINE CLEANING
CHECK DATE:		05/06/2022										
0373827		05/04/2022		0522-2	249282	130.00		130.00	05/10/2022	INV	PD	LINE CLEANING SERVICE
CHECK DATE:		05/13/2022										
					260.00							
835 SUPERIOR BEVERAGE CO.												
153230		04/22/2022		0522-1	249209	453.50		453.50	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE:		05/06/2022										
429396		01/21/2022		0522-1	249209	188.15		188.15	05/03/2022	INV	PD	BEVERAGE-RESALE
CHECK DATE:		05/06/2022										
456896		05/06/2022		0522-2	249283	347.60		347.60	05/10/2022	INV	PD	BEVERAGE RESALE
CHECK DATE:		05/13/2022										
					989.25							
12997 RUSSELL TAJAK												
23-07965		05/03/2022		0522-1	249210	12.00		12.00	05/06/2022	INV	PD	VEHICLE STICKER REIMBU
CHECK DATE:		05/06/2022										
12432 TERMOSJ, LLC												
126140		04/26/2022		0522-1	249211	28,716.48		28,716.48	05/06/2022	INV	PD	REIMBURSE. UPGRADED WA
CHECK DATE:		05/06/2022										

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
10558 TESTA PRODUCE, INC												
05242462		04/14/2022		0522-1	249212	430.20		430.20	04/14/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00338371		04/05/2022		0522-1	249212	-12.75		-12.75	04/05/2022	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00334363		01/13/2022		0522-1	249212	-30.55		-30.55	01/13/2022	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00339104		04/16/2022		0522-1	249212	-32.00		-32.00	04/16/2022	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00338995		04/14/2022		0522-1	249212	-25.25		-25.25	04/14/2022	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
05250411		04/27/2022		0522-1	249212	17.75		17.75	04/27/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
05250189		04/27/2022		0522-1	249212	480.05		480.05	04/27/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00326696		09/24/2021		0522-1	249212	-38.20		-38.20	09/24/2021	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00326870		09/25/2021		0522-1	249212	-45.95		-45.95	09/25/2021	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00327247		09/30/2021		0522-1	249212	-15.25		-15.25	09/30/2021	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00329948		11/05/2021		0522-1	249212	-32.25		-32.25	11/05/2021	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
00333698		12/31/2021		0522-1	249212	-67.75		-67.75	12/31/2021	CRM	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
05248941		04/25/2022		0522-1	249212	289.50		289.50	04/26/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/06/2022											
05251693		04/29/2022		0522-2	249284	391.70		391.70	04/29/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
05252957		04/30/2022		0522-2	249284	526.70		526.70	04/30/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
05253460		05/02/2022		0522-2	249284	202.70		202.70	05/02/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
05256402		05/06/2022		0522-2	249284	497.70		497.70	05/06/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
05256715		05/06/2022		0522-2	249284	388.40		388.40	05/06/2022	INV	PD	FOOD - RESALE, DRY GOO
CHECK DATE:	05/13/2022											
						2,924.75						
11602 THE THIRD SYNTHESIS, IND D/B/A												
832355		05/06/2022		0522-2	249285	252.20		252.20	05/06/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
10876 THYSSENKRUPP ELEVATOR CORPORATION												
3006568869		05/01/2022		0522-2	249286	597.34		597.34	05/13/2022	INV	PD	ELEVATOR MAINT. 5-1-22
CHECK DATE:	05/13/2022											
865 ACUSHNET COMPANY												
913036055		04/15/2022		0522-2	249287	136.71		136.71	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
913061337		04/19/2022		0522-2	249287	618.92		618.92	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913084482		04/21/2022		0522-2	249287	154.35		154.35	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913024040		04/14/2022		0522-2	249287	108.78		108.78	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913073743		04/20/2022		0522-2	249287	51.45		51.45	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913115086		04/25/2022		0522-2	249287	51.45		51.45	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913096888		04/22/2022		0522-2	249287	176.40		176.40	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913125569		04/26/2022		0522-2	249287	88.20		88.20	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913162516		04/29/2022		0522-2	249287	1,587.83		1,587.83	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913159942		04/29/2022		0522-2	249287	105.84		105.84	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
913150196		04/28/2022		0522-2	249287	6,312.57		6,312.57	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
10019 TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS INC						9,392.50						
258788-202204-1		05/01/2022		0522-1	249213	174.00		174.00	05/04/2022	INV	PD	APRIL MONTHLY SERVICES
CHECK DATE:	05/06/2022											
10845 TRAVIS MATHEW LLC												
90726477		04/25/2022		0522-2	249288	185.40		185.40	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE:	05/13/2022											
13002 TRI-R SYSTEMS INCORPORATED												
005447		04/20/2022		0522-2	249289	2,400.00		2,400.00	05/13/2022	INV	PD	SERVICE CALL - SCADA R
CHECK DATE:	05/13/2022											
10577 CAMPAGNA-TURANO BAKERY, INC												
130000175		04/29/2022		0522-2	249290	205.74		205.74	04/29/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
130000253		05/02/2022		0522-2	249290	111.88		111.88	05/02/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
130000386		05/06/2022		0522-2	249290	306.60		306.60	05/06/2022	INV	PD	FOOD - RESALE
CHECK DATE:	05/13/2022											
						624.22						
11819 UNIFIRST CORPORATION												
0611446147		04/01/2022		0522-1	249214	42.95		42.95	05/06/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE:	05/06/2022											
0611447842		04/08/2022		0522-1	249214	46.30		46.30	05/06/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE:	05/06/2022											
0611449483		04/15/2022		0522-1	249214	46.30		46.30	05/06/2022	INV	PD	MAT &TOWEL SERVICE
CHECK DATE:	05/06/2022											

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
0611451141		04/22/2022		0522-1	249214	46.30		46.30	05/06/2022	INV	PD	MAT & TOWEL SERVICE
CHECK DATE: 05/06/2022												
1278 UNION PACIFIC RAILROAD COMPANY						181.85						
126298		05/05/2022		0522-2	249291	17,446.12		17,446.12	05/13/2022	INV	PD	2021 PARKING LEASE AGR
CHECK DATE: 05/13/2022												
884 U.S. FOODSERVICE, INC.												
1243389		04/25/2022		0522-1	249215	4,333.54		4,333.54	04/26/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 05/06/2022												
1343246		04/27/2022		0522-1	249215	39.90		39.90	04/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/06/2022												
1343245		04/27/2022		0522-1	249215	133.71		133.71	04/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/06/2022												
0929701		04/14/2022		0522-2	249292	2,620.70		2,620.70	04/14/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 05/13/2022												
1393315		04/28/2022		0522-2	249292	424.78		424.78	04/28/2022	INV	PD	FOOD - RESALE
CHECK DATE: 05/13/2022												
1373195		04/28/2022		0522-2	249292	3,476.75		3,476.75	04/28/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 05/13/2022												
1479624		05/02/2022		0522-2	249292	4,787.00		4,787.00	05/02/2022	INV	PD	FOOD - RESALE, NA BEV.
CHECK DATE: 05/13/2022												
1607020		05/05/2022		0522-2	249292	3,873.30		3,873.30	05/06/2022	INV	PD	FOOD - RESALE, SUPPLIE
CHECK DATE: 05/13/2022												
4492 KURT VAVRA						19,689.68						
ORG EFFECTIVENESS		04/25/2022		0522-1	249216	600.00		600.00	05/04/2022	INV	PD	TUITION REIMBURSE - OR
CHECK DATE: 05/06/2022												
9719 VERIZON CONNECT NWF INC.												
334000026325		05/02/2022		0522-2	249293	1,143.15		1,143.15	05/13/2022	INV	PD	GPS/AVL FLEET TRACKING
CHECK DATE: 05/13/2022												
915 VERIZON WIRELESS SERVICES LLC												
9904330464		04/16/2022		0522-1	249217	704.31		704.31	05/06/2022	INV	PD	580459997-00001
CHECK DATE: 05/06/2022												
9904877679		04/23/2022		0522-2	249294	81.30		81.30	05/13/2022	INV	PD	542023069-00001
CHECK DATE: 05/13/2022												
9904235246		04/15/2022		0522-2	249295	902.85		902.85	05/13/2022	INV	PD	486486569-00001
CHECK DATE: 05/13/2022												
9904235247		04/15/2022		0522-2	249296	306.53		306.53	05/13/2022	INV	PD	486486569-00002
CHECK DATE: 05/13/2022												
1101 JEFF VESEVICK						1,994.99						
126431		05/08/2022		0522-2	249297	31.46		31.46	05/13/2022	INV	PD	REIMBURSEMENT FOR FOOD
CHECK DATE: 05/13/2022												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
919 VILLA PARK ELECTRICAL SUPPLY CO, INC												
217661-00		02/11/2022		0522-2	249298	124.68		124.68	05/13/2022	INV	PD	RECYCLE FEE
CHECK DATE: 05/13/2022												
217082-00		02/02/2022		0522-2	249298	252.50		252.50	05/13/2022	INV	PD	OPERATING SUPPLIES
CHECK DATE: 05/13/2022												
						377.18						
1439 VOSS SIGNS LLC												
s-254493		04/27/2022		0522-2	249299	1,174.00		1,174.00	05/13/2022	INV	PD	STREETS - PLASTIC EVEN
CHECK DATE: 05/13/2022												
3995 WAREHOUSE DIRECT OFFICE PRODUCTS												
5228794-0		05/02/2022		0522-2	249300	38.51		38.51	05/13/2022	INV	PD	OFFICE SUPPLIES
CHECK DATE: 05/13/2022												
948 WEST PUBLISHING CORPORATION												
846279044		05/01/2022		0522-2	249301	455.00		455.00	05/13/2022	INV	PD	ONLINE/SOFTWARE SUBSCR
CHECK DATE: 05/13/2022												
4450 WESTERN IRRIGATION, INC.												
142786		04/09/2022		0522-2	249302	144.55		144.55	05/13/2022	INV	PD	COMMERCIAL START UP
CHECK DATE: 05/13/2022												
142817		04/09/2022		0522-2	249302	150.00		150.00	05/13/2022	INV	PD	COMMERCIAL START UP
CHECK DATE: 05/13/2022												
						294.55						
1335 WESTERN REMAC INC												
62063		04/08/2022		0522-1	249218	7,520.00		7,520.00	04/29/2022	INV	PD	OPERATING SUPPLIES - M
CHECK DATE: 05/06/2022												
62064		04/08/2022		0522-1	249218	6,600.00		6,600.00	04/29/2022	INV	PD	OPERATING SUPPLIES - M
CHECK DATE: 05/06/2022												
						14,120.00						
12860 WHEATON CARWASH, INC.												
1028		04/15/2022		0522-1	249219	140.00		140.00	05/06/2022	INV	PD	CAR WASHES FOR MARCH 2
CHECK DATE: 05/06/2022												
962 WILSON GOLF DIVISION												
4537814539		05/02/2022		0522-2	249303	8,262.00		8,262.00	05/06/2022	INV	PD	DRIVING RANGE BALLS
CHECK DATE: 05/13/2022												
4537702041		04/20/2022		0522-2	249303	97.03		97.03	05/06/2022	INV	PD	MERCHANDISE FOR RESALE
CHECK DATE: 05/13/2022												
						8,359.03						
7711 WINDY CITY DISTRIBUTION COMPANY												

VILLAGE OF GLEN ELLYN



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	VOUCHER	WARRANT	CHECK #	INVOICE NET	PAID	AMOUNT	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
308843		04/21/2022		0522-1	249220	359.80	359.80	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
312776		04/28/2022		0522-1	249220	625.30	625.30	05/03/2022	INV	PD		BEVERAGE-RESALE
CHECK DATE: 05/06/2022												
316960		05/05/2022		0522-2	249304	655.02	655.02	05/10/2022	INV	PD		BEVERAGE RESALE
CHECK DATE: 05/13/2022												
13008 DOUG & SUMMER WIRTH						1,640.12						
HMR042222		04/22/2022		0522-2	249305	250.00	250.00	05/13/2022	INV	PD		HYDRANT METER REFUND -
CHECK DATE: 05/13/2022						250.00						
315 INVOICES						1,458,983.00						

** END OF REPORT - Generated by Colette Ameche **



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Administration
Department Head:
Category: Minutes
Prepared By: Penni Cannova

**AGENDA ITEM (ID
2022-2267)**

DOC ID: 2022-2267

Approval of Village Board Meeting Minutes

- **May 9, 2022 Village Board Regular Meeting**
- **April 25, 2022 Village Board Regular Meeting**
- **January 24, 2022 Village Board Meeting**
- **August 23, 2021 Village Board Meeting**
- **August 16, 2021 Village Board Workshop**
- **July 12, 2021 Village Board Meeting**

Statement of the Issue:

Analysis:

Budget Impact:

Action Requested:

Attachments:

1. 05092022 Village Board Meeting Minutes
2. 04252022 Village Board Meeting Minutes
3. 01242022 Village Board Meeting Minutes
4. 08232021 Village Board Meeting Minutes
5. 08162021WorkshopVillageBoardMeetingMinutes - DRAFT
6. 07122021 Special Village Board Meeting Minutes



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Regular Meeting
Monday, May 9, 2022
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order – 7:02PM

B. Pledge of Allegiance

C. Roll Call

Upon roll call by Clerk Cosby, President Senak and Trustees Christianse (electronically), Fasules, Gould, Kalinich, Payne and Thompson answered "Present."

Also in attendance: Village Manager Franz, Assistant Village Manager Rodman, Village Attorney Mathews, Dave Buckley, Engineer Rich Dauber, and Chief Norton.

Vote 5-0 to allow Trustee Christiansen to attend electronically.

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Payne
SECONDER:	Trustee Kalinich
AYES:	Fasules, Gould, Kalinich, Payne, Thompson

D. Audience Participation

No submissions off the agenda

E. Presentation

1) Presentation of Gold Level Water Ambassador Award to Glen Ellyn by the Illinois Section of the American Water Works Association

Name, Presented Gold Award

Name explained more about the program and award

Nick Burgoni, Utility Superintendent accepted the award

2) Proclamation in Honor of National Public Works Week

President Senak read proclamation and Public Works Director Dave Buckley accepted award and gave thanks for it.

President Senak thanked the department for their hard work and professionalism.

F. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Gould Items 1 - 6
SECONDER:	Trustee Thompson
AYES:	Gould, Thompson, Fasules, Christiansen, Kalinich, Payne

Motion to approve the following items including Payroll and Vouchers:

- 1) Payroll and Vouchers totaling \$1,435,137.14. (Trustee Gould)
- 2) Appreciation of Outgoing Board and Commission Member:
 - o Steve Neurauder, stepping down from Capital Improvement Commission
 - o Lloyd Barry, stepping down from the Plan Commission
 - o Phil Hartwig, stepping down from the Historic Preservation Commission
- 3) Motion to Approve a Special Event Permit Application for Busy Bee Barber Shop
- 4) Ordinance No. 6957, .An Ordinance Approving Variations from Sections 4-5-5 (G) and 4-5-6 (NI) of the Sign Code for the Property Located at 339 Roosevelt Road (Assistant Village Manager Rodman)
- 5) Resolution No. 22-06, A Resolution Authorizing the Village Manager to Enhance and Expand Available Habitat at for Monarch Butterflies and Other Native Pollinators (Assistant Public Works Director Hubsy)

Trustee Payne asked about the cost of the signage. Dave Buckley stated that it would be done in-house with minimal costs.

Bruce Blake with DuPage Monarch XX spoke about need for monarch habitat and pollinator friendly plants and thanks the Board for passing the resolution. Trustee Thompson asked if the Village Links is contributing to the effort and Dave Buckley confirmed that they are.

- 6) Ordinance No. 6958, An Ordinance Approving a Variation from the Zoning Code to Allow Construction of a Two-Story Single-Family Home with a Building Ridge Height of 35'6" and an Eave Height of 26'6", on the Property Located at 265 Bryant Avenue (Assistant Village Manager Rodman)

G. Non-Consent Agenda

Review the 2022 Street Project Contract and Engineering Assessment:

- 1)
 - A. Motion to authorize the Village Manager to execute a contract with R.W. Dunteman Company of Addison, Illinois for construction of the 2022 Street Improvements Project in the amount of \$2,880,474 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Engineer Rich Dauber reviewed street improvement project and locations. Also talked about the scope of project with storm sewer and drainage improvements. Reviewed recommendation out of 4 submissions and chose Dunteman.

- B. Motion to authorize the Village Manager to execute an agreement with Chastain & Associates, LLC of Schaumburg, Illinois, for construction engineering services for the 2022 Street Improvements Project in the not-to-exceed amount of \$199,021, to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Engineer Daubert reviewed selection process and why Chastain & Associates were chosen based on evaluation of the team.

RESULT:	APPROVED [6 TO 0] G1
MOVER:	Trustee Payne
SECONDER:	Trustee Fasules
AYES:	Payne, Fasules, Gould, Thompson, Christiansen, Kalinich

2) Comprehensive Plan Update

In July 2018, the Village of Glen Ellyn hired Houseal Lavigne Associates to assist in drafting a New Comprehensive Plan. The Village's last Comprehensive Plan was adopted nearly two decades ago in 2001. As the community is predominantly built out, the Village has focused on growth through redevelopment, reinvestment, and placemaking in its established districts. The updated Comprehensive Plan presents recommendations to strengthen Glen Ellyn's existing residential neighborhoods, commercial corridors, and the Downtown while looking at opportunities for new development. The Plan serves as a guide for planning and land use decisions and policy formation over the next 10 to 20 years.

Trustee Payne asked what the starting point will be... Manager Franz stated it's based on feedback from Board gathered last year. Summary will be provided on things that have been done to gain feedback

Question discussed as to whether consultant should attend meeting of 5/16. Trustee Thompson voiced concern of having consultant at this meeting before the Board has had a chance to talk about. Trustee Gould agreed and suggested perhaps to filter results to consultant after 5/16 meeting.

Manager Franz thought it would be helpful for consultant to be there to answer questions, especially with the staffing changes recently. Trustee Kalinich agrees that questions may need to be answered to fill gaps. Trustee Christiansen wants to know how many workshops? Just this one? Answer is as many as needed to get the Comprehensive Plan finished.

President Senak assures that time will be taken to finish timely and with best outcome. Consultant will be at the meeting to answer questions. Trustee Thompson pointed out height as key consideration and approach hard questions in a timely fashion.

RESULT:	APPROVED [6 TO 0] G2
MOVER:	Trustee Payne
SECONDER:	Trustee Fasules
AYES:	Payne, Fasules, Gould, Thompson, Christiansen, Kalinich

H. Reminders

- 1) Village Board Workshop May 16
- 2) Regular Village Board Meeting May 23

Elevator repairs require meeting to be moved to Police Station for 2 meetings

I. Other Business

Trustee Kalinich reminded us that the Historic Preservation Commision has an event at the Lake Ellyn Boat House on Restoring Historic homes coming up on May 12th. Three main presenters that are well-versed in this sort of restoration. Anyone who wants to attend should contact her.

J. Adjourn – 7:40PM

- 1) Motion to adjourn to Closed Executive Session

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Payne
SECONDER:	Trustee Thompson
AYES:	Payne, Thompson, Fasules, Gould, Christiansen, Kalinich



Agenda
Village of Glen Ellyn
Regular Village Board Meeting
Monday, April 25, 2022
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. **Call to Order – 7:02pm**

Trustee Gould residing as President pro temp.

B. **Pledge of Allegiance**

C. **Roll Call**

Upon roll call by Village Clerk Cosby, Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson answered "Present."

Also in attendance: Village Manager Franz, Assistant Village Manager Rodman, Village Attorney Mathews, Meredith Hannah, and Chief Norton.

President Senak was absent with Trustee Gould residing as President pro temp.

D. **Presentations**

1) Alliance Quarterly Report

Presented by Carol White, Executive Director of the Alliance of Downtown Glen Ellyn; Purpose was to recap the first quarter and to review a forecast of the activities planned for 2022.

Trustee Payne asked about where the Wines and Finds events would take place

Trustee Thompson commented on the main walkway needs some maintenance/clean-up before event.

E. **Audience Participation**

President Senak submitted audience participation form to speak and explained succession planning for his successor and his intent to prepare all Trustees to preside as President pro temp in the event of his absence.

F. **Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:**

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Fasules
SECONDER:	Trustee Christiansen
AYES:	Fasules, Christiansen, Gould, Kalinich, Payne, Thompson

Motion to approve the following items including Payroll and Vouchers totaling \$1,650,853.23. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's purchasing policy. (Trustee Fasules)

- 1) Total Expenditures (Payroll and Vouchers) \$1,650,853.23
- 2) Designate Trustee Kalinich as Village President Pro Tern for the Four Month Period from May, 2022 through August, 2022.
- 3) Proclamation in Honor of Arbor Day
- 4) Proclamation in Honor of Olympians
- 5) April 11, 2022 Special Village Board Workshop Minutes
- 6) Motion to Approve Resolution 22-05, a Resolution Accepting an Easement Agreement between the Forest Preserve District of DuPage County and the Village of Glen Ellyn for an Existing Sanitary Sewer within the Churchill Woods Forest Preserve
- 7) Motion to Approve a New Special Event "Wine the Walkway" Hosted by the Alliance of Downtown Glen Ellyn on Thursday, June 16, 2022 (Economic Development Coordinator Meredith Hannah)
- 8) Ordinance No. 6956 to Create Section 9-1-11 (Games and Toy Vehicles) of the Village Code of the Village of Glen Ellyn, Illinois, Regarding Riding Bicycles on the Sidewalk in the Central Business District (Police Chief Norton)

Trustee Fasules asked Chief Norton if this was already an ordinance. Chief Norton explained that this is to clarify the code and specifically include bicycles.

Trustee Fasules asked how it will be enforced, to which Chief Norton replied that officers would be patrolling. M Hannah added that stickers/posters will be used to remind people of the ordinance.

- 9) Ordinance No. 6953, An Ordinance Approving a Variation from the Zoning Code to Allow the Replacement of a Six-Foot, Fully Enclosed Fence on the Property Located at 810 Dorchester Court, Glen Ellyn, IL 60137 (Assistant Village Manager Rodman)
- 10) Motion to Approve Financial Assistance to the Glen Ellyn Public Library in the Amount of \$68,586 to be expensed to the ARPA Fund (Economic Development Coordinator Hannah)
(Under the Treasury guideline related AARP Funds, the Village claims the standard revenue deduction of up to \$10M and this expense qualifies as an acceptable expense under that deduction.)
- 11) Motion to Approve Financial Assistance to the Glen Ellyn Food Pantry in the Amount of \$75,000 to be expensed to the ARPA Fund (Economic Development Coordinator Hannah)
(Under the Treasury guidelines related to ARPA Funds, the Village claims the standard revenue loss deduction of up to \$10M and this expense qualifies as an acceptable expense under that deduction.)
- 12) **Ordinance No. 6954, An Ordinance Annexing and Zoning Property Located at 1S731 Route 53, Proposed Address: 375 S. Illinois Rt. 53, Glen Ellyn, IL 60137 (Assistant Village Manager Rodman)**

Pulled from agenda by submitter

- 13) Ordinance No. 6955, An Ordinance to Amend the Liquor License Control Code Chapter 19 of Title 3, Section 12 (Restriction on Number of Licenses) to Increase the Number of Permitted Class B-7 Liquor Licenses (Village Attorney Mathews)
President Pro Temp Gould asked Village Attorney Mathews for clarification for

the public - license is for Glen Oak Country Club to accommodate a new paddle tennis court. Increases B-7 licenses from 1 to 2.

14) Board and Commission Appointments

o Architectural Appearance Commissioners recommended for appointment/ reappointment:

- Susan Jacobsen (Chairperson) (3 year term ending July 31, 2025)
- Yavor Goranov (3 year term ending July 31, 2025)
- Julia Smith (3 year term ending July 31, 2025)
- Pam Albrecht (3 year term ending July 31, 2025)

- Eric Rahn (2 year term ending July 31, 2024)
- Lisa Salhvasser (HPC member)(2 year term ending July 31, 2024)
- o BPFC Commissioner recommended for appointment:
- Jim Meyers (1 year term ending July 31, 2023)
-

There was clarification of President Pro Temp to a member of the audience.

G. **Other Business**

President Pro Temp Gould welcomed and acknowledged the Architectural Appearance Commissioners.

Trustee Christensen congratulated hometown Olympians for their achievements. Village Manager Franz added that an event is planned on May 26th to honor them, as well as Wheaton Olympians, in person. Proclamations will be read at that time. Sign up is on YMCA website and will be added to Village website.

H. **Reminders**

- 1) May 9, 2022 Regular Village Board Meeting
- 2) May 16, 2022 Village Board Workshop

Manager Franz added that the next Roosevelt Road Task Force meeting is scheduled for May 4th in the Police Department Community Room.

I. **Adjourn – 7:32PM**

Motion to adjourn to Closed Session

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Fasules
SECONDER:	Trustee Thompson
AYES:	Fasules, Thompson, Gould, Kalinich, Payne, Christiansen



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Regular Meeting
Monday, January 24, 2022
7:00 PM
Via Teleconference

A. Call to Order

B. Pledge of Allegiance

C. Roll Call

Roll Call by: Assistant Village Manager Rodman
Present: President Senak
Trustees: Christiansen, Gould, Kalinich, Thompson
Absent: Trustee Payne, Trustee Fasules

Also in attendance:
Village Manager Franz
Village Attorney Mathews
Assistant Village Manager Rodman
Finance Director Coyle
Public Works Director Buckley
Village Links Manager Vesevick
Community Development Director Springer
Police Chief Norton
Planning Manager Purvis
Engineer Daubert

D. Audience Participation

The Illinois General Assembly passed Senate Bill 2135 on May 23, 2020, which was signed by the Governor on June 12, 2020. Senate Bill 2135 (now Public Act 101-0640) amends the Open Meetings Act and allows the Village Board to participate electronically in Board meetings when it is not feasible due to a disaster such as COVID-19. To participate in this meeting at the appointed date and time, please visit:
<https://us02web.zoom.us/j/84426318642?pwd=UTR4R1BDRUhEWSsyMXhVc3FVSjNBQT09>

In lieu of participating in the electronic meeting, the public may also complete a public comment form which will be read into the record during the meeting. This form can be found at www.glenellyn.org/publiccomment. Members of the public are welcome to speak or submit public comment forms on any item not specifically listed on tonight's agenda for up to (3) three minutes. For those items which are on tonight's agenda, the public may speak up to (3) three minutes on those items or may submit public comment forms which will be read into the record during that agenda item.

E. McAninch Arts Center Director Diana Martinez will provide an arts update

Director Martinez explained the ongoing partnership with a community including an art display in the pedway and the community wide event Chalk the Walk. The next project is the Talyor Street Underpass and potentially one other initiative. Director Martinez advised the Village Board to mark their calendars for March 19th @11a.m. for an announcement about a future summer exhibition coming Summer of 2023.

Trustee Kalinich expressed her thanks for Director Martinez's leadership, time, effort and enthusiasm and engaging the public in helping to select the art that is featured in the pedway.

President Senak stated his desire to see the partnership and focus on public art to continue.

F. Consent Agenda

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below:

Motion to approve the following items including Payroll and Vouchers totaling \$2,207,448.39. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's purchasing policy. (Trustee Payne)

- 1) Total Expenditures (Payroll and Vouchers) - \$2,207,448.39
- 2) June 28, 2021 Village Board Meeting Minutes
- 3) July 26, 2021 Village Board Meeting Minutes
- 4) December 13, 2021 Village Board Meeting Minutes
- 5) January 10, 2022 Village Board Meeting Minutes
- 6) Ordinance No. 6929 - VC, An Ordinance to Amend Section 9-5-7 (Schedule G; Parking Prohibited During Certain Hours) of the Village Code Regarding Parking on Duane Street Between Park Boulevard and Montclair Avenue (Police Chief Norton)
- 7) Pursuant to Section 1-10-7 of the Glen Ellyn Village Code, Adopt the Competitive Bidding Procedures of the Sourcewell Cooperative Purchasing Program in Lieu of the Provisions of Chapter 10 on Village Contracts and Approve the Purchase of (2) 2022 Toro Greensmaster eTriFlex 3360 Greensmowers from Reinders, Inc., of Mundelein, Illinois in the Amount of \$106,291.44, to be Expensed to Village Links/Reserve 22 Fund (General Manager Vesevick)

- 8) Pursuant to Section 1-10-7 of the Glen Ellyn Village Code, Adopt the Competitive Bidding Procedures of the State of Illinois Purchasing Program in Lieu of the Provisions of Chapter 10 on Village Contracts and Approve the Purchase of (1) 2021 Toro Groundsmaster 4000-D Rough Mower from Reinders, Inc., of Mundelein, Illinois, in the Amount of \$56,520.33, to be Expensed to Village Links/Reserve 22 Fund (General Manager Vesevick)
- 9) Pursuant to Section 1-10-2.E of the Glen Ellyn Village Code, Approve the Purchase of (1) 2022 Foley 653 Accu-Master Spin/Relief Grinder From Reinders, Inc., of Mundelein, Illinois, in the Amount of \$51,867.50 to be Expensed to the Village Links/Reserve 22 Fund (General Manager Vesevick)
- 10) Pursuant to Section 1-10-7 of the Glen Ellyn Village Code, Adopt the Competitive Bidding Procedures of the Sourcewell Cooperative Purchasing Program in Lieu of the Provisions of Chapter 10 on Village Contracts and Approve the Purchase of (1) 2022 John Deere 4066R Tractor with Loader from Revels Turf and Tractor, LLC of Elgin, Illinois, in the Amount of \$54,414.55, to be Expensed to Village Links/Reserve 22 Fund (General Manager Vesevick)
- 11) Authorize the Village Manager to Execute a contract with Beary Landscape Management, Inc., of Lockport, Illinois for Village Links Landscape Maintenance Service, in a Not-to-Exceed Amount of \$33,000.00, to be Expensed to the Village Links/Reserve 22 Fund (General Manager Vesevick)

Trustee Fasules asked if it was okay to increase the scope to include Panfish Park. Village Manager Franz did advise that bids for Panfish Park were received from several vendors, but he is not sure if Beary submitted bids for Panfish Park and asked for clarification. Andrew Cross stated that the Links did not solicit bids for Panfish Park and advised that a separate bid can be solicited for Panfish Park. Village Manager Franz advised that this will be investigated further. Trustee Fasules recommended addressing this sooner rather than later based on the complaints Trustee Thompson had been receiving.

- 12) Authorize the Village Manager to Execute an Agreement with Illinois American Water Company of Woodridge, Illinois, for the Construction and Operation of an Emergency Water Interconnection (Professional Engineer Daubert)
- 13) Ordinance No. 6930, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Bonds, Series 2010 (Village Links Golf Course Bonds) for the Fiscal Year 2022 in the amount of \$124,680 (Finance Director Coyle)
- 14) Ordinance No. 6931, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Bonds, Series 2012 (Village Links Reserve 22 Clubhouse Bonds) for the Fiscal Year 2022 in the amount of \$214,200.00 (Finance Director Coyle)
- 15) Ordinance No. 6932, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Bonds, Series 2015 (Police Station Bonds) for the Fiscal Year 2022 in the amount of \$818,543.76 (Finance Director Coyle)
- 16) Ordinance No. 6933, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon Obligation Bonds, Series 2018

(Capital Projects Bonds) for the Fiscal Year 2022 in the amount of \$680,518.76 (Finance Director Coyle)

- 17) Ordinance No. 6934, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Bonds, Series 2020 (Capital Projects Bonds) for the Fiscal Year 2022 in the amount of \$608,822.50 (Finance Director Coyle)
- 18) Ordinance No. 6935, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Refunding Bonds, Series 2021A (2012 Refunding Bonds) for the Fiscal Year 2022 in the amount of \$90,300.00 (Finance Director Coyle)
- 19) Ordinance No. 6936, An Ordinance Directing the Application of Funds from Specified Sources to the Payment of Principal and Interest Upon General Obligation Refunding Bonds, Series 2021B (2015 Refunding Bonds) for the Fiscal Year 2022 in the amount of \$123,732.50 (Finance Director Coyle)

Result:	APPROVED [5 TO 0]
Mover:	Trustee Christiansen
Seconder:	Trustee Thompson
AYES:	Trustees: Christiansen, Fasules, Gould, Kalinich, Thompson
NAYS:	None
ABSENT:	Payne

G. Harding Glen Townhomes (Presented by Community Development Director Springer) (Trustee Thompson)

Director Springer highlighted the project and the variations associated with this project. Director Springer summarized that this is 23-unit Townhome development located south of Harding Avenue and west of Route 53 and advised that this project has been through three (3) pre-application planning meetings, as well as a Plan Commission public hearing during at which the project did receive approval. Director Springer highlighted the approvals being sought from the Village Board, which include preliminary and final PUD approval, zoning deviations associated with the PUD, preliminary and final major subdivision zoning approval, subdivision variations, zoning amendment map, exterior appearance and right-of-way vacation. Director Springer highlighted how this project falls within the Village's draft 2021 Comprehensive Plan for multi-dwelling homes for this area and noted that there are existing multi-unit homes nearby the planned project.

Marv Ritter, petitioner, has been working with the owner of the property for some time to develop this site and has considered a variety of proposals for the project, and expressed his appreciation to the staff and Board. Mr. Ritter stated that they would like to leave the two utility poles on the North edge of the property which was \$150,000 for both poles plus \$18,000/each from two cable providers to bury the lines totaling \$186,000.

President expressed his appreciation to Mr. Ritter and Ms. White on working for so long on the project, as well as the Village staff for their patience and efforts to bring this project to this point.

Trustee Christiansen expressed her appreciation for the design and is pleased with the landscaping, but concerned about the number of variances and code changes. Director Springer noted that while the number is significant, Manager Purvis worked diligently to reduce the number of variances which are mainly due to the odd size of the parcels, shared driveways that exceed the maximum driveway widths.

Mr. Ritter stated that the cost of developing property is very expensive and the costs incurred to purchase additional parcels to accommodate the Village's requests. Mr. Ritter stated that inflation is impacting costs, especially lumber.

Trustee Gould asked if there would be the potential to convert the emergency access road to an actual ingress and egress. Mr. Ritter noted that when the studies were done three years ago, the traffic is now lower than it was back then and the cost to make that an option was approximately \$400,000.

Trustee Gould asked about the on-street parking. Purvis noted that the parking is cut-out spaces and not street parallel parking.

Trustee Kalinich asked about reference to the internal architecture review process, were there any recommendations not incorporated. Director Springer noted that the staff advisors made a lot of suggestions and the developer did all most, if not all, of the major recommendations. Manager Purvis noted that the village asked for a significant amount of landscaping and everything was incorporated.

Trustee Kalinich asked if the residents who commented on the project had opportunities to provide feedback to address any changes that were made. Manager Purvis noted that they reached out to those who commented and there had been no feedback, the main concerns were traffic and storm water run-off, but all of the concerns were addressed. Utility lines be buried and the installation of the sidewalk along Route 53, which has gone back and forth with the developer, with staff agreeing to not have the sidewalk along 53 as the Village would attempt to incorporate sidewalk in the future through a larger capital project that can be better aligned.

Trustee Thompson asked about the storm water run-off into Panfish Park, as to whether or not there is a fee that a developer pays to the Village is that \$192,000. Director Springer stated that there is a fee per acre foot in lieu based at permit issuance funds used to maintain the stormwater facility for the future. 1.35 acres, so approximately \$170-\$180K.

1) Ordinance No. 6937, An Ordinance Granting Approval of a Special Use Permit for Preliminary and Final Planned Unit Development Plans, Preliminary and Final Major Subdivision Plats, A Zoning Map Amendment, A Right-of-Way Vacation, and the Exterior Appearance of an Attached Single-Family Residential Development to be Known as Harding Glen Townhomes and to be Located at 787 Harding Avenue, 138 IL State Route 53 and Vacant Parcels Glen Ellyn, IL 60137

Result:	APPROVED [5 TO 0]
Mover:	Trustee Thompson
Seconder:	Trustee Kalinich
AYES:	Trustee: Christiansen, Fasules, Gould, Kalinich, Thompson
NAYS:	None
ABSENT:	Payne

Attorney Mathews asked if the burying of the utilities is a plan commission recommendation. Staff indicated it was not. The owners, Mark and Diane White, stated that they would like to see the project approved and not delay based on the undergrounding, but would like to have the discussion with the Village Board in the future regarding undergrounding the utilities. Attorney Mathews noted that the topic of the funding for the undergrounding is not something that is on the agenda this evening and needs to be voted on later.

President Senak asked if it was clear to have discussions on the undergrounding of the utilities. Trustee Thompson asked for the approximate costs. President Senak stated \$186,000 is the approximate costs and asked Mr. Ritter what the project is looking for from the Village. Mr. Ritter stated he is looking for some sort of financial assistance.

President Senak asked what are the advantages of undergrounding the utilities. Director Springer noted that this has been an ongoing movement as it improves the appearance and livability of the residents and the reliability of the electrical services as the overhead wire are subject to power loss more often than the underground utilities. Director Springer noted that some business in the TIF district were supported by the Village, while businesses in downtown have not received support from the Village to bury power lines.

Trustee Kalinich stated that the undergrounding project is what helped her vote for the project; however, she would like to have updated costs from ComEd. Mr. Ritter proposed an option that up to \$186,000, the costs would be split 50/50 and if it exceeded the \$186,000, the developer would absorb 100% of the excess. These two specific poles are very expensive because they carry Comcast and AT&T cables. Mr. Ritter advised that the other poles surrounding the property are either no longer "live" or are only feeding the house to the west. Trustee Thompson asked Mr. Ritter who would be doing the work. Mr. Ritter stated that ComEd would be doing the work and he would be contracting with ComEd and Comcast, while AT&T would sub out to ComEd. Trustee Thompson noted that he is in support of cost sharing the expenses.

Trustee Christiansen expressed a concern that due to the difficulty in getting cost estimates would it cause a delay. Mr. Ritter noted that he feels that ComEd does not want to spend time estimating the costs for a project that has not yet been approved. Mr. Ritter made clear that he is not asking for a blank check, but wants to work with the Village.

Trustee Gould asked if this is going to be an ongoing situation with future projects.

President Senak made the suggestion that the developer take the next 30 days to secure cost estimates from ComEd and ask staff to poll surrounding villages if they offer funding to underground utilities and what circumstances, etc. The Village Board agreed with this suggested and directed staff accordingly.

H. Pension Funding Policy (Presented by Finance Director Coyle) (Trustee Payne)

Director Coyle introduced Finance Committee members Scott Greeno and Jeremy VanEk. The Finance Commission is recommending this proposal. The village has an amortization to be paid by 2040 to change to a 15-year open period, to reduce peaks and valleys. This would be a continually rolling 15-year period and provides a steadier plan of action.

Director Coyle stated that this proposal was reviewed by the Police Pension Board was amenable to making the change as well as the Finance Commission. Mr. VanEk stated that the political environment around pensions in the state is ever changing and is already being extended to 55 years and this plan allows for a steady way to fund Police pensions. Mr. VanEk did state that a negative would be if the law were to change for some reason.

Mr. Greeno, stated he was in support of the plan as it is a reasonable method and much better than the statutory method which only requires 90% funding, while the Village requires 100% and will not have to be changed on the whim of state laws.

President Senak asked Chief Norton if the rank and file of the VGE police department had any concerns. Chief Norton stated that he had not heard anything.

1) Motion to Approve the Revised Pension Funding Policy for the Glen Ellyn Police

Result:	APPROVED [5 TO 0]
Mover:	Trustee Christiansen
Second:	Trustee Kalinich
AYES:	Trustee: Christiansen, Fasules, Gould, Kalinich, Thompson
NAYS:	None
ABSENT:	Payne

I. Reminders

- 1) There is a Village Board Meeting on Monday, February 14, 2022

J. Other Business

President Senak expressed his appreciation to the IT staff for making sure the technology is working for residents and Village Board members to attend meetings.

President Senak stated that he received a large number of comments regarding the proposals for the hotel properties. He is going to establish a Housing Task Force to gather as many ideas as possible for use for the location. President Senak encouraged residents to fill out an application for the Housing Task Force.

Trustee Thompson stated that “we are hearing the residents loud and clear” on the topic and want to encourage everyone to continue to communicate to the Board via email so it can be documented.

Trustee Kalinich commended Director Buckley and the PW Department on the work they have been doing with the snow removal.

Trustee Christiansen wanted to remind everyone that there is a critical blood shortage, especially type O, so check the website for sites.

K. Adjourn

Result:	APPROVED [5 TO 0]
Mover:	Trustee Christiansen
Second:	Trustee Thompson
AYES:	Trustee: Christiansen, Fasules, Gould, Kalinich, Thompson
NAYS:	None
ABSENT:	Payne

Respectfully Submitted, Gayle Lendabarker, Interim Recording Secretary
Reviewed and Approved by Emily Rodman, Assistant Village Manager/Deputy Clerk



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Regular Meeting
Monday, August 23, 2021
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order

B. Pledge of Allegiance

Village Clerk began the Village Board Meeting with the Pledge of Allegiance. Invocation provided by Grant Armstrong, Adult Ministry Pastor, Glen Ellyn Bible Church.

C. Roll Call

Roll Call by: Assistant Village Manager Rodman

Present: President Senak

Trustees Christiansen, Fasules, Gould, Kalinich, Payne and Thompson

Also in attendance:

Village Manager Franz, Assistant Village Manager Rodman, Village Attorney Mathews, Finance Director Coyle, Public Works Director Buckley, Community Development Director Springer, Police Chief Norton, General Manager Vesevick.

D. Audience Participation

Police Chief Norton discussed retirement of Patti Taves, Police Records Supervisor, after 20 years of service. Proclamation read by Chief Norton: Gov. J.B. Pritzker proclaimed August 23, 2021 as Patti Taves Day in Glen Ellyn IL in honor of her many years of dedicated service to the Village of Glen Ellyn.

E. Presentation

1. David Kassan, representing all Glen Ellyn people with a car.

Is requesting an additional line item be budgeted for an additional drive through underpass, similar to Taylor Street, be put in place on the West Side of town.

2. **Recognition**

Thanks to local artist Audrey Pauer for her contribution of the Frida inspired mural displayed in downtown Glen Ellyn.

Thanks to the fourth of July Committee, for their time and enthusiasm in hosting a year of successful Fourth of July festivities.

Thanks to the following Board and Commission members for their service to the community:

Andrea Kozak, Board of Fire and Police Commissioners
James McGinley, Building Board of Appeals
Amy Peterselli, Building Board of Appeals
Eric Ogden, Building Board of Appeals
Matt Halkyard, Financial Commission
Tracy Heming -Littwin, Plan Commission
Mary Loch, Chairman, Plan Commissions
John Mulherin, Plan Commission
David Rodemann, Plan Commission
Tim O'Shea, Recreation Commission
Alison Park, Recreation Commission.

F. Consent Agenda - The following items are considered routine business by the Village Board and will be approved in a single vote (shown listed below):

Motion to approve the following items including Payroll and Vouchers totaling \$4,134,536.88. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's Purchasing Policy (Payne)

1. Total Expenditure (Payroll and Vouchers) - \$4,134,536.88
2. Designate Trustee Fasules as Village President Pro-Term for the four month period from September through December, 2021.
3. Approve the recommendation of Village President Mark Senak for the following Board & Commission Appointments:
 - a. Brian Beck, Building Board of Appeals Commissioner
Term ending, July 31, 2024;
 - b. Josh Cattero Capital Improvements Commissioner
Term ending July 31, 2024;
 - c. Jill Ziegler, Capital Improvements Commissioner
Term ending July 31, 2024;
 - d. Bill Enright, Community Relations Commissioner
Term ending July 31, 2024;
 - e. Michael Campagna, Finance Commissioner
Term ending July 31, 2024;
 - f. Lea Dan, Finance Commissioner
Term ending July 31, 2024;
 - g. Brenton Peck, Finance Commissioner
Term ending, July 31, 2024;
 - h. Ian Hood, Historic Preservation Commissioner
Term ending July 31, 2024;

- i.* Jane Blatchford, Historic Preservation Student Commissioner
Term ending July 31, 2022;
 - j.* William Housey, Police Pension Board Trustee
Term ending July 31, 2023;
 - k.* Matt Jones, Zoning Board of Appeals Commissioner
Term ending July 31, 2024;
 - l.* Chip Miller, Zoning Board of Appeals Commissioner
Term ending July 31, 2024;
 - m.* Reed Panther, Zoning Board of Appeals Commission
Term ending July 31, 2024;
 - n.* Thomas Whalls, Zoning Board of Appeals Commissioner
Term ending July 31, 2024;
 - o.* Maggie Wachter, Zoning Board of Appeals Student Commissioner
Term ending July 31, 2022.
- 4. Ordinance No. 6892-VC, an ordinance Amending the Glen Ellyn Municipal Code, Title 2, Chapter 10, Community Relations Commission.
- 5. Ordinance No. 6893-VC, ordinance to Amend the Glen Ellyn Municipal Code, Chapter 1 of Title 2, Section 2-1-1 et seq. and Chapter 4 of Title 2, Section 2-4-3 (B) et seq. Chapter 6 of Title 2, Section 2-6-3 (B) et seq. Chapter 7 of Title 2, Section 2-7-3 (B) et seq. Chapter 11 of Title 2, Section 2-11-3 (B) et seq., Chapter 12 of Title 2, Section 2-12-3 (B) et seq. Chapter 13 of Title 2, Section 2-13-2 (A-2_ et seq., Chapter 14 of Title 2, Section 2-14-3(B) et seq., Chapter 15 of Title 2, Section 2-15-3 (B) et seq, Chapter 16 of Title 2, Section 2-16-3 (B) et seq to Amend the Term Expiration Date of Advisory Commissions to July 31.
- 6. Approve the Village Public Facility Mask Policy
- 7. Pursuant to Section 1-10-2(b) of the Village Code, Authorize the Village Manager to renew the Microsoft Enterprise Agreement with Dell Technologies, for a period of 26 months for a total expenditure, not to exceed, \$72,491.70 to be expensed to the General Fund.
- 8. Ordinance No 6894, an Ordinance Pertaining to the Coronavirus Local Fiscal Recovery Fund
- 9. Waive competitive bidding and authorize the Village Manager to execute a contract with Corrective Asphalt Materials, LLC of South Roxana, IL for construction of the 2021 Asphalt Surface Rejuvenation Program, in the amount of \$40532.80, to be expensed to the Capital Projects Fund.
- 10. Ordinance No 6895, Ordinance approving a Variation from the Supplemental Regulations to Allow Two HVAC units to be installed in the required Front Yard Setback on the Property located at 520 Forest Avenue.

11. Ordinance No 6896, Ordinance Granting Approval of a Mural Application for the Property located at 560 Crescent Boulevard
12. Waive Competitive Bidding and Approve a Landscape Maintenance Contract Amendment to Acres Group of Wauconda, Illinois in the amount of \$51,317.69 to perform specific Landscape Maintenance Tasks for the Village Links Golf Course and Clubhouse, to be expensed to the Village Links/Reserve 22 Fund.

Question posed with regard Enterprise Agreement of \$72,000 for 26 months, versus \$50,000 budgeted for 1 years' time.

No further comments.

RESULT:	APPROVED [6 TO 0]
MOVER:	Christiansen
SECONDER:	Kalinich
AYES:	Christiansen, Fasules, Gould, Kalinich, Payne, Thompson
ABSENT:	

**G. 2020 Comprehensive Annual Financial Report
(Presented by Financial Director Coyle)**

Audited Financial Statements 2020

For the Period January 1, 2020 to December 31, 2020. Recap from February 2021. Accrual basis versus cash basis as presented at the 2/16/21 workshop. Audit opinion is unmodified, which is the highest level of assurance that can be received. Jamie Wilkey from Lauterbach & Amen will be in attendance at the 8/23/21 meeting to present auditor's opinion and answer any questions. On average, revenues are shown as having grown by 1.4% a year over the 5year trend if the CARES Act funding is excluded. If 2020 was excluded altogether, revenues are shown as having grown by 3.2%. Five Years General Fund Expenditure Trend: on average expenditure grew 2.1% a year over the year trend if pandemic expenses are excluded.

General Fund in Summary: Positive Change in Fund Balance of \$1,601,545; 2021 Budget directed this for 2020 Tax Abatement (for 2021 tax bills) \$222,948, Anticipated 2021 deficit \$1,904,467. Remainder: \$0

Thanks given to the Finance Department for the ongoing audit efforts. No new management letter comments submitted for this year's fiscal audit. No new recommendations are made, no deficiencies or material weaknesses have been noted to the fiscal year audit. No findings have been made. Village has received a Certificate of Excellence for Financial Reporting, administered by Governmental Finance Officers Association.

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Payne
SECONDER:	Trustee Thompson
AYES:	Christiansen, Gould, Kalinich, Payne, Thompson, Fasules

**H. 523 Fairway Court Construction Necessitated Zoning Variation Request
(Presented by Community Development Director Springer)**

Motion by the Village Board to a two-part reading; with a subsequent reading today and an action by the Board with regarding to a zoning variation request by Michael Fisher, Property Owner and Kevin Wallace, Landscape/Hardscape Contractor. Property is located at the NE corner of Fairway Court, and zoned R2; Property has an unusual stormwater runoff pattern that runs diagonally across the lot. Pergola in question was denied construction during initial permit issuance, and needs an approved construction necessitated variation. Plans/images show pergola in relation to the stormwater management easement; and shows that the pergola has been constructed abutting the stormwater easement.

Determination, after extensive discussion, was made by the Village Board in favor of allowing the structure to remain standing.

RESULT:	APPROVED [5 TO 1]
MOVER:	Trustee Gould
SECONDER:	Trustee Thompson
AYES:	Gould, Kalinich, Payne, Thompson, Fasules
NAYS:	Trustee Christiansen

**I. 85 Sunset Avenue Construction Necessitated Zoning
(Presented by Community Development Director Springer)**

85 Sunset is located in an R2 residential district, approved as a single family home, the property is surrounded by other R2 district single family homes as well. The property is located on the East side of Sunset, between Fairview Avenue and Sunset Court.

The property itself is approximately one acre in size, it has a lot width of 114 feet. The property owner designed the attached garage with a side garage door so that they could get this tractor (image shown) out of the side and down the sidewalk. However, when the tractor arrived at their house, they had difficulty maneuvering the tractor out of the garage while remaining on the sidewalk. Their contractor proposed a change in the field; the change resulting in a sidewalk being constructed within the required impervious setback. The sidewalk is three feet, three inches from the property line where a minimum of five feet is required. The petitioner has indicated in order to remove the sidewalk and reconstruct it as originally approved would cost approximately \$8,550.00. Adjacent properties, including those most directly affected by the variation request submitted, petition in support of the variation request. No one appeared at the ZBA meeting, in support or opposition to the variation request. The vote of the ZBA was 3-3, the motion to approve failed for the lack of votes. It comes forward without a positive recommendation, or a recommendation for denial.

After Village Board Review and discussion, motion was made to vote on a zoning variance with foliage/plantings being submitted to Zoning/Planning for review and approval.

RESULT:	FAILED [3 TO 2]
MOVER:	Trustee Kalinich
SECONDER:	Trustee Gould
AYES:	Gould, Kalinich, Thompson
NAYS:	Christiansen, Payne

Motion failed. Requires the affirmative vote four Trustees as a majority vote to overturn the results of the Zoning Board with the old hearing.

Village Board discussed options acceptable to permit variance request, which was determined to be without the addition of Zoning/Planning approval of foliage/plantings along sidewalk area.

RESULT:	PASSED [4 TO 2]
MOVER:	Trustee Payne
SECONDER:	Trustee Thompson
AYES:	Fasules, Kalinich, Payne, Thompson
NAYS:	Christiansen, Gould

Motion made to approve Ordinance 6890, an ordinance approving a construction necessitated zoning variation from the impervious surface setback requirement of the zoning code to maintain a walkway on the property at 85 Sunset Avenue.

RESULT:	PASSED [5 TO 1]
MOVER:	Trustee Fasules
SECONDER:	Trustee Christiansen
AYES:	Fasules, Kalinich, Christiansen, Payne, Thompson
NAYS:	Gould

J. EMS Contract Amendment (Presented by Village Manager Franz)

The first motion to consider is an IGA with the Illinois Department of Healthcare and Family Services to allow Glen Ellyn to enroll in the Medicaid program; the second is to update our ambulance fee schedule; and third, to approve the ordinance to amend the Metro contract.

After a brief question and answer session provided by Village Manager Franz and Finance Director Coyle, determination was made that more detailed information and discussions would be presented at the September 13, 2021 meeting outlining the transfer of fees for EMS accounts.

Motion made to approve Intergovernmental Agreement between the Illinois Department of Healthcare and Family Services and the Village of Glen Ellyn.

RESULT:	PASSED [6 TO 0]
MOVER:	Trustee Fasules
SECONDER:	Trustee Kalinich
AYES:	Fasules, Kalinich, Christiansen, Payne, Thompson, Gould
NAYS:	

Motion made to approve Ordinance 6897, Ordinance to Amend Ambulance Service Fees for the Village of Glen Ellyn.

RESULT:	PASSED [6 TO 0]
MOVER:	Trustee Fasules
SECONDER:	Trustee Thompson
AYES:	Fasules, Kalinich, Christiansen, Payne, Thompson, Gould
NAYS:	

Motion made to approve Ordinance 6898, Ordinance to Approve and Authorize the Execution of a Second Amendment to the Ambulance Service Contract By and Between Metro Paramedic Services, Inc. and the Village of Glen Ellyn.

RESULT:	PASSED [6 TO 0]
MOVER:	Trustee Fasules
SECONDER:	Trustee Thompson
AYES:	Fasules, Kalinich, Christiansen, Payne, Thompson, Gould
NAYS:	

K. Reminders

1. A Special Village Board Workshop is scheduled for Monday, August 30, 2021 at 7:00 p.m.
2. A Regular Village Board Meeting is scheduled for Thursday, September 13, 2021 at 7:00 p.m.

L. Other Business

Thank you to the Police Department for hosting Coffee with Champions Special Olympics Fundraiser. (President Senak)
Chief Norton gave additional information about upcoming Car Show/Fundraiser benefitting Special Olympics of Illinois, last Saturday in September 2021.

M. Motion to Adjourn

RESULT:	APPROVED [6 TO 0]
MOVER:	Trustee Thompson
SECONDER:	Trustee Christiansen
AYES:	Christiansen, Fasules, Gould, Kalinich, Payne, Thompson
ABSENT:	

Respectfully Submitted, Maureen Draganowski, Executive Assistant

Reviewed and approved, Emily Rodman, Assistant Village Manager/Deputy Clerk



Minutes
Village of Glen Ellyn
Special Village Board Workshop
Monday August 16, 2021
7:00 PM
Glen Ellyn Police Department, Community Room

A. Call to Order:

Special Village Board Workshop was called to order at 7:01 p.m.

Roll Call

Roll Call by:

Present: President Senak

Trustees Christiansen, Fasules, Gould, Kalinich, Payne, Thompson answered "Aye"

Absent:

Also in attendance:

Village Attorney Mathews, Village Manager Franz, Asst. Village Manager Rodman, Economic Development Coordinator Hannah, Community Development Director Springer, Fire Chief Clark, Administrative Asst. for the Village of Glen Ellyn Fire Dept. Shanley, Operations Manager Beskow of Metro Paramedics, Heidi Hermes, Metro Paramedics, Tom Deegan, Metro Paramedics

B. Audience Participation

Eleanor Salimonas, 626 Newton Avenue

Would like to discuss problem with tree removal in Glen Ellyn. Feels that trees (and re-planting) has been neglected; Has concerns with tree removal by developers even though the trees may not interfere with construction. Commented about noticeable loss of tree canopy in the Village. Trustee Christiansen urged Mrs. Salimonas to participate in the Environmental Commission meeting being held on Tuesday, August 17, 2021 to discuss her concerns.

C. Emergency Medical Services (EMS) Funding (Presented by Assistant Village Manager Rodman) (Discussion Only)

The Village of Glen Ellyn provides EMS services through a contract with Metro Paramedic Services; the most current contract was approved in 2018 (2019 start date) and runs through 2024. Metro provides Village of Glen Ellyn with 12 dual trained paramedic/firefighters with 2 ambulances, 24 hours a day, 365 days a year. Challenges have been noted with Metro being able to fully staff the Village of Glen Ellyn, with instances of only 7 paramedics available, and those that are available, are working extremely long shifts. Metro has stepped in to provide salary increases, however, the contract may be more competitive if Village of Glen Ellyn were to assist in supplementing as well. Also, the DuPage Medical Director has identified a need that the paramedic team have increased supervision during shifts, which also allows for enhanced training and patient care. Staff is proposing an amendment to the existing contract with Metro:

1. Creation of three shift supervisors, each working an 8 hour shift, staffing a rapid response vehicle and providing supervision for paramedic staff, onsite training, overseeing of patient care and assistance with daily operations; The addition of the rapid response vehicle allows for the reduction of two ambulances per EMS call, and reduces the reliance of mutual aid.

2. Increased salary for paramedics. Providing competitive salary may increase the desirability to join the Metro/Village of Glen Ellyn contract. Cost is approximately \$700,000 - \$850,000 annually.

To offset costs, Director Coyle offers a recommendation of the following:

1. Raising ambulance rates. Village of Glen Ellyn currently has a low average for ambulance and paramedic services. Balanced billing was explained (full billing is submitted to insurance, Village would review the balance due, and then make the decision whether to bill the remainder to the resident or write it off);

2. Participation in the Federal Program, GEMT, which assists with the Medicaid gap for paramedic services. Combined, the above would generate approximately \$300,000 per annum.

3. Make adjustments to the Fire Services Capital Fees (which currently generates \$825,000 annually). When the fee was created, it was to be directed toward facility improvements and to address long term station needs, especially Station One. Given the current fund balance and additional time before a long-term solution is identified, a portion (50%) of the fees can be directed to offset the EMS increases.

4. Special Service Areas: Unincorporated areas serviced by the Volunteer Fire Company. A cost allocation is prepared annually, as well as a special tax levy billed to these residents to help offset "their fair share" of the EMS and fire services provided by the Village of Glen Ellyn. The future calculation would likely generate more revenue. (Approximately \$80,000 annually).

Next steps would include approval of a Metro contract amendment as well as creation of any necessary Ordinances to allow for changes and funding. The Federal GEMT program would need to be approved, as well as an intergovernmental agreement that the Board would need to accept. Deadline for GEMT is 10/1/2021, which is ambitious and may not go into effect until 2023, so a short term solution may be necessary.

Trustee Payne inquired about the cost of the increase for the paramedics. Operations Manager Beskow responded that the Paramedic staff are currently receiving approx. \$15/hr. However, trends show rates of \$20/hr. Rates were increased to \$16/hr. however, under the revised contract, rates would be at \$21.70/hr. to recruit and retain the best paramedics available in order to support the Volunteer Fire Department. Trustee Kalinich inquired about when the \$16/hr., increase was implemented. Operations Manager Beskow replied, March 2021. The paramedic wage increase was well received. Trustee Kalinich also inquired if there were any other municipalities that were supporting a \$21.70 wage for paramedics. Operations Manager Beskow, replied yes, and spoke in depth about various examples. He also provided information about paramedic contract transfers and policies.

Trustee Kalinich inquired about the costs of mutual aid for paramedic services, to which Director Coyle responded that there is no charge for mutual aid. The responding municipality receives the revenue for the services rendered. A question was posed about supplemental insurance coverage being billable; Yes, it is billable. It was noted that GEMT is a supplemental program for Medicaid.

A question was posed as to whether there would be any increase in fees for regular residents (not special service area residents). No. Incorporated areas would only pay for general fund revenues and fire services fees. At present, EMS calls are not paid through the fire services fees, however, with the new contract, a reallocation of funds would assist in offsetting the EMS fees.

A question was posed if balanced billing is implemented in a community, are there more or less calls? Operations Manager Beskow replied that he has not seen an increase or decrease unless the EMS calls are significantly higher than standard.

Trustee Christiansen requested a pros and cons list with costs submitted for review from Director Coyle. Trustee Thompson inquired about the EMTs and Central DuPage metric report. Operations Manager Beskow commented that due to Glen Ellyn's unique situation, the metrics reporting may not be comparable to other municipalities who have larger teams available for calls. Trustee Thompson stressed the importance of bringing any deficiencies to the Board posthaste so they could be addressed. He also addressed oversight of Metro, what level of oversight we are providing, what level of oversight the Volunteer Fire Dept. is providing, communications between the Village and the Volunteer Fire Department, reporting between the three, and a clear development of the needs and expectations of same. It was also clarified that the Village Manager/ Asst. Village Manager receive reports directly from CDH about EMT performance. President Senak also requested that any reports of an unexpected nature be brought to the Village Boards' attention.

Trustee Thompson requested that a reserve study be completed for the Fire Station as soon as possible. Director Coyle requested a facilities study for the determination of the costs to maintain and rehabilitate Station One versus the cost of a new facility for the purpose of appropriate allocation of funds. Chief Clark clarified that a reserve study and a facilities study should be completed for both Station One and Two, with an update on the status within 90 days.

It was confirmed that 4% of the PBS billing and the current flat fee rate in the amendment for Metro will stay the same; however, there is an allowance for an annual increase in the flat fee in the contract.

Asst. Village Manager Rodman commented about the correspondence from CDH, as well as meeting with the Fire Department Staff and CDH with regard to the downward progression of service and why the Village had not been notified sooner. Communication directives were made clear, and going forward the Village, as well as the Village Board, will be notified in a much timelier fashion. CDH will be communicating monthly performance reports to the Village directly on a monthly basis. She also commented about the hourly rate for the paramedics; conversations were directed to Metro about concerns that any additional funding would be directed to the contracted paramedic staff, and Metro confirmed that all monies would be passed through directly to the paramedic teams. Additional conversation was directed toward performance standards for the paramedics.

Director Coyle went on to answer questions, and clarify if and when the Ordinance was structured, that the fees billed to the residents would include a Fire Services Fee, Capital Fire Service Fee and an EMS fee. Trustee Fasules inquired as to whether it would be more advantageous to have a tax levy, to which Director Coyle responded that a property tax levy could be considered, but how it would be assessed would need to be investigated.

Trustee Thompson summarized that he was in agreement for raising the EMS payroll fees and would like it raised above the average; would take balanced billing under consideration, would like to move forward with the GEMT program. He is in agreement for the special service costs for the fire service program, and would like to see the EMS fee reallocated and raised in the future as necessary.

Trustee Gould summarized that she is in agreement with the EMS fees as well as the GEMT.

Attorney Mathews commented that the fees for services provided reflect the actual cost of the service, and that the fees are not arbitrarily inflated or exceed the actual costs involved.

Trustee Gould also commented that she would prefer a wait-and-see approach to the balanced billing, and approves the EMS fee.

Trustee Christiansen waived the opportunity to comment.

Trustee Kalinich supports the increase in EMT service fees as presented, as well as the GEMT funding; she would like to wait on the balance billing proposition to see how the other services impact the overall program, and is in support of the transfer of fire service fees. She is also supportive of increasing the special service levies for unincorporated Glen Ellyn.

Trustee Payne summarily commented that he is in agreement with the increase of EMS pay rates, he too would like to wait on balance billing, he is in favor of the GEMT program, and agrees with the Capital Service fee, but is concerned and would like to see a reserve study conducted for evaluation.

Director Coyle reiterated that the Fire Service Fund would be discussed in greater detail at a forthcoming budget hearing meeting.

President Senak directed comment to Metro Paramedic Services that he was not happy with the current situation; we have been working with Metro for several years and are now requested to revisit contract negotiations at our cost. He noted that the Village secured a contract so that these discussions would not be necessary. President Senak commented that he is in favor with everything proposed, with the exception of balanced billing.

D. Central Business District Grocery Marketing Study (Presented by Economic Development Coordinator Hannah) (Discussion Only)

1. Economic Development Coordinator Hannah will lead a discussion regarding the Central Business District grocery marketing study.

Director Hannah reported that an initial study was conducted with a consultant; overall the downtown trade area has a strong demographic for an upscale grocery store which would likely perform well, in proximity of 10,000 sq. ft. which is not currently available in the downtown area. They will be reviewing some additional small format stores and submitting their findings for evaluation. As space comes available, discussions can be initiated. Conversation ensued with Village Board members comparing stores such as Fresh Market, Trader Joes, etc. and the square footage needed for successful fruition. Director Hannah elaborated on storefront space (7500 sq. ft.) versus storage/ loading areas, parking, and other considerations and logistics. Trustee Thompson inquired as to why no specialty grocers/ boutique grocers were shown in the report. Director Hannah responded that those are listed as quality service stores. Trustee Thompson suggested a mall area near Green Branch Florists for potential grocers. Trustee Fasules inquired whether there is square footage in the Banyan Tree Mall to accommodate the necessary 10,000 sq. ft. Director Hannah answered "No", and that the developers are looking for more extensive parking than what is available. Trustee Thompson inquired as to whether the US Bank development would consider a first floor grocery and having the bank on an upper level. Trustee Kalinich also inquired about the Apex first floor. Director Hannah replied that there is 8000 sq. ft. available and countered that it might work for a convenience style store. Trustee Kalinich spoke briefly about the interest in

McChesney and the meat market, and what the key components are that attract their customer base. President Senak referred back to the resident questionnaire findings, with the most sought after item for the village by residents is a downtown grocery store. Trustee consensus agreed that whomever is placed should be open after 6:00 p.m. Ending comments request that Director Hannah continue the analysis and report back to the Village Board with findings. The board can then pursue investigations into site availability (US Bank, Forest Avenue, Apex).

E. Architectural Review Process (Presented by Community Development Director Springer) (Discussion Only)

1. Community Development Director Springer will lead a discussion regarding the appearance and architectural review process.

Director Springer spoke about the Architectural Review Commission, founded in 1975, whose purpose was to review the exterior appearance from 1975-2017. Sign code variation responsibilities was added to their management in 1998. The ARC's responsibility is to review exterior appearance of a structure of posed elevation and compare it to the guidelines. Since the guidelines are not standards or regulations, variations were not necessary, it was at the commission's discretion. One: is it acceptable and two: is it in conformance with most of the guidelines?

Two past Village Presidents requested that the department to undertake a process improvement program to streamline processes and evaluate stopgaps. The group formed resulted in incremental changes over a 5-6 year period. One issue that continually surfaced was a general dissatisfaction with a variety of elements related to the Architectural Review Commission. One issue was that Plan Commission would not comment on or handle issues related to exterior appearances. Similarly, the ARC would not address issues with zoning, bulk regulations, subdivisions, etc. Confusion arose due to two different meetings, on two different nights addressing specific issues. Difficulties also arose due to the meetings being performed at the end of the staff review process. Another issue was that there was no formal expertise or professional on the commission (with small exceptions). For other commissions, specific qualifications are required to apply for the commission. Some of the recommendations were personal preference versus valued, professional feedback from the committee. It was also noted that small business owners wishing to pursue the façade improvement grant, upon hearing that they needed to present to the ARC and the Village Board, would drop the proceedings. In July 2017, the Village adopted an Ordinance that allocated the responsibilities of the ARC to the Plan Commission and staff.

Staff had been providing the exterior appearance reviews but were unable to offer suggestions of a significant architectural nature. Concern was expressed by the Village Board after the Apex development for the need of individuals with an architectural background.

One of the suggestions was to recruit area volunteer architects. The staff then worked with the volunteers to incorporate suggestions to provide to petitioners, adopting 75-90% of the suggestions provided. There were still concerns that the group was not transparent, and it was discontinued after the McChesney development. Various suggested designs were shown as examples.

The ARC Commission is being recommended for reinstatement. Suggested goals include:

- Transparency
- Being open to the public
- Initial meetings should be conducted right after the first plan submission
- An initial meeting should be scheduled with the group and the developer for first round suggestions, they can then sit down for a secondary round to see revisions

- *Design or architectural expertise would be essential for committee members*
- *When the plans are approaching final review (after staff review) a single commission should provide the review for the petitioner*
- *Community Development would like to continue to provide the same services to business owners who are looking to improve their façade without any additional variations.*

Option 1:

- *Replace four of the existing plan commissioners with members who have architectural design expertise. The remaining five members will have historical knowledge, have experience in dealing with the public, etc.*
- *The Plan Commission would conduct the exterior design review after the initial submittal.*
- *The Plan Commission would hold a public open forum meeting, one additional meeting after revised plans and one final meeting for final reviews.*
- *The Plan Commission reviews the project in its entirety at the end.*

Option 2:

- *Four architectural specialists will replace four of the existing plan commissioners;*
- *The four architectural expertise members would serve as a sub-committee of the Plan Commission, who conducts the meetings.*
- *Five members would not be needed to attend the first two meetings, just the sub-committee, and when the final review comes to the Plan Commission at the end of the review process*
- *The sub-committee can share their findings with the Commission.*

Option 2B:

- *Another option would be to have the additional four specialists be a sub-committee, not replacing the existing plan commission members.*

The pros of option one include:

- *It eliminates meeting confusion as to which meeting to attend, plans are reviewed early in the process; and commission members have architectural expertise.*

Cons include:

- *We lose the historical expertise, institutional memory and the understanding of processes by the loss of existing plan commissioners.*

Option 3:

- *A new group is created, (i.e., Architectural Appearance Committee/ AAC)*
- *Five to seven member committee, some with expertise, reviews are done after initial submittal, then make recommendations to the Plan Commission.*
- *The Plan Commission then takes the recommendations, along with their review, for presentation at one single review meeting.*
- *The existing membership of the Plan Commission remains; however, a review is provided by parties with expertise, one single group reviews everything, Plan Commission meeting numbers are the same, and the Plan Commission membership still remains varied.*

Option 4:

- *Similar to Option 3, with the exception of being a Committee it is a Commission who makes recommendations directly to the Village Board.*
- *This is very similar to the Commission that was eliminated in 2017.*

Pros and Cons:

- *The Plan Commission remains the same with members having a varied background, the same number meetings are scheduled.*
- *The AAC has members with expertise, and the project review is done with one group.*

Option 4 Cons include:

- *A return back to the same format as the previous ARC*
- *Issues from the previous ARC may return*
- *The public would attend two separate meetings to receive feedback*
- *The possibility of the public initially voicing concerns at a Village Board Meeting due to missing Commission meetings, in turn having the possibility of a staff re-review and extending the overall process and time frame.*

Trustee Christiansen commented that she prefers Option 3; she has previously attended Architectural Review Commission meetings, as well as Plan Meetings, and noted confusion from community member participation as to which topics were being discussed through no fault of the Commission. She prefers Option 3 since it allows for community input. The final decision making is not taking place at two different meetings, it is done at the Plan Commission meeting. One suggestion would be to have a member of the AAC be a member of the Plan Commission to facilitate communications between the two commissions.

President Senak asked if at one point there was a common member on the ARC and the Plan Commission? Director Springer replied that prior to 2017, Tim Loftus, Chair of the Plan Commission, was also in the Historic Preservation Commission, but there was not a common Plan/ARC member.

Trustee Payne commented that 2B is similar to Option 3, but not a separate committee. Similar to a sub-committee, it can be added incrementally. He feels uncomfortable removing established Plan Commission members. Director Springer clarified that Trustee Payne wants to add 4 additional people to the existing 9 member Plan Commission? Trustee Payne clarified that they would form a sub-committee, and not part of the Plan Commission.

Trustee Fasules voiced concern that there is no legal authority for the AAC. If the ACC is made into a subcommittee, it fulfills the need of the Plan Commission, and provides an initial phase of input.

Trustee Gould inquired if the subcommittee was formed, would it be behind the scenes? Director Springer replied, no, it would still be a public forum. The additional Plan members would not be in attendance. Trustee Gould inquired as to whether the subcommittee would be in attendance to listen and present at the Pre-App meeting with the Plan Commission, and Director Springer agreed that it would be a good idea since everything would be early on in the process. The subcommittee members would be there to provide input and feedback and listen in at the Pre-App meeting with Plan Commission. The AAC would serve in an advisory capacity, would be involved in the Pre-App meetings and possibly in any architectural appearance meetings. Finally, they make recommendations to the Plan Commission, but would NOT attend the Plan Commission meeting unless we implement the suggestion where one of the members be on both the AAC and Plan Commission to serve dually.

Trustee Christiansen first thanked Director Springer for her efforts and work done so far. She would like to see a specific mission and process outlined. She also feels the commission should have some "teeth". She would like to see them make recommendations to the Board, similar to Plan or Zoning, so there is "real impact" on the plans reviewed for various developments. She is in

agreement with facilitating experts to assist, but perhaps involve some residents as well. They might be able to provide a different perspective and she feels that the Board should include as many voices as possible. She would like the Plan Commission and Historic Preservation Commission delineated in terms of their mission from the ARC; she feels it is important to include their feedback. She recommends utilizing experts, as well as some residents, but include one member from Plan Commission and Historic Preservation Commission to provide insight. She is leaning toward Option 3 or 4 but would like the Commission to have impact and not serve only in an advisory capacity.

Director Springer clarified that recommendations could still be made to the Plan Commission and that the recommendations be included to the Village Board in their packet. Trustee Christiansen agreed that this could be an option but wanted to stress that the ARC should meet as early on in the process as possible to avoid last minute change orders for the developer, as well as allowing for resident feedback.

Trustee Thompson commented that he liked the results of what the AAG has provided for the last three years, and that they made developments better and provided feedback in a more professional context. He would like to see the process made public, possibly in a general format. He posed a question: Is it possible to still utilize a Commission structure while gaining insight from volunteer experts? He also stressed the need to eliminate confusion for the residents on meeting attendance and processes. He agrees that one way is to go back to the ARC which had the most “teeth”, but also sees a value in blending the Plan Commission structure. He would love to hear some public input.

Public Comment by Pam Albrecht:

She attempted to research how long the ARC had been in existence and feels that the 42 years speaks very loudly for the Village. She is very pleased that there is a consideration to return the ARC. She feels the Review Commission is part of the fabric of the Village, the blending of the Historic, Plan, and ARC commissions are a great recipe and have worked well for a number of years. She feels the ARC worked very well in the past and should not have been eliminated. She noted it provided a unique balance of checks and balances within the Village. The ARC impacted building materials, appearance, ratios to height, variances and swept the minutiae of architectural details, building materials, lighting, landscaping, signage while serving the Village well in the process. Most importantly, it allowed residents to voice their opinion. The review commission offers insight and guidance to both the Plan commission and the Village Board. They provide a translation of guidelines and provide solutions to the petitioner while holding them accountable to the standards. She didn't feel the reasons for the ARC elimination were true and thanks you for considering its return.

Public Comment by Heather Mees:

Has a master's degree in architecture from UIC and has worked with various residential architectural firms in the Chicago area. She states that she grew up in New England and chose Glen Ellyn due its historic homes. She has met other neighboring area architects and feels that Glen Ellyn is a designers' destination. She feels that the Village has a lot of design potential, and without an Architectural Review Committee it will go untapped. The 32 other communities that foster an architectural review committee include Elmhurst, Winnetka, LaGrange, Hinsdale, Highland Park. She stated that we should not consider the number of towns, but the caliber of town. She feels that developers will go extra lengths to build here and that an architectural review commission will maintain a high bar of standards and design and be a tool to help the developers reach their full potential.

Public Comment:

A resident stated that she thinks the public needs to be involved from the beginning; and thinks the Village needs to set the vision of what all development should look like. She references Hinsdale's policies. She feels we need a vision in order to direct the Commission to its destination. She commented that the current development looks like boxes. She feels that the preservation of Glen Ellyn is quality and things that fit into good design, which she feels can also be contemporary. She comments on Glen Ellyn's green space, trees and setbacks, and about being over the edge with global warming and how everyone needs to do their part. She feels the commissions need to be working together to form a larger picture. She feels that a clearer message should be shared with developers so that they know what is expected. She feels the ARC was good because it gave residents additional opportunity to provide comments. She mentions that the Village has a great talent pool and can offer good ideas and feels we should be more selective of the developers coming in.

President Senak posed the question: how long was the process for ARC from start to finish on a project? Director Springer was unable to answer. President Senak commented that there is no way of knowing if eliminating the ARC streamlined the process. Director Springer replied, true. President Senak feels that eliminating the ARC was possibly the singular worst decision that he made as a Trustee and is glad that everyone is in agreement that a committee or commission is needed to ensure the architectural integrity of the Village. He feels that this is smart development and part of the Village's brand. Having sat in on ARC, he saw an improvement in the design and quality of the construction in Glen Ellyn. President Senak commented that all of the options, properly implemented, would serve the purpose intended, which is to make sure the Village continues to be what it is today for generations to come. He would like to see the ARC reformed and provide meaningful impact for the Village. He feels it should have a mix of design professionals as well as residents. It can be part of the Plan Commission as long as it is independent and that current Plan members are not replaced (i.e., a new commission or sub-committee can be formed).

Comments from the Trustees:

Trustee Thompson commented that he did not want to leave the Commission unformed, due to size constraints, and wholeheartedly agreed with President Senak's comments. Prefers Option 2B, with a subcommittee formed of the Plan Commission, but with the ability to have "teeth".

Trustee Christiansen prefers Option 4 as a first choice, with 3 coming in second.

Trustee Gould prefers Option 4, with 2 as a second choice, but she has concerns that Option 2 may not have enough impact.

Trustee Payne feels that the Committee should be closely linked with the Plan Commission; and would prefer Option 2B or 3 as a self-contained committee.

President Senak voiced a concern about the Committee being an even number for voting reasons and feels that an odd number would present better.

Director Springer asked if 5 members would be acceptable. President Senak also commented that it would be a desirable qualification to be a design or architectural professional to be a member of the ARC/AAC committee, but not a prerequisite.

Trustee Kalinich prefers Option 3, with the recommendation that one of the members of the committee be a member of the Plan Commission. The same could apply to the Historic Preservation Commission. She also wanted to comment on the increase of numbers: That too large of group may

prove detrimental to the Committee and burden the decision making. She also noted that every member of the Building Board of Appeals has a background in Building; the Committee is purposeful with good reason and would like to see the same value applied to the ARC/AAC.

Trustee Fasules prefers 2B, with a subcommittee, in order to move projects forward quickly. He would also like the head of the subcommittee to be a voting member of the Plan Commission. The subcommittee can have a member from Historical Preservation, other committees, with members consisting of design and architectural professionals; it is a public meeting, and its sole purpose is to discuss architecture. He feels that a subcommittee may have more input and influence on the Plan Commission, since it is part of the same commission versus a standalone commission.

Trustee Thompson commented that he would like to see where testimony is given, and that multiple meetings are not necessary for the residents. The process needs to be more efficient, in place as early as possible to ensure ease of facilitation. Attorney Mathews commented that one public hearing must take place for zoning purposes, and can take place over multiple meetings. Trustee Thompson inquired if a resident can speak about zoning or architecture at a public hearing. Attorney Mathews clarified that the public hearing is held on a Plan Commission level. The Plan Commission has certain items for review under existing zoning and Village code. Commentary can be given as high up as the Village Board level, with the Village Board providing the final decision.

Consensus of the Board is that there is four in favor of a committee versus a commission; so forming a committee is preferred. There was full agreement with no replacement of the Plan Commission members. A subcommittee will be formed called the Architectural Review subcommittee, consisting of five individuals: one member of the Historical Preservation Commission, Three Architects/Engineers/Landscape Architects, and a resident.

Discussion ensued about whether the subcommittee chair should be a member of the Plan Commission; the Architectural Review committee would be open to the public, make public recommendations and recommendations would be included in the packet for the Plan Commission and the Village Board review.

Trustee Christiansen voiced concern over the lack of independence of the committee. She has concerns with the committee being a subcommittee of the Plan Commission and the overall process. Discussion ensued about the overall processes and board involvement.

President Senak summarized Trustee Fasules' objectives toward the committee, stating that the "teeth" of the committee is that one of the members sits on the Plan Commission, and the discussion of the project occurs early, however, comments go to the Plan Commission not directly to the Village Board.

Trustee Christiansen voiced concerns, stating that someone from the Plan Commission needs to be a member of the ARC, and also voiced issues with the committee being a sub-committee of the Plan Commission in that it lacks independence, and doesn't have "teeth". She feels that a 5-member subcommittee is a committee in its own right, and if it was a true subcommittee, the subcommittee would consist entirely of members of the parent committee.

Trustees Christiansen and Fasules voiced a wish to have the committee become an independent committee, with the Chair being a member of the Plan Commission. Trustee Kalinich suggested that the Chair could be an existing Plan Commissioner. Trustee Christiansen feels that this still gives the Plan Commission too much power. She feels that the ARC Chair should not be part of the Plan Commission, since it gives the Plan Commission an edge in the proceedings. She feels that the

residents have voiced that the Plan Commission has too much power already. She would like to see some independent review before items are brought before the Plan Commission.

Attorney Mathews brought up the point that the Plan Commission and the issues it reviews do not have anything to do with what the ARC will be reviewing. Plan Commission does not (and should not) render options on what the material should be. (i.e., What should the cornice look like? How many different in and out features should there be?) Plan Commission discusses items such as height of a building, what is the bulk/mass, etc.?

Trustee Payne interjected that they are related, and would have discussions between the two. Attorney Mathews stated that there could be cross discussion, President Senak interjected that if you look at deviation or variance process, the elements that would entitle an applicant a deviation or a variance would not include the architectural style of the building. When the Plan Commission is going through the criteria to establish if there is a deviation or variance warranted, one of the elements is not architectural appeal.

Attorney Mathews added that for Pre-App conferences a developer comes in with a "box/building" without any architectural features established. He is not sure how the Board wants to address building concepts or get some kind of presentation that demonstrates architectural elements early on so that the exterior design can be evaluated.

President Senak summarized the overview as an independent committee of five. He posed the question whether anyone from the Plan Commission should be on the committee? Trustee Kalinich voiced that she feels that she recommends it, but feels that they do not need to be the committee chairperson. Trustee Christiansen is in agreement that they should not be the chairperson. Trustee Thompson voiced that he was persuaded by Trustee Gould and Trustee Kalinich's testimony, and agrees with a separate independent commission. He would like to see the idea re-reviewed since the arguments were persuasive. He does not like the terminology of subcommittee, and feels that it needs to be its own commission, it needs to have "teeth", needs its own nomenclature, and process.

Trustee Fasules countered that the issues need to be presented to staff as soon as possible, and it cannot come to the Village Board until after the Plan Commission review. After the Plan Commission, if it comes to the Village Board, it becomes meaningless and has no impact.

President Senak suggested that it become a commission (since there are 4 in favor), comprised of 5 members or more. Trustee Kalinich questioned the number in favor (which was re-counted to 3). She feels that the Board is selling the committee short in saying that it doesn't have "teeth". She reiterates that this is a public meeting in which there is public record, and the Board will ensure the overlap between the Plan Commission and the committee. She questions how does it not have influence?

Trustee Christiansen addresses that we have Commissions and Boards who review various items, who have voiced that they have no influence. Trustee Kalinich asked if they were currently existing committees?

Trustee Christiansen commented about grievances that they make recommendations to the Board and feel as if they are not heard. Trustee Kalinich questioned if they are the only Board? Trustee Christiansen replied that no, there is a Building Board and a Zoning Board. Trustee Kalinich replied that if she understands correctly, in her observation of the Zoning Board of Appeals is that recommendations are made and are overturned at the Village Board level. She feels that this is a

whole different issue. She doesn't feel that their recommendations do not have impact, she thinks that the Board members are concerned that if they were in the shoes of the petitioner, how would they feel?

President Senak commented that the Plan Commission and Zoning Board of Appeals have completely different functionality than Architectural Review or Historic Preservation. They can make a recommendation, and the conclusion of the commission level dictates what the outcome is at the Board level.

Trustee Fasules interjected that when the discussion began, the objection was that the AAG had no legal authority, was not transparent and had no legal record. It was not that the AAG was not working, it was to address those issues. He feels that this is the objective to accomplish tonight, and not create a larger bureaucracy. He feels that it should be the decision of the staff if it is a committee or commission.

President Senak agreed that whether it is a committee or commission is a semantic issue, what is important that it is put into a process that does not create additional bureaucracy, and hopefully will streamline processes. The commission will function in some regard like the committee. He tallied 4 votes in favor of a commission, (including himself as a tie breaker), and then allows staff the opportunity to fit that commission into the Planning and Development process in the most efficient way possible. They can then return to the Board with a progression, and avail the Board as to where Architectural Review will fit in the development process in a way that would make it efficient, yet functional, and move forward from there.

The recommendation is that the Board will re-form the Architectural Review Commission.

Director Springer has one question: It sounds like everyone is interested in eliminating the confusion of which meeting to go to. But if we make it a commission that makes a recommendation directly to the Village Board, and the Plan makes their recommendation to the Board, and they are dealing with their own two separate issues, there are still multiple meetings for petitioners: one to address architecture and another to address zoning entitlements.

President Senak replied that you will always have those two meetings. It will either come before the committee or before the commission. Director Springer replied that if it goes before the Plan Commission, which then goes to the Village Board with the Plan Commission's recommendation, then there is only a single meeting that the petitioner can attend.

Trustee Fasules replied that Director Springer needs to work out the flow so that Community Development is getting the input that they need, so when it gets to Plan Commission, it is solid and the Village Board doesn't get opposing recommendations.

President Senak asked Director Springer to create a flow chart on what steps a petitioner would take, sequentially, for a project to be presented at a future meeting.

F. Other Business

Question by Dist. 41: How will the Village respond to a mandatory masking policy for District 41 students, staff and guests? In addition, how will the police department respond to confrontation at meetings, events, etc.?

President Senak is consulting with Attorney Mathews and Chief Norton on how to approach the issue. Discussions are ongoing, and what policies the Village will adopt will be determined by the Village Board.

Chief Norton elaborated stating that during public meetings, if a party becomes unruly or breaks a law, an officer can take action (including disorderly conduct) and remove the person from the meeting. Chief Norton states that the Village Attorney does not support police action if the underlying issue being broken is not a law (i.e., a mask is not being worn, so police action is not warranted and is unenforceable by law.) If a person refuses to wear a mask at a school board meeting, police can ask them to leave. If they refuse, it does not rise to the level of trespassing or disorderly conduct; because the underlying violation of not wearing a mask is not a violation of the law.

The school is focused on what the police department can do to assist them, however no discussion was given on how the school district can change the way they conduct their meetings that might avoid the issue. (Such as non-mandated masks, spread people out to enforce the 6-ft social distancing, hold meetings in a larger venue, hold meetings via teleconference/zoom, overflow rooms, masked and non-masked areas, etc.)

Chief Norton conveyed the following to the school district: They would respond to any 911 call, if the school requested an officer to be in attendance at a meeting, one would be provided; however, police officers would not remove anyone from the premises for not wearing a mask.

Trustee Payne asked if the school board moved away from mandated masking and then changed their policy? Trustee Kalinich responded that it was due to the CDC recommendation for schools and school districts, as well as the Governor's mandate. It was determined that the schools are following CDC guidelines, and the Governor's most recent order. Debate ensued about whether the Governors' most recent executive order was enforceable by law. Chief Norton explained that a police officer, in their capacity by law, has discretion due to the number of variables that can apply. He also suggested to the school that private security could be hired for events in order to alleviate the Police department of legal jeopardy. Discussion about Section 21-5.5 ensued, and interpretation of school board meetings being held several hours after public school sessions are over are affected and whether they are considered a school "activity" or not.

Discussions ensued about mask policy and potential Village Board agenda proposing policy for future meetings.

G. Motion to Adjourn

Result:	APPROVED [6 TO 0]
Mover:	Trustee Thompson
Second:	Trustee Payne
AYES:	Trustee: Christiansen, Thompson, Fasules, Gould, Kalinich, Payne
NAYS:	
ABSENT:	

Respectfully Submitted, Maureen Draganowski, Executive Assistant

Reviewed and Approved by Emily Rodman, Assistant Village Manager/Deputy Clerk



Minutes
Village of Glen Ellyn
Glen Ellyn Village Board
Special Board Meeting
Monday, July 12, 2021
7:00 PM

Glen Ellyn Civic Center, Galligan Board Room
Hybrid Meeting In Person and Via Zoom

A. Call to Order

B. Pledge of Allegiance

Invocation - *Led by Father Thomas Milota of St. Petronille Parish*

C. Roll Call

Upon roll call by Deputy Clerk Kaminsky, President Senak, Trustee Fasules, Trustee Gould, Trustee Kalinich, Trustee Payne, and Trustee Thompson answered "Present". Trustee Christiansen was absent.

Also in attendance: Village Manager Franz, Assistant Village Manager Rodman, Village Attorney Mathews, Finance Director Coyle, Public Works Director Buckley, Community Development Director Springer, Police Chief Norton, General Manager Vesevick and Economic Development Coordinator Meredith Hannah.

D. Audience Participation – *There was none*

President Senak provided an update to residents on the status of the Apex Construction.

E. Consent Agenda –

The following items are considered routine business by the Village Board and will be approved in a single vote in the form listed below: Motion to approve the following items including Payroll and Vouchers totaling \$3,017,888.54. These agenda items have been reviewed by the Management Team & Village Attorney and are consistent with the Village's Purchasing Policy (Trustee Gould)

Motion: To approve the Consent Agenda as presented.

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Gould
SECONDER:	Trustee Kalinich
AYES:	Fasules, Gould, Kalinich, Payne, Thompson
NAYS:	None
ABSENT:	Trustee Christiansen

1) Total Expenditures (Payroll and Vouchers) \$3,017,888.54

2) Approve the Recommendation of Village President Mark Senak that the following Appointments and Reappointments be made for Various Boards and Commissions with a Term Ending July 31, 2024:

Historic Preservation Commission: John Day; Barb Lemme
Plan Commission: Matt Halkyard; Peter Cooper
Recreation Commission: Tony Coconate; Brian Driver; Tom Slowinski

3) Accept the Bond Recordkeeping Report for 2020 (Finance Director Coyle)

4) Ordinance No. 6883 VC, An Ordinance to Amend the Liquor License Control Code Chapter 19 of Title 3, Sections 11 and 34 to Allow the Sales and Delivery of “To Go” Mixed Drinks/Cocktails and Single Servings of Wine and Amend the Liquor License Control Code Chapter 19 of Title 3, Section 12 (Restriction on Number of Licenses) to Decrease the Number of Permitted A-1, B5, C1 and J Liquor Licenses (Village Attorney Mathews)

5) Approve the Mural Application for Two Murals to be Installed at 427 N. Main Street (Economic Development Coordinator Hannah) Village Board Agenda July 12, 2021 Page 3 Village of Glen Ellyn

6) Approve a Façade Improvement Award to Elizabeth Anne Tryner, Inc. for the Property Located at 530 Pennsylvania Avenue in the Amount of \$15,000, to be Expensed to the Central Business District TIF Fund (Economic Development Coordinator Hannah)

7) Ordinance No. 6884, An Ordinance Granting Exterior Appearance Approval for Chocolaterie Stam & Storm Inspired Showroom located at 530 Pennsylvania Avenue (Community Development Director Springer)

President Senak raised a question regarding item #6. He requested clarification on funds, as this award would exhaust the funds and is concerned about deficit spending. Staff noted that the awards often carry over from one fiscal year to the next and the loss would be made up and that TIF money was being utilized for payment.

F. Glen Ellyn Public Library Building and Maintenance Special Levy (Presented by Glen Ellyn Public Library Director Bussey) (Trustee Christiansen)

Motion to Approve Resolution 2109, A Resolution Authorizing Levy of an Additional Tax for the Purchase of Sites and Buildings, for the Construction and Equipment of Buildings, for the Rental of Buildings Required for Library Purposes, and for the Maintenance, Repairs, and Alteration of the Library Building and Equipment.

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Kalinich
SECONDER:	Trustee Payne
AYES:	Fasules, Kalinich, Thompson, Payne, Gould
NAYS:	
ABSENT:	Trustee Christiansen

Dawn Bussey, Executive Director of the Glen Ellyn Library addressed the Board to request they approve the .02% Special Maintenance Levy. She reiterated that this is not a request for an increase, rather a

maintenance of the levy approved last year. She further detailed that this levy is specifically earmarked to maintain their building going forward. The Board asked what the gap is between what is needed and the amount the levy generates. Ms. Bussey noted that it is currently approximately a \$60,000 gap.

~ President Senak welcomed several guests from Milton Township including Supervisor John Monino, Trustees Drew Ellis, Jeff Castle, Dan Milinko and Clerk Nick Nathwani and Office Manager, Alex Hines. Milton Township asked for a moment to introduce themselves and to provide the Board with their perspective on the Intergovernmental relationship between the Township and municipalities within the Township including Glen Ellyn.

G. Glen Ellyn Metra Station and Multimodal Access Improvements Project Update (Presented by Professional Engineer Daubert) (Discussion Only)

1) Professional Engineer Daubert will present an update to the Village Board on the Glen Ellyn Metra Station and Multimodal Access Improvements Project

Engineer Rich Daubert introduced members of the CDM Smith team. A Power Point presentation provided an overview of the ongoing Architectural Services and Phase I Engineering Study for the construction of the new train station and pedestrian underpass in the Glen Ellyn Central Business District as well as ongoing efforts and next steps.

The Board had several questions including if there is a significant cost differential between rehabilitation or new construction. It was explained that there is a similar cost between the two and additionally certain contractors perform only rehabilitation which may narrow the market. Additional questions were asked regarding maintenance responsibility of the Depot, the possibility of designing the tunnel to accommodate vehicles in an emergency, and the possibility of accelerating the time-line of the project.

Trustee Fasules requested that Manager Franz provide the newer Board Members with the history of the previous discussions to assist them with any questions they may have. Additionally, the Board would like to meet in a workshop with the engineers to discuss the background and brief the current Board so they can develop the plan and address ADA compliance among other topics. Trustee Thompson commented on the diligence of staff in securing grants and how monumental this achievement is for the project. President Senak asked the engineers to report back on how much more funding would be necessary to build the depot to be LEEDS (Leadership in Energy and Environmental Design) certified.

Other Business

~ Village Manager Franz took the opportunity to surprise Chief Norton with a Special Recognition Award recognizing his 35 years with the Village of Glen Ellyn.

H. Reminders

- 1) A Special Village Board Meeting is Scheduled for Monday, July 19, 2021 at 7:00 p.m.
- 2) A Village Board Meeting is scheduled for Monday, July 26, 2021 at 7:00 p.m.

I. Other Business

J. Adjourn

Motion To Adjourn

RESULT:	APPROVED [5 TO 0]
MOVER:	Trustee Thompson
SECONDER:	Trustee Kalinich
AYES:	Fasules, Kalinich, Thompson, Payne, Gould
NAYS:	
ABSENT:	Trustee Christiansen

The meeting was adjourned at 8:25 p.m.

Respectfully submitted by Sandy Bakalich, Recording Secretary
Reviewed and approved by Emily Rodman, Assistant Village Manager/Deputy Clerk



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Community Development
Department Head: Emily Rodman
Category: Ordinance
Prepared By: Taylor Gendel

**AGENDA ITEM (ID
2022-2259)**

DOC ID: 2022-2259

Ordinance No. 6959, An Ordinance Granting Approval of a Special Use Permit to Allow a Yoga Studio at 526 and 528 Duane Street (Interim Community Development Director/Assistant Village Manager Rodman)

Statement of the Issue:

Mary Beth Searls, of Drip Yoga, LLC, is requesting approval of a Special Use Permit to allow a yoga studio to be located on the property known as 526 and 528 Duane Street. The subject property is located on the north side of Duane Street, east of North Main Street and south of the Prairie Path in the C5A Central Business District, Central Retail Core Sub-district. To accommodate the project, the petitioner is specifically requesting approval of a Special Use Permit in accordance with Section 10-4-17-1(B)25 of the Glen Ellyn Zoning Code to allow an indoor recreational facility at the subject location.

Analysis:

Ms. Searls currently has a lease signed for 526 Duane (that is contingent on approval of a Special Use Permit) and with that lease will have the first right of refusal to the neighboring space at 528 Duane. Should the current tenant vacate 528 Duane when their lease ends in August of 2023, the petitioner would like the opportunity to expand her business into the adjacent unit as well.

During the Plan Commission Public Hearing, Ms. Searls stated that the current building owner has expressed to her that he doesn't have plans to renew the lease for the current 528 tenant. 528 Duane Street is currently occupied by The Gallery, a retail clothing store specializing in streetwear clothing and sneakers. They offer consignment services as well.

526 Duane Street was previously occupied by Cosmos Beauty Bar, a service-based nail salon that offered cocktails, and has been vacant for at least six months. The petitioner notes in her application that the square footage of 526 Duane is under 800 square feet, and it would be a challenge to bring her full vision of the business to life without expansion. By seeking a Special Use Permit for both units, the petitioner states that Drip's retail department can have a substantial footprint.

According to the petitioner's application, Drip Yoga will offer a variety of heated yoga classes and will be open at varying hours, seven days a week. The petitioner plans to have 1 to 2 staff members on site at any given time to teach classes and work at the front desk. To start, there will be 15 part-time employees. Class sizes will accommodate 15 people including the instructor and will increase to a maximum of 30 people once operating out of an expanded space. As noted on the floor plan, retail

will be located at the front of the store, so that it can be easily seen by pedestrians.

For more information, please review the Plan Commission packet available [here](#).

Budget Impact:

N/A

Action Requested:

The Village Board may approve, approve with conditions or deny the petitioner's request for approval of a Special Use Permit to allow a yoga studio on the subject properties (526 & 528 Duane). In accordance with the Plan Commission's recommendation, Village Staff has prepared an Ordinance to approve the request for consideration at the May 23, 2022 Village Board meeting.

Attachments:

1. Draft Ordinance - 526 & 528 Duane
2. 4-28-22 Plan Commission Meeting Minutes-DRAFT
3. Floor Plans



Village Of Glen Ellyn

Ordinance No. _____

**An Ordinance Granting Approval of a Special Use Permit
to Allow a Yoga Studio at 526 and 528 Duane Street,
Glen Ellyn, IL 60137**

**Adopted by the
President and the Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois
This ____ Day of _____, 20____.**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois, this ____
day of _____, 20____.

Ordinance No. _____

**An Ordinance Granting Approval of a Special Use Permit
to Allow a Yoga Studio at 526 and 528 Duane Street,
Glen Ellyn, IL 60137**

Whereas, Mary Beth Searls, lessee of the property located at 526 Duane Street, has petitioned the Village President and Board of Trustees for approval of a Special Use Permit in accordance with Section 10-4-17-1(B)25 of the Glen Ellyn Zoning Code to allow a yoga studio to be located at 526 and 528 Duane Street; and

Whereas, the subject property is located on the north side of Duane Street between N. Main Street and Forest Avenue in the C5A Central Retail District, Central Retail Core Sub-district and;

Whereas, the property is legally described as follows:

LOT 5 IN COUNTY CLERK'S ASSESSMENT DIVISION IN THE SOUTHWEST QUARER OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 3, 1906 AS DOCUMENT 88055, IN DUPAGE COUNTY, ILLINOIS.

P.I.N. 05-11-321-001; and

Whereas, following due and proper publication of notice in the Daily Herald not less than fifteen (15) nor more than thirty (30) days prior thereto, and following written notice to all property owners within 250 feet, and following the placement of a placard on the subject property not less than fifteen (15) days prior thereto, the Plan Commission of the Village of Glen Ellyn conducted a public hearing on April 28, 2022 at which hearing the Plan Commission considered the petitioner's request for approval of a Special Use Permit; and

Whereas, at the April 28, 2022 public hearing, the petitioner presented evidence and testimony in support of the request, and one member of the public spoke in support; and

Whereas, after having considered the evidence presented, including the exhibits and materials submitted, the Plan Commission made its findings of fact and recommendations as set forth in the minutes from the April 28, 2022 Plan Commission meeting, a draft of which is attached

hereto as Exhibit “A”, and pursuant to Section 10-10-14 of the Zoning Code, by a vote of six (6) “yes” and zero (0) “no,” the Plan Commission recommended approval of the requested Special Use Permit; and

Whereas, the Village President and Board of Trustees have reviewed the evidence, exhibits, and materials presented at the April 28, 2022 Plan Commission public hearing and have considered the findings and recommendations of the Plan Commission and hereby make the following findings of fact related to the request:

1. The proposed use will be harmonious and in accordance with the general objectives, or within a specific objective of the Comprehensive Plan and/or Zoning Code, because it will help support a robust and diverse business environment in the downtown and increase employment opportunities for residents. The Comprehensive Plan and the Downtown Strategic Plan suggest that Downtown should consist of an exciting mix of retail, service, entertainment, office and public uses, such as this proposed service use. Existing nearby uses include restaurants, retail space and service locations.
2. The yoga studio will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not change the essential character of the same area because outside of adding approved signage to the exterior of the building and repairing damages, there are no changes proposed to the exterior of the building as part of the Special Use request. Furthermore, service uses are a permitted use in the C5B District, which is just down the street from this location.
3. The proposed use will not be hazardous or disturbing to existing or future neighborhood uses of the property because yoga is a contained activity so there will not be disturbances from the business or patrons.
4. The proposed use will be served adequately by existing public facilities and services such as highways, streets, police, fire protection, drainage structure, refuse disposal, water, sewers and schools because the project will not significantly increase demand on public facilities and will be able to operate under the current public facilities and services.
5. The proposed use will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the Village because the site will not require any additional public services.
6. The use will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare and odors because the use is low-

impact and customers will be encouraged to utilize the parking garage located across the street, which will limit traffic in front of the building and on Main Street.

7. The development shall be so designed as not to create an undue interference with traffic on surrounding public streets or roads because the site layout is not changing due to the special use permit. The site's current design is functional and there are no vehicular access points to the site.
8. The development will not increase the potential for flood damage to adjacent property or require additional public expense for flood protection, rescue or relief because the property is not a flood risk and there are no changes proposed to the exterior of the building or the site.
9. The development will not result in destruction, loss or damage of natural, scenic or historic features of major importance to the community because there are no major changes proposed to the exterior of the building or the site that would cause any damage to the character, environment, or community resources.

Whereas, the President and Board of Trustees have determined that granting the requested Special Use Permit is consistent with the goals of the Glen Ellyn Zoning Code.

Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The minutes from the April 28, 2022 Plan Commission meeting, a draft of which is attached hereto as Exhibit "A", and the findings of fact set forth therein and in the preambles above are hereby adopted as the findings of fact of the Village President and Board of Trustees based upon their review of the evidence, exhibits, and materials presented at the April 28, 2022 public hearing before the Plan Commission.

Section Two: Based upon the findings of fact and recommendations of the Plan Commission, as adopted herein, and the findings of fact and conclusions set forth in the preambles above, the Village President and Board of Trustees hereby grant approval of the requested Special Use Permit to allow a yoga studio to be located at 526 and 528 Duane Street.

Section Three: This grant of approval of the requested Special Use Permit is subject to the

condition that the use is operated in substantial conformance with the testimony presented at the April 28, 2022 Plan Commission public hearing and these documents shall be filed with and made part of the permanent records of the Glen Ellyn Community Development Department.

Section Four: This Ordinance shall be in full force and effect from and after the passage, approval, and publication in pamphlet form.

Section Five: Failure of the owners or other party in interest or a subsequent owner or other party in interest to comply with the terms of this Ordinance, after execution of such Ordinance, shall subject the owners or party in interest to the penalties set forth in Section 10-10-18 (A) and (B) of the Village of Glen Ellyn Zoning Code.

Section Six. The Village Clerk is hereby authorized to record to this Ordinance with the DuPage County Recorder.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

Approved by the Village President of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

	Ayes		Nays		Absent
Fasules					
Gould					
Thompson					
Kalinich					
Payne					
Christiansen					

Senak					
(in event of a tie)					

Village President of the
Village of Glen Ellyn, Illinois

Attest:

Village Clerk of the
Village of Glen Ellyn, Illinois

(Published in pamphlet form and posted on the ____ day of _____.)

DRAFT MINUTES
REGULAR PLAN COMMISSION MEETING
April 28, 2022

Call to Order and Roll Call

After announcing that the wearing of masks in connection with the Covid-19 pandemic is not required, Chairman Tim Loftus called the meeting to order at 7:02 p.m., explaining the Plan Commission's function and operating procedure as an advisory body. He described the public hearing process, and introduced Village Board Trustee Liaison Steve Thompson, Assistant Village Manager Emily Rodman, Planning Manager Kelly Purvis, Planner Atrian Fard, Associate Planner Taylor Gendel, and Recording Secretary Barbara Dutton-Thomas.

Roll was called. Present: Chairperson Loftus, Commissioners Arango, Halkyard, Thakkar and Vondruska; Commissioner Fanella joined the meeting later. Absent: Commissioners Brown, Cooper and Saeed.

Public Comment Non-Agenda Items

None.

Public Hearing – 526 and 528 Duane Street – Special Use Permit request for a yoga studio [“Drip Yoga”] to be located in the C5A Zoning District

A motion made by Commissioner Vondruska and seconded by Commissioner Thakkar to open the Public Hearing passed by voice vote.

Staff Introduction

Sworn in, Taylor Gendel, Associate Planner, 535 Duane, stated that the Petitioner, Mary Beth Searls is requesting a Special Use Permit to allow a yoga studio to be located at 526 and 528 Duane Street in the C5A District, in which at this time the Village does not allow service uses “by right.” She said the Petitioner has a lease signed for 526 Duane, which is contingent on approval of a Special Use Permit. And with that lease, added Gendel, Ms. Searls will have the “first right of refusal” to the neighboring space at 528 Duane. Should the current tenant vacate 528 Duane when their lease ends in August of 2023, related Ms. Gendel, the Petitioner would like the opportunity to expand her business into the adjacent unit as well (therefore is applying for a Special Use Permit for both spaces). The subject property, explained the Associate Planner, is on the north side of Duane, east of north Main Street and south of the Prairie Path. She said that the Petitioner notes that the square footage of 526 Duane is under 800SF, and it would be a challenge to bring her full vision of the business to life. By seeking a Special Use Permit for both units, the Petitioner states that Drip's retail department can have a substantial footprint. Vacant for at least six months, she said, 526 Duane Street was previously occupied by a nail salon; 528 Duane Street is currently occupied by a retail clothing store. Besides this boutique, Associate Planner Gendel listed businesses located along Duane on the block which holds the subject properties: a bagel vendor, a travel agent, a bakery, an engineering firm, a dentist office and a restaurant. The subject property, she noted, is across the street from the Civic Center, she added, and said the Petitioner envisions patrons taking advantage of the Village parking garage.

She said the proposed yoga studio would be open seven days a week, and reviewed the studio hours, including the peak times of 6 a.m.-10:30 a.m., and 4:30 p.m.-7:30 p.m.; the retail portion would be open 10:30 a.m. to 5 p.m. Monday through Friday, and 9-12 on Saturdays and Sundays. The business is expected to have one-two staff onsite at any given time, and to initially employ 15 part-time employees, related Associate Planner Gendel. Classes would accommodate up to 15 people, including the instructor, expanded to 30 once the space is expanded. A retail space of 238SF (assuming to double with the space expansion) is planned, to sell yoga apparel and other merchandise.

The Associate Planner related that the Petitioner provided statistics pertaining to the yoga industry and noted that Glen Ellyn residents are leaving town to attend and teach fitness classes and buy apparel in neighboring municipalities. If granted a Special Use Permit, reported Ms. Gendel, the Petitioner plans to partner with neighboring businesses and to host community classes to bring residents together. Ms. Gendel outlined action to be taken by the Plan Commission relative to the Special Use Permit request.

Commissioner Thakkar asked how long the retail shop at 528 has been there. Sworn in, Planning Manager Purvis replied that it has been there a year or less. Commissioner Arango asked if it was known if the current lessee of 528 will forfeit the lease in 2023. Ms. Gendel indicated it is merely speculated that it will. Chairperson Loftus asked if the Special Use is tied to the property, to which Associate Planner Gendel replied, "No," saying it is only for Drip Yoga.

Petitioner's Presentation

Sworn in, Mary Beth Searls, 35149 Arboretum Road, Glen Ellyn, described the business she envisions as "a luxury boutique yoga studio" offering heated yoga classes using popular infrared heat technology (which, she said, directly heats people in the room instead of heating the air, so is more effective at detoxing the body and relieving aches and pains). She said that as she is well-connected in the yoga community, she sees people leave town to participate in yoga, and that while retail is not the emphasis of her business plan, the studio will bring people into the downtown, citing that 44 percent of Americans do yoga two-three times a week. Here, she surmises, they might do some shopping or meet friends for lunch. She said the business will be "community-driven," and described herself as being business focused, and summarized her professional career. She stated that she is looking forward to becoming an active partner in the downtown, and intends to join the Chamber of Commerce.

Commissioner Questions

Commissioner Thakkar asked what option the Petitioner would have if the 528 lessee doesn't give up the space. Ms. Searls said the current owner has expressed to her that he doesn't have plans to renew the lease, and she has first right of refusal. Chairperson Loftus asked why the retail hours are not the same as class house. Ms. Searls explained that some patrons want to take classes very early in the day, and that the retail hours (which will be manned) are based on typical shopping times in town. Commissioner Halkyard asked if Drip is a franchise, to which the Petitioner replied that this business [Drip] is the first. Mr. Halkyard asked if the middle wall is easy to take down. Ms. Searls stated that she will get into this, but was told by the landlord that it is possible.

Sworn in for the Petitioner, Attorney John Mulherin, 569 Dorset Ave., Glen Ellyn, said that while he understands that the Village Board has some hesitancy in having more service businesses in the C5A District, this business is ideal for this location. He called the chances for having a viable strictly retail business here “slim,” especially with retail space open in the Apex 400 complex. He maintained that the proposed business compatible with the area and the Strategic Plan, and said that the chances of getting the 528 space are “excellent.”

Wondering about resources, Commissioner Thakkar asked if the Applicant is financially prepared to close her business if a build-out to expand her space occurs. Ms. Searls responded that initial work to the space will involve cosmetic upgrades, but her goal is to add showers and more room for mats, and indicated that she will accept a “pause” in operations to achieve this. Chairperson Loftus asked the Petitioner the length of the initial lease; Ms. Searls replied that it is three years (and 15 total).

The Public Hearing was closed upon voice vote following a motion made by Commissioner Halkyard and seconded by Commissioner Arango.

Commissioner Discussion

Commissioner Vondruska said that, in light of retail’s unfavorable trajectory, restaurant and service businesses “seem to be what’s coming in,” and suggested that Drip Yoga is a “good fit.” Citing examples of other downtown retail spaces that have been or are being vacated (e.g., Enclave, Acacia), Chairperson Loftus observed a trend in allowing other types of businesses in the District, though noted that Drip is to have a retail component. As a former member of the Historic Commission, he said, he would like to see the building remain, and could go along with the proposed use. Commissioner Halkyard said he echoes Commissioner Vondruska’s comments, saying the spot makes a lot of sense for placing the yoga studio. Commissioner Thakkar indicated that he thinks the proposed business will contribute to the character/vibrancy of the community, and will drive foot traffic to surrounding businesses. He said the space is a good spot for the studio, noting it’s been sitting vacant, anyway. Commissioner Arango said that the location makes the service convenient to patrons, who can park in the Village public garage. Commissioner Fanella said she has nothing to convey contrary to what the other Commissioners have said, but added that it would be nice to have yoga opportunities in town.

Commissioner Halkyard moved for the following (read by Commissioner Vondruska):

After conducting a public hearing and deliberating on the request of the petitioner, Mary Beth Searls, for approval of a Special Use to allow a yoga studio to locate and operate at 526 and 528 Duane Street in the C5A Central Retail Core Subdistrict, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on April 28, 2022, which are hereby incorporated into the Motion by reference as though fully set forth herein, and a copy of which will be attached to the minutes of this meeting and kept on file as part of the permanent records of the Village. The Plan Commission makes this recommendation of approval with the following conditions:

1. That the business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

The motion was seconded by Commissioner Arango, and carried unanimously by roll call vote.

Public Hearing – Electric Vehicle Charging Station Text Amendment

Commissioner Vondruska moved to open the Public Hearing concerning an Electric Vehicle Charging Station Text Amendment to the Zoning Code and Sign Code. Seconded by Commissioner Thakkar, the motion carried by voice vote.

Sworn in, Planner Fard, 535 Duane, explained that currently the Village Code does not have specific standards for electric vehicle (EV) charging stations. With inquiries and permit requests for EV charging stations having been received, she related, Staff is proposing text amendments to the Zoning Code and Sign Code to adopt new EV charging station regulations. The drafted regulations, she continued, are intended to provide access to EV charging stations, to have installations that are safe, as aesthetically pleasing as possible, and practical. Planner Fard reported that Staff reviewed regulations from other municipalities to have a reference point for development of potential EV charging station regulations. The proposed amendments, she stated, define charging stations and allow them in all zoning districts. Signage would be regulated, as well, she added, reviewing permitted size along with proposed information to be displayed. She outlined Commission action relative to the proposed amendments.

Commissioner Questions

Chairperson Loftus asked if the signage allowed is comparable to that of a gas station fuel pump, to which Planning Manager Purvis, sworn in, explained that the Village doesn't regulate the signage on gas pumps, and went on to describe what is considered in calculating sign area for EV charging stations. Associate Planner Fard interjected that permits are required for station installation, and a sign variation would be required for any non-compliant element. Chairperson Loftus wondered about product, specifically a video screen, larger than Code permits. Ms. Fard replied that research found that brands have different equipment, so could fit product into the Village's regulations (which, she said, are in line with normal sign requirements in other communities). Commissioner Thakkar asked if there could be lights around the units. Ms. Fard stated that they would have to meet standards, such as the Village's illumination code; Ms. Purvis said bands are not permitted for this type user.

Commissioner Vondruska remarked that, since EV stations are a new thing and standards a moving target, language should be general, citing as an example language specifying bollards but not the quantity, and asking about the process for approval. Planning Manager Purvis said installation would require a building permit and review. Mr. Vondruska asked if there should be provisions governing video screen audio. If a standard governing maximum noise isn't covered under the "message board" definition, Ms. Fard said a section could be added to address this. After checking, Planning Manager Purvis reported that the regulation contains nothing related to noise, so pertinent language can be added. (She noted that ADA guidance relative to this is minimal.) Commissioner Vondruska voiced concern about commercials playing, suggesting language limiting audibility to 2 ft., or not allowing it. Ms. Purvis said a distance limit could be added. Commissioner Fanella asked whether, given setback requirements, if residential charging stations, can be placed in front, side and rear yards. Ms. Fard indicated that installation in all of these is permitted (to be accessible from a driveway), though in-garage installation is preferred. Ms. Fanella didn't think the Village would want these in a front yard. Ms. Fard stated that private charging equipment is not the same level as commercial.

Commissioner Arango asked if the Village would designate areas for charging stations, to which Planning Manager Purvis replied that charging stations would likely be in parking lots and driveways. Ms. Arango asked if any would be in the public parking garage, to which Ms. Purvis responded that it has one. Chairperson Loftus observed that there are no size limitations on stations, notably for the Commercial District. Ms. Fard explained that a permit applicant would have to submit a landscape plan – showing screening – for review by the Community Development Director. Chairperson Loftus asked who owns the charging stations in the Village parking garage. Planning Manager Purvis said she isn't sure, but added that a private business would need a license agreement to locate equipment in a public right-of-way. Commissioner Halkyard suggested the Village think about zoning provisions to address electric cars, to which Planning Manager Purvis responded that language can be added prohibiting on-street facilities for EV charging stations (to which Commissioner Fanella opined that no one would allow a large station on Main). Commissioner Fanella said screening might not be appropriate for all locations. Ms. Purvis concurred, saying this could be spelled out.

Observing that in the past the Village has granted variations on parking space width to achieve a required number of parking spaces, Chairperson Loftus asked that those dedicated to EVs not be subject to any change in width so to squeeze walking space. Ms. Purvis explained that any parking variation would have to come before the Board for approval, and said that sometimes a variation makes sense. Mr. Loftus expressed concern about affecting access to gas-operated cars. Associate Planner Fard interjected that a space can't be downsized to be nonconforming, so cannot be less than 9 ft. Mr. Loftus said a space could be 8 ft. with a variation, making it conforming. Ms. Fard said anything could be conforming with variation – if it is allowed. Planning Manager Purvis offered a reminder that the Village can't prohibit someone requesting a variance. Commissioner Vondruska commented that if plugs are knocked out of their sockets they are supposed to tell the charging station to cut the power, and that maintenance of the cable is up to the company maintaining the machine. Chairperson Loftus remarked that maintenance can become an issue over time. Ms. Fard said an extension can be added to this section of the Code to say that an existing parking space cannot be made to be non-compliant, and that perhaps extra clearance space could be specified. Mr. Loftus asked the typical length of a cord, to which Mr. Halkyard replied it is 25 ft. Commissioner Arango asked if there are plans for directional signage along roadways. Planning Manager Purvis said not if the station doesn't belong to the Village. Commissioner Fanella said cars will indicate where a charging space is located, but asked where in the Code putting in a station is covered. Saying that at this time the Village is not progressive to have an EV station as a standalone use, Planning Manager Purvis said that proposed text amendment would have to be requested to allow it. Commissioner Fanella said that other than changing wording about landscaping, she is good with the proposed. In response to questions about handicap access, Planner Fard said language requires compliance with the ADA and Accessibility Code.

A motion to close the Public Hearing was made by Commissioner Vondruska; seconded by Commissioner Thakkar, the motion carried unanimously by voice vote. Commissioner Fanella moved to approve the Zoning Code text amendment as presented, with the amended language regarding landscaping and audible sounds, as discussed in tonight's meeting and recorded in the minutes. Seconded by Commissioner Halkyard, the motion passed unanimously by roll call vote.

Trustee's Report

Trustee Thompson reported that the developer that had been eyeing the US Bank property has withdrawn its proposal to build an apartment complex there, and that the Village Board is to discuss options for the site. He said the Architectural Appearance Commission has been appointed with its commissioners and chair. To learn about upcoming Alliance events, he advised checking the Village's social media pages. He said the Chamber of Commerce carnival is returning in May, and that the "Taste" event will be broken up into a series of "First Thursday" music events to accommodate construction activity in the business district. He related that ARPA funds have been allocated to the food pantry, the public library, the Alliance and the Chamber. He also mentioned the new "SeeClickFix" website app on that has been adopted as a method for residents to report non-emergency service issues, and said that input and data are being gathered to create a charrette process for the hotel redevelopment project. (Assistant Village Manager Rodman reported that price estimates to demolish the two buildings have been obtained.) Mr. Thompson announced that the Apex garage is now open, with two points of access.

Chairperson's Report

Chairperson Loftus had nothing to report.

Staff Report

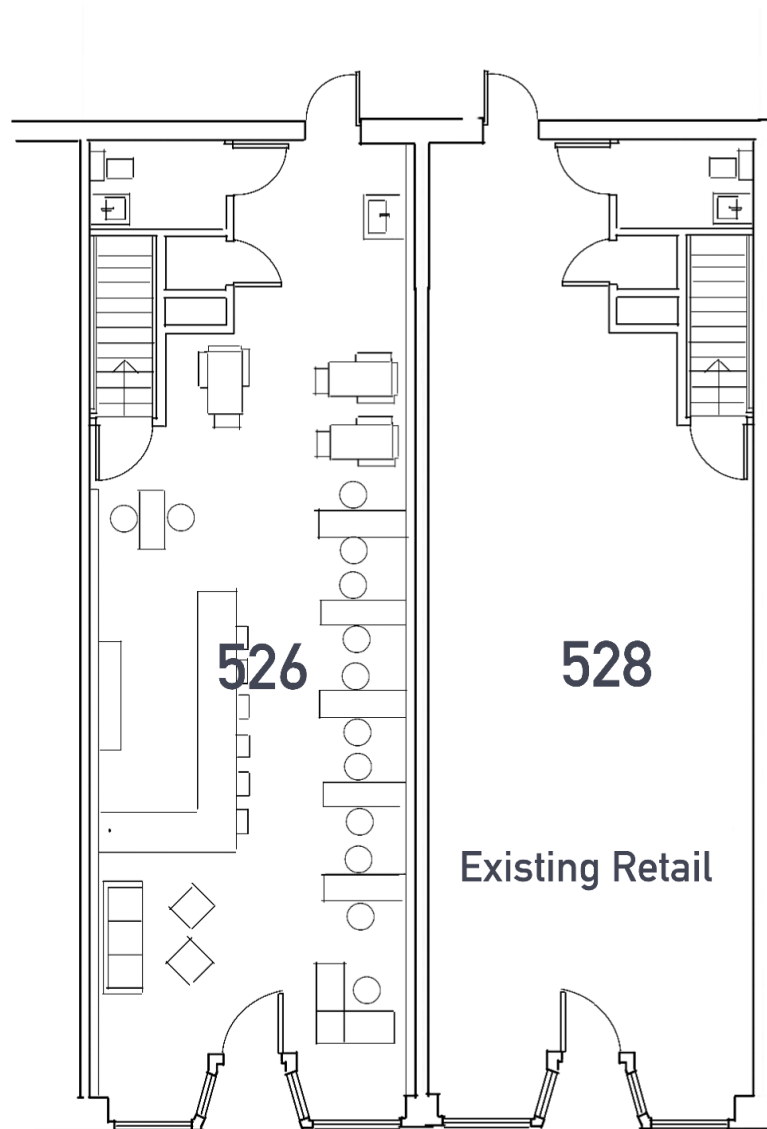
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Adjournment

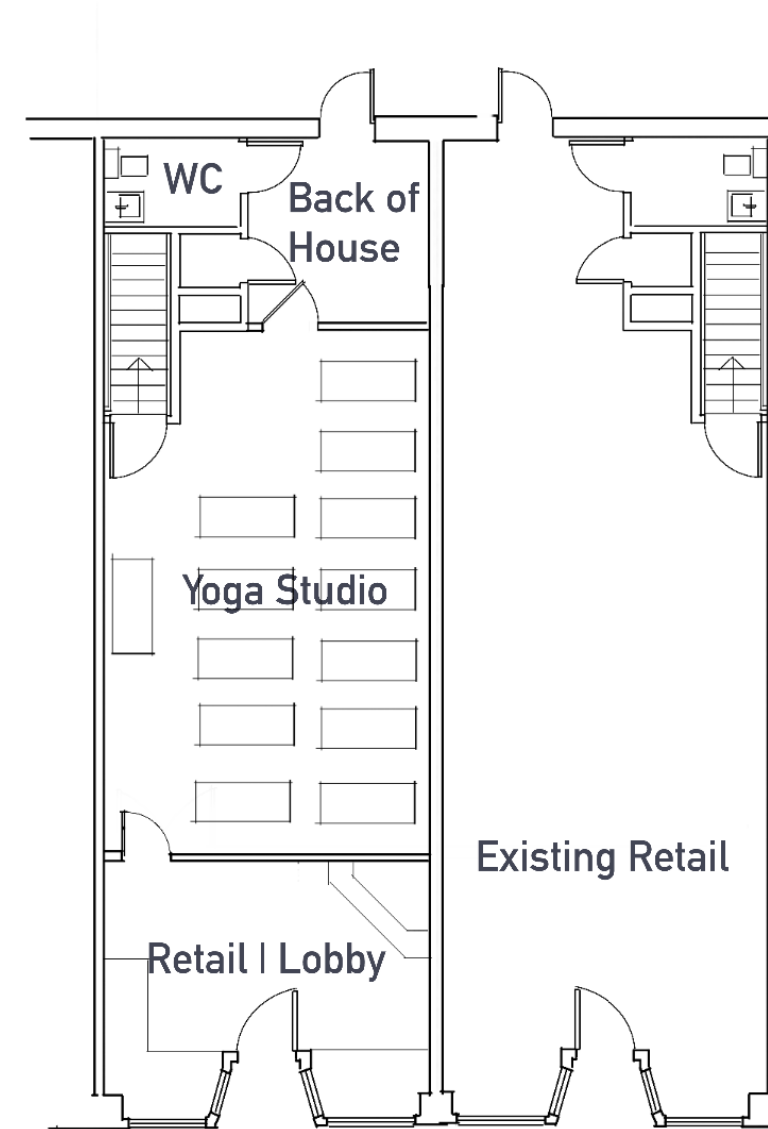
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Respectfully submitted,

Barbara Dutton-Thomas
Recording Secretary



Existing Conditions



Initial Renovation Concept

SILVESTRO
DESIGN OPERATIONS

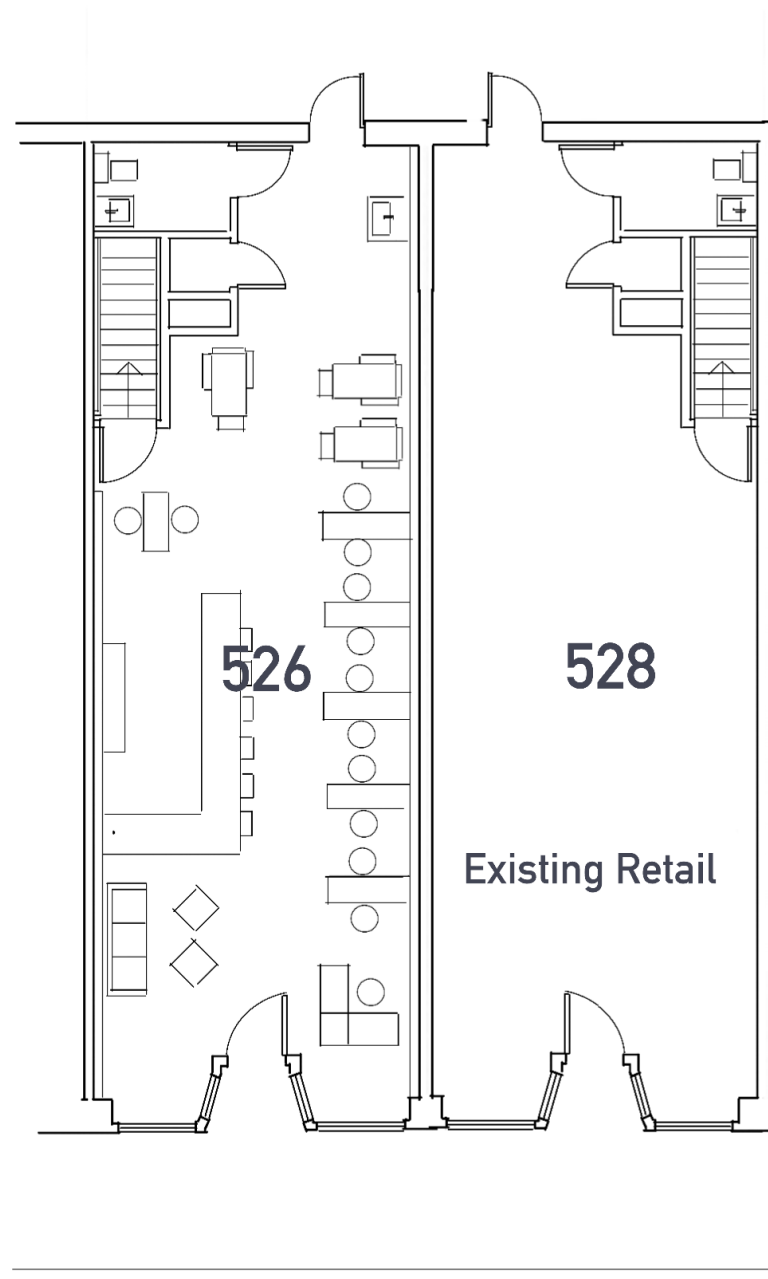
443 East 46th Place
Chicago, IL 60653
917.836.2804

CLIENT: MaryBeth Searls

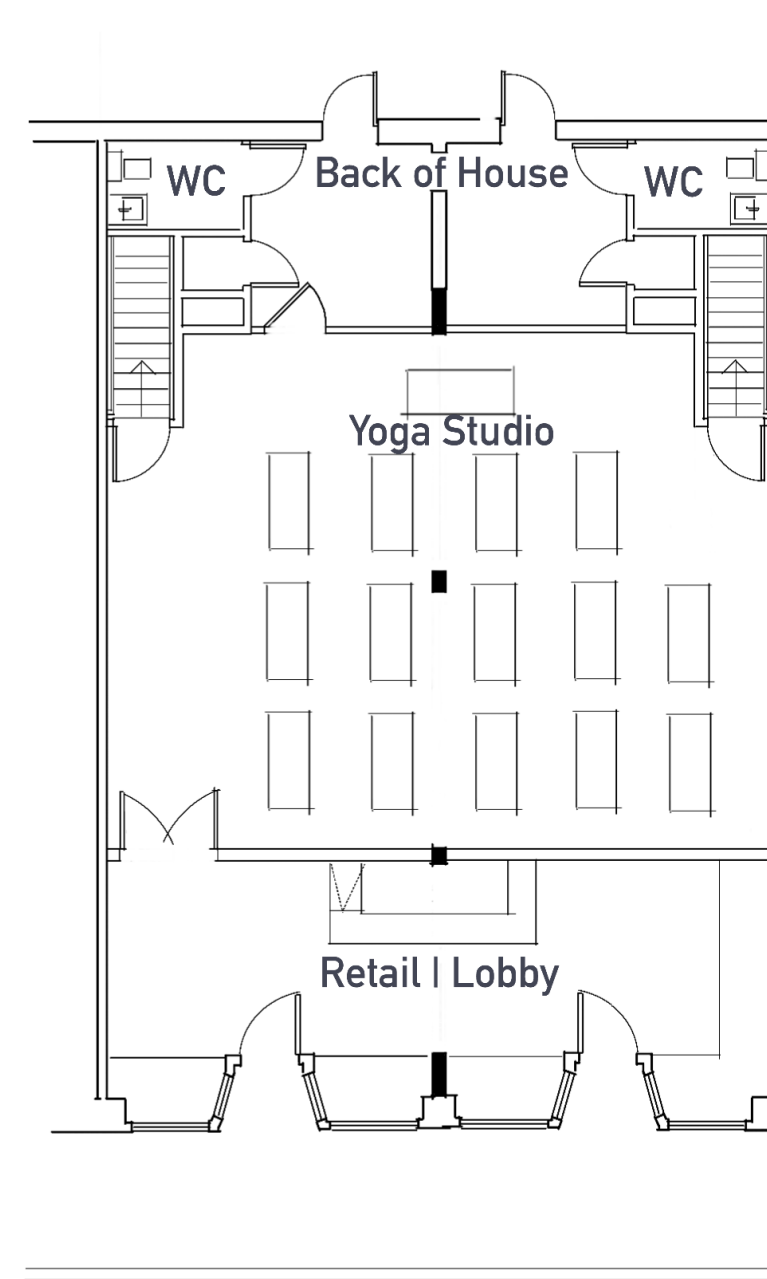
ADDRESS: 526 Duane St.
Glen Ellyn, IL 60137

DRAWING: Concept Plans

DATE: 04/08/22 SHEET: A-001



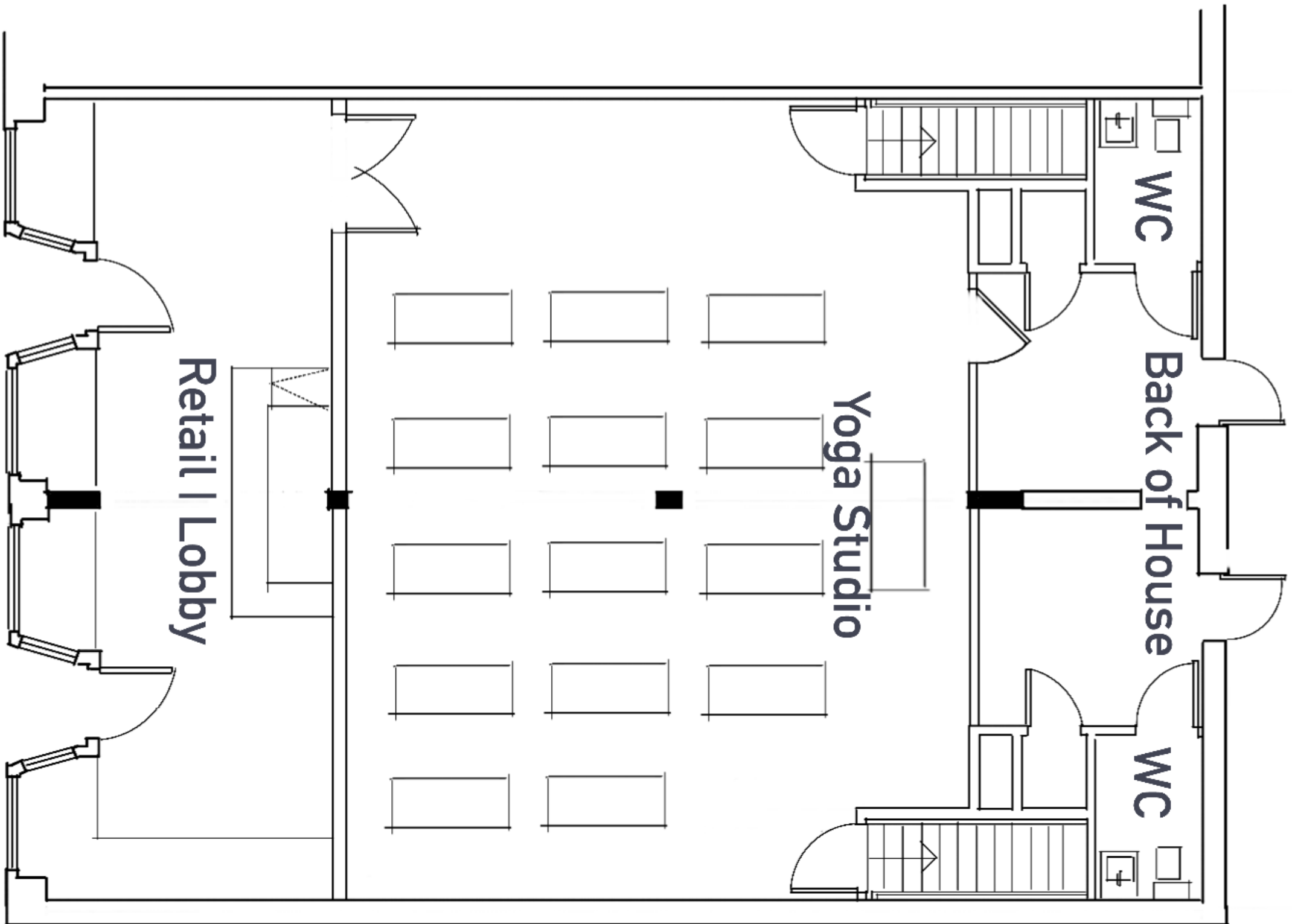
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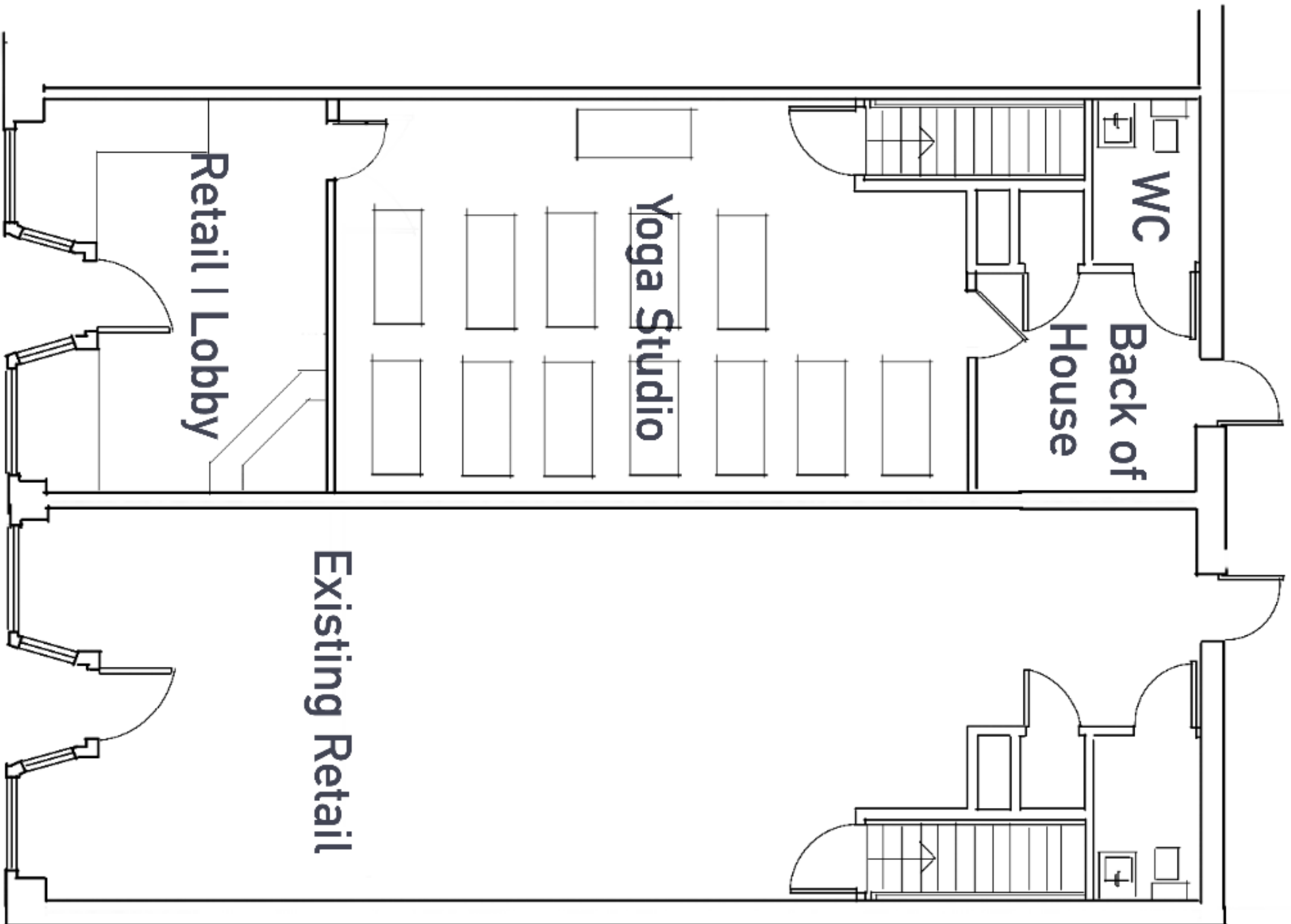
Expanded Renovation Concept

SILVESTRO DESIGN OPERATIONS 443 East 46th Place Chicago, IL 60653 917.836.2804	CLIENT:	MaryBeth Searls
	ADDRESS:	526 Duane St. Glen Ellyn, IL 60137
	DRAWING:	Concept Plans
	DATE: 04/08/22	SHEET: A-001





Expanded Renovation Concept



Initial Renovation Concept



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Community Development
Department Head: Emily Rodman
Category: Ordinance
Prepared By: Atrin Fard

**AGENDA ITEM (ID
2022-2265)**

DOC ID: 2022-2265

Ordinance No. 6960, An Ordinance Approving Text Amendments to the Glen Ellyn Zoning Code and Sign Code to Regulate Electric Vehicle Charging Stations (Interim Community Development Director/Assistant Village Manager Rodman)

Statement of the Issue:

The Village Code does not have specific standards for electric vehicle (EV) charging stations. The Village has received inquiries and permit requests for EV charging stations and therefore has developed the proposed EV charging station regulations text amendments to the Zoning Code and Sign Code.

Analysis:

Background

Given recent and growing interest in EV charging stations, the proposed amendments are intended to allow EV charging stations as a permitted use in all zoning districts. Upon application of a building permit, charging stations would be reviewed by Village staff for conformance with the attached regulations. Unless variations from the Zoning Code or Sign Code were needed, no formal review by the Plan Commission or Village Board would be required.

Staff reviewed regulations from other municipalities with regard to EV charging stations to inform the regulations we are proposing. In summary, the proposed regulations are intended to provide access to EV charging stations, while ensuring the installations are as safe and as aesthetically pleasing as possible/practical. Attached, please find the proposed text amendments prepared by staff.

Plan Commission Recommendation

The Plan Commission considered the proposed amendments at a public hearing on April 28, 2022. No one spoke at the public hearing either in favor of or in opposition to the request. During the public hearing, many Commissioners expressed support for the amendments. However, some concerns were also raised by members of the Plan Commission. These concerns included: questions about the general approval process, comparability of signage on EV equipment to that of a gas station fuel pumps, allowing EV units in all yards on a zoning lot (front, side and rear), lighting around the EV equipment, and that the screening may not be appropriate for all locations such as for units located within enclosed garages. Some commissioners felt that the parking spaces dedicated to EVs might be downsized to fit the charging equipment, to which staff responded that zoning variations would be needed if the parking spaces or parking count were to become nonconforming.

One commissioner also suggested adding a provision to either prohibit the video screen audio or limit the maximum audibility to two feet.

Following discussion and deliberation, the Commission unanimously recommended approval of the proposed amendment by a vote of 6-0, with minor modifications to the language regarding requirements for landscaping and audible sounds. These modifications are reflected in the proposed text. For more information, please review the Plan Commission packet available [here](#).

Budget Impact:

N/A

Action Requested:

The Village Board may approve, approve with changes, or deny the proposed text amendments to the Zoning Code and Sign Code. An ordinance approving the proposed amendments in accordance with the Plan Commission's recommendation has been prepared for consideration at the May 23, 2022 Village Board meeting.

Attachments:

1. 1. Draft Ordinance to Approve Text Amendments to Add EV Charging
2. 2. Minutes from April 28, 2022 Plan Commission meeting – Exhibit “A”
3. 3. Proposed Zoning Code and Sign Code Text Amendments – Exhibit “B”



Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Approving Text Amendments
to the Glen Ellyn Zoning Code and Sign Code
to Regulate Electric Vehicle Charging Stations**

**Adopted by the
President and the Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois
This ____ Day of _____, 20____.**

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois, this ____
day of _____, 20____.

Ordinance No. _____

**An Ordinance Approving Text Amendments
to the Glen Ellyn Zoning Code and Sign Code
to Regulate Electric Vehicle Charging Stations**

Whereas, the Plan Commission is charged with periodically reviewing and making recommendations to the Village Board on text amendments to the Zoning Code and Sign Code; and

Whereas, in accordance with this responsibility, following due and proper publication of notice in the *Daily Herald* not less than fifteen (15) nor more than thirty (30) days prior thereto, the Glen Ellyn Plan Commission conducted a public hearing on April 28, 2022 to consider text amendments to the Glen Ellyn Zoning Code and Sign Code to regulate electric vehicle charging stations; and

Whereas, zero (0) members of the public spoke in support or against the proposed text amendments; and

Whereas, based upon the evidence, testimony, and exhibits presented at the April 28, 2022 Plan Commission public hearing, by a vote of six (6) “yes” and zero (0) “no”, the Glen Ellyn Plan Commission recommended approval of the proposed Zoning Code and Sign Code Text Amendments, as set forth in the minutes of the April 28, 2022 Plan Commission public hearing, a draft of which is attached hereto as Exhibit “A”; and

Whereas, the President and Board of Trustees of the Village of Glen Ellyn have reviewed the minutes from the aforementioned Plan Commission public hearing and find that it is in the best interest of the Village to accept the recommendation of the Plan Commission and to amend the text of the Glen Ellyn Zoning Code and Sign Code, as set forth in Exhibit “B” attached hereto.

Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The approved minutes from the April 28, 2022 Plan Commission public hearing, attached hereto as Exhibit “A”, are hereby accepted by the Village President and Board of Trustees.

Section Two: The Glen Ellyn Zoning Code and Sign Code shall be and are hereby amended as set forth in Exhibit “B”, attached hereto.

Section Three: The Village Clerk is hereby directed to cause the text of the Glen Ellyn Zoning Code and Sign Code to be amended as approved by this Ordinance and said amendment shall be inserted in proper order into the Zoning Code and Sign Code and shall be published and made available for inspection and purchase by the general public.

Section Four: This Ordinance shall be published in pamphlet form within thirty (30) days after its approval in the manner provided by law.

Section Five: The amendment approved herein shall become effectively immediately.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this ____ day of _____, 20____.

Approved by the Village President of the Village of Glen Ellyn, Illinois, this ____ day of _____, 2022.

	Ayes		Nays		Absent
Fasules					
Gould					
Thompson					
Kalinich					

Payne					
Christiansen					
Senak (in event of a tie)					

Village President of the Village of
Glen Ellyn, Illinois

Attest:

Village Clerk of the Village of Glen
Ellyn, Illinois

(Published in pamphlet form and posted on the _____ day of _____, 20____.)

MINUTES
REGULAR PLAN COMMISSION MEETING
April 28, 2022

Call to Order and Roll Call

After announcing that the wearing of masks in connection with the Covid-19 pandemic is not required, Chairman Tim Loftus called the meeting to order at 7:02 p.m., explaining the Plan Commission's function and operating procedure as an advisory body. He described the public hearing process, and introduced Village Board Trustee Liaison Steve Thompson, Assistant Village Manager Emily Rodman, Planning Manager Kelly Purvis, Planner Atrian Fard, Associate Planner Taylor Gendel, and Recording Secretary Barbara Dutton-Thomas.

Roll was called. Present: Chairperson Loftus, Commissioners Arango, Halkyard, Thakkar and Vondruska; Commissioner Fanella joined the meeting later. Absent: Commissioners Brown, Cooper and Saeed.

Public Comment Non-Agenda Items

None.

Public Hearing – 526 and 528 Duane Street – Special Use Permit request for a yoga studio [“Drip Yoga”] to be located in the C5A Zoning District

A motion made by Commissioner Vondruska and seconded by Commissioner Thakkar to open the Public Hearing passed by voice vote.

Staff Introduction

Sworn in, Taylor Gendel, Associate Planner, 535 Duane, stated that the Petitioner, Mary Beth Searls is requesting a Special Use Permit to allow a yoga studio to be located at 526 and 528 Duane Street in the C5A District, in which at this time the Village does not allow service uses “by right.” She said the Petitioner has a lease signed for 526 Duane, which is contingent on approval of a Special Use Permit. And with that lease, added Gendel, Ms. Searls will have the “first right of refusal” to the neighboring space at 528 Duane. Should the current tenant vacate 528 Duane when their lease ends in August of 2023, related Ms. Gendel, the Petitioner would like the opportunity to expand her business into the adjacent unit as well (therefore is applying for a Special Use Permit for both spaces). The subject property, explained the Associate Planner, is on the north side of Duane, east of north Main Street and south of the Prairie Path. She said that the Petitioner notes that the square footage of 526 Duane is under 800SF, and it would be a challenge to bring her full vision of the business to life. By seeking a Special Use Permit for both units, the Petitioner states that Drip's retail department can have a substantial footprint. Vacant for at least six months, she said, 526 Duane Street was previously occupied by a nail salon; 528 Duane Street is currently occupied by a retail clothing store. Besides this boutique, Associate Planner Gendel listed businesses located along Duane on the block which holds the subject properties: a bagel vendor, a travel agent, a bakery, an engineering firm, a dentist office and a restaurant. The subject property, she noted, is across the street from the Civic Center, she added, and said the Petitioner envisions patrons taking advantage of the Village parking garage.

She said the proposed yoga studio would be open seven days a week, and reviewed the studio hours, including the peak times of 6 a.m.-10:30 a.m., and 4:30 p.m.-7:30 p.m.; the retail portion would be open 10:30 a.m. to 5 p.m. Monday through Friday, and 9-12 on Saturdays and Sundays. The business is expected to have one-two staff onsite at any given time, and to initially employ 15 part-time employees, related Associate Planner Gendel. Classes would accommodate up to 15 people, including the instructor, expanded to 30 once the space is expanded. A retail space of 238SF (assuming to double with the space expansion) is planned, to sell yoga apparel and other merchandise.

The Associate Planner related that the Petitioner provided statistics pertaining to the yoga industry and noted that Glen Ellyn residents are leaving town to attend and teach fitness classes and buy apparel in neighboring municipalities. If granted a Special Use Permit, reported Ms. Gendel, the Petitioner plans to partner with neighboring businesses and to host community classes to bring residents together. Ms. Gendel outlined action to be taken by the Plan Commission relative to the Special Use Permit request.

Commissioner Thakkar asked how long the retail shop at 528 has been there. Sworn in, Planning Manager Purvis replied that it has been there a year or less. Commissioner Arango asked if it was known if the current lessee of 528 will forfeit the lease in 2023. Ms. Gendel indicated it is merely speculated that it will. Chairperson Loftus asked if the Special Use is tied to the property, to which Associate Planner Gendel replied, "No," saying it is only for Drip Yoga.

Petitioner's Presentation

Sworn in, Mary Beth Searls, 35149 Arboretum Road, Glen Ellyn, described the business she envisions as "a luxury boutique yoga studio" offering heated yoga classes using popular infrared heat technology (which, she said, directly heats people in the room instead of heating the air, so is more effective at detoxing the body and relieving aches and pains). She said that as she is well-connected in the yoga community, she sees people leave town to participate in yoga, and that while retail is not the emphasis of her business plan, the studio will bring people into the downtown, citing that 44 percent of Americans do yoga two-three times a week. Here, she surmises, they might do some shopping or meet friends for lunch. She said the business will be "community-driven," and described herself as being business focused, and summarized her professional career. She stated that she is looking forward to becoming an active partner in the downtown, and intends to join the Chamber of Commerce.

Commissioner Questions

Commissioner Thakkar asked what option the Petitioner would have if the 528 lessee doesn't give up the space. Ms. Searls said the current lessee has expressed to her that he doesn't have plans to renew the lease, and she has first right of refusal. Chairperson Loftus asked why the retail hours are not the same as class house. Ms. Searls explained that some patrons want to take classes very early in the day, and that the retail hours (which will be manned) are based on typical shopping times in town. Commissioner Halkyard asked if Drip is a franchise, to which the Petitioner replied that this business [Drip] is the first. Mr. Halkyard asked if the middle wall is easy to take down. Ms. Searls stated that she will get into this, but was told by the landlord that it is possible.

Sworn in for the Petitioner, Attorney John Mulherin, 569 Dorset Ave., Glen Ellyn, said that while he understands that the Village Board has some hesitancy in having more service businesses in the C5A District, this business is ideal for this location. He called the chances for having a viable strictly retail business here “slim,” especially with retail space open in the Apex 400 complex. He maintained that the proposed business compatible with the area and the Strategic Plan, and said that the chances of getting the 528 space are “excellent.”

Wondering about resources, Commissioner Thakkar asked if the Applicant is financially prepared to close her business if a build-out to expand her space occurs. Ms. Searls responded that initial work to the space will involve cosmetic upgrades, but her goal is to add showers and more room for mats, and indicated that she will accept a “pause” in operations to achieve this. Chairperson Loftus asked the Petitioner the length of the initial lease; Ms. Searls replied that it is three years (and 15 total).

The Public Hearing was closed upon voice vote following a motion made by Commissioner Halkyard and seconded by Commissioner Arango.

Commissioner Discussion

Commissioner Vondruska said that, in light of retail’s unfavorable trajectory, restaurant and service businesses “seem to be what’s coming in,” and suggested that Drip Yoga is a “good fit.” Citing examples of other downtown retail spaces that have been or are being vacated (e.g., Enclave, Acacia), Chairperson Loftus observed a trend in allowing other types of businesses in the District, though noted that Drip is to have a retail component. As a former member of the Historic Commission, he said, he would like to see the building remain, and could go along with the proposed use. Commissioner Halkyard said he echoes Commissioner Vondruska’s comments, saying the spot makes a lot of sense for placing the yoga studio. Commissioner Thakkar indicated that he thinks the proposed business will contribute to the character/vibrancy of the community, and will drive foot traffic to surrounding businesses. He said the space is a good spot for the studio, noting it’s been sitting vacant, anyway. Commissioner Arango said that the location makes the service convenient to patrons, who can park in the Village public garage. Commissioner Fanella said she has nothing to convey contrary to what the other Commissioners have said, but added that it would be nice to have yoga opportunities in town.

Commissioner Halkyard moved for the following (read by Commissioner Vondruska):

After conducting a public hearing and deliberating on the request of the petitioner, Mary Beth Searls, for approval of a Special Use to allow a yoga studio to locate and operate at 526 and 528 Duane Street in the C5A Central Retail Core Subdistrict, the Plan Commission hereby recommends approval based on the findings of fact, as discussed or amended at the Plan Commission public hearing on April 28, 2022, which are hereby incorporated into the Motion by reference as though fully set forth herein, and a copy of which will be attached to the minutes of this meeting and kept on file as part of the permanent records of the Village. The Plan Commission makes this recommendation of approval with the following conditions:

1. That the business be operated in substantial conformance with the plans and testimony presented at the Plan Commission public hearing and before the Village Board of Trustees.

The motion was seconded by Commissioner Arango, and carried unanimously by roll call vote.

Public Hearing – Electric Vehicle Charging Station Text Amendment

Commissioner Vondruska moved to open the Public Hearing concerning an Electric Vehicle Charging Station Text Amendment to the Zoning Code and Sign Code. Seconded by Commissioner Thakkar, the motion carried by voice vote.

Sworn in, Planner Fard, 535 Duane, explained that currently the Village Code does not have specific standards for electric vehicle (EV) charging stations. With inquiries and permit requests for EV charging stations having been received, she related, Staff is proposing text amendments to the Zoning Code and Sign Code to adopt new EV charging station regulations. The drafted regulations, she continued, are intended to provide access to EV charging stations, to have installations that are safe, as aesthetically pleasing as possible, and practical. Planner Fard reported that Staff reviewed regulations from other municipalities to have a reference point for development of potential EV charging station regulations. The proposed amendments, she stated, define charging stations and allow them in all zoning districts. Signage would be regulated, as well, she added, reviewing permitted size along with proposed information to be displayed. She outlined Commission action relative to the proposed amendments.

Commissioner Questions

Chairperson Loftus asked if the signage allowed is comparable to that of a gas station fuel pump, to which Planning Manager Purvis, sworn in, explained that the Village doesn't regulate the signage on gas pumps, and went on to describe what is considered in calculating sign area for EV charging stations. Planner Fard interjected that permits are required for station installation, and a sign variation would be required for any non-compliant element. Chairperson Loftus wondered about product, specifically a video screen, larger than Code permits. Ms. Fard replied that research found that brands have different equipment, so could fit product into the Village's regulations (which, she said, are in line with normal sign requirements in other communities). Commissioner Thakkar asked if there could be lights around the units. Ms. Fard stated that they would have to meet standards, such as the Village's illumination code; Ms. Purvis said bands are not permitted for this type user.

Commissioner Vondruska remarked that, since EV stations are a new thing and standards a moving target, language should be general, citing as an example language specifying bollards but not the quantity, and asking about the process for approval. Planning Manager Purvis said installation would require a building permit and review. Mr. Vondruska asked if there should be provisions governing video screen audio. If a standard governing maximum noise isn't covered under the "message board" definition, Ms. Fard said a section could be added to address this. After checking, Planning Manager Purvis reported that the regulation contains nothing related to noise, so pertinent language can be added. (She noted that ADA guidance relative to this is minimal.) Commissioner Vondruska voiced concern about commercials playing, suggesting language limiting audibility to 2 ft., or not allowing it. Ms. Purvis said a distance limit could be added. Commissioner Fanella asked whether, given setback requirements, if residential charging stations, can be placed in front, side and rear yards. Ms. Fard indicated that installation in all of these is permitted (to be accessible from a driveway), though in-garage installation is preferred. Ms. Fanella didn't think the Village would want these in a front yard. Ms. Fard stated that private charging equipment is not the same level as commercial.

Commissioner Arango asked if the Village would designate areas for charging stations, to which Planning Manager Purvis replied that charging stations would likely be in parking lots and driveways. Ms. Arango asked if any would be in the public parking garage, to which Ms. Purvis responded that it has one. Chairperson Loftus observed that there are no size limitations on stations, notably for the Commercial District. Ms. Fard explained that a permit applicant would have to submit a landscape plan – showing screening – for review by the Community Development Director. Chairperson Loftus asked who owns the charging stations in the Village parking garage. Planning Manager Purvis said she isn't sure, but added that a private business would need a license agreement to locate equipment in a public right-of-way. Commissioner Halkyard suggested the Village think about zoning provisions to address electric cars, to which Planning Manager Purvis responded that language can be added prohibiting on-street facilities for EV charging stations (to which Commissioner Fanella opined that no one would allow a large station on Main). Commissioner Fanella said screening might not be appropriate for all locations. Ms. Purvis concurred, saying this could be spelled out.

Observing that in the past the Village has granted variations on parking space width to achieve a required number of parking spaces, Chairperson Loftus asked that those dedicated to EVs not be subject to any change in width so to squeeze walking space. Ms. Purvis explained that any parking variation would have to come before the Board for approval, and said that sometimes a variation makes sense. Mr. Loftus expressed concern about affecting access to gas-operated cars. Planner Fard interjected that a space can't be downsized to be nonconforming, so cannot be less than 9 ft. Mr. Loftus said a space could be 8 ft. with a variation, making it conforming. Ms. Fard said anything could be conforming with variation – if it is allowed. Planning Manager Purvis offered a reminder that the Village can't prohibit someone requesting a variance. Commissioner Vondruska commented that if plugs are knocked out of their sockets they are supposed to tell the charging station to cut the power, and that maintenance of the cable is up to the company maintaining the machine. Chairperson Loftus remarked that maintenance can become an issue over time. Ms. Fard said an extension can be added to this section of the Code to say that an existing parking space cannot be made to be non-compliant, and that perhaps extra clearance space could be specified. Mr. Loftus asked the typical length of a cord, to which Mr. Halkyard replied it is 25 ft. Commissioner Arango asked if there are plans for directional signage along roadways. Planning Manager Purvis said not if the station doesn't belong to the Village. Commissioner Fanella said cars will indicate where a charging space is located, but asked where in the Code putting in a station is covered. Saying that at this time the Village is not progressive to have an EV station as a standalone use, Planning Manager Purvis said that proposed text amendment would have to be requested to allow it. Commissioner Fanella said that other than changing wording about landscaping, she is good with the proposed. In response to questions about handicap access, Planner Fard said language requires compliance with the ADA and Accessibility Code.

A motion to close the Public Hearing was made by Commissioner Vondruska; seconded by Commissioner Thakkar, the motion carried unanimously by voice vote. Commissioner Fanella moved to approve the Zoning Code text amendment as presented, with the amended language regarding landscaping and audible sounds, as discussed in tonight's meeting and recorded in the minutes. Seconded by Commissioner Halkyard, the motion passed unanimously by roll call vote.

Trustee's Report

Trustee Thompson reported that the developer that had been eyeing the US Bank property has withdrawn its proposal to build an apartment complex there, and that the Village Board is to discuss options for the site. He said the Architectural Appearance Commission has been appointed with its commissioners and chair. To learn about upcoming Alliance events, he advised checking the Village's social media pages. He said the Chamber of Commerce carnival is returning in May, and that the "Taste" event will be broken up into a series of "First Thursday" music events to accommodate construction activity in the business district. He related that ARPA funds have been allocated to the food pantry, the public library, the Alliance and the Chamber. He also mentioned the new "SeeClickFix" website app on that has been adopted as a method for residents to report non-emergency service issues, and said that input and data are being gathered to create a charrette process for the hotel redevelopment project. (Assistant Village Manager Rodman reported that price estimates to demolish the two buildings have been obtained.) Mr. Thompson announced that the Apex garage is now open, with two points of access.

Chairperson's Report

Chairperson Loftus had nothing to report.

Staff Report

Planner Fard announced that the May 12th meeting will feature a pre-application discussion of a concept for a high-density rowhome development, tagged "Roosevelt Glen." Planning Manager Purvis added that a PUD amendment for the Glenwood Station project is also on the docket, explaining that changes to the building are sought in response to higher costs of building materials. Emily Rodman introduced herself to the Commission, and said she will be attending the Plan Commission meetings going forward. Planning Manager Purvis related that the next day is her last with the Village, as she has accepted a community development position in another suburb. She was applauded for her service.

Adjournment

Chairman Loftus adjourned the meeting at 8:38 p.m., following passage by voice vote of a motion to adjourn made by Commissioner Fanella and seconded by Commissioner Halkyard.

Respectfully submitted,

Barbara Dutton-Thomas
Recording Secretary

ZONING CODE TEXT AMENDMENTS
May 23, 2022

Bold = New Text; ~~Strikethrough~~ = Deleted Text

TITLE 10 – ZONING CODE
Chapter 2 - DEFINITIONS

1. Amend Section 10-2-2. (Terms defined.) to add a definition for “CHARGING STATION, EQUIPMENT” between the definitions of “CEMETARY” and “CHURCH”.

CHARGING STATION, EQUIPMENT: The conductors, including ungrounded and grounded, the electric vehicle connectors, attachment plugs, and all other fittings, devices, power outlets, charging stations or apparatus installed specifically for the purpose of delivering electrical energy from the charging station to the electric vehicle.

2. Amend Section 10-2-2. (Terms defined.) to add definitions for “ELECTRIC VEHICLE”, “ELECTRIC VEHICLE CHARGING STATION”, “ELECTRIC VEHICLE CHARGING STATION, ACCESSIBLE”, “ELECTRIC VEHICLE CHARGING STATION, PRIVATE”, “ELECTRIC VEHICLE CHARGING STATION, PUBLIC”, and “ELECTRIC VEHICLE PARKING SPACE” between the definitions of “EFFICIENCY UNIT” and “FAMILY”.

ELECTRIC VEHICLE: Any vehicle that is licensed and registered for use on public and private highways, roads, and streets that contains equipment to accept charging from an electric vehicle charging station and that operates, either partially or exclusively, on electrical energy from the grid, or an off-board source, that is stored on-board via a battery for driving purposes. "Electric vehicle" includes: (1) a battery powered electric vehicle operated solely by electricity; and (2) a plug-in hybrid electric vehicle that operates on electricity and gasoline and has a battery that can be recharged from an external source.

ELECTRIC VEHICLE CHARGING STATION: Public or private equipment that has as its primary purpose, the transfer of electric energy (by conductive or inductive means) to a battery or other energy storage device in an electric vehicle.

ELECTRIC VEHICLE CHARGING STATION, ACCESSIBLE: A charging station for a handicapped parking space as defined by the Illinois Accessibility Code.

ELECTRIC VEHICLE CHARGING STATION, PRIVATE: A charging station that is: 1) privately owned and has restricted access (e.g., single-family home, executive parking, designated employee parking, etc.), or 2) publicly owned and has restricted access (e.g., fleet parking with no access to the general public).

ELECTRIC VEHICLE CHARGING STATION, PUBLIC: A charging station that is: 1) publicly owned and publicly available (e.g., park and ride, public parking lots, on street parking, etc.), or 2) privately owned and publicly available (e.g., shopping center parking, non-reserved parking in multi-family parking lots, etc.).

ELECTRIC VEHICLE PARKING SPACE: Any parking space that is clearly identified to be used exclusively for the parking of an electric vehicle.

TITLE 10 – ZONING CODE
Chapter 5 - SUPPLEMENTARY REGULATIONS

3. Amend Section 10-5-5(B)4. (Yards. – Permitted Obstructions and Accessory Structures in Required Setbacks) to add a section for “Electric Vehicle Charging Station” to the table and renumber each section thereafter accordingly.

Obstruction	Front (Corner)	Side	Rear	Regulations
10. Electric Vehicle Charging Station	X	X	X	(a) Limitations: (1) Private charging stations shall be accessory to the primary permitted use of said district. (2) Charging stations located at single-family dwellings shall be designated as private use only. (3) Public charging stations are permitted in commercial districts only when accessory to the primary permitted use. (4) See Section 10-5-22 of this title for further regulations regarding electric vehicle charging station equipment.

4. Amend Section 10-5-8(E). (*Rules for computing parking spaces:*) to add a new section that allows electric vehicle charging station parking spaces to be counted toward the number of required off street parking spaces.

10-5-8. - Off street parking regulations.

(E) *Rules for computing parking spaces:*

5. Electric vehicle charging station parking spaces may be counted toward the minimum off street parking space requirements.

5. Amend Title 10, Chapter 5 (Supplementary Regulations) to add a new section to regulate electric vehicle charging station equipment.

Chapter 5 - SUPPLEMENTARY REGULATIONS

10-5-22. – Public Electric Vehicle Charging Stations.

- (1) Accessibility:** Charging station equipment must be designed and located so as to not impede pedestrian, bicycle or wheelchair movement or create safety hazards on sidewalks. Equipment is subject to the lot and building regulations of the subject zoning district unless otherwise expressly stated.
- (2) Accessible Electric Vehicle Charging Station:** Accessible charging stations shall be maintained in compliance with the Americans with Disability Acts of 1990, 42 U.S.C. § 12101 and all applicable state and federal laws.
- (3) Location:** Electric vehicle charging station equipment is encouraged in landscaped areas. When located within a parking lot, electric vehicle charging station equipment shall be located between parking spaces and parking space dimensions shall remain in compliance with the regulations of this Code.
- (4) Protection:** Adequate charging station equipment protection, such as barrier curbing, concrete filled steel bollards, or similar equipment shall be used.
- (5) Pavement Marking:** Any and all pavement markings shall be the color white or yellow and shall match the color used for all other parking stalls. Such markings shall be limited to parking lot striping and no additional stencil will be permitted.
- (6) Design:** The design should be appropriate to the location and use. Electric vehicle charging stations should be able to be readily identified by electric vehicle users but blend into the surrounding landscape/architecture for compatibility with the character and use of the site.
- (7) Electric vehicles may park in any space designated for public parking, subject to the same restrictions that apply to non-electric vehicles.**
- (8) Electric vehicle parking spaces shall be posted with signage indicating the space is to be used exclusively for electric vehicle charging purposes and that violators are subject to a fine and tow of the offending vehicle.**
- (9) All electric vehicle charging stations shall comply with the Village sign regulations set forth in title 4, chapter 5 of the Glen Ellyn Village Code Section 4-5-16 (Electric Vehicle Charging Stations) and the Village's Codes that regulate constructions.**

- (10) **Landscaping:** A landscape plan shall be submitted with the building permit application. Such plan shall indicate screening of the proposed equipment from view with approved deciduous and coniferous planting materials. The owner of the equipment shall be responsible to maintain all landscaping in accordance with the approved landscape plan for the duration that the electric vehicle charging station is in place. Depending upon site location, additional landscaping elements may be required or could be waived at the discretion of the Community Development Director.
- (11) **Permitting:** Installation of charging stations shall be subject to building permit approval. All necessary building permits must be obtained prior to the installation of any charging station. In addition, issuance of a permit shall be subject to an agreement signed by the property owner, stating they will be responsible to provide warranty and service for the charging stations and infrastructure for the duration of their useful life; to provide a phone number or other contact information on the charging station equipment for reporting purposes when the equipment is not functioning; and to remove or repair the equipment at their own expense in the event the equipment is out of service or abandoned.

TITLE 4 – BUILDING REGULATIONS
Chapter 5 - SIGN CODE

6. Amend Section 4-5-6. (Exempt signs.) to add “Electric vehicle parking space signage” to the list of exempt signs and to re-letter the rest of the section accordingly.

4-5-6. - Exempt signs.

- (J) **Electric vehicle charging station signage:** Public Electric vehicle charging stations shall have signage posted with the following information: (a) voltage and amperage levels; (b) time limitation; (c) usage fee; (d) user instructions related to the electrical vehicle charging station; (e) signage indicating the maintenance number for the equipment; (f) disclaimer that the Village of Glen Ellyn is not liable or responsible for the failure of equipment to operate or for any damage caused by an electrical vehicle charging station.
7. Amend Title 4, Chapter 5 (Sign Code) to add a new section to regulate signage on an electric vehicle charging station equipment and to renumber the rest of the sections of the Sign Code accordingly.

Chapter 5 – SIGN CODE

4-5-16. – Signage on Electric Vehicle Charging Equipment.

Signage on electric vehicle charging equipment shall be allowed subject to the following regulations:

- (A) The signage on each charging station shall not exceed four (4) square feet in gross surface area.**
- (B) A video screen on an electric vehicle charging station shall be considered signage and subject to the applicable regulations in this chapter. The area of the video screen shall be counted toward the maximum signage permitted for electric vehicle charging station. The video screen shall not exceed 2 square feet in area and shall not be audible beyond a distance of two (2) feet measured from the source. The face of all video screens shall be oriented away from any adjacent residential properties to the extent possible and shall meet the illumination standards set forth in Section 4-5-4(E) of this chapter.**



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Contract
Prepared By: Steve Warner

AGENDA ITEM (ID
2022-2262)

DOC ID: 2022-2262

Motion to authorize the Village Manager to execute a contract with Schroeder & Schroeder, Inc. of Skokie, Illinois, for construction of the 2022 Sidewalk and Concrete Street Repair Program in the amount of \$289,775 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds. (Public Works Director Buckley)

Statement of the Issue:

The purpose of this memorandum is to provide a recommendation for the award of a construction contract for the 2022 Sidewalk and Concrete Street Repair Program in the Village of Glen Ellyn.

Staff is recommending award to Schroeder & Schroeder, Inc. of Skokie, Illinois in the amount of \$289,775.

Analysis:

Program Scope

The Village conducts an annual sidewalk rehabilitation program that addresses instances of deteriorated, uneven, or broken sidewalk and other critical defects identified by staff throughout the previous year. In addition to sidewalk, the program includes repairs to the Village's concrete roadway and curbs to address utility repair damages, deterioration, and other miscellaneous defects.

Annually, staff attempts to adjust bid quantities to correspond with repair needs and budgeted amounts. As bid, the 2022 repair program consisted of 12,000 square feet of sidewalk replacement, 1,300 square yards of concrete roadway patching, and 250 feet of curb replacement, which typically corresponds to approximately 150 repair locations. Each repair location is reviewed by staff to ensure efficient use of Village funds. A location map for candidate repairs is attached for reference.

Bidding Process

The project was advertised for bid in the Daily Herald on April 13, 2022. Bid documents were distributed to seven (7) contractors and five (5) companies specializing in preconstruction management services. Two (2) bid proposals were received and publicly opened on April 28, 2022.

Bid tabulations were completed by staff and a summary of the as-calculated bids follows:

Bidder	Grand Total ³
--------	-----------------------------

Schroeder & Schroeder, Skokie, IL	\$382,315
Triggi Construction, West Chicago, IL	\$488,751
Engineer's Estimate (Glen Ellyn)	\$290,000

*All bid amounts are rounded to nearest dollar.

Contractor Background and References

The low, responsible and responsive bidder for the project is deemed to be Schroeder & Schroeder, Inc of Skokie, Illinois. Schroeder & Schroeder was the Village's contractor for this program in 2018, 2019, and 2021 and has performed similar assignments for several area communities. Past programs were completed successfully by Schroeder & Schroeder with no notable issues. References have been checked with Schroeder & Schroeder receiving positive recommendations based on recent similar work for the communities of Algonquin, Glenview, Wilmette, and Arlington Heights.

Consequently, staff is confident that this project can be successfully completed by Schroeder & Schroeder.

Construction Schedule and Inspection

The project was bid to be split into two batches of work. The first batch will consist of approximately half of the repair locations currently targeted by Village staff and is anticipated to commence and be completed in early to mid-June. The second batch will be completed in late summer/early fall with required completion by October 21. All final restoration and punch list items are also required to be completed by October 21, 2022.

The Engineering Division has typically overseen both major projects and maintenance programs such as roadway patching, sidewalk repairs and new installation, cracksealing, and surface treatments.

While staff is ready to support this project, it is also securing proposals to gain outside consultant assistance for overseeing maintenance programs. This is in response to a current heavy project, utility permitting, and development workload and repeated unsuccessful attempts to hire an additional in-house engineer due to the competitive engineering market. It is anticipated that a staff recommendation will be brought to the Village Board for consideration of approval in the coming month.

Budget Impact:

The annual sidewalk and concrete street repair program is typically funded by a combination of capital project and water/sewer restoration monies. The Capital Project Fund contains annual project elements for Sidewalk Improvements and Concrete Street Patching. The Water and Sanitary Sewer Funds also contain annual elements for concrete restoration expenses associated with Village utility repairs. Resulting funding recommendations for this contract are included in the following table:

2022 Sidewalk and Concrete Street Repair Program Recommended Funding for Construction				
Project Item	Funding Source	Account No.	Budgeted Funding (CY-22)	Recommended Contract Funding

2022 Sidewalk Repair Program	Capital Project Fund	40000-580155	\$150,000	\$150,000
2022 Concrete Street Patching	Capital Project Fund	40000-520990	\$100,000	\$99,775
Concrete Restoration Contract	Water Fund	50100-520985	\$20,000	\$20,000
Concrete Restoration Contract	Sanitary Sewer Fund	50200-520985	\$20,000	\$20,000
Total Funding			\$290,000	\$289,775

It should be noted that unit prices for the contract came in notably higher than budgeted and estimated totals. As a result, staff discussed the possibility of reducing various contract quantities with the contractor in order to stay within budgeted amounts. Schroeder & Schroeder agreed to honor unit pricing while reducing some less critical quantities. Staff recommends reducing roadway patching quantities to approximately 300 square yards consisting of only critical repairs, along with theoretically omitting some contingency storm sewer quantities. By doing so, staff was able to lower the contract value to within the originally budgeted amounts as shown above.

Action Requested:

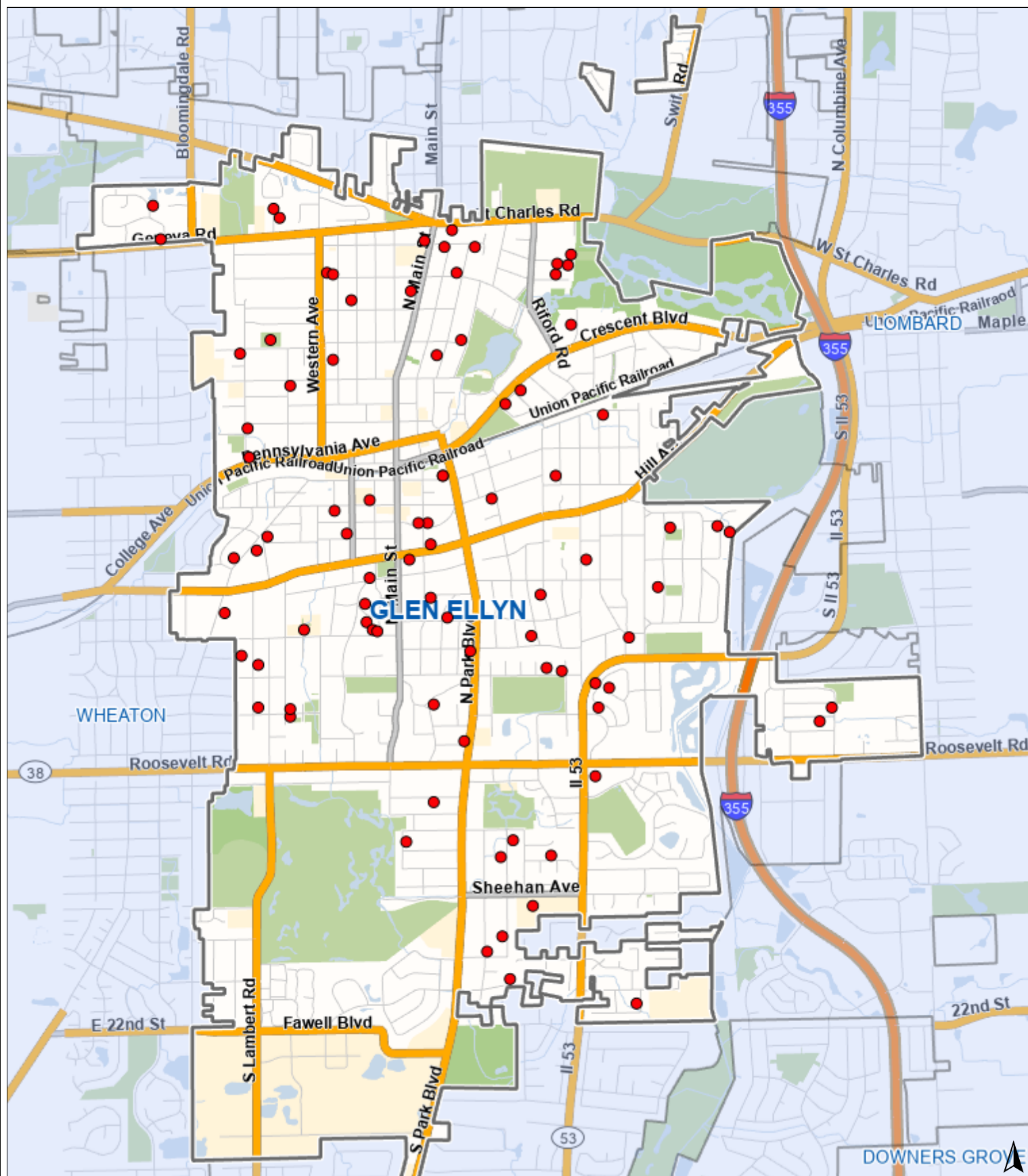
Engineering staff recommends the Village Board of Trustees make and approve the following motion at the May 23, 2022 Village Board Meeting:

1. Motion to authorize the Village Manager to execute a contract with Schroeder & Schroeder, Inc. of Skokie, Illinois, for construction of the 2022 Sidewalk and Concrete Street Repair Program in the amount of \$289,775 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Engineering staff will be in attendance at the May 23, 2022 Village Board of Trustees Meeting to answer any questions regarding the project.

Attachments:

1. Preliminary Location Map



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mi

Print Date: 5/16/2022

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Contract
Prepared By: Steve Warner

AGENDA ITEM (ID
2022-2263)

DOC ID: 2022-2263

Motion to authorize the Village Manager to execute a contract with Schroeder Asphalt Services, Inc. of Huntley, Illinois, in the amount of \$114,900 for the 2022 Asphalt Roadway Patching Program to be expensed to the Capital Projects Fund. (Public Works Director Buckley)

Statement of the Issue:

The purpose of this memorandum is to provide a recommendation for the award of a construction contract for the 2022 Asphalt Roadway Patching Program in the Village of Glen Ellyn. Staff is recommending award to Schroeder Asphalt Services, Inc. of Huntley, Illinois in the contract amount of \$114,900.

Analysis:

Annually, the Village seeks to make localized improvements to roadways in addition to those that are programmed for more extensive rehabilitation in the form of resurfacing or reconstruction.

Under this Patching Program, Public Works identifies streets or street segments that could benefit from large scale patching. Proposed work involves removing and replacing approximately two to three inches of asphalt from deteriorated areas of roadways. Staff emphasizes that the intent is to rehabilitate the roadway by patching the most severely deteriorated areas in order to significantly improve the condition of the roadway. Considerations for determining appropriate candidates include the roadway's relative condition, age, and its place in the overall Roadway Rehabilitation Program.

To achieve greater economies of scale, parking lot resurfacings and minor segments of roadway resurfacing have typically been included in the same contract. The decision to include (or not include) parking lots in the program is made congruently with a recently updated assessment of parking lot life cycles and their associated rehabilitation needs. Candidate lots are considered based on pavement condition and the anticipated time before a lot's next needed rehabilitation.

Program Scope

This year's program currently includes approximately 3,500 square yards of asphalt roadway patching at various locations throughout the Village. Please see attached preliminary location map for more information.

Bidding Process

The project was advertised for bid in the Daily Herald on April 27, 2022. A bid package was requested by and distributed to fourteen (5) contractors and five (2) companies specializing in preconstruction management services. Four (4) bid proposals were received and publicly opened on May 12, 2022. Bid tabulations were completed by staff with a summary of the as-calculated bids as follows:

Bidder	Total Bid*
Schroeder Asphalt Services, Huntley, IL	\$114,900
Chicagoland Paving, Lake Zurich, IL	\$125,000
Engineer's Estimate (Glen Ellyn)	\$149,675
R.W. Duntelman Company, Addison, IL	\$207,130
Brothers Asphalt Paving, Addison, IL	\$239,725

*All bid amounts are rounded to nearest dollar.

It should be noted that although this year's unit pricing reflects a notable increase over previous years which had extremely competitive pricing (2019-2021), it is only a 7.1 % increase as compared to 2018's unit pricing. Staff anticipated an increase in pricing for 2022 due to recent oil price increases, with the low total bid still coming in below the Engineer's Estimate. As a result, staff still recommends awarding this contract.

Contractor References and Past Performance

The low, responsible and responsive bidder for the project is deemed to be Schroeder Asphalt Services, Inc. of Huntley, Illinois. Schroeder Asphalt was the Village's contractor for the 2018 through 2020 programs and has performed similar recent assignments for several area communities.

The three recent Village programs completed by Schroeder & Schroeder were successful with no notable issues. Consequently, staff is confident that this project can be successfully completed by Schroeder Asphalt.

Construction Schedule and Inspection

Roadway patching work is anticipated to commence in late June or July and must be completed by August 5, 2022. The Engineering Division has typically overseen both major projects and maintenance programs such as roadway patching, sidewalk repairs and new installation, cracksealing, and surface treatments. While staff is ready to support this project, it is also securing proposals to gain outside consultant assistance for overseeing maintenance programs. This is in response to a current heavy project, utility permitting, and development workload and repeated unsuccessful attempts to hire an additional in-house engineer due to the competitive engineering market. It is anticipated that a staff recommendation will be brought to the Village Board for consideration of approval in the coming month.

Budget Impact:

An annual element for asphalt roadway patching is provided in the Capital Projects Fund. Recommended 2022 funding is summarized in the following table:

2022 Asphalt Roadway Patching Program
--

Recommended Funding for Construction				
Project Item	Funding Source	Account No.	Budgeted Funding (CY-22)	Recommended Funding
Asphalt Street Patching	Capital Projects Fund	40000-520990	\$150,000.00	\$114,900
Total Funding			\$150,000.00	\$114,900

Action Requested:

Engineering staff recommends the Village Board of Trustees make the following motion at the May 23, 2022 Village Board Meeting:

1. Motion to authorize the Village Manager to execute a contract with Schroeder Asphalt Services, Inc. of Huntley, Illinois, in the amount of \$114,900 for the 2022 Asphalt Roadway Patching Program to be expensed to the Capital Projects Fund.

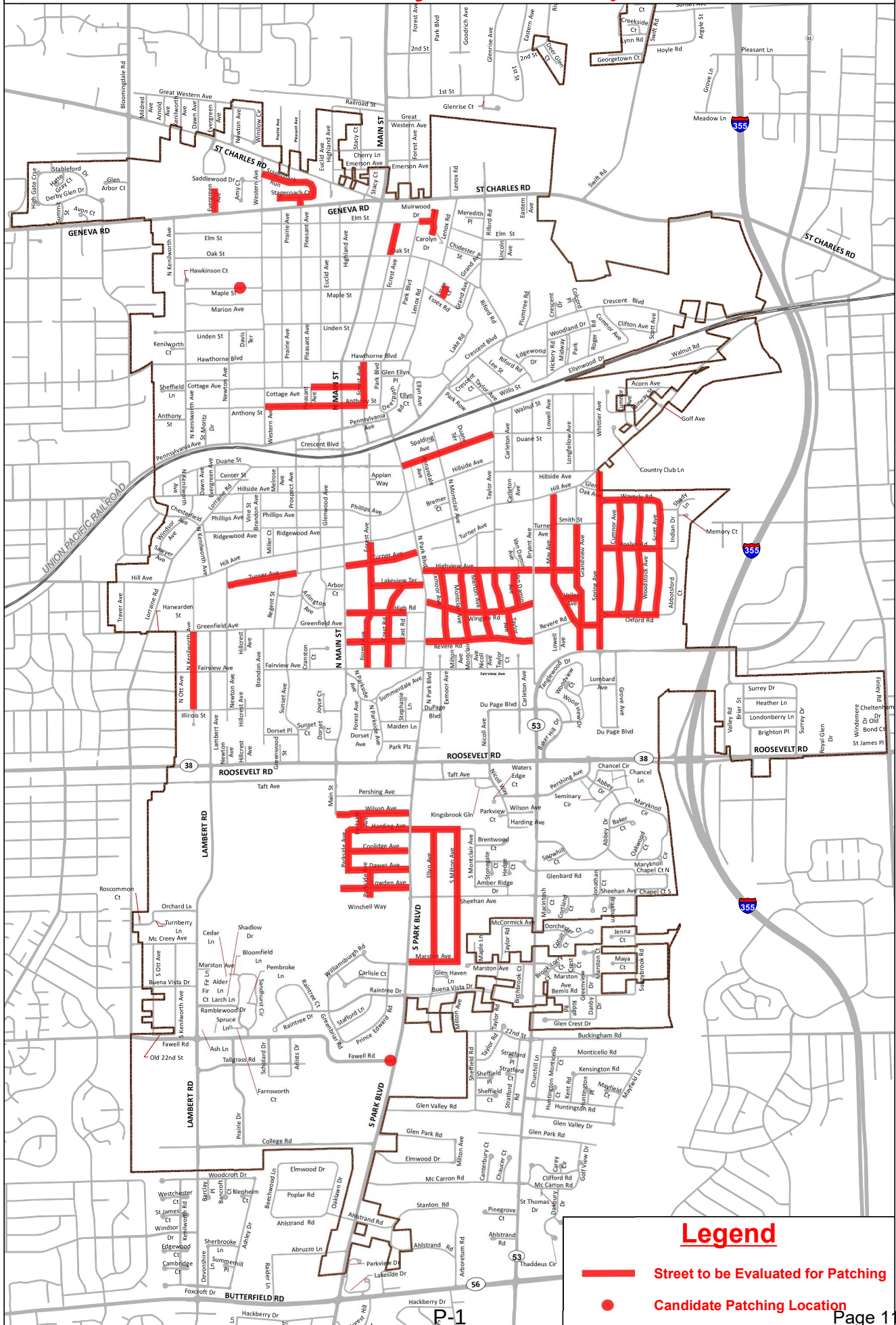
Engineering staff will be present at the May 23, 2022 Village Board of Trustees Meeting to answer any questions regarding the project.

Attachments:

1. Preliminary Location Map

2022 Asphalt Roadway Patching Program

Preliminary Location Map





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Village Links
Department Head: Jeff Vesevick
Category: Purchase
Prepared By: Jeff Vesevick, Justin Chiappetta

AGENDA ITEM (ID
2022-2264)

DOC ID: 2022-2264

Motion to Authorize the Village Manager to Execute an Agreement with Cinemation of Crystal Lake, Illinois to install a complete Audio Visual System at the Village Links/Reserve 22 at a cost of \$90,923.05, to be expensed to the Village Links/Reserve 22 Capital Improvement Fund (General Manager Vesevick)

Statement of the Issue:

Reserve 22 at the Village Links produces \$700,000 in annual Banquet revenue from golf outings, weddings, showers, and various other parties and meetings. The majority of these events require the use of sophisticated audio visual equipment to support their events. Audio visual equipment is also required to serve the needs of the \$1,600,000 restaurant, bar, and patio business in the form of ambient music and television broadcasts.

Analysis:

The current system was installed initially in 2013, and upgraded in 2015. This system is little more sophisticated than a residential system, and often does not support the needs of the operation. In addition, some of the components are failing, with no ability to replace the outdated equipment. Output frequently fails and results in disruption of services. Attempts to repair and replace components have failed, due to equipment which is no longer supported. The system is in need of a complete overhaul. Village Links management, in combination with the Village's IT department, sought proposals to install a new system to support the business' needs. Together we entertained proposals from three respected AV companies, each offering their own recommendations and solutions.

Budget Impact:

Cinemation, of Crystal Lake, Illinois, submitted the most economical solution at a complete cost of \$101,630.48, reduced to \$90,923.05, including acceptable substitutions requested by staff.

Action Requested:

Motion to Authorize the Village Manager to Execute an Agreement with Cinemation of Crystal Lake, Illinois to install a complete Audio Visual System at the Village Links/Reserve 22 at a cost of \$90,923.05, to be expensed to the Village Links/Reserve 22 Capital Improvement Fund.

Attachments:

1. ACP Final Quote
2. AVDG Final Quote
3. Cinemation Final Quote



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Village Links Restaurant and Event Space

Village of Glen Ellyn

Justin Chiappetta

Information Technology Manager

jchiappetta@glenellyn.org

(630) 547-5377



Our Mission:

To provide world-class technology solutions with an unwavering commitment to our Customers, Vendor Partners and Employees while providing an environment that encourages profitable growth, learning and fun!

Site Address:

Village of Glen Ellyn
535 Duane St

Glen Ellyn IL 60137

Billing Address:

Village of Glen Ellyn
535 Duane St

Glen Ellyn IL 60137

ACP CreativIT LLC (d/b/a Camera Corner Connecting Point or CCCP)

529 N. Monroe 851 Commerce Ct
Green Bay, WI 54301 Buffalo Grove, IL 60089
Website: www.cccp.com www.acpcreativit.com

Project #: OPP101820
Modified Date: 03/18/2022
Revision: 1
Acct. Manager Jonathan Misek



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Project 101820v1 Village Links Restaurant and Event Space Description:

Integration Services Scope of Work

- A. Summary: Update the existing AV video distribution systems for the Main Ballrooms and Conference room where the current systems lack the capability of meeting current workflows and customer needs.
- B. Systems Description
 - a. JOINABLE BALLROOMS - Functionality: Zoned audio distribution system with wireless microphones; streaming audio players (streaming service provided by Owner); Bluetooth audio interfaces; Expand existing modulated video distribution system with additional HDMI sources for Content sharing from BYOD's via Wireless sharing devices or input wall plates. Wall mounted displays and ceiling mounted projection system with retractable screen; AV control system using wall mounted touch panels with easy-to-use UI designed using best practices for system control with auto combine/divide for easy room setup and operation based on partition wall. Secure floor standing equipment rack in closet with equipment mounting hardware, cable management, power protection with load distribution, and thermal management.
 - i. Source Devices:
 - 1. Modulated video distribution system
 - a. Two Existing 4 channel Analog HD RF Modulators
 - i. Six Shared TV Tuners which are part of the Modulated video system
 - ii. One Shared Rack mounted BluRay player
 - iii. One Shared Rack mounted PC/Laptop
 - b. One NEW 4 Channel HDMI HD RF Modulator
 - i. Two Wireless presentation devices with auto switching to HDMI/VGA wall plate for non-wireless devices
 - ii. Two Open HDMI inputs
 - 2. Streaming Audio
 - a. Four Streaming Audio Players
 - i. Owner provided streaming audio service
 - b. Two BlueTooth audio interfaces, 1 for each Ballroom
 - i. Pairs to BYOD
 - ii. Displays:
 - 1. Bar
 - a. 14 Existing Displays fed from RF Distribution system – NIC
 - 2. Ballrooms
 - a. NEW 82" Wall Mounted Commercial TV with LAN control
 - i. 1 Per Ballroom
 - b. NEW Ceiling mounted 5200 Lumen LASER video projector & 130" ceiling mounted motorized projection screen with HD PRO surface
 - i. South Ballroom
 - ii. For use when rooms are combined
 - iii. Audio:
 - 1. BAR
 - a. Single Zone, audio routing from all shared sources using existing speakers as wired to head end. NO CHANGES.
 - b. Paging from Ballrooms.

2. Ballrooms
 - a. Eleven Drop in Ceiling speakers per ballroom
 - i. Ballrooms will be treated as individual spaces when divided, as a single space when combined.
 - b. Two wireless handheld microphones
 - i. One per ballroom
- iv. Control:
 1. BAR
 - a. Tabletop iPad with control app to route sources to existing displays and control audio.
 - i. Set in "Guided Access" mode
 - ii. Tabletop charging stand
 2. BALLROOMS
 - a. Each ballroom will have a wall mounted touch screen controller to control the AV system for the dedicated space when divided.
 - i. When the ballrooms are combined the panels will mimic each other.
 - ii. Auto combining partition wall sensor to set room condition based on if the wall is open (combined) or closed (divided).
 - b. iPad/iphone App (on owners' device)
 - i. Full control of all spaces
 - c. Control features
 - i. Display/Projector (LAN)
 1. Power
 2. Source Input / Channel Selection
 3. Projection screen paired with projector power
 - a. On/Down
 - b. Off/Up
 - ii. Individual cable box control (IR)
 1. Power
 2. Direct channel entry
 3. Channel up/down
 - iii. Audio (LAN)
 1. Zone Speaker Volume
 2. Zone Audio Source (audio follow video)
 3. Streaming audio device (via device app)
- v. Equipment Location: Storage closet
 1. Floor standing rack with casters, rear door, sides and Fan top
 2. Power protection and distribution
 3. Cable management
 4. Equipment rack mounting hardware
- b. MEETING ROOM Functionality: Video presentation system with BYOM audio & video conferencing capabilities. Bluetooth audio interfaces for BYOD; Existing modulated video distribution system with additional HDMI sources for Content sharing from BYOD's via Wireless sharing device or auto switching table top inputs with USB connections for BYOM. Ceiling microphone arrays and speakers. Wall mounted display; AV control system using wall mounted touch panels with easy-to-use UI designed using best practices for system control for easy room setup and operation. Equipment mounted behind display or under table.
 - i. Source Devices:
 1. Modulated video distribution system same as Ballrooms
 - a. Two Existing 4 channel Analog HD RF Modulators
 - i. Six Shared TV Tuners which are part of the Modulated video system
 - ii. One Shared Rack mounted BluRay player
 - iii. One Shared Rack mounted PC/Laptop
 - b. One NEW 4 Channel HDMI HD RF Modulator

- i. One Wireless presentation devices with auto switching to HDMI Table top inputs for non-wireless devices
 - ii. Two Open HDMI inputs
 - 2. Streaming Audio
 - a. Streaming Audio Player
 - i. Owner provided streaming audio service
 - ii. Two BlueTooth audio interfaces
 - 1. Pairs to BYOD
- ii. Displays:
 - 1. NEW 82" Wall Mounted Commercial TV with LAN control
- iii. Audio:
 - 1. Four Ceiling speakers
- iv. Conferencing:
 - 1. Auto Framing Video Conferencing Camera
 - 2. Ceiling microphone arrays
- v. Control:
 - 1. Wall mounted touch screen controller to control the AV system.
 - 2. iPad/iphone App (on owners' device)
 - a. Full control of space
 - 3. Control features
 - a. Display (LAN)
 - i. Power
 - ii. Source Input / Channel Selection
 - b. Individual cable box control (IR)
 - i. Power
 - ii. Direct channel entry
 - iii. Channel up/down
 - c. Audio (LAN)
 - i. Speaker Volume
 - ii. Audio Source (audio follow video)
 - iii. Streaming audio device (via device app)
- vi. Equipment Location:
 - 1. Wall mounted behind display
 - 2. Under table mounted

C. Tent

- a. All-in-one suitcase-style portable PA system
 - i. Includes 8-channel Detachable Powered mixer
 - 1. Bluetooth audio
 - 2. One Handheld Wired Microphone
 - 3. One Handheld Wireless Microphone System
 - ii. Two 8" two-way speakers
 - 1. Two Adjustable (3'8" - 6'7") Aluminum Tripod Speaker Stands

D. Exclusions: The following work is **not included** in our Scope of Work:

- a. All conduit, high voltage, wiring panels, breakers, relays, boxes, receptacles, etc.
- b. Concrete saw cutting and/or core drilling.
- c. Fire wall, ceiling, roof, and floor penetration.
- d. Drywall replacement and/or repair.
- e. Required blocking & reinforcements for wall or ceiling mounted displays or equipment.
- f. Any ceiling tile or T-bar modifications, replacements and/or repair.
- g. All millwork (moldings, trim, cut outs, etc.).
- h. Patching and Painting.

E. Permits (unless specifically provided for and identified within the contract).

Construction Considerations: In order to accomplish the outlined goals of this project, the Customer will be

responsible for contracting with an outside entity to make the necessary modifications to the space as directed by ACP CreativIT. The costs associated with these modifications are not included in this proposal.

Project Resources:

Account Manager:	Jonathan Misek	Design Engineer:	Stuart Soifer
Programmer:	Crestron	DSP Programmer:	Biamp
Project Manager:	Mark Haggerty	Trainer:	Commissioner
Network Engineer:	Client	VOIP Engineer:	Client
Other:		Other:	



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BALLROOM: -NORTH

Quantity	Description	Unit Price	Price
 1	Shure [NB] - Handheld Microphone Wireless Transmitter with SM58 Capsule (INCLUDED IN SLXD24D/SM58-J52 KIT)	\$237.00	\$237.00

BALLROOM: -NORTH: -CEILING

Quantity	Description	Unit Price	Price
 150	CCCP Control cable with 18AWG pair (red and black) and a 22AWG shielded pair with ground (blue and white) Plenum Rated	\$1.09	\$163.50
 450	CCCP 2 Cond 16 Unshielded Raw Cable, Plenum, Per Foot	\$0.46	\$207.00
 1	Crestron Decorator Style Faceplate, 1-Gang, White Smooth	\$12.00	\$12.00
 1	Crestron Cresnet Partition Sensor	\$487.00	\$487.00
 11	JBL Pro Low-Profile Lay-In Ceiling Tile Loudspeaker with 8" Driver (Priced each sold in pair)	\$108.00	\$1,188.00
 1	Liberty AV Solutions LOW VOLT MT/BRKT SG RETRO	\$5.00	\$5.00
 1	Shure Wall-Mounted Wideband Antenna	\$383.00	\$383.00

	Quantity	Description	Unit Price	Price
	1	Chief HARDWARE KIT	\$12.00	\$12.00
	1	Chief Micro-Adjust Tilt Wall Mount Large	\$255.00	\$255.00
	1	Chief TOGGLER ACCESSORY 1/4-20	\$21.00	\$21.00
	1	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable with ProGrip Jet Black 35ft	\$91.00	\$91.00
	1	Crestron Decorator Style Faceplate, 2-Gang, White Textured	\$22.00	\$22.00
	1	Crestron DM Lite Transmitter and 2x1 Auto-Switcher for HDMI, VGA, and Analog Audio Signal Extension over CATx Cable, Wall Plate, White Textured	\$727.00	\$727.00
	1	Crestron 7 in. Wall Mount Touch Screen, White Smooth	\$1,200.00	\$1,200.00
	3	Liberty AV Solutions LOW VOLT MT/BRKT DG RETRO	\$6.00	\$18.00
	1	OEM [NB] - Power Cord	\$0.00	\$0.00
	1	OFE [OFE] - Double Gang Owner Furnished Wall Outlet	\$0.00	\$0.00
	1	RDL Double Cover Plate -Black	\$23.00	\$23.00
	1	RDL Wall-Mounted Bi-Directional Line-Level and Bluetooth® Audio	\$740.00	\$740.00

Dante Interface, white



1

Samsung

\$1,450.00

\$1,450.00

82" BET-H Series Crystal UHD 4K Pro TV



1

VANCO

\$15.00

\$15.00

Single Gang Plate with Brush Style Grommet - White

BALLROOM: -SOUTH

Quantity

Description

Unit Price

Price



1

Shure

\$237.00

\$237.00

[NB] - Handheld Microphone Wireless Transmitter with SM58 Capsule (INCLUDED IN SLXD24D/SM58-J52 KIT)

	Quantity	Description	Unit Price	Price
	50	CCC Control cable. 22AWG shielded twisted pair with ground wire. Plenum Rated	\$0.31	\$15.72
	150	CCC Category 6+ Enhanced Premise Horizontal Cable (350MHz), 4 Pair, 23 AWG Solid Bare Copper Conductors, F/UTP - Foil Shielded, Plenum-CMP, Flamarrest® PVC-LS Jacket	\$1.66	\$248.50
	450	CCC 2 Cond 16 Unshielded Raw Cable, Plenum, Per Foot	\$0.46	\$207.00
	150	CCC Digitalmedia 8g Cable, Plenum, per Foot	\$1.25	\$188.00
	1	Chief ADJ. PIPE 9" TO 12" WHITE	\$88.00	\$88.00
	1	Chief Suspended Ceiling Tile Replacement Kit	\$208.00	\$208.00
	1	Chief RPA Elite Series Projector Mount, A Series Key, No Interface, White Color	\$139.00	\$139.00
	1	Chief Projector Interface Bracket for RPA Projector Mounts	\$132.00	\$132.00
	1	Comprehensive MicroFlex Pro AV/IT CAT6 snagless patch cable, black 3 feet	\$16.00	\$16.00
	1	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable with ProGrip Jet Black 3ft	\$26.00	\$26.00
	1	Crestron DigitalMedia 8G+ 4K60 4:4:4 HDR Receiver and Room Controller with Scaler	\$1,259.00	\$1,259.00



1

Da-Lite

130"D Tensioned Contour Electrol SCREEN WITH HD PRO 0.9
SURFACE - (ELECTRICAL SERVICE BY OWNER)

\$3,368.00

\$3,368.00



11

JBL Pro

Low-Profile Lay-In Ceiling Tile Loudspeaker with 8" Driver (Priced
each sold in pair)

\$108.00

\$1,188.00

1

OFE

[OFE] - Double Gang Owner Furnished Wall Outlet

\$0.00

\$0.00



1

Panasonic

5 200 Lumens WUXGA Resolution DLP Projector

\$3,150.00

\$3,150.00



1

Shure

Wall-Mounted Wideband Antenna

\$383.00

\$383.00

	Quantity	Description	Unit Price	Price
	200	CCCP 23 gauge 4 pair Cat 6A cable Non-Shielded overall foil, Black, Plenum	\$1.69	\$338.00
	1	Chief HARDWARE KIT	\$12.00	\$12.00
	1	Chief Micro-Adjust Tilt Wall Mount Large	\$255.00	\$255.00
	1	Chief TOGGLER ACCESSORY 1/4-20	\$21.00	\$21.00
	1	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable with ProGrip Jet Black 35ft	\$91.00	\$91.00
	1	Crestron Decorator Style Faceplate, 2-Gang, White Textured	\$22.00	\$22.00
	1	Crestron DM Lite Transmitter and 2x1 Auto-Switcher for HDMI, VGA, and Analog Audio Signal Extension over CATx Cable, Wall Plate, White Textured	\$727.00	\$727.00
	1	Crestron 7 in. Wall Mount Touch Screen, White Smooth	\$1,200.00	\$1,200.00
	2	Liberty AV Solutions LOW VOLT MT/BRKT DG RETRO	\$6.00	\$12.00
	2	OEM [NB] - Power Cord	\$0.00	\$0.00
	1	OFE [OFE] - Double Gang Owner Furnished Wall Outlet	\$0.00	\$0.00



1

RDL
Wall-Mounted Bi-Directional Line-Level and Bluetooth® Audio
Dante Interface, white

\$769.00 \$769.00



1

Samsung
82" BET-H Series Crystal UHD 4K Pro TV

\$1,450.00 \$1,450.00



1

VANCO
Single Gang Plate with Brush Style Grommet - White

\$15.00 \$15.00

	Quantity	Description	Unit Price	Price
	1	Biamp Fixed I/O DSP with 12 analog inputs, 8 analog outputs, 8 channels configurable USB audio, and 32 x 32 channels of Dante	\$2,050.00	\$2,050.00
	150	CCCP Mic/Line audio cable. 22AWG shielded twisted pair with ground wire.	\$0.26	\$38.55
	1000	CCCP 23 gauge 4 pair Cat 6A cable Non-Shielded overall foil, Black, Plenum	\$1.69	\$1,690.00
	1000	CCCP 23 gauge 4 pair Cat 6A cable Shielded overall foil, Black - Plenum	\$1.11	\$1,108.00
	200	CCCP [OFE] - RG6,Antenna Cable, Plenum	\$0.00	\$0.00
	1	Comprehensive Cat6 Snagless Shielded Ethernet Cables, Black, 10ft	\$25.00	\$25.00
	6	Comprehensive 6ft F-Type RG6 Coaxial Video Cable Black	\$22.00	\$132.00
	2	Comprehensive MicroFlex Pro AV/IT CAT6 snagless patch cable, black, 14 feet	\$27.00	\$54.00
	2	Comprehensive MicroFlex Pro AV/IT CAT6 snagless patch cable, blue, 14 feet	\$25.00	\$50.00
	3	Comprehensive Pro AV/IT CAT6 Snagless Patch Cable Black 7ft	\$21.00	\$63.00
	3	Comprehensive Pro AV/IT CAT6 Snagless Patch Cable 7ft	\$21.00	\$63.00
	6	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable	\$41.00	\$246.00

with ProGrip Jet Black 9ft

	2	Comprehensive Standard 3' XLR Microphone Cable	\$23.00	\$46.00
	1	Contemporary Research Co [OFE] - HDTV Tuner with MPEG4	\$0.00	\$0.00
	2	Contemporary Research Co ATSC-mini HDTV Tuner	\$728.00	\$1,456.00
	3	Crestron Serial Cable, DB9F to Flying Leads, 12 ft (3.6 m)	\$36.00	\$108.00
	1	Crestron 4-Series Control System	\$1,795.00	\$1,795.00
	1	Crestron DigitalMedia 8G+ Transmitter 201	\$879.00	\$879.00
	2	Crestron DM Lite – HDMI® over CATx Receiver, Surface Mount	\$236.00	\$472.00
	6	Crestron IR Emitter Probe w/Terminal Block Connector	\$45.00	\$270.00
	2	Crestron [NB] - Wall Mount Power Pack, 24VDC, 1.25A, 2.1mm, Universal	\$0.00	\$0.00
	2	Extron Passive Audio Summing Adapter with Stereo Mini Plug Input and Unbalanced Output	\$59.00	\$118.00
	4	Extron Passive Audio Summing Adapter with RCA Inputs and Balanced/Unbalanced Output	\$59.00	\$236.00
	3	Lab Gruppen [OFE] - Two Channel Amplifier, 600W x 2 at 8 Ohm/70V	\$356.67	\$1,070.00
	1	Luxul High Power AC1900 Dual-Band Wireless access points	\$345.00	\$345.00

	2	Mersive Solstice Pod Gen3 SGE with 3 year Solstice Subscription	\$1,351.00	\$2,702.00
	1	Middle Atlantic SLIM5 KNOCKDOWN 43SP,26D	\$1,857.00	\$1,857.00
	1	Netgear 24x1G PoE+ 300W 2x1G and 4xSFP Managed Switch (Americas)	\$1,088.00	\$1,088.00
	8	OEM [NB] - Power Cord	\$0.00	\$0.00
	6	OFE [OFE] - Cable box	\$0.00	\$0.00
	1	OFE [OFE] - PC Computer w/Keyboard & Mouse	\$0.00	\$0.00
	1	Rack Hardware	\$1,215.00	\$1,215.00
	1	Shure Dual Wireless Vocal System with Two SM58 Handheld Transmitters	\$1,142.00	\$1,142.00
	2	Shure [NB] - Front Mount Antenna Kit for U4S, U4D, UC4 and ULX Single Receivers	\$0.00	\$0.00
	2	Shure 50' UHF Remote Antenna Extension Cable, BNC-BNC, RG8X/U Type	\$99.00	\$198.00
	2	Shure In-line adapter. Supplies 12V DC bias power over coaxial BNC cable, includes PS23US	\$78.00	\$156.00
	3	Sonos Network Audio Streamer	\$393.00	\$1,179.00
	1	Velcro Hook-and-Loop Cable Tie Roll, 0.5" W x 75' L	\$40.00	\$40.00
	1	Yamaha [OFE] - Blu-ray Disc Player	\$0.00	\$0.00



2

Zeevee

[OFE] - HD video encoder/QAM modulator

\$0.00

\$0.00



1

Zeevee4 CH HD Unencrypted HDMI Digital Video Encoder - HD Bridge
2000 Series

\$4,225.00

\$4,225.00

BALLROOM: BAR

Quantity	Description	Unit Price	Price
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1

Apple

10.2-inch iPad Wi-Fi - 9th generation - tablet - 64 GB - 10.2"

\$693.00

\$693.00



1

Liberty AV Solutions

LOW VOLT MT/BRKT DG RETRO

\$6.00

\$6.00



1

RDL

Double Cover Plate -Black

\$23.00

\$23.00



1

RDLWall-Mounted Bi-Directional Line-Level and Bluetooth® Audio
Dante Interface, white

\$740.00

\$740.00

BALLROOM: PRO AV SERVICES

Quantity	Description	Unit Price	Price
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1

AV Project Labor

Project (Non-Install) Labor

\$1,235.00

\$0.00



1

CCCP

Ground Shipping and Handling Estimate

\$1,542.00

\$1,542.00



1

CCCP

Miscellaneous installation hardware

\$1,118.00

\$1,118.00

MEETING ROOM: WALL

	Quantity	Description	Unit Price	Price
	1	Biamp Large meeting room Kit with DSP, (2) White ceiling microphones & (4) Speakers	\$5,398.00	\$5,398.00
	1	Biamp [NB] - Meeting Room DSP with 4 integrated PoE+ ports. AVB & Dante, 2x2 analog I/O, Stereo USB and 4 channels of AEC. Includes Launch automatic discovery and tuning	\$0.00	\$0.00
	100	CCCP 23 gauge 4 pair Cat 6A cable Non-Shielded overall foil, Black, Plenum	\$1.74	\$174.00
	1	Chief FUSION L DISPLAY ABOVE/BELOW SHELF	\$105.00	\$105.00
	1	Chief HARDWARE KIT	\$12.00	\$12.00
	1	Chief Micro-Adjust Tilt Wall Mount Large	\$255.00	\$255.00
	1	Chief TOGGLER ACCESSORY 1/4-20	\$21.00	\$21.00
	1	Comprehensive 6ft F-Type RG6 Coaxial Video Cable Black	\$22.00	\$22.00
	1	Comprehensive MicroFlex Pro AV/IT CAT6 snagless patch cable, black, 14 feet	\$27.00	\$27.00
	4	Comprehensive Pro AV/IT CAT6 Snagless Patch Cable 7ft	\$21.00	\$84.00
	2	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable with ProGrip Jet Black 6ft	\$42.00	\$84.00

	1	Comprehensive USB 2.0 A Male To B Male Cable 6ft	\$16.00	\$16.00
	1	Crestron 5-Port PoE Switch	\$325.00	\$325.00
	1	Crestron DM Lite – HDMI® over CATx Receiver, Surface Mount	\$236.00	\$236.00
	1	Crestron [NB] - Wall Mount Power Pack, 24VDC, 1.25A, 2.1mm, Universal	\$0.00	\$0.00
	1	Crestron 4-Series Room Media Controller	\$715.00	\$715.00
	1	Crestron 7 in. Tabletop Touch Screen, Black Smooth	\$1,389.00	\$1,389.00
	1	Extron Passive Audio Summing Adapter with RCA Inputs and Balanced/Unbalanced Output	\$59.00	\$59.00
	1	Generic [NB] - 9.74 ft (2.97 m)Cat5e Cable	\$0.00	\$0.00
	1	Huddly Huddly IQ (Camera Only; No cable or bracket)	\$735.00	\$735.00
	1	Huddly USB 3 C-to-A Angled Cable (6.5')	\$45.00	\$45.00
	1	Icron 4 Port Pro USB 3-2-1 CAT 6a/7 Extender System	\$1,500.00	\$1,500.00
	1	Icron [NB] - Point- to-Point USB 3-2-1 Remote Extender with 4-Port HUB	\$27.00	\$27.00
	1	Mersive Solstice Pod Gen3 SGE with 3 year Solstice Subscription	\$1,351.00	\$1,351.00
	4	OEM [NB] - Power Cord	\$0.00	\$0.00

	1	OFFE [OFFE] - Double Gang Owner Furnished Wall Outlet	\$0.00	\$0.00
	1	Samsung 82" BET-H Series Crystal UHD 4K Pro TV	\$1,450.00	\$1,450.00
	1	Sonos Network Audio Streamer	\$393.00	\$393.00
	1	SurgeX MultiPak Surge Suppressor and Power Filter, Multi Array solution, Includes Mounting Brackets	\$480.00	\$480.00
	1	VANCO Single Gang Plate with Brush Style Grommet - White	\$15.00	\$15.00
	1	Velcro Hook-and-Loop Cable Tie Roll, 0.5" W x 75' L	\$39.00	\$39.00

MEETING ROOM: CEILING

	Quantity	Description	Unit Price	Price
	4	Biamp [NB] - In-Ceiling, Indoor 6.5" Coaxial Loudspeaker, White (priced individually, but sold in pairs)	\$0.00	\$0.00
	1	Biamp [NB] - AVB Beamtracking ceiling microphone with PoE+ amplifier, white surface mount	\$0.00	\$0.00
	1	Biamp [NB] - Expansion AVB Beamtracking ceiling microphone, white surface mount	\$0.00	\$0.00
	1	Biamp [NB] - Network box includes DSP for Beamtracking and a PoE+ amplifier	\$0.00	\$0.00
	6	Generic [NB] - 9.74 ft (2.97 m)Cat5e Cable	\$0.00	\$0.00
	1	Generic [NB] - 22.96 ft (7.0 m) Cat5e Cable	\$0.00	\$0.00

MEETING ROOM: TABLE

	Quantity	Description	Unit Price	Price
	2	Comprehensive Cat6 Snagless Solid Shielded Black Patch Cable 35ft	\$31.00	\$62.00
	1	Comprehensive HDMI Jack to Jack Adapter	\$20.00	\$20.00
	1	Comprehensive MicroFlex Pro AV/IT Certified 4K60 18G High Speed HDMI Cable with ProGrip Jet Black 6ft	\$42.00	\$42.00
	1	Comprehensive USB Type-C Male to USB Type-C Male Cable 6ft	\$23.99	\$23.99
	1	Comprehensive USB 3.0 A Male To B Male Cable 3ft	\$14.00	\$14.00
	2	Crestron FT2 500 Series FlipTop Tabletop Connectivity Box, Mechanical, Pass-Through Lid, Black	\$988.00	\$1,976.00
	1	Crestron DM Lite – HDMI® over CATx Transmitter & 3x1 Auto-Switcher w/2x HDMI plus VGA & Analog Audio, Surface Mount	\$572.00	\$572.00
	1	Crestron Wall Mount Power Pack, 24VDC, 1.25A, 2.1mm, Universal	\$59.00	\$59.00
	1	Extron Two Input SuperSpeed USB 10G Switcher	\$766.00	\$766.00
	1	Icron [NB] - Point-to-Point USB 3-2-1 Local Extender	\$27.00	\$27.00
	2	OEM [NB] - Power Cord	\$0.00	\$0.00

MEETING ROOM: PRO AV SERVICES

Quantity	Description	Unit Price	Price
	1 AV Project Template PROFESSIONAL AV SERVICES	\$546.00	\$546.00
	1 CCCP Miscellaneous installation hardware	\$404.00	\$404.00

TENT

Quantity	Description	Unit Price	Price
	1 Cables To Go 3ft Pro-Audio XLR Male to XLR Female Cable	\$13.00	\$13.00
	1 Cables To Go 25ft Pro-Audio XLR Male to XLR Female Cable	\$30.00	\$30.00
	2 Cables To Go Pro-Audio 1/4" Male to 1/4" Male Cable, 25'	\$30.00	\$60.00
	1 JBL Pro Portable 8" 2-Way PA with 8-Channel Powered Mixer and Bluetooth	\$1,140.00	\$1,140.00
	1 Shure Handheld Wireless System. Features SM58® Handheld Microphone	\$395.00	\$395.00

Equipment Subtotal: \$74,367.26

Labor Subtotal: \$58,988.40

Project Subtotal: \$133,355.66

PROJECT SUMMARY

Equipment:	\$74,367.26
Labor:	\$58,988.40

Grand Total:	\$133,355.66
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Payment Schedule

	Amount	Due Date
Initial Deposit	\$66,677.83	
Equipment Delivery	\$53,342.26	
Final Acceptance	\$13,335.57	

Assumptions

The list of assumptions below was used to develop this Statement of Work and Quote. If any of these assumptions are not correct or if additional, unanticipated information was uncovered during the project, it may affect the SOW and Quote relative to the installation timeline and/or price. If so, a change order (discussed below) will be written and signed off by the customer before this additional work is performed.

- 1.
- 2.
- 3.
4. The room(s) match(es) the drawings provided
5. Site preparation by the Customer and their contractors includes electrical and data placement per ACP CreativIT specification.
6. Site preparation will be verified by ACP CreativIT project manager or representative before scheduling of the installation. All work areas should be clean and dust free prior to the beginning of on-site integration of electronic equipment.
7. Customer communication of readiness will be considered accurate and executable by ACP CreativIT project manager.
8. In the event of any arrival to site that ACP CreativIT is not able to execute work and definable progress, the Customer will be charged a \$110/hr per installer Fee to offset the lost time due to the lack of readiness. The Fee will be presented as a Contract Change Order and will/may halt work until acceptance by the Customer and rescheduling of the integration effort is agreed upon.
9. Rescheduling and redeployment of ACP CreativIT technicians due to unacceptable site preparation may cause scheduling delays of up to 10 business days.
10. There is ready access to the building / facility and the room(s) for equipment and materials.
11. There is secure storage for equipment during a multiple-day integration.
12. If Customer furnished equipment and existing cabling is to be used, ACP CreativIT assumes that these items are in good working condition at this time and will integrate into the designed solution. Any repair, replacement and/or configuration of these items that may be necessary will be made at an additional cost.
13. All Network configurations including IP addresses are to be provided, operational and functional before ACP CreativIT integration begins. ACP CreativIT will not be responsible for testing the LAN connections.
14. Cable or Satellite drops must be in place with converter boxes operational before the completion of integration. Any delay resulting in extra work caused by late arrival of these items will result in a change order for time and materials.
15. Document review / feedback on drawings / correspondence will be completed by the Customer within two business days (unless otherwise noted)
16. The documented Change Control process will be used to the maximum extent possible – the Customer will have an assigned person with the authority to communicate/approve project Field Directed Change Orders and Contract Change Orders
17. In developing a comprehensive proposal for equipment and integration services ACP CreativIT's Account Managers and Engineering teams must make some assumptions regarding the physical construction of your facility, the availability of technical infrastructure and site conditions for installation. If any of the conditions we have indicated in the site survey form are incorrect or have changed for your particular project or project site, please let your Sales representative know as soon as possible. Conditions of the site found during integration effort which are different from those documented may have an effect on the price of the system solution, integration or services. To ensure that you have an accurate proposal based on your facility and specific to the conditions of your project, please review all project documentation carefully.

Customer Responsibilities

Customer, at its expense, shall:

- A. Provide employees or agents of ACP CreativIT LLC:
 - reasonable access to the premises and facilities
 - suitable and easily accessible floor space that's close to the project area
 - necessary power and grounding
 - an environment that prevents equipment from over-heating and/or exposure to moisture
 - floor plans

- any other information as needed
- B. Communicate all project related issues with ACP CreativIT LLC in a timely basis such that the project timeline is not imperiled.
- C. Provide all required licensing and software needed to ensure the timely backup of data as well as protection from viruses and other risks at all levels of the network.
- D. Confirm all drop ship items have arrived.
- E. Do not write on original packaging or boxes. Save all boxes and packing material as they are required for returns/rebates and repairs.
- F. Cover the cost of lift rentals, if necessary to access and/or install all equipment included in this project.
- G. Upon request and prior to scheduling, provide photographic confirmation of the completed customer responsibilities.
- H. Upon project completion, review and verify the system implemented by ACP CreativIT LLC.

Work Schedule/Billing Rate

Rates - Regular billing hours are 7:30am – 5:30pm Monday through Friday. Any work performed outside that range is billed at the after-hours rate. Refer to the Billing Rate Schedule below.

ACP CreativIT LLC will work with the customers schedule when after-hours work is required. ACP CreativIT LLC will confirm the installation timeframe with the customer.

<u>Time</u>	<u>Rate per Hour</u>
7:30am – 5:30pm (M-F)	Published Rate
5:30pm – 7:30am (M-F)	1.5x Published Rate
Saturdays (7:30am-5:30pm)	1.5x Published Rate
Saturdays (5:30pm-12:00am Sunday)	2x Published Rate
Sundays (until 7:30am Monday)	2x Published Rate
Holidays	3x Published Rate

Travel – For any customer within 60 miles of its corporate offices ACP CreativIT LLC charges for service from the time we leave our corporate office until the time our work is complete (i.e., we charge travel to the customer’s location, but not from). In addition, for all service calls greater than 60 miles from our offices, ACP CreativIT LLC reserves the right to charge an additional fee for zone travel charges. In addition, gas prices may at times, require us to include a small surcharge on dispatched trips from our technical team. Your account rep can explain how these charges may apply to you.

(continued on next page)

Labor – Labor for this project is to be billed as follows:

- ☐ **Time and Materials billed off Sales Order**
- ☐ **Time and Materials billed off Block**
- ☐ **Project Based** (*flat fee no matter how long it takes – excluding costs associated with change orders*)

Billing Rate – The billing rate for this project is based on current published rates:

Installation:	\$110/hr
Programming:	\$165/hr
Project Management:	\$165/hr
Design/Engineering:	\$165/hr
Network Engineer:	\$165 to \$225/hr (certification dependent)

Special Notes on Billing:

Terms

Consulting

% to be Pre-Paid:
% to be Paid n/30:
% Special Terms:

Product

% to be Pre-Paid:
% to be Paid n/30:
% Special Terms:

Labor

% to be Pre-Paid (from b
% to be Paid n/30:
% Special Terms:

Change Management

ACP CreativIT LLC will review change requests to this Statement of Work by you. As part of this review, ACP CreativIT LLC will prepare a Change Order (available upon request) that documents the request and, if applicable, any impact on the project schedule and pricing. ACP CreativIT LLC will incorporate the change into the project schedule and scope of work upon receipt of your signed Change Order. Changes requested can affect the implementation schedule and services quoted. The following personnel at your company are authorized to make change orders:

Name	Title
Name	Title
Name	Title

Planned Down Time

ACP CreativIT LLC will provide prior notice of any necessary system outages during the implementation. In case of unforeseen issues during the installation and cutover, ACP CreativIT LLC will make every effort to minimize any interruption.

Testing

ACP CreativIT LLC will verify that the system and features meet the customer's expectations, as laid out in this document. This includes ensuring that the present functionality of the system is still available unless directed otherwise.

First day of Service

On the first day of service, ACP CreativIT LLC will be available for the customer to discuss questions or issues they may have. We will document all issues and work quickly to resolve them.

Return Policies

We strive to provide our customers with the highest level of service possible. From first visit to order delivery and installation, we want you to be completely satisfied with your experience.

Unless specified, the manufacturer's product warranty does not cover the labor to fix defective product(s).

Unless specified otherwise, all products are covered by the manufacturer's warranty. Please identify any concerns that you have within 30 days of the invoice date. Any issues after the first 30 days will be subject to the restrictions and limitations imposed by our vendors.

All cancelled orders/returns are subject to a 15% restocking fee. Opened software is not returnable. Special order/non-stock items may not be returnable or may be subject to a higher restock fee. Vendor approval will be required prior to the return of opened hardware. Defective hardware may be returned for exchange only. Support blocks are non-refundable. Refund checks will be mailed.

A RETURN AUTHORIZATION ("R.A") REQUEST must be placed by filling out our online Return Authorization Request and is required for ALL returns. (Go to www.cccp.com and click on the Return Authorization Request Form link under Policies & Terms.). You will get a response within 48 hours of your request. Merchandise must be returned within 7 days of the issuance of the R.A.

Please do not write on original packaging or boxes. In addition, save all boxes and packing material as they are required for returns/rebates and repairs.

ACP CreativIT LLC inspects all returns and reserves the right to return merchandise that does not meet manufacturers return authorization criteria.

If you have additional questions, please email returns@cccp.com.

Programming

Programming performed by ACP CreativIT LLC is subject to a limited warranty. ACP CreativIT LLC warrants that the physical medium on which this programming is located is free from defects and that the products impacted by this programming will perform as outlined in this SOW. This limited warranty is good for 60 days from the date of invoice. See Programming Addendum to the SOW if applicable.

Disclaimers and Limitations of Liability

ACP CreativIT LLC WILL NOT UNDER ANY CIRCUMSTANCES BE LIABLE FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES INCLUDING, BUT NOT LIMITED TO, PROPERTY DAMAGE, LOST TIME, LOSS OF USE OF ANY EQUIPMENT OR ANY OTHER DAMAGES RESULTING FROM THE BREAKDOWN OR FAILURE OF ANY EQUIPMENT OR FROM DELAYS IN SERVICING OR THE INABILITY TO RENDER SERVICE ON ANY EQUIPMENT. ACP CreativIT LLC LIABILITY FOR DAMAGES RESULTING FROM ANY CAUSE WHATSOEVER, INCLUDING, BUT NOT LIMITED TO, ACP CreativIT LLC NEGLIGENCE OR INSTALLATION OF DEFECTIVE PARTS OR COMPONENTS, WHETHER OR NOT SUCH DEFECT WAS KNOWN OR DISCOVERABLE, SHALL NOT EXCEED THE ACTUAL PRICE PAID TO ACP CreativIT LLC BY CLIENT FOR THE EQUIPMENT OR PARTS, WHICHEVER IS LESS.

Contact for Service

When you need to place a service call to ACP CreativIT LLC, please call us at (920) 438-0333. We will take your name, a brief description of the trouble, and a call back number. We will then contact one of our qualified associates to follow up on your request.

Statement of Confidentiality

This Statement of Work and proposal is the proprietary and confidential property of ACP CreativIT LLC. By accepting possession of this document, the company named in this document agrees to keep the contents in confidence and not to use, duplicate, or disclose for any purpose other than the purpose of evaluating ACP CreativIT LLC ability to provide the services herein, unless otherwise agreed to in writing by ACP CreativIT. On request by ACP CreativIT, the company named in this document agrees to return the copies of the Statement of Work to ACP CreativIT, together with the other materials supplied by ACP CreativIT.

Non-Solicitation of Personnel

Client agrees not to solicit, directly or indirectly (through individuals, subsidiaries, holding companies, partnerships, subcontractors, employment agencies or any other financially related firms), nor to tender an offer for employment nor place on their payrolls any present ACP CreativIT LLC employee who becomes known to Client in connection with the proper performance of this Agreement during the term of this Agreement and for a period of one (1) year after its termination. In the event Client hires or contracts with a ACP CreativIT LLC employee in violation of the terms of this paragraph, the Client agrees to pay ACP CreativIT LLC as liquidated damages, and

not as a penalty, an amount equal to one half of the employee's annual compensation, including but not limited to wages, bonuses and fringe benefits.

Post Installation Review

ACP CreativIT LLC wants to get your feedback to understand how we could serve you better, and improve our relationship with you. We may also ask for referrals or testimonials. Please feel free to contact us with any questions you may have.

Approval for Acceptance and Authorization of Project Completion

ACP CreativIT LLC will work with you to resolve any problems and answer any questions you have regarding the system implementation. Your signature of acceptance will be asked for upon completion of the project.

Approval for Contact Information/Logo Placement

ACP CreativIT LLC will place our logo and contact information on a 1U blank rack panel to provide you convenient contact information.

Approval for Pictures of Completed Project

ACP CreativIT LLC may take pictures of the equipment upon completion of the project. They will be primarily used to document the installation work and reference in the future if design changes or troubleshooting is required. They also may be used to help represent and communicated to other customers the work that ACP CreativIT LLC does. Your signature of acceptance will be asked for upon completion of the project.

Other Approvals

Throughout this project, ACP CreativIT LLC may provide the customer with other documents requiring approval before we begin a particular phase of the project. Such documents are addendums of this document and are subject to all of the same guidelines stated in this document. A non-exhaustive list of examples would include a Programming Addendum to the SOW and a Custom Plate Addendum to the SOW.

Subcontractors

ACP CreativIT LLC may use subcontractors to assist on this project. All work by subcontractors will be directed and/or supervised by ACP CreativIT LLC staff. Tasks that subcontractors may be utilized for include the following:

- Low voltage cabling – including Cat. 6 cabling
- Conduit and raceway work as required
- Physical installation of devices and equipment

Remote Access

Unless specifically directed otherwise, ACP CreativIT LLC will install TeamViewer software on the any provided servers and create a ACP CreativIT LLC account on the system. This access will be used to facilitate service and repair issues as well as programming changes as directed by the owner.

Acceptance and Authorization of SOW

IN WITNESS WHEREOF, the parties hereto each acting with proper authority Accept this Statement of work

Project Name: Village Links Restaurant and Event Space

<u>Justin Chiappetta</u> Customer Printed Full Name	<u>Jonathan Misek</u> ACP CreativIT LLC Acct Rep Full Name	<u>Stuart Soifer</u> ACP CreativIT LLC Engineer Full Name
<u>Information Technology Manager</u> Title	<u>Account Manager</u> Title	<u>Designer</u> Title
 Signature	 Signature	 Signature
 Date	 Date	 Date

An authorized signature on this document acknowledges that the customer has read our Return Policy located on the Company Info page of the ACP CreativIT LLC website www.cccp.com.

After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.

Acceptance and Authorization of Project Completion

IN WITNESS WHEREOF, the parties hereto each acting with proper authority Accept this Statement of work

Project Name: Village Links Restaurant and Event Space

<u>Justin Chiappetta</u> Customer Printed Full Name	<u>Jonathan Misek</u> ACP CreativIT LLC Acct Rep Full Name	<u>Stuart Soifer</u> ACP CreativIT LLC Engineer Full Name
<u>Information Technology Manager</u> Title	<u>Account Manager</u> Title	<u>Designer</u> Title
 Signature	 Signature	 Signature
 Date	 Date	 Date

Can we use you as a reference or testimonial for the work just completed? Yes _____ No _____

If no, may we ask why?

After all parties have signed, please provide original to customer and a copy to ACP CreativIT LLC.



AUDIO VISUAL
DESIGN GROUP

**Renovation of Reserve 22 Audio and
Video Systems at Village Links Golf
Course**

prepared for:

Village of Glen Ellyn
Justin Chiapetta
jchiapetta@glenellyn.org
(630) 547-5377
Quote #: 41007

job site:

Reserve 22 at Village Links Golf Course
485 Winchell Way
Glen Ellyn, IL 60137

proposal issued / valid through:

Mar 24, 2022 / Apr 23, 2022

prepared by:

Robert O'Neil
bob.o'neil@avdg.com
avdg.com



scope of work

Introduction

Thank you for the opportunity to present you with this proposal. We have carefully reviewed your requirements; this proposal is based on sound engineering principles, reliable technology and has been created to meet your specific requirements.

Executive Summary

This proposal encompasses Audio & Video upgraded AV and Control Systems for Reserve 22 indoor and outdoor dining and meeting spaces. Most of the existing electronics will be replaced with a few minor exceptions including owner furnished audio amplifiers and the flat panel displays in the bar. All in ceiling flush mounted speakers will remain.

Rewiring for the replacement flat screens is based on access to the attic above the bar. There are no existing drawings from earlier AV work.

Spaces within AVDG's Scope of Work for this project:

- Room list
 - Casual Dining 103
 - Blue Heron Banquet North 105
 - Blue Heron Banquet South 105
 - Reserve 22 Bar and West Hallway 111 & 122
 - North Patio
 - Outdoor Bar
 - West Patio
 - Cart Marshaling Area
 - Audio for Tent Space
- Room 103 - Casual Dining
 - OFE flush mounted speakers
 - OFE Lectern for Host/Hostess
 - Furnish and Install a QSC TSC-70-G3 Tabletop Control Panel
 - User Experience: Digital signage content by others, background music
- Blue Heron Banquet Rooms
 - OFE Ceiling Speakers (9 in each space)
 - Furnish and install a QSC TSC70-GC Wall Mounted Control Panel in each of



scope of work

- the divisible space.
- Furnish and install a pair of Shure two channel wireless mic systems, one for each of the divisible spaces.
- Furnish and install a 70" Samsung Commercial display in each divisible space and use the OFE LTM1U Chief Mount
- Furnish and install a Laser Projector and a 110" Diagonal Electric Screen
- Install a new AV Headend in Room 106A.
- Bar and West Corridor
 - Furnish and Install 13 Visionary Solutions Video Decoders to OFE Displays.
 - Reuse 9 OFE flush mount ceiling speakers.
 - User Experience: Furnish and install a QSC TSC70-GC Wall Mounted Control Panel
- North Patio & West Patio
 - Furnish and Install 6 QSC AD S6T-BK Surface Mount Weather Resistant Speakers to replace the existing speakers.
 - Volume control via QSC Q-SYS Smartphone App
- Cart Marshaling Area
 - Furnish and Install 2 QSC AD S6T-BK Surface Mount Weather Resistant Speakers
 - Provide a PTT Mic to Pro Shop for Public Address audio to Cart Marshaling area
 - CAN WE USE THE CORE IN TANDEM W/ THE PTT MIC?
- Banquet Tent
 - Furnish a DB ES-1203 Portable PA System with dual tripod mounted speakers and a subwoofer
- AV Head-end
 - Middle Atlantic 34RU AV Configured Equipment Rack
 - Re Use OFE Lab Gruppen Amplifiers
 - LEA 704 Series Multi Channel Amps (2)
 - QSC Core Nano Digital Signal Processor (DSP) & Control Processor
 - Three Shure QLXD Receivers
 - Cisco 48 Port Managed Network Switch
 - AVDG Low Profile Service Computer (For remote System Monitoring)



scope of work

- Control System
 - User Experience: Touchpad control via wall device and OFE iPad; controls all AV,
 - AVDG will create a custom touch panel layout to offer an intuitive system to include:
 - TV Channel Selection and Routing using Network / Station Logos
 - Master on/off
 - 6 Zones of speaker distribution
 - Individual or Group Channel Routing
 - Audio Streaming with Fusion Research Duet Music Servers
 - Sound Machine Streaming Service is available at a monthly cost through Fusion Research
 - Fee includes all licensing through BMI, ASCAP, SESAC.
- Board Room
 - Provide and Install a Neat Bar and Neat Pad Control Panel
 - AVDG will use one of the table Altinex popups to connect the Neat Pad to the OFE Display.
 - The existing HDMI can be routed thru the Neat Bar to the existing display
 - We suggest the owner consider repurposing the other popup to eliminate the VGA input.
 - Content can also be shared wirelessly to the Display

High Voltage Power Requirements

- We do not anticipate the need for additional AC Service

Division of Labor

AVDG may use, without prior notice, labor resources from our trusted network of sub-contractors; when applicable, AVDG partners with qualified union electrical contractors for onsite AV and LV wire work.

Site installation work for this project is **NON-UNION**

- Off-Site
 - AVDG
 - System Engineering/Design, CAD, programming, rack/pre-assembly,



scope of work

- QA/validation & project management related to the AV system(s).
- Deliveries
- Site
 - AVDG
 - Field Engineering & Project Management
 - LV wire associated with AV system furnish
 - LV wire associated with AV system install
 - AV equipment furnish
 - AV equipment install
 - Commissioning, Testing, Tuning, & Training
 - Others (Non AVDG contracted labor)
 - High-voltage power
 - Conduit (if applicable)
 - LV wire verification testing/test
 - AVDG will furnish a verification schedule with testing parameters
 - LV wire termination

*Unless otherwise noted, this proposal is based on site labor between the hours of 7am – 5pm Monday through Friday (excluding all state recognized holidays). A set number of site deployments has been used to calculate overall labor and deliveries. Any major changes to the project schedule may result in additional charges. No work outside this SOW will proceed without written authorization by the client or responsible billing party.

AVDG follows all local, state, and federal laws pertaining to OSHA, PPE, background checks, and Covid19 related precautions. Any site closures due to pandemic, weather, or other related precautions may result in additional charges.

Material Division

- AVDG
 - AV Equipment & Materials
 - Displays, mounts, speakers, racks, etc
 - Mounting hardware
 - Bolts, screws, etc required for mounting displays, racks, etc
- Others (Non AVDG contracted labor)



scope of work

- LV wire
 - Refer to wire schedule drawings for make/model of LV wire required
 - substitutions require written approval from AVDG
- Mounting hardware
 - Bolts, screws, etc required for mounting displays, racks, etc
- AC Power
- Conduit and Raceway not covered in AVDG provided bill of materials.
- Unless otherwise specified -Thermal management of spaces (if required)

Site Conditions

- The equipment rack and associated equipment (displays, touch panels, electronics, etc.) will be loaded and tested at an AVDG facility
 - these items will be delivered to site **ONLY** after the rack room and other equipment locations are dust free and no longer under construction.
- in most cases speakers, display mounts, and wiring will be installed in a pre-wire phase based on supporting substructure completion; which can be scheduled when the site is still considered under construction.
 - Devices may need to be wrapped in plastic to protect from debris and paint

Networking

- AVDG will provide, configure, and test all networking equipment that is required for AV equipment that require network connection.
- Others will provide, configure, and test all networking equipment that is required for AV equipment that require network connection.
- AVDG will require a list of IP addresses (or ranges) from others to load into the various AV equipment prior to installation on site.
- Any OFE AV network switch (s) should be located in the AV equipment rack
 - AVDG requires this device to be delivered to our fabrication facility prior to installation so that it can be mounted and wired at our rack fabrication facility
- Unless otherwise noted, 10g fiber connection (s) required from the AV network switch to the facilities main networking room shall be furnished and installed by others
- AVDG Engineers will provide network requirements for AV equipment that is connected directly to others and will coordinated with others to convey networking requirements for proper systems operation.
- Estimated # of required OFE network drops listed above in AVDG scope.



scope of work

Control system schedule

Custom control system programming may be included in this proposal; AVDG follows 3 distinct phases with written client approval required at the completion of each phase.

- Phase 1 - Device list, user experience, and performance expectations
 - Control interfaces per space
 - Devices to be controlled in each space
 - User experience/system functionality
 - Changes/updates can be made in this phase before written approval 'locks' for the next phase
- Phase 2 - GUI approval
 - AVDG standard interface (custom available - additional charges may apply)
 - Incorporating your company logo is standard (jpeg, tif, bmp required)
 - Samples of user pages - graphics only
 - Up to 3 revision Changes/updates can be made in this phase before written approval 'locks' for the next phase
- Phase 3 - Site verification
 - Walk through usage with client in each space
 - No major changes are part of the contract at this stage

Project Schedule

The following is an example of a typical project schedule similar to what we expect (normal business hours):

- Week 0: Receipt of Owner authorization to proceed (via purchase order and approval of terms/payment schedule)
- Week 1: Phase I BOM scrub & Equipment Order
- Week 1: Phase II AVDG Kick-Off Meeting, Engineering/CAD, Shop Programming & PM review
- Week x: Phase III (a) Infrastructure drawings and device/wire schedules delivered. (including any junction boxes furnished by AVDG)
- Week x: Phase III (b) Infrastructure wiring (if applicable), Shop Prep/Build
- Week x: Phase IV Field installation, Shop QC & Verification
- Week x: Phase V Systems Commissioning/Testing
- Week x: Phase VI Final Acceptance/Sign-Off & Client Training

We will work with you to finalize a schedule that meets the implementation requirements of the project.

AVDG is not responsible for delays caused by other trades, States of Emergency, or enhanced safety requirements. Additional labor charges may apply due to these conditions.



scope of work

Documentation

Cut Sheets (if required) will be delivered for major components only and in digital format.

Drawing package phases

- **Phase 1:** Infrastructure and Equipment (I&E)
 - junction box locations, wire, conduit (if applicable), and AVP (AC power for AV equipment) schedules; mounting details
- **Phase 2:** Rack elevations/wire schedule, AV device locations and schedules, and functionals; mounting details
- **Phase 3:** As-Built drawing package (digital PDF delivery)
 - Includes all site-verified information for phases 1 & 2; including manuals when required
 - Includes manuals and warranty registration forms for major system components

Project sign-off and completion

AVDG will walk the client, or responsible party, through each room of the system; equipment furnished and installed will be referenced via the AVDG room delivery form and checked off. A brief overview of system function will be performed (separate from training and commissioning) for verification. Client or responsible party will sign the room delivery form, as will the AVDG representative. A copy of the form will be given to the client and will be stored in the client accessible project folder online.

Equipment substitutions due to supply chain and/or manufacturer delays

AVDG reserves the right, without customer approval, to substitute alternate equipment that does not change system functionality or customer experience. Any equipment changes that AVDG identifies may be presented as a zero-dollar change order. In the event that material of equal functionality or price cannot be sourced, the customer will be presented with options to either wait for original equipment, change order to equipment that may be higher cost than the originally specified, or modifying the user experience (change order for reduced scope or BOM as appropriate).

Billing Terms

Initial Payment is required before the commencement of all work and/or equipment purchasing.

- Initial Payment – 50% of the dollar total of material line items
- Progress payments based on labor and materials expended (Net30)
- AVDG may bill for stored materials; a list of the equipment and the insured location of the storage will be included in the invoice.



scope of work

sincerely,
Robert O'Neil
Account Manager
bob.o'neil@avdg.com



bar & casual dining

manufacturer	part #	description	qty	unit price	ext. price
AVDG	Misc Cable, Connectors, Hardware	LV Ring, Keystone Plate, Keystones, Patch Cable	13.00	\$47.44	\$616.72
Crestron	CBL-HD-1.5	Certified HDMI Interface Cable 18 Gbps 1.5 ft (0.45 m)	13.00	\$20.00	\$260.00
Legrand-Middle Atlantic	RLNK-415R	15A,4 OUTLET,IP CONTROLLED RACKMOUNT POWER	13.00	\$242.68	\$3,154.84
Visionary Solutions	D4100	AV Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routabl	13.00	\$725.61	\$9,432.93
Iport	72310	Connect Pro Case Mini Black for iPad Mini 4-5	1.00	\$170.73	\$170.73
Iport	72350	Connect Pro WallStation Black	1.00	\$213.41	\$213.41

bar & casual dining
SUBTOTAL:

\$13,848.63

bill of materials



blue heron banquet rooms

manufacturer	part #	description	qty	unit price	ext. price
Samsung	BE70T-H	70"3840x2160 Commerical TV Crystal UDH, 250 nit, 16/7	2.00	\$969.00	\$1,938.00
AVDG	OFE	Owner Furnished Articulating Display Mount	2.00	\$0.00	\$0.00
AVDG	Misc Cable, Connectors, Hardware	LV Ring, Keystone Plate, Keystones, Patch Cable	2.00	\$47.44	\$94.88
Crestron	CBL-HD-1.5	Certified HDMI Interface Cable 18 Gbps 1.5 ft (0.45 m)	2.00	\$23.08	\$46.16
Legrand-Middle Atlantic	RLNK-215	15A,2 OUTLET,IP CONTROLLED POWER,COMPACT	3.00	\$186.59	\$559.77
Sony	VPLPHZ60	VPL-PHZ60 WUXGA 6000 Lumen Laser 3LCD Projector	1.00	\$3,941.54	\$3,941.54
Dalite	21863LS	Dalite Tensioned Contour Electrol 72.5" x 116" or 137" Diagonal	1.00	\$3,483.26	\$3,483.26
AVDG	Misc Cable, Connectors, Hardware	Screen Mounting Hardare	1.00	\$83.33	\$83.33
Visionary Solutions	E4200-WP-BT	AV Encoder (Wall Plate), 4K UHD over IP cinema quality ultra-low latency visually lossless switch m	2.00	\$1,335.37	\$2,670.74
Crestron	CBL-HD-6	Certified HDMI Interface Cable 18 Gbps 6 ft (1.8 m)	2.00	\$34.15	\$68.30
Crestron	CBL-HD-12	Certified HDMI Interface Cable 18 Gbps 12 ft (3.6 m)	2.00	\$47.56	\$95.12
Visionary Solutions	D4100	AV Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routabl	3.00	\$725.61	\$2,176.83
QSC	TSC-70-G3	Q-SYS 7 PoE Touch Screen Controller for In-Wall Mounting. Color - Black only	2.00	\$1,280.49	\$2,560.98

blue heron banquet rooms
SUBTOTAL:

\$17,718.91

bill of materials



outdoor displays

manufacturer	part #	description	qty	unit price	ext. price
AVDG	Misc Cable, Connectors, Hardware	Outdoor Equipment Enclosure	3.00	\$441.18	\$1,323.54
Crestron	CBL-HD-6	Certified HDMI Interface Cable 18 Gbps 6 ft (1.8 m)	3.00	\$34.15	\$102.45
Legrand-Middle Atlantic	RLNK-215	15A,2 OUTLET,IP CONTROLLED POWER,COMPACT	3.00	\$186.59	\$559.77
Visionary Solutions	D4100	A/V Decoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routabl	3.00	\$725.61	\$2,176.83

outdoor displays
SUBTOTAL:

\$4,162.59

north & west patio speakers

manufacturer	part #	description	qty	unit price	ext. price
Sonance	40150	PS-S83T BLACK - Pair	3.00	\$554.88	\$1,664.64

north & west patio
speakers SUBTOTAL:

\$1,664.64

equipment rack for av headend

manufacturer	part #	description	qty	unit price	ext. price
LEA	CONNECT 704	4 Channel x 700 watt @ 4, 8, 70V and 100V per channel. Internal DSP w/ Crossovers, IoT Device with b	2.00	\$1,584.15	\$3,168.30
Legrand-Middle Atlantic	RLNK-P920R-SP	Premium+ PDU with RackLink?	2.00	\$1,253.54	\$2,507.08
Legrand-Middle Atlantic	RLNK-TEMP	Premium PDU with Racklink Temp Sensor	1.00	\$57.93	\$57.93
Legrand-Middle Atlantic	BGR-38SA-32LRD	38SP/32D LRD,STAND ALONE	1.00	\$1,062.95	\$1,062.95



bill of materials

Legrand-Middle Atlantic	CBS-BGR	BGR CASTER KIT W/Hardware	1.00	\$155.82	\$155.82
AVDG	Misc Cable, Connectors, Hardware	Rack Misc	1.00	\$544.87	\$544.87
QSC	CORE 110f	Unified Core with 24 local audio I/O channels, 128x128 total network I/O channels with 8x8 Software-	1.00	\$2,865.85	\$2,865.85
QSC	SLQSE-110-P	Q-SYS Core 110 Scripting Engine Software License, Perpetual.	1.00	\$312.20	\$312.20
QSC	SLQUD-110-P	Q-SYS Core 110 UCI Deployment Software License, Perpetual.	1.00	\$156.10	\$156.10
Visionary Solutions	DuetE-2	AV Encoder, 4K UHD over IP cinema quality ultra-low latency visually lossless switch matrix routabl	4.00	\$969.51	\$3,878.04
Shure	QLXD124/8 5-X52	Bodypack and Vocal Combo System with WL185 and SM58	3.00	\$1,448.83	\$4,346.49
Shure	UA221	Passive Antenna Splitter/Combiner Kit. Includes Two Splitter/Combiners, Four Coaxial Cables, and Att	1.00	\$141.46	\$141.46
Cisco	CBS350-48FP-4X	Managed 48-port GE, Full PoE, 4x10G SFP+	1.00	\$1,862.44	\$1,862.44
Snap One-Wirepath	WP-CAT6A-PP-48	Rack Mount RJ45 Cat6a Patch Panel 48 Port	1.00	\$245.09	\$245.09
Dell	OptiPlex 3080 Micro	AVDG Service Computer & Mouse - New OptiPlex 3080 Micro Form Factor	1.00	\$750.00	\$750.00
AVDG	OFE	OFE Lab Gruppen Amps	1.00	\$0.00	\$0.00
TrippLite	B021-000-19-HD	Rackmount Console w/ 19" LCD & DVI or VGA Adapter 1URM TAA GSA	1.00	\$1,131.10	\$1,131.10
Fusion Research	FR-DUET	2x analog, 1x USB sources - Burr-Brown DAC, 1U w/rack ears, USB DAC included 3 channel music server	3.00	\$694.51	\$2,083.53

equipment rack for av
headend SUBTOTAL:

\$25,269.25

bill of materials



tournament / cart marshaling area audio

manufacturer	part #	description	qty	unit price	ext. price
Shure	MX418 D/C	Goose Neck Condenser Microphone	1.00	\$256.10	\$256.10
		Driven by Connect 704 Amp	0.00	\$0.00	\$0.00
Sonance	40150	PS-S83T BLACK - Pair	1.00	\$554.88	\$554.88
AVDG	Misc Cable, Connectors, Hardware	Speaker Mounting Hardware	2.00	\$32.05	\$64.10

tournament / cart
marshaling area audio
SUBTOTAL: **\$875.08**

portable pa system for tent

manufacturer	part #	description	qty	unit price	ext. price
JBL Audio	EON ONE	All-in-One Linear-Array P.A. System with 6-Channel Mixer	2.00	\$1,108.54	\$2,217.08

portable pa system for
tent SUBTOTAL: **\$2,217.08**

misc & wire

manufacturer	part #	description	qty	unit price	ext. price
AVDG	Misc Cable, Connectors, Hardware	Project Misc Cable, Connectors, Hardware	1.00	\$3,525.64	\$3,525.64
Windy City Wire	14-02-BLK	14-02 UNS STR CL3R Blk Jkt	2.00	\$328.05	\$656.10
Windy City Wire	CAT6AS-BLK	23-4P OAS SOL PVC C6A Blk Jkt	12.00	\$378.05	\$4,536.60

misc & wire SUBTOTAL: **\$8,718.34**

bill of materials



other items					
manufacturer	part #	description	qty	unit price	ext. price
Neat	NEATBAR-SE	Neat Bar - All-in-One Collaboration Bar	1.00	\$2,500.00	\$2,500.00
AVDG	Scaffolding Rental	Scaffolding Rental	0.00	\$0.00	\$0.00
AVDG	Lift Rental	Lift Rental	0.00	\$0.00	\$0.00
		other items SUBTOTAL:			\$2,500.00

project summary

**quote title:**

Renovation of Reserve 22 Audio and Video
Systems at Village Links Golf Course

quote issued / valid through

Mar 24, 2022 / Apr 23, 2022

prepared for:

Village of Glen Ellyn
Justin Chiapetta
jchiapetta@glenellyn.org
(630) 547-5377

prepared by:

Robert O'Neil
bob.o'neil@avdg.com
avdg.com

system total:

\$121,583.88

job site:

Reserve 22 at Village Links Golf Course
485 Winchell Way
Glen Ellyn, IL60137

quote #:

41007

subtotal of above	\$76,974.52
tax	\$0.00
shipping	\$2,661.71
labor	\$41,947.65
service plan	\$0.00
system total	\$121,583.88



service terms

support package

AVDG will support installed systems as outlined by our support package, which includes access to on-site and remote support, plus remote system health monitoring to ensure installed technologies continue to function optimally:

- Dedicated service team with direct email and direct phone number
- Remote support 8 am - 8 pm, 7 days*
- On-site support 8 am - 5 pm, 5-days, at T&M rates 2-hr minimum
- Priority 30-minute response time (phone or email) during business hours
- Manufacturer's warranty repair or replacement (new equipment only, does not include OFE)
- One (1) annual preventative maintenance visit at T&M rates 2-hr minimum

*On-site support during standard business hours, anticipated response within 24 business hours (3 business days). For remote monitoring, AVDG requires additional hardware and network access to system.



THESE STANDARD TERMS AND CONDITIONS (the "Terms") apply to the "Customer" and AVDG, LLC ("AVDG"), relating to AVDG's design and engineering service, delivery and installation of materials and servicing of installed materials (the "Work"). The Work is described in the attached proposal and/or work order, into which these Terms are incorporated by reference (the "Work Description"). By accepting the proposal or work order or issuing a purchase order relating to a proposal or work order, Customer agrees to these Terms.

1. **contract price** | Customer agrees to pay the total price described in the Work Description (the "Contract Price"). The Contract Price is valid so long as a purchase order is issued and returned to AVDG within five business days from the date of the Work Description or the time specified in the Work Description, whichever date is later, after which time it is subject to change. Equipment and labor will be itemized separately in the Work Description and invoices. Customer will be responsible for a 15% restocking fee for any equipment exchanged or returned, provided that items that are not returnable to the manufacturer are not eligible for cancellation, exchange or return. Customer also shall be responsible for the payment of all applicable taxes, customs, duties and governmental charges relating to the Work.

Cost associated with work stoppages/starts, or material pricing escalation, or supply interruptions due to the COVID-19 pandemic are unknown at this time and have NOT been included.

2. **scope of work**
 - i. *Standard Work.* AVDG will provide the equipment and labor required to complete the Work. The Customer obtains title to equipment at the earlier of (1) when assembly and/or customization begins at AVDG (if any), (2) delivery to the Customer or (3) payment by AVDG to a provider for a custom order. The Work does not include additional work outside the scope of audiovisual installation, such as painting, carpentry or moving furniture. AVDG will not be responsible for damaged personal property that is not removed prior to services being performed. AVDG will dispose of all boxes and packaging related to the equipment described in the Work Description.
 - ii. *Programming Services.* The Work may include custom programming. Programming quoted as part of the Work Description assumes completion during business hours (Monday through Friday, 9:00am to 5:00pm). Programming requests outside of those hours that are not specified in the Work Description must be completed pursuant to a change order. All additional programming is subject to availability and AVDG is not required to provide any additional programming other than as described in the Work Description.
 - iii. *Change Orders.* Customer may request change orders, subject to the change order procedure described in this section. AVDG will review change order requests and determine, in its sole discretion, whether the change order can be completed and the price associated with the change order. AVDG will respond to Customer as to whether or not the change order request is acceptable and any additional terms, charges and/or changes in project timelines that will result from the change order request. Customer must accept the change order proposal in order to allow the change order process to continue.
3. **payment terms** | Unless otherwise stated in the Work Description, AVDG's standard terms are 35% due with purchase order or signed proposal, 40% due when equipment is ordered, 15% due at the beginning of onsite installation and the remainder of the balance due upon completion of the Work.
4. **Late Payments** | If payments are not paid when due, (a) AVDG reserves the right to impose a monthly late payment charge on the late balance equivalent to one and one-half percent (1.5%) per month, or the highest rate allowed by law, whichever is less; (b) AVDG reserves the right, upon five days written notice to Customer, discontinue or turn off services being provided to the Customer, including without limitation, television, internet and telephone service; and (c) Customer will be liable for all fees and expenses incurred by AVDG in collecting amounts due under These Terms. These remedies are not intended to be AVDG's sole remedies and in no way precludes AVDG's use of additional available remedies.
5. **Term and Termination** | These Terms shall commence as of the Work Description and shall continue until the completion of the Work. If the Work is terminated for any reason prior to completion, in addition to any payments already received, AVDG shall be entitled to payment for performance completed through the date of termination, which includes delivered equipment, modified or nonreturnable equipment not delivered and labor performed.
6. **Warranty; Limitation of Liability** | AVDG warrants that audiovisual systems furnished will be free from defects in workmanship or failure for a period of 90 days from the earlier to occur of acceptance or first beneficial use. Warranty service for such defects will be handled in a reasonable and timely manner. Equipment and individual components are covered by manufacturer warranties and AVDG warrants the equipment and components furnished and installed for the term

terms and conditions



established by the manufacturer. Labor to remove equipment and re-install it after the repair is not covered. Warranty repair equipment should be delivered to AVDG Attention: Service Department. The warranty does not apply to (a) any product that has been subject to misuse, neglect, accidental or operational error, (b) labor for shades telescoping or (c) materials provided by Customer or any other materials not provided by AVDG pursuant to the Work Description.

EXCEPT AS EXPRESSLY STATED IN THIS SECTION, AVDG PROVIDES ALL MATERIALS AND SERVICES HEREUNDER ON AN "AS IS" BASIS AND AVDG DISCLAIMS AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR PARTICULAR PURPOSE. THE MAXIMUM LIABILITY OF AVDG TO THE CUSTOMER ARISING OUT OF THE PROPOSAL OR CONTRACT RELATING TO THESE TERMS SHALL BE THE AMOUNT OF THE CONTRACT PRICE. UNDER NO CIRCUMSTANCES SHALL AVDG BE LIABLE TO THE CUSTOMER FOR ANY INDIRECT, CONSEQUENTIAL, PUNITIVE, SPECIAL, INCIDENTAL OR EXEMPLARY DAMAGES OF ANY KIND. WITHOUT LIMITING THE FOREGOING, AVDG SHALL NOT BE LIABLE FOR ANY DAMAGE TO PERSON OR PROPERTY RESULTING FROM GOODS AND/OR SERVICES PROVIDED HEREUNDER EXCEPT TO THE EXTENT CAUSED SOLELY AND DIRECTLY FROM AVDG'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

7. General Terms

- i. *Independent Contractors.* Each of the parties is an independent contractor and shall not be considered to be an agent, distributor or representative of the other. Neither party shall act or represent itself, directly or by implication, as an agent of the other or in any manner assume or create any obligation on behalf of, or in the name of, the other.
- ii. *Assignment.* These Terms shall inure to the benefit of, and shall be binding upon, the parties and their respective heirs, permitted successors and permitted assigns. The Customer may not assign the proposal or contract relating to these Terms without the prior written consent of AVDG.
- iii. *Force Majeure.* AVDG shall not be liable for any delays or other non-performance resulting from fire or other casualty, act of God, war, terrorism or other violence.
- iv. *Governing Law; Venue.* These Terms shall be construed in accordance with the laws of the State of California, excluding its conflict of law provisions. Each party hereby irrevocably submits to the exclusive jurisdiction of the state and federal courts sitting in California for the adjudication of any dispute hereunder or in connection herewith, and hereby irrevocably waives, and agrees not to assert in any suit, action or proceeding, any claim that is not personally subject to the jurisdiction of any such court, that such suit, action or proceeding is brought in an inconvenient forum or that the venue of such suit, action or proceeding is improper.
- v. *Severability.* If any provision of these Terms are found to be invalid or unenforceable to any extent, then the invalid portion shall be deemed conformed to the minimum requirements of law to the extent possible. In addition, all other provisions of these Terms shall not be affected and shall continue to be valid and enforceable to the fullest extent permitted by law.
- vi. *Waiver.* No waiver of any provision of these Terms shall be valid unless in writing signed by the party to be charged. No waiver with respect to any provision on one occasion shall be deemed a waiver of such provision on any other occasion.
- vii. *Amendment.* Any modification or amendment of these Terms or related document must be in writing and signed by both parties.

Entire Agreement; Interpretation. These Terms and any other document that it references as being incorporated by reference sets forth the entire agreement and understanding between the parties with respect to the subject matter hereof, and supersedes any other agreements, discussions, proposals, representations or warranties, whether written or oral between the parties with respect to the subject matter hereof. These terms supersede any language contained in Customer Purchase Orders or other documents, and such language shall be void.



terms and conditions - clarifications

CLARIFICATIONS

All Clarifications are valid unless stated otherwise in the scope of work.

1. Structural and Attachment

- i. It is the responsibility of others (client, GC, etc.) for making sure the mounting surfaces are properly constructed to withstand the weight of the mounted equipment with a safety factor of at least 5:1. Any substitutions for this must be approved by AVDG prior to installation. AVDG has the right to refuse to mount any equipment to anything other than approved structures. All charges for required return trips by AVDG due to the lack of proper structure is the responsibility of Client. If finishes need to be modified, (i.e., fire treatment, paint, or other) the Client or GC is responsible for all repairs post installation.
- ii. All above ceiling hardpoints are the responsibility of the client. If finishes need to be modified, i.e., fire treatment paint or other; Client is responsible for all repairs post installation. AVDG has the right to refuse to mount devices to anything other than an approved hardpoints. All charges for required return trips by AVDG due to the lack of proper structure are the responsibility of client.
- iii. Engineered (P.E.) seals and/or stamped structural/system details are not included unless specifically noted in the scope of work.
- iv. Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required are not included unless specifically noted in the scope of work.

2. Electrical

- i. High voltage power (120v and up), conduit, junction boxes, raceways, and other pre-construction materials to be provided by others.
- ii. Low voltage (audio, video, and control signal) containment, conduit, junction boxes, raceways, and other preconstruction materials to be provided by others.

3. General Construction

- i. Sleeves, cores, and fire-stopping are by others if required.
- ii. Concrete saw cutting and/or core drilling is by others, if required.
- iii. Sheet rock replacement, ceiling tile, T-bar replacement and/or wall/ceiling repair is by others, if required
- iv. All millwork (moldings, trim, etc.) or modifications to project millwork/furniture to accommodate the AV equipment is by others.
- v. Painting, patching, or finishing of architectural surfaces is by others.
- vi. HVAC and plumbing relocation shall be by others.
- vii. Rough-in, bracing, framing or finish trim carpentry is by others.
- viii. Any modifications made to openings, coves, soffits, etc. after they have been measured by AVDG may require the reordering of any custom materials or equipment that was custom fabricated to fit said spaces. Any changes required will result in additional charges.
- ix. 120v (20amp) power for tools and temporary lighting shall be provided within 50' of the areas of work unless specifically noted in the Scope of Work.
- x. Digging, tunneling, removing and replacement of pavers/planters, etc. is by others unless specifically noted in the Scope of Work.
- xi. Removal, moving, modification, etc. of furniture is by others unless specifically noted in the Scope of Work.

4. Networking

- i. Provision, configuration, and testing/verification of all networking equipment that connects to AVDG furnished equipment the responsibility of other unless specifically noted in the Scope of Work.
- ii. AVDG will provide network requirements for AV equipment that is connected directly to Owner's network and will meet with Owner's or Owner's IT department to convey networking requirements for proper systems operation unless called out in the Scope of Work.



terms and conditions - clarifications

- iii. AVDG will provide equipment MAC addresses to Owner for IP address assignment and DHCP reservations.
- iv. The client's network must be operational prior to commissioning/service of AV systems. If it is determined that, due to delays in delivery of the client network, additional labor is required to adequately deliver the scope of work as detailed a summary of any anticipated cost implications for client approval prior to commencement of additional services will be provided.

5. Acoustical

- i. The room should have a measured ambient noise level of no more than NC35. For new spaces, the design parameters for the mechanical engineering within the room should have a target NC of 35 or less. Ambient noise includes noise from the air handling systems, mechanical systems, and noises outside the building. Noise levels above this specification adversely affects the meeting environment and may degrade the overall audio quality and intelligibility of a conference call. This is especially important when ceiling microphones are utilized. If a problem is identified with ambient noise levels, AVDG can work with your mechanical engineer to identify possible solutions to lower the NC rating and improve the audio experience.
- ii. Reverberation Time (RT60) typically should be less than 0.4 seconds in the 125Hz - 10kHz octave bands to provide an optimum meeting experience and acceptable audio quality in a conference call. A significant number of hard surfaces in a room (glass, drywall, or other surfaces) can adversely affect audio intelligibility and the meeting experience overall. Acoustic treatment is advised for rooms with higher RT60 levels. If the room requires acoustic treatment, AVDG can provide solutions to overcome this issue and enhance the audio experience for the participants.
- iii. If acoustical remediation is recommended but not implemented, AVDG will document the potential performance ramifications in writing. The customer should understand that the system performance may be significantly decreased.
- iv. STI (Speech Transmission Index) and STIPA (Speech Transmission Index for Public Address) not applicable to this project unless specifically noted in the scope of work.

6. Lighting

- i. Room lighting shall be at least 40-foot candles and evenly diffused throughout the camera's field of view to eliminate hot spots on participants and walls. Evenly distributed lighting is important for videoconferencing applications. Where the camera's field of view includes windows, recommended window treatment should be employed to provide an acceptable background for the camera to view the participants.
- ii. For best image quality, backgrounds should be neutral, solid colors. When graphics are utilized behind participants fine line and patterns should be avoided.
- iii. If light pollution remediation is recommended but not implemented, AVDG will document the potential performance ramifications in writing. The customer should understand that the system performance may be significantly decreased.

7. Software

- i. All software licenses required for normal end user operation become property of the client at the successful completion of the project. It is the responsibility of the client to register and maintain any licenses unless specifically called out in the Scope of Work. Examples include, but are not limited to, operating systems, apps, etc.
- ii. All custom programming (e.g., remote control system programs) will become property of the end user pending system signoff and final payment, copies of all programming shall be archived for a period by AVDG for future service and upgrades.
- iii. In some cases, a password can be provided to an end user or end user team; this would be specifically called out in the Scope of Work. The end user/client assumes all responsibility for maintaining the password as well as communicating to AVDG any password and programming changes.
- iv. If the password is lost and is the original one created by AVDG, AVDG will provide that password at no charge pending verification of the request. In some cases, if the password is lost and has been changed without notifying AVDG; a complete system reset may be required resulting in the need to reload and older file or completely rebuild the program from scratch. AVDG can provide a quote for the cost associated with this.

8. Training and System Demonstration

- i. AVDG shall provide one basic system orientation to the end users (maximum 6 people in a single group) upon project's completion and commissioning unless specifically called out in the Scope of Work. Additional trainings are available and shall be quoted as additional.
- ii. Recording of training is not included unless specifically called out in the Scope of Work; recording is available as an additional service.



terms and conditions - clarifications

9. Owner Furnished Equipment (OFE)

- i. Scheduling of an ISP and/or Telco providers is the responsibility of the client unless specifically called out in the Scope of Work. AVDG will make themselves available during the scheduled times; any delays caused by 3rd parties may result in additional charges.
- ii. Owner furnished equipment, or equipment furnished by others, that is integrated into the systems is assumed to be current, industry acceptable and in good working order. If it is determined that this equipment is faulty upon installation, additional project charges may be incurred.
- iii. The creation, scheduling and/or subscriptions of custom content is the responsibility of the client. AVDG can provide as a service the creation, scheduling and/or subscriptions of content and is available to discuss as necessary.

10. Insurance, Permits and Licensing

- i. Certificate of Insurance shall be provided, as requested, prior to initiation of work.
- ii. The client shall obtain, at its expense and keep effective, all permissions, licenses, and permits whenever required in connection with the installation and/or use of the products and the premises where the products shall be situated.
- iii. Low voltage permit fees and related labor charges are not included and shall be added upon client's approval, as applicable.

11. Logistics

- i. During the project's commencement, free parking shall be allowed to AVDG's vehicles as close as possible to the actual jobsite. Loading dock shall be available to AVDG's vehicles for the materials and equipment deliveries that shall be scheduled in advance. AVDG understands that the delivery dock may not be available all day and that specific delivery times may need to be coordinated.
- ii. If free parking is not available, the client will be billed for parking expenses; these expenses will be billed at a fixed 10% markup to accommodate administration expenses.
- iii. Any additional trips, labor, or materials due to failure of the other work forces to have the audiovisual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.
- iv. Ground shipping has been assumed for all materials. Expedited shipping may be available and can be quoted as additional.
- v. A specific number of site deliveries has been determined as part of this proposal; any additional trips required due to site conditions, other trades, or other forces outside of AVDG's control will be billed as additional. See Scope of Work for details.

12. Equipment Returns

- i. All equipment returns are subject to a minimum 15% restocking fee and must be in the original, un-opened box. If the equipment has been opened, AVDG reserves the right to not accept the return.
- ii. Any equipment returns must be executed within 60 calendar days of delivery to site.
- iii. Custom ordered parts are not able to be returned.

13. General

- i. Once the equipment is delivered to the jobsite, a signature shall be required from the client, site foreman, etc. Securing the delivered equipment shall be client's or GC's responsibility unless otherwise noted in the Scope of Work.
- ii. Any products, services, and/or SOW modifications in addition to or different than what is described in this proposal will result in a cost impact and timeline impact to the offered pricing.
- iii. General Contractor and/or Client shall be responsible for all related infrastructure requirements throughout the entire project timeline.
- iv. If required, this proposal assumes that all AVDG project shop drawings, product data, product samples or other design submissions impacting the audiovisual deployment have been reviewed and approved prior to technicians arriving onsite. Audiovisual services provided shall be in accordance with approved submittals only.
- v. This proposal assumes that, if required, one hardcopy initial set and one revised hardcopy set of audiovisual drawings will be provided. If additional audiovisual drawing set issues are required to incorporate multiple design phase projects or to support the decision-making process, an estimate for these additional documentation services



terms and conditions - clarifications

- will be provided.
- vi. Specifications in this proposal are based on information received to date.
- vii. This quote is subject to revision if additional information becomes available, specification documents added, drawings change, or quote is past expiration.
- viii. Import Tariffs are subject to change dependent upon US Federal Law and Customs enforcement procedures established at the time products manufactured abroad enter the US. The client is responsible for any cost increases due to increase in import tariffs.
- ix. Any delay due to causes beyond AVDG's reasonable control and without AVDG's fault or negligence shall extend delivery and installation dates to the extent caused thereby. AVDG will use reasonable efforts to timely notify the client in the event of any delay. The client shall reimburse AVDG its reasonable additional expenses resulting from any client-caused delays. When delivery of the products is delayed at the request of the client and the products have already been shipped by AVDG's vendor, AVDG will place the products in storage and invoice the client the price of such products, which will be promptly paid. AVDG shall not be liable, and the client shall have no right to cancel or rescind this agreement, in the event of any delay due to causes beyond AVDG's reasonable control and without AVDG's fault or negligence, and the client shall accept such delayed performance by AVDG. The client's receipt of the products shall constitute a waiver of any claims for delay.
- x. If costs associated with products increase in a time beyond AVDG control (post contract award), if suitable replacement cannot be obtained, the associated differential in cost will be the responsibility of the client.

14. Coordination

- i. If unforeseen issues discovered during the construction process determine additional labor or equipment is required to adequately deliver the scope of work as detailed, a summary of additional cost implications shall be provided for approval prior to commencement of additional services.
- ii. AVDG will use its best efforts to deliver the products in accordance with the client requested delivery date, subject to receipt of all necessary information from the client and the client's compliance with AVDG's reasonable instructions for site readiness. AVDG shall not be liable for any delay caused by any circumstances beyond its control, including but not limited to government directives, priorities, regulations, requests, order, or requisitions, or by embargoes, natural disasters, pandemics, fires, strikes, work stoppage, accidents to machinery or equipment, delays of carriers or shortage of labor or materials or for any other cause whatsoever interfering with or impeding production or delivery of the products ordered.
- iii. AVDG shall reasonably coordinate and cooperate with other trades to facilitate satisfactory work progress. If AVDG's work in progress is impeded by other trades and/or contractors (excluding the AVDG's own subcontractors) or by scheduling delays due to the client, time delays in the final installation as well as additional charges, including labor, travel, and other reasonable expenses, may result.
- iv. This proposal assumes a limited number of coordination meetings; AVDG will notify the client, in writing, when the limit has been reached. Any additional meetings may require additional charges.

15. Site Work and Conditions

- i. AVDG reserves the right to pass along any price increases that may happen during a project. Any pricing increase will be communicated to the client before ordering for client approval; AVDG will supply (when possible) documentation from suppliers regarding the pricing increase. If the cost increase is not acceptable, the client will be able to cancel any equipment, material or labor that has not been allocated to the project or is in transit the jobsite and/or and AVDG warehouse.
- ii. Installation (e.g., field assembly, interconnection, equipment calibration and checkout) is to be performed by AVDG's trained technical employees. AVDG shall be entitled to employ subcontractors and/or agents to assist in or carry out, in whole or in part, the installation. In the event installation by AVDG employees is prevented by trade unions, the client shall arrange with the trade unions at its own expense to complete installation. AVDG is thereafter liable only for engineering supervision of installation.
- iii. The labor pricing in this AVDG proposal reflects normal business hours M - F, 8am - 5 pm local time. Should work be requested to take place outside of those hours, days and/or on holidays, AVDG can provide a quote.
- iv. The client shall be responsible for preparing, at its own expense, the installation site in accordance with AVDG's reasonable instructions, including the requirements specified in this Scope of Work. In no event shall AVDG be responsible for any high voltage electrical work, ceiling modifications, structural modifications, or mechanical systems modifications unless otherwise agreed to in writing in this Scope of Work. The client shall provide AVDG with source code for any non-AVDG programmed remote control system(s) required to be modified under the terms of this proposal.
- v. The client shall provide AVDG with reasonable access to the installation site before delivery, for purposes of determining site readiness for installation, and shall designate an individual on the client's staff to serve as a contact person for all site preparation and installation issues. The client shall provide AVDG with free access to the installation site for the purpose of preparation for installation.
- vi. The client shall provide a clean worksite prior to the installation of any electronics. AVDG reserves the right to delay



terms and conditions - clarifications

installation if site conditions do not meet industry standards for dust and debris cleanliness; any delays that result in additional work or any damage to equipment that occurs due to site conditions will result in additional charges. If the client requires installation in areas that AVDG identifies as sub-standard; written consent will be received before installation begins; signing of this document voids all AVDG and manufacturer warranties.

- vii.** Proper heat dissipation and venting for the equipment in this system is required. Where convection cooling is not possible, a powered venting system, with thermostatically controlled quiet fans, is recommended. Modification to any millwork, walls, ceilings, or climate control systems to provide adequate airflow and cooling is the responsibility of the Client. The client may refuse to install cooling and/or ventilation that is suggested by AVDG; a written waiver of this advice will be documented, and the client assumes the risk that doing so may void all manufacture and AVDG warranties.
- viii.** AVDG is not responsible for delays caused by other trades, States of Emergency, or enhanced safety requirements. Additional labor charges may apply due to these conditions.
- ix.** Any background checks, drug testing, safety certifications, etc. required to work on site are only included if specifically mentioned in the Scope of Work. AVDG can accommodate these requirements after the proposal has been signed but this may affect the project schedule and pricing.



quote title:
Renovation of Reserve 22 Audio and Video
Systems at Village Links Golf Course

quote issued / valid through
Mar 24, 2022 / Apr 23, 2022

prepared for:
Village of Glen Ellyn
Justin Chiapetta
jchiapetta@glenellyn.org
(630) 547-5377

prepared by:
Robert O'Neil
bob.o'neil@avdg.com
avdg.com

job site:
Reserve 22 at Village Links Golf Course
485 Winchell Way
Glen Ellyn, IL60137

system total:
\$121,583.88

quote #:
41007

by signing below, the signee acknowledges that they have read, and agree with, all clarifications located at www.avdg.com/clarifications

signature of acceptance:

print name & title:

date:



Cination, Inc.
111 Erick St
Unit 108
Crystal Lake, IL 60014
United States

www.cinationinc.com

Erik Rodewald
erik@cinationinc.com

(815) 479-8585

Audio Video Upgrade with ELAN v4



The Village Links of Glen Ellyn

485 Winchell Way
Glen Ellyn, Illinois 60137
United States

Presented By
Cination, Inc.

Quote Number
Q-236

Presented On
Mar 16 2022

Version
4

About Us

Cinematic, Inc. is a full-service systems design/build firm. We begin with client consultation, and continue with system design, engineering, documentation, project management, installation, programming, and ongoing customer support. Working with a single full-service firm is the only way to guarantee that the final product achieves the original design intent and that the system installed is maintained and kept current as technology progresses.

Project Description

Upgrade existing system to newer, more reliable technologies for use in both banquet rooms and bar/restaurant areas. Include battery backup for sensitive electronics. Keypads and touch panels will be provided in boardroom, bar, north and south banquet rooms.

*V2: Post meeting changes

*V3: Updated Prices and added Board Room equipment.

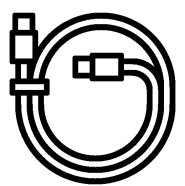
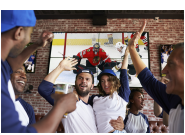
*V4: Updated Prices and quote according to the "Village Links AV System Needs/Requirements". Replaced the 85" with a 100" in the South Banq Room. Replaced the zoned system in board room and quoted an easy to use audio/video conference system that will be similar to the slightly larger ones to be designed at the Civic Center for consistency.

Locations

Equipment Room

\$38,300.94

Located in the North Banquet Storage Closet

ITEM		QTY	UNIT PRICE	TOTAL
	Power System - 26 Outlet with UPS Power System with 26 Outlets (16 individually controlled and 4 battery). Includes surge elimination and protection.	1	\$3,722.90	\$3,722.90
	Cables and Hardware Black speaker cable and parts	1	\$520.44	\$520.44
	Video Over IP Matrix System - 12 Sources Video Matrix System for 12 sources	1	\$16,693.60	\$16,693.60
	Middle Atlantic SR-40-28 40Space/28D Swinging wallrack	1	\$2,468.00	\$2,468.00
	ELAN SC300 g! System Controller 10 Serial Ports	1	\$3,311.00	\$3,311.00
	Aruba JL073A CLIENT SUPPLIED Client Supplied PoE Switch	1	\$0.00	\$0.00
	LEA Professional CONNECT 704 4 Channel x 700 watt @ 4, 8, 70V and 100V per channel.	2	\$2,866.00	\$5,732.00



Audio Technica ATW-1322	1	\$899.00	\$899.00
System 10 PRO digital wireless dual handheld microphone system			



Autonomic MMS-3E	1	\$2,200.00	\$2,200.00
eSeries music streamer, 3 audio stream			



Topping DAC-USB Black	1	\$195.00	\$195.00
USB DAC			



ELAN EL-IPD-PRE-MSI	1	\$2,004.00	\$2,004.00
Multi Zone Preamp Audio Matrix			



DBX ZonePro 641m	1	\$555.00	\$555.00
Mic Mixer Digital Zone Processor			

Banquet Rooms > North Banquet	\$6,913.18
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ITEM	QTY	UNIT PRICE	TOTAL
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Touch Panel Location - 8" White	1	\$1,167.50	\$1,167.50
8 Inch ELAN Touch Panel Kit - White			



HDMI TV Location - 4K-VIP	1	\$1,070.62	\$1,070.62
TV Rx Kit Includes HDMI 4K decoder, cables, category cable and mounting hardware.			



CINEMATION

Audio & HDMI/VGA Wall Plate	1	\$1,695.06	\$1,695.06
Location - White			
HDMI, VGA & Audio Wall Plate - HDMI/VGA/RCA-F/XLR-F - White			



Cinematic 85FLAT	1	\$250.00	\$250.00
Universal flat wall mount for 300 x 300 to 800 x 400 VESA Patterns			



Sony Professional FW75BZ30J	1	\$2,730.00	\$2,730.00
75" Pro 3840x2160 LED Bravia			

Banquet Rooms > South Banquet \$18,848.18

ITEM	QTY	UNIT PRICE	TOTAL
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Touch Panel Location - 8" White	1	\$1,167.50	\$1,167.50
8 Inch ELAN Touch Panel Kit - White			



HDMI

HDMI TV Location - 4K-VIP	1	\$1,070.62	\$1,070.62
TV Rx Kit Includes HDMI 4K decoder, cables, category cable and mounting hardware.			



CINEMATION

Audio & HDMI/VGA Wall Plate	1	\$1,695.06	\$1,695.06
Location - White			
HDMI, VGA & Audio Wall Plate - HDMI/VGA/RCA-F/XLR-F - White			



Cinematic 85FLAT	1	\$250.00	\$250.00
Universal flat wall mount for 300 x 300 to 800 x 400 VESA Patterns			



Sony Professional FW100BZ40J
100" 3840x2160 4K LED

1

\$14,665.00

\$14,665.00

Bar Area

\$1,235.50

ITEM		QTY	UNIT PRICE	TOTAL
	Touch Panel Location - 8" White 8 Inch ELAN Touch Panel Kit with Table Top Stand - White	1	\$1,235.50	\$1,235.50

Bar Area > Back Bar

\$7,494.34

ITEM		QTY	UNIT PRICE	TOTAL
 	HDMI TV Location - 4K-VIP TV Rx Kit Includes HDMI 4K decoder, cables, category cable and mounting hardware.	7	\$1,070.62	\$7,494.34

Bar Area > High Top Tables

\$5,353.10

ITEM		QTY	UNIT PRICE	TOTAL
 	HDMI TV Location - 4K-VIP TV Rx Kit Includes HDMI 4K decoder, cables, category cable and mounting hardware.	5	\$1,070.62	\$5,353.10

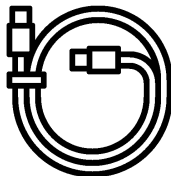
Patio Dining

\$3,211.86

ITEM		QTY	UNIT PRICE	TOTAL
 	HDMI TV Location - 4K-VIP	3	\$1,070.62	\$3,211.86
	TV Rx Kit Includes HDMI 4K decoder, cables, category cable and mounting hardware.			

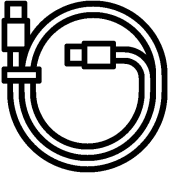
Board Room

\$5,033.60

ITEM		QTY	UNIT PRICE	TOTAL
	Cables and Hardware	1	\$47.24	\$47.24
	Misc. cables and hardware			
 Network Port	Network Wall Plate Location - White	1	\$63.36	\$63.36
	Network Wall Plate - Data Port - White			
 	Conference System - Unified Video and Audio Medium	1	\$4,923.00	\$4,923.00
	Video & Audio Wireless Conferencing Smart Soundbar & Camera			
	Customer Supplied 75 INCH DISPLAY	1	\$0.00	\$0.00
	CLIENT SUPPLIED Customer Supplied Display			
	Cinematic 55FLAT	1	\$0.00	\$0.00
	CLIENT SUPPLIED Universal flat wall mount for 300 x 300 to 660 x 501 VESA Patterns			

Outdoor Tents

\$3,329.90

ITEM		QTY	UNIT PRICE	TOTAL
	Cables and Hardware	1	\$133.90	\$133.90
	Audio Cables for PRX ONE			
	JBL Pro JBL-PRX ONE-NA	2	\$1,598.00	\$3,196.00
	All-In-One Powered Column PA with Mixer and DSP			

Summary

Product	\$89,720.60
Labor	\$11,909.88
Subtotal	\$101,630.48
Tax	\$0.00
Total Price	\$101,630.48

Payment Terms

Billing Date

Due Date

Amount

	Deposit (65%)		\$66,059.81
	Progress Payment (25%)		\$25,407.62
	Final Payment (10%)		\$10,163.05

About This Design

At Cinemation, Inc., your needs are very important to us! Our designs are laid out for clear and concise description. This way we can expedite the design for your review in less time. However, you may have questions or concerns... Please do not hesitate to ask! We will be happy to provide more information and/or make changes!

Thank you!

Cinematic, Inc. proposes to complete the work outlined in this proposal for an all-inclusive fee of total plus taxes, not including any unforeseen or unexpected conditions. This includes project management, technical expertise and support, equipment, materials, labor, scheduling, supervision, and quality assurance.

Additional charges will be included if changes are made to the project scope once this document has been signed and/or differences between the allowance outlined above and the actual cost of these items varies.

The next step is to agree to this proposal (in addition to any changes that have been noted in the presentation of this document), and to sign the contractual agreement that references the document above. We will follow with an invoice(s) for the amount specified in the payment terms.

Our Warranty

All new equipment that we sell comes with a manufacturer's warranty. Our installations are guaranteed for a full year as well, and combined with the warranties on the equipment this allows our clients to receive service with full confidence. For equipment longer than one year, will will honor the manufactures warranty terms and our time will be extra.

Signature

Signature

Date



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Administration
Department Head:
Category: Other
Prepared By: Penni Cannova

**AGENDA ITEM (ID
2022-2266)**

DOC ID: 2022-2266

Motion to Approve a New Special Event, "Summer Break at the Lake", hosted by the Glen Ellyn Park District on Friday, July 1, 2022 (Interim Community Development Director/Assistant Village Manager Rodman)

Statement of the Issue:

The Glen Ellyn Park District is looking to create a new event to host, replacing the Cardboard Boat Regatta over the Fourth of July weekend.

Analysis:

The Glen Ellyn Park District is looking to host an outdoor concert event on Friday, July 1, 2022 at Lake Ellyn Park

- Event will take place 6 pm – 10 pm on Friday, July 1, 2022
- Park District is requesting one-way only traffic flow on Lenox Road heading north from Hawthorne to Essex from 5-10 pm
- Maggie Speaks will perform using amplified sound
- Local vendors: The Beer Cellar, Two Hound Red and Common Good will provide alcoholic beverages in a fenced-off area within the park. The fenced area will have one entrance/exit.
- Police will monitor the entrance/exit.
- Food will be available from food trucks.
- Outside food and beverages will not be permitted.
- Paid entry with wristband will be required. IDs will be checked for distribution
- Portable toilets will be provided.
- A map of the requested event has been provided.
- The Park District has been informed they will need to apply for a Class E Liquor license and provide a Certificate of Insurance for \$2 million, naming the Village as additionally insured.

Budget Impact:

Action Requested:

Approve a new special event "Summer Break at Lake Ellyn" hosted by the Glen Ellyn Park District on Friday, July 1, 2022.

Attachments:

1. VoGE - Special Event Permit - Summer Break 2022



Village of Glen Ellyn Special Event Permit Application

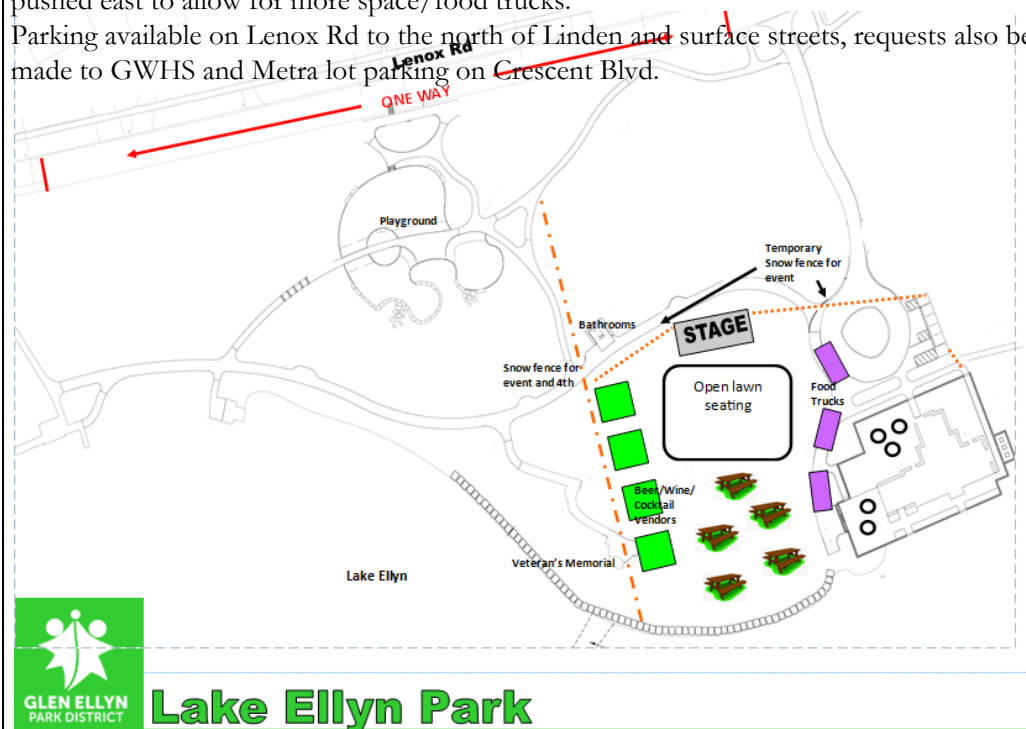
The Special Event Permit Application must be submitted at least **sixty (60) days prior** to the event date in order to ensure sufficient time for processing. Please contact the Administration Department at 630-469-5000, or refer to the Special Event Permit Application Guidelines at www.glenellyn.org for more information. The Special Event Permit processing fee is \$50.00.

EVENT INFORMATION			
Event Title	Summer Break at the Lake		
Type of Event	☐ Carnival or Rides ☐ Business Special Event ☐ Festival ☒ Outdoor Concert ☐ Parade ☐ Tent Sale ☐ Walk/Run/Bike ☐ Zoo/Circus ☒ Other (please specify): <u>to also include food trucks/beverage vendors</u>		
Event Date(s)	Friday, July 1, 2022	Time	6:00pm - 10:00pm
Alternate Date(s)	N/A	Time	
First Time Applicant?	☒ Yes ☐ No	Is it an Annual Event?	☐ Yes ☒ No (may be bi-annual - replacing Regatta 2022)
Event Website (if any)	www.gepark.org	Anticipated Attendance	800-1000
Location of Event Please list all requested street or sidewalk closures noting time(s) each street will be closed.	Lake Ellyn Park - no street closures - request Lenox Rd to be ONE WAY ONLY heading north from Hawthorne to Essex from 5:00-10:00pm (per Chief Norton)		
Describe the Event Please describe your event in detail including any additional information that may be important to understanding its scope and purpose. Please attach any promotional materials regarding the event.	Summer Break at the Lake! (Summer Playbook description) Start your holiday weekend with a Summer Break at the Lake! Head to Lake Ellyn Park for a memorable evening of neighborhood fun with music from MAGGIE SPEAKS, adult beverages from our own local vendors – The Beer Cellar, Two Hound Red and Common Good, and food available from a variety of area food trucks. Bring a chair or blanket and hang out on the lawn or sit and relax at a picnic table or on the Boathouse deck and patios. *No coolers, bags, outside food/beverages will be permitted in the gated area. Gate Opens: 6pm; Concert: 6:30pm-9:30pm (last call 9:15pm); Vacate by: 10pm; Ages 21+ Event will be enclosed by fencing, utilizing the open green space as well as the LE Boathouse deck/patio - one entrance/exit, monitored by staff and GE Police Dept. staff. Paid entry with wristband required, IDs checked prior to wristband distribution.		
Please see Section 3 of the Special Event Application Guidelines for more information regarding Event Activities			
Event Activities Please check all items that will be included in your event. *Extraordinary activities may require additional licenses, fees or submittals (See Guidelines for additional information).	☒ Alcohol* ☐ Animals* ☐ Automobiles ☐ Balloons/Signs/Decorations ☒ Bands/Live Music ☐ Carnival Rides* ☐ Floats ☒ Food Booth(s) (trucks) ☐ Parade/Race* ☐ Parking Lots* ☒ Portable Toilets ☐ Promotional Signage* ☒ Sound Equipment ☒ Stage/Bandshell ☐ Streets/Sidewalks* ☐ Tents* ☒ Vendors ☐ Raffle* ☐ Other (please specify): _____ For tents and promotional signage checked above, please indicate type, size and location(s): _____		

Draw Event Site Plan

Please provide a draft site plan for your event. Please include the following applicable locations; food/drink vendors, bathrooms, entry/exit points, parking, tents, and any additional details. (See guidelines for additional information).

Tentative map - remote bathrooms and LE Boathouse bathrooms will be open and included, additional portable restrooms will also be available.
Entrance/exit to the event will be at the circle driveway - stage and orange fence may be pushed east to allow for more space/food trucks.
Parking available on Lenox Rd to the north of Linden and surface streets, requests also being made to GWHS and Metra lot parking on Crescent Blvd.



All applications should be completed and submitted **not less** than sixty (60) days prior to the event date. Applications that are complete and submitted to the Village along with any necessary submittals will be processed by Village staff. Incomplete applications will be held for processing until it is complete. Please return your completed Special Event Permit Application to:

By Mail/Drop Off: Village of Glen Ellyn, Administration Department, 535 Duane Street Glen Ellyn, IL 60137

By Email: mhannah@glenellyn.org

EVENT ORGANIZER INFORMATION

Name (First/Last)	Glen Ellyn Park District - contact: Jeannie Robinson, Asst. Superintendent of Recreation Services				
Address	185 Spring Ave		Apt./Unit		
City	Glen Ellyn	State	IL	Zip Code	60137
Home Phone	630-942-7267	Cell Phone	630-667-6858		
E-mail Address	jrobinson@gepark.org				
Name of Sponsoring Organization(s) (If applicable/different)	Glen Ellyn Park District and working w/4th of July Committee on food trucks				
Organization's Legal Status	☒ Governmental Entity ☐ Non-profit Entity ☐ Commercial Business				
Sponsoring Organization Main Contact (If applicable/different)	Jeannie Robinson, David MacDonald (or Ryan Miller)				
Address			Apt./Unit		
City		State		Zip Code	
Daytime Phone	630-942-7264 (David)	E-Mail	dmacdonald@gepark.org		

Applicant Signature: Jeannie Robinson

Date: 05/11/2022



Village of Glen Ellyn Special Event Permit Application Guidelines

I.

Overview and Purpose

Thank you for your interest in holding a special event in the Village of Glen Ellyn. This packet contains information to assist you in organizing your special event or in obtaining the required permits. Special event permit applications must be submitted at least sixty (60) days in advance of the event.

Some of the information in this packet will not apply to your event; however, all event organizers are required to complete a Special Event Permit Application in full and submit it to the Village in order to be processed. All first-time events must receive approval by the Village Board of Trustees.

Submission of an application does not guarantee approval of the event request. The Village reserves the right to approve, deny or modify requested events. If you have questions regarding the Special Event Permit Application process, please contact the Administration Department at 630-469-5000.

II.

Special Event Criteria and Process

Special Event Eligibility

Please consult with the Administration Department at (630) 469-5000 prior to submitting a special event permit application to discuss whether your event falls under this policy. Generally, commercial or non-residential outdoor events that will take place on public or private property or which will take place in public right-of-ways (i.e. street, sidewalk, parking lot), or that will be held on public property where liquor is to be served fall under the scope of this policy. **Generally, indoor private events (i.e. invitation only) are exempt from the application process unless live entertainment is involved, but are required to apply for all applicable liquor licenses.**

The Village will provide limited support to public events on a case-by-case basis and pending staff availability. This includes the availability of additional police services (if required) and public works services (i.e. road closures, street sweeping, barricade set up and rental, clean up, etc.). An organization that elects to hold an event **will** be required to reimburse the Village 100% for the fees and costs associated with providing police related services, and any Village staff overtime costs. An invoice will be sent to the sponsoring organization after the event has concluded indicating these costs.

Process

- 1. Special Event Permit Application and Fee:** The Special Event Application is available online at www.glenellyn.org and is due to the Village of Glen Ellyn, at a minimum, **sixty (60) days** prior to the

event. A \$50.00 administrative fee must be paid at the time of application submission. Please make checks payable to the **Village of Glen Ellyn** and note the name of the event on the check.

A detailed event map/route or site plan must be submitted with the application.

A completed event application along with an event map/site plan (if required) may be mailed, dropped off or emailed to:

Village of Glen Ellyn
ATTN: Special Events Coordinator
535 Duane Street
Glen Ellyn, Illinois 60137

Email: mhannah@glenellyn.org

2. Special Event Permit Application Review

The Village shall review the Special Event Permit Application and evaluate its impact on the Village and proposed use of Village-owned property, and note any changes that may be needed in order to approve the special event. Submittal of an application does not guarantee approval.

3. Village Board Consideration and Event Approval

First-time Event: The staff evaluation will be presented to the Village Board for their consideration and approval during a Regular Village Board Meeting which is typically held on the second and fourth Monday of each month at 8:00 p.m. The Village Board will review the permit application, staff's evaluation, and recommendation regarding the special event. The Village Board has the final approval regarding all special events described under this policy.

Second and/or Recurring Events: A special event that has previously received Village Board approval via the process outlined above within the last three years of the original event, and that has been re-submitted for approval in substantial conformance to the previous event approved by the Village Board, may be able to receive administrative approval via the Village Manager if all conditions have been met under this policy. However, the Village Manager reserves the right to send the event request to the Village Board if she/he desires.

4. Special Event Approval

If a Special Event Permit Application is approved by the Village Board and/or via Administrative approval, the application permit will be signed by the Village and will also outline any additional requirements or submittals that may be needed prior to the event.

III.

Event Activities

The following event activities may require additional information or consideration prior to submitting a Special Event Permit Application. These activities will be further identified and outlined in the Event Approval letter. Please note that not all event activities listed in the application contain additional information below. Please contact the Administration Department at 630-469-5000 if you have further questions.

Alcoholic Beverages

Functions that will offer alcoholic beverages for sale or tasting will need to submit an application for a Class E (Temporary) Liquor License. The Class E Liquor License costs \$20 and must be submitted separately to the Village of Glen Ellyn Liquor Commission. In addition, a copy of your Certificate of Liquor Liability (Dram Shop), and proof of alcohol awareness training must be submitted. Please visit www.glenellyn.org or contact the Administration Department at 630-469-5000 for more information.

Animals

Events that will house or provide access to barnyard (i.e. horses, ponies, goats, cattle, sheep, chickens, etc.), exotic, or otherwise dangerous animals will require formal approval by the Police Chief or his/her designee. Event organizers must indicate the type and number of animals that they will have at their event on the Special Event Permit Application. The event organizer is also required to properly dispose of any excrement which may be deposited by such animals.

Carnival Rides

A carnival license must be obtained prior to operating a carnival in the Village of Glen Ellyn. The license fee must be paid at the time of the special event application submission equal to thirty-seven dollars and fifty cents (\$37.50) per day the carnival is scheduled to be open to the public. The license fee should be payable to the Village of Glen Ellyn and included with the event application. Please visit www.glenellyn.org or contact the Administration Department at 630-469-5000 for more information.

Food and Beverage Health Inspections

Food and beverages cannot be sold at an event or offered at no cost, unless approved and/or licensed, if necessary, by the DuPage County Health Department. Event organizers are responsible for arranging health approvals and inspections for their events. Please contact the DuPage County Health Department at 630-682-7046 x7046 for more information.

Parade/Race Route

Prior approval by the Police Chief or his/her designee is required for parade and/or race events requiring the use of public right-of-ways. The Police Department and Public Works Department have created a series of potential routes that may be utilized for these types of events in the Village. Please contact the Police Chief or his designee at 630-469-1187 to inquire about appropriate routes that may be used. The detailed parade and/or race route must be submitted with the Special Event Permit Application.

Promotional Signs and/or Banners

Signs or banners are often used to promote upcoming events. For events that have been approved, event organizers who wish to utilize such promotional materials must submit a *separate* application no less than thirty (30) days prior to the event. Please contact the Planning and Development Department at 630-547-5250 or visit www.glenellyn.org to obtain a banner permit application. The cost of the banner permit application is \$30. Please note that the following signage and attention getting devices are prohibited: searchlights, beacon lights, inflatable devices, etc. Pennants, flags and streamers are prohibited by code, but may be permitted through this special event permit process. Please list all such attention getting devices on the application form.

In addition, if balloons, signage or other attention getting devices are utilized to direct guests to the event, it must be in accordance with the Glen Ellyn Sign Code. Please contact the Planning and Development Department for more information or visit the Planning and Development Department's Forms and Applications section at www.glenellyn.org to download the *Regulations for Business Promotional Activities* brochure.

Restrooms and Handwashing Stations

For public events, event organizers must provide patrons access to restrooms and/or portable restrooms with handwashing stations. The general rule is to provide access to one (1) restroom and handwashing station for every fifty (50) patrons anticipated during the peak hours of the event.

Sound Equipment

Functions that require sound amplification (Live music, PA system, etc.) for any loudspeaker or amplifier connected with any radio, microphone similar equipment must receive a special code waiver from the Village Code. The Village of Glen Ellyn reserves the right to discontinue the use of any amplified sound if deemed unreasonable by the Village of Glen Ellyn Police Department.

Street, Sidewalk and/or Parking Lot Closures

Events that require Village streets, sidewalks or Village-owned parking lots to be closed must be coordinated with the Public Works and Police Departments, and properly identified in the application and labeled on a detailed event map/route or site plan. In order to provide access for emergency vehicles, a designated traffic lane fifteen (15) feet in width must remain unobstructed on either side of the street.

The Village of Glen Ellyn will assess all public right-of-ways prior to the event. Any damage that occurs during the event will be repaired by the Village. The Village will make any necessary repairs and bill the event organizers for the repair work and any future event requests by the organization will be denied.

The event organizer must contact the Police Department and Public Works Department for events that will require parking reconfiguration and/or temporary signage to redirect parking or traffic as a result of street and/or parking lot closures. All traffic or parking reconfiguration needs must be communicated to the Department **no less** than thirty (30) days prior to the event.

Deposit Fee

Dependent on the size, scope, and past history of an event, a deposit fee may be required from event organizers. Village staff will review each special event request, and determine a reasonable deposit fee, if deemed necessary. The Village Manager has the discretion to waive the deposit fee upon review.

Tents

The use of free-standing tents are allowed under the following conditions: they are a minimum of 20 feet from any building, have protective covers on tent anchors (Note: tent anchors are not permitted on Village-owned streets, sidewalks or parking lots), have no cooking equipment within them and comply with all applicable building regulations. In addition, tents that are larger than 400 square feet in size must be inspected by a Planning and Development Department Building Inspector prior to the event. Please contact the Planning and Development Department at 630-547-5250 to arrange for an inspection prior to the event. The cost for the inspection will be \$50.00.

IV. Additional Event Considerations

The following items may also be required and/or requested by Village staff as identified in the permit process.

Beverage Alcohol Sellers and Servers Education and Training (BASSET)

Functions that will offer alcoholic beverages for sale or tasting are required to send every individual that will be involved in the service of alcohol (including sale of wristbands) during the event to a Beverage Alcohol Sellers and Servers Education and Training (BASSET). Organizers must contact the Police Department at 630-469-1187 to register for a training program. More information is also available on the Police Department's webpage at www.glenellyn.org.

Certificate of Insurance

Upon approval of a Special Event Permit, an original Certificate of Insurance naming the Village of Glen Ellyn as an additional insured must be submitted. The Certificate of Insurance will be due at least twenty-one (21) days prior to the event date and shall be issued by a company licensed in the State of Illinois, approved by the Village, and covering any and all liability. In addition, the special event must be named on the Certificate of Insurance. The minimum coverage limit for an event is \$2,000,000 in the aggregate.

The Village of Glen Ellyn reserves the right to change insurance requirements or request additional insurance for an event as deemed necessary by the Village.

Compensation for Police Department Staffing

Depending on the scope and attendance of the event, the Police Department may require police personnel to be present at the function pending staff availability. The costs for police services will be charged directly to the event organization and/or agency. The number of personnel necessary to staff the event will be based on the size and scope of the event. For questions regarding police support, personnel cost, or availability, please contact the Police Chief or his representative at 630-469-1187.

Electrical Power

The Village of Glen Ellyn can provide electrical power for events that are planned to take place on **public property (i.e. streets, parking lots) only**. The Village has different options for power with varying capabilities depending on the location of your event and the amount of power needed. Event organizers may indicate these needs on the Special Event Permit Application and must contact the Public Works Department after a permit has been issued. Electrical power should be coordinated at least fourteen (14) days prior to the event start date. Please contact the Public Works Department at 630-469-6756 for more information.

Event Barricades

Events that take place on public streets, parking lots, or sidewalks such as parades and races, or events on public or private property which will offer the sale or tasting of alcoholic beverages will be required to barricade portions of the event area for safety and security. In addition to barricades, the Village may require that snow fencing be installed if the event provides liquor. Event organizers will be required to contact the Police and Public Works Departments after event approval to determine the quantity and location of event barricades/snow fencing.

Parade Route/Site Plan

Outdoor events or those which will include a parade or race, must submit a detailed route/site plan. This route/site plan must describe the event location, including the names of all streets, intersections, or parking lots which will be utilized during the event. In addition, the location of event activities (i.e. vendor tents, staging, music, alcohol tent, etc.) should be properly labeled. Event organizers are encouraged to submit a preliminary route/site plan with the application which may be reviewed by the Police and Public Works Departments prior to the event approval.

Refuse and Recycling Collection

For events that are to take place on public right-of-ways, the event organizer must monitor and be responsible for disposal of garbage and recycling accumulation in the Village street containers. Plastic bags should be used to line the containers, and the event organizer should empty the containers as necessary. After permit approval, additional receptacles may be required by the Public Works Department. Details regarding whether additional receptacles will be needed must be worked out no less than seven (7) days prior to the event. All additionally placed trash receptacles provided by the Village must be turned upside down once the event has ended so that the containers are not used prior to pickup by the Public Works Department. For events that take place on public property (i.e. streets, parking lots) the event organizer must schedule an additional pick-up by the Village's refuse and recycling contractor which will be expensed to the event organizer. Failure to remove trash may result in a denial of requests made by the host organization.

Resident and/or Business Notification

For those events that require street closures, or that may cause an unintended impact to Village businesses or residents, mailed or hand delivered notification must be provided to residences and businesses within three-hundred (300) feet of the event location no less than seven (7) days prior to the event date. Event organizers are responsible for communicating with the Village of Glen Ellyn to determine which parties are to be notified.

Volunteers/Event Staff Support

Event organizers must plan to provide enough on-site volunteers or staff to adequately support the event. Please contact the Administration Department at 630-469-5000 if you have questions about adequately staffing your event.

If you have questions regarding the Special Event Permit Application or any of the event guidelines, please contact the Village of Glen Ellyn's Administration Department at 630-469-5000.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Contract
Prepared By: Rich Daubert

AGENDA ITEM (ID
2022-2260)

DOC ID: 2022-2260

Motion to authorize the Village Manager to execute a contract with R.W. Duntelman Company of Addison, Illinois, for construction of the Utility and Roadway Improvements Project #20001 – Phase 2 in the amount of \$4,508,341 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Motion to authorize the Village Manager to execute an agreement with V3 Companies of Woodridge, Illinois, for construction engineering services for the Utility and Roadway Improvements Project #20001 – Phase 2 in the not-to-exceed amount of \$275,728 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Statement of the Issue:

This memorandum serves to provide a recommendation for the award of a construction contract for the Utility and Roadway Improvements Project #20001 – Phase 2 to R.W. Duntelman Company of Addison, Illinois in the amount of \$4,508,341.

In addition, a recommendation is provided for the award of a construction engineering services agreement for the project to V3 Companies of Woodridge, Illinois in the not-to-exceed amount of \$275,728.

Analysis:

Construction Contract

This project involves the rehabilitation of six (6) residential streets primarily located in the central western area of Glen Ellyn. Please see the attached project location map which depicts the inclusion of the following streets in this project:

- Windsor Avenue from Sawyer to Hillside
- Sawyer Avenue from Village Limit to Lorraine Road
- Chesterfield Avenue from Village Limit to Lorraine Road

- Kenilworth Avenue from Hillside to Duane
- Dawn Avenue from Hillside to Duane
- Duane Street from Lawrence to Lorraine

The scope of work for the project is as follows:

- Sanitary Sewer Main Point Repairs and Lining
- Sanitary Sewer Service Line Replacement
- Water Main and Service Line Replacement including Private Lead Water Services
- Storm Sewer/Drainage Improvements
- Roadway Rehabilitation Including New Curb & Gutter, New Concrete Driveway Approaches, and Asphalt Roadway Pavement
- Spot Sidewalk Removal and Replacement Including Bringing All Sidewalk Ramps To ADA Compliance
- Restoration Of Disturbed Parkway Areas with Sod

In terms of the infrastructure, the public sanitary sewer collection and conveyance system including the mains, manholes, and service connections are the original system and are primarily comprised of clay tile pipe with brick manholes. To identify the proposed improvements to the sanitary sewer system, staff thoroughly reviewed sewer televising videos, completed manhole inspections, and researched records to identify which homes already received sewer service line replacement in the public right-of-way.

In terms of the water distribution infrastructure, the water mains in the project area are the original cast iron pipe dating to approximately 1922. In addition to reviewing the age of the system, staff also reviewed the service, valve, and hydrant information. Based on these factors, replacement of the water mains, service lines, and installation of new valves and hydrants is included in the scope of the project. The exception to this are sections of Chesterfield and Sawyer between Lorraine and Windsor Avenue as well as the entirety of Duane Street; water mains and services in these areas were replaced in the late 1990's.

Staff notes that the Village is now mandated to replace private lead water services as part of these projects. In summary, it is a condition of the project water main construction permit issued by the Illinois Environmental Protection Agency. As the exact number of lead water services that will be encountered is unknown, staff set aside \$50,000 in a force account line item in the contract for the completion of this work.

In terms of stormwater, the area has some infrastructure, albeit limited. Consistent with the Village's street reconstruction practices, localized improvements involving the extension of storm sewer mains, installation of drainage structures, and provisions for private property drainage connections are included in the project.

In terms of the roadway rehabilitation approach, the scope of work generally includes wholesale replacement of the roadway including new concrete curb & gutter, concrete driveway approaches, and asphalt roadway pavement. The exception to this is rehabilitation work on Duane Street which

will involve more limited curb & gutter and sidewalk repairs followed by milling and resurfacing of the roadway. This is due to Duane Street being more significantly improved in its last rehabilitation circa 1999.

Bidding Process

The project was advertised for bid in the April 27th publication of the Daily Herald. The bid package was secured by eight contractors. Two (2) bid proposals were received and publicly opened on May 11, 2022 with the results as follows:

Bidder	Bid*	
R.W. Dunteman Company, Addison, IL	\$4,508,341	*Rounded to nearest dollar
A Lamp Concrete Contractors, Schaumburg, IL	\$4,984,261	
Engineer's Estimate, ERA, Warrenville, IL	\$3,905,113	An Engineer's Estimate was
Engineer's Estimate, Glen Ellyn, IL	\$4,562,807	

prepared by Engineering Resource Associates in the amount of \$3,905,112.90. However, staff reviewed the estimate and identified several unit costs that were too low; primarily associated with the underground utility work. Staff adjustment of the Engineer's estimate brought it to \$4,570,007.31.

The low, responsible, and responsive bidder for the project is deemed to be RW Dunteman Company of Addison, Illinois. The Contractor has successfully completed similar projects for the Village including the North Park Boulevard/Main Street utility and roadway improvements project constructed in 2018 as well as the 2021 Street Improvements Project. As part of the bid review process for the previously awarded 2022 Street Improvements Project, reference checks of the Contractor were completed with R.W. Dunteman Company receiving overall positive references for work on similar projects in Naperville, Lombard, Westmont, and Oak Park. R.W. Dunteman is utilizing Trine Construction of West Chicago, IL for the underground utility work. Staff has experience with Trine in both past communities as well as in Glen Ellyn. Regardless, staff spoke to both R.W. Dunteman and Trine to confirm their approach towards the project in terms of timing, crews, and whether or not there are any major constraints at this time. No major issues of concern were raised by R.W. Dunteman or Trine in being able to complete the project in a timely manner.

Construction Schedule

Construction is anticipated to commence in early June (around June 13th) with substantial completion of the project specified for October 28, 2022 and final completion specified for November 11, 2022.

Construction Engineering Services

Engineering oversight for the project is proposed to be performed by a consultant engineering firm. Responsibilities of the engineer include conducting the preconstruction conference, general consultations/meetings, review of the project schedule, shop drawing review, spot grade checking, full time construction observation and documentation, notification and support of our residents, material testing (using a sub-consultant), pay estimate and change order processing, final inspection and project close-out, record drawing preparation, and rectification of issues that arise during the warranty period.

A Request for Proposal (RFP) for construction engineering services was issued to sixteen (16) engineering firms. Three (3) firms submitted proposals which were evaluated by staff based on the evaluation criteria within the RFP including firm information (5 pts), experience on similar projects (10 pts), project team qualifications (10 pts), ability to meet deadlines (10 pts), completeness of project approach (30 pts), additional services/tasks (5 pts), and not-to-exceed price (30 pts). A summary of the proposals received including evaluation scores is as follows:

Summary of Construction Engineering Proposals			
Consultant	Total Hours	Not-to-Exceed Price	Evaluation Score
Engineering Resource Associates	1,925	\$229,866	84
Thomas Engineering	2,616	\$290,649	83
V3 Companies	1,878	\$275,728	89

Staff evaluated the proposals based on the aforementioned criteria and identified V3 Companies' proposal as the best and most favorable to the interests of the Village and public. The firm's proposal scored highly in all areas but particularly well in terms of the qualifications of the proposed resident engineer and inspector who are appropriately experienced in overseeing these types of projects involving both complex underground utility and roadway work.

While cost is only one factor of consideration, staff would like to elaborate that while Engineering Resource Associates (ERA) submitted a lower price proposal, the proposal was not as strong as V3's in terms of completeness of project approach and project team qualifications. More specifically, the proposal did not yield confidence to staff in terms of the firm's attention to critical construction elements including roadway geometrics and utility construction. ERA's proposed team did have highly experienced professionals including a highly qualified project manager and resident engineer. However, the resident engineer was only proposed to spend 4 hours per day on the project with less experienced inspectors overseeing most of the construction. Having said this, ERA's proposal did include unique elements in terms of communication and public involvement.

Similar to the ERA proposal, Thomas Engineering was proposing the use of a strong Project Manager for approximately 3 hours per day with less experienced resident engineer and inspectors overseeing most of the construction. Thomas Engineering also had significantly higher hours than submitted by ERA and V3. In discussions with the firm, they were assuming worst case scenario whereby the Contractor would work Saturdays and very extended working hours to deliver the project. In talking to R.W. Duntelman and Trine, they plan to work 10-hour days Monday thru Friday and are not planning on working Saturdays unless absolutely necessary to maintain the project schedule. In this regard, Thomas' not-to-exceed cost could be reduced significantly by reducing resident engineer and technician hours and increasing the project manager hours to offer more experienced oversight; however, the team would still not be as strong as V3's.

Based on these factors, staff recommends approval of a construction engineering services agreement with V3 Companies of Woodridge, Illinois in the not-to-exceed amount of \$275,728.

Budget Impact:

The CY22 Budget and Capital Improvement Plan included a total of ~\$9.4M across the Capital

Projects (~\$7.2M), Water (~\$1.2M), and Sanitary Sewer (~\$1.0M) Funds for the previously awarded 2022 Street Improvements Project as well as this project. Staff notes that in arriving at this figure, it did deduct Crescent Boulevard from the figure as that project has been deferred to 2023 given the use of federal funds.

Taking design and construction engineering into account, these two projects are collectively ~\$1.0M under budget. However, the breakdown of funding does deviate with the Capital Projects Funding for the projects being approximately \$1.6M under what was budgeted, Water portion of the Water & Sewer Fund being approximately \$514K over what was budgeted, and Sewer portion of Water & Sewer Fund being approximately \$71K over what was budgeted. These costs will always vary depending on how the low bid contractor formulates their bid. However, the water and sewer cost increases are not surprising given that costs for underground utility materials have increased significantly in the past months. In discussions with material suppliers and contractors, costs are not anticipated to decrease in the near future. The incorporation of \$50,000 for replacing private lead water service lines also adds costs. A tabular summary depicting this budget status information is as follows:

2022 Utility and Roadway Improvement Projects Budget Status				
Project/Item	Capital	Water	Sewer	Totals
20001 Phase 2/Design Engineering	\$ 152,036	\$ 63,348	\$ 38,009	\$ 253,393
20001 Phase 2/Construction	\$ 2,327,092	\$ 1,245,912	\$ 935,337	\$ 4,508,341
20001 Phase 2/Construction Engineering	\$ 142,324	\$ 76,199	\$ 57,205	\$ 275,728
2022 Street Imp./Design Engineering	\$ 227,775	\$ 20,000	\$ 15,000	\$ 262,775
2022 Street Imp./Construction	\$ 2,564,810	\$ 275,088	\$ 40,576	\$ 2,880,474
2022 Street Imp./Construction Engineering	\$ 173,365	\$ 7,590	\$ 18,066	\$ 199,021
Various Smaller Expenditures	\$ 15,000	\$ 5,000	\$ 5,000	\$ 25,000
Total As Procured	\$ 5,602,402	\$ 1,693,137	\$ 1,109,193	\$ 8,404,732
Total Budgeted	\$ 7,186,560	\$ 1,179,284	\$ 1,038,330	\$ 9,404,174
Total Budgeted - Total As Procured	\$ 1,584,158	\$ (513,853)	\$ (70,862)	\$ 999,442

Given sufficient funds are available across the Capital Projects and Water & Sanitary Sewer Funds, staff does recommend proceeding with the project with the funding distribution for the Construction and Construction Engineering as follows:

Recommended Funding for Construction Contract
--

Project Item	Funding Source	Account No.	Amount
Street & Storm Sewer	Capital Projects Fund	40000-580160-20001	\$2,327,092
Water Main	Water Fund	50100-580100-20001	\$1,245,912
Sanitary Sewer	Sanitary Sewer Fund	50200-580100-20001	\$935,337
TOTAL			\$4,508,341

Recommended Funding For Construction Engineering Services

Funding Source	Account No.	Engineering Fee Amount
Capital Projects Fund	40000-580160-20001	\$142,324
Water Fund	50100-580100-20001	\$76,199
Sanitary Sewer Fund	50200-580100-20001	\$57,205
TOTAL		\$275,728

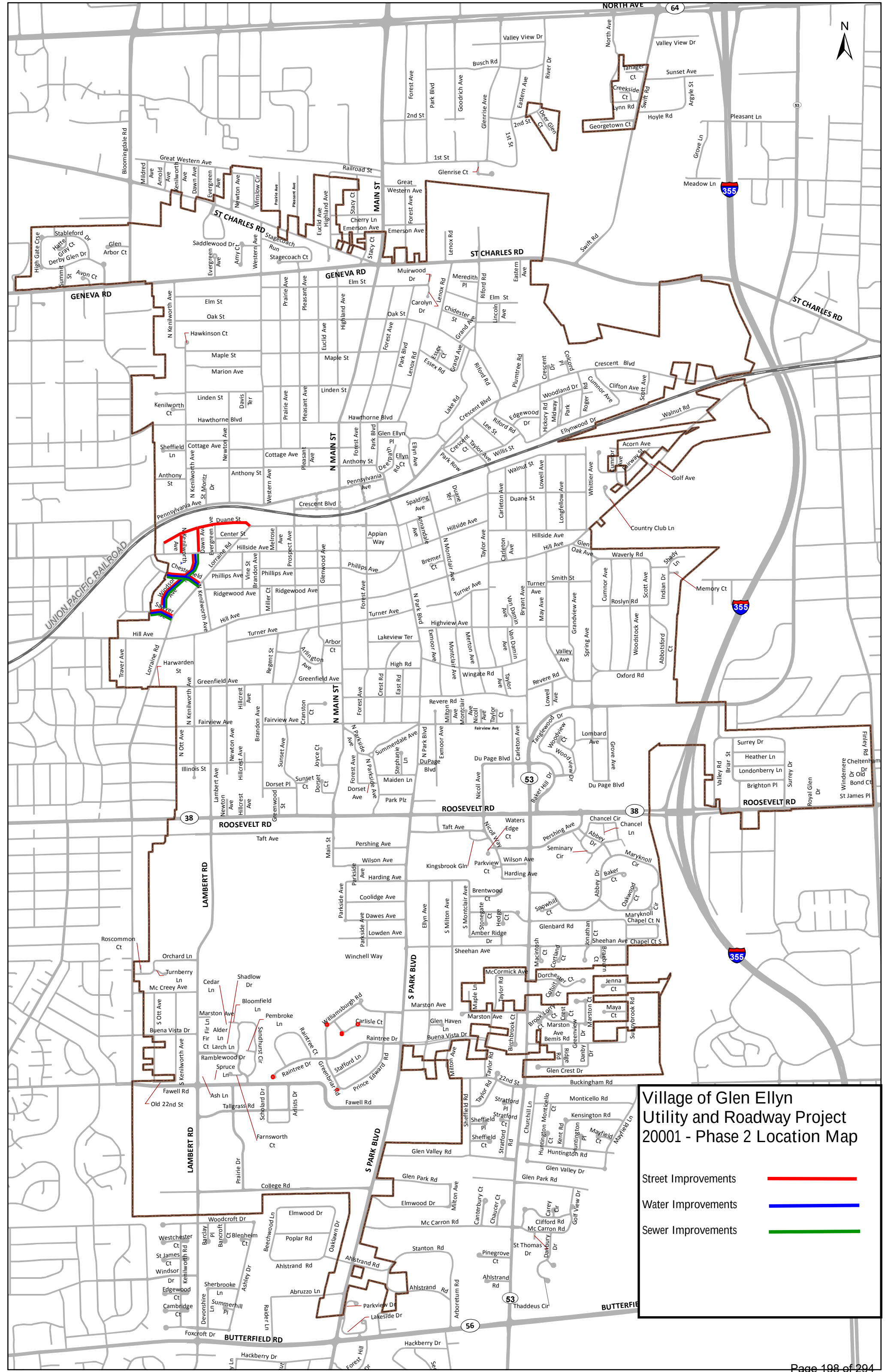
Action Requested:

Engineering staff recommends the Village Board of Trustees make the following motions at the May 23, 2022 Village Board Meeting:

- A. Motion to authorize the Village Manager to execute a contract with R.W. Duntelman Company of Addison, Illinois, for construction of the Utility and Roadway Improvements Project #20001 – Phase 2 in the amount of \$4,508,341 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.
- B. Motion to authorize the Village Manager to execute an agreement with V3 Companies of Woodridge, Illinois, for construction engineering services for the Utility and Roadway Improvements Project #20001 – Phase 2 in the not-to-exceed amount of \$275,728 to be expensed to the Capital Projects and Water & Sanitary Sewer Funds.

Attachments:

1. 20001 Phase 2 Location Map
2. V3_Proposal for Utility Roadway Improvements



Village of Glen Ellyn Utility and Roadway Project 20001 - Phase 2 Location Map

Street Improvements

Water Improvements

Sewer Improvements



PROPOSAL

VILLAGE OF GLEN ELLYN

UTILITY & ROADWAY IMPROVEMENTS PROJECT

#20001 PHASE II



POINT OF CONTACT

RICK KIPP, P.E., LEED AP

Project Manager

Mobile: 630.936.0320

Email: rkipp@v3co.com



SUBMITTED TO

RICHARD DAUBERT, P.E.

Professional Engineer

Village of Glen Ellyn

535 Duane Street

Glen Ellyn, IL 60137

Email: rdaubert@glenellyn.org



DELIVERY METHOD

Submitted Via: Email

Due Date: May 9, 2022

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Section 4: PROJECT APPROACH

- *Project Schedule*

Section 5: PROJECT COST





May 9, 2022

Mr. Richard Daubert, P. E.
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Proposal: Utility & Roadway Improvements Project #20001 Phase II | Construction Engineering Services

Dear Mr. Daubert,

V3 Companies is pleased to submit our proposal for construction engineering services on the above project. This submittal includes a brief description of our firm (an employee owned company with 39 years of engineering and construction experience), our project approach to the challenges we foresee, our qualifications based on similar project experiences, our staffing chart and resumes of key personnel, as well as our not-to-exceed cost proposal.

Our Project Manager will be Rick Kipp, P.E., LEED AP, who brings decades of experience and will provide a keen eye to the complexities this project presents. Rick's design background, coupled with more than ten years of onsite construction management, will help identify concerns and provide field resolutions to issues encountered. Rick will provide contract oversight and assist with an upfront detailed constructability review that will involve the Contractor.

Rick will work beside our Resident Engineer, Matt Poulter, P.E., who brings seven years of hands-on experience managing roadway and utility projects involving the elements this project encompasses. Matt has managed multiple contractors as part of large scale, multi-year projects, and will provide residents a full-time, on-site presence as the point of contact they expect to resolve their concerns. Due to the scope of the underground work, coupled with the pavement related improvements, Matt will be assisted by at least one inspector to assist with quantity documentation, as well as advance notices and field investigations.

V3 will utilize Rubino Engineering for quality assurance testing of materials, and Matt will coordinate their scheduling.

In addition, Matt will have the full support of our team in the Woodridge office, with resources that include surveyors, environmental scientists, transportation engineers, and V3's in-house self-performing contracting and construction management team should cost or scheduling assistance be needed.

We look forward to assisting the Village to deliver this project, and our staff is available for this work. If you have any questions regarding our qualifications, please feel free to contact me at 630.973.6404 or via email at mpowers@v3co.com.

Sincerely,
V3 Companies, Ltd.

Matthew E. Powers, P.E.
Vice President, Director of Construction Engineering



SECTION 1

FIRM INFORMATION

FIRM INFORMATION

VISIO, VERTERE, VIRTUTE ... THE VISION
TO TRANSFORM WITH EXCELLENCE



Launched in 1983, V3 Companies strongly adheres to our original vision to provide our clients with technical excellence and high-caliber project performance. Our name is indicative of that mindset, representing three Latin “V” words – “Visio,” “Vertere,” “Virtute” or “The Vision to Transform with Excellence.”

Our focus on client service is designed to facilitate communication, encourage long-term relationships and allow us to better deliver the projects you expect. The key is for us to provide seamless, coordinated execution on our end, marshalling and deploying the right talent through a single point of contact so you can always get the information you need, when you need it.

Being employee owned, we view our obligation to excel on your project from a very personal viewpoint. This ownership structure provides all of our team members with the opportunity to serve you — and your transportation and infrastructure, site development and environment, water and natural resource project needs — with the care and concern of an owner.



QUICK FACTS

- Founded in 1983
- 340 Employees
- Corporation
- www.v3co.com



SERVICES

- Construction Engineering
- Highways & Traffic
- Railroads
- Structural
- Water Resources
- Wetlands & Ecology
- Geosciences
- Environmental
- Land Development
- Municipal Consulting
- Landscape Architecture
- Green Infrastructure
- Planning
- Surveying
- Contracting & Construction Management



PROJECT OFFICE

7325 Janes Avenue
Woodridge, IL 60517
630.724.9200



CONTACT

Rick Kipp, P.E., LEED AP
Project Manager
Mobile: 630.936.0320
Email: rkipp@v3co.com



SECTION 2

SIMILAR PROJECT EXPERIENCE



ELM & EARLSTON DRAINAGE IMPROVEMENTS

DOWNERS GROVE, ILLINOIS



CLIENT

Village of Downers Grove



CONTACT

James Tock, Engineering Manager

5101 Walnut Avenue
Downers Grove, IL 60515

Phone: 630.434.2453
Email: jtock@downers.us
Fax: 630.434.5495



VALUE

Construction Cost: \$1,100,000



SERVICES

- This project included installation of new 12-inch to 18-inch storm sewers and related appurtenances including sump pump connections to four residential streets.
- Mainline sewer connections in Ogden Avenue required IDOT permitting and lane closures during construction. Mainline storm sewer was also placed along an alleyway requiring detailed coordination with business owners regarding access, parking and delivery schedules.
- Our team performed the topographic surveys, stormwater modeling, design plans and permitting as well as construction engineering oversight.
- Work included tree protection, root pruning, erosion control measures, full depth pavement, removal and replacement of driveway, sidewalk and curb, HMA patching, surface milling and overlays. Water and sanitary service lines were reconstructed where necessary. ADA compliant ramps were installed. Topsoil and sod were placed in all parkways.
- V3 initiated "point of contact" coordination with the homeowners utilizing cell phone and email contacts to address their concerns and provide schedule updates. Traffic control for local access as well as individual driveway access was coordinated with each stakeholder. Positive support and public acceptance of the work was achieved through understanding of long-term benefits that were gained by short-term disturbances.
- Swale drainage of the parkways was incorporated where possible without disturbing trees, especially where curbs were not present.
- Proactive oversight of installed quantities and management of the non-special waste materials allowed for substantial contract savings.
- Due to narrow right-of-way, sewer installs required sawcutting and patching of the existing street pavements with depths ranging from 3 to 14 foot deep. Conflicts with gasmain, fiber-optic cable, sanitary and water service lines were managed daily to keep work proceeding without delays.
- Record drawings of installed systems were provided to the Village.
- This \$1.1-million contract that was completed in four months and \$200,000 below contract budget.

- *Change Orders/Pay Estimates*
- *Construction Cost Estimating*
- *Construction Inspection*
- *Construction Management*
- *Material Testing & Inspection*
- *Owners Representation*
- *Public Relations*
- *Record Drawings*



FREMONT CENTER ROAD & IL ROUTE 60 INTERSECTION IMPROVEMENTS

GRAYSLAKE, ILLINOIS



CLIENT

Lake County Division of
Transportation



CONTACT

Scott Aho, Principal Civil Engineer
600 West Winchester Road
Libertyville, IL 60048

Phone: 847.377.7400
Email: saho@lakecountyil.gov
Fax: 847.984.5888



VALUE

Construction Cost: \$2,100,000



SERVICES

- To improve safety at this intersection, Fremont Center Road was realigned to meet IL Route 60 at an angle of 75 degrees versus the existing 57 degrees and lanes were added for all turning movements as well as a new traffic signal.
- To facilitate construction of the intersection, Fremont Center Road was closed and detoured for 50-days. Work also included HMA paving, installation of concrete curb and gutter, drainage improvements and construction of a detention basin with native wetland plants.
- V3 coordinated with IDOT's permit section throughout the course of the project.
- Utility conflicts were discovered during the installation of the main storm sewer trunk line. Because the road was detoured and needed to be opened within a specified timeframe, V3 quickly made changes to avoid the conflict and keep the project on schedule.
- Differing elevations between the existing and proposed intersection, as well as traffic staging requirements, necessitated close coordination with the contractor to safely maintain traffic through the intersection.

- *Constructability Reviews*
- *Construction Inspection*
- *Construction Management*
- *Drainage Structure Installation*
- *Earthwork*
- *Owners Representation*
- *Storm Sewer Installation*



PRAIRIE STREET RECONSTRUCTION

BATAVIA, ILLINOIS



CLIENT

City of Batavia



CONTACT

Timothy Grimm, Senior Civil Engineer

200 N. Raddant Road
Batavia, IL 60510

Phone: 630.454.2756

Email: tgrimm@cityofbatavia.net

Fax: 630.454.2351



VALUE

Construction Cost: \$3,200,000



SERVICES

- This \$3.2 million project reconstructed 2,900 linear feet of Prairie Street utilizing federal surface transportation program and local agency funding, with CMMS documentation and coordination thru IDOT.
- The roadway was widened to accommodate new bike lanes in each direction which were on a new, engineered profile that provided drainage improvements throughout the corridor.
- Traffic on the local major collector was maintained utilizing one way traffic for local residents as well as a regional detour for all other traffic. Our Resident Engineer coordinated access to an elementary school located within the work zone during the fall session.
- While major portions of the mainline storm and sanitary sewers were maintained, all laterals and services were replaced as part of this phased project and conflicts with existing buried utilities were resolved by the Resident Engineer's coordination efforts.
- The existing water system, including all local services and buffalo boxes, was replaced as part of the project and required daily block-by-block shutdowns, testing coordination and detailed scheduling to keep the project moving forward while test results were obtained. A bored crossing of the BNSF Railway right-of-way provided future water extension possibilities.
- The existing sidewalks, driveways, curb and HMA pavements were replaced throughout the mainline including six cross street intersections, after geotechnical testing confirmed subgrade suitability and undercuts were performed. Access to all residential properties were maintained daily throughout the six-month project.
- A key component of the work involved coordination of the ADA sidewalk crossings and driveway pavement construction within the parkways. Plan elevations did not always meet existing conditions and required continual advance investigation with coordination and field modifications, to ensure suitable slopes and compliant ramps to meet the found conditions.
- The project was delivered within the contracted timeline, regardless of NICOR gas relocation delays, utility conflicts and subgrade conditions that were worse than originally anticipated.

- *Change Orders/Pay Estimates*
- *Constructability Reviews*
- *Construction Inspection*
- *Construction Layout*
- *Construction Management*
- *Management, Monitoring & Reporting*
- *Material Testing & Inspection*
- *Owners Representation*
- *Post-Construction "As-Built" Surveys*
- *Program Management*
- *Public Relations*
- *Record Drawings*



QUENTIN ROAD RECONSTRUCTION

KILDEER & DEER PARK, ILLINOIS



CLIENT

Lake County Division of
Transportation



CONTACT

Glenn Petko, Construction Engineer
600 West Winchester Road
Libertyville, IL 60048

Phone: 847.377.7479
Email: GPetko@lakecountyil.gov
Fax: 847.984.5888



VALUE

Construction Cost: \$6,400,000



SERVICES

- This project involved the reconstruction of approximately one mile of Quentin Road to provide a cross section of two, 12-foot through lanes in each direction with exclusive left turn lanes at the intersection of US Route 12 and Rand Road and the intersection of Long Grove Road and White Pine Roads.
- The new pavement was full-depth, hot-mix asphalt, constructed on a compacted aggregate base, to new horizontal and vertical engineered profiles.
- The work provided an enclosed drainage system with concrete curb and gutter at pavement edges and center raised medians.
- The traffic signals were modernized and replaced at the intersections of East and West Cuba Roads, as well as Route 22. Interconnected controllers improved traffic flows.
- New roadway lighting was installed.
- Other work included the construction of a regional detention basin, pavement marking, signage and landscape restoration.
- All existing utilities were relocated to accommodate the new roadway. A new sanitary sewer forcemain was installed.
- Noise barrier walls were constructed utilizing drilled shaft foundations, poured in place formliners, and modular block.
- This project was awarded the Illinois Road and Transportation Builders, Lake County Project of the Year.
- The project was administered through the Illinois Department of Transportation (IDOT) utilizing STP funding with Lake County Division of Transportation as the local agency.
- Documentation policies followed IDOT procedures for Federal-Aid projects.
- Coordinated with IDOT Local Roads engineer to process change orders and pay estimates.

- *Construction Management*
- *Construction Inspection*
- *Project Documentation*
- *Change Orders & Pay Estimates*
- *Public Relations*
- *Measurement of Quantities*
- *Cost Control*

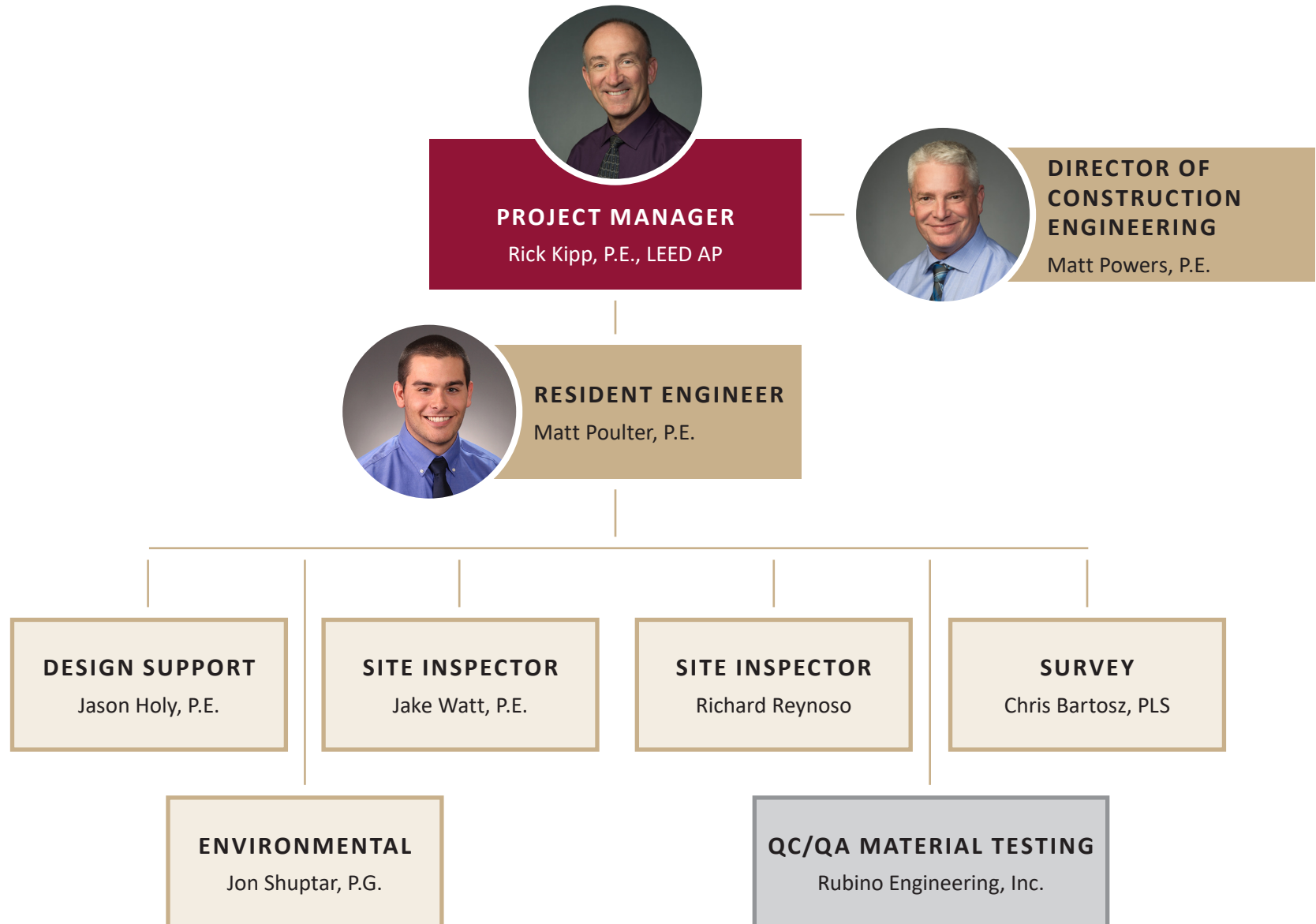


SECTION 3

PROJECT TEAM



ORGANIZATIONAL CHART



SUBCONSULTANTS



Rick is a Senior Project Manager with experience in public and private sector design and construction projects. His diverse background, including his construction engineering experience, has given him the practical knowledge that can be applied to the most unique and intense transportation and drainage projects. Rick's construction management, stormwater design expertise, and review agency coordination gives him a diverse skill set to deliver complex public works projects for a variety of clients.



YEARS OF EXPERIENCE

V3: 22 | Total: 38



EDUCATION

Bachelor of Science, Civil Engineering,
University of Illinois



CONTINUING EDUCATION

IDOT Training:

- *Documentation of Contract Quantities, #19-15218, 2019*
- *CMMS Documentation Training*
- *Concrete Structures*
- *Construction Materials Inspection Documentation*
- *HMA Inspection*
- *STTP-S33 Soils Field Testing & Inspection Course, #3910921, 2016*

Confined Space Training

GPS Certified

OSHA 10-Hour



REGISTRATIONS

Professional Engineer:

- *Illinois, #062-044557, 1988*
- *Indiana, #PE10809114, 2008*

Leadership In Energy & Environmental
Design (LEED), 2008



ASSOCIATIONS

American Public Works Association

Prairie Street Reconstruction, City of Batavia – Batavia, Illinois

| Project Manager on this IDOT-let, 2,900-foot roadway reconstruction with new HMA pavement, curb, gutter, drainage improvements, and new 12-inch watermain along Prairie Street. Project includes extensive sidewalk updates as well as updating six cross street intersections with ADA compliant ramps, updated striping, and a four-foot bike lane in each direction. V3 chaired weekly meetings and coordinated pay estimates and change orders through the City and IDOT to deliver this project on schedule.

Elm & Earlston Drainage Improvements, Village of Downers Grove – Downers Grove, Illinois

| Resident Engineer for installation of new 12-inch to 18-inch storm sewers and sump pump connections on four residential streets. Ancillary construction included full-depth pavement, swale drainage where possible, and replacement of driveway, sidewalk, and curb. Project included daily stakeholder coordination as well as proactive oversight of installed quantities and management of the non-special waste materials. This \$1.1-million contract that was completed in four months and \$200,000 below contract budget.

Kirk Road Highway Safety Improvement Program, Kane County DOT – Kane County, Illinois

| Project Manager for this \$1.3-million project to improve five miles of roadway related improvements, including three intersections with signal modifications and ADA ramp improvements. This was the first roadway project in northern Illinois to incorporate high friction surface treatments as a measure to reduce rear end collision frequencies. V3 identified material procurement shortfalls which minimized material delivery delays and also coordinated weekly meetings for advanced public notices, subcontractor activities, adjacent contract work, crosswalk closures, and material testing.

Randall Road Highway Safety Improvement Program Stage 2, Kane County DOT – Kane County, Illinois

| Resident Engineer for this \$6.3-million contract to for improvements along Randall Road, Orchard Road, Hughes Road, and Fabyan Parkway at 27 intersections along 32 miles of arterial roadway corridors. Signal modification improvements included phasing changes to incorporate flashing yellow arrow left turn lane movements with improved center-of-lane, signal-head alignments. Intersection improvements were accomplished with coordinated eight-hour controller cabinet changeouts, eliminating the need for temporary signals, traffic detours or closures.



IL Route 53 & Joliet Road Intersection Improvements, Abbott Land Gateway, LLC – Romeoville, Illinois

| Resident Engineer on this IDOT permit project to reconstruct the existing "tee" intersection to four legs, with adjacent turn lanes and new driveway access. Project included construction of new sanitary and watermain extensions, staged enclosed drainage improvements, full depth composite pavements on new embankment, curb, gutter, traffic signals, and replacement of the roadway lighting system. Rick provided inspection and documentation of contractor's activities as well as staged traffic control and temporary signals to maintain existing traffic patterns in this commercial/industrial district.

Main Street & Deerpath Road Intersection Improvements, City of Batavia – Batavia, Illinois

| Project Manager for this intersection widening and traffic signal installation project. Construction was staged to maintain traffic patterns to Randall Road, Batavia High School, and adjacent stakeholders, requiring a tight construction schedule during summer break and efficient utility relocations. Improvements include pavement removals, full depth HMA with new alignment and profile grades, enclosed drainage, PCC walks, and HMA pathways.

Church Road Widening & Improvements, City of Aurora – Aurora, Illinois

| Resident Engineer for more than one mile of roadway widening and reprofiling from a two-lane rural section to a three-lane urban collector section with enclosed storm sewer drainage and underground stormwater detention. Rick provided proactive utility coordination with survey services to identify conflicts early and provide revised alternatives to keep constructions on schedule and the roadway opened.

Willow Road Improvements,

IDOT – Northfield, Illinois | Project Engineer for this \$27-million road improvement project that included the reconstruction of 2.5 miles of PCC pavement from a single lane to two lanes in each direction with channelization at seven signalized intersections. Components included drainage system improvements, sanitary sewer, watermain, streetscape elements, and a bridge replacement. Rick provided construction management, documentation services, complex maintenance of traffic staging through multiple intersections, and stakeholder communication during this multi-year project.

Batavia Area 3 Sewer Separation, City of Batavia – Batavia, Illinois

| Project Manager for this \$1.5 million project to separate stormwater flows from the existing sanitary sewer system on five residential streets. Project included new stormsewer, sanitary sewer, and watermain as well as removal and replacement of pavement, sidewalk, curb, and gutter. Multiple field adjustments were required for utility placement and site drainage was verified in the field. A direct point of contact was provided to keep residents informed and address any stakeholder concerns.

Jane Addams Memorial Tollway (I-90) Reconstruction, Illinois Tollway – Rockford, Illinois

| Project Engineer providing inspection services for the \$280-million reconstruction and widening of 13 miles of roadway. Project included deck sounding, patching and survey layout services. As Structural Lead Inspector, Rick provided construction inspection and documentation for the State Street bridge replacement and five bridge deck rehabilitations as well as utility relocation coordination and traffic control inspections throughout the corridor.

US Route 30 Reconstruction, IDOT

– New Lenox, Frankfort & Mokena, Illinois | Construction Engineer on this reconstruction and widening of 8.5 miles of US Route 30 from a two-lane rural cross section to a five-lane urban facility. Project included extensive earthwork, complicated traffic, and construction staging, multiple utilities relocation, new storm sewer, watermain, PCC pavement, bridge construction, retaining walls, noise abatement walls, traffic signals, and roadway lighting. Rick managed the field staff, assigned inspections of contractor activities and solved field construction conflicts.

Fairmont Community Drainage Improvements, Will County Land Use Department – Lockport, Illinois

| Project Manager for this multi-phased project to mitigate flooding effecting residents and a local school within an unincorporated community. The project was constructed across three zones as funding became available and consisted of installing culverts, grading ditches, and storm sewer lines in front of the residents homes. Meetings were held with stakeholders and the residents to discuss construction schedules and impacts of the new drainage.

MATTHEW S. POULTER, P.E.

RESIDENT ENGINEER



Matt is a Project Engineer with experience in observation of earthwork, aggregate subgrade, PCC and HMA installation, retaining walls, transportation structures and storm sewers. Matt has performed construction management services for large-scale improvement projects for county transportation departments as well as the Illinois Tollway. He is proficient in eBuilder and CMMS.



YEARS OF EXPERIENCE

V3: 7 | Total: 7



EDUCATION

Bachelor of Science, Civil Engineering,
University of Wisconsin



CONTINUING EDUCATION

IDOT:

- *Documentation of Contract Quantities, #19-15428, 2019*
- *STTP-S33 Soils Field Testing & Inspection, #3543713, 2016*

Lake County Stormwater Management
Commission DECI Workshop, 2018



REGISTRATIONS

Professional Engineer: Illinois,
#062-071212, 2019

Fremont Center Road & IL Route 60 Intersection Improvements, Lake County DOT – Grayslake, Illinois

Assistant Resident Engineer for safety improvements at this intersection which included realignment of Fremont Center Road, addition of turn lanes and a new traffic signal. Utility conflicts were discovered during the installation of the main storm sewer trunk line and V3 quickly made changes to avoid the conflict and keep the project on schedule. Matt was responsible for daily field inspection and documentation, processing pay estimates and change orders as well as managing utility conflicts while operating within a specified timeframe.

Quentin Road Reconstruction from White Pine Lake Circle to IL Route 22, Lake County DOT – Libertyville, Illinois

Assistant Resident Engineer for the widening and reconstruction of two miles of roadway from a two-lane rural to a five-lane urban cross section. The project included construction of 14 retaining walls, temporary soil retention systems, installation of concrete modulus columns due to poor soil conditions, four noise abatement walls with architectural enhancements and extensive new storm sewer systems. Matt was responsible for coordinating field staff as well as inspection of structural construction, column installations and HMA pavement.

Elgin O'Hare Western Access Construction Corridor Manager, Illinois Tollway – DuPage & Cook County, Illinois

Field Engineer for this \$3.4-billion project of more than 17 miles of new tollway. Project includes reconstruction of the Eisenhower Expressway (I-290) interchange a \$140-million segment that included two new flyover bridges with curved steel girders, construction of 22 new bridges, reconstruction of 12 existing bridges, new fiber optic and tolling facilities, intelligent transportation system elements, new noise walls, new sign structures, dynamic message trusses, new detention facilities and extensive landscaping. Matt was responsible for PCC paving, landscaping, maintenance of traffic, storm sewer, retaining walls and earthwork in addition to survey, grade inspection and project close-out tasks. The team's efforts were recognized by the Construction Management Association of America with a Special Achievement Award. Matt was responsible for PCC paving, landscaping, maintenance of traffic, storm sewer, retaining walls and earthwork in addition to survey, grade inspection and project close-out tasks.



Elgin O'Hare Western Access New Interchange, Illinois Tollway – Elgin, Illinois | Field Engineer for construction of the new interstate-to-interstate interchange between the Elgin O'Hare Western Access Tollway (IL Route 390) and the Eisenhower Expressway (I-290). Scope of work included construction of two flyover ramps connecting two additional bridge structures to carry ramps and frontage roads and nine new retaining wall structures. Matt was responsible for construction inspection of the new bridge structures.

Development Reviews & Inspection Services, Village of Woodridge – Woodridge, Illinois | Inspector providing construction inspection services on a task order basis for various developer-funded permit projects, locally-let locally-funded projects, and IDOT-let federally-funded projects. The typical services include routine site visits to ensure traffic control and erosion control measures are being installed and maintained, sewer and water services and extensions meet material specifications and are installed per standards, and subgrade and pavement inspections to ensure compaction is provided, drainage slopes are adequate, ADA ramps are compliant, and overall plan details are installed appropriately.

ComEd Engineering Quality Assurance, ComEd – Various Locations, Illinois | Construction Inspector for civil and structural improvements throughout northern Illinois for more than 300 substation, transmission, distribution and facility improvement projects. Program includes inspection and observing construction to determine whether the work generally conforms to the plans, specifications and approved submittals. Matt inspected a variety of construction activities including spread footings, drilled shaft foundations, fire walls, storm sewer, watermain and subgrade preparation.

Commerce Street Extension, City of Lockport – Lockport, Illinois | Project Engineer for the implementation of partial and full depth pavement reconstruction and resurfacing for two blocks of roadway in downtown Lockport. Matt oversaw removal and installations of new water services, updated curb drainage for new crosswalks and ADA facilities, decorative fencing, stamped asphalt sidewalks, and new pavements. Matt coordinated Contractor schedules with local business owners and residents, and communicated directly with City staff to ensure the project met expectations.

US Route 30 Reconstruction, IDOT – New Lenox, Frankfort & Mokena, Illinois | Construction Inspector for the \$90-million reconstruction and widening of 8.5 miles of US Route 30 from a two-lane rural cross section to a five-lane urban facility. Project included extensive earthwork, complicated traffic and construction staging, multiple utilities relocation, new storm sewer systems, watermain installation, PCC pavement, bridge construction, retaining walls, noise abatement walls, traffic signals and roadway lighting. Significant coordination with local agencies was required including New Lenox, Frankfort, Mokena and the Will County Forest Preserve District. Matt inspected a variety of construction activities including PCC and HMA paving, signage, landscaping and pavement markings.



MATT POWERS, P.E. | DIRECTOR OF CONSTRUCTION ENGINEERING

Matt has more than 19 years of experience in construction management for roadway, utility, bridge, and rail improvement projects throughout the Chicago area. He manages all aspects of V3's Construction Engineering Service Area including client management, business development, and oversight of Phase III projects.



JASON HOLY, P.E. | DESIGN SUPPORT

Jason has 21 years of experience in transportation engineering with a focus on the areas of roadway and intersection design, utility design/coordination, parking lot design, maintenance of traffic, bicycle and pedestrian facilities, ADA design, contract document preparation as well as construction inspection/observation. His experience includes a range of Phase I/II projects for IDOT, county DOT's, Illinois Tollway, and local municipalities.



JAKE WATT, P.E. | SITE INSPECTOR

Jake is a versatile component within the Construction Engineering Service Area. He can provide inspection assistance, and has served as the Resident Engineer specifically on projects involving sewer installation and watermain reconstruction. Jake has also written construction specifications to assist ComEd with civil related construction work.



RICHARD REYNOSO | SITE INSPECTOR

Richard has experience in-field inspection, surveying, and project administration. Prior to joining V3's Construction Engineering group, Richard served as an Assistant Project Manager for a local asphalt and concrete paving company at which he was responsible for overseeing plans and managing field crews on a variety of asphalt paving projects.



CHRIS BARTOSZ, PLS | SURVEY

Chris leverages his 36 years of experience to lead V3's Survey Service Area. His project management work includes major land acquisition and route surveying projects for IDOT, Illinois Tollway, large-scale commercial and residential land development surveying projects, construction and post-construction phases, as well as commercial land title, route, and construction surveying.



JON SHUPTAR, P.G. | ENVIRONMENTAL

Jon has experience in environmental consulting, specializing in characterization and interpretation of soil and groundwater contamination. Jon manages and supports projects to find resolutions to a variety of environmental and soil management issues. Jon has extensive experience helping clients navigate the nuance and trends of Illinois CCDD regulations and stays current with the internal protocols of various entities (e.g. IDOT, Illinois Tollway, Counties, Municipalities, and private sector).



RUBINO ENGINEERING, INC. | QC/QA MATERIAL TESTING

Established in 2009, Rubino Engineering, Inc. specializes in providing geotechnical engineering and construction materials testing throughout Northern Illinois and the Greater Chicago area. Rubino's staff includes licensed Engineers, experienced Project Managers, and geotechnical Laboratory Specialists. Rubino Engineering, Inc. has extensive experience performing Geotechnical Engineering services on local, county, and IDOT roadway projects in accordance with the IDOT Geotechnical Manual and the IDOT Subgrade Stability Manual.



SECTION 4

PROJECT APPROACH



Project Understanding



The Village is seeking construction engineering services from a qualified firm to assist with the full-time observation and contract administration to construct various sewer separation, water distribution, and roadway reconstruction and paving related improvements. The project plans and specifications were prepared by Engineering Resource Associates and dated April 15, 2022. The locations of work are located on seven separate streets, encompassing approximately 3,522 feet of work, and will be funded utilizing local capital projects funding.

The work elements to be constructed will be governed in parts by the project's General Provisions and Special Provisions, the IDOT Standard Specifications, the Standard Specifications for Water and Sewer Main Construction in Illinois (8th edition), the FHA "Manual on Uniform Traffic Control Devices" and the Village Code of the Village of Glen Ellyn.

The construction contract will be Village let on May 11, 2022. That construction contract, and the construction engineering contract, are to be awarded at the May 23, 2022 board meeting. Construction is anticipated to begin in June, with a substantial completion date of October 28, 2022, and final completion deadline for parkway restorations by November 11, 2022. Record drawings are to be submitted to the village no later than December 30, 2022.

Major Elements of Work

V3 has reviewed the plan documents, the soil boring report, and visited each of the roadways to access conditions and identify challenges. The extent of work varies by each street, with only Duane and Carleton being milled and resurfaced, while the other five streets entail various utility improvements and complete reconstruction to new engineered profiles.

SAWYER AVENUE



Typical of all the streets with single family residences along this project, except for multiple driveways with slopes that exceed 15%. The new pavement section will remain superelevated to help with the driveway conditions, which will all be reconstructed, as well as the ADA crosswalks. The road will be fully reconstructed with new HMA pavement on 6-inch aggregate base, and include a new separated storm drainage system, new 8-inch watermain and service lines, and new sanitary sewer service lines constructed under the pavement areas. Service cleanouts will be provided. Both the **bedding materials and trench backfill utilized in all trenches is incidental to the utility**, and will be installed to pavement subgrade as typical. The existing 4-inch watermain will be abandoned, allowing the storm sewer to be placed as noted.



The **existing composite pavement** section (both here and on Chesterfield) will be completely removed as part of the work. Once graded and compacted, the subgrades of the roadways will be proof rolled and verified suitable by the geotechnical engineer, and quantities are provided for unsuitable material removals and undercuts with Pacific Gas & Electric (PGE) replacements. This includes undercuts below proposed utility installations. Utilities will be installed prior to pavement removals, requiring temporary ramps for access. As a main entry point to the neighborhood, traffic control and staged construction will be critical. A paving plan for the PCC entry on Lorraine will be discussed prior to implementation.

WINDSOR DRIVE

The longest street to be reconstructed in the project, with 1,427 lineal feet of full depth HMA pavement **on an 8-inch aggregate base** (6-inch is typical elsewhere). We assume this 8-inch aggregate base will run along the curb line limits of Windsor where crossing through the adjacent intersections of Sawyer and Chesterfield. A full depth PCC pavement patch is required near Hillside Avenue due to the water connection. New 12-inch storm sewer, with associated drainage structures, including a 12-inch Tideflex check valve at the intersection with Chesterfield, will be installed. There are no existing storm drainage structures along this roadway. New 8-inch water main and valving will be installed below the pavement, with fire hydrants and new copper services lines to each resident. The existing 4-inch main here, and on Chesterfield to the west, will be abandoned. New sanitary sewer services and cleanouts will be constructed. Multiple utility crossings need to be located, which will include gas mains and service lines crossing the roadways (typical throughout the project). IEPA required separations are to be verified with the new alignments.

The cross sections reflect superelevated pavements are to remain, to accommodate steep driveways along the right side of the road. Although the profile is being lowered, several flat parkway slopes near the midblock require diligent investigations to ensure longitudinal drainage is still possible. Multiple sidewalk replacements and ADA ramp improvements will be made, and additional concerns regarding trip hazards, drainage issues and cross slope will be identified with field inspections by the resident engineer.

CHESTERFIELD AVENUE

Another main entry to this residential neighborhood, construction staging of the new, relatively deep 12-inch storm sewer mainline, will be critical to traffic flows. The roadway will be fully reconstructed, after the new storm drainage system and 8-inch watermain north of Windsor is installed. The road north of Windsor Avenue will be lowered substantially, to improve parkway drainage, and provide standard 2% pavement cross slopes. The sanitary sewer here is shallow, and precautions involving heavy equipment over the sewer must be made. The





storm sewer lateral crossing the sanitary main must be verified to work prior to ordering materials, and the sanitary service at this location in the low point must be aligned to miss storm CB #14. We might recommend that at locations where the new water main ends at the fire hydrant lead, a “tee” connection be provided with cap, for potential future extension of the 8-inch mains, here and on several other streets.

South of Windsor, a relatively flat pavement profile presents challenges for parkway drainage off the sidewalks that are to remain. New driveways, ADA ramps, sanitary sewer, and watermain service replacements round out the typical improvements.

DAWN AVENUE

This is the second shortest street improvement at 460 lineal feet, with new HMA pavement being constructed on an **8-inch aggregate base, to a standard crown section**. Steep driveways exceeding 10% slopes will be reconstructed on the west side of the roadway, with new ADA crosswalks, new storm sewer drainage improvements at the west end, and an 8-inch water main with new service lines being installed to replace the 4-inch system being abandoned. The 8-inch sanitary sewer is to be lined from Hillside east to the manhole in the center of the block. Services and some WYE connections are to be replaced to behind the curbs, with cleanouts to also be provided. A large PCC pavement patch will be required at Hillside Avenue, due to the watermain and storm sewer installs to be performed.

KENILWORTH AVENUE

The shortest street to be reconstructed, however new watermain installations and the connection at Duane Street will present challenges to traffic control. A full depth HMA patch will be required in the eastbound lane of Duane upon completion of the water connection work there. Water and sanitary services will be replaced, as will driveways and the crosswalks on all three legs at Duane Street. The roadway profile is being adjusted slightly lower, and superelevated cross slopes are to remain due to several steep driveways on the east side of the road. The variable pavement width is to remain.



DUANE STREET

Fronting several mixed uses, including single and multi-family residences, businesses, Danby Park, and the public parking lot, this street will be milled and overlaid with a 2.25-inch surface lift. Minimal sidewalk and ADA ramp improvements are to be made. Besides the pavement patch at Kenilworth, **the major element of work will be the reconstruction of the jointed PCC pavement at the west half of Lorraine Street** and the parking entrance. As the only entrance to the lot, access must be maintained with a thorough paving plan



of the intersection. Our site visit revealed several curb drainage concerns along the north side of the road. Several areas of sidewalk ponding may also require additional replacements beyond the plan quantities.

CARLETON AVENUE

The only street with substantial business traffic, and located adjacent to the paving work to be performed on DuPage Boulevard. We understand this street will most likely be removed from this contract, to be included with the 2022 Street Improvements project involving DuPage Boulevard. We would simply add that as a mill and resurface section, the village might consider the use of level binder to improve cross slope drainage to a 2% crown, since the roadway is not being reconstructed.

MISCELLANEOUS WORK

Additional elements of work to be managed will include overall traffic control signage, erosion control implementation and maintenance measures, coordination of tree root pruning and protections through the village arborist, excavations, and potential undercuts involving subgrade testing, removals, and PGE placements. Temporary access ramps for roadways, sidewalks, driveways, and intersections must be planned for short duration implementation.

Utility related work will include exploratory trenching for utility and service line locates. Removals, abandonment, connections to existing systems, new structure installs, various concrete pipe, ductile iron, and PVC sewer placements and related trench backfills, televising of systems, cured in place pipe lining of sewers and laterals, sanitary service line explorations, replacements, adjustments, and cleanout installations. Coordination with public works regarding locating existing service lines, documenting active systems with the impacted residents' assistance, and coordinating water shutdowns with the water department staff, will be required.



Paving related work will include full depth HMA pavements on compacted aggregate bases, full depth jointed PCC pavements and patches, curbs, walks, driveway pavements, brick paver work, spoils removals on a daily basis. Non special waste has not been identified within the project work zones, and provisions for proper disposal, if found, are included in the plans. An LPC-662 signed by the project geologist is provided in the project specifications for CCDD disposals. Restoration with topsoil placements, sod, fertilizer, and watering. Construction staking is required from the contractor, and quality control checks are to be performed by V3. The scope of services outlined in the Request for Proposals, and summarized below, offers additional consultant responsibilities to be performed.



Project Approach & Key Challenges

The team assembled to manage this project represents V3's capability to successfully work with the Village and deliver this project on time and on budget. As the firm profile in Section 1 touched on, we are an employee-owned private firm with 340 full-time employees. Our service capabilities utilize engineers, planners, architects, scientists, and even construction trades. V3's model has been successful based on **a culture that is dedicated to its employees, focused on clients, and committed to excellence in all that we do.**

V3 is a privately held company and we have continued to grow since 1983, achieving \$42.8 million in net sales revenue last year, with a \$3.8 million net operating income.

V3 is a well-known, growth-oriented firm, with offices in Illinois, St. John, Indianapolis, and Carmel Indiana, Columbus and Cincinnati Ohio, Edmonton, Alberta, Port-a-Prince Haiti, and most recently Charlotte, North Carolina. We continue to grow as individuals, as professionals, as regional offices, and as a team.

Four shareholders are represented on this project's staffing chart, including Rick Kipp who has been a shareholder since 2005. Matt Poulter originally joined V3 as an intern, and has progressed his career to currently lead projects within the Construction Engineering Group, which consists of more than 60 individuals. Matt's participation in both large corridor reconstruction projects, with IDOT and the tollway, as well as local streetscape, MFT, and permit oversight projects, have earned Matt the ability to develop his career and now perform at a Resident Engineer level.

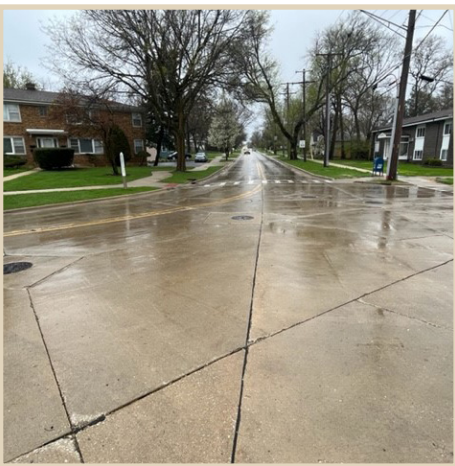
Our project team is comprised of senior level members, who participate and lead as necessary, with experienced staff such as Matt managing the work, and support staff capable of providing their expertise and day-to-day talent as required. **The tenure of our employees at V3 is a testament to our culture,** and their commitment to their careers and passion as engineers. Our Construction Engineering team in Woodridge is fully capable of performing the oversight necessary on this project during this summer and fall.

We approach the following challenges utilizing our experience with similar projects involving infrastructure improvements in tight residential corridors:

UTILITY CONFLICT IDENTIFICATION

Rick and Matt will perform a constructability review of the plan prior to the site walkthrough with the Contractor. Potential conflict points will be identified for exploratory trenching, and review of sanitary sewer video will be referenced.

V3's Resident Engineers and Inspectors will utilize laser levels and survey equipment to help confirm connection points, slopes, and contractor staking. We work closely with our Survey Group to verify control, establish temporary





benchmarks, and document existing and installed systems, all of which are useful for conflict resolution and record drawing inclusion. Location of dry utility gas mains and services behind the curbs will be critical to scheduling relocates and adjustments. This is especially true where profiles are being lowered, and service lines may be exposed. Curb profiles are verified for slope, especially near crowns and low points of the profile. **Ensuring the contractor can proceed without incident and maintain productive results in accelerated schedules and reduced impacts to the residents.**

SCHEDULING

Recent economic conditions make this a critical component of the project. Supply chain delays could result in the watermain procurement dictating the project schedule, as deliveries can run up to 24 weeks from order time. This would severely impact the overall schedule. The allowance for PVC watermain can help alleviate this concern. Delivery of concrete elements and stone should not be an issue. V3 will look to discuss the contractor's initial schedule as soon as it is submitted, and confirm that interim timelines and completion dates will be met, or discuss alternatives to make them possible. In terms of communicating accurate schedules to residents, *Matt will utilize weekly meetings to review and discuss the progress schedule and look ahead schedules to identify efficiencies. Matt will also coordinate scheduling with Rubino Engineering for Quality Assurance materials and subgrade testing.* Being able to keep the underground contractor ahead of the paving contractor, while minimizing access restrictions, will be crucial to obtaining stakeholder support of the overall improvements.

CLEAR & CONTINUAL COMMUNICATION



To gain support from impacted residents and commuters, accurate communication of schedules, shutdowns, durations, and completion dates is critical. *V3 has addressed this by establishing point of contact and preferred method of contact with residents at the pre-construction, and project informational meetings. Both Matt and Rick will make an effort to become known representatives of the Village, and be available via phone or in person, to answer questions. Responses must be accurate in terms of work processes to be expected and timeframes involved to help gain resident support and trust. Emails and door hanger notifications will be passed out regularly.* It is not uncommon for our team to become regularly known to the residents, once they understand the scope of work and trust the Engineer to resolve their concerns. Utilizing the Village website for construction updates is recommended, and Matt has supplied those updates in the past. In terms of the contractor, firm expectations, clarifying contract specifications and timelines, and communicating those daily with each foreman is a necessity.



RESIDENT ACCESS

The residents will be impacted at various stages due to utility installs, water shutdowns, roadway and driveway removals, and paving operations. Temporary ramps will assist with access, but parking and roadway conditions can deteriorate rapidly based on the work process. Constructing the curb and driveways along one side of the street, prior to constructing the opposite side, will allow for overnight parking. Understanding and utilizing the cross-section data to construct curb profiles that differ between the two sides of the road, will be extremely important to addressing drainage. Keeping the contractor on schedule, and within contract timelines, will minimize delays to access, and go far to achieve resident buy-in of the process.

V3 understands early communication is the key. Addressing special needs, such as deliveries, refuse pickup, and emergency access is greatly appreciated by residents. Advance warning notices and specific traffic control will be required for the intersection improvements at Duane/Lorraine, Duane/Kenilworth, and Sawyer/Lorraine locations. Reduced lane widths, or closures may be required based on the limits of the underground work and cure time for concrete elements. V3, in agreement with the Village, will identify areas where poor drainage conditions or trip hazards exist that were not identified on the plans and can be resolved during the work efforts.

STAGING OF EQUIPMENT

These corridors are typical residential streets, with minimal space for material deliveries and storage. Daytime lane and roadway closures can be expected. Dust control and street sweeping will be utilized. Pipe and backfill materials must be near the work zone, to minimize heavy equipment movements on streets to remain intact. Trucking for spoils removals and deliveries can impede daytime access. On-street parking, due to specific work components, can impact construction progress as well. *Careful communication and planning are required to minimize impacts. Daily inspections of traffic routes, intersection clear zones, pedestrian access, and warning signage will reduce complaints. Material and equipment storage will be discussed at every meeting.*



COORDINATION OF WATER SYSTEM CROSSOVERS

The water department will be closely involved in shutdowns and crossovers, such that accurate notices, can be delivered to residents. Properly planned, the overall pressurization, chlorination, crossover, and new service installations can proceed seamlessly. The overall timing of these processes can extend for days and weeks to allow for new service taps and disconnects to be completed. *Multiple utility crews may be required, with coordinated efforts to minimize the amount of closures, water shutdowns, and to ensure pavement related improvements can proceed concurrently.*



Scope of Services

V3 will provide the following services in accordance with the scope of services outlined in the Request for Proposal dated April 27, 2022. Our work plan and schedule to develop an overall fee structure is based on these tasks.

PRE-CONSTRUCTION SERVICES

1. Review bid/contract documents, engineering drawings and work sites to familiarize the full time Resident Engineer with the contract work and identify any project errors, omissions, constraints, and improvements.
2. Conduct virtual pre-construction meeting with contractor and other project stakeholders.
3. Conduct virtual project informational meeting with impacted property owners and other project stakeholders.
4. ***Prepare project files, field books, quantity book, daily inspection reports using Village or IDOT forms or templates.***
5. ***Assist the Contractor in identifying and documenting potential existing utility conflicts. Coordinate with public works for inspections.***
6. Review of all submittals to ensure conformance with the requirements set forth in the contract documents and engineering drawings.
7. Review of pre-construction videos to ensure project site conditions have been adequately documented prior to the start of construction.
8. Permit coordination (IEPA, NOI/SWPPP, Glen Ellyn Stormwater Certification).
9. ***Perform a site walk thru and verify existing conditions with digital photographs. Establish an electronic file for all digital photographs.***

CONSTRUCTION SERVICES



1. Develop and distribute regular project notifications (letters to impacted residents, businesses, schools, refuse, and delivery companies, etc).
2. ***Coordinate and review all Request for Information. Prepare responses and maintain a file.***
3. Maintain daily project diary (daily activities, weather, visitors, major conversations), daily inspection reports, field books, quantity books weekly reports, and all other pertinent records.
4. Verify construction layout performed by the contractor.
5. Construction inspection of all contract work to ensure improvements are constructed safely with minimal impact on the public and in accordance with the project drawings and specifications.
6. Utility coordination (NICOR, ComEd, AT&T, Comcast, etc.).
7. Performance of Quality Assurance material testing in conformance with IDOT requirements for QC/QA material testing.
8. ***Coordinate scheduling of QA materials consultant and supervise testing of materials.***



9. Assist with handling of all issues associated with the off-site disposal of all excavated material (CCDD, special waste, etc.).
10. Witnessing sub-grade proof-rolling and recommending undercutting depths.
11. Identification of required sidewalk repairs within the project corridor.
12. Answering all questions and resolving issues and concerns from impacted property owners.
13. Contract administration/documentation.
14. Development and enforcement of Stormwater Pollution prevention Plan (SWPPP) to ensure compliance with IEPA NPDES Permit (inlet filters, silt fence, sweeping/debris removal, etc.).
15. Ensure the construction completion schedule is adhered to.
16. Conduct weekly progress meetings.
17. Provide weekly progress updates to Village staff and contractor via BC 239.
18. Verify contractor's adherence to the plans, permit conditions, special provisions, and ADA guidelines. Communicate issues with the contractor and the Village's Project Manager.
- 19. Take daily digital photographs of work elements and progress. Maintain an electronic file.**
20. Quantity measurement (including cross sections).
21. Review/process contractor progress pay requests (review schedule submittal, waivers of lien, sworn statements and certified payroll records, and have contractor revise documents as necessary) and provide Village staff with a recommendation for payment.
22. Develop and process change orders as necessary including final balancing change order.
23. Provide advice and assistance to Village to resolve issues, claims or disputes.
24. Furnish necessary tools, field vehicle, communication, and safety equipment for inspection and measurement of the contractor's work.

POST CONSTRUCTION CLOSE-OUT SERVICES

1. Develop and ensure completion of "Punch List".
2. Provide one (1) electronic copy of the As-Built topographical survey and engineering drawings detailing the "As-Built" conditions.
- 3. Close out project quantities and pay estimate, provide final status of budget, document final lien waivers.**
4. Completion of a warranty inspection to identify and direct contractor to address any issues that arise during warranty period (up to one year beyond date of final payment to contractor).



Availability

Our team members are available and can begin work as required. A breakdown of the project tasks and hourly rates are provided in Section 6, with our Not-to-Exceed Cost proposal. We anticipate 1 week of pre-construction activities, with 3 weeks of project closeout to include punchlist reviews, quantity agreements, final pay estimates, and record drawing completion.

The overall schedule of 22 weeks will involve anticipated overtime for 10-hour workdays, however there are also holidays and rain days that will balance those hours out. Rick's time providing administrative oversight for staffing and invoicing is somewhat dependent on the contractor and level and pace of activities being performed.

We anticipate a full-time inspector to assist Matt during peak activities, and depending on that peak timeframe, could involve multiple documentation assistance. Internal office support is generally a commitment to the project, other than survey services, which would be utilized to streamline project control and as built. Time is allotted for those services.

Project Schedule

The overall schedule of work anticipated for this contract is as follows. We understand the village has every expectation to complete all work in 2022, and V3 is committed to making that happen. Time is of the essence to begin procurement of materials.





SECTION 5

PROJECT COST



PROJECT COST

MANHOUR SUMMARY

Work Items Necessary	Project Manager Rick Kipp	Resident Engineer Matt Poulter	Site Inspector Richard Reynoso	Site Inspector Jake Watt	Survey PM	Survey Crew	CAD Technician	Totals:
Pre-Construction Services	24	40						64
Pre-con, video review, admin setup								
Submittal/RFI Reviews		24						24
Meetings/Coordination	88	110						198
Construction Phase Observation/Documentation	40	720	540	80				1380
Pay Request/Change Orders	8	40						48
Post Construction Closeout/Punchlist/As Builts	8	120			4	16	16	164
Punchlist, inspections, quantities, As-Builts								
Totals	168	1054	540	80	4	16	16	1878
Current Billing Rate:	\$188.30	\$157.78	\$90.05	\$90.05	\$177.38	\$88.56	\$111.86	
Subtotal Labor Fees:	\$31,634.40	\$166,300.12	\$48,625.92	\$7,203.84	\$709.52	\$1,417.02	\$1,789.80	\$257,680.62
Direct Costs:								
Vehicle/Printing/Shipping								\$0.00
Quality Assurance Testing (Rubino Inc.)								\$18,047.00
Subtotal Direct Costs:								\$18,047.00
Project Total Fees:					0			\$275,727.62
Use Not-To-Exceed Total Cost								\$275,728

Project Not-to-Exceed Cost Summary

	HOURS	AMOUNT
Construction Engineering	1878	\$257,680.62
Direct Costs		\$18,047.00
TOTAL NOT-TO-EXCEED COST		\$275,728.00



QC/QA MATERIAL TESTING COSTS

May 9, 2022

To: Richard Kipp, PE
V3 Companies
P: 630-724-9200
C: 630-936-0320

Re: **QA Construction Material Testing Services**
Utility and Roadway Improvements Project
(#20001, Phase II)
Glen Ellyn, IL

Proposal No. Q22.223

Via email: RKipp@v3co.com

Dear Mr. Kipp,

Rubino Engineering, Inc. is pleased to submit the following proposal to provide QA and construction material testing and inspection services for the above referenced project.

PROJECT UNDERSTANDING

Rubino Engineering, Inc. received material quantities from you via email on May 8, 2022 and the following outlines our understanding of the requested scope of services:

General Scope of Services

BITUMINOUS PAVING AND EXTERIOR CONCRETE

- QA Field testing of uncured concrete – Slump, air, temperature, and casting of cylinders
- QA Laboratory testing of cured concrete – Strength
- QA Field testing of hot mix asphalt (HMA) – Density by the nuclear method
- QA Laboratory testing of HMA – Bulk SG, Max SG, and Loss on Ignition

Extras

- Re-inspection for failed tests
- Work areas not ready for inspection at the time scheduled
- Delays by the contractor
- Cancellations
- Overtime
- Any services not described and listed above

Rubino Engineering, Inc. proposes to provide experienced, technical personnel to perform the requested testing in general accordance with the client-provided project specifications. If any of the above information is incorrect, please notify us or change it on the signed copy of the proposal.

Based on the project quantities, the following summarizes our estimate for testing and is subject to change based on final scheduling:

Material	Estimated Number of trips	Half / Full Day *
Subgrade Stability	2	Half (4 hours)
BITUMINOUS PAVING	8	Half (4 hours)
CONCRETE	12	Half (4 hours)

***Portal to Portal**

FEES

The work will be accomplished on a unit price basis in accordance with the Rubino Engineering, Inc. Schedule of Services and Fees, and will be performed pursuant to the attached General Conditions. Copies of our Schedule of Services and Fees and General Conditions are enclosed herewith and incorporated into this proposal.

Item Description	Quantity	Unit	Material Tester 1 (hr)	Vehicle (day)	Project Manager (hr)	Nuclear Density Gauge (day)	Cylinders (each)	Sample Pickup	Maximum Theoretical Specific Gravity	Bulk Specific Gravity	Ignition Oven Test / Reflux Extraction + Sieve
			\$100.00	\$65.00	\$125.00	\$44.00	\$17.00	\$253.00	\$110.00	\$95.00	\$126.00
Utility & Roadway, Glen Ellyn											
Subgrade Stability	TBD	Per Day	8	2	1						
HMA Binder Course, IL-19.0, N50	2905	TON	16	4	6	4		1	1	1	1
HMA Surface Course, Mix "D", N50	1884	TON	8	2	3	2		1	1	1	1
HMA Driveway Pavement, N50	210	SY	4	1	1	1					
PCC Driveway Pavement, 6"	1230	SY	4	1	1		5	1			
PCC Sidewalk	4079	SF	16	4	4		20	4			
Combination Curb & Gutter	6620	FOOT	24	6	6		30	4			
Class D Patch, 9" (HMA)	58	SY	4	1	1	1					
Class B Patch, 7.5" (PCC)	533	SY	4	1	1		5				
			88	22	24	8	60	11	2	2	2
GRAND TOTAL = \$18,047.00			\$8,800.00	\$1,430.00	\$3,000.00	\$352.00	\$1,020.00	\$2,783.00	\$220.00	\$190.00	\$252.00

Rubino Engineering, Inc.'s fees will be determined by the actual amount of technical time expended for this project and the amount of laboratory testing performed by the client's request.

The fees charged under this agreement are subject to change 6 months from the date of the proposal.

Rubino Engineering, Inc. will proceed with the planned work only after receiving a signed copy of this proposal. Please complete the attached Project Data Sheet before returning the proposal to enable your file to be properly established.

PROJECT SCHEDULING

Please book testing services prior to 4pm the day before testing is needed via our website:

<https://rubinoeng.com/schedule-field-testing>

The office and field project manager will be notified, and you will receive a confirmation email and possibly a follow up phone call or email for additional project information.

Changes to the schedule or cancellations: scheduling@rubinoeng.com

Please call the office with any questions or changes to the schedule between 8am to 4pm.

CLOSING

Rubino appreciates the opportunity to offer our services for this project and we look forward to working with your company. Please contact me with questions pertaining to this proposal or requests for additional services.

Respectfully submitted,

RUBINO ENGINEERING, INC.



Michelle A. Lipinski, PE
President

michelle.lipinski@rubinoeng.com

RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)

AUTHORIZATION AND PROPOSAL ACCEPTANCE

If this proposal is acceptable to you, Rubino Engineering, Inc. will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. We will proceed with the work upon receipt of signed authorization.

AGREED TO, THIS _____	DAY OF _____	, 20__.
BY (please print): _____		
TITLE: _____		
COMPANY: _____		
SIGNATURE: _____		

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:

() Copies To: _____ Attn: _____ Email: _____	() Copies To: _____ Attn: _____ Email: _____
() Copies To: _____ Attn: _____ Email: _____	() Copies To: _____ Attn: _____ Email: _____
7. Invoicing Address: _____

Attn: _____
Email: _____
8. Other Pertinent Information Or Previous Subsurface Information Available:

Rubino Engineering, Inc.
Schedule of Construction Materials Testing Services & Fees through March 1, 2023 (Illinois Prevailing Wage)

LABORATORY TESTING SERVICES

Compression testing of concrete, mortar and grout specimens by ASTM procedures	Per Cylinder	\$ 17.00
Pick-up of test cylinders and transportation to lab (min. 2), or cancellation hours (min. 4) (Does not include vehicle charge)	Per hour	\$ 94.00
Asphalt		
Maximum Theoretical Specific Gravity	Each	\$ 110.00
Bulk Specific Gravity	Each	\$ 95.00
Ignition Oven Test / Reflux Extraction + Sieve Analysis	Each	\$ 126.00
Core Densities	Each	\$ 45.00
Sieve Analysis (Washed)	Each	\$ 90.00
Sample preparation for the above tests	Each	\$ 40.00

MATERIAL TESTER - 1 - Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

Per Hour	\$ 100.00
Per Hour Overtime (before 8am, after 5pm and Saturdays)	\$ 150.00
Per Hour Overtime Sundays and Holidays	\$ 200.00

EQUIPMENT CHARGES

Vehicle Charge - Round Trip	Per Day	\$ 65.00
Nuclear Density Gauge	Per Day	\$ 44.00

ENGINEERING SERVICES

Principal Engineer	Per Hour	\$ 185.00
Project Engineer/Manager	Per Hour	\$ 125.00
Administrative Assistant	Per Hour	\$ 65.00
Report Review	Each	\$ 65.00

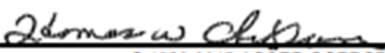
REMARKS

- 1) All fees and services are provided in accordance with the attached Rubino Engineering, Inc. General Conditions.
- 2) Unit prices/rates are in effect for 6 months from the date of this proposal and are subject to change without notice thereafter if not noted above.
- 3) Overtime rates are applicable for services performed in excess of 8 hours per day Monday through Friday, before 7:00 AM or after 3:00 PM, and for all hours worked on Saturdays, Sundays and holidays. The overtime rate is 1.5 times the applicable hourly rate. Sundays and holidays are double time.
- 4) All rates are billed on a portal-to-portal basis.
- 5) Standby time due to delays beyond our control will be charged at the applicable hourly rate.
- 6) Transportation and per diem are charged at the applicable rates per trip.
- 7) Rates involving mileage (including transportation, mobilization, vehicle and trip charges) are subject to change based upon increases in the national average gasoline price.
- 8) A minimum charge of 4 hours applies to field testing and observation services.
- 9) Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance and/or inadequate notice will be assessed a minimum 4-hour charge.
- 10) For all Rubino Engineering, Inc. services, a project management/engineering review charge will be billed for all reports issued for the scheduling/supervision of personnel and the evaluation/review of data and reports.
- 11) The minimum billing increment for time is a half hour.
- 12) A project set-up charge of a minimum of two hours applies to all projects.
- 13) Professional Services rates are exclusive of expert deposition or testimony time.
- 14) This proposal is based on Rubino Engineering, Inc. being scheduled on an on-call basis and letters of certification will not be provided unless Rubino Engineering, Inc. is notified in advance and Rubino Engineering, Inc. is scheduled for full time inspection and testing of the area or item to be certified.
- 15) If special inspections are required by the city where the construction is to take place, it must be brought to the attention of Rubino Engineering, Inc. prior to the start of construction as additional charges will apply.
- 16) Prevailing wage fees are subject to change based on the Illinois Department of Labor.
- 17) Services and fees not listed on this schedule may be quoted on request.

Client#: 1171577 ACORD	CERTIFICATE OF LIABILITY INSURANCE	RUBINENG DATE (MM/DD/YYYY) 9/01/2021														
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.																
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).																
PRODUCER USI Ins Svcs LLC Euclid-Prof 2021 Spring Road, Suite 100 Oak Brook, IL 60523 312 442-7200	CONTACT NAME: Laurie Cloninger PHONE (A/C, No, Ext): 630 625-5219 FAX (A/C, No): 610 537-4939 E-MAIL ADDRESS: laurie.cloninger@usi.com															
INSURED Rubino Engineering, Inc. 425 Shepard Dr Elgin, IL 60123	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: left;">NAIC #</th> </tr> <tr> <td>INSURER A: RLI Insurance Company</td> <td>13056</td> </tr> <tr> <td>INSURER B: Berkley Insurance Company</td> <td>32603</td> </tr> <tr> <td>INSURER C:</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: RLI Insurance Company	13056	INSURER B: Berkley Insurance Company	32603	INSURER C:		INSURER D:		INSURER E:		INSURER F:	
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Professional Liability is written on a 'claims made' policy form.
Some or all officers are excluded from Workers Compensation coverage.
Contractors Pollution Liability Coverage:
Insurance Carrier - Capitol Specialty Insurance Corporation (NAIC #10328)
(See Attached Descriptions)

CERTIFICATE HOLDER	CANCELLATION
Rubino Engineering, Inc.	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

GENERAL CONDITIONS

1. PARTIES AND SCOPE OF SERVICES: Rubino Engineering, Inc. shall include said company or its particular division, subsidiary or affiliate performing the services. "Services" means the specific geotechnical, analytical, testing or other service to be performed by Rubino Engineering, Inc. as set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. Additional services ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the services to be done by Rubino Engineering, Inc. If Client is ordering the services on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said services. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of Rubino Engineering, Inc.'s services. Rubino Engineering, Inc. shall have no duty or obligation to any third party greater than that set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. The ordering of services from Rubino Engineering, Inc., or the reliance on any of Rubino Engineering, Inc.'s work, shall constitute acceptance of the terms of Rubino Engineering, Inc.'s proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspection of the site, materials and work performed by Rubino Engineering, Inc. or others to be timely and properly performed in accordance with the plans, specifications and contract documents and Rubino Engineering, Inc.'s recommendations. No claims for loss, damage or injury shall be brought against Rubino Engineering, Inc. by Client or any third party unless all tests and inspections have been so performed and unless Rubino Engineering, Inc.'s recommendations have been followed. Client agrees to indemnify, defend and hold Rubino Engineering, Inc., its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or Rubino Engineering, Inc.'s recommendations are not so followed except to the extent that such failure is the result of the negligence, willful or wanton act of omission of Rubino Engineering, Inc., its officers, agents or employees, subject to the limitation contained in paragraph 9.

3. SCHEDULING OF SERVICES: The services set forth in Rubino Engineering, Inc.'s proposal and Client's acceptance will be accomplished in a timely, workmanlike and professional manner by RUBINO ENGINEERING, INC. personnel at the prices quoted. If Rubino Engineering, Inc. is required to delay commencement of the services or if, upon embarking upon its services, Rubino Engineering, Inc. is required to stop or interrupt the progress of its services as a result of changes in the scope of the services requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Rubino Engineering, Inc., additional charges will be applicable and payable by Client.

4. ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for Rubino Engineering, Inc. to perform the services. Rubino Engineering, Inc. shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its services or the use of its equipment; however, Rubino Engineering, Inc. has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Rubino Engineering, Inc. to restore the site to its former condition, upon written request Rubino Engineering, Inc. will perform such additional services as is necessary to do so and Client agrees to pay Rubino Engineering, Inc. for the cost.

5. CLIENT'S DUTY TO NOTIFY ENGINEER: Client represents and warrants that it has advised Rubino Engineering, Inc. of any known or suspected hazardous materials, utility lines and pollutants at any site at which Rubino Engineering, Inc. is to perform services hereunder, and unless Rubino Engineering, Inc. has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Rubino Engineering, Inc. may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. Client agrees to defend, indemnify and save Rubino Engineering, Inc. harmless from all claims, suits, losses costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Rubino Engineering, Inc.'s performance of its work and resulting to or caused by contact with subsurface of latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to Rubino Engineering, Inc. by Client and/or by any of Client's subcontractors or sub consultants

6. RESPONSIBILITY: Rubino Engineering, Inc.'s services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Rubino Engineering, Inc. shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Rubino Engineering, Inc.'s services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Rubino Engineering, Inc. has no right or duty to stop the contractor's work.

7. SAMPLE DISPOSAL: Unless otherwise agreed in writing, test specimens or samples will be disposed immediately upon completion of the test. All drilling samples or specimens will be disposed sixty (60) days after submission of Rubino Engineering, Inc.'s report.

8. PAYMENT: Client shall be invoiced once each month for services performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing with said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Rubino Engineering, Inc.'s cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Rubino Engineering, Inc. shall not be bound by any provision or agreement requiring or providing for arbitration or disputes or controversies arising out of this agreement, any provision wherein Rubino Engineering, Inc. waives any rights to a mechanics' lien, or any provision conditioning Rubino Engineering, Inc.'s right to receive payment for its services upon payment to Client by any third party. These General Conditions are notice, where required, that Rubino Engineering, Inc. shall file a lien whenever necessary to collect past due amounts. Release of such lien shall be given only when payment in full has been received for services duly rendered. Failure to make payment within thirty (30) days of invoice shall constitute a release of Rubino Engineering, Inc. from any and all claims which Client may have, whether in tort, contract or otherwise and whether known or unknown at the time.

9. STANDARD OF CARE: RUBINO ENGINEERING, INC.'S SERVICES WILL BE PERFORMED, ITS FINDINGS OBTAINED AND ITS REPORTS PREPARED IN ACCORDANCE WITH ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, THESE GENERAL CONDITIONS AND WITH GENERALLY ACCEPTED PRINCIPLES AND PRACTICES. IN PERFORMING ITS PROFESSIONAL SERVICES, RUBINO ENGINEERING, INC. WILL USE THAT DEGREE OF CARE AND SKILL ORDINARILY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY MEMBERS OF ITS PROFESSION. RUBINO ENGINEERING, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN CONNECTION WITH ITS SERVICES PROVIDED AS SET FORTH IN ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, AND THESE GENERAL CONDITIONS. STATEMENTS MADE IN RUBINO ENGINEERING, INC. REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.

SHOULD RUBINO ENGINEERING, INC. OR ANY OF ITS PROFESSIONAL EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESSED OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON RUBINO ENGINEERING, INC.'S WORK, AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF RUBINO ENGINEERING, INC., ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$10,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO RUBINO ENGINEERING, INC. FOR ITS WORK PERFORMED WITH RESPECT TO THE PROJECT, WHICHEVER AMOUNT IS GREATER.

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT OR OTHERWISE, MAY BE BROUGHT AGAINST RUBINO ENGINEERING, INC., ARISING FROM OR RELATED TO RUBINO ENGINEERING, INC.'S WORK, MORE THAN TWO (2) YEARS AFTER THE CESSATION OF RUBINO ENGINEERING, INC.'S WORK HEREUNDER.

10. INDEMNITY: To the fullest extent permitted by law, Client and Rubino Engineering, Inc. each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, subcontractors, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Rubino Engineering, Inc., they shall be borne by each party in proportion to its negligence.

11. TERMINATION: This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, Rubino Engineering, Inc. shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for the completion of such services and records as are necessary to place Rubino Engineering, Inc.'s files in order and/or protect its professional reputation. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Rubino Engineering Inc. has been paid in full all amounts due for services, expenses and other related changes.

12. DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and Rubino Engineering, Inc. agree to attempt to resolve such disputes in the following manner: 1) The parties agree to attempt to resolve any and all unsettled claims, counterclaims, disputes and other matters in question through direct negotiations between the appropriate representatives of each party; 2) If such negotiations are not fully successful, the parties agree to submit any and all remaining unsettled claims, counterclaims, disputes and other matters in question to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement.

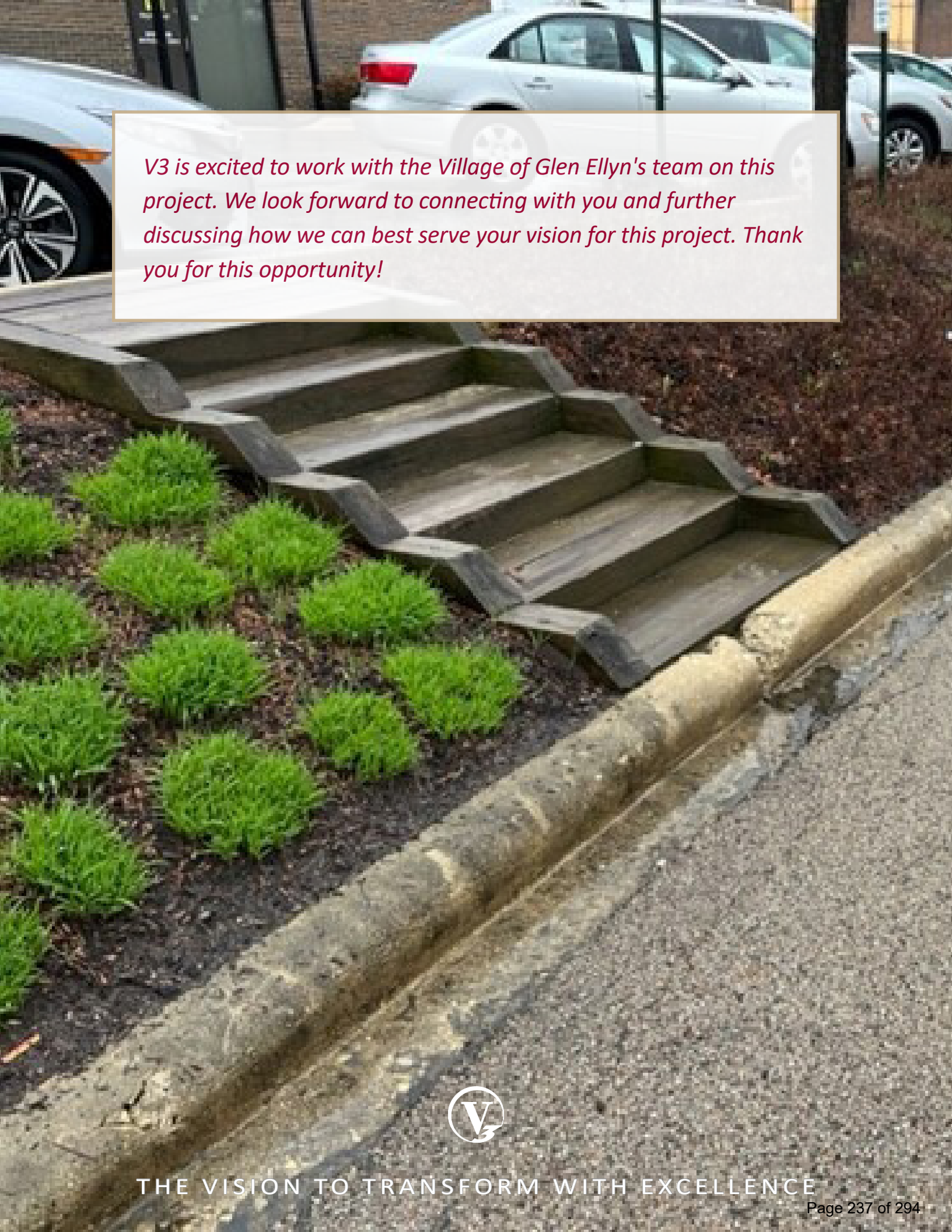
13. WITNESS FEES: Rubino Engineering, Inc.'s employees shall not be retained as expert witnesses except by separate written agreement. Client agrees to pay Rubino Engineering, Inc.'s legal expenses, administrative costs and fees pursuant to Rubino Engineering, Inc.'s then current fee schedule for Rubino Engineering, Inc. to respond to any subpoena.

14. NO HIRE: Client agrees not to hire Rubino Engineering, Inc.'s employees except through Rubino Engineering, Inc. In the event Client hires a Rubino Engineering, Inc. employee, Client shall pay Rubino Engineering, Inc. an amount equal to one-half of the employee's annualized salary, with Rubino Engineering, Inc. waiving other remedies it may have.

15. HAZARDOUS MATERIALS: Nothing contained within this agreement shall be construed or interpreted as requiring Rubino Engineering, Inc. to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA, CERCLA, or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA, CERCLA, and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.

16. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith and it is the specific intent of the parties that the terms of the General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.

17. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.



V3 is excited to work with the Village of Glen Ellyn's team on this project. We look forward to connecting with you and further discussing how we can best serve your vision for this project. Thank you for this opportunity!





Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Contract
Prepared By: Steve Warner

AGENDA ITEM (ID
2022-2261)

DOC ID: 2022-2261

Motion to authorize the Village Manager to execute a contract with J. Congdon Sewer Service, Inc. of Carol Stream, Illinois, for construction of the Park Boulevard Water Main Replacement Project in the amount of \$2,136,366.50 to be expensed to the Water Fund.

Motion to authorize the Village Manager to execute an agreement with Engineering Resource Associates of Warrenville, Illinois, for construction engineering services for the Park Boulevard Water Main Replacement Project in the not-to-exceed amount of \$127,468, to be expensed to the Water Fund.

Statement of the Issue:

This memorandum serves to provide a recommendation for the award of a construction contract for the Park Boulevard Water Main Replacement Project to J. Congdon Sewer Service, Inc. of Carol Stream, Illinois in the amount of \$2,136,367.

In addition, a recommendation is provided for the award of a construction engineering services agreement for the project to Engineering Resource Associate of Warrenville, Illinois in the not-to-exceed amount of \$127,468.

Analysis:

Construction Contract

This project involves the replacement of approximately 3,600 feet of water main along S. Park Boulevard between Marston Avenue and Taft Avenue. Please see the attached project location map for more information.

The scope of the project is as follows:

- Water main and service line replacement including valves and fire hydrants
- Select replacement of storm sewers that cross or conflict with the new water main
- Select sanitary sewer service line replacement (if in conflict with the new water main)
- Replacement of any curb & gutter, driveway approaches, or sidewalk impacted by the above work

- Spot sidewalk removal and replacement including bringing immediately adjacent sidewalk ramps to ADA compliance
- Asphalt roadway patching along water main installation trenches
- Limited asphalt roadway resurfacing at impacted intersections and lanes of traffic
- Restoration of disturbed parkway areas with sod

The existing water mains in the project area are cast iron pipe with the section between Taft Avenue and Sheehan Avenue being primarily 4" diameter pipe of circa 1910-1920; the section between Sheehan and Marston is primarily 6" diameter pipe of circa 1966. These water mains have been problematic in recent years in terms of main breaks. In addition, staff also reviewed the service, valve, and hydrant information. Based on these factors, replacement of the water mains, service lines, and installation of new valves and hydrants is included in the scope of the project.

Staff notes that the Village is now mandated to replace private lead water services as part of these projects. In summary, it is a condition of the project's water main construction permit issued by the Illinois Environmental Protection Agency. As the exact number of lead water services that will be encountered is unknown, the project includes \$35,000 for the replacement of up to five water services.

Bidding Process

The project was advertised for bid in the April 27th publication of the Daily Herald. The bid package was requested by and distributed to thirteen (13) contractors and five (5) companies specializing in preconstruction bidding/management services. Four (4) bid proposals were received and publicly opened on May 11, 2022. Bid tabulations and an Engineer's Estimate (shown below) were completed by the Village's design engineer and reviewed by staff. A summary of the as-calculated bids and engineer's estimate is as follows:

Bidder	Bid*
J. Congdon Sewer Service, Carol Stream, IL	\$2,136,367
John Neri Construction, Addison, IL	\$2,485,636
Cerniglia Company, Melrose Park, IL	\$2,551,284
Mauro Sewer Construction, Des Plaines, IL	\$2,798,992
Engineer's Estimate, ERA, Warrenville, IL	\$1,769,464
Engineer's Estimate, Glen Ellyn, IL	\$2,335,747

*Rounded to nearest dollar

The lowest bid was received by J. Congdon Sewer Service of Carol Stream, Illinois in the as-calculated amount of \$2,136,366.50 (unrounded bid amount).

As staff does not have experience in working with this Contractor, multiple contractor references were checked. Primarily positive reviews were received from the communities of Downers Grove, Palatine, and Elk Grove Village. Experiences were generally positive with the exception of minor delays in mobilizing to start the work after contract execution. Based on these factors, staff does find J. Congdon's bid as responsive, but as with all projects, close oversight is recommended for the

project. Staff took these factors into consideration as it reviewed proposals for construction engineering services which is further detailed later in this memorandum.

Construction Schedule

Construction is anticipated to commence in mid-June with completion of the project specified for October 14, 2022.

Construction Engineering Services

Engineering oversight for the project is proposed to be performed by a consultant engineering firm. Responsibilities of the engineer include conducting the preconstruction conference, general consultations/meetings, review of the project schedule, shop drawing review, spot grade checking, full time construction observation and documentation, notification and support of our residents, material testing (using a sub-consultant), pay estimate and change order processing, final inspection and project close-out, record drawing preparation, and rectification of issues that arise during the warranty period.

A Request for Proposal (RFP) for construction engineering services was issued to sixteen (16) engineering firms. Two (2) firms submitted proposals which were evaluated by staff based on the evaluation criteria within the RFP including firm information (5 pts), experience on similar projects (10 pts), project team qualifications (10 pts), ability to meet deadlines (10 pts), completeness of project approach (30 pts), additional services/tasks (5 pts), and not-to-exceed price (30 pts).

Summary of Construction Engineering Proposals			
Consultant	Total Hours	Not-to-Exceed Price	Evaluation Score
Engineering Resource Associates	1,098	\$127,468	90
Thomas Engineering Group	1,106	\$119,330	89

Staff evaluated the above proposals based on the aforementioned criteria and identified Engineering Resource Associates' (ERA's) proposal as the best and most favorable to the interests of the Village and public. Both proposals had similar project approaches and understandings, total proposed hours, and fee, but ERA proposed a notably larger share of hours by more experienced resident engineers and/or project managers.

While cost is only one factor of consideration, staff would like to elaborate that while Thomas Engineering's submitted a lower price proposal, there were notably fewer hours by individuals with more than four years of experience (131 hours compared to ERA's 348 hours). As alluded to in the Bidding Process section of this memorandum, staff feels it is important to have proper oversight of this contract, which further reiterates the need for experienced construction observation hours.

Staff believes completing the project with a more experienced team is worth the marginal difference in fee.

Based on these factors, staff recommends approval of a construction engineering services agreement with Engineering Resource Associate of Warrenville, Illinois in the not-to-exceed amount of

\$127,468.

Budget Impact:

The Water Fund included a project item for replacing water main on the subject segment of Park Boulevard. Staff notes that the below listed budgetary numbers are not based on a final design and were approximated during the planning process. As the detailed design evolved, and topographic survey and record drawings were reviewed, the complexity and cost of the project increased. This combined with recent material cost increases result in the project costs exceeding the 2022 budget.

Based on staff's cost estimate, review of the bids, and discussions with material suppliers, staff does not feel that re-bidding this project later in the year will yield a lower bid for the work. Given sufficient funds in the water & sanitary sewer fund, staff recommends advancing the project now to replace the water main. If approved by the Village Board, the recommended funding distribution is as follows:

Recommended Funding for Construction Contract				
Project Item	Funding Source	Account No.	Budgeted Funding (CY-22)	Recommended Contract Funding
Park Blvd Water Main Replacement	Water Fund	50100-580100-22003	\$1,561,785	\$2,136,367
TOTAL			\$1,561,785	\$2,136,367

Recommended Funding For Construction Engineering Services		
Funding Source	Account No.	Engineering Fee Amount
Water Fund	50100-580100-22003	\$127,468
TOTAL		\$127,468

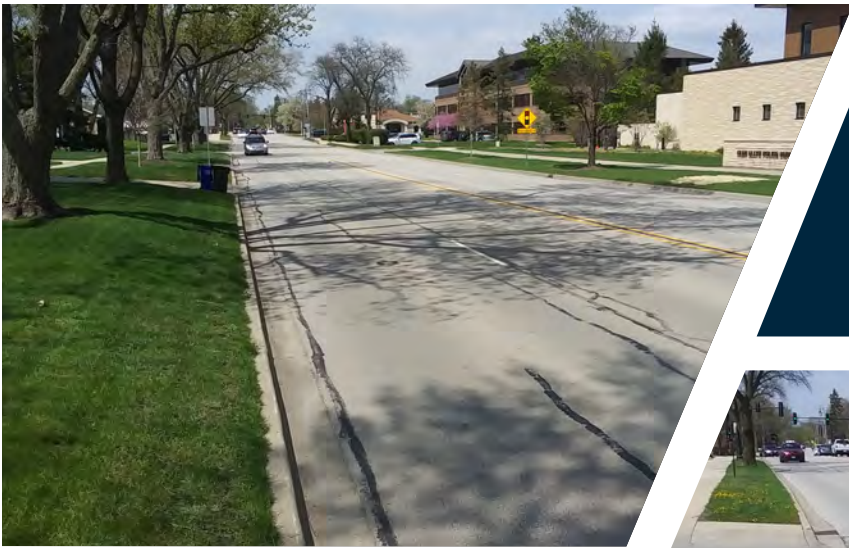
Action Requested:

Engineering staff recommends the Village Board of Trustees make the following motions at the May 23, 2022 Village Board Meeting:

1. Motion to authorize the Village Manager to execute a contract with J. Congdon Sewer Service, Inc. of Carol Stream, Illinois, for construction of the Park Boulevard Water Main Replacement Project in the amount of \$2,136,367 to be expensed to the Water Fund.
2. Motion to authorize the Village Manager to execute an agreement with Engineering Resource Associates of Warrenville, Illinois, for construction engineering services for the Park Boulevard Water Main Replacement Project in the not-to-exceed amount of \$127,468 to be expensed to the Water Fund.

Attachments:

1. Engineering Resource Associates Proposal
2. Project Location Map



ENGINEERING
RESOURCE ASSOCIATES



PRIMARY CONTACT:

Brian Dusak, PE
Project Manager/Principal
3S701 West Avenue, Suite 150
Warrenville, IL 60555
P: 630-393-3060 x1003
bdusak@eraconsultants.com

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PROPOSAL FOR:
Park Boulevard Water Main Replacement Project
Construction Engineering Services

PREPARED FOR:
Steve Warner
Civil Engineer II
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

DUE:
May 10, 2022 at 4:00 PM

WARRENVILLE | CHICAGO | CHAMPAIGN

May 10, 2022

Steve Warner
Civil Engineer II
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137

Subject: Park Boulevard Water Main Replacement Project - Construction Engineering Services

Dear Steve:

ERA is pleased to submit this proposal for the Park Boulevard Water Main Replacement Project - Construction Engineering Services. Our proposal was prepared in accordance with the Request for Proposal and our experience in providing construction engineering and observation services in the area.

ERA has over 30 years of experience as a civil engineering, structural engineering, and environmental science firm with extensive experience providing preliminary design, final design and construction phase services on municipal infrastructure, roadway, and stormwater management assignments. As detailed in our proposal, ERA has successfully designed and overseen construction of numerous projects involving water main installation.

ERA is well suited for this project because:

- We possess a great deal of knowledge and information related to the project because we completed the design documents. ERA coordinated closely with Village staff throughout the design process to develop plans, provisions and quantities associated with items that may be encountered during construction. This detailed understanding of the Village's intent for these items of work will afford ERA the ability to make responsive decisions in the field and keep the project on schedule and within budget.
- Many of our construction engineering assignments over the last three years have included water main installation and roadway rehabilitation. We have a strong knowledge of the standards and procedures required to successfully complete these types of utility and roadway projects as evidenced in our project experience section.
- We understand the importance of the public involvement process and ability to effectively communicate with residents prior to and during construction.

Our company philosophy seeks to incorporate forward thinking and money saving ideas into all our projects, making ERA a firm that stands out above the rest. Based upon our current and projected workload, we have the capacity to successfully provide construction engineering services for the Village on this project. We also have a great working relationship with the Village as evidenced in our project experience and look forward to the opportunity to continue working with the Village of Glen Ellyn and making your Village a better place to live and grow.

We appreciate the opportunity to submit our qualifications and trust that it meets with your approval. If you have any questions, please contact me at (630) 393-3060 or bdusak@eraconsultants.com.

Respectfully submitted,
ENGINEERING RESOURCE ASSOCIATES, INC.



Brian Dusak, PE
Principal / Project Manager

WARRENVILLE

3S701 WEST AVENUE, SUITE 150
WARRENVILLE, IL 60555
P 630.393.3060

CHICAGO

10 SOUTH RIVERSIDE PLAZA, SUITE 875
CHICAGO, IL 60606
P 312.474.7841

CHAMPAIGN

2416 GALEN DRIVE
CHAMPAIGN, IL 61821
P 217.351.6268



COMPANY PROFILE



Engineering Resource Associates, Inc. (ERA) is a consulting firm providing civil engineering, structural engineering, environmental science and surveying services to clients throughout Illinois, Indiana and Wisconsin. Our diverse clientele includes municipalities, park districts, forest preserves, sanitary districts, county agencies, state agencies, and private development. We have more than 30 years of experience identifying and working with a wide variety of local, state and federal funding sources. Our staff of professionals includes licensed engineers, structural engineers, surveyors, environmental scientists, certified floodplain managers, drone survey pilots, and CAD/GIS specialists.

Our firm specializes in providing comprehensive services throughout the planning, design and construction phases of engineering and environmental assignments. The following is a partial listing of the primary types of projects that have successfully been completed by our firm.

Transportation

Design & Rehabilitation of Roadways, Parking Facilities, Intersections, Traffic Signals, Lighting, & Streetscape

Municipal

In-House Government Agency Assistance including Plan Review, Capital Project Management, and General Assistance, Infrastructure Planning and Design

Construction

Construction Management, Bidding Assistance, Construction Layout, Observation, IDOT Documentation and Construction Administration

Structural

Phase I & Phase II Engineering for Design & Rehabilitation of Highway Bridges, Culverts, Retaining Walls, Dams & NBIS Bridge Inspections

Surveying and Mapping

Topographic Surveys, Boundary Surveys, UAV & Drone Surveys, Construction Layout & Geographic Information Services (GIS) Services

Parks and Recreation

Riverwalks, Sports Complexes, Golf Courses, Regional Trails & Paths, Community Parks, Open Spaces, Dog Parks, & State Park Improvements

Stormwater

Hydrologic & Hydraulic Analyses, Master Plans, Watershed Studies, Ordinance & Guidance Manuals, Storm & Sanitary Modeling, Floodplain Mapping, Stream Restoration, Levee Certification, Civil/Site Plan Reviews, Permitting Assistance & CRS Services

Environmental

Wetland Mitigation & Enhancement, Stream Bank & Shoreline Stabilization, Best Management Practices (BMPs), Natural Area Restoration, NPDES Assistance & Grant Assistance

Site Development

Design and Rehabilitation of Municipal Facilities, Education, Healthcare, Commercial and Residential

OFFICE LOCATIONS

Warrenville (Corporate Office)

3s701 West Avenue, Suite 150
Warrenville, IL 60555
Phone: (630) 393-3060

Chicago

10 S. Riverside Plaza
Suite 875
Chicago, IL 60606
Phone: (312) 474-7841

Champaign

2416 Galen Drive
Champaign, IL 61821
Phone: (217) 351-6268

Denver

7535 East Hampden Avenue
Suite 400
Denver, CO 80231
Phone: (303) 790-9500

ENGINEERS | SCIENTISTS | SURVEYORS



Experience Summary

Project Experience Summary

Below is a summary of recent projects that have been completed by ERA in the last three years that demonstrate our experience and capabilities relevant to the anticipated scope of work. A project description and client contact for each project may be found on the following pages.

1. Weber/Waverly Park Water Main, Replacement Project, City of Rolling Meadows, IL
2. 2020 Watermain Improvements, City of Elmhurst, IL
3. 18-1 Sewer and Water Main Improvements, Village of Oak Park, IL
4. Lexington Trace Development, City of Warrenville, IL
5. Everton Development, City of Warrenville, IL
6. Ridge Road Water Main and Street Improvements, Village of Villa Park, IL

Staff Experience / Resumes

A team chart and staff resumes outlining their role on this project are also included at the end of this section. Our Resident Engineers and Resident Inspectors are certified by the Illinois Department of Transportation for Construction Documentation.



Weber/Waverly Park Water Main Replacement Project

City of Rolling Meadows, IL



Project Summary

ERA provided Phase II and III Engineering Services for the Weber/Waverly Park Water Main Replacement project. The existing water system that serve the residents in these areas have exceeded its useful service life and the City will install new water main along sections of roadway within the Waverly Park subdivision and Weber Drive in advance of street resurfacing. The scope of work included the engineering for the installation of approximately 7,800 feet of 8-inch and 10-inch ductile iron water main and water service replacements within the neighborhood. Extensive coordination was required with the Village of Arlington Heights since the east half of Weber Drive is under their jurisdiction. The construction of this project was completed in summer 2020.

ERA Project Team

Brian Dusak, PE | Principal/Project Manager
 John Mayer, PE, CFM | Principal/Project Director
 Patrick Keefe, PE | Senior Project Engineer
 Michael Maslowski, PE, CFM | Project Engineer
 Chris Sedlacko | Resident Engineer

Project Reference:

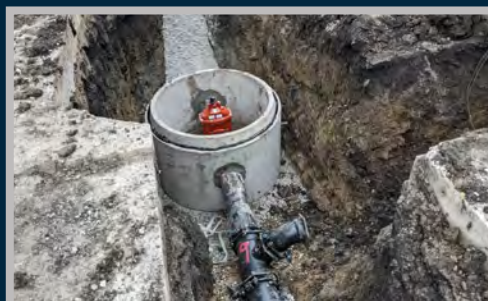
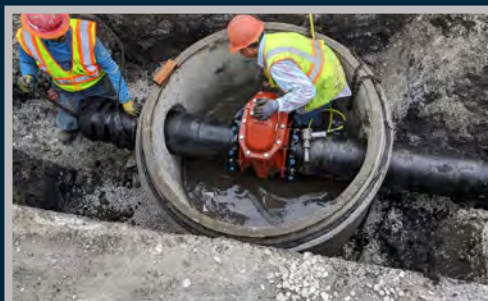
JoEllen Charlton
 Assistant Director of Public Works
 City of Rolling Meadows
 3600 Kirchoff Road
 Rolling Meadows, IL 60008
 Phone: (847) 963-0500
 Email: pw@cityrm.org

Construction Cost: \$2.3 Mil

Completed: June 2020



2020 Watermain Improvements City of Elmhurst, IL



Project Summary

ERA provided Phase III Engineering Services for the watermain replacement projects at three locations across Elmhurst. Work included replacement of approximately 7,500 feet of water main along St. Charles Road, in several residential areas, and the Arlington Cemetery. The project required significant coordination with Public Works, residents, and private businesses to maintain access and service during construction. A detour was setup and maintained for daily operation on St. Charles Road; safety was a high priority at the railroad crossing, especially as traffic configurations changed throughout the day. The work on Adele Street near the Arlington Cemetery featured multiple connections which had to be coordinated with the production facility of McMaster Carr and their private construction operations. Pavement restoration activities were coordinated to be completed prior to the start of school at the end of summer. ERA handled all documentation and payment throughout the project, as well as providing redline documents to Elmhurst for As-Built Drawings. A special focus was taken to minimize water shutoffs to accommodate stay-at-home and work-from-home orders in residential areas.

ERA Project Team

Brian Dusak, PE | Principal/Project Manager
Chris Sedlacko, PE | Resident Engineer

Project Reference:

Kent Johnson, PE
City Engineer
209 North York Street
Elmhurst, IL 60126
Phone: 630-530-3024
Email: kent.johnson@elmhurst.org

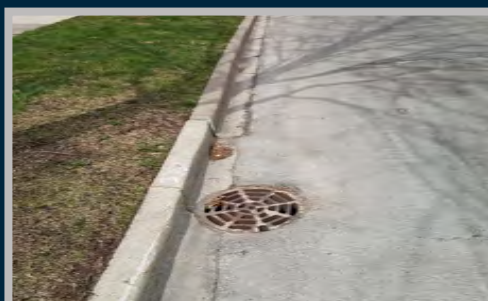
Completed: 2020

Construction Cost: \$2.5 million



18-1 Sewer and Water Main Improvements

Village of Oak Park, IL



Project Summary

ERA provided Phase I, Phase II and Phase III engineering services for the design and construction of approximately 2,400 ft of roadway along sections of Berkshire Street and Clarence Avenue within Village limits. Improvements include water main, sewer main and service replacement; curb, sidewalk and driveway patching and replacement; full depth pavement removal and replacement; parkway restoration; and other appurtenant work. Permitting coordination was required with the Illinois Environmental Protection Agency and Metropolitan Water Reclamation District. Extensive coordination was also required with adjacent schools and residents through face to face meetings as well as distribution of flyers during construction.

ERA Project Team

Brian Dusak, PE | Principal/Project Manager
 John Mayer, PE, CFM | Principal/Project Director
 Patrick Keefe, PE | Senior Project Engineer
 Marty Michalisko, PE, CFM | Principal/Senior Stormwater Engineer
 Ravi Patil | Resident Engineer

Project Highlights:

- Accelerated Schedule
- Phase I, II, and III Engineering Services Provided
- Extensive Permitting Required through IEPA and MWRD

Project Reference:

Bill McKenna
 Village Engineer
 123 Madison Street
 Oak Park, IL 60302
 Phone: (708) 358-5728
 Email: BMcKenna@oak-park.us

Engineer's Estimate: \$2.5 Mill

Construction Cost: \$2.4 Mill

Start/Completion Date:

Fall 2018 / Summer 2019



Project Summary

ERA originally provided stormwater management reviews and then construction oversight for this 25-acre private development located just west of State Route 59 with access off State Route 56. The development was adjacent to several 50-year-old residences and church. Extensive coordination and communication with these residents and church was required to keep them adequately informed. Construction observation services were provided for all the public improvements, stormwater facilities and environmental best management practices. These included the installation of approximately 2,500 feet of storm sewer, sanitary sewer, and watermain. Installation of roadways, sidewalks, ADA ramps and curbs. ERA oversaw the construction of two wetland bottom detention facilities, floodplain mitigation work, and on-site wetland mitigation. Because this was a private development the schedule was dictated by the developer and at times was very aggressive. Despite being a private development, the City requested that we measure and document quantities and approve payments to the contractor. Our team depth and flexibility were key to addressing the developers schedule assisting in a successful development.

ERA Project Team

Marty Michalisko, PE, CFM | Project Director
 Brian Dusak, PE | Project Manager
 Mike Maslowski, PE, CFM | Review Engineer/Resident Engineer
 Andy Johnson | Resident Engineer
 Mitch Plonka | Resident Inspector
 Brad Earnest | Erosion Control Inspector

Project Highlights:

- Added staff to accommodate an aggressive developer schedule during summer months
- Worked with City and State in widening State Route 56
- Oversight of the installation of 2,500 feet of storm sewer, sanitary sewer, and watermain
- SWPPP inspections after significant rainfall events
- Extensive coordination and communication of schedule and activities with the City, adjacent residents, developer, and contractors

Project Reference:

Philip M. Kuchler, PE, CFM
 Public Works Director
 City of Warrenville
 3S258 Manning
 Warrenville, IL 60555
 Phone: (630) 836-3033
 Email: pkuchler@warrenville.il.us

Completion Date:

2021

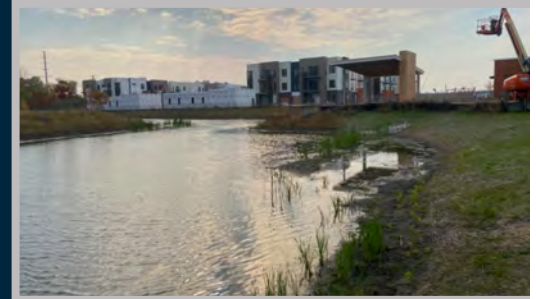


Project Summary

ERA originally stormwater management reviews and then provided construction oversight for this 15-acre private development located just south of Butterfield Road with access off State Route 59. The development was adjacent to a 50-year-old subdivision with vocal residents. Extensive coordination and communication with these residents were required to keep them adequately informed. Construction observation services were provided for all the public improvements, stormwater facilities, and environmental best management practices. These included the installation of approximately 1,500 feet of storm sewer, sanitary sewer, and watermain. Installation of roadways, traffic signals, bike paths, sidewalks, ADA ramps, and curbs. ERA oversaw the construction of a 4-acre-foot wetland bottom detention facility and floodplain mitigation work. Because this was a private development the schedule was dictated by the developer and at times was very aggressive. Our team depth and flexibility were key to addressing the developers schedule assisting in a successful development.

ERA Project Team

Marty Michalisko, PE, CFM | Project Director
 Brian Dusak, PE | Project Manager
 Mike Maslowski, PE, CFM | Review Engineer/Resident Engineer
 Andy Johnson | Resident Engineer
 Mitch Plonka | Resident Inspector
 Brad Earnest | Erosion Control Inspector



Project Highlights:

- Added staff to accommodate an aggressive developer schedule during summer months
- Worked with City and State in widening State Route 59 and installing a bike path
- Oversight of the installation of 1,500 feet of storm sewer, sanitary sewer, and watermain
- SWPPP inspections after significant rainfall events
- Extensive coordination and communication of schedule and activities with the City, adjacent residents, developer, and contractors

Project Reference:

Philip M. Kuchler, PE, CFM
 Public Works Director
 City of Warrenville
 3S258 Manning
 Warrenville, IL 60555
 Phone: (630) 836-3033
 Email: pkuchler@warrenville.il.us

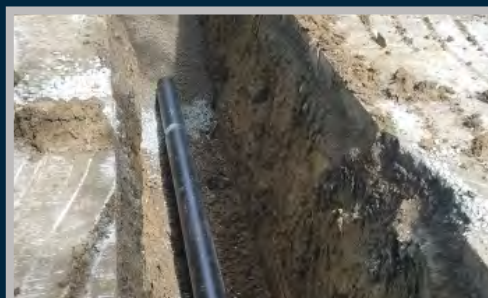
Completion Date:

2020



Ridge Road Water Main and Street Improvements

Village of Villa Park, IL



Project Summary

ERA worked with the Village of Villa Park to provide Phase III construction engineering services for Ridge Road Water Main and Street Improvements. The project consisted of the reconstruction of Ridge Road and the replacement of the water main for a length of 1,125 feet. Additional work items included adjustment of drainage structures, sidewalk reconstruction and parkway restoration, etc. The project was funded with Federal CDBG Funds which required extensive documentation. ERA was responsible for preparing weekly reports, conducting employee interviews and coordinating submittals with DuPage County DOT.

ERA Project Team

Brian Dusak, PE | Project Manager/Principal
John Mayer, PE, CFM | Project Director/Principal
Marty Michalisko, PE, CFM | Senior Stormwater Engineer/Principal
Charlie Harrison | Resident Engineer

Project Highlights:

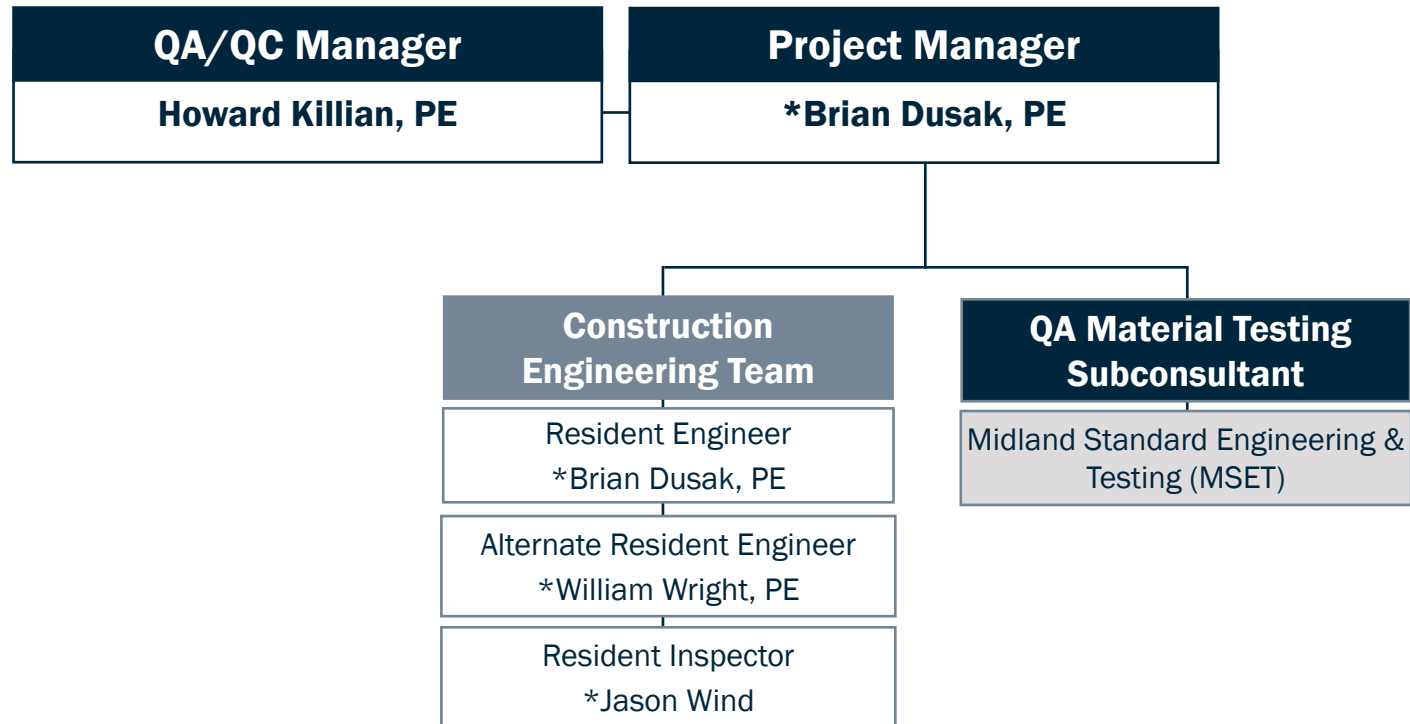
- Accelerated Schedule
- Phase I, II, and III Engineering Services Provided
- Project completed with Federal CDBG Funds

Project Reference:

Kevin L. Mantels
Civil Engineer II
Public Works Department
20 South Ardmore Avenue
Villa Park, Illinois 60181
Phone: (630) 834-8505
Email: kmantels@invillapark.com

Construction Cost: \$650,000

Completion Date: Fall 2018





Brian Dusak, PE
Project Manager/Resident Engineer

Project Experience:

Weber/Waverly Park Water Main Replacement Project, City of Rolling Meadows, IL - Project Manager provided Phase II Engineering Services for the Weber/Waverly Park Water Main Replacement project. The City needed to install a new water main along sections of roadway within the Waverly Park subdivision and Weber Drive in advance of street resurfacing. Patrick provided the phase II design of approximately 7,800 feet of 8-inch and 10-inch ductile iron water main and water service replacements within the neighborhood. Extensive coordination was required with the Village of Arlington Heights since the east half of Weber Drive is under their jurisdiction. The construction of this project will be completed by summer 2020.

Roosevelt Road Water Main Improvements, Glen Ellyn, IL - Project Manager for Phase II design and Phase III construction engineering for the installation of approximately 1,600 feet of 8-inch diameter water main. The Village of Glen Ellyn currently owns and operates cast iron water mains with an extensive break history within easements along State right-of-way. Due to limited right-of-way along Roosevelt Road and the fact that IDOT would not allow the installation of utilities under their pavement, the Village and ERA coordinated with the developers of the property south of Roosevelt Road to secure the necessary easements to facilitate the installation of the new water main. In addition to providing a new, more reliable source of water for the Village, it will allow for new properties within the development to easily connect to it in the future.

Oak-Illinois-Western Water Main Improvements and Western Avenue Roadway Reconstruction Project, Northbrook, IL - Project Manager for Phase I, II and III engineering services for the replacement of water main along Oak Avenue, Illinois Road and Western Avenue in the Village of Northbrook. Work also included complete reconstruction of approximately 3,100 feet of Western Avenue. Approximately 12,400 feet of new water main replaced the existing cast iron mains that had an extensive break history. The project corridor is lined with primarily residential properties and is also home to Wescott School on Western Avenue. Coordination with residents and District 30 staff was continuous throughout design and construction in an effort to minimize impacts to the school's schedule and operations.

Maple Lane and Armstrong Lane Water Main Improvements, Elk Grove Village, IL - Project Manager for Phase II design engineering services for the replacement of approximately 2,700 feet of 6-inch diameter water main with new 12-inch diameter water main within the residential street corridors along Maple Lane and Victoria Lane. Design services began in early 2018 and were fast-tracked so the project could be advertised by mid-March 2018. A 100-foot long steel casing pipe was designed to be jacked under triple 10' x 4' box culverts under Elk Grove Boulevard and around several other utilities to allow for traffic to be maintained along Elk Grove Boulevard.



Education/Certifications:

- Bachelor of Science, Civil Engineering
University of Illinois - 2004
- PE - IL - 062-062144, 2009
- Documentation of Contract Quantities Course- May 2021 (21-18967)
- ADA PROWAG Requirements Class

Areas of Expertise:

- Transportation projects including roadway/bridge for design through construction
- Construction engineering for federally funded projects
- IDOT Documentation procedures
- Expert in ADA/PROWAG requirements
- Phase I, II and III engineering of storm sewer improvements, culvert crossing, detention basins, public ROW improvements
- Permitting process of federal, state and local permitting agencies
- Bike trail design by incorporating AASHTO and BDE criteria

Years of Experience:

- 18 years, 18 with ERA

ENGINEERS | SCIENTISTS | SURVEYORS



Brian Dusak, PE
Project Manager/Resident Engineer

Project Experience Continued:

Parkside/Summerdale Roadway and Infrastructure Improvements, Glen Ellyn, IL – Senior Project Engineer provided Phase I and II design services for this reconstruction project located within the Village of Glen Ellyn. Project involved the installation of 3,800 feet of new storm sewer, 5,600 feet of PVC water main, lining of existing sanitary sewer, 7,000 feet of road reconstruction and resurfacing within a residential neighborhood. Due to excessive speeding and truck traffic attempting to avoid the traffic signals at nearby intersections, the village's first turning circle was incorporated into the design for traffic calming purposes. This village-funded project was awarded APWA's Suburban Branch 2010 Project of the Year.

Water Main Replacements 2015, Wheaton, IL – Project Manager for Phase I and II engineering services for the replacement of water main at various locations throughout the City of Wheaton and the reconstruction of approximately 1,700 feet of roadway. The project includes approximately 5,400 feet of new water main to replace existing mains that have exceeded their useful service life. New main was installed within residential and commercial subdivisions and along major transportation corridors under County and State jurisdiction. Extensive multi-agency coordination was required with the City, IEPA, DuPage Division of Transportation and IDOT.

Iroquois Court Sewer & Water & Extensions Project, Warrenville, IL – Project Manager for Phase I, II and III engineering for the public sanitary sewer extension, water main extension and pavement reconstruction for the Iroquois Court neighborhood. These residences currently rely on individual wells and septic systems for service. The work includes approximately 1,300 feet of directionally drilled 8-inch diameter water main; 1,450 feet of open cut 8-inch diameter sanitary sewer; 1,600 feet of open cut 12-inch diameter storm sewer; and 5,300 square yards of full pavement reconstruction.

15-13 Water and Sewer Main Improvements, Oak Park, IL – Project Manager for Phase I, Phase II and Phase III engineering services for the design and construction of approximately 2,500 feet of roadway along sections of Kenilworth, Harvey and Taylor Avenues within Village limits. Design and construction had an accelerated schedule so improvements along Kenilworth and Harvey may be constructed while school was not in normal session. Improvements included water main, sewer main and service replacement; curb, sidewalk and driveway patching and/or replacement; full depth pavement removal and replacement; parkway restoration; and other appurtenant work. Extensive permitting coordination was required with the Illinois Environmental Protection Agency and Metropolitan Water Reclamation District.

Professional Experience:

- Engineering Resource Associates
Project Manager /Project Engineer/
Resident Engineer (2004-Present)
- Engineering Resource Associates
Engineering Intern (2002, 2003)

Special Training:

- IDOT Traffic Signal and Street lighting Design
- IDOT ICORS Training

Professional Awards

- American Public Works Association
Chicago Metro Chapter
2014 Donald C. Stone Award for Excellence in Education



William Wright, PE Alternate Resident Engineer

Project Experience:

Village Green Storm Sewer, Village of Glen Ellyn – ERA provided part-time construction engineering services for the installation of approximately 1,200 feet of storm sewer through Village and Park District property. The new sewer was installed to replace the existing drainage system that had previously failed, and special care was required when constructing the sewer between wetland areas. Other work included the installation of a wood chip path and other minor restoration activities to complete the project.

Great Western Trail, Sycamore Park District – Resident Engineer for a federally funded 4,100-foot extension of the Great Western Trail from the Sycamore Forest Preserve across the Kishwaukee River towards downtown Sycamore. The project features a 200-foot steel truss pedestrian bridge, two timber bridges, and 130 feet of timber boardwalk. Construction Engineering services included IDOT letting assistance, project coordination, shop drawing review, construction layout, and review of the Regulated Substances Pre-Construction Plan (RSPCP). ERA provided tree removal oversight, pile driving oversight and bearing calculations, abutment and approach slab inspection, timber boardwalk inspection, storm sewer installation, HMA paving, and full site restoration. Phase III documentation included maintenance of a project diary, measuring quantities, material certification, authorizations of contract changes, and monthly progress payments utilizing IDOT's new CMMS documentation software. ERA also assisted in securing federal ITEP funding for this project as well as Phase 1 design approval for a future 2,400-foot trail extension.

***Industrial Street Improvements Fleet Management Area, CDOT** – Will served as the Construction Engineer for this \$3.5 million project, which consisted of street improvements of the fleet management area (arterial and/or industrial streets) between west North Avenue and west Willow Street and north Throop Street and north Elston Avenue. The project included roadway removal; sidewalk and curb and gutter removal; special excavation; granular subbase; PCC roadway, driveway, and alley pavements; storm sewer; sidewalks; ADA curb ramps; street signage; pavement marking; striping; and traffic control.

***Citywide ADA Ramp Program, CDOT** – Resident Engineer responsible for construction supervision of ADA compliant sidewalk ramps throughout the City of Chicago. Work included coordination of several contractors/subcontractors, documentation of contract quantities, supervision of field inspectors, preparation of pay estimates, and generation construction change orders.

***2010 Industrial Streets Reconstruction Program-Central Area, CDOT** – Worked as Resident Engineer for this project which included the reconstruction of a total of 1.5 miles of industrial streets at six different locations. The project included ADA ramp construction, pavement reconstruction, drainage work, PCC C&G and sidewalk, landscaping, and pavement marking.

***Western Avenue, University Park, IL, Will County Highway Department** – Senior Field Engineer for this project which including HMA resurfacing, construction of new turning lanes, traffic signal work, and drainage improvements.

***County Line Road, Joliet, IL, City of Joliet** – Project Manager/ Senior Field Engineer for roadway project, which included construction of new turning lanes, grading, and associated drainage improvements.

**Note: These projects were completed prior to joining ERA.*



Education/Certifications:

- Bachelor of Science in Civil Engineering, University of Illinois, Urbana / Champaign, 1981
- Master of Business Administration, University of Illinois, Urbana / Champaign, 1983
- Professional Engineer, Illinois (License # 062-044088, 1990)
- IDOT Documentation of Contract Quantities (Cert #21-18881, Exp. 5/18/2025)

Professional Training:

- IDOT HMA Level I/II/ III
- IDOT PCC Level I/II
- IDOT Density Tester Course
- IDOT Mixture Aggregate Technician Course
- IDOT S-33 Soils / Geotechnical Engineering Course
- ISO 9000 quality Auditor
- OSHA Construction Safety Coordinator

Years of Experience:

- 34 years



William Wright, PE
Alternate Resident Engineer

Project Experience Continued:

***Taylor Street Bridge Reconstruction over I-90/94, Circle Interchange, IDOT Contract 60W30** — Senior Field Engineer for this \$18 Million Project. Work included removal and replacement of the existing Taylor Bridge, retaining wall construction, hydroscarification/latex overlay of the Taylor entrance ramp to NB existing light tower, roadway reconstruction, drainage work, sidewalk/C&G/driveway payment, landscaping, signage, and pavement marking installation.

***Reconstruction of WB I-290 Auxiliary Lanes from Peoria to Racine, Jane Byrne (Circle) Interchange, IDOT Contract 60X61** — Worked as Senior Engineer for this \$35 Million project. The project included WB I-290 expressway auxiliary lane construction, retaining wall/noise wall construction, new concrete barrier wall, installation of new drainage system including 78inch main drain, lighting, ITS, and water main construction.

***Peoria St. Bridge Reconstruction over I-290/ CTA Blue Line (FAI 290 Circle Interchange Project), IDOT Contract 60W29** — Senior Field Engineer for this \$27 million contract. Work included bridge replacement, roadway reconstruction, CTA station rehabilitation, lighting, siphon installation. Extensive coordination with multiple Circle interchange contracts.

***IDOT Contract 60X79 I-290 EB Ramp to I-90.94 NB, Jane Byrne (Circle) Interchange** — Worked as a Senior Engineer for this \$37 Million project. Contract work included removal of the existing EN ramp, construction of 3 span EN ramp (utilizing a combination of traditional drilled shafts & micropiles, and curved steel girders), modification to Pier 1 of the NE Ramp, construction of 3 MSE walls and 2 drilled soldier pile walls, extensive drainage work (including jacked in place 78" storm sewer and junction chamber construction), Roadway reconstruction, construction of a CTA Bus Turnaround, CTA building demolition, lighting, and ITS work.

***Thorndale Ave Bridge over Salt Creek, IDOT** — QC Material Coordinator for the removal and replacement of this structure. Prepared MI654/655 reports, and supervised materials technicians in the field/laboratory.

***Morgan St. Bridge Reconstruction of I-290/CTA Blue Line (FAI 90/94 Circle Interchange Project), IDOT Contract 60W25** — Materials Coordinator of this \$20 Million Contract. Work included bridge removal and replacement, approach work, underpass, and roadway lighting, retaining wall construction, traffic signal installation, water main work including riser shaft installation, and drainage work.

***IDOT Contract 62B78, Pump Station #4 Reconstruction** — Will worked as Senior Engineer for this \$46 Million reconstruction of Pump Station #4 adjacent to I-290 and the Des Plaines River. The improvement includes mechanical work consisting of removal of existing pumps including motors, fabricated metal, bowls, impellers, heating and ventilation equipment, piping for recirculation system and electrical distribution, control, instrumentation, intrusion, conduit and wiring, electrical work including a new electric service to the facility, incorporating new exterior transformers and modification of the existing Supervisory and Data Acquisition (SCADA) System.

**Note: These projects were completed prior to joining ERA.*



Jason Wind
Resident Inspector

Project Experience:

Water Main installation, Elmhurst, IL – Construction Engineer for the installation of approximately 4,700 LF of 8" ductile iron water main, including complete service replacement, totaling \$1.7 million. Work included observing and documenting the contractor's work. Quantities were compiled and contractor invoices were reviewed for payment. Jason also performed the as-built survey for the new main line water main including all connection/fitting locations with a GPS rover.

Road & Sidewalk Programs, Schaumburg & Yorkville, IL – Construction Engineer assisted with observation of each of these City's road and sidewalk improvements. Work included sidewalk replacement for ADA compliance, curb and gutter removal and replacement, and roadway milling and paving. Other tasks included performing preconstruction quality checks of the roads using Go Pro video, resident notifications, continued monitoring of contractor's progress and project budget.

Lift Bridges Repair & Networking, Joliet, IL – Construction Engineer responsible for observing contractor's work associated with installation of a new fiber optic system connecting all the City's bridges to one system. Work primarily included measuring and documenting quantities, creating IDRs, and compiling pay estimates for fiber optic cable, conduit, excavation/backfill, sidewalk removal and replacement, and paving. Work also included traffic control inspections and reports to ensure correct traffic control standards were used by the contractor during the course of the work.

ComEd Fiber Optic Tower Installation – Construction Engineer responsible for calling in and monitoring required lane closures for wire pulls and tower construction for 35 towers along I-294. Work included documenting tower construction progress, manpower, and equipment and recording previous tower foundation removal and proposed tower foundation install with GPS rover.

Road Program, Elgin, IL – Construction Engineer responsible for observing storm and sanitary sewer installation as part of the City's Road Program.

Storm Basin & Erosion Control Inspections, Yorkville, IL – Engineer responsible for creating inspection reports noting clogged flared ends, erosion, algae, excess vegetation growth, and invasive species.

**Note: These projects were completed prior to joining ERA.*

Education/Certifications:

- Bachelor of Science - Engineering, Civil Engineering, Southern Illinois University Carbondale, 2018
- IDOT Documentation of Contract Quantities, March 2020
- FE Certified
- Soil Erosion & Sediment Control Module I&III Certified – Spring 2021

Professional Training:

- Intermediate Proficiency in AutoCAD
- Proficient in Survey work with Trimble R6 model 4 w/ TSC3 data collector

Years of Experience:

- 3 years



Project Approach

Project Understanding

The Village of Glen Ellyn will be completing approximately 4,280 feet of water main and water service replacement along Park Boulevard between Taft Avenue and Marston Avenue this construction season. The project will also include select sewer adjustments and replacements; various pavement removals; concrete curb and gutter and sidewalk replacement; PCC and HMA driveway replacement; HMA pavement replacement; and landscape restoration.

The construction contract letting will be held on May 11, 2022. Construction is anticipated to begin in June with a final completion date of October 14, 2022. The project includes a 1-year warranty period and engineering services will continue through that warranty period. As part of the Park Boulevard Water Main Replacement Project, the Village of Glen Ellyn desires to retain a consulting firm to provide construction engineering services including attendance at meetings, site observation, project documentation, and providing QA material testing.

Project Elements and Approach

The Park Boulevard Water Main Replacement Project will present several challenges and unique issues. The following is a summary of our understanding of the primary project elements and our approach to address them and ensure the successful completion of the project.

1. **Public Involvement Plan** – ERA uses a neighborhood friendly engineering approach to our projects. We consider impacts to adjacent properties and review the specifications that may require the contractor to minimize impacts. We go the extra mile to communicate through new technologies or simply old-fashioned ones to get the word out to those impacted by construction. A service we have provided to clients successfully on past projects is creating and maintaining a website for the purposes of engaging the public and keeping them informed of project progress. The website could have several sections including pages for information on the project and an update section where progress will be reported. ***This may prove to be an incredibly useful tool considering Park Boulevard is home to Park View Elementary School, The Village Links of Glen Ellyn, and the Glen Ellyn Police Department.*** ERA can draft the website design and finalize the design after input from the Village and other stakeholders. Public outreach efforts could include:
 - a. Maintaining a Facebook page that is directly linked to the created website.
 - b. Creating events on the Facebook page to disseminate information to the public.
 - c. Using Facebook boosts to engage the public in and around the project area, showcase events, and highlight updates.
 - d. Maintaining an email list that people can sign up for from the project website. This email list will allow for email blasts to remind people of upcoming meetings and events as well as showcase progress.
 - e. Analyzing the results of the boosts to help determine the most effective methods in engaging public interest in the project.
2. **Village Familiarity** – ERA has successfully provided design and construction engineering services for the Village and understands the Village's expectations when it comes to overseeing the construction of a project. We recently provided construction engineering services for the Village's Roosevelt Road Water Main Improvements. The construction team ERA is proposing for this project is very familiar with water main installation projects as is reflected in our resumes and project experience section.

3. **Traffic Control** – Park Boulevard is a well-travelled road; therefore, traffic control will need to be closely monitored throughout construction. In addition to the new main being installed within the pavement limits, there are numerous proposed cross connections to the new main that will likely impact traffic. Traffic control and Maintenance of Traffic will be a primary talking point during the pre-construction meeting.
4. **Tie-In Locations** – Extensive coordination with Park View Elementary School, The Village Links of Glen Ellyn, Glen Ellyn Police Department, and others will be required to facilitate the water service change over during construction. There are numerous other tie-in locations to side streets as well which will require thoughtful consideration when scheduling shutdowns to minimize impact to residents.
5. **Pavement Composition** – The existing pavement along Park Boulevard ranges from 11- to 19-inches thick. This is an item that will be discussed at the pre-construction meeting to confirm the contractor is aware of this situation and to discuss their approach to removing the pavement prior to water main installation. One option, in lieu of sawcutting and removal, may be to grind the existing pavement and leave in place. The grindings can then be removed as water main installation progresses. Some of the grindings could potentially be reused to cap the trench until paving operations are completed. An added benefit of asphalt grindings is that they typically help control dust better than CA-6 aggregate backfill.
6. **Tree Preservation & Water Service Installations** – There are a significant number of mature trees within the project area that will need to be protected during construction. ERA will work with the Village to identify tree protection requirements prior to construction so this information may be relayed to the contractor. **ERA will also work with the Village and Contractor to determine appropriate locations for new water service taps/lines to minimize impacts to trees.** Our Resident Engineers and Inspectors understand the importance and value trees provide for the surrounding public and environment; therefore, we will monitor the contractor's efforts regarding tree protection closely during construction. Any corrective actions will be relayed to the contractor in a timely manner.

Work Plan

ERA will provide construction engineering services in accordance with the scope of services outlined in the RFP and the following work plan. **Items in bold include additional tasks not identified in this RFP that we feel will provide value to the project.**

1) Project Start up

- a. Review bidding/contract documents and engineering drawings
- b. Develop and distribute regular Project Notifications.
- c. Confirm drawings and specifications include all modifications to the documents including all addenda.
- d. Assemble Quantity and IDR books utilizing Village or IDOT forms as required.
- e. Perform walk through with Village to identify and define tree protection requirements.**
- f. Make copies of pay request, change order, quantity book and IDR templates needed for proper documentation.

2) Meetings and Coordination

- a. Attend Pre-Construction meeting with contractor, sub-contractors, Village of Glen Ellyn staff, utility companies, and other pertinent parties.
- b. Conduct Project Informational Meeting with impacted property owners and other stakeholders.



Project Approach

- c. Utility coordination (Nicor, ComEd, AT&T, Comcast, etc.)
- d. Conduct weekly construction progress meetings.

3) Submittal Reviews

- a. Review shop drawings and other submittals from the project contractor for conformance with the requirements of the contract documents. Notify the Village of Glen Ellyn of any deviations or substitutions. With the notification, provide the Village with a recommendation for acceptance or denial, and request direction from the Village regarding the deviation or substitution.
- b. Review of Pre-Construction Videos to ensure project site conditions have been adequately documented prior to the start of construction.

4) Construction Observation

- a. Provide one part-time resident engineer and one full-time resident inspector for the anticipated construction period between June 6, 2022 and October 14, 2022. For construction observation, we are anticipating an average of 2 hours per working day for our part-time Resident Engineer and 8 hours per working day for our full-time Resident Inspector.
- b. Serve as the Village's liaison with the contractor primarily through the contractor's superintendent, public/private utilities, and various jurisdictional agencies regarding adjustments/relocations.
- c. Identification of required spot curb/gutter and sidewalk repairs within the project corridor
- d. Review contractor's progress and adherence to project schedule.
- e. Answering questions and resolving issues and concerns from impacted property owners.
- f. Provide weekly updates to Village staff.
- g. Record data received, maintain a file of drawings and submissions, and check construction for compliance with them.
- h. Advise the Village when it is necessary to disapprove work or material as failing to conform to the contract.
- i. Arrange required material testing with our material testing consultant, MSET.
- j. Assist with handling of issues associated with off-site disposal of excavated material (CCDD, special waste, etc.)
- k. Permit coordination (IEPA, SWPPP, Glen Ellyn Stormwater Certification)
- l. Review monthly progress, prepare a monthly report to be approved by the Village and distributed to the interested parties.
- m. Review schedule with contractor on a daily basis and require contractor to update schedule on a weekly basis, as necessary.
- n. Verify construction layout performed by the contractor.
- o. Daily review and inspection of traffic control and erosion control items including completion of a weekly barricade check report and the NPDES erosion control site monitoring report.
- p. Maintain a database of names, addresses, and telephone numbers of subcontractors, contractors, suppliers, utility companies, and other entities involved with the project.
- q. Material deliveries will be checked against approved submittals and for proper storage in advance of installation. The resident engineer will alert the Contractor's field superintendent of unapproved materials or equipment and advise the Village of Glen Ellyn of such occurrences.

5) Material Testing

- a. Construction material testing services will be provided by our sub-consultant, MSET. MSET will perform laboratory testing on materials, sample hot-mix asphalt and concrete materials for compaction and

properties and observe HMA and PCC paving operations.

6) Documentation

- a. Resident engineers and inspectors at ERA follow procedures for IDOT Documentation of Contract Quantities unless otherwise directed by the Village.
- b. Track and measure contract pay item quantities using Inspector's Daily Reports.
- c. Keep and maintain a daily diary summarizing contractor operations, coordination activities, weather, project issues, etc.
- d. Collect and file material tickets.
- e. Prepare weekly reports.
- f. Development and enforcement of Stormwater Pollution Prevention Plan (SWPPP) to ensure compliance with IEPA NPDES Permit.
- g. Submit project documentation to ERA office for use in reviewing contractor pay request.
- h. Track contractor time and materials expended on extra work items.
- i. Digital photos of construction activities will be taken to supplement reports.

7) Pay Request and Change Order Review

- a. Review applications for payment and compare to documentation records on a monthly basis.
- b. Submit pay requests to Village with a recommendation for payment.
- c. Review change order documentation and justifications.
- d. Forward change order recommendations to Village staff.

8) Project Close-out

- a. Prepare a list of items for correction by the contractor.
- b. Review testing results and incorporate into punch list.
- c. Work with Village staff to incorporate items into the punch list.
- d. Work with contractor to complete all punch list items in a timely, responsive manner.
- e. Determine if the project has been completed in accordance with the contract documents and if the contractor has fulfilled all obligations.
- f. Coordinate with contractor on record drawings on which all changes to the original plans are noted.
- g. Update AutoCAD files to reflect as-built conditions.
- h. Final record drawings and other final documentation will be submitted to the Village. One (1) electronic copy of the as-built topographical survey and engineering drawings detailing the as-built conditions will be provided to the Village.
- i. Provide final status of project budget.
- j. Turn over a complete and well-organized job box to the Village.
- k. Complete a Warranty Inspection to identify and direct Contractor to address any issues that arise during warranty period (up to 1 year beyond date of final payment to Contractor)



Project Approach

Anticipated Project Schedule

It is our understanding that the construction contract letting for this project is May 11, 2022. The Village anticipates entering into a Consultant Services Agreement (CSA) for this assignment at the May 23, 2022 Village Board meeting in unison with concurrence of the construction contract award for the project. If approved, execution of the agreement would follow with construction engineering services commencing immediately thereafter. It is anticipated that construction will commence in June 2022 with a final completion date of October 14, 2022.

Village Board Consideration of CSA	May 23, 2022
Project Startup	May 24, 2022
Begin Construction (anticipated)	June 6, 2022
Final Completion Date	October 14, 2022
As-Built / Record Drawings to Village	December 30, 2022
Project Close-Out and Warranty Period	October 31, 2023

ERA has the staff and resources available to fully staff the project for the duration of the construction. If the project schedule or scope of services changes, we have additional staff and resources available to accommodate the project. Our experience on similar assignments and ability to shift staff and resources will contribute to the ultimate success of this project.



Cost Summary

Cost Summary

Fees for construction engineering services described in this proposal are based on an hourly multiplier of 2.80 times direct staff payroll rates. Direct costs will be charged at their actual rate incurred with no markup.

Detailed summaries of anticipated hours and fees and average hourly payroll rates are included on this and the following pages to support our Not-To-Exceed cost as outlined below.

Not-To-Exceed Cost

	<u>Man Hours</u>	<u>Amount</u>
Construction Engineering	1,098	\$115,069.00
Direct Costs		\$12,399.00
Total, Not-To-Exceed	1,098	\$127,468.00

Hour Summary

Village of Glen Ellyn
Park Boulevard Water Main Replacement Project

Prepared By:
 Engineering Resource Associates, Inc.
 May 10, 2022

Multiplier Rate: **2.80**

PD = Project Director
 DES = Director of Environmental Services
 PM = Project Manager
 RE = Resident Engineer
 RI = Resident Inspector
 ES = Environmental Specialist
 LS = Land Surveyor
 CC = Survey Crew Chief
 FT = Survey Field Technician
 CT = Cadd Technician

Task	Charge Rate:	Staff Title:	PD \$196.00	PM \$168.00	RE \$145.60	RI \$89.60	LS \$140.00	CC \$106.40	FT \$89.60	CT \$123.20	Hours	Fees
Construction Engineering												
1. Project Startup			0	4	8	16	0	0	0	0	28	\$3,270
2. Meetings and Coordination			2	8	8	16	0	0	0	0	34	\$4,334
3. Submittal Reviews			0	0	4	8	0	0	0	0	12	\$1,299
4. Construction Observation			0	0	170	680	0	0	0	0	850	\$85,680
5. Material Testing			0	0	4	8	0	0	0	0	12	\$1,299
6. Documentation			2	4	8	24	0	0	0	0	38	\$4,379
7. Pay Request and Change Order Review			0	12	4	8	0	0	0	0	24	\$3,315
8. Project Closeout			0	8	16	24	4	0	24	24	100	\$11,491
Construction Engineering Subtotal:			4	36	222	784	4	0	24	24	1098	\$115,069
Direct Costs												
Vehicle Charge (\$45/day * 85 days)												\$3,825
Printing												\$0
QA Material Testing												\$8,574
Shipping												\$0
Subtotal, Direct Costs												\$12,399
Project Totals												\$127,468

Construction Observation Hours:

Resident Engineer Part-Time June 6, 2022 to October 14, 2022

85 work days x 2.00 hrs/day = 170 hours

Resident Inspector Full-Time June 6, 2021 to October 14, 2022

85 work days x 8.00 hrs/day = 680 hours

Total Observation Hours

850 hours

MIDLAND STANDARD ENGINEERING & TESTING, INC.

410 Nolen Drive
South Elgin, Illinois 60177
(847) 844-1895 f (847) 844-3875

May 7, 2022

Mr. Brian Dusak
Engineering Resource Associates, Inc.
3s701 West Avenue
Suite 150
Warrenville, Illinois 60555

Re: **Quality Assurance** Inspection and Testing Services
Park Avenue Watermain Replacement
Glen Ellyn, Illinois

Dear Mr. Dusak:

We have prepared this unit rate proposal to provide Quality Assurance services for your project in Glen Ellyn, Illinois. In this proposal we have included rates for personnel, equipment and materials to conduct field inspection for earthwork, field inspection of subgrade soils and backfill, portland cement concrete and hot mix asphalt, laboratory testing and documentation required.

We propose to provide the necessary inspections and testing using experienced, certified personnel and recognized test procedures developed by IDOT, ASTM, AASHTO, ACI, etc. Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees-Attachment 1, included in this proposal package. The final cost of these services will be based upon the total amount of work performed.

We are staffed and equipped to aid you in the successful completion of your projects and are available to discuss any aspect of our proposal at your convenience. The final cost of these services will be based upon the total amount of work performed.

Sincerely,
MIDLAND STANDARD ENGINEERING & TESTING, INC.

William D. Prigge

William D. Prigge, P.E.
President
WDP/mlj

Attachment 1: Schedule of Services and Fees
Attachment 1.1: Cost Estimate

SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1

QUALITY ASSURANCE

CONSTRUCTION MATERIALS TESTING AND INSPECTION SERVICES

FOR

Park Boulevard Watermain Replacement
Glen Ellyn Village, IL

PREPARED BY
MIDLAND STANDARD ENGINEERING & TESTING, INC.
SOUTH ELGIN, ILLINOIS

MIDLAND STANDARD ENGINEERING & TESTING, INC.**BASIS OF RATES****SCHEDULE OF SERVICES AND FEES-ATTACHMENT 1**

We propose to provide the necessary Engineering Consultation and Quality Control inspections and testing, using experienced personnel, in accordance with the project specifications and recognized test procedures developed by, IDOT, ASTM, ACI, AASHTO, etc. We can also provide engineering analysis, problem solving and consultation services as requested.

Our services would be provided at the request of your designated representative on a unit rate basis in accordance with the Schedules of Services and Fees.

Engineering Technicians or Field Engineers would be assigned to provide the field services as requested by your Designated Representatives. Engineering liaison, review and supervision will be provided by a Project Engineer.

In addition to the field and laboratory technical staff, we are able to provide full engineering backup services. Our engineering staff will be available to provide consultation and recommendations which may be required when job site problems are experienced.

Our billing philosophy is simple and direct. We account and invoice for all time expended on a project by our personnel for inspections, preparing and reviewing reports, attending meetings, resolving problems or providing services productive to the project.

Our field people are quoted on a time basis, which includes being fully equipped and expendable supplies.

ATTACHMENT 1
FEE SCHEDULE GENERAL INSPECTION AND TESTING

CONSTRUCTION TESTING AND INSPECTION SERVICES

A. Engineering Technicians

Engineering Technicians will be assigned to the project on the basis of complexity and/or specific experience requirements:

Material Tester,	per day	\$ 816.00
PCC/HMA/SOIL	per half day	\$ 408.00
	per hour, 4-8 hr	\$ 102.00
	per hour overtime 8 hr+	\$ 142.80

Material Tester Technicians will be assigned on mass earthwork assignments to monitor density, approve subgrade, obtain soil samples for laboratory testing. Concrete batch plant and Hot Mix batch plant inspection.

Material Tester PCC Technicians will conduct field testing of concrete including slump, air content, temperature and casting strength specimens.

Material Tester HMA Technicians will conduct field testing of hot mix asphalt pavement, conduct rolling patterns and monitor compaction operations.

*A four (4) hour minimum day is applicable to Technician and Technician (Level 1 and 2) assignments.

B. Engineering Services

Engineering Services for inspection, test evaluation, contract administration, laboratory and field supervision, resolution of special problems, preparation of reports, job-site and other job related meetings and consultation will be furnished in accordance with the following schedule of hourly rates:

Prevailing Wage Administration	\$ 75.00
Staff (Graduate) Engineer	\$ 100.00
Field Engineer	\$ 105.00
Project Engineer	\$ 110.00
Project Manager or Materials Consultant, P.E.	\$ 125.00
Geotechnical Engineer	\$ 135.00
Principal Engineer	\$ 145.00

ATTACHMENT 1 (CONT'D)

C. Laboratory Services

Our fully equipped laboratory can provide a full range of tests, rates for tests not specifically quoted available on request.

- | | |
|--|--|
| 1. Compressive Strength tests of concrete cylinders, including expendable supplies (molds), curing at MSET, (Pick-up additional) | 6"x12" \$ 18.00 ea.
4"x 8" \$ 16.00 ea. |
| 2. Flexural Strength tests of concrete beams, including reusable molds, curing at MSET and disposal, (Pick up additional) | \$ 50.00 ea. |
| 3. Aggregate Gradation | |
| Dry Sieve Analysis..... | \$ 65.00 ea. |
| Washed Sieve Analysis..... | \$ 75.00 ea. |
| Hydrometer & Sieve Analysis..... | \$ 95.00 ea. |
| PGE Gradation | \$ 150.00 ea. |
| 4. Atterberg Limits ASTM D4318..... | \$ 85.00 ea. |
| 5. Theoretical Maximum Density ASTM D 2041 | \$ 165.00 ea. |
| 6. Asphalt Content by Reflux Extraction with Gradation | \$ 165.00 ea. |
| 7. Asphalt Content by Ignition Oven with Gradation | \$ 165.00 ea. |
| 8. Bulk Specific Gravity of Gyratory Specimen | |
| i. (set of two) and air voids..... | \$ 330.00 ea. |
| 11. Laboratory Compaction Characteristics Using Standard Effort ASTM D 698..... | \$ 175.00 ea. |
| 12. Laboratory Compaction Characteristics Using Modified Effort ASTM D 1557..... | \$ 195.00 ea. |

D. Miscellaneous Services

Concrete cylinder pick-up trips will be invoiced when cylinders are picked up as a special trip and not returned to laboratory by MSET personnel commuting to jobsite\$ 75.00 each

E.

Clean Construction Demolition Debris (CCDD) Certification

Analytical Laboratory Testing (LPC 663)	\$ 1,145.00 each
pH of Soil (LPC 662)	\$ 30.00 each
LPC 663 Certification	\$ 800.00 each
LPC 662 Certification	\$ 150.00 each

NOTES TO FEE SCHEDULE

1. a. Personnel rates quoted are based on rates quoted above are based on first shift work days, Monday through Friday, and up to 8 hours, per man, per day. Shift differentials are applied to straight time rates as follows:
 - First Shift - 6am-2pm, Rates x 1.0
 - Second Shift - 2pm-10pm, Rates x 1.10
 - Third Shift - 10pm-6am, Rates x 1.25
 Shift rate differentials are determined by the starting time of the inspection shift.
 - b. Overtime rates are applicable to all work per man, over 8 hours per day, on Saturdays, Sundays and holidays. Overtime rates are **1.40** times the applicable straight time rate, (after applying the shift differential). An eight (8) hour minimum daily charge applies for second shift, third shift, weekend and holiday work.
 - c. An overtime multiplier of 1.5 times the listed rates may be applied for laboratory testing such as concrete strength testing conducted outside of normal business hours, if required on a job to job basis.
2. Personnel rates are billed portal to portal from our East Dundee facilities. For full time assignments we will attempt to assign personnel to report directly to the job site.
3. Invoices will be submitted once a month for services rendered during the prior month.
4. Rates quoted above include 4 copies of reports distributed and mailed in accordance with your instructions.
5. The presence of our personnel on site will be for the express purpose of observing the work and performing specific tests to document compliance of the work with the applicable specifications. We will not be responsible for job site safety, that duty being properly an obligation of the Contractor, who should be so informed. We will comply fully with the Contractor's safety program.
6. Services and fees not specifically listed above will be quoted upon request.
7. Unit Rates quoted above are applicable until 12/31/22 and are based on our staffing conditions, current as of the date of this proposal.

PARK BOULEVARD WATERMAIN REPLACEMENT VILLAGE OF GLEN ELLYN, ILLINOIS

[illegible]



0 1500 3000
ft

Print Date: 5/16/2022

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.



Glen Ellyn Village Board
535 Duane Street
Glen Ellyn, IL 60137

Meeting 5/23/2022 7:00 PM
Department: Public Works
Department Head: Dave Buckley
Category: Ordinance
Prepared By: Tomasz Topor

AGENDA ITEM (ID
2022-2270)

DOC ID: 2022-2270

Motion to approve an Ordinance No. 6961 , an Ordinance Requiring Commonwealth Edison Company to Place Existing Electrical Wires along portions of Hillside Avenue and Main Street Underground in Accordance with Rider LGC.

Motion to authorize the Village Manager to execute a letter of agreement with AT&T for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$154,551.38 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to execute an agreement with Comcast Cable Communications, Inc. for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$27,982.76 to be expensed to the Capital Projects Fund.

Motion to authorize the Village Manager to approve undergrounding of Wide Open West overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$10,269.23 to be expensed to the Capital Projects Fund.

Statement of the Issue:

Staff seeks Village Board review and approval of Hillside Avenue and Main Street Overhead Utility Undergrounding project based on updated cost estimates received from utility companies. Additionally, included for review and approval is a draft Ordinance authorizing the use of Rider LGC to pay for ComEd's portion of the improvements.

Analysis:

Hillside/Main Overhead Utility Undergrounding

To recap, the Village agreed to convert the section of Hillside Avenue (Main St to Glenwood Ave)

to two-way traffic as part of the Apex 400 Development. The Village has also agreed to retain on-street parking on the south side of the street, by converting the existing angle parking to parallel parking. However, the roadway needs to be widened by 6 feet to accommodate both two-way traffic and parallel parking. The current overhead utility poles are in conflict with proposed widening on the south side of the street. To maximize on-street parking and beautify this entrance to the Central Business District, the Village Board directed staff to work with the utility companies to establish a plan and costs to underground the overhead lines. Exhibit 1 depicts the limits of the proposed undergrounding while Exhibit 2 shows the existing conditions.

Exhibit 1 - Limits of Hillside Avenue Utility Undergrounding Project

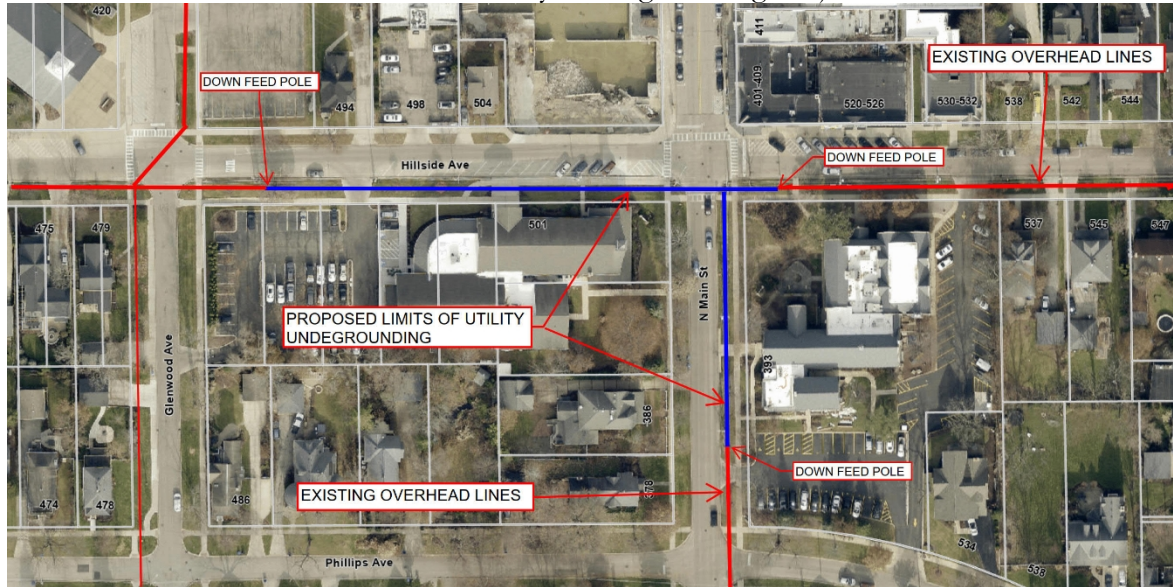


Exhibit 2 - View from Hillside/Main Intersection looking southwest



Staff has been working closely with all involved utility companies (ComEd, AT&T, Comcast, and WOW) with cost estimates for both engineering and construction developed and summarized in Exhibit 3 – Estimated Cost of the Project.

Exhibit 3 – Estimated Cost of the Project

	Engineering/Permitting	Construction	Total
ComEd	\$25,000.00	\$205,000.00	\$230,000.00*
AT&T	\$35,560.04	\$118,991.34	\$154,551.38**
Comcast	\$0.00	\$27,982.76	\$27,982.76
Wide Open West	\$6,000.00	\$4,269.23	\$10,269.23
		Total Estimated Cost	\$422,803.37

*Amount reduced from prior estimate of \$250,000. Engineering/Permitting already paid in the amount of \$25,000 as required to establish the project plan and costs.

**To cut cost and expedite construction, AT&T's estimate includes installation of underground conduits for Comcast and WOW in areas where all three Companies share a same corridor. It also includes removal of existing poles.

To ensure that the cost estimates are as accurate as possible, staff met with each company representative to review work in the field and establish a clear project scope. Having said this, the actual cost of the project will likely deviate from the estimates, resulting in additional charge or credit based on varying field conditions, progress or sequencing of work, labor increases and

changes in scope of the work. Final costs will be established and billed after completion of all work.

Additionally, as ComEd is legally mandated to relocate the poles for public improvement projects, staff is seeking a credit towards the underground work akin to what was done for the Civic Center Parking Garage Project.

ComEd Rider LGC Ordinance

As directed by the Village Board, staff has prepared information on the Rider LGC that can be used to pay for a portion of the improvements. Rider LGC adds a “per kilowatt-hour” charge on the monthly bill of Glen Ellyn customers over a short payback period. The cost would be distributed between all the rate payers in the Glen Ellyn franchise agreement area, including residential, commercial and institutional customers.

The estimated remaining balance for construction of improvements by Commonwealth Edison is \$205,000. Hence, the project cost funded utilizing the Rider LGC would be \$205,000. During the payback period, a line item, entitled “Rider LGC Cost” or "Franchise Agreement Expense" would appear on each customer’s monthly bill. It is estimated that, for a typical residential customer using about 1,000 kilowatt hours per month, the combined total cost would be about \$13 and if paid over a 9-month period, would appear as a \$1.36 Rider LGC cost item on each monthly bill in the payback period.

To use Rider LGC, an ordinance must be passed by the Village Board for the project. A copy of the draft ordinance is enclosed for review and approval.

Schedule

As soon as approval is received from The Village, each utility company will finalize the design drawings, submit for permits, bid the project and schedule their own crews to complete any remaining work. It is intended to substantially complete the undergrounding of overhead wires prior to completion of Hillside Avenue roadway and streetscape work.

Budget Impact:

If approved by the Village Board, the recommended distribution for funding the construction of the improvements, is as follows:

Project Item	Funding Source	Account No.	Amount
Undergrounding of Overhead Utility on Hillside Ave and Main St - AT&T	Capital Projects Fund	40000-580160-15006	\$154,551.38
Undergrounding of Overhead Utility on Hillside Ave and Main St - Comcast	Capital Projects Fund	40000-580160-15006	\$27,982.76
Undergrounding of Overhead Utility on Hillside Ave and Main St - WOW	Capital Projects Fund	40000-580160-15006	\$10,269.23
		TOTAL	\$192,803.37

This funding impact assumes that cost of work performed by ComEd, \$205,000, will be paid for by Village of Glen Ellyn ComEd Customers through the Rider LGC.

Action Requested:

Staff respectfully requests that the Village Board review the aforementioned materials and projected costs of the improvements. If approved by the Village Board, the following motions are recommended:

- Motion to approve an Ordinance No. 6961 , an Ordinance Requiring Commonwealth Edison Company to Place Existing Electrical Wires along portions of Hillside Avenue and Main Street Underground in Accordance with Rider LGC.
- Motion to authorize the Village Manager to execute a letter of agreement with AT&T for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$154,551.38 to be expensed to the Capital Projects Fund.
- Motion to authorize the Village Manager to execute an agreement with Comcast Cable Communications, Inc. for undergrounding of overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$27,982.76 to be expensed to the Capital Projects Fund.
- Motion to authorize the Village Manager to approve undergrounding of Wide Open West overhead wires along portions of Hillside Avenue and Main Street in the estimated amount of \$10,269.23 to be expensed to the Capital Projects Fund.

Attachments:

1. ComEd_Revised_Estimate for Hillside and Main Utility Undergrounding
2. Draft Ordinance_Hillside Ave and Main St Undergrounding
3. GlenEllyn_LGC_Revised 5.18.22
4. AT&T Letter of Agreement and Cost Estimate
5. Comcast Construction Invoice
6. WOW Cost Estimate

Commonwealth Edison Company
Public Relocation Department
One Lincoln Centre
Oak Brook Terrace, IL 60181

www.comed.com

05-19-2022

Tom J Topor, P.E.
Senior Civil Engineer
Village of Glyn Ellyn
30 S Lambert Rd
Glen Ellyn, IL 60137

Project: H#22406GLB
Work Order: 17228036
EPS Project: 21FRD115

Re: Relocation of overhead electric facilities **in Glen Ellyn**, as occupied.

Project Name: Glen Ellyn, Duane St, Hillside Ave and Main Street Improvements
Remaining Balance: \$205,000

Dear Mr. Topor,

This letter is in reply to an inquiry regarding the Village of Glen Ellyn's request to relocate ComEd's overhead electric lines along Hillside and Main Street.

More specifically, the subject electric lines are currently situated **along** Hillside Avenue, between Glenwood Avenue and Main Street; and Main Street, between Hillside Avenue and Phillips Avenue in Glen Ellyn IL

The revised estimated cost of this project is: \$230,000
Less Engineering deposit payment: \$25,000
Revised Estimate Payment \$205,000

The total cost for this project includes ComEd and Contractor direct charges, including materials and ComEd indirect allocations.

A final bill with the actual costs will be sent upon completion of construction.

If you have any questions, please free to call me directly.

Sincerely,

Likowo Ndobedi

Likowo Ndobedi

Likowo Ndobedi
Project Manager
Office Phone: 630-576-6894
Cell Phone: 630-890-0883

Village of Glen Ellyn

Ordinance No. _____

**An Ordinance Requiring Commonwealth Edison Company to Place Existing Electrical
Wires along portions of Hillside Avenue and Main Street Underground in Accordance with
Rider LGC**

**Adopted by the
President and the Board of Trustees
of the Village of Glen Ellyn
DuPage County, Illinois**

This _____ Day of _____, 2022

Published in pamphlet form by the authority of the
President and Board of Trustees of the Village of
Glen Ellyn, DuPage County, Illinois,
this _____ day of _____, 2022

Ordinance No. _____

An Ordinance Requiring Commonwealth Edison Company to Place Existing Electrical Wires along portions of Hillside Avenue and Main Street Underground in Accordance with Rider LGC

Whereas, in order to accommodate the required roadway width of Hillside Avenue between Glenwood Avenue and Main Street necessary to convert to two-way traffic and allow for on-street parking on south side of the street, overhead wires must be relocated or buried; and

Whereas, extending the undergrounding of wires along portions of Hillside Avenue and Main Street between Hillside Avenue will have provide a positive visual enhancement and astatic improvement at the south entrance to downtown business corridor; and

Whereas, the Village desires to underground all overhead wires located along the south right-of-way of Hillside Avenue from a point of approximately 45 feet east of centerline of Glenwood Avenue to a point of approximately 70 east of centerline of Main Street; and

Whereas, the Village desires to underground all overhead wires located along the east right-of-way of Main Street from Hillside Avenue to a point of approximately 240 feet south of centerline of Hillside Avenue; and

Whereas, given the emphasis on beautification in the project, the undergrounding of overhead wires is a suitable work element, and the cost of such undergrounding is an appropriate expense; and

Whereas, Commonwealth Edison owns and maintains overhead wires within Hillside Avenue and Main Street corridor; and

Whereas, under Rider LGC, as approved by the Illinois Commerce Commission, Commonwealth Edison Company is permitted to recover the costs it incurs to remove existing

facilities and replace them with facilities different from facilities which the Company would otherwise be required to provide in such replacement, as compelled by Local Government Units; and

Whereas, the corporate authorities of the Village desire to require Commonwealth Edison to place its existing wires within the south right-of-way of Hillside Avenue from a point of approximately 45 feet east of centerline of Glenwood Avenue to a point of approximately 70 east of centerline of Main Street, and within east right-of-way of Main Street from Hillside Avenue to a point of approximately 240 feet south of centerline of Hillside Avenue, provided that Commonwealth Edison recovers the cost of placing the wires underground only as allowed under Rider LGC; and

Whereas, the net Village costs for undergrounding the overhead wires will reflect a credit from Commonwealth Edison equivalent to the expenses normally borne exclusively by the utility when overhead wires are maintained but moved out of the way of project improvements; and

Now, Therefore, be it Ordained by the President and Board of Trustees of the Village of Glen Ellyn, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

Section One: The recitals set forth hereinabove shall be and are hereby adopted as findings as if recitals were fully within the Section One.

Section Two: Commonwealth Edison Company shall be and hereby is required to place underground all of its distribution wires (with appurtenant equipment such as transformers, switchgear and closures to be placed above ground) located which are not already below ground in the south right-of-way of Hillside Avenue from a point of approximately 45 feet east of centerline of Glenwood Avenue to a point of approximately 70 east of centerline of Main Street, and within east right-of-way of Main Street from Hillside Avenue to a point of approximately 240 feet south of centerline of Hillside Avenue, provided that Commonwealth Edison shall recover the

costs incurred in placing the wires underground only as permitted under and in accordance with Rider LGC. The current estimate of cost for project is \$230,000. This cost includes ComEd and Contractor direct charges, including materials and ComEd indirect allocations. A final bill with the actual costs will be sent upon completion of construction.

Section Three: This Ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such Ordinance should: (A) contain terms contrary to the provisions of current or subsequent non-preemptive State law or (B) legislate in a manner or regarding a matter not delegated to municipalities by State law. It is the intent of the corporate authorities of the Village of Glen Ellyn that, to the extent that the terms of this Ordinance should be inconsistent with any non-preemptive State law, this Ordinance shall supersede State law in that regard within its jurisdiction.

Section Four: Without regard to any other provision contained within this Ordinance, the Village retains its right to compel Commonwealth Edison, pursuant to its franchise agreement with the Village, to relocate overhead distribution facilities in accordance with that agreement and to contend that, without regard to this Ordinance, some or all of the cost of this requested relocation is to be paid for by Commonwealth Edison in accordance with the franchise agreement rather than in accordance with Rider LGC. The Village retains its right to seek a refund from any charges made under Rider LGC if it is determined that Commonwealth Edison has a full or partial obligation to place the requested overhead distribution facilities underground in accordance with the franchise agreement.

Section Five: The total cost listed in the revised cost estimate dated May 19, 2022 are for performing the work identified herein under normal field conditions. If abnormal field conditions are encountered, and additional labor and material are required to complete the work,

or if the scope of the work is altered, Commonwealth Edison shall notify the Village of the anticipated additional cost. The Village may comment on the need or applicability of such additional charges, which shall be collected through Rider LGC.

Section Six: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form.

Passed by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this _____ day of _____, 20____.

Ayes:

Nays:

Absent:

Approved by the Village President of the Village of Glen Ellyn, Illinois, this day of _____, 20____.

Village President of the Village
of Glen Ellyn, Illinois

Attest:

Village Clerk of the Village of
Glen Ellyn, Illinois

AFFIX VILLAGE SEAL

(Published in pamphlet form and posted on the _____ day of
.)

Glen Ellyn LGC Bill Estimate (May 2022)
Hillside and Main

KWH Usage

Usage by Revenue Class (KWH)

	202001 Usage	202002 Usage	202003 Usage	202004 Usage	202005 Usage	202006 Usage	202007 Usage	202008 Usage	202009 Usage	202010 Usage	202011 Usage	202012 Usage	Total
RESIDENTIAL	9,238,450	8,554,353	7,283,552	6,809,180	6,371,650	8,851,728	11,800,463	11,671,294	11,926,327	6,644,391	6,612,757	8,124,119	103,888,264
SMALL COMM INDUST	5,873,565	5,893,269	5,396,574	4,502,787	4,055,238	5,095,841	6,147,219	6,181,356	6,536,575	4,972,798	5,018,913	5,395,629	65,069,764
LARGE COMM INDUST	2,262,096	2,570,836	2,348,280	1,932,063	1,772,855	2,629,618	3,313,808	2,308,852	3,495,566	2,221,403	2,023,788	2,165,551	29,044,716
STREET AND HIGHWAY LIGHT	96,247	88,462	78,408	71,794	66,997	66,649	65,005	65,425	71,888	75,994	82,737	92,632	922,238
SMALL US GOVERNMENT	166,795	166,844	154,398	133,514	129,563	182,404	212,030	214,222	222,835	101,490	93,724	105,810	1,883,629
LARGE US GOVERNMENT										51,771	51,520	52,219	155,510
	17,637,153	17,273,764	15,261,212	13,449,338	12,396,303	16,826,240	21,538,525	20,441,149	22,253,191	14,067,847	13,883,439	15,935,960	200,964,121

Rider LGC Recoverable Amount

\$205,000

Average kWh Use per month

16,747,010

6 Month Project

kWh Use per month	250	500	750	1,000	5,000	10,000	50,000	100,000	500,000
Estimated Monthly LGC Charge	\$0.51	\$1.02	\$1.53	\$2.04	\$10.20	\$20.40	\$102.01	\$204.02	\$1,020.08

6 Month Project Avg Cost per kWh

\$0.00204

9 Month Project

kWh Use per month	250	500	750	1,000	5,000	10,000	50,000	100,000	500,000
Estimated Monthly LGC Charge	\$0.34	\$0.68	\$1.02	\$1.36	\$6.80	\$13.60	\$68.01	\$136.01	\$680.06

9 Month Project Avg Cost per kWh

\$0.00136

**LETTER OF AGREEMENT FOR CUSTOM WORK and ESTIMATE OF ACTUAL COST
GOVERNMENT AGREEMENT**

May 16, 2022

CR #: 212595

Project Number: A02A6L5

Customer Name: Village of Glen Ellyn

Billing Address: 535 Duane Street, Glen Ellyn, IL 60137

Contact Name: Tom Topor

Contact email Address: ttopor@glenellyn.org

Contact Phone Number: (630) 547-5520

Site Location: 501 Hillside Ave, Glen Ellyn, IL 60137

AT&T has received a request from you to perform the following work:

Request to bury aerial cables and remove the poles. This work requires an advanced signed invoice to begin the work.

<i>Estimated Actual Cost Quote</i>	
Expenses	Amount
ENGINEERING LABOR	\$ 35,560.04
MATERIAL COST	\$ 6,081.79
CONSTRUCTION LABOR	\$ 87,924.25
CONTRACTOR COST	\$ 24,985.30
MISC. COST	\$ 0.00
Estimated Contract Price	\$ 154,551.38
<i>Less Credits/Payments</i>	\$ 0.00
Estimated Balance Due	\$ 154,551.38

Special construction charges apply. Engineering and Construction will not begin until the attached contract is signed by you or your authorized agent. This signed agreement must be received at the AT&T address shown below before AT&T will proceed with any work.

This quote is only valid for 60 days from the date of this letter.

Payment in full is required within 30 days after the date of the AT&T invoice for the charges associated with the work performed.

CUSTOM WORK AGREEMENT

CR #: 212595

Project Number: A02A6L5

This Custom Work Agreement ("Agreement") is entered into by and between

Illinois Bell Telephone Company d/b/a AT&T

(hereafter "AT&T") and

Village of Glen Ellyn

(Customer).

AT&T and Customer hereby agree to following terms:

1. **Tariffs/Guidebooks.** This Agreement is subject to and controlled by the provisions of AT&T's tariffs/guidebooks as applicable and all such revisions to said documents as may be made from time to time.
2. **Special Construction.** This Agreement is for the special construction as further described on page 1, attached hereto and incorporated herein by this reference ("Special Construction"). Payment in full based on actual costs is required within thirty days after AT&T issues an invoice to the Customer for the Special Construction Charges.
3. **Price Quote.** The price is guaranteed for 60 days from May 16, 2022 . If the charges are not accepted within 60 days the request will be canceled and a new request will need to be placed. The second estimate may be higher than the price that was originally quoted.
4. **Early Termination.** Should Customer terminate or cancel this Agreement prior to the completion of construction, Customer shall remain liable for the Special Construction Charges. Customer acknowledges and agrees AT&T shall incur substantial up-front costs in connection with its performance under this Agreement and that damages in the event of such early termination or cancellation are not readily ascertainable and that in such event of early termination payment of the Special Construction Charges is reasonable. Customer further acknowledges and agrees that it hereby waives any right to contest such payment of the Special Construction Charges for any reason, including, but not limited to reasonableness of the charges, quality of the work, or timeliness of the work.
5. **Limitation of Liability.** AT&T's maximum liability arising in, out of or in any way connected to this Agreement shall be as set forth in the tariffs and/or guidebooks, as applicable, and in no event shall exceed Special Construction Charges paid by Customer to AT&T.

6. **Changes in Scope of Work.** The parties recognize that this is an ‘Actual Cost’ contract. “Actual Cost” means that Customer will be provided with a final bill after the completion of all work and agrees to pay that final bill. The final bill will be calculated based on AT&T’s billing practices and work performed, which Customer agrees to accept. Customer understands and agrees that the final bill for the Actual Cost may exceed the preliminary cost estimate that has been provided for this work. Consequently, AT&T is not required to provide the Customer with prior notice that the Actual Cost has exceeded the preliminary cost estimate prior to providing the final bill. Further, if the Customer initiates changes in the scope of the work after AT&T has provided the preliminary cost estimate or after executing this contract, the above cost estimate and this contract are null and void. A new cost estimate must be provided based on the new scope of work and a new contract entered. Additionally, if the contractor bid exceeds the estimated contractor costs the applicant will be responsible for additional costs and a change order will be issued for customer approval. Work will not commence until signed change order and additional payment has been received.

7. **Changes Due to Field Conditions.** In the event there exists any conditions in the field that differ from those that existed at the time AT&T provided the quote or from the time the Customer executes the contract, AT&T shall bill and Customer shall pay any additional cost. Field conditions that may alter the cost associated with this work include, but are not limited to, conditions that exist below the surface of the ground and could not have been anticipated at the time of the price quote, above ground barriers, Acts of God affecting the progress or sequencing of the work, labor disputes and other conditions or circumstances that AT&T could not have reasonably anticipated at the time the cost estimate was provided. Differing field conditions are but one example of why the Actual Cost may exceed the preliminary cost estimate. Further, items that Customer has agreed to provide in connection with the Special Construction work, such as (but not limited to) providing conduit and/or handholes, must be suitable to AT&T’s purposes. If these items are not suitable or AT&T is forced to acquire or provide them, it will result in increased costs that Customer agrees to pay.

8. **Customer Obligations.** Customer agrees to provide appropriate easements and/or rights of way, as determined by AT&T, to AT&T for its lines and any facilities necessary for the Special Construction work. Further, Customer agrees to provide and place suitable conduit and handholes for AT&T’s use in the Special Construction work. Should Customer not provide these items, Customer understands and agrees that it will result in increased costs above the estimate provided, which Customer agrees to pay.

9. **Time to Complete.** Any representation by AT&T, its contractors, or employees that the project will be complete by a certain date or certain time period is strictly an estimate and not binding. All estimated completion dates are subject to changing conditions in the field, changes in the scope of the work, relocation of existing utilities not within AT&T’s control, Acts of God, weather delays, labor disputes, contractor disputes, pandemics and other conditions or circumstances could not reasonably anticipate at the time of the estimate.

10. **Indemnification and Hold Harmless.** Both parties, its agents, servants, and employees hereby agree to indemnify and hold harmless each other, and its employees, agents and contractors, from and against any and all claims, costs, expenses, judgments or actions for damage to property or injury or death to persons, and/or arising from or relating to the work that is the subject of this agreement, to the extent any such claims are caused by the negligent acts or omissions of each party, its agents, servants, or employees.

11. **Miscellaneous.**

- A. Counterparts. This Agreement may be executed in one or more counterparts, each of which when so executed shall be deemed to be an original, but all of which when taken together shall constitute one and the same instrument.
- B. Effect of Waiver. No consent or waiver, express or implied shall be deemed a consent to or waiver of any other breach of the same or any other covenant, condition, or duty.
- C. Headings. The headings, captions, and arrangements used in this Agreement are for convenience only and shall not affect the interpretation of this Agreement.
- D. Interpretation. The parties agree that this Agreement shall not be interpreted in favor or against either any party. The parties further agree that they entered into this Agreement after conferring with legal counsel, or after having a reasonable opportunity to confer with legal counsel.
- E. Applicable Law. This Agreement shall be governed and interpreted in accordance with the laws of the state that the work site location is located without regard to that state conflict of law principles.
- F. Attorneys' fees. If either party materially breaches this Agreement and should the non-breaching party seek to enforce it rights through legal action, the prevailing party shall recover from the other party all costs and expenses incurred, including, but not limited to, reasonable attorneys' fees.
- G. Authority. The signatories to this Agreement represent and warrant that they are duly authorized to execute this Agreement.
- H. No Precedent. Except for the matters resolved and released herein, this Agreement is of no value and shall not be considered precedent for resolving any dispute that may arise in the future.
- I. Severability. Any provision of this Agreement held by a court of competent jurisdiction to be invalid or unenforceable shall not impair or invalidate the remainder of this Agreement and the effect thereof shall be confined to the provision so held to be invalid or unenforceable.
- J. Successors and Assigns. This Agreement is binding upon and shall inure to the benefit of the parties and their respective successors and assigns.

12. **Final Agreement.** THIS AGREEMENT REPRESENTS THE ENTIRE AND FINAL EXPRESSION OF THE PARTIES WITH RESPECT TO THE SUBJECT MATTER HEREOF. EXCEPT AS PROVIDED HEREIN, THIS AGREEMENT MAY NOT BE CONTRADICTED BY EVIDENCE OF PRIOR, CONTEMPORANEOUS OR SUBSEQUENT ORAL AGREEMENTS OF THE PARTIES; THERE ARE NO UNWRITTEN ORAL AGREEMENTS BETWEEN THE PARTIES.



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized representative on the dates set below. This quote is only valid for 60 days from the date of this letter.

CR #: 212595

Project Number: A02A6L5

Date Quote Expires: 7/16/2022

AT&T Design Engineer: Hector Garcia (HG2929)

ACCEPTED FOR CUSTOMER:

AT&T CWO Manager Contact Information

Authorized Signature

CWO Manager

Title:

Phone Number: (262) 347-5863

Company:

Email Address: gf2431@att.com

Printed Name:

Date: May 16, 2022

Date:

Please send original signed agreement to AT&T CWO 220 Wisconsin Avenue, FLR 2, Waukesha, WI 53186



Construction Invoice

Date: May 2, 2022
Project Category: Forced Relocate
City, State: Glen Ellyn
Project Name: Hillside Avenue
Project Location: Hillside & Main
Project Type: Forced Relocate

Invoice #: 22159
PO #:
Budget #: 61030
Business Unit/Division: Central Division
Region: Chicago
Entity: 632

Desired Start Date:

Expected Completion Date:

For Comcast:	Comcast	Business Phone #:
Coordinator (Comcast): Axel Perez	Comcast	Business Phone #: 773-851-8613
Coordinator (Contractor): Ed Duda	Pirtano	Business Phone #: 630-669-2687
For the Client:		Company Fax #:
Requested by: Tom J. Topor		Company Phone #: 630-547-5520
Company Name: Village of Glen Ellyn		Company Address: 535 Duane Street
E-Mail: ttopor@glenellyn.org		City, State, Zip: Glen Ellyn, IL 60137

Summary Of Work : Provide Clear Detailed Information

The village is reconstructing Hillside Ave., and have requested all existing aerial utilities to be relocated to underground. AT&T will be placing conduit for most of the route, but we'll still need to bore conduit for part of it. We will pull and lash/overlash 2-fiber cables, and install 2 vaults.

ENGINEERING FEES

Sub Total Engineering Fees

INTERNAL LABOR COST

Sub Total Internal Labor \$ 958.69

CONTRACT LABOR COST

Sub Total Contract Labor \$ 23,238.75

MATERIAL COST

Total Cable & Material \$ 3,785.33

TOTAL PROJECT COST \$27,982.76

Prepared by: Axel Perez

Preparer's Title: Construction Specialist

Approved by: Robert L. Schulter, Jr.

Approver's Title: Director of Construction

Approver's Signature:

Date Approved: May 2, 2022

I, the client, in contracting Comcast Cable Communications Inc., to perform the services and to provide all necessary materials, agree to pay for the actual materials and services used in completing this project and will remit the Total Project Cost amount along with the signed/approved Construction Cost Estimate. I also understand that I may be separately invoiced for construction costs that may exceed the Total Project Cost, but only for an amount up to 10% additional to the Total Project Cost.

Accepted by: Developer/Representative/Owner

Acceptance Date:

Legal Business Name:

Business Address:

Contact Name:

Title:

Please remit check and ONE signed original as follows:

Comcast Cable Communications, Inc.
Attn: Bob Schulter
688 Industrial Drive
Elmhurst, IL 60126

Phone No.: 224-229-5861

REV -1/25/2022 v1.83

Thomas Topor

From: Kevin Rhodes <kevin.rhodes@astound.com>
Sent: Wednesday, May 4, 2022 2:48 PM
To: Thomas Topor
Cc: Brandon Wilhelm; Steven Warner; Kathryn Horn; Richard Reynoso; Jenny Klopp; Talman Permitting; Richard Daubert; KKalitowski@civiltechinc.com
Subject: Re: WOW-UG-740 Glen Ellyn Permit Application

[EXTERNAL EMAIL]

Tom,
Here is a cost Est for this project. \$10269.23
If AT&T is going to place the conduit for us the following will occur
Permits \$6000.00
Labor and Materials \$4269.23
If you have any questions please let me know.

Thanks
Kevin Rhodes
Construction Engineer
630-930-7597 Phone Number

On Mon, May 2, 2022 at 7:56 AM Thomas Topor <ttopor@glenellyn.org> wrote:

Kevin, Brandon, Richard,

Thanks for submitting the permit application. Please provide detailed cost estimate for the for the proposed work. As discussed, AT&T will include conduits boring on Hillside in its scope of work and cost estimate. (see highlighted on plans)

Please reach out with any questions.

Thanks,

Tom J. Topor, P.E.
Senior Civil Engineer

Village of Glen Ellyn

Public Works Department

30 South Lambert Road, Glen Ellyn, Illinois 60137

Phone: (630) 547-5520 Fax: (630) 469-3128

E-Mail: ttopor@glenellyn.org

www.glenellyn.org

From: Brandon Wilhelm <bwilhelm@talmanconsultants.com>

Sent: Wednesday, April 13, 2022 2:27 PM

To: Steven Warner <swarner@glenellyn.org>; jhansen@glenellyn.org; Kathryn Horn <kathrynh@glenellyn.org>

Cc: Richard Reynoso <RReynoso@talmanconsultants.com>; Jenny Klopp <JKlopp@talmanconsultants.com>; Talman Permitting <permitting@talmanconsultants.com>; Thomas Topor <ttopor@glenellyn.org>; Richard Daubert <rdaubert@glenellyn.org>; KKalitowski@civiltechinc.com; kevin.rhodes@astound.com; Deborah Angello <deborah.angelo@astound.com>

Subject: WOW-UG-740 Glen Ellyn Permit Application

[EXTERNAL EMAIL]

Good afternoon,

Please see the attached for proposed work in Glen Ellyn. Let me know if you have any questions.

Thanks,



Brandon Wilhelm

Talman Consultants, LLC

141 W. Jackson Blvd., Suite 1600A

Chicago, IL 60604

bwilhelm@talmanconsultants.com

Office: 773-825-6261

Mobile: 773-480-9239

www.talmanconsultants.com

Certified Women's Business Enterprise (WBENC/WBE/DBE)

Crain's 2020 Notable Women in STEM

INC. Magazine Top 5000 Midwest Firms

Best Places to Work in Illinois

Best Places to Work in Chicago