

Village of Carol Stream

**BOARD MEETING
AGENDA
NOVEMBER 17, 2014
7:30 P.M.**

All matters on the Agenda may be discussed, amended and acted upon

A. ROLL CALL AND PLEDGE OF ALLEGIANCE:

B. MINUTES:

1. Approval of the Minutes of the November 3, 2014 Special Meeting of the Village Board.
2. Approval of the Minutes of the November 3, 2014 Village Board Meeting.

C. LISTENING POST:

1. Addresses from Audience (3 Minutes).

D. PUBLIC HEARINGS:

E. SELECTION OF CONSENT AGENDA:

If you are here for an item which is added to the consent agenda and approved, the Village Board has acted favorably on your request.

F. BOARD AND COMMISSION REPORTS:

G. OLD BUSINESS:

H. STAFF REPORTS AND RECOMMENDATIONS:

1. Mowing Along County Roads and Rights-of-Way. *Recommendation to Approve the First Amendment to the Intergovernmental Agreement between the County of DuPage and the Village of Carol Stream for Mowing Along County Roads and Rights-of-Way.*

Village of Carol Stream

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2. 2014-2015 Snow & Ice Plan. *The Snow & Ice Plan is presented here for receipt by the Village Board of Trustees.*
3. 2014 Rejuvenation – Final Acceptance and Payment. *All punch list items have been completed and final waivers of lien have been received. Staff recommends that the project be accepted and final payment be made to American Road Maintenance in the amount of \$14,224.25.*
4. 2014 Pavement Patching – Change Order No. 1, Final Acceptance and Payment. *All work is completed and final waivers of lien have been received. Due to final field measured quantities, the project is \$8,285.18 over the contract amount. Staff recommends approval of Change Order No. 1, final acceptance and payment in the amount of \$52,726.68.*
5. Award of Contract for Consultant Services for Asset & Operations Management Program Evaluation. *Staff recommends approval of a contract to Ruekert & Mielke, Inc. (R/M) for Asset & Operations Management Program Evaluation in the amount of \$39,506.92.*
6. Schmale/St. Charles Road Water Main Replacement Project – Amendment No. 1 to the Engineering Services Agreement. *Staff recommends approval of an amendment to the Schmale/St. Charles Road Water Main Replacement Project Engineering Services Agreement for \$9,538.56 to Thomas Engineering Group.*

I. ORDINANCES:

1. Ordinance No. _____, an Ordinance Amending the Village's Local Amendments to the Adopted Building Construction and Maintenance Codes. *Minor revision to the Village's local amendments to the Property Maintenance Code to establish a standard for proper pavement repair.*

Village of Carol Stream

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J. RESOLUTIONS:

1. Resolution No. _____ Declaring Surplus Property owned by the Village of Carol Stream. *Resolution declaring five seized vehicles awarded to the Village as surplus for sale and go to auction through the Insurance Auto Auction, Inc.*
2. Resolution No. _____ Authorizing a Membership Agreement for a Geographic Information System (GIS) Consortium. *Resolution authorizes execution of an agreement for the Village to become a member of the GIS Consortium. Staff also recommends Award of a Contract for GIS Consultant Services to Municipal GIS Partners, Inc. (MGP) for \$45,580.00.*
3. Resolution No. _____ Authorizing the Execution of an Intergovernmental Agreement (IGA) between DuPage County and the Village of Carol Stream to Cost-Share a Portion of the Study to Create an Addendum to the Winfield Creek Watershed Plan. *Resolution authorizes the execution of an IGA to share in the costs for additional study requested by the Village of flooding on a tributary in southeast Carol Stream.*

K. NEW BUSINESS:

1. Raffle License Application – Carol Stream Chamber of Commerce *Request for raffle license approval and fee waiver for the Chamber of Commerce's Holiday Social to be held on December 4, 2014.*

L. PAYMENT OF BILLS:

1. Regular Bills: November 3, 2014 through November 16, 2014.
2. Addendum Warrants: November 3, 2014 through November 16, 2014.

Village of Carol Stream

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M. REPORT OF OFFICERS:

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: Revenue/Expenditure Statements and Balance Sheets for Month End October 31, 2014.

N. EXECUTIVE SESSION:

1. Probable or Imminent Litigation
2. Pending Litigation

O. ADJOURNMENT:

| | | | |
|-----------------------|-------------------|------------------------|-------------|
| LAST ORDINANCE | 2014-11-53 | LAST RESOLUTION | 2754 |
| NEXT ORDINANCE | 2014-11-54 | NEXT RESOLUTION | 2755 |

Village of Carol Stream
Special Meeting of the Village Board
Fueling Systems Internal Control Review
Electric Aggregation

Gregory J. Bielawski Municipal Center
500 N. Gary Avenue, Carol Stream, IL 60188
November 3, 2014
6:00 p.m. – 7:10 p.m.

Meeting Notes

ATTENDANCE:

Mayor Frank Saverino, Sr.
Trustee Matt McCarthy
Trustee Mary Frusolone
Trustee Rick Gieser
Trustee John LaRocca
Trustee Greg Schwarze
Clerk Beth Melody

Joseph E. Breinig, Village Manager
Robert Mellor, Asst. Village Manager
Chris Oakley, Asst. to the Village Manager
Ed Sailer, Acting Chief of Police
Phil Modaff, Director of Public Works
Robert Glees, Dir. of Community Dev.
Jon Batek, Finance Director

The meeting was called to order at 6:00 p.m. by Mayor Saverino and the roll call read by Village Clerk Melody. The result of the roll call vote was as follows:

Present: Mayor Saverino, Trustees LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Absent: Trustee Weiss

Fueling Systems Internal Control Review

Finance Director Jon Batek and Public Works Director Phil Modaff reviewed the report on fueling systems internal controls. Discrepancies in fuel usage reporting likely due to deficiencies in the mechanical components and controls of a 30 year old fuel pump system. Recommendations on a new fueling system will be forthcoming during budget discussions. A complete analysis of the Village fueling system is being conducted by an outside consultant. The report is due in three weeks and will cost the Village \$4,500.00. The Sikich Report cost the Village \$12,000.00. The Public Works report will include alternative options including purchase at retail and purchase of own equipment and software should we go with replacement.

Staff to review petrovend records to determine which outside organizations were charged tenth of gallon usages. The Village of Glen Ellyn, which is a smaller system, paid \$400,000.00 to completely replace their fueling system. Village of Carol Stream may need to ask other agencies that use our fueling station to pay more for gas purchases in the future.

Electric Aggregation

Village Manager Joe Breinig reviewed the Village of Carol Stream's electric supply aggregation program and history. Electric supply market has changed since the Village of Carol Stream first aggregated electric supply in 2012-2013. The market is more volatile and aggregation does not provide the cost savings as it did in 2012-2013. Suppliers are also no longer willing to allow customers to default to ComEd, if ComEd's rate is lower than the aggregated rate. Suppliers are also no longer willing to guarantee their price if we have another "polar vortex" winter resulting in mid-term rate changes. All current electric supply prices are significantly higher than our expiring rate with First Energy. There are also a variety of regulatory changes that could affect rates in the future or result in a mid-term rate change. Staff recommends, idling the Village of Carol Stream's aggregation program until next Fall (September) 2015. This would also align with rate changes made by ComEd in the Spring and Fall. Public Relations by the Village of Carol Stream will be an important component of this change to avoid confusion by the public.

Staff to idle program as recommended.

There being no further business, a motion was made by Trustee McCarthy and seconded by Trustee Frusolone to adjourn the Special Board meeting. The meeting was adjourned unanimously at 7:00 p.m.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk

REGULAR MEETING OF THE MAYOR AND BOARD OF TRUSTEES
Gregory J. Bielawski Municipal Center, Carol Stream, DuPage County, IL

November 3, 2014

Mayor Saverino, Sr. called the Regular Meeting of the Board of Trustees to order at 7:30 p.m. and directed Village Clerk Melody to call the roll.

Present: Mayor Saverino, Sr. and Trustees John LaRocca, Rick Gieser, Mary Frusolone, Don Weiss, Greg Schwarze and Matt McCarthy

Absent: None

Also Present: Village Manager Joe Breinig, Village Attorney Jim Rhodes, Village Clerk Beth Melody and Assistant Village Manager Bob Mellor

*All persons physically present at meeting unless noted otherwise

Mayor Saverino, Sr. led those in attendance in the pledge of allegiance.

MINUTES:

Trustee McCarthy moved and Trustee Gieser made the second to approve the Minutes of the October 20, 2014 Village Board Meeting. The results of the roll call vote were as follows:

Ayes: 5 Trustees LaRocca, Gieser, Frusolone, Schwarze and McCarthy

Abstain: 1 Trustee Weiss

Absent: 0

The motion passed.

LISTENING POST:

- 1. Proclamation recognizing the 2014 CERT Challenge Competition Squad. Acting Chief Sailer and Chief Kolomay to present appreciation award and gifts to the CERT members:**

Proclamation read by Trustee Frusolone. Appreciation awards and gifts presented to team members by Acting Chief Sailer, Fire Chief Kolomay and Officer Eby.

- 2. A representative from the Village’s auditing firm Sikich will present the Comprehensive Annual Financial Report (CAFR) and Management Letter for the Year Ended April 30, 2014 in accordance with newly adopted Public Act 098-0738 which becomes effective January 1, 2015. These documents will also be posted to the Village web site at carolstream.org:**

Carrie Dittman presented and commented on the CAFR for year ended April 30, 2014.

- 3. Addresses from Audience:**

Susan Hlotke reviewed the policy regarding audience participation and allowing elected officials to provide political information. Feels a candidate for DuPage County Forest Preserve should not have been allowed to present her personal annual report.

PUBLIC HEARINGS:

CONSENT AGENDA:

Trustee McCarthy moved and Trustee Schwarze made the second to establish a Consent Agenda for this meeting. The results of the roll call vote were as follows:

Ayes: 6 Trustees LaRocca, Gieser, Frusolone, Weiss, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

Trustee LaRocca moved and Trustee Frusolone made the second to place the following items on the Consent Agenda established for this meeting. The results of the roll call vote were as follows:

Ayes: 6 Trustees LaRocca, Gieser, Frusolone, Weiss, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

1. Police Pension Fund-Compliance Report FYE14.
2. Receipt of the Comprehensive Annual Financial Report and Auditor's Communication to the Board of Trustees of the Village of Carol Stream for the Year Ended April 30, 2014.
3. 2014 Joint and Crackfill Project-Final Acceptance and Payment
4. North Garage Heating System Replacement.
5. Ordinance No. 2014-11-52 providing for the Levy and Assessment of Taxes in the amount of \$3,440,000, for the Fiscal Year beginning May 1, 2014 and ending, April 30, 2015, for the Village of Carol Stream, DuPage County, Illinois.
6. Ordinance No. 2014-11-53 repealing Ordinance 2012-11-36 in its entirety regarding the Illini Bridge Weight Limit.
7. Raffle License Application-Carol Stream Woman's Club, Inc.
8. Raffle License Application-Glenbard North High School.
9. Payment of Regular & Addendum Warrant of Bills.

Trustee McCarthy moved and Trustee Gieser made the second to approve the Consent Agenda for this meeting by Omnibus Vote. The results of the roll call vote were as follows:

Ayes: 6 Trustees LaRocca, Gieser, Frusolone, Weiss, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

The following are brief descriptions of those items approved on the Consent Agenda for this meeting.

Police Pension Fund – Compliance Report FYE14:

The Village Board received the Police Pension Fund Annual Compliance Report.

Receipt of the Comprehensive Annual Financial Report and Auditor's Communication to the Board of Trustees of the Village of Carol Stream for the Year Ended April 30, 2014:

The Village Board received the Comprehensive Annual Financial Report and Auditor's Communication for the Year Ended April 30, 2014.

2014 Joint and Crackfill Project – Final Acceptance and Payment:

The Village Board approved final acceptance and final payment made to SKC Construction in the amount of \$40,641.94.

North Garage Heating System Replacement:

The Village Board approved a contract with Hayes Mechanical to replace the North Garage Heating System in the amount of \$83,940.00.

Ordinance No. 2014-11-52 Providing for the Levy and Assessment of Taxes in the Amount of \$3,440,000, for the Fiscal Year beginning May 1, 2014 and ending April 30, 2015, for the Village of Carol Stream, DuPage County, Illinois:

The Village Board approved the tax levy request of the Library Board in the amount of \$3,440,000 for Fiscal Year beginning May 1, 2014 and ending April 30, 2015.

Ordinance No. 2014-11-53 Amending Chapter 8, Article 5, Section VI of the Village of Carol Stream Traffic Code by Repealing Ordinance 2012-11-36 in its entirety:

The Village Board approved amending the Traffic Code with regard to removing the 18 ton weight limit for the Illini Bridge.

Raffle License Application – Carol Stream Woman’s Club, Inc.:

The Village Board approved a Raffle License and waiver of fee for the Carol Stream Woman’s Club for an event to be held at Joe Cotton Ford on November 6, 2014.

Raffle License Application – Glenbard North High School:

The Village Board approved a Raffle License and waiver of fee for Glenbard North High School for an event to be held on December 11 & 12, 2014.

Regular Bills and Addendum Warrant of Bills:

The Village Board approved the payment of the Regular Bills dated November 3, 2014 in the amount of \$1,080,382.44. The Village Board approved the payment of the Addendum Warrant of Bills from October 21, 2014 thru November 3, 2014 in the amount of \$510,447.27.

Report of Officers:

Trustee Gieser congratulated the CERT team. All artists from kindergarten to fifth grade and are a Carol Stream resident or home schooled children ages 5 to 10 are invited to help design the Village Vehicle Sticker for 2015. Applications are due by December 15, 2014 and should be dropped off at Village Manager’s Office. Winners will receive frozen Culvers custard for a year and a Culver’s gift pack. On November 11, 2014 the Carol Stream Parade Committee fundraiser

will be held at Culvers. Ten percent of the days proceeds go to the Parade Committee. Congrats to the Carol Stream Youth Football Team Cheerleaders, grades 2, 3, 4, 5, 6 & 7, who all advanced to State Competition this past weekend at the Sear's Center. Mayor Saverino, Chris Oakley and Trustee Gieser attended the DuPage County Shredding event and collected 24,000 pounds of paper. Please vote tomorrow.

Trustee Frusolone congratulated the CERT team. Thank you to the Village and Fire Protection District for their support. Congrats to Glenbard North High School, Dr. Mensik for being named Illinois Principal's Association of DuPage Regional High School Principal of the Year for 2015. Women's Club holding their annual fund raiser raffle for Humanitarian Service Project and the Carol Stream Park District foundation held at Joe Cotton Ford this Thursday at 6:00 p.m. Thank you Joe Cotton Ford.

Trustee Schwarze congratulated the CERT team. Please shop Carol Stream.

Trustee LaRocca congratulated the CERT team. Please vote tomorrow.

Trustee Weiss congratulated the CERT team. He attended the Commerce and Community Breakfast at College of DuPage on October 30th with Dr. Breuder from College of DuPage. The College of DuPage contributes significantly to the economy of DuPage including over 2,600 non-college jobs through their construction projects within the past 5 years. He spoke with Dr. Breuder about various economic development, job training and enrollment topics which he seemed receptive to.

Trustee McCarthy congratulated the CERT team. Please vote tomorrow. Youth council collecting unused Halloween candy for Christmas stockings. Village of Carol Stream will be idling its electric aggregation program in February and residents will go back to Com Ed or be able to choose their own provider.

Village Clerk Melody congratulated the CERT team. Please vote tomorrow.

Village Attorney Rhodes congratulated the CERT team. Please vote and be informed of the judge retention voting options on the ballot. Judge info can be found on the Bar Association website.

Village Manager Breinig congratulated the CERT team. Audit presentations will be required in the future, however, Village of Carol Stream has been doing this for years. Garage heater approved tonight partially funded with grant money. Spring Trail school crossing in place with the exception of the solar powered LED sign. Pedestrian crosswalk sign has been stolen 3 times. If anyone has information on the theft, please report to Police Department.

Mayor Saverino congratulated the CERT team. Happy 50th birthday to his daughter. Tonight Village of Carol Stream approved, \$3,440,000 tax levy for Library.

At 8:30 p.m. Trustee McCarthy moved and Trustee Frusolone made the second to adjourn the meeting. The results of the roll call vote were as follows:

Ayes: 6 Trustees LaRocca, Gieser, Frusolone, Weiss, Schwarze and McCarthy

Nays: 0

Absent: 0

The motion passed.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: November 10, 2014

RE: Recommendation to Approve the First Amendment to the Intergovernmental Agreement Between County of DuPage and the Village of Carol Stream for Mowing Along County Roads and Rights-of-Way

On March 17, 2014, the Village Board approved Resolution No. 2707 between the Village and County of DuPage for mowing of County rights-of-way by the Village. The agreement approved earlier this year authorizes the terms for a period of three years. In return for mowing the right-of-ways the Village is compensated at the rate of \$100.00 per acre.

Recently the County requested that the Village approve an amendment revising the indemnification and insurance language to require contractors working on behalf of the Village to maintain the same insurance required of the Village. In other Villages where in-house crews perform the mowing on County Roads the agreement is clear on the insurance and indemnity requirements. However, since the agreement does not contemplate a third party (contractor) performing the mowing it left the window open to a disparity between the language required by the County agreement and the language required in any contract between the Village and their contractor.

In a matter unrelated to Carol Stream's agreement with the County an insurance claim that involved a municipality's contractor revealed that the contractor did not maintain the same insurance as required by the agreement between the Village and County. The proposed amendment addresses the issue by requiring that the Village require contractors to acquire and maintain the insurance as set forth in the County agreement and that the Village indemnifies the County in its performance under the agreement.

The Village Attorney has worked directly with the County State's Attorney to craft language that is satisfactory to both parties; both attorneys have approved the language in the attached amendment. The Village will be going out to bid in early 2015 for mowing services and staff will amend the bid documents to require the amended language.

It is recommended that the Village Board approve the First Amendment to the Intergovernmental Agreement Between County of DuPage and the Village of Carol Stream for Mowing Along County Roads and Rights-of-Way.

Attachment

FIRST AMENDMENT TO THE INTERGOVERNMENTAL AGREEMENT
BETWEEN COUNTY OF DU PAGE
AND THE VILLAGE OF CAROL STREAM
FOR MOWING ALONG COUNTY ROADS AND RIGHTS OF WAY

This First Amendment to the Intergovernmental Agreement Between the County of DuPage and the Village of Carol Stream For Mowing along County Roads and Rights of Way (hereinafter referred to as the "FIRST AMENDMENT"), is entered into this ____ day of _____, 2014 between the County of DuPage, a body corporate and politic of the State of Illinois, ("hereinafter referred to as the "COUNTY") and the Village of Carol Stream, a municipal corporation (hereinafter referred to as the "VILLAGE"). The COUNTY and the VILLAGE are hereinafter individually referred to as a "party" or together as the "parties."

WITNESSETH

WHEREAS, the COUNTY and the VILLAGE entered into an Intergovernmental Agreement For Mowing Along County Roads and Rights of Way (hereinafter referred to as the "AGREEMENT") executed by the COUNTY on April 22, 2014, a copy of which is incorporated herein by reference; and

WHEREAS, the COUNTY desires to revise the indemnification language and revise the insurance paragraphs of the AGREEMENT to require the VILLAGE's contractors, if any, to maintain the same insurance required of the VILLAGE; and

WHEREAS, the VILLAGE agrees that it is in the best interests of the citizens of the VILLAGE and the COUNTY to amend the AGREEMENT.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the COUNTY and VILLAGE agree as follows:

1.0 RECITALS INCORPORATED

1.1 The foregoing recitals are incorporated herein by reference as though fully set forth.

2.0 AMENDMENT

2.1 That Paragraph 7. (f) of the GENERAL CONDITIONS be replaced to read as follows and is incorporated herein: "The VILLAGE shall require all approved contractors, anyone directly or indirectly employed by them, or by anyone for whose acts any of them may be liable under this AGREEMENT, to acquire and maintain the insurance as set forth in Paragraph 7. (a) to (d) of the AGREEMENT. The COUNTY retains the right to obtain evidence of contractor's insurance coverage at any time. The VILLAGE will ensure that its contractors

and subcontractors name the COUNTY as an additional insured as set out in the paragraphs below. The VILLAGE understands that it is to the VILLAGE's benefit to diligently enforce this insurance requirement as the VILLAGE shall indemnify the COUNTY, its officials, officers, agents, and employees from all liability, in its performance under this AGREEMENT pursuant to the terms in Paragraph 6 herein."

- 2.2 That the term "CONSULTANT" in Paragraph 7. (g) of the GENERAL CONDITIONS of the AGREEMENT be replaced in each instance to read "CONTRACTOR" and is incorporated herein.
- 2.3 That within the GENERAL CONDITIONS of the AGREEMENT, Paragraph 6 shall be replaced to read as follows and is incorporated herein:

"6. Indemnification

- (a) The VILLAGE shall indemnify, hold harmless and defend the COUNTY, its officials, officers, agents, and employees from and against all liability, claims, suits, demands, proceedings and actions, including costs, fees and expense of defense, arising from, growing out of, or related to, any loss, damage, injury, death, or loss or damage to property resulting from, or connected with, the VILLAGE's negligent or willful acts, errors or omissions or any of the VILLAGE contractor's or agent's negligent or willful acts in its performance under this AGREEMENT. The indemnification set forth herein shall not extend to any injury or damage caused by the negligent or willful acts, errors or omissions of the COUNTY or its officers, agents and employees.
- (b) Nothing contained herein shall be construed as prohibiting the COUNTY, its officials, directors, officers and employees, at their sole cost and expense, from defending through the selection and use of their own agents, attorneys and experts, any claims, suits, demands, proceedings and actions brought against them. Pursuant to Illinois law, any attorney representing the COUNTY, under this paragraph or paragraph 6.(a), who is not already an Assistant State's Attorney, is to be appointed a Special Assistant State's Attorney, in accordance with the applicable law. The COUNTY's participation in its defense shall not remove the VILLAGE's duty to indemnify, defend, and hold the COUNTY harmless, as set forth above provided, however, that the VILLAGE shall have the authority to direct the defense and to settle any claim, suit, demand, proceeding or action against the COUNTY for which the VILLAGE would be required to indemnify the COUNTY hereunder subject to the approval of the State's Attorney to settle all claims. The State's Attorney shall not unreasonably withhold such approval.
- (c) Any indemnity as provided in this AGREEMENT shall not be limited by reason of the enumeration of any insurance coverage herein provided. The

VILLAGE's indemnification of the COUNTY shall survive the termination, or expiration, of this AGREEMENT.

- (d) The COUNTY does not waive, by these indemnity requirements, any defenses or protections under the Local Governmental and Governmental Employees Tort Immunity Act (745 ILCS 10/1 et seq.) or otherwise available to it, or to the VILLAGE, under the law."

2.4 It is mutually agreed by and between the parties hereto that all covenants contained in the AGREEMENT which are not in conflict with this FIRST AMENDMENT shall remain in full force and effect and are incorporated herein.

IN WITNESS WHEREOF, the parties have caused this FIRST AMENDMENT to be executed in duplicate counterparts, each of which shall be considered as an original by their duly authorized officers as of the date first above written.

Daniel J. Cronin, Chairman
DuPage County Board

ATTEST:

Paul Hinds, County Clerk

Frank Saverino, Mayor
Village of Carol Stream

ATTEST:

Beth Melody, Village Clerk
Village of Carol Stream

SNOW & ICE PLAN 2014 - 2015



VILLAGE OF CAROL STREAM
DEPARTMENT OF PUBLIC WORKS

Phil Modaff
Director of Public Works

Todd Hoppenstedt
Superintendent of Operations

THIS PLAN HAS BEEN AMENDED TO REFLECT THE CHANGES ADOPTED BY THE VILLAGE BOARD WITH RESPECT TO APPLICATION OF SALT. THESE CHANGES WERE PUT IN PLACE TO ADDRESS THE NEED FOR REDUCING CHLORIDES IN WATERWAYS AND IN AN ATTEMPT TO CONTROL COSTS ASSOCIATED WITH THE PURCHASE OF SALT AND THE DAMAGE SALT DOES TO INFRASTRUCTURE

Village of Carol Stream
Department of Public Works
Snow & Ice Plan
2014 - 2015

This plan is designed to support an “open-road” policy, which is intended to make all streets passable no more than eight hours after the last snowflake falls in any event. In order to achieve this policy, the Superintendent of Operations, in consultation with the Director of Public Works, will be responsible for authorizing and assigning the following resources:

- In-house personnel will be contacted when snow begins to accumulate on pavement and/or when weather forecasts predict accumulation. In-house personnel will be contacted before contractors are called upon.
- Should conditions and/or forecasts indicate the need for additional resources, contracted personnel and equipment will be used to supplement in-house resources. Agreements have been signed with four (4) qualified contractors detailing responsibility, securing insurance and acknowledging pay rates for a variety of equipment.

Once roads are made passable, resources will be strategically assigned and scheduled to fully open roads from curb-to-curb with more consideration to cost factors (such as overtime, use of contractors, employee fatigue, etc.).



Plow trucks working in tandem provide more immediate impact

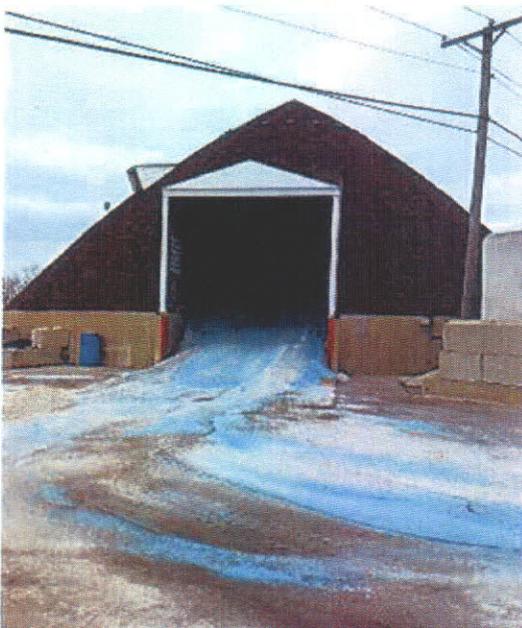
Preventing and Combating Accumulation of Snow Pack and Ice on Pavement

The Department employs several strategies to fight snow pack and ice accumulation:

- **Anti-Icing** is applied to prevent the early formation of ice patches, to reduce the formation of snow-pack and to create conditions which promote the build up of slush once snow has started to accumulate. The department's anti-icing production capability has been increased with the purchase of a new brine-making system in 2013. Increased production has allowed for an expanded use of brine prior to an event. Anti-icing will be deployed via two strategies depending on conditions:
 - When there are more than two days' notice prior to a predicted event crews will attempt to apply brine on every Village street, starting with courts and cul-de-sacs and progressing up through the main streets.
 - When less time is available before an event crews will spread brine on as many streets as possible, starting with the main streets and moving down to the lesser travelled streets.



One of two de-icing units used in the fleet



Salt Storage Dome

- Effective with the 2014-15 snow season, **salt spreading** will be done only during the final pass during plow operations (except on the main roadways where salt will be applied as needed). Furthermore, salt will not be routinely spread on courts and cul-de-sacs, but may be used during an ice storm if needed. The salt, coated with a liquid brine solution and a beet juice extract, is spread from plow trucks at a pre-determined rate based upon a variety of factors (pavement temperatures, wind, sunshine, air moisture and consistency of the snow). Salt is stored on-site under roof and brine is made on-site.
- **De-icing** is performed when ice has formed. Occasionally conditions allow spot locations of ice to form and crews may use any one of, or a concentrated mix of salt, salt brine, liquid calcium chloride and beet juice extract to melt the ice.

Assignment of Resources

The Village's street system has been divided into sixteen zones. Attached is a map which depicts the various zones developed to make best use of available resources and to deliver timely and effective plowing throughout the community.

- Within most of the zones some streets may be classified as "arterials" or "mains", based upon their size and/or traffic volume. These arterials and mains are actually treated as one zone (zone #16), with two large trucks assigned specifically to work these streets throughout a snow event. The remainder of the streets are handled by in-house resources, with the exception of courts, cul-de-sacs and bubbles, which are assigned to contractors. On the attached map "mains" are shown in RED and "arterials" are shown in GREEN.¹
- Equipment and personnel are assigned to each route so that work in all routes can begin at roughly the same time, rather than prioritizing one route over another.²

Snow Plowing

The Village has a variety of in-house equipment assigned to plowing duties. Below are examples of the typical equipment used in each zone:



Large Dump Truck

¹ Some other roadways in the Village are under the jurisdiction of State, County or Township. Examples include: North Avenue, County Farm Road, Schmale Road, Gary Avenue and Army Trail Road.

² Under very heavy snow conditions, resources will be concentrated on mains and arterials.



Six-wheel Dump Truck



Small dump Truck



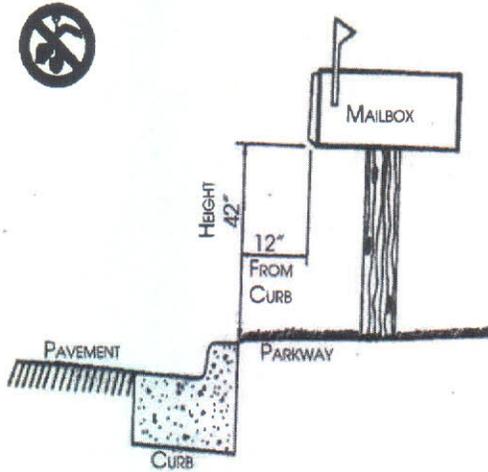
Wheeled Loader

General Policies

Over the years the Village has adopted a number of policies in order to support the effective removal of snow from the streets. Below is a summary of those policies currently in place:

1. Sidewalks will not be plowed by the Village, including those in the area of schools. Property owners are strongly encouraged to shovel snow from walks adjacent to their property.
2. By ordinance, parking is not allowed on streets following a 1-inch snowfall. Public Works and Police staff will coordinate efforts to enforce this ordinance.
3. The Village will plow all streets, regardless of their acceptance status (i.e. – new developments with public improvements).
4. Residents are encouraged to remove snow from around fire hydrants adjacent to their property.
5. On garbage collection days residents are requested to place garbage containers in their driveways, not on the street or close to the curb. The Village will not reimburse residents for damage to garbage containers placed too close to the street.

6. All property owners are prohibited by Ordinance from depositing snow in the street when cleaning their driveways.
7. The Village will replace properly installed mailboxes damaged by direct contact with snowplows. However, mailboxes suffering damage due to improper installation (placed too close to curb) or due to deteriorated support (rotting wood, rusted metal, etc.) will not be the responsibility of the Village. In addition, the Village will not be responsible for mailboxes that may have suffered damage from snow flying off a plow.

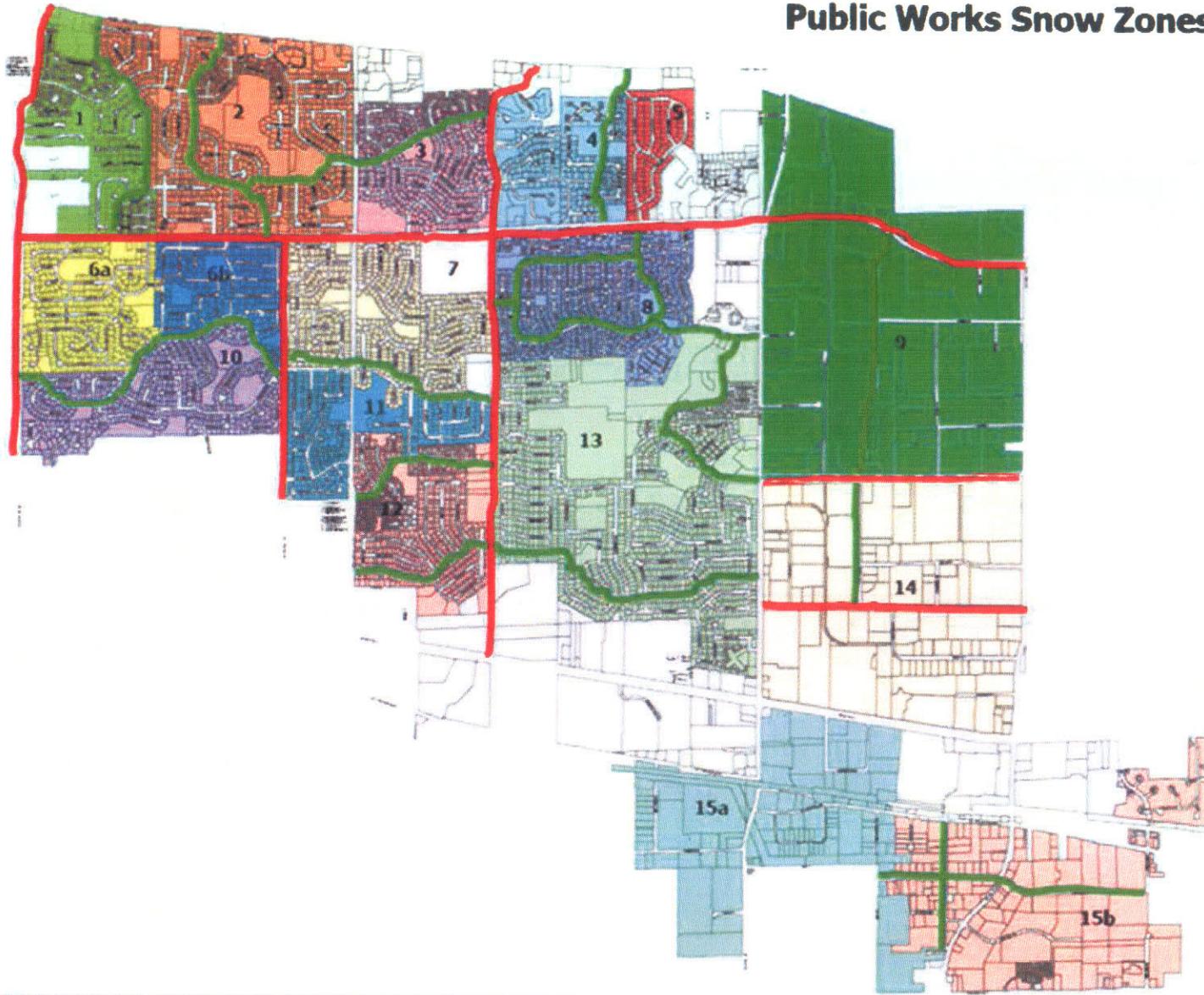


Mailbox Specifications



Improperly Installed Mailbox

Public Works Snow Zones



Village of Carol Stream
Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: William N. Cleveland, Assistant Village Engineer 
DATE: November 10, 2014
RE: 2014 Asphalt Surface Treatment Project (Rejuvenator) – Final Payment and Acceptance

In July 2014 the Village Board awarded the referenced project to American Road Maintenance (formerly Midwest Tar Sealer) in the amount of \$299,250.00. A contract change order in the amount of \$1,250.00 was submitted in August to stripe the parking on Niagara, bringing the total contract to \$300,500.00.

The final contract was \$285,734.90, which was \$14,765.10 (4.9%) under the contract. A total of 270,938 square yards of pavement was treated leaving 11,259 square yards from this contract to be treated next year due to construction on Hiawatha and the detour route on Thunderbird.

Staff therefore recommends approval of final payment to American Road Maintenance in the amount of \$14,224.25 and acceptance of the 2014 Asphalt Surface Treatment Project.

Cc: James T. Knudsen, Director of Engineering Services
Jon Batek, Finance Director
Phil Modaff, Director of Public Works
Adam Frederick, Civil Engineer II

Village of Carol Stream
Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: Adam Frederick, Civil Engineer II 
DATE: November 12, 2014
RE: 2014 Pavement Patching Project – Change Order No. 1, Final
Payment and Acceptance

In August 2014 the Village Board awarded the referenced project to Schroeder Asphalt Services, Inc. in the amount of \$44,441.50.

The final field measured quantities bring the contract to \$52,726.68 which is \$8,285.18 (18.5%) over the contract amount. Overages are due to the existing conditions of the streets that were patched. These extra costs incurred now will place these streets in better condition and less Public Works staff time will be required to cold patch these streets this winter. Ample funds exist to pay for this overage as the Asphalt Rejuvenator Project was over \$14,700 under contract.

Staff therefore recommends approval of Changer Order No. 1 and final payment to Schroeder Asphalt Services Inc. in the amount of \$52,726.68 and acceptance of the 2014 Pavement Patching Project.

Cc: James T. Knudsen, Director of Engineering Services
Jon Batek, Finance Director
Phil Modaff, Director of Public Works
William N. Cleveland, Assistant Village Engineer

Village of Carol Stream
Interdepartmental Memorandum

TO: Joseph Breinig, Village Manager

FROM: James Knudsen, Director of Engineering Services 

DATE: November 14, 2014

RE: Award of Contract for Consultant Services for Asset & Operations Management Program Evaluation

Since 2011 Public Works and Engineering had budgeted monies for the GIS Utility System Update Project. An element of this project was the evaluation and eventual purchase of a software program for management of utility (water, sanitary and storm) assets and operation systems. It would also provide the same functions to other assets such as roadways, streetlights, sidewalks and bike paths, signs, detention basins, BMPs, etc. integrating all of them into one cohesive system.

Staff developed a scope of service and request for proposal (RFP) for this project, but after limited responses and further investigations of alternatives we elected to separate the GIS services from the project, leaving only the program evaluation. It was felt using a service provider contract for GIS tasks was better suited for this type of work rather than a project contract.

A revised RFP and scope was developed specifically for the program evaluation. From the initial proposals received staff selected a consultant, Ruekert & Mielke, Inc. (R/M), and began negotiating a contract. We originally estimated costs for this work at \$7,000 plus any costs for a needs assessment. This approach and cost was explained in a Workshop held with the Board on September 15, 2014 at which time they agreed with staff's recommended approach. We estimated the cost for the needs assessment at \$21,000 bringing the total cost to \$28,000.

Over the next two months staff and the consultant refined the scope removing some items while adding others. See attached final RFP. Although the costs increased from the original \$28,000 estimate to \$39,506.92 we felt the additional cost was justified. Initial software costs for these programs are quite expensive from \$150,000 to \$350,000 or more and annual license fees ranging between \$40,000 to \$100,000 excluding hardware and service costs. This program will be used to manage over \$140M in capital assets. It's critical the Village spend the time, effort and money to thoroughly evaluate the programs when such large costs are involved with software purchases and capital expenditures. The following table and paragraphs explain the cost increases.

| <u>ORIGINAL TASKS</u> | <u>REVISED TASKS</u> | <u>ESTIMATED COSTS</u> | <u>FEE PROPOSAL</u> |
|-----------------------|----------------------|------------------------|---------------------|
| Evaluation & Report | Evaluation & Report | \$7,000.00 | \$7,097.00 |
| Needs Assessment | Needs Assessment | \$21,000.00 | \$21,309.92 |
| | Municipal Survey | | \$8,970.00 |
| | Survey Evaluation | | \$2,130.00 |
| TOTALS | | \$28,000.00 | \$39,506.92 |

Two main tasks account for most of the additional work and costs estimated at \$11,100: 1) Asset & Operations Management Usage Survey (Municipal Survey) and 2) Final Evaluation and Rankings (Survey Evaluation). The scope of services was expanded to include these two tasks.

The Municipal Survey will be conducted on the final three vendors selected after the first filtering process has been completed. Three municipalities will be asked to complete a survey for each vendor evaluating their use of the vendor's program. This will provide valuable information on actual implementation and real life use of the software. This cost is fixed at a lump sum of \$8,970.

The Survey Evaluation of the top three vendors was considered an additional cost although it ultimately saves the Village money. The additional cost, estimated at \$2,130, is due to performing these tasks on the additional municipal surveys being taken. The savings comes from reducing the final vendor list from six to three.

This contract is one of three that are part of an overall GIS project that was budgeted for \$140,000 (\$70,000 from Capital Projects Fund and \$70,000 from Water & Sewer Fund). The other two contracts are the GIS Consortium Membership and GIS Consortium Service Provider Contract. It should be noted the needs assessment previously identified above was originally included in the GIS Consortium Service Provider Contract. It will be eliminated from that contract since it will be performed in this one saving man-hours for other GIS Consortium work. The following table illustrates the total estimated and contract costs of all three. Sufficient funds exist to cover all associated costs of \$121,767.92.

| <u>GIS PROJECT</u> | <u>ESTIMATED COST</u> | <u>CONTRACT COST</u> |
|---|-----------------------|----------------------|
| Asset & Operations Management Program Evaluation | \$28,000 | \$39,506.92 |
| GIS Consortium Membership (\$15,824) | \$112,000 | \$82,261.00 |
| GIS Consortium Service Provider Contract - MGP (\$66,437) | | |
| TOTALS | \$140,000 | \$121,767.92 |

R/M submitted and the Village has reviewed their contract to perform this work. The contract including their proposal (fee cost and response to technical questions) and the final RFP have all been found acceptable. Therefore, staff recommends award of the contract to R/M in the amount of \$39,506.92 for the Asset & Operations Management Program Evaluation.

Cc: Phil Modaff, Director of Public Works
Jon Batek, Finance Director
William N. Cleveland, Assistant Village Engineer

PROFESSIONAL SERVICES CONTRACT

Asset & Operations Management Program Evaluation for the Village of Carol Stream

THIS CONTRACT made and entered into this 17th day of November, 2014, by and between the Village of Carol Stream, an Illinois Municipal Corporation, (hereinafter referred to as the "Village") and Ruekert-Mielke, Inc., a Corporation, (hereinafter referred to as the "Consultant")

WITNESS THAT:

WHEREAS, the Village and the Consultant (collectively hereinafter referred to as the "Parties") desire to enter into a Contract to formalize their relationship; and

WHEREAS, the Village requested proposals (hereinafter referred to as the Request for Proposal or RFP), attached hereto as Attachment #1, to acquire the services of a consulting firm to assess, evaluate and help the Village select an asset and operations management system software program to be utilized by the Village; and

WHEREAS, in response to the Village's request, Consultant submitted a proposal (hereinafter referred to as the Proposal), attached hereto as Attachment #2, and, after negotiations, Consultant agreed to perform the services more particularly described in the Proposal, under the terms and conditions set forth in this Contract and the Proposal; and

WHEREAS, in reliance upon Consultant's documentation of its qualifications, as set in the Proposal, the Village finds that Consultant has demonstrated the requisite qualifications, experience, training, and expertise to perform the requested services; and

WHEREAS, pursuant to the Village of Carol Stream Purchasing Manual, the Village has selected the Consultant to undertake and provide professional services for the Asset & Operations Management Program Evaluation in compliance with all applicable local, state, and federal laws, regulations, and policies; and

WHEREAS, the services included in this Contract are authorized as part of the Village's approved budget; and

WHEREAS, it is beneficial to the Village to utilize the Consultant as an independent entity to accomplish the services as set forth herein and such endeavor would tend to best accomplish the objectives of the Village.

NOW, THEREFORE, in consideration of the mutual promises, covenants, and provisions contained herein, and the mutual benefits to be derived therefrom, the Parties hereto agree as follows:

A. SERVICES TO BE PROVIDED BY THE PARTIES

The Consultant accepts the relationship of trust and confidence established with the Village by this Contract, and covenants with the Village to furnish the services and use the Consultant's professional skill and judgment in a manner consistent with the interests of the Village.

All services described in the Scope of Services, Section 3 of the RFP, shall be performed by the Consultant in a prompt and expeditious manner and shall be in accordance with the professional standards applicable to such service on the project for which such services are rendered. The Consultant shall be responsible for all services provided under this Contract whether such services are provided directly by the Consultant or by subconsultants hired by the Consultant. The Consultant will perform the work activities described in the Scope of Services promptly and without unreasonable delay and will give all work such priority as is necessary to cause the services to be provided hereunder to be properly performed in a timely manner and consistent with sound professional practices.

TIME OF PERFORMANCE

The Consultant shall provide the GIS services, complete all tasks and actions and submit all deliverables in accordance with the approved Project Schedule as stated in the RFP. If requested, the Village may at its sole discretion elect to extend milestones and completion dates provided in the Consultant's Project Schedule if sound justification and documentation is provided by the Consultant. The Consultant will not initiate any work until the Consultant receives written authorization from the Village to proceed.

B. ACCESS TO INFORMATION

The Village shall provide any data, reports, records, and maps for the project that are in the possession of the Village. No charge will be made to the Consultant for such information, and the Village will cooperate with the Consultant to facilitate the performance of the work described in this Contract.

C. COMPENSATION

The maximum, not-to-exceed compensation payable to Consultant under this Contract, which includes any and all allowable expenses, is \$39,506.92. The Village will not pay Consultant any amount in excess of the not-to-exceed compensation of this Contract for completing the Work, and will not pay for Work performed before the date this Contract becomes effective or after the termination of this Contract. If the maximum compensation is increased by amendment of this Contract, the amendment must be fully effective before Consultant performs Work subject to the amendment.

The Village shall pay the Consultant based on the Proposal fixed hourly rate for each employee assigned to perform the required Tasks as outlined in the Scope of Services multiplied by the actual hours performed on each Task plus other out-of-pocket expenses (travel, copying, delivery expenses, etc.). The Village will pay only for completed Work that is accepted by the Village.

The Consultant shall submit invoices to the Village's Single Point of Contact for Work performed. The invoices shall describe all Work performed with particularity, by whom it was performed and shall itemize and explain all expenses that this Contract requires the Village to pay and for which Consultant claims reimbursement. Each invoice also shall include the total amount invoiced to date by the Consultant prior to the current invoice. Reimbursement under this Contract shall be based on billings, supported by appropriate documentation of costs actually incurred.

D. RECORDS

The Consultant agrees to maintain records and a system of accounting consistent with generally accepted accounting principles and follow such procedures as may be required by the Village. Such records shall include all information pertaining to the Contract, payroll, receipted invoices, obligations and unobligated balances, assets and liabilities, expenses and outlays, equal opportunity, labor standards (as appropriate), and performance.

All such records and all other records pertinent to this Contract and work undertaken under this Contract shall be retained by the Consultant for a period of at least four (4) years after completion of this Contract, unless a longer period is required to resolve audit findings, litigation or required by state or federal regulations. In such cases, the Village shall request a longer period of record retention.

The Village shall have full access and the right to examine any and all pertinent documents, records, and books of the Consultant involving Consultant's services on projects arising under this Contract.

E. RELATIONSHIP

The relationship of the Consultant to the Village shall be that of an independent consultant rendering professional services and nothing contained herein shall be deemed to create the relationship of employer and employee or principal and agent between the Village and the Consultant. This Contract shall not constitute, create, give effect to, or otherwise imply a joint venture, partnership, or other business organization of any kind. Consultant shall not act as an agent of the Village for any purpose, and the employees and agents of the Consultant shall not be deemed the employees or agents of the Village. The Consultant shall be solely responsible for its own debts and payment of all compensation owed to its employees, including payment of any taxes related to employment and workers' compensation insurance. Consultant shall be solely responsible for payments to any subconsultants, or other persons providing goods or services. The Consultant shall be responsible for its own federal, state and local income, sales, use, and other taxes. Nothing in this Contract shall give Consultant any right to hold itself out as an agent or representative of the Village, to make commitments of any kind for or on behalf of the Village or to enter into any contracts or undertakings on behalf of the Village.

F. TERMINATION

If the Consultant fails to comply with the terms and conditions of this Contract or to adequately perform any provisions of this Contract, the Village may pursue all such remedies as are legally available, including, but not limited to, the termination of this Contract in the manner specified herein:

1. Termination for Cause - If the Consultant fails to comply with the terms and conditions of this Contract or to adequately perform any provisions of this Contract, or whenever the Consultant is unable to substantiate full compliance with provisions of this Contract, the Village may terminate the Contract pending corrective actions or investigation, effective not less than fourteen (14) calendar days following written notification to the Consultant of its Authorized Representative. At the end of the fourteen (14) calendar days the Village may terminate the Contract, in whole or in part, if the Consultant fails to adequately perform any provisions of this

Contract or comply with the terms and conditions of this Contract and any of the following conditions exist:

- a. The lack of compliance with the provisions of this Contract was of such scope and nature that the Village deems continuation of the Contract to be substantially detrimental to the interest of the Village;
- b. The Consultant has failed to take satisfactory action as directed by the Village or its Authorized Representative within the time period specified by the Village;
- c. The Consultant has failed within the time specified by the Village or its Authorized Representative to satisfactorily substantiate its compliance with the terms and conditions of this Contract;

and there upon shall notify the Consultant of termination, the reasons therefore, and the effective date provided such effective date, no charges incurred under any terminated portions of the Scope of Services are allowable.

The Consultant shall continue performance of the Contract to the extent it hasn't been terminated and shall be liable for all reasonable costs incurred by the Village to procure similar services. The exercising of its rights of termination shall not limit the Village's right to seek any other remedies allowed by law.

2. Termination for Other Grounds - This Contract may also be terminated in whole or in part:

- a. By the Village, when in the interest of the Village or for the convenience of the Village provided that the Village shall give fourteen (14) calendar days written notice of Contract termination to the Consultant specifying what part(s) of the Contract are being terminated and when it becomes effective. If the Contract is terminated for the convenience of the Village as provided herein, the Consultant will be paid for the time provided and expenses incurred up to the termination date;
- b. By the Village, with the consent of the Consultant or by the Consultant with the consent of the Village, in which case the Parties shall devise by mutual agreement, the conditions of termination, including effective date and in case of termination in part, that portion to be terminated;

- c. If the funds allocated by the Village via this Contract are from anticipated sources of revenue, and if the anticipated sources of revenue do not become available for use in purchasing said services;
- d. In the event the Village fails to pay the Consultant promptly or within sixty (60) days after invoices are properly rendered. In such event, the Village shall then promptly pay the Consultant for all services performed and all allowable expenses incurred.

G. ERRORS & OMISSIONS

Consultant shall correct, at no cost to the Village, any and all errors, omissions, or ambiguities in the work product and services provided or submitted to the Village. If the Consultant has prepared documents to be used in the implementation of the project or provided services, Consultant shall be obligated to correct any and all errors, omissions or ambiguities in the work product or services discovered prior to and during the course of implementation of the project. This obligation shall survive termination of this Contract.

H. CHANGES, AMENDMENTS, MODIFICATIONS

Since some of the Consultant's services are being provided on an as-needed basis, the amount of services may be less than anticipated. The Village makes no guarantee as to the minimum amount of services that will be required under the Contract and no additional compensation will be paid if the actual amount of services is less than what is anticipated. The Village may, from time to time, require changes or modifications in the Scope of Services to be performed hereunder. Such changes which are mutually agreed upon by the Village and the Consultant, shall be incorporated in written amendments to this Contract. No amendment or variation of the terms of this Contract shall be valid unless made in writing, signed by the Parties and approved as required by law. No oral understanding or agreement not incorporated in the Contract is binding on any of the Parties.

I. PERSONNEL

The Consultant represents that he has, or will secure at his own expense, all personnel and equipment required in order to perform under this Contract. Such personnel shall not be employees of, or have any contractual relationship to, the Village.

All services required hereunder will be performed by the Consultant or under his supervision and all personnel engaged in the work shall be fully qualified and shall be authorized or permitted under state or local law to perform such services.

None of the work or services covered by this Contract shall be subcontracted without prior written approval of the Village. Any work or services subcontracted hereunder shall be specified in written contract or agreement and shall be subject to each provision of this Contract.

J. ASSIGNABILITY

The Consultant shall not assign any interest on this Contract, and shall not transfer any interest on this Contract (whether by assignment or notation), without prior written consent of the Village thereto: provided, however, that claims for money by the Consultant from the Village under this Contract may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any intent to assign or transfer shall be furnished promptly to the Village by the Consultant.

K. SEVERABILITY

If any term or condition of this Contract or the application thereof is held invalid, such invalidity shall not affect other terms, conditions, or applications which can be given effect without the invalid term, condition, or application; to this end the terms and conditions of this Contract are declared severable.

L. REPORTS AND INFORMATION

The Village will not be liable in any way for any costs incurred by the Consultant in replying to this RFP.

M. REPORTS AND INFORMATION

The Consultant, at such times and in such forms as the Village may require, shall furnish the Village such periodic reports as it may request pertaining to the work or services undertaken pursuant to this Contract, the costs and obligations incurred or to be incurred in connection therewith, any affidavit or certificate, in connection with the work covered by this Contract as provided by law and any other matters covered by this Contract.

N. FINDINGS CONFIDENTIAL

All of the reports, information, data, etc., prepared or assembled by the Consultant under this Contract are confidential and the Consultant agrees that they shall not be made available to any individual or organization without prior written approval of the Village.

O. COPYRIGHTS & OWNERSHIP OF WORK PRODUCT

1. Definitions - As used in this Section O, and elsewhere in this Contract, the following terms have the meanings set forth below:

- a. "Consultant Intellectual Property" means any intellectual property owned by Consultant and developed independently from the Work.
 - b. "Third Party Intellectual Property" means any intellectual property owned by parties other than the Village or Consultant.
 - c. "Work Product" means every invention, discovery, work of authorship, trade secret or other tangible or intangible item and all intellectual property rights therein that Consultant is required to deliver to the Village pursuant to the Work.
2. Original Works - All Work Product created by the Consultant pursuant to the Work, including derivative works and compilations, and whether or not such Work Product is considered a work made for hire or an employment to invent, shall be the exclusive property of the Village. The Village and the Consultant agree that such original works of authorship are "work made for hire" of which the Village is the author within the meaning of the United States Copyright Act. If for any reason the original Work Product created pursuant to the Work is not "work made for hire," Consultant hereby irrevocably assigns to the Village any and all of its rights, title, and interest in all original Work Product created pursuant to the Work, whether arising from copyright, patent, trademark, trade secret, or any other state or federal intellectual property law or doctrine. Upon the Village's reasonable request, Consultant shall execute such further documents and instruments necessary to fully vest such rights in the Village. Consultant forever waives any and all rights relating to original Work Product created pursuant to the Work, including without limitation, any and all rights arising under 17 USC §106A or any other rights of identification of authorship or rights of approval, restriction or limitation on use or subsequent modifications.

In the event that Work Product created by Consultant under this Contract is a derivative work based on Consultant Intellectual Property, or is a compilation that includes Consultant Intellectual Property, Consultant hereby grants to Village an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the pre-existing elements of the Consultant Intellectual Property employed in the Work Product, and to authorize others to do the same on Village's behalf.

In the event that Work Product created by Consultant under this Contract is a derivative work based on Third Party Intellectual

Property, or is a compilation that includes Third Party Intellectual Property, Consultant shall secure on the Village's behalf and in the name of the Village an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the pre-existing elements of the Third Party Intellectual Property employed in the Work Product, and to authorize others to do the same on Village's behalf.

3. Consultant Intellectual Property – In the event that Work Product is Consultant Intellectual Property the Consultant hereby grants to the Village an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the Consultant Intellectual Property, and to authorize others to do the same on Village's behalf.
4. Third Party Works – In the event that Work Product is Third Party Intellectual Property, Consultant shall secure on the Village's behalf and in the name of the Village, an irrevocable, non-exclusive, perpetual, royalty-free license to use, reproduce, prepare derivative works based upon, distribute copies of, perform and display the Third Party Intellectual Property, and to authorize others to do the same on Village's behalf.

P. COMPLIANCE WITH LAWS

The Consultant shall comply with all applicable federal, state or local laws, ordinances, and codes and the Consultant shall hold and save the Village harmless with respect to any damages arising from any failure of the Consultant or its officers, agents or employees to comply with any such laws in performing any of the work provided under this Contract.

Q. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this Contract, the Consultant agrees as follows:

1. The Consultant will not discriminate against any employee or applicant for employment because of race, creed, sex, color, national origin, handicap or familial status. The Consultant will take affirmative steps to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, sex, color, national origin, handicap or familial status. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates

of pay or other forms or compensation; and selection for training, including apprenticeship. The Consultant agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Village setting forth the provisions of this non-discrimination clause.

2. The Consultant will, in all solicitations or advertisements for employees placed by or on behalf of the Consultant; state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, national origin, handicap or familial status.
3. The Consultant will cause the foregoing provisions to be inserted in all subcontracts for any work covered by this Contract so that such provisions will be binding upon each subconsultant, provided that the foregoing provisions shall not apply to contracts or subcontracts for standard commercial supplies or raw materials.

R. ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/1-101 ET SEQ.)

In carrying out the terms of this Contract, Consultant shall comply with all applicable provisions of the Illinois Human Rights Act, and rules and regulations promulgated by the Illinois Department of Human Rights, prohibiting unlawful discrimination in employment. Consultant's failure to comply with all applicable provisions of the Illinois Human Rights Act, or applicable rules and regulations promulgated thereunder, may result in a determination that Consultant is ineligible for future contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations, and this Contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

S. ILLINOIS FREEDOM OF INFORMATION ACT, (5ILCS 140/4, AS AMENDED BY PUBLIC ACT 96-542, EFFECTIVE JANUARY 1, 2010)

The Consultant agrees to maintain all records and documents for projects of the Public Body of the Village of Carol Stream in compliance with the Freedom of Information Act (FOIA), 5ILCS 140/4 et seq. In addition, Consultant shall produce, without cost to the municipality, records which are responsive to a request received by the Public Body under the FOIA so that the Public Body may provide records to those requesting them within the timeframes required. If additional time is necessary to compile records in response to a request, then Consultant shall so notify the Public Body and if possible, the Public Body shall request an extension so as to comply with the FOIA. In the event that the Public Body is found to have not complied with the FOIA, based upon Consultant's failure to produce documents or otherwise appropriately

respond to a request under the FOIA, then Consultant shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

T. AUTHORIZED TO DO BUSINESS IN ILLINOIS

The Consultant certifies that it is a legal entity authorized to do business in Illinois prior to submission of a bid, offer, or proposal, 30 ILCS 500/1.15.8, 20-43.

U. CERTIFICATION TO ENTER INTO PUBLIC CONTRACTS - 720 ILCS 5/33E-1

The Consultant certifies that he/she/it is not barred from contracting with any unit of state or local government as a result of a violation of either Section 33E-3 or 33E-4 of the Illinois Criminal Code or violating the prohibition set forth in Section 50-10.5(e) of the Illinois Procurement Code, 30 ILCS 500/50-10.5e or any similar offense of any State of the United States which contains the same elements as the Illinois offenses of bid-rigging or bid rotating.

V. PAYMENTS TO ILLINOIS DEPARTMENT OF REVENUE - 65 ILCS 5/11-42.1

Consultant certifies that it is not delinquent in payment of any taxes to Illinois Department of Revenue.

W. SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS

Consultant certifies that it has in place a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act (Public Act 95-0635), and will provide a copy thereof to the Village.

X. DEBARMENT

The Consultant certifies that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in the Contract by any federal department or agency.

Y. INTEREST OF MEMBERS OF THE VILLAGE

The Consultant certifies that no member of the governing body of the Village and no other officer, employee, or agent of the Village who exercises any functions or responsibilities in connection with the planning or carrying out of the project, has any personal financial interest, direct or indirect, in this Contract; and the Consultant shall take appropriate steps to assure compliance.

Z. INTEREST OF CONSULTANT AND EMPLOYEES

The Consultant covenants that he/she presently has no interest and shall not acquire interest, direct or indirect, in the various project areas or any parcels therein or any other interest which would conflict in any manner or degree with the performance of his/her services hereunder. The Consultant further covenants that in the performance of this Contract, no person having such interest shall be employed.

AA. AUDITS AND INSPECTIONS

The Village or their delegates shall have the right to review and monitor the financial and other components of the work and services provided and undertaken as part of the various projects and this Contract, by whatever legal and reasonable means are deemed expedient by the Village.

BB. HOLD HARMLESS

1. To the fullest extent permitted by law, the Consultant shall defend, indemnify and hold harmless the Village, and its officers, agents and employees from and against any and all claims, losses, damages, and expenses of whatever type or nature, including but not limited to attorney's fees, arising out of, resulting from, or in conjunction with the Consultant's performance of Work or the failure to perform an obligation under this Contract, to the extent caused in whole or in part by the negligent, intentional, or reckless acts or the omissions of the Consultant, any subconsultant, or anyone directly or indirectly employed by them or anyone for whose acts they may be liable, regardless of whether such claims, damages losses or expenses are caused in part by the Village. The Consultant, however, shall not be liable for any claims, damages, losses or expenses arising solely out of the negligent, intentional or reckless acts of the Village, its employees or agents.

2. To the fullest extent permitted by law, Consultant shall defend, indemnify and hold harmless the Village and its officers, agents, employees from and against any and all claims, losses , damages, and expenses of whatever type or nature, including but not limited to attorney's fees arising out of, resulting from, or in conjunction with, any claim that all or any part of any Work Product or any of the documentation, or related materials furnished by the Consultant or subconsultants to the Village under this Contract constitute an infringement or misappropriation of any confidential information, trade secret, patent, copyright, trademark, trade name, or other legal intellectual property right of any third party.

CC. INSURANCE

1. Insurance shall be placed with insurers with an A.M. Best's rating of no less than A-: VI.
2. This rating requirement shall be waived for Worker's Compensation coverage only.
3. **Consultant's Insurance:** The Consultant shall not commence work under this Contract until he has obtained all insurance required herein. Certificates of Insurance, fully executed by officers of the Insurance Company written or countersigned by an authorized Illinois State agency, shall be filed with the state of Illinois for approval. The Consultant shall not allow any subconsultant to commence work on his subcontract until all similar insurance required for the subconsultant has been obtained and approved. If so requested, the Consultant shall also submit copies of insurance policies for inspection and approval of the state of Illinois before work is commenced. Said policies shall not hereafter be canceled, permitted to expire, or be changed without thirty (30) days' notice in advance to the state of Illinois and consented to by the state of Illinois in writing and the policies shall so provide.
4. **Workers' Compensation Insurance:** Before any work is commenced, the Consultant shall maintain during the life of the Contract, Workers' Compensation Insurance for all of the Consultant's employees employed at the site of the project. In case any work is sublet, the Consultant shall require the subconsultant similarly to provide Workers' Compensation Insurance for all the latter's employees, unless such employees are covered by the protection afforded by the Consultant. In case any class of employees engaged in work under the Contract at the site of the project is not protected under the Workers' Compensation Statute, the Consultant shall provide for any such employees, and shall further provide or cause any and all subconsultants to provide Employer's Liability Insurance for the protection of such employees not protected by the Workers' Compensation Statute.
5. **Commercial General Liability Insurance:** The Consultant shall maintain during the life of the Contract such Commercial General Liability Insurance which shall protect him, the Village, and any subconsultant during the performance of work covered by the Contract from claims or damages for personal injury, including accidental death, as well as for claims for property damages, which may arise from operations under the Contract, whether such operations be by himself or by a subconsultant, or by anyone

directly or indirectly employed by either of them, or in such a manner as to impose liability to the state. Such insurance shall name the state as additional insured for claims arising from or as the result of the operations of the Consultant or his subconsultants. In the absence of specific regulations, the amount of coverage shall be as follows: Commercial General Liability Insurance, including bodily injury, property damage and contractual liability, with combined single limits of \$1,000,000 and aggregate limit of \$2,000,000.

6. Insurance Covering Special Hazards: Special hazards as determined by the state shall be covered by rider or riders in the Commercial General Liability Insurance Policy or policies herein elsewhere required to be furnished by the Consultant, or by separate policies of insurance in the amounts as defined in any Special Conditions of the Contract included therewith.
7. Licensed and Non-Licensed Motor Vehicles: The Consultant shall maintain during the life of the Contract, Automobile Liability Insurance in an amount not less than combined single limits of \$1,000,000 per occurrence and not less than aggregate limit of \$2,000,000 for bodily injury/property damage. Such insurance shall cover the use of any non-licensed motor vehicles engaged in operations within the terms of the Contract on the site of the work to be performed there under, unless such coverage is included in insurance elsewhere specified.
8. Subconsultant's Insurance: The Consultant shall require that any and all subconsultants, which are not protected under the Consultant's own insurance policies, take and maintain insurance of the same nature and in the same amounts as required of the Consultant.
9. The Village, its officers, agents and employees shall be named as Additional Insureds on all insurance required to be acquired and maintained hereunder. All insurance of any tier shall state that the coverage afforded to the Additional Insureds shall be primary insurance of the Additional Insureds with respect to any claims arising out of any project for which the Consultant provides services.

DD. COMPLETE CONTRACT

This is the complete Contract between the Parties with respect to the subject matter and all prior discussions and negotiations are merged into this Contract. This Contract is entered into with neither party relying on

any statement or representation made by the other party not embodied in this Contract and there are no other agreements or understanding changing or modifying the terms. This Contract shall become effective upon final statutory approval of the Village.

EE. NOTICES AND COMMUNICATIONS

Any notices to be provided under this Contract shall be sent by personal delivery, overnight courier, first class mail, postage paid, facsimile, with a confirmation copy by first class mail, or email, to the following addresses:

If to Village: James Knudsen
Village Engineer
Village of Carol Stream
500 North Gary Avenue
Carol Stream, IL 60188
engineeringervices@carolstream.org

If to Consultant: David Flack, GISP
Senior GIS Analyst
Ruekert/Mielke, Inc.
W233 N2080 Ridgeview Parkway
Waukesha, WI 53188

ENTIRE CONTRACT & ORDER OF PRECEDENCE

This Contract together with the Request for Proposals and the Consultant's Proposal which are incorporated herein; shall, to the extent possible, be construed to give effect to all of its provisions; however, where provisions are in conflict, first priority shall be given to the provisions of the Contract, excluding the Request for Proposals, its amendments and the Consultant's Proposal; second priority shall be given to the provisions of the Consultant's Proposal; and third priority shall be given to the provisions of the Request for Proposals and its amendments.

FF. INTERPRETATION, ENFORCEMENT & DISPUTES

This Contract shall be construed, interpreted and enforced under the laws of the State of Illinois. Exclusive venue and jurisdiction for any and all disputes arising hereunder shall be in DuPage County, Illinois.

GG. CONTRACTOR DATA & CERTIFICATION

1. Contractor Tax Identification Information - Consultant shall provide Consultant's Social Security number or Consultant's federal tax ID number and the additional information set forth below. Social Security Numbers provided pursuant to this Section

will be used for the administration of state, federal and local tax laws.

Name (tax filing): Ruekert & Mielke, Inc.

Address: W239 N 2080 Ridgeview Parkway, Waukesha, WI 53188

Citizenship, if applicable: Non-resident alien Yes No

Business Designation (check one):

Professional Corporation

Partnership

Limited Partnership

Limited Liability Company

Limited Liability Partnership

Sole Proprietorship

Other

Federal Tax ID#: 39-0908882

or SSN#: _____-_____-_____

The Village may report the information set forth above to the Internal Revenue Service (IRS) under the name and social security number or taxpayer identification number provided.

2. Certification - The individual signing on behalf of Consultant hereby certifies and swears under penalty of perjury that: (a) the number shown on this form is Consultant's correct taxpayer identification; (b) Consultant is not subject to backup withholding because (i) Consultant is exempt from backup withholding, (ii) Consultant has not been notified by the IRS that Consultant is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Consultant that Consultant is no longer subject to backup withholding; (c) s/he is authorized to act on behalf of Consultant, s/he has authority and knowledge regarding Consultant's payment of taxes, and to the best of her/his knowledge, Consultant is not in violation of any Illinois tax laws and local taxes administered by the Department of Revenue; (d) Consultant is an independent contractor; and (e) the supplied Consultant data is true and accurate.

This Contract contains all terms and conditions agreed to by the Village and the Consultant. The attachments to this Contract are identified as follows:

ATTACHMENT #1, Request for Proposal (RFP)

ATTACHMENT #2, Consultant's Proposal

IN WITNESS THEREOF, the Village and the Consultant have executed this Contract as of the date and year last written below.

VILLAGE

By: _____

Title: _____

Date: _____

RUEKERT & MIELKE, INC.
CONSULTANT

By: Stanley N. Segal

Title: Senior Vice President

Date: November 11, 2014

ATTACHMENT #1
Request for Proposal

VILLAGE OF CAROL STREAM

Request for Proposals



Carol Stream

Asset & Operations Management

Program Evaluation

Village of Carol Stream Request for Proposal

Issue Title: Asset & Operations Management
Program Evaluation

Issuing Department: Department of Engineering Services
500 North Gary Avenue
Carol Stream, IL 60188

On Behalf of: Department of Engineering Services
Department of Public Works

Solicitation Point of Contact: Jim Knudsen
Director of Engineering Services

Phone: 630.871.6220

Fax: 630.665.1064

Email: engineeringervices@carolstream.org

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SECTION 1. GENERAL INFORMATION

1.1 Purpose of this Solicitation

The purpose of this Request for Proposal (RFP) is to acquire the services of a consulting firm to assess, evaluate and help the Village select an asset and operations management system software program to be utilized by the Village. The not-to-exceed amount of the Contract will be set at the Total Cost proposed in the awardee's pricing proposal response to this RFP.

1.2 Asset Management Plan Business Requirements

The Village defines asset management as "An integrated, multidisciplinary set of strategies to sustain and extend the service life of public infrastructure assets, minimize life cycle costs, and continuously deliver necessary services at an acceptable level of risk."

The Carol Stream community depends on the Village to deliver safe, reliable and effective services. In order to accomplish this, the Village must properly evaluate existing infrastructure, capital improvements, operations and maintenance strategies for cost effectiveness, risk exposure, likelihood of failure, consequences of failure, reliability and ability to meet target level of service.

The Village is in the process of developing an asset management plan to be utilized by Engineering Services and Public Works for its four major infrastructure components; roadways, water distribution, sanitary and storm sewer systems.

The Village's core business needs are to:

- Program and justify capital improvements,
- Provide accurate information and justification for operations management, and
- Provide support services for emergency response efforts.

To meet our business needs the Village has determined the asset management plan should include the following elements:

- Registry of asset information
- Inventory of condition assessments
- Life cycle cost management
- Business risk exposure (likelihood of failure and consequences of failure)
- Performance assessments
- Data storage, access and reporting procedures/process
- Asset financial value
- Prioritization and programming of capital expenditures
- Operations management system

1.3 Asset Management Plan Objectives

The Village expects to meet the following objectives with the implementation of an enterprise asset management plan:

1. A strategic review and analysis of current and alternative asset management practices.
2. Establishment of enterprise-wide business processes and standards which support the development and improvement of decision-making tools that promote making the right decisions to extend the life of the assets.
3. Modification of current capital expenditure justification, project management and project work flow in order to effectively include future asset data and improve

- functional efficiency.
4. Implementation of enterprise-wide inventories, condition inspections, data storage/retrieval and reporting procedures that meet Village information technology standards. Achieve continuous improvement in asset management process through ongoing improvements to data quality to provide increased forecast reliability.
 5. An assessment and evaluation of computerized maintenance and operations management systems and its ability integrate with other systems and provide long term support to the asset management plan. Creation of an enterprise-wide integrated computerized asset and operations management system is the ultimate goal.
 6. Maximized utilization of existing data sources and application systems such as the Village's Environmental Systems Research Institute (ESRI) geographic information system (GIS).
 7. Meet legislative reporting and organizational financial planning requirements. Establish and maintain a record of the value and depreciation rates of all tangible assets owned by the Village.
 8. Modify current business processes where justified to improve operational effectiveness and efficiency.
 9. Simplification of asset management work process through reduction of data entry and associated steps.
 10. Elimination of stand-alone data sets through integration of asset inventories and information into the asset management and operations systems.
 11. Provide appropriate staff, equipment and resources to ensure the long term management of Village assets meeting established levels of service, business standards, acceptable risk exposure and operational performance/effectiveness.
 12. The development of enhanced communication tools to illustrate complex concepts in understandable language.

1.4. Contract Term / Time for Performance

The Project will begin at Contract signing on or around November 17, 2014. The work, including all Deliverables for the Tasks, will be completed no later than January 9, 2015.

1.5 Definitions & Glossary of Terms

The capitalized terms used within this RFP and the Contract are set forth in the "Glossary of Terms". This "Glossary of Terms" sets forth the definitions of the following terms used in the RFP and the Sample Contract Form (Attachment 1):

Glossary of Terms

"Acceptance" means written confirmation by the Village that the Consultant has completed an item of Work in accordance with the Contract and accepted for purposes of interim payment.

"Addendum" or **"Addenda"** means an addition or deletion to, a material change in, or clarification of, the RFP. Addenda shall be labeled as such and shall be made available to all interested Proposers.

"Asset" or **"Assets"** means physical features, or physical and logical representations

thereof, which owned or operated by the Village in order to provide services crucial to quality of life. For the purposes of the RFP, these features shall be limited to roadways, sanitary sewer system, water distribution system, storm sewer system, street signs, publicly owned trees, sidewalks, bike paths/trails, facilities (buildings), parking lots and natural resources (water bodies and wetlands) and their fundamental components.

"Authorized Representative" means a person representing a party to this Contract who is authorized to make commitments and decisions on behalf of the party regarding the performance of this Contract. Consultant's Authorized Representative is the person so identified in EE. NOTICES AND COMMUNICATIONS of the Sample Contract. Village's Authorized Representative is the person so identified in EE. NOTICES AND COMMUNICATIONS of the Sample Contract.

"Closing Date" means the date and time set in the RFP for Proposal submission, after which Proposals may not be submitted, modified or withdrawn by Proposer.

"Consultant" is the Respondent that is successful in being awarded this Contract. This term inclusive of all subcontractors, subconsultants or firms which the lead Respondent is representing.

"Deliverables" means all components of the Work Product and all related legal rights to own or use Work Product to be delivered under this Contract as identified in the Scope of Services, ATTACHMENT #1, Request for Proposal (RFP) and ATTACHMENT #2, Consultant's Proposal of the Sample Contract Form.

"Effective Date" means the date on which this Contract is fully executed and approved in accordance with applicable laws, rules and regulations.

"Entity" means a natural person with legal capacity to contract, sole proprietorship, limited liability company, corporation, partnership, limited liability partnership, limited partnership, profit or non-profit unincorporated association, business trust, two or more persons each with legal capacity to contract and having a joint or common economic interest, or any other person with legal capacity to contract, or a government or governmental subdivision.

"GIS" means geographic information system and refers to a system of computer software, computer hardware, digital data, and personnel to help manipulate, analyze and present information that is tied to a spatial location.

"Inventory" or **"Inventories"** means Contractor's discovery and compilation of information and data related to GIS and related information technology and data according to all applicable requirements under the Contract.

"Intellectual Property Rights" is defined in Section O. COPYRIGHTS & OWNERSHIP OF WORK PRODUCT of the Sample Contract.

“Key Persons” means Consultant’s Authorized Representative, the Project Manager and all other Consultant personnel designated in SECTION 4. PROPOSAL REQUIREMENTS of the RFP who will be principally responsible for the Work.

“Primary Consultant” refers to the prime consultant the Village is seeking for this Project. This person/firm will become the Consultant when the Contract has officially been awarded.

“Project” means the sum of all Work to be performed under the RFP and Contract.

“Project Manager” means Consultant’s representative who manages the processes and coordinates the Work with Village’s Single Point of Contact to ensure delivery of the Work Product. Consultant’s Project Manager is the person so identified in SECTION 4. PROPOSAL REQUIREMENTS of the RFP.

“Project Staff” means Consultant’s personnel performing Work on the Project.

“Proposal” means (1) the Proposer’s written offer submitted in response to the RFP including all necessary attachments, and (2) Consultant’s proposal in response to the RFP, which is attached hereto as ATTACHMENT #2, Consultant’s Proposal of the Sample Contract Form.

“Request for Proposals” or **“RFP”** means the entire solicitation document for the Village of Carol Stream Utility System Update & Implementation Project, including all Addenda, appendices, attachments, exhibits, parts and sections.

“Respondent” means the person, firm or corporation that submits a formal, sealed Proposal that may or may not be successful in being awarded this Contract. When this term is used, it applies to the lead Respondent and any joint Respondents or subcontractors or subconsultants named as participants in the Proposal.

“Work” means all labor, materials, equipment and services required to complete any or all of the Tasks, Actions and Deliverables identified in the Scope of Services to be performed in accordance with the terms and conditions of the Contract and the RFP.

SECTION 2. PROJECT BACKGROUND

2.1 Stakeholders

The following are the major department stakeholders of the Village of Carol Stream’s asset management plan:

- Engineering Services Department
- Public Works Department

2.2 Background

The Village of Carol Stream is located in DuPage County, Illinois with a population of 40,438. The Village has an approximate area of four (9.5) square miles. The Village’s roadway system is

composed of not just pavement, curb and gutters, but also of pavement markings, street light system, signs, sidewalks, parking lots, bike paths, trails and parkway trees. The Village is served by a Village publically owned and operated sanitary sewer collection and treatment system as well as by the Wheaton Sanitary Sewer District in the southeastern section of the Village. It also is served by a water supply and separate storm sewer systems all of which are considered utility infrastructure. The roadway system and each utility are further described in the following sections.

2.2.1 Roadway System

The Village's roadway system consists of the following:

- 104.65 center line miles of streets
- 4.3 miles of bike paths and trails
- 4 Parking lots
- 1,726 Street lights
- 48 Street light controllers/boxes
- 696 Signs
- 6,768 Parkway trees

2.2.2 Sanitary Sewer Collection & Treatment System

The Village sanitary sewer collection system consists of the following:

- 127.49 miles of gravity sewers (114.81 miles Village, 12.05 miles Wheaton Sanitary District, 0.63 miles other)
- 3,515 manholes (3,155 Village, 352 Wheaton Sanitary District, 8 other)
- 7 lift stations (6 Village, 1 private, 0 other)
- 1.55 miles of force mains (1.40 miles Village, 0.15 miles private, 0.00 miles other)

The Village's 6.5 million gallon per day (MGD) Water Reclamation Center treats sanitary sewage collected and conveyed by the system to the treatment plant. The Wheaton Sanitary District's system will not be considered part of this project.

2.2.3 Water Distribution System

The Village purchases its supply of Lake Michigan water from the DuPage Water Commission which in turn purchases it from the City of Chicago. The Village water distribution system consists of the following:

- 181.26 miles of water main (135.28 miles Village, 45.98 miles private)
- 3.5 miles of lateral lines (2.20 miles Village, 1.30 miles private)
- 2,509 valves (2,305 Village, 184, private, 20 other)
- 52 valve boxes
- 1 gang box
- 2 splitters
- 2,654 hydrants (2,325 Village, 309 private, 20 other)
- 5 storage facilities (3 elevated tanks, 2 ground reservoirs)
- 3 wells
- 7 stand pipes
- More than 10,000 individual service connections with valves and metering devices

2.2.4 Storm Sewer System

The Village's storm sewer system consists of the following:

- 197.65 miles of gravity sewers (110.71 miles Village, 67.41 miles private, 19.53 miles other)
- 0.17 miles of culverts (0.11 miles Village, 0.00 miles private, 0.06 miles other)
- 3 lift stations (2 Village, 1 private, 0 other)
- 0.72 miles of force mains (0.72 miles Village, 0.00 miles private, 0.00 miles other)
- 2,661 manholes (1,818 Village, 568 private, 275 other)
- 1,675 inlet manholes (591 Village, 947 private, 137 other)
- 3,964 inlets (2,346 Village, 1,039 private, 579 other)
- 3,286 catch basins (2,030 Village, 1,025 private, 231 other)
- 1,018 flared end sections (365 Village, 431 private, 222 other)
- 4 control structures (1 Village, 1 private, 2 other)
- 4 headwalls (4 Village, 0 private, 0 other)

2.3 Asset Valuation

The Village's infrastructure assets are divided into four categories; Roadways, Water & Sewer Utilities, Facilities and Storm Water Utilities. Water mains, sanitary and storm sewer line assets were recorded under the Governmental Accounting Standards Board Statement No. 34 (GASB 34) model beginning in FY01. The assumptions used to value the assets were the amount of water or sewer lines laid per year based on population growth and the cost per foot based on the Federal Aid Highway Construction Composite Table. The year 2000 was the base. After the implementation of GASB 34, the valuation has been added based on the acceptance of public improvements. These valuations are based on approved engineering cost estimates provided by the developer and applied when they are accepted into the Village as public improvements. If the Village contracts the project for water mains or sanitary/storm sewers, then the valuation would be the actual cost of the project. Depreciation is calculated using the straight-line method, equal amounts over the useful life. No residual value is taken into consideration and index values are not used for determining net replacement value (present value less depreciation). The asset valuation and depreciation amounts are used for reporting purposes.

2.4 IS & GIS Architecture

The Village is currently running a 10/100 Ethernet between two main facilities; the Village Hall and the Public Works Center. The Village has 125 PCs supporting over 150 users. Its application server is Windows Server 2008 R2.

The Village of Carol Stream uses ESRI GIS software for implementation of its GIS applications. The GIS databases are on a file share system. Currently the Village is running ArcGIS Version 9.2. Applications have been designed and built around ArcGIS for Desktop – Standard (ArcEditor) Version 10.1 which resides in the Engineering Department. The Village plans to upgrade to Version 10.2 this summer. All maps are finalized and then published in ArcPublisher in Engineering. The Public Works Department uses ArcGIS for Desktop – Basic (ArcView) Version 10.1 whereas Community Development uses Version 9.3. ArcReader Version 10.1 is deployed throughout the Village for general users. The Village collects GPS data using Trimble's GeoExplorer 6000 series handheld computer and Trimble Positions Version 10.0.2 and ESRI's ArcPad Version 10.0 software. The Village also plans to upgrade Trimble Positions to Version 10.2 this summer.

The Village does not currently have an enterprise wireless solution. Intel laptops and iPads are individually used for remote devices.

2.5 Current GIS/GPS Efforts

In 1998 the Village of Carol Stream began converting old ink and Mylar utility infrastructure maps to an electronic version. This initial effort was accomplished through a conversion to AutoCAD Map, an automated map and facility management (AM/FM) system. Shortly thereafter the Village realized the much greater benefits of GIS and began its quest to create GIS based utility infrastructure maps.

Beginning in 2001 the Village created a street light feature class. The following year a digital roadway centerline map was constructed based on our Roadway Management System (RMS) utilizing American Public Works Association's (APWA's) MicroPaver software. Then in 2005 the bike path feature class was created and a tree inventory map in 2007.

In 2003 the Village contracted with Northern Illinois University (NIU) to undertake a GIS Study. See Appendix A – 2004 Northern Illinois University GIS Study. This study not only sought to create these utility maps but also to:

- Perform a needs assessment study and prioritize those needs.
- Identify hardware and software components.
- Conduct an inventory of all existing data, maps and files used for GIS.
- Develop processes and procedures for the ongoing management and maintenance of all this information.
- Identify other mapping and application needs.
- Create a design procedure to correct and improve data and maps.
- Prepare an implementation plan.

Since then the Village has slowly but steadily undertaken various tasks to implement GIS into our organization. As it relates to infrastructure asset management, the primary task that was eventually completed in April 2014 was the construction of water, sanitary sewer and storm sewer system atlases. This only involved GPS coordinate acquisition of all public and private structures and piping systems. Full attribute data entry and networking has not been completed.

2.6 Roadway Management System

The Department of Engineering Services currently utilizes APWA's MicroPaver program for management of its roadway system. The condition inventories were last updated in 2011.

2.7 Operations Management System

The Village does not currently utilize an operations management system except for a stand-alone fuel management program.

2.8 Associated Programs

The Village employs other programs and databases throughout the Village to manage various operations. These include:

1. Citizen Service Requests (CSRs) Database (Microsoft Access)
2. Building Permit Database (Microsoft Access)
3. Address Database (Microsoft Access)
4. Soil Erosion & Sedimentation Control Inspection Database (Microsoft Access)
5. Engineering Training Database (Microsoft Access)

6. Document Management System (Laserfiche)
7. Financial Management System (MUNIS)
8. Gas Fleet Management System
9. GIS (ESRI)
10. Supervisory Control and Data Acquisition (Wonderware Intouch HMI and SCADA Alarm Autodialer) for the following:
 - Water Pump Stations – Eastside, Kuhn Road and Fullerton (Tower #3)
 - Water Tower #4 and Well #6
 - Sanitary Lift Stations – Charger, Evergreen, Tubeway and Tall Oaks

SECTION 3. SCOPE OF SERVICES

The Village is seeking the services of a consultant to plan for and implement an asset management program. Below are the “Tasks” to be completed and their associated Deliverables. These are not a comprehensive list, but only serve as the basic requirements. The Village’s expectation is that the expertise and experience of the Consultant will also help define the Tasks and Deliverables that are required for a successful implementation plan.

3.1 Asset & Operations Management – Focused Needs Assessment

Information must be gathered to assemble a current and accurate picture of the efforts the Village currently undertakes to manage and operate its assets. This current picture, combined with the identification of future challenges and desired outcomes, will become a cornerstone for the Village’s future Asset and Operations Management efforts.

3.1.1 Purpose of Task

Conducting an inventory of the Village’s current asset and operations management efforts and an assessment of our existing and future needs that will form the basis for identifying the most appropriate software tools available for meeting the Village’s needs.

3.1.2 Action Required

Conduct site visits and interviews with key staff to ascertain existing efforts towards asset and operations management as well as immediate and future needs. The Consultant shall:

- Inventory existing asset and operations management efforts including data acquisition, management programs, technology (equipment and computer applications), personnel, equipment, and other resources.
- Conduct a comprehensive needs assessment to determine the Village’s asset and operations management business needs.
- Conduct interviews with each of the department heads to determine current methods and processes for asset operations management.
- Demonstrate “proof of concept” using commercially available asset and operations management software to give the Village a clear picture what is possible after implementation.

3.1.3 Deliverable(s)

3.1.3.1 Inventory Report of existing asset and operations management efforts

3.1.3.2 Comprehensive Needs Assessment of the asset and operations management business needs and system requirements for the Village.

3.1.3.3 Presentation of findings for the previous items and demonstration of "proof of concept" items to Village Stakeholders.

3.2 Assessment, Evaluation and Ranking of Asset & Operations Management Programs

3.2.1 Purpose of Task

Using the results of the Needs Assessment performed in Task 3.1, the Consultant will develop multiple levels of measurable criteria to judge the absolute and relative performance and capabilities of commercially available asset and operations management software packages (Software).

Beginning with an initially large field of potential Software vendors, the Consultant will apply sets of filters to weed out Software that does not meet the Village's requirements, in addition to ascertaining the relative strengths and weaknesses between remaining packages.

A more robust analysis will be undertaken with Software that meets all or nearly all criteria. This analysis will include interviewing similar communities using the Software, evaluation of demonstrations, and performing a true "apples-to-apples" comparison of costs through the project life cycle.

The results of this process will provide the Village with the following information needed to select a Software package:

- Identifying Software that is not in the Village's best interest to implement due to missing critical functionality
- Providing comparisons between potentially suitable Software packages in terms of their functionality and ease of use.
- Providing accurate comparisons of Software costs, including hardware, software, licensing, maintenance, and implementation costs.

3.2.2 Action Required

Assist the Village in identifying approximately twelve (12) established firms that have quality asset and operations management system software programs for evaluation. Develop criteria that will be used to filter programs to no more than three vendors that meet non-negotiable requirements and the needs of the Village. Develop further criteria as well as rating and ranking systems that will be used to evaluate each of the final three firms and their software. Perform an asset and operations management usage survey of no more than three municipalities per vendor currently utilizing the various software programs. Conduct vendor interviews, test/view software applications where possible, assess costs and summarize findings in a report. Evaluate and rate each program against the criteria and rank them to further assist the Village in making a final selection for program purchase.

3.2.3 Deliverable(s)

3.2.3.1 Identify approximately twelve (12) established firms that have quality asset and operations management system software programs that meet the needs of the Village.

3.2.3.2 List of filter criteria that will be used to evaluate each firm and their software.

3.2.3.3 Results and findings from first filtering of programs to the selection of the final three vendors.

3.2.3.4 List of additional criteria as well as the rating and ranking system to further evaluate the final three vendors.

3.2.3.5 Results of the asset and operations management usage survey.

3.2.3.6 Report of findings from interviews, application testing/viewing and costs analysis for each software program.

3.2.3.7 Evaluation, rating and ranking of each software vendor and program.

SECTION 4. PROPOSAL REQUIREMENTS

4.1 Proposal Format

This section of the RFP identifies areas that the Village has determined are necessary to successfully accomplish the services covered by this RFP. The Respondent shall provide a written response to each of these mandatory requirements. The preferred method of response is for the Respondent to restate the requirement and then follow each requirement with a narrative response. The written response shall clearly address each of the areas identified herein to demonstrate the Respondent's ability to meet the mandatory requirements and achieve the desired result to the satisfaction of the Village.

4.1.1 Proposal

Proposals shall contain all elements of information requested, without exception. Proposals shall include the following section headings at a minimum, in the following order and numbered as indicated below, followed by Proposer's responses in each section:

- I. Introduction and Executive Summary
- II. Response to Commercial Questions
- III. Response to Technical Questions
- IV. Alternative Proposals

Detailed requirements and directions for preparation of Respondent's responses to each section of the Proposal are outlined below.

4.1.1.1 Introduction and Executive Summary

Provide the following information relative to your firm. If you are proposing to subcontract some of the proposed work to another firm, similar information must be provided for each subcontractor.

- Firm name and business address, including telephone number, fax number, web page and contact email address.
- Year established (include former firm names and year established, if applicable).
- Type of ownership and parent company, if any.

- Project Manager's name, mailing address, email address and telephone number.
- Summary of relevant experience of the Project Manager and Consultant's other staff to be assigned to the Project

For the Executive Summary, briefly highlight the major facts or features of the Proposal, including any conclusions, assumptions, and recommendations you wish to make. The Executive Summary should be designed specifically for review by executives who need to be informed, but may not possess a technical background. No price information shall be included in the Executive Summary.

4.1.1.2 Commercial Questions

In your response to each question below, please cite the question before each answer. Refer to Section 7 and Attachment 1 for Solicitation Procedures and Contract forms, respectively. Answers shall be direct and specific.

- Are all costs quoted on a COST, NOT TO EXCEED basis for all Tasks and related Deliverables in Section 3 of this RFP?
- Who will serve as the Respondent's Authorized Representative? Give the name, title, mailing address, email address and telephone number of the Respondent's Authorized Representative. The person cited shall be empowered to make binding commitments for the Respondent firm and its subcontractors, if any.
- List any contract termination for cause within the last three (3) years, and any litigation to which the Respondent has been a party within the last (3) years.

4.1.1.3 Response to Technical Questions

In responding, cite the question before each answer. Refer to Section 3 of this RFP, Scope of Services, and to the Sample Contract Form at Attachment 1 for technical requirements. Full, direct, and substantive answers are required.

- Project Methodology/Approach. Describe your organization's methodology/approach to managing projects, being sure to address the following at a minimum:
 - What is the methodology and approach proposed to address the Scope of Services and attributes, and to timely complete all required Tasks and their related Deliverables? (See RFP Section 1.4, Contract Term / Time for Performance).
 - Describe in detail the procedures to be implemented for each element of the work plan.
 - If use of subcontractors is proposed, address specifically how coordination will be maintained.
 - Address significant milestones, including deliveries of Work Products and proposed meetings with any Stakeholders.
- Required Equipment/Software. What equipment and software will you use, if any?

State briefly the equipment and software that are critical to the Project under your methodology and approach to Project Work. In addition,

cite the status of the proposed equipment and software, whether owned or licensed, installed or to be procured. Indicate if you propose to make any of the necessary equipment or software available through subcontracts. If so, identify the potential subcontractor. The Village will not be responsible for purchase or provision of any required equipment or software. All such costs should be included in the quoted price for performing the work.

- **Project Staffing.** What Project Staff is proposed? How will it be organized?

Describe Project Staff by titles, technical discipline, and numbers. Discuss how the team will be organized and outline management relationships. Specifically address management responsibilities for subcontracted work.

Identify all individuals who will take key management, supervisory, or other professional-level technical roles. Highlight all relevant experience of key management and staff. Cite the responsibilities projected for each.

Submit résumés of all key managerial and technical staff members who will or may be assigned to the Project. The key staff for the successful Proposal will be designated "Key Persons" within the Contract. These Key Persons must remain in their project assignments on this project throughout the project, unless substitutions are specifically agreed upon in writing by the Village.

- **Project Schedule.** Provide a detailed schedule of performance or Project plan that you are proposing, being sure to address the following at a minimum:

- Within the overall schedule, chart a detailed schedule, citing at minimum each task included in a proposed project plan, periodic reporting or review points, incremental delivery dates, and other milestones. (See RFP Section 1.4, Contract Term / Time for Performance).

- **Ability to Perform.** Describe the potential impact the Project would have on your organization's current workload, being sure to address the following at a minimum:

- Cite specifically all major commitments of equipment and staff projected for your firm for the period covered by the proposed Project Schedule.
- Discuss in practical terms the impact of such commitments on the Respondent's ability to complete the Project as proposed and scheduled. (See RFP Section 1.4, Contract Term / Time for Performance).

4.1.2 Proposal Fee

Quote costs for the required Tasks and related Deliverables indicated in Section 3 and rates shall be valid for a period of ninety (90) days from the date of submission.

The Respondent shall complete a Proposal Fee. The Proposal Fee shall identify the fixed

hourly rates for Work performed under the Contract. Respondent may use tiered fixed hourly rates based on type, experience and expertise of employees. **All fixed hourly rates must be fully loaded and include all expenses except other out-of-pocket expenses (travel, copying, delivery expenses, etc.).** The Respondent shall include in the Proposal Fee, the hours required at each fixed hourly rate tier to complete each Task and related Deliverables identified in Section 3 Scope of Services. In addition, the Proposal Fee shall include a cost for other expenses for each Task. The Proposal Fee shall include an amount for each Task which is calculated by multiplying the hours at each tier times the fixed hourly rate for each tier and summing all the amounts for each tier as well as adding the cost of other expenses for each Task. The not-to-exceed amount of the Contract shall be the sum of the Proposal values for each Task of the selected Proposal.

The Respondent's Proposal Fee must be bound separately from the Proposal as directed in Section 4.2 below.

4.2 General Information

The Respondent or the Respondent's Authorized Representative must sign the Proposal. Respondents must submit the Proposal in the following quantities and formats: (i) one (1) original each; (ii) two (2) additional copies each and (iii) one (1) electronic disc copy of each, submitted either in a current Microsoft™ Office or Adobe™ PDF format.

Proposal submissions in response to this Solicitation must be in the form of a Proposal package containing the Proposal and all required supporting information and documents, and must be addressed to the Village Single Point of Contact as shown in Section 7.4 herein and clearly referenced as **"Proposal for the Asset & Operations Management Program Evaluation."**

Proposals must address the entire Proposal and submission requirements set forth in this Solicitation, and must describe how the services will be provided. Proposals which merely offer to provide services as stated in this Solicitation will be considered non-responsive to this Solicitation and will not be considered further. Proposals will be evaluated on overall quality of content and responsiveness to the purpose and specifications of this Solicitation. Only those Proposals which include complete information as required by this Solicitation will be considered for evaluation.

Proposal Fee submissions in response to this Solicitation shall be in a separate envelope from the Proposal submission and must be addressed to the Village Single Point of Contact as shown in Section 7.4 herein and be clearly referenced as **"Proposal Fee for the Asset & Operations Management Program Evaluation."**

4.2.1 Alternative Proposals

The Village seeks to utilize the expertise and experience of the Consultant to help define the Tasks and Deliverables that are required for a successful implementation plan. However, the Respondent must still give a full response to this RFP as written and any full or partial alternative that is proposed must be clearly and separately identified with detailed Task Purposes, Required Actions, Deliverables, Schedules and Costs.

4.3 Minimum Proposal Requirements

Proposals not in compliance with the following mandatory minimum requirements may be rejected. At a minimum, all Proposals shall include:

- A cover letter summarizing the Respondent's interest in the Solicitation and;
- A statement of who will serve as the Respondent's Authorized Representative giving the name, title, mailing address, email address and telephone number of the Respondent's Authorized Representative which shall be empowered to make binding commitments for the Respondent firm and;
- A Proposal that addresses all requirements of the RFP, Section 3 Scope of Services, Attachment 1 Sample Contract Form and;
- A Proposal Fee that specifies a) the cost of each required Task and Deliverable as required in RFP Section 4.1.2, Proposal Fee, and b) the overall cost of the Proposal and;
- A Statement that Respondent will comply with the reporting timelines as defined in Section 1.4. Contract Term / Time for Performance and Section 3 Scope of Services and;
- A Statement that any submitted response and costs shall remain valid for a minimum of ninety (90) days after the Proposal due date or until a Contract is executed, whichever comes first and;
- A Statement that Respondent agrees to be bound by all terms and conditions stated in this RFP, including those stated in the Sample Contract Form and its exhibits and attachments, RFP Attachment 1, and its Proposal.

SECTION 5. EVALUATION OF THE PROPOSAL

5.1. Evaluation Process

A proposal evaluation committee (PEC) shall be established by the Village to review and evaluate the proposal submitted prior to the established due date in response to this RFP. Only submitted proposals that have been found to be responsive in meeting the minimum mandatory requirements of this RFP will be reviewed, evaluated and rated according to the requirements and criteria provided in this RFP.

5.1.1 Review of Proposals for Responsiveness

The PEC will first review each proposal for compliance with the minimum mandatory requirements of the RFP. The purpose of this phase is to determine if the Proposal meets the Minimum Proposal Requirements listed in Section 4.3. Proposals will be reviewed by the PEC to determine if they are complete. Proposer's failure to comply with the instructions or to submit a complete Proposal may result in it being deemed non-responsive. Only those Proposals determined to be responsive to the Minimum Proposal Requirements will be considered. The Village reserves the right to reject any or all Proposals if it is deemed in the public interest to do so. Failure to comply with any of the mandatory requirements may disqualify a proposer. The Village reserves the right to waive any or all irregularities associated with a Proposal.

SECTION 6. SELECTION AND AWARD

6.1 Award Notification

The Village PEC will meet to discuss the compensation and Contract. The Village reserves the

right to negotiate tasks, deliverables, specifications, terms, conditions and compensation which may be appropriate or necessary to the fulfillment of the RFP. The Village may require the RFP and the firm's proposal to be incorporated in full or part into the Contract Documents. This implies that this RFP and all responses, proposals, supplemental information and other submissions provided by the firm may be held by the Village as contractually binding on the Consultant.

At the Village's sole discretion, the Contract for the professional services will be awarded to the Respondent whose Proposal best meets the needs of the Village and meets the minimum mandatory requirements of the RFP. Any Respondent awarded a Contract as a result of this RFP must possess all permits and licenses and be currently in good standing, as necessary to perform the Work. The Village will notify the apparent successful Respondent (Primary Consultant) and request a signed Contract. Once the Contract has been awarded the Village will execute the Contract with the Consultant and issue a notice to proceed.

6.2 Disqualification

Any attempt by a Respondent to improperly influence a member of the PEC during the Proposal submission, review, evaluation or selection process will result in the elimination of that Respondent's Proposal from consideration.

SECTION 7. SOLICITATION SCHEDULE AND PROCEDURES

The following represents the proposed time line for the solicitation process for this project. Please Note: These dates represent a tentative schedule of events. The Village reserves the right to modify these dates at any time, with appropriate notice to prospective Proposers. All times are local (Central) times.

7.1 Schedule

Solicitation Application Period Opens – September 29, 2014

Closing Date and Time for Submittal of Proposals – November 14, 2014 by 4:00 PM

Contract Award – November 17, 2014

Notice to Proceed To be Determined

7.2 Clarification Questions Relating to This Solicitation

Respondents may submit questions, including requests for explanations of the meaning or interpretation of provisions of this Solicitation ("Clarification Questions") at any time from release of the RFP to the deadline for Solicitation Protest submission (Section 7.1, above). The Village requests that Clarification Questions be submitted in writing via U.S. Mail, courier, hand-delivered or emailed (engineeringervices@carolstream.org) to the Village Single Point of Contact at the address set forth in Section 7.4 as soon as possible. The Village will respond to Clarification Questions and will make them available in other digital form upon request to the Single Point of Contact.

7.3 Request of RFP Change

A Respondent may submit a written request for change of particular provisions, specifications, or Contract terms and conditions that must be received by the Village no later than the date and time established in the Schedule at Section 7.1, above, as the deadline for Solicitation Protest submission. The request for change shall state the reasons for any proposed changes to the RFP

provisions, specifications or Contract terms and conditions. Solicitation requests for change must be submitted in writing in an envelope marked "Protest of RFP Provisions, Specifications or Contract Terms" and must be delivered via U.S. Mail, courier, hand-delivered or emailed (engineeringervices@carolstream.org) to the Village Single Point of Contact at the address set forth in Section 7.4 of this RFP. Late or faxed transmitted protests will not be accepted.

7.4 Closing Date and Time for Submittal of Proposals

Proposals must be received by the solicitation Single Point of Contact no later than 4:00 p.m., Central Standard Time, on November 14, 2014 at: Village of Carol Stream, Department of Engineering Services, 500 North Gary Avenue, Carol Stream, IL 60188. Proposals may be delivered via U.S. Mail or courier, or hand-delivered. Please address Proposals to the attention of James Knudsen, Director of Engineering Services. Late or faxed transmitted proposals will not be accepted.

7.5 Award

7.5.1 Notice of Award

The Village will notify the Primary Consultant and request that they sign a Contract in substantially the form set forth as Attachment 1 attached to this RFP. If the Primary Consultant is not able to execute the Contract offered within ten (10) business days of Primary Consultant's receipt of the Contract, or such later date as the Village may authorize, the Village may make another selection.

7.6 Reservation of Village Rights

The Village reserves all rights regarding this Solicitation, including, without limitation, the right to:

- Amend or cancel this solicitation without liability if the Village determines that amendment or cancellation would be in the public interest;
- Reject any and all Proposals received by reason of this request without liability, if such rejection would be in the public interest. The Village is not responsible for any costs incurred by Respondents while submitting their Proposals, and all Respondents who respond do so solely at their own expense;
- Waive any minor irregularity, informality, or non-conformance with the provisions or procedures of this solicitation, and to seek clarification of each Proposal, if required;
- Reject any Proposal that fails to substantially comply with all prescribed solicitation procedures and requirements;
- Negotiate a Scope of Services described in this solicitation and to negotiate separately in any manner necessary to serve the best interest of the public;
- Amend any Contracts that are a result of this solicitation;
- Engage consultants by selection or procurement independent of this solicitation process and/or any Contracts under it;
- Extend any Contracts that are a result of this solicitation without an additional solicitation process for the period(s), if any, described in Section 7.8; and
- Enter into direct negotiations with the selected Respondent to negotiate the Scope of Services other than as described in this RFP.

7.7 Solicitation Amendments

Any interpretation, correction or change to this solicitation will be made by written amendment

or Addendum and will be issued by the Village. Interpretations, corrections or changes to this solicitation made in any other manner will not be binding, and Respondent shall not rely upon such interpretations, corrections or changes.

7.8 Contract Form

The Proposal is an offer to enter into a Contract that, if accepted for award, binds the Respondent to a Contract and the terms and conditions contained in this RFP. A Respondent shall not make a Proposal contingent upon the Village's acceptance of specifications or Contract terms that conflict with or are in addition to those contained in the RFP. The successful Respondent will be asked to sign a Contract substantially in the form that is attached as Attachment 1 to this RFP. The initial Contract period shall be for the earlier of twelve (12) months following the Contract effective date or the date on which the Village accepts the work as completed. The Village, at its option, may extend the Contract without further solicitation, if the Village determines that the work performance has been satisfactory thus far. The additional period(s) of time shall be by amendment to the original Contract.

7.9 Withdrawal

If a Respondent wishes to withdraw a submitted Proposal, it must be withdrawn prior to the Closing Date and Time for Submittal of Proposals. A written request to withdraw must be signed by the Respondent and submitted to the solicitation Single Point of Contact at the address specified in Section 7.4.

7.10 Release of Information

No information shall be given to any Respondent (or any other individual) relative to their standing with other Respondents during the solicitation process.

7.11 Public Information

All Proposals are public information after the Proposals have been opened and all changes are public information after the change request period ends. However, copies of Proposals will not be provided until the evaluation process has been completely closed and a successful Respondent has been selected. Any person may request copies of public information. If any part of a Proposal or change is considered a trade secret, the Respondent must clearly designate that portion as confidential in order to obtain protection, if any, from disclosure at the time of submission. See the Illinois Freedom of Information Act (FOIA), 5ILCS 140/4 et seq. Application of the FOIA shall determine if the confidential information claimed to be exempt is in fact exempt from disclosure. In the event of a public records request, Respondents will be notified prior to the release of any information.

7.12 Cost of Proposals

All costs incurred in preparing and submitting a Proposal and participating in interviews, if required, in response to this solicitation will be the responsibility of the Respondent and shall not be reimbursed by the Village.

7.13 Contractual Obligation

All Respondents who submit a Proposal in response to this solicitation understand, acknowledge and agree that the Village is not obligated thereby to enter into a Contract with any Respondent and, further, has absolutely no financial obligation to any Respondent.

ATTACHMENT #2

Consultant's Proposal

III. Response to Technical Questions

A. Project Methodology/Approach. Describe your organization's methodology/project approach to managing projects, being sure to address the following at a minimum:

- 1. What is the methodology and approach proposed to address the Scope of Services and attributes, and to timely complete all required Tasks and their related Deliverables? (See RFP Section 1.4, Contract Term / Time for Performance).*

Ruekert-Mielke's approach to prepare the Village's required deliverables on time and within budget is not rocket science! It just requires adherence to a few basic principles: a carefully contemplated schedule, regular collaboration, and attention to detail.

Scheduling

We have spent a significant amount of effort behind our proposal to logically order tasks for this project. Where possible, we will be performing tasks in parallel and grouping tasks together. We expect that the majority of our work can be done by the Village's desired completion date, however, the actual completion of the software vendor evaluations will be dependent on the ability of these vendors to provide information, demonstrations, and quotes on a timely basis.

Collaboration

One of the best ways to offset a tight timeline is collaboration. We feel there's no reason the Village should have to wait to review a deliverable until we think it's complete. We will be using two methods to help the Village review our deliverables in-line.

First, we will provide the Village's Key Staff access to our project eRoom as described in our work plan procedures. The project eRoom is essentially a nerve center, providing the Village with access to resources such as Project Status Reports, correspondence, and deliverables in draft or final form. Village Staff are welcome to view our deliverable documents and provide comment at any stage of the process.

Attention to Detail

With a tight timeline, there simply isn't room for many mistakes. Most of our Key Staff all have at least 14 years of professional experience and in most cases much more. That experience helps us quickly identify concerns and resolve them with the Village before they turn into bigger issues.

Approach to Scope of Services

Asset & Operations Management-Focused Needs Assessment (3.1)

R&M will conduct a series of four (4) interviews with staff identified by the Village as having responsibilities pertaining to management and operations of the Village's Assets as defined for this RFP. These interviews are scripted to ensure vital information is captured, but are conducted in a manner that allowing respondents to present their own information and concerns. Each interview is designed to allow discovery of as much information as possible about the following:

- Identifying the respondent's current job responsibilities
- Determining how much of their efforts are devoted to asset management
- Discovering and documenting processes the respondent uses to collect, maintain, and process that data.
- Discovering what tasks are repetitive, tedious, or time consuming
- How they expect their role to change in the future in terms of duties and regulatory requirements
- Listening to their "wish list" of ideas they have that would make their job easier

After the results are reviewed and analyzed, there may be a need to have more brief follow-up interviews by phone. Once these clarifications are processed, the results will provide us a complete picture of the Village's existing asset management processes. Our Asset Management Consultant and Subject Matter Experts will then use this data, implementation experience, and knowledge of industry best practices to produce the reports deliverable for this task.

R/M will also take this opportunity to review the Village's Associated Programs identified in Section 2.8 of the RFP. After reviewing the content and functionality of the systems, we will provide recommendations for working with these systems going forward. Depending on the system, this could mean any of the following:

- Recognizing the system is enterprise level. In this case implementers and developers of each software need to find ways to work together to share critical data between applications
- The system may be a candidate for its own product. The Village may have some “home-grown” applications that work well on an individual or small group basis, but they go against the grain of enabling enterprise-wide data access. For example a building permit database may be a candidate to migrate to a land management software product because it standardizes workflows and platforms.
- The system may be assimilated into GIS or an asset management and operations system. Systems that manage primarily spatial data or are already related to assets should be phased out and migrated. The Village’s Master Address database, for example, is a prime candidate for conversion to a GIS dataset.

Assessment, Evaluation and Ranking of Asset & Operations Management Programs (3.2)

There are far more than six software vendors who have developed asset management software. R&M’s mission for this task is to cut through the marketing and industry noise to identify vendors whose products best match Carol Stream’s identified functional needs. To avoid bias we will start with all asset management system vendors known to us. We will then strongly recommend passing this list through filters until we arrive at a suitable number of packages (approximately six) to consider further.

Our first filter is absolute, non-negotiable criteria, such as leveraging GIS data effectively, having a stable and growing presence in the market, and possessing at least minimum levels of the functions the Village truly needs. Other important criteria we may consider at this stage include the vendor’s target market and client base, ease of use, and known cost factors.

After eliminating vendors that do not meet non-negotiable criteria, R/M will perform a survey of other organizations using the remaining products on the Village’s behalf. Surveys will be limited to three (3) respondents per remaining vendor. Questions will be developed to gather the following information:

- How similar is the organization to the Village?

- What capabilities were most important to your organization?
- What elements of each product proved to be attractive or unattractive to your organization?
- What three things led you most to the choice you made?
- What were your project costs? (Hardware, software, licenses, implementation services, etc.). How much was the project cost increased by extras?
- What are you most satisfied and dissatisfied with?

Based on our experiences with these software vendors and our industry knowledge, R/M will provide the Village more fine-tuned, measurable, and objective criteria that we can use to evaluate vendors. Regardless, we expect licensing and implementation costs to be difficult to obtain and analyze. In some cases, R/M will unfortunately not be able to obtain licensing and implementation costs from the selected vendors. Most vendors do not publicly advertise their product prices as they often evolve from very complex pricing systems. Along with this, they may have drastically different implementation partners, timelines, requirements, and fees. It may be necessary for the Village to contact vendors for licensing and implementation information and contacting us for assistance in making an apples-to-apples comparison.

Fortunately, our industry knowledge and previous experience will allow us to provide the Village reasonable expectations in terms of cost ranges, infrastructure needs, implementation timelines, and training requirements.

2. *Describe in detail the procedures to be implemented for each element of the work plan.*

Ruekert-Mielke considers the Project Work Plan as a collaborative effort between a client and consultant. We will present guidelines that we use as a starting point. These elements will be discussed in further detail at the Project Kickoff Meeting.

a. *Contact information and communications plan*

R&M will provide contact information for each Key Staff member. Likewise the Village should provide R&M with similar information about its Project Manager, Authorized Representative, and key contacts for Project Stakeholders.

R&M will use its EMC eRoom software as a collaboration and document sharing tool. Documents and files that will be found here include:

- Staff contact information
- Project schedule, work plan, and status reports
- E-Mail correspondence
- Meeting agendas and minutes
- Draft and final copies of deliverable documents
- Phone call log

The Project Managers will serve as the primary contacts between the Village and R/M; therefore normal communications should be directed through this channel. If either Project Manager is unavailable for an extended period of time, the Authorized Representative should work to resolve urgent matters. Key Staff members, other than Project Managers and Authorized Representatives are not to contact each other directly without the approval of both Project Managers.

The exception to this policy is our Client Liaison. Any Village Staff member is welcome to provide feedback, questions, or concerns to our Client Liaison at any time. This information will be reported back to R&M's Project Manager and Principal for review and resolution if necessary.

b. Invoicing

R&M invoices its clients every four weeks, with payment due 30 days from receipt. We propose to invoice each task on a percent complete basis using task costs from our proposal or subsequent negotiations.

c. Documentation of meeting minutes and decisions

R&M will create meeting agendas and minutes, recording any decisions from meetings. Depending on the nature of the meeting, we may suggest capturing an audio recording with permission of all present. Any audio recordings will be made available in the Project eRoom.

d. Plan for Scope of Services or Contract changes

If the Project Managers or Authorized Representatives agree that any modifications to the Contract or Project Scope are in order, R&M will prepare a Contract amendment. The amendment will clearly state the desired modifications, justification, and changes to the project budget. Amendments must be approved by both Authorized Representatives.

e. Plan for address, tracking, and managing issues

If concerns arise, both Project Managers should be informed immediately via email. This information and the original message will be filed as a "note" in the project eRoom. A note has the capability for all parties to add attachments and comments. Both parties are expected to monitor this information. Additionally, all open issues will appear on project status reports.

f. Status report format

Written Project Status Reports will be prepared only at the Village's request. A maximum of two (2) written Project Status Reports will be prepared by R&M and added to the eRoom as PDF files. The Project Status Reports will be organized with the following sections:

- Header and date
- Progress achieved and deliverables produced since the last report
- Documentation of unresolved issues with suggested solutions
- Anticipated progress and deliverables for the following period
- Changes to budget, schedule, and scope
- Tasks behind schedule, with reasons for the delay and anticipated completion date

g. Format for all Deliverables

All deliverable documents will be provided in PDF format where possible, unless another format is preferred. Other deliverables will be provided to the Village in the format necessary and requested by the RFP.

h. Process and procedures for Acceptance of all Deliverables

When R&M has provided a product that is considered a final product, the Village's Project Manager will be notified and asked to accept the product. At that time the Village will have seven calendar days (or as negotiated) to review the product and accept it as final or request revisions. If the revisions are reasonable, R&M will proceed and resubmit the product. Should R&M disagree with the requested revisions; the concern will be immediately filed as an issue for resolution.

If a complete set of deliverables is accepted for a task (e.g., all deliverables identified in Section 3.4), full payment for the task is expected in the next billing cycle.

i. Process and procedures for closing out the project

Project close-out procedures will be handled according to the procedure outlined in Section 3.9 of the RFP. Full payment of all fees is expected upon the final project invoice at this time

3. If use of subcontractors is proposed, address specifically how coordination will be maintained.

Ruekert & Mielke will not be using subcontractors for the Project.

4. Address significant milestones, included deliveries of Work Products and proposed meetings with any Stakeholders.

Please see our comments in part 1 of this section.

B. Required Equipment/Software. What equipment and software will you use, if any?

1. State briefly the equipment and software that are critical to the Project under your methodology and approach to Project Work. In addition, cite the status of the proposed equipment and software, whether owned or licensed, installed or to be procured.

The following table illustrates equipment and software that Ruekert-Mielke intends to use during this project. Equipment and software listed above are only what R&M anticipates using to fulfill the Project Scope.

| Product | Purpose | Status |
|------------------|--|--------|
| Windows PCs | -Production work on all deliverables | Owned |
| Microsoft Office | -Production of documents, spreadsheets, and databases required to produce deliverables | Owned |
| eRooms | -Document Management System to house working and deliverable documents for R&M and Village Project Staff | Owned |

2. *Indicate if you propose to make any of the necessary equipment or software available through subcontracts. If so, identify the potential subcontractor.*

Ruekert & Mielke does not propose to obtain access to any necessary equipment through a subcontract.

3. *The Village will not be responsible for purchase or provision of any required equipment or software. All such costs should be included in the quoted price for performing the work.*

R&M acknowledges that the Village will not be responsible for purchasing or providing any equipment or software to fulfill the Project Scope. We do not anticipate that the Village will need any additional equipment or software as a consequence of this project's deliverables.

Village of Carol Stream
 Asset and Operations Management Program Evaluation
 Cost proposed by Ruekert/Mielke, Inc. 10/24/2014
 Finalized by Ruekert/Mielke, Inc. 11/10/2014

| Task | Hours | Cost |
|---|--------------|---------------------|
| 3.1.3.1 Inventory Report of existing efforts | 77 | \$ 11,576.00 |
| 3.1.3.2 Comprehensive Needs Assessment | 19 | \$ 2,644.00 |
| 3.1.3.3 Presentation of Findings | 22 | \$ 3,394.00 |
| Project management | 24 | \$ 3,172.00 |
| Expenses | | \$ 523.92 |
| Task 3.1 Cost (Hourly, not to exceed) | 142 | \$ 21,309.92 |
| 3.2.3.1- Identify twelve potential Asset and Operations Management Packages | 8 | \$ 1,138.00 |
| 3.2.3.2- Identify Evaluation Criteria | 28 | \$ 3,936.00 |
| 3.2.3.5- Evaluation and Ranking of Top Three Vendors | 16 | \$ 2,130.00 |
| Project Management | 18 | \$ 1,848.00 |
| Expenses | | \$ 175.00 |
| Task 3.2.3.1, 3.2.3.2, and 3.2.3.5 Costs (Hourly, not to exceed) | 70 | \$ 9,227.00 |
| 3.2.3.3- Asset and Operations management usage survey | N/A | N/A |
| 3.2.3.4- Report of Findings | N/A | N/A |
| Task 3.2.3.3-3.2.3.4 Costs (Lump sum, based on 3 vendors) | | \$ 8,970.00 |
| Total Project Cost | | \$ 39,506.92 |

Insurance

Insurance

A. The limits of liability for the insurance required by Paragraphs 6.05.A and 6.05.B of the Agreement are as follows, unless and except as specifically modified by a specific Task Order:

1. By Engineer:

| | | |
|----|--|--------------|
| a. | Workers' Compensation: | Statutory |
| b. | Employer's Liability – | |
| | 1) Bodily injury, each accident: | \$1,000,000 |
| | 2) Bodily injury by disease, each employee: | \$1,000,000 |
| | 3) Bodily injury/disease, aggregate: | \$1,000,000 |
| c. | General Liability – | |
| | 1) Each Occurrence (Bodily Injury and Property Damage): | \$1,000,000 |
| | 2) General Aggregate: | \$3,000,000 |
| d. | Excess or Umbrella Liability – | |
| | 1) Each Occurrence: | \$10,000,000 |
| | 2) General Aggregate: | \$10,000,000 |
| e. | Automobile Liability – Combined Single Limit (Bodily Injury and Property Damage): | \$1,000,000 |
| f. | Professional Liability – | |
| | 1) Each Claim Made: | \$2,000,000 |
| | 2) Annual Aggregate: | \$2,000,000 |

Village of Carol Stream
Interdepartmental Memorandum

TO: Joseph Breinig, Village Manager
FROM: William N. Cleveland, Assistant Village Engineer 
DATE: November 12, 2014
RE: Schmale/St. Charles Road Water Main Replacement Project –
Amendment No. 1 to the Engineering Services Agreement

In September of 2013, the Village Board approved the Phase I preliminary design engineering contract with TEG (Thomas Engineering Group) in the amount of \$127,554.23. A total of \$167,000 was previously budgeted for this work in FY14.

The preliminary engineering has been completed and a public meeting was held but only two property owners attended. The project then moved into the easement acquisition phase and we have currently obtained 11 of the required 29 easements. We had anticipated 24 easements in the contract and funded the extra easements with unused contract hours from the original contract budget.

In an effort to keep the project moving forward, TEG has assisted the Village in obtaining easement through contact with the property owners, resulting in \$4,412.74 in unauthorized charges beyond the original contract. It is estimated that another \$5,125.82 will be needed to finish easement acquisition, bringing the total contract amendment to \$9,538.56 and the revised contract to \$137,092.79.

We hope to finish obtaining easements by mid-January which will keep the project on schedule for a 2015 construction completion. A Phase II contract (design drawings and construction letting) will be presented at a later date, after easements have been obtained and the extent of design revisions can be determined. Engineering staff therefore recommends that Amendment No. 1 to the Schmale/St. Charles Road Water Main Replacement Project Engineering Services Agreement be approved in the amount of \$9,538.56.

Cc: James Knudsen, Director of Engineering Services
Phil Modaff, Director of Public Works
Jon Batek, Finance Director
Adam Frederick, Civil Engineer II

November 12, 2014

Mr. Jim Knudsen, P.E.
Director of Engineering Services
Village of Carol Stream
500 N. Gary Avenue
Carol Stream, Illinois 60188

Re: **Contract Amendment #1 Additional Phase I Professional Engineering Services
Schmale Road Water Main Replacement Project**

Dear Mr. Knudsen,

Thomas Engineering Group, LLC (TEG) continues to provide professional engineering services for the above referenced project, which began in October 2013. We have assessed the level of work effort required to date with the original construction engineering services contract as specified in the original Professional Services Agreement dated September 16, 2013. We would like to formally request your consideration of additional engineering services to entirely complete the Phase I project as described herein.

We hereby respectfully request that our contract for professional services be adjusted accordingly to account for the additional time accrued and the remaining work effort required to obtain signed easement documents. The following pages summarize the extension of the engineering services Agreement and corresponding cost for the additional effort.

Additional Engineering Services:

The original scope of services included hours for preparing up to 24 easement plats and legal descriptions whether permanent or temporary, exclusive of the preparation of appraisals, title reports, insurance, or final cost negotiations. During the development of the Phase I Preliminary Design Report, the Village and TEG identified 30 parcels which required temporary and permanent easements. As discussed with the Village, TEG prepared plats and legals for the additional 6 properties, using unused contract hours remaining under the original budget.

In addition, TEG staff began responding to property owners in an attempt to obtain easements for the 30 affected parcels. To date, we have accrued approximately 192 hours of the original 24 hour budget for Public Involvement. The original scope for Public Involvement included attending the open house with the Village.

To date, we have spent \$131,966.97 of the original \$127,554.23 budget, resulting in \$4,412.74 in unauthorized charges beyond the original contract. Please refer to Attachment A for a copy of the October invoice. In addition, the anticipated costs for the remaining hours of professional service are as follows:

The remaining level of effort is based on the below listed information (Refer to Exhibit B for the status of easement acquisition as of October 22, 2014):

- No. of property owners that have already granted easements = 11
- No. of properties that no longer require an easement = 1
- No. of cooperative property owners which have not yet granted easements = 8
- No. of property owners that have been unresponsive to date = 10

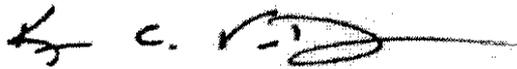
The anticipated level of effort required for cooperative property owners and unresponsive property owners is 1 hour/parcel and 2 hours/parcel, respectively. Therefore, the total anticipated additional effort is as follows:

Billing Rate = \$134.89
Remaining Work Effort = \$134.89 * 8 Parcels * 1 Hour
 + \$134.89 * 10 Parcels * 3 Hours
 \$5,125.82
 + \$4,412.74
Total Contract Amendment = \$9,538.56

We respectfully request that our contract for professional services be adjusted accordingly. In a good faith effort, we will continue to staff the project until the Village of Carol Stream directs us otherwise.

Please feel free to contact me at (847) 815-9500 or e-mail at kevinv@thomas-engineering.com if you have any questions or would like to schedule a meeting to discuss this matter.

Sincerely,
Thomas Engineering Group, LLC.



Kevin C. VanDeWoestyne, P.E.

Attachments

cc/email: Mr. Bill Cleveland, P.E., Assistant Village Engineer, Village of Carol Stream
Mr. Thomas Gill, P.E., Thomas Engineering Group, LLC
Mr. Brian Witkowski, P.E., Thomas Engineering Group, LLC

**AN ORDINANCE AMENDING THE LOCAL AMENDMENTS
TO THE ADOPTED BUILDING CONSTRUCTION AND MAINTENANCE CODES
(PROPERTY MAINTENANCE CODE ENFORCEMENT)**

WHEREAS, the Village of Carol Stream has adopted its Building Construction and Maintenance Codes in the Code of Ordinances of the Village; and

WHEREAS, the Village has traditionally amended its Building Construction and Maintenance Codes with provisions that specifically relate to the needs and conditions present in the Village; and

WHEREAS, the Village has approved the local amendments to its Building Construction and Maintenance Codes in a separate ordinance and not printed the local amendments in the codified Code; and

WHEREAS, the Village wishes to approve local amendments to the adopted Building Construction and Maintenance Codes to address code enforcement requirements;

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That Section 302.3 of the Village’s adopted Property Maintenance Code (ICC International Property Maintenance Code, 2012 Edition) is hereby amended to read as follows:

**SECTION 302
EXTERIOR PROPERTY AREAS**

302.3 Sidewalks and driveways. All sidewalks, walkways, stairs, driveways, parking spaces and similar areas shall be kept in a proper state of repair, and maintained free from hazardous conditions.

302.3.1 Sidewalk encroachments. Trees, shrubs and other plant growth shall not encroach past the edge of a public sidewalk, except that tree branches shall be permitted to encroach above a public sidewalk provided a vertical clearance of no less than seven feet is maintained.

302.3.2 Pavement maintenance. Driveways, parking spaces and similar areas shall be kept free from potholes and hazardous conditions. Pavement repair, when determined to be necessary by the code official, shall not be temporary, but shall be long-lasting and durable. Cold patch shall not be considered an acceptable form of pavement repair, and shall only be permitted as a seasonal interim solution when inclement weather conditions do not permit proper repair; however, such use of cold patch shall only be acceptable until such time as weather conditions allow a proper repair to be done. Acceptable forms of pavement repair shall include but not be limited to concrete, hot-mix asphalt, structural overlay and resurfacing, and shall meet with the approval of the Village Engineer or his or her designee.

SECTION 2: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by law.

PASSED this _____ day of _____, 2014.

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2014.

Mayor

ATTEST:

Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager

FROM: Robert J. Glees, Community Development Director 

DATE: November 11, 2014

RE: **Agenda Item for the Village Board Meeting of November 17, 2014
Code Enforcement Text Amendment**

PURPOSE

The purpose of this memorandum is to request approval from the Village Board for an amendment to the Village's *Local Amendments to the Adopted Building Construction and Maintenance Codes*.

DISCUSSION

In the approved budget for the current fiscal year, the Property Maintenance Code Inspector position in the Community Development Department was authorized to be increased from seasonal part-time to full-year part-time. The two primary reasons for this increase in the staff time are: (i) the enforcement initiative to address dead trees on private properties, and (ii) the expansion of non-complaint-based code enforcement into the Village's Business and Industrial Zoning Districts.

In order to prepare for the commencement of non-complaint-based inspection activities in the Village's Business and Industrial Zoning Districts, we have identified the primary property maintenance concerns in those districts and evaluated the Village's current codes with respect to addressing those concerns. What we found was that the language in the Property Maintenance Code pertaining to pavement maintenance lacks the specificity we desire to ensure success in prosecuting violations in court. As currently worded, the Village's adopted Property Maintenance Code simply states that the pavement "shall be kept in a proper state of repair."

Community Development and Engineering staffs have met to discuss the development of a consistent standard for determining whether a pavement is being kept in a proper state of repair. We believe it important that the standard applied to pavement on private properties be reasonable, and that it be consistent with the standard applied to the Village's street maintenance program. It was determined that the recommended threshold of pavement distress that would constitute a violation of the "proper state of repair" requirement should be the presence of potholes or other hazardous conditions. It is the Village Engineer's judgment that

other less severe forms of pavement distress, such as cracking or raveling, diminish the pavement's rideability but are not necessarily hazardous.

With the proposed text amendment, the presence of potholes or other hazardous conditions would be sufficient to determine that a pavement is not being kept in a proper state of repair, and therefore would constitute solid evidence of a Property Maintenance Code violation. Further, the proposed text amendment specifies that the method used to abate a pothole violation cannot be a short-term solution such as cold patch, but must be a long-term solution acceptable to the Village Engineer such as patching with concrete, hot-mix asphalt, and possible resurfacing or structural overlay. Cold patch would only be allowed as an interim measure when inclement weather conditions do not permit proper repair; however, such use of cold patch would only be allowed until such time as weather conditions allow proper repair to be done.

The Village's adopted property maintenance code is the International Property Maintenance Code, 2012 edition, with local amendments as contained in the Village's *Local Amendments to the Adopted Building Construction and Maintenance Codes*. We note for the Village Board's information that the format of the *Local Amendments* is that additions to the adopted model codes are highlighted in yellow. This format is helpful to enable design professionals and attorneys to easily distinguish the differences between the model codes and the Village's local amendments. Please note that local amendment 302.3.1, although highlighted, is an existing local amendment and has been approved previously.

The following new text is proposed to be added to the Village's highlighted local amendments to Section 302.3 of the International Property Maintenance Code.

302.3.2 Pavement maintenance. Driveways, parking spaces and similar areas shall be kept free from potholes and hazardous conditions. Pavement repair shall not be temporary, but shall be long-lasting and durable. Cold patch shall not be considered an acceptable form of pavement repair, but shall be permitted as a seasonal interim solution when inclement weather conditions do not permit proper repair; however, such use of cold patch shall only be acceptable until such time as weather conditions allow proper repair to be done. Acceptable forms of pavement repair shall include but not be limited to concrete, hot-mix asphalt, structural overlay and resurfacing, and shall meet with the approval of the Village Engineer or his or her designee.

RECOMMENDATION

The proposed new local amendment to Section 302.3 of the International Property Maintenance Code, 2012 Edition, is given in the attached ordinance. The Prosecuting Attorney has reviewed the proposed ordinance and finds it acceptable. Staff recommends that the Village Board approve the attached ordinance.

RESOLUTION NO. _____

**A RESOLUTION DECLARING SURPLUS PROPERTY
OWNED BY THE VILLAGE OF CAROL STREAM**

WHEREAS, in the opinion of the Corporate Authorities of the Village of Carol Stream, Illinois, it is no longer necessary or useful, or for the best interests of the Village of Carol Stream to retain ownership of the personal property described; and

WHEREAS, the described personal property has been determined by the Corporate Authorities of the Village of Carol Stream to have negligible value to the Village; and

WHEREAS, it has been determined by the Mayor and Board of Trustees of the Village of Carol Stream to declare five seized vehicles awarded to the Village as surplus for sale and go to auction through the Insurance Auto Auction Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream find that the personal property described below:

- 2003 Dodge Intrepid - VIN: 2B3HD46R13H562026
- 1994 Infinity G 20 - VIN: JNKCP01DXRT506357
- 2002 Chevrolet 2500 P/U - VIN: 1GCHK23112F192199
- 1990 Mercedes 190 E - VIN: WDBDA29DXLF702830
- 2001 Honda Odyssey - VIN: 2HKRL18671H555769

now owned by the Village of Carol Stream, is no longer useful and authorize its auction per the attached memorandum dated November 5, 2014.

SECTION 2: This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

PASSED AND APPROVED THIS 17th DAY OF NOVEMBER 2014.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

REVIEWED AND APPROVED BY: Acting Chief Ed Sailer 

FROM: Sgt. Glenn Harker

DATE: 11/05/2014

RE: Surplus vehicles for auction

Request to declare five seized vehicles awarded to the Village as surplus for sale via the Insurance Auto Auction INC.

I would like the five below listed vehicles declared as surplus so they can go to auction.

- | | | |
|----|-------------------------|-------------------|
| 1) | 2003 Dodge Intrepid | 2B3HD46R13H562026 |
| 2) | 1994 Infinity G 20 | JNKCP01DXRT506357 |
| 3) | 2002 Chevrolet 2500 P/U | 1GCHK23112F192199 |
| 4) | 1990 Mercedes 190 E | WDBDA29DXLF702830 |
| 5) | 2001 Honda Odyssey | 2HKRL18671H555769 |

95
1990

PEOPLE OF THE STATE OF ILLINOIS

-VS-

Case Number

14 MR 503

2003 DODGE

DEFENDANT(S)

CASE CLOSED
[Signature]
JUDGE'S WIT ORDER

FILED
14 JUN -9 PM 4:20
Chris Kachiroubas
CLERK OF THE
18TH JUDICIAL CIRCUIT
DU PAGE COUNTY, ILL.
File Stamp Here

This cause coming on to be heard upon the motion of the STATE and the Court being fully advised in the premises, having jurisdiction in the subject matter, upon a:

Forfeiture Hearing (720 ILCS 5/36-2)

Agreed Order of the Parties

Entry of Judgment on Default

Other _____

all parties on title

IT IS HEREBY ORDERED: The listed vehicle, a

2003

DODGE

(Year)

(Make)

2 B 3 H D 4 6 R 1 3 H 5 6 2 0 2 6
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17)

1. Vehicle is awarded to CAROL STREAM POLICE. (14-11095)
in accordance with 720 ILCS 5/36-2 *ED 14-13832*

2 The Illinois Secretary of State is directed to:

a Indicate that all right, title and interest in the listed vehicle is terminated immediately against the parties listed on the official title records of the Secretary of State.

b Accept the application for a Certificate of Title by CAROL STREAM POLICE

Other Terms or Conditions for Release: _____

Electronically Certified

Case Closed

Strike future Court date: _____

I, Chris Kachiroubas, Clerk of the 18th Judicial Circuit Court, DuPage County, Illinois, do hereby certify the above to be correct

Date 06-Nov-2014

BY TEV 5000A

ENTER: _____

[Signature]
CHRIS KACHIROUBAS, Clerk

ROBERT B. BERLIN, States Attorney
Attorney No. 50000
503 N. County Farm Road
Wheaton IL 60187
(630) 407- 8000

DATE: 06/09/14

By DEWEY HARTMAN
Deputy Clerk

This order is the command of the Circuit Court and violation thereof is subject to the penalty of the law. 7530681

IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT

PEOPLE OF THE STATE OF ILLINOIS

-VS-

Case Number
14 MR 342

FILED
14 JUN -5 PM 4:15
CLERK OF THE
18TH JUDICIAL CIRCUIT
DU PAGE COUNTY, ILLINOIS
File Stamp Here

1994 INFINITI
DEFENDANT(S)

AWARD ORDER

This cause coming on to be heard upon the motion of the STATE
and the Court being fully advised in the premises, having jurisdiction in the subject matter, upon a:

CLAIMANT FTA (1090)
Forfeiture Hearing (720 ILCS 5/36-2)

Agreed Order of the Parties

Entry of Judgment on Default

Other _____

IT IS HEREBY ORDERED: The listed vehicle, a 1994 INFINITI
(Year) (Make)

J N K C P O I D X R T 5 0 6 3 5 7
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17)

1. Vehicle is awarded to CAROL STREAM POLICE (14-7985)
in accordance with 720 ILCS 5/36-2. SO 14-10090

2 The Illinois Secretary of State is directed to:

a Indicate that all right, title and interest in the listed vehicle is terminated immediately against the parties listed on the official title records of the Secretary of State.

b Accept the application for a Certificate of Title by CAROL STREAM POLICE

Other Terms or Conditions for Release: _____

Electronically Certified

Case Closed

Strike future Court date: _____

BY TR 5006A

ROBERT B. BERLIN, States Attorney
Attorney No. 50000
503 N. County Farm Road
Wheaton IL 60187
(630) 407- 8000

ENTER: _____

DATE: 06/05/2014

I, Chris Kachiroubas, Clerk of the 18th Judicial Circuit Court, DuPage County, Illinois, do hereby certify the above to be correct.
Date: 06-Nov-2014
Chris Kachiroubas
CHRIS KACHIROUBAS, Clerk
By: Dewey Hartman
Deputy Clerk
This order is the command of the Circuit Court and violation thereof is subject to the penalty of the law. 7530683

79

IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT

PEOPLE OF THE STATE OF ILLINOIS

-VS-

200Z CHEVROLET

DEFENDANT(S)

Case Number

14 MR 379

CASE CLOSED
JUDGE'S INIT

14 JUL 22 PM 4:44

File Stamp Here

AWARD ORDER

This cause coming on to be heard upon the motion of the STATE and the Court being fully advised in the premises, having jurisdiction in the subject matter, upon a:

Forfeiture Hearing (720 ILCS 5/36-2)

Entry of Judgment on Default

ATTY MARSHALL LIBERTI
 Agreed Order of the Parties
 Other
(REC'D COPY)

IT IS HEREBY ORDERED: The listed vehicle, a

200Z CHEVROLET

(Year)

(Make)

1 G C H K 2 3 1 1 2 F 1 9 2 1 9 9
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17)

1. Vehicle is awarded to CAROL STREAM POLICE (A-8454) in accordance with 720 ILCS 5/36-2. SO 14-10105

2. The Illinois Secretary of State is directed to:

a. Indicate that all right, title and interest in the listed vehicle is terminated immediately against the parties listed on the official title records of the Secretary of State.

b. Accept the application for a Certificate of Title by CAROL STREAM POLICE

Other Terms or Conditions for Release:

Electronically Certified

Case Closed

Strike future Court date:

I, Chris Kachiroubas, Clerk of the 18th Judicial Circuit Court, DuPage County, Illinois, do hereby certify the above to be correct.

Date 06-NOV-2014

BY TEV50016

ROBERT B. BERLIN, States Attorney
Attorney No. 50000
503 N. County Farm Road
Wheaton IL 60187
(630) 407- 8000

ENTER:

DATE:



Chris Kachiroubas
CHRIS KACHIROUBAS, Clerk

By DEWEY HARTMAN
Deputy Clerk

This order is the command of the Circuit Court and violation thereof is subject to the penalty of the law. 7530722

870
1990
STATE OF ILLINOIS

UNITED STATES OF AMERICA
IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT

COUNTY OF DU PAGE

PEOPLE OF THE STATE OF ILLINOIS

-VS-

Case Number
14 MR 888

FILED
14 JUL 23 PM 4:22
CLERK OF THE
CIRCUIT COURT
DU PAGE COUNTY
ILLINOIS
File Stamp Here

1990 MERCEDES - BENZ
DEFENDANT(S)

AWARD ORDER

This cause coming on to be heard upon the motion of the STATE
and the Court being fully advised in the premises, having jurisdiction in the subject matter, upon a:

- Forfeiture Hearing (720 ILCS 5/36-2)
- Agreed Order of the Parties
- 7/23/14 Entry of Judgment on Default
- Other _____

IT IS HEREBY ORDERED: The listed vehicle, a 1990 MERCEDES - BENZ
(Year) (Make)

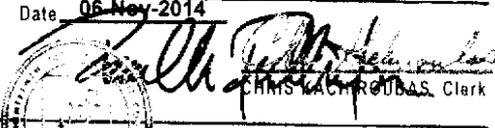
W D B D A 2 9 D X L F 7 0 2 8 3 0
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17)

1. Vehicle is awarded to CAROL STREAM POLICE (14-20305)
in accordance with 720 ILCS 5/36-2. SO 14-23586.
 2. The Illinois Secretary of State is directed to:
 - a. Indicate that all right, title and interest in the listed vehicle is terminated immediately against the parties listed on the official title records of the Secretary of State.
 - b. Accept the application for a Certificate of Title by CAROL STREAM POLICE
- Other Terms or Conditions for Release: _____

Case Closed Strike future Court date:

BY TEV 5006A
ROBERT B. BERLIN, States Attorney
Attorney No. 50000
503 N. County Farm Road
Wheaton IL 60187
(630) 407- 8000

ENTER: _____
DATE: 07/23/2014
By DEWEY HARTMAN
Deputy Clerk

Electronically Certified
I, Chris Kachirobas, Clerk of the 18th Judicial Circuit Court, DuPage County, Illinois, do hereby certify the above to be correct.
Date 06 Nov 2014

CHRIS KACHIROBAS, Clerk

This order is the command of the Circuit Court and violation thereof is subject to the penalty of the law. 7530723

1990
1290
830

PEOPLE OF THE STATE OF ILLINOIS

-VS-

Case Number
14 MR 572

2001 HONDA

DEFENDANT(S)

14 SEP 11 PM 4:05
CLERK OF THE
18TH JUDICIAL CIRCUIT
DU PAGE COUNTY ILLINOIS
File Stamp Here

AWARD ORDER

This cause coming on to be heard upon the motion of the PARTIES
and the Court being fully advised in the premises, having jurisdiction in the subject matter, upon a:

Forfeiture Hearing (720 ILCS 5/36-2)

Agreed Order of the Parties
MARIA SOLIS-GONZALEZ

Entry of Judgment on Default
TO JESUS ISIDORA

Other [Signature]

IT IS HEREBY ORDERED: The listed vehicle, a 2001 HONDA
(Year) (Make)

2 H K R L 1 8 6 7 1 H 5 5 5 7 6 9
(1) (2) (3) (4) (5) (6) (7) (8) (9) (10) (11) (12) (13) (14) (15) (16) (17)

1. Vehicle is awarded to CAROL STREAM POLICE (14-13392)
in accordance with 720 ILCS 5/36-2.

2. The Illinois Secretary of State is directed to:

a. Indicate that all right, title and interest in the listed vehicle is terminated immediately against the parties listed on the official title records of the Secretary of State.

b. Accept the application for a Certificate of Title by CAROL STREAM POLICE

Other Terms or Conditions for Release: _____

Case Closed

Strike future Court date: _____

BY TEV 50064

ROBERT B. BERLIN, States Attorney
Attorney No. 50000
503 N. County Farm Road
Wheaton IL 60187
(630) 407- 8000

ENTER: _____

DATE: _____

Electronically Certified
I, Chris Kachiroubas, Clerk of the 18th Judicial Circuit Court, DuPage County, Illinois, do hereby certify the above to be correct.
Date 06 Nov 2014
[Signature]
CHRIS KACHIROUBAS, Clerk
By DEWEY HARTMAN
Deputy Clerk
This order is the command of the Circuit Court and violation thereof is subject to the penalty of the law. 7538641

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE EXECUTION OF
A MEMBERSHIP AGREEMENT FOR A GEOGRAPHIC INFORMATION
SYSTEM CONSORTIUM BETWEEN THE VILLAGE OF CAROL STREAM AND THE
GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM**

WHEREAS, the Mayor and Board of Trustees of the Village of Carol Stream have determined that it is in the best interest of the Village to enter into a Membership Agreement with the Geographic Information System Consortium in the form of an Agreement attached hereto as Exhibit "A", and by this reference incorporated herein.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the Mayor and Village Clerk of the Village of Carol Stream be and the same are hereby authorized to execute the membership agreement, in the appropriate form, attached hereto as Exhibit "A" and as approved by the Village Attorney.

SECTION 2: That all resolutions or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

PASSED AND APPROVED THIS 17th DAY OF NOVEMBER, 2014.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk

MEMBERSHIP AGREEMENT FOR A GEOGRAPHIC
INFORMATION SYSTEM CONSORTIUM

This Agreement is entered into this ___ day of _____, 20___, by and between the municipalities that have executed this Agreement pursuant to its terms (all municipalities are collectively referred to as "Parties").

WITNESSETH:

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and Section 3 of the Illinois Intergovernmental Cooperation Act authorize and encourage the entering into of Intergovernmental Agreements between units of local government;

WHEREAS, the Parties desire to enter into an Intergovernmental Agreement setting forth the responsibilities of the Parties with regard to the operation of a consortium to develop and share geographic information system information;

WHEREAS, the Parties desire to limit the cost of developing geographic information systems for their communities by participating in group training, joint purchasing and development and innovation sharing;

NOW, THEREFORE, in consideration of the mutual covenants of this Agreement and other good and valuable consideration, the Parties agree as follows:

I. General Purpose

The general purpose of this Agreement is to provide for an organization through which the Parties may jointly and cooperatively procure professional services for the establishment,

operation and maintenance of a geographic information system for the use and benefit of the Parties.

II. Construction and Definitions

Section 1. The language in the text of this Agreement shall be interpreted in accordance with the following rules of construction:

- (a) The singular number includes the plural number and the plural the singular,
- (b) The word "shall" is mandatory; the word "may" is permissive; and
- (c) The masculine gender includes the feminine and neuter

Section 2. When the following words and phrases are used, they shall, for the purposes of this Agreement, have the meanings respectively ascribed to them in this Section, except when the context otherwise indicates.

- (a) "GEOGRAPHIC INFORMATION SYSTEM CONSORTIUM" or "GISCon" means the organization created pursuant to this Agreement.
- (b) "GIS," means geographic information system.
- (c) "BOARD" means the Board of Directors of GISCon, consisting of one (1) Director (and one (1) alternate Director) from each governmental unit, which is a member of GISCon.
- (d) "CORPORATE AUTHORITIES" means the governing body of the member governmental unit.
- (e) "MEMBER" means a Governmental Unit, which enters into this Agreement and is, at any specific time not in default as set forth in this Agreement.
- (f) "FORMER MEMBER" means any entity, which was once a Member, but has either withdrawn from GISCon or whose membership was terminated pursuant to this Agreement.
- (g) "UNIT OF LOCAL GOVERNMENT" or "GOVERNMENTAL UNIT" means and includes any political subdivision of the State of Illinois or any department or agency of the state government or any city, village or any taxing body.

- (h) "SOFTWARE" means computer programs, form designs, user manuals, data specifications and associated documentation.
- (i) "SERVICE PROVIDER" means any professional services firm(s) that GISCon designates as the firm(s) to establish, operate, maintain or support geographic information systems, for the Members.
- (j) "SECONDARY SERVICE PROVIDER" means a Service Provider not limited to a supplier of software, hardware, mapping or other services.
- (k) "INTELLECTUAL PROPERTY" means any and all software, data or maps generated by or for GISCon. Such intellectual property shall be considered privileged and confidential trade secrets and shall constitute valuable formulae, design and research data or which Members have given substantial consideration.

III. Membership

Section 1. Any Governmental Unit may be eligible to become a member of GISCon.

Section 2. A Governmental Unit desiring to be a member shall execute a counterpart of this Agreement and shall pay initial membership dues of a minimum of Four Thousand Dollars (\$4,000) and a maximum of Twenty Thousand Dollars (\$20,000) to be pro-rated in accordance with the formula contained in Exhibit A. Payment shall be made to the Treasurer of GISCon to offset the cost of the legal and administrative expenses of the formation, operation and administration of GISCon.

Section 3. Members shall enter into a GIS service contract, with the Service Provider substantially conforming with the agreement attached in Exhibit B or as modified by the GISCon Board, within one (1) year of signing this Agreement. Members are expected to enter into any agreements with Secondary Service Providers deemed necessary for the functioning of GISCon within a reasonable time as determined by the Board of Directors. Members shall be subject to the provisions of this Agreement, including but not limited to Article XIV.

Section 4. Any Governmental Unit desiring to enter into this Agreement may do so by the duly authorized execution of a counterpart of this Agreement by its proper officers. Thereupon, the clerk or other corresponding officer of the Governmental Unit shall file a duly executed copy

of the Agreement, together with a certified copy of the authorizing resolution or other action, with the GISCon President. The resolution authorizing the execution of the Agreement shall also designate the first Director and alternate for the Member.

Section 5. The Charter Members shall be the Members consisting of Glencoe, Highland Park, Lincolnshire and Park Ridge.

Section 6. Any Member joining GISCon agrees, upon joining, that if it is to become a Former Member, it will be bound by all of the obligations of a Former Member as set forth in this Agreement.

Section 7. Former members will require a two-thirds (2/3) majority Member vote in order to rejoin the Consortium.

IV. Board of Directors

Section 1. The governing body of GISCon shall be its Board of Directors. Each Member shall be entitled to one (1) Director, who shall have one (1) vote.

Section 2. Each Member shall also be entitled to one alternate Director who shall be entitled to attend meetings of the Board and who may vote in the absence of the Member's Director.

Section 3. The Corporate Authorities of each Member shall appoint Directors and alternate Directors. In order for GISCon to develop data processing and management information systems of maximum value to Member Governmental Units, the Members shall appoint, as their Directors and alternates, a chief administrative officer, a department head and employees with significant management responsibility and experience. Directors and alternates shall serve without compensation from GISCon.

Section 4. A vacancy shall immediately occur in the office of any Director upon his resignation, death or ceasing to be an employee of the Member.

V. Powers and Duties of the Board

Section 1. The powers and duties of the Board shall include the powers set forth in this

Article.

Section 2. It shall take such action, as it deems necessary and appropriate to accomplish the general purposes of the organization in negotiating with a Service Provider to determine annual rates and usage levels for the members and other ancillary powers to administer GISCon.

Section 3. It may establish and collect membership dues.

Section 4. It may establish and collect charges for its services to Members and to others.

Section 5. It may exercise any other power necessary and incidental to the implementation of its powers and duties.

VI. Officers

Section 1. The officers of the Board shall consist of a President, a Vice-President, a Secretary and a Treasurer. Powers and duties are described in the By-Laws.

VII. Financial Matters

Section 1. The fiscal year of GISCon shall be the calendar year.

Section 2. An annual budget for the next fiscal year shall be adopted by the Board at the annual meeting by December 31st of each year. Copies shall be provided to the chief administrative officer of each Member.

Section 3. The Board shall have authority to adjust cost sharing charges for all Members in an amount sufficient to provide the funds required by the budgets of GISCon.

Section 4. Billings for all charges shall be made by the Board and shall be due when rendered. Any Member whose charges have not been paid within 90 days after billing shall be in default and shall not be entitled to further voting privileges or to have its director hold any office on the Board and shall not use any GISCon facilities or programs until such time as such Member is no longer in default. Members in default shall be subject to the provisions within this Agreement. In the event that such charges have not been paid within 90 days of such billing, such defaulting Member shall be deemed to have given, on such 90th day, notice of withdrawal from membership. In the event of a bona fide dispute between the Member and the Board as to

the amount which is due and payable, the member shall nevertheless make such payment in order to preserve its status as a Member, but such payment may be made under protest and without prejudice to its right to dispute the amount of the charge and to pursue any legal remedies available to it. Withdrawal shall not relieve any such Member from its financial obligations as set forth in this Agreement.

Section 5. Nothing contained in this Agreement shall prevent the Board from charging nonmembers for services rendered by GISCon, on such basis, as the Board shall deem appropriate.

Section 6. It is anticipated that certain Members may be in a position to extend special financial assistance to GISCon in the form of grants. The Board may credit any such grants against any charges, which the granting Member would otherwise have to pay. The Board may also enter into an agreement, as a condition to any such grant, that it will credit all or a portion of such grant towards charges, which have been made or in the future may be made against one or more specified Members.

Section 7. The Board, in accordance with procedures established in the By-Laws may expend board funds. The Board must authorize all expenditures by simple majority.

VIII. Termination of Membership

Section 1. Failure to enter into an agreement with the Service Provider within one (1) year of GISCon's designation of the Service Provider shall be cause for the termination of membership. A 30-day written notice will be given to a Member that fails to enter into an agreement with the Service Provider as provided in this Section. Upon the failure to enter into an agreement at the end of the thirty-day (30) notice period, its membership shall be terminated.

Section 2. Failure to enter into an agreement within thirty 30 days of expiration of the previous agreement with Service Provider shall result in membership termination.

Section 3. A member may be terminated for cause based on an affirmative vote of two-thirds (2/3) of the Board of Directors.

Section 4. Upon termination of any Member, the Member shall be responsible for:

- (a) All of its pro-rated share of any obligations;

- (b) Its share of all charges to the effective date of termination; and
- (c) Any contractual obligations it has separately incurred with GISCon or the Service Provider.

Section 5. A Member terminated from membership at a time when such termination does not result in dissolution of GISCon, shall forfeit its claim to any assets of GISCon. Any terminated Member shall be subject to the provisions described elsewhere in this agreement.

IX. Withdrawal

Section 1. Any Member may at any time give written notice of withdrawal from GISCon. The nonpayment of charges as set forth in this Agreement or the refusal or declination of any member to be bound by any obligation to GISCon shall constitute written notice of withdrawal.

- (a) Actual withdrawal shall not take effect for a period of six (6) months from the date of such notification.
- (b) Upon effective withdrawal the withdrawing member shall continue to be responsible for:
 - (i) All of its pro-rated share of any obligations;
 - (ii) Its share of all charges to the effective date of termination;
 - (iii) Any contractual obligations it has separately incurred with GISCon or the Service Provider(s).

Section 2. A Member withdrawing from membership at a time when such withdrawal does not result in dissolution of GISCon shall forfeit its claim to any assets of GISCon. Any Member that withdraws shall be subject to the provisions of this Agreement. In addition, any Member withdrawing shall promptly remove, at its own expense, any and all software, maps or other data that was not developed exclusively for the Member's benefit, except under terms as provided for elsewhere in this Agreement. The withdrawing Member shall, within thirty (30) days of withdrawal, file a certification with the Board, verifying compliance with this Section.

X. Dissolution

Section 1. GISCon shall be dissolved whenever:

- (a) A sufficient number of Members withdraw from GISCon to reduce the total number of Members to less than two (2) or
- (b) By two-thirds (2/3) vote of all Directors.

Section 2. In the event of dissolution, the Board shall determine the procedures necessary to affect the dissolution and shall provide for the taking of such measures as promptly as circumstances permit subject to the provisions of this Agreement.

Section 3. Upon dissolution, after payment of all obligations the remaining assets of GISCon shall be distributed among the then existing Members in proportion to their contributions to GISCon during the entire period of such Member's membership, as determined by the Board. The computer software that GISCon developed for its membership shall be available to the Members, subject to such reasonable rules and regulations, as the Board shall determine.

Section 4. If, upon dissolution, there is an organizational deficit, such deficit shall be charged to and paid by the Members and Former Member in accordance with obligations as described in Article IX on a pro-rata basis, the pro-rata basis is calculated from the Members' contributions to GISCon during the two (2) years preceding the date of the vote to dissolve.

Section 5. In the event of dissolution the following provisions shall govern the distribution of computer software owned by GISCon:

- (a) All such software shall be an asset of GISCon.
- (b) A Member may use any software developed during its membership in accordance with this agreement, upon:
 - (i) Paying any unpaid sums due GISCon,
 - (ii) Paying the costs of taking such software, and
 - (iii) Complying with reasonable rules and regulations of the Board relating to the taking and use of such software. Such rules and regulations may include a reasonable time within which any Member must take such software.

XI. General Conditions

Section 1. Notice. All notices hereunder shall be in writing, and shall be deemed given when delivered in person or by United States certified mail, with return receipt requested, and if mailed, with postage prepaid. All notices shall be addressed as follows:

If to GISCon:

President of GISCon

GIS Consortium
701 Lee Street Suite 1020
Des Plaines, IL 60016
Attention: Amy Ahner, GIS Consortium President
E-mail: aahner@glenview.il.us

With a copy to the GISCon Secretary

GIS Consortium
701 Lee Street Suite 1020
Des Plaines, IL 60016
Attention: Ashley Engelmann, GIS Consortium Secretary
Email: aenglemann@lwd.org

If to Member:

Village GIS Director

Village of Carol Stream
Jim Knudsen
500 North Gary Avenue
Carol Stream IL 60188
E-mail: jknudsen@carolstream.org

With a copy to the Village Manager:

Village of Carol Stream
Joseph Breinig
500 North Gary Avenue
Carol Stream IL 60188
E-mail: jbreinig@carolstream.org

Each party shall have the right to designate other addresses for service of notices,

provided notice of change of address is duly given.

Section 2. The Parties certify that they are not barred from entering into this Agreement as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code and that they each have a written sexual harassment policy in place in full compliance with 775 ILCS 5/2-105(A)(4).

XII. Duration

This agreement shall continue in effect indefinitely, until terminated in accordance with its terms or until GISCon is dissolved.

XIII. Member Software Usage

Section 1. No Member or Former Member shall:

- (a) Permit any other parties to use, modify, translate, reverse engineer, decompile, disassemble (except to the extent applicable laws specifically prohibit such restriction) or create derivative works based on the software;
- (b) Copy the software, unless part of normal backup procedures;
- (c) Sell, rent, lease, license, give away or grant a security interest in or otherwise transfer rights to the software; or
- (d) Remove any proprietary notices or labels on the software without written

permission from the Board.

Section 2. In the event of default, withdrawal or termination of membership of a Member, that Member may use, under license granted by the Board, any software developed during its membership upon:

- (a) Paying to the Board any unpaid sums due GISCon and
- (b) Paying any reasonable costs established by the Board for licensing such software.

XIV. Service Provider

Section 1. For the purposes of this article, the Service Provider is defined as the Service Provider and Secondary Service Provider.

Section 2. The term of any Service Provider shall be as set forth in the Service Provider Agreement.

Section 3. The Board may at any time by a majority vote name a new Service Provider, whose term shall begin at such time as the Board may authorize.

Section 4. A Service Provider's term shall be renewed upon such terms as the Board may approve.

Section 5. The Board may terminate the services of a Service Provider at any time, subject only to the Service Provider agreement.

Section 6. The Board may enter into agreements with more than one Service Provider if it deems it appropriate to do so.

XV. Intellectual Property

Section 1. Members agree that no assignments, licenses, sales, authorization of reuse by others, giveaways, transfer or any other grant of Intellectual Property rights will be made to any third party without written permission from the Board.

Section 2. It is understood that this Agreement does not grant to any Member or any employees, partners or other business associates thereof, any rights in any Intellectual Property or any inherent protectable interests, except those specifically provided by this Agreement.

XVI. Execution of Agreement

This Agreement may be executed in any number of counterparts, each of which shall for all purposes be deemed to be an original; and all such counterparts, or as many of them as GISCon and the Members or additional Members shall preserve undestroyed, shall together constitute but one and the same instrument.

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EXHIBIT A

INITIAL MEMBERSHIP DUES FORMULA

Membership Fee = Basis x Allocation

Where: Basis = \$20,000

Allocation = Calculated by Consortium for member based on size, density, and other considerations

Fee Illustration

| Allocation | Membership Fee |
|------------|----------------|
| 0% | NA |
| 20% | \$4,000 |
| 30% | \$6,000 |
| 40% | \$8,000 |
| 50% | \$10,000 |
| 60% | \$12,000 |
| 70% | \$14,000 |
| 80% | \$16,000 |
| 90% | \$18,000 |
| 100% | \$20,000 |

IN WITNESS WHEREOF, the undersigned have caused this Agreement for the Creation of a Geographic Information System Consortium to be executed in the Members respective name, and have caused this Agreement for the Creation of a Geographic Information System Consortium to be attested, all by their duly authorized officers and representatives, and have caused the Agreement for the Creation of a Geographic Information System Consortium to be dated this ____ day of, _____ 20 ____.

_____ of _____

By: _____

Its: _____

ATTEST:

Village/City Clerk

Seal

GIS Consortium Service Provider Contract

This CONTRACT made and entered into this 17th day of November, 2014, by and between the Village of Carol Stream, an Illinois municipal corporation (hereinafter referred to as "**Village**"), and Municipal GIS Partners, Inc. (MGP), 701 Lee Street, Suite 1020, Des Plaines, Illinois 60016 (hereinafter referred to as "**Consultant**"); and

WHEREAS, the Village desires to engage the Consultant to provide support services in connection with the Village's geographical information system ("**GIS**"); and

WHEREAS, the Consultant represents to be in compliance with Illinois Statutes and regulations relating to professional registration of individuals and has the necessary expertise and experience to furnish such services upon the terms and conditions set forth herein below;

NOW, THEREFORE, it is hereby agreed by and between the Village and the Consultant that:

I. SCOPE OF SERVICES

The Scope of Services shall be as set forth in the "Proposal for Geographic Information System Services" (Attachment 1) and further detailed in the Village of Carol Stream GIS Offering and Budget (Attachment 2). Should there be a conflict in terms between this Contract and the Proposal or Offering and Budget, this Contract shall control.

II. PERFORMANCE OF WORK

All work hereunder shall be performed under the direction of the Village Manager of the Village or his designee (hereinafter referred to as the "**Village Manager**").

III. INDEPENDENT CONTRACTOR

The Consultant shall at all times be deemed to be an independent contractor, engaged by the Village to perform the services set forth in Attachment 1. Neither the Consultant nor any of its employees shall be considered to be employees of the Village for any reason, including but not limited to for purposes of workmen's compensation law, Social Security, or any other applicable statute or regulation.

IV. PAYMENT TO THE CONSULTANT

For work associated with the project, the Consultant shall be reimbursed in an amount NOT TO EXCEED \$66,437.

- A. The Consultant shall submit invoices in a format approved by the Village.
- B. The Consultant shall maintain records showing actual time devoted and cost incurred. The Consultant shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under this Contract. The Consultant shall make these records available at reasonable times during the Contract period, and for a year after termination of this Contract.

C. The Village shall make monthly payments to the Consultant based upon actual progress. Payment will be made in accordance with the Illinois Prompt Payment Act.

V. TERMINATION OF AGREEMENT

Notwithstanding any other provision hereof, the Village may terminate this Contract at any time upon fifteen (15) days prior written notice to the Consultant. In the event that this Contract is so terminated, the Consultant shall be paid for services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of work completed determined on the basis of the percentage completed as agreed upon between the Village and the Consultant.

VI. TERM

This Contract shall become effective as of the date the Consultant is given a written Notice to Proceed and, unless terminated for cause or pursuant to Article V foregoing, shall expire on April 30, 2015, or on the date the Village Manager determines that all of the Consultant's work under this Contract is completed. A determination of completion shall not constitute a waiver of any rights or claims which the Village may have or thereafter acquire with respect to any breach hereof by the Consultant.

VII. RENEWAL OF CONTRACT

The Village shall decide at least sixty (60) days before the end of the Term, as defined in Article VI of this Contract, whether the Village desires to engage the Consultant in another Contract to provide support services in connection with the Village's geographical information system. Upon receipt of such notice from the Village, Consultant shall provide a written proposal setting forth any changes or modifications to Attachment 1, attached hereto. The Village shall provide the Consultant written notice within thirty (30) days of its decision to renew.

VIII. ADDITIONAL WORK - NOTICE OF CLAIM

The Consultant shall perform no additional work under this agreement and make no claim for additional compensation unless the work to be performed has received prior written approval by the Village. Any changes in the Consultant's fee shall be valid only to the extent that such changes are included in writing signed by the Village and the Consultant. Regardless of the decision of the Village Manager relative to a request for additional compensation submitted by the Consultant, all work required under this Contract as determined by the Village Manager shall proceed without interruption.

IX. BREACH OF CONTRACT

If any party violates or breaches any term of this Contract, such violation or breach shall be deemed to constitute a default, and the other party has the right to seek such administrative, contractual or legal remedies as may be suitable to the violation or breach; and, in addition, if any party, by reason of any default, fails within thirty (30) days after notice thereof by the other party to comply with the conditions of the Contract, the other party may terminate this Contract.

X. INDEMNIFICATION

The Consultant shall indemnify and save harmless the Village, its officers, agents and employees from and against any and all loss, liability and damages of whatever nature, including Workmen's Compensation claims by Consultant's employees, in any way resulting from or arising out of negligent actions or omissions of the Consultant in connection herewith, including negligent actions or omissions of employees or agents of the Consultant arising out of the performance of this Contract.

XI. NO PERSONAL LIABILITY

No official, director, officer, agent, or employee of any party shall be charged personally or held contractually liable by or to the other party under any term or provision of this Contract or because of its or their execution, approval, or attempted execution of this Contract.

XII. NON-DISCRIMINATION

In all hiring or employment made possible or resulting from this Contract, there shall be no discrimination against any employee or applicant for employment because of sex, age, race, color, creed, national origin, sexual orientation, marital status, of the presence of any sensory, mental, or physical handicap, unless based upon a bona fide occupational qualification, and this requirement shall apply to, but not be limited to, the following: employment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. No person shall be denied, or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Contract on the grounds of sex, race, color, creed, national origin, marital status, the presence of any sensory, mental or physical handicap or age except minimum age and retirement provisions. Any violation of this provision shall be considered a violation of a material provision of this Contract and shall be grounds for cancellation, termination or suspension, in whole or in part, of the Contract by the Village.

XIII. ASSIGNMENT AND SUCCESSORS

This Contract and each and every portion thereof shall be binding upon the successors and the assigns of the parties hereto; provided, however, that no assignment shall be made without the prior written consent of the Village.

XIV. DELEGATING AND SUBCONTRACTING

Any assignment, delegation or subcontracting shall be subject to all the terms, conditions and other provisions of this Contract and the Consultant shall remain liable to the Village with respect to each and every item, condition and other provision hereof to the same extent that the Consultant would have been obligated if it had done the work itself and no assignment, delegation or subcontract had been made.

XV. NO CO-PARTNERSHIP OR AGENCY

It is understood and agreed that nothing herein contained is intended or shall be construed to, in any respect, create or establish the relationship of co-partners between the Village and the Consultant, or as constituting the Consultant as the general representative or general agent of the Village for any purpose whatsoever.

XVI. SEVERABILITY

The parties intend and agree that, if any paragraph, subparagraph, phrase, clause, or other provision of this Contract, or any portion thereof, shall be held to be void or otherwise unenforceable, all other portions of this Contract shall remain in full force and effect.

XVII. HEADINGS

The headings of the several paragraphs of this Contract are inserted only as a matter of convenience and for reference and in no way are they intended to define, limit, or describe the scope of intent of any provision of this Contract, nor shall they be construed to affect in any manner the terms and provisions hereof or the interpretation or construction thereof.

XVIII. MODIFICATION OR AMENDMENT

This Contract constitutes the entire Contract of the parties on the subject matter hereof and may not be changed, modified, discharged, or extended except by written amendment duly executed by the parties. Each party agrees that no representations or warranties shall be binding upon the other party unless expressed in writing herein or in a duly executed amendment hereof, or Change Order as herein provided.

XIX. APPLICABLE LAW

This Contract shall be deemed to have been made in, and shall be construed in accordance with the laws of the State of Illinois.

XX. NEWS RELEASES

The Consultant may not issue any news releases without prior approval from the Village Manager nor will the Consultant make public proposals developed under this Contract without prior written approval from the Village Manager prior to said documentation becoming matters of public record.

XXI. COOPERATION WITH OTHER CONSULTANTS

The Consultant shall cooperate with any other persons in the Village's employ on any work associated with the project.

XXII. NOTICES

All notices, reports and documents required under this Contract shall be in writing and shall be mailed by first class mail, postage prepaid, addressed as follows:

If to Village:

Village of Carol Stream
Jim Knudsen
500 North Gary Avenue
Carol Stream IL 60188

With a copy to:

Village of Carol Stream
Joseph Breinig
500 North Gary Avenue
Carol Stream IL 60188

If to Consultant:
MGP, Inc.
Thomas A. Thomey
701 Lee Street, Suite 1020
Des Plaines, IL 60016

Each party shall have the right to designate other addresses for service of notices, provided notice of change of address is duly given in writing.

XXIII. INTERFERENCE WITH PUBLIC CONTRACTING: P.A. 85-1295

The Consultant certifies hereby that it is not barred from entering into this Contract as a result of violations of either Section 33E-3 or Section 33E-4 of the Illinois Criminal Code.

XXIV. SEXUAL HARASSMENT POLICY: 775 ILCS 5/2-105(A)(4)

The Consultant certifies hereby that it has a written Sexual Harassment Policy in full compliance with 775 ILCS 5/2-105(A)(4).

XXV. WRITTEN COMMUNICATIONS

All recommendations and other communications by the Consultant to the Village Manager and to other participants, which may affect cost or time of completion, shall be made or confirmed in writing. The Village Manager may also require other recommendations and communications by the Consultant be made or confirmed in writing.

XXVI. ILLINOIS FREEDOM OF INFORMATION ACT, (5ILCS 140/4, AS AMENDED BY PUBLIC ACT 96-542, EFFECTIVE JANUARY 1, 2010)

The Consultant agrees to maintain all records and documents for projects of the Public Body of the Village of Carol Stream in compliance with the Freedom of Information Act (FOIA), 5ILCS 140/4 et seq. In addition, Consultant shall produce, without cost to the municipality, records which are responsive to a request received by the Public Body under the FOIA so that the Public Body may provide records to those requesting them within the timeframes required. If additional time is necessary to compile records in response to a request, then Consultant shall so notify the Public Body and if possible, the Public Body shall request an extension so as to comply with the FOIA. In the event that the Public Body is found to have not complied with the FOIA, based upon Consultant's failure to produce documents or otherwise appropriately respond to a request under the FOIA, then Consultant shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto on the date first above written.

ATTEST:

Village Clerk

Village Manager

ATTEST:

CONSULTANT

By _____

By _____

Its _____

Its _____

Proposal for Geographic Information System Services
Attachment 1

1) GENERAL PURPOSE

The purpose of this agreement is for the Village to enter an agreement with the Consultant for all or part of its geographic information system (GIS) management, development, operation, and maintenance. In addition to supporting the existing GIS program, the Consultant will identify opportunities for continued development and enhancement.

The Village will be sharing management, development, and maintenance expertise and staffing with other municipalities as a member of the Geographic Information System Consortium (GISC). The benefits to the Village include, but are not limited to, collective bargaining for rates and services, shared development costs, and joint purchasing and training.

The Consultant is the sole Service Provider for GISC and is responsible for providing the necessary GIS professional resources to support this entity. The Consultant will facilitate and manage resource, cost, and technical innovation sharing among GISC members.

2) CONFIDENTIALITY

This attachment includes proprietary and confidential information. Except as required by law, those portions of this Attachment designated and proprietary and confidential shall not be provided to any person or organization that is not part of the process established for its consideration without the advance written permission of the Consultant. In the event that the Village determines that it is required by law to disclose any information claimed by the Consultant to be proprietary and confidential, it shall provide written notice to Consultant, and the Consultant may, at its own cost and expense defend its rights with respect to the release of such information.

3) SERVICE TYPES

For the purpose of cost accounting, the Consultant will provide two (2) service types to the Village. The intent of this distinction is to track specific types of investment without overburdening general operation of the GIS program. Many of these services will go unnoticed to the Village but are required to sustain the GIS program. The Consultant will employ reasonable professional discretion when specific direction is not provided by the Village or the GIS Consortium.

- A. Services relate to the direct management, development, operation, and maintenance of the Village GIS required to reasonably support the system.
- B. Services relating to the investigation, research, and development of new functionality and capability for the GIS Consortium and its members.

4) SERVICES

The Consultant will help provide the necessary resources to support the Village GIS program. The allocation of these resources will be reasonably commensurate with

the level of expertise required to fulfill the specific task thus enabling efficient use of Village investment. The Consultant includes, but is not limited to, the following personnel:

- A. A GIS Manager that is responsible for the overall implementation of the GIS program based on the directions and instructions of the Village. The GIS Manager will provide senior-consultant services and will provide coordination and facilitation of GISC developments and initiatives. Budget forecasting and work reporting will be provided by the GIS Manager as directed by the Village.
- B. A GIS Coordinator is responsible for the operation of the GIS program including the coordination of resources. The GIS Coordinator will provide services to the Village in determining the short- and long-term needs of the GIS program. The GIS Coordinator will be responsible for managing the program resources including Consultant resources, external agencies, and Village committees and user groups.
- C. A GIS Platform Administrator is responsible for managing the data model and administering the database and related information. The GIS Platform Administrator plans, implements, and configures the data to enhance performance and maintain integrity of the data system.
- D. A GIS Application Developer that is responsible for the conceptualization, design, development, testing, installation, documentation, training, and maintenance of GIS and related software. Software includes, but is not limited to; computer programs, form designs, user manuals, data specifications, and associated documentation.
- E. A GIS Analyst is responsible for analyzing and planning special projects that require skills beyond the typical operation of the system. Special projects may include the development of ad hoc maps, layers, databases, and user solutions.
- F. A GIS Specialist that provides the daily operation, maintenance, and support of the GIS. This individual is typically fully allocated to the Village and is responsible for database development and maintenance, map production, user training and help-desk, user group support, and system support and documentation.
- G. A GIS/RAS (Remote Access Service) Specialist provides the same services as the GIS Specialist above using equipment hosted by the service provider.

5) PROJECTED UTILIZATION

Projected utilization is an estimate of service hours required of the Consultant by the Village. This projection is established by and between the Village, GISC, and the Consultant. Although variations are anticipated, the Village and the Consultant have a fiduciary responsibility to GISC and its members to meet their projected utilization. Significant variations in actual utilization may negatively influence service rates for GISC members. The anticipated projected utilization for each Consultant service is:

- A. _____ hours of GIS Specialist
- B. 575 hours of GIS/RAS Specialist
- C. 57 hours of GIS Coordinator
- D. 57 hours of GIS Analyst
- E. 41 hours of GIS Platform Administrator
- F. 41 hours of GIS Application Developer
- G. 41 hours of GIS Manager

6) SERVICE RATES

Rates are based on projected utilization of GISC members in collective bargaining with the Consultant. The Consultant guarantees these rates for the term of this agreement as long as actual utilization is reasonably consistent with projected utilization. The Consultant has the right to assign a cost-of-living adjustment one (1) time per year with prior notice to the Village. The GISC collective bargaining rates are as follows:

- A. \$ 70.50 per hour for GIS Specialist
- B. \$ 74.00 per hour for GIS/RAS Specialist
- C. \$ 88.50 per hour for GIS Coordinator
- D. \$ 88.50 per hour for GIS Analyst
- E. \$110.10 per hour for GIS Platform Administrator
- F. \$110.10 per hour for GIS Application Developer
- G. \$110.10 per hour for GIS Manager

7) FACILITIES AND EQUIPMENT

The Village is required to provide the Consultant adequate space, furnishings, hardware, and software to fulfill the objectives of the GIS program. The facilities requirement is no different than would be otherwise required by the Village to support a GIS program. The rate structure extended to GISC members is contingent on these provisions for the Consultant. Facilities and equipment include, but are not limited to, the following

- A. Full-time office space for the GIS Specialist and periodic office space for guests. This space should effectively and securely house all required GIS systems, peripherals, and support tools. This space must be available during normal business hours.
- B. Furnishings including adequate desk(s), shelving, and seating accommodations for the GIS Specialist and periodic guests. A telephone line and phone to originate and receive outside calls. A network connection with access to the Internet.
- C. Hardware including a workstation, server, plotter, printer, digitizer, scanner and network infrastructure.
- D. Software including GIS software(s), productivity tools, application development tools, commercial databases, and network access software.
- E. The Village is responsible for installing, operating, and maintaining the backup and recovery systems for all Village owned GIS assets that permits

the Consultant to continue services within a reasonable period of time following a disaster.

8) BILLING & PAYMENT

The Consultant will invoice the Village on a monthly basis for work completed and work in-progress. The Consultant requires 100% payment. Payment will be made in accordance with the Illinois Prompt Payment Act.

9) INTELLECTUAL PROPERTY

If any intellectual property should be developed during the course of this agreement, the Village and the Consultant shall be joint owners of said intellectual property.

- A. It is understood that this agreement does not grant to the Village or any employees, partners, business associates or other associated parties thereof, any rights in any intellectual property developed by the Consultant outside the terms of this agreement, or any protectable interests stemming there from.
- B. The Village and the Consultant agree, that no assignments, authorization of reuse by others, giveaways, license grants, sales, transfer, security interests, or any other grant of rights for any intellectual property that may be developed during this agreement, will be made to any third party without a written agreement between the Village and the Consultant.
- C. If this agreement between the Village and the Consultant should be terminated, the Village shall, in good faith, allow the Consultant, any reasonable use of any Intellectual Property developed during this Contract.

Village of Carol Stream GIS Offering and Budget

A collaborative approach to GIS



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Current Situation

Through a series of conversations that began with Jim Knudsen, Engineering Director and Phil Modaff, Public Works Director MGP understands that the Village of Carol Stream has the following goals for their GIS program in the future:

- A GIS program that benefits all departments
- Accelerated results with GIS technology and capability
- Ongoing and regular maintenance of the data
- Standardization of the utility systems so that they can be viewed by Public Works and Engineering
- Ability to edit and view utility data in the field

In the process of evaluating a solution the village spoke with two GIS Consortium Board members Peggy Halik, Assistant Village Administrator in Woodridge and Mark Binkerd, IT Manager in Glen Ellyn to gain insight and advice.

In August, Mark Binkerd set up a demonstration at Glen Ellyn that he invited staff members of Carol Stream to so that the community could better understand the offering from the GIS Consortium and this included:

- MapOffice™ application: an enterprise wide map interface that is robust, user friendly and relevant to local government
- Community Portal application: an enterprise wide interface that delivers community data in a textual format and is organized by landing pages that have a specific context
- ArcGIS Online Collector: a mobile app that allows collection and editing of community data and systems
- Five Year Plan: a planning tool employed with every consortium community that enables us to collect, plan, and prioritize projects for every department

After this meeting took place Jim Knudsen contacted Tom Thomey and asked him to present to Carol Stream's Village Board.

GIS Solution Outcomes

- Improve the reliability of the current GIS program *by employing standards and best practices for building and maintaining the community's data*
- Increase access to GIS and other community data by more departments in Carol Stream *by leveraging MapOffice™ and Business Intelligence which brings GIS to every desktop* in the community through one common interface
- *Business Intelligence is a GIS Consortium technology* that connects enterprise systems together using web services.
- Develop standards with how their data is organized *so that things like Carol Stream's utility systems adhere to this standard and they are confident in the data*
- Employ the GIS Consortium model that has been proven to work in 25 communities around the greater Chicago area *which allows Carol Stream to benefit from all of the user interfaces and community projects completed to date*



Preliminary Project Schedule

MGP works solely with small and medium-sized communities. As a result we have developed extensive intellectual property, best practices, and standards. What this means for Carol Stream is that we can deliver accelerated results in a compressed timeframe. Many of our clients tell us that they cannot believe how quickly we get their GIS program up and running, and delivering value to their community.

Typical projects and releases – Year 1

| Project | Estimated Timeframe |
|---|---------------------|
| Migration of planimetric mapping data into GISC model | Month 2 |
| Migration of district boundaries to GISC Model | Month 2 |
| Migration of county data to GISC model | Month 2 |
| Creation of GIS address database | Month 3 |
| Department meetings | Month 3 |
| MapOffice™ Release | Month 4 |
| Host first community wide GIS User Group Meeting(s) | Month 4 |
| Community Portal Release | Month 4 |
| Water Utility Migration | Month 5 |
| Five Year GIS Project Plan | Month 6 |
| Sanitary Utility Migration | Month 7 |
| Storm Utility Migration | Month 9 |
| Design Community Map | Month 10 |
| Design FEMA SFHA Map | Month 10 |
| Design Police Beat Map | Month 11 |
| Design Zoning Map | Month 12 |
| MapOffice™ Training | Ongoing/As-needed |
| GIS Help Desk | Ongoing/As-needed |

Budget and Explanation

Village of Carol Stream - GIS Budget

Remote Access Service (RAS) GIS Consortium Model

| PROGRAM STAFFING | 2014 | 2015 | 2016 | 2017 | 2018 |
|---|---------------|----------------|----------------|----------------|----------------|
| GISC Specialist | 40,566 | 83,565 | 86,072 | 88,654 | 91,314 |
| GISC Coordinator | 5,092 | 10,490 | 10,805 | 11,129 | 11,463 |
| GISC Analyst | 5,092 | 10,490 | 10,805 | 11,129 | 11,463 |
| GISC Platform Administrator | 4,558 | 9,389 | 9,670 | 9,961 | 10,259 |
| GISC Developer | 4,558 | 9,389 | 9,670 | 9,961 | 10,259 |
| GISC Manager | 4,558 | 9,389 | 9,670 | 9,961 | 10,259 |
| PROGRAM STAFFING SUB-TOTAL | 64,423 | 132,712 | 136,693 | 140,794 | 145,018 |
| LAYER DEVELOPMENT | | | | | |
| Photogrammetric Mapping | | | | | |
| Rapid conversion | | | | | |
| Other | | | | | |
| LAYER DEVELOPMENT SUB-TOTAL | | | | | |
| HARDWARE | | | | | |
| GIS Workstation | | | | | |
| GIS Server | | | | | |
| Plotter/printer | | | | | |
| GIS Thin-client | 1,500 | | | | |
| GIS Remote Access Service (RAS) | 2,014 | 4,028 | 4,028 | 4,028 | 4,028 |
| Other | | | | | |
| HARDWARE SUB-TOTAL | 3,514 | 4,028 | 4,028 | 4,028 | 4,028 |
| SOFTWARE | | | | | |
| ArcGIS Advanced (ESRI) | | | | | |
| ArcGIS Basic Licenses (ESRI) | | | | | |
| ArcGIS Server (ESRI) | | | | | |
| ArcGIS Online (Future consideration) | | | | | |
| GISC Shared Initiatives | 1,824 | 3,648 | 3,648 | 3,648 | 3,648 |
| Other | | | | | |
| SOFTWARE SUB-TOTAL | 1,824 | 3,648 | 3,648 | 3,648 | 3,648 |
| MAINTENANCE & LICENSES | | | | | |
| Hardware - GIS Workstation | | | | | |
| Hardware - GIS Server | | | | | |
| Hardware - Plotter/printer | | | | | |
| Software - ArcGIS Advanced (ESRI) | | | | | |
| Software - ArcGIS Standard (ESRI) | | 1,500 | 1,500 | 1,500 | 1,500 |
| Software - ArcGIS Basic Licenses (ESRI) | | 700 | 700 | 700 | 700 |
| Software - ArcGIS Server (ESRI) | | | | | |
| Software - ArcGIS ArcPad (ESRI) | | 250 | 250 | 250 | 250 |
| Other - | | | | | |
| MAINTENANCE & LICENSES SUB-TOTAL | | 2,450 | 2,450 | 2,450 | 2,450 |
| OTHER COSTS | | | | | |
| Supplies & Materials | 500 | 500 | 500 | 500 | 500 |
| Furniture & Fixtures | 500 | | | | |
| GISC Initiation Fee | 14,000 | | | | |
| Other | | | | | |
| OTHER COSTS SUB-TOTAL | 15,000 | 500 | 500 | 500 | 500 |
| TOTAL PROGRAM BUDGET | 84,761 | 143,338 | 147,319 | 151,420 | 155,644 |

This budget has been prorated in the first year and represents an estimated November 4, 2014 start.

PROGRAM STAFFING (GISC Staffing model)

This is the staffing component of the budget. These services are provided by MGP, founding partner of the GIS Consortium (GISC). An annual contract is required with MGP for these services.

- Rates and allocations are negotiated annually by the GISC Board of Directors on behalf of all members.
- Your GISC allocation math is 69% based on 9.8 square miles which includes estimated service areas. The GISC allocation model requires community allocations to be a factor of 10% and no less than 20%. This budget is based on a 70% allocation. A GIS specialist will be assigned to your community 7-days every 2-weeks excluding paid-time-off, holidays, and enrichment.
- This is a 12-month budget projection and the staffing will be distributed throughout the year.

LAYER DEVELOPMENT

MGP staff will facilitate workshops with community departments to determine if the following items are needed for your GIS program. We encourage utilization of public and commercial products that are available at little or no cost. We do not anticipate any investment in the 1st year for these items. Staff may prioritize these in future years.

Base Mapping

- The Base Mapping program is a collaborative initiative to collect aerial photos and to produce planimetric mapping (building footprints, road surface, curbs features etc.), topography mapping (elevation model, 1 foot contours) and digital orthoimagery (photography). The mapping accuracy of these products is generally 1"=50'.

Rapid Conversion

- Rapid conversion is an option for off-shoring some of the larger dataset conversions particularly utilities. This item is generally utilized when there is no digital source and the data is being developed from paper.

HARDWARE

We are recommending the remote access service (RAS) model. This model allows the community to keep its investment in hardware (and software) to a minimum.

- With the RAS option the community is not required to purchase a GIS workstation or GIS server. The community replaces this equipment with a less expensive dual-monitor thin-client or personal computer.
- The thin-client accesses the shared GIS (RAS) Workstation across an adequate Internet connection. MGP can provide the minimum standard for this connection if the community selects this approach.
- The GIS (RAS) Workstation budget is based on the hours allocated to the GIS Specialist.

SOFTWARE

We are recommending the remote access service (RAS) model to again minimize community investment.

- With the RAS option the community is not required to purchase ArcGIS Advanced or ArcGIS Server.
- The community will use the web based MapOffice™ product in place of the local MapOffice™.
- MapOffice™ web access authentication will be established with the community Active Directory.
- GISC Shared Initiatives include the hosting of the public and community versions of MapOffice™, ESRI Business Analyst Online, ArcGIS extensions and other items that are shared by the GISC membership [See GISC Prospectus for complete list].

MAINTENANCE & LICENSES

This category provides costs for supporting hardware and software licenses and maintenance agreements.

- Software maintenance includes existing and new software purchases recommended in this budget.
- We have included maintenance for the Village's existing licenses of (1) ArcGIS Desktop Standard, (2) ArcGIS Desktop Basic single use, and (1) ArcGIS ArcPad.
- We did remove ArcGIS Desktop Publisher extension since there is a shared version available from the GIS Consortium.

OTHER EXPENSES

This section contains miscellaneous expenses associated with the GIS program.

- An allowance has been included for general supplies and materials.
- An allowance has been added to cover office furnishings if they do not already exist. The community is required to provide an adequate workplace with phone and Internet access.
- There are no annual membership dues for the GIS Consortium. There is a one-time membership initiation fee to join the GIS Consortium based on allocation level.



New Member Evaluation

The objective of this process is to ensure the integrity of the GIS Consortium (GISC) and to determine if the applicant will be successful within this organization. The intent is to provide a framework for discussion that will allow both parties to make the right decision.

Member Application (Please complete and attach additional information as needed)

| | | | |
|--|--|---|--------------------|
| Community Name: Carol Stream | | County (or Counties): DuPage | |
| Form of government: Municipal - Managerial | | | |
| Fiscal year: May 1st – April 30th | | Size (Square miles): 9.8 | Population: 39,711 |
| <p>Describe background information relating to GIS in your community (History, staffing, etc): In 1998 the Village of Carol Stream began converting old ink and Mylar utility infrastructure maps to an electronic version. This initial effort was accomplished through a conversion to AutoCAD Map, an automated map and facility management (AM/FM) system. Shortly thereafter the Village realized the much greater benefits of GIS and began its quest to create GIS based utility infrastructure maps.</p> <p>In 2003 the Village contracted with Northern Illinois University (NIU) to undertake a GIS Study. This study not only sought to create these utility maps but also to:</p> <ul style="list-style-type: none"> • Perform a needs assessment study and prioritize those needs. • Identify hardware and software components. • Conduct an inventory of all existing data, maps and files used for GIS. • Develop processes and procedures for the ongoing management and maintenance of all this information. • Identify other mapping and application needs. • Create a design procedure to correct and improve data and maps. • Prepare an implementation plan. <p>Since then the Village has slowly but steadily undertaken various tasks to implement GIS into our organization. As it relates to infrastructure asset management, the primary task that was eventually completed in April 2014 was the construction of both public and private water, sanitary sewer and storm sewer system atlases. This only involved GPS coordinate acquisition of all structures and piping systems. Full attribute data entry and networking has not been completed. The Village is currently in the process of evaluating asset and operations management programs for GIS incorporation.</p> <p>The Village currently has approximately 440 GIS maps published. Although many are very simplistic maps in natural some are more sophisticated allowing for data queries and spatial analysis. These maps have been generated from all Departments so it's clear to us we have GIS use and needs are throughout the organization.</p> <p>Just recently the staff and MGP made a presentation to the Village Board on our proposed Technology Implementation Plan with GIS being a major component. Staff recommended joining the GIS Consortium in order to provide staffing services for the Village's on-going GIS functions. The Board directed staff to prepare the necessary agreements, applications and contracts for their approval. We anticipate have all the documents on the Village Board November 4, 2014 agenda for their consideration.</p> | | | |
| How will the program be funded: General Corporate Fund and Capital Projects Fund | | | |
| Is GIS budgeted: Yes | | If budgeted, how much has been approved: FY15-\$221,000, FY16-\$217,000 | |



New Member Evaluation

| |
|---|
| When is budget money available: FY15 What is community timeline for starting: 11-2014 |
| Who will be assigned to represent the community on the GISC Board (Board of Directors): Director – Jim Knudsen, Director of Engineering Services Alternate Director – Marc Talavera, IT Coordinator |
| Who will the community assign to manage the community GIS program (GIS Coordinator): Jim Knudsen, Director of Engineering Services |
| Is the community planning to participate in the annual aerial photography program: Not at present, but possibly in the future. |
| Describe the commitment the community is planning if allowed to become a member: After evaluating several options (GIS Consortium, in-house staffing, contracted consultant staffing) the Village has decided joining the GIS Consortium best meets our short and long term needs. We understand this is a staffing model that is entirely different than a project model and because of that we believe this is the most appropriate model for providing annual GIS services. We feel by joining the GIS Consortium the Village is entering into a long term relationship where we are committed to being a participating member by sharing applications, user interfaces and community projects for the benefit of all members. |

Village of Carol Stream
Interdepartmental Memorandum

TO: Joseph Breinig, Village Manager

FROM: James Knudsen, Director of Engineering Services 

DATE: November 14, 2014

RE: GIS Consortium Membership Agreement and GIS Consortium Service Provider Contract

In 2004 the Village hired NIU to prepare a GIS Implementation Plan. This effort was very modest compared to the needs identified in the analysis. At that time many communities were taking a very similar conservative approach to this new emerging technology. Over the next 10 years the Village continued with that approach.

Earlier this year the Board adopted Village Goals, two of which centered around the use of GIS: Technology Implementation and Infrastructure Management. The Board and staff recognized integrating GIS applications throughout the organization was an essential component of these two goals. All departments would benefit from this technology.

A scope of services was developed to have a consultant implement GIS system wide. A request for proposal was then produced and sent to twelve GIS consultants of which only three responded. After careful evaluation we elected not to award a contract for this project but to investigate an alternative, partnering with other municipalities in a GIS Consortium (GISC) utilizing a GIS management services contract. A meeting with a GISC community, Glen Ellyn, as well as several conversations with their consultant convinced staff this was the best alternative. This alternative was presented to the Village Board during their September 15, 2015 Workshop at which time they agreed with Staff's recommendation to proceed with becoming a GISC member and negotiating a contract with their consultant, MGP, Inc. for GIS management services.

MGP provided the Village with a GISC new membership application, membership agreement and service provider contract. The application has been filled out and sent to the GISC for evaluation. See attached completed application. Preliminary response was favorable for membership approval in January, 2015. I will be interviewed shortly by the GISC to join the GISC. An initial one-time new membership fee based on size, density and other considerations is required. This fee offsets the costs of legal and administrative expenses of the formation, operation and administration of GISC. Our membership fee is \$14,000.00, all of which will come out of this year's budget.

Annual GISC costs include software costs of \$3,648 for shared initiatives. Only half of this cost or \$1,824 will be charged in this fiscal year. A desk (\$600) and thin client (\$1,500) will be purchased by the Village out of this year's budget to equip GIS staff when they are working here at the Village Hall. Excluding the Village equipment purchase, total GISC membership costs are \$15,824 (\$14,000 + \$1,824).

The FY14-15 costs for GISC program staffing through MGP is \$64,423. For reference, the full year cost for program staffing in FY15-16 is \$132,712. Staffing includes the use of a GIS Specialist, Coordinator, Analyst, Platform Administrator, Developer and Manager. To hire this entire staff would've been cost prohibitive for the Village. The yearly cost for remote access service (RAS) for GISC staff is \$4,028 with once again only half of this cost or \$2,014 for FY14-15. Total FY14-15 MGP cost is \$66,437 (\$64,423 + \$2,014) for GIS management services. Attached are MGP's GIS Offering and Budget and the GIS Consortium Service Provider Contract (Contract) detailing the costs, schedule and work. The cost column labeled 2014 is our FY14-15.

The total cost for this fiscal year is about \$82,261, \$15,824 for GISC membership plus \$66,437 for MGP contract. These two expenditures along with another contract are part of a comprehensive GIS project that was budgeted for \$140,000 (\$70,000 from Capital Projects Fund and \$70,000 from Water & Sewer Fund). The other contract is for the Asset & Operations Management Program Evaluation (Evaluation) with a cost of \$39,506.92. One task that was originally going to be accomplished with the Contract, needs assessment for Engineering and Public Works, is now going to be done with the Evaluation. This will free up man-hours in the Contract for other GIS Consortium work. The following table illustrates the total estimated and contract costs of all three. Sufficient funds exist to cover all associated costs of \$121,767.92.

| <u>GIS PROJECT</u> | <u>ESTIMATED COST</u> | <u>CONTRACT COST</u> |
|---|---------------------------|--------------------------|
| Asset & Operations Management Program Evaluation | \$28,000 | \$39,506.92 |
| GIS Consortium Membership (\$15,824) | | |
| GIS Consortium Service Provider Contract - MGP (\$66,437) | \$112,000 | \$82,261.00 |
| TOTALS | \$140,000 | \$121,767.92 |

Staff as well as the Village Attorney have reviewed the attached Membership Agreement for a Geographical Information System (GIS) Consortium (Agreement) and the GIS Consortium Service Provider Contract (Contract) with MGP and found them both acceptable. Therefore, staff recommends award of the Contract to MGP at a cost of \$66,437 and approving the resolution authorizing the Agreement with GISC at a cost of \$15,824.

Cc: Phil Modaff, Director of Public Works
 Jon Batek, Finance Director
 Robert Glees, Community Development Director
 Ed Sailor, Acting Police Chief
 Caryl Rebholz, Employee Relations Director
 Robert Mellor, Assistant Village Manager
 William N. Cleveland, Assistant Village Engineer
 Marc Talavera, IT Coordinator

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE EXECUTION OF AN
INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN
THE VILLAGE OF CAROL STREAM AND DUPAGE COUNTY –
TO COST SHARE A PORTION OF THE STUDY TO CREATE AN ADDENDUM
TO THE WINFIELD CREEK WATERSHED PLAN**

WHEREAS, the Mayor and Board of Trustees of the Village of Carol Stream have determined that it is in the best interest of the Village to enter into an Agreement with DuPage County to cost share a portion of the study to create an Addendum to the Winfield Creek Watershed Plan; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS, as follows:

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream be and the same are hereby authorized to execute the agreement, in the appropriate form, attached hereto as Exhibit "A".

SECTION 2: That all resolutions or parts thereof, in conflict with the provisions of this Resolution are, to the extent of such conflict, expressly repealed.

PASSED AND APPROVED THIS 17th DAY OF NOVEMBER, 2014.

AYES:

NAYS:

ABSENT:

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk

**INTERGOVERNMENTAL AGREEMENT BETWEEN THE COUNTY OF DUPAGE
AND THE VILLAGE OF CAROL STREAM TO COST-SHARE A PORTION
OF THE STUDY TO CREATE AN ADDENDUM TO THE
WINFIELD CREEK WATERSHED PLAN**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter referred to as the "AGREEMENT") is made and entered into this 25th day of November, 2014, by and between the County of DuPage, a body politic and corporate (hereinafter referred to as the "COUNTY") with offices at 421 N. County Farm Road, Wheaton, Illinois 60187, and the Village of Carol Stream, an Illinois municipal corporation and home rule unit of government (hereinafter referred to as the "VILLAGE"), with offices at 500 North Gary Avenue, Carol Stream, Illinois. The COUNTY and VILLAGE are hereinafter sometimes individually referred to as a "party" or together as the "parties."

RECITALS:

WHEREAS, the Illinois General Assembly has granted the County of DuPage ("COUNTY") authority to develop watershed plans and undertake measures to control and protect against flooding and to enter into agreements for the purposes of Stormwater management and flood control (55 ILCS 5/5-1062 and 5/5-15001 *et. seq.*); and

WHEREAS, pursuant to said authority, the DuPage County Board approved and adopted Resolution SMP-020-13 on August 13, 2013, hiring Christopher B. Burke Engineering, Ltd., to provide various engineering services required for the development of an Addendum to the Winfield Creek Watershed Plan ("Addendum"); and

WHEREAS, the Village of Carol Stream ("VILLAGE"), an Illinois municipal corporation, is similarly authorized to provide effective drainage, stormwater management and flood control for its residents; and

WHEREAS, the VILLAGE has requested that a tributary area within the VILLAGE's territory, not included in the original watershed plan, be explicitly modeled as part of the Addendum; and

WHEREAS, storm sewers and overland flow paths of the tributary area will need to be surveyed and incorporated into the hydraulic model of the Addendum so that flood prone areas can be identified and flood control improvements can be developed and evaluated; and

WHEREAS, the VILLAGE agrees to share the costs of including the tributary area explicitly in the hydraulic model; and

WHEREAS, the COUNTY and VILLAGE (collectively the "parties") have determined that it is in their best interests, and the interests of their residents, to jointly share surveying and engineering costs to develop and evaluate flood control alternatives which will be included within an Addendum to the Winfield Creek Watershed Plan (the "PROJECT") in accordance with the attached AGREEMENT; and

WHEREAS, the COUNTY and VILLAGE are public agencies within the meaning of the Intergovernmental Cooperation Act, as set forth in 5 ILCS 220/1 *et. seq.*, and Article VII, Section 10, of the Illinois Constitution of 1970; and

WHEREAS, the purpose of the Intergovernmental Cooperation Act and Article 7, Section 10, of the Constitution of the State of Illinois includes fostering cooperation among units of local government in planning and providing services to their constituents; and

WHEREAS, pursuant to the attached AGREEMENT, the VILLAGE shall pay the COUNTY sixteen thousand eight hundred eighty-eight dollars (\$16,888.00) as the VILLAGE'S cost-share contribution towards the PROJECT'S expenses; and

NOW, THEREFORE, in consideration of the promises, terms and conditions set forth herein, and in the spirit of intergovernmental cooperation, the parties agree that:

1.0 INCORPORATION OF RECITALS

1.1 The recitals set forth above are incorporated herein and made a part hereof.

2.0 SCOPE OF PROJECT

2.1 The PROJECT has two primary components, including: 1) performing a detailed survey to define the storm sewers and overland flow paths of the unnamed tributary to be explicitly represented in the hydraulic model; 2) performing an engineering study to explicitly model the tributary area and incorporate the tributary into the Baseline Condition FEQ Model, developing flood control alternatives for the tributary and performing an economic analysis to evaluate the alternatives.

2.2 The following PROJECT tasks shall be completed as part of this AGREEMENT:

2.2.1 Data Collection

2.2.2 Field Survey

2.2.3 Baseline Condition Assessment

2.2.4 Development and Evaluation of Flood Control Alternatives

3.0 COUNTY RESPONSIBILITIES

- 3.1 The COUNTY shall be responsible for selecting and contracting with one or more Illinois-licensed engineering consultants, or other professional service providers, qualified to perform the several PROJECT tasks described in Paragraphs 2.2.1 through 2.2.4, above (hereafter "consultant" or if several, "consultants"). However, any professional service contracts entered into by the COUNTY pursuant to this AGREEMENT shall identify the VILLAGE as an intended beneficiary of that consultant's work product and shall expressly permit the VILLAGE'S receipt, use of and reliance on such work product, for the purposes for which it was intended. The COUNTY anticipates that the PROJECT work completed by November 30, 2015.
- 3.2 The COUNTY shall be responsible for directly paying any consultants it retains for the PROJECT. This requirement will not affect the VILLAGE'S obligation to reimburse the COUNTY in the amount herein agreed upon. The VILLAGE'S cost-share contribution of sixteen thousand eight hundred eighty-eight dollars (\$16,888.00) shall represent the extent of VILLAGE'S financial obligation towards PROJECT costs. The COUNTY shall be responsible paying for any cost-overruns and the COUNTY shall not use any part of the VILLAGE contribution towards the COUNTY'S own administrative, account, legal or overhead expenses.
- 3.3 The COUNTY shall invite a VILLAGE-designated representative to attend formal PROJECT meetings between COUNTY staff and its retained consultant(s).
- 3.4 The COUNTY shall provide the VILLAGE, upon request, copies of all studies, reports, drafts, plans, drawings, schematics, correspondence,

submittals, deliverables, data, surveys, models and meeting minutes pertaining to the PROJECT. Materials stored digitally shall be provided to the VILLAGE in a mutually agreed upon format. The watershed planning study and FEQ models shall be promptly provided to the VILLAGE-designated representative following the COUNTY'S receipt thereof.

4.0 JOINT RESPONSIBILITIES

- 4.1 Following the execution of this Agreement, the COUNTY may invoice the VILLAGE for the full amount of the VILLAGE'S cost-share contribution, that amount being sixteen thousand eight hundred eighty-eight dollars and no cents (\$16,888.00), which sum shall only be used by the COUNTY to compensate consultants performing PROJECT tasks in accordance with Paragraph 3.2 above. Upon invoice, the VILLAGE shall pay to the COUNTY the invoiced sum, which amount is not to exceed sixteen thousand eight hundred eighty-eight dollars and no cents (\$16,888.00).
- 4.2 Within five (5) business days of this AGREEMENT's full execution, each party shall inform the other party, by e-mail or facsimile transmittal, of the identity of one or more employees, (or COUNTY-retained consultants), who will act as that party's designated representative.

5.0 INDEMNIFICATION AND INSURANCE

- 5.1 The parties shall require that any contractor or consultant retained to do work on the PROJECT shall agree to defend, save, indemnify, keep and hold harmless both parties (COUNTY and VILLAGE), including all of each party's officers, elected officials, and employees from all liabilities, damages, suits, costs and expenses in law or equity, including costs of suit, expenses for legal services and defense and judgments and settlements that may at any time arise or be claimed by any person, including the agents, servants and employees of the parties, for personal injury, death or

property damage or any and all other claims or suits of any nature whatsoever that might arise or result, directly or indirectly, from the negligent acts or omissions, or the intentional acts of such consultant directly related to, or arising out of, its work on the PROJECT. The parties shall further require each contractor or consultant retained to do work on the PROJECT to name both parties as an additional insured parties on said contractor's, or consultant's, liability insurance policy.

6.0 NOTICES

6.1 All notices required to be given under the terms of this AGREEMENT shall be in writing and either (a) served personally during regular business hours; (b) served by facsimile transmission during regular business hours; or (c) served by certified or registered mail, return receipt requested, properly addressed with the postage prepaid and deposited in the United States mail. Notices served upon the VILLAGE shall be directed to James Knudsen, Engineering Services Director, 500 North Gary Avenue, Carol Stream, Illinois 60188. Notices served upon the COUNTY shall be directed to the Anthony J. Charlton, Director, Stormwater Management Department, County of DuPage, 421 N. County Farm Road, Wheaton, Illinois 60187. Notices served personally or by facsimile transmission shall be effective upon receipt, and notices served by mail shall be effective upon receipt as verified by the United States Postal Service. Each party may designate a new location for service of notices by serving notice thereof in accordance with the requirements of this provision, and without compliance to the amendment procedures set forth in Paragraph 7.5, below.

7.0 MISCELLANEOUS TERMS

7.1 In the event any provision of this AGREEMENT is found to be invalid or unenforceable by a court of competent jurisdiction, such determination

shall not invalidate or render unenforceable any other provision of this AGREEMENT, providing that the spirit and intent of this AGREEMENT can be given effect.

- 7.2 The provisions set forth herein represent the entire agreement between the parties and supersede any previous oral or written negotiations and agreements. No provision may be modified in any respect unless such modification is in writing and signed by both parties per Paragraph 7.5 below.
- 7.3 This AGREEMENT may be executed in multiple counter-parts, and each copy shall be deemed an original.
- 7.4 This AGREEMENT shall be governed by the laws of the State of Illinois as to both interpretation and performance. The forum for resolving any disputes concerning the parties' respective performance, or failure to perform, under this AGREEMENT, shall be the judicial Circuit Court for DuPage County.
- 7.5 This AGREEMENT may be amended or modified only by written instrument duly approved and signed by both parties to the AGREEMENT.
- 7.6 Neither party shall be liable for any delay or non-performance of their obligations caused by any contingency beyond their control including but not limited to Acts of God, war, civil unrest, strikes, walkouts, fires or natural disasters, but in all instances, the parties shall complete their respective obligations on or before the 30th day of November, 2015.
- 7.7 Whenever this AGREEMENT calls for one party (the "first party") to conduct any review, or give its consent, approval, or comment to the other party, the first party shall not unreasonably deny, delay, withhold or condition its review, consent, approval or comment.

IN WITNESS WHEREOF, the parties have entered into this AGREEMENT as of the 25th day of November, 2014.

VILLAGE OF CAROL STREAM

COUNTY OF DU PAGE

BY: _____
James Knudsen, Engineering Services Director

BY: _____
Daniel J. Cronin, Chairman

ATTEST: _____

ATTEST: _____
Gary A. King, County Clerk

Name: _____

Village of Carol Stream
Interdepartmental Memorandum

TO: Joseph Breinig, Village Manager

FROM: James Knudsen, Director of Engineering Services 

DATE: November 10, 2014

RE: Windfield Creek Watershed Plan Addendum – Intergovernmental Agreement (IGA) with DuPage County to Cost-Share a Portion of the Study

DuPage County began a watershed study of Winfield Creek in October of 2012. About the same time the Village was contemplating a separate stormwater study of a tributary area located in the southeast corner of the Village where we had experienced some localized flooding. In April of 2013 we requested the County perform our Southeast Stormwater Study with their Winfield Creek Watershed Study. The County agreed, but left open the option for the Village to cost share in the study.

Just recently the County incurred some additional cost for their study including the southeast area and requested our participation in the costs. The additional cost includes \$12,888 for consultant engineering and \$4,000 for surveying. The Village had budgeted \$42,000 in anticipation of these expenditures.

DuPage County submitted an IGA that provides for our financial commitment to the study. Staff and the Village Attorney have reviewed the attached IGA finding it acceptable. Therefore, we recommend approval of the Resolution Authorizing the Execution of an IGA between DuPage County and the Village of Carol Stream to Cost-Share a Portion of the Study to Create an Addendum to the Winfield Creek Watershed Plan.

Cc: William N. Cleveland, Assistant Village Engineer

Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager
FROM: Ann Delort, Secretary *AD*
DATE: October 31, 2014
RE: Carol Stream Chamber of Commerce
Raffle License Application

The Carol Stream Chamber of Commerce is sponsoring their annual Holiday Social in which a raffle drawing will be held on Thursday, December 4, 2014 to raise funds to support the Chamber of Commerce and Chamber scholarships. Raffle tickets will cost \$10.00 each or 3 for \$25.00. They have submitted their raffle license application which is on file along with the required documentation in the Village Clerk's office.

Applicant is requesting a fee waiver as indicated in the attached letter request. In accordance with Article 5, Section 10-5-6 of the Village Code, it states, "All raffle license fees waived for non-profit organizations since 1990 shall automatically be waived in subsequent years...".

Please place this item on the agenda for review and approval by the Village Board of Trustees at the upcoming Monday, November 17, 2014 Board meeting.

Thank you.

Attachment



CAROL STREAM
Chamber of Commerce

October 1, 2014

Board of Trustees
Village of Carol Stream
500 N. Gary Avenue
Carol Stream, IL 60188

RE: Carol Stream Chamber of Commerce Raffle
December 4, 2014

Dear Trustees:

Enclosed please find a Raffle License application for the Carol Stream Chamber of Commerce for a Raffle drawing to be held on Thursday, December 4, 2014. This will be in conjunction with our annual Holiday Social. We would appreciate it if the Village would waive its license fee in connection with the raffle.

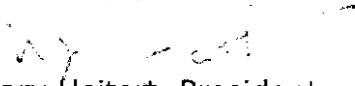
We intend to use the proceeds of this raffle to support the Chamber of Commerce and its activities promoting member businesses.

The Village has on file a copy of the Chamber's Articles of Incorporation. We have already filed our renewal raffle bond with the Village.

The Chamber's 2013 Holiday Social netted just over \$3,400 for the Chamber, which funds were used to support Chamber activities promoting local businesses. A \$390 donation was given to the Outreach Community Center in Carol Stream.

Thank you for your anticipated cooperation and assistance in this matter.

Very truly yours,


Mary Heitert, President

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOV 17, 2014**

AGENDA ITEM
L-1 11-17-14

| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|---|-----------------|-----------------------|----------------------------|---------------------|-----------------------|
| A T & T | | | | | |
| PWKS FAX CHRGS OCT/2014 | 14.37 | 01652800-52230 | TELEPHONE | 0515689283001 11/14 | |
| | <u>14.37</u> | | | | |
| ACCESS ONE | | | | | |
| SERV FOR NOVEMBER 2014 | 2,326.01 | 01590000-52230 | TELEPHONE | 1524230 11/02/14 | |
| | <u>2,326.01</u> | | | | |
| ADVANTAGE TRAILERS & HITCHES | | | | | |
| FLAT MOUNT COUPLER | 113.85 | 01696200-53354 | PARTS PURCHASED | 10239 | |
| TRAILER PARTS | 194.95 | 01662300-53317 | OPERATING SUPPLIES | 10066 | |
| TRAILER-GRANT EQUIP | 4,164.00 | 01662300-53350 | SMALL EQUIPMENT EXPENSE | 9980 | |
| | <u>4,472.80</u> | | | | |
| AMAZON.COM | | | | | |
| BOOK | 27.94 | 01662700-53317 | OPERATING SUPPLIES | 8454662 | |
| BOOKS | 27.99 | 01662700-53317 | OPERATING SUPPLIES | 8258655 | |
| CABLE | 1.37 | 01662700-53317 | OPERATING SUPPLIES | 7408201 | |
| CABLE, DVDS, BOOKS, DVD SLEEVES, | 5.90 | 01662700-53317 | OPERATING SUPPLIES | 8258655 | |
| CABLE, DVDS, BOOKS, DVD SLEEVES, | 9.99 | 01662700-53317 | OPERATING SUPPLIES | 8258655 | |
| CABLE, DVDS, BOOKS, DVD SLEEVES, | 9.99 | 01662700-53317 | OPERATING SUPPLIES | 8258655 | |
| DVD SLEEVES | 34.84 | 01662757-53317 | OPERATING SUPPLIES | 8258655 | |
| DVD'S | 124.45 | 01662759-53317 | OPERATING SUPPLIES | 8258655 | |
| FLASHLIGHT RECHRGR, BATTARY, TRI POD | 216.55 | 01662700-53317 | OPERATING SUPPLIES | 4518664 | |
| LOCKS | 141.00 | 01662700-53317 | OPERATING SUPPLIES | 2993820 | |
| METAL TAGS | 36.35 | 01696200-53317 | OPERATING SUPPLIES | 7379421 | |
| PHONE CASES | 16.89 | 01662700-53317 | OPERATING SUPPLIES | 5636241 | |
| RADON GAS DETECTOR | 135.77 | 01680000-53319 | MAINTENANCE SUPPLIES | 3657042 | |
| RIGID 10 FT CORD | 120.14 | 04101500-53317 | OPERATING SUPPLIES | 2040183 | |
| SGTS BOOK | 23.06 | 01662700-53318 | REFERENCE MATERIALS | 3998661 | |
| | <u>932.23</u> | | | | |

**Village of Carol Stream
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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|------------------|-----------------------|------------------------------------|--------------------|-----------------------|
| AMERICAN EXPRESS MERCHANT SERVICES | | | | | |
| AMEX CC FEES OCT/2014 | 12.05 | 04103100-52221 | UTILITY BILL PROCESSING | INV 8573 OCT/14 | |
| AMEX CC FEES OCT/2014 | 12.05 | 04203100-52221 | UTILITY BILL PROCESSING | INV 8573 OCT/14 | |
| AMEX CC FEES OCT/2014 | 55.38 | 04103100-52221 | UTILITY BILL PROCESSING | INV 9693 OCT/14 | |
| AMEX CC FEES OCT/2014 | 55.38 | 04203100-52221 | UTILITY BILL PROCESSING | INV 9693 OCT/14 | |
| | <u>134.86</u> | | | | |
| AMERICAN FIRST AID | | | | | |
| FIRST AID SEPT/14 | 93.92 | 01590000-53317 | OPERATING SUPPLIES | 180481 | |
| FIRST AID SEPT/2014 | 23.68 | 01670100-53317 | OPERATING SUPPLIES | 180674 | |
| | <u>117.60</u> | | | | |
| AMERICAN LEGAL PUBLISHING CORP | | | | | |
| OCT 2014 CODIFICATION | 483.00 | 01580000-52253 | CONSULTANT | 0101383 | |
| | <u>483.00</u> | | | | |
| AMERICAN MESSAGING | | | | | |
| PAGER SERV FOR OCT 2014 | 7.69 | 01662600-52243 | PAGING | U11134070J | |
| SPLIT - SSU PAGERS | 23.10 | 01662500-52243 | PAGING | U11134070J | |
| | <u>30.79</u> | | | | |
| AMERICAN ROAD MAINTENANCE | | | | | |
| 2014 ASPHALT REJ PROJECT-FINAL | 14,224.25 | 11-21344 | RETAINAGE AMERICAN ROAD MAIM14-343 | | 20150036 |
| | <u>14,224.25</u> | | | | |
| AMERICAN SOCIETY OF CIVIL ENGINEERS | | | | | |
| MEMBERSHIP RENEWAL-KNUDSEN | 255.00 | 01620100-52234 | DUES & SUBSCRIPTIONS | 1042827154 | |
| | <u>255.00</u> | | | | |
| APG NEUROS CORP | | | | | |
| TURBO BLOWER -WRC AERATION | 12,200.00 | 04101100-54480 | CONSTRUCTION | 2072 | 20150005 |
| | <u>12,200.00</u> | | | | |

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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| ARCO MECHANICAL EQUIPMENT | | | | | |
| CO MONOXIDE DETECTOR | 360.00 | 01670400-52244 | MAINTENANCE & REPAIR | 14056 | |
| | <u>360.00</u> | | | | |
| ARENDS HOGAN WALKER LLC | | | | | |
| ARMS | 161.30 | 01696200-53354 | PARTS PURCHASED | 560799 | |
| | <u>161.30</u> | | | | |
| ARGUS HAZCO | | | | | |
| GAS DETECTOR | 609.00 | 04101500-52244 | MAINTENANCE & REPAIR | 06009431 | |
| | <u>609.00</u> | | | | |
| AUTO TRUCK GROUP | | | | | |
| REPAIRS TO 625 CRASH | 645.80 | 01662700-52244 | MAINTENANCE & REPAIR | 1255145 | |
| | <u>645.80</u> | | | | |
| B & F CONSTRUCTION CODE SERVICES, INC | | | | | |
| PLAN REVIEW -518 RANDY RD | 2,928.98 | 01643700-52253 | CONSULTANT | 40445 | |
| PLAN REVIEW 550 KEHOE BLVD | 448.20 | 01643700-52253 | CONSULTANT | 40420 | |
| | <u>3,377.18</u> | | | | |
| BANK OF AMERICA MERCHANT SERVICES | | | | | |
| CC MERCHANT FEES OCT/2014 | 20.75 | 04103100-52221 | UTILITY BILL PROCESSING | INV 0887 OCT/14 | |
| CC MERCHANT FEES OCT/2014 | 20.75 | 04203100-52221 | UTILITY BILL PROCESSING | INV 0887 OCT/14 | |
| CC MERCHANT FEES OCT/2014 | 437.12 | 04103100-52221 | UTILITY BILL PROCESSING | INV 2882 OCT/14 | |
| CC MERCHANT FEES OCT/2014 | 437.12 | 04203100-52221 | UTILITY BILL PROCESSING | INV 2882 OCT/14 | |
| | <u>915.74</u> | | | | |
| BEAR METAL WELDING & FABRICATION | | | | | |
| REPAIR OF PLOW | 420.00 | 01696200-53353 | OUTSOURCING SERVICES | 15205 | |
| | <u>420.00</u> | | | | |

**Village of Carol Stream
Schedule of Bills
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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|---|---------------|-----------------------|------------------------------|--------------------|-----------------------|
| BRACING SYSTEMS | | | | | |
| CONCRETE SUPPLIES | 147.80 | 01670500-53317 | OPERATING SUPPLIES | 241621-1 | |
| DRAIN RPR-SALLY PORT | 25.00 | 01680000-53319 | MAINTENANCE SUPPLIES | 242395-1 | |
| | <u>172.80</u> | | | | |
| BROWNELLS INC | | | | | |
| RANGE SUPPLIES | 65.75 | 01662700-53321 | AMMUNITION | 10546310.00 | |
| | <u>65.75</u> | | | | |
| BURLINGTON COAT FACTORY | | | | | |
| CLOTH ALLOW - WALKER | 25.98 | 01664700-53324 | UNIFORMS | 10090 | |
| | <u>25.98</u> | | | | |
| C S FIRE PROTECTION DISTRICT | | | | | |
| PERMITS - OCTOBER 2014 | 160.00 | 01-24416 | DEPOSIT-FIRE DISTRICT PERMIT | PERMITS OCT/14 | |
| | <u>160.00</u> | | | | |
| CADENCE OCCUPATIONAL HEALTH | | | | | |
| POST OFFCR PHYSICAL, LEAD & HEP B TESTING | 173.00 | 01662700-52236 | MANAGEMENT PHYSICALS | 162139 | |
| POST OFFCR PHYSICAL, LEAD & HEP B TESTING | 174.50 | 01600000-52225 | EMPLOYMENT PHYSICALS | 162139 | |
| | <u>347.50</u> | | | | |

**Village of Carol Stream
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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--------------------------------------|-----------------|-----------------------|------------------------------|--------------------|-----------------------|
| CANON SOLUTIONS AMERICA | | | | | |
| COPIER MAINTENANCE 8/11-9/10 | 9.16 | 01670100-52231 | COPY EXPENSE | 4014066676 | |
| COPIER MAINTENANCE 8/11-9/10 | 9.16 | 04200100-52231 | COPY EXPENSE | 4014066676 | |
| COPIER MTC 3/25-4/24 | 91.64 | 01640100-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620806 | |
| COPIER MTC 3/25-4/24 | 137.46 | 01662600-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620806 | |
| COPIER MTC 4/25-5/24 | 91.64 | 01640100-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620828 | |
| COPIER MTC 4/25-5/24 | 137.46 | 01662600-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620828 | |
| COPIER MTC 5/25-6/24 | 91.64 | 01640100-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620865 | |
| COPIER MTC 5/25-6/24 | 137.46 | 01662600-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013620865 | |
| COPIER MTC 6/25-7/24 | 111.27 | 01640100-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013907786 | |
| COPIER MTC 6/25-7/24 | 166.91 | 01662600-52226 | OFFICE EQUIPMENT MAINTENANCE | 4013907786 | |
| COPIER MTC 9/25-12/24 | 24.72 | 01670100-52231 | COPY EXPENSE | 4014071091 | |
| COPIER MTC 9/25-12/24 | 24.72 | 04200100-52231 | COPY EXPENSE | 4014071091 | |
| COPIER MTC 9/25-12/24 | 346.03 | 01640100-52226 | OFFICE EQUIPMENT MAINTENANCE | 4014071091 | |
| COPIER MTC 9/25-12/24 | 593.20 | 01662600-52226 | OFFICE EQUIPMENT MAINTENANCE | 4014071091 | |
| | 1,972.47 | | | | |
| CAROL STREAM LAWN & POWER | | | | | |
| SOLENOID | 9.98 | 01696200-53354 | PARTS PURCHASED | 347830 | |
| VARIOUS PARTS | 35.05 | 01696200-53354 | PARTS PURCHASED | 346899 | |
| | 45.03 | | | | |

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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|-----------------------------|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| CARQUEST AUTO PARTS | | | | | |
| BATTERIES | 5.69 | 01696200-53317 | OPERATING SUPPLIES | 2420-317047 | |
| BATTERIES | 245.18 | 01696200-53354 | PARTS PURCHASED | 2420-316613 | |
| BRAKE FLUID | 5.86 | 01696200-53354 | PARTS PURCHASED | 2420-316489 | |
| BRAKE PAD | 43.88 | 01696200-53354 | PARTS PURCHASED | 2420-317684 | |
| BRAKE ROTOR & PADS | 212.11 | 01696200-53354 | PARTS PURCHASED | 2420-317599 | |
| CLAMP | 6.29 | 01696200-53354 | PARTS PURCHASED | 2420-318270 | |
| CORE RETURN | -38.00 | 01696200-53354 | PARTS PURCHASED | 2420-317623 | |
| DYE | 4.13 | 01696200-53354 | PARTS PURCHASED | 2420-318235 | |
| ELECTRONIC FLASHER | 8.39 | 01696200-53354 | PARTS PURCHASED | 2420-317676 | |
| FILTER | 8.56 | 01696200-53354 | PARTS PURCHASED | 2420-318348 | |
| FILTER | 54.49 | 01696200-53354 | PARTS PURCHASED | 2420-318693 | |
| FILTER, RADIATOR CAP | 6.96 | 01696200-53354 | PARTS PURCHASED | 2420-317770 | |
| FILTERS | 84.22 | 01696200-53354 | PARTS PURCHASED | 2420-317730 | |
| FUSE HOLDER | 3.14 | 01696200-53354 | PARTS PURCHASED | 2420-318327 | |
| GAUGES | 199.63 | 01696200-53354 | PARTS PURCHASED | 2420-316648 | |
| GLOVES | 44.85 | 01696200-53317 | OPERATING SUPPLIES | 2420-318536 | |
| GLOVES/ BRAKE FLUID | 14.95 | 01696200-53317 | OPERATING SUPPLIES | 2420-316489 | |
| GREASE | 26.95 | 01670400-53317 | OPERATING SUPPLIES | 2420-316501 | |
| HITCH PINS | 9.68 | 01696200-53354 | PARTS PURCHASED | 2420-317656 | |
| HOSE ASSY | 67.07 | 01696200-53354 | PARTS PURCHASED | 2420-317768 | |
| HYD FITTING | 5.66 | 01696200-53354 | PARTS PURCHASED | 2420-317928 | |
| MARKER LAMP | 2.29 | 01696200-53354 | PARTS PURCHASED | 2420-318230 | |
| NOZZLE | 65.99 | 01696200-53317 | OPERATING SUPPLIES | 2420-317547 | |
| OIL | 17.97 | 01696200-53354 | PARTS PURCHASED | 2420-317182 | |
| OIL | 23.70 | 01696200-53354 | PARTS PURCHASED | 2420-318734 | |
| OIL | 29.24 | 01696200-53354 | PARTS PURCHASED | 2420-317321 | |
| OIL | 73.56 | 01696200-53354 | PARTS PURCHASED | 2420-318701 | |
| OIL FILTER | 6.04 | 01696200-53354 | PARTS PURCHASED | 2420-317705 | |
| ROTORS, PADS | 236.55 | 01696200-53354 | PARTS PURCHASED | 2420-318529 | |
| SWITCH | 16.01 | 01696200-53354 | PARTS PURCHASED | 2420-318521 | |

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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|-------------------------------------|------------------|-----------------------|----------------------------|--------------------|-----------------------|
| TEMP SENSOR | 17.79 | 01696200-53354 | PARTS PURCHASED | 2420-317793 | |
| TRAILER BALL | 13.67 | 01696200-53354 | PARTS PURCHASED | 2420-316830 | |
| TRANS FLUID | 11.94 | 01696200-53354 | PARTS PURCHASED | 2420-318135 | |
| TRANS FLUID | 41.79 | 01696200-53354 | PARTS PURCHASED | 2420-318019 | |
| VENTVISOR, MATS | 75.66 | 01670500-54415 | VEHICLES | 2420-318735 | |
| | <u>1,651.89</u> | | | | |
| CDS OFFICE TECHNOLOGIES | | | | | |
| 7 PANASONIC CF-31 TOUGHBOOK LAPTOPS | 27,685.00 | 01662700-54413 | COMPUTER EQUIPMENT | INV0884252 | |
| | <u>27,685.00</u> | | | | |
| CHICAGO COMMUNICATIONS LLC | | | | | |
| ANTENNAS FOR NEW CARS | 105.00 | 01662700-53350 | SMALL EQUIPMENT EXPENSE | 264089 | |
| | <u>105.00</u> | | | | |
| CHICAGO PARTS AND SOUND | | | | | |
| CONDENSER ASSY | 269.31 | 01696200-53354 | PARTS PURCHASED | 624897 | |
| LED BEACON | 108.75 | 01696200-53354 | PARTS PURCHASED | 10448 | |
| ROTATING LIGHT | 37.90 | 01696200-53354 | PARTS PURCHASED | 10427 | |
| WORKLAMPS | 383.90 | 01696200-53354 | PARTS PURCHASED | 10419 | |
| | <u>799.86</u> | | | | |
| CITY LIMITS SYSTEMS INC | | | | | |
| TRUCK WORK SUPPLIES | 625.65 | 01670200-53317 | OPERATING SUPPLIES | 5364 | |
| | <u>625.65</u> | | | | |
| CLARK BAIRD SMITH LLP | | | | | |
| LABOR COUNCEL - OCTOBER 2014 | 1,990.00 | 01570000-52238 | LEGAL FEES | 5186 | |
| | <u>1,990.00</u> | | | | |

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|--|-------------------|-----------------------|----------------------------|----------------------|-----------------------|
| COMED | | | | | |
| SERV FRM 10/08- 11/06 2014 | 17.20 | 01670300-53213 | STREET LIGHT ELECTRICITY | 1083101009 11/7/14 | |
| SERV FRM 10/20 - 10/30 2014 | 19.64 | 01670600-53210 | ELECTRICITY | 44310145005 10/13/14 | |
| SRV FRM 9/25 - 10/24 2014 | 186.27 | 01670300-53213 | STREET LIGHT ELECTRICITY | 0815164035 10/25/14 | |
| | 223.11 | | | | |
| CONCEPT WIRELESS COMMUNICATIONS INC | | | | | |
| ANTENNAS, MICROPHONE | 200.50 | 01696200-53353 | OUTSOURCING SERVICES | 157052 | |
| | 200.50 | | | | |
| COSTCO WHOLESALE | | | | | |
| 2015 MEMB RNWL E SAILER | 110.00 | 01660100-52234 | DUES & SUBSCRIPTIONS | 111836194787 | |
| VENDING MACHINE PRODUCTS OCT/2014 | 151.59 | 01590000-53380 | VENDING MACHINE SUPPLIES | INV 691349 | |
| | 261.59 | | | | |
| CUSTOM PINS | | | | | |
| DUI PINS | 94.05 | 01662300-53317 | OPERATING SUPPLIES | 6850 | |
| | 94.05 | | | | |
| DAHME MECHANICAL INDUSTRIES | | | | | |
| | -15,970.00 | 04-21243 | RETAINAGE DAHME | 20140302 | 20150029 |
| WRC AERATION SYSTM IMPV PHII-APPL #4 | 159,700.00 | 04101100-54480 | CONSTRUCTION | 20140302 | 20150029 |
| | 143,730.00 | | | | |
| DAILY HERALD | | | | | |
| AD-BID/TREE TRIMMING | 85.10 | 01580000-52240 | PUBLIC NOTICES/INFORMATION | T4385535 | |
| | 85.10 | | | | |
| DANIEL ANDRESEN | | | | | |
| CRIME FREE EASY TRACK | 1,599.00 | 01664700-52255 | SOFTWARE MAINTENANCE | 10/31/14-12/31/15 | |
| | 1,599.00 | | | | |

**Village of Carol Stream
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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| DAVID G BAKER | | | | | |
| VLG BOARD MTG TELECAST SRV'S 11/3/14 | 105.00 | 01590000-52253 | CONSULTANT | 110314 | |
| | <u>105.00</u> | | | | |
| DISCOVERY BENEFITS | | | | | |
| FLEX SPEND ADMIN- OCTOBER 2014 | 205.00 | 01600000-52273 | EMPLOYEE SERVICES | 494835-IN | |
| | <u>205.00</u> | | | | |
| DOOR SYSTEMS INC | | | | | |
| REPAIR CABLES 4 DOOR | 792.35 | 01670400-52244 | MAINTENANCE & REPAIR | 0797179-IN | |
| | <u>792.35</u> | | | | |
| DRIVELINE INC TRUCK & EQUIP. REPAIR | | | | | |
| REPAIR PLOW | 1,410.03 | 01696200-53353 | OUTSOURCING SERVICES | 011312 | |
| | <u>1,410.03</u> | | | | |
| DUPAGE AUTO BATH | | | | | |
| CAR WASHES THRU 9/30/14 | 557.25 | 01662700-52244 | MAINTENANCE & REPAIR | OCT 1 2014 | |
| SPLIT - ADMIN | 10.50 | 01660100-52244 | MAINTENANCE & REPAIR | OCT 1 2014 | |
| SPLIT - COMMUNITY DEV | 55.20 | 01642100-53317 | OPERATING SUPPLIES | OCT 1 2014 | |
| SPLIT - ENGINEERING | 10.50 | 01621300-53317 | OPERATING SUPPLIES | OCT 1 2014 | |
| SPLIT - INVESTIGATION | 151.45 | 01662400-53317 | OPERATING SUPPLIES | OCT 1 2014 | |
| SPLIT - TRAFFIC | 36.00 | 01662300-53317 | OPERATING SUPPLIES | OCT 1 2014 | |
| | <u>820.90</u> | | | | |
| DUPAGE CHRYSLER DODGE JEEP | | | | | |
| SEAT BELT | 40.23 | 01696200-53354 | PARTS PURCHASED | 45624 | |
| STRUTS | 105.10 | 01696200-53354 | PARTS PURCHASED | 45710 | |
| | <u>145.33</u> | | | | |
| DUPAGE COUNTY ANIMAL CARE & CONTROL | | | | | |
| ANIMAL CONTROL-AUGUST 2014 | 70.00 | 01662700-52249 | ANIMAL CONTROL | 509-20471 | |
| | <u>70.00</u> | | | | |

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|--|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| DUPAGE COUNTY RECORDER | | | | | |
| 907 ROYAL GLEN, 1117 EVERGREEN WEED LIEN F | 40.00 | 01580000-52233 | RECORDING FEES | 201410030103 | |
| | <u>40.00</u> | | | | |
| DUPAGE MAYORS AND MANAGERS CONFERENCE | | | | | |
| OCTOBER CBIV MTG J BREINIG | 40.00 | 01590000-52222 | MEETINGS | 8201 | |
| | <u>40.00</u> | | | | |
| EXAMINER PUBLICATIONS INC | | | | | |
| PUBLIC NOTICE - 14213 | 70.50 | 01530000-52240 | PUBLIC NOTICES/INFORMATION | 3324 | |
| | <u>70.50</u> | | | | |
| FEDEX | | | | | |
| OVERNIGHT MAIL | 23.84 | 01670100-53317 | OPERATING SUPPLIES | 2-792-06909 | |
| | <u>23.84</u> | | | | |
| FIRESTONE COMPLETE AUTO CARE | | | | | |
| RETURN TIRES | -695.48 | 01696200-53354 | PARTS PURCHASED | 024353 | |
| RETURN TIRES | -180.20 | 01696200-53354 | PARTS PURCHASED | 024467 | |
| TIRES | 643.96 | 01696200-53354 | PARTS PURCHASED | 024354 | |
| TIRES | 695.48 | 01696200-53354 | PARTS PURCHASED | 024347 | |
| | <u>463.76</u> | | | | |
| FITBIT INC | | | | | |
| FITBITS FOR EMPLOYEES | 8,550.00 | 01600000-52340 | WELLNESS PROGRAM | 2424053971 | |
| | <u>8,550.00</u> | | | | |
| FOX VALLEY FIRE & SAFETY | | | | | |
| FIRE TRAINING OCTOBER ANNUAL DEMO | 55.00 | 01690100-52223 | TRAINING | 868697 | |
| FIRE TRAINING OCTOBER ANNUAL DEMO | 137.50 | 04200100-52223 | TRAINING | 868697 | |
| FIRE TRAINING OCTOBER ANNUAL DEMO | 137.50 | 04100100-52223 | TRAINING | 868697 | |
| FIRE TRAINING OCTOBER ANNUAL DEMO | 220.00 | 01670100-52223 | TRAINING | 868697 | |
| | <u>550.00</u> | | | | |

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|---------------------------------|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| G F O A | | | | | |
| GAAP UPD 11/6/14 | 135.00 | 01612900-52223 | TRAINING | 2770108 | |
| | <u>135.00</u> | | | | |
| GALLS | | | | | |
| BODY ARMOR CARRIERS | 815.00 | 01662700-53324 | UNIFORMS | 002313752 | |
| | <u>815.00</u> | | | | |
| GAS PURCHASES-MASTERCARD | | | | | |
| FUEL FOR GRADUATION HOFFMAN | 36.00 | 01660100-52223 | TRAINING | 5454 | |
| GAS/ KNUDSEN | 46.00 | 01620100-53317 | OPERATING SUPPLIES | 015724 | |
| GAS/CONF 10/10 HOPPENSTEDT | 15.93 | 01670100-52223 | TRAINING | 119346 | |
| GAS/CONF HOPPENSTEDT | 42.95 | 01670100-52223 | TRAINING | 124151 | |
| GASOLINE-AWARDS PEORIA MILLER | 35.01 | 01662400-53313 | AUTO GAS & OIL | 6136372 | |
| | <u>175.89</u> | | | | |
| GMIS ILLINOIS | | | | | |
| GMIS YR SUBSCRIPT TALAVERA | 100.00 | 01652800-52234 | DUES & SUBSCRIPTIONS | 8188074 | |
| | <u>100.00</u> | | | | |
| GREEN TEE LAWN CARE | | | | | |
| 1015 LIES ROAD 10/11/14 | 79.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887809 | |
| KUHN & LIES 10/11/14 | 99.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887812 | |
| LIES & BROOKSTONE 10/11/14 | 110.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887813 | |
| LIES & GARY RD 10/11/14 | 69.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887810 | |
| MERBACH & LIES 10/11/14 | 259.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887811 | |
| MERBACH CT & LIES 10/11/14 | 74.00 | 01670400-52272 | PROPERTY MAINTENANCE | 887808 | |
| | <u>690.00</u> | | | | |

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|---|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| H & H ELECTRIC COMPANY | | | | | |
| EMERGENCY ST LIGHT REPR BIRCHBARK/HAWK | 2,443.44 | 01670300-52271 | STREET LIGHT MAINTENANCE | 23488 | |
| EMERGENCY ST LIGHT RPR PRSIDENT/ST CHARLE | 1,267.19 | 01670300-52271 | STREET LIGHT MAINTENANCE | 23489 | |
| EMERGENCY STR LIGHT RPR PRESIDENT/GENEVA | 307.50 | 01670300-52271 | STREET LIGHT MAINTENANCE | 23505 | |
| | <u>4,018.13</u> | | | | |
| HALLORAN & YAUCH INC | | | | | |
| IRRIGATION SYSTEM T/O & DRAINED | 581.60 | 01680000-52244 | MAINTENANCE & REPAIR | 59131 | |
| | <u>581.60</u> | | | | |
| HD SUPPLY WATERWORKS | | | | | |
| COMPRESSION FITTING | 41.62 | 04201600-53317 | OPERATING SUPPLIES | D097625 | |
| HYDRANT STEM | 145.85 | 04201600-53317 | OPERATING SUPPLIES | D029764 | |
| | <u>187.47</u> | | | | |
| HEALTH MAINTENANCE INSTITUTE OF ILLINOIS INC | | | | | |
| HEALTH RISK ASSESSMENTS | 6,115.00 | 01600000-52340 | WELLNESS PROGRAM | 4108 | |
| | <u>6,115.00</u> | | | | |
| HENDERSON TRUCK EQUIPMENT | | | | | |
| PINS | 20.10 | 01696200-53354 | PARTS PURCHASED | S8-01670 | |
| | <u>20.10</u> | | | | |
| HI VIZ INC | | | | | |
| SWEATSHIRT - STREETS | 53.95 | 01670100-53324 | UNIFORMS | 69033 | |
| | <u>53.95</u> | | | | |
| HOLSTEIN'S GARAGE | | | | | |
| VEHICLE INSPECTIONS | 194.50 | 01696200-53353 | OUTSOURCING SERVICES | 7161 | |
| | <u>194.50</u> | | | | |

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|---------------------------------------|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| HOME DEPOT | | | | | |
| CABLE CHANNEL | 10.85 | 01652800-53317 | OPERATING SUPPLIES | 0260117 | |
| CONCRETE SUPPLIES | 77.83 | 01670500-53317 | OPERATING SUPPLIES | 05716 | |
| CONCRETE SUPPLIES | 158.20 | 01670500-53316 | TOOLS | 11276 | |
| FLAG POLE PARTS | 49.87 | 01680000-53319 | MAINTENANCE SUPPLIES | 5999313 | |
| KEY RINGS | 17.77 | 01662700-53317 | OPERATING SUPPLIES | 0265462 | |
| PLUGS PD OUTLETS | 68.70 | 01680000-53319 | MAINTENANCE SUPPLIES | 0227108 | |
| ROPE/HOOKS/GLOVES | 65.68 | 04101500-53317 | OPERATING SUPPLIES | 30185 | |
| SCREWS FOR JAIL LOCKERS | 3.54 | 01662700-53317 | OPERATING SUPPLIES | 0251769 | |
| WIRE CUTTERS/FENCE | 86.72 | 01670600-53317 | OPERATING SUPPLIES | 20030 | |
| | 539.16 | | | | |
| HOTELS-MASTERCARD | | | | | |
| HOTEL/CONF - 10/5/14 HOPPENSTEDT | 247.52 | 04200100-52223 | TRAINING | 64314481 | |
| HOTEL/CONF - 10/5/14 HOPPENSTEDT | 247.53 | 01670100-52223 | TRAINING | 64314481 | |
| IPELRA LODG REBHOLZ 10/24-29 2014 | 459.00 | 01600000-52223 | TRAINING | OCT 24-29 2014 | |
| | 954.05 | | | | |
| HOVING CLEAN SWEEP LLC | | | | | |
| FY15 STREET SWEEPING-10/24-10/28 2014 | 8,560.72 | 01670600-52272 | PROPERTY MAINTENANCE | 8934 | 20150027 |
| | 8,560.72 | | | | |

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|--|------------------|-----------------------|----------------------------|--------------------|-----------------------|
| IRMA | | | | | |
| OCT 16TH EDUCATIONAL SUMMIT | 75.00 | 01590000-52223 | TRAINING | 9056 | |
| OCT 16TH EDUCATIONAL SUMMIT | 75.00 | 01600000-52223 | TRAINING | 9056 | |
| OCT 16TH EDUCATIONAL SUMMIT | 150.00 | 01670100-52223 | TRAINING | 9056 | |
| OCTOBER DEDUCTIBLE | 5,789.09 | 01590000-52215 | INSURANCE DEDUCTIBLES | 13710 | |
| OCTOBER OPTIONAL DEDUCTIBLE | 7,465.92 | 01590000-52215 | INSURANCE DEDUCTIBLES | 13760 | |
| TRAINING OSHA 10 OCT 27,28 2014 | 50.00 | 01680000-52223 | TRAINING | 9155 | |
| TRAINING OSHA 10 OCT 27,28 2014 | 50.00 | 04200100-52223 | TRAINING | 9155 | |
| TRAINING OSHA 10 OCT 27,28 2014 | 100.00 | 01670100-52223 | TRAINING | 9155 | |
| VOLUNTEER COVERAGE 11/1/14-11/1/15 | 531.00 | 01590000-52261 | LIABILITY INSURANCE | 9112 | |
| | 14,286.01 | | | | |
| IL FIRE & POLICE COMMISSIONERS ASSN | | | | | |
| 2015 MEMBERSHIP DUES | 375.00 | 01510000-52234 | DUES & SUBSCRIPTIONS | OCT 1 2014 | |
| | 375.00 | | | | |
| ILLINI POWER PRODUCTS | | | | | |
| LIGHT TOWER REPAIR | 429.19 | 01696200-52244 | MAINTENANCE & REPAIR | SW000579-1 | |
| | 429.19 | | | | |
| ILLINOIS ASSN OF CHIEFS OF POLICE | | | | | |
| HSC AWARDS BREAKFAST COOPER | 46.00 | 01662300-52223 | TRAINING | 1001125789 | |
| MEMB RNWL 2015-HOFFMAN, SAILER | 315.00 | 01660100-52234 | DUES & SUBSCRIPTIONS | 8084 | |
| | 361.00 | | | | |
| ILLINOIS LIGHTING INC | | | | | |
| STREET LIGHT BULBS | 1,503.60 | 01670300-53215 | STREET LIGHT SUPPLIES | 15906 | |
| | 1,503.60 | | | | |
| ILLINOIS POWER MARKETING | | | | | |
| SERV FRM 09/19 - 10/19 2014 | 2,387.66 | 01670300-53213 | STREET LIGHT ELECTRICITY | 105438414101 10/22 | |
| | 2,387.66 | | | | |

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|---|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| ILLINOIS SECTION A W W A | | | | | |
| ISAWWA/ M KRAUSER | 82.00 | 04200100-52223 | TRAINING | 200013315 | |
| | 82.00 | | | | |
| INTERNET PURCHASE MASTERCARD | | | | | |
| APPLICANT BACKGROUND DES MOINES COUNTY | 1.00 | 01662400-53330 | INVESTIGATION FUND | IOWA | |
| SUBS RNWL OCT 4-NOV 3 2014 | 24.00 | 01670100-52234 | DUES & SUBSCRIPTIONS | 23367084 | |
| | 25.00 | | | | |
| JEWEL-OSCO | | | | | |
| CERT FOOD | 96.72 | 01664773-53325 | COMMUNITY RELATIONS | 10142014 | |
| CERT SUPPLIES | 17.25 | 01664773-53325 | COMMUNITY RELATIONS | 218 | |
| VOLUNTEER SUPPLIES | 18.97 | 01664773-53325 | COMMUNITY RELATIONS | 127 | |
| | 132.94 | | | | |
| KMART | | | | | |
| CLOTH ALLOW - EBY | -16.35 | 01664700-53324 | UNIFORMS | 02602828 | |
| CLOTH ALLOW - EBY | 59.98 | 01664700-53324 | UNIFORMS | 00554831 | |
| | 43.63 | | | | |
| KONICA MINOLTA BUSINESS SOLUTIONS | | | | | |
| SPLIT - 7/20-8/19 | 12.50 | 01662500-52226 | OFFICE EQUIPMENT MAINTENAN | 09000754194 | |
| USAGE - 8/20-9/19 | 14.74 | 01662500-52226 | OFFICE EQUIPMENT MAINTENAN | 09000799216 | |
| USAGE - 8/20-9/19 | 78.62 | 01662400-52226 | OFFICE EQUIPMENT MAINTENAN | 09000799216 | |
| USAGE -7/20-8/19 | 95.70 | 01662400-52226 | OFFICE EQUIPMENT MAINTENAN | 09000754194 | |
| SERV FOR FINANCE COPIER 08/06- 11/05 2014 | 59.40 | 01612900-52226 | OFFICE EQUIPMENT MAINTENAN | 09000906616 | |
| | 260.96 | | | | |
| LAFARGE FOX RIVER DECO | | | | | |
| ROAD ROCK GRADE 8 | 81.81 | 01670500-53317 | OPERATING SUPPLIES | 31630957 | |
| | 81.81 | | | | |

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|--|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| LANDSCAPE MATERIAL & FIREWOOD SALES INC | | | | | |
| TUB GRINDING SERVICES 11/10- 11/11 2014 | 7,400.00 | 01670700-52268 | TREE MAINTENANCE | 15745 | |
| | <u>7,400.00</u> | | | | |
| LANGUAGE LINE SERVICES | | | | | |
| MEMBERSHIP FEE-VOCS | 35.00 | 01662700-53317 | OPERATING SUPPLIES | 3456670 | |
| | <u>35.00</u> | | | | |
| LEONARD M BULAT | | | | | |
| LETTERING FOR CST TRUCK 641 | 550.00 | 01662700-53350 | SMALL EQUIPMENT EXPENSE | 14-465 | |
| | <u>550.00</u> | | | | |
| LEXISNEXIS | | | | | |
| SEPTEMBER 2014 FEE | 175.10 | 01662400-53330 | INVESTIGATION FUND | 20140930 09/30/14 | |
| | <u>175.10</u> | | | | |
| LIFESAVERS CONFERENCE INC | | | | | |
| CLUEVER CONF REGISTRATION | 350.00 | 01662300-52223 | TRAINING | 55008 | |
| COOPER CONF REGISTRATION | 350.00 | 01662300-52223 | TRAINING | 55007 | |
| PLACKETT CONF REGISTRATION | 350.00 | 01662300-52223 | TRAINING | 55009 | |
| STAFIEJ CONF REGISTRATION | 350.00 | 01662300-52223 | TRAINING | 55016 | |
| STELMAR CONFR REGISTRATION | 350.00 | 01660100-52223 | TRAINING | 55006 | |
| | <u>1,750.00</u> | | | | |
| LIVE VIEW GPS INC | | | | | |
| MONTHLY FEE- OCTOBER 2014 | 79.90 | 01664700-53330 | INVESTIGATION FUND | 192049 | |
| | <u>79.90</u> | | | | |

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|-----------------------------------|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| LOWE'S HOME CENTERS | | | | | |
| BATTERIES (MISC) | 11.97 | 04201600-53317 | OPERATING SUPPLIES | 2362608 | |
| CABLE | 11.94 | 01652800-53317 | OPERATING SUPPLIES | 8793626 | |
| CEMENT-VLG ENTR RAMP | 8.78 | 01680000-53319 | MAINTENANCE SUPPLIES | 2490387 | |
| DEADBOLT -FARM HOUSE | 17.97 | 01680000-53319 | MAINTENANCE SUPPLIES | 8584646 | |
| HAYRIDE TRAILER/ WOOD | 25.48 | 01670500-53317 | OPERATING SUPPLIES | 2487414 | |
| LIGHT HOLDERS | 4.49 | 01680000-53319 | MAINTENANCE SUPPLIES | 9820093 | |
| LUMBER SUPPLIES | 158.27 | 01670500-53317 | OPERATING SUPPLIES | 2404395 | |
| PAINT | 37.94 | 01680000-53319 | MAINTENANCE SUPPLIES | 9011951 | |
| PW OUTSIDE LIGHTS | 39.42 | 01670300-53215 | STREET LIGHT SUPPLIES | 6411162 | |
| SALT DOME FIXTURES | 49.96 | 01670300-53215 | STREET LIGHT SUPPLIES | 7495401 | |
| SCREWDRIVER SET/STRTS | 28.28 | 01670400-53317 | OPERATING SUPPLIES | 2260760 | |
| SCREWS | 4.84 | 01680000-53319 | MAINTENANCE SUPPLIES | 9350634 | |
| VINYL CONCRETE VLG | 11.43 | 01680000-53319 | MAINTENANCE SUPPLIES | 2650208 | |
| WEED KLR/MTC PRS | 107.70 | 01680000-53319 | MAINTENANCE SUPPLIES | 2256731 | |
| | 518.47 | | | | |
| MCCANN INDUSTRIES | | | | | |
| SEALANT TC FOUNTAIN | 58.65 | 01680000-53381 | TC MAINTENANCE & SUPPLIES | 01346223 | |
| | 58.65 | | | | |
| MEADE ELECTRIC COMPANY INC | | | | | |
| EMRG NORTH & CNTY FARM | 125.21 | 01670300-52350 | TRAFFIC SIGNAL MAINTENANCE | 666580 | |
| MAINTENANCE LIES/KUHN-AUG 2014 | 150.00 | 01670300-52350 | TRAFFIC SIGNAL MAINTENANCE | 666213 | |
| MATERIAL/INV#664010 | 656.65 | 01670300-52350 | TRAFFIC SIGNAL MAINTENANCE | 666345 | |
| SIGNAL MAIN LIES/KUHN-SEPT/2014 | 150.00 | 01670300-52350 | TRAFFIC SIGNAL MAINTENANCE | 666633 | |
| | 1,081.86 | | | | |
| MENARDS | | | | | |
| HEX BOLT | 3.99 | 01696200-53354 | PARTS PURCHASED | 89405 | |
| ROTARY TOOL & WHEEL | 65.76 | 01696200-53316 | TOOLS | 90837064485 | |
| | 69.75 | | | | |

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|------------------------------------|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| MINUTEMAN PRESS | | | | | |
| ESTRADA BUS CARDS & POL BC | 38.12 | 01662700-53317 | OPERATING SUPPLIES | 44648 | |
| INSPECTION REPORT | 160.13 | 01643700-53315 | PRINTED MATERIALS | 44981 | |
| RECORDS CARDS | 38.12 | 01662600-53317 | OPERATING SUPPLIES | 44648 | |
| | 236.37 | | | | |
| MNJ TECHNOLOGIES DIRECT | | | | | |
| BACKUP SYSTEM SOFTWARE VEEAM | 1,168.29 | 01652800-52255 | SOFTWARE MAINTENANCE | 3354067 | |
| COMPUTER PD | 508.10 | 01664700-54413 | COMPUTER EQUIPMENT | 0003352761 | |
| COMPUTER SOU #3 | 574.36 | 01664700-54413 | COMPUTER EQUIPMENT | 0003349914 | |
| DRIVE ENCLOSURE | 68.96 | 01664700-53317 | OPERATING SUPPLIES | 0003352762 | |
| DVD WRITER | 172.46 | 01664700-54413 | COMPUTER EQUIPMENT | 0003353018 | |
| MONITOR PD | 134.34 | 01664700-54413 | COMPUTER EQUIPMENT | 0003353019 | |
| MONITOR SOU #3 | 123.26 | 01664700-54413 | COMPUTER EQUIPMENT | 0003349913 | |
| ONSITE SERVICE | 2,913.75 | 01652800-52253 | CONSULTANT | SVC15824 | |
| | 5,663.52 | | | | |
| MONROE TRUCK EQUIPMENT | | | | | |
| BUSHING, WASHER | 20.92 | 01696200-53354 | PARTS PURCHASED | 304855 | |
| HOIST,CYLINDER ONLY | 1,029.75 | 01696200-53354 | PARTS PURCHASED | 304369 | |
| PINS | 75.48 | 01696200-53354 | PARTS PURCHASED | 304929 | |
| | 1,126.15 | | | | |
| MOORE & DIGIOVANNI, LLC | | | | | |
| DUI/TRAF 9/14 | 2,475.00 | 01570000-52235 | LEGAL FEES-PROSECUTION | 9/23/2014 | |
| DUI/TRAF 9/14 | 7,500.00 | 01570000-52312 | PROSECUTION DUI | 9/23/2014 | |
| | 9,975.00 | | | | |
| MORRISON ASSOCIATES, LTD | | | | | |
| MANAGEMENT DEVELOPEMENT - LOPEZ | 250.00 | 01670100-52223 | TRAINING | 2014:0055 | |
| | 250.00 | | | | |

**Village of Carol Stream
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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|---|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| MR SITCO | | | | | |
| NOV/2014 WTR METER READS | 1,647.75 | 04103100-52221 | UTILITY BILL PROCESSING | 2014030 | |
| NOV/2014 WTR METER READS | 1,647.75 | 04203100-52221 | UTILITY BILL PROCESSING | 2014030 | |
| | 3,295.50 | | | | |
| N E M R T | | | | | |
| DECEPTION TRNG- CIESLOWSKI/PASKEVICZ | 250.00 | 01662700-52223 | TRAINING | 184978 | |
| FRY - RIFLE INSTRUCT | 500.00 | 01662700-52223 | TRAINING | 186425 | |
| HANDGUN SKILLS- DAUGER/BOSHART | 600.00 | 01662700-52223 | TRAINING | 185498 | |
| HANDGUN SKILLS-IBARRIENTOS/ROE/LOPEZ | 900.00 | 01662700-52223 | TRAINING | 186359 | |
| ISP- CIESLOWSKI/BLAIR | 201.96 | 01662700-52223 | TRAINING | 185573 | |
| STAFIEJ TRAINING DEF TACTICS | 35.00 | 01662300-52223 | TRAINING | 183735 | |
| WELLS - BREACH POINT TRNG | 50.00 | 01662700-52223 | TRAINING | 186326 | |
| | 2,536.96 | | | | |
| NAPA AUTO CENTER | | | | | |
| BATTERY | 126.13 | 01696200-53354 | PARTS PURCHASED | 277878 | |
| ROTOR & PADS | 251.90 | 01696200-53354 | PARTS PURCHASED | 279693 | |
| | 378.03 | | | | |
| NATIONAL ASSN OF SOCIAL WORKERS | | | | | |
| 2015 RENEWAL K MCNAMARA | 190.00 | 01662500-52234 | DUES & SUBSCRIPTIONS | 885644005KM | |
| 2015 RENEWAL M THOMAS | 190.00 | 01662500-52234 | DUES & SUBSCRIPTIONS | 884603465MINDI | |
| | 380.00 | | | | |
| NATIONAL ASSOCIATION OF TOWN WATCH | | | | | |
| CERT SUPPLIES | 67.50 | 01664773-53325 | COMMUNITY RELATIONS | 23329 | |
| | 67.50 | | | | |
| NEXTEL COMMUNICATIONS | | | | | |
| 08/17/14-09/16/14 FEE | 121.84 | 01662400-53330 | INVESTIGATION FUND | 144871676033 | |
| | 121.84 | | | | |

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|---------------------------------------|---------------|-----------------------|----------------------------|----------------------|-----------------------|
| NICOR | | | | | |
| SERV FRM 09/25 - 10/27 2014 | 28.70 | 04101500-53230 | NATURAL GAS | 14309470202 10/27/14 | |
| SERV FRM 10/08 THRU 11/06 2014 | 44.80 | 04201600-53230 | NATURAL GAS | 13811210007 11/06/14 | |
| SERV FRM 10/09 - 11/07 2014 | 78.57 | 04101500-53230 | NATURAL GAS | 86606011178 11/07/14 | |
| | <u>152.07</u> | | | | |
| NMI | | | | | |
| GATEWAY FEES OCT/14 | 10.00 | 01610100-52256 | BANKING SERVICES | 250926195 | |
| CC GATEWAY FEES OCT/2014 | 71.10 | 04103100-52221 | UTILITY BILL PROCESSING | INV 251074783 | |
| CC GATEWAY FEES OCT/2014 | 71.10 | 04203100-52221 | UTILITY BILL PROCESSING | INV 251074783 | |
| | <u>152.20</u> | | | | |
| NORTHWESTERN UNIVERSITY | | | | | |
| CUMMINGS SUPERVISION PP 3/2-3/13 2014 | 900.00 | 01662700-52223 | TRAINING | 030215 | |
| | <u>900.00</u> | | | | |

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|-----------------------------|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| OFFICE DEPOT | | | | | |
| 2015 CALENDARS | 6.39 | 01662600-53314 | OFFICE SUPPLIES | 735367614 | |
| 2015 CALENDARS | 193.27 | 01662600-53314 | OFFICE SUPPLIES | 735367836 | |
| CERT SUPPLIES | -14.99 | 01664773-53325 | COMMUNITY RELATIONS | 733493190001 | |
| CERT SUPPLIES | 11.19 | 01664773-53325 | COMMUNITY RELATIONS | 733234410001 | |
| CERT SUPPLIES | 74.95 | 01664773-53325 | COMMUNITY RELATIONS | 733234563001 | |
| CERT SUPPLIES | 103.40 | 01664773-53325 | COMMUNITY RELATIONS | 732010682001 | |
| CERT SUPPLIES | 374.75 | 01664773-53325 | COMMUNITY RELATIONS | 732010883001 | |
| DRY ERASE BOARD | 89.97 | 01670100-53314 | OFFICE SUPPLIES | 734235105001 | |
| DRY ERASE BOARD | 89.97 | 04200100-53314 | OFFICE SUPPLIES | 734235105001 | |
| DRY-ERASE BOARD | 111.74 | 01690100-54412 | OTHER EQUIPMENT | 734235106001 | |
| DRY-ERASE BOARD | 111.74 | 01670100-54412 | OTHER EQUIPMENT | 734235106001 | |
| DRY-ERASE BOARD | 111.75 | 04100100-54412 | OTHER EQUIPMENT | 734235106001 | |
| DRY-ERASE BOARD | 111.75 | 04200100-54412 | OTHER EQUIPMENT | 734235106001 | |
| MISC SUPPLIES | 81.48 | 01590000-53314 | OFFICE SUPPLIES | 734322653001 | |
| NOTEBOOKS | 0.70 | 01670100-53314 | OFFICE SUPPLIES | 732290098001 | |
| NOTEBOOKS | 0.70 | 04200100-53314 | OFFICE SUPPLIES | 732290098001 | |
| NOTEBOOKS | 6.98 | 01690100-53314 | OFFICE SUPPLIES | 732290098001 | |
| OFFICE SUPPLIES | 5.80 | 01640100-53314 | OFFICE SUPPLIES | 735073669001 | |
| OFFICE SUPPLIES | 5.89 | 01640100-53314 | OFFICE SUPPLIES | 735073543001 | |
| OFFICE SUPPLIES | 6.39 | 01640100-53314 | OFFICE SUPPLIES | 735073671001 | |
| OFFICE SUPPLIES | 25.55 | 01640100-53314 | OFFICE SUPPLIES | 735073672001 | |
| OFFICE SUPPLIES | 69.50 | 01640100-53314 | OFFICE SUPPLIES | 735073671 | |
| OFFICE SUPPLIES | 207.84 | 01662600-53314 | OFFICE SUPPLIES | 734548198001 | |
| SHEET PROTECTORS | 8.07 | 01670100-53314 | OFFICE SUPPLIES | 735753238001 | |
| SHEET PROTECTORS | 8.07 | 04200100-53314 | OFFICE SUPPLIES | 735753238001 | |
| SHEET PROTECTORS | 14.49 | 01670100-53314 | OFFICE SUPPLIES | 5508 | |
| SPLIT -OFFICESUPPLIES | 15.81 | 01662600-53314 | OFFICE SUPPLIES | 733234410001 | |
| VARIOUS SUPPLIES | 8.81 | 01670100-53314 | OFFICE SUPPLIES | 734234854001 | |
| VARIOUS SUPPLIES | 8.82 | 04200100-53314 | OFFICE SUPPLIES | 734234854001 | |
| VARIOUS SUPPLIES | 23.19 | 01670100-53314 | OFFICE SUPPLIES | 732290050001 | |

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| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|-------------------|-----------------------|----------------------------|--------------------|-----------------------|
| VARIOUS SUPPLIES | 23.19 | 04200100-53314 | OFFICE SUPPLIES | 732290050001 | |
| VARIOUS SUPPLIES | 89.45 | 01670100-53314 | OFFICE SUPPLIES | 735748507001 | |
| VARIOUS SUPPLIES | 89.46 | 04200100-53314 | OFFICE SUPPLIES | 735748507001 | |
| | 2,076.07 | | | | |
| OFFICE MAX | | | | | |
| LAMP | 39.28 | 01664700-53317 | OPERATING SUPPLIES | 0059043227 | |
| | 39.28 | | | | |
| OMI | | | | | |
| WRC OPERATIN CONTRACT-DEC 2014 | 132,687.17 | 04101100-52262 | WRC CONTRACT | 60163 | 20150019 |
| | 132,687.17 | | | | |
| ORIENTAL TRADING COMPANY INC | | | | | |
| TREE LIGHTING CEREMONY GIVEAWAYS | 160.00 | 01750000-52291 | MISC EVENTS/ACTIVITIES | 667710168 | |
| | 160.00 | | | | |
| P & G KEENE ELECTRICAL REBUILDERS LLC | | | | | |
| STARTER | 210.00 | 01696200-53354 | PARTS PURCHASED | 347014 | |
| | 210.00 | | | | |
| PAPA SAVERIOS PIZZERIA | | | | | |
| NW ANNEXATION-SALES TX REIMB 6/18-7/31 20 | 61.21 | 01610100-53317 | OPERATING SUPPLIES | TAX REIMB | |
| | 61.21 | | | | |
| PLATINUM POOLCARE AQUATECH LTD | | | | | |
| SEPT FOUNTAIN MAINT | 1,326.60 | 01680000-52219 | TC MAINTENANCE | 55323 | |
| | 1,326.60 | | | | |
| POSITIVE PROMOTIONS | | | | | |
| MISC SUPPLIES-RED RIBBON | 346.80 | 01664700-53325 | COMMUNITY RELATIONS | 05110110 | |
| | 346.80 | | | | |

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|----------------------------------|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| POWERMOON ENTERPRISES LTD | | | | | |
| GRANT EQUIPMENT | 3,967.69 | 01662300-53350 | SMALL EQUIPMENT EXPENSE | 140910222 | |
| | <u>3,967.69</u> | | | | |
| PUMA-GURNEE MILLS | | | | | |
| CLOTH ALLOW - WALKER | 60.00 | 01664700-53324 | UNIFORMS | 29367 | |
| | <u>60.00</u> | | | | |
| RAY O'HERRON CO | | | | | |
| BAUGHMAN | 192.98 | 01662700-53324 | UNIFORMS | 1457902 | |
| CASTRO | -84.99 | 01664700-53324 | UNIFORMS | 1444243CM | |
| CASTRO | 5.00 | 01664700-53324 | UNIFORMS | 1454592 | |
| CASTRO | 184.65 | 01664700-53324 | UNIFORMS | 1453353 | |
| CUMMINGS | 439.92 | 01662700-53324 | UNIFORMS | 1457896 | |
| EBY | 15.95 | 01664700-53324 | UNIFORMS | 1454250 | |
| EBY | 145.99 | 01664700-53324 | UNIFORMS | 1454255 | |
| ESTRADA | -149.99 | 01662700-53324 | UNIFORMS | 1444536CM | |
| FLARES | 314.95 | 01662700-53317 | OPERATING SUPPLIES | 1456755 | |
| HECK | 292.99 | 01662700-53324 | UNIFORMS | 1454248 | |
| JUNGERS | 54.99 | 01660100-53324 | UNIFORMS | 1454249 | |
| JUNGERS | 114.97 | 01660100-53324 | UNIFORMS | 1457899 | |
| KALINOWICZ | 460.98 | 01662700-53324 | UNIFORMS | 1457900 | |
| LOPEZ | 286.98 | 01662700-53324 | UNIFORMS | 1457901 | |
| MUNCH | 297.92 | 01664700-53324 | UNIFORMS | 1458482 | |
| PATCHES | 1,141.25 | 01662700-53324 | UNIFORMS | 1457255 | |
| PLACKETT | 258.00 | 01662300-53324 | UNIFORMS | 1454256 | |
| PLUMB | 99.00 | 01662700-53324 | UNIFORMS | 1453355 | |
| RAINEY | 125.97 | 01660100-53324 | UNIFORMS | 1457897 | |
| RANWEILER | 107.99 | 01662700-53324 | UNIFORMS | 147095 | |
| SCHNEIDER | 164.97 | 01662700-53324 | UNIFORMS | 1457903 | |
| STELMAR | 171.96 | 01660100-53324 | UNIFORMS | 1457898 | |
| | <u>4,642.43</u> | | | | |

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|--|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| RECRUITERBOX | | | | | |
| APPLICANT TRUCK SUBSCRIPT | 90.00 | 01600000-52255 | SOFTWARE MAINTENANCE | 4PANPXHTSFIX | |
| | <u>90.00</u> | | | | |
| REFUNDS MISC | | | | | |
| REIMB -OVRPD ON INSURANCE FRM IMRF TO VC | 81.68 | 01-12010 | ACCOUNTS RECEIVABLE | INS OVRPYMNT | |
| | <u>81.68</u> | | | | |
| RESTAURANT-MASTERCARD | | | | | |
| CERT FOOD | 30.97 | 01664700-53317 | OPERATING SUPPLIES | 622 | |
| CERT FOOD | 124.95 | 01664773-53325 | COMMUNITY RELATIONS | 67 | |
| CERT FOOD 10/16/14 | 213.40 | 01664773-53325 | COMMUNITY RELATIONS | 00108 | |
| COFFEE FOR WRC OPEN HOUSE | 168.30 | 04101100-52244 | MAINTENANCE & REPAIR | 120752 | |
| CONF DINNER 10/8-HOPPENSTEDT | 33.11 | 04200100-52223 | TRAINING | 000042 | |
| CONF LUNCH 10/8-HOPPENSTEDT | 8.71 | 04200100-52223 | TRAINING | 254057 | |
| DINNER/CONF 10/6 HOPPENSTEDT | 17.91 | 01670100-52223 | TRAINING | 4802 | |
| LUNCH FOR GRADUATION-HOFFMAN/ DEGNAN | 25.86 | 01660100-52223 | TRAINING | 25 9/25/14 | |
| LUNCH PAGLIA | 10.90 | 01670400-53317 | OPERATING SUPPLIES | 9/23/14 7 ELEVEN | |
| SPECIAL MTG 10/6/14 | 174.75 | 01520000-52222 | MEETINGS | 00157335 | |
| WRK SHOP LUNCH 10/14 | 7.52 | 04200100-52223 | TRAINING | 148 | |
| | <u>816.38</u> | | | | |
| RITE IN THE RAIN | | | | | |
| CERT SUPPLIES | 82.51 | 01664773-53325 | COMMUNITY RELATIONS | 2039586 | |
| | <u>82.51</u> | | | | |
| SAFEKIDS WORLDWIDE | | | | | |
| CPS BAJOREK & PLACKET RECERTIFICATION | 50.00 | 01662700-52223 | TRAINING | BAJOREK 2014 | |
| CPS BOSHART RECERTIFICATION | 50.00 | 01662700-52223 | TRAINING | BOSHART 2014 | |
| CPSPLACKETTRECERT | 50.00 | 01662300-52223 | TRAINING | BAJOREK 2014 | |
| | <u>150.00</u> | | | | |

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|--------------------------------------|------------------|-----------------------|-----------------------------|--------------------|-----------------------|
| SAUBER MGF.CO | | | | | |
| BUCKET TRUCK INSPECT | 578.38 | 01696200-52244 | MAINTENANCE & REPAIR | PSI166006 | |
| | <u>578.38</u> | | | | |
| SCHROEDER ASPHALT SERVICES | | | | | |
| 2014 PAVEMENT PATCHING PROJ -FINAL | 52,726.68 | 11740000-55486 | ROADWAY CAPITAL IMPROVEMENT | 2014-179 | |
| | <u>52,726.68</u> | | | | |
| SEAWAY SUPPLY CO | | | | | |
| PAPER PRODUCTS | 162.00 | 01670400-53317 | OPERATING SUPPLIES | 102645 | |
| PAPER PRODUCTS | 162.00 | 04201600-53317 | OPERATING SUPPLIES | 102645 | |
| | <u>324.00</u> | | | | |
| SHAREFILE | | | | | |
| SOFTWARE SEND/RECEIVE | 1,152.00 | 01652800-52255 | SOFTWARE MAINTENANCE | 42037 | |
| | <u>1,152.00</u> | | | | |
| SIGN A RAMA | | | | | |
| SNOW MAGNETS | 387.39 | 01670200-53317 | OPERATING SUPPLIES | 3272 | |
| TRUCK LOGO | 305.54 | 01670500-54415 | VEHICLES | 3276 | |
| | <u>692.93</u> | | | | |
| SIMPLEX GRINNELL | | | | | |
| SPRINKLER TESTING | 560.00 | 01670400-52244 | MAINTENANCE & REPAIR | 77252802 | |
| | <u>560.00</u> | | | | |
| ST AUBIN NURSERY | | | | | |
| 2015 FALL EAB PLANTING TREE PURCHASE | 5,100.00 | 01670700-52268 | TREE MAINTENANCE | 12339 | |
| 2015 FALL EAB PLANTING TREE PURCHASE | 45,900.00 | 01670700-52281 | EAB REMOVAL/REPLACEMENT | 12339 | |
| | <u>51,000.00</u> | | | | |

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|-----------------------------------|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| STANDARD EQUIPMENT COMPANY | | | | | |
| LEADER HOSE | 197.51 | 04101500-53317 | OPERATING SUPPLIES | C96670 | |
| LEADER HOSE FOR #21 | 360.79 | 04101500-53317 | OPERATING SUPPLIES | C96461 | |
| | 558.30 | | | | |
| STAPLES | | | | | |
| CERT SUPPLIES | 214.66 | 01664773-53325 | COMMUNITY RELATIONS | 21017 | |
| CERT SUPPLIES | 337.63 | 01664773-53325 | COMMUNITY RELATIONS | 20046 | |
| | 552.29 | | | | |
| SUBURBAN DRIVELINE INC | | | | | |
| CUTTING EDGE, HARDWARE | 190.00 | 01696200-53354 | PARTS PURCHASED | 00138006 | |
| | 190.00 | | | | |
| SUBURBAN LABORATORIES INC | | | | | |
| COLIFORM COMPLIANCE | 160.00 | 04201600-52279 | LAB SERVICES | 116248 | |
| COLIFORM COMPLIANCE | 207.00 | 04201600-52279 | LAB SERVICES | 115999 | |
| | 367.00 | | | | |
| SUNRISE CHEVROLET | | | | | |
| PAN, GASKET | 196.14 | 01696200-53354 | PARTS PURCHASED | 826396 | |
| | 196.14 | | | | |
| TAPCO | | | | | |
| BARRICADES | 750.00 | 01662300-53317 | OPERATING SUPPLIES | 1466409 | |
| | 750.00 | | | | |
| TARGET | | | | | |
| CLOTH ALLOW - JONES | 41.44 | 01662400-53324 | UNIFORMS | 759258545 | |
| | 41.44 | | | | |

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|---|------------------|-----------------------|----------------------------|--------------------|-----------------------|
| TERRACE SUPPLY COMPANY | | | | | |
| CYLINDER RENTAL AUG/2014 | 26.35 | 01696200-52264 | EQUIPMENT RENTAL | 00941930 | |
| CYLINDER RENTAL SEPT/2014 | 25.50 | 01696200-52264 | EQUIPMENT RENTAL | 00942948 | |
| | <u>51.85</u> | | | | |
| THEODORE POLYGRAPH SERVICE | | | | | |
| POLYGRAPHS FOR POLICE OFFICER CANDIDATES | 270.00 | 01510000-52228 | PERSONNEL HIRING | 4581 | |
| | <u>270.00</u> | | | | |
| THIRD MILLENIUUM ASSOCIATES INCORPORATED | | | | | |
| EPAY FOR OCTOBER/2014 | 225.00 | 04103100-52221 | UTILITY BILL PROCESSING | 17517 | |
| EPAY FOR OCTOBER/2014 | 225.00 | 04203100-52221 | UTILITY BILL PROCESSING | 17517 | |
| OCT BILLS/SHUT OFF NOTICES | 1,219.11 | 04103100-52221 | UTILITY BILL PROCESSING | 17480 | |
| OCT BILLS/SHUT OFF NOTICES | 1,219.11 | 04203100-52221 | UTILITY BILL PROCESSING | 17480 | |
| | <u>2,888.22</u> | | | | |
| THOMAS DODGE CHRYSLER JEEP | | | | | |
| 3- DODGE CHARGER 2014-PD PURSUIT SQUADS | 78,990.00 | 01662700-54415 | VEHICLES | 3 DODGE CHRGRS | |
| | <u>78,990.00</u> | | | | |
| THOMAS ENGINEERING GROUP, LLC | | | | | |
| PROF ENGR SERVICES OCT/2014 | 7,181.96 | 04201600-54480 | CONSTRUCTION | 14-167 | 20150001 |
| | <u>7,181.96</u> | | | | |
| THOMAS PUMP CO | | | | | |
| MOTOR RPR TWN CTR | 568.60 | 01680000-52219 | TC MAINTENANCE | R9315A | |
| | <u>568.60</u> | | | | |
| TITAN SUPPLY INC | | | | | |
| JANITORIAL SUPPLIES | 353.00 | 01680000-53320 | JANITORIAL SUPPLIES | 3333 | |
| | <u>353.00</u> | | | | |

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|---|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| TRAFFIC CONTROL & PROTECTION | | | | | |
| SIGN/KEEP RIGHT | 210.20 | 01670300-53344 | STREET SIGNS | 81465 | |
| SOLAR SIGNS | 3,226.90 | 01670300-53344 | STREET SIGNS | 81569 | |
| | <u>3,437.10</u> | | | | |
| TRISOURCE SOLUTIONS LLC | | | | | |
| TRISOURCE CC FEES OCT/2014 | 754.84 | 04103100-52221 | UTILITY BILL PROCESSING | INV 7833 OCT/14 | |
| TRISOURCE CC FEES OCT/2014 | 754.84 | 04203100-52221 | UTILITY BILL PROCESSING | INV 7833 OCT/14 | |
| TRISOURCE CC FEE OCT/2014 | 15.00 | 01610100-52256 | BANKING SERVICES | INV 1420 OCT/14 | |
| | <u>1,524.68</u> | | | | |
| TYCO INTEGRATED SECURITY LLC | | | | | |
| 124 BONNIE LN 10/1-12/31 | 38.25 | 01670400-52234 | DUES & SUBSCRIPTIONS | 22705772 | |
| 245 KUHN RD 10/1-12/31 | 38.25 | 04100100-52234 | DUES & SUBSCRIPTIONS | 22705817 | |
| 300 KUHN RD-10/1- 12/31 | 38.25 | 04200100-52234 | DUES & SUBSCRIPTIONS | 22705739 | |
| | <u>114.75</u> | | | | |
| TYLER TECHNOLOGIES INC | | | | | |
| VS CONVERSION DOWNLOAD | 1,000.00 | 01612900-52255 | SOFTWARE MAINTENANCE | 045-121699 | |
| | <u>1,000.00</u> | | | | |
| U S POSTMASTER | | | | | |
| POSTAGE 10/29 WTR BILLS | 2,212.31 | 04103100-52229 | POSTAGE | INV 1529 NOV/14 | |
| POSTAGE 10/29 WTR BILLS | 2,213.31 | 04203100-52229 | POSTAGE | INV 1529 NOV/14 | |
| POSTAGE 9/29 WTR BILLS | 2,214.07 | 04103100-52229 | POSTAGE | INV 1529 OCT/14 | |
| POSTAGE 9/29 WTR BILLS | 2,214.08 | 04203100-52229 | POSTAGE | INV 1529 OCT/14 | |
| S/O NOTICE POSTAGE NOV/2014 | 62.16 | 04103100-52229 | POSTAGE | INV PRMT 1529 11/6 | |
| S/O NOTICE POSTAGE NOV/2014 | 62.16 | 04203100-52229 | POSTAGE | INV PRMT 1529 11/6 | |
| | <u>8,978.09</u> | | | | |

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOV 17, 2014**

| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|-------------------------------------|---------------|-----------------------|----------------------------|--------------------|-----------------------|
| UNIFIRST CORPORATION | | | | | |
| MATS/TOWELS - 10/7/14 | 17.40 | 01670100-53317 | OPERATING SUPPLIES | 982244 | |
| MATS/TOWELS - 9/23/14 | 17.40 | 01670100-53317 | OPERATING SUPPLIES | 979089 | |
| MATS/TOWELS - 9/30/14 | 33.40 | 01670100-53317 | OPERATING SUPPLIES | 980660 | |
| MATS/TOWELS-10/14/14 | 17.40 | 01670100-53317 | OPERATING SUPPLIES | 983829 | |
| UNIFORM - 10/14/14 | 33.93 | 01696200-52267 | UNIFORM CLEANING | 983829 | |
| UNIFORM - 10/7/14 | 33.93 | 01696200-52267 | UNIFORM CLEANING | 982244 | |
| UNIFORM - 9/23/14 | 33.93 | 01696200-52267 | UNIFORM CLEANING | 979089 | |
| UNIFORM - 9/30/14 | 33.93 | 01696200-52267 | UNIFORM CLEANING | 980660 | |
| WIPES - 10/14/14 | 52.08 | 01696200-53317 | OPERATING SUPPLIES | 983829 | |
| WIPES - 10/7/14 | 52.08 | 01696200-53317 | OPERATING SUPPLIES | 982244 | |
| WIPES - 9/23/14 | 52.08 | 01696200-53317 | OPERATING SUPPLIES | 979089 | |
| WIPES - 9/30/14 | 52.08 | 01696200-53317 | OPERATING SUPPLIES | 980660 | |
| | 429.64 | | | | |
| UNIQUE PARTY RENTAL | | | | | |
| 5 GALLON DISPENSER-WRC OPEN HOUSE | 16.00 | 04101100-52244 | MAINTENANCE & REPAIR | 137772 | |
| | 16.00 | | | | |
| UNITED LABORATORIES | | | | | |
| GRUNGE GRIPPERS | 260.16 | 04101500-53317 | OPERATING SUPPLIES | 099098 | |
| | 260.16 | | | | |
| UNITED STATES POSTAL SERVICE | | | | | |
| PASSPORT 10/15/14 | 5.05 | 01610100-52229 | POSTAGE | 313015958 | |
| PASSPORT 10/20/14 | 5.05 | 01610100-52229 | POSTAGE | 313427947 | |
| PASSPORT 10/3/14 | 5.05 | 01610100-52229 | POSTAGE | 311923797 | |
| PASSPORT 10/9/14 | 5.05 | 01610100-52229 | POSTAGE | 312550116 | |
| PASSPORT 9/24/14 | 5.05 | 01610100-52229 | POSTAGE | 310903845 | |
| PASSPORT 9/25/14 | 5.05 | 01610100-52229 | POSTAGE | 311020028 | |
| URINE TO ISP LAB | 16.20 | 01662400-53317 | OPERATING SUPPLIES | 123 | |
| | 46.50 | | | | |

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOV 17, 2014**

| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|-----------------|-----------------------|----------------------------|--------------------|-----------------------|
| UPS GROUND SERVICE | | | | | |
| COBAN SHIPMENT | 15.93 | 01662700-53317 | OPERATING SUPPLIES | 40390015012 | |
| | <u>15.93</u> | | | | |
| USA BLUE BOOK | | | | | |
| FLUORSCENT GREEN PNT | 125.18 | 04101500-53317 | OPERATING SUPPLIES | 455844 | |
| GLOVES | 190.35 | 04101500-53317 | OPERATING SUPPLIES | 460860 | |
| GREEN & RED PAINT | 68.23 | 04201600-53317 | OPERATING SUPPLIES | 455844 | |
| HOSE SHANK | 55.18 | 01670600-53317 | OPERATING SUPPLIES | 452673 | |
| RED PAINT | 225.08 | 01670300-53317 | OPERATING SUPPLIES | 455844 | |
| | <u>664.02</u> | | | | |
| VILLA PARK ELECTRICAL SUPPLY CO INC | | | | | |
| STR LITES T.C | 169.56 | 01670300-53215 | STREET LIGHT SUPPLIES | 01848627 | |
| STREET LIGHTS T.C. | 219.84 | 01670300-53215 | STREET LIGHT SUPPLIES | 01848625 | |
| | <u>389.40</u> | | | | |
| VILLAGE OF CAROL STREAM | | | | | |
| SERV FRM 09/05 - 10/04 2014 | 46.83 | 01670100-53220 | WATER | 876011/20875 | |
| SERV FRM 09/05 - 10/04 2014 | 8.81 | 01670100-53220 | WATER | 876010/20874 | |
| SERV FRM 09/06 - 10/05 2014 | 2.85 | 04101500-53220 | WATER | 876008/20871 | |
| SERV FRM 09/06 - 10/05 2014 | 39.74 | 01680000-53220 | WATER | 876014/20878 | |
| SERV FRM 0906 - 10/05 2014 | 47.09 | 04101500-53220 | WATER | 876009/20872 | |
| SRV FRM 09/03 - 10/07 2014 | 3,527.12 | 01680000-53220 | WATER | 876013/20877 | |
| SRV FRM 09/06 - 10/05 2014 | 397.10 | 01680000-53220 | WATER | 876012/20876 | |
| | <u>4,069.54</u> | | | | |
| WAL MART | | | | | |
| ROADBLOCK SUPPLIES | 84.26 | 01662300-53317 | OPERATING SUPPLIES | 02916 | |
| TRAINING SUPPLIES | 22.26 | 01662700-52223 | TRAINING | 09032 | |
| | <u>106.52</u> | | | | |

**Village of Carol Stream
Schedule of Bills
For Village Board Approval on NOV 17, 2014**

| <u>Vendor / Description</u> | <u>Amount</u> | <u>Account Number</u> | <u>Account Description</u> | <u>Invoice No.</u> | <u>Purchase Order</u> |
|--|-----------------------------------|-----------------------|-----------------------------|--------------------|-----------------------|
| WEST SIDE TRACTOR SALES | | | | | |
| LAMP | 159.52 | 01696200-53354 | PARTS PURCHASED | N09943 | |
| SWITCH | 624.44 | 01696200-53354 | PARTS PURCHASED | N09458 | |
| | <u>783.96</u> | | | | |
| WHOLESALE DIRECT INC | | | | | |
| SPREADER LIGHT | 57.18 | 01696200-53354 | PARTS PURCHASED | 000210523 | |
| | <u>57.18</u> | | | | |
| WILLS BURKE KELSEY ASSOCIATES, LTD | | | | | |
| PH III ILLINI BRIDGEG RPLMNT -SRV FRM 9/28 - 1 | 15,189.28 | 11740000-55486 | ROADWAY CAPITAL IMPROVEMENT | 14541 | 20150025 |
| | <u>15,189.28</u> | | | | |
| XEROX CAPITAL SERVICES LLC | | | | | |
| OCTOBER COPIER CHARGES | 1,439.71 | 01590000-52231 | COPY EXPENSE | 076620657 | |
| | <u>1,439.71</u> | | | | |
| ZEUS BATTERY PRODUCT | | | | | |
| 70/1.5 V BATTERIES | 109.50 | 04201600-53317 | OPERATING SUPPLIES | 00212685 | |
| BATTERY RETURN | -50.00 | 04201600-53317 | OPERATING SUPPLIES | 0013082 | |
| | <u>59.50</u> | | | | |
| GRAND TOTAL | <u><u>\$702,242.73</u></u> | | | | |

The preceding list of bills payable totaling \$702,242.73 was reviewed and approved for payment.

Approved by:



Joseph Breinig - Village Manager

Date: 11/14/14

Authorized by:

Frank Saverino Sr - Mayor

Beth Melody - Village Clerk

Date: _____

ADDENDUM WARRANTS
Nov 4, 2014 thru Nov 17, 2014

| Fund | Check # | Vendor | Description | Amount |
|---------------|----------------|----------------------|---------------------------------------|--------------------------|
| General | A C H | Wheaton Bank & Trust | Payroll Oct 27, 2014 thru Nov 9, 2014 | 463,615.47 |
| Water & Sewer | A C H | Wheaton Bank & Trust | Payroll Oct 27, 2014 thru Nov 9, 2014 | 38,450.70 |
| General/ W& S | A C H | Ill Funds | I P B C for November 2014 | <u>212,203.80</u> |
| | | | | <u><u>714,269.97</u></u> |

Approved this _____ day of _____, 2014

By: _____
Frank Saverino Sr- Mayor

Beth Melody - Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Mayor and Trustees
FROM: Jon Batek, Finance Director 
DATE: November 17, 2014
RE: **October 2014 Treasurer's Report**

Please note that I have added a disclosure on the Schedule of Cash and Investment Balances on the last page of the attached Treasurer's Report related the amount of funds which are held in restricted status with the Illinois Metropolitan Investment Fund (IMET) and the fraud case involving First Farmers Financial. This will remain until further notice. Please note that the amount may increase slightly each month, as IMET appears to be accruing lost interest on these balances. As you are aware, recoveries of these funds will likely take a long time. We will use this report to track the progress of those recoveries.

Village of Carol Stream
General Fund Budget Summary
 For the Month Ended October 31, 2014

| | MONTH | | | | YTD | | | | BUDGET | | | | | |
|--|------------------|------------------|------------------|------------|-------------------|-------------------|------------------|-----------|-------------------|-------------------|-------------------|------------------|------------|--|
| | Last Year | Current Year | Monthly Variance | | Last Year | Current Year | YTD Variance | | Annual | YTD | YTD | Variance | | |
| | Oct | Oct | \$ | % | YTD | YTD | \$ | % | Budget | Budget | Actual | \$ | % | |
| REVENUES | | | | | | | | | | | | | | |
| Sales Tax | \$ 536,791 | \$ 543,923 | 7,132 | 1% | \$ 3,023,039 | \$ 3,138,122 | 115,083 | 4% | \$ 6,512,000 | \$ 3,192,545 | \$ 3,138,122 | (54,423) | -2% | |
| Home Rule Sales Tax | 315,846 | 328,617 | 12,771 | 4% | 1,793,816 | 1,910,803 | 116,988 | 7% | 3,843,000 | 1,884,053 | 1,910,803 | 26,751 | 1% | |
| State Income Tax | 372,822 | 376,611 | 3,790 | 1% | 2,065,860 | 1,997,291 | (68,569) | -3% | 3,760,000 | 1,960,709 | 1,997,291 | 36,582 | 2% | |
| Utility Tax - Electricity | 183,618 | 162,528 | (21,089) | -11% | 963,354 | 942,904 | (20,450) | -2% | 1,850,000 | 957,139 | 942,904 | (14,235) | -1% | |
| Telecommunications Tax | 124,269 | 101,079 | (23,190) | -19% | 738,203 | 641,969 | (96,233) | -13% | 1,425,000 | 737,434 | 641,969 | (95,465) | -13% | |
| Fines (Court, Ord., ATLE, Towing) | 102,850 | 152,596 | 49,746 | 48% | 820,227 | 799,217 | (21,010) | -3% | 1,745,000 | 879,500 | 799,217 | (80,283) | -9% | |
| Natural Gas Use Tax | 14,351 | 14,263 | (88) | -1% | 178,994 | 157,171 | (21,823) | -12% | 585,000 | 146,491 | 157,171 | 10,680 | 7% | |
| Other Taxes (Use, Hotel, PPRT Real Estate, Road & Bridge) | 150,731 | 144,661 | (6,071) | -4% | 1,092,382 | 1,219,587 | 127,205 | 12% | 2,007,400 | 1,174,217 | 1,219,587 | 45,370 | 4% | |
| Licenses (Vehicle, Liquor, etc.) | 23,862 | 56,300 | 32,438 | 136% | 432,937 | 476,862 | 43,925 | 10% | 591,800 | 425,250 | 476,862 | 51,612 | 12% | |
| Cable Franchise Fees | 133,514 | 147,068 | 13,554 | 10% | 276,763 | 299,499 | 22,736 | 8% | 606,000 | 303,000 | 299,499 | (3,501) | -1% | |
| Building Permits | 52,868 | - | (52,868) | -100% | 350,883 | 276,678 | (74,205) | -21% | 620,300 | 372,150 | 276,678 | (95,472) | -26% | |
| Fees for Services | 45,851 | 65,815 | 19,964 | 44% | 357,187 | 345,714 | (11,472) | -3% | 591,000 | 331,400 | 345,714 | 14,314 | 4% | |
| Interest Income | 2,731 | 3,983 | 1,252 | 46% | 15,215 | 18,183 | 2,968 | 20% | 40,000 | 20,000 | 18,183 | (1,817) | -9% | |
| All Other / Miscellaneous | 63,524 | 42,660 | (20,864) | -33% | 371,099 | 314,996 | (56,103) | -15% | 848,500 | 420,000 | 314,996 | (105,004) | -25% | |
| Revenue Totals | 2,123,629 | 2,140,106 | 16,476 | 1% | 12,479,959 | 12,538,997 | 59,038 | 0% | 25,025,000 | 12,803,888 | 12,538,997 | (264,890) | -2% | |
| EXPENDITURES | | | | | | | | | | | | | | |
| Fire & Police Commission | 1,815 | 1,980 | 165 | 9% | 24,884 | 9,635 | (15,249) | -61% | 27,011 | 13,506 | 9,635 | (3,871) | -29% | |
| Legislative Board | 6,213 | 7,276 | 1,063 | 17% | 79,179 | 97,662 | 18,482 | 23% | 113,865 | 75,002 | 97,662 | 22,660 | 30% | |
| Plan Commission & ZBA | 476 | 140 | (336) | -71% | 2,433 | 2,228 | (205) | -8% | 5,823 | 2,916 | 2,228 | (688) | -24% | |
| Legal Services | 33,298 | 34,577 | 1,279 | 4% | 152,404 | 145,565 | (6,839) | -4% | 273,000 | 136,500 | 145,565 | 9,065 | 7% | |
| Village Clerk | 2,762 | 4,890 | 2,128 | 77% | 14,895 | 19,468 | 4,573 | 31% | 37,459 | 19,752 | 19,468 | (284) | -1% | |
| Administration | 35,182 | 73,963 | 38,781 | 110% | 240,104 | 485,510 | 245,406 | 102% | 1,022,644 | 545,153 | 485,510 | (59,643) | -11% | |
| Employee Relations | 23,982 | 25,480 | 1,498 | 6% | 116,123 | 128,371 | 12,248 | 11% | 279,594 | 148,376 | 128,371 | (20,004) | -13% | |
| Financial Management | 66,898 | 100,528 | 33,630 | 50% | 462,048 | 487,640 | 25,592 | 6% | 850,300 | 469,543 | 487,640 | 18,097 | 4% | |
| Engineering Services | 54,791 | 114,360 | 59,569 | 109% | 430,227 | 565,269 | 135,042 | 31% | 1,047,288 | 554,840 | 565,269 | 10,429 | 2% | |
| Community Development | 69,499 | 89,238 | 19,738 | 28% | 417,342 | 467,437 | 50,095 | 12% | 1,031,146 | 544,197 | 467,437 | (76,760) | -14% | |
| Information Services | 76,753 | 37,648 | (39,105) | -51% | 472,551 | 260,368 | (212,183) | -45% | 536,224 | 278,170 | 260,368 | (17,802) | -6% | |
| Police | 1,286,837 | 1,371,626 | 84,789 | 7% | 6,636,985 | 7,013,296 | 376,311 | 6% | 13,528,295 | 7,206,429 | 7,013,296 | (193,133) | -3% | |
| Public Works | 271,733 | 411,710 | 139,977 | 52% | 1,697,052 | 1,818,987 | 121,935 | 7% | 3,800,327 | 1,874,830 | 1,818,987 | (55,843) | -3% | |
| Municipal Building | 22,569 | 47,460 | 24,891 | 110% | 172,122 | 224,540 | 52,418 | 30% | 665,604 | 215,987 | 224,540 | 8,553 | 4% | |
| Municipal Garage | (5,979) | 12,799 | 18,778 | -314% | 38,318 | 53,255 | 14,938 | 39% | - | - | 53,255 | 53,255 | 100% | |
| Transfers and Agreements | 73,974 | 19,431 | (54,543) | -74% | 230,935 | 188,627 | (42,307) | -18% | 1,755,000 | 88,333 | 188,627 | 100,294 | 114% | |
| Town Center | - | 300 | 300 | 100% | 34,560 | 45,508 | 10,948 | 32% | 51,420 | 51,170 | 45,508 | (5,662) | -11% | |
| Expenditure Totals | 2,020,804 | 2,353,407 | 332,603 | 16% | 11,222,161 | 12,013,366 | 791,205 | 7% | 25,025,000 | 12,224,703 | 12,013,366 | (211,338) | -2% | |
| Net Increase / (Decrease) | 102,825 | (213,301) | (316,126) | | 1,257,798 | 525,632 | (732,166) | | - | 579,185 | 525,632 | (53,553) | | |

Village of Carol Stream
Water and Sewer Fund Budget Summary
 For the Month Ended October 31, 2014

| | MONTH | | | | YTD | | | | BUDGET | | | | |
|----------------------------------|------------------|---------------------|------------------|------------|------------------|---------------------|------------------|------------|--------------------|--------------------|------------------|--------------------|-------------|
| | Last Year Oct | Current Year Oct | Monthly Variance | | Last Year YTD | Current Year YTD | YTD Variance | | Annual Budget | YTD Budget | YTD Actual | Variance | |
| | | | \$ | % | | | \$ | % | | | | \$ | % |
| REVENUES | | | | | | | | | | | | | |
| Water Billings | \$ 448,768 | \$ 497,627 | 48,859 | 11% | \$ 3,153,974 | \$ 3,323,804 | 169,830 | 5% | \$ 6,650,000 | \$ 3,467,127 | \$ 3,323,804 | (143,323) | -4% |
| Sewer Billings | 179,293 | 175,285 | (4,008) | -2% | 1,309,909 | 1,186,481 | (123,428) | -9% | 2,315,000 | 1,269,265 | 1,186,481 | (82,784) | -7% |
| Penalties/Admin Fees | 14,986 | 16,680 | 1,694 | 11% | 92,291 | 84,403 | (7,888) | -9% | 175,000 | 87,500 | 84,403 | (3,097) | -4% |
| Connection/Expansion Fees | - | - | - | 0% | 71,583 | 113,608 | 42,025 | 59% | 91,000 | 45,500 | 113,608 | 68,108 | 150% |
| Interest Income | 4,152 | 4,990 | 838 | 20% | 24,901 | 27,056 | 2,155 | 9% | 50,000 | 25,000 | 27,056 | 2,056 | 8% |
| Rental Income | 9,763 | 12,413 | 2,650 | 27% | 80,289 | 113,919 | 33,631 | 42% | 200,000 | 100,000 | 113,919 | 13,919 | 14% |
| All Other / Miscellaneous | 5,932 | 2,325 | (3,607) | -61% | 89,639 | 93,393 | 3,753 | 4% | 93,000 | 16,000 | 93,393 | 77,393 | 484% |
| Revenue Totals | 662,894 | 709,321 | 46,427 | 7% | 4,822,586 | 4,942,663 | 120,078 | 2% | 9,574,000 | 5,010,392 | 4,942,663 | (67,729) | -1% |
| EXPENDITURES | | | | | | | | | | | | | |
| Salaries & Benefits | 84,406 | 144,308 | 59,901 | 71% | 557,772 | 614,855 | 57,083 | 10% | 1,244,536 | 670,135 | 614,855 | (55,280) | -8% |
| Purchase of Water | 422,914 | 466,482 | 43,568 | 10% | 2,300,756 | 2,560,407 | 259,651 | 11% | 5,290,000 | 2,616,808 | 2,560,407 | (56,401) | -2% |
| WRC Operating Contract | 130,405 | 283,880 | 153,474 | 118% | 885,981 | 944,008 | 58,028 | 7% | 1,736,807 | 868,404 | 944,008 | 75,605 | 9% |
| Maintenance & Operating | 75,147 | 86,884 | 11,737 | 16% | 555,526 | 534,658 | (20,868) | -4% | 1,525,311 | 762,656 | 534,658 | (227,997) | -30% |
| IEPA Loan P&I | 214,325 | - | (214,325) | -100% | 214,325 | 214,325 | - | 0% | 428,650 | 214,325 | 214,325 | 0 | 0% |
| DWC Loan P&I | - | - | - | 0% | 61,795 | 60,814 | (981) | -2% | 60,815 | 60,815 | 60,814 | (1) | 0% |
| Capital Outlay | 330,798 | 158,876 | (171,922) | -52% | 503,387 | 722,479 | 219,092 | 44% | 5,629,000 | 3,500,000 | 722,479 | (2,777,521) | -79% |
| Expenditure Totals | 1,257,995 | 1,140,429 | (117,566) | -9% | 5,079,542 | 5,651,547 | 572,004 | 11% | 15,915,119 | 8,693,142 | 5,651,547 | (3,041,595) | -35% |
| Net Increase / (Decrease) | (595,101) | (431,108) | 163,993 | | (256,957) | (708,883) | (451,927) | | (6,341,119) | (3,682,750) | (708,883) | 2,973,867 | |

Village of Carol Stream
Capital Budget Summary
For the Month Ended October 31, 2014

| | MONTH | | | | YTD | | | | BUDGET* | | |
|----------------------------------|------------------|---------------------|--------------------------|-------------|--------------------|---------------------|----------------------|--------------|--------------------|--------------------|---------------|
| | Last Year Oct | Current Year Oct | Monthly Variance \$ % | | Last Year YTD | Current Year YTD | YTD Variance \$ % | | Annual Budget | YTD Actual | % of Total |
| CAPITAL PROJECTS FUND | | | | | | | | | | | |
| REVENUES | | | | | | | | | | | |
| Capital Grants | \$ 30,705 | \$ 6,245 | (24,459) | -80% | \$ 48,128 | \$ 27,103 | (21,025) | -44% | \$ 344,000 | \$ 27,103 | 8% |
| Interest Income | 10,603 | 26,373 | 15,770 | 149% | 25,141 | 56,158 | 31,017 | 123% | 75,000 | 56,158 | 75% |
| All Other / Miscellaneous | - | 1,447 | 1,447 | 100% | 7,150 | 53,342 | 46,192 | 646% | 91,000 | 53,342 | 0% |
| Revenue Totals | 41,307 | 34,065 | (7,242) | -18% | 80,419 | 136,603 | 56,184 | 70% | 510,000 | 136,603 | 27% |
| EXPENDITURES | | | | | | | | | | | |
| Roadway Improvements | 153,248 | 325,274 | 172,026 | 112% | 416,049 | 3,378,169 | 2,962,120 | 712% | 5,318,000 | 3,378,169 | 64% |
| Facility Improvements | 12,800 | - | (12,800) | -100% | 52,396 | - | (52,396) | -100% | 300,000 | - | 0% |
| Stormwater Improvements | - | - | - | 0% | 29,446 | - | (29,446) | -100% | 92,000 | - | 0% |
| Miscellaneous | 27,729 | - | (27,729) | -100% | 43,250 | - | (43,250) | -100% | 5,000 | - | 0% |
| Expenditure Totals | 193,777 | 325,274 | 131,497 | 68% | 541,141 | 3,378,169 | 2,837,028 | 524% | 5,715,000 | 3,378,169 | 59% |
| Net Increase / (Decrease) | (152,470) | (291,209) | (138,739) | 91% | (460,723) | (3,241,567) | (2,780,844) | 604% | (5,205,000) | (3,241,567) | 62% |
| MFT FUND | | | | | | | | | | | |
| REVENUES | | | | | | | | | | | |
| Motor Fuel Tax Allotments | \$ 67,531 | \$ 79,990 | 12,459 | 18% | \$ 482,876 | \$ 832,598 | 349,722 | 72% | \$ 943,000 | \$ 832,598 | 88% |
| Interest Income | 182 | 188 | 5 | 3% | 1,336 | 986 | (349) | -26% | 7,000 | 986 | 14% |
| Revenue Totals | 67,713 | 80,178 | 12,465 | 18% | 484,212 | 833,585 | 349,373 | 72% | 950,000 | \$ 833,585 | 88% |
| EXPENDITURES | | | | | | | | | | | |
| Street Resurfacing - Capital | - | - | - | 0% | 2,180,210 | - | (2,180,210) | -100% | - | - | 0% |
| Crack Filling | - | - | - | 0% | - | 47,321 | 47,321 | 100% | 129,000 | 47,321 | 37% |
| Expenditure Totals | - | - | - | 0% | 2,180,210 | 47,321 | (2,132,889) | 100% | 129,000 | 47,321 | 37% |
| Net Increase / (Decrease) | 67,713 | 80,178 | 12,465 | 18% | (1,695,998) | 786,263 | 2,482,262 | -146% | 821,000 | 786,263 | 96% |

* Due to the uncertainty of timing of various capital improvement projects, no YTD budget estimates are shown.

Village of Carol Stream
TIF Funds Budget Summary
 For the Month Ended October 31, 2014

| | MONTH | | | | YTD | | | | BUDGET | | | | |
|----------------------------------|------------------|---------------------|------------------|-------------|------------------|---------------------|-----------------|------------|------------------|----------------|----------------|-----------------|------------|
| | Last Year Oct | Current Year Oct | Monthly Variance | | Last Year YTD | Current Year YTD | YTD Variance | | Annual Budget | YTD Budget | YTD Actual | Variance | |
| | | | \$ | % | | | \$ | % | | | | \$ | % |
| GENEVA CROSSING TIF | | | | | | | | | | | | | |
| REVENUES | | | | | | | | | | | | | |
| TIF Property Taxes | \$ 3 | \$ (30,368) | (30,371) | -1129036% | \$ 446,031 | \$ 414,985 | \$(31,046) | -7% | \$ 475,000 | \$ 475,000 | \$ 414,985 | (60,015) | -13% |
| Interest Income | 17 | 19 | 2 | 9% | 96 | 106 | 10 | 11% | 200 | 100 | 106 | 6 | 6% |
| Village Contribution | (25,736) | 19,431 | 45,168 | -176% | 51,659 | 64,536 | 12,877 | 25% | 40,000 | 13,333 | 64,536 | 51,203 | 384% |
| Revenue Totals | (25,716) | (10,918) | 14,798 | -58% | 497,787 | 479,627 | (18,160) | -4% | 515,200 | 488,433 | 479,627 | (8,806) | -2% |
| EXPENDITURES | | | | | | | | | | | | | |
| Principal Retirement | - | - | - | 0% | - | - | - | 0% | 255,000 | - | - | - | 0% |
| Interest Expense | - | - | - | 0% | 63,880 | 58,480 | (5,400) | -8% | 116,960 | 58,480 | 58,480 | - | 0% |
| Paying Agent Fees | - | 103 | 103 | 100% | 3,000 | 3,103 | 103 | 3% | 3,500 | 1,500 | 3,103 | 1,603 | 107% |
| Expenditure Totals | - | 103 | 103 | 100% | 66,880 | 61,583 | (5,298) | -8% | 375,460 | 59,980 | 61,583 | 1,603 | 3% |
| Net Increase / (Decrease) | (25,716) | (11,021) | 14,696 | -57% | 430,907 | 418,044 | (12,862) | -3% | 139,740 | 428,453 | 418,044 | (10,409) | -2% |

NORTH/SCHMALE TIF

| | | | | | | | | | | | | | |
|----------------------------------|----------|----------------|----------------|-------------|---------------|---------------|----------------|-------------|----------------|---------------|---------------|-----------------|-------------|
| REVENUES | | | | | | | | | | | | | |
| TIF Property Taxes | \$ 0 | \$ 0 | \$(0) | -27% | \$ 18,779 | \$ 14,757 | \$(4,022) | -21% | \$ 33,600 | \$ 33,600 | \$ 14,757 | \$(18,843) | -56% |
| Sales Taxes | - | - | - | 0% | - | - | - | 0% | 140,000 | 46,666 | - | (46,666) | -100% |
| Interest Income | 0 | 0 | (0) | -52% | 1 | 1 | 0 | 26% | 40 | 16 | 1 | (15) | -93% |
| Village Contribution | - | - | - | 0% | 1,878 | - | (1,878) | -100% | - | - | - | - | 0% |
| Revenue Totals | 1 | 0 | (0) | -47% | 20,658 | 14,758 | (5,900) | 100% | 173,640 | 80,282 | 14,758 | (65,524) | -82% |
| EXPENDITURES | | | | | | | | | | | | | |
| Legal Fees | - | 1,210 | 1,210 | 100% | 6,988 | 1,327 | (5,662) | -81% | 4,000 | 1,998 | 1,327 | (672) | -34% |
| Consulting Fees | - | - | - | 0% | 2,738 | 438 | (2,300) | -84% | 5,000 | 3,000 | 438 | (2,563) | -85% |
| Other Expenses | - | - | - | 0% | - | - | - | 0% | 153,500 | - | - | - | 0% |
| Expenditure Totals | - | 1,210 | 1,210 | 100% | 9,726 | 1,764 | (7,962) | -82% | 162,500 | 4,998 | 1,764 | (3,234) | -65% |
| Net Increase / (Decrease) | 1 | (1,209) | (1,210) | | 10,932 | 12,994 | 2,062 | | 11,140 | 75,284 | 12,994 | (62,290) | |

Village of Carol Stream
Police Pension Fund Budget Summary
For the Month Ended October 31, 2014

| POLICE PENSION FUND | MONTH | | | | YTD | | | | BUDGET | | | | | |
|----------------------------------|----------------|------------------|------------------|--------------|------------------|------------------|------------------|-------------|------------------|------------------|------------------|------------------|-------------|--|
| | Last Year | Current Year | Monthly Variance | | Last Year | Current Year | YTD Variance | | Annual | YTD | YTD | Variance | | |
| | Oct | Oct | \$ | % | YTD | YTD | \$ | % | Budget | Budget | Actual | \$ | % | |
| REVENUES | | | | | | | | | | | | | | |
| Investment Income | \$ 26 | \$ (612,076) | (612,102) | -2363328% | \$ (766,094) | \$ 805,730 | 1,571,825 | -205% | \$ 2,900,500 | \$ 1,450,250 | \$ 805,730 | (644,520) | -44% | |
| Employee Contributions | 52,999 | 63,596 | 10,597 | 20% | 264,862 | 289,705 | 24,843 | 9% | 570,000 | 306,923 | 289,705 | (17,218) | -6% | |
| Village Contribution | 129,313 | 137,653 | 8,340 | 6% | 775,878 | 825,915 | 50,037 | 6% | 1,651,830 | 825,918 | 825,915 | (3) | 0% | |
| Other Revenues | - | 28,548 | 28,548 | 100% | 60 | 28,548 | 28,488 | 47480% | - | - | 28,548 | 28,548 | 100% | |
| Revenue Totals | 182,338 | (382,280) | (564,617) | -310% | 274,705 | 1,949,898 | 1,675,193 | 610% | 5,122,330 | 2,583,091 | 1,949,898 | (633,193) | -25% | |
| EXPENDITURES | | | | | | | | | | | | | | |
| Investment and Admin Fees | 4,687 | 124,143 | 119,456 | 2549% | 45,563 | 222,163 | 176,601 | 388% | 146,500 | 73,250 | 222,163 | 148,913 | 203% | |
| Participant Benefit Payments | 135,499 | 159,078 | 23,578 | 17% | 792,694 | 929,723 | 137,029 | 17% | 1,929,500 | 936,000 | 929,723 | (6,277) | -1% | |
| Expenditure Totals | 140,186 | 283,221 | 143,035 | 102% | 838,257 | 1,151,887 | 313,630 | 37% | 2,076,000 | 1,009,250 | 1,151,887 | 142,637 | 14% | |
| Net Increase / (Decrease) | 42,152 | (665,500) | (707,652) | | (563,551) | 798,011 | 1,361,563 | | 3,046,330 | 1,573,841 | 798,011 | (775,830) | | |

Village of Carol Stream
Schedule of Cash and Investment Balances
 October 31, 2014

| FUND | CASH | INVESTMENTS* | TOTAL CASH & INVESTMENTS | LAST YEAR 10/31/2013 |
|--------------------------|------------------------|-------------------------|-----------------------------|-------------------------|
| GENERAL FUND | \$ 443,997.03 | \$ 13,808,220.80 | \$ 14,252,217.83 | \$ 15,741,957.35 |
| WATER & SEWER FUND | 573,921.30 | 13,712,323.10 | 14,286,244.40 | 15,180,787.75 |
| CAPITAL PROJECTS FUND | - | 20,852,908.14 | 20,852,908.14 | 21,274,072.53 |
| MFT FUND | - | 2,929,823.03 | 2,929,823.03 | 1,668,375.33 |
| GENEVA CROSSING TIF FUND | - | 2,378,923.38 | 2,378,923.38 | 2,189,691.44 |
| NORTH/SCHMALE TIF FUND | - | 16,675.00 | 16,675.00 | 10,657.69 |
| POLICE PENSION FUND | 304,667.36 | 39,243,330.19 | 39,547,997.55 | 35,859,106.65 |
| TOTAL | <u>\$ 1,322,585.69</u> | <u>\$ 92,942,203.64</u> | <u>\$ 94,264,789.33</u> | <u>\$ 91,924,648.74</u> |

* Investment balances include a restricted amount of \$902,384.97 held in the IMET Convenience Fund which is related to the fraud case involving First Farmers Financial. This is the amount subject to recovery as the case develops.