



Agenda
Village of Glen Ellyn
Capital Improvements Commission Meeting
Wednesday, February 11, 2026
7:00 PM
Glen Ellyn Civic Center, Room 301

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

- A. Call to Order**
- B. Public Comment**
- C. Approval of Minutes**
 - 1) Motion to approve the December 10, 2025 Capital Improvements Commission Meeting Minutes
- D. Current Business**
 - 1) Cottage Avenue Sidewalk (Main Street to Forest Avenue)
 - 2) Traffic Engineering / Speed Limit Adjustment Study Update
- E. Trustee Liaison's Report**
- F. Other Business**
- G. Public Works Report**
- H. Project Report**
 - 1) Engineering Division Project Activity Report Dated February 6, 2026
- I. Adjourn**

Civility Pledge - In the interest of civility, I pledge to promote civility by listening, being respectful of others, acknowledging that we are striving to support and improve our community, and understanding that we each may have different ideas for achieving that objective.



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

Meeting 2/11/2026 7:00 PM
Department: Public Works - Engineering
Department Head: John Hubsby
Category: Minutes
Prepared By: Richard Daubert

**AGENDA ITEM (ID # 2026-
115)**

DOC ID: 2026-115

Motion to approve the December 10, 2025 Capital Improvements Commission Meeting Minutes

Statement of the Issue:

The December 10, 2025 Capital Improvements Commission Meeting Minutes are attached for review and consideration of approval by the Capital Improvements Commission.

Analysis:

Budget Impact:

Contribution to Strategic Plan

Action Requested:

Attachments:

1. CIC Meeting Minutes December 10 2025 - Draft

DRAFT



Meeting Minutes
Village of Glen Ellyn
Capital Improvements Commission
December 10, 2025
7:00 PM
Glen Ellyn Civic Center Room 301

Board or Commission: Capital Improvements

Date: December 10, 2025

Meeting: Regular

Called to Order: 7:00 p.m.

Quorum: Yes

Adjourned: 9:12 p.m.

Member Attendance:

Rocco Zucchero	Chair	Present
Joel Baldin	Commissioner	Present
Tom Drapinski	Commissioner	Present
Orion Galey	Commissioner	Present
John MacDonald	Commissioner	Present
Adil Saeed	Commissioner	Absent
David Warnick	Commissioner	Present
Jill Ziegler	Commissioner	Absent
Donna Jean Simon	Trustee Liaison	Present
Richard Daubert	Staff Liaison/Professional Engineer	Present

Also Present:

John Hubsy	Public Works Director
Steve Pasinski	CDM Smith Client Service Leader

A. CALL TO ORDER

The December 10, 2025 meeting of the Capital Improvements Commission was called to order by Chair Zucchero at 7:00 p.m. at the Glen Ellyn Civic Center.

B. PUBLIC COMMENT – None

C. APPROVAL OF MINUTES

APPROVAL OF NOVEMBER 12, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION TO APPROVE THE NOVEMBER 12, 2025 CAPITAL IMPROVEMENTS COMMISSION MEETING MINUTES

MOTION BY: Commissioner Baldin

SECOND BY: Commissioner Warnick

AYES: Baldin, Drapinski, Galey, MacDonald, Warnick, Zucchero

RESULT: APPROVAL

D. CURRENT BUSINESS

1. Metra Station and Multimodal Access Improvements Project – CDM Smith – Amendment 4 Request

Engineer Daubert introduced the agenda item noting that CDM Smith is currently completing engineering services for the design of the project. CDM Smith has submitted a request, albeit untimely, for supplemental funding for items of work they believe are out of scope as well as additional work items.

Steve Pasinski, Client Service Leader with CDM Smith, was introduced and given the opportunity to present the firm's request for supplemental funding. Pasinski gave further introduction of himself and noted that unfortunately his colleague Matt Aklan, whom is leading the project for the firm, was unable to attend the meeting. Pasinski presented the items for which additional funding was being requested via PowerPoint presentation. He started with eleven out of scope work items including Additional Phase I Design Efforts, Water Line Replacements, UPRR/Metra Platform Sections, Forest Avenue Drainage Design, Tunnel ADA Ramp Drains, Redesign of Streetscape Planters, EV Chargers, Photometrics, Secondary Electrical Feeder Design, Station Mural Relocation, and Administration and Project Management. The out of scope work item request totaled \$280,298.51. Commissioner Galey inquired about several items noting concerns with the request for service line replacements. Engineer Daubert elaborated that he is on the same page and that this was an item of debate with the firm with Engineer Daubert noting that water service line replacement work coincides with water main replacement. The hours and cost of the water service line work were also scrutinized. Engineer Daubert did note that CDM Smith did do a lot of lifting relative to reviewing and preparing platform designs for UP/Metra which continue to be under consideration of approval due to design changes by the agencies.

A request for additional compensation for new work items was also overviewed by Pasinski and included revisions to the plans for the removal of North Forest Avenue, Separate Construction Documents for the North Forest Avenue Work, and Warming Shelter Revisions. The new work item request totaled \$437,607.27, resulting in a grand total request of \$717,905.78.

Pasinski noted that CDM Smith's request was untimely and certainly puts Engineer Daubert and the Village in a hard position. Pasinski elaborated that there are a lot of moving pieces with this project and some items that were not being fully utilized such that the team's goal was to stay

within the project budget. However, that did not come to fruition. Engineer Daubert did review the items and noted he could not fully support CDM Smith's request. Having said that, in the overall context of many items producing additional work, Engineer Daubert felt that he could support approximately \$185,000 for the out of scope tasks summarized by CDM Smith. Regarding the new work items, Engineer Daubert noted that he was not comfortable with the values estimated for the removal of North Forest Avenue from the plan set. Commissioner Galey concurred that CDM's estimate seemed high for that item. However, Daubert noted that he supported the warming shelter revisions given the scope of work including revisions to structural plans.

Trustee Simon inquired if this matter would be presented to the Village Board. Engineer Daubert affirmed so. Chair Zucchero inquired about the timing. Engineer Daubert noted that he wants to first review this with the CIC, revisit as necessary with CDM Smith, then come back for a formal recommendation from the CIC which would then be presented to the Village Board.

Commissioner Warnick inquired if CDM Smith's contract includes some contingency to account for risk and covering additional work. Pasinski noted that the firm's contract does include a fixed fee but the Village did negotiate it down from 14.5% to 12% with the profit essentially consumed on the project.

Discussion continued on the firm's responsibility to manage their hours and work and keep the Village informed of additional efforts. Commissioner Baldin expressed some empathy; as a consultant he noted it can be hard to track the budget when you're focused on getting the job done for the client.

In further polling Commissioners for their input, Commissioner Galey expressed concerns for the requests for additional funding for the water line replacements, ramp drainage design, and additional photometrics. Commissioner MacDonald expressed concern about this being the firm's last request for additional funding. He inquired as to what else could potentially come up. Pasinski expressed that nothing stood out to him at the moment with the design being close to complete. Commissioner Drapinski noted that as a contractor he often has to own his losses and felt that supporting approximately \$185K (out of scope items) was being pretty lenient on the firm. Chair Zucchero said that he trusts staff and wants their guidance on this matter as it's been good to date.

Engineer Daubert noted that he would continue discussions with CDM Smith, revisit the items of concern, engage Commissioner Galey, and bring the matter back to a future CIC meeting.

2. Draft Traffic Engineering Services RFP

Engineer Daubert overviewed that staff including Management Analyst J.D. Barrett and Assistant Village Engineer Derek Peebles have drafted the Traffic Engineering Services RFP which is focused on studying adjustment of vehicular speed limits in the Village. The assignment includes spot speed studies to identify prevailing speeds at locations throughout the Village which represent typical local neighborhood streets, arterials, collectors, and streets in the downtown. Engineer Daubert noted that the study will include taking a high-level look at crash history and general safety concerns at select intersections. Staff is looking to refine the RFP and issue it to consultants in the near future. Engineer Daubert noted that any input on the RFP would be appreciated. Members of the CIC expressed their general support for the draft RFP.

- E. TRUSTEE’S REPORT** – Trustee Simon gave a brief update noting that e-bike regulations will continue to be reviewed by the Village Board in 2026. Trustee Simon also thanked the Public Works Department for their snow operations work as well as for all the engineering projects that the Department is managing.
- F. OTHER BUSINESS** – None
- G. PUBLIC WORKS REPORT** – Public Works Director Hubsy overviewed that the Department has been busy with snow. Director Hubsy noted that we received seventeen inches (17”) of snow over nine (9) days with our biggest event being ten inches (10”) of snow. The Department has changed operations which has had some positive results but we are working through some challenges with contractual snow operations in the downtown.
- H. PROJECT REPORT** – Engineer Daubert gave a brief overview on the December 5, 2025 engineering division project activity report.
- I. ADJOURNMENT** – Commissioner MacDonald motioned and Commissioner Galey seconded to adjourn the meeting. The motion is unanimously approved, and meeting adjourned at 9:12 p.m.

Submitted and Reviewed by: Richard Daubert, Professional Engineer



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

Meeting 2/11/2026 7:00 PM
Department: Public Works - Engineering
Department Head: John Hubsby
Category: Discussion Item
Prepared By: Steven Warner

**AGENDA ITEM (ID # 2026-
116)**

DOC ID: 2026-116

Cottage Avenue Sidewalk (Main Street to Forest Avenue)

Statement of the Issue:

The purpose of this agenda item is to solicit a recommendation from the Capital Improvements Commission on whether the Village should proceed with construction of new sidewalk along the south side of Cottage Avenue between Main Street and Forest Avenue. This block of Cottage Avenue is being resurfaced as part of the Village's 2026 Utility and Roadway Improvements project. Consistent with the Village's Complete Streets Policy, staff identified this as a corridor along which new sidewalk could be constructed as part of the project. This segment was designed and included in the project's plans to facilitate input and consideration of construction. Village staff received feedback both opposing and supporting the installation of the sidewalk.

Analysis:

Design Process

As part of the roadway project's design process, a five-foot wide sidewalk was included along the south side of Cottage Avenue, immediately behind the curb in order to minimize impacts to adjacent landscaping and property as well as for functional consideration of impacts to use of a driveway. The current design would require replacement of three concrete drive approaches, relocation of a fire hydrant and three no-parking signs, and removal of three parkway trees. Relevant sheets from the bid set of roadway project plans are included as an attachment to this memorandum. Also attached are exhibits which depict the existing conditions (aerial), existing sidewalk gaps in the vicinity of the location, and photographs of the sidewalk alignment.

Public Outreach and Feedback

Staff completed their typical public outreach for the project, which includes offering a public meeting to review the scope of the project and seek input regarding the design. The sidewalk improvements were mentioned in the invitation letter and specifically discussed at the public meeting held on December 11, 2025. Multiple residents from the block and area were in attendance. Staff summarized the improvements and potential impacts before fielding several questions and concerns regarding the work. It appears that two of the three fronting residents would be opposed to the sidewalk, while the third would support it. Other residents had a mix of opinions for and against the sidewalk with the main factor against it seemingly being tree impacts. Aside from the three parkway tree removals, one resident was deeply concerned about the impacts to a large (47-inch diameter) Village-owned burr oak tree adjacent to the work near 552 Forest. The 250+ year old tree is approximately 13 feet from the proposed sidewalk and has a history of large falling

branches as recently as 2024. As a result of the feedback at this meeting, staff distributed a letter to approximately 45 adjacent properties inviting them to share their opinions of the sidewalk and attend this February CIC meeting where it would be appropriate for direction regarding the sidewalk to be made.

Benefits and Other Factors for Consideration

The major inherent benefit of installing this sidewalk is the increase in connectivity and the closing of a sidewalk gap (or barrier) that could be limiting to pedestrians. The Village's (draft) ADA Transition Plan discusses sidewalk gaps and generally makes recommendations to install sidewalk where feasible. The three fronting residents would now have direct sidewalk access to Main Street and Forest Avenue, and other residents walking through the area would have a more direct route without the need to cross to (and potentially from) the north side of Cottage.

While impacts to trees are not ideal, they are a frequent consequence of public infrastructure, utilities, and private improvements with measures often taken to minimize said impacts. The current plan (5-foot sidewalk along the curb) was proposed with the intent to minimize these impacts. Staff is also willing to incorporate additional best practices at the direction of the Village's Forestry Division. These efforts include roof pruning, air spading for excavation of the sidewalk area to minimize root impacts and various treatments to the tree or impacted roots during and after construction.

A decision to not install the sidewalk as part of this project would not preclude any future efforts to construct the sidewalk. The sidewalk could also theoretically be constructed for a portion of the block, but it is not ideal for sidewalk to end midblock as it would be considered a "barrier" for pedestrians per the Public Right-of-Way Accessibility Guidelines (PROWAG).

Budget Impact:

Based on unit pricing from the roadway project's engineer's estimate, this sidewalk installation corresponds with approximately \$42,000 in costs that could be omitted or remain in the project costs. This includes sidewalk installation, concrete drive approach replacement, sodding, and relocation of one fire hydrant. Any treatments for the large burr oak tree at 552 Forest Avenue are also excluded from this amount. Sign relocations and tree removals are assumed to be completed by in-house by Glen Ellyn Public Works.

Contribution to Strategic Plan

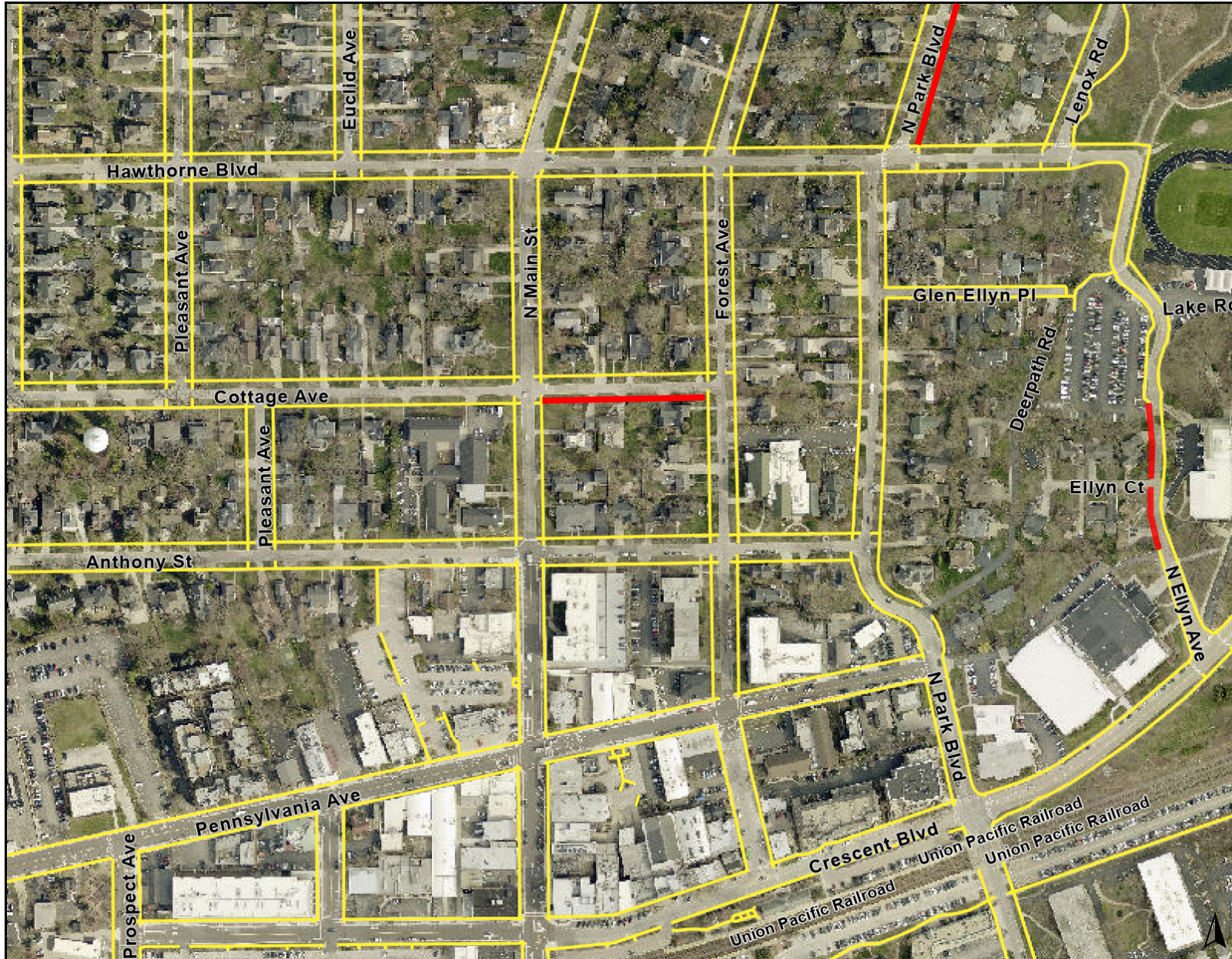
Action Requested:

Staff requests that a recommendation be made by the CIC regarding whether Village staff should proceed with installing sidewalk on the south side of Cottage Avenue between Main Street and Forest Avenue, or any portion therein. Please review the materials in advance of the meeting. Staff will provide a high-level overview of the information to the CIC and answer any questions the Commission may have.

Attachments:

1. Sidewalk Gap Exhibit
2. Existing Conditions Aerial
3. Cottage Avenue Engineering Plans - 2026 Utility and Roadway Improvements Project 1-15-

- 2026
4. Cottage Avenue Sidewalk Alignment Photos



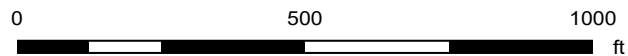
Legend

myGIS Layers

Existing Sidewalks



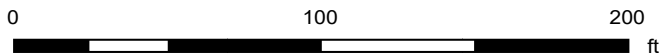
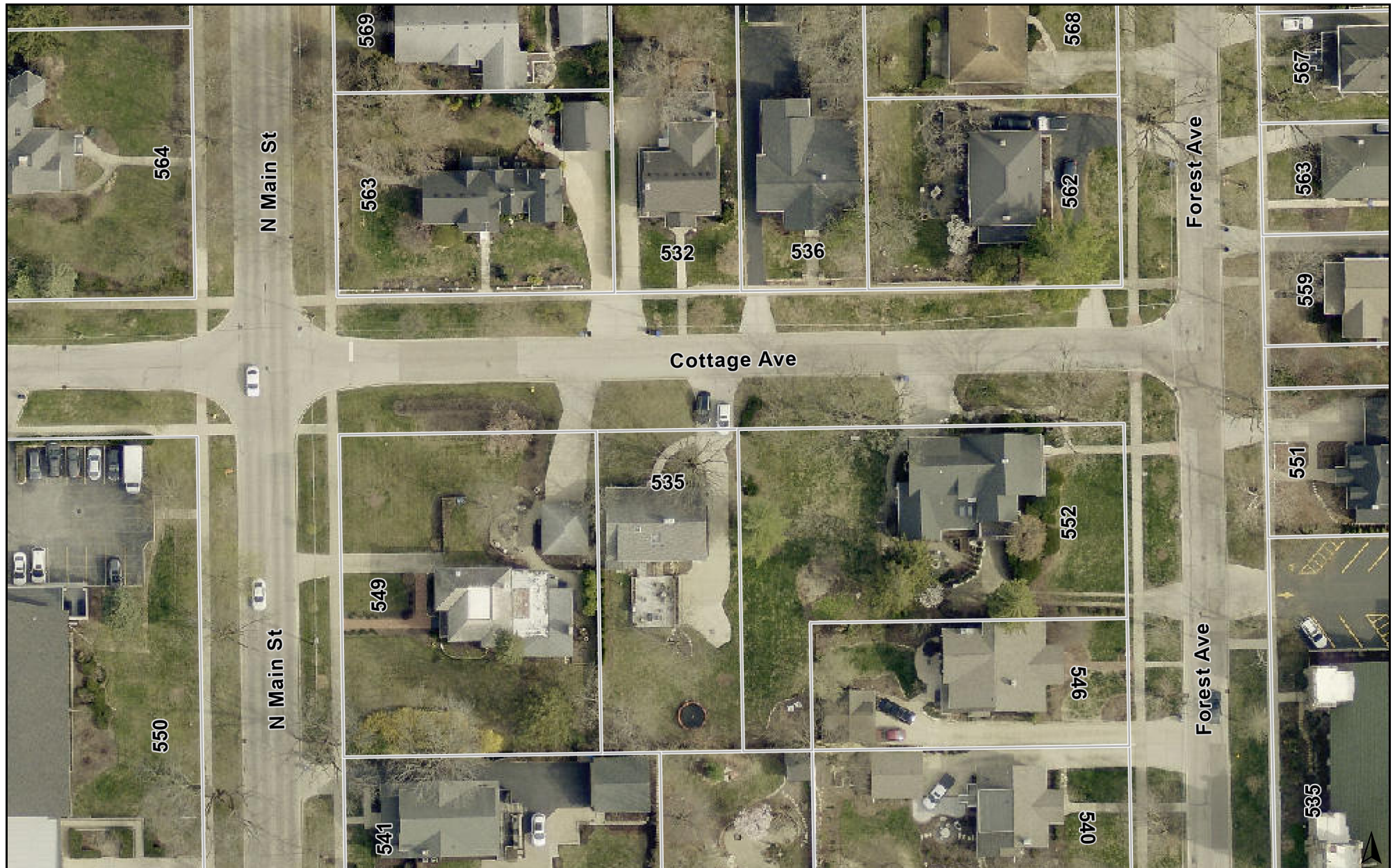
Sidewalk Gap



Print Date: 2/6/2026

Notes

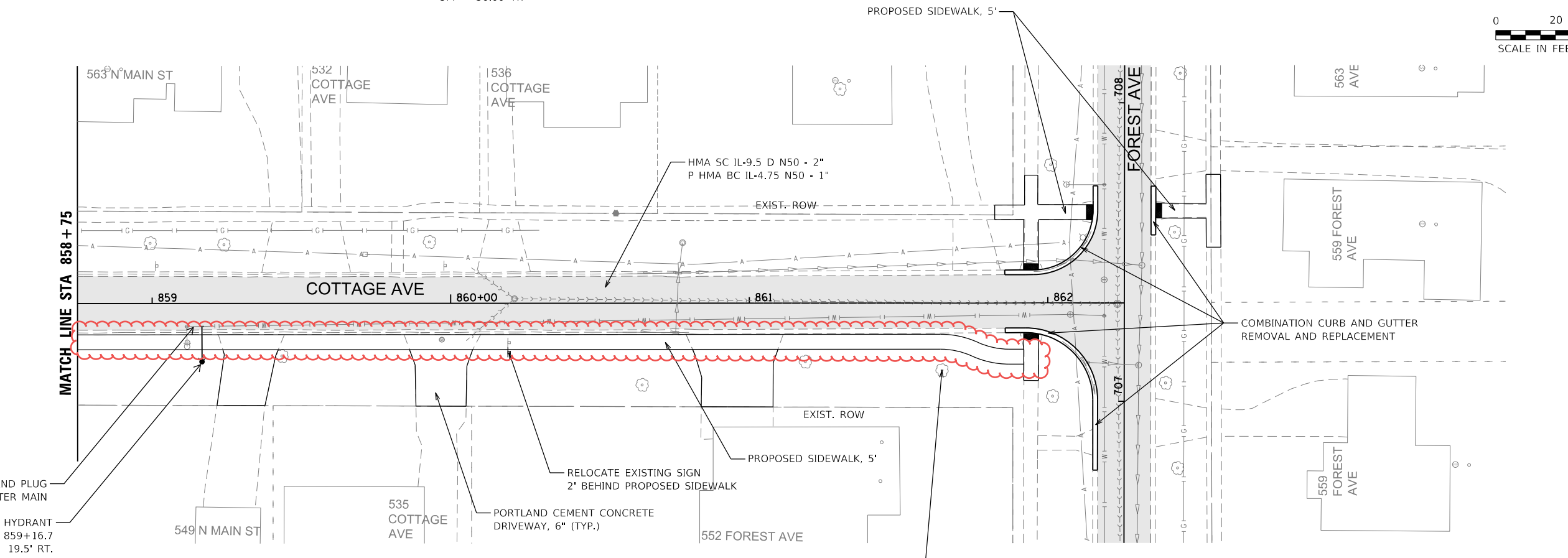
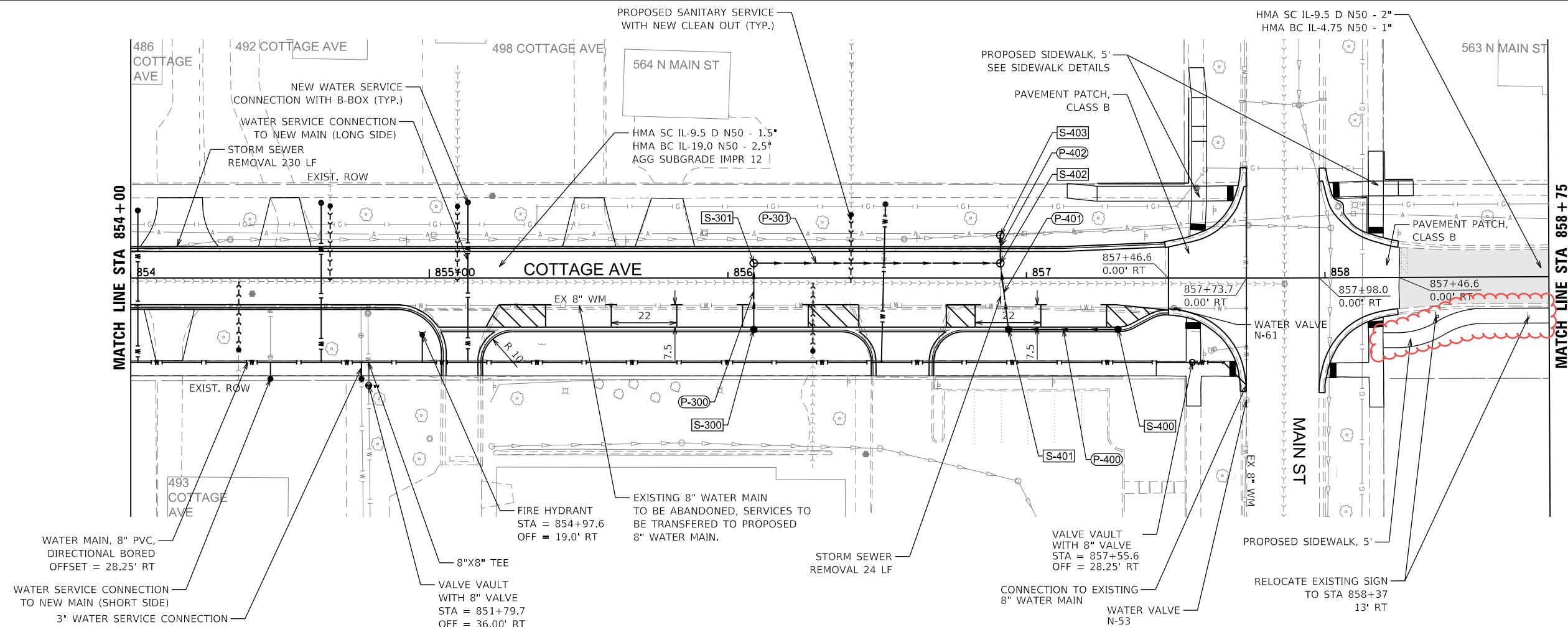
Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently 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.



Print Date: 2/6/2026

Notes

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549 MAIN ST

COTTAGE AVE & MAIN ST
(FACING EAST)

PROPOSED SIDEWALK ALIGNMENT

SIGN TO BE RELOCATED

NO PARKING
THIS SIDE

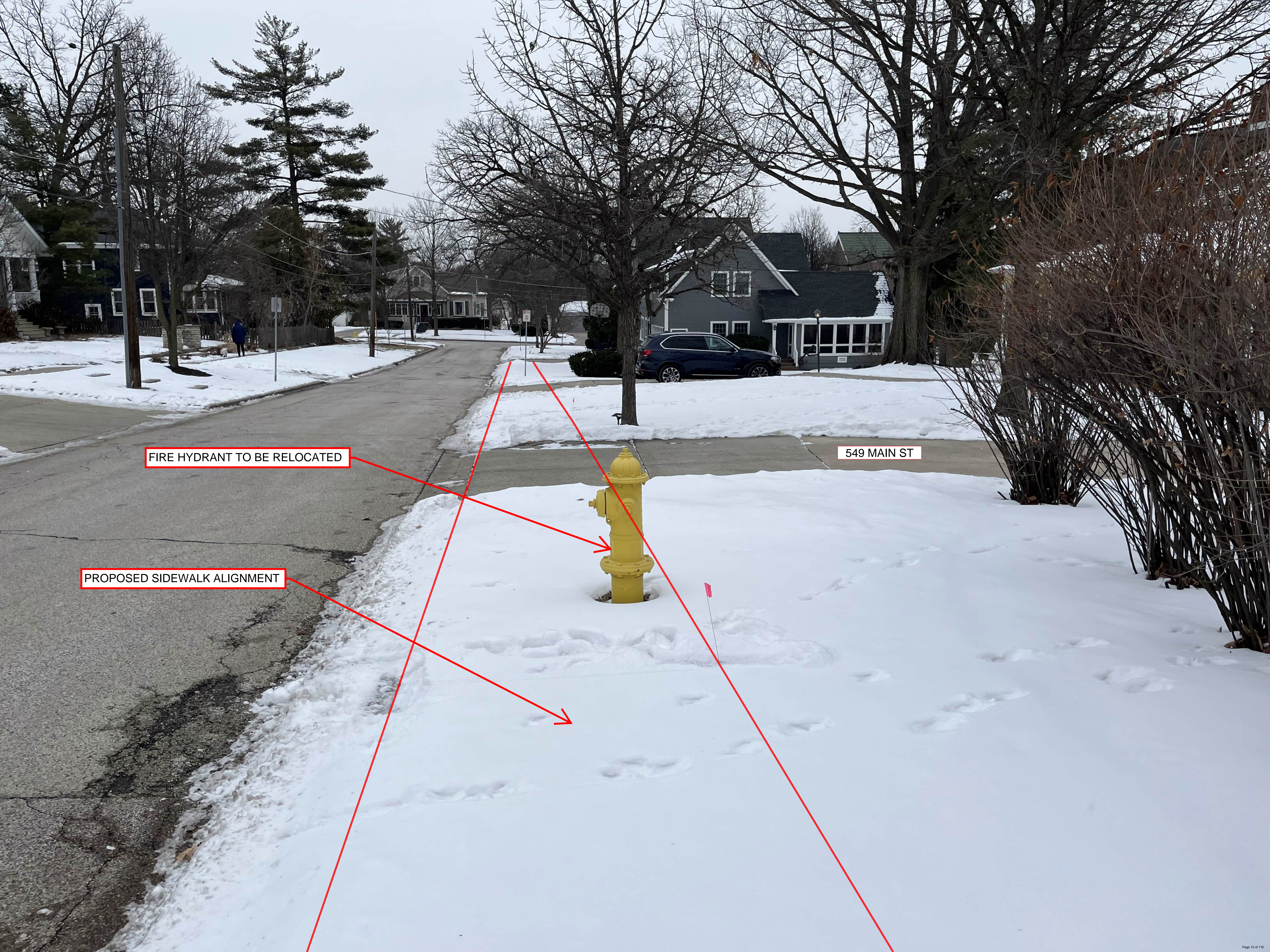
PROPOSED SIDEWALK ALIGNMENT



FIRE HYDRANT TO BE RELOCATED

549 MAIN ST

PROPOSED SIDEWALK ALIGNMENT



PROPOSED SIDEWALK ALIGNMENT

TREE TO BE REMOVED

535 COTTAGE AVE

549 MAIN ST



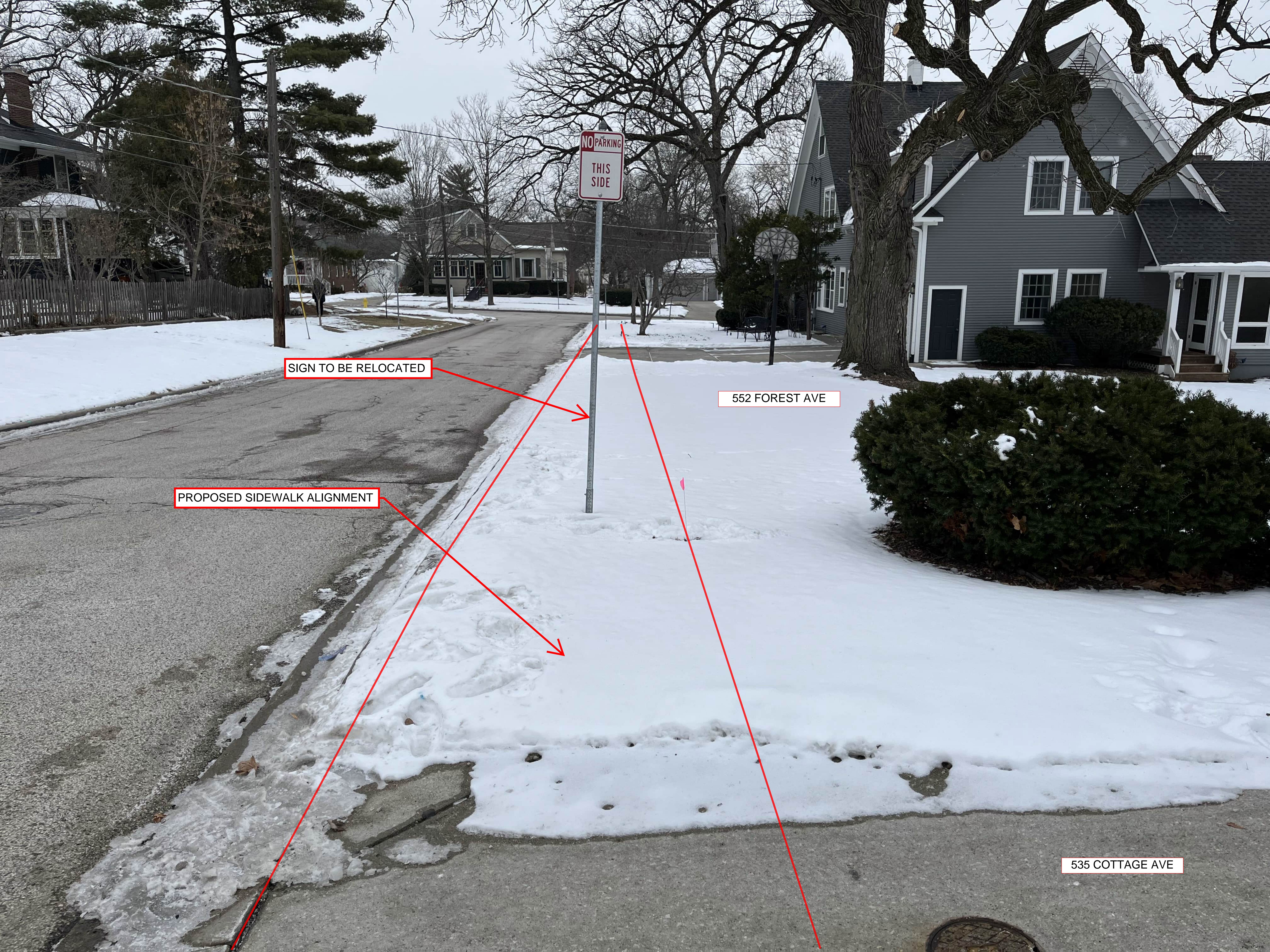
NO PARKING
THIS SIDE

SIGN TO BE RELOCATED

552 FOREST AVE

PROPOSED SIDEWALK ALIGNMENT

535 COTTAGE AVE





552 FOREST AVE

TREE TO REMAIN (13.8 FEET FROM BACK OF SIDEWALK TO FACE OF TREE)

PROPOSED SIDEWALK ALIGNMENT



552 FOREST AVE

PROPOSED SIDEWALK ALIGNMENT

PROPOSED SIDEWALK ALIGNMENT

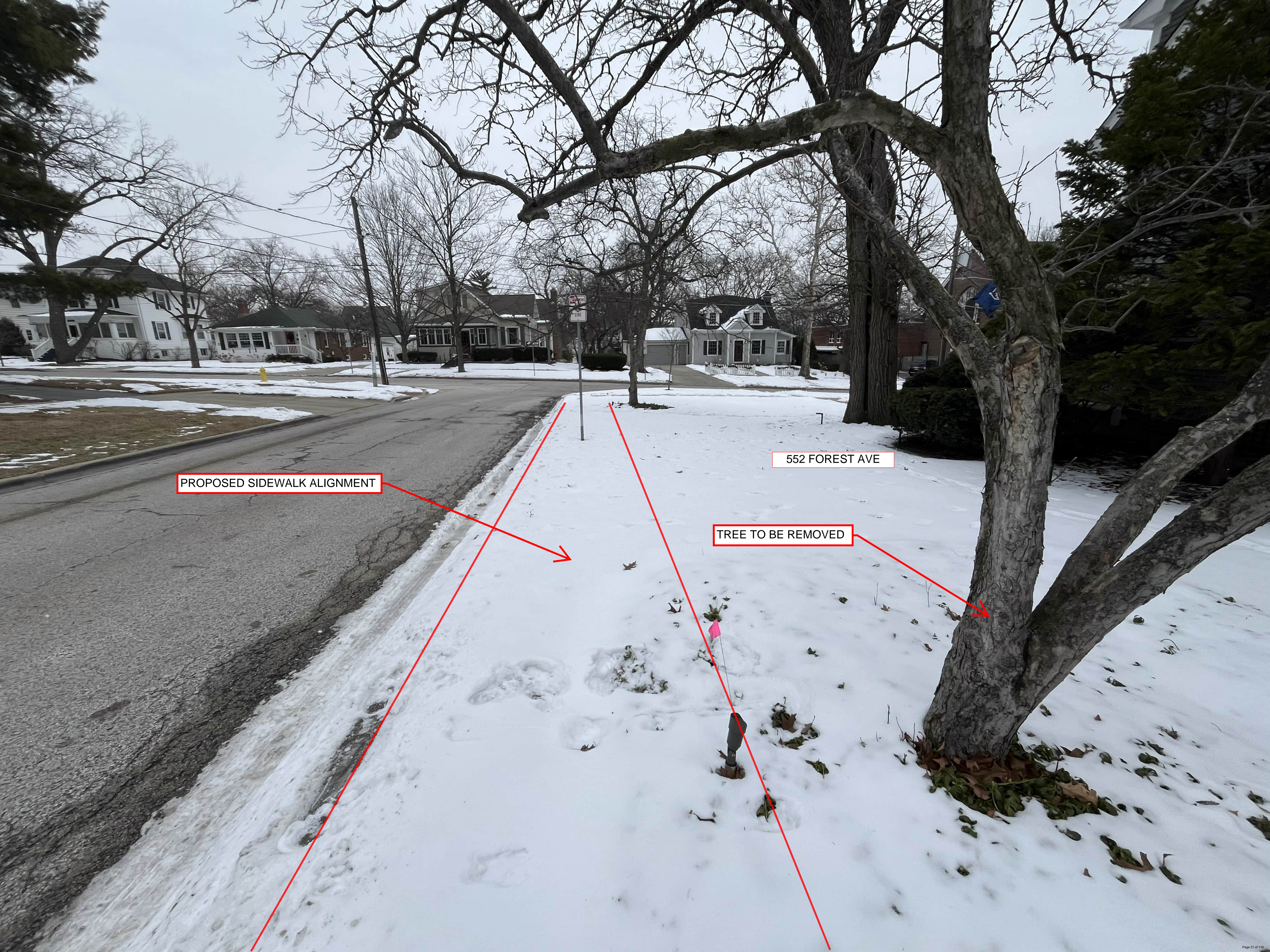
552 FOREST AVE



PROPOSED SIDEWALK ALIGNMENT

552 FOREST AVE

TREE TO BE REMOVED



SIGN TO BE RELOCATED

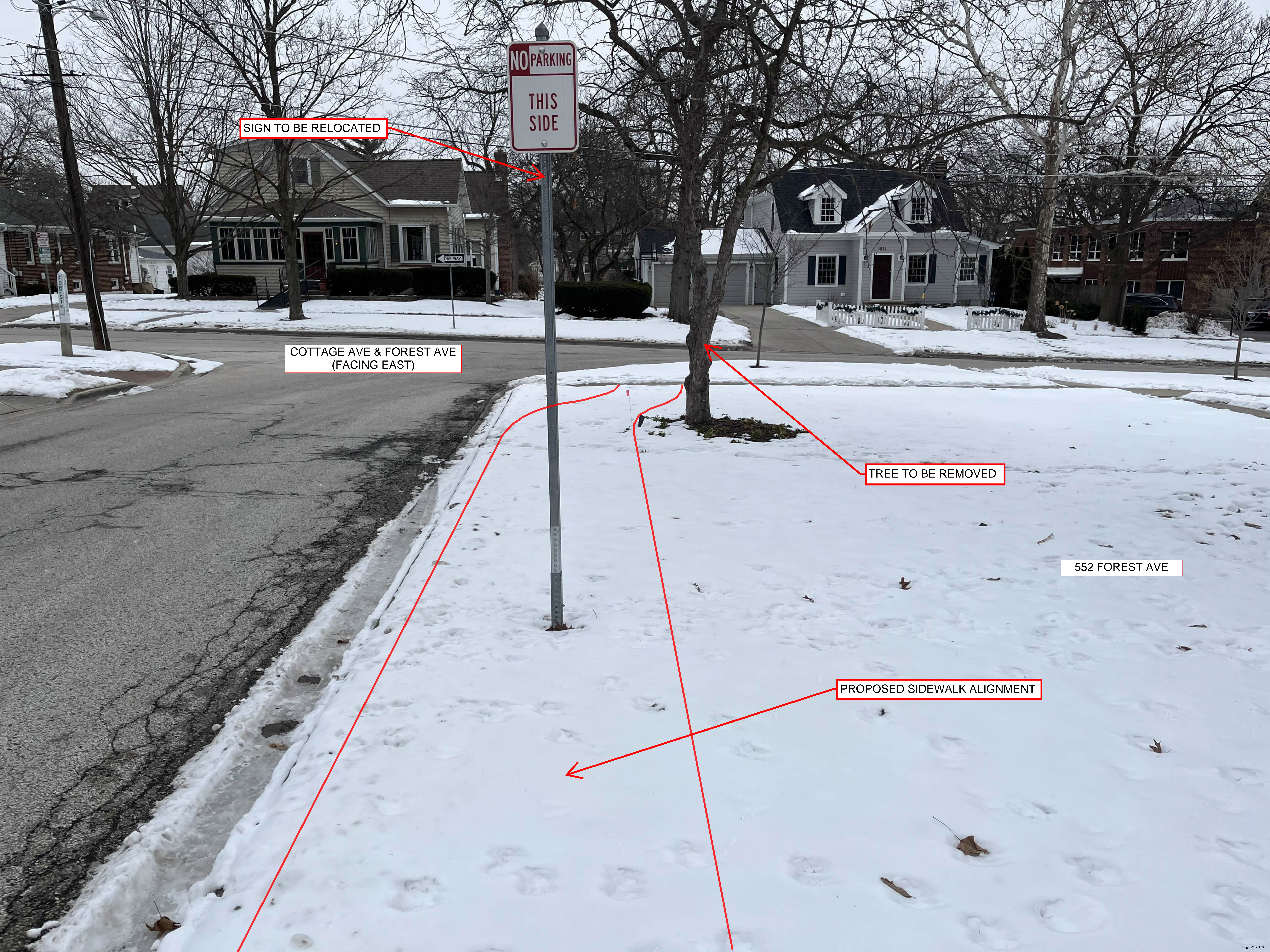
NO PARKING
THIS SIDE

COTTAGE AVE & FOREST AVE
(FACING EAST)

TREE TO BE REMOVED

552 FOREST AVE

PROPOSED SIDEWALK ALIGNMENT





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

Meeting 2/11/2026 7:00 PM
Department: Public Works - Engineering
Department Head: John Hubsby
Category: Discussion Item
Prepared By: Derek Peebles

**AGENDA ITEM (ID # 2026-
117)**

DOC ID: 2026-117

Traffic Engineering / Speed Limit Adjustment Study Update

Statement of the Issue:

Due to community interest in lowering the speed limit on residential streets to 25 miles per hour, the Village Board directed staff to issue a request for proposals (RFP) for Traffic Engineering Services to perform a speed limit study.

Analysis:

Village staff from Administration, Public Works, and Police worked together to develop a scope for the proposed study. The proposed scope is outlined in detail in the attached RFP, but generally consists of the following steps:

- Review of relevant Village background information including the existing roadway network, land uses, and plan and policy documents
- Review of existing conditions including crash data, speed and pedestrian/bicycle related citation data, and review of existing traffic count data.
- Conducting of speed and volume data collection and analysis at representative locations throughout the Village. Twenty-three locations were proposed.
- Conducting of safety review at five select locations
- Review of peer community and national best practices as regards speed limit policies and traffic calming strategies
- Community engagement and education at the outset and through the course of the study

Request for Proposal Process

A Request for Proposal (RFP) for traffic engineering services was issued to twenty (20) engineering firms and advertised on the Village's website. Six (6) firms submitted proposals which were evaluated by staff based on the evaluation criteria within the RFP including firm information, firm experience, project team qualifications, ability to meet deadlines, completeness of project approach, additional tasks, and not-to-exceed cost.

Summary of Traffic Engineering Services Proposals		
Consultant	Total Personnel Hours*	Total Not-to-Exceed Cost
Arora & Associates	350	\$92,309.00
DLZ	469	\$85,051.74
Iteris	278	\$65,136.00
KLOA	242	\$49,700.00
Lochner	455	\$116,503.00
TYLin	209	\$34,834.33

Staff evaluated the proposals based on the aforementioned criteria and identified KLOA’s proposal as the best and most favorable to the interests of the Village and public. KLOA and its proposed project team have significant directly relevant experience with the type of local study proposed by the Village. In addition, their proposed scope was the most on target and represented the best balance between study needs and available resources.

Scope Meeting with KLOA

Village staff from Administration, Public Works, and Police had a meeting with KLOA to review the scope and fees. Based upon the meeting, some additional locations are proposed for the speed data collection (e.g. Sheehan, Riford). The public engagement meetings and overall project schedule were also discussed. KLOA is going to submit a refined scope and fee proposal next week, based upon the meeting discussion.

Budget Impact:

The approved 2026 Village Budget included \$70,000 in Capital Projects funds for the speed study effort. It was anticipated that \$40,000 of that would be devoted to the study and the remaining half allocated to implementation of study recommendations (e.g. signage changes, educational materials).

However, upon review of the submitted proposals, staff believes the dedication of a greater percentage of the budgeted funds to the study portion is warranted in order to achieve the desired study scope, including the public outreach and education components. Implementation is anticipated to continue through 2027 and additional funds can be budgeted accordingly based upon the final study recommendations.

Contribution to Strategic Plan

Action Requested:

Staff is presenting this information as an update and for discussion by the CIC. This item is proposed to brought back before the CIC at the March 11th meeting with a final scope and fees, and with a request for recommendation of an agreement with KLOA.

Attachments:

1. Speed Study RFP Final 12-19-25
2. KLOA Proposal for Glen Ellyn Traffic Engineering Services 2026 1-21-2026



**REQUEST FOR PROPOSAL (“RFP”)
FOR
TRAFFIC ENGINEERING SERVICES**

Date Issued: December 22, 2025
Voluntary Pre-Proposal Meeting: January 9, 2026, 10:00 a.m. C.S.T
Proposal Deadline: January 21, 2026, by 5:00 p.m. C.S.T.

The Village of Glen Ellyn (“the Village”) seeks proposals from qualified contractors to perform
Traffic Engineering Services.

Responses shall be submitted in writing
on or before January 21, 2026, by 5:00 pm

Submit Electronically to:
Village of Glen Ellyn
ATTN: J.D. Barrett, Management Analyst
Email to: jbarrett@glenellyn.org

To obtain information contact:
J.D. Barrett, Management Analyst
jbarrett@glenellyn.org or 630-547-5212



1. INTRODUCTION

The Village of Glen Ellyn (“Village”) hereby requests proposals from qualified professional engineering consultants for the purpose of Traffic Engineering Services.

Due to community interest in lowering the speed limit on residential streets to 25 miles per hour, the Village Board has given staff direction to issue a request for proposals for Traffic Engineering Services. The selected consultant will be responsible for conducting an engineering study to evaluate the adjustment of speed limits throughout the Village. The study shall also include evaluation and recommendations on education, enforcement, and engineering measures that the Village can take to support and reinforce safer driving speeds. The work will include incorporating feedback from the public, Village staff, elected and appointed officials, into final recommendations and presentations to the Capital Improvements Commission and Village Board (hereinafter to be referred to as the “Services”).

Respondents must be able to demonstrate previous experience with similar projects described herein. Proposals shall include the consultant’s firm information, experience with similar projects, qualifications of personnel, ability to meet project deadlines, completeness of project approach, additional services/tasks, and cost for performing the services specified.

Consultants are encouraged to offer additional recommendations based on their professional expertise and industry best practices that align with the intent of this scope, even if such elements are not explicitly outlined in this RFP.

2. SCOPE OF CONSULTANT SERVICES

The Village intends to consider the adjustment of speed limits in general accordance with IDOT’s Circular Letter 2025-09 which outlines a *Policy on Establishing and Posting Speed Limits on the State Highway System*, Effective June 2025.

As background, the existing Village Code does not establish a general default speed limit for roadways within the Village. Therefore, the existing prima facie speed limit in the Village is 30 miles per hour in accordance with the Illinois Vehicle Code (625 ILCS 5/11-601c). Village Code section 9-5-10 does provide for adjusted speed limits, but the adjustments only apply to nine individual roadway segments within the Village.

An outline of the anticipated scope of services/tasks is as follows:

A. Review Relevant Background Information



A review of relevant background information includes familiarization with the Village's roadway network, existing speed limits, land uses, etc. as well a cursory review of plan and policy documents relevant to the effort:

- Village Strategic Plan
- Village Comprehensive Plan
- Village Complete Streets Policy
- DuPage County Safety Action Plan

B. Review Existing Conditions

- The study shall include consideration of roadway types and context with a particular emphasis on reviewing the roadway context.
- Crash and enforcement analysis: Perform a general network screening of the past 5 years of crash data, focusing on speed-related incidents and pedestrian/bicycle crashes. Since this is a network screening and not a detailed intersection or roadway segment analysis, the coded data is proposed to be acquired from the [IDOT Open Data website](#) rather than a Police Department pull of individual crash reports with narratives and diagrams.
- Citation and warning analysis: Perform mapping and review of the past 3 years of speed and stop sign violation citations within the Village. The citation information will be provided by the Police Department and will include the citation type and location for mapping of hotspots. While this is not a true portrait of Village-wide speeds, it can provide some insight into potential complaint and problem areas.
- Traffic volume and multimodal activity: Review traffic counts and patterns, with emphasis on areas of high pedestrian and bicycle activity such as schools, parks, downtown corridors, and trail crossings. Identify conflicts between vehicle speeds and vulnerable road users. The Village does not have systematic traffic count data for roadways within the Village, so this review will be limited to existing IDOT counts and any data collected as part of the study.

C. Conduct Speed and Volume Studies

- 24-hour automated counts: Collect continuous traffic volume and speed data over multiple days at representative locations within the Village including residential



corridors, school zones, and arterial and collector streets. This will provide average daily traffic (ADT), speed distribution, and time-of-day trends.

A map of potential count locations is attached. The locations shown on the map include 11 segment locations, potential select roads in the downtown CBD (5), and 7 representative neighborhood locations. The actual locations will be determined in coordination with the selected consultant at the outset of the project.

- Determination of Prevailing 50th and 85th Percentile Speeds: Perform targeted studies at the representative count locations.
- Variance analysis: Compare posted speed limits with observed 85th and 50th percentile speeds at the representative locations. Identify corridors where significant variance exists, signaling potential need for speed limit adjustment or traffic calming measures.

D. Conduct Safety Observations at Select Intersections

- Perform a review of site conditions and conduct observations at select intersections for potential safety improvements. This is intended to be a relatively informal review (additional counts not proposed), with the intent of leveraging consultant experience toward potential best practice or other measures that might be implemented to improve safety at these locations. The map attachment with this Request for Proposals identifies 5 intersection locations for review.

E. Benchmarking and Best Practices

- Peer community comparison: Review speed limit policies and traffic calming strategies from comparable suburban communities including but not limited to local peer communities Wheaton, La Grange, Elmhurst, Naperville, and Downers Grove as well as local leaders in traffic calming such as Evanston and Oak Park. Highlight successful approaches and lessons learned.
- Regulatory guidance: Incorporate Illinois Department of Transportation (IDOT) standards, Manual on Uniform Control Devices (MUTCD) guidance, and national best practices into any guidance to ensure recommendations align with accepted engineering principles.



- Policy alignment: Evaluate Glen Ellyn’s current speed and traffic calming practices against regional and national benchmarks to identify gaps and opportunities for improvement.

F. Community Engagement and Education

- Public outreach support: Assist Village staff in developing clear messaging to explain the purpose of the study, the role of vehicle speeds and speed limits in safety, and how residents can participate.
- Meetings and workshops: Attend up to four public meetings or workshops to outline the study, present findings, answer questions, and gather community feedback. Provide visual aids such as maps, charts, and infographics to enhance understanding.
- Educational materials: Support Village-led campaigns by preparing fact sheets, FAQs, or social media content that explain speed management strategies and their benefits.

G. Recommendations and Deliverables

- Written report: Provide a comprehensive report of the engineering study summarizing methodology, findings, analysis, and recommendations. Include:
 - Summary of the benchmarking and best practices review
 - Summary of the results of the counts and speed analysis
 - Recommended speed limit changes (if any) with engineering justification.
 - Suggested education, enforcement, and engineering measures the Village can take to support and reinforce safer driving speeds.
 - Cost estimates for implementation, including capital and operational expenses.
- Presentation materials: Prepare slides and handouts for staff meetings and public meetings. Ensure materials are accessible to both technical and non-technical audiences.
- Mapping deliverables: Provide a GIS-based map showing recommended changes, priority corridors, and potential traffic calming locations.
- Digital deliverables: Submission of all raw data, GIS shapefiles, and final report in digital format.



H. Potential Optional Services

- Grant support: Assist Village staff with language for grant applications (e.g., CMAP technical assistance, IDOT safety funds, Safe Streets and Roads for All, other federal programs).
- Educational and signage concepts: Develop draft designs for educational materials, neighborhood signage, or “Slow Streets” branding to reinforce speed management initiatives.
- Implementation support: Offer ongoing advisory services during rollout, including evaluation of pilot projects or phased implementation strategies.

3. SCHEDULE FOR RFP AND CONSULTANT SELECTION

Below is a project schedule for the “Request for Proposal”, evaluation of responses, selection, approval of a preferred consultant(s), and required completion of the Traffic Engineering Services:

Pre-proposal meeting (voluntary)	January 9, 2026
Proposals due by 5 P.M.	January 21, 2026
Interviews (if necessary)	January 26-28, 2026
Agreement presented to Village Board for approval	February 23, 2026
Anticipated agreement effective date	February 24, 2026
Completion date	September 1, 2026

4. INSTRUCTION TO PROPOSERS

Preparation of Proposals

All proposals must be signed by an individual who has legal authority to execute the proposal. Proposals that contain omissions, erasures, alterations, or irregularities of any kind may be rejected by the Village.

All proposals shall be made on the forms provided and will be made part of the contract documents to be executed with the Village. Copies of the Proposal Package and forms will be available for download in digital format (PDF) beginning December 22, 2025, from the Village of Glen Ellyn website at www.glenellyn.org/Bids.aspx.



All pertinent documents may also be examined at the Glen Ellyn Civic Center, 535 Duane Street, Glen Ellyn, Illinois 60137, Monday through Friday, 8:00 AM to 4:30 PM. Copies of the proposal documents, specifications and proposal forms may be obtained from the Administration Management Analyst as well as any other place indicated in the Request for Proposal.

Proposal Format

The proposal shall clearly identify the consultant's ability to provide the proposed services. The name of the consultant and the location of the office that will have responsibility for the contract are required. The name, address, email address, and phone number of a contact person responsible for and knowledgeable of the proposal is required. Any subconsultants shall be clearly indicated in the submittal.

Proposals shall include the following information:

1. Cover Letter
2. Table of Contents
3. Respondent Background
4. Relevant Project Experience
5. Proposed Project Team
6. Project Understanding and Proposed Approach
7. Proposed Schedule of Implementation
8. References (*minimum four references, with contact info*)
9. Cost Proposal*
10. Required Attachments (*see Attachments list at end of RFP*)
11. Other attachments as applicable.

*The cost proposal should be a Not-To-Exceed Cost including supporting documentation for formulating the Not-To-Exceed Cost including hours, hourly rates, and direct costs/reimbursable expenses.

Clarifications

The Village reserves the right to make clarifications, corrections, or changes regarding this Request for Proposals ("RFP") at any time prior to the required submission date and time of proposals. All consultants submitting proposals will be informed of any clarifications, corrections, or changes. Responses to inquiries will be issued as an addendum, if necessary.

Pre-Proposal Meeting

A **voluntary** meeting is to be conducted in advance of the proposal due date to allow for consultants to ask questions about the overall request for proposals and proposed project scope. The meeting will be conducted **virtually via Microsoft Teams (link below)**.



Microsoft Teams [Need help?](#)

[Join the meeting now](#)

Meeting ID: 273 180 319 253 01

Passcode: yL7aV6Hz

While attendance is strongly encouraged, the meeting is voluntary. A summary of questions and answers that emerge from the meeting will be sent out to all entities that downloaded the RFP package from the Village website.

Delivery of Proposals

Proposals shall be submitted no later than **5:00 p.m. C.S.T. (central standard time) on January 21, 2026**. Proposals submitted after said time will not be evaluated.

Proposals shall be submitted electronically to:

J.D. Barrett, Administration Management Analyst

jbarrett@glenellyn.org

Re: Traffic Engineering Services 2026

Error in Proposals

In the event a consultant asserts that a mistake has been made in its proposal, such claim shall be submitted in writing to the Village within twenty-four (24) hours of the proposal due date and time. The consultant shall provide the Village Manager original documentary evidence, together with a detailed written statement setting forth the nature of the error and the manner in which it occurred. Upon receipt of such notice and supporting documentation, and upon a determination by the Village Manager that a bona fide error has occurred, the Village Manager may recommend that the consultant be permitted to withdraw its proposal. Withdrawal of a proposal based on error shall not entitle the consultant to resubmit or modify its proposal.

The submission of a proposal shall constitute an incontrovertible representation and warranty by the proposer that: (i) the proposer has complied with all requirements of the Contract Documents; (ii) the proposal is based upon the performance and furnishing of all work required under the Contract Documents; (iii) the means, methods, techniques, sequences, and procedures proposed by the proposer are in compliance with the Contract Documents; and (iv) the Contract Documents are sufficient in scope and detail to enable the proposer to fully perform the obligations set forth therein.

Withdrawal of Proposals

Proposals may be withdrawn at any time prior to the proposal due date and time. Proposals not withdrawn prior to the proposal due date and time shall remain subject to acceptance for ninety (90) days.



Rejection of Proposals

Proposals not prepared and submitted in accordance with this RFP may be rejected. If not rejected, the Village may demand correction of any deficiency and accept a corrected proposal.

Evaluation of Proposals

The submitted proposals will be reviewed/selected based upon factors in this RFP and including the following:

- (1) Firm Information (size, location, history, resources);
- (2) Experience on similar projects with references (name, title, address, phone, e-mail and fax numbers) within the last five years;
- (3) Qualifications (resumes) of personnel assigned to work on the project (project team, organizational chart);
- (4) Ability to meet project deadlines (provide schedule with work items/staff hours needed, critical path items)
- (5) Completeness of project approach (detailed scope of services/tasks)
- (6) Any additional services/tasks not identified in this RFP that the consultant believes will improve the project, reduce costs and time; and
- (7) Project Costs

Follow-up discussions may be conducted with several firm(s) to resolve any questions, finalize the scope of work and agreement on the final not-to-exceed costs as a means to recommend final selection to the Village Board of Trustees.

Acceptance of Proposal

The Village reserves the right to accept the proposal that is the best and most favorable for the Village and to the public; to reject the lowest price proposal; to accept any item of any proposal; to reject any and all proposals; and to waive irregularities and infirmities in any proposal submitted, provided, however, the waiver of any irregularity shall not be considered a waiver of any future or similar irregularity or infirmity. Proposers should not rely upon or anticipate such waivers in submitting their proposal.

Prohibition on Contact with Village Personnel

All consultants are prohibited from making any contact with the Village President, Village Trustees, or any other official or employee of the Village (collectively, "Village Personnel") regarding this project, except as expressly permitted in this solicitation. The Village Manager reserves the right to disqualify any consultant found to have contacted Village Personnel in



violation of this provision. Additionally, any prohibited contact that may constitute a violation of 720 ILCS 5/33E-1 et seq. will be referred to the DuPage County State's Attorney for review and potential prosecution.

5. PROFESSIONAL SERVICES AGREEMENT

The Village's Sample Professional Services Agreement is attached for reference. The final form of the Agreement is negotiable; however, consultants will need to generally comply with the terms of the Contract



ATTACHMENTS

FORMS TO BE COMPLETED AND RETURNED WITH PROPOSAL

Attachment I – Proposal Submittal Form

Attachment II – Respondent Certification

Attachment III – Respondent Non-Collusion Certification

Attachment IV – Tax Compliance Affidavit

Attachment V – Organization of Proposing Firm

Attachment VI – Conflict of Interest

Attachment VII – Disqualifications of Certain Proposers

Attachment VIII – Consultant Certification

ITEMS ATTACHED AS REFERENCE

Attachment IX – Notice of Award

Attachment X – Professional Services Agreement

Attachment XI – Map identifying potential Speed/Safety Analysis Locations (Attached Separately)



ATTACHMENT I.
PROPOSAL SUBMITTAL FORM

I/We hereby agree to provide to the Village services in accordance with the provisions, instructions, and specifications of the VILLAGE. The Proposal Form must be signed by an authorized agent. If a consultant is a corporation, the corporate seal must be affixed. The selected consultant shall be required to execute the Professional Services Agreement in substantially the form set forth below as Attachment X.

My signature certifies that the proposal, as submitted, complies with terms and conditions as set forth in this RFP.

The Undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices indicated, any or all the items above, subject to all instructions, conditions, specifications and attachments included herein. Failure to review all provisions of this solicitation shall not be grounds to modify any resulting contract or to support a request for additional compensation.

Date: _____

Authorized Signature: _____

Typed/Printed Name: _____

Title: _____

Company Name: _____

Telephone Number: _____



ATTACHMENT II.
RESPONDENT CERTIFICATION

RESPONDENT SIGNATURE: _____

State of _____)

County of _____)

_____)

TYPE NAME OF SIGNEE

being first duly sworn on oath deposes and says that the Respondent for this Proposal is organized as indicated below and that all statements herein made on behalf of such Respondent and that this deponent is authorized to make them, and also deposes and says that they have examined and carefully prepared the proposal from the Contract Exhibits and Specifications and has checked the same in detail before submitting this proposal; that the statements contained herein are true and correct.

Signature of Respondent authorizes the Village of Glen Ellyn to verify references of business and credit at its option.

Signature of Respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated _____

(Seal - If Corporation)

Organization Name

By _____
Authorized Signature

Address

Telephone

Subscribed and sworn to
before me this ___ day
of _____, _____.

- Notary Seal -

(Notary Public)



(a) Corporation

The Respondent is a corporation, which operates under the legal name of _____ and is organized and existing under the laws of the State of _____.

The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

The corporation does have a corporate seal. (In the event that this proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.

If the Respondent is operating under a trade name said trade name is _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

Signed _____
Sole Proprietor



ATTACHMENT III. RESPONDENT NON-COLLUSION CERTIFICATION

_____, as part of its contract on a contract for Traffic Engineering services located within Village corporate limits, referred to in whole as the “2026 Traffic Engineering Services” project, hereby certifies that said Respondent is not barred from proposing on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Compiled Statutes, 720 ILCS 5/33E-3 and 720 ILCS 5/33E-4.

By submission of the proposal, each consultant and, in the case of a joint proposal, each party to the joint proposal certifies as to their own organization, that, in connection with the proposal:

- a) The prices in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to the prices with any other consultant or with any competitor;
- b) Unless otherwise required by law, the prices quoted in the proposal have not knowingly been directly or indirectly disclosed to any other proposer or to any competitor prior to opening; and
- c) No attempt has been made or will be made by the proposer to induce any other person or firm to submit or withhold a proposal for the purpose of restricting competition. Also, each consultant shall submit a certification regarding compliance with Article 33 E-11 of the Illinois Criminal Code of 1961 [720 ILCS 5/33E-11].

By: _____
(Authorized Agent of Respondent)

Subscribed and sworn to
before me this ___ day
of _____, _____.

- Notary Seal -

(Notary Public)

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.



ATTACHMENT IV.
TAX COMPLIANCE AFFIDAVIT

_____, being first duly sworn,
deposes and says:

that he/she is _____ of _____

(partner, officer, owner)
_____ (proposer selected)

The individual or entity making the foregoing proposal certifies that he/she is not barred from entering into an agreement with the Village of Glen Ellyn because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

By:
Its:

(name of proposer if the proposer is an individual)
(name of partner if the proposer is a partnership)
(name of officer if the proposer is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to
before me this ___ day
of _____, _____.

- Notary Seal -

(Notary Public)

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.



ATTACHMENT V.
ORGANIZATION OF PROPOSING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named _____ and is organized and existing in good standing under the laws of the State of _____. The full names of its Officers are:

President _____

Secretary _____

Treasurer _____

Registered Agent Name and Address: _____

The corporation has a corporate seal. (In the event that the proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the Assumed Name is _____, which is registered with the DuPage County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01 *et. seq.*

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

Signature	Signature
-----------	-----------

(Attach additional sheets if necessary.) If so, check here _____. If the partnership does business under an assumed name, the assumed name must be registered with the DuPage County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, *et. seq.*



D. Affiliates: The name and address of any affiliated entity of the business, including a description of the affiliation: _____

Owner's Signature



**ATTACHMENT VI.
CONFLICT OF INTEREST**

_____, hereby certifies that it is has investigated whether it has an actual or potential conflict with the Village of Glen Ellyn.

The Consultant certifies that it has disclosed any such actual or potential conflict of interest and acknowledges that if the consultant has not disclosed any actual or potential conflict of interest, the Village may disqualify the proposal.

(Name of authorized representative)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and sworn to
before me this ___ day
of _____, 2025.

- Notary Seal -

(Notary Public)

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.



**ATTACHMENT VII.
DISQUALIFICATIONS OF CERTAIN PROPOSALS**

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity:

- (A) has been convicted of an act committed within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any State in the United States in that officer’s or employee’s official capacity;
- (B) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the federal Sherman Anti-Trust Act and Clayton Act;
- (C) has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;
- (D) has been convicted of an act committed, within the State of Illinois or any state in the United States, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. Sec. 1 *et seq.*;
- (E) has been convicted of price-fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;
- (F) has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;
- (G) has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether such person or business entity was subject to prosecution for the offense or offenses admitted to;
- (H) has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

Business entity, as used herein, means a corporation, partnership, trust, association, unincorporated business or individually owned business.

Signature of Authorized Representative

The above statements must be subscribed a sworn to before a notary public.

Subscribed and sworn to before me this ____ day of _____, 2025.
- Notary Seal -

Notary Public

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.



**ATTACHMENT VIII.
CONSULTANT CERTIFICATION**

_____, having been first duly sworn depose states as follows:
(Officer or Owner)

_____, having submitted a proposal for:
Traffic Engineering Services to the Village of Glen Ellyn, hereby certifies that said consultant:

1. Has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).
2. Is not delinquent in the payment for any tax administered by the Illinois Department of Revenue, or if it is:
 - a. It is contesting its liability for the tax or the amount in accordance with procedures established by the approved Revenue Act; or
 - b. It has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.

By: _____
(Officer or Owner)

Subscribed and sworn to
before me this _____
day of _____, _____.

- Notary Seal -

Notary Public



ATTACHMENT IX. NOTICE OF AWARD

TO: _____
(Consultant)

(Address)

SERVICES DESCRIPTION:

The Village has considered the proposal submitted by you for the above described SERVICES in response to the Request for Proposals dated _____, 2025.

You are hereby notified that your PROPOSAL has been accepted for services in the amount of \$_____

You are required by the Instructions to Consultants to execute the Professional Services Agreement and furnish the required certificates of insurance within fifteen (15) calendar days from the date of this Notice to you.

If you fail to execute said Contract and to furnish said certificates and bond within fifteen (15) days from the date of this Notice, the Village will be entitled to consider all your rights arising out of the Village’s acceptance of your PROPOSAL as abandoned. The Village will be entitled to such other rights as may be granted by law and the right to receive any security which may have been submitted with the Proposal.

You are required to return an acknowledged copy of this NOTICE OF AWARD to the Village.

Dated this _____ day of _____, _____.

Village of Glen Ellyn, Illinois

By _____

Title

Acknowledged: _____



Attachment X. PROFESSIONAL SERVICES AGREEMENT
PROFESSIONAL SERVICES AGREEMENT
(SAMPLE ONLY - Do not sign)

THIS PROFESSIONAL SERVICES AGREEMENT (hereinafter referred to as the “Agreement”) is entered into this ___ day of _____, 20___, between the Village of Glen Ellyn, an Illinois home rule municipal corporation (hereinafter referred to as the “Village”), and _____, a(n) _____ (hereinafter referred to as the “Consultant”) The Village and the Consultant may also be referred to as a “Party” or collectively as the “Parties.”

RECITAL

WHEREAS, the Village intends to have the Consultant provide _____ services (hereinafter referred to as the “Project”) pursuant to the Consultant’s Proposal dated _____, attached hereto and incorporated herein by reference (hereinafter referred to as the “Proposal”), the Village’s Request for Proposals dated _____ (hereinafter referred to as the “RFP”), and this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the parties agree as follows:

1. RECITAL INCORPORATED.

The above recital is incorporated herein as though fully set forth.

2. SERVICES OF THE CONSULTANT.

2.1. Project. The Consultant’s services are described in the Consultant’s proposal (hereinafter referred to as the “Services”). After written authorization by the Village, the Consultant shall provide the Services for the Village. The Village shall approve the use of subconsultant by the Consultant to perform any of the Services that are the subject of this Agreement.

2.2. Submission of Required Materials. The Consultant shall submit to the Village all reports, documents, data, and information set forth in the Village’s RFP. The Village shall have the right to require such corrections as may be reasonably necessary to make any required submittal conform to this Agreement. The Consultant shall be responsible for any delay in the Services to be provided pursuant to this Agreement due to the Consultant’s failure to provide any required submittal in conformance with this Agreement.



2.3. Conflict Between Documents. In case of a conflict between provisions of the Proposal, the Village's RFP, and this Agreement, the Village's RFP and/or this Agreement shall control to the extent of such conflict.

2.4. Village Authorized Representative. The Village's _____ Director or their designee shall be deemed the Village's authorized representative, unless applicable law requires action by the Corporate Authorities, and shall have the power and authority to make or grant or do those things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the Village and with the effect of binding the Village as limited by this Agreement. The Consultant is entitled to rely on the full power and authority of the person executing this Agreement on behalf of the Village as having been properly and legally given by the Village. The Village shall have the right to change its authorized representative by providing the Consultant with written notice of such change which notice shall be sent in accordance with Section 19 of this Agreement.

2.5. Consultant's Authorized Representative. In connection with the foregoing and other actions to be taken under this Agreement, the Consultant hereby designates _____, as its authorized representative who shall have the power and authority to make or grant or do all things, certificates, requests, demands, approvals, consents, notices and other actions required that are ministerial in nature or described in this Agreement for and on behalf of the Consultant and with the effect of binding the Consultant. The Village is entitled to rely on the full power and authority of the person executing this Agreement on behalf of the Consultant as having been properly and legally given by the Consultant. The Consultant shall have the right to change its authorized representative by providing the Village with written notice of such change which notice shall be sent in accordance with Section 19 of this Agreement.

2.6. Independent Contractor. The Consultant shall be an independent contractor to the Village. The Consultant shall solely be responsible for the payment of all salaries, benefits and costs of supplying personnel for the Services. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against Consultant. The Consultant's services under this Agreement are being performed solely for the Village's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

2.7. Removal of Personnel and Subconsultants. If any of the Consultant's personnel or subconsultants fails to perform the part of the Services undertaken by it in a manner satisfactory to the Village, the Consultant shall immediately upon written notice pursuant to Section 19 below remove and replace such personnel or subconsultant. The Consultant shall have no claim for damages, for compensation more than the Contract Price, or for a delay or extension of the Contract Time because of any such removal or replacement.



3. COMPENSATION FOR SERVICES.

3.1. Contract Price. The Village shall compensate the Consultant for the Services as set forth in the Consultant's Proposal in an amount not to exceed \$_____ (hereinafter referred to as the "Contract Price"). The Consultant shall be paid installments not more frequently than once each month (hereinafter referred to as the "Progress Payments"). Payments shall be made within sixty (60) days of receipt by the Village of a pay request/invoice from the Consultant.

3.2. Change Orders. At any time, the Village may by written order, make changes within the general scope of this Agreement in the Services to be performed by the Consultant. If such changes cause an increase or decrease in the amount to be paid to Consultant or time required for performance of any Services under this Agreement, whether changed by any order, an equitable adjustment shall be made, and this Agreement shall be modified in writing accordingly. No service for which additional compensation will be charged by the Consultant shall be furnished without the written authorization of the Village.

3.3. No Constructive Change Orders. No claims for equitable adjustments in the Contract Price or Contract Time shall be made or allowed unless embodied in a change order. If the Village fails to issue a change order including, or fully including, an equitable adjustment in the Contract Price or Contract Time to which the Consultant claims it is entitled, or, if the Consultant believes that any requirement, direction, instruction, interpretation, determination, or decision of the Village entitles the Consultant to an equitable adjustment in the Contract Price or Contract Time that has not been included, or fully included, in a Change Order, then the Consultant shall submit a written request to the Village for the issuance of, or revision of, a change order, including the equitable adjustment, or the additional equitable adjustment, in the Contract Price or Contract Time that the Consultant claims has not been included, or fully included, in a change order. Such request shall be submitted before the Consultant proceeds with any Services for which the Consultant claims an equitable adjustment is due and shall, in all events, be submitted no later than two business days after receipt of such change order or receipt of notice of such requirement, direction, instruction, interpretation, determination, or decision. Notwithstanding the submission of any such request, the Consultant shall, unless otherwise directed by the Village within two (2) business days after receipt by the Village of such request, proceed without delay to perform the Services in compliance with the Change Order or as required, directed, instructed, interpreted, or decided by Owner and shall, pending a final resolution of the issue, keep a daily record of such Services. Unless the Consultant submits such a request within two (2) business days after receipt of such Change Order or receipt of notice of such requirement, direction, instruction, interpretation, determination, or decision, the Consultant shall be conclusively deemed to have: (1) agreed that such change order, requirement, direction, instruction, interpretation, determination, or decision does not entitle the Consultant to an equitable adjustment in the Contract Price or Contract Time; and (2) waived all claims based on such change order, requirement, direction, instruction, interpretation, determination, or decision.



3.4. Progress Payments. The Consultant shall, as a condition precedent to its right to receive a progress payment, submit to the Village an invoice accompanied by such receipts, vouchers, and other documents as may be necessary to establish costs incurred for all labor, material, and other things covered by the invoice and the absence of any interest, whether in the nature of a lien or otherwise, of any party in any property, work, or fund with respect to the Services performed under this Agreement. In addition to the foregoing, such invoice shall include (a) employee classifications, rates per hour, and hours worked by each classification, and, if the Services are to be performed in separate phases, for each phase; (b) total amount billed in the current period and total amount billed to date, and, if the Services are to be performed in separate phases, for each phase; (c) the estimated percent completion, and, if the Services are to be performed in separate phases, for each phase.

3.5. Withholding of Payments. Notwithstanding any other provision of this Agreement and without prejudice to any of the Village's rights or remedies, the Village shall have the right at any time or times to withhold from any payment such amount as may reasonably appear necessary to compensate the Village for any actual or prospective loss due to: (1) Services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which the Consultant is liable under this Agreement; (3) claims of subconsultants, suppliers, or other persons performing Consultant's Services, unless Consultant, with Village approval, bonds over the amount of the claim or lien; (4) delay in the progress or completion of the Services, unless such delay is caused by the Village; (5) inability of the Consultant to complete the Services, due to a delay caused by the Village; (6) failure of the Consultant to properly complete or document any pay request; (7) any other failure of Consultant to perform any of its obligations under this Agreement, unless such failure is caused by a Village delay; or (8) the cost to the Village, including reasonable attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of the Village's remedies set forth in this Agreement. The Village must notify the Consultant of cause for withholding within fourteen (14) days of receiving invoice.

3.6. Performance of Obligations. The Village shall be entitled to retain all amounts withheld pursuant to this Agreement until the Consultant shall have either performed the obligations in question or furnished security for such performance satisfactory to the Village. The Village shall be entitled to apply any money withheld or any other money due the Consultant under this Agreement to reimburse itself for all costs, expenses, losses, damages, liabilities, suits, judgments, awards, reasonable attorneys' fees, and administrative expenses incurred, suffered, or sustained by the Village and chargeable to the Consultant under this Agreement.

3.7. Completion of Services. The Consultant's Services shall be considered complete on the date of final written acceptance by the Village, which acceptance shall not be unreasonably withheld or delayed. As soon as practicable after final acceptance, the Village shall pay to the Consultant the balance of any amount due and owing under this Agreement, after deducting therefrom all charges against the Consultant as provided for in this Agreement ("Final Payment"). The acceptance by Consultant of Final Payment with respect to the Services shall



operate as a full and complete release of the Village of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to the Consultant for anything done, furnished for, arising out of, relating to, or in connection with the Services, except for such claims as the Consultant reserved in writing at the time of submitting its invoice for final payment and any Village indemnification obligations noted in this Agreement.

4. TERM AND TERMINATION.

4.1. Contract Time. This Agreement shall take effect upon the effective date as defined herein and shall expire upon the completion of the Consultant's Services for the Project as determined in the discretion of the Village ("Contract Time").

4.2. Termination. This Agreement may be terminated, in whole or in part, by either party if the other party substantially fails to fulfill its obligations under this Agreement through no fault of the terminating party. The Village may terminate this Agreement, in whole or in part, for its convenience. No such termination may be affected unless the terminating party gives the other party not less than ten (10) calendar days written notice pursuant to Section 19 below of its intent to terminate.

4.3. Payment for Services Upon Termination. If this Agreement is terminated by either party, the Consultant shall be paid for Services performed to the effective date of termination, including reimbursable expenses. In the event of termination, the Village shall receive reproducible copies of drawings, specifications and other documents completed by the Consultant pursuant to this Agreement.

5. INDEMNIFICATION.

5.1. To the fullest extent permitted by law, the Consultant hereby agrees to defend, indemnify and hold harmless the Village and its officers, officials, agents, employees and volunteers against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, including, but not limited to, reasonable attorney's fees and court costs (hereinafter referred to as "Claims") which may accrue against the Village and its officers, officials, agents, employees and volunteers to the extent arising out of the negligent performance of the work by the Consultant, its employees, or subconsultants, except for the negligence of the Village or its officers, officials, agents, employees and volunteers.

6. INSURANCE.

6.1. Consultant's Insurance. At the Consultant's expense, the Consultant shall secure and maintain in effect throughout the duration of this Agreement, insurance of the following kinds and limits set forth in this Section 6. The Consultant shall furnish Certificates of Insurance to the Village before starting work or within ten (10) days after the notice of award of the Agreement, which ever date is reached first. All insurance policies, except professional liability



insurance, shall be written with insurance companies licensed or authorized to do business in the State of Illinois and having a rating of at least A according to the latest edition of the Best’s Key Rating Guide; and shall include a provision preventing cancellation of the insurance policy unless fifteen (15) days prior written notice is given to the Village. This provision (or reasonable equivalent) shall also be stated on each Certificate of Insurance: “Should any of the above described policies be canceled before the expiration date, the issuing company shall mail fifteen (15) days’ written notice to the certificate holder named to the left.” The Consultant shall require any of its subconsultants to secure and maintain insurance as set forth in this Section 6 and indemnify, hold harmless and defend the Village and its officers, officials, agents, employees and volunteers as set forth in this Agreement.

6.2. Liability Limits. The limits of liability for the insurance required shall provide coverage for not less than the following amounts, or greater where required by law:

6.2.1. Commercial General Liability:

- i. Coverage to include, Broad Form Property Damage, Contractual and Personal Injury.
- ii. Limits:

General Aggregate	\$ 2,000,000.00
Each Occurrence	\$ 1,000,000.00
Personal Injury	\$ 1,000,000.00
- iii. Cover all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant.

6.2.2. Professional Liability:

- i. Per Claim/Aggregate \$1,000,000.00
- ii. Cover all claims arising out of the Consultant's operations or premises, anyone directly or indirectly employed by the Consultant.

6.2.3. Workers’ Compensation:

- i. Workers’ compensation insurance shall be in accordance with the provisions of the laws of the State of Illinois, including occupational disease provisions, for all employees who provide the Services under this Agreement, and in case work is sublet, the Consultant shall require each subconsultant similarly to provide workers’ compensation insurance. In case employees engaged in hazardous work under this Agreement are not protected under workers’ compensation insurance, the Consultant shall provide, and shall cause each subconsultant to provide, adequate and suitable insurance for the protection of employees not otherwise provided.

6.2.4. Comprehensive Automobile Liability:



- i. Coverage to include all owned, hired, non-owned vehicles, and/or trailers and other equipment required to be licensed, covering personal injury, bodily injury and property damage.
- ii. Limits:
Combined Single Limit \$1,000,000.00

6.2.5. **Umbrella:**

- i. Limits:
Each Occurrence/Aggregate \$5,000,000.00

6.2.6. The Village and its officers, officials, agents, employees and volunteers shall be named as additional insureds on all insurance policies identified herein except workers' compensation and professional liability. The Consultant shall be responsible for the payment of any deductibles for said insurance policies. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officers, employees, and volunteers.

6.3. Waiver of Damages. The Village and the Consultant agree to waive against each other all claims for special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Services.

6.4. Obligation to Hold Harmless. The Consultant understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Consultant, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village and its officers, officials, agents, employees and volunteers as herein provided. The Consultant waives and agrees to require its insurers to waive their rights of subrogation against the Village and its officers, officials, employees, agents and volunteers.

7. SUCCESSORS AND ASSIGNS.

7.1. The Village and the Consultant each bind themselves and their partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party in respect to all covenants of this Agreement. Except as above, neither the Village nor the Consultant shall assign, sublet or transfer their interests in this Agreement without the written consent of the other Party. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body that may not be a party hereto, nor shall it be construed as giving any right or benefits hereunder to anyone other than the Village and the Consultant.

8. FORCE MAJEURE.

Force Majeure. Neither the Consultant nor the Village shall be responsible for any delay caused by any contingency beyond their control, including, but not limited to acts of nature, war



or insurrection, strikes or lockouts, walkouts, fires, natural calamities, riots or demands or requirements of governmental agencies.

9. AMENDMENTS AND MODIFICATIONS.

9.1. Amendments and Modifications. This Agreement may be modified or amended from time to time provided, however, that no such amendment or modification shall be effective unless reduced to writing and duly authorized and signed by the authorized representative of the Village and the authorized representative of the Consultant.

10. STANDARD OF CARE.

10.1. Standard of Care. The Consultant is responsible for the quality, timely completion, and coordination of all designs, drawings, specifications, reports and other Services furnished or required under this Agreement and shall endeavor to perform such Services with the same skill and judgment which can be reasonably expected from similarly situated professionals.

10.2. Accuracy of Services. The Consultant shall be responsible for the accuracy of its Services under this Agreement and shall promptly make revisions or corrections resulting from its errors, omissions, or negligent acts without additional compensation. The Village's acceptance of any of Consultant's Services shall not relieve Consultant of its responsibility to subsequently correct any such errors or omissions, provided the Village notifies Consultant thereof within one (1) year of completion of the Consultant's Services. The Consultant shall respond to the Village's notice of any errors and/or omissions within seven (7) days of the service of such by the Village.

10.3. Compliance with Laws. The Consultant shall comply with all federal, state, and local statutes, regulations, rules, ordinances, judicial decisions, and administrative rulings applicable to its performance under this Agreement. The Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, and other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including, but not limited to, the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on race, color, religion, sex, national origin, ancestry, age, order of protection status, marital status, physical or mental disability, military status, sexual orientation, or unfavorable discharge from military service or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* The Consultant shall also comply with all conditions of any federal, state, or local grant received by the Village or the Consultant with respect to this Agreement.



10.4. Liability for Fines and Penalties. The Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, , out of or in connection with the Consultant’s, or its subconsultant’s, performance of, or failure to perform, the Services required pursuant to this Agreement or any part thereof.

10.5. Sexual Harassment Policy. The Consultant shall have a written sexual harassment policy that shall include, at a minimum, the following information as required by section 2-105 of the Illinois Human Rights Act, 775 ILCS 5/2-105: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the Consultant’s internal complaint process including penalties; (v) the legal recourse, investigative, and complaint process available through the Illinois Department of Human Rights and the Illinois Human Rights Commission; (vi) directions on how to contact the Illinois Department of Human Rights and the Illinois Human Rights Commission; and (vii) protection against retaliation as provided by the Illinois Human rights Act.

11. DRAWINGS, DOCUMENTS AND BOOKS AND RECORDS.

11.1. Documents. Drawings, plans, specifications, photos, reports, information, observations, calculations, notes and any other reports, documents, data or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be provided pursuant to this Agreement (hereinafter referred to as the “Documents”) shall be and remain the property of the Village upon completion of the project and payment to the Consultant all amounts then due under this Agreement. At the Village’s request, or upon termination of this Agreement, the Documents shall be delivered promptly to the Village. The Consultant shall have the right to retain copies of the Documents for its files. The Consultant shall maintain files of all Documents unless the Village shall consent in writing to the destruction of the Documents, as required herein.

11.2. Maintenance of Documents. The Consultant’s Documents pursuant to this Agreement shall be maintained and made available during performance of the Services under this Agreement and for three (3) years after completion of the Project. The Consultant shall give notice to the Village of any Documents to be disposed of or destroyed and the intended date after said period, which shall be at least ninety (90) days after the effective date of such notice of disposal or destruction. The Village shall have ninety (90) days after receipt of any such notice to the Consultant not to dispose of or destroy said Documents and to require Consultant to deliver same to the Village, at the Village’s expense. The Consultant and any subconsultants shall maintain for a minimum of three (3) years after the completion of this Agreement, or for three (3) years after the termination of this Agreement, whichever comes later, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement. The Agreement and all books, records and supporting documents related to the Agreement shall be available for review and audit by the Village and the federal funding entity, if applicable, and the Consultant agrees to cooperate fully with any audit conducted by the Village and to provide full access to all



materials. Failure to maintain the books, records and supporting documents required by this subsection shall establish a presumption in favor of the Village for recovery of any funds paid by the Village under the Agreement for which adequate books, records and supporting documentation are not available to support their purported disbursement. The Consultant shall make the Documents available for the Village's review, inspection and audit during the entire term of this Agreement and three (3) years after completion of the Project as set forth herein and shall fully cooperate in responding to any information request pursuant to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.* by providing all responsive documents to the Village.

11.3. Promotional Materials. The Consultant shall have the right to include among the Consultant's promotional and professional materials those drawings, renderings, other design documents and other work products that are prepared by the Consultant pursuant to this Agreement (collectively hereinafter referred to as "Work Products"). The Village shall provide professional credit to the Consultant in the Village's development, promotional and other materials which include the Consultant's Work Products.

12. SAVINGS CLAUSE.

12.1. Savings Clause. If any provision of this Agreement, or the application of such provision, shall be rendered or declared invalid by a court of competent jurisdiction, or by reason of it requiring any steps, actions or results, the remaining parts or portions of this Agreement shall remain in full force and effect.

13. NON-WAIVER OF RIGHTS.

13.1. Non-Waiver of Rights. No failure of either party to exercise any power given to it hereunder or to insist upon strict compliance by the other party with its obligations hereunder, and no custom or practice of the parties at variance with the terms hereof, nor any payment under this agreement shall constitute a waiver of either party's right to demand exact compliance with the terms hereof.

13.2. Consultant's Services to Others. This Agreement shall not prohibit the Consultant from providing its services to any other public or private entity or person. If the Consultant provides its services to a public or private entity or person, the Village, at its sole discretion, may determine that such services conflict with a service to be provided to the Village by the Consultant, and the Village may select another entity to provide such Services as the Village deems appropriate.

14. THE VILLAGE'S REMEDIES.

14.1. Village Remedies. If it should appear at any time prior to final payment that the Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services



to be provided pursuant to this Agreement with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has attempted to assign this Agreement or the Consultant's rights under this Agreement, either in whole or in part, or has falsely made any representation or warranty, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Agreement or has failed to pay its debts as they come due ("Event of Default"), and has failed to cure, or has reasonably commenced to cure any such Event of Default within fifteen (15) business days after Consultant's receipt of written notice of such Event of Default, then the Village shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

14.1.1. The Village may require the Consultant, within such reasonable time as may be fixed by the Village, to complete or correct all or any part of the Services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete and to take any or all other action necessary to bring Consultant and the Services into compliance with this Agreement.

14.1.2. The Village may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Services or part thereof and make an equitable reduction in the Contract Price.

14.1.3. The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement except for amounts due for Services properly performed prior to termination.

14.1.4. The Village may withhold any progress payment or final payment from the Consultant, whether previously approved, or may recover from the Consultant, all costs but not exceeding the amount of the Contract Price, including attorneys' fees and administrative expenses, incurred by the Village as the result of any Event of Default or because of actions taken by the Village in response to any Event of Default; or

14.1.5. The Village may recover any damages suffered by the Village because of the Consultant's Event of Default.

15. NO COLLUSION.

15.1. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of: (1) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Consultant is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax, as set forth in 65 ILCS 5/11-42.1-1; or (2) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* The Consultant represents that the only persons, firms, or corporations interested in this Agreement are those disclosed to the Village prior to the execution of this



Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it shall be found that the Consultant has in procuring this Agreement colluded with any other person, firm, or corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer thereby, and this Agreement shall, at the Village's option, be null and void and subject to termination by the Village.

16. ENTIRE AGREEMENT.

16.1. Entire Agreement. This Agreement sets forth all the covenants, conditions and promises between the parties, and it supersedes all prior negotiations, statements or agreements, either written or oral, about its subject matter. There are no covenants, promises, agreements, conditions or understandings between the parties, either oral or written, other than those contained in this Agreement.

17. CONFIDENTIALITY.

17.1. Confidential Data or Information. With respect to the disclosure of data or other information by the Village or the Consultant, the other Party shall hold all information in strict confidence for as long as the information remains confidential and not public or otherwise disclosed unless as required by law. The Village and the Consultant shall never disclose or make any use of any information and never copy any such information or remove it from the other's premises, except for such use as is required in the performance of the Consultant's duties for the Village. Before providing any data or other information to a third party, the disclosing Party shall secure the permission of the other Party in writing to provide such data or other information to the third party.

17.2. Applicability of Confidentiality Obligations. The obligation set forth in Section 17.1 above shall not apply if: (i) the information to be disclosed has otherwise become public knowledge through no fault of the disclosing Party where the disclosing person was not under an obligation not to disclose such information; (ii) the information to be disclosed was available to the disclosing Party prior to its disclosure; (iii) the information is independently developed by the disclosing Party; or (v) the information is disclosed as required by law.

17.3. Precautions Against Disclosure. The Village and the Consultant shall always use all reasonable precautions to ensure that all information and data is properly protected and kept from unauthorized persons and shall do so pursuant to current industry standards for data protection and privacy. All confidential information, documents, records, and other materials provided by the Village, or the Consultant, shall be returned to the other Party upon written notice pursuant to Section 19 below. The Parties at their option may allow the other Party to delete and destroy Confidential Information provided to it pursuant to this Agreement subject to independent verification that the Confidential Information has been deleted and destroyed.



18. GOVERNING LAW AND VENUE.

18.1. Governing Law. This Agreement shall be governed by the laws of the State of Illinois both as to interpretation and performance.

18.2. Venue. Venue for any action brought pursuant to this Agreement shall be in the Circuit Court of DuPage County, Illinois.

19. NOTICE.

19.1. Notice. Any notice required to be given by this Agreement shall be deemed sufficient if made in writing and sent by certified mail, return receipt requested, by personal service, or by email to the persons and addresses indicated below or to such other addresses as either party hereto shall notify the other party of in writing pursuant to the provisions of this subsection:

To the Village:

Village of Glen Ellyn

Glen Ellyn, Illinois 60137

Email: _____

To the Consultant:

City, State, Zip Code

Email: _____

19.2. Mailing of Notice. Mailing of such notice as and when above provided shall be equivalent to personal notice and shall be deemed to have been given at the time of mailing.

19.3. Notice by Email. Notice by email shall be effective as of date and time of electronic transmission, provided that the notice transmitted shall be sent on business days during business hours (9:00 a.m. to 5:00 p.m. Chicago time). In the event email notice is transmitted during non-business hours, the effective date and time of notice is the first hour of the first business day after transmission.

20. HEADINGS AND TITLES.



20.1. Headings and Titles. The headings or titles of any provisions of this Agreement are for convenience or reference only and are not to be considered in construing this Agreement.

21. COUNTERPARTS; FACSIMILE OR PDF SIGNATURES.

21.1. Counterparts. This Agreement shall be executed in counterparts, each of which shall be considered an original and together shall be one and the same Agreement.

21.2. Facsimile or PDF/Email Signatures. A facsimile or pdf/email copy of this Agreement and any signatures thereon will be considered for all purposes as an original.

22. EFFECTIVE DATE.

22.1. Effective Date. As used in this Agreement, the effective date of this Agreement shall be the last date of its execution by one of the Parties as set forth below.

23. AUTHORIZATIONS.

23.1. Authorizations. The Consultant's authorized representatives who have executed this Agreement warrant that they have been lawfully authorized by the Consultant's board of directors or its by-laws to execute this Agreement on its behalf. The Village Manager warrants that he has been lawfully authorized to execute this Agreement. The Consultant and the Village shall deliver upon request to each other copies of all articles of incorporation, bylaws, resolutions, ordinances or other documents which evidence their legal authority to execute this Agreement on behalf of their respective parties.

**[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK –
SIGNATURE PAGE FOLLOWS]**



IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representatives on the dates set forth below.

VILLAGE OF GLEN ELLYN

By: Mark Franz
Its: Village Manager

By: _____
Its: _____

Dated: _____, 20__

Dated: _____, 20__

ATTEST

ATTEST

By: Caren Cosby
Its: Village Clerk

By: _____
Its: _____

Dated: _____, 20__

Dated: _____, 20__

Proposal

Traffic Engineering Services 2026



Submitted To:



Submitted By:



January 21, 2026

January 21, 2026

Mr. J.D. Barrett
Management Analyst
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, Illinois 60137

Dear Mr. Barrett:

In anticipation of the Village of Glen Ellyn's need to retain a qualified and experienced consultant to perform traffic engineering services concerning the operation of the Village's roadway system as specified in the Village's Request for Proposal (RFP) issued on December 22, 2025 and in Addendum #1 to the RFP, Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA) is pleased to submit this proposal as an expressed interest to be considered for such work. KLOA is well-qualified to undertake this assignment for the Village, as highlighted below:

1. KLOA is very familiar with the Village of Glen Ellyn, having performed more than 40 traffic and parking studies in the Village over the past 30 years. Clients have included the Village, Glenbard Township High School District 87, Glen Ellyn School District 41, B.R. Ryall YMCA, and many private organizations. Studies performed for the Village, District 87 or District 41 include a traffic study for the Central Business District, the transportation element of the new Comprehensive Plan, and traffic studies for the expansion of Glenbard West High School and Churchill Elementary School. Other studies were performed for commercial, institutional and residential facilities throughout the Village.
2. KLOA has extensive experience in conducting traffic speed studies, neighborhood traffic studies, and intersection safety studies for numerous communities, many of which required a work scope similar to that currently being requested by Glen Ellyn. A sampling of these projects include:
 - Traffic speed studies for La Grange Road, Ogden Avenue, and 47th Street in La Grange, IL and for Dresser Road in DeKalb, IL, all of which utilized IDOT's *Policy on Establishing and Posting Speed Limits on the State Highway System*.
 - A Traffic Operations Study of the Village of Wheaton's collector road system and presentations to the Wheaton City Council on posted traffic speeds and speed management strategies.
 - The City of Naperville's pilot neighborhood traffic study for Zone 11 and the subsequent traffic study for the Westside neighborhood, which also included the development of a Traffic Calming Toolbox for the City.
 - Neighborhood traffic studies for 10 subareas of the Village of Downers Grove, 7 subareas of the Village of Elmhurst, 6 subareas of the Village of Darien, 5 subareas of the Village of Niles, many of which addressed traffic speeds, speed limits, and intersection safety issues. KLOA is also currently performing a downtown study for the Village of Hinsdale.

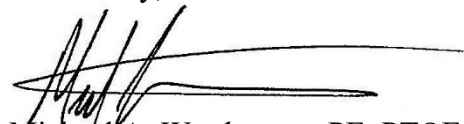
- Residential Intersection Traffic Control Studies for 18 separate zones in the Village of Mount Prospect. Before and after studies were also completed to evaluate the effectiveness of the recommended changes.
3. Our traffic engineering reports are clear and concise, summarizing our data collection, analysis/evaluation, findings and recommendations in attractive charts, tables and exhibits in place of wordy narratives.
 4. KLOA is pre-qualified by IDOT in Traffic Studies, Safety Studies, and Traffic Signals.
 5. Our past studies utilizing IDOT's policies on establishing posted speed limits enable us to streamline the evaluation process to improve efficiency and reduce project cost.
 6. KLOA is joined by Quality Counts, a full-service transportation data collection firm that has been in business since 2003. Quality Counts is headquartered in Tigard, Oregon and has offices throughout the United States, including Chicago. They offer cutting-edge technology and data collection equipment such as Miovision Scout video-based collection units and JAMAR TRAX Apollyon traffic counter/speed/classifiers. KLOA and Quality Counts have teamed together on numerous projects throughout the Chicagoland region.

Finally, we will commit senior-level staff to this project that are highly experienced in traffic engineering, speed studies, traffic calming, and intersection safety/design and are capable of completing each of the items identified in the RFP within budget and on schedule. Michael Werthmann, PE, PTOE, a Principal of KLOA, will serve as project manager, Andrew Bowen will serve as Project Engineer, and Eric Russell will assist as a technical advisor. Mr. Werthmann served as Project Manager for the Village's Central Business Traffic Study and school district studies while Eric Russell served as transportation engineer on the Village's Comprehensive Plan.

The main body of this proposal identifies (1) a background of our company, (2) our relevant project experience, (3) the key staff we will dedicate to the project, (4) our project understanding and approach, (5) our anticipated project schedule, (6) our references, and (7) our proposed not-to-exceed cost. The required vendor information forms are included in the Appendix.

We thank you for your consideration of KLOA for this important project for the Glen Ellyn community and look forward to serving the Village once again. Please do not hesitate to contact us at (847) 518-9990 if we can provide any further information on our proposal or our firm.

Yours truly,



Michael A. Werthmann, PE, PTOE
Principal and Contracting Officer
mwerthmann@kloainc.com

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Appendix

RFP Exhibit

Attachment I – Proposal Submittal Form

Attachment II – Respondent Certification

Attachment III – Respondent Non-Collusion Certification

Attachment IV – Tax Compliance Affidavit

Attachment V – Organization of Proposing Firm

Attachment VI – Conflict of Interest

Attachment VII – Disqualifications of Certain Proposers

Attachment VIII – Consultant Certification

1. Company Background

Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA) provides transportation and parking consulting services to public and private sector clients. Formed in 1995, KLOA’s mission is to respond to client needs in a timely, professional, and cost-effective manner. KLOA is a local firm with a single office located at 9575 West Higgins Road in Rosemont, Illinois. The company has a staff of transportation engineers and planners who offer a wide array of talent and experience and have solved transportation challenges for both limited and broad scopes.

Our staff represents over 150 years of professional service in various practice areas, including traffic operations analyses, neighborhood traffic planning, traffic speed studies, safe routes to school studies, traffic calming, corridor studies, multi-modal transportation planning, parking demand studies, functional parking design, preliminary engineering, traffic signal design, traffic impact and safety studies, and context-sensitive solutions. KLOA has prepared traffic studies, transportation plans, and parking demand studies for entire communities, residential neighborhoods, downtown business districts, corridors, transit-oriented developments, mixed or single-use developments, medical centers, and university/educational campuses. Our staff works collaboratively with architectural and land planning firms, civil engineering consultants, real estate developers, facilities managers, attorneys, public officials, and other technical professionals to develop workable plans.

KLOA, Inc. has been retained by the Village of Glen Ellyn in the past, including performing the Central Business District Traffic Study and the transportation element of the new Comprehensive Plan. In addition, KLOA has also performed numerous traffic and parking studies within the Village, many of which had speed- or safety-related issues including those performed for the Glen Ellyn Park District, Glenbard Township High School District 87, and Glen Ellyn School District 41.

Further, KLOA has been an ongoing consultant with the Village’s neighboring communities, including Wheaton, Downers Grove, and Lombard. We prepared and made a presentation to the Wheaton City Council on posted speed limits and speed management strategies and have prepared many neighborhood traffic studies in these communities which addressed traffic speeds.

Our experience in addressing neighborhood traffic issues extends throughout the Chicagoland area as well, with similar studies prepared for municipalities including Naperville, Deer Park, Darien, Hinsdale, La Grange Park, La Grange, Morton Grove, Mount Prospect, Norridge, Riverside, Oak Park, and River Forest, among many others.

KLOA staff demonstrate our expertise in this area at local, regional and statewide conferences, such as the *Neighborhood and Community Transportation Studies – Process, Recommendations, and Lessons Learned* session presented at the 2017 American Planning Association (APA) – Illinois State Conference in Naperville.

KLOA is pre-qualified with IDOT in Traffic Studies, Safety Studies, and Traffic Signal Design.

2. Relevant Project Experience

The following project summaries include recent experience of KLOA in performing the tasks and developing the outcomes germane to those sought by the Village of Glen Ellyn in this traffic engineering services RFP. Project references are imbedded within each project summary. Municipal references for broader engineering engagements within a community are included in Section 6 of this proposal.

SPEED STUDIES

CORE SERVICES

- Data Collection ▶
- Design Services
- Parking Planning
- Traffic Engineering ▶
- Transportation Planning



CLIENT:

City of DeKalb
Contact: Joel Maurer, PE
Assistant Director of
Public Works
(815) 748-2070

Village of La Grange
Contact: Ryan Gillingham, PE
Director of Public Works
(630) 579-2326



LOCATION:

DeKalb, Illinois
La Grange, Illinois

COMPLETION DATE:

Various

KLOA, Inc. was retained by the City of DeKalb and the Village of La Grange to perform speed studies along arterial and collector roads to provide guidance on the appropriateness of reducing the posted speed limits. The studies were performed at the following locations:

- Dresser Road, DeKalb, IL
- Ogden Avenue (US 34), La Grange, IL
- 47th Street, La Grange, IL
- La Grange Road (US 12/20/45), La Grange, IL

Each study included speed surveys to establish the prevailing speed of free-flowing traffic while also providing data on the volume and composition of traffic. Other factors considered in the studies were crash history, pedestrian activity, on-street parking restrictions and the number of access locations. The speed studies followed the procedures outlined in the Illinois Department of Transportation's (IDOT) *Policy on Establishing and Posting Speed Limits on the State Highway System*, which are also recommended for roadways under local jurisdiction. These procedures were used to determine the appropriate altered speed limits on the subject roadways. The results of the studies were summarized in evaluation matrices.

The speed study of Dresser Road resulted in a posted speed limit reduction adjacent to the new DeKalb High School campus. The speed study of La Grange Road recommended a speed limit reduction to 30 mph while the speed studies of 47th Street and Ogden Avenue determined that the current 30 mph posted speed limits were appropriate for these Village-serving arterial roadways.

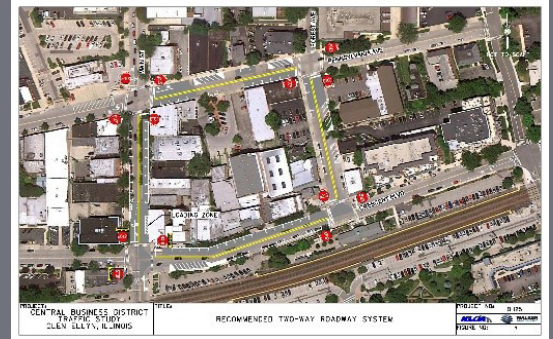


9575 West Higgins Road, Suite 400 | Rosemont, Illinois 60018
847.518.9990 | www.kloainc.com

VILLAGE OF GLEN ELLYN CENTRAL BUSINESS DISTRICT TRAFFIC AND PARKING STUDY

CORE SERVICES

- Data Collection
- Design Services
- Parking Planning ▶
- Traffic Engineering ▶
- Transportation Planning



CLIENT:
 Village of Glen Ellyn
 Contact: Bob Minix



LOCATION:
 Glen Ellyn, Illinois

COMPLETION DATE:
 June 2012

The Village of Glen Ellyn retained Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA, Inc.) and Walker Parking Consultants (Walker Parking) to examine the operation of the one-way roads in and near the Village’s Central Business District (CBD) and determine the feasibility of converting them to two-way traffic. The study area was bounded by Hawthorne Street, Park Boulevard, Hill Avenue, and Prospect Avenue/Western Avenue and included sections of nine roads that were permanently restricted to one-way traffic and portions of three other roads that were restricted to one-way traffic on Sundays. One of the key initiatives/projects identified in the 2009 Village of Glen Ellyn Downtown Strategic Plan was to analyze the Downtown traffic circulation system in order to “make it easier to find parking and navigate through the Downtown”. Of equal importance to improving traffic flow was to minimize any loss of on-street parking and to enhance pedestrian and bicycle access and safety.

As part of the assignment, KLOA, Inc. and Walker Parking thoroughly examined the existing operations of the transportation system and the on-street parking. KLOA, Inc. and Walker Parking developed several two-way roadway alternatives that were evaluated to safely and efficiently accommodate all modes of transportation and to maximize on-street parking. Under the preferred alternative, the primary roads serving the CBD were designed to provide two-way traffic with one moving lane in each direction and on-street parking on both sides of the roads. To assist Village officials, the businesses community and residents in evaluating the merits of the one-way system versus the two-way system, a matrix was developed that listed the components/features pertaining to the CBD’s transportation system and identified which system was better designed to address each. In addition to the matrix, the study thoroughly addressed the operation of a two-way system, the impact on the transportation components/features, and provided a list of the advantages and disadvantages of a two-way system.

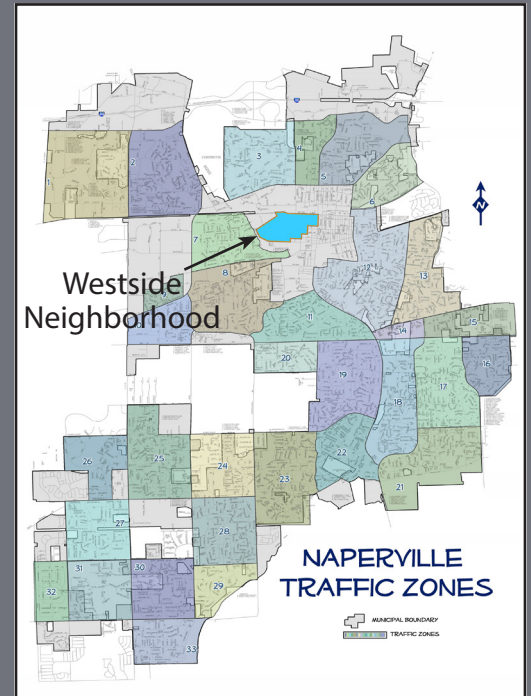
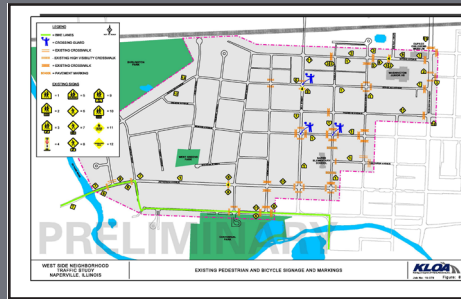


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WESTSIDE NEIGHBORHOOD TRAFFIC STUDY

CORE SERVICES

- Data Collection ►
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning ►



CLIENT:

City of Naperville
Transportation, Engineering,
and Development Dept.
Contact: Kelly Dunne, P.E.
Transportation Project
Manager
(630) 420-6094



LOCATION:

Naperville, Illinois

COMPLETION DATE:

Ongoing

The City of Naperville has embarked on a Neighborhood Traffic Study program to address neighborhood traffic concerns on a comprehensive basis. The City selected KLOA, Inc. to perform the program's pilot study in 2013 for the Zone 11 neighborhoods, which included Olympic Terrace, West Highlands, Maplebrook I, and Hobson West. KLOA, Inc. has been reengaged to prepare the program's second study for the Westside neighborhood, which is located immediately west of the downtown area and is bounded by the DuPage River and the BNSF Railway.

The purpose of the study is to (1) examine existing conditions with respect to vehicular, pedestrian and bicycle movements, (2) review resident concerns and correspondence with City staff/Boards, (3) identify operational and safety issues, (4) analyze potential mitigation alternatives, and (5) develop recommendations to calm traffic and address the issues and concerns. The study also includes the development of a Traffic Calming Toolbox for future application across all neighborhoods in the City.

The study is currently underway and will include multiple public input opportunities. Efforts completed to date include the performance of traffic volume counts and speed surveys, evaluation of crash data, field observations and existing conditions documentation, and the development of preliminary improvements to calm traffic, improve vehicular operations, and increase pedestrian and bicycle safety. The improvements reference City traffic policies and procedures and are guided by Federal and State standards.

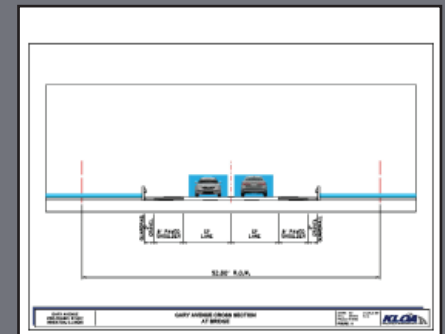


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CITY OF WHEATON TRAFFIC ENGINEERING SERVICES

CORE SERVICES

- Data Collection ►
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning ►



CLIENT:

City of Wheaton
Contact: Joseph Tebrugge
Director, Engineering
(630) 260-2065



LOCATION:

Wheaton, Illinois

COMPLETION DATE:

2017 to Present

KLOA, Inc. has been repeatedly retained by the City of Wheaton to perform a variety of studies, reviews, and analyses related to traffic operations, pedestrian and bicycle safety, and plans for new developments and roadway/signal improvements. Below is a sample of some of these services:

- Conducted a presentation to the Wheaton City Council on residential speed limits, including reviewing the existing speed limit policies and enforcement, investigating industry-wide standards, and summarizing the purpose, legality, establishment, enforcement, and effectiveness of speed limits.
- Performed a pedestrian crossing assessment of the applicability and need for a marked crosswalk on Main Street at Central Park Drive.
- Examined the existing operation of the intersection of Gary Avenue with Prairie Avenue, including conducting a traffic signal warrant analysis.
- Performed a Pre-Phase 1 traffic study of the Gary Avenue corridor between Harrison Avenue/Ellis Avenue and Jewell Road.
- Performed a comprehensive traffic study of the north-south section of the East Loop Road corridor.
- Evaluated the collector road system within the City.
- Performed a corridor study along Main Street in the northern portion of the City.

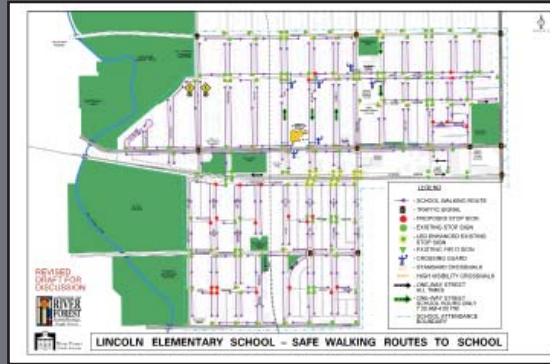


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VILLAGE OF RIVER FOREST TRAFFIC ENGINEERING SERVICES

CORE SERVICES

- Data Collection ▶
- Design Services ▶
- Parking Planning ▶
- Traffic Engineering ▶
- Transportation Planning ▶



CLIENT:

Village of River Forest
Contact: Jeff Loster
Director of Public Works and
Development Services
(708) 714-3551



As traffic consultant to the Village of River Forest, KLOA, Inc. has been repeatedly retained on an on-call basis to perform a variety of studies, reviews, and analyses related to traffic operations, pedestrian and bicycle safety, parking regulations, and plans for new developments and roadway/signal improvements. The following provides a sample of some of the services that KLOA, Inc. has provided.

- Traffic signal evaluation and design at the Lake/Thatcher and Chicago/Thatcher intersections.
- Evaluation of neighborhood intersection traffic control at multiple locations.
- Preparation of Village-Wide Safe Walking Routes to School plans for the six public and parochial primary schools in the Village and the River Forest Community Center.
- Preparation of Village-Wide Commuter Parking Study to identify strategies to minimize the impact of commuter parking on the Village's residential streets.
- Preparation of Village-Wide Bicycle Plan and bicycle sign/pavement marking plan set to implement the improvements.
- Preparation of the transportation element of the Village's new Comprehensive Plan.
- Performance of a Traffic Study for the northeast corner of the Village.
- Provided grant application assistance.

LOCATION:

River Forest, Illinois

COMPLETION DATE:

2017 to Present

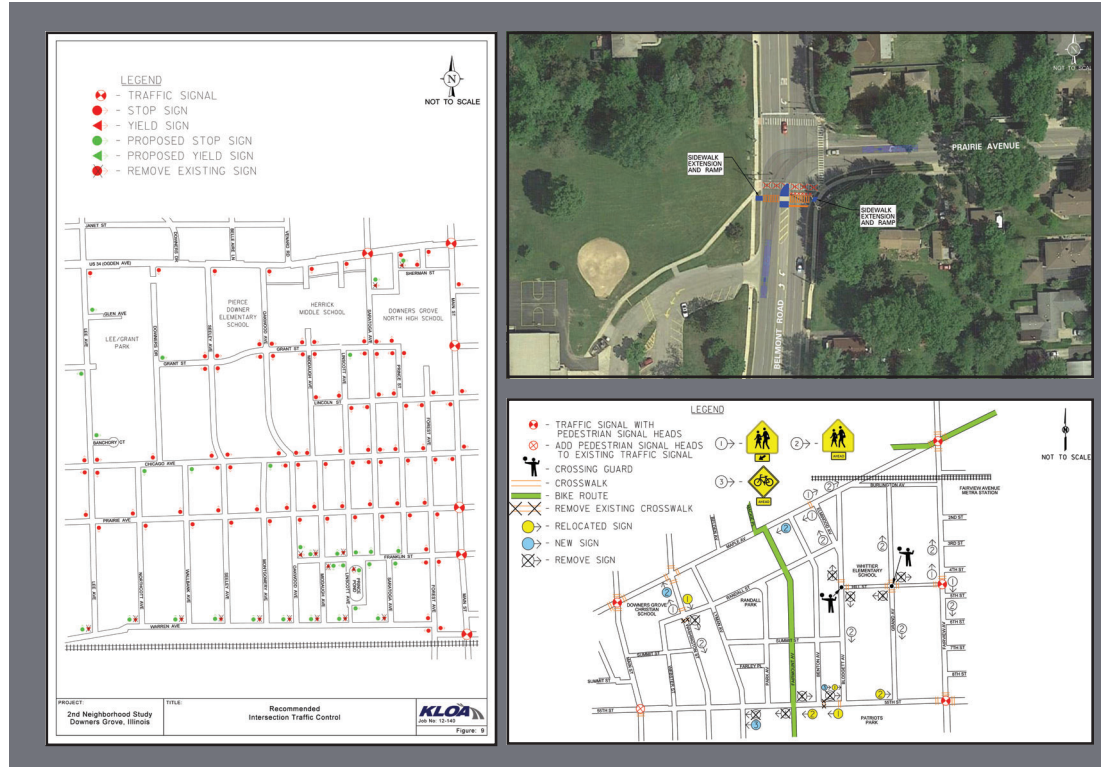


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VILLAGE OF DOWNERS GROVE NEIGHBORHOOD TRAFFIC STUDIES

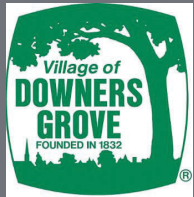
CORE SERVICES

- Data Collection ►
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning



CLIENT:

Village of Downers Grove
Contact: Scott Vasko
Director of Engineering
(630) 434-6804



The Village of Downers Grove retained Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) to conduct neighborhood traffic studies in nine of the ten neighborhoods that have been examined to date. The objective of the studies was to thoroughly examine the existing operations within the neighborhoods, identify operational deficiencies, analyze potential alternatives, and recommend modifications and/or improvements to enhance vehicular, pedestrian, and bicycle operations. In addition to addressing the primary traffic concerns within each neighborhood, including vehicular volume, vehicular speed, and overall vehicular, pedestrian, and bicycle safety, the studies examined the operation of the roadways bordering the neighborhoods.

Based on the results of the studies, recommendations and plans were developed regarding (1) intersection traffic control, (2) on-street parking, (3) pedestrian and bicycle facilities, (4) traffic control devices, (5) traffic calming measures, and (6) neighborhood school operations. Further, external intersection improvements were identified that mitigated the existing operational deficiencies and reduced the potential for cut-through traffic within the neighborhoods. The recommendations developed in the studies were based primarily on accepted engineering practices, conformity with the 2009 Manual on Uniform Traffic Control Devices (MUTCD), existing Village criteria, and the input of Village officials.

LOCATION:

Downers Grove, Illinois

COMPLETION DATE:

2011 - Present

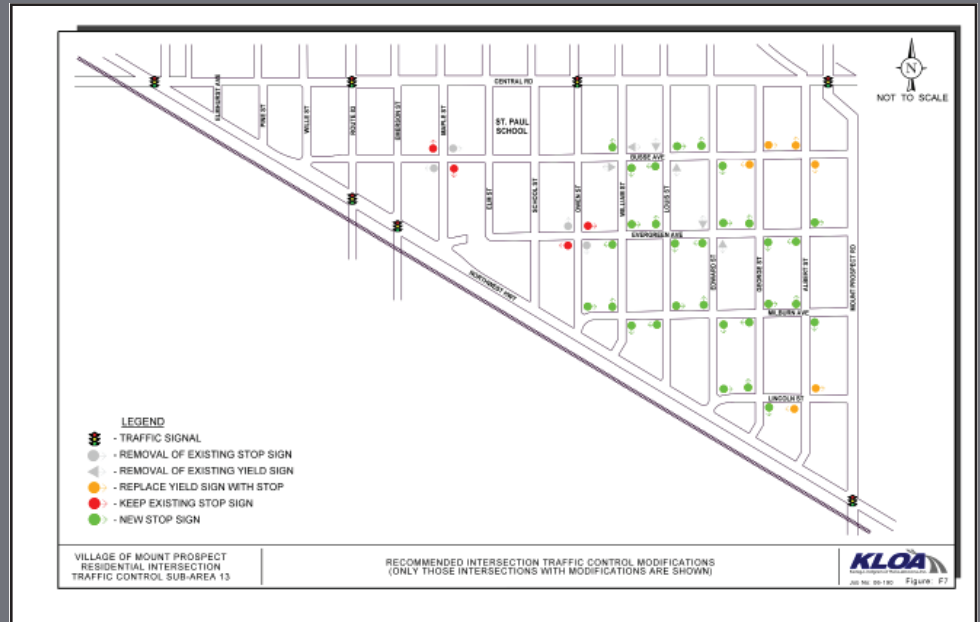


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VILLAGE OF MOUNT PROSPECT VILLAGE-WIDE TRAFFIC CONTROL STUDY

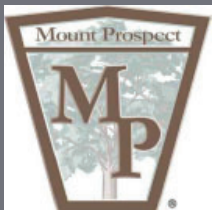
CORE SERVICES

- Data Collection ►
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning ►



CLIENT:

Village of Mount Prospect
Contact: Matthew P. Lawrie,
PE
(847) 870-5640



Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) was retained by the Village of Mount Prospect to undertake a Village-wide traffic control and signage review program. The objective was to review traffic control and roadway operations throughout the entire Village in an effort to (1) provide a higher level of standardization, (2) increase driver expectations, and (3) enhance safety in the Village's residential neighborhoods.

The Village's Residential Intersection Traffic Control Program defined 18 subareas for individual analysis. Each subarea analysis included the collection of traffic volume data, review of the roadway classification system, and evaluation of all traffic control signs against a criteria matrix based on Village standards and the guidelines contained within the Federal Highway Administration's *Manual on Uniform Traffic Control Devices for Streets and Highways* (MUTCD). Recommendations were developed to modify intersection traffic control within each subarea. "Before" and "after" studies were also conducted to evaluate the effectiveness of the recommended/implemented changes.

LOCATION:

Mount Prospect, Illinois

COMPLETION DATE:

2009



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VILLAGE OF NILES INTERSECTION TRAFFIC CONTROL STUDIES

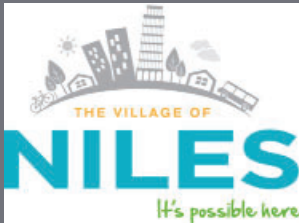
CORE SERVICES

- Data Collection ▶
- Design Services
- Parking Planning
- Traffic Engineering ▶
- Transportation Planning ▶



CLIENT:

Village of Niles
Contact: Robert Rado II
Civil Engineer II
(847) 588-7924



LOCATION:

Niles, Illinois

COMPLETION DATE:

2022 - 2024

The Village of Niles retained Kenig, Lindgren, O’Hara, Aboona, Inc. (KLOA, Inc.) to assist them on a Village-wide study of the traffic controls within the Village’s residential neighborhoods. The objective was to review traffic control and roadway operations throughout the entire Village in an effort to (1) provide a higher level of standardization, (2) increase driver expectations, and (3) enhance safety in the Village’s residential neighborhoods. Due to the size of the Village and complexity of the program, the Village has been divided into 16 different neighborhoods.

To date, KLOA, Inc. has performed studies in the first five neighborhoods within the Village. Each neighborhood analysis included the collection of traffic volume data, review of the roadway classification system, and evaluation of all traffic control signs against a criteria matrix based on Village standards and the guidelines contained within the Federal Highway Administration’s 2023 *Manual on Uniform Traffic Control Devices for Streets and Highways* (MUTCD). Recommendations were developed to modify intersection traffic control within each neighborhood, including converting one-way/two-way stop sign controlled intersections to all-way stop sign control, replacing yield sign control with stop sign control, and providing stop sign control at uncontrolled intersections, based on examining the traffic control on an overall neighborhood basis.

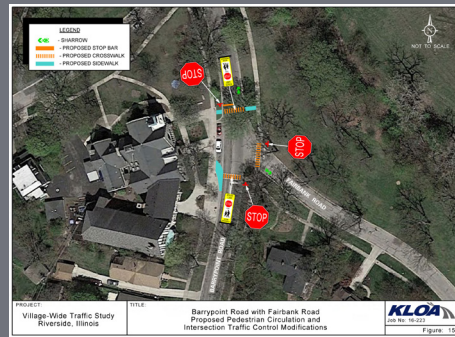


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VILLAGE-WIDE TRAFFIC STUDY

CORE SERVICES

- Data Collection ►
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning



CLIENT:

Village of Riverside
 Contacts: Jessica Francis,
 Village Manager
 Mr. Tom Weitzel, M.S.,
 Police Chief
 (708) 447-2700



LOCATION:

Riverside, Illinois

COMPLETION DATE:

2017

Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) was retained by the Village of Riverside to perform a Village-wide traffic study. The Village has a curvilinear roadway system with very few tangent roadway sections or perpendicular (right-angle) intersections and has a railroad line that extends through the middle of the Village with a limited number of railroad crossings. Further, three high-volume, state arterial roadways and two major collector roads border the Village that experience traffic congestion, which spills onto the Village roads. As a result, the Village was experiencing some unique traffic flow and pedestrian/bicycle safety issues and concerns.

Overall, the objective of the study was to thoroughly examine the existing operations within the Village, identify any operational deficiencies, and develop a recommended plan to mitigate the existing deficiencies, enhance operations, and improve safety. The study included extensive field observations, daily traffic counts and speed surveys at 29 locations, peak period counts at five intersections, and license plate surveys at numerous entry/exit points to the Village. Recommendations and/or plans were developed regarding (1) the roadway functional classification system, (2) traffic control at all the Village's intersections, (3) pedestrian crossings at many Village intersections, (4) the student circulation systems and school warning devices/signage plans serving the four primary schools in the Village, (5) bicycle facilities and routes, (6) traffic calming within the central business district and along six collector roads, and (7) existing traffic signal operations.



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VARIOUS STUDIES / PLANS PROMOTING COMPLETE STREETS

CORE SERVICES

- Data Collection
- Design Services
- Parking Planning
- Traffic Engineering ►
- Transportation Planning



CLIENT:

- Village of La Grange
- Village of Oak Park
- Loyola University Chicago
- DePaul University
- University of Chicago

Village of La Grange Illinois



BUDGET:

Various

LOCATION:

Various Locations in Illinois

COMPLETION DATE:

2010-Present

KLOA, Inc. has been retained on numerous assignments to evaluate and/or design innovative solutions to transform the public way in a manner that improves safety for pedestrians, bicyclists and transit users. The solutions have followed Complete Streets principles and have been contextually sensitive to the surrounding environment. Examples include woonerfs and paseos for Loyola University Chicago, raised mid-block crosswalks with rectangular rapid flashing beacons (RRFBs) in Chicago and Western Springs, pedestrian hybrid beacons (aka. HAWK signals) in La Grange, road diets in Oak Park, roundabouts in Tinley Park, accessible traffic signals with leading pedestrian intervals and pedestrian countdown timers in Chicago, intersection bump outs at DePaul University, speed controls in La Grange, pedestrian refuge islands in Wheeling, and bicycle lanes in Chicago, among many others.



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3. Key Project Staff

An important component of our approach to this assignment is the abilities and availability of the consultant staff that will undertake the work and the manner in which the project will be managed. The KLOA staff listed below have performed numerous speed studies, neighborhood traffic studies, and studies that have addressed intersection safety and traffic speed management. All are very experienced in conducting the type of study desired by the Village of Glen Ellyn. Further, all are very familiar with Glen Ellyn from past engineering engagements within the Village.

Michael A. Werthmann, P.E., PTOE, Principal of KLOA, will serve as Project Manager on this assignment. As Project Manager, he will perform and/or oversee the required technical analyses, prepare the study report, and attend all project meetings. Mr. Werthmann has more than 35 years of experience as Project Manager or Project Engineer on numerous traffic, transportation, parking, and pedestrian planning and engineering assignments for public agencies and private developments. Mr. Werthmann served as Project Manager for the Glen Ellyn CBD traffic study, the City of Wheaton’s village-wide collector road study, the City of Naperville’s first two neighborhood traffic studies, the village-wide traffic study for the Village of Riverside, the Hinsdale downtown study, and the various neighborhood studies performed for the villages of Mount Prospect, Downers Grove, Darien, and Niles. Mr. Werthmann has made presentations to the Wheaton City Council on posted speed limits and traffic speed management strategies and was a co-presenter of the *Neighborhood and Community Transportation Studies – Process, Recommendations, and Lessons Learned* session at the 2017 American Planning Association (APA)–Illinois State Conference in Naperville. Mr. Werthmann has also conducted many traffic studies within the Village of Glen Ellyn. He is a registered Professional Engineer in the State of Illinois and is a certified Professional Traffic Operations Engineer. He carries Member status in the Institute of Transportation Engineers (ITE).

Eric D. Russell, P.E., PTOE, PTP, LEED AP-ND, Principal of KLOA, will serve as a Technical Advisor on this assignment. Mr. Russell also has more than 35 years of experience managing traffic and transportation planning assignments for counties, municipalities, school districts, medical centers, universities, neighborhoods, and private developments. Mr. Russell prepared the transportation element of Glen Ellyn’s new Comprehensive Plan and has performed traffic speed studies for the Village of La Grange, neighborhood traffic studies for Naperville and Niles, and many traffic engineering studies for the Village of River Forest. He also prepared the River Forest Bicycle Plan and Safe Walking Routes to School plans for the Oak Park and River Forest schools. Mr. Russell has made many presentations on neighborhood traffic safety and was a co-presenter of the *Neighborhood and Community Transportation Studies – Process, Recommendations, and Lessons Learned* session at the 2017 American Planning Association (APA)–Illinois State Conference in Naperville. Mr. Russell is a registered Professional Engineer in Illinois and is a certified Professional Traffic Operations Engineer and Professional Transportation Planner. He is also a LEED accredited professional with neighborhood development specialization and carries Member status in ITE.

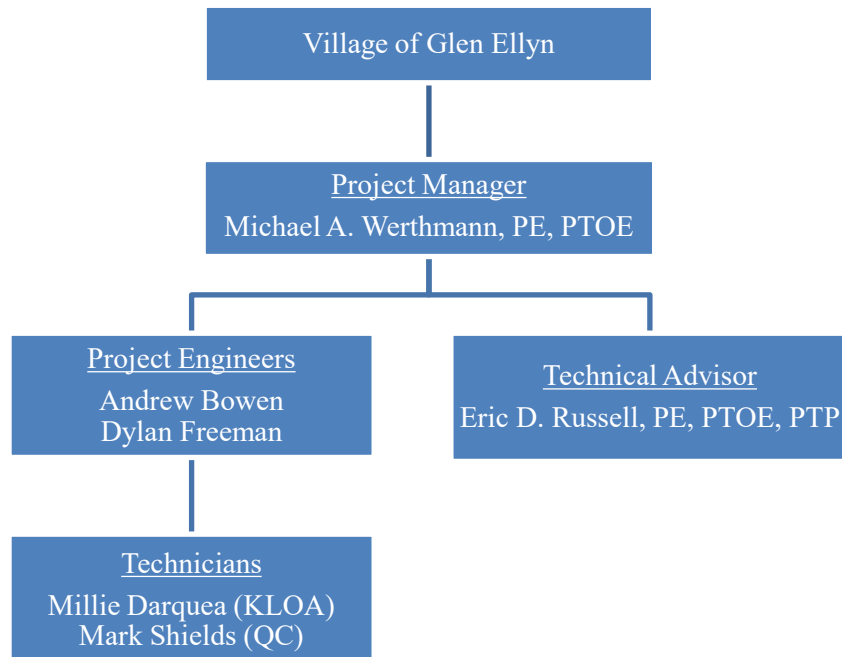
Andrew Bowen, Senior Consultant of KLOA, is a traffic engineer with seven years of professional experience assisting on a variety of projects including traffic analysis, traffic impact studies, transportation plans, corridor studies, and traffic data collection efforts. Mr. Bowen assists in the management of KLOA’s data collection efforts and use of our MioVision Scout Video Traffic Data Collection Units. Mr. Bowen is proficient in Synchro, SimTraffic, and HCS traffic analysis software and is instrumental in technical analyses and document preparation.

Mark Shields is the lead data collection manager for Quality Counts, LLC in the Chicago area. He supervises the Chicago office technicians, manages product delivery, and performs QC/QA on traffic data reports. Mr. Shields is experienced in numerous forms of data collection technology, including Miovision Scout Video Collection Units, JAMAR TRAX Apollyon traffic counter/speed/classifiers, tube counts, and spot speed studies (both radar and lidar), among others. He will be responsible for the collection of the traffic volume, speed and classification data using the Jamar TRAX Apollyon units.

Staff Availability

These staff members are prepared and readily available to perform the proposed work program within the 6-month schedule described in Section 5 of this proposal. Further, KLOA has the backlog flexibility and personnel capacity to achieve this expeditious schedule. Mr. Werthmann, as Project Manager, will conduct weekly project meetings with KLOA project staff to coordinate and supervise efforts and keep the project on schedule and within budget. He will also be in weekly contact with the Village’s project contact person to review project status, work completed, budget expended, and schedule. KLOA, and our traffic count subcontractor Quality Counts, LLC, also both have the available time and equipment to perform all of the data collection tasks this Spring while school is in session.

Below is an organizational chart for the key KLOA staff. Resumes for these individuals follow.





Mr. Werthmann is a traffic and transportation engineer with more than 25 years of experience and a founding Principal of Kenig, Lindgren, O’Hara, Aboona, Inc. Mr. Werthmann is currently responsible for traffic and transportation assignments and traffic signal design projects for the firm’s private and public clients. He has served as project manager on a variety of public and private sector projects including site traffic impact analyses, parking demand analyses, traffic management, safety studies, traffic simulation models, transportation and planning studies, roadway planning and design, Intersection Design Studies (IDS) and Signal Design. Mr. Werthmann has also appeared as an expert witness at public hearings. Prior to the forming of Kenig, Lindgren, O’Hara, Aboona, Inc., Mr. Werthmann had been with Barton-Aschman Associates for six years.

EDUCATION

Bachelor of Science in Civil Engineering
Michigan State University

Masters of Management
Kellogg Graduate School of Management
Northwestern University

REGISTRATIONS

Professional Engineer in State of Illinois

Registered Professional Traffic Operations Engineer (PTOE)

PROFESSIONAL ASSOCIATIONS

Institute of Transportation Engineers

Traffic Impact Studies -

Residential, commercial, office, industrial, institutional, and mixed-use developments within the Chicago area and other states including Georgia, Indiana, Iowa, Michigan, Missouri, Pennsylvania, and Wisconsin.

Parking Needs and Feasibility Studies -

Residential, commercial, office, industrial, institutional, and mixed-use developments within the Chicago area and other states including Georgia, Indiana, Iowa, Michigan, Missouri, Pennsylvania, and Wisconsin.

Traffic, Parking, and Safety Studies -

Preschools, elementary, middle, and high schools and various school districts within the Chicago area.

Traffic Simulation and Traffic Signal Operational Analyses -

Various communities and developments within the Chicago and Wisconsin areas including Chicago, Mount Prospect, Oak Park, Schaumburg, and Will County, Illinois.

Corridor Studies and Pre-Phase 1 Studies -

Bloomington, Blue Island, Chicago, Elmwood Park, Evanston, Highwood, Lincolnshire, Mount Prospect, Palatine, Oak Park, Schaumburg, Villa Park, Wheaton, and Will County, Illinois.

Traffic Signal/Multiway Stop Sign Warrant Studies -

Along State, County, and local roadways at numerous locations within the Chicago area.

Intersection Design Studies and Traffic Signal Design -

New and modified intersections for various locations within Illinois.

Roadway/Site Access Geometric Concept Plans -

Various developments and municipalities.

Transportation and Planning Studies -

Various communities, downtowns/central business districts (CBDs), and roadway corridors within the Chicago area.

Neighborhood Traffic Studies -

Mount Prospect, Darien, Deer Park, Oak Park, Downers Grove, Naperville, Riverside, and Wheaton, Illinois.

University and College Traffic/ Parking Planning Studies -

Aurora University, Joliet Junior College, College of Lake County (Grayslake and Vernon Hills campuses), Harper College, University of Illinois at Chicago, Waubesa Community College, Kishwaukee College, Benedictine University, Dominican University, and Roosevelt University.

Medical Campus Traffic/Parking Planning Studies -

Chicago, DuPage County, Geneva, Evergreen Park, Hoffman Estates, Lindenhurst, Naperville, La Grange, Lake Forest, Oak Park, and Waukegan, Illinois; Munster, Indiana; and Iowa City, Iowa.

Traffic Impact Studies for Waste Management Facilities -

New and expanded landfills and transfer stations in various municipalities and counties in Illinois and Indiana.





Mr. Russell is a traffic and transportation engineer/planner with more than 30 years of experience. Prior to joining KLOA, Inc., Mr. Russell was a Principal Associate with Parsons Corporation (Barton-Aschman Associates, Inc.). He has served as project manager on a variety of public and private sector projects including multimodal transportation plans and corridor studies, traffic impact studies, parking demand studies, transportation management plans, roadway geometric concept plans, parking facility layouts, trailblazing sign and pavement marking plans, traffic signal warrant studies, pedestrian safety studies, and bicycle facility planning.

EDUCATION

Master of Business Administration (Real Estate Development)
George Washington University

Bachelor of Science in Civil Engineering
University of Cincinnati

REGISTRATIONS

Professional Engineer in State of Illinois (PE)

CERTIFICATIONS

Professional Traffic Operations Engineer (PTOE)

Professional Transportation Planner (PTP)

Traffic Signal Operations Specialist (TSOS)

LEED Accredited Professional - Neighborhood Development

PROFESSIONAL ASSOCIATIONS

Institute of Transportation Engineers

American Planning Association

Traffic Impact Studies -

Residential, commercial, retail, industrial, institutional, & mixed-use developments throughout greater Chicago and in Washington, DC, AZ, CA, CO, DE, IA, IL, IN, KY, MD, MI, MN, NC, NY, OH, PA, SD, VA & WI.

Transportation Plans -

Grundy Co, Will Co, Bourbonnais, Buffalo Grove, Calumet Park, Cary, Carbondale, Countryside, Frankfort, Glen Ellyn, Gurnee, Justice, Lincolnwood, Manhattan, McHenry County, Niles, Oswego, Ottawa, New Lenox, Plainfield, River Forest, Rock Island, Round Lake Heights, Schiller Park, Schaumburg, Streamwood, and Tinley Park, IL; Ames, IA; Bolling AFB, Washington, DC.

Corridor Studies -

Lake Cook Rd, Buffalo Grove; Golf Rd, Rolling Meadows; US 6, New Lenox; US 30/IL 50, Matteson; Somonauk Rd, Cortland; Broadway Rd, Reed Rd, Brisbin Rd, Lisbon Rd & Saratoga Rd, Grundy Co; WIKADUKE Trail, Kendall Co; IL 53, Will Co; Western Ave/Gregory St, Blue Island; Kinzie, Armitage, Burnside, Pullman & Calumet Industrial Corridors, Chicago; W. 79th St, Chicago; and Sheridan Rd, Chicago in IL and Union Station/North Capitol St in Washington, DC.

Traffic Circulation/Safety Studies -

Citywide, Darien; Arlington Heights Memorial Library, Arlington Heights; U of Chicago Lab Schools, Chicago; Aptakisic JHS, Buffalo Grove; Clarendon Hills MS, Clarendon Hills; Oak Lawn HS, Oak Lawn; Hinsdale MS & Hinsdale Central HS, Hinsdale; Hinsdale South HS, Darien; Lyons Twp HS, La Grange; Metea Valley HS, Aurora; Schaumburg Christian School, Schaumburg; Sandwich HS, Sandwich; New South Side HS, Chicago; Johnson ES & Tioga ES, Bensenville; and Steeple Run ES, Naperville in IL.

Traiblazing Sign/Routing Plans -

Rivers Casino, Des Plaines; Pullman National Monument, Chicago; Northwestern Lake Forest Hospital, Lake Forest; NAVSTA Great Lakes/Ft. Sheridan Housing, Highland Park; and ComEd Overhead Transmission Training Center, Sugar Grove in IL.

Pedestrian Safety Plans -

Safe Walking Routes to School plans, Oak Park & River Forest; Crossroads Business District, Wheeling; 47th St & Gilbert Ave, La Grange; W. Harrison St, Stony Island Ave, & Sheffield Ave/Belden Ave, Chicago in IL.

Medical Center Traffic/Parking Planning -

IL Medical District, John H. Stroger, Jr. Hospital, U of Chicago Medical Center, St. Bernard Hospital, Vencor Hospital North, Chicago, IL; Little Company of Mary Hospital, Evergreen Park, IL; Advocate Christ Medical Center, Oak Lawn, IL; Cleveland Clinic, Cleveland and Firelands Community Hospital, Sandusky, in OH; Physicians Memorial Hospital, La Plata, MD.

Campus Traffic/Parking Planning -

Illinois Veterans Home, Quincy; U of Chicago, DePaul U, Loyola U, St. Xavier U, U of Illinois-Chicago, Chicago; Northern Illinois U, DeKalb, IL; Governors State U, University Park, IL; Iowa State U, Ames, IA.

Rec & Event Center Traffic/Parking Planning -

NIU Convocation Center, Elk Grove Park District Claes Pavilion, Woodridge Park District Athletic Rec Center, Park District of La Grange Rec Center, Park District of Highland Park Rosewood Beach Park, Evanston Sports Dome, Evanston Robert Crown Park redevelopment, Plainfield Park District Bott Park Rec Center, Niles Park District LoVerde Rec Center, Northbrook Park District Techny Park Activity Center.

Parking Demand/Shared Parking Studies -

Uptown Park Ridge; Uptown Blue Island; Downtown Homewood; Downtown Ottawa; Walgreens HQ, Deerfield; Grainger HQ, Mettawa; River Forest; Hawthorn Race Course, Cicero; St. Viator HS, Arlington Heights; Fox College, Orland Park; Shedd Aquarium, Chicago; Greektown, Chicago; and Brighton Park & Crawford Park Industrial Corridors, Chicago in IL; Parkway Landing, Fremont; Silver Creek Center, San Jose; and NewPark Technology Centre, Newark in CA; North Grand Mall, Ames, IA; Marriott-McDowell Mountains, Scottsdale, AZ; Burlington Square Mall & Greektown Casino, Detroit, MI.

Parking Design/Pavement Marking Plans -

Salisbury Mall, Salisbury; Metro Center Garage, Silver Spring; and Aberdeen Train Station, Aberdeen in MD; proposed Redskins Football Stadium, Washington, DC; Genesee Valley Center, Flint, MI.

Bikeways -

Bicycle Plan, River Forest, IL.

Maintenance of Traffic Plans -

Interstate 15, Salt Lake City, UT.

Interchange Feasibility Studies -

I-80/Brisbin Road, Grundy County, IL.



Mr. Bowen is a traffic and transportation engineer with eight years of experience. Prior to joining KLOA, Inc., Mr. Bowen was a student at Bradley University with a focus in transportation engineering. Mr. Bowen also gained experience as an intern with the Peoria County Highway Department. During his time at KLOA, Inc. he has worked on a variety of public and private sector projects including traffic impact, transportation demand management, truck routing, and parking demand studies and traffic simulation and operations analysis.

EDUCATION

Bachelor of Science in Civil Engineering
Bradley University

Traffic Impact Studies -

Multiple studies of residential, commercial, industrial, institutional, and mixed-use developments. Lathrop South Campus in Chicago; Ford City Mall redevelopment in Chicago; Elk Grove Woods Plaza redevelopment in Elk Grove Village; Bell Works redevelopment in Hoffman Estates, IL; Amazon facilities in Verona, WI, West Chicago, IL, and more; multiple QuikTrip fuel centers in IL and MI; and multiple industrial and mixed-use developments in coordination with the 143rd Street extension in Plainfield, IL.

Parking Studies -

Parking needs and feasibility studies throughout the greater Chicago area including apartment, retail, and mixed-use developments. Woodridge Festival in Woodridge; 1200 Diehl Road in Naperville; and Highland Park Library in Highland Park, IL.

Intersection Design -

Modification, modernization, and expansion of existing signals including projects such as IL 68 with Fountain View Drive in Inverness; and U.S. 20 with Rosedale Avenue in Bloomingdale, IL.

Traffic Signal Warrant Studies -

Traffic signal warrant studies performed along State, County, and local roadways at numerous locations within the Chicago area. Canterfield Corporate Campus in West Dundee; U.S. Route 30 and Veterans Parkway in New Lenox; and multiple intersections along the Harlem Avenue corridor in Tinley Park, IL.

Transit Oriented Development Transportation Studies -

Traffic and Transportation Demand Management Studies for developments that qualify for the City of Chicago Traffic Oriented Development Ordinance. 370 North Carpenter, 400 North Elizabeth Street, and Lincoln Park Center.

Campus Circulation Studies -

Churchill Elementary School in Glen Ellyn, IL and School Town of Munster campus in Munster, IN.

Data Collection -

Supervised or collected transportation data, including traffic volumes, vehicle classification, vehicle speed, bicycle and pedestrian volumes, parking occupancy surveys, existing roadway conditions, and existing signal conditions.

4. Project Understanding and Proposed Approach

Since Glen Ellyn's Village Code does not establish a general default speed limit for roadways under Village jurisdiction, the existing prima facie speed limit in the Village is 30 miles per hour (mph) in conformance with the Illinois Vehicle Code. The Village Code does provide exceptions to the default speed, including six roadway segments that adjoin schools or parks which are posted at 20 mph or 25 mph, and three major collector roadways which are posted at 35 mph or 40 mph, but no overall policy with respect to speed limits by roadway functional classification.

There is a perceived concern that the 30 mph default speed limit results in speeding in the Village, particularly within the residential areas, and members of the community have an interest in lowering the posted speed limit on the residential streets to 25 mph. As such, the Village is seeking a Traffic Engineering Study that evaluates the traffic speeds along a set of specified arterial, collector and local residential roadways, and makes a determination as to whether adjustments to the current speed limits are warranted on those roadways based on prescribed procedures from the Illinois Department of Transportation (IDOT), specifically from IDOT's *Policy on Establishing and Posting Speed Limits on the State Highway System*, June 2025. The intent is to utilize the findings from this analysis to determine if an overall policy can be established with respect to posted speed limits by roadway classification or other industry-accepted design rationale.

There are 23 roadway segments specified in the Request for Proposal (RFP) for evaluation. Eleven of the roadway segments are located outside of the central business district (CBD) and consist of minor arterials, major collectors, minor collectors, and local roads, all of which have posted speed limits of 30 mph or 35 mph and some of which extend through residential areas. Five of the roadway segments are located within the CBD and do not currently have a posted speed limit. The remaining seven roadway segments are local roadways within residential neighborhoods and have either a 30 mph posted speed limit or no posted speed limit.

In addition to a recommendation on potential speed limit adjustments, the Village is seeking ancillary solutions that potentially could be implemented to better manage traffic speeds along these roadways, including education, enforcement and engineering measures (the three "E's" of traffic calming), based on professional expertise, industry best practices, and methods from peer communities.

While the speed limit evaluation is the primary focus of the study, the Village would also like an informal review of intersection safety at five specified intersections within the Village. In addition, if the budget allows, the Village also desires some optional assistance towards implementation of any speed reduction or speed management measures, including grant applications, preparing educational materials, developing sign concepts, implementation phasing strategies, and follow-up evaluations of pilot projects.

This project is intended to be inclusive, incorporating feedback from the general public, Village staff, elected and appointed officials, which will be obtained through public workshops held with the Capital Improvements Commission and the Village Board.

Based on this understanding of the traffic engineering services desired by the Village, KLOA has summarized a project approach and scope of services that we believe to be responsive to the December 22, 2025 RFP and Addendum #1 of the RFP.

The approach is based on numerous speed studies and neighborhood traffic studies previously conducted for other communities and provides for the highest quality product produced in a timely and cost-efficient manner. The following highlights some aspects of the KLOA approach:

- The project is divided into logical tasks where milestones can be presented and reviewed and, if necessary, any issues and/or concerns can be resolved throughout the process.
- A collaborative effort is encouraged between KLOA and Village staff throughout the process, which builds consensus towards the appropriate recommendations and designs.
- Our highly trained staff has the experience and technical ability to identify and evaluate any potential issues/concerns early in the process and develop pragmatic solutions.
- Our internal QC/QA process provides for multiple back-checking and product reviews throughout the study preparation process to ensure accuracy of work and completeness of responses to all comments received.
- Our hands-on project management process includes weekly project status reviews of product development, project budget, and schedule of deliverables. This process maintains supervisory oversight in short, regularly scheduled intervals and has proven very effective at sustaining high quality products on time and within budget.

The following outlines the scope of services anticipated to be provided for this project.

Task 1: Field Reconnaissance/Traffic Observations

KLOA will perform field reconnaissance on the speed study roadway segments and intersection safety locations to observe traffic, pedestrian, and bicycle operations and inventory roadway characteristics necessary to complete the IDOT speed limit evaluation and develop intersection safety and speed management recommendations. Data to be obtained will include lane configurations, roadway width, cross street and access driveway type and location, intersection traffic controls, posted speed limits, parking regulations, pedestrian activity centers, sidewalk and crosswalk locations, bicycle facilities, and traffic calming/intersection safety features.

Task 2: Acquisition and Review of Existing Data, Plans, and Policies

KLOA will review relevant Village policies and plans to further familiarize ourselves with the Villages roadway network, land uses, and planned changes in land use and the transportation network. Plans/policies to be reviewed include the Village's Strategic Plan, Comprehensive Plan, and Complete Streets policy and the DuPage County Safety Action Plan.

From the Village, KLOA will also obtain relevant data for use in this study including GIS-based street mapping, roadway widths and right-of-way, Village-wide average crash rate, and a summary of speed and stop sign violations for the past 3 years for the subject roadway segments and intersection safety study locations. For review and mapping purposes, violation information should include citation type and location.

From IDOT, KLOA will obtain traffic volume data and crash data for use in this study including the annual average daily traffic (AADT) counts, Statewide average crash rate, and crash summaries for the past 5 years for the subject roadway segments and intersection safety study locations. The crash data will be screened for speed-related incidents and pedestrian/bicycle crashes.

Task 3: Benchmarking and Best Practices

KLOA will perform the following tasks to compare the Village's current policies and strategies with those of local peer communities and regional/national benchmarks.

- Peer Community Comparison: KLOA will review speed limit policies and traffic calming strategies from comparable suburban communities such as Wheaton, La Grange, Elmhurst, Naperville, Downers Grove, Evanston and Oak Park and compare to those of Glen Ellyn.
- Policy Alignment: KLOA will evaluate Glen Ellyn's current speed and traffic calming practices against regional and national benchmarks to identify gaps and opportunities for improvement.

Task 4: Traffic Data Collection

KLOA will retain Quality Counts, LLC as a subcontractor to collect traffic volume, speed, and classification data from a single location on each of the 23 roadway segments listed below and shown in the exhibit from the RFP, included in the Appendix. The specific count location on each roadway segment will be confirmed with Village staff at the onset of the study. The equipment to be used to collect this data will consist of the latest generation of JAMAR TRAX Apollyon traffic counter/speed/classifiers which utilize road tubes and automated traffic recorders. The traffic data will be collected over two consecutive weekdays (48 hours of data between Tuesday and Thursday of the week) during the Spring when school is in session. The specific dates of the data collection will also be confirmed with Village staff at the onset of the study.

48-HOUR TRAFFIC VOLUME/SPEED/CLASSIFICATION DATA LOCATIONS

Roadways Outside of CBD	CBD Roadways	Local Roadways
Bryant Avenue	Crescent Boulevard	Hawthorne Boulevard (E)
Crescent Boulevard	Duane Street	Hawthorne Boulevard (W)
Fawell Road	Main Street (N of RR)	Highview Avenue
Hill Avenue	Main Street (S of RR)	Marston Avenue
Kenilworth Avenue	Pennsylvania Avenue	Montclair Avenue
Lambert Road		Raintree Drive
Main Street (N of CBD)		Regent Street
Main Street (S of CBD)		
S. Park Boulevard		
Spring Avenue		
Western Avenue		

Traffic Count Location Exhibit

Task 5: Analyses

This task will consist of the summarization and/or analysis of the traffic volumes and speeds, vehicle classification, crash data, and speed and traffic control violations.

A. Traffic Volume/Speed/Classification Analysis

Utilizing the traffic data collected in Tasks 2 and 4, the 48-hour traffic volume data will be analyzed to calculate a 24-hour average daily traffic (ADT) volume, which will be compared with any available IDOT AADT data to validate the data and identify any noticeable trends. Traffic speed data will be analyzed to establish an average speed, 85th-percentile speed, and top of 10 mph pace, as well as the prevailing speed which is the average of the three. The prevailing speed will be compared with the posted or default speed limit to identify corridors where significant variance exists, indicating a potential need for speed management or traffic calming measures. The volume and speed data will also be reviewed for time-of-day trends as well. Vehicle classification data will be separated into various categories, including passenger cars, small trucks/vans, trucks/buses, and semi-trailer trucks. The ADT, speed and classification data will then be entered into a collective spreadsheet describing each respective roadway segment in groupings based on functional road classification. Locations where multimodal activity is prevalent will be noted, including areas of high pedestrian and bicycle activity such as schools, parks, downtown corridors, and trail crossings and conflict locations with vulnerable road users.

B. Crash Analysis

The IDOT crash data for each roadway segment, collected in Task 2, will be screened to identify locations where speed-related incidents and pedestrian/bicycle crashes have occurred. If the annual collision summaries do not specify whether speed was a factor, KLOA will work with Village staff to determine if individual police reports should be obtained from the Glen Ellyn Police Department for use in this analysis. KLOA will also calculate crash ratios for each roadway segment based on the computed road segment crash rate and published Statewide or Village-wide crash rates.

C. Enforcement Analysis

Citation and warning analysis: KLOA will utilize the speed and stop sign violation citation data, collected from the Village in Task 2, to generate a “heat-map” style mapping exhibit to highlight the most significant hotspot locations along each roadway segment.

Task 6: IDOT Speed Limit Evaluation

The data collected and analysis performed in the subsequent tasks will be entered into an IDOT Speed Limit Evaluation Matrix for each roadway segment under investigation to determine if an altering of the posted (or default) speed limit is warranted. The matrix specifically utilizes the speed data, cross street and driveway conflicts, pedestrian volumes/major crossings, sidewalk location, crosswalks, parking regulations, and crash ratios to calculate a prevailing speed adjustment to determine whether an altered speed limit is warranted. The results from the IDOT speed limit evaluation will be entered into the collective ADT/speed/classification spreadsheet for each respective roadway segment under the appropriate functional road classification heading.

Task 7: Intersection Safety Review

Based on the field reconnaissance and traffic observations performed in Task 1, as well as aerial photos and as-built plans (if available), KLOA will review intersection conditions and develop potential safety improvements at the following five intersections. The review will consider existing physical intersection geometry, traffic control, channelization and striping, signage, pedestrian safety elements, bicycle and pedestrian facilities, sight lines, crash experience, parking regulations, access conflicts, and posted speed limits, among other items.

Intersections Undergoing Safety Review
Main Street / Hill Avenue
Hill Avenue / Taylor Avenue
Bryant Avenue / Hillside Avenue
Oak Street / Prairie Avenue
Taylor Avenue (Walnut Street – Willis Street)

Task 8: Recommendations

Based on field reviews and analysis results from Tasks 1 through 7 of this scope of services, KLOA will develop the following recommendations for the four points listed below. The recommendations will consider each roadway and intersection in context with its functional roadway classification, roadway design, traffic volume carried, classification of roadway users, neighboring land uses, pedestrian/bicycle activity, and crash history.

1. Determination on which of the specified roadway segments warrant speed limit alteration and which segments do not based on the IDOT's prescribed speed limit evaluation process, engineering justification, and other industry-accepted rationale.
2. Determination as to which roadway segments would benefit from ancillary speed management and/or traffic calming measures regardless of whether posted speed limits are altered. Proposed measures could include education campaigns, enforcement practices and engineering improvements and would align with accepted engineering principles, IDOT standards, *Manual on Uniform Traffic Control Devices* (MUTCD) guidance, and national best practices.
3. Development of intersection safety measures for the five subject intersections. Measures would also follow engineering principles, IDOT standards, MUTCD guidance, and national best practices and would be illustrated on aerial-based images of the intersections.
4. Potential policies with respect to Village-wide posted speed limits based on functional roadway classification.

Task 9: Project Report and Other Deliverables

KLOA will summarize the methodology, data collection, observations, analysis, findings, and recommendations in a clear and concise narrative report containing a brief executive summary, tables, GIS-based mapping, and other exhibits. The report will include the benchmarking and best practices review, results of the various analyses (traffic volume/classification, speed, crash, and enforcement), intersection safety review, recommendations, and planning-level cost estimates for implementation. For cost efficiency, the report will make use of previously developed IDOT posted speed limit evaluation prepared by KLOA for previous speed studies. The GIS-mapping will illustrate the roadway segments and intersections under study, posted speed limits, traffic volumes and speeds, crash locations, speed and stop sign violation locations, corridors proposed for speed limit changes, and locations for speed management and/or traffic calming strategies.

Initially, a digital copy of a draft report will be submitted to the Village for review and comment. Upon receipt of comments from the Village staff, Village Board, and the community engagement process, the draft report will be revised and a final report will be submitted to the Village in digital format. In addition, all base data will be forwarded to the Village in digital format, including raw traffic counts data, GIS shapefiles, analysis spreadsheets, and meeting summaries.

Task 10: Meetings, Community Engagement and Education

The KLOA Project Manager will attend up to four (4) public meetings or Village Board workshops on this project in addition to a few virtual meetings with Village staff (e.g., project kick-off, key milestones). The public meetings/workshops would be organized to outline the methodologies of the study, present findings, answer questions, and gather community feedback. Visual aids would be used to enhance understanding, such as PowerPoint slides, mapping exhibits, charts, handouts, comment cards, and/or infographics.

KLOA will also assist Village staff in preparing materials for distribution in advance of the public meetings, including the development of messaging explaining the purpose of the study, role of vehicle speeds and speed limits in safety, fact sheets, frequently-asked questions (FAQs), social media content explaining speed management strategies and benefits, and how residents can participate. The materials will be understandable to both technical and non-technical audiences.

For virtual meetings with Village staff, KLOA will prepare meeting agendas and key finding summaries in advance of the meetings. Summary notes from all meetings and workshops will be developed by KLOA and provided to Village staff. As authorized, additional public meetings can be attended, as needed, with the project budget amended accordingly.

Potential Optional Services

KLOA is available to provide optional services to supplement the work scope and product for this study. The optional services are described below and could be performed upon approval of a project change order and/or budget amendment. KLOA would provide a more detailed work scope and cost estimate for these services when requested.

Video-Based Traffic Counts at Intersections Undergoing Safety Review

While the RFP indicated that additional traffic counts at these intersections is not required, KLOA has an inventory of Miovision Scout Collection Units and is available to collect traffic, pedestrian and bicycle volumes at the five intersections for which safety is to be evaluated (see below). The Miovision units utilize video-based technology allowing video files to be provided to Village staff if desired. The counts could be conducted during the weekday peak commuting period or over a multi-day period, whichever is desired and the additional budget will allow. The dates and time periods for these additional counts will also be confirmed with Village staff at the onset of the study. The time periods should align with peak pedestrian and bicycle activity levels from adjoining properties, such as the Main Street Recreation Center at Main Street and Hill Avenue.

- Main Street / Hill Avenue
- Hill Avenue / Taylor Avenue
- Bryant Avenue / Hillside Avenue
- Oak Avenue / Prairie Avenue
- Taylor Avenue (Walnut Street – Willis Street)

Grant Support

KLOA will assist Village staff by preparing narrative text, supporting analysis/documentation, benefit summaries, and convincing professional opinions to support grant applications for speed management and traffic calming initiatives. These applications could include CMAP technical assistance, IDOT safety funds, Safe Streets and Roads for All, and other federal programs, among others.

Educational Materials and Signage Concepts

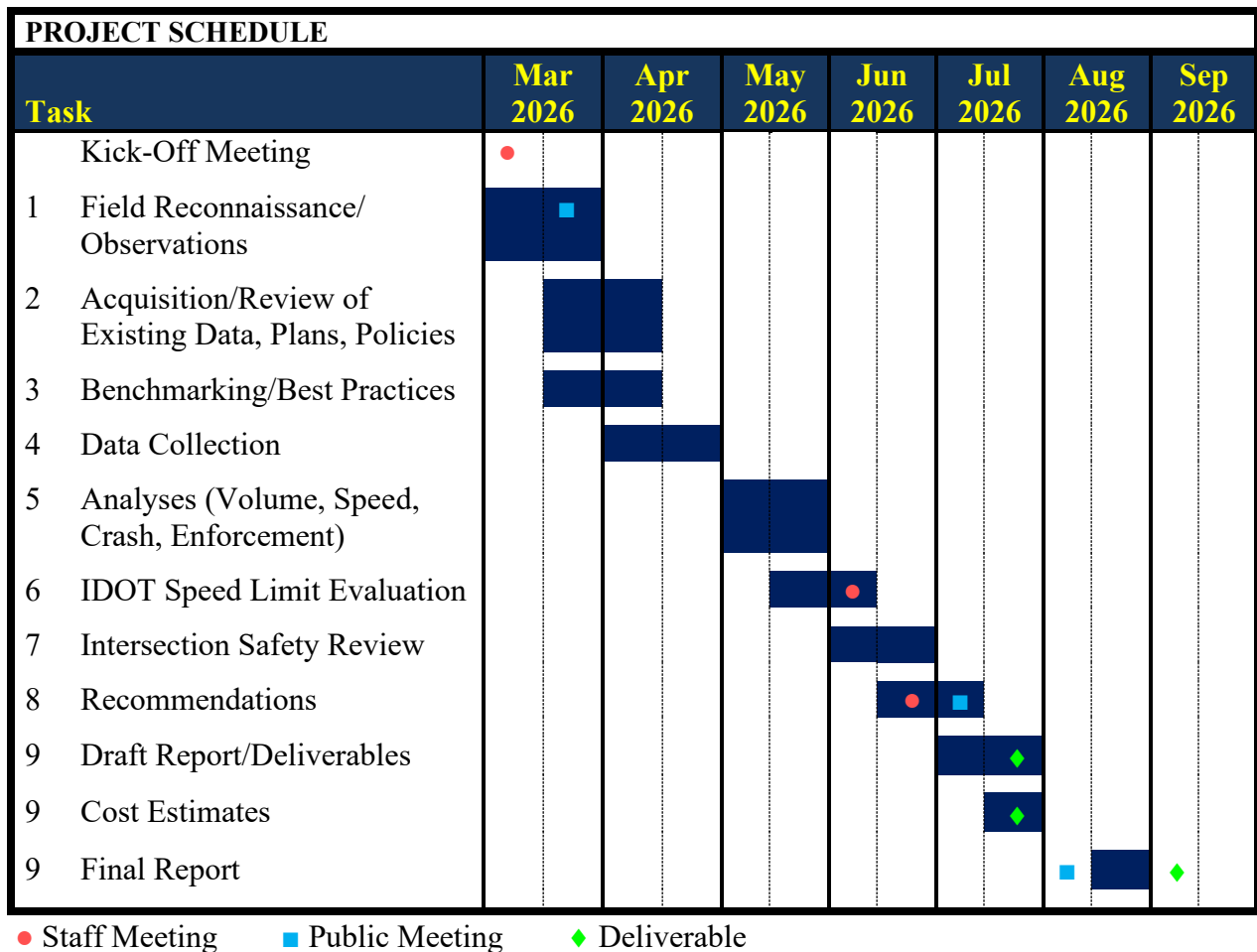
KLOA will develop draft designs for educational materials, Village website information, neighborhood signage, or “Slow Streets” branding to reinforce speed management and traffic calming initiatives.

Implementation Support

KLOA will offer ongoing advisory services during rollout of the speed management and traffic calming initiatives, including evaluation of pilot projects and phased implementation strategies.

5. Proposed Schedule of Implementation

We estimate that this Traffic Engineering Study can be adequately completed within a 6-month schedule, as noted below. This schedule assumes a project start in early March 2026, traffic data collection in April-May when school is in session, and completion of a draft report by the end of July 2026. The schedule is contingent on a timely review of deliverables by Village staff and an expeditious public engagement process.



6. References

Below is a listing of municipal references that have served as KLOA clients on traffic engineering services similar to that requested by the Village of Glen Ellyn in this RFP.

Village of Wheaton

Mr. Joseph Tebrugge
Director of Engineering
303 W. Wesley Street
Wheaton, IL 60187
(630) 260-2065
jtebrugge@wheaton.il.us

Village of Hinsdale

Ms. Andrianna Peterson
Assistant Village Manager
19 E. Chicago Avenue
Hinsdale, IL 60521
(630) 789-7005
apeterson@villageofhinsdale.org

Village of Lombard

Mr. Scott Niehaus
Village Manager
255 E. Wilson Avenue
Lombard, IL 60148
(630) 620-5700
niehauss@villageoflombard.org

City of Elmhurst

Mr. Kent Johnson
Assistant City Manager
209 N. York Street
Elmhurst, IL 60126
(630) 530-3024
kent.johnson@elmhurst.org

Village of Buffalo Grove

Mr. Christopher Stilling
Deputy Village Manager
50 Raupp Boulevard
Buffalo Grove, IL 60089
(847) 459-2500
CStilling@vbg.org

City of Darien

Mr. Daniel Gombac
Director of Municipal Services
1041 S. Frontage Road
Darien, IL 60561
(630) 353-8106
dgombac@darienil.gov

Village of Mount Prospect

Mr. Sean Dorsey, P.E.
Director of Public Works
1700 W. Central Road
Mount Prospect, IL 60056
(847) 870-5640
sdorsey@mountprospect.org

Village of Downers Grove

Mr. Scott Vasko
Director of Engineering
5101 Walnut Avenue
Downers Grove, IL 60515
(630) 434-6804
svasko@downers.us

Village of New Lenox

Ms. Robin Ellis
Assistant Village Administrator
1 Veterans Parkway
New Lenox, IL 60451
(815) 462-6413
rellis@newlenox.net

Village of Riverside

Jessica Frances
Village Manager
27 Riverside Road
Riverside, IL 60546
(708) 447-2700
jfrances@riverside.il.us

7. Cost Proposal

Based on our experience in similar studies, we have estimated our Not-To-Exceed fee to perform the scope of services outlined in Section 4 of this proposal to be **\$49,700**. This fee would cover all professional staff time and direct expenses (i.e. traffic counts, travel, reproduction, etc.) incurred in the performance of this assignment. A breakdown of the KLOA fees by man-hour and work task is shown in the following table. Any additional in-person public meetings or workshops beyond the four included in the scope of services, as well as any of the optional services described in Section 4, would be considered additional services and would require a budget amendment.

**Cost Reporting Form
Glen Ellyn Traffic Engineering Services**

Prime Firm Name **KLOA, Inc.**
Subsconsultants **Quality Counts, LLC**

Person Name/ Title	Estimated Hours						Total Hours (Tasks 1-8)	Rate/Hour	Total Estimated Cost
	Policies-Data Review, Benchmarking Tasks 1, 2, 3	Data Collection Task 4	Analysis/IDOT Evaluation/Intersection Safety Review Tasks 5, 6, 7	Recommendations/ Reports/Deliverable S Tasks 8, 9	Meetings/Engagement /Education Task 10				
Michael Werthmann, Principal	2	-	12	12	20	46	\$ 270.00	\$ 12,420.00	
Eric Russell, Principal	2	-	4	24	8	38	\$ 220.00	\$ 8,360.00	
Andrew Bowen, Senior Consultant	8	4	20	30	24	86	\$ 170.00	\$ 14,620.00	
Dylan Freeman, Consultant	18	-	14	-	-	32	\$ 75.00	\$ 2,400.00	
Millie Darquea, Technician	2	-	14	16	8	40	\$ 105.00	\$ 4,200.00	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
	-	-	-	-	-	-	\$ -	\$ -	
Total Hours	32	4	64	82	60	242			
Total Staff Costs per Task	\$ 3,900.00	\$ 680.00	\$ 10,040.00	\$ 15,300.00	\$ 12,080.00			\$ 42,000.00	
Other Direct Costs (define below)	\$ 300.00	\$ 7,000.00	\$ -	\$ -	\$ 400.00			\$ 7,700.00	
Total Costs Per Task	\$ 4,200.00	\$ 7,680.00	\$ 10,040.00	\$ 15,300.00	\$ 12,480.00				

Total Project Fees \$ 49,700.00

Direct Costs

Travel (mileage/tolls/parking/meals)	300		200
Reproduction/Delivery			200
QC Traffic Counting Services		7000	

Date: 1/21/2026

Signature of authorized representative: 

Appendix

RFP Exhibit

Attachment I – Proposal Submittal Form

Attachment II – Respondent Certification

Attachment III – Respondent Non-Collusion Certification

Attachment IV – Tax Compliance Affidavit

Attachment V – Organization of Proposing Firm

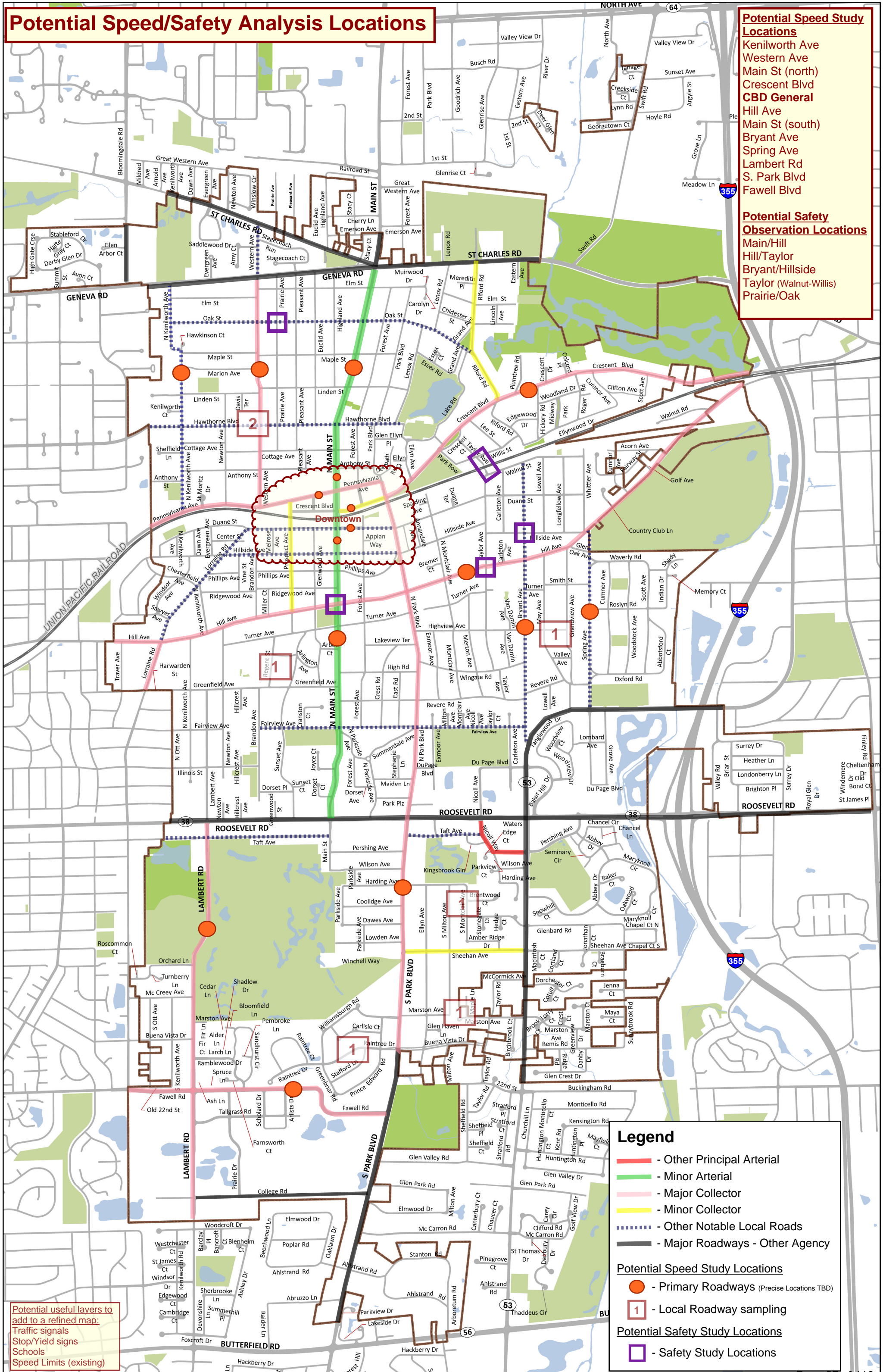
Attachment VI – Conflict of Interest

Attachment VII – Disqualifications of Certain Proposers

Attachment VIII – Consultant Certification

Potential Speed/Safety Analysis Locations

- Potential Speed Study Locations**
- Kenilworth Ave
 - Western Ave
 - Main St (north)
 - Crescent Blvd
 - CBD General**
 - Hill Ave
 - Main St (south)
 - Bryant Ave
 - Spring Ave
 - Lambert Rd
 - S. Park Blvd
 - Fawell Blvd
- Potential Safety Observation Locations**
- Main/Hill
 - Hill/Taylor
 - Bryant/Hillside
 - Taylor (Walnut-Willis)
 - Prairie/Oak



Potential useful layers to add to a refined map:
 Traffic signals
 Stop/Yield signs
 Schools
 Speed Limits (existing)

Legend

- Other Principal Arterial
- Minor Arterial
- Major Collector
- Minor Collector
- Other Notable Local Roads
- Major Roadways - Other Agency

Potential Speed Study Locations

- Primary Roadways (Precise Locations TBD)
- Local Roadway sampling

Potential Safety Study Locations

- Safety Study Locations

ATTACHMENT I.
PROPOSAL SUBMITTAL FORM

I/We hereby agree to provide to the Village services in accordance with the provisions, instructions, and specifications of the VILLAGE. The Proposal Form must be signed by an authorized agent. If a consultant is a corporation, the corporate seal must be affixed. The selected consultant shall be required to execute the Professional Services Agreement in substantially the form set forth below as Attachment X.

My signature certifies that the proposal, as submitted, complies with terms and conditions as set forth in this RFP.

The Undersigned hereby certifies that they have read and understand the contents of this solicitation and agree to furnish at the prices indicated, any or all the items above, subject to all instructions, conditions, specifications and attachments included herein. Failure to review all provisions of this solicitation shall not be grounds to modify any resulting contract or to support a request for additional compensation.

Date: **January 21, 2026**

Authorized Signature: _____



Typed/Printed Name: **Luay R. Aboona, PE, PTOE**

Title: **Principal**

Company Name: **Kenig, Lindgren, O'Hara, Aboona, Inc.**

Telephone Number: **847-518-9990**

ATTACHMENT II.
RESPONDENT CERTIFICATION

RESPONDENT SIGNATURE: 

State of Illinois
County of Cook
Luay R. Aboona

being first duly sworn on oath deposes and says that the Respondent for this Proposal is organized as indicated below and that all statements herein made on behalf of such Respondent and that this deponent is authorized to make them, and also deposes and says that they have examined and carefully prepared the proposal from the Contract Exhibits and Specifications and has checked the same in detail before submitting this proposal; that the statements contained herein are true and correct.

Signature of Respondent authorizes the Village of Glen Ellyn to verify references of business and credit at its option.

Signature of Respondent shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgments.

Dated 1/21/26

Kenig, Lindgren, O'Hara, Aboona, Inc.

(Seal - If Corporation)

By 
Authorized Signature

9575 W. Higgins Rd, Suite 400
Rosemont, IL 60018
847-518-9990

Subscribed and sworn to
before me this 21 day
of JANUARY, 2026.


(Notary Public)
(a) Corporation

- Notary Seal -



The Respondent is a corporation, which operates under the legal name of **Kenig, Lindgren, O'Hara, Aboona, Inc.** and is organized and existing under the laws of the State of Illinois.

The full names of its Officers are:

President: **Luay R. Aboona**
Secretary: **Michael A. Werthmann**
Treasurer: **Luay R. Aboona**

The corporation does have a corporate seal. (In the event that this proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation which permits the person to execute the offer for the corporation.)

(b) Partnership

Name, signature, and addresses of all Partner

The partnership does business under the legal name of _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

(c) Sole Proprietor

The Respondent is a Sole Proprietor whose full name is _____.
If the Respondent is operating under a trade name said trade name is _____ which name is registered with the office of _____ in the county of _____ in the state of _____.

Signed _____
Sole Proprietor

ATTACHMENT III. RESPONDENT NON-COLLUSION CERTIFICATION

Kenig, Lindgren, O'Hara, Aboona, Inc., as part of its contract on a contract for Traffic Engineering services located within Village corporate limits, referred to in whole as the "2026 Traffic Engineering Services" project, hereby certifies that said Respondent is not barred from proposing on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Compiled Statutes, 720 ILCS 5/33E-3 and 720 ILCS 5/33E-4.

By submission of the proposal, each consultant and, in the case of a joint proposal, each party to the joint proposal certifies as to their own organization, that, in connection with the proposal:

- a) The prices in the proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to the prices with any other consultant or with any competitor;
- b) Unless otherwise required by law, the prices quoted in the proposal have not knowingly been directly or indirectly disclosed to any other proposer or to any competitor prior to opening; and
- c) No attempt has been made or will be made by the proposer to induce any other person or firm to submit or withhold a proposal for the purpose of restricting competition. Also, each consultant shall submit a certification regarding compliance with Article 33 E-11 of the Illinois Criminal Code of 1961 [720 ILCS 5/33E-11].



By: **Luay R. Aboona**
(Authorized Agent of Respondent)

Subscribed and sworn to
before me this 21st day
of JANUARY, 2020.



(Notary Public)

- Notary Seal -



Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.

ATTACHMENT IV.
TAX COMPLIANCE AFFIDAVIT

Luay R. Aboona, being first duly sworn, deposes and says:

that he/she is President of **Kenig, Lindgren, O'Hara, Aboona, Inc.**

The individual or entity making the foregoing proposal certifies that he/she is not barred from entering into an agreement with the Village of Glen Ellyn because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the agreement and allows the municipality to recover all amounts paid to the individual or entity under the agreement in civil action.

By: **Luay R. Aboona**
Its: **President**



(name of proposer if the proposer is an individual)
(name of partner if the proposer is a partnership)
(name of officer if the proposer is a corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to
before me this 21st day
of JANUARY, 2020.



(Notary Public)

- Notary Seal -



Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.

ATTACHMENT V.
ORGANIZATION OF PROPOSING FIRM

Please fill out the applicable section:

A. Corporation:

The Consultant is a corporation, legally named **Kenig, Lindgren, O'Hara, Aboona, Inc.** and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President: **Luay R. Aboona**

Secretary: **Michael A. Werthmann**

Treasurer: **Luay R. Aboona**

Registered Agent Name and Address: **9575 W. Higgins Rd, Suite 400, Rosemont, IL 60018**

The corporation has a corporate seal. (In the event that the proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

B. Sole Proprietor:

The Consultant is a Sole Proprietor. If the Consultant does business under an Assumed Name, the Assumed Name is _____, which is registered with the DuPage County Clerk. The Consultant is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01 *et. seq.*

C. Partnership:

The Consultant is a Partnership which operates under the name _____

The following are the names, addresses and signatures of all partners:

_____	_____
Signature	Signature

(Attach additional sheets if necessary.) If so, check here _____. If the partnership does business under an assumed name, the assumed name must be registered with the DuPage County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, *et. seq.*



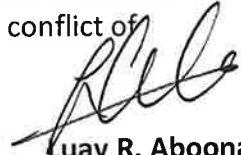
D. Affiliates: The name and address of any affiliated entity of the business, including a description of the affiliation: _____

Owner's Signature

ATTACHMENT VI.
CONFLICT OF INTEREST

Kenig, Lindgren, O'Hara, Aboona, Inc. hereby certifies that it has investigated whether it has an actual or potential conflict with the Village of Glen Ellyn.

The Consultant certifies that it has disclosed any such actual or potential conflict of interest and acknowledges that if the consultant has not disclosed any actual or potential conflict of interest, the Village may disqualify the proposal.

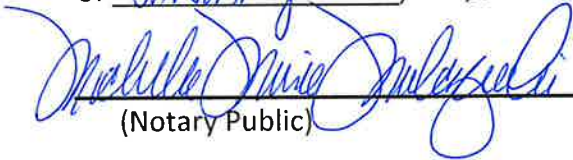


Luay R. Aboona

(Name of authorized representative)

The above statements must be subscribed and sworn to before a notary public.

Subscribed and sworn to
before me this 31st day
of JANUARY, 2025.



(Notary Public)

- Notary Seal -

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.

ATTACHMENT VII.
DISQUALIFICATIONS OF CERTAIN PROPOSALS

No person or business entity shall be awarded a contract or subcontract, for a stated period of time, from the date of conviction or entry of a plea or admission of guilt, if the person or business entity:

- (A) has been convicted of an act committed within the State of Illinois or any state within the United States, of bribery or attempting to bribe an officer or employee in the State of Illinois, or any State in the United States in that officer's or employee's official capacity;
- (B) has been convicted of an act committed, within the State of Illinois or any state within the United States, of bid rigging or attempting to rig bids as defined in the federal Sherman Anti-Trust Act and Clayton Act;
- (C) has been convicted of bid rigging or attempting to rig bids under the laws of the State of Illinois, or any state in the United States;
- (D) has been convicted of an act committed, within the State of Illinois or any state in the United States, of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and Clayton Act 15 U.S.C. Sec. 1 *et seq.*;
- (E) has been convicted of price-fixing or attempting to fix prices under the laws of the State of Illinois, or any state in the United States;
- (F) has been convicted of defrauding or attempting to defraud any unit of state or local government or school district within the State of Illinois or in any state in the United States;
- (G) has made an admission of guilt of such conduct as set forth in subsection (A) through (F) above which admission is a matter of record, whether such person or business entity was subject to prosecution for the offense or offenses admitted to;
- (H) has entered a plea of nolo contendere to charges of bribery, price fixing, bid rigging, bid rotating, or fraud; as set forth in subparagraphs (A) through (F) above.

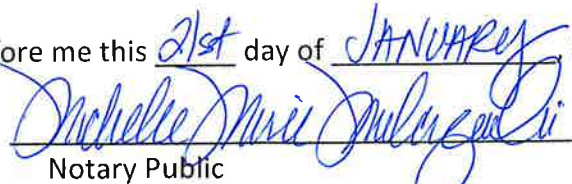
Business entity, as used herein, means a corporation, partnership, trust, association, unincorporated business or individually owned business.

Kenig, Lindgren, O'Hara, Aboona, Inc.



Signature of Authorized Representative

The above statements must be subscribed and sworn to before a notary public.

Subscribed and sworn to before me this 21st day of JANUARY ~~2020~~ ²⁰²⁵.
- Notary Seal -

Notary Public

Failure to complete and return this form may be considered sufficient reason for rejection of the proposal.



ATTACHMENT VIII.
CONSULTANT CERTIFICATION

Luay R. Aboona, having been first duly sworn depose states as follows:

Kenig, Lindgren, O'Hara, Aboona, Inc., having submitted a proposal for:

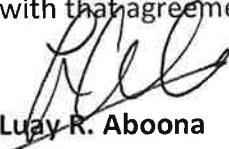
Traffic Engineering Services to the Village of Glen Ellyn, herby certifies that said consultant:

1. Has a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A) (4).

2. Is not delinquent in the payment for any tax administered by the Illinois Department of Revenue, or if it is:

a. It is contesting its liability for the tax or the amount in accordance with procedures established by the approved Revenue Act; or

b. It has entered into an agreement with the Department of Revenue for payment of all taxes due and is currently in compliance with that agreement.


By: **Luay R. Aboona**
(Officer or Owner)

Subscribed and sworn to,
before me this 21st
day of JANUARY 2020

- Notary Seal -


Notary Public





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

Meeting 2/11/2026 7:00 PM
Department: Public Works - Engineering
Department Head: John Hubsby
Category: Report
Prepared By: Richard Daubert

**AGENDA ITEM (ID # 2026-
114)**

DOC ID: 2026-114

Engineering Division Project Activity Report Dated February 6, 2026

Statement of the Issue:

The February 6, 2026 Engineering Division Project Activity Report is attached for review by the Capital Improvements Commission.

Analysis:

Budget Impact:

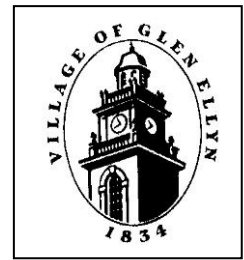
Contribution to Strategic Plan

Action Requested:

Attachments:

1. Engineering Project Report 02-06-26

February 6, 2026



ENGINEERING DIVISION PROJECT ACTIVITY REPORT

CONSTRUCTION PROJECTS IN PROGRESS

CRESCENT-GLENWOOD PARKING LOT AND MEDIAN REHABILITATION –

Contractor: Abbey Construction (Value of Construction Contract = \$1,208,252.93)

This project involves the resurfacing and modest reconfiguration of the parking lot along with reconstruction of the north side median with addition of new trees and other plantings, and the addition of new parking lot lighting.

The parking lot project is nearly complete, and the lot has been fully opened. There was not any work performed during the cold and snowy month of January. Still to be completed is the installation of the roadside luminaires, completion of lighting wiring, and activation of the lights. That is to be followed by removal of the temporary lighting poles and minor concrete work at a few of the temp pole locations. Provided the moderately warmer weather continues, the electrical subcontractor is planning to be on-site in mid-February to complete the lighting elements of the project. The final elements of the project will then be minor concrete work and the planting of the perennials in the spring.

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

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

The sole smaller remaining item in the Phase 1 area is completion of a remaining electrical item at 504 Hillside (in coordination with ComEd and Nicor). This work will be completed in the spring of 2026.

The Duane-Main alley project was substantially completed at the end of last year and is only awaiting completion of minor punchlist items coming out of a January 13th inspection. The punchlist work will be completed in the spring.

CBD STREETScape AND UTILITY IMPROVEMENTS – Phase 2-3 – Contractor: A Lamp Concrete Contractors

(Project No. 15006; Value of Construction Contract = \$16,298,499)

The punchlist for the project has been winnowed down to the replacement of the deteriorated brick located in the Phase 2-3 area furniture zones, and a few spot landscaping items. This remaining work is to be completed in the spring, which will allow for closing out the Phase 2-3 streetscaping contract. In the end the project is anticipated to be approximately \$400,000 under the originally approved construction contract amount.

LAMBERT ROAD FEDERAL AID PROJECT – Contractor: K-Five (Value of Construction Contract = \$1,759,308.62 with 60% to be funded by Surface Transportation Program Grant)

This project involves the rehabilitation of approximately 1.5 miles of Lambert Road between the southern Village Limit (Near Woodcroft Drive and Lambert Road) and Roosevelt Road. The scope of work generally includes spot sidewalk replacement, spot curb replacement, driveway approach replacement, milling and resurfacing of the roadway, line striping, installation of recessed pavement reflectors, and parkway lawn restoration.

The State awarded the contract to K-Five on December 4, 2025. The preconstruction meeting for the project was held on January 7, 2026. Staff will be drafting and sending a notice to the public regarding the project moving forward. The notice will include an invitation to a construction-specific public information meeting which will be held in May. Construction is anticipated to commence around May 18, 2026 with project completion specified for August 7, 2026.

RIFORD ROAD FEDERAL AID PROJECT – Contractor: Schroder Asphalt Services (Value of Construction Contract = \$603,175.13 with 60% to be funded by Surface Transportation Program Grant)

This project involves the rehabilitation of approximately 0.5 miles of Riford Road between Crescent Boulevard and St. Charles Road. The scope of work generally includes spot sidewalk replacement, spot curb replacement, spot driveway approach replacement, milling and resurfacing of the roadway, line striping, and parkway lawn restoration.

The State awarded the contract to Schroeder Asphalt Services on December 4, 2025. The preconstruction meeting for the project was held on January 7, 2026. Staff will be drafting and sending a notice to the public regarding the project moving forward. The notice will include an invitation to a construction-specific public information meeting which will be held in May. Construction is anticipated to commence around June 1, 2026 with project completion specified for August 7, 2026.

Staff requested an additional \$72,137 in Federal Surface Transportation Program Funding for project with \$51,090 being for the construction contract and \$21,047 being for the construction engineering services. On January 22, 2026, the DuPage Mayors and Managers Conference Technical Transportation Committee approved the Village’s request. To formally increase the funding for the project \$338,788 to \$410,925, staff will prepare the PPI and associated agreement amendments for approval by CMAP, the State, and Village Board.

OTHER AGENCY PROJECTS

Butterfield Road Reconstruction (IDOT)

The State continues to advance its project to reconstruct Butterfield Road from 700 feet west of Arboretum Drive to I-355. The project involves complete reconstruction of IL-56 with the end deliverable being 3 through travel lanes in each direction from Route 53 to IL-355. The intersection of IL-56 and IL-53 will also be improved with all approaches to the intersection to have dual left- turn lanes and exclusive right-turn lanes. The intersection improvements will extend north and south along IL-53 with the State continuing to work through the design process for future reconstruction of IL-53 down to Park Boulevard.

The project will also include the construction of a 10-foot-wide shared use bicycle path on the north side of IL-56 between Arboretum Drive and Lloyd Avenue. As part of the shared use path construction, a new pedestrian bridge will be constructed over the East Branch of the DuPage River. New sidewalks will also be constructed along the west side of IL-53 from the southern Walmart entrance to Pinegrove Court and along the south side of IL-56 from the Abbington to IL-53.

Bridge work continues at IL-56 and the East Branch of the DuPage River; specifically in the middle of the roadway. Unfortunately, some of the bridge diaphragms which connect the primary beams were found to be deteriorated and needed to be replaced. This created delay in advancing the replacement of the bridge deck. The diaphragms have been replaced with the contractor now working on the bridge abutment repairs and bridge bearings. The Contractor's goal is to finish construction of the center of the bridge in the next month or so. Upon the concrete bridge deck reaching sufficient strength, traffic will be shifted onto the center of the bridge. The Contractor will in turn commence reconstruction of the south half of Butterfield Road. On an exciting note, the new pedestrian bridge over the East Branch has been fabricated and is on site. In talking to the General Contractor, other common schedule controlling items such as the traffic signal mast arms are also in hand.

Route 53 Resurfacing from Baker Hill Drive to south of Saint Charles Road

This IDOT project consists of pavement patching, milling of the asphalt surface, placing new binder and surface course, replacing aggregate shoulders with asphalt shoulders, drainage structures adjustment and cleaning, placement of pavement markings, sidewalk ADA improvements, detector loops replacement, and incidental and collateral work necessary to complete the improvement. [Plans are at this link.](#)

IDOT submitted final plans for this project to Village staff on October 4, requesting that the Village review said plans for utility conflicts and other applicable feedback. Staff provided comments back to IDOT on October 30th. In checking the February 27, 2026 Transportation Bulletin, the State is currently soliciting competitive bid proposals for the project. The bulletin notes the project completion date to be October 31, 2026.

Roosevelt Road Resurfacing from Nicoll Way to Edson Avenue (East of Finley)

This IDOT project consists of an overlay of the existing concrete pavement with hot-mix asphalt surface course and binder course, thermoplastic pavement markings, ADA improvements for curb ramps, combination concrete curb and gutter, concrete medians, pavement widening for flush medians. [Plans are at this link.](#)

Staff reviewed the prefinal plans for the project and provided IDOT with applicable review comments. One of staff's concerns with the project was the proposed overlay of IL-38 just east of Nicoll Way where there is existing floodplain and recurring flooding in the roadway. While addressing the flooding is not in the scope of the work, staff did not want the overlay work to worsen the flooding. Staff accordingly requested that the State amend its plans to not raise the roadway/fill in the floodplain. While the State initially pushed back on the comment, they did

speak to the IDNR and get similar feedback to amend the planned roadway work within the floodplain, although at slightly reduced limits which are now reflected in the project plans. In checking the February 27, 2026 Transportation Bulletin, the State is currently soliciting competitive bid proposals for the project. The bulletin notes the project completion date to be October 30, 2026.

Route 53/Spring Avenue Traffic Signal Installation and APS Pushbuttons at IL-38/Nicoll (IDOT)

IDOT was working through the design of a project involving the replacement of the temporary cable hung (trombone) traffic signal equipment at Route 53 and Spring Avenue, along with the replacement of the the pedestrian pushbuttons at IL-38 and Nicoll Way/Ave with Accessible Pedestrian Signal (APS) pushbuttons. However, the two elements of the project were split into two separate projects.

The Route 53/Spring Avenue project is still in design. The project proposes to install all new permanent traffic signal equipment including a new controller cabinet and electrical service, post and mast arm mounted signal heads, accessible pedestrian signals, and sidewalk ADA improvements. The State is reviewing Village staff's request that the project be communicated to residents within a logical vicinity of the intersection of 53/Spring. Staff provided sample notification letters to IDOT along with a phone conversation as to outline communication expectations.

Meanwhile, the IL-38/Nicoll Way/Ave APS project was folded into another traffic signal modernization contract with four other intersections around the region. That project was let on September 19th and a preconstruction meeting was held on December 8th with an anticipated start of construction on the contract as a whole in March of 2026. IDOT is to notify Village staff in advance of the APS installation at IL-38/Nicoll Way/Ave. However, impacts to traffic as a result of the installation should be minimal.

East Branch DuPage River Trail (DuPage County)

DuPage County is leading this exciting project involving the construction of a regional north south bike-ped trail with Christopher B. Burke Engineering Limited (CBBEL) completing the preliminary engineering work for the project. Information on the project can be found at www.ebdrtr.com. The County and CBBEL are continuing to advance preliminary engineering with a particular emphasis being affirming the preferred trail alignment.

ENGINEERING PROJECTS

2026 UTILITY AND ROADWAY IMPROVEMENTS PROJECTS – Engineer: AECOM

This project involves the rehabilitation of approximately 4.6 centerline miles of Village Streets. The scope of work varies from resurfacing to complete street reconstruction including the full gamut of underground sewer and water infrastructure. Three bids were received for the project and publicly opened on 2/6/2026. A summary of the as-read bid results is as follows.

Bidder	As Read Bid Amount (Rounded)
A Lamp Concrete Contractors	\$7,798,963
R.W. Dunteman Company	\$7,863,800
John Neri Construction	\$8,126,994

The Engineer’s Estimate is \$8,215,470.

Staff is currently reviewing the construction bids and construction engineering proposals for the project with the goal of making an award recommendation to the Village Board at the February 23, 2026 Village Board Meeting.

If approved, construction for the project would likely start in April with final completion date of November 22nd, 2026.

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

(Project No. 00511)

This project involves the construction of sanitary sewer and water distribution system improvements on Hill Avenue between Golf Avenue and the East Branch of the DuPage River. The improvements will ultimately result in the Village’s water main being continuous and looped along both Hill Avenue and Crescent Boulevard. Also, this will allow the Village to serve the fronting properties on Hill Avenue with potable water service.

Easement documentation was prepared for the Elliot Construction property with the documents signed by the respective party. A similar easement is needed on the north side of Hill Avenue; staff has met with the property owner to review draft easement documents. Most recently, staff evaluated an alternative corridor that the property owner requested and a follow up meeting was held with the property owner and his attorney to discuss the complications of an alternative alignment for the utilities. Having said that, staff was able to identify and opportunity to reduce the footprint of the easement which was of interest to the property owner. Next step is to revise the design plans to align with the revised easement. Other various comments will also need to be addressed by the Engineer. This will allow the project design to ultimately be finalized, easements secured, permits amended or refreshed, and project to be competitively bid.

TRAIN STATION / PEDESTRIAN TUNNEL – Engineer: CDM Smith/KMI Architects
(Project No. 16016)

The revised Phase I/Preliminary Engineering Project Development Report (PDR) was submitted to IDOT on 1/14/2026. IDOT started its review of the document on 2/5/2026. Based on conversations with IDOT, staff is hopeful that approval of the PDR is imminent. One potential hiccup with approval of the PDR is the pending inclusion of the Monarch Butterfly on the Endangered Species List. An open review comment is the potential closer environmental review of the project site for the Monarch Butterfly.

Advancement of Phase II/Final Engineering Plans from 90% Status to 95% Status is contingent on both PDR approval and the CDM Smith Engineering Agreement Amendment (Change Order) request.

Staff is awaiting revised materials from CDM Smith regarding their request for an Amendment (Change Order) to the engineering agreement for the project. Staff anticipates being able to bring the amendment back to the CIC in March, prior to presenting the matter to the Village Board.

Land acquisition continues to advance with an updated Title Commitment Report being ordered, coordination ongoing regarding the preparation of the Plat of Highways, and coordination with IDOT District 1 Bureau of Land Acquisition. Advancement of Land Acquisition beyond plats and legals requires the approval of the PDR.

Staff has been working with CDM Smith, JLK, the Historical Society, and the State on the design of the interpretive signage that will commemorate the past and present train depots. Staff plans to present the signage design to the Historic Preservation Commission in March as to secure their input on the signage prior to finalizing it for the State’s approval.

Regarding grants/funding, in late January staff applied to the State for Section 130 Funding for the pedestrian underpass component of the project. This application does not involve specifying a funding request amount. Rather, the application requires overall cost and funding information for the State’s consideration. On Tuesday, February 2nd, the President signed into law the Transportation, Housing and Urban Development, and Related Agencies Appropriations for FY2026 Bill which includes \$2M in earmark Community Funding for the Glen Ellyn Metra Station. A tabular summary of the current project funding and potential additional grants is provided below.

Current Grants	Amount
CMAQ CMAQ	\$14,408,806
Illinois GCPF	\$2,000,000
Illinois GCPF Increase	\$3,000,000
Metra	\$4,000,000
STP Local	\$1,391,616
DOT TIG	\$2,000,000
Total to Date	\$26,800,422

Potential Additional Grants	Amount
Section 130 (Applied Twice Including 1/2026)	We do not specify amount, just provide total project cost and they determine what, if any funding is appropriate. Based on past discussions with program manager, funding for this program is stretched and don't anticipate much more than \$500K - \$1M
CMAP STP Shared Fund Contingency Program	\$9,980,000
CMAP CMAQ Cost Increase	This would be revisited with CMAP and likely in the context of the STP Shared Fund Contingency Program Funding

TRAFFIC SIGNAL MODERNIZATION PROJECT – Engineer: AECOM
 (Project No. 23006)

Work is underway on design of the improvements to the six Village-owned traffic signals, consistent with the 2024 Recommendations Report created by AECOM. While work on the six Village-owned traffic signals is to be spread over three years (2026-2028), initial design on all six signals is being conducted this year. The target intersections for each construction year will be part of each year's budget discussions.

The Lambert Road corridor signals are to be modernized as part of the 2026 program. AECOM has been working with Village staff on finalizing those plans with the goal of having a final set by February 6th. The goal is to advertise for bid on February 18th, open bids on March 4th, a present the project to the Village Board for potential award at the March 23rd Village Board Meeting.

A request for proposals for construction engineering services was released on February 3rd. Other elements in progress for the 2026 project include:

- Agreement between the Village and the College of DuPage on ownership/maintenance transfer of the Lambert/Pedestrian Crossing signal from the College to the Village. The signal was constructed by the College in 2011 and was intended to be transferred to the Village at that time but was caught up in an unrelated dispute between the Collage and the Village at the time.
- Agreement with DuPage County on connection of the Lambert corridor signals to the County's intelligent traffic management system (ITMS) Centrac. This will allow for remote monitoring and control of the traffic signals by the Village.

ADA PUBLIC RIGHT-OF-WAY TRANSITION PLAN – CMAP TECHNICAL ASSISTANCE
 – Project Partner: **Chicago Metropolitan Agency for Planning (CMAP)**

In March of 2024, Public Works applied to CMAP for assistance with creation of its federally-required ADA Transition Plan, as part of CMAP's 2024 Technical Assistance Call for Projects. Out of a competitive process (122 applications submitted, 30 awarded), the Village was selected to receive assistance.

Since the last update, Village staff completed review of the December 31st draft plan. The comments were transmitted to the project consultant and there have been two subsequent meetings

to review the plan comments. A substantially revised draft is anticipated to be delivered by February 18th. There will be a formal 30-day public comment period, including a public meeting. The draft plan is to be on the agenda for discussion at the March 11th CIC meeting. The target is for CIC review of the final plan at the May 13th meeting, and Village Board review and adoption at their May 26th meeting.

WATER DISTRIBUTION SYSTEM STUDY – Engineer: Christopher B. Burke Engineering Limited (CBBEL)

This project involves the development of a model of the Village’s water distribution system which will be used to optimize operation of the system as well as identify and confirm needed capital improvements. The model and a technical report will be the ultimate deliverables of the assignment. Through a competitive RFP Process, staff identified CBBEL as the best firm for the completion of the assignment. The Village Board approved an agreement with CBBEL on January 27th.

The consultant has completed the initial modeling of the Village’s pipe network and water facilities. Hydrant flow testing, conducted at eleven locations the week of May 5th, was used to help calibrate the model. Public Works staff met with CBBEL on July 1st to review preliminary results. There was significant discussion around the areas of four-inch watermain in the Village that result in reduced fire-flow volumes, and are a likely first priority for replacement. The consultant has been focusing on updating the model to incorporate the Village’s most current GIS data on the water distribution system along with recently completed upgrades to the water distribution system. CBBEL has indicated that it will submit the draft technical report to staff by February 27th.

CONSTRUCTION MAINTENANCE PROGRAMS

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

Staff recently completed the preparation of bidding and contract documents for the Sidewalk and Concrete Street Repair Program, the Asphalt Roadway Patching Program, the Crack Seal Program, and the Utility Pavement Restoration Program’s. The projects were released for competitive bidding with the bid opening scheduled for February 10th. Staff will review the bid proposals with the goal to have the award of these contracts considered by the Village Board on February 23rd. In addition, the Safe Step (sidewalk saw-cutting repair program) and Asphalt Surface Rejuvenation contracts (single-source vendors) will be brought to the Board for consideration of approval on February 23rd.

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