

# *Village of Carol Stream*

## **BOARD MEETING**

### **AGENDA**

**APRIL 18, 2016**

**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 Minutes of the April 4, 2016 Village Board Meeting.

#### **C. LISTENING POST:**

1. Resolution No. 2868 Recognizing Commander Michael Zochert for Twenty Years of Service with the Village of Carol Stream.
2. Resolution No. 2869 Congratulating Lutheran Church of the Master on its 50<sup>th</sup> Anniversary.
3. Certificate of Appreciation-Region for Sustainable Achievement, Edith Makra, Director of Environmental Initiatives.
4. Year of the Business Spotlight: Joe Cotton Ford – Paul Cotton, General Manager.
5. Introduction of new Public Works Employee-Utilities Supervisor Brian Evans.
6. Proclamation Observing 2016 Earth Day.
7. Proclamation Recognizing Arbor Day on April 29, 2016.
8. Proclamation Recognizing May 4, 2016 as Bike to School Day.
9. Addresses from Audience (3 Minutes).

#### **D. PUBLIC HEARINGS:**

1. Public Hearing: Annual Budget for the 2016-2017 Fiscal Year beginning May 1, 2016.

#### **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.***

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#### **F. BOARD AND COMMISSION REPORTS:**

##### 1. PLAN COMMISSION:

- a. #16061 – BKBG Enterprises Inc. d/b/a Devanco Foods-440  
Mission Street

*Special Use Permits for Meat Processing/ Outdoor Activities*

**RECOMMENDED APPROVAL SUBJECT TO CONDITIONS 7-0**

#### **G. OLD BUSINESS:**

#### **H. STAFF REPORTS AND RECOMMENDATIONS:**

1. Emerald Ash Borer Success Presentation. *Presentation by the Public Works Department acknowledging accomplishments in the Village's response to the Emerald Ash Borer. (Do not place on Consent Agenda)*
2. Agreements for Professional Services – B&F Construction Code Services, Inc. *Staff recommends approval of the Agreements with B&F Construction Code Services for permit plan reviews, plumbing inspections, commercial/industrial inspections and general code consulting services in an amount not to exceed \$100,000.00 in aggregate.*
3. Waiving Formal Bids & Award of Contract – Janitorial Services. *Staff recommends waiving the formal bidding process and approving the janitorial service contract with Crystal Maintenance Service Corporation for cleaning services at the Municipal Center and Public Works Center in the amount of \$29,820.*
4. Town Center Fountain Fencing - Pre-Order & Purchase Request. *Staff is seeking Board Approval of a contract with Peerless Fence for construction of a fence at the Ross Ferraro Town Center fountain for a cost of \$6,562.*
5. WRC Roof Replacement Blower Building #2. *Staff recommends waiving competitive bidding and approving a Job Order Contract with Kellogg Brown & Root LLC (KBRLC) for the WRC Roof Replacement Blower Building #2 in the amount of \$43,876.33.*

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6. Garage Floors Repair and Resurfacing. *Staff recommends waiving competitive bidding and approve a Job Order Contract with F.H. Paschen, S.N. Nielsen & Associates LLC for Garage Floors Repair and Resurfacing in the amount of \$96,829.27.*

#### **I. ORDINANCES:**

1. Ordinance No. \_\_\_\_ Amending Chapter 14, General Offenses, Article 2, Offenses against Persons of the Carol Stream Code of Ordinances. *The proposed Ordinance adding the Offense of Endangering the Life or Health of a Child to our Village Code will allow the Village to file charges under Local Ordinance.*
2. Ordinance No. \_\_\_\_ Authorizing the Amendment of the Annual Budget of the Village of Carol Stream for the Fiscal Year Ending April 30, 2016. *This item amends the FY 15/16 budget to account for certain expenses incurred during the year which were unplanned but necessary (e.g. early retirement of Geneva Crossing TIF Bonds).*
3. Ordinance No. \_\_\_\_ Adopting the Annual Budget of the Village of Carol Stream in the Amount of \$55,337,477 for the FY 16/17 Fiscal Year Beginning May 1, 2016, and Ending April 30, 2017. *This Ordinance adopts the annual budget for the Village for the new fiscal year which begins on May 1, 2016. The proposed budget was compiled over the last several months and has been reviewed with the Village Board and public over several workshop meetings beginning last January.*
4. Ordinance No. \_\_\_\_ Amending Ordinance 2016-03-12 providing an Immediate Effective Date for the Class A Liquor License issued to Chrissy's LLC d/b/a Chrissy's, 552 N. Gary Avenue. *Ordinance amends the May 1, 2016 starting date to March 7, 2016 when the original Ordinance was approved.*
5. Ordinance No. \_\_\_\_ Amending Chapter 11, Article 2 of the Carol Stream Code of Ordinances by Increasing the number of Class V Licenses from 10 to 11 (Chrissy's LLC d/b/a Chrissy's, 552 N. Gary Avenue). *Ordinance grants a video gaming license to Chrissy's contingent upon issuance of a state license.*

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6. Ordinance No. \_\_\_\_ Approving a Special Use Permit for Meat Processing, Packaging, Storage, and Warehousing and a Special Use Permit for Outdoor Activities and Operations (Storage Silos) in the I Industrial Zoning District (BKBG Enterprises, Inc., d/b/a Devanco Foods, 440 Mission Street). *This request was recommended for approval subject to conditions by the Plan Commission/Zoning Board of Appeals on April 11, 2016.*

#### **J. RESOLUTIONS:**

1. Resolution No. \_\_\_\_ Endorsing the Metropolitan Mayors Caucus' Greenest Region Compact 2. *Staff recommends coordinating its sustainability efforts in support of the environmental objectives detailed in the compact when it can and as budgetary resources allow.*
2. Resolution No. \_\_\_\_ Approving Local Agency Amendment #2 for Federal Participation-West Branch DuPage River/Fair Oaks Road Trail. *Staff recommends approval of the Illinois Department of Transportation funding of current cost estimate for engineering at \$199,212 of which \$159,370 is from FHWA funding and \$39,842 is from Village and Wayne Township Road District funding.*
3. Resolution No. \_\_\_\_ Authorizing the Execution of an Illinois Department of Transportation Preliminary Engineering Services Agreement for Federal Participation with Regard to West Branch/Fair Oaks Road Bike Trail-Supplement No. 2. *Staff recommends the Preliminary Engineering Services Agreement for Federal Participation Supplement #2 with TranSystems Corporation be approved in the amount of \$15,642.07.*
4. Resolution No. \_\_\_\_ Authorizing the Execution of an Illinois Department of Transportation Local Public Agency Amendment #1 for Federal Participation-Lies Road from County Farm Road to Kuhn Road. *Staff recommends approval of the Local Public Agency Amendment #1 for Federal Participation be approved for the Lies Road LAFO project from County Farm Road to Kuhn Road which will potentially have a \$72,050 savings in the Village's share of project costs.*



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5. Resolution No. \_\_\_\_ Adopting the 2016-2017 Employee Compensation Plan for the Village of Carol Stream. *Staff recommends a general wage adjustment of 2.5% and funding this year's performance based non-union compensation program at a set 2.5% adjustment.*
6. Resolution No. \_\_\_\_ Declaring Surplus Property Owned by the Village of Carol Stream. *Staff recommends the following Public Works items be declared surplus: 2005 Ford F-450; 2001 International 2.5 T Dump Truck; 2001 Ford F-550; two way Communication System and two Nextel phones.*

#### **K. NEW BUSINESS:**

1. Washington Elementary School PTA – Raffle License. *The Washington Elementary School PTA is requesting a raffle license and waiver of the license fee and manager's fidelity bond for their Trivia Night to be held on April 16, 2016 at the American Legion Hall. The Village Board was polled individually on April 6, 2016 due to the event taking place prior to the Village Board meeting.*
2. Raffle License-2016 Summer Concert Series. *Staff requests direction from the Board to share 2016 raffle proceeds with identified local agencies in addition to an annual donation to Operation Support Our Troops America. (Do not place on consent agenda).*

#### **L. PAYMENT OF BILLS:**

1. Regular Bills: April 5, 2016 through April 18, 2016.
2. Addendum Warrants: April 5, 2016 through April 18, 2016.

#### **M. REPORT OF OFFICERS:**

1. Mayor:
2. Trustees:
3. Clerk:

*Village of Carol Stream*

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4. Treasurer's Report: Revenue/ Expenditure Statements and Balance Sheet for the Month Ended March 31, 2016.

**N. EXECUTIVE SESSION:**

**O. ADJOURNMENT:**

<b>LAST ORDINANCE</b>	<b>2016-04-19</b>	<b>LAST RESOLUTION</b>	<b>2867</b>
<b>NEXT ORDINANCE</b>	<b>2016-04-20</b>	<b>NEXT RESOLUTION</b>	<b>2868</b>

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

**April 4, 2016**

Mayor Pro Tem McCarthy called the Regular Meeting of the Board of Trustees to order at 7:30 p.m. and directed Village Clerk Laura Czarnecki to call the roll.

Present: Mayor Pro Tem Matt McCarthy and Trustees David Hennessey, John LaRocca, Rick Gieser and Mary Frusolone

Absent: Mayor Frank Saverino, Sr. and Trustee Greg Schwarze

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

\*All persons physically present at meeting unless noted otherwise

Mayor Pro Tem McCarthy led those in attendance in the pledge of allegiance.

**MINUTES:**

*Trustee Frusolone moved and Trustee Gieser made the second to approve the Minutes of the March 21, 2016 Special Workshop Meeting of the Village Board. The results of the roll call vote were as follows:*

*Ayes: 4 Trustees LaRocca, Gieser, Frusolone and McCarthy*

*Abstain: 1 Trustee Hennessey*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

*Trustee LaRocca moved and Trustee Frusolone made the second to approve the Minutes of the March 21, 2016 regular Board Meeting of the Village Board. The results of the roll call vote were as follows:*

*Ayes: 4 Trustees LaRocca, Gieser, Frusolone and McCarthy*

*Abstain: 1 Trustee Hennessey*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

**LISTENING POST:**

1. Resolution No. 2866 Recognizing Charles Ranweiler for Thirty Years of Service with the Village of Carol Stream. *Resolution read by Trustee Frusolone.*

*Trustee Gieser moved and Trustee Frusolone made the second to approve Resolution No. 2866 Recognizing Charles Ranweiler for Thirty Years of Service with the Village of Carol Stream. The results of the roll call vote were as follows:*

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

*Nays: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

2. Introduction of New Police Officer Jon Bernstein. *Mayor Pro Tem McCarthy introduced Officer Bernstein. The Village Board welcomed Officer Bernstein to the Village and Police Department.*
3. Proclamation Designating April Child Abuse Prevention Month. *Proclamation read by Trustee Hennessey and presented to Beth Stremel, Director of Development for Court Appointed Special Advocates of DuPage.*
4. Proclamation Recognizing Comcast Cares Day. *Proclamation read by Trustee LaRocca.*
5. Addresses from Audience (3 Minutes). *None.*

**PUBLIC HEARINGS:**

**CONSENT AGENDA:**

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

*Ayes: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

Nays: 0

Absent: 1 Trustee Schwarze

*The motion passed.*

*Trustee LaRocca moved and Trustee Hennessey 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: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy

Nays: 0

Absent: 1 Trustee Schwarze

*The motion passed.*

1. #15349-T Geneva Crossing IL LLC (Geneva Crossing)-Corner of Geneva Road and Schmale Road.
2. Alcohol Concession Agreement-2016 Summer Concert Series.
3. Recommendation to Award a Contract for Construction Services-LED Street Light Replacement Project Phase IV.
4. Reject Bids-Emergency Street Light Repair/Replacement Services.
5. Waiver of Bidding & Award of Contract-Board Room Audio Video Equipment.
6. Ordinance No. 2016-04-19 Amending Chapter 8, Articles 5 and 6 of the Carol Stream Traffic Code-Traffic Schedules (Turning Restrictions and Parking Prohibited-Carol Stream School).
7. Resolution No. 2867 Authorizing a Final Plat of Subdivision (T Geneva Crossing IL, LLC-Geneva Crossing).
8. 2016 Summer in the Center Activities-Sound Amplification Permit.
9. Carol Stream Rotary Club-Raffle License.
10. Carl Sandburg Elementary School PTA-Raffle License.
11. Payment of Regular and Addendum Warrant of Bills from March 22, 2016 through April 4, 2016.

*Trustee Hennessey moved and Trustee Frusolone 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: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy

Nays: 0

Absent: 1 Trustee Schwarze

*The motion passed.*

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

**#15349-T Geneva Crossing IL LLC (Geneva Crossing)-Corner of Geneva Road and Schmale Road:**

*Final Plat of Subdivision*

*Amendment to a PUD*

**Recommended Approval Subject to Conditions 5-0**

The Village Board concurred with Plan Commission's recommendation.

**Alcohol Concession Agreement-2016 Summer Concert Series:**

*The Village Board approved the Summer Concert Series Agreement with the Carol Stream Rotary Club amending provision 8 eliminating the per patron drink sales limit.*

**Recommendation to Award a Contract for Construction Services-LED Street Light Replacement Project Phase IV:**

*The Village Board approved a contract with Utility Dynamics Corporation in the amount of \$262,403.00 (base project and alternate) for construction of the LED Street Light Replacement Project Phase IV.*

**Reject Bids-Emergency Street Light Repair/Replacement Services:**

*The Village Board rejected all bids for Emergency Street Light Repair/Replacement services and a revised bid packet will be advertised.*

**Waiver of Bidding and Award of Contract-Board Room Audio Video Equipment:**

*The Village Board waived the formal bidding process and awarded a contract for upgrades to the Board Room A/V equipment to AVI Systems, Inc. in the amount of \$46,196.00 to replace the current Board room video equipment that is failing.*

**Ordinance No. 2016-04-19 Amending Chapter 8, Articles 5 and 6 of the Carol Stream Traffic Code-Traffic Schedules (Turning Restrictions and Parking Prohibited-Carol Stream School):**

*The Village Board approved amending Chapter 8, Articles 5 & 6 of the Traffic Code which includes no left turn during certain times on school days Cochise Court westbound onto Sioux Lane and parking prohibited on Cochise Court and Sioux Lane during designated areas and times on school days to help control the vehicle movements near Carol Stream School.*

**Resolution No. 2867 Authorizing a Final Plat of Subdivision (T Geneva Crossing IL, LLC-Geneva Crossing):**

*The Village Board approved the Final Plat of Subdivision-T Geneva Crossing IL, LLC-Geneva Crossing subject to conditions by the Plan Commission/Zoning Board of Appeals on March 28, 2016.*

**2016 Summer in the Center Activities-Sound Amplification Permit:**

*The Village Board approved the Sound Amplification Permit and the fee waiver for the 2016 Summer Concert Series and Carnival at the Ross Ferraro Town Center.*

**Carol Stream Rotary Club-Raffle License:**

*The Village Board approved the raffle license and fee waiver for the Carol Stream Rotary Club's Chili Open to be held on May 13, 2016.*

**Carl Sandburg Elementary School PTA-Raffle License:**

*The Village Board approved the raffle license and fee and manager's fidelity bond waiver for the Carl Sandburg Elementary School PTA fundraiser to be held at the American Legion Post 75 on April 9, 2016.*

**Regular Bills and Addendum Warrant of Bills:**

*The Village Board approved payment of the Regular Bills dated April 4, 2016 in the amount of \$666,763.96. The Village Board approved the payment of the Addendum Warrant of Bills from March 22, 2016 thru April 4, 2016 in the amount of \$518,763.23.*

**Report of Officers:**

*Trustee LaRocca congratulated Charles Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Bernstein.*

*Trustee Gieser congratulated Charles Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Jon Bernstein. On April 16<sup>th</sup> the Community Food Drive is taking place and coordinated by Chamber of Commerce Director Luanne Newman at Glenbard North High School. April 16<sup>th</sup> Our Savior Lutheran Church will be holding their annual garage sale. Funny for Fringe stand-up comedy show fundraiser is tomorrow night at West Chicago High School. Congratulations to West Chicago drama students who finished in 6<sup>th</sup> place in the state and took home the sportsmanship award.*

*Trustee Hennessey reminded everyone that with improving weather, please watch out for pedestrians.*

*Trustee Frusolone congratulated Chuck Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Bernstein. Please help with the community food drive on April 16<sup>th</sup>.*

*Village Clerk Czarnecki congratulated Charles Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Bernstein. Please keep our military and their families in mind. Please shop Carol Stream.*

*Village Manager Breinig congratulated Charles Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Bernstein. There are 2 collection barrels in the Village Hall lobby for the food drive. Beginning this April, the Village of Carol Stream has been participating in the Mayor's Water Conservation challenge at [www.mywaterpledge.com](http://www.mywaterpledge.com). The Village of Carol Stream is currently in 5<sup>th</sup> place for communities of our size.*

*Mayor Pro Tem McCarthy congratulated Charles Ranweiler on his 30 years of service to the Village of Carol Stream and to new officer Bernstein. Officer Bernstein will go through field training for the next 16 weeks. On Wednesday night at 6:30 p.m. at Glenbard North High School there will be a drug awareness forum focusing on heroin.*

*At 8:04 p.m. Trustee Frusolone moved and Trustee Gieser made the second to adjourn the meeting. The results of the roll call vote were as follows:*

*Ayes: 5 Trustees Hennessey, LaRocca, Gieser, Frusolone and McCarthy*

*Nays: 0*

*Absent: 1 Trustee Schwarze*

*The motion passed.*

FOR THE BOARD OF TRUSTEES

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Matthew McCarthy, Mayor Pro Tem

ATTEST:

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Laura Czarnecki, Village Clerk



**Regular Meeting – Plan Commission/Zoning Board of Appeals  
Gregory J. Bielawski Municipal Center, DuPage County, Carol Stream, Illinois**

***All Matters on the Agenda may be Discussed, Amended and Acted Upon***

**April 11, 2016**

Chairman Parisi called the Regular Meeting of the Combined Plan Commission/Zoning Board of Appeals to order at 7:00 p.m. and directed Linda Bailey, Community Development Secretary to call the roll.

The results of the roll call were:

Present: Chairman Frank Parisi, Commissioners David Creighton, Frank Petella, John Meneghini, Angelo Christopher, Dee Spink and Charlie Tucek.

Absent:

Also Present: Tom Farace Planning and Economic Development Manager, Linda Bailey, Community Development Secretary and a representative from DuPage County Court Reporters.

**MINUTES:**

Commissioner Spink moved and Commissioner Petella made the second to approve the minutes of the meeting of March 28, 2016.

The motion passed by unanimous voice vote.

**PUBLIC HEARING:**

Commissioner Spink moved and Commissioner Creighton made the second to open the Public Hearing.

The motion passed by unanimous voice vote.

**Case # 16061, BKBG Enterprises Inc. dba Devanco Foods, 400 Mission Street**

*Special Use Permits – Meat Processing /Outdoor Activities*

Chairman Parisi swore in the witness, Peter Bartzis, President of Devanco Foods, and Evan Bartzis, General Manager of Devanco Foods, 2055 Lunt Ave, Elk Grove Village, IL. Mr. Peter Bartzis stated that they are here to request two Special Uses Permits, one for a food manufacturing facility and the other one is for two outside silos. He stated that they are currently located in Elk Grove Village and they have outgrown that facility and they would like to purchase the property at 440 Mission and relocate the business to Carol Stream. Mr. Peter Bartzis gave a description of his business, he stated that Devanco Foods is a family owned and operated business. He stated that some of the items they make at their facility are gyros, italian beef, and hamburgers. He stated that moving the facility to Carol Stream will allow them to have additional production storage capacity, new production lines to keep up with the changing consumer demands and to update the facility to achieve the highest food certifications (Safe Quality Food (SQF)) in the industry.

Evan Bartzis stated that they are looking to purchase the property at 440 Mission Street. He stated that they will be adding 35 additional parking spaces and have the parking lot double looped striped per the village requirements. He stated that they are planning a 30,000 sq. ft. expansion on the south side of the building. He stated that they are a USDA certified facility and they have inspectors at the facility during all hours of operation. He stated the SQF is very strong on facility maintenance, facility cleanliness and the training of personnel. He talked briefly about the misperceptions of food companies. He stated that

they will perform weekly pest and rodent inspections. He stated that in regards to being a disturbance to the neighbors they not a distributor and they do not have constant truck traffic. He stated in regards to the odors, they use steam ovens for cooking, and the product is cooked inside sealed bags which eliminates odors from getting into the air. He stated that his company does not slaughter animals on site, and all the raw material comes prepackaged from their suppliers. He stated that moving the facility to Carol Stream they will need to hire additional employees.

He stated that they will need two special use permits, one for a meat processing facility and other is for the liquid carbon dioxide (CO2) tank that is 24 feet in height and liquid nitrogen (NO2) tank that is 34 in height and they will sit in a depressed area that will allow the tanks to sit below the building elevation and will be screened by a six foot fence with slats, landscaping and will be surrounding by bollards for additional protection. He stated that the silos will be located on the south side of the building. He stated they use the CO2 in the mixing and blending process in some of their products and the NO2 is used for a tunnel that flash freezes products after they are formed.

Chairman Parisi asks for any questions from the audience.

John Materse, from C&C Power, 395 Mission Street, Carol Stream IL, wanted to know if there would be any byproduct from the manufacturing process and have they had a rodent problem at their current facility. He also wanted to know more about the exhaust from manufacturing process. He also wanted to know why they decided not to move to West Dundee, IL per a newspaper article he read. He also wanted to know if they ever had any problems with their tanks leaking.

The petitioners stated that they do not have any byproducts, and any refuse they do have they use a compactor that can only be filled from the inside of the building. He stated they do not have a rodent problem at their current location. He stated they would be happy to provide copies of their rodent and pest inspection reports. He explained that the only exhaust from the manufacturing process is steam and CO2. He stated that the West Dundee location probably could have passed but the location was a little far for their employees and the building was not in an industrial park, and was next to an ice skating rink and a school. The farmers in the Village of Gilberts the neighboring community had issues with our facility locating there, so we decided to look elsewhere. He stated that they have had their current CO2 tank for twelve years and have never had a problem with the tank. He stated that the tanks they will have in Carol Stream will be monitored every hour by Air Products for the possibility of any leaks or if they need to send a truck to fill the tanks. He stated that if the CO2 tanks would leak nothing would happen because CO2 is in the air and the NO2 would leak into the ground and nothing would happen.

Chairman Parisi asks Mr. Farace for the staff report. Mr. Farace stated that the petitioner is seeking two Special Use Permits. One request is for a meat processing facility in the Industrial District and as the petitioner mentioned they have two different types of products raw and ready to eat. He stated that there is a floor plan in the plan commission case packet showing the layout of the facility. The second request is for two silos that will be located on the west side of the building and they will be screened with a six foot tall fence with slats and landscaping. Mr. Farace stated that staff recommends the approval of the Special Use Permits for the meat processing and to allow for outdoor activities and operations in the form of two storage silos subject to the conditions listed in the staff report.

Chairman Parisi asks Commissioner for any questions.

Commissioner Tucek wanted to know if there are any issues with food processing regarding to water or water disposal. Commissioner Tuck wanted to know if the silos come white or stainless steel from the manufacturer.

The petitioner stated that they have already submitted a Wastewater Permit Application and are waiting to hear back from that department. He stated that they will be adding a grease trap that will collect

everything that will flow out of the building and they will have a service that will come in every week to clean out the grease trap. He stated that in every room there will be a catch crate to catch any large particles so the larger particles will not go into the sewer system. The petitioner stated the silos will be painted to match the building.

Commissioner Christopher and Commissioner Meneghini did not have any questions.

Commissioner Creighton wanted to know where the bollards would be located.

Mr. Farace stated that the bollards would be located outside the fence on both sides and partially in the front of the silos.

Commissioner Creighton referred to an article he read in the Daily Herald regarding an e-mail that the petitioner sent to the Village of West Dundee that talked about the ventilating when cooking roast beef, spices and herbs can be smelled no more than 100 feet away, but a new ventilation could mask that smell and would like to know if the petitioner stands by what it said in the Daily Herald.

The petitioner referred to the study that was done by Mostardi Platt and how they would impact any village they would go to and the surrounding neighbors. The reports states that since they do not have direct exposure to the product and they cook with steam, smells from the exhaust would travel no more than 50 feet.

Commissioner Spink wanted to know if there would be any other trash besides what would go into the compactor. Commissioner Spink also wanted to know if the tanks would be checked regularly by the village. Commissioner Spink wanted to know if the raw material came to the petitioner broken down or as a half of cow. Commissioner Spink wanted to know if the compactor was refrigerated to keep the smells down since it is only emptied every five days. Commissioner Spink wanted to know the color of the slats in the fence. Commissioner Spink wanted to know if there would be any pallets stored outside. Commissioner Spink wanted to know if the petitioner agreed with the parking space requirements. Commissioner Spink wanted to know when the petitioner would be moving into the building if they are approved.

The petitioner stated that all their rubbish, meat waste would go into the compactor. He stated that the tanks are checked by the Fire Marshal annually. He stated that the raw material comes packaged in broken down pieces. He stated that it is an enclosed compactor, and nothing leak or blow out of the compactor. He stated that they will do their best to have the silos and fence blend in with the building. He stated that there would not be any pallets stored outside the building, that there are pallet storage spaces above all the docks. He stated that he agreed with the parking space requirements. He stated that they hope to be in the building by the end of this year.

Commissioner Petella wanted to know if there would be any other type of cooking besides the steam cooking. Commissioner Petella wanted to know if they would be building the addition right away or at a later date.

The petitioner stated no there would not be any other type of cooking. He stated that they plan on putting a 20,000 sq. ft. addition right away.

Chairman Parisi wanted to know more about the certification process and how they are maintained. Chairman Parisi asked the petitioner if all the detention areas went with the property and would they address of the detention issues with the proposed addition.

The petitioner stated that they are currently certified by the USDA and the USDA inspectors are on site for all shifts. He stated that before you can open your doors the inspectors have to come in everyday to

make sure the facility is clean. He stated the SQF certification it will be a whole new process from them. He stated that they have a third party audit come in every year that grades them on cleanliness, the facility maintenance and in the past they have received 95% grade. He stated that the detention areas did go with the property and they address the detention issues with the proposed addition.

Chairman Parisi asked staff if the landscape plan was going to be submitted with the building permit process. Chairman Parisi stated that he had some recommendation regarding the landscaping, he would like to see additional landscaping on the east side between the loading docks and the parking lot to help screen the silos from the east.

Mr. Farace stated the landscape plan would be submitted during the building permit process and staff will review the plan.

Commissioner Meneghini moved and Commissioner Petella made the second to approve the request with the staff recommendations.

The results of the roll call vote were:

Ayes:	7	Chairman Parisi and Commissioners Petella, Tucek, Meneghini, Christopher, Spink and Creighton.
Nays:	0	
Abstain:	0	
Absent:	0	

Chairman Parisi reminded the applicant that this request will go before the Village Board on Monday, April 18, 2016, at 7:30 PM for final action.

**PRESENTATION:**

**NEW BUSINESS:**

**ADJOURNMENT:**

At 8:00 p.m. Commissioner Spink moved and Commissioner Creighton made the second to adjourn the meeting.

The motion passed by unanimous vote.

FOR THE COMBINED BOARD

Recorded and transcribed by,

\_\_\_\_\_  
Linda Bailey  
Community Development Secretary

Minutes approved by Plan Commission on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Chairman

**A RESOLUTION HONORING MICHAEL ZOCHERT UPON HIS 20<sup>th</sup>  
ANNIVERSARY OF EMPLOYMENT WITH THE  
VILLAGE OF CAROL STREAM POLICE DEPARTMENT**

**WHEREAS**, Michael Zochert joined the Carol Stream Police Department as Police Officer on April 15, 1996; and,

**WHEREAS**, Michael Zochert has been honored with several commendations during his career; and,

**WHEREAS**, Michael Zochert served in many capacities, divisions, and performed numerous specialties; and,

**WHEREAS**, Michael Zochert was promoted to Sergeant on July 16, 2007; and,

**WHEREAS**, Michael Zochert was promoted to Commander on May 04, 2015; and,

**WHEREAS**, Michael Zochert has been employed as a public servant for twenty years as a Police Officer with the Village of Carol Stream Police Department.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM**, on behalf of all the former and present elected and appointed officials and residents of Carol Stream, that:

SECTION 1: Commander Michael Zochert's services and dedication to the Village of Carol Stream and accomplishments in the field of law enforcement are hereby recognized and commended.

SECTION 2: Commander Michael Zochert is wished the very best in his future years with the Village of Carol Stream.

This Resolution shall be in full force and effect from and after its passage as approved by law.

PASSED AND APPROVED ON THIS 16<sup>th</sup> DAY OF APRIL, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

**ATTEST:**

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**Resolution Congratulating Lutheran Church of the Master  
on its 50<sup>th</sup> Anniversary**

**WHEREAS**, on Sunday, February 6, 1966, Lutheran Church of the Master began ministering to the spiritual needs of the Carol Stream community and offering Sunday worship services for the area faithful; and

**WHEREAS**, on Wednesday, May 22, 1968, the faith community of Lutheran Church of the Master broke ground on a new worship center at 580 N. Kuhn Rd.; and

**WHEREAS**, in the late fall of 1968, the Lutheran Church of the Master faith community held its first worship service in its newly constructed church; and

**WHEREAS**, the clergy, ministry leaders and the members of Lutheran Church of the Master have made significant contributions to the Carol Stream community over their 50 years of Christian ministry to the faithful; and

**WHEREAS**, since its inception, the Lutheran Church of the Master faith community has been a shining leader in combatting hunger amongst the homeless, elderly and individuals and families who have fallen on hard times through the compassionate outreach of its emergency food pantry; and

**WHEREAS**, Lutheran Church of the Master has been a wonderful partner with the Village in hosting the annual December Christmas Sharing Distribution effort to under-resourced individuals and families.

**NOW, THEREFORE, BE IT RESOLVED** that I Mayor Frank Saverino, Sr. and the Carol Stream Board of Trustees, DuPage County, Illinois on behalf of all former and present elected and appointed officials and residents of Carol Stream as follows:

**SECTION 1:** The Clergy, Ministry Leaders and the church members, both past and present are congratulated upon the 50<sup>th</sup> Anniversary of the Lutheran Church of the Master faith community.

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

PASSED & APPROVED THIS 18<sup>th</sup> DAY OF APRIL 2016

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joe Breinig, Village Manager  
FROM: Philip J. Modaff, Director of Public Works  
DATE: April 12, 2016  
RE: Introduction – Utilities Supervisor Brian Evans

At the Village Board meeting on Monday, April 18, I would like to introduce Mr. Brian Evans to the Village Board. Brian has been hired to serve as the Utilities Supervisor effective April 18.

The Utilities Supervisor is a new position assigned to oversee the Water and Sewer Division of the Public Works Department. Major responsibilities include the safe storage, transmission and delivery of over one billion gallons of potable water annually, along with the operation and maintenance of sanitary and storm sewer collection systems.

PROCLAMATION

AGENDA ITEM  
C-6 4-18-16

Observing 2016 Earth Day

**WHEREAS**, the first Earth Day was held on April 22, 1970 and was observed by millions of Americans to increase national awareness of the environmental hazards and public health effects of unchecked industrial pollution; and

**WHEREAS**, the observance of Earth Day over the years has led to the creation of the Environmental Protection Agency, the adoption of the Clean Water and the Endangered Species Acts, a global ban on the use of the dangerous insecticide DDT and the establishment of residential and commercial recycling programs worldwide to name a few of the major accomplishments; and

**WHEREAS**, the Village has been recognized for its strong commitment to sustainability and environmental protection by the Illinois Recycling Association, S.C.A.R.C.E., the DuPage Conservation Foundation, the U.S. Department of Energy, and the DuPage County Department of Economic Development & Planning; and

**WHEREAS**, the Village encourages residents and the general public to participate in any one of the upcoming environmental events or efforts in observance of this year's Earth Day:

- Making an online **Water Conservation Pledge** by Saturday, April 30<sup>th</sup> to support the Village effort to compete in this year's National Mayor's Water Conservation Challenge.
- a **Recycling & Document Shredding Event** on Saturday, April 23<sup>rd</sup> from 8am – Noon at the Glendale Heights Public Works Facility at Fullerton Ave & Glen Ellyn Rd.
- the **Great Western Trails Clean Up** on Saturday, April 30<sup>th</sup> from 9 am – Noon.
- an all day **DEA Prescription Drug Take Back Day** also on Saturday, April 30<sup>th</sup> at the Rx drop box located in the Police Department lobby in the Bielawski Municipal Center located at 500 N. Gary Avenue.

**NOW, THEREFORE BE IT PROCLAIMED THAT I**, Mayor Frank Saverino, Sr. & the Carol Stream Board of Trustees, DuPage County, Illinois, in the exercise of its home rule powers does hereby proclaim

**Friday, April 22<sup>nd</sup> Earth Day**

in Carol Stream and encourages all residents and businesses to observe the 47<sup>th</sup> Annual Earth Day by acting locally in the community in support of our environment.

PROCLAIMED THIS 18<sup>th</sup> DAY OF APRIL 2016.

---

Frank Saverino Sr., Mayor

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Laura Czarnecki, Village Clerk



**PROCLAMATION  
RECOGNIZING ARBOR DAY  
APRIL 29, 2016**

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

**WHEREAS**, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

**WHEREAS**, Arbor Day is now observed throughout the nation and the world; and

**WHEREAS**, trees can reduce the erosion of our most precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

**WHEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

**WHEREAS**, trees, wherever they are planted, are a source of joy and spiritual renewal.

**NOW, THEREFORE, BE IT PROCLAIMED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM**, that April 29, 2016, be known as **ARBOR DAY** in the Village of Carol Stream, and all citizens are called upon to celebrate Arbor Day by supporting efforts to plant trees and to protect our trees and woodlands to promote the well-being of this and future generations

Proclaimed this 18<sup>th</sup> day of April, 2016

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**PROCLAMATION**

**PROCLAIMING MAY 4, 2016 BIKE TO SCHOOL DAY**

**WHEREAS**, a lack of physical activity is a primary cause of rising obesity rates, the steady increase in juvenile diabetes and other health conditions among children; and

**WHEREAS**, parents of local school children can address this growing trend by encouraging your child to walk or bike to their local school which will reduce local traffic and its associated carbon emissions but also provide a needed opportunity for physical fitness; and

**WHEREAS**, an important role for parents and caregivers is to encourage children who bike or walk to school to be aware of the hazards that exist on their chosen route and the positive health and fitness benefits that occur from engaging in regular physical activity; and

**WHEREAS**, many suburban communities have working bike-pedestrian plans that are a valuable resource for school parents to use in mapping out a safe bike/walking route to their child's local school that may include existing bike-pedestrian pathways in combination with the community's sidewalk network; and

**WHEREAS**, Village officials and staff have been diligent in working with township, county and state government and the DuPage Mayor's and Managers Conference to identify funding opportunities to expand the community's bike-pedestrian system which will soon include final connections along both Lies and Kuhn Rd. as well the construction of the DuPage River Trail along the eastern Fair Oak Rd. right-of-way scheduled this summer.

**NOW THEREFORE, BE IT PROCLAIMED** that I, Mayor Frank Saverino, Sr. and the Carol Stream Board of Trustees, DuPage County, Illinois in the exercise of its Home Rule Powers does hereby proclaim

**Wednesday, May 4<sup>th</sup> Bike to School Day**

in Carol Stream and encourage parents of local school children to observe 2016 Bike to School Day by bicycling with your children back and forth to school or to organize parent bicyclists to ride with a group of neighborhood children to their school.

PROCLAIMED THIS 18<sup>th</sup> DAY OF APRIL 2016.

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Laura Czarnecki, Village Clerk

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Frank Saverino Sr. - Mayor

Public Hearing notice published in the April 6, 2016 edition of the Examiner of Carol Stream

**VILLAGE OF CAROL STREAM  
PROPOSED BUDGET FOR FY16/17  
MAY 1, 2016 - APRIL 30, 2017**

**NOTICE OF PUBLIC HEARING**

A public hearing on the Village's proposed FY16/17 annual budget for the fiscal year beginning May 1, 2016 and ending April 30, 2017 will be held by the Mayor and Board of Trustees of the Village of Carol Stream at 7:30PM on Monday, April 18, 2016. The hearing will be held in the Board Room of the Gregory J. Bielawski Municipal Center at 500 N. Gary Ave., Carol Stream, IL 60188.

Residents attending the hearing may provide written and oral comments on any portion of the Village budget. A copy of the proposed budget is available for public inspection in the Village Clerk's office located at 500 N. Gary Ave., Carol Stream or at the Carol Stream Public Library at 616 Hiawatha Dr., Carol Stream during normal business hours. The proposed budget is also available on the Village's website at [carolstream.org](http://carolstream.org). Residents may also provide written comments prior to the public hearing by submitting them to Joe Breinig, Village Manager, 500 N. Gary Ave., Carol Stream, IL 60188.

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Tom Farace, Planning and Economic Development Manager *TF*

**THROUGH:** Donald T. Bastian, Community Development Director *DB*

**DATE:** April 12, 2016

**RE:** **Agenda Item for the Village Board meeting of April 18, 2016  
PC/ZBA Case 16061, BKBG Enterprises, Inc., dba Devanco Foods – 440 Mission Street  
Special Use Permits for Meat Processing, Packaging, Storage, and Warehousing and for  
Outdoor Activities and Operations (Storage Silos)**

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Evan Bartzis is seeking approval of Special Use Permits for meat processing, packaging, storage, and warehousing, and for outdoor activities and operations in the form of two storage silos for BKBG Enterprises, Inc., dba Devanco Foods at 440 Mission Street. Devanco Foods is a USDA certified company which specializes in the processing of meat products for distribution, and proposes to relocate from their current Elk Grove Village location to the vacant building at 440 Mission Street. A 29,792 square foot building addition is proposed to be constructed along the rear of the building, along with a 53 space parking lot expansion.

Two outdoor storage silos are also proposed on the west side of the building; a 24-foot tall liquid carbon dioxide silo which will be used to reduce temperatures during mixing processes, and a 34-foot tall liquid nitrogen silo which will be used in conjunction with their quick freeze tunnel to flash freeze products before packaging. Both silos will be over 300 feet away from Mission Street, and will be screened by a combination of existing landscaping and berming and a proposed slatted chain link fence. The applicant has also agreed to install additional evergreens to provide more year-round screening of the silos. It is worth noting that an emissions impact memo was provided by an environmental health and safety consulting firm stating that, based on the applicant's steamed cooking and flash freeze packaging methods, there should be little to no opportunity for the materialization of odors or impact on air quality from the facility. It was also discussed at the PC/ZBA meeting that a weekly pest/rodent inspection will be conducted around the facility, per requirements of the USDA.

The staff report presenting the requests, with supporting documentation, was transmitted to the Village Board with the Plan Commission/Zoning Board of Appeals (PC/ZBA) packet on April 8, 2016. At its meeting on April 11, 2016, by a vote of 7-0, the PC/ZBA recommended approval of Special Use Permits for meat processing, packaging, storage, and warehousing, and for outdoor activities and operations for two storage silos. The PC/ZBA recommendations were subject to the conditions in the April 11, 2016, staff report.

If the Village Board concurs with the PC/ZBA recommendation, they should approve the Special Use Permits for meat processing, packaging, storage, and warehousing, and for outdoor activities and operations in the form of two storage silos, subject to the conditions contained within the Ordinance, and adopt the necessary Ordinance.

TF:tf

ec: Evan Bartzis, Devanco Foods (via email)

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joseph Breinig, Village Manager  
FROM: Tia Messino, Management Analyst  
DATE: April 14, 2016  
RE: EAB Success Presentation

Since the first Carol Stream Emerald Ash Borer diagnosis in 2007, the Village has diligently worked to protect and replenish our urban forest. This presentation is designed to highlight how we evaluated and addressed this significant and unexpected challenge. This fiscal year we are closing the EAB fund account and announcing success in the removal and replacement of over 3,000 trees.

We would like to congratulate the board and staff for addressing the EAB challenge directly with a long-term removal and replacement strategy as well as maintaining this vision through the economic recession.

## Celebrating a Job Well Done!

Carbor Stream's Response to the Emerald Ash Borer



## Emerald Ash Borer

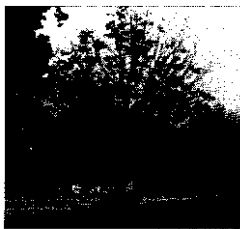
- Beetle from Japan
- Discovered in Michigan
  - 2002
  - Killed hundreds of millions of Ash trees
- CS had near 3,000 Ash trees



## Devastating to Trees

Canopy Loss & Sucker Growth

Tunneling and Bark Loss



## How to Address EAB?

- Treatment
  - Found too expensive & unreliable
- Remove & Replace
  - Required a coordinated effort
  - Costly
- Growing Agreement
  - Contracted nursery to grow trees for us
  - EAB progressed fast
  - Amended contract to buy already grown trees



## Removing EAB

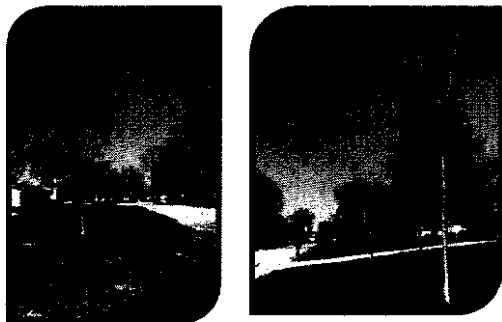
- November 2007
  - First Carol Stream EAB confirmed
- \$2.25 million
  - Saved for removal & replacement
- 2,940 Ash trees removed
- 61 "OK" Ash trees remain
  - 32 to be inspected
- Under Budget
  - \$800,000
  - Returned to Gen Fund

## Replanting

- 3,000+ trees planted
  - 2,400 Spring 13-Fall 14
- 300 next fiscal year
- Species diversity
  - By street
  - Village wide

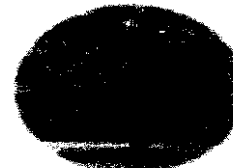


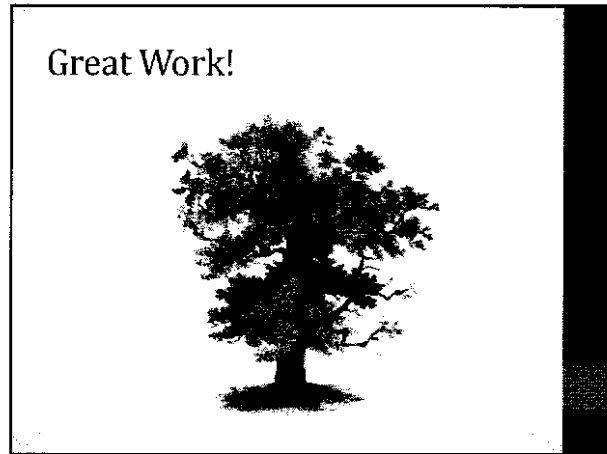
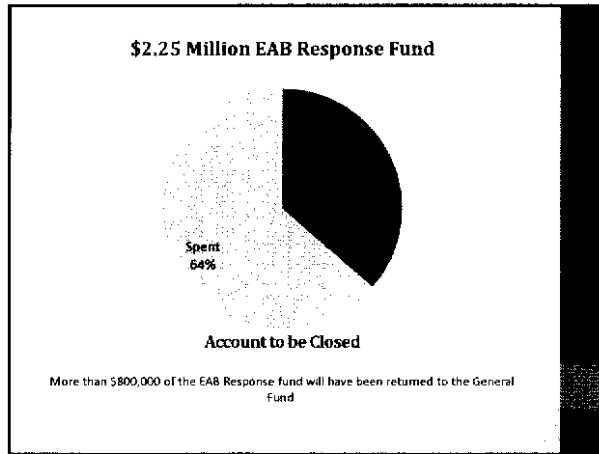
## Newly Tree Lined Streets!



## Diversity

- Diversity: 20+ Genus
- 90+ Species
- Maple
  - 18 types of Maple
- Locust
  - 5 types of Locust
- Linden
  - 6 types of Linden
- Fruit
  - 5 types of Pear
- Oak
- Elm
- Coffee-tree
- Tree Lilac
- And many more...








*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager

**FROM:** Donald T. Bastian, Community Development Director 

**DATE:** April 13, 2016

**RE:** **Agenda Item for the Village Board Meeting of April 18, 2016:  
Agreements for Professional Services – B&F Construction Code  
Services, Inc.**

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The purpose of this memorandum is to request approval from the Village Board for staff to execute agreements with B&F Construction Code Services ('B&F') for building permit plan reviews, plumbing inspections, and as-needed commercial/industrial inspections and code consulting services in FY16/17.

The Community Development Department has used B&F to perform contract plumbing inspections for many years. Beginning in 2008, with the reorganization of the Department, B&F's role was expanded to include commercial and industrial building permit plan review. On an as-needed basis, we have also utilized B&F to perform commercial and industrial inspections, and to provide general code consulting services. Since 2008, the Village Board has authorized staff to enter into professional services agreements for each of these specific types of service. Following is additional detail regarding the four types of service for which the Village has contracted with B&F:

1. Building Permit Plan Reviews – At our request, B&F performs detailed plan reviews for permit applications in accordance with the Village's adopted building codes and local amendments. Our Development Services Manager and Permit Systems Coordinator make the decision as to whether a permit application is reviewed by in-house staff or sent to B&F for review. Factors involved in this decision include the complexity of the application, the number of applications currently under review by in-house staff, and other staffing considerations.
2. Plumbing Inspections – Under Illinois law, only a licensed plumber may inspect plumbing work. As the Village does not have a licensed plumber on staff, we contract with B&F to perform all plumbing inspections.
3. Commercial/Industrial Inspections – The Village has used B&F for commercial and industrial inspections on an as-needed basis. We have only used this service during temporary staffing shortages, although we did not use this service when we were recently short-staffed in FY15/16.
4. General Code Consulting Services – This contract allows the Village to use B&F to provide general code consulting services not directly related to a

specific building permit application. We might use this service if we wished to evaluate a proposed or requested local amendment to the Building Codes, for technical analysis or research, or to obtain a professional evaluation and recommendation in the event that we received an application appealing a decision of the Building Official.

The table below provides historic information detailing recent fiscal year expenditures for B&F's services, the number of permit applications sent to B&F for review, and the number of plumbing inspections B&F has performed.

<b>Fiscal Year</b>	<b>Total B&amp;F Expenditure</b>	<b># of Permits Reviewed</b>	<b># of Plumbing Inspections</b>
2010/2011	\$67,297	n/a	n/a
2011/2012	\$72,122	n/a	n/a
2012/2013	\$100,235	81	469
2013/2014	\$88,149	58	472
2014/2015	\$65,877	58	373
2015/2016*	\$89,770	29	274

\*through April 11, 2016

In FY15/16, although the number of permits reviewed is down, the increase in expenditure compared to FY14/15 is explained by permit applications processed involving larger buildings and building additions, such as DCT Industrial (CoreCentric) on North Avenue, Mercedes Benz and S&S International, as well as the Pilot fueling facility.

As in past years, the Community Development Department continues to rate B&F's performance as very strong. In the current fiscal year, B&F completed all plan reviews within established timeframes. We have received no complaints about the content of B&F's plan review commentaries, and B&F remains responsive to special requests we occasionally make. B&F's strong performance is very important, as an efficient and predictable permitting process is one of our most effective economic development tools. Regarding the cost of services, B&F's fee schedule has not changed since 2008.

As we approach the new fiscal year, the Community Development Department needs to enter into new agreements for building consultant services. The current year's budget is \$95,000, and actual expenses will come in close to that figure. The proposed FY16/17 budget includes \$100,000 for building consultant services. While we would expect to be able to handle more plan reviews in-house now that our Development Services positions are fully staffed, the potential for several large industrial developments or redevelopments may still require significant building consultant services.

**RECOMMENDATION**

Attached are an Independent Contractor's Agreement and proposals for consultant services from B&F Construction Code Services. Staff recommends that the Village Board authorize the Village Manager by motion to execute the attached Proposals for Professional Services and Independent Contractor's Agreement, and a purchase order with B&F Construction Code Services for consultant services not to exceed \$100,000 in aggregate during FY16/17.

C: Steven Martin, Development Services Manager

T:\Consultant Services\B&F Technical Code Services\2016\Annual Agreement - VB Memo.docx

## INDEPENDENT CONTRACTOR'S AGREEMENT

**THIS AGREEMENT** entered into by and between B&F CONSTRUCTION CORP. SERVIS herein referred to as the "*First Party*"; and the **VILLAGE OF CAROL STREAM**, 500 North Gary Avenue, DuPage County, Illinois, hereinafter referred to as the "*Second Party*".

**WHEREAS**, "*First Party*" will be performing various work under contracts with the said "*Second Party*" entered into and to be entered into from time to time, which work will be performed on and/or off the premises of the "*Second Party*" and said "*First Party*" may have subcontractors or one or more employees engaged in the performance of said work:

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration received and to be received, the "*First Party*" hereby agrees:

1. To comply with all laws, regulations and rules promulgated by any Federal, State, County, Village and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work to which reference is made above. Included within the scope of the laws, regulations and rules referred to in this paragraph but in no way to operate as a limitation, are all forms of traffic regulations, public utility and Intrastate and Interstate Commerce Commissions regulations, Workmen's Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, FEPC or FEOC statutory provisions and rules and regulations.
2. To protect, indemnify, hold and save harmless and defend the "*Second Party*" against any and all claims, costs causes, actions and expenses, including but not limited to attorney's fees incurred by reason of a lawsuit or claim for compensation arising in favor of any person, including the employees or officers or independent contractors or subcontractors of the first and second parties, on account of personal injuries or death, or damages to property occurring, growing out of, incident to, or resulting directly or indirectly from the performance by the "*First Party*" hereunder, whether such loss, damage, injury or liability is contributed to by the negligence of the "*Second Party*" whether latent or patent, or from other causes whatsoever, except that the "*First Party*" shall have no liability or damages or the costs incident thereto caused by the sole negligence of the "*Second Party*".
3. To keep in force, to the satisfaction of the "*Second Party*", at all times during the performance of the work referred to above, Commercial General Liability Insurance and Automobile Liability Insurance with Bodily Injury limits of not less than \$1,000,000 and Property Damage Insurance with limits of not less than \$1,000,000. The "*First Party*" agrees that at any time upon the demand of the "*Second Party*" proof of such insurance coverage as will be submitted to the "*Second Party*". There shall be no additional charge for said insurance to the "*Second Party*".
4. 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, 5ILCS 140/4 et seq. In addition, Contractor shall produce, without cost to the municipality, records which are responsive to a request received by the Public Body under the Freedom of Information Act 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 Contractor shall so notify the Public Body and if possible, the

Public Body shall request an extension so as to comply with the Act. In the event that the Public Body is found to have not complied with the Freedom of Information Act, based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.

5. To furnish any affidavit or certificate, in connection with the work covered by this agreement as provided by law.
6. To indemnify "Second Party" for any loss it may sustain by theft or other cause from the acts or negligence of the employees of the "First Party" or of the subcontractors.
7. To the extent required by law, Contractor agrees to comply with the provisions of the Employment of Illinois Workers on Public Works Act ("Act"). In the event the Contractor is found to have not complied with the Act, then Contractor shall indemnify and hold Public Body harmless and pay all amounts determined to be due including but not limited to fines, costs, attorneys' fees and penalties.

**IT IS MUTUALLY UNDERSTOOD AND AGREED** that the "First Party" shall have full control of the ways and means of performing the work referred to above and that the "First Party" or his/its employees, representative or subcontractors are in no sense employees of the "Second Party", it being specifically agreed that in respect to the "Second Party", the "First Party" bears the relationship of an independent contractor.

This agreement shall be in effect from the \_\_\_ day of \_\_\_\_\_ 20\_\_ until the \_\_\_ day of \_\_\_\_\_, 20\_\_ inclusive.

**IN WITNESS WHEREOF, THE PARTIES** have executed this agreement this \_\_\_ day of 20\_\_.

**FIRST PARTY:**

CONTRACTOR BAF CONSTRUCTION CORP SERVICES

SIGNED Kenneth Garrett

BY: KENNETH GARRETT

TITLE: VICE-PRESIDENT

**SECOND PARTY:**

VILLAGE OF CAROL STREAM

SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

## INSURANCE

The Contractor shall provide and maintain in force, at no cost to the Village for the life of this contract, or any subsequent extension thereof, insurance coverage as follows:

TYPE	MINIMUM COVERAGE
A. Workmen's Compensation	Statutory State of Illinois
B. Comprehensive general and automobile liability and property damage. The Contractor shall defend, indemnify and save harmless the Owner, and all of their officers, agents, employees from all suits, actions or claims of any character brought for or on account of any injuries to or death or damages received by any person, persons or property resulting from the operations of the Contractor or any of its subcontracts, in prosecuting the work under this contract.	\$1,000,000 Combined Single Limit \$2,000,000 Aggregate Limit

**NOTE:** It is also required that the Contractor's insurer be subject to approval by the Village.

The Contractor will defend, indemnify and hold harmless the Village of Carol Stream against any and all loss, damage, and expense for any injury to persons or damage to property arising out of, or in connection with, and for any loss or penalty resulting from the violation of any law or ordinance, by the Contractor, employees and/or subcontractors engaged by the Contractor. The Contractor shall defend, indemnify and save harmless and defend the Village of Carol Stream together with the officers, agents and employees of the Village, and each of them, from and against any and all claims, costs, expense and liability of every nature or kind, arising out of, or in any way connected with the operations of Contractor, its officers, agents, employees or any subcontractor under this agreement, specifically excepting those claims arising out of or contributed to by the negligence of the Village, its employees or agents.

The Contractor agrees to provide certificates of insurance evidencing compliance with the insurance provisions of this contract.

The Contractor agrees that in all insurance coverages obtained in compliance with the indemnity provisions of this contract the Village shall be named as additional named insured on the comprehensive general liability and automobile liability policies in an ISO approved policy form and that such certificate of insurance shall contain **no** provision limiting carrier's liability for failure to give insured parties at least 30 days written notice of cancellation of such policy.



**VILLAGE OF CAROL STREAM**

**PROPOSAL**

**FOR**

**PROFESSIONAL SERVICES**

**BUILDING PLAN REVIEW**

April 6, 2016

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188-1899

## **PROFESSIONAL SERVICES AGREEMENT**

### **BUILDING PLAN REVIEW**

#### **Services Provided**

B & F Construction Code Services, Inc. will provide plan review for all projects submitted for review. The reviews will be performed only on projects sent to B & F Construction Code Services, Inc. The submittal shall include a copy of the plan submittal form. This form indicates the type of reviews, which are requested. A copy of the form is provided.

All reviews include:

1. Unlimited reviews with no additional fee
2. Free shipping of plans to our office
3. First review in 9 business days
4. Second and additional reviews in 5 business days
5. Reports can be faxed or e-mailed
6. One meeting on the project with no fee
7. Unlimited telephone calls at no fee
8. All reviews are performed by employees of B & F Construction Code Services, Inc.

#### **Fees**

The fee for all reviews is shown on the attached fee sheet. This fee can be calculated before any plan review work has started.

The Village of Carol Stream or the permit applicant can be invoiced for the project. The projects will be invoiced after the first review is complete.

All B & F Construction Code Services, Inc. employees are covered by the following:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Western National.; and
- C. Professional Liability Insurance underwritten by Lloyd's of London

There is no contract for the plan review. The plan submittal form is considered the authorization to perform the work requested.





**VILLAGE OF CAROL STREAM, IL**

**PROPOSAL**

**FOR**

**PLUMBING INSPECTION SERVICES**

April 6, 2016

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188-1899

## **PROFESSIONAL SERVICES AGREEMENT**

### **PLUMBING INSPECTIONS**

#### **Services Provided**

B & F Construction Code Services, Inc. will provide one State of Illinois licensed Plumbing Inspector to perform residential and commercial plumbing inspections within the limits of the Village of Carol Stream.

Each inspector shall have proper inspection equipment to conduct inspections as required. Equipment shall include a clipboard, flashlight, thermometer, tape measure and other equipment as determined to provide a quality inspection.

Each inspector shall utilize B & F Construction Code Services, Inc. three-part carbonless forms or forms acceptable to the Village of Carol Stream. A copy of the inspection report shall be left at the job site with a copy sent to the Municipality and a copy for ourselves.

The inspector shall utilize a B & F Construction Code Services, Inc. company vehicle to conduct inspections.

Inspections shall be scheduled via fax to our office no later than 4:00 P.M. the day before the inspection is to be conducted. Inspection hours shall be conducted as agreed upon between the Village of Carol Stream and B & F Construction Code Services, Inc.

The inspector will be available during the hours designated above to perform inspections as assigned. The Plumbing Inspector will inspect plumbing items only. The inspectors will not perform fire alarm, fire protection, engineering, or other types of inspections or services outside his/her area of qualification.

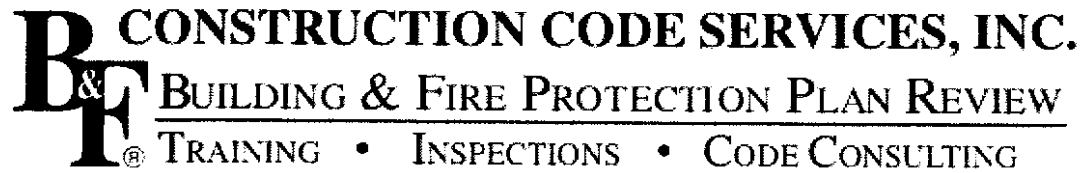
The Village of Carol Stream shall agree not to attempt to hire any of B & F Construction Code Services, Inc. officers, employees, agents, or consultants for a period of one (1) year after the individual is no longer employed by B&F Construction Code Services, Inc.

Plumbing Inspections, meetings and/or small plan reviews are invoiced on an hourly rate at eighty dollars (\$80.00) per hour plus one-way travel time.

The following covers all B & F Construction Code Services, Inc. employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Western National; and
- C. Professional Liability Insurance underwritten by Lloyd's of London

Accepted By	_____	Accepted By	_____
Please Print	_____	Please Print	_____
Title	_____	Title	_____
Date	_____	Date	_____



**VILLAGE OF CAROL STREAM, IL**

**PROPOSAL**

**FOR**

**INSPECTION SERVICES**

April 6, 2016

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188-1899

**PROFESSIONAL SERVICES AGREEMENT  
BUILDING, MECHANICAL, AND ELECTRICAL INSPECTIONS**

**Services Provided**

B & F Construction Code Services, Inc. will provide one ICC Certified Inspector to perform commercial/industrial building, mechanical and electrical inspections within the limits of the Village of Carol Stream in the afternoons on Monday, Wednesday and Friday.

The inspector shall have proper inspection equipment to conduct inspections as required. Equipment shall include a clipboard, flashlight, electrical tester, tape measure and other equipment as determined to provide a quality inspection.

The inspector shall utilize forms acceptable to the Village of Carol Stream. These forms are three-part carbonless forms. A copy of the inspection report shall be left at the job site with a copy sent to the Municipality and a copy for ourselves.

The inspector shall utilize a B & F Construction Code Services, Inc. company vehicle to conduct inspections.

Inspection hours shall be conducted as agreed upon between the Village of Carol Stream and B & F Construction Code Services, Inc.

Inspections shall be billed at an hourly rate of \$80.00 per hour per inspector plus one-way travel time. The minimum number of hours billed per day shall be 2-hours regardless of the number of inspections and including travel time. Travel time will only be charged if the inspector works less than an 8-hour day.

The inspector will be available during the hours designated above to perform inspections as assigned. The Inspector will not perform fire alarm, fire protection, engineering, or other types of inspections or services outside his/her area of qualification.

The Village of Carol Stream shall agree not to attempt to hire any of B & F Construction Code Services, Inc. officers, employees, agents, or consultants for a period of one year after the individual is no longer employed by B & F Construction Code Services, Inc.

The following covers all B & F Construction Code Services, Inc., employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Western National; and
- C. Professional Liability Insurance underwritten by Lloyd's of London

Accepted By _____	Accepted By _____
Please Print _____	Please Print _____
Title _____	Title _____
Date _____	Date _____



**VILLAGE OF CAROL STREAM**  
**PROPOSAL**  
**FOR**  
**CODE CONSULTING SERVICES**

April 6, 2016

**SUBMITTED TO:**

Don Bastian  
Community Development Director  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream Illinois, Illinois 60188-1899

**PROFESSIONAL SERVICES AGREEMENT  
CODE CONSULTING SERVICES**

**Services Provided**

B & F Construction Code Services, Inc. will provide code consulting services for items pertaining to code requirements via the International Code Council (ICC) series of code books and local amendments.

Code Consulting shall consist of the following:

1. Interpret the intent of the ICC codes and the Village of Carol Stream amendments.
2. Provide recommendations to the Director of Community Development on code changes and updates on a continuous basis.
3. Respond to code questions and interpretations from design professionals, contractors, owners and the Village of Carol Stream.
4. Provide written interpretations of code requirements as directed by the Director of Community Development.
5. Attend meetings as requested by the Village.
6. If requested by the Village provide, office time to assist in administration of the department and/or coordinate building code meetings and render interpretations.
7. Provide other responsibilities as directed by the Village of Carol Stream.

**Fees**

**Option A**

The Village of Carol Stream shall reimburse B & F Construction Code Services, Inc. in the minimum monthly amount of \$1,000.00. Monthly hours exceeding ten hours shall be invoiced at the rate of \$80.00 per hour.

**Option B**

The Village of Carol Stream shall reimburse B & F Construction Code Services, Inc. in the amount of \$100.00 per hour. Invoicing shall be calculated in increments of quarter hours. There is no minimum amount we will invoice for actual time based on fifteen-minute increments.

When signing below indicate the option chosen for this proposal.



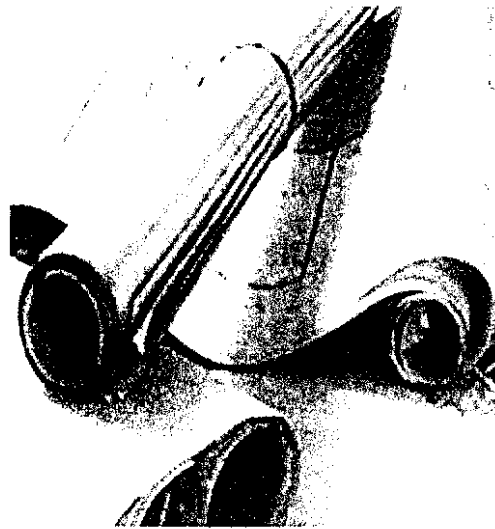
The Village of Carol Stream shall agree not to attempt to hire any of B & F Construction Code Services, Inc., officers, employees, agents, or consultants for a period of one year after the individual is no longer employed by B & F Construction Code Services, Inc.

The following covers all B & F Construction Code Services, Inc., employees:

- A. Workers Compensation Insurance;
- B. General Liability Insurance underwritten by Western National; and
- C. Professional Liability Insurance underwritten by Lloyd's of London

Accepted By _____	Accepted By _____
Please Print _____	Please Print _____
Title _____	Title _____
Date _____	Date _____

**B&F** CONSTRUCTION CODE SERVICES, INC.  
BUILDING & FIRE PROTECTION PLAN REVIEW  
TRAINING • INSPECTIONS • CODE CONSULTING



Plan Review

Inspections

Training

Code Consulting

System Testing

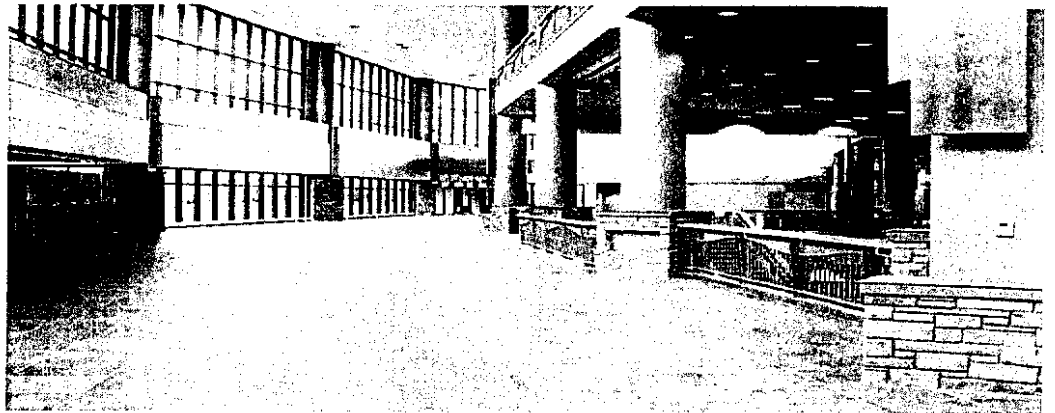
Fire Protection

Code Adoption

System Analysis

Accessibility

Safety Training



SERVICES & FEE SCHEDULE

# B & F Construction Code Services, Inc.

B & F Construction Code Services, Inc. provides complete Plan Review Services for Municipal building departments nationwide. Plan reviews are based on model building codes including the **International Code Series**, BOCA, UBC, SBCCI, CABO, NEC, NFPA, Life Safety, your local amendments, and accessibility requirements.

For **Building, Plumbing, Mechanical, Electrical, Energy Conservation, and Fire Suppression and Detection** systems, you can count on professional, accurate, and time-saving service by a staff committed to excellence.



Plan reviews identify areas of noncompliance (arranged numerically) including the code and section referenced, and informs your office of compliance or noncompliance with applicable codes and standards.

First plan reviews are completed within 9 business days of receipt; additional reviews completed within 5 business days of receipt. Free telephone consultation for all projects, all disciplines and all parties involved is included. Priority Express plan review service is available for time-sensitive projects.

## Additional Benefits

**One Fee Per Project Discipline.** Each project is invoiced for the first review only. Subsequent reviews for the same project discipline are performed at no additional charge. This means from beginning to end, you know what the total cost will be. No surprises. No "extras."

Free Federal Express Shipping of your plans and specifications to our office is provided for all municipal building departments. Nationwide, your documents reach us next day – at no cost to you.

Fast Turnaround Service of your plan review. First reviews are completed and in your office within 9 business days of receipt. Additional reviews are completed within 5 business days.

Priority Express Review Service is available for projects requiring an expedited review and is completed within 3 business days (additional fee required).

Choose the Billing Method that best suits your municipality. We will bill directly to the municipality or other responsible party as designated.

## Why More Municipalities Choose B & F Construction Code...

### NATIONWIDE

- We know the codes.
- We include your local ordinances.
- We're here when you need us.
- Fast, accurate, reliable service.
- No hidden costs. No "extras."
- We answer your questions.
- No project too big or complex.
- We are fully insured & insure you
- Proven knowledge of experience.
- We provide the services you want
- Our reputation.
- We're Here to Help.

- International Code Series
- BOCA ® National Codes
- Uniform Codes
- Standard Codes
- National Electric Code
- National Fire Code
- Accessibility Codes
- CABO One & Two Family Dwelling Code
- State Codes/Amendments
- Local Ordinances

## B & F Construction Code Services, Inc.

2420 Vantage Drive • Elgin, IL 60124

P.O. Box 5178 • Elgin, IL 60121

Phone: 847-428-7010 • Fax: 847-428-3151 • Toll Free 800-232-5523

www.bfcs.org • bfcs@bfcs.org

# Plan Review Fee Schedule

Building Size	Building Review	Building Plumbing & Mechanical	Building Plumbing Mechanical & Electrical
Up to 60,000 Cubic Ft.	\$347.75	\$ 522.16	\$ 695.50
60,001 to 80,000 Cubic Ft.	\$428.00	\$ 642.00	\$ 856.00
80,000 to 100,000 Cubic Ft.	\$547.70	\$ 818.55	\$1,091.40
100,001 to 150,000 Cubic Ft.	\$625.95	\$ 938.93	\$1,251.90
150,001 to 200,000 Cubic Ft.	\$711.55	\$1,067.33	\$1,423.10
Over 200,000 Cubic Ft.	\$838.00 + 8.00 (per 10,000 Cu. Ft.)	Building Fee x 1.5	Building Fee x 2.0

Footing and Foundation.....25% of Building Review (Minimum \$300.00)  
 Commercial/Industrial Zoning.....120.00 per 20,000 square feet of site area

### One and Two Single Family Dwellings

Up to 3,000 square feet (including basement).....	450.00 per Dwelling Unit
Up to 3,000 square feet (including basement and zoning).....	525.00 per Dwelling Unit
Over 3,000 square feet (including basement).....	.15 per Dwelling Unit
Over 3,000 square feet (including basement and zoning) .....	.175 per Square Foot
Elevator Plan Review.....	300.00 per Elevator Bank
Hood & Duct Plan Review (Type 1) .....	300.00 per System
Hood & Duct Plan Review (Type 2) .....	200.00 per System
Spray Booth Plan Review .....	300.00 per Booth
Miscellaneous Plan Review .....	150.00 per Hour (Min. 300.00)
In-Ground Pool Plan Review.....	450.00 per Pool
NFPA 101 Plan Review .....	25% of Building Review (min. 300.00)
Priority Express Plan Review .....	x 2.5 of Base Plan Review
HPM, High Hazard, Processing Piping .....	x 1.5 of Base Plan Review
Fire Code.....	50% of Review
Energy Code.....	50% of Review

### Fire Suppression & Detection Systems

#### Fire Suppression Systems

(Includes fire pump, hose stations and standpipes)

#### Hydraulically Calculated

Number of Sprinklers

Up to 100	\$392.34
101 to 200	\$494.34
201 to 300	\$601.34
301 to 500	\$708.34
Over 500	\$815.34 + 1.00 each

Pipe Schedule (see Miscellaneous Plan Review)

#### Alternate Fire Protection Systems

Carbon Dioxide,

Clean Agent Systems \$112.35 to 105 lbs.  
(.80 each pound over)

Fire Detection \$149.80 First 15,000 sq. ft.  
And Alarm System (Prorated every 15,000 sq. ft.  
Thereafter.)

Dry Chemical \$328.00 + alarm fees

### Special Services

#### Code Writing and Adoption Assistance

Fee based on individual project.

#### Water Flow/Backflow/Hydrant Flushing

#### Device Testing

Fee based on quantity and size.

#### Safety Training and Disaster Plans

Fee based on individual project.

Estimates upon request.

#### Building Department Analysis

Fee based on services needed.

## Inspections

From footings to occupancy, or anywhere between, we inspect Building, Plumbing, Mechanical, Electrical, Fire Protection and Detection systems for new and existing construction of commercial, industrial and single-family homes. Inspections are based the adopted code(s) of the municipality, including local amendments and standard industry practices.

Inspections may be scheduled directly with office by phone or fax. We provide our own easily identifiable vehicles and uniformed inspectors.

### **New and Existing Commercial Construction** Based on Building Square Footage

Building	.14 per square foot
Mechanical	.04 per square foot
Electrical	.04 per square foot
Plumbing	.04 per square foot
Energy	.02 per square foot
(Special Systems Additional)	

Hourly and per inspection rates available.  
Call for details.

### **Residential Subdivisions** Call for Quote

#### **Sprinkler Systems**

First Riser	\$300.00
Additional Risers	\$100.00
Fire Pump Test	\$300.00
Hydrostatic Test	\$300.00

Fee based on number of risers and zones.  
Estimates upon request.

#### **Hydrant Water Flow Test**

Test within 25 miles	\$300.00
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#### **Fire Alarm System**

First 6 Zones	\$325.00
Each additional 6 Zones	\$225.00

#### **Addressable Systems**

Fee Based on Building Layout  
Call for Quote

<b>Door Pressure &amp; Duct Blaster Testing</b> within 25 miles	\$300.00
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# B F C A®

## Building & Fire Code Academy

Welcome to new educational opportunities offered by the Building & Fire Code Academy. The Building & Fire Code Academy (BFCA), provides comprehensive and practical education in the application, implementation and enforcement of building and fire codes for construction industry professionals nationwide. Our programs benefit thousands of building and fire officials, inspectors, design professionals, contractors and developers across the country. The Building & Fire Code Academy has established the first of its kind facility dedicated to providing continuing educational opportunities to construction industry professionals. The Building & Fire Code Academy instructors conduct on-site, open registration and private continuing education training. On-site and open registration courses are scheduled throughout the year and announced by direct mail, trade associations, fax and our Web site. Registrations are completed directly with our office.

*Providing comprehensive and practical education in the application, implementation and enforcement of building and fire codes for construction industry professionals nationwide.*

Call us to schedule your on-site training class. Choose from our standard course offerings or request topics customized to suit the specific educational needs of your organization. We can show you how even small groups can benefit, or tell us you want to be on our mailing list.



The Building & Fire Code Academy has been approved as an Authorized Provider by the International Association for Continuing Education and Training (IACET), 8405 Greensboro Drive, Suite 800, McLean, VA 22102. In obtaining this approval, the Building & Fire Code Academy has demonstrated that it complies with the ANSI/IACET Standards which are widely recognized as standards of good practice internationally.

As a result of their Authorized Provider membership status, the BFCA is authorized to offer IACET Continuing Education Units (CEUs) for its programs that qualify under the ANSI/IACET Standards.

The BFCA is additionally an Illinois Workforce Development System approved training provider and an American Institute of Architects Continuing Education System (AIA/CES) Registered Provider. Architects completing Academy classes earn Learning Units (Lus). HSW (Health, Safety, and Welfare) credit may also be available. Other measures of accomplishment include contact, clock, or class hours



### **Building & Fire Code Academy**

2420 Vantage Drive • Elgin, IL 60124

Phone: 847-428-2951 • Fax: 847-428-2911 • Toll Free: 800-488-7057

www.bfcacademy.com • bfca@bfcacademy.com

Building Better With our Greatest Resource...Education®

*Village of Carol Stream*  
INTER-DEPARTMENTAL MEMO

TO: Joseph E. Breinig, Village Manager  
FROM: Robert Mellor, Assistant Village Manager *Rm*  
DATE: April 15, 2016  
RE: Waiving Formal Bids & Award of Contract – Janitorial Services

Last year the Village Board renewed the contract for janitorial services cleaning of the Municipal and Public Works Centers with Crystal Maintenance Service Corporation, Mt. Prospect, Illinois for a total bid price of \$29,820 with the option to renew their contract subject to satisfactory performance.

Crystal Maintenance Service Corporation satisfactorily completed their first and second year of the contract. Janitorial services contracts have historically been a revolving door of low performing contractors and unreliable service. Crystal Maintenance Services has proven reliable over the past two years and the terms, conditions and pricing of the contract have remained unchanged. Additionally, there may be changes in the scope of cleaning services due to the Municipal Center renovation project depending on timing of construction work which would make it difficult to rebid janitorial services at this time. **It is therefore recommended that the Village Board waive the formal bidding process and approve the janitorial service contract with Crystal Maintenance Service Corporation for cleaning services at the Municipal Center and Public Works Center in the amount of \$29,820.** There are sufficient funds included in the fiscal year 2017 budget to pay for these expenditures.

SUBMITTED BY:

CRYSTAL MGMT & MAINT SERVICES, CORP  
CONTRACTOR

1699 WALLEN ST SUITE 504  
STREET ADDRESS

MI. PROSPECT, IL 60056  
CITY AND STATE

(847) 228-6555  
TELEPHONE NUMBER

**SPECIFICATIONS & CONTRACT PROPOSAL  
FOR  
JANITORIAL SERVICES FOR THE  
VILLAGE OF CAROL STREAM, ILLINOIS  
CONTRACT EXTENSION  
May 1, 2016 – April 30, 2017**

**OWNER:  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, IL 60188**

# *Village of Carol Stream*

## **Specifications for Janitorial Services**

### **General:**

These specifications are for the custodial care of the Carol Stream Gregory J. Bielawski Municipal Center at 500 North Gary Avenue Approx. 17,000 sq. ft., the Carol Stream Public Works Center at 124 Gerzevske Lane Approx. 3,000 sq. ft., for the period of May 1, 2016 through April 30, 2017 Janitorial services are to be performed in all areas of the buildings, which are in general daily use by the Village.

### **Contract Period:**

The contract will be in effect from May 1, 2016 through May 1, 2017 for a Twelve (12) month period from the date at which the Village issues the notice to commence work and renewable for an additional subsequent one (1) year period subject to satisfactory performance reviews by the Village and negotiated pricing.

### **Contract Form:**

The successful bidder will be issued a twelve (12) month purchase order with a one (1) year renewable contract at the sole discretion of the Village, based on performance and completion of the initial contract period, and will be required to enter into a contract for service with the Village of Carol Stream. A copy of the Village of Carol Stream's contract form is included for reference.

### **Locations to be cleaned:**

Gregory J. Bielawski Municipal Center, 500 North Gary Avenue  
Public Works Center, 124 Gerzevske Lane

### **Hours and Days for Performing Services:**

All services are to be performed between the hours of 10 p.m. and 5 a.m. Services shall be performed Five (5) days per week (Monday-Tuesday-Wednesday-Thursday-Friday) at all contracted facilities. On the following holidays cleaning will only be required in the Police Station portion of the Gregory J. Bielawski Municipal Center.

New Year Day

President's Day

Memorial Day

Independence Day

Labor Day

Thanksgiving Day & Day after

Christmas Eve & Christmas Day

### **Additional Conditions Personnel:**

Prospective bidders shall anticipate spending a minimum of 10 person hours per day to clean all facilities. The Contractor will be expected to supply a sufficient number of custodians to be able to complete all cleaning and workmanship standards as set forth in the specifications. Failure to include an adequate number of personnel hours to provide custodial care to meet the terms of this contract may result in non-renewal or termination of this contract. Also, finger printing and pictures for background checks are required for all cleaning personnel along with a list of all Contractors employees' names and back-up crew members that will be on site at all Village properties. The costs related to completing the first FIVE (5) background checks will be covered by the Village. Any additional background check costs of custodial contract workers above the initial five (5) custodial employees will be paid by the custodial contractor at the Village's cost to perform the checks. Only workers that have passed their background checks will be allowed to perform work. **Workers must sign their**



names/date/time in a log book of their start time and finished time when completed with their work at each location.

The successful bidder shall have on-site at all times at least one crewmember fluent in both written and spoken conversational English. This is particularly important in the Police Department where written or verbal directions to the cleaning crew regarding safety or security issues must be followed explicitly. No exceptions. A copy of the contract must be kept on site at each location for reference of responsibilities.

**SUB CONTRACTORS:**

No subcontracting will be permitted for regular and nightly service. Subcontracting will only be permitted for specialty services and must be per-approved by the Village.

**Uniforms and Identification:**

All Contractor employees will display Village approved photo identification badges while working on Villages premises. No employees will be allowed access to any area without displaying the required identification badge. Employees shall wear uniforms, which will consist of a shirt/blouse or apron, featuring a company identification patch. **No uniform-no-admittance.**

**Monthly Review:**

The Contractors Supervisor, Manager or President shall meet with a representative of the Village once a month to review contract performance. Performance issues shall be submitted in writing or via e-mail for resolution in a timely manner.

**MATERIAL SAFETY DATA SHEETS:**

All products supplied shall meet all applicable federal, state and local laws for product safety. Products and containers shall be properly labeled to meet all applicable standards and regulations regarding safety toxicity and other standards. Material Safety Data Sheets (MSDA) shall be supplied for all products at all sites and is the contractor's responsibility to keep all MSDS sheets current.

**Green Products and Recycling:**

The Village Of Carol Stream advocates the use of green cleaning products throughout its buildings. Only when absolutely necessary shall acid and other caustic products be used. The Village also actively recycles paper and plastic products. Blue recycle bins are placed in various locations in the buildings, and when emptied shall not be mixed with regular rubbish. There are separate "Green Containers" for recycled products next to the regular dumpsters for garbage outside. Successful bidder shall provide a list of green products used to clean the Village of Carol Stream and MSDS documentation for required chemical or hazardous products.

**Notice of Award:**

Official notice of award of this bid shall be in the form of a Purchase Order.

**Method of Payment:**

Payment will be made monthly, within 30 days of receipt of invoice and satisfactory completion of the terms herein.

**References:**

Reference from five (5) clients, two (2) of the five shall be of past or current Municipals for whom the bidder has provided contractual custodial service for a minimum of two (2) years.

**VILLAGE TO FURNISH:**

Consumable supplies, such as hand soap, tissue, paper towels and waste receptacles for same as may be required; entrance mats, electrical power for equipment; storage area for equipment and hot and cold water.

**CONTRACTOR TO FURNISH:**

All labor, supervision, cleaning materials, waste receptacle liners and equipment to perform satisfactorily the custodial service specified herein at the frequencies and during the times shown. It is intended that the services include all functions normally considered a part of workmanlike, satisfactory janitorial work, whether or not specifically listed herein.

**Conformance with the Law:**

All vendors or contractors who sell goods or perform services to the Village of Carol Stream shall conform with the requirements of those provisions of State law as shall govern the furnishing of goods and service to municipalities. Work under this contract is not subject to Prevailing Wage.

**Certification of Compliance with Public Act 85-1295:**

All vendors providing goods and/or services to the Village of Carol Stream shall complete the attached Certification of Compliance form as part of the agreement to provide said goods/services.

**WORK ACTIVITY BREAKDOWN**

**FOR THE CAROL STREAM  
GREGORY J. BIELAWSKI MUNICIPAL CENTER  
AND POLICE DEPARTMENT  
500 N. GARY AVENUE**

**A. GENERAL OFFICES - CARPETED AND NON-CARPETED AREAS - FREQUENCY FIVE (5) TIMES PER WEEK IN THE LOBBY AND POLICE AREA AND FIVE (5) TIMES PER WEEK IN THE REMAINDER OF THE BUILDING.**

**1. Furniture, Files and Lockers:**

- a. Dust with chemically treated dust cloth.
- b. Cleaned as per manufacturer's instructions.
- c. Steam Cleaning of office chairs once (1) per year

**2. Wastebaskets:**

- a. Empty recyclable and non-recyclable containers and wipe clean. Dispose of recyclable and non-recyclable materials in designated containers outside. Replace plastic liners when needed.

**3. Walls:**

- a. Spot clean weekly.

**4. Carpet:**

- a. Vacuum five (5) times a week and spot clean as needed.
- b. Shampoo carpets and remove traffic pattern dirt twice (2) per year.

**5. Glass:**

- a. Partition glass:
- b. Spot clean.

**6. Glass outside walls:**

- a. Spot clean daily.
- b. Clean inside and outside twice (2) a year.

**7. Ceiling:**

- a. Remove any cobwebs from ceiling and corner walled areas.
- b. Dust ceiling vents monthly.

**8. Floors:**

- a. Tile, Rubber, and concrete pavers:
- b. Wet mop daily.
- c. Strip, clean, seal and wax twice (2) per year.

**B. DETENTION AND LOCK-UP AREAS - FREQUENCY FIVE (5) TIMES PER WEEK.**

- 1. Same as applicable items of Section F. - Restrooms.

**C. HALLWAYS - CARPETED - FREQUENCY FIVE (5) TIMES PER WEEK IN LOBBY AND POLICE AREA AND FIVE (5) TIMES PER WEEK IN THE REMAINDER OF THE BUILDING.**

**1. Floors:**

- a. Carpet:
  - 1. Vacuum and spot clean as needed.
  - 2. Shampoo carpet to remove traffic pattern dirt twice (2) a year.

D. ELEVATORS: QUANTITY - ONE (1) - FREQUENCY FIVE (5) TIMES PER WEEK.

1. Walls:
  - a. Spot clean all Stainless Steel.
2. Floors:
  - a. Vacuum and spot clean.
  - b. Shampoo carpet to remove traffic pattern dirt twice (2).

E. STAIRWAYS: QUANTITY - FIVE (5) - FREQUENCY FIVE (5) TIMES PER WEEK.

1. Dust mop or sweep.
2. Wet mop tiled area.
3. Wash walls as necessary.
4. Vacuum carpeted areas.
5. Shampoo carpet twice (2) per year.

F. RESTROOMS - FREQUENCY FIVE (5) TIMES PER WEEK IN GREGORY J. BIELAWSKI MUNICIPAL CENTER LOBBY/POLICE STATION AND FIVE (5) TIMES PER WEEK IN THE REMAINDER OF THE BUILDING(S) (UNLESS OTHERWISE NOTED BELOW).

1. Floors:
  - a. Detergent mopped and rinsed.
2. Walls:
  - a. Spot clean weekly.
3. Ceilings:
  - a. Remove any cobwebs from ceiling and corner walled areas.
  - b. Dust ceiling vents monthly
4. Fixtures:
  - a. Cleaned and sanitized.
5. Mirrors:
  - a. Cleaned.
6. Fittings and Supply Pipes:
  - a. To be kept clean.
7. Sanitary Napkin Receptacle:
  - a. Cleaned, sanitized and refilled with contractors provided product.
8. Stall Partitions and Tile Walls:
  - a. Kept clean.
10. Waste Receptacle:
  - a. Emptied and resulting debris placed in designated area. Replace plastic liner when needed. Receptacles kept clean.
11. Towel and Tissue Receptacles:
  - a. Refill and kept clean.

12. Hand Soap Receptacles:  
a. Refill and kept clean.

G.. DRINKING FOUNTAINS - FREQUENCY FIVE (5) TIMES PER WEEK IN THE GREGORY J. BIELAWSKI MUNICIPAL CENTER AND POLICE AREA

- a. Sanitized and cleaned with Stainless Steel cleaner.

H. WASTE REMOVAL:

- a. Remove all recyclable and non-recyclable waste materials generated in contract areas into designated recyclable and non-recyclable dumpsters located outside.

I. COOLING AND HEATING AND RETURN AIR CEILING VENTS - FREQUENCY ONE TIME PER MONTH (ALL LOCATIONS).

J. MISCELLANEOUS SERVICES: (AT BOTH LOCATIONS)

1. Observe and report any irregularities such as: unlocked doors, broken windows, office machines running, lights left on, defective plumbing, etc.
2. Turn off all lights except security lights when leaving.
3. Keep doors locked as required to maintain proper security at all times.
4. Admit no one into the building or into secured offices or rooms at any time.

K. ADDITIONAL SERVICE AND/OR EMERGENCY CONDITIONS (ALL THREE LOCATIONS)

The bidder shall be capable of temporarily providing additional service and/or increased frequency of service if necessary, due to emergency conditions or special use of the building; such as special public meetings on a weekend. Except for emergency conditions, the Village shall provide a twenty-four (24) hour notice that increased service will be required. No additional charges shall be made for temporary additional services, which can be completed within the normal working hours and days of the contract, unless additional help is required. Additional services outside of normal working hours shall be paid at the hourly rate indicated in the proposal.

L. LOBBY AND BOARD ROOM FURNITURE:

1. Shampoo or steam extraction of fabric furniture once (1) a year.

**WORK ACTIVITY BREAKDOWN FOR  
CAROL STREAM PUBLIC WORKS CENTER  
124 GERZEVSKA LANE**

## FIVE DAYS A WEEK (EXCEPT WHERE NOTED DIFFERENTLY) - GENERAL AND PRIVATE OFFICES AND LOBBY

- Empty all recyclable and non-recyclable waste containers, inserting plastic liners where required.
- Remove and deposit trash and recyclable waste materials into designated non-recyclable and recyclable containers outside.  
Clean and sanitize the entire fountain-top, sides, bottom, basin, handles, etc.
- Dust all horizontal surfaces to reachable height.
- Detergent mop and rinse all tile floors throughout the Public works facility with treated mops, 5 times weekly. The act of mopping shall not result in dirty wall base. If the wall base shows dirt following mopping the wall base must be wiped down to remove any residue from the mopping process.
- Vacuum carpeted and upholstered areas.
- Shampoo carpet to remove traffic pattern dirt twice (2) per year.
  
- Spot clean entrance glass.
- Spot clean partition glass.
- Dust desktops (papers on desks will not be disturbed).
- Wash counter tops.
- Vacuum floor mats.
- Spot clean walls and switch plates.
- Dust inside window ledges and frames.

## FIVE DAYS A WEEK (EXCEPT WHERE NOTED DIFFERENTLY) - LUNCHROOM AND KITCHEN

- Empty all recyclable and non-recyclable waste containers, inserting liners where required.
- Remove all paper and trash to be stored in designated areas.
- Dust all furniture and fixtures.
- Dust all horizontal surfaces to a reachable height.
- Mop all tile floors.
- Hand spot clean partition glass.
- Spot clean interior windows and door frame glass.
- Dust inside window ledges.
- Wash counter tops.
- Wipe tabletops.
- Spot clean walls and switch plates.
- Strip, clean and wax tile floors twice (2) a year.

## FIVE DAYS A WEEK - WASHROOMS AND LOCKER ROOMS

- Clean, sanitize and wipe dry all porcelain fixtures. This includes the entire fixture-top, sides, bottom, basin, handles, etc.
- Clean and polish all chrome faucets and fixtures.
- Damp clean all glass mirrors.
- Empty all recyclable and non-recyclable waste containers, inserting liners where required.
- Empty sanitary napkin containers.
- Hand-wipe metal partitions.
- Mop floors. The act of mopping shall not result in dirty wall base. If the wall base shows dirt following mopping the wall base must be wiped down to remove any residue from the mopping process.
- Spot damp clean metal partitions.
- Strip, clean and wax tile floors twice (2) a year.

- Remove fingerprints from doors, frames, sills, light switches, kick and push plates, etc.
- Damp clean and sanitize all shower stalls.
- Refill all dispensers. (WASHROOM SUPPLIES TO BE FURNISHED BY THE VILLAGE OF CAROL STREAM) **NOTE: Bi-fold towels must be installed properly to avoid waste.**

#### PERIODIC CLEANING SCHEDULE

Fully wash inside and outside windows two (2) times a year (once in the spring and once in the fall).  
 Steam clean fabric chairs one (1) time a year.

### **GENERAL GUIDELINES FOR CLEANING**

#### A. ROOM AND/OR OFFICE CLEANING:

The job of room and/or office cleaning consists of emptying waste receptacles, sweeping and/or dust mopping and/or vacuuming and/or wet mopping and rinsing office floors, rugs, carpeting and dusting all parts of rooms and corridor spaces, washing and damp wiping furniture, walls, doors, and other specified surfaces as instructed. Persons assigned to this job shall turn out lights after completing cleaning operations if offices are unoccupied.

#### EQUIPMENT AND SUPPLIES:

The custodial contractor, to facilitate cleaning of designated areas shall provide the following equipment and supplies:

1. Utility cart to be used to transport equipment and supplies.
2. Waste cart to be used to collect wastepaper and trash and recyclable container for recyclables.
3. Plastic liners to be used to replace worn or dirty liners. Liners are only to be replaced if necessary.
4. Putty knife to be used to remove gum and similar substances.
5. Broom and dust pan to be used for policing and picking up sweepings and dirt.
6. Wiping cloths to be used to damp wipe and dry surfaces.
7. Sponge to be used to clean uneven surfaces.
8. Bucket to be used to hold neutral detergent solution used for damp wiping.
9. Degreaser and/or germicidal cleaner deodorant in a bottle with nozzle and/or spray to be used to clean metal desks, file cabinets and other specified surfaces.
10. Abrasive cleaner to be used to remove stubborn stains.
11. Glass cleaner in a bottle with nozzle and/or spray to be used to clean glass surfaces only.
12. Furniture polishes to be used to clean and protect wood surfaces only.
13. Hand duster to be used for general dusting.

14. Wall duster to be used to dust walls and high surfaces.
15. Treated dust mops to be used to sweep smooth surface floors.
16. Hand brush and back- pack vacuum to be used to remove accumulated dirt from, grilles and similar surfaces.
17. Vacuum cleaner to be used to clean carpeted floors and rugs.
18. Steam vacuum shampooers to be used for cleaning carpeting.
19. Cotton mop to be used to wet and/or to damp mop or spot mop smooth surface floors.

#### PROCEDURE FOR ROOM CLEANING

1. Starting at one end of the work area, empty each waste receptacle into waste cart and replace them in their heir original location.
2. If high dusting is to be performed, it shall be performed first. With wall duster, dust ceiling and walls by starting with the ceiling. After ceiling has been dusted, start at the ceiling in a corner, sweeping downward making sure each stroke slightly overlaps previous stroke to dust the walls uniformly. To general dust, start dusting at the entrance of the room. With hand duster, dust doors, door frames, window ledges, sills and other furniture. Dust under letter trays, telephone, etc. CAUTION: Do not disturb papers or other materials on desks, tables, or file cabinets, dust only the areas that can be dusted without disturbing materials. Do not dust pot plants, artificial flowers or similar objects.
3. Use hand brush to dust grilles and similar surfaces.
4. Office furniture such as: metal file cabinets, desks, tables and chair legs shall be cleaned periodically with a degreaser and/or germicidal cleaner deodorant to prevent an accumulation of oil and dirt.
5. Use a damp wiping cloth to wipe windowsills, doors, doorsills and similar surfaces.
6. Spot clean walls and wall fixtures to remove fingerprints and stains.
7. Use clean wiping cloth to polish wood surfaces only.
8. Use dust mop to sweep smooth surface floors. Use the toy broom and dust pan to clean corners and pick-up the sweeping. Use putty knife to remove gum and similar substances in the sweeping operation.
9. Use cotton mop to damp and/or wet mop or spot mop smooth surface floors.
10. Buff smooth surface floor when it is required. Use vacuum cleaner to clean carpet floor and rugs, also spot clean carpets with spot cleaner.
11. Use vacuum cleaner to clean carpet floor and rugs, also spot clean carpets with spot cleaner.

#### B. ELEVATOR CLEANING:



Elevator cleaning includes all cleaning inside the elevator, such as the threshold plates, metal and wood surfaces or plastic surfaces, sweeping, vacuuming, removing gum and similar substances, dusting floors, lights, and walls. Persons assigned to this job shall notice defects in flooring, loose railing and similar service defects and report to the supervisor. Spot clean and vacuum carpets daily and shampoo twice (2) a year.

**EQUIPMENT AND SUPPLIES:**

**All cleaning equipment and supplies provided by winning bidder must be in proper working condition and be of sufficient quantity and quality to ensure proper cleaning of all facilities throughout the term of this contract.**

1. Utility cart to be used to transport equipment and supplies.
2. Vacuum cleaner to be used to clean carpet floor, also spot clean carpet with cleaner.
3. Putty knife to be used to remove gum and/or similar substances.
4. Toy broom and dustpan to be used to pick up the sweeping and policing.
5. Hand duster to be used for general cleaning.
6. Wall duster to be used for dusting walls and high surfaces.
7. Wiping cloths to be used to damp wipe and dry surfaces.
8. Furniture polish to be used to clean and protect wood surfaces.
9. Glass cleaner in bottle with nozzle attached to be used to clean glass.

**PROCEDURE FOR CLEANING ELEVATOR:**

1. Use dusters to dust ceilings, walls, doors. Use wiping cloths to damp wipe and dry surfaces when required and necessary.
2. Spot clean and vacuum carpets.
3. Use the toy broom and dustpan to clean corners. Use putty knife to remove gum and similar substances.
4. Spot clean walls with damp cloth to remove fingerprints.
5. Use clean wiping cloth to polish wood or plastic surfaces.
6. Damp wipe and dry to a shine all metal surfaces.
7. Damp wipe with solution from bucket.

**CAUTION:** Be careful not to splash or scar walls, carpet or other surfaces with equipment or cleaning solutions. Custodial contractor shall provide copies of all OSHA required material safety data sheets (MSDS) to the Village upon execution of contract and whenever there is a change in the types and quantities of cleaning materials being used.

### STAIRWAY CLEANING:

Stairway cleaning includes sweeping stair landings and steps, removal of gum and similar substances, dusting stair railings, fire apparatus, doors, ledges and grills; cleaning handrails glass, metal or wood surfaces. Person assigned to this job shall notice loose railings and similar service defects and report to the supervisor who shall immediately notify the Village of Carol Stream Municipal Buildings and Grounds Maintenance Supervisor @ 630-871-6249.

### EQUIPMENT AND SUPPLIES:

1. Utility cart is used to transport equipment and supplies.
2. Toy broom and dustpan are used for sweeping and cleaning landings, stairs and corners.
3. Putty knife is used to remove gum and similar substances.
4. Wiping cloths are used for damp wiping and drying surfaces.
5. Hand duster is used for general cleaning.
6. Cotton mop, bucket, and wringer with clean water using detergent is used to wet mop and/or damp mopping landings and stairs.
7. Furniture polish is used to clean and protect wood surfaces only.
8. Glass cleaner in a bottle with nozzle attached and/or spray can is used to clean glass surfaces.
9. Doodlebug and/or the like with scouring pad is used to remove built up soil on stairs.
10. Portable vacuum cleaner is to be used to sweep stairs.

### PROCEDURE FOR CLEANING STAIRWAYS:

1. Using the toy broom and dustpan, start at the top of the stairways and sweep all landings and stairs. Collect the sweepings at each landing and step. Use putty knife to remove gum or similar substances, making sure that all loose dirt and lint is removed from the corners while sweeping.
2. Using hand duster, start at top and dust railings, fire apparatus, doors, ledges and other items up to the bottom landing.
3. Damp wipe and dry to shine metal surfaces.
4. Use clean wiping clothes and polish to clean wood surfaces only.
5. Clean glass surfaces using glass cleaner and wipe dry.
6. Use a clean wiping cloth that has been dampened in detergent solution to spot clean walls to a height that can be reached while standing on the steps.
7. Wet and/or damp mop with solution from bucket, start at the top landings and move downward and rinse.

**CAUTION:** Avoid using an excessive amount of solutions. Be careful not to splash or scar walls, baseboards or stair risers with equipment or cleaning solutions. Suitable warning shall be given to the occupants against danger of slipping. Janitorial services contractor shall use appropriate signs for warning pedestrians and occupants of potential hazards associated with cleaning operations.

#### **D. CARPET SHAMPOOING:**

Because dirt contains natural oils and moisture, which makes it difficult to remove, it is necessary to periodically give the carpet a more thorough cleaning. This is the reason for shampooing. Using steam vacuum shampooer, which sprays the solution into the carpeting and then vacuums it back up, requires some judgement and skill. Every step shall be followed carefully. With steam vacuum shampooer you can get into corners and along walls and fixtures that cannot be moved.

#### **EQUIPMENT AND SUPPLIES:**

1. Steam vacuum shampooer to be used for shampooing.
2. Dry vacuum cleaner to be used for vacuuming carpet before shampooing.
3. Solution can be mixed in machine.
4. Janitorial services contractor shall post appropriate signs notifying pedestrians and occupants to keep off of freshly shampooed carpet until it dries.
5. Putty knife to remove gum and other substances.

#### **PROCEDURE FOR SHAMPOOING:**

1. Clear the area of moveable furniture.
2. Vacuum carpet thoroughly with dry vacuum to remove loose dirt and paper and other substances.
3. Remove gum and other substances with putty knife.
4. Mix solution in machine, which is on a plastic drop cloth when doing this.
5. Select a starting point, usually a dead corner, work out from there to cover the whole room and finish at the door.
6. The carpet shall be left to dry with minimum disturbance. The drying time varies with moisture in the air. Carpet shall dry in about four hours.
7. Avoid walking on or replacement of furniture on wet carpet. If it is necessary, protect pathways with plastic sheets. Place furniture on pieces or square of aluminum foil to prevent metal on furniture legs from rusting and rust staining on carpets. **CAUTION:** Use proper solution. Proper and uniform spraying with solution is important in removing deep down dirt from carpet. Remember you are spraying down the hot solution and picking it up with the built-in vacuum all done with one machine.

8. Spot cleaning after initial shampooing is very important. It is important that spot cleaning become a part of the regular routine care of carpet. Areas that are subjected to more traffic and wear shall be given extra attention. As for spots that are caused by spills, it is possible that trying to clean some foreign substance from carpet will spread it or make it worse, if the right spot remover is not used. Spot cleaning is generally based on the assumption that the substance is either oil or water soluble. A dilute neutral synthetic detergent solution shall be tried first. If the spot comes off, it is water soluble. If the detergent fails, a dry cleaning solvent shall be tried. When attempting to remove the spot itself, start at the edges of the spot working towards the center to be sure that you are going to be removing the spot instead of spreading it.

#### E. RESTROOM CLEANING

Restroom cleaning is very important. Restrooms are called the sensitive areas because of the sanitation aspect. The word sanitation, of course, implies freedom from the presence of living organisms such as viruses, bacteria, fungi, etc. which can cause infections or diseases. Cross infection is the term used to describe the spread or transference of those living organisms from one person to another. Restrooms are the single most common location where these living organisms leave the body. For the conditions of light, temperature and moisture are right, these organisms thrive and multiply and can be spread to the next person who comes in contact with them. Also, there are other sensitive areas in buildings where living organisms, if given a chance, can thrive and multiply such as: custodial closets, eating areas, and water fountains, etc. It is that a special effort is made to sanitize; to hold down the growth of germ in the restrooms and other sensitive areas. The presence of germs can cause bad odors. A foul smelling restroom indicates the presence of dirt and potentially unhealthy conditions. Odors are not a problem in a properly maintained and cleaned restroom. Properly cleaned areas contained within the contract shall never have an odor problem indicative of unhealthy conditions.

#### CLEANING AGENTS GREEN PRODUCTS:

The primary cleaning agents used for these problem areas is a good germicide detergent combined and germicidal cleaner deodorant spray and wipe, which cleans and at the same time kills germs. These agents are called disinfectants. Disinfectants have to be spread over the surfaces and allowed to remain in wet form for a short period of time and then wiped dry with a clean dry cloth or clean mop.

Another cleaning aid used in restroom only is an acid cleaner. Acid cleaners are designed to clean and sanitize sanitary fixtures and make the job easier. They also attack lime encrustation and rust stains and other staining. Great care shall be used when working with acid cleaners as they are very caustic, can burn surfaces and become chemically reactive with other substances. Also, a good stainless steel metal cleaner shall be used on stainless steel drinking fountains. They shall also be sanitized and disinfected daily.

Potential problem areas such as washrooms, locker rooms and showers can be maintained with proper sanitation. The quality of care these areas receive depends on the kind of cleaning agents used, the frequency of cleaning, and how well the cleaning job is done. If the best cleaning agents are used and work is done properly, there should be no problem keeping these areas clean and odor free.

#### EQUIPMENT:

1. Utility cart to be used to transport equipment and supplies.
2. Rubber gloves shall be used for restroom cleaning.
3. Mop, bucket and wringer with a disinfectant solution to be used.

4. Dust mop properly treated to first sweep up dust, dirt and papers on floor.
5. Clean wiping towels to be used to damp wipe and dry fixtures and other surfaces.
6. Scouring pads to be used for removing stubborn stains on floors, built-up stains on baseboards, around floor-mounted commodes, partition legs or other similar areas when it is possible to use this equipment.
7. Toy broom and dustpan to be used for picking up loose litter on floor and in corners.
8. Sponge to be used to clean uneven surfaces.
9. Toilet bowl brush (Johnny mop) along with an appropriate cleaner to be used to swab the insides of commodes and urinals and in and around all porcelain fixtures to prevent odor and build-up of residue and grime.
10. Putty knife is used to scrape gum or similar substances from floor, hard to remove dirt (soil from corners, behind commodes and around legs of partitions and stalls).
11. Wall duster to be used for high dusting such areas as walls above hand reach, ceilings, air vents, etc.
12. Vacuum cleaner to be used for ladies lounge, if carpeted.
13. Appropriate warning signs to be used to deny the use of the facilities while cleaning in progress.
14. Keys to be used for serving dispensers.
15. Inspection mirror with an offset swivel handle to be used for inspection of the underside of rims on toilet fixtures.

#### SUPPLIES FOR SERVICING:

1. Hand soap liquid or other (supplied by Village).
2. Toilet tissue rolls (supplied by Village).
3. Proper paper towels to be used for each dispenser (supplied by Village).
4. Plastic bags to be used for waste containers and changed only when necessary (supplied by contractor).
5. Disposable bags to be used for trash container liners for sanitary purposes (supplied by Village).

#### SUPPLIES FOR CLEANING RESTROOMS:

1. Non-corrosive cleaner to be used to clean commodes and urinals (not to be used on metal of any kind).
2. Disinfectant which is also germicide cleaner for killing germs to be used for cleaning plumbing and under sinks.
3. Glass cleaner for cleaning glass.

4. A good detergent and germicide for cleaning floors.
5. Anything used in restroom shall not be used anywhere else in the building.

#### PROCEDURES FOR CLEANING RESTROOMS:

This operation includes all the cleaning work inside public restrooms, which the cleaner can perform while standing on the floors, except washing walls, ceiling, and air vents (clean plumbing, under sinks and urinals).

The restroom cleaning operation is performed daily; usually at night, and includes emptying waste receptacles, dusting, sweeping floors, damp wiping towel dispensers, sanitary napkin dispensers, towel waste receptacles, mirrors, shelves, walls, stall surfaces and doors, thoroughly cleaning every surface on and immediately surrounding wash basins, water commodes and urinals, and mopping floors. It also includes one servicing operation, which involves checking and replenishing paper towels, toilet tissue sanitary napkins and soap dispensers. Wall surfaces and partitions are spot wiped daily and damp wiped once every two weeks (clean plumbing under sinks and urinals).

#### PROCEDURES FOR CLEANING WATER FOUNTAINS:

1. Water fountains shall be cleaned daily with an appropriate non-abrasive stainless steel or porcelain cleaner.
2. Litter, such as chewing gum or bits of paper shall first be removed.
3. Spray with a disinfectant and go over surfaces with a clean sponge to remove solution and dirt.
4. Spray with metal cleaner and use a dry, clean cloth to wipe sides and polish chrome or stainless steel to a good shine. When job is completed, fountain shall be completely clean. Chrome or stainless steel shall be bright with no water spots or haze. Water fountains with an air grills shall be cleaned at least one a week with a brush and/or vacuum cleaner. This will prevent dust build-up. The wall and floor around the drinking fountain shall be free of spots and water. All other surfaces of the fountain shall be free of spots, stains and streaks. Orifices shall be free of encrustation. **CAUTION AND REMINDER:** Items for cleaning restroom fixtures must not be used elsewhere.

#### F. RESILIENT FLOOR CLEANING AND MAINTENANCE:

The job of resilient floor (tile) maintenance consists of scheduled periodic work on tile floor surfaces such as sweeping; dust mopping; moving of furniture in the area to be finished and buffed; stripping to remove gum, dirt, and old finish; applying coat of hard finish and buffing. Spot refinishing of heavy traffic areas, damp mopping and separate buffing work as required or prescribed by the floor manufacturer.

#### EQUIPMENT FOR STRIPPING AND MAINTENANCE OF TILE FLOORS: (EXCEPT LOBBY FLOOR)

1. Wet and dry vacuum
2. Buffer
3. Buffer pads - black or brown
4. Buffer stripping brush instead of pads
5. Mops and mop bucket
6. Dust mop or broom
7. Dust pan
8. Wet Floor signs

### TILE FLOOR STRIPPING PROCEDURES:

1. Clear the floor area that is to be stripped and remove all items that can be moved.
2. Remove all trash and dirt by sweeping. Be sure to sweep next to baseboards and remove dirt around door jams. Use putty knife to remove gum and other adhesive substances.
3. Mix the stripper following the manufacturer's directions. **Warning!** Do not mix at a rate stronger than that specified on the label, as a stronger solution will damage floors.
4. Using a mop, apply solution to approximately 100 square feet.
5. Allow it to remain on the tile floor five minutes before using buffer and pads and/or stripping brush. If using a pad, use a black or brown one. The above will be used for removing the old finish.
6. Allow machine to move over and over an area until old finish has been loosened and is suspended by the stripping solution. Ensure that dirt embedded in grout joints is thoroughly scrubbed and cleaned.
7. Do not let solution dry on floor, as the procedure of application and machine operation will need to be repeated.
8. After the old finish is suspended by the stripping solution, use the wet vacuum to pick it all up. When the room or area is completely stripped, inspect the floor. If any discolored spots, remove manually.
9. After all the solution has been picked up by wet vacuum, use a clean mop and rinse area thoroughly. All stripping solution must be removed or the new finish will not stick and powdering will result.
10. Thoroughly remove dirty solution from baseboards and allow floor to dry completely before applying finish.
11. Apply finish with new mop that has been allowed to soak in clean warm water and rinsed to remove excess oils and lint. Remove as much water from the map as practical.
12. Apply floor finish in thin coats with the first coat stopping within six inches of the wall. Allow drying time between each coat.
13. The time required to dry will depend on the humidity.
14. Apply second coat over the entire area being very careful not to get the finish on baseboards and walls.
15. After finish has dried for manufacturer specified time, buffing operation can begin.
16. Remember all items must be put back into the room in their original positions.
17. Erect warning signs in the areas that are being cleaned and/or stripped and/or treated with new finish to caution occupants about the potentially wet, slippery surface.
18. Traffic area of an office may have to have a third coat of finish.

19. After the new finish is down and completely buffed for the first time, the finished area shall have an acceptable, uniform luster and be free of extreme highlights from the machine buffing. Additional buffing from time to time will prolong the life of the finish.
20. The resilient rubberized floor in the Police Station shall not be stripped or buffed.

#### G. WINDOW CLEANING

The purpose of window washing is to allow the maximum amount of light to enter the buildings. Before washing the glass on the inside or outside of the windows, the sash and sills shall be brushed or wiped with a damp cloth. Inside of the windows shall be washed with a sponge with clear water or glass cleaner in a spray bottle and/or spray can and dried with a wiping cloth. Outside of windows shall be washed with a soft bristle brush attached to a long handle and dried with a squeegee attached to a long handle. Squeegees reduce drying time. When washing windows, the following rules shall be applied:

1. Clean windows at a time that will cause minimum interruptions.
2. When washing windows inside, replace furniture or articles moved in the process of cleaning.
3. A glass cleaner specified for this purpose shall be used, which cuts grease and leaves no deposit on glass.
4. After windows have been cleaned, there shall be no streaks or unwashed areas on glass.

#### H. LOBBY AND ENTRANCE CLEANING:

Lobby and entrance cleaning includes glass cleaning, lobbies, entrances and doors. The job of lobby and entrance cleaning consists of sweeping, dusting, polishing chrome and/or stainless steel, cleaning glass surfaces, wall spotting and floor cleaning.

#### PROCEDURE FOR CLEANING: LOBBIES AND ENTRANCES:

1. If grills are located in assigned area, remove built-up dirt with hard nylon or bristle brush.
2. Use a nylon or rayon mop head to sweep lobby and entrance floors collecting the sweepings from the area into a dustpan with a broom and disposing of it properly.
3. While sweeping operation is being performed, use putty knife to remove any gum, tar or similar substances from the floor. Make sure all loose dirt is removed from baseboards and corners before sweeping. Also, be careful with putty knife as not to damage floor surfaces.
4. Use wall duster to dust walls and high surfaces.
5. Use hand duster to dust doorframes, moldings, ledges and all other surfaces that are to be dusted.
6. With bucket and neutral detergent solution and wiping cloths, damp wipe doorknobs, push bars, kickplates, etc. and wipe dry. All chrome and/or stainless steel shall be dried and polished to a shine.
7. Use glass-cleaning solution to clean and dry to a shine all glass surfaces in the lobby.
8. Walk-off mats at all entrances shall be vacuumed and cleaned.



9. Buff tile.

10. Wet mop floor with a flax soap.

I. WALL CLEANING:

Walls, doors, switch plates; ceiling and lighting fixtures are termed as periodic cleaning because these functions are not performed every day. But if you ignore them and never get round to cleaning them, the results of neglect will eventually begin to show, and the longer the dirt is allowed to stay, the more difficult it becomes to remove. The frequency of cleaning depends entirely upon local conditions. Some areas require more frequent cleaning than others, which requires that the contractor exercise good judgment. Do not neglect them entirely until the build-up becomes obvious. Cleaning then will require an all out effort. These functions shall be performed often enough that the cleaning remains a simple routine.

PROCEDURES FOR CEILINGS AND DOORS:

Ceilings shall be periodically dusted. Particular attention shall be paid to surfaces parallel to the floor where dust might settle such as: pipes, conduits, light fixtures, and ledges no matter how narrow. One problem area is the air conditioning and heating outlets. These areas shall be dusted often and periodically wiped down with detergent solution to prevent build-up being deposited on the ceiling.

Doors shall be damp-wiped with detergent solution and dried periodically to prevent a dirt build-up. Glass doors shall be given special attention at entrances. Glass shall be cleaned and fingerprints removed daily and the entire doors cleaned periodically as needed. This includes door knobs, push bars, kick plates and other surfaces surrounding the doors.

J. CLEARANCE OF PERSONNEL:

The Village of Carol Stream shall exercise full and complete control over granting, denying, withholding or terminating clearances for contractor's employees. Employees, whom the Village deems careless, discourteous or otherwise objectionable or who do not meet standards required for security or other reasons, will be prohibited from entering the buildings to perform work. All cleaning personnel will be required to submit to a background check. Background check costs of custodial contract workers above the initial five (5) custodial employees will be paid by the custodial contractor at the Village's cost to perform the checks.

K. CANCELLATION OF CONTRACT:

The Village may cancel this contract upon 30 days written notice if it is determined that the contractor has not properly cleaned and maintained the municipal building as outlined in these specifications. The Village may cancel this contract without prior notice upon any impropriety on the part of contractor or its employees.

OTHER REQUIRED BOND

1. The Contractor shall furnish a Performance and Payment bond in an amount at least equal to 100 percent of the aggregate amount of the Contract as security for the faithful performance of the Contract and for the payment of all persons performing labor and furnishing materials in connection with this Contract.

2. Payment Withheld

Notwithstanding any other provision of this contract, the Contractor agrees that if any person files with the Owner a notice of mechanic's lien, a notice of lien against public funds, or any other notice of claim which may reasonably be construed by the Owner to be a notice of lien against public funds, the owner shall withhold from the Contractor an amount equal to the amount claimed in such notice. This withholding shall be without regard to the merits of such claim, together with such additional amount the owner deems necessary, in the sole discretion of the Owner to pay the costs and expenses, including attorney's fees, of defending any action brought to foreclose such lien or enforce such claim, or incurred in connection therewith or by reason thereof, until such time as the Contractor presents to the Owner a complete release of such claim in form satisfactory to the owner.

Funds withheld in accordance with this paragraph shall be from the next funds due and payable to the Contractor. All such funds deducted by the Owner and on hand at the time of any default of the Contractor by the Owner as provided for in this contract may be applied by the owner toward the cost of completion of the work by others and shall not be available to the Contractor or its Surety.

If at any time any notice of lien or claim which is construed by the Owner to be a notice of lien against public funds is filed with the Owner, the Contractor shall, at its own cost and expense, promptly discharge or otherwise dispose of the claim made therein and shall present to the Owner a complete release of such claim in form satisfactory to the Owner.

3. Insurance

The insurance shall be with a company or companies licensed to do business in the State of Illinois. A copy of Certificates shall be filed with the Village. The Contractor shall cause to have an endorsement naming the owner as additional insured. Insurance required by this Article shall be written with a company having at least an "A" policyholder's rating and a minimum Class 10 financial rating as listed in the Best Insurance Guide, latest edition. During the term of the Contract, the Contractor shall, at his own expense, purchase and maintain insurance in accordance with these General Conditions as follows:

1. Workers Compensation

- a. Basic Policy including occupational disease - Statutory limits
- b. Employer's Liability - Statutory limits
- c. Contractors having office of places of hire outside the State of Illinois shall attach or otherwise show an "All States" endorsement.

2. Public Liability (Comprehensive Form)

- a. Minimum limits:
  - Body Injury           1,000,000 each person  
                                  1,000,000 each occurrence
  - Property Damage    1,000,000 each occurrence  
                                  1,000,000 aggregate
- b. Included Coverage (Shall be in comprehensive form)
  - Premises and Operations
  - Independent Contractors Contractual
  - Completed Operations (Continue coverage in force for one year after completion or work)
  - Bodily Injury - include personal injury
  - Property Damage - include Broad Form, - write on occurrence basis
  - Property Damage - remove "X,C,U," exclusions

3. Automobile Liability
  - a. Minimum limits:
    - Bodily Injury           \$1,000,000 each person  
                                  \$1,000,000 each occurrence
    - Property Damage       \$1,000,000 each occurrence
  - b. Included Coverage (Shall be in Comprehensive Form)
    - Owner vehicles
    - Non-owned vehicles
    - Hired vehicles
    - Property Damage - occurrence basis
  
4. The Contractor shall also purchase and maintain such insurance as will protect the Owner and their agents and their employees from and against all claims, damages, losses and expenses, including attorney's fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss or expense (1) is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property (other than the work itself), including the loss of use resulting therefrom; and (2) is caused in whole or in part by any negligent act of omission of the Contractor, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whole acts any of them may be liable, regardless of whether or not it is caused in part by a party to whom insurance is afforded pursuant to this subparagraph shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Contractor or Subcontractor under Workers Compensation Acts, disability benefit acts or other employee benefit acts.

**TALLY SHEET**

For all responsibilities covered by the specifications, the total monthly cost is:  
\$ 1,385.00 for the Municipal Center facility.

\$ 860.00 for the Public Works Center.

(Below not to be included in the monthly charge)

Seperate line items

\$ 100.00 for cleaning of upholstered chairs 1 time/year.

\$ 1,580.00 for stripping and waxing of tile floors 2 times/year.

\$ 700.00 for carpet cleanings 2 times/year.

\$ 500.00 for outside window cleanings 2 times/year.

Grand Total for both facilities including line items.

\$ 29,820.00 per year

The total average daily cleaning hours proposed for all two facilities is:

10 hours or as needed

For additional and/or emergency service required the hourly rate per person is:

\$ 18.00

The undersigned agrees that if awarded the contract, he/she will comply with all requirements as herein set forth.

-----  
IF INDIVIDUAL BUSINESS:

N/A  
\_\_\_\_\_  
(Signature of Bidder)

\_\_\_\_\_  
(Business Address)  
-----

IF A CO-PARTNERSHIP:

\_\_\_\_\_  
(Firm Name)

N/A  
\_\_\_\_\_  
(Business Address)

Names and address of all Firm Members:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

IF A CORPORATION

CRYSTAL MNGT & MAINT SERVICES CORP

(Corporate Seal)

(Corporate Name)

1699 WALL ST, SUITE 504, MT. PROSPECT IL 60056

(Business Address)

*[Handwritten Signature]*

(Signature of Officer)

Names of officers

STANISLAWA TALAR

(President)

ANNA FORJASZ

(Secretary)

HALINA WIKAR

(Treasurer)

ATTEST:

*[Handwritten Signature]*

(Secretary)

IF A JOINT VENTURE:

N/A

(Corporate Seal)

(Name of Joint Venture)

(Signature of Joint Venture Owner)

(Signature of Joint Venture Owner)

(Business Address)

ATTEST:

(Secretary)

CONTRACT

1. THIS AGREEMENT, made and concluded this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

between The Village of Carol Stream

acting by and through the Mayor and Board of Trustees

known as the party of the first part, and \_\_\_\_\_

his/their executors, administrators, successors or assigns, known as the party of the second part.

- 2. WITNESSETH: That for and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents the party of the second part agrees with said party of the first part of his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described and in full compliance with all of the plans of this agreement and the requirements of the Village under it.
- 3. And it is also being understood and agreed to that the Notice to Bid, Proposal and Contract Bond, the Specifications and Addendum(s) hereto attached or as have been issued are all essential documents of this contract and are parts hereof.
- 4. IN WITNESS THEREOF, the said parties have executed these presents on the date above mentioned.

For the Owner  
Party of the First Part

\_\_\_\_\_  
(Owner)

ATTEST: \_\_\_\_\_  
Clerk, Secretary-Treasurer or  
Notary Public

By \_\_\_\_\_  
(Signature)

MUNICIPAL OR CORPORATE SEAL

\_\_\_\_\_  
(Officer's Name)

State of \_\_\_\_\_ Ss. \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said county, in the  
State aforesaid, do hereby certify that \_\_\_\_\_ and

\_\_\_\_\_ to me personally known to be

PRESIDENT AND SECRETARY respectively of \_\_\_\_\_

\_\_\_\_\_

a CORPORATION, and also known to me to be the persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that as such president and secretary respectively they signed, sealed, and delivered the said instrument as the free and voluntary act of said corporation, for the uses and purposes therein set forth, and that they were duly authorized to execute the same by the board of directors of said corporation.

Given under my hand and Notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, AD 20 \_\_\_\_\_

\_\_\_\_\_  
Notary Public

State of \_\_\_\_\_  
Ss.

County of \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said

County, in the State aforesaid, does hereby certify that \_\_\_\_\_

who is personally known to be the same person who signed the above and foregoing

instrument as the ATTORNEY IN FACT for \_\_\_\_\_

appeared before me this day in person and acknowledged that he signed the name of

\_\_\_\_\_ thereto, as his Principal, and his own

name as ATTORNEY IN FACT, as the free and voluntary act of his said Principal for the uses and purposes therein set forth, and that he executed the said instrument under authority given him by said Principal.

NOW THEREFORE, if the said Principal shall well and truly perform said work in accordance with the term of said contract, and shall pay all sums of money due or to become due for any labor, materials apparatus, fixture or machinery furnished to him for the purpose of performing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of the performance thereof and until the said work shall have been accepted, and shall hold the aforesaid Owner and its or his agents harmless on account of any such damages, and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of said contract, then this obligation to the void; otherwise to remain in full force and effect.

Approved this \_\_\_\_\_ day of \_\_\_\_\_  
\_\_\_\_\_, AD 20\_\_.

IN WITNESS WHEREOF, We have duly  
executed the foregoing obligation this

Mayor and Board of Trustees  
(Governing Body or Owner)

\_\_\_\_\_ day of \_\_\_\_\_ AD 20\_\_.

By \_\_\_\_\_  
(Officer's Name)

Corporate Name \_\_\_\_\_  
\_\_\_\_\_

ATTEST:

For Village of Carol Stream  
(Owner's Name)

By \_\_\_\_\_  
(President)

\_\_\_\_\_  
(Clerk or Notary Public)

ATTEST \_\_\_\_\_  
(Secretary)

\_\_\_\_\_  
(Seal)

By \_\_\_\_\_  
(Attorney in Fact) (Seal)

MUNICIPAL OR CORPORATE SEAL

By \_\_\_\_\_  
(Attorney in Fact) (Seal)



**FOR THE CONTRACTOR  
PARTY OF THE SECOND PART**

If A Corporation:

CRYSTAL MNGI'S, MAINT SERVICES, CORP. ATTEST:  
(Corporate Name)

By MONIKA TALAR  
(Officer's Name)  
GENERAL MANAGER  
(Title)

ANNA FORJAS  
(Secretary)

CORPORATE SEAL:

If A Co-Partnership:

N/A (SEAL)  
\_\_\_\_\_  
(SEAL)  
\_\_\_\_\_  
(SEAL)

Partners Doing Business under the Firm Name Of:

\_\_\_\_\_  
(Party of the Second Part) (SEAL)

If an Individual:

N/A (SEAL)  
\_\_\_\_\_  
(Party of the Second Part) (SEAL)

If a Joint Venture:

N/A ATTEST: \_\_\_\_\_  
(Contractor's Name) (Secretary)

By \_\_\_\_\_ CORPORATE SEAL  
(Signature)

\_\_\_\_\_  
(Officer's Name)  
\_\_\_\_\_  
(Title)

AND

\_\_\_\_\_  
(Contractor's Name) ATTEST: \_\_\_\_\_  
(Secretary)

By \_\_\_\_\_  
(Signature)

(Officer's Name)

---

(Title)

DOING BUSINESS AS JOINT VENIURE

Given Under my Hand and Notarial Seal, this \_\_\_\_\_ day of \_\_\_\_\_AD 20\_.

---

(Notary Public)

**VENDOR CERTIFICATION OF COMPLIANCE**

WITH PUBLIC ACT 85-1295

All Vendors providing goods and/or services to the Village of Carol Stream shall complete this form as part of the agreement to provide said goods/services.

I, MONIKA TALAR certify that CRYSTAL MNGT & MAINT SERVICES, CORP  
Name of Business

1699 WALST, SUITE 504, MI. PROSPECT IL 60056 PHONE 847-228-6555  
(Business address and telephone number)

is not barred from bidding on the contract as a result of a violation of either Section 33E-3 prohibiting bid-rigging or 33E-4 prohibiting bid rotating, or any other provision of Public Act 85-1295.

**ILLINOIS HUMAN RIGHTS ACT (775IL CS 5)**

In the event of the Contractor's non-compliance with the provisions of the Equal Employment Opportunity Clause, the Illinois Human Rights Act or Applicable Rules and Regulations of the Illinois Department of Human Rights (Department), the contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulations.

**SUBSTANCE ABUSE PREVENTION ON PUBLIC WORK PROJECT ACT**

Contractor shall comply with the provisions of 820 ILCS 265/1. et seq., which include prior to commencement of work on a municipal project, having in place a written substance abuse program for the prevention of substance abuse among its employees which meets or exceeds the program requirements identified in this Act. The substance abuse policy shall be submitted in writing to the municipality and shall be made available to the general public.

**TOXIC SUBSTANCE DISCLOSURES**

All contractors must comply with the requirements of the Toxic Substance Disclosure to Employees Act, for any materials, supplies, and covered by said Act.

**MATERIAL SAFETY DATA SHEETS**

All products supplied shall meet all applicable federal, state and local standards for product safety. **Products and containers shall be properly labeled** to meet all applicable standards and regulations regarding safety, toxicity and other standards. Material Safety Data and Safety Data Sheets (MSDS) (SDS) shall be supplied as required for all affected products at all sites and the Contractor is responsible to keep all MSDS & SDS sheets current.

**PERFORMANCE AND PAYMENT BOND**

Bond Number: \_\_\_\_\_

KNOW ALL MEN BY THESE PRESENTS, That \_\_\_\_\_

as Principal, and \_\_\_\_\_

as Surety, are held and firmly bound unto \_\_\_\_\_ the full

and just sum of \_\_\_\_\_ Dollars

(\$ \_\_\_\_\_), lawful money of the UNITED STATES OF AMERICA for the payment of which sum of money well and truly to be made, we bind ourselves, heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents;

WHEREAS, The Principal has entered into a certain written Contract, dated \_\_\_\_\_

day of \_\_\_\_\_, 2016, with the \_\_\_\_\_ for \_\_\_\_\_

\_\_\_\_\_, as described in the foregoing Contract.

NOW THE CONDITIONS OF THIS OBLIGATION ARE SUCH that if the said Principal shall in all respects will and truly keep and perform the said Contract, and shall pay all sums of money due or to become due, for any labor, materials, apparatus, fixtures or equipment furnished for the purpose of construction of the work provided in said Contract, and shall remove and replace any defects in workmanship or materials which may be apparent or may develop within a period of one (1) year from the date of final acceptance, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

And the said Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the contract or to the work to be performed thereunder of the specifications accompanying the same shall in any way affect its obligation on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the contract or to the work or to the specifications.

IN WITNESS WHEREOF, we have hereunto set our hands and seal this \_\_\_\_\_

day of \_\_\_\_\_, 2016.

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

Principal

WITNESS:

\_\_\_\_\_  
(If Individual or Firm)

ATTEST:

\_\_\_\_\_  
(If Corporation)

\_\_\_\_\_(SEAL)

\_\_\_\_\_(SEAL)

Surety

ATTEST:

\_\_\_\_\_  
(Surety)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/30/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Biz Broker, Inc. 3357 N Harlem Ave Chicago, IL 60634	773-777-1040 773-777-4443	CONTACT NAME: Biz Broker, Inc. PHONE (A/C, No, Ext): 773-777-1040 E-MAIL ADDRESS: certificates@biz1040.com	FAX (A/C, No): 773-777-4443
INSURED CRYSTAL MANAGEMENT & MAINTENANCE SERVICES CORP 1699 WALL ST 504 MT PROSPECT, IL 60056	(847) 228-6588	INSURER(S) AFFORDING COVERAGE INSURER A : PEKIN INSURANCE COMPANY INSURER B : PEKIN INSURANCE COMPANY INSURER C : PEKIN INSURANCE COMPANY INSURER D : PEKIN INSURANCE COMPANY INSURER E : INSURER F :	

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	CL0123679-E	06/29/15	06/29/16	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> OTHER:			P692491	03/26/15	03/26/16	COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ 500,000 BODILY INJURY (Per accident) \$ 500,000 PROPERTY DAMAGE (Per accident) \$ 100,000 \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$			CU23191-E	06/29/15	06/29/16	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
D	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	<input type="checkbox"/>	00WC85454-E	06/29/15	06/29/16	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

**CERTIFICATE HOLDER IS ADDED AS ADDITIONAL INSURED**

<b>CERTIFICATE HOLDER</b> VILLAGE OF CAROL STREAM 500 N. GARY AVE CAROL STREAM, IL 60188	<b>630-665-1064 CANCELLATION</b>	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE
---	----------------------------------	---

*Village of Carol Stream*  
INTER-DEPARTMENTAL MEMO

TO: Mayor & Board of Trustees

FROM: Robert Mellor, Assistant Village Manager *Rm*

DATE: April 15, 2016

RE: Town Center Fountain Fencing – Pre-Order & Purchase Request

Included in the proposed fiscal year 2017 budget that is on the Village Board agenda for approval on April 18, 2016 are funds for installation of an aluminum fence at the Ross Ferraro Town Center fountain. The fence project was briefly discussed at the February 16, 2016 Village budget workshop and was proposed to deter people from climbing the walls and going into the water.

Attached is a visual representation of the aluminum fence provided to us by Peerless Fence. Also attached is a diagram depicting the fence construction plan (the fence being proposed is the EFF20 model at the bottom right of the attached picture) along with a picture of the current unfenced fountain. Staff felt it was important to show these visuals to the Village Board prior to engaging a contractor to order and construct the fence. If the Village Board concurs with the fence concept, we would like to pre-order the fence which has a 3 week fabrication lead time so it can be installed prior to installation of the new fountain filtration system and startup of the fountain in early June. The cost of the fence is \$6,562.

Please contact me if you have any questions.

# PEERLESS FENCE

A Division of Peerless Enterprises, Inc.  
 33 W 401 Roosevelt Road \* West Chicago, IL 60185  
 (630) 584-7710 \* Fax (630) 584-7746

**PROPOSAL AND  
ACCEPTANCE**

Attn: Rick Lescher

397-4237

<b>Proposal submitted to:</b>	<b>Phone:</b> 630-665-7050	<b>Date:</b> 7-31-15
<b>Street:</b> 500 N. Gary Ave	<b>Fax:</b>	<b>Job Phone:</b>
<b>City, State and Zip Code:</b> Carol Stream IL 60188	<b>Job Name:</b>	
<b>Architect</b>	<b>Date of Plans</b>	<b>Job Location:</b>

*We hereby submit specifications and estimates:*

**Furnish and Install 110' of 3' high Elite Flush top and bottom aluminum fence to include:**  
 All posts to be mounted to existing concrete and top of wall on 6"x6" plates with 4 concrete anchors each  
 4" deep holes will be drilled for anchors  
 2 1/2" x 2 1/2" .100 wall posts welded to 6"x6" plates  
 3' high x 6' long panels with 3 ( 1-1/8"x1 3/4")rails, 3/4"x 3/4" pickets  
 2- 4' wide x 3' high walk gates with lockable latches

**Includes: Prevailing wage and certified payroll statements**

**\$6,562.00**

**Proposal Based on:**

Full day mobilizations, Spoils spread along fence line, Normal digging conditions  
 Peerless standard safety requirements, Peerless standard insurance  
 Specifications & Quantities above, Able to access fence line with digging equipment & cement truck  
 Fence line established by others, Private utilities located by others

**Prices good for 30 days**

**Quoted price is based on the current market conditions. We reserve the right to adjust this quote based on market conditions at the time material is ordered and delivered to the job site.**

**Exclusions: Taxes, Bonds, permits, licenses, and fees**

Work performed on a regular time basis per our current certificate of insurance  
 Payment to be made as follows: net 30 days on completion, upon credit approval.

**OWNER MUST OBTAIN ALL PERMITS.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner, on a regular time basis according to standard practices. Any alternation or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Customer here by assumes full responsibility for the location of the line upon which fence materials are to be installed and locate any and all private cable to include sprinkler systems, electric, septic fields, gas lines, grills, lighting, etc. Peerless Fence to Call J.U.L.I.E.

Authorized Signature:

**Tim Ford**

Tim Ford, Commercial Sales

PEERLESS FENCE

**Note: We may withdraw this proposal if not accepted within 30 days.**

I, THE UNDERSIGNED, HEREBY AGREE THAT IN THE EVENT OF DEFAULT IN THE PAYMENT OF ANY AMOUNT DUE, AND IF THIS ACCOUNT IS PLACED IN THE HANDS OF AN AGENCY OR ATTORNEY FOR COLLECTION OR LEGAL ACTION, TO PAY AN ADDITIONAL CHARGE EQUAL TO THE COST OF COLLECTIONS INCLUDING AGENCY AND ATTORNEY FEES AND COURT COSTS INCURRED AND PERMITTED BY LAWS GOVERNING THESE TRANSACTIONS. ALL PAST DUE ACCOUNTS WILL BE CHARGED AT THE RATE OF 1.5% ON UNPAID MONTHLY BALANCE.

ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.  
 Date of Acceptance \_\_\_\_\_

Signature \_\_\_\_\_  
 Signature \_\_\_\_\_



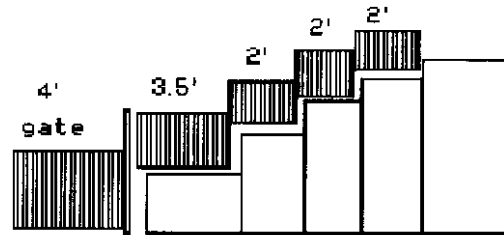
# PEERLESS

PEERLESS FENCE CO.  
33W401 ROOSEVELT ROAD  
WEST CHICAGO, IL 60185  
630-584-7710

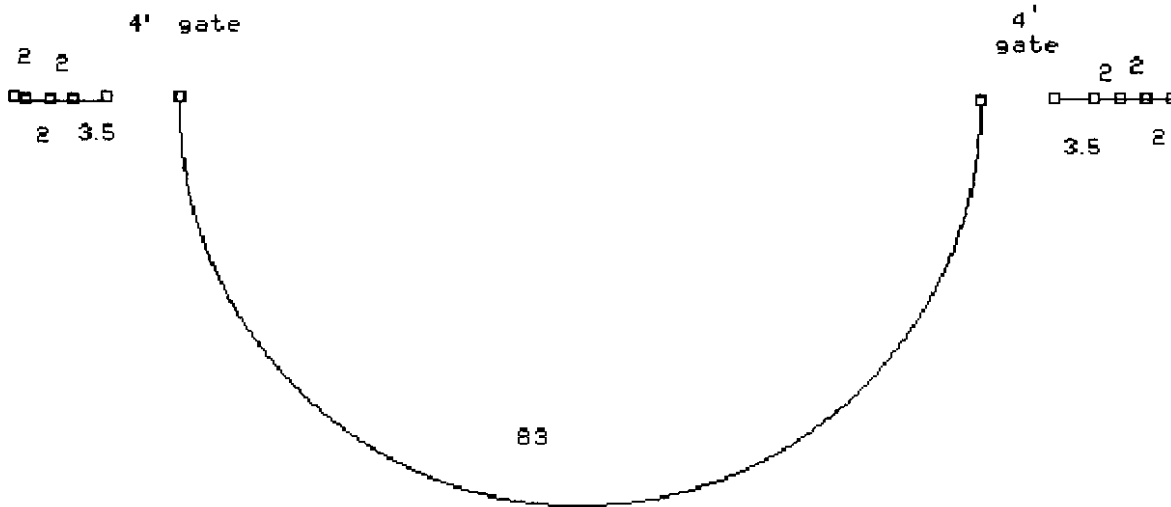
## JOB SKETCH

110' 3' High X 6' Long EFF-20 3 13/16" STD. SPACING 3-RAIL BLACK RES. SECTION Fencing

3' 3r BIK EFF-20  
flush bottom  
2 1/2" posts  
plate mounted



face view







*EFF-25*



*EFF-20 w/Optional Circles*



*EFF-20 4' High Modified for BOCA*



*EFF-20*








*Village of Carol Stream*  
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: April 14, 2016

RE: Agenda Item – Recommendation to Waive Competitive Bidding and Approve a Job Order Contract with Kellogg Brown & Root LLC (KBR LC) – WRC Roof Replacement Blower Building #2 in the Amount of \$43,876.53

The FY2017 budget contains funding for replacement of the roof on west blower building at the WRC. Through the DuPage County Job Order Contract with Kellogg Brown & Root (KBR LLC) we have secured a competitive proposal for completing this work in the amount of \$43,876.53. The Village Attorney has previously reviewed the Job Order Contract and staff has prepared the attached local contract to apply specifically to the Village's requirements.

Job Order Contracting (JOC) is similar to joint purchasing of products, where one agency will seek bids for certain products (such as vehicles and road salt) and other governmental agencies are allowed under State statute to take advantage of the contract pricing. The process for selecting a JOC contractor includes a rigorous Request for Proposals (RFP) process which solicits unit pricing on thousands of work types and items. Following a review process of pricing and qualifications of participating contractors a JOC contract is awarded and allows that general contractor to be available for a wide variety of construction projects. Over the past several years the Village has utilized the JOC programs offered through both the City of Naperville and DuPage County.

There are multiple benefits which make the JOC process attractive for some projects:

- Saves staff time and/or consultant expense in development of detailed specifications
- Saves staff time in preparation of bid documents and the expense of advertising bids
- Saves staff time in hosting pre-bid conferences/site tours, responding to bidder inquiries, preparation and distribution of bid addendums, reviewing bids, checking reference and preparing bid tabulations
- Reduces exposure to potential change orders as a result of failure to accurately define scope and specifications
- Reduces exposure to extraordinary unit costs for items made necessary due to change in scope during construction since all unit pricing is already established under the JOC contract

Page Two  
April 14, 2016

Public Works staff provided the JOC contract project manager with a general work scope and the JOC contractor has prepared the attached detailed scope of work and cost proposal. The cost proposal is under the budget estimate of \$45,000.00.

Staff recommends that the Mayor and Board approve a motion waiving competitive bidding and approving a job order contract with Kellogg Brown & Root LLC (KBR LC) for replacement of the roof on the WRC Blower Building #2 in the Amount of \$43,876.53

Attachments

## **JOB ORDER CONTRACT**

**JOB ORDER NUMBER:** CS-01-16  
**JOB ORDER NAME:** Village of Carol Stream  
WRC Roof Replacement – Blower Building #2  
**CONTRACTOR NAME:** Kellogg Brown & Root LLC (KBR LLC)  
**LOCATION:** Water Reclamation Center (WRC) – Village of Carol Stream  
245 Kuhn Road, Carol Stream, IL 60188

This JOB ORDER CONTRACT is made and entered into this 18<sup>th</sup> day of April, 2016, by and between the Village of Carol Stream (hereinafter the “Village”) and Kellogg Brown & Root LLC (hereinafter “Contractor”).

### **RECITALS**

WHEREAS, the County of DuPage, Illinois is authorized to work with National Intergovernmental Purchasing Alliance (National IPA) in a Principal Procurement Agency (PPA) capacity to secure multi-state volume purchasing contracts; and

WHEREAS the County of DuPage, Illinois published Request for Proposal #P11-003, received and reviewed proposals and awarded Job Order Contract Number CP-001-12 to Contractor; and

WHEREAS the County of DuPage, Illinois on January 12, 2016, exercised its option to extend the contract term for an additional year ending December 31, 2016; and

WHEREAS, the Village desires to proceed with the replacement of the roof on the WRC blower building #2 through the County of DuPage’s Cooperative Purchasing Master Agreement for Job Order Contracting and to purchase construction services and materials under the general terms and provisions of the County of DuPage Contract Number CP-001-12, including all addenda issued thereto; and

WHEREAS, the Contractor has agreed to provide such construction services and materials for the replacement and construction of the roof on the WRC blower building #2 under the general terms and provisions of the County of DuPage Contract Number CP-001-12, including all addenda issued thereto; and

WHEREAS, the Contractor has provided the Village with a proposal, which proposal has been incorporated into the Detail Scope of Work, Job Order Number CS-01-16 dated April 8, 2016, a copy of which is attached hereto as Exhibit A.

NOW THEREFORE, in consideration of the terms and conditions of this Job Order Contract Number CS-01-16, the parties hereto agree as follows:

1. The terms and conditions of this Job Order Contract Number CS-01-16 shall be governed by and shall include all terms and provisions of the County of DuPage Contract Number CP-001-12, including all addenda issued thereto, and shall be incorporated into the terms, conditions and provisions of Job Order Contract Number CS-01-16 between the parties hereto except as modified as follows:

- A. The Scope of Work, including all labor and materials, for this Job Order Contract, Number CS-01-16 and the cost of such work is hereby set forth in Exhibit A attached hereto.
- B. Whenever within Job Order Contract Number CS-01-16 the terms Agency, City or Owner are used, those terms shall mean the Village of Carol Stream.
- C. Prior to commencement of construction, Contractor shall provide the Village with both a Payment and Performance Bond in the amount of \$43,876.53 from a surety acceptable to the Village and in accordance with the terms set forth in AIA Document A312TM – 2011.
- D. Prior to commencement of construction, the Contractor shall provide the Village with a Certificate of Insurance for the Insurance and at such limits as set forth in County of DuPage Contract Number CP-001-12. The Commercial General Liability and Automobile Liability policies shall contain or be endorsed to contain the Village, its officers, agents and employees as Insured and shall be primary insurance and not contribute with the Village's insurance or self-insurance. The Worker's Compensation insurer shall waive all rights of subrogation against the Village for injuries to employees of the Insured resulting from the work for the Village or use of the Village's premises or facilities.
- E. This Job Order Contract is subject to the provisions of the Prevailing Wage Act, 820 ILCS 130/01 et seq. and labor prices shall be based upon the prevailing wages in the DuPage

County area as determined by the Illinois Department of Labor. The Contractor shall indemnify, hold harmless and defend the Village from any failure of the Contractor to comply with the provisions of the Prevailing Wage Act.

- F. Contractor will be required to maintain all records and documents for the project in compliance with the Freedom of Information Act, 5ILCS 140/4 et seq. In addition, Contractor shall produce, without cost to the village, any records which are responsive to a request received by the Village under the Freedom of Information Act so that the Village 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 Contractor shall so notify the Village and if possible, the Village shall request an extension so as to comply with the Act. In the event that the Village is found to have not complied with the Freedom of Information Act, based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.
- G. The Contractor shall warrant the WRC Blower Building #2 Roof to be free from defects in materials and workmanship for a period of 1 year from the date of final acceptance of the completed project by the Village; provided however, that all materials that have a manufacturer's warranty in excess of 1 year shall be warranted for the full period of the manufacturer's warranty, which warranty shall be transferred to the Village on the date of final acceptance of the completed project.
- H. The Contractor shall secure all building permits for the project within ten (10) days after the date of execution of the Contract by both Parties and the Contractor shall complete the project within sixty (60) days thereafter.
- I. Payment of 90% of the Contract Price shall be made upon completion of the project and the balance paid within thirty (30) days of completion of any "punch list" items required and



final acceptance of the work by the Village. There shall be no Economic Price Adjustments to this Contract.

- J. All notices, certificates, approvals, consents or other communications desired or required to be given hereunder shall be given in writing at the addresses set forth below, by any of the following means: (1) personal service, (2) overnight courier, or (3) registered or certified mail, postage prepaid, return receipt requested.

If to Village: Director of Public Works  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188

If to Developer: KBR  
860 Champions Drive  
Columbia, Missouri 65201

ACCEPTED:

(Village Seal)

VILLAGE OF CAROL STREAM

Attest:

By: \_\_\_\_\_  
Village Clerk

By: \_\_\_\_\_  
Mayor

(Corporate Seal)

CORPORATE NAME

Attest:

By: \_\_\_\_\_  
Secretary

By: \_\_\_\_\_  
President

**SUBSCRIBED AND SWORN BEFORE ME**

This \_\_\_\_\_ day of \_\_\_\_\_, 2016

MY COMMISSION EXPIRES: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC



**COUNTY OF DU PAGE, ILLINOIS  
OPTION TO RENEW CONTRACT**

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This agreement, made and entered into by the County of DuPage, Department of Finance, Procurement Services Division, 421 North County Farm Road, Wheaton, Illinois, 60187, hereinafter called the "County" and KBR - Industrial Services, 860 Champions Drive, Columbia, MO 65201, hereinafter called the "Contractor", witnesseth;

The County and the Contractor have previously entered into a Contract, pursuant to Bid #P11-003 and Contract CP-001-12 which became effective January 1, 2012 and which expired December 31, 2015. The contract is subject to an option to renew for a twelve (12) month period.

The parties now agree to renew said agreement, upon the same terms as previously agreed to, as specified in the original contract.

The contract renewal becomes effective January 1, 2016 and expires December 31, 2016, contingent upon Parent Committee and County Board approval.

**KBR - INDUSTRIAL SERVICES**

Tom Scott      10 Dec '15  
SIGNATURE                      DATE

Tom Scott  
PRINTED NAME

OPERATIONS Manager  
PRINTED TITLE

**COUNTY OF DU PAGE, ILLINOIS**

DT                      12-11-15  
SIGNATURE                      DATE

Debby Thompson, CPPB  
DuPage County Buyer

Resolution

FI-R-0031-16

RENEWAL OF THE  
COOPERATIVE PURCHASING MASTER AGREEMENT AWARD  
FOR JOB ORDER CONTRACTING  
JANUARY 1, 2016 THROUGH DECEMBER 31, 2016

WHEREAS, pursuant to the agreement approved in Resolution #CP-001-12 the County is authorized to work with National Intergovernmental Purchasing Alliance (National IPA) to secure multi-state volume purchasing contracts; and

WHEREAS, pursuant to that authorization the County issued its Request For Proposal #P11-003 (RFP) for a Master Contract Agreement for Job Order Contracting Program; and

WHEREAS, Resolution CP-001-12 was approved and adopted by the County Board on January 10, 2012 making an award under RFP #P11-003 designating Kellogg Brown & Root LLC (KBR LLC), 860 Champions Drive, Columbia, MO 65201 as a chosen vendor for national contracts; and

WHEREAS, the terms and conditions of RFP #P11-003 allow for one (1) optional one-year renewal period provided there is no change in the terms, conditions, specifications, and provided that such renewals are mutually agreed to by both parties; and

WHEREAS, the County and Kellogg Brown & Root LLC (KBR LLC) are both agreeable to exercising the one (1) optional one-year renewal period.

NOW THEREFORE BE IT RESOLVED, the award designating Kellogg Brown & Root LLC (KBR LLC), 860 Champions Drive, Columbia, MO 65201, as a chosen vendor for national contracts is hereby renewed for the one (1) year period of January 1, 2016 through December 31, 2016.

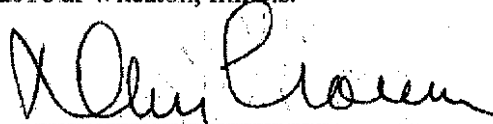
BE IT FURTHER RESOLVED, that the County and other authorized members of the National IPA may utilize this Job Order Contracting Program pursuant to this award from the attached pricing which is available for inspection in the Procurement Services Division. Each County order shall be approved pursuant to the County Procurement Ordinance OFI-005F-99 and any amendments thereto.

Resolution

FI-R-0031-16

BE IT FURTHER RESOLVED, that the County Clerk transmit copies of this resolution and any documents attached and made a part hereof, to the National IPA, Attn: Ken Heckman, 725 Cool Springs Boulevard, Suite 100, Franklin, TN 37067 and to Kellogg Brown & Root LLC (KBR LLC), 860 Champions Drive, Columbia, MO 65201 and to the Procurement Services Division, Attn: Debra J. Thompson, CPPB.

Enacted and approved this 12th day of January, 2016 at Wheaton, Illinois.



DANIEL J. CRONIN, CHAIRMAN  
DU PAGE COUNTY BOARD

Attest:



PAUL HINDS, COUNTY CLERK

Ayes: 18

The Village of Carol Stream

Attention: Phil Modaff

Date: 08 Apr 16

Project No: CS-01-16

Subject: Blower roof replacement-WRC

Contract: Job Order Contracting Services

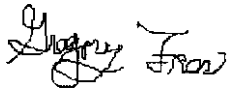
Mr. Modaff,

Contingent upon receipt of a signed delivery order to formally obligate KBR, this transmits our proposal to accomplish the subject work, inclusive of the attached proposed scope of work and cost estimate.

This work is limited to the removal of the exiting stone, bituminous membrane, 5" of insulation, and flashing, and provide and install two layers of 2" rigid insulation, 50MIL white PVC welded roof, and new flashing.

No other work is implied or covered by this proposal.

Sincerely,



---

Gregory Frer  
Project Leader

Attachments: Cost Summary Sheet  
Scope of work  
Proposal cost details

**KBR**

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Industrial Services, On Call Construction

Contract #: CP-001-12  
Job Order #: CS-01-16

**KBR**  
Industrial Services - On Call Construction  
Proposal Cover Sheet

1123 Wilkes Blvd. Suite 110  
Columbia Missouri, 65201  
Phone: 573.441.0365  
Fax: 573.441.0364

<b>PROJECT DATA:</b>	
RFP #	CS-01-16
Subject:	Cost Estimate
Title:	Blower roof replacement-WRC
Location:	Carol Stream
Date:	April 8, 2016

<b>COST DATA:</b>		(2011 RS Means Facilities Construction Cost Data)	
Total RS Means Bare Cost Pricing			\$36,309.61
<b>Subtotal</b>			<b>\$36,309.61</b>
<b>DuPage County Coefficient</b>	<b>1.2084</b>	<b>\$43,876.53</b>	
Revisions (if needed)		\$0.00	
<b>Total Direct Cost</b>		<b>\$43,876.53</b>	
Non Prepriced Line Items			
Subtotal			\$0.00
x Non Prepriced Coefficient	0.25	0.00	
<b>Non Prepriced Subtotal</b>		<b>\$0.00</b>	
<b>GRAND TOTAL</b>			<b>\$43,876.53</b>

<b>PERFORMANCE DATA:</b>	
Construction Performance Period:	<b>45 Calendar Days From NTP</b>
Write Subcontracts:	<b>5 Calendar Days From NTP</b>
Submittals:	<b>5 Calendar Days From NTP</b>
Weather Restrictions: <b>According to NOAA per NIPA DuPage County General Conditions</b>	
Other Restrictions: <b>NONE</b>	

<b>SUPPORTING DATA:</b>	
A. Scope Of Work	
B. Detailed List of Prepriced Items	



# Final Estimate

Greg Frer

KBR

CP-001-12 - 2012 DuPage County, IL IPA JOC - Basic Contract Year -

1/01/2012 to 12/31/2012

Blower roof-WRC - CS-01-16

Estimator: Greg Frer

Blower roof-WRC

### Division Summary (MF04)

01 - General Requirements	\$8,773.17	26 - Electrical	
02 - Existing Conditions	\$1,913.00	27 - Communications	
03 - Concrete		28 - Electronic Safety and Security	
04 - Masonry		31 - Earthwork	
05 - Metals		32 - Exterior Improvements	
06 - Wood, Plastics, and Composites	\$187.20	33 - Utilities	
07 - Thermal and Moisture Protection	\$15,877.00	34 - Transportation	
08 - Openings	\$1,682.00	35 - Waterway and Marine Transportation	
09 - Finishes		41 - Material Processing and Handling Equipment	
10 - Specialties		44 - Pollution Control Equipment	
11 - Equipment		46 - Water and Wastewater Equipment	
12 - Furnishings		48 - Electric Power Generation	
13 - Special Construction		Alternate	\$5,810.40
14 - Conveying Equipment		Trades	
21 - Fire Suppression		Assemblies	
22 - Plumbing	\$2,066.84	FMR	
23 - Heating, Ventilating, and Air-Conditioning (HVAC)		<b>MF04 Total (Without totalling components)</b>	<b>\$36,309.61</b>

### Totalling Components

Subtotal	\$36,309.61	2012 DuPage County, IL IPA JOC Standard (20.8400%)	\$7,566.92
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### Material, Labor, and Equipment Totals (No Totalling Components)

Material:	\$14,631.95
Labor:	\$17,712.31
Equipment:	\$3,965.35
Other:	\$0.00
Laborhours:	306.93
Green Line Items:5	\$6,362.25

### Priced/Non-Priced

Total Priced Items:	34	\$36,309.61	
Total Non-Priced Items:	0	\$0.00	0.00%
	34	\$36,309.61	

**Grand Total** **\$43,876.53**

**Final Estimate**

Estimator: Greg Frer

**Blower roof-WRC**

Item	Description	UM	Quantity	Unit Cost	Total	Book
<b>01 - General Requirements</b>						
1	01-21-53-50-1450-L Factors, cost adjustments, add to construction costs for particular job requirements, material handling and storage limitation, add, maximum Line item is for general loss time for elevated work for labor and/or material handling.	Costs	40,454.5600	7.0000%	\$2,831.82	RSM16eFAC L, B P
2	01-54-19-50-0100 Daily crane crews, for small jobs, portal to portal, truck-mounted hydraulic crane, Two crane picks for bringing material up and down.	Day	2.0000	\$1,295.00	\$2,590.00	RSM16eFAC L, E, B P
3	01-54-23-80-4000 Staging aids, and fall protection equipment, nylon full body harness, lanyard and rope grab, buy Harnesses for workers for leading edge work.	Ea.	4.0000	\$175.00	\$700.00	RSM16eFAC M, B P
4	01-54-33-40-0170-1 Hourly operating cost for general equipment rental, without operators, aerial lift, telescoping boom to 40' high, 500 lbs. capacity, diesel Hourly operating costs for the lift.	Ea.	24.0000	\$13.50	\$324.00	RSM16eFAC E, B P
5	01-54-33-40-7620-1 Hourly operating cost for general equipment rental, without operators, vacuum truck, hazardous material, 2500 gallons Vac truck hourly operating costs.	Ea.	16.0000	\$11.85	\$189.60	RSM16eFAC E, B P
6	01-54-36-50-2000 Mobilization, up to 25 mile haul distance, 50 miles round trip for mobilization or demobilization crew, truck-mounted crane up to 75 ton, driver only, one-way Lifts mob and de-mob.	Ea.	4.0000	\$51.50	\$206.00	RSM11FAC L, B P
7	01-56-13-60-0400 Tarpaulins, reinforced polyethylene, 5.5 mils thick, clear Misc. plastic for the project.	S.F.	125.0000	\$0.19	\$23.75	RSM16eFAC M, B P
8	01-56-23-10-0850 Barricades, stock units, traffic cones, PVC, 28" high Cones for traffic for around the work area and lift areas.	Ea.	16.0000	\$20.50	\$328.00	RSM16eFAC M, B P
9	01-56-23-10-1200 Barricades, guardrail, portable metal with base pads, buy Fall protection for the roofers. Set up and take down is included in the line item.	L.F.	100.0000	\$15.55	\$1,555.00	RSM16eFAC M, B P
10	01-56-23-10-1300 Barricades, barricade tape, polyethylene, 7 mil, 3" wide x 500' long roll Roll of caution tape.	Ea.	1.0000	\$25.00	\$25.00	RSM16eFAC M, B P
<b>01 - General Requirements Total</b>						<b>\$8,773.17</b>
<b>02 - Existing Conditions</b>						
11	02-41-19-19-0800 Selective demolition, rubbish handling, the following are to be added to the demolition prices. Dumpster, weekly rental, includes one dump per week, 30 C.Y. capacity, 7 tons Dumpsters for project.	Week	1.5000	\$730.00	\$1,095.00	RSM16eFAC M, B P
12	02-41-19-19-2005 Selective demolition, rubbish handling, the following are to be added to the demolition prices. Load, haul, dump and return, 0' to 50' haul, wheeled Get material to the dumpster. One dumpster.	C.Y.	20.0000	\$16.40	\$328.00	RSM16eFAC L, B P



**Final Estimate**

**Estimator: Greg Frer**

**Blower roof-WRC**

**02 - Existing Conditions**

Item	Description	UM	Quantity	Unit Cost	Total	Book
13 02-41-19-19-2045	Selective demolition, rubbish handling, the following are to be added to the demolition prices. Load, haul, dump and return, 0' to 100' haul, wheeled Get material to the dumpster, to 100 LF. One dumpster.	C.Y.	20.0000	\$24.50	\$490.00	RSM16eFAC L, B P

**02 - Existing Conditions Total**

**\$1,913.00**

**06 - Wood, Plastics, and Composites**

14 06-16-36-10-0302	Sheathing, plywood on roofs, CDX, 3/4" thick Plywood as needed for project.	S.F.	120.0000	\$1.56	\$187.20	RSM16eFAC M, L, B P
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**06 - Wood, Plastics, and Composites Total**

**\$187.20**

**07 - Thermal and Moisture Protection**

15 07-05-05-10-0220	Selective demolition, thermal and moisture protection, flashing, sheet metal Remove counter flashing.	S.F.	325.0000	\$1.05	\$341.25	RSM16eFAC L, B P
16 07-05-05-10-3125	Selective demolition, thermal and moisture protection, roofing, felt paper, #30 Removal of existing roof, Sq is 100 square feet, three layers.	Sq.	45.0000	\$10.10	\$454.50	RSM16eFAC L, B P
17 07-05-05-10-3370	Selective demolition, thermal and moisture protection, roofing, modified bitumen Removal of existing roof, Sq is 100 square feet.	Sq.	45.0000	\$59.00	\$2,655.00	RSM16eFAC L, B P
18 07-22-16-10-1725	Roof deck insulation, excluding fastening, polyisocyanurate, 2 lbs per C.F. density, 2" thick New insulation, two layers.	S.F.	3,000.0000	\$1.05	\$3,150.00	RSM16eFAC Gm, M, L, B P
19 07-22-16-10-1765	Roof deck insulation, excluding fastening, polyisocyanurate, 2 lbs per C.F. density, tapered for drainage Tapping for drainage to strainers.	B.F.	1,500.0000	\$0.77	\$1,155.00	RSM16eFAC Gm, M, L, B P
20 07-26-10-10-0700	Vapor retarders, polyethylene vapor barrier, standard, 4 mil Vaper barrier, Sq is 100 square feet.	Sq.	45.0000	\$13.05	\$587.25	RSM16eFAC Gm, M, L, B P
21 07-54-19-10-8850	Polyvinyl-chloride roofing (PVC), heat welded seams, reinforced, 48 mils, 0.33 psf, fully adhered with adhesive New roofing material, there is no 50 MIL in the book, include building up on parapet walls and double material at the seams.	Sq.	15.0000	\$219.95	\$3,299.25	RSM16eFAC M, L, E, B P
22 07-71-19-30-0600	Fascia, steel, galvanized and enameled, stock, no furring, short panels New flashing/coping.	S.F.	325.0000	\$9.83	\$3,194.75	RSM16eFAC M, L, B P
23 07-72-73-10-0100	Pitch pockets, variable sizes, adjustable, 4" to 7", welded corners, 4" deep Line item is for the extra work for bringing the PVC roof up the curbs for termination.	Ea.	20.0000	\$23.40	\$468.00	RSM16eFAC M, L, B P
24 07-92-13-20-3900	Caulking and sealant options, polyurethane, 1 or 2 component, bulk, in place, 1" x 1/	L.F.	200.0000	\$2.86	\$572.00	RSM16eFAC M, L, B P

**Final Estimate**

Estimator: Greg Frer

**Blower roof-WRC**

**07 - Thermal and Moisture Protection**

Item	Description	UM	Quantity	Unit Cost	Total	Book
	Sealing the PVC roofing material on curbs and walls.					
<b>07 - Thermal and Moisture Protection Total</b>						<b>\$15,877.00</b>

**08 - Openings**

25	08-71-21-10-1000	Exterior mouldings, astragals, one piece, overlapping, aluminum, flat, 1/8" x 2" L.F.	200.0000	\$8.41	\$1,682.00	RSM16eFAC M, L, B	P
Line item is for termination bars for roof material for both sides of parapet walls and on all curbs.							
<b>08 - Openings Total</b>						<b>\$1,682.00</b>	

**22 - Plumbing**

26	22-14-26-13-3900	Roof drains, roof, flat metal deck, cast iron body, 12" cast iron dome, 4" pipe Ea.	4.0000	\$490.50	\$1,962.00	RSM16eFAC M, L, B	P
New roof drains.							
27	22-14-26-13-3900-1120	Labor adjustment factors, add to labor for elevated installation, above floor level, 20' to 24.5' high (Modified using 22-01-02-20-1120) Ea.	4.0000	\$16.38	\$65.52	RSM16eFAC L, B	P
Roof drain line modifier.							
28	22-14-26-13-3900-4220	Labor adjustment factors, add to labor for working in existing occupied buildings, factory or warehouse (Modified using 22-01-02-20-4220) Ea.	4.0000	\$9.83	\$39.32	RSM16eFAC L, B	P
Line item modifier.							
<b>22 - Plumbing Total</b>						<b>\$2,066.84</b>	

**Alternate**

29	01-54-33-40-0170-2	Rent per day for general equipment rental, without operators, aerial lift, telescoping boom, gas, to 40' high, 500 lb. capacity Ea.	3.0000	\$692.40	\$2,077.20	CUSTOM L, E, B	P
Rental for lift for wood on perimeter and flashing work. I added per the Means book \$48.90 dollars per hour for 24 hours, divided by three days is \$391.20.							
30	01-54-33-40-7620-2	Rent per day for general equipment rental, without operators, vacuum truck, hazardous material, 2500 gallons Ea.	2.0000	\$706.20	\$1,412.40	CUSTOM L, E, B	P
Line items is for rental of a vac truck/system to remove stone from the roof for two days. There is no river rock vacuum truck in the book. I added per the Means book \$48.90 dollars per hour for 16 hours, divided by 2 days is \$391.20.							
31	07-22-16-10-1735	Roof deck insulation, polyisocyanurate, 2 lbs per C.F. density, 2-1/2" thick S.F.	3,000.0000	\$0.28	\$840.00	CUSTOM Grn, L, B	P
Removal of existing insulation, used 2 1/2" because existing depth various.							
32	07-22-16-10-1765	Roof deck insulation, polyisocyanurate, 2 lbs per C.F. density, tapered for B.F.	3,000.0000	\$0.21	\$630.00	CUSTOM Grn, L, B	P
Tapering for drainage strainers, removal.							
33	08-71-21-10-1000	Exterior mouldings, astragals, one piece, overlapping, aluminum, flat, 1/8" x 2" L.F.	160.0000	\$3.83	\$612.80	CUSTOM L, B	P
Line item is for removal of termination bars for roof material. Labor only.							

**Final Estimate**

**Blower roof-WRC**

**Estimator: Greg Frer**

**Alternate**

<b>Item</b>	<b>Description</b>	<b>UM</b>	<b>Quantity</b>	<b>Unit Cost</b>	<b>Total</b>	<b>Book</b>
34 22-14-26-13-3900	Roof drains, roof, flat metal deck, cast iron body, 12" cast iron dome, 4" pipe Remove four roof drains, labor only, material has been removed.	Ea.	4.0000	\$59.50	\$238.00	CUSTOM L B P
<b>Alternate Total</b>						<b>\$5,810.40</b>

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**Estimate Grand Total** **43,876.53**

## SCOPE OF WORK

**DATE:** 4/8/16  
**RFP No:** CS-01-16  
**TITLE:** Blower Roof Replacement-WRC

- 1.0 In accordance with KBR JOC Specifications, the City of Carol Stream and General and Special Conditions, State and Local Building Codes, the contractor shall furnish all labor, materials, tools, supervision, equipment, transportation, insurances, overhead, and all other items of expense or service necessary for and incidental to construction of this project as indicated on the provided drawings and specifications.

Contract General and Special Conditions are located within the contract Master Agreement.

ALL QUESTIONS OR CONCERNS ARE TO BE DIRECTED TO KBR VIA Greg Frer at greg.frer@kbr.com or by calling 630-391-8828. Contractors are not to inquire or seek information from Architects, Consultants or Carol Stream personnel. All questions or concerns are to be addressed via RFI to KBR.

The work includes but is not limited to the following:

Work will be conducted under normal business hours during the week.

The road will need to be closed for any crane picks during the projects.

Permits are required but paid for by the customer. This project is based prevailing or union wage and tax exempt.

Dumpster/s to be provided by KBR.

### GENERAL NOTES:

- 1.0.1 After the issuance of a Notice-to-Proceed (NTP) and a signed contract from KBR, subcontractors shall submit for approval all required submittals as listed in the provided submittal log of the project specification, and/or paragraph 3.0 of this document, prior to the purchasing and installation of such items.
- 1.0.2 Prior to the commencement of any work any and all subcontractors shall submit to KBR their individual progress schedule for approval and for the incorporation into a Master Progress Schedule to be provided to the client for tracking purposes.
- 1.0.3 All contractors will provide KBR with a scope clarification letter that explicitly identifies the task included in their base and or alternate bids where applicable. All contractors will provide KBR with a list of lower tier subcontractors, material suppliers, and employees expected to perform work under their supervision during this project. All contractors will provide KBR with an itemized breakdown of labor and equipment rates to be used if change orders are to be processed and issued.
- 1.0.4 Permits are required on this project.

## SCOPE OF WORK

**DATE:** 4/8/16  
**RFP No:** CS-01-16  
**TITLE:** Blower Roof Replacement-WRC

- 1.0.5 Safety plans shall consider all possible work activities, appropriate safety considerations, and all OSHA and KBR safety rules and regulations. Each contractor must have a current Safety Plan on file with KBR prior to commencing work.
- 1.0.6 Subcontractor shall provide a daily report to KBR at the beginning of the following business day. KBR will provide blank forms to subcontractor to be filled out if necessary.
- 1.0.7 **Daily clean-up is mandatory. Each trade is responsible for the clean up of associated debris.** Remove all debris from the building and place in either an approved on-site dumpster or to an approved landfill located off of the owner's property. No owner trash receptacles shall be used at any time during the performance of the requested work by the subcontractor. All hallways, stairwells, corridors and elevators will be cleaned daily where construction traffic is evident.
- 1.0.8 Subcontractor is responsible for the protection of Carol Stream facilities and services during demolition and construction. Any Carol Stream property, facilities or services damaged during demolition or construction activities it is the sole responsibility of the Subcontractor to restore these to like or better condition at no additional cost to Carol Stream or KBR.
- 1.0.9 Unforeseen Site Conditions encountered by the subcontractor are to be brought to the immediate attention of KBR Project Management Staff. Upon notification, an on site meeting with Carol Stream and KBR Staff will be held to evaluate the situation and determine the appropriate methods and costs associated to remedy the condition. The subcontractor will be allowed an opportunity to price the additional work if needed. It is the responsibility of each performing contractor to receive a Change Order Proposal Request, initiated either by KBR or at the request of the performing contractor, followed by a Change Order Proposal and an approved Change Order prior to commencing work. Failure to comply with this directive will result in the nullification of any Change Order Proposal or Change Order Request for additional work. Unauthorized additional work will not be compensated.
- 1.0.10 Security, safety and storage of all materials and equipment are the sole responsibility of the subcontractor. If an on-site storage container or area is approved, KBR and Carol Stream assume no responsibility for the protection or security of the container, storage area or the contents therein.
- 1.0.11 The subcontractor will coordinate access to the property through KBR, and the subcontractor shall not make any type of arrangements with Carol Stream personnel.
- 1.0.12 Arrangement for parking and/or parking permitting is the responsibility of the subcontractor. The subcontractor shall verify parking conditions of the project site prior to bid.

## SCOPE OF WORK

DATE: 4/8/16  
RFP No: CS-01-16  
TITLE: Blower Roof Replacement-WRC

### Included but not limited to:

#### 1.1 WRC Blower: 07000

- 1.1.1 Full time fall protection requirements are required when working on a leading edge unless a fall arrest rail system is used and within the OSHA guidelines.
- 1.1.2 Provide a crane and crew to hoist material on the roof.
- 1.1.3 Provide dumpsters or waiting truck and remove demolish material from the grounds.
- 1.1.4 Remove or vacuum river rock, cut away existing bituminous sheet material and felt paper and insulation (existing is two layers of approximately 5" thick plus taper) and remove.
- 1.1.5 Provide and install mechanically fastened two (2) layers of 2" iso-board rigid insulation on all flat roof surfaces using screws and plates with staggered seams covering the entire roof meeting the minimum code value and using the existing deck slope as needed for drainage to strainers.
- 1.1.6 Provide and install to manufacturer recommendation approximately 1500SF, 50 mil, white welded PVC, (Duro-Last) along all flat surfaces and up curbs, pipes, and the side/parapet walls. Membrane to be mechanically fastened at 28" intervals with manufacturer fasteners, stress plates, and eight (8) 2-way breather vents. Roof to be inspected by a third party manufacturer's representative for warranty.
- 1.1.7 Provide flashing as needed for stacks and curbs. Membrane will be installed up and over the eve wall.
- 1.1.8 Remove existing and provide and install four (4) metal leaf guards.
- 1.1.9 Remove and replace approximately 140 LF of 6", 24 gauge compression metal gravel stop. New coping/gravel stop to be 2-piece compression for securing the membrane, color TBD or match existing.

#### 2.0 DRAWINGS, SKETCHES, AND SPECIFICATIONS:

- 2.1 Clarifications/Special Considerations: No lead or asbestos removal or encapsulation or environmental remediation, curb removal/replacement, or painting is included in this scope of work.
- 2.2 Salvageable/Repairable Materials for Reuse: As specified in the provided specification and drawings.
- 2.3 Submittal Requirements: As required in the provided project specification submittals log, paragraph 1.0.1 of this document, and paragraph 3.0 of this document.
- 2.4 Schedules: All applicable trades shall provide a complete and accurate Progress Schedule to KBR staff within five (5) business days upon receipt of a signed contract with KBR. Progress Schedule shall reflect actual work in place completion dates to include long lead time and delivery of specialized equipment and material.
- 2.5 Supervisory of Construction: All applicable trades shall provide the name and phone number (cell number) of the on-site superintendent responsible for all on-going work activities as well as a list of all persons scheduled to perform work on site.

## SCOPE OF WORK

**DATE:** 4/8/16  
**RFP No:** CS-01-16  
**TITLE:** Blower Roof Replacement-WRC

**2.6** Drawings and Sketches: As required by the provided specification in Division 1 General Requirements.

**2.7** Extra Stock of Material: N/A

### **3.0 SUBMITTALS:**

#### **3.1 Roofing Submittals – Including but not limited to:**


- 3.1.1 Membrane product data, warranty from manufacturer, caulk, flashing color unless like in kind and fall protection plan.
- 3.1.2 Safety Plan-MSDS
- 3.1.3 Schedule of Values
- 3.1.4 Progress schedule
- 3.1.5 Certified payroll submitted weekly
- 3.1.6 List of lower-tier subcontractors (if applicable)
- 3.1.7 List of material suppliers
- 3.1.8 Itemized breakdown of labor and equipment rates
- 3.1.9 Items listed in submittal log of project specification
- 3.1.10 Closeout documents – warranty letters

#### **4.0 Project Documents:**

- 4.1 Project Specifications– None**
- 4.2 Architectural Documents – None**
- 4.3 Plumbing and Fire Protection Documents –None**
- 4.4 Mechanical Documents – Lift plan**
- 4.5 Electrical Documents – None**

*Village of Carol Stream*  
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: April 14, 2016

RE: Agenda Item – Recommendation to Waive Competitive Bidding and Approve a Job Order Contract with F.H. Paschen, S.N. Nielsen & Associates LLC – Garage Floors Repair and Resurfacing In the Amount of \$96,829.27

The FY2017 budget contains funding for resurfacing and minor repairs to the floors in the north garage and the vehicle maintenance garage. Through the City of Naperville's Job Order Contract with F.H. Paschen we have secured a competitive proposal for completing this work in the amount of \$96,829.27. The Village Attorney has previously reviewed the Job Order Contract and staff has prepared the attached local contract to apply specifically to the Village's requirements.

Job Order Contracting (JOC) is similar to joint purchasing of products, where one agency will seek bids for certain products (such as vehicles and road salt) and other governmental agencies are allowed under State statute to take advantage of the contract pricing. The process for selecting a JOC contractor includes a rigorous Request for Proposals (RFP) process which solicits unit pricing on thousands of work types and items. Following a review process of pricing and qualifications of participating contractors a JOC contract is awarded and allows that general contractor to be available for a wide variety of construction projects. Over the past several years the Village has utilized the JOC programs offered through both the City of Naperville and DuPage County.

There are multiple benefits which make the JOC process attractive for some projects:

- Saves staff time and/or consultant expense in development of detailed specifications
- Saves staff time in preparation of bid documents and the expense of advertising bids
- Saves staff time in hosting pre-bid conferences/site tours, responding to bidder inquiries, preparation and distribution of bid addendums, reviewing bids, checking reference and preparing bid tabulations
- Reduces exposure to potential change orders as a result of failure to accurately define scope and specifications
- Reduces exposure to extraordinary unit costs for items made necessary due to change in scope during construction since all unit pricing is already established under the JOC contract



Page Two  
April 14, 2016

Public Works staff provided the JOC contract project manager with a general work scope and the JOC contractor has prepared the attached detailed scope of work and cost proposal. The cost proposal is under the budget estimate of \$100,000.

Staff recommends that the Mayor and Board approve a motion waiving competitive bidding and approving a job order contract with F.H. Paschen, S.N. Nielsen & Associates LLC, for Garage Floors Repair and Resurfacing in the amount of \$96,829.27

Attachments

## **JOB ORDER CONTRACT**

**JOB ORDER NUMBER:** 032722.A  
**JOB ORDER NAME:** VILLAGE OF CAROL STREAM  
VEHICLE STORAGE GARAGE FLOOR  
**CONTRACTOR NAME:** F. H. PASCHEN, S.N. NIELSEN & ASSOCIATES LLC  
**LOCATION:** CAROL STREAM PUBLIC WORKS CENTER  
124 GERZEVSKE LANE, CAROL STREAM, IL.

This JOB ORDER CONTRACT is made and entered into this 18<sup>th</sup> day of April, 2016, by and between the Village of Carol Stream (hereinafter the "Village") and F.H. Paschen, S.N. Nielsen & Associates LLC (hereinafter the "Contractor").

### **RECITALS**

WHEREAS, the City of Naperville, Illinois has established a Cooperative Job Order Contract Program, published an Request for Proposals, received and reviewed Proposals and awarded a Job Order Contract, Number 11-082 to F.H. Paschen, S.N. Nielsen & Associates LLC; and

WHEREAS, the Village desires to proceed with the minor repair and resurfacing of the north garage floor and vehicle maintenance garage floor at the Carol Stream Public Works Center through the City of Naperville's Cooperative Job Order Contract Program and to purchase construction services and materials under the general terms and provisions of the City of Naperville Job Order Contract Number 11-082, including all addenda issued thereto, a copy of which is attached hereto as Exhibit A; and

WHEREAS, the Contractor has agreed to provide such garage floor repair and resurfacing services and materials at the Carol Stream Public Works Center, under the general terms and provisions of the City of Naperville Job Order Contract Number 11-082, including all addenda issued thereto; and

WHEREAS, the Contractor has provided the Village with a proposal, which proposal has been incorporated into the Detail Scope of Work, Job Order Number 032722.A April 11, 2016, a copy of which is attached hereto as Exhibit B.

NOW THEREFORE, in consideration of the terms and conditions of this JOB ORDER CONTRACT Number 032722.A, the parties hereto agree as follows:

1. The terms and conditions of this Job Order Contract, Number 032722.A shall be governed by and shall include all terms and provisions of the City of Naperville Job Order Contract Number 11-082, including all addenda issued there to, and shall be incorporated into the terms, conditions and provisions of Job Order Contract, Number 032722.A between the parties hereto except as modified as follows:

- A. The Scope of Work, including all labor and materials, for this Job Order Contract, Number 032722.A and the cost of such work is hereby set forth in Exhibit B attached hereto.
- B. Whenever within Job Order Contract Number 032722.A the terms Agency, City or Owner are used, those terms shall mean the Village of Carol Stream.
- C. Prior to commencement of construction, Contractor shall provide the Village with a Performance Bond in the amount of \$96,829.27 from a surety acceptable to the Village and in accordance with the terms set forth in AIA Document A312TM – 2011.
- D. Prior to commencement of construction, the Contractor shall provide the Village with a certification, in the form attached hereto as Exhibit C, that all representations made within the Affidavit of Compliance, Attachment K to Job Order Contract 032722.A are true and correct as of the date of this Contract.
- E. Prior to commencement of construction, the Contractor shall provide the Village with a Certificate of Insurance for the Insurance and at such limits as set forth in City of Naperville Job Order Contract Number 11-082. The Commercial General Liability and Automobile Liability policies shall contain or be endorsed to contain the Village, its officers, agents and employees as Insured and shall be primary insurance and not contribute with the Village's insurance or self-insurance. The Worker's

Compensation insurer shall waive all rights of subrogation against the Village for injuries to employees of the Insured resulting from the work for the Village or use of the Village's premises or facilities.

- F. This Job Order Contract is subject to the provisions of the Prevailing Wage Act, 820 ILCS 130/01 et seq. and labor prices shall be based upon the prevailing wages in the DuPage County area as determined by the Illinois Department of Labor. The Contractor shall indemnify, hold harmless and defend the Village from any failure of the Contractor to comply with the provisions of the Prevailing Wage Act.
- G. Contractor will be required to maintain all records and documents for the project in compliance with the Freedom of Information Act, 5ILCS 140/4 et seq. In addition, Contractor shall produce, without cost to the village, any records which are responsive to a request received by the Village under the Freedom of Information Act so that the Village 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 Contractor shall so notify the Village and if possible, the Village shall request an extension so as to comply with the Act. In the event that the Village is found to have not complied with the Freedom of Information Act, based upon Contractor's failure to produce documents or otherwise appropriately respond to a request under the Act, then Contractor shall indemnify and hold harmless, and pay all amounts determined to be due including but not limited to fines, costs, attorney fees and penalties.
- H. The Contractor shall warrant the work to be free from defects in materials and workmanship for a period of 1 year from the date of final acceptance of the completed project by the Village; provided however, that all materials that have a manufacturer's warranty in excess of 1 year shall be warranted for the full period of

the manufacturer's warranty, which warranty shall be transferred to the Village on the date of final acceptance of the completed project.

- I. Within 60 days after the date of execution of the Contract by both Parties the Contractor shall complete the project.
- J. Payment of 90% of the Contract Price shall be made upon completion of the project and the balance paid within 30 days of completion of any "punch list" items required and final acceptance of the work by the Village. There shall be no Economic Price Adjustments to this Contract.
- K. All notices, certificates, approvals, consents or other communications desired or required to be given hereunder shall be given in writing at the addresses set forth below, by any of the following means: (1) personal service, (2) overnight courier, or (3) registered or certified mail, postage prepaid, return receipt requested.

If to Village:                      Director of Public Works  
Village of Carol Stream  
500 North Gary Avenue  
Carol Stream, Illinois 60188

If to Developer:                      F.H. Paschen, S.N. Nielsen & Associates, LLC  
General Manager | Job Order Contracts Division  
5515 N. East River Road, Chicago, IL 60656

ACCEPTED:

**(Village Seal)**

**VILLAGE OF CAROL STREAM**

Attest:

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

Village Clerk

Mayor

**(Corporate Seal)**

**CORPORATE NAME**

Attest:

\_\_\_\_\_

\_\_\_\_\_

By: \_\_\_\_\_

By: \_\_\_\_\_

\_\_\_\_\_

Secretary

President

**SUBSCRIBED AND SWORN BEFORE ME**

This \_\_\_\_\_ day of \_\_\_\_\_, 2016

MY COMMISSION EXPIRES: \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

**EXHIBIT C**  
**PUBLIC CONTRACTOR CERTIFICATION**

F.H. PASCHEN, S.N. NIELSEN & ASSOCIATES, LLC, ("Contractor"), having submitted a Proposal and Detailed Scope of Work to the Village of Carol Stream, Job Order Number 032722.A, for the following construction and material services:

Carol Stream Public Works Center north garage and  
vehicle maintenance garage floor repair and resurfacing

as a condition of entering into a contract with the Village of Carol Stream and under oath and penalty of perjury, does hereby certify, that all statements and representations made by or on behalf of the Contractor in the Affidavit of Compliance, Attachment K to the City of Naperville Job Order Contract Number 11-082, attached as Exhibit A to Village of Carol Stream Job Order Contract Number 032722.A, are true and correct.

Dated: \_\_\_\_\_, 2016

By: \_\_\_\_\_  
Authorized Agent of Contractor (Signature) (Printed)

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Notary Public

[SEAL]

## Detailed Scope of Work

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**Date:** 4/11/2016  
**Work Order #:** 032722.A  
**Title:** Village of Carol stream - Vehicle storage garage floor Supplemental 2016  
**Contractor:** F. H. Paschen, S. N. Nielsen & Associates LLC  
**Job Order Value:** \$96,829.27

---

**Location:** No Input

**Brief Scope:**

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Dear Dan Zivilik,

The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work:

**Detailed Scope:**

Carol Stream Public Works Floor Coatings Provide project performance and payment bond. If no bond is required, this cost can be removed from the proposal. Mobilize to jobsite  
Wash, scrape, shotblast, and grind floor to remove any existing coating, spalled concrete, and prep floor for new coating system. Vehicle Maintenance Garage Epoxy Resinous Coating System  
Skim coat spalled areas of concrete floor Hand apply  
Key Resin 502 primer to concrete floor Hand apply two coats of solid color Key Resin 510 and 511, epoxy resinous coating system Coating to be slip resistant. Level of slip resistance to be designated by owner. Vehicle Storage Garage Epoxy Resinous Coating System  
Scarify, chip out, and remove spalled and damaged concrete areas down to solid concrete surface. Known major repair areas were addressed previously. Patch concrete areas that are removed.  
250 SF of concrete repair/patching is included in this proposal as an allowance. There may be additional repair areas, however this is unknown until existing floor coating system is removed. FHP recommends carrying this as an allowance in the project budget. Hand apply Key Resin 502 primer to concrete floor  
Hand apply two coats of solid color Key Resin 510 and 511, epoxy resinous coating system Coating to be slip resistant. Level of slip resistance to be designated by owner. Scope of Work Clarifications Proposal is based on one mobilization for each garage. Each garage will be completed in one phase of work. Each garage will require approx. 5 working days to complete. Owner is responsible for removing all items from garages. Any large or permanent items left in place will have floor system installed around them. Use of on site water supply is figured. Proposal is based on normal working hours.

**Requirements:**

Should you have any questions, please do not hesitate to contact me at .



## Contractor Price Proposal Summaries - Category

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**Date:** 4/11/2016  
**Work Order #:** 032722.A  
**Title:** Village of Carol stream - Vehicle storage garage floor Supplemental 2016  
**Contractor:** F. H. Paschen, S. N. Nielsen & Associates LLC  
**Job Order Value:** \$96,829.27  
**Proposal Name:** Village of Carol stream - Vehicle storage garage floor Supplemental 2016  
**Proposal Value:** \$96,829.27

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**To:** Project Manager **From:** Contractor Project Manager

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Category	LineTotal
Bond	\$1,325.00
Floor Repair Allowance	\$7,517.25
Vehicle Maintenance Garage	\$33,028.86
Vehicle Storage Garage	\$54,958.16
<b>Grand Total:</b>	<b>\$96,829.27</b>

---

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal:** 0.00

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## Proposal Review Details - Category

**Date:** 4/11/2016  
**Work Order #:** 032722.A  
**Title:** Village of Carol stream - Vehicle storage garage floor Supplemental 2016  
**Contractor:** F. H. Paschen, S. N. Nielsen & Associates LLC  
**Job Order Value:** \$96,829.27

---

**Proposal Name:** Village of Carol stream - Vehicle storage garage floor Supplemental 2016  
**Proposal Value:** \$96,829.27  
**Proposal Submitted:** 4/7/2016 4:29 PM

CSI Number	Mod	UOM	Description	LineTotal										
<b>Category1 - Bond</b>														
1	01 22 16 00-0002	EA	Reimbursable Fees Note: Reimbursable Fees will be paid to the contractor for the actual cost of all permits, without mark-up, for which a receipt or bill is received. The Adjustment Factor applied to Reimbursable Fees will be 1.0000. The labor cost involved in obtaining all permits is in the Adjustment Factor. The base cost of the Reimbursable Fee is \$1.00. The quantity used will adjust the base cost to the actual Reimbursable Fee (e.g. quantity of 125 = \$125.00 Reimbursable Fee). If there are multiple Reimbursable Fees, each one shall be listed separately with a comment in the "note" block to identify the Reimbursable Fees (e.g. sidewalk closure, road cut, various permits, extended warrantee, expedited shipping costs, etc.). A copy of each receipt shall be included with the Proposal.	\$1,325.00										
			<table border="0"> <tr> <td></td> <td>Qty</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>Installation</td> <td>1325</td> <td>X \$1.00</td> <td>X 1</td> <td>\$1,325.00</td> </tr> </table>		Qty	Unit Price	Factor	Total	Installation	1325	X \$1.00	X 1	\$1,325.00	
	Qty	Unit Price	Factor	Total										
Installation	1325	X \$1.00	X 1	\$1,325.00										
			Contractor Notes: <i>Reimbursable fee for project performance and payment bond. If no bond is required by the Village of Carol Stream, then this line item can be removed.</i>											
<b>Subtotal for Category1 - Bond:</b>				<b>\$1,325.00</b>										
<b>Category1 - Floor Repair Allowance</b>														
2	02 41 13 13-0037	SF	Break-Up And Remove >3" To 6" Thick Concrete By Hand	\$1,361.09										
			<table border="0"> <tr> <td></td> <td>Qty</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>Installation</td> <td>250</td> <td>X \$5.01</td> <td>X 1.0867</td> <td>\$1,361.09</td> </tr> </table>		Qty	Unit Price	Factor	Total	Installation	250	X \$5.01	X 1.0867	\$1,361.09	
	Qty	Unit Price	Factor	Total										
Installation	250	X \$5.01	X 1.0867	\$1,361.09										
			Contractor Notes: <i>Break up and remove spalling and failing concrete slab where needed. 250 SF allocated as an allowance. Actual quantity needed is unknown until existing floor coating is removed.</i>											
3	03 01 30 71-0011	SF	Patch With 1/8" To 1/4" Latex Cementitious Patching Mortar	\$6,156.16										
			<table border="0"> <tr> <td></td> <td>Qty</td> <td>Unit Price</td> <td>Factor</td> <td>Total</td> </tr> <tr> <td>Installation</td> <td>250</td> <td>X \$22.66</td> <td>X 1.0867</td> <td>\$6,156.16</td> </tr> </table>		Qty	Unit Price	Factor	Total	Installation	250	X \$22.66	X 1.0867	\$6,156.16	
	Qty	Unit Price	Factor	Total										
Installation	250	X \$22.66	X 1.0867	\$6,156.16										
			Contractor Notes: <i>Patch concrete floor slab at repair areas. 250 SF allocated as an allowance. Actual quantity needed is unknown until existing floor coating is removed.</i>											
<b>Subtotal for Category1 - Floor Repair Allowance:</b>				<b>\$7,517.25</b>										

CSI Number	Mod	UOM	Description	LineTotal
<b>Category1 - Vehicle Maintenance Garage</b>				
4	01 71 13 00-0002	EA	Equipment Delivery, Pickup, Mobilization And Demobilization Using A Rollback Flatbed TruckNote: For equipment such as trenchers, skid-steer loaders (bobcats), industrial warehouse forklifts, sweepers, scissor platform lifts, telescoping and articulating boom manlifts with up to 40' boom lengths, etc.	\$218.77
			Qty Unit Price Factor Total	
			Installation 1 X \$201.32 X 1.0867 \$218.77	
			Contractor Notes: Mobilize floor prep equipment.	
5	02 41 19 13-0010	SF	Scarify Floor	\$8,773.58
			Qty Unit Price Factor Total	
			Installation 5568 X \$1.45 X 1.0867 \$8,773.58	
			Contractor Notes: Grind and scarify floor to remove existing coating, spalling concrete, and prep surface for proper adhesion of new flooring system.	
6	09 35 00 00-0001	SF	Chemical Resistant Thin-Set - Epoxy and Furan Resin Mortar	\$741.13
			Qty Unit Price Factor Total	
			Installation 200 X \$3.41 X 1.0867 \$741.13	
			Contractor Notes: Skim coat spalling areas of concrete floor prior to floor coating application.	
7	09 91 23 00-0225	SF	Paint Interior Concrete Floors And Decks, One Coat Bonding Agent, Brush/Roller Work	\$3,630.45
			Qty Unit Price Factor Total	
			Installation 5568 X \$0.60 X 1.0867 \$3,630.45	
			Contractor Notes: Prime floor after all prep work is completed.	
8	09 91 23 00-0225	0313 MOD	For Quantities > 5000 To 10000, Deduct	(\$363.04)
			Qty Unit Price Factor Total	
			Installation 5568 X (\$0.06) X 1.0867 (\$363.04)	
9	09 91 23 00-0228	SF	Paint Interior Concrete Floors And Decks, One Coat Non-Slip Epoxy Coating, Brush Work	\$19,967.46
			Qty Unit Price Factor Total	
			Installation 5568 X \$3.30 X 1.0867 \$19,967.46	
			Contractor Notes: Hand apply two coat solid color resin floor coating system to entire garage floor. Includes non slip finish. Level of slip resistance to be determined by owner.	
10	09 91 23 00-0228	0313 MOD	For Quantities > 5000 To 10000, Deduct	(\$1,996.75)
			Qty Unit Price Factor Total	
			Installation 5568 X (\$0.33) X 1.0867 (\$1,996.75)	
11	09 91 43 00-0007	SF	Pressure Wash Concrete Or Masonry, Up To 5,000 PSI	\$2,178.27
			Qty Unit Price Factor Total	
			Installation 5568 X \$0.36 X 1.0867 \$2,178.27	
			Contractor Notes: Wash concrete floor prior to floor coating application.	
12	09 91 43 00-0007	0359 MOD	For Quantities > 5000 To 10000, Deduct	(\$121.01)
			Qty Unit Price Factor Total	
			Installation 5568 X (\$0.02) X 1.0867 (\$121.01)	

CSI Number	Mod	UOM	Description	LineTotal
<b>Subtotal for Category1 - Vehicle Maintenance Garage:</b>				<b>\$33,028.86</b>
<b>Category1 - Vehicle Storage Garage</b>				
13	09 91 23 00-0228	SF	Paint Interior Concrete Floors And Decks, One Coat Non-Slip Epoxy Coating, Brush Work	\$49,029.30
			Qty      Unit Price      Factor      Total	
			Installation      13672      X      \$3.30      X      1.0867      \$49,029.30	
			Contractor Notes: <i>Prime floor and hand apply two coat solid color resin floor coating system to entire garage floor. Includes non slip finish. Level of slip resistance to be determined by owner.</i>	
14	09 91 23 00-0228	0314	MOD For Quantities > 10000 To 20000, Deduct	(\$7,428.68)
			Qty      Unit Price      Factor      Total	
			Installation      13672      X      (\$0.50)      X      1.0867      (\$7,428.68)	
15	09 91 43 00-0008	SF	Water Blast Concrete Or Masonry, 10,000 To 12,000 PSI	\$14,734.61
			Qty      Unit Price      Factor      Total	
			Installation      12672      X      \$1.07      X      1.0867      \$14,734.61	
			Contractor Notes: <i>Shotblast and grind fleet garage floor to remove existing heavy mill coating system. Wash and prep floor for new epoxy coating.</i>	
16	09 91 43 00-0008	0360	MOD For Quantities > 10000 To 15000, Deduct	(\$1,377.07)
			Qty      Unit Price      Factor      Total	
			Installation      12672      X      (\$0.10)      X      1.0867      (\$1,377.07)	
<b>Subtotal for Category1 - Vehicle Storage Garage:</b>				<b>\$54,958.16</b>
<b>Grand Total:</b>				<b>\$96,829.27</b>

This work order proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals.

**The Percent of NPP on this Proposal:      0.00**

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Village Board  
**Via:** Joe Breinig

**FROM:** E. Sailer

**DATE:** April 18, 2016

**RE:** **New Ordinance: Endangering the Life or Health of a Child**

We have had occasions where we have arrested subjects for DUI and/or drugs who have had children under the age of 18 in their vehicle. Currently, all charges related to this arrest must be filed as a State charge since we do not have an Endangering the Life or Health of a Child ordinance.

I propose we enact an Ordinance for the offense of Endangering the Life or Health of a Child which mirrors State Law. This new ordinance will allow us to file all charges under Village Ordinance in this circumstance.

Thank you for your consideration in the matter.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 14, GENERAL OFFENSES,  
ARTICLE 2, OFFENSES AGAINST PERSONS OF THE CAROL STREAM CODE OF  
ORDINANCES**

---

**WHEREAS**, the Mayor and Board of Trustees of the Village of Carol Stream find it to be in the best interests of the Village to amend the Carol Stream Code of Ordinances, Chapter 14, General Offenses, Article 2, Offenses against Persons, by adding section 14-2-34, entitled "Endangering the life or health of a child.

**NOW, THEREFORE, BE IT ORDAINED 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:** The Carol Stream Code of Ordinances, Chapter 14, General Offenses, Article 2, Offenses against Persons, is hereby amended by adding section 14-2-34, entitled "Endangering the life or health of a child" which shall read as follows:

**§14-2-34 ENDANGERING THE LIFE OR HEALTH OF A CHILD.**

- (A) A person commits the offense of endangering the life or health of a child when he or she knowingly (1) causes or permits the life or health of a child under the age of 18 to be endangered; or (2) causes or permits a child under the age of 18 to be placed in circumstances that endanger the child's life or health. It is not a violation of this section for a person to relinquish a child in accordance with the Abandoned Newborn Infant Protection Act, 325 ILCS 2/1 et seq., as amended.
- (B) A trier of fact may infer that a child 6 years of age or younger is unattended if that child is left in a motor vehicle for more than 10 minutes.
- (C) "Unattended" means either (1) not accompanied by a person 14 years of age or older; or (2) if accompanied by a person 14 years of age or older, out of the sight of that person.
- (D) A violation of this section shall be a Class A misdemeanor.

**SECTION 2:** Those sections, paragraphs and provisions of Chapter 14 of the Carol Stream Code of Ordinances which are not expressly amended or repealed by this Ordinance are hereby re-enacted, and it is expressly declared to be the intention of this Ordinance not to repeal or amend any portion of the Carol Stream Code of Ordinances other than those expressly amended or repealed in Section 1 of this Ordinance.

**SECTION 3:** The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

**SECTION 4:** This Ordinance shall be in full force and effect from and after its passage and approval by law.

PASSED AND APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

Ordinance No. \_\_\_\_\_

**An Ordinance Authorizing the Amendment of  
the Annual Budget of the Village of Carol Stream  
for the Fiscal Year Ending April 30, 2016**

**Whereas**, the Board of Trustees of the Village of Carol Stream on April 20, 2015 adopted the annual budget for the Village of Carol Stream for Fiscal Year 2015/16, Beginning May 1, 2015 and ending April 30, 2016; and

**Whereas**, certain expenses have been incurred which were not previously identified or included within the adopted FY15/16 annual budget; and

**Whereas**, cash reserve balances or budgeted but unspent amounts in other accounts are available to cover certain expenses which were incurred and not previously budgeted; and

**Whereas**, the Village Board is authorized to modify the adopted budget through amendment or transfer between accounts as deemed necessary;

**Now, Therefore, be it Ordained** by the Mayor and the Board of Trustees of the Village of Carol Stream, DuPage County, Illinois, in the exercise of its home rule powers, as follows:

**Section 1:** The budget for the fiscal year ending April 30, 2016, is hereby amended to provide funds for unanticipated and unbudgeted expenses in the manner identified in Attachment A to this ordinance.

**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** by the Mayor and Board of Trustees of the Village of Carol Stream, Illinois, this

\_\_\_\_\_ day of \_\_\_\_\_, 2016.

**Ayes:**

**Nays**

**Absent**

**Approved** by the Mayor of the Village of Carol Stream, Illinois, this \_\_\_\_\_ day  
of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor of the Village of  
Carol Stream, Illinois

**Attest:**

\_\_\_\_\_  
Village Clerk of the Village of  
Carol Stream, Illinois

(Published in pamphlet form and posted on the \_\_\_\_\_ day of \_\_\_\_\_, 2016.)

**Attachment A**

Village of Carol Stream  
Fiscal Year 2015/16 Annual Budget  
May 1, 2015 to April 30, 2016

<u>Account</u>	<u>Description</u>	<u>Amount</u>	<u>Reason</u>
<b><u>Budget Amendments</u></b>			
<b>TAX INCREMENT FINANCING DISTRICT 2 – GENEVA CROSSING</b>			
21500000-56290	Bond Principal	\$875,000	To pre-pay three years of bond maturities in 2016, 2017 and 2018 to fully retire the bonds as of December 30, 2015.
21500000-52238	Legal Services	\$4,500	To provide for additional legal services related to the early retirement of the bonds and plan for the dissolution of the TIF District.
21500000-56339	Miscellaneous	\$5,000	To provide for arbitrage calculation services required in connection with the early retirement of the bonds.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE ADOPTING THE ANNUAL BUDGET OF THE  
VILLAGE OF CAROL STREAM  
IN THE AMOUNT OF \$55,337,477 FOR THE FY16/17 FISCAL YEAR  
BEGINNING MAY 1, 2016, AND ENDING APRIL 30, 2017**

WHEREAS, Village staff has prepared and presented to the Mayor and Board of Trustees of the Village of Carol Stream a proposed annual budget for the FY16/17 fiscal year beginning May 1, 2016, and ending April 30, 2017 as set forth in "Exhibit A" to this ordinance as attached hereto; and

WHEREAS, following due and proper publication of public notice in The Examiner on April 6, 2016, a public hearing was held on April 18, 2016, to consider the proposed annual budget for the FY16/17 fiscal year; and

WHEREAS, the proposed annual budget has been made conveniently available for public review and inspection at least 10 days prior to passage in the office of the Carol Stream Village Clerk, the Carol Stream Public Library and on the Village's web site, and

WHEREAS, the Mayor and Board of Trustees of the Village of Carol Stream deem it in the best interest of the Village to adopt the budget proposed by the Budget Officer, as revised at the direction of the Mayor and Board of Trustees;

NOW, THEREFORE, BE IT HEREBY ORDAINED 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: The annual expenditure Budget for the FY16/17 fiscal year, beginning May 1, 2016, and ending April 30, 2017, for the Village of Carol Stream, is in the amount of Fifty Five Million Three Hundred Thirty Seven Thousand Four Hundred Seventy Seven Dollars, (\$55,337,477); as set forth in "Exhibit A", as attached hereto, is hereby adopted and authorized.

SECTION 2: That the adoption of the foregoing annual budget shall be in lieu of the Appropriation Ordinance required in Section 8-2-9 of the Illinois Municipal Code.

SECTION 3: The budget hereby approved shall be printed and bound and a certified copy of this Ordinance and a copy of the printed and bound budget shall be filed with the DuPage County Clerk in accordance with the provisions of the statutes of the State of Illinois.

SECTION 4: The Finance Director is authorized and directed to transfer the sum of Ten Million Dollars (\$10,000,000) from General Corporate Fund cash reserve balances to the Capital Projects Fund to support improvements to the Village's public assets. This transfer is consistent with the Village's established policies and past practices with respect to reserve balances and continues to be the primary funding source for improvements to the Village's roadway, storm water, public facility and other infrastructure systems which are completed in the Capital Projects Fund.

SECTION 5: The Mayor and Board of Trustees hereby direct all residual General Fund Balances committed for tree replacement related to the Emerald Ash Borer infestation be released to General Fund unassigned Fund Balances as of April 30, 2016.

SECTION 6: This Ordinance shall be in full force and effect upon its passage, approval, and publication in pamphlet form as provided by law.

PASSED AND APPROVED THIS 18<sup>TH</sup> DAY OF APRIL, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Mayor and Trustees  
**FROM:** Joseph E. Breinig, Village Manager  
**DATE:** April 12, 2016  
**RE:** Chrissy's Liquor License/Video Gaming License

---

On March 7, 2016 Ordinance 2016-03-12 was approved granting a Class A liquor license to Chrissy's at 552 N. Gary Avenue (formerly Spectator's Pub & Grill, Inc.). Ordinance 2016-03-12 had an effective date of May 1, 2016 for the liquor license. Chrissy's requested immediate issuance of the license to be eligible for the state liquor license required for video gaming.

Attached you will find an Ordinance amending Ordinance 2016-03-12, deleting the May 1, 2016 effective date and providing for issuance of the license March 7, 2016. Chrissy's submitted the appropriate application and fees for issuance of the Class A liquor license on March 7, 2016. Staff recommends approval of the amendatory Ordinance.

JEB/dk

Attachments

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING ORDINANCE 2016-03-12 PROVIDING AN IMMEDIATE EFFECTIVE DATE FOR THE CLASS A LIQUOR LICENSE ISSUED TO CHRISSY'S LLC d/b/a CHRISSY'S, 552 N. GARY AVENUE.**

WHEREAS, on March 7, 2016 Ordinance 2016-03-12 (attached as Exhibit "A") was approved granting a Class A liquor license to Chrissy's located at 552 N. Gary Avenue; and

WHEREAS, Ordinance 2016-03-12 had an effective date of May 1, 2016; and

WHEREAS, an immediate effective date was desired for Chrissy's Class A liquor license.

BE IT ORDAINED 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 Section 4 of Ordinance 2016-03-12 shall be revised to read:

"This Ordinance shall be in full force and effect from and after its passage by law effective March 7, 2016."

SECTION 2: This Ordinance shall be in full force and effect from and after its passage and approval by law.

PASSED AND APPROVED THIS 18th DAY OF APRIL, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**ORDINANCE NO. 2016-03-12**

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE CAROL STREAM CODE OF ORDINANCES BY DECREASING THE NUMBER OF CLASS A LIQUOR LICENSES FROM 10 TO 9 (SPECTATOR'S PUB & GRILL, INC. D/B/A SPECTATOR'S PUB & GRILL, 552 N. GARY AVE.) AND INCREASING THE NUMBER OF CLASS A LIQUOR LICENSES FROM 9 TO 10 (CHRISSY'S LLC d/b/a CHRISSY'S, 552 N. GARY AVE.)**

BE IT ORDAINED 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 Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by decreasing the number of Class A Liquor Licenses, from 10 to 9.

SECTION 2: That Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by increasing the number of Class A Liquor Licenses from 9 to 10.

SECTION 3: This Ordinance amending Chapter 11 of the Code of Ordinances of the Village of Carol Stream shall be reprinted in the loose-leaf volume, which bears that title.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage and approval by law effective May 1, 2016.

PASSED AND APPROVED THIS 7<sup>th</sup> DAY OF MARCH, 2016.

AYES: Trustees Hennessey, LaRocca, Gieser, Frusolone, Schwarze and McCarthy

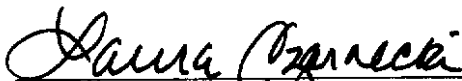
NAYS: None

ABSENT: None



Frank Saverino, Sr., Mayor

ATTEST:



Laura Czarniecki, Village Clerk

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING CHAPTER 11, ARTICLE 2 OF THE CAROL STREAM CODE OF ORDINANCES BY INCREASING THE NUMBER OF CLASS V LICENSES FROM 10 TO 11 (CHRISSEY'S LLC D/B/A CHRISSEY'S, 552 N. GARY AVENUE)**

BE IT ORDAINED 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 Chapter 11, Article 2 of the Carol Stream Code of Ordinances, Classification of Liquor Licenses, be and the same is hereby amended by increasing the number of Class V Licenses, authorization to operate video gaming devices, from 10 to 11.

SECTION 2: The increase in the number of Class V liquor licenses as provided in Section One is contingent upon the issuance of a video gaming license by the Illinois Gaming Board to Chrissy's LLC d/b/a Chrissy's.

SECTION 3: This Ordinance amending Chapter 11 of the Code of Ordinances of the Village of Carol Stream shall be reprinted in the loose-leaf volume, which bears that title.

SECTION 4: This Ordinance shall be in full force and effect from and after its passage and approval by law.

PASSED AND APPROVED THIS 18th DAY OF APRIL, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk



*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Mayor and Trustees  
**FROM:** Joseph E. Breinig, Village Manager  
**DATE:** April 12, 2016  
**RE:** Increase of Class V Licenses-Chrissy's, 552 N. Gary Avenue

---

The Mayor's office has received a request for a Class V license to operate video gaming devices from Chrissy's LLC d/b/a Chrissy's located at 552 N. Gary Avenue. Chrissy's has advised the Illinois Gaming Board is scheduled to consider Chrissy's request for issuance of a state license for video gaming on April 20, 2016. Chrissy's has requested approval of a Class V license for video gaming in the Village of Carol Stream contingent upon approval by the state on April 20<sup>th</sup>. Video gaming cannot occur in Illinois without a state license, so there is little risk in meeting Chrissy's request.

Attached for your review and consideration is an Ordinance increasing the number of Class V liquor licenses from 10 to 11. Staff recommends approval of the attached ordinance contingent upon issuance of a state license to Chrissy's.

JEB/dk

Attachment

**AN ORDINANCE APPROVING A SPECIAL USE PERMIT FOR MEAT PROCESSING, PACKAGING, STORAGE, AND WAREHOUSING, AND A SPECIAL USE PERMIT FOR OUTDOOR ACTIVITIES AND OPERATIONS (STORAGE SILOS) IN THE I INDUSTRIAL ZONING DISTRICT (BKBG ENTERPRISES, INC., DBA DEVANCO FOODS, 440 MISSION STREET)**

**WHEREAS**, Evan Bartzis, on behalf of BKBG Enterprises, Inc., dba Devanco Foods, hereinafter referred to as the Petitioner, has petitioned the Village of Carol Stream for a Special Use Permit for meat processing, packaging, storage, and warehousing, as provided in Section 16-10-2(B)(21) of the Carol Stream Code of Ordinances, and a Special Use Permit for outdoor activities and operations in the form of two storage silos in the I Industrial Zoning District, as provided in Section 16-10-2(B)(14) of the Carol Stream Code of Ordinances, on the property legally described in Section 2 herein and commonly known as 440 Mission Street, Carol Stream, Illinois; and

**WHEREAS**, pursuant to Section 16-15-8 of the Carol Stream Code of Ordinances, the Combined Plan Commission/Zoning Board of Appeals held a public hearing on the above petition on April 11, 2016, following proper legal notice of said public hearing, after which the Commission recommended to the Mayor and Board of Trustees of the Village that the Special Use Permits be approved; and

**WHEREAS**, the Combined Plan Commission/Zoning Board of Appeals has filed its Findings and Recommendations regarding the Special Use Permits, and the Mayor and Board of Trustees have duly considered said Findings and Recommendations; and

**WHEREAS**, the Mayor and Board of Trustees find it to be in the best interest of the Village to grant approval of the Special Use Permits, as set forth in this Ordinance.

**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:**

The Mayor and Board of Trustees of the Village of Carol Stream, after examining the Petition for a Special Use Permit for meat processing, packaging, storage, and warehousing, and a Special Use Permit for outdoor activities and operations in the form of two storage silos, and the Findings and Recommendations of the Combined Plan Commission / Zoning Board of Appeals, have determined and find that the requested Special Use Permits:

1. Are deemed necessary for the public convenience at the location. *Devanco Foods, which is making a large investment in the building and property and bringing jobs to the community, will process and store their meat products in a safe manner. In addition, the storage silos are a required part of their business operations to enable efficient processing of their various meat products.*

2. Will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare. *The meat processing, packaging, storage, and warehousing facility and storage silos will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.*
3. Will not be injurious to the use and enjoyment of other properties in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. *Other properties within the Industrial District have received Special Use approval for outdoor activities and operations, with no apparent injury to the use or enjoyment of properties in the immediate vicinity, or diminution or impairment to property values within the neighborhood.*
4. Will not impede the normal and orderly development and improvement of surrounding properties for uses permitted in the district. *The meat processing, packaging, storage, and warehousing facility and storage silos should be of no impact on the normal and orderly development and improvement of surrounding properties.*
5. Will provide adequate utilities, access roads, drainage and other important and necessary community facilities. *Adequate utilities, access roads, drainage and other public improvements are already in place.*
6. Will conform to the applicable regulations of the district in which it is located, except as the Village Board may in each instance modify such regulations. *The meat processing, packaging, storage, and warehousing facility and storage silos are expected to operate and conform to all applicable regulations and any conditions of approval as determined by the Combined Plan Commission/Zoning Board of Appeals and Village Board.*

**SECTION 2:**

The Special Use Permit for meat processing, packaging, storage, and warehousing, and the Special Use Permit for outdoor activities and operations in the form of two storage silos, are hereby approved and granted subject to the conditions set forth in Section 3, upon the real estate commonly known as 440 Mission Street, Carol Stream, Illinois, and legally described as follows:

LOT 1 IN KARP'S CAROL STREAM REALTY RESUBDIVISION, OF PART OF THE SOUTHEAST ¼ OF SECTION 20, THE NORTHEAST ¼ OF SECTION 29, AND THE NORTHWEST ¼ OF SECTION 28, TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID RESUBDIVISION RECORDED NOVEMBER 14, 1995, AS DOCUMENT R95-160692, IN DUPAGE COUNTY, ILLINOIS.

hereinafter referred to as the Subject Property.

**SECTION 3:**

The approval of the Special Use Permit for meat processing, packaging, storage, and warehousing, and the Special Use Permit for outdoor activities and operations in the form of two storage silos granted in Section 2 herein is subject to the following conditions:

1. That the silos must be painted a neutral color so as to blend in with the existing building, and that the paint must be maintained in good condition, with the owner performing touch up work or re-painting as needed;
2. That no signs or graphics may be painted or installed on the silos;
3. That any dead or diseased trees on the property must be removed and replaced with a similar type of tree (i.e. shade, ornamental or evergreen), and that all landscape materials must be maintained in a neat and healthy condition, with dead or dying materials being replaced on an annual basis;
4. That all parking spaces will be striped in accordance with the Village's looped striping design;
5. That all parking spaces meet minimum size dimensions per the Zoning Code, which may require a slight reduction in the striped area west of the 13 parking spaces proposed west of the building addition;
6. That a minimum of five additional evergreen trees be installed in the green space area south of the proposed storage silos for additional screening, that said trees be a minimum of 6 feet in height upon installation, and that the new trees be illustrated and labeled on the site plan in lieu of a separate landscape plan;
7. That the protective bollards around the storage silos be illustrated on the site plan;
8. That all refuse will be handled through the trash compactor and there will not be an exterior dumpster provided on-site; and
9. That the site must be maintained and the business must be operated in accordance with all State, County and Village codes and regulations.

**SECTION 4:**

The Special Use Permit for meat processing, packaging, storage, and warehousing, and the Special Use Permit for outdoor activities and operations in the form of two storage silos, are hereby approved and granted as set forth in the following plans and exhibits:

1. Site Plan (Exhibit A dated March 25, 2016), prepared by Cornerstone Architects, Ltd., 1152 Spring Lake Drive, Itasca, Illinois, 60143.

2. Exterior Elevations (Exhibit B dated March 25, 2016), prepared by Cornerstone Architects, Ltd., 1152 Spring Lake Drive, Itasca, Illinois, 60143.
3. Floor Plan (Exhibit C dated March 28, 2016) prepared by ARSA Alan R. Schneider Architects, 1411 West Peterson Avenue, Suite 203, Park Ridge, Illinois 60068.

**SECTION 5:**

This Ordinance shall be in full force and effect from and after passage, approval and publication in pamphlet form, provided, however, that this Ordinance is executed by the owners or such other party in interest, consenting to and agreeing to be bound by all of the terms and conditions contained within this Ordinance. Such execution and delivery to the Village shall take place within sixty (60) days after the passage and approval of this Ordinance or within such extension of time as may be granted in the discretion of the corporate authorities, by motion.

**SECTION 6:**

The failure of the owner or other party in interest, or a subsequent owner or other party in interest, to strictly comply with the terms and conditions of this Ordinance, after execution of this Ordinance, shall subject the owner or party in interest to the penalties set forth in Section 16-17-7 A and B of the Carol Stream Code of Ordinances, and/or termination of the special use permits after notice and public hearing in accordance with the procedures required by the Carol Stream Code of Ordinances.

PASSED AND APPROVED THIS 18<sup>th</sup> DAY OF APRIL, 2016.

AYES:

NAYS:

ABSENT:

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Frank Saverino, Sr. Mayor

ATTEST:

---

Laura Czarnecki, Village Clerk

I, Evan Bartzis, being the owner and/or party in interest of the Subject Property legally described in this ordinance, do hereby accept, concur, and agree to develop and use the Subject Property in accordance with the terms and conditions of this Ordinance, and I understand that if I do not do so, I am subject to the penalties set forth in Section 16-17-7 A and B of the Carol Stream Code of Ordinances, and/or termination of the special use permit. Dunkin Donuts further agrees to indemnify, hold harmless and defend the Village, and its officers, agents and employees from any and all claims, lawsuits, liabilities damages and costs incurred as a result of the approvals as granted herein.

---

Date

---

Owner/Party In Interest

**PARKING DATA:**

BUILDING AREA (GROSS): 93,000 SQ. FT.  
 OFFICE AREA: 7,857 SQ. FT.  
 1 PER 250 SQ. FT. = 31 CARS REQUIRED  
 NOTE: ACTUAL EMPLOYEE COUNT = 16 EMPLOYEES

PRODUCTION AREA: 27,068 SQ. FT.  
 1 PER 600 SQ. FT. = 45 CARS REQUIRED

WAREHOUSE/STORAGE: 51,680 SQ. FT.  
 4, PLUS 1 PER 1,500 SQ. FT. = 38 CARS REQUIRED

TOTAL REQUIRED PARKING: 114 CARS REQUIRED

**DATA:**

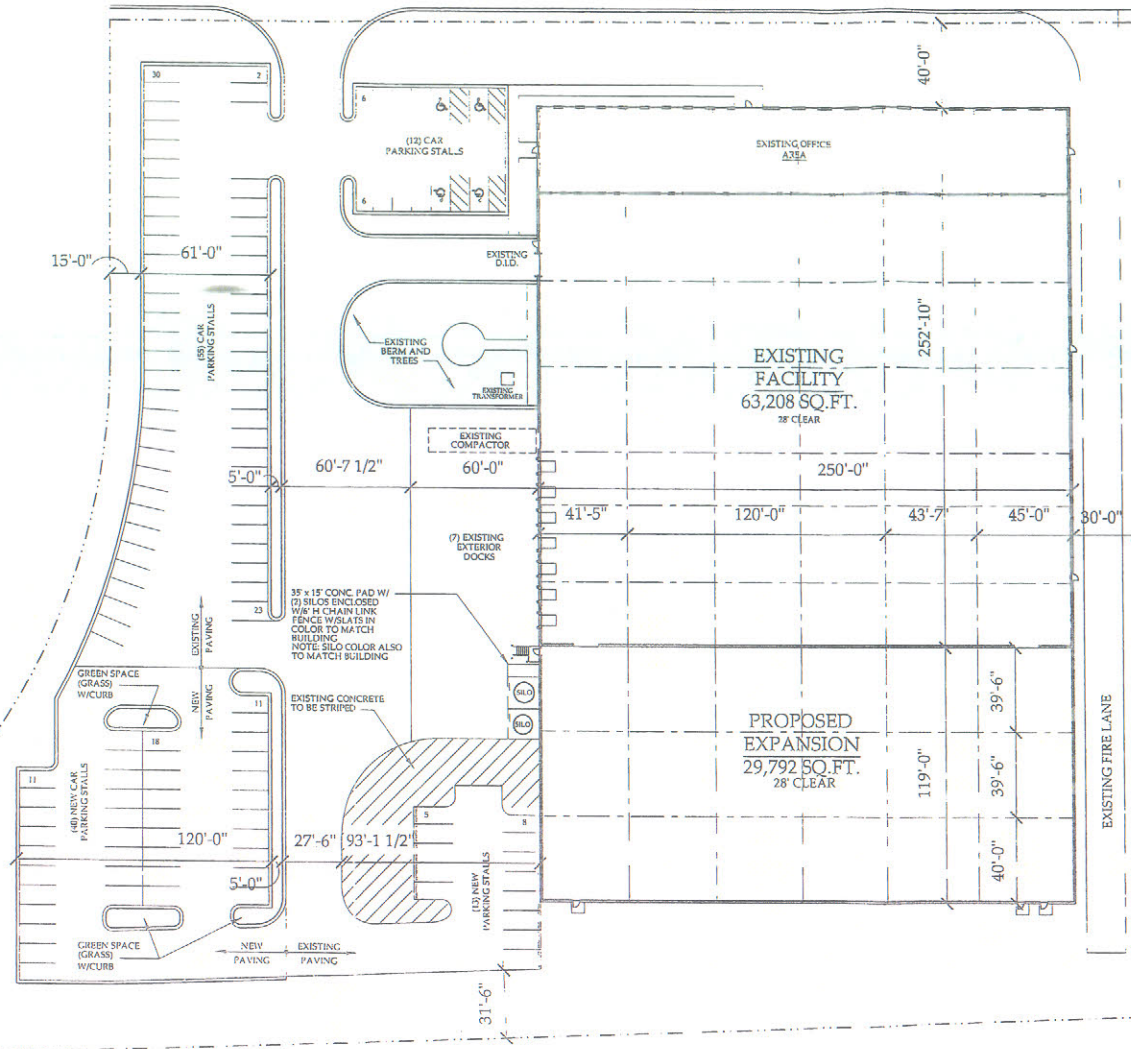
SITE AREA: 252,238 SQ. FT.  
 5.79 ACRES

BUILDING AREA (GROSS): 93,000 SQ. FT.  
 EXISTING: 63,208 SQ. FT.  
 EXPANSION: 29,792 SQ. FT.

EXTERIOR DOCKS (EXISTING): 7 DOCKS  
 DRIVE-IN DOORS (EXISTING): 1 DOOR

CAR PARKING: 120 STALLS  
 EXISTING: 67 STALLS  
 EXPANSION: 53 STALLS

F.A.R.: .37  
 CLEAR AREA: 28 FEET



SITE PLAN:



**PROPOSED EXPANSION**

400 MISSION STREET - CAROL STREAM, ILLINOIS

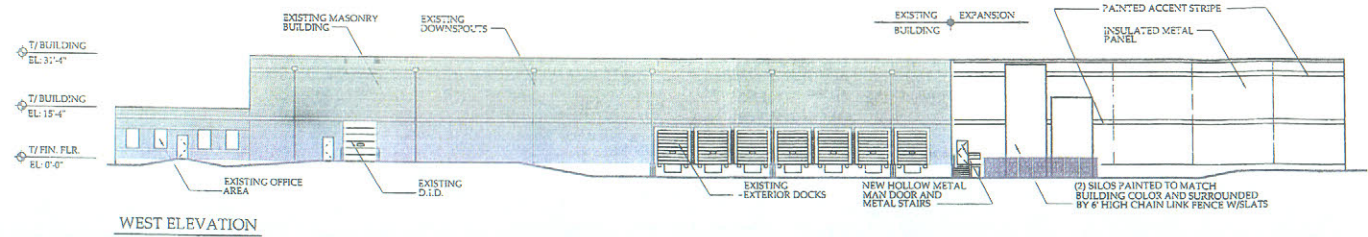
**EXHIBIT A**

© CORNERSTONE ARCHITECTS LTD. 2016

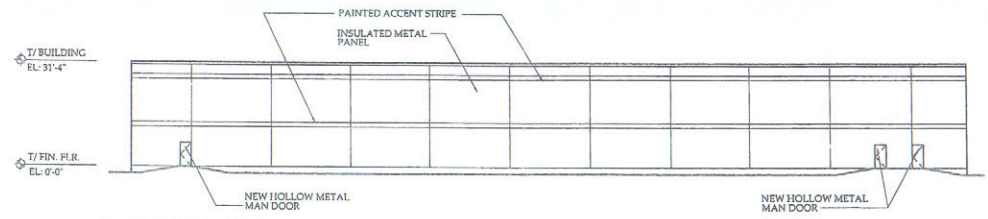
MARCH 25, 2016 #15250



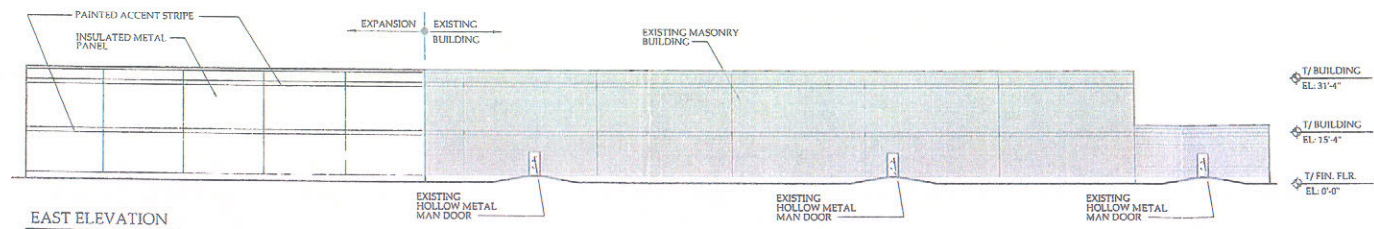
RECEIVED



WEST ELEVATION



SOUTH ELEVATION



EAST ELEVATION



# PROPOSED EXPANSION

400 MISSION STREET -- CAROL STREAM, ILLINOIS

EXHIBIT B

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MARCH 25, 2016 #15250



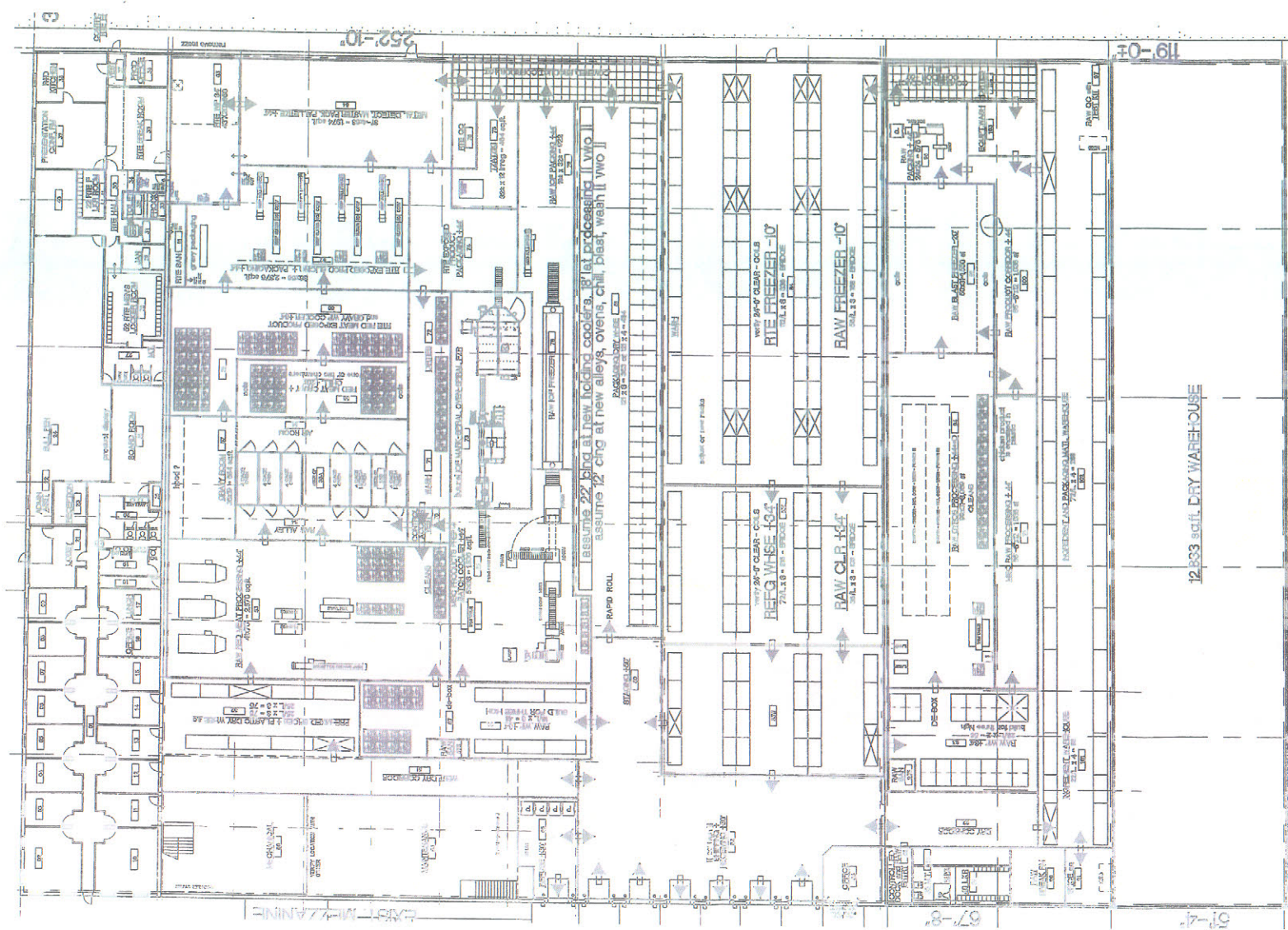


EXHIBIT C



arsa ASSOCIATES  
 AMALIA MORGENTHAU ARCHITECT P.A.  
 100 COLLEGE AVENUE, SUITE 200  
 NEWTON, MASSACHUSETTS 02459  
 © JAY E. GONKOR ARCHITECT P.C. 2018

ADDITION 16,916-sq-ft.

PRGSD5-5-031716 1/16" = 1'-0" at 24x36  
 1" = 30' at 11x17

RESOLUTION NO. \_\_\_\_\_

**Resolution Endorsing the Metropolitan Mayors Caucus'  
Greenest Region Compact 2**

**WHEREAS**, the Metropolitan Mayors Caucus provides a forum for the chief elected officials of the Chicago region to develop consensus and act on common public policy issues and multi-jurisdictional challenges; and

**WHEREAS**, the Metropolitan Mayors Caucus' participating Mayors and their communities have a history of environmental stewardship, from energy efficiency, water conservation, urban forestry, and participation in Clean Air Counts; and

**WHEREAS**, it is important for Mayors and local governments throughout the United States to take leadership roles to advance sustainability both in their own communities and in concert with regional, national and global initiatives; and

**WHEREAS**, the Caucus's Greenest Region Compact 2 was created to build upon the significant environmental progress achieved by our member municipal communities in partnership with non-profit, state, regional and national organizations during the period of original Greenest Region Compact; and

**WHEREAS**, the GRC2 synthesizes sustainability goals already adopted by leading communities in the region; and these consensus goals align with common regional, state, national and global objectives; and

**WHEREAS**, the GRC2 offers a companion Framework to guide communities of all sizes and strengths to assess their current efforts; develop a sustainability plan suited to local priorities; and offer resources to help coordinate efforts toward enhanced quality of life for residents; protection and stewardship of the environment and sustainable economic vitality.

**NOW, THEREFORE, BE IT RESOLVED** that I Mayor Frank Saverino, Sr. & the Carol Stream Board of Trustees, DuPage County, Illinois, in the exercise of its home rule powers as follows:

**SECTION 1:** The Village endorses the Metropolitan Mayors Caucus Greenest Region Compact 2 and agrees to coordinate its sustainability efforts in support of the environmental objectives detailed in the compact when it can and as budgetary resources allow.

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

PASSED & APPROVED THIS 18<sup>th</sup> DAY OF APRIL 2016

AYES:

NAYS:

ABSENT:

---

Frank Saverino, Sr., Mayor

ATTEST:

---

Laura Czarnecki, Village Clerk



## **Greenest Region Compact 2**

The member municipalities of the Metropolitan Mayors Caucus seek a vibrant, sustainable future for their communities and the greater Chicago region. The consensus goals of the Greenest Region Compact 2 aim for enhanced quality of life for residents; protection and stewardship of the environment and sustainable economic vitality.

To become the most sustainable and successful region in the United States, they, therefore, support the following consensus goals of the Greenest Region Compact 2 and agree to work to achieve them, both in their own communities and in collaboration throughout the region:



### **Climate**

- Reduce greenhouse gas emissions
- Maintain clean and healthful air
- Develop resiliency to climate change impacts
- Engage the community in climate change mitigation and adaptation



### **Economic Development**

- Promote innovation and a competitive workforce
- Cultivate local and sustainable development, jobs, and businesses



### **Energy**

- Use energy for buildings and facilities efficiently
- Advance renewable energy
- Reduce energy consumption
- Enact policies that support clean energy
- Engage the community in clean energy practices



### **Land**

- Encourage strategic development that upholds sustainability principles
- Conserve, restore and enhance natural features and ecosystems
- Support networks of accessible, well-used, and enjoyable parks
- Sustain a robust urban forest canopy
- Sustain beautiful landscapes that provide ecosystem services
- Achieve greater livability through sustainable land use and housing policies
- Cultivate a conservation ethic in the community



### **Leadership**

- Enlist support for GRC2 goals through regional, state and national leadership
- Advocate for policies that align with and advance the GRC2
- Work collaboratively towards a sustainable region



## **Mobility**

- Support safe and effective active transportation
- Maintain a diverse, safe, and efficient transportation network
- Support efficient transportation that uses resources wisely
- Integrate sustainability into transportation policies, programs, and regulations
- Promote public and sustainable transportation choices



## **Municipal Operations**

- Lead by demonstrating sustainable values and practices
- Integrate sustainability into all municipal operations
- Operate a safe, clean and efficient fleet
- Collect and manage data to advance sustainability



## **Sustainable Communities**

- Promote cultural vibrancy in the community
- Foster a culture of health, safety, and wellness
- Increase access to sustainably grown local food
- Sustain community principles that are welcoming, inclusive and equitable
- Promote a sustainable identity for the community
- Ensure local policies and codes support sustainability
- Cultivate community values based on principles of sustainability



## **Waste & Recycling**

- Support sustainable material management
- Recycle materials across all sectors
- Divert waste from landfills
- Enact policies that cause sustainable material management
- Engage the community in waste reduction and recycling



## **Water**

- Use and distribute water efficiently
- Protect and improve and water quality
- Manage water system assets sustainably
- Optimize the use of natural and built systems to manage stormwater
- Practice stewardship of water resources
- Enact policies to protect water resources
- Engage the community in water stewardship



**COMPARISON OF ACHIEVEMENTS + SUSTAINABILITY PLANS**

More than half of the top 26 cities, those in the High and Elite Achievement tiers, have a sustainability plan. What’s more, all of the top 10 cities have a sustainability plan. This suggests that sustainability action planning is fundamental to effective environmental outcomes.

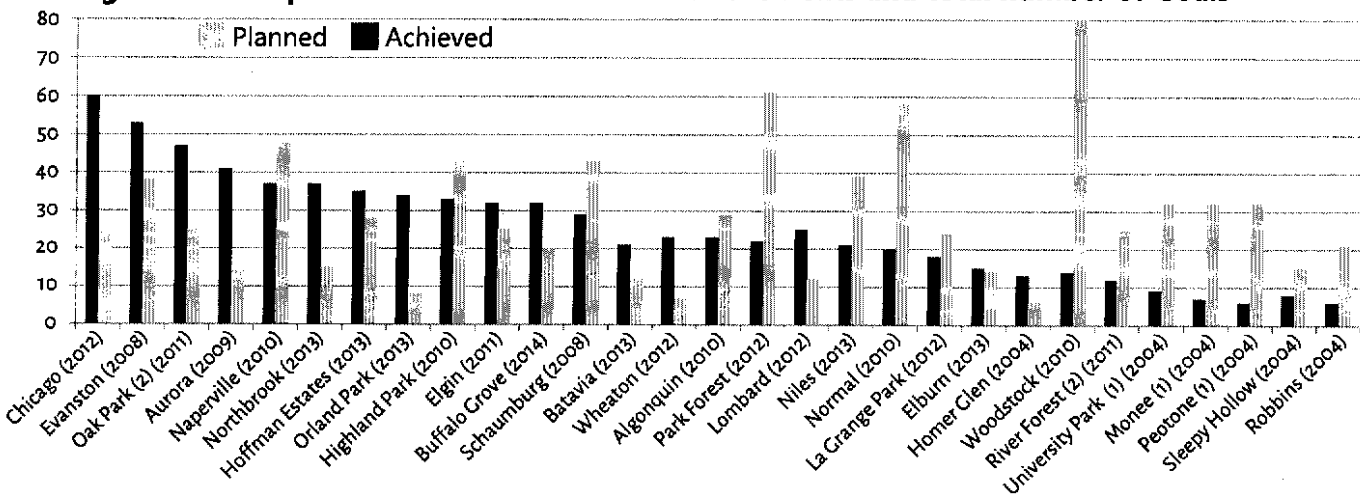
A comparison of achievements tallied to sustainability goals reviewed was both possible and informative. So it was done for the 29 plans analyzed. The achievements are from the objective inventory conducted for all 295 municipalities in this study, not necessarily tied directly to the plans. Actual tracking of specific plan goals would be reliant on community reports and indicators, which is beyond the scope of this project. It is not known how many communities are tracking indicators of achievement, or how they are reporting them. The achievements were over the period of 2007-2013, even though some plans were drafted late in that period. The achievements data is derived from the total number reported in the GRC+2 categories. The goals in the chart below are the total number of goals from the Sustainability Plan Review and Analysis.

It cannot necessarily be concluded that some communities showed achievement related to their goals, and others either have not. Rather, the data more likely shows a disparity between goals set and resources available, such as grants and programs. It also may indicate that achievements occur independently of plans, in some cases. Only Hoffman Estates, Elgin, Algonquin, La Grange Park and Elburn show overall achievements in line with overall goal categories. Park Forest, Normal and Woodstock set very high goals relative to observed achievements. About the same number of communities set goals that significantly outnumbered achievements as vice versa.


Municipality	Sum of Achievements	Have Sustainability Plan? (+)
Chicago	60	+
Evanston	53	+
Oak Park	47	+
Aurora	41	+
Naperville	37	+
Northbrook	37	+
Hoffman Estates	35	+
Schaumburg	35	+
Highland Park	33	+
Orland Park	33	+
Palatine	33	
Arlington Heights	32	
Buffalo Grove	32	+
Elgin	32	+
Elmhurst	32	+
Skokie	28	
Wilmette	28	
Bolingbrook	27	
Carol Stream	27	
Oswego	27	+
St. Charles	27	+
Urbana	27	
Des Plaines	26	
Lombard	25	+
Mount Prospect	25	
Villa Park	25	

**Figure 24: Top 26 cities per achievements**

**Figure 25: Comparison of total number of Achievements and total number of Goals**



*Village of Carol Stream*  
Interdepartmental Memo

TO: Joseph Breinig, Village Manager  
FROM: William N. Cleveland, Assistant Village Engineer   
DATE: April 12, 2016  
RE: Resolution to Approve a Local Agency Amendment #2 for Federal Participation – West Branch DuPage River/Fair Oaks Road Trail

An agreement was executed between the Village and the Illinois Department of Transportation, acting in accordance with the Federal Highway Administration's policies and procedures. This agreement establishes guidelines for the contract and funding of the project. The Village Board is required to approve changes to this agreement, and IDOT has recently required resolutions that include the actual funding amounts, not just reference to the attachment as done previously.

The current cost estimate for engineering is \$199,212 of which \$159,370 is from FHWA funding and \$39,842 is from Village and Township funding. The Wayne Township Highway Commissioner has reviewed this change and approved it. Actual costs will be used in the final division of cost for billing and reimbursement based on an 80/20 split for ITEP funds.

Engineering staff therefore recommends the resolution be approved and signed by the Mayor and returned to IDOT for final processing. If you have any questions, please call.

Cc: James T. Knudsen, Director of Engineering Services  
Jon Batek, Finance Director

Attachment

Village of Carol Stream

Location: Fair Oaks Road  
Section No.: 10-000-55-00-BT  
Project No.: TE-000(817)  
Job No.: D-91-434-10  
DuPage County

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING LOCAL AGENCY AMENDMENT #2  
FOR FEDERAL PARTICIPATION – WEST BRANCH  
DUPAGE RIVER/FAIR OAKS ROAD TRAIL**

WHEREAS, Village of Carol Stream is attempting to improve a segment of Fair Oaks Road from St. Charles to Army Trail Road that is approximately 2.31 miles in length; and

WHEREAS, the cost of said improvement has necessitated the use of federal funds; and

WHEREAS, the federal fund source requires a match of local match.

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 that Village of Carol Stream authorized thirty nine thousand, eight hundred and forty two dollars, (\$39,842) or as much may be needed to match federal funds in the completion of MFT Section Number 10-00055-00-BT

BE IT FURTHER RESOLVED that the Mayor be and is hereby authorized and directed to execute the above-mentioned AGREEMENT and any other such documents related to advancement and completion of said project; and

BE IT FURTHER RESOLVED that the Village Clerk is hereby directed to transmit three certified copies of this resolution to the Illinois Department of Transportation through the Division of Transportation and one certified copy to the Wayne Township Road District.

Enacted and approved this 18<sup>th</sup> day of April, 2016 at Carol Stream, Illinois.

PASSED AND APPROVED THIS 18TH DAY OF APRIL, 2016.

AYES:

NAYS:


ABSENT:

\_\_\_\_\_  
Frank Saverino, Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk



 <b>Illinois Department of Transportation</b> <b>Local Public Agency Amendment # 2 for Federal Participation</b>	Local Public Agency Village of Carol Stream	State Contract <input type="checkbox"/>	Day Labor <input type="checkbox"/>	Local Contract <input checked="" type="checkbox"/>	RR Force Account <input type="checkbox"/>
	Section: 10-00055-00-BT	Fund Type: ITEP	ITEP / SRTS / HSIP Number(s) 102350		
Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
		D-91-434-10	TE-00D1(817)		

This Amendment is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the state of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA have jointly proposed to improve the designated location as described below and agree to the changes outlined in this Amendment. The improvement shall be constructed in accordance with plans approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

**Location**

Location 1) Fair Oaks Road 2) St. Charles Road      Route 1) FAU 2542 2) Off-System      Length 2.31 m  
Termini 1) South of Army Trail Road to St. Charles Road 2) Forest Preserve to Fair Oaks Road

Current Jurisdiction LA      TIP Number 08-09-0012      Existing Structure No N/A

**Amended Division of Cost**

Type of Work	ITEP	%	%	LPA	%	Total
Participating Construction		( )	( )		( )	
Non-Participating Construction		( )	( )		( )	
Preliminary Engineering	159,370	( * )	( )	39,842	( BAL )	199,212
Construction Engineering		( )	( )		( )	
Right of Way		( )	( )		( )	
Railroads		( )	( )		( )	
Utilities		( )	( )		( )	
Materials		( )	( )		( )	
<b>TOTAL</b>	<b>\$ 159,370</b>			<b>\$ 39,842</b>		<b>\$ 199,212</b>

\*Maximum FHWA (ITEP) participation 80% not to exceed \$159,370.

**NOTE:**

The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

**Local Public Agency Appropriation**

**For Amendments Increasing the LPA share:** By execution of this Amendment, the LPA attests that additional moneys have been appropriated or reserved by resolution or ordinance to fund the additional share of LPA project costs. A copy of the resolution or ordinance is attached as an addendum (required for increases to state-let contracts only).

**ADDENDA**

Additional information, changes, and/or stipulations to the original Agreement are hereby attached and identified below as being a part of this Amendment.

(Insert addendum numbers and titles as applicable)

BE IT MUTUALLY AGREED that all remaining provisions of the original agreement not altered by this Amendment shall remain in full force and effect and the Amendment shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

The LPA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Amendment and all Addenda.

**APPROVED**

Local Public Agency

Frank Saverino

Name of Official (Print or Type Name)

Mayor

Title (County Board Chairperson/Mayor/Village President/etc.)

(Signature)

Date

The above signature certifies the agency's TIN number 36-2510906 conducting business as a Governmental Entity.

DUNS Number 051080190

**APPROVED**

State of Illinois  
Department of Transportation

Randall S. Blankenhorn, Secretary

Date

By:

Aaron A. Weatherholt, Deputy Director of Highways

Date

Omer Osman, Director of Highways/Chief Engineer

Date

William M. Barnes, Chief Counsel

Date

Jeff Heck, Chief Fiscal Officer (CFO)


Date

**NOTE: If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.**

## *Village of Carol Stream*

### Interdepartmental Memo

TO: Joseph Breinig, Village Manager

FROM: William N. Cleveland, Assistant Village Engineer 

DATE: April 13, 2016

RE: Engineering Services Agreement for Federal Participation  
Supplement #2 – West Branch/Fair Oaks Road Bike Trail

In January of 2014 the Village Board approved the original engineering services agreement with TranSystems for the referenced project, and in April of last year approved Supplement #1. Since then there have been changes in the scope of the project that have increased the cost of preparing construction drawings and negotiating easement acquisitions. These changes include; designing storm sewer to avoid additional easement purchases and preparing additional exhibits and documents for property owners involved in easement acquisitions.

The total amount requested for these changes is \$15,642. The previously revised contract was for \$183,566 making the new revised contract \$199,208. This amount is available in our Illinois Transportation Enhancement Program (ITEP) grant funding, however the remaining funds would not have been adequate to fully fund the construction engineering and inspection portion of the project. We have requested and received an additional \$25,000 in ITEP funding to cover the shortage and advised the Wayne Township Road District of the situation. This does not affect the construction funding from the federal Surface Transportation Program (STP), and the construction bid is within budget.

Engineering staff therefore recommends that the "Preliminary Engineering Services Agreement For Federal Participation Supplement #2" with TranSystems Corporation be approved in the amount of \$15,642.07 and four copies be sent to IDOT for their approval.

Cc: James T. Knudsen, Director of Engineering Services  
Jon Batek, Finance Director  
Phil Modaff, Director of Public Works  
Martin McManamon, Wayne Township Road District

Attachment

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION OF  
AN ILLINOIS DEPARTMENT OF TRANSPORTATION PRELIMINARY  
ENGINEERING SERVICES AGREEMENT FOR FEDERAL PARTICIPATION  
WITH REGARD TO WEST BRANCH/FAIR OAKS ROAD BIKE TRAIL-  
SUPPLEMENT NO. 2**

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 Illinois Department of Transportation Preliminary Engineering Services Agreement for Federal Participation-Supplement #2 with regard to West Branch/Fair Oaks Road Bike Trail 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 Illinois Department of Transportation 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 18th DAY OF APRIL, 2016.

AYES:


NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

Local Agency Village of Carol Stream	 <b>Illinois Department of Transportation</b>  <b>Preliminary Engineering Services Agreement For Federal Participation</b>  <b>Supplement #2</b>	<b>C O N S U L T A N T</b>	Consultant TranSystems
County DuPage			Address 1475 E. Woodfield Road, Suite 600
Section 10-00055-00-BT			City Schaumburg
Project No. TE-00D1(817)			State IL
Job No. D-91-434-10			Zip Code 60172
Contact Name/Phone/E-mail Address William Cleveland, (630) 871-6220 wcleveland@carolstream.org			Contact Name/Phone/E-mail Address David Block, (847) 407-5313 dwblock@transystems.com

THIS AGREEMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2016 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

#### Project Description

Name 1) Fair Oaks Road 2) St. Charles Road Route FAU-2542 Length 2.31 mi Structure No. N/A

Termini 1) South of Army Trail Road to St. Charles Road 2) Forest Preserve to Fair Oaks Road

Description Phase II Preliminary Engineering for the design of a multi-use trail along Fair Oaks Road (Fair Oaks Trail) and St. Charles Road (West Branch DuPage River Trail Extension)

#### Agreement Provisions

##### I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance, in accordance with STATE approved design standards and policies, of engineering services for the LA for the proposed improvement herein described.
2. To attend any and all meetings and visit the site of the proposed improvement at any reasonable time when requested by representatives of the LA or STATE.
3. To complete the services herein described within 180 calendar days from the date of the Notice to Proceed from the LA, excluding from consideration periods of delay caused by circumstances beyond the control of the ENGINEER.
4. The classifications of the employees used in the work should be consistent with the employee classifications and estimated man-hours shown in EXHIBIT A. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are indicated in Exhibit A to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
5. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
6. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections resulting from the ENGINEER's errors, omissions or negligent acts without additional compensation. Acceptance of work by the STATE will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or for clarification of any ambiguities.
7. That all plans and other documents furnished by the ENGINEER pursuant to this AGREEMENT will be endorsed by the ENGINEER and will affix the ENGINEER's professional seal when such seal is required by law. Plans for structures to be built as a part of the improvement will be prepared under the supervision of a registered structural engineer and will affix structural engineer seal when such seal is required by law. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the STATE.
8. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.

9. The undersigned certifies neither the ENGINEER nor I have:
- employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT,
  - agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
  - paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
  - are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
  - have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
  - are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
  - have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
10. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
11. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
12. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the project (Exhibit B).
13. Scope of Services to be provided by the ENGINEER:
- Make such detailed surveys as are necessary for the planning and design of the PROJECT.
  - Make stream and flood plain hydraulic surveys and gather both existing bridge upstream and downstream high water data and flood flow histories.
  - Prepare applications for U.S. Army Corps of Engineers Permit, Illinois Department of Natural Resources Office of Water Resources Permit and Illinois Environmental Protection Agency Section 404 Water Quality Certification.
  - Design and/or approve cofferdams and superstructure shop drawings.
  - Prepare Bridge Condition Report and Preliminary Bridge Design and Hydraulic Report, (including economic analysis of bridge or culvert types and high water effects on roadway overflows and bridge approaches).
  - Prepare the necessary environmental and planning documents including the Project Development Report, Environmental Class of Action Determination or Environmental Assessment, State Clearinghouse, Substate Clearinghouse and all necessary environmental clearances.
  - Make such soil surveys or subsurface investigations including borings and soil profiles as may be required to furnish sufficient data for the design of the proposed improvement. Such investigations to be made in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE.
  - Analyze and evaluate the soil surveys and structure borings to determine the roadway structural design and bridge foundation.
  - Prepare preliminary roadway and drainage structure plans and meet with representatives of the LA and STATE at the site of the improvement for review of plans prior to the establishment of final vertical and horizontal alignment, location and size of drainage structures, and compliance with applicable design requirements and policies.
  - Make or cause to be made such traffic studies and counts and special intersection studies as may be required to furnish sufficient data for the design of the proposed improvement.
  - Complete the general and detailed plans, special provisions and estimate of cost. Contract plans shall be prepared in accordance with the guidelines contained in the Bureau of Local Roads and Streets manual. The special provisions and detailed estimate of cost shall be furnished in quadruplicate.
  - Furnish the LA with survey and drafts in quadruplicate all necessary right-of-way dedications, construction easements and borrow pit and channel change agreements including prints of the corresponding plats and staking as required.

**II. THE LA AGREES,**

1. To furnish the ENGINEER all presently available survey data and information
2. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee       CPFF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or  
                                  CPFF = 14.5%[DL + R(DL) + 1.4(DL) + IHDC], or  
                                  CPFF = 14.5%[(2.3 + R)DL + IHDC]

Where:      DL = Direct Labor  
                  IHDC = In House Direct Costs  
                  OH = Consultant Firm's Actual Overhead Factor  
                  R = Complexity Factor

Specific Rate               (Pay per element)

Lump Sum                  \_\_\_\_\_

3. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).

**III. IT IS MUTALLY AGREED,**

1. That no work shall be commenced by the ENGINEER prior to issuance by the LA of a written Notice to Proceed.
2. That tracings, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LA and that basic survey notes, sketches, charts and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request, to the LA or to the STATE, without restriction or limitation as to their use.

3. That all reports, plans, estimates and special provisions furnished by the ENGINEER shall be in accordance with the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Administrative Policies, Federal-Aid Procedures for Local Highway Improvements or any other applicable requirements of the STATE, it being understood that all such furnished documents shall be approved by the LA and the STATE before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this agreement.
5. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the STATE; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the STATE for the recovery of any funds paid by the STATE under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
6. The payment by the LA in accordance with numbered paragraph 3 of Section II will be considered payment in full for all services rendered in accordance with this AGREEMENT whether or not they be actually enumerated in this AGREEMENT.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LA, the STATE, and their officers, agents and employees from all suits, claims, actions or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. This AGREEMENT may be terminated by the LA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LA. The LA will be responsible for reimbursement of all eligible expenses to date of the written notice of termination.
9. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State, as defined in the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- a. Publishing a statement:
  - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
  - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
  - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
    - (a) abide by the terms of the statement; and
    - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- b. Establishing a drug free awareness program to inform employees about:
  - (1) The dangers of drug abuse in the workplace;
  - (2) The grantee's or contractor's policy of maintaining a drug free workplace;
  - (3) Any available drug counseling, rehabilitation and employee assistance program; and
  - (4) The penalties that may be imposed upon an employee for drug violations.
- c. Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- d. Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- e. Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by,
- f. Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
- g. Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.









## SUPPLEMENTAL SCOPE OF ENGINEERING SERVICES

West Branch DuPage River Trail / Fair Oaks Road Trail  
St. Charles Road to Army Trail Road  
Section No. 10-00055-00-BT  
Project No.: TE-00D1(817)  
Job No.: D-91-434-10  
Type of Funding: ITEP Enhancement (STE)  
Design Engineering Services – Supplement #2  
March 12, 2016

1. **Tree Exhibit for Toft Property**

The Tofts' attorney requested a summary of the proposed trees on the property, a cost estimate, and an exhibit showing the proposed trees. The work to provide this information was not part of the original scope.  
*(4 hours)*

2. **Drainage Structure Design for Toft Property**

The Tofts' engineering firm recommended a drainage structure be placed on the Toft property. The Tofts' attorney requested that this be part of the settlement. The drainage structure and pipe were designed to connect to the proposed storm sewer system, and an exhibit was prepared to be part of the settlement documents. This work to design the storm sewer structure and pipe and prepare the exhibit was not part of the original scope.  
*(8 hours)*

3. **ComEd Poles Adjustment at Toft Property**

Three ComEd poles across the Tofts' property frontage on Fair Oaks Road were originally intended to be relocated further back from the roadway to provide space for the proposed path. As negotiations with the Tofts stalled, it was recommended to leave the ComEd poles in their current location and adjust the proposed path to avoid the conflict. It was determined that the proposed path could curve around each of the poles and still meet design standards. Now that the property appears to be near settlement, the ComEd poles will likely be relocated and the path can be constructed as originally intended. The work to evaluate the potential path re-alignment was not part of the original scope.  
*(4 hours)*

4. **Tree Trimming Exhibit**

The Village required an exhibit be prepared showing trees that need to be trimmed for path construction, so residents are aware of the need for the trimming their private trees. The work to prepare the exhibit was not part of the original scope.  
*(4 hours)*

5. **Plans, Specs, and Estimates Updates**

Final plans, specifications, and estimates were first submitted to IDOT on February 17, 2015 for an April 2015 letting. The project delay from the Tofts' property negotiations required updates to the PS&E at Central Office in Springfield for the September 2015, January 2016, and March 2016 lettings. The work to update the PS&E for each of these lettings was not part of the original scope.  
*(28 hours)*

**6. Property Negotiations for Toft Property**

The original letting for this project was planned in April 2015; however, on-going negotiations with the Tofts has delayed the project nearly a year. The project is tentatively on the March 2016 letting. Over the course of the additional year, negotiations for the Tofts property has required attending meetings, participating in conference calls, coordination with the Tofts attorney, formulating responses, and providing clarifications. This work was not part of the original scope.

*(20 hours for TranSystems; \$1,500 for Santacruz)*

**7. Plat and Legal Update for Toft Property**

The Tofts' attorney required that the plats and legal descriptions for the property be revised and divided into two parts, for the roadway and for the path. The roadway part is the 14 feet portion east of the roadway centerline, describing the roadway prescriptive easement. The path part is between 14 and 28 feet east of the roadway centerline, describing the part of the easement for the path. The revised plat and legal description were approved by IDOT and forwarded to the Tofts' attorney. The work was not part of the original scope.

*(1 hour for TranSystems; \$1,919.77 for Jorgensen)*

**8. Revised Local Agency Agreements**

The DuPage Mayors and Manager Conference came to terms on a policy to spend down the STP program over federal fiscal years 2016 and 2017. The PPI and Local Agency Agreement will be revised to increase the STP to 80% and lower the local agency to 20%, saving the Village about \$74,000 in construction. This work was not part of the original scope.

*(2 hours)*

**9. Stormwater Permitting Fees**

Fees for stormwater permitting through DuPage County's Stormwater Department are estimated to total \$3,000. These fees were not part of the original scope.

## AVERAGE HOURLY PROJECT RATES

**FIRM** TranSystems  
**PSB** West Branch DuPage / Fair Oaks Trail  
**PRIME/SUPPLEMENT** Prime

DATE 03/12/16

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Tree Exhibit for Tofts			Drainage Structure for Tofts			ComEd Poles Adj. for Tofts			Tree Trimming Exhibit			PS&E Updates for Lettings		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Engineer 5 (E5)	70.00	0																	
Engineer 4 (E4)	70.00	15	21.13%	14.79													6	21.43%	15.00
Engineer 3 (E3)	52.75	10	14.08%	7.43															
Engineer 2 (E2)	39.95	26	36.62%	14.63	2	50.00%	19.97	4	50.00%	19.97	2	50.00%	19.97	2	50.00%	19.97	12	42.86%	17.12
Engineer 1 (E1)	30.43	20	28.17%	8.57	2	50.00%	15.22	4	50.00%	15.22	2	50.00%	15.22	2	50.00%	15.22	10	35.71%	10.87
Planner 5 (P5)	70.00	0																	
Planner 4 (P4)	54.74	0																	
Planner 3 (P3)	47.67	0																	
Planner 2 (P2)	30.91	0																	
Architect 4 (AR4)	70.00	0																	
Architect 3 (AR3)	58.33	0																	
Architect 2 (AR2)	35.89	0																	
Architect 1 (AR1)	25.84	0																	
Environmental Scient	60.60	0																	
Industry Specialist 3	48.57	0																	
Surveyor 3 (S3)	33.23	0																	
Surveyor 1 (S1)	19.70	0																	
Technician 3 (T3)	33.73	0																	
Technician 2 (T2)	27.42	0																	
Technician 1 (T1)	19.57	0																	
Administrative 4 (A4)	59.89	0																	
Administrative 3 (A3)	37.85	0																	
Administrative 2 (A2)	28.64	0																	
Administrative 1 (A1)	21.21	0																	
		0																	
		0																	
		0																	
<b>TOTALS</b>		71	100%	\$45.42	4	100.00%	\$35.19	8	100%	\$35.19	4	100%	\$35.19	4	100%	\$35.19	28	100%	\$42.99



West Branch DuPage River / Fair Oaks Road Trail (FAU 2542)  
 Section No.: 10-00055-00-BT  
 Village of Carol Stream  
Direct Cost Summary

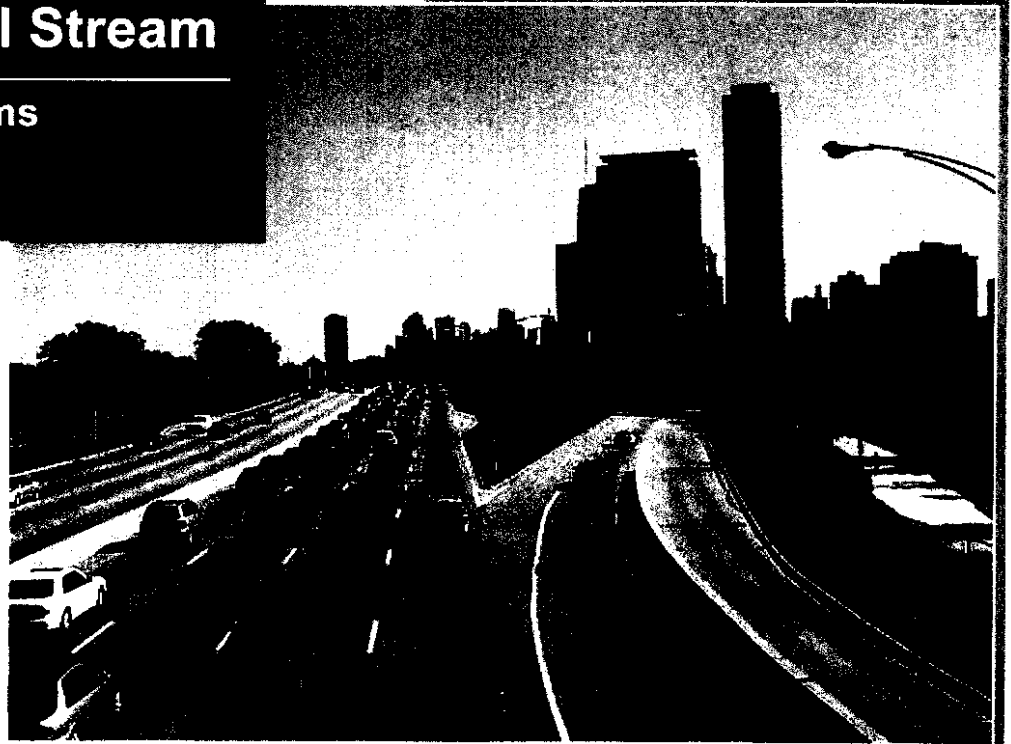
			<u>Outside</u>	<u>In-House</u>
9 <u>Project Coordination &amp; Data Collection</u>				
Vehicle Days	0 vehicle @	0 days @ \$ 45.00 per day		\$ -
Mileage	0 trips @	0 miles @ \$ 0.56 per mile	\$ -	
Letter Size Copies	0 sheets @	0 copies @ \$ 0.10 per sheet	0 submittals \$ -	
Color Copies	0 sheets @	0 copies @ \$ 1.00 per sheet	0 submittals \$ -	
Full Size Copies	0 sheets @	0 copies @ \$ 0.80 per sheet	0 submittals \$ -	
Mylar	0 sheets @	0 copies @ \$ 9.00 per sheet	0 submittals \$ -	
FedEx / Messenger		0 deliveries @ \$ 20.00 per delivery	\$ -	
Stormwater Permitting Fees			\$ 3,000.00	
		Subtotals	\$ 3,000.00	\$ -
		Totals	\$ 3,000.00	\$ -



# SUPPLEMENTAL PROPOSAL FOR LAND ACQUISITION SERVICES

**Village of Carol Stream**

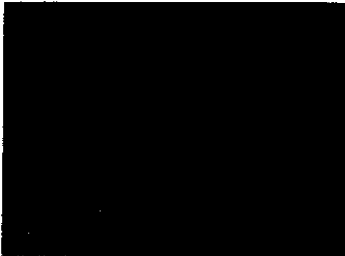
**TranSystems**



**DuPage River**

**Bike Trail**

TRANSYSTEMS  
1000 N. WILSON AVENUE  
SUITE 100  
WILSON, ILLINOIS 60190  
TEL: 630-330-1100  
WWW.TRANSYSTEMS.COM



## SUMMARY

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Santacruz Land Acquisitions has provided a proposal (the "Proposal") for the benefit of the Village of Carol Stream, the Local Public Agency ("LPA"), for land acquisition services necessary to complete the **PROJECT** (the "Project"). The Proposal was provided to TranSystems, Engineer for the LPA, ("Consultant"). Since the original proposal was provided, revisions have been made to the Project necessitating a change to the Proposal.

### COMPENSATION

Santacruz Land Acquisitions shall be entitled to additional compensation of \$1,500 for work performed outside the scope in attending meetings and participating in conference calls with the Village, Consultant and their legal counsel to develop strategies for condemnation regarding Parcel 0003.



**JORGENSEN & ASSOCIATES, INC.**  
**LAND SURVEYORS**  
Est. 1990

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November 25, 2015

INVOICE #3433

Mr. David W. Block, P.E.  
TranSystems Corporation  
1475 E. Woodfield Road  
Suite 600  
Schaumburg, Illinois 60173-5440


Re: Fair Oaks Rd. Land Acquisition  
TranSystems Project No. P401120022

Our Job No.: CS 1415  
F.E.I.N. : 36-3668574

**COST PLUS FIXED FEE FOR PROFIT**

1. Invoice for Period From <u>11/28/14</u> To <u>11/19/15</u>	
2. Maximum Payable.....	\$ <u>12,406.35</u>
3. Direct Salaries to Date.....	\$ <u>3,824.28</u>
4. Payroll Burden and Overhead( <u>151.71%</u> x #3).....	\$ <u>5,801.82</u>
5. Other Direct Salaries.....	\$ <u>0.00</u>
6. Profit (Fixed Fee \$ <u>1,342.58</u> X <u>92.75</u> % Complete).....	\$ <u>1,245.24</u>
7. Direct Costs of Services by Others.....	\$ <u>120.00</u>
8. Direct Costs, Travel and In-Plant.....	\$ <u>485.95</u>
9. Total Amount Earned to Date.....	\$ <u>11,477.29</u>
10. Less Total Amounts Previously Invoiced.....	\$ <u>9,557.52</u>
11. PAYMENT DUE THIS INVOICE.....	\$ <u>1,919.77</u>

*Village of Carol Stream*  
Interdepartmental Memorandum

TO: Joseph Breinig, Village Manager  
FROM: William N. Cleveland, Assistant Village Engineer   
DATE: April 13, 2016  
RE: Local Public Agency Amendment #1 for Federal Participation -  
Lies Road from County Farm Road to Kuhn Road

In June of 2013, the Village received federal funding to pave Lies Road from County Farm Road to Kuhn Road. In order to increase our chances of getting funding we only requested 50% of the estimated cost or \$262,000. It was increased to 55% (\$292,050) with the DM&MC policy change to add 5% to projects bid this year and next in order to help spend unused federal funding.

A favorable bidding climate this spring helped to yield a low bid of about \$400,000 which was around \$130,000 under the estimate. To take advantage of the maximum federal funding of \$292,050 we have been allowed to increase the federal participation percentage to 75% not to exceed \$292,050. Based on the bid of \$400,000 this will reduce the Village's share from \$180,000 to \$107,950, or potentially \$72,050 in savings.

Engineering staff therefore recommends that the Local Public Agency Amendment #1 for the Federal Participation be approved for the Lies Road LAFO project from County Farm Road to Kuhn Road, and that five original documents be signed and dated by the Mayor and be sent to IDOT for approval.

Cc: James Knudsen, Director of Engineering Services  
Jon Batek, Finance Director

attachment

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION AUTHORIZING THE EXECUTION OF  
AN ILLINOIS DEPARTMENT OF TRANSPORTATION LOCAL PUBLIC  
AGENCY AMENDMENT #1 FOR FEDERAL PARTICIPATION-LIES ROAD  
FROM COUNTY FARM ROAD TO KUHN ROAD**

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 Illinois Department of Transportation Local Public Agency Amendment #1 for Federal Participation with regard to Lies Road from County Farm Road to Kuhn Road 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 Illinois Department of Transportation 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 18th DAY OF APRIL, 2016.

AYES:


NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

 <b>Illinois Department of Transportation</b> <b>Local Public Agency Amendment # 1 for Federal Participation</b>	Local Public Agency Village of Carol Stream	State Contract <input checked="" type="checkbox"/>	Day Labor <input type="checkbox"/>	Local Contract <input type="checkbox"/>	RR Force Account <input type="checkbox"/>
	Section: 15-00062-00-RS	Fund Type: STU	ITEP / SRTS / HSIP Number(s)		
Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-098-16	M-4003(606)				

This Amendment is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the state of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA have jointly proposed to improve the designated location as described below and agree to the changes outlined in this Amendment. The improvement shall be constructed in accordance with plans approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

**Location**

Location Lies Road Route FAU 1375 Length 0.53Mi  
 Termini County Farm Road to Kuhn Road

Current Jurisdiction LPA TIP Number 08-13-0024 Existing Structure No N/A

**Amended Division of Cost**

Type of Work	STU	%	%	LPA	%	Total
Participating Construction	292,050	( * )	( )	238,950	( BAL )	531,000
Non-Participating Construction	( )	( )	( )	( )	( )	
Preliminary Engineering	( )	( )	( )	( )	( )	
Construction Engineering	( )	( )	( )	( )	( )	
Right of Way	( )	( )	( )	( )	( )	
Railroads	( )	( )	( )	( )	( )	
Utilities	( )	( )	( )	( )	( )	
Materials	( )	( )	( )	( )	( )	
<b>TOTAL</b>	<b>\$ 292,050</b>			<b>\$ 238,950</b>		<b>\$ 531,000</b>
Maximum FHWA (STU) participation 75% not to exceed \$292,050.						

**NOTE:**

The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

**Local Public Agency Appropriation**

**For Amendments Increasing the LPA share:** By execution of this Amendment, the LPA attests that additional moneys have been appropriated or reserved by resolution or ordinance to fund the additional share of LPA project costs. A copy of the resolution or ordinance is attached as an addendum (required for increases to state-let contracts only).

**ADDENDA**

Additional information, changes, and/or stipulations to the original Agreement are hereby attached and identified below as being a part of this Amendment.

\_\_\_\_\_  
(Insert addendum numbers and titles as applicable)

BE IT MUTUALLY AGREED that all remaining provisions of the original agreement not altered by this Amendment shall remain in full force and effect and the Amendment shall be binding upon and inure to the benefit of the parties hereto, their successors and assigns.

The LPA further agrees, as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this Amendment and all Addenda.

**APPROVED**

Local Public Agency

Frank Saverino

\_\_\_\_\_  
Name of Official (Print or Type Name)

Mayor

\_\_\_\_\_  
Title (County Board Chairperson/Mayor/Village President/etc.)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
Date

The above signature certifies the agency's TIN number  
36-251906 conducting business as a Governmental  
Entity.

DUNS Number 051080190

**APPROVED**

State of Illinois  
Department of Transportation

\_\_\_\_\_  
Randall S. Blankenhorn, Secretary

\_\_\_\_\_  
Date

By:

\_\_\_\_\_  
Aaron A. Weatherholt, Deputy Director of Highways

\_\_\_\_\_  
Date

\_\_\_\_\_  
Omer Osman, Director of Highways/Chief Engineer

\_\_\_\_\_  
Date

\_\_\_\_\_  
William M. Barnes, Chief Counsel

\_\_\_\_\_  
Date

\_\_\_\_\_  
Jeff Heck, Chief Fiscal Officer (CFO)

\_\_\_\_\_  
Date

**NOTE:** If the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

VILLAGE OF CAROL STREAM  
INTER-DEPARTMENTAL MEMO

**TO:** Joe Breinig, Village Manager  
**FROM:** Caryl Rebholz, Employee Relations Director *CR*  
**DATE:** April 11, 2016  
**RE:** **Non-Union Compensation Recommendation**

The following recommendation for the 2016-2017 Compensation Plan reflects the Village's philosophy of maintaining comparability in pay and benefit structures within a municipal setting. The Village continues to strive to maintain just and equitable compensation when compared against both external and internal data.

In evaluating compensation, each non-union position is first evaluated based on the market. To establish market level with regard to compensation, comparable communities are asked for the minimum and maximum salary for all positions similar to those of the Village of Carol Stream<sup>1</sup>. Each community's data is evaluated for position similarity, and then the minimum and maximum are assessed. Upon completion of this process, formulas are applied to calculate both the average and the upper one-third level of maximum salaries by position. The current maximum salary for each Village position is then evaluated against this range.

Following the evaluation of position ranges, comparable communities are then asked for their anticipated or actual general wage adjustment for the year. This information, along with internal union settlements, the general wage adjustment and the employment cost index are evaluated to determine a general wage adjustment recommendation (if any).

Finally, communities are asked for salary data related to performance based increases. Each community's data is calculated, including those with no increase, to determine an average adjustment for performance. This average, along with all other budgetary factors are used to prepare a recommendation in this area.

**Recommendations**

1. This year, the maximum salaries of two positions (Accountant and Assistant to Village Manager) were determined to be above market. Based on this data, it is recommended to freeze the pay ranges of these positions for one year, then reevaluate during the next compensation plan cycle.<sup>2</sup> Incumbents in these positions who are not at maximum salary would not be impacted by this recommendation. However; if an employee is at the current maximum salary, that employee would not be eligible for a wage adjustment. It

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<sup>1</sup> For the purpose of this report, data was collected as of February 2016.

<sup>2</sup> The recommendation to freeze the salary ranges of Accountant and Assistant to Village Manager has been explained to the incumbent employees in these positions.



is recommended to provide a one-time lump sum bonus for this employee that does not apply to base salary.

2. To determine the general wage adjustment, comparable communities are again evaluated for their most recent adjustment, as well as the adjustment they intend to provide for the upcoming fiscal year. This year, the survey confirmed that at least 81% of comparable communities will be recommending a general wage adjustment ranging from 1% to 2.75%. This information along with items such as internal equity (union settlements), the Consumer Price Index, and the Employment Cost Index are considered.

Based on this year's information, and with the exception of the Accountant and Assistant to Village Manager positions, it is recommended that a 2.5% general wage adjustment be applied to non-union positions that are not above 2.5% of the upper one-third level.

3. Additionally, the survey of comparable communities confirmed a strong majority (90%) continue to provide performance based compensation, with an average possible increase of 3.07%. In addition, internal comparability continues to allow for step increases for all other employee groups covered by a collective bargaining agreement.

Based on this information, it is recommended to fund this year's performance based compensation program at a set 2.5% adjustment. This adjustment would be contingent upon a "meets expectations" or above performance evaluation on a pass/fail basis, and available on the employee's anniversary date beginning on or after May 1, 2016. Employees at the top of their pay range with "meets expectations" or above performance will receive this adjustment as a one-time non-recurring lump sum payment not to be made part of base compensation.

The recommendations above provide for both internal and external equity while maintaining a conservative financial approach. It should also be noted that that the cost for the proposed adjustments are fully funded in the proposed FY16-17 budget.

### **New Positions**

There are three new classifications that have been proposed in this year's budget recommendation. Based on an evaluation of the comparable market, the salary ranges for these positions are recommended as follows:

Employee Relations Generalist:	\$56,590.43 - \$80,555.78
Information Technology Engineer:	\$71,049.73 - \$101,138.40
Stormwater Administrator:	\$70,287.23 - \$100,053.00

Based on the above recommendations, attached is a resolution adopting the 2016-17 Employee Compensation Plan. Please let me know if you have any questions or concerns.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION ADOPTING THE 2016-17 EMPLOYEE COMPENSATION PLAN  
FOR THE VILLAGE OF CAROL STREAM**

WHEREAS, as part of the budgeting process for the Village of Carol Stream, the Village Board of Trustees annually approves and adopts an employee pay plan schedule; and

WHEREAS, an employee pay plan schedule has been found to be in the best interests of the Village of Carol Stream; and

WHEREAS, this employee pay plan schedule, which is attached to this Resolution as Attachment "A", is in conformance with the best interests of the Village of Carol Stream.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF CAROL STREAM, DUPAGE PAGE COUNTY, ILLINOIS, in the exercise of its home rule powers, as follows:

SECTION 1: With the exception of the positions of Accountant and Assistant to the Village Manager, all pay ranges of non-union positions will be increased by 2.5% effective 5/1/16.

SECTION 2: The pay ranges of the Accountant and Assistant to the Village Manager positions will be reevaluated for the 2017-18 fiscal year.

SECTION 3: All Village employees actively employed on 5/1/16 who are not represented by a labor organization will receive a 2.5% wage adjustment to their current salary effective 5/1/16 through 4/30/17.

SECTION 4: Employees in the positions of Accountant or Assistant to the Village Manager who are at the top of their current pay range will receive the 2.5% wage adjustment in the form of a lump sum bonus effective 5/1/16 through 4/30/17.

SECTION 5: That the positions of Employee Relations Generalist, Information Technology Engineer, and Stormwater Administrator will be established beginning 5/1/16.

SECTION 6: That the 2016-2017 Employee Pay Plan schedule for the Village of Carol Stream, as attached to this Resolution as Attachment "A", shall be adopted by the Village of Carol Stream for all present Village employees, executive and non-executive, who are not represented by a labor organization.

SECTION 7: That the performance based compensation program for non-union employees will be funded at 2.5% effective 5/1/16.

SECTION 8: This Resolution shall be in full force and effect from and after its passage and publication in pamphlet form as prescribed by law.

PASSED AND APPROVED THIS 18th DAY OF APRIL 2016.

AYES:

NAYS:

ABSENT:

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Frank Saverino, Sr., Mayor

ATTEST:

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Laura Czarnecki, Village Clerk

ATTACHEMENT A

Village of Carol Stream 2016-2017 Pay Plan						GWA 2.5%			
Effective May 1 2016		Annual		Monthly		Bi-weekly		Hourly	
	POSITION TITLE	min	max	min	max	min	max	min	max
1	ACCOUNTANT	65,000.04	92,526.75	5,416.67	7710.56	2,500.00	3,558.72	31.25	44.48
2	ACCOUNTS CLERK/PW CLERK	45,055.18	64,135.48	3,754.60	5344.62	1,732.89	2,466.75	21.66	30.83
3	ACCOUNTING MANAGER	76,040.67	108,242.95	6,336.72	9020.25	2,924.64	4,163.19	36.56	52.04
4	ADMINISTRATIVE SEC / DATA COORDINATOR	49,442.40	70,380.63	4,120.20	5865.05	1,901.63	2,706.95	23.77	33.84
5	ASSISTANT VILLAGE MANAGER	103,334.49	147,095.36	8,611.21	12257.95	3,974.40	5,657.51	49.68	70.72
6	ASST TO VILLAGE MANAGER	70,752.53	100,715.35	5,896.04	8392.95	2,721.25	3,873.67	34.02	48.42
7	ASST VILLAGE ENGINEER	82,563.91	117,528.70	6,880.33	9794.06	3,175.54	4,520.33	39.69	56.50
8	BUILDING MAINTENANCE EMPLOYEE	52,412.91	74,609.13	4,367.74	6217.43	2,015.88	2,869.58	25.20	35.87
9	BUILDING MAINTENANCE SUPERVISOR	69,563.00	99,022.06	5,796.92	8251.84	2,675.50	3,808.54	33.44	47.61
10	CIVIL ENGINEER II	70,329.21	100,112.75	5,860.77	8342.73	2,704.97	3,850.49	33.81	48.13
11	CODE PROFESSIONAL I	66,012.76	93,968.35	5,501.06	7830.70	2,538.95	3,614.17	31.74	45.18
12	CODE PROFESSIONAL II	59,658.94	84,923.76	4,971.58	7076.98	2,294.57	3,266.30	28.68	40.83
13	COMMANDER	117,079.70	125,699.83	9,756.64	10474.99	4,503.07	4,834.61	56.29	60.43
14	COMMUNITY DEVELOPMENT DIR	104,688.30	149,022.49	8,724.02	12418.54	4,026.47	5,731.63	50.33	71.65
15	CST	46,449.58	66,120.40	3,870.80	5510.03	1,786.52	2,543.09	22.33	31.79
16	DEPUTY POLICE CHIEF	98,280.57	139,901.16	8,190.05	11658.43	3,780.02	5,380.81	47.25	67.26
17	DEVELOPMENT SERVICES MANAGER	76,040.67	108,242.95	6,336.72	9020.25	2,924.64	4,163.19	36.56	52.04
18	EMPLOYEE RELATIONS DIRECTOR	96,205.58	136,947.44	8,017.13	11412.29	3,700.21	5,267.21	46.25	65.84
19	EMPLOYEE RELATIONS GENERALIST	56,590.43	80,555.78	4,715.87	6712.98	2,176.56	3,098.30	27.21	38.73
20	ENGINEERING INSPECTOR	62,864.86	89,487.35	5,238.74	7457.28	2,417.88	3,441.82	30.22	43.02
21	ENGINEERING SERVICES / IT DIRECTOR	95,532.43	135,989.22	7,961.04	11332.43	3,674.32	5,230.35	45.93	65.38
22	EVIDENCE CUSTODIAN	50,057.28	71,255.91	4,171.44	5937.99	1,925.28	2,740.61	24.07	34.26
23	FINANCE DIRECTOR	109,358.27	155,670.13	9,113.19	12972.51	4,206.09	5,987.31	52.58	74.84
24	GARAGE/STREETS/UTILITIES SUPERVISOR	74,522.44	106,081.76	6,210.20	8840.15	2,866.25	4,080.07	35.83	51.00
25	IT TECHNICIAN	58,356.86	83,070.27	4,863.07	6922.52	2,244.49	3,195.01	28.06	39.94
26	NETWORK ENGINEER	71,049.73	101,138.40	5,920.81	8428.20	2,732.68	3,889.94	34.16	48.62
27	OFFICE MANAGER	51,914.48	73,899.62	4,326.21	6158.30	1,996.71	2,842.29	24.96	35.53
28	PERMIT SYSTEMS COORDINATOR	49,442.37	70,380.60	4,120.20	5865.05	1,901.63	2,706.95	23.77	33.84
29	PLANNING & ECONOMIC DEVELOPMENT MGR	76,040.67	108,242.95	6,336.72	9020.25	2,924.64	4,163.19	36.56	52.04
30	POLICE CHIEF	110,864.76	157,814.60	9,238.73	13151.22	4,264.03	6,069.79	53.30	75.87
31	PUBLIC WORKS DIRECTOR	108,441.63	154,365.31	9,036.80	12863.78	4,170.83	5,937.13	52.14	74.21
32	RECORDS CLERK	42,132.22	59,974.69	3,511.02	4997.89	1,620.47	2,306.72	20.26	28.83
33	RECORDS SUPERVISOR	65,353.84	93,030.37	5,446.15	7752.53	2,513.61	3,578.09	31.42	44.73
34	SECRETARY	45,783.63	65,172.42	3,815.30	5431.04	1,760.91	2,506.63	22.01	31.33
35	SOCIAL SERVICES SUPERVISOR	70,409.85	100,227.54	5,867.49	8352.30	2,708.07	3,854.91	33.85	48.19
36	SOCIAL WORKER / MGMT ANALYST	61,763.00	87,918.86	5,146.92	7326.57	2,375.50	3,381.49	29.69	42.27
37	STORMWATER ADMINISTRATOR	70,287.23	100,053.00	5,857.27	8337.75	2,703.36	3,848.19	33.79	48.10
38	SUPERINTENDENT OF OPERATIONS	83,873.83	119,393.35	6,989.49	9949.45	3,225.92	4,592.05	40.32	57.40
39	TRAINING CO/BUDGET ANALYST	55,896.41	79,567.84	4,658.03	6630.65	2,149.86	3,060.30	26.87	38.25

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 in "Exhibit A"; 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 dispose of the surplus property.

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 POWER, as follows:

SECTION 1: That the Mayor and Board of Trustees of the Village of Carol Stream find that the personal property described in Exhibit "A", now owned by the Village of Carol Stream, is no longer useful and authorize its disposal per the attached memorandum dated April 13, 2016.

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 18<sup>th</sup> DAY OF April, 2016.

AYES:

NAYS:

ABSENT:

\_\_\_\_\_  
Frank Saverino, Sr., Mayor

ATTEST:

\_\_\_\_\_  
Laura Czarnecki, Village Clerk

**EXHIBIT "A"**

*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph Breinig, Village Manager  
**FROM:** Tia Messino, Management Analyst  
**DATE:** April 13, 2016  
**RE:** Surplus Equipment

The Department has identified the equipment below to be declared surplus:

**2005 Ford F-450 (Unit 40)**

**VIN #1FDXF47P853C28485**

Acquired 3/28/2005, this vehicle is approximately eleven (11) years old with 30,316 miles. Due to age and purchase of improved equipment, this vehicle has reached the end of its useful service life. This vehicle no longer has value to the Village but will have value at auction.

**2001 International 2.5 T Dump Truck (Unit 67)**

**VIN #1HTSDAAN21H269703**

Acquired 9/8/2000, this vehicle is approximately sixteen (16) years old with 22,120 miles. Due to increased maintenance costs, this vehicle has reached the end of its useful service life. This vehicle no longer has value to the Village but will have value at auction.

**2001 Ford F-550 (Unit 68)**

**VIN #1FDAF56F31EC91928**

Acquired 5/25/2001, this vehicle is approximately fifteen (15) years old with 30,955 miles. Due to age and the purchase of improved equipment, this vehicle has reached the end of its useful service life. This vehicle no longer has value to the Village but will have value at auction.

**Two Way Communication System**

**Realistic 21-400**

Due to improvement in equipment these items no longer have value to the Village but may have value at auction.

**Two Nextel Phones**

**i730 & i580**

Due to the equipment no longer being effective, these items no longer have value to the Village but may have value at auction.

Staff recommends that these items be declared surplus by the Mayor and Board of Trustees and that the Public Works Director be authorized to dispose of the items.



**Truck 40**



**Truck 67**



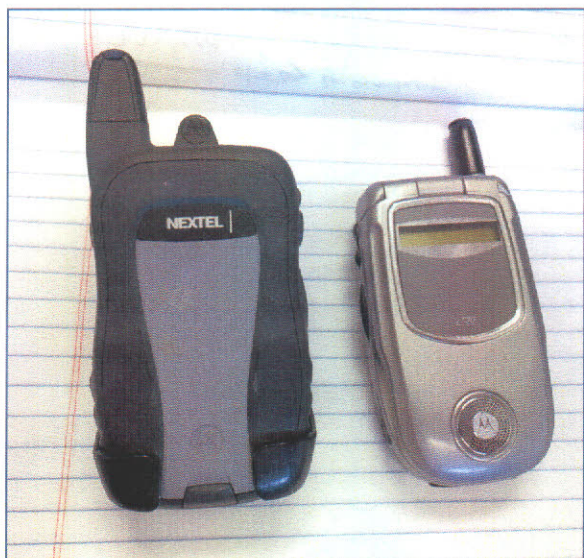
**Truck 68**




**Two-way Communication System**



**Two Nextel Phones**



*Village of Carol Stream*  
**Interdepartmental Memo**

**TO:** Joseph E. Breinig, Village Manager  
**FROM:** Rose Armstrong   
**DATE:** April 11, 2016  
**RE:** **Raffle License Request**  
**Washington Elementary School PTA**

The Washington Elementary School PTA is hosting a Trivia Night on Saturday, April 16, 2016 from 6:30 pm – 9:00 pm at American Legion Hall #76 in Carol Stream and has submitted a raffle application. Raffle tickets will be sold for \$20.00 each. The proceeds from this raffle will fund field trips for the students at the Washington Elementary School PTA.

Applicant is requesting a waiver of the application fee and the Manager's Fidelity Bond as indicated in the attached letter. The raffle license application and required documentation is on file in the Village Clerk's office for your review.

On Wednesday, April 6, 2016 the Village Board was polled individually to ask for approval of a Raffle License and waiver of the application fee and manager's fidelity bond, due to their Trivia Night raffle being completed before the next Village Board meeting. Please place this item on the agenda for the Monday, April 18, 2016 Board Meeting for the Board's formal vote.

Thank you.

Attachment



# Washington Elementary School



*everychild.onevoice.*

April 4, 2016

Rose Armstrong  
Administration Dept.  
Village of Carol Stream  
150 North Gary  
Carol Stream, IL 60188

Dear Mrs. Armstrong and the Village of Carol Stream,

Thank you for accepting our application for Raffle Application during our PTA Parents' Trivia Night. We hope to raise enough money to be able to fund at least one field trip for every student in every grade at Washington Elementary School.

As our organization is a tax-exempt 501 (c) (3), we are requesting the waiver of fees for our Raffle Application.

Again, we thank you for your support!

Sincerely Yours,

A handwritten signature in black ink, appearing to read 'Lynn Kadel', is written in a cursive style.

Lynn Kadel  
Washington PTA Co-President  
630-936-8232

*Village of Carol Stream*

**Interdepartmental Memo**

**DATE:** April 13, 2016  
**TO:** Mayor Saverino & Village Board of Trustees  
Joseph E. Breinig, Village Manager  
**FROM:** Christopher M. Oakley, Asst. to the Village Manager  
**RE:** Raffle License for 2016 Summer Concert Series

Attached is the raffle application requesting Village Board approval to conduct a Split-the-Pot (50-50) raffle at 9 of the scheduled summer concerts sponsored by the Village. During the 2012 and 2013 summer concert series when the Village conducted 3 Split-the-Pot raffles each season, that amount increased to 5 in 2014 and 9 in 2015. The Village recently received requests from the Carol Stream Historical Society and Carol Stream Woman's Club for permission to sell raffle tickets during 2016 concerts. Village code would require both agencies to apply for a raffle license application that would include a requirement from them as part of that application to secure a raffle bond. The Village has been the only party to conduct raffles at the Town Center the 2011 season when we first began hosting raffles.

Staff discussed these separate requests and had reservations about asking the Village Board to consider a raffle from a non-sponsor organization. In events management, it is a best practice for event hosts to maintain a focus on their corporate sponsors all throughout an event season. Event hosts that don't safeguard one of the prized sponsor benefits of public contact with potential clients and customers should expect future sponsor support to wane. As you know, the demand for exhibit tables and chairs from our concert sponsors has grown during the past 3 seasons and there are times when the area around the Visitor's Center becomes significantly congested. This coming season, the Village has secured sponsor support from 20 individual sponsors. Village event staff anticipates an increased demand for exhibit space this season. One of the solutions offered was for the Village to conduct each of the 9 raffles and designate the Village's portion of the proceeds to the following local charities:

- |                                 |  |                                   |
|---------------------------------|--|-----------------------------------|
| <b>Carol Stream Park Found.</b> | <b>Lutheran Church of Master Food Pantry</b> | <b>Support our Troops America</b> |
| <b>C.S. Historical Society</b>  | <b>Outreach Community Center</b>             | <b>C.S. Woman's Club</b>          |
| <b>Meals on Wheels</b>          | <b>Humanitarian Service Project</b>          | <b>Inter-Faith Food Pantry</b>    |

Proceeds from the 19 raffles conducted during the last 4 concert seasons totaled \$5,939 (\$315/concert) with 100% of that amount donated to Operation Support Our Troops America. There have been suggestions over the years about designating future concert raffle proceeds to a local charity. As part of the 2016 raffle application review, feedback and direction from the Village Board is needed the proposal to share 2016 raffle proceeds with the identified local agencies in addition to an annual donation to Operation Support Our Troops America from proceeds from the Concert for the Troops. Please include the 2016 raffle license application on the upcoming April 18<sup>th</sup> agenda for consideration by and direction from the Village Board regarding a proposed change in policy regarding raffle beneficiaries.



APR 12 2016

DATE APPLICATION SUBMITTED: \_\_\_\_\_  
DATE AND LICENSE ISSUED: \_\_\_\_\_  
LICENSE NO: \_\_\_\_\_  
CLASSIFICATION \_\_\_\_\_  
FEE: \_\_\_\_\_

# Village of Carol Stream

## Raffle License Application

If this application is for multiple raffles, please attach a separate application to provide the requested information for each proposed raffle

**Applications must be submitted at least thirty (30) days before beginning to sell raffle chances.**

1. Name of organization: VILLAGE OF CAROL STREAM

Circle type of organization:

Religious Charitable Labor Educational Fraternal Veteran  
(must be in existence continuously for at least 5 years)

Other (please provide a brief description of the purpose of the organization, the name of the individual(s) that the organization is assisting and the illness, disability, accident or disaster causing an extreme financial hardship for said individuals)

MUNICIPAL GOV. CORP. OF THE STATE OF ILLINOIS

2. Address of organization: 500 N. GARY AVE

3. Telephone Number: (630) 871-6250

4. Name of Presiding Officer: MAYOR FRANK SAVERINO

Address: 500 N. GARY AVE., CAROL STREAM, IL 60188

Telephone # (630) 871-6250 Email: \_\_\_\_\_

Number of years as a member of this organization: 15 YRS

5. Name of Secretary: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone # ( ) \_\_\_\_\_ Email: \_\_\_\_\_

Number of years as a member of this organization: \_\_\_\_\_

6. Name of Raffle Manager: JOSEPH E BREINIG

Address: 500 N. GARY AVE., CAROL STREAM, IL 60188

Tel. # (630) 871-6250 Email: \_\_\_\_\_

Number of years as a member of this organization: 14 YRS.

7. Should permit be mailed to Raffle Manager: YES

If "no", provide complete name & complete address: \_\_\_\_\_

8. Name of Event: SUMMER CONCERT SERIES
9. Date of the raffle drawing: JUNE 9, 16, 23, 30; JULY 14, 21, 28; AUG. 4, 11
10. Time period when raffle tickets will be sold? 6 - 7:50 PM
11. Identify area/s within Village where raffle tickets will be sold or issued:  
FERRARO TOWN CENTER - 960 N. GARY AVE.
12. Raffle ticket cost? \$ 1.00 OR 6 FOR \$5.00
13. Maximum cash prize: 50% OF SALES Maximum value non-cash prize: ---
14. Aggregate value of raffle prizes: 50% OF SALES FOR THAT CONCERT
15. Describe how raffle winners will be chosen: TICKET DRAWING
16. Location where raffle drawing will be held: TOWN CENTER GAZEBO STAGE
17. Has the applicant or any person with a proprietary, equitable or credit interest in this raffle ever been convicted of a felony?  
If so, explain in detail: N/A
18. Has applicant or any person with a proprietary, equitable or credit interest in this raffle ever been a professional gambler or gambling promoter?  
If so, explain in detail: N/A
19. Date organization was formed in Carol Stream: JAN. 1959
20. Is the sponsoring organization a non-profit, charitable organization? NO
21. Who (Person/Org.) will receive the net raffle proceeds? CHARITIES TO BE DETERMINED
22. Will raffle proceeds benefit Carol Stream residents? YES  
If so, how? ---
23. Are any participating raffle sponsors under the age of 18 years? NO
24. Is the person managing or operating this raffle a bona fide member of the sponsoring organization?  
YES
25. Will any person receive remuneration or profit for participating in the management or operation of this raffle?  
NO
26. Have you held raffles in any surrounding communities? NO  
If so, which communities and when? ---

# Raffle License Application-Waiver of Fees/Reporting

## **IMPORTANT – PLEASE READ AND NOTARIZE**

(Page 2 of 2)

VILLAGE ORDINANCE REQUIRES EACH ORGANIZATION LICENSED TO CONDUCT RAFFLES TO REPORT ITS GROSS RECEIPTS, EXPENSES AND NET PROCEEDS FROM RAFFLES, AS WELL AS AN ITEMIZED LISTING OF THE DISTRIBUTION OF THE NET PROCEEDS. FAILURE TO REPORT THIS INFORMATION MAY RESULT IN THE DENIAL OF FUTURE RAFFLE LICENSE REQUESTS. (SEE ATTACHED)

ALL LICENSE FEES WAIVED FOR NON-PROFIT ORGANIZATIONS SINCE 1990 SHALL AUTOMATICALLY BE WAIVED IN SUBSEQUENT YEARS PROVIDED THAT THE ORGANIZATION SUBMITS ALL APPROPRIATE DOCUMENTATION AS REQUIRED ABOVE AND THERE ARE NO CHANGES TO THE APPLICATION WHICH WOULD AFFECT THE LEGALITY OF THE RAFFLE. A MAXIMUM OF THREE ANNUAL LICENSES FOR EACH NON-PROFIT ORGANIZATION ARE ELIGIBLE FOR A FEE WAIVER. ALL FEE WAIVER REQUESTS MUST BE REQUESTED ON ORGANIZATION LETTERHEAD.


The undersigned swears that the organization, in whose name this application is submitted will not violate any Ordinances of the Village of Carol Stream or laws of the State of Illinois or the United States of America, in conducting the raffle described herein, and that the information contained in this application is true and correct to the best of our knowledge and belief; further, the undersigned releases the Carol Stream Police Department from any liability of damage of whatever nature in investigating the information contained herein.

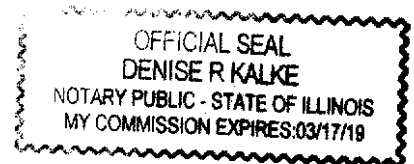
Presiding Officer: \_\_\_\_\_

Raffle Manager:  \_\_\_\_\_

Subscribed and sworn to before me

this 3<sup>rd</sup> day of April, 2016

  
\_\_\_\_\_  
Notary Public



# Raffle License Application-Fidelity Bond

## IMPORTANT – PLEASE READ AND NOTARIZE

(Page 1 of 2)

IF NOT ALREADY ON FILE, PLEASE INCLUDE WITH THIS APPLICATION A COPY OF THE APPLICANT'S ARTICLES OF INCORPORATION AND/OR ORGANIZATION CHARTER.

A CURRENT COPY OF A MANAGER'S FIDELITY BOND OR COMPLETED BOND WAIVER MUST BE SUBMITTED BEFORE A RAFFLE LICENSE CAN BE GRANTED.

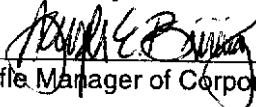
### 10-5-9 MANAGER; BOND.

(A) All operation of and the conduct of raffles shall be under the supervision of a single raffle manager designated by the organization. The manager shall give a fidelity bond in the sum of \$5,000 or of the aggregate value of the prizes to be awarded, whichever is higher, in favor of the organization conditioned upon his or her honesty in the performance of his or her duties. Terms of the bond shall provide that notice shall be given in writing to the village not less than 30 days prior to its cancellation.

(B) The village may waive the bond requirement for a manager of an organization applying for an annual raffle license, if the organization, by the unanimous vote of its members present requests such a waiver in writing at the time of the license application.

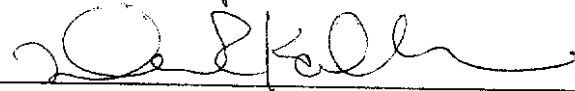
### WAIVER

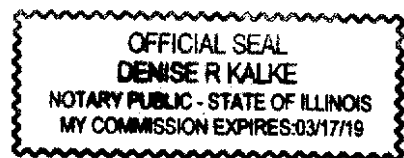
I, Joseph E. Breinig, Raffle Manager of Village of Carol Stream certify that a vote/discussion was held on April 18, 2016 and by unanimous decision by the members of Village Bd of Trustees, request(s) pursuant to Chapter 10-5-9 of the Carol Stream Village Code, which requires a fidelity bond, is hereby waived.

  
Raffle Manager of Corporation/Organization

Subscribed and sworn to before me

this 13<sup>th</sup> day of April, 2016

  
Notary Public



**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

**AGENDA ITEM**  
L-1 4-18-16

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>ACCESS ONE</b>					
PHONE SERVICE FOR APRIL/16	2,497.84	01590000-52230	TELEPHONE	1672690 04/01/16	
	<u>2,497.84</u>				
<b>ACCURATE OFFICE SUPPLY CO</b>					
BUDGET BINDER COMBS	54.09	01610100-53317	OPERATING SUPPLIES	359159	
	<u>54.09</u>				
<b>AHEAD OF OUR TIME PUBLISHING</b>					
SUBSCRIPT JUNE 2016- MAY 2017	500.00	01-13010	PRE-PAID ITEMS	7663	
	<u>500.00</u>				
<b>ALLIED 100 LLC</b>					
TC CPR RESPONDER	63.29	01680000-53381	TC MAINTENANCE & SUPPLIES	581467	
	<u>63.29</u>				
<b>ALSCO INDUSTRIAL PRODUCTS INC</b>					
HANDLES	29.47	01696200-53354	PARTS PURCHASED	8203	
	<u>29.47</u>				
<b>AMAZON.COM</b>					
BATTERIES	38.97	01662700-53317	OPERATING SUPPLIES	8037022	
BATTERIES & HAND WIPES	8.36	01662700-53317	OPERATING SUPPLIES	8037022	
COFFEE/BATTERIES	110.60	01662700-53317	OPERATING SUPPLIES	4153007	
DROP LIGHT HEADS	28.24	01696200-53350	SMALL EQUIPMENT EXPENSE	3157833	
LABELS	52.04	01662700-52223	TRAINING	8293854	
LAPTOP ADAPTERS	19.98	01662700-53317	OPERATING SUPPLIES	4153007	
LIGHT BAR	47.27	01696200-53354	PARTS PURCHASED	1181069	
RUBBER STAMP	9.24	01696200-53317	OPERATING SUPPLIES	2376214	
TAX REFUND	-0.54	01696200-53317	OPERATING SUPPLIES	2376214-1	
TIMERS FOR ORAL BOARD	42.17	01660100-53317	OPERATING SUPPLIES	6213800	
VEHICLE FUSES	14.69	01662700-52212	AUTO MAINTENANCE & REPAIR	1777016	
	<u>371.02</u>				
<b>AMERICAN EXPRESS MERCHANT SERVICES</b>					
AMEX CC FEES MAR/16	0.27	04103100-52221	UTILITY BILL PROCESSING	INV 3120329693 3/16	
AMEX CC FEES MAR/16	0.27	04203100-52221	UTILITY BILL PROCESSING	INV 3120329693 3/16	

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
AMEX CC FEES MAR/2016	85.50	04203100-52221	UTILITY BILL PROCESSING	INV 3120398573 3/16	
AMEX CC FEES MAR/2016	85.51	04103100-52221	UTILITY BILL PROCESSING	INV 3120398573 3/16	
	<b>171.55</b>				
<b>AMERICAN FIRST AID</b>					
FIRST AID PWKS - FEB/16	18.45	01670100-53317	OPERATING SUPPLIES	33491	
FIRST AID PWKS MAR/16	29.25	01670100-53317	OPERATING SUPPLIES	34396	
VLG HL FIRST AID FEB/16	57.30	01590000-53317	OPERATING SUPPLIES	33704	
	<b>105.00</b>				
<b>AMERICAN MESSAGING</b>					
SSU PAGERS MAR/16	26.45	01662500-52243	PAGING	U1113407QC	
	<b>26.45</b>				
<b>APWA-CHICAGO METRO CHAPTER</b>					
FARIAS, LARSON & CARNEY	97.50	04101500-52223	TRAINING	3/4/16 TRNG	
TRAINING JCARNEY	97.50	04201600-52223	TRAINING	3/4/16 TRNG	
DIFFERENCE FOR REGIS 2016 RODEO	30.00	01-13010	PRE-PAID ITEMS	DIFF 2016 RODEO	
	<b>225.00</b>				
<b>AUTO TRUCK GROUP</b>					
634 INSTALL GPS ANTENNA	160.82	01662700-53350	SMALL EQUIPMENT EXPENSE	1356349	
634 INSTALL GPS ANTENNA	475.00	01662700-52244	MAINTENANCE & REPAIR	1356349	
FIX OPTICOM INST MAP	380.00	01662700-52244	MAINTENANCE & REPAIR	1371782	
SIREN KNOB	95.00	01662700-52244	MAINTENANCE & REPAIR	1371791	
TRAFFIC VISOR LIGHT	132.24	01662300-53350	SMALL EQUIPMENT EXPENSE	1368435	
UPFIT OF PATROL DURANGO	3,480.00	01662700-53350	SMALL EQUIPMENT EXPENSE	1377837	
UPFIT OF PATROL DURANGO	6,180.00	01662700-52244	MAINTENANCE & REPAIR	1377837	
	<b>10,903.06</b>				
<b>B &amp; F CONSTRUCTION CODE SERVICES, INC</b>					
PLAN REVIEW 195 ELK TRL	2,029.51	01643700-52253	CONSULTANT	43719	
	<b>2,029.51</b>				
<b>B &amp; H PHOTO &amp; VIDEO</b>					
PHOTO PRINTER INVESTIGATIONS	831.98	01652800-54412	OTHER EQUIPMENT	595113300	
	<b>831.98</b>				
<b>BARN OWL FEED &amp; GARDEN CENTER</b>					
PROPANE REFILL GARAGE	16.78	01670500-53317	OPERATING SUPPLIES	194162	



**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
PROPANE REFILL GARAGE	57.18	01670500-53317	OPERATING SUPPLIES	194179	
SEED	79.75	01670500-53317	OPERATING SUPPLIES	194709	
	<b>153.71</b>				
<b>BEACON SSI INC</b>					
OSFM ANNUAL INSPECT.	495.63	01696200-52244	MAINTENANCE & REPAIR	0000076389	
	<b>495.63</b>				
<b>BEHNKE ENTERPRISES INC</b>					
SPRINGS	119.66	01696200-53354	PARTS PURCHASED	121248	
	<b>119.66</b>				
<b>BHFX DIGITAL IMAGING</b>					
PAPER & INK	1,070.64	01620100-53317	OPERATING SUPPLIES	226875	
	<b>1,070.64</b>				
<b>BLOOMING COLOR OF ST CHARLES</b>					
BUSINESS CARDS MATZ/MILSCHEWSKI	76.24	01640100-53315	PRINTED MATERIALS	201938	
WALKER BUSINESS CARDS	38.12	01664700-53317	OPERATING SUPPLIES	201893	
	<b>114.36</b>				
<b>BRACING SYSTEMS</b>					
CHALK/ BLADE & HOOK	39.95	01670400-53317	OPERATING SUPPLIES	272346-1	
GARAGE BIN	27.80	01670400-53317	OPERATING SUPPLIES	272347-1	
HOSE & FITTING	125.90	04101500-53317	OPERATING SUPPLIES	273280-1	
LIMESTONE CAULK	13.00	01670400-53317	OPERATING SUPPLIES	272418-1	
	<b>206.65</b>				
<b>BROWNELLS INC</b>					
RANGE SUPPLIES	333.45	01662400-53317	OPERATING SUPPLIES	12352119.00	
	<b>333.45</b>				
<b>C S FIRE PROTECTION DISTRICT</b>					
PERMITS MARCH 2016	160.00	01-24416	DEPOSIT-FIRE DISTRICT PERMIT	PERMITS MAR/16	
	<b>160.00</b>				

**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>
<b>C S PARK DISTRICT</b>					
DEVELOPER DONATION MAR/16	7,800.00	01-24403	DEPOSIT-PARK DIST DEV CONTRB	DEV DON MAR/16	
	<u>7,800.00</u>				
<b>C S PUBLIC LIBRARY</b>					
DEVELOPER DONATIONS MAR/16	617.20	01-24401	DEPOSIT-LIBRARY DEVEL CONTRB	DEV DON MAR/16	
PPRT COLLECTION OF MAR/16	1,992.35	01000000-41102	PERSONAL PROPERTY REPLAC TAX PPRT	MAR/16	
	<u>2,609.55</u>				
<b>CAPUTO'S NEW FARM PRODUCE- CAROL STREAM INC</b>					
COMP PL OPEN HOUSE	13.10	01641800-52222	MEETINGS	3/16 OPENHS	
MEAL FOR ORAL BOARDS	49.05	01510000-52228	PERSONNEL HIRING	00039574	
MEAL FOR ORAL BOARDS	119.96	01510000-52228	PERSONNEL HIRING	00038979	
	<u>182.11</u>				
<b>CAROL STREAM LAWN &amp; POWER</b>					
CHAIN LOOP	69.14	01696200-53354	PARTS PURCHASED	374082	
	<u>69.14</u>				
<b>CARQUEST AUTO PARTS</b>					
1ST LOOP	69.91	01696200-53354	PARTS PURCHASED	2420-359049	
BALL JOINT	76.42	01696200-53354	PARTS PURCHASED	2420-358500	
BULB	20.98	01696200-53354	PARTS PURCHASED	2420-358800	
CORE RETURN	-72.00	01696200-53354	PARTS PURCHASED	2420-358817	
END CAP	176.00	01696200-53354	PARTS PURCHASED	2420-358227	
GRG DOOR OPENER BELT	9.79	04201600-53317	OPERATING SUPPLIES	2420-359365	
MINI LAMP	8.67	01696200-53354	PARTS PURCHASED	2420-358281	
MINI LAMPS	18.80	01696200-53354	PARTS PURCHASED	2420-358816	
TIE ROD END	112.31	01696200-53354	PARTS PURCHASED	2420-359399	
	<u>420.88</u>				
<b>CH2MHILL OMI</b>					
CAP EX FEB- MAR 2016	30,797.60	04101100-52262	WRC CONTRACT	63297	20160005
	<u>30,797.60</u>				

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<b>CHICAGO PARTS AND SOUND</b>					
BEACON, STROBE TUBE	268.50	01696200-53354	PARTS PURCHASED	12131	
	<u>268.50</u>				
<b>CHICAGO TRIBUNE-REDEYE</b>					
PAPER SUBSCRIPTION	208.38	01660100-52234	DUES & SUBSCRIPTIONS	180910679 3/6/16	
	<u>208.38</u>				
<b>CITYTECH USA INC</b>					
SUBSC RWNL 2016/17	390.00	01600000-52234	DUES & SUBSCRIPTIONS	2016-03-01	
	<u>390.00</u>				
<b>CLARK BAIRD SMITH LLP</b>					
LABOR COUNSEL - MAR/16	650.00	01570000-52238	LEGAL FEES	7070	
	<u>650.00</u>				
<b>COMCAST CABLE</b>					
02/11 - 03/10 2016 FEE	66.95	01664700-53330	INVESTIGATION FUND	0304788 2/04	
	<u>66.95</u>				
<b>COMED</b>					
110 ST CHAR MAR/16	30.72	01670600-53210	ELECTRICITY	6827721000 04/11/16	
SW MORTON/LIES MAR/16	196.62	01670300-53213	STREET LIGHT ELECTRICITY	0815164035 3/29/16	
	<u>227.34</u>				
<b>COMMUNITY CONSOLIDATED SCHOOL #93</b>					
DONATIONS MAR/2016	1,350.00	01-24411	DEPOSIT SCHOOL D93 CASH	DONATIONS MAR/16	
	<u>1,350.00</u>				
<b>CONCEPT WIRELESS COMMUNICATIONS INC</b>					
REPROGRAM RADIOS	44.00	01696200-53353	OUTSOURCING SERVICES	159033	
	<u>44.00</u>				
<b>COSTCO WHOLESALE</b>					
DRINKS FOR ORAL BOARDS	35.16	01662700-53317	OPERATING SUPPLIES	INV 422273	
	<u>35.16</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>
<b>COUNTY COURT REPORTERS INC</b>					
15-342 & 15-365	120.00	01530000-52241	COURT REPORTER FEES	117497	
PUBLIC HEARINGS 12/14/15	150.00	01530000-52241	COURT REPORTER FEES	116995	
PUBLIC HEARING #15-349	150.00	01530000-52241	COURT REPORTER FEES	117680	
	<b>420.00</b>				
<b>DAVID G BAKER</b>					
VLG BOARD TELECAST SERVICES	110.00	01590000-52253	CONSULTANT	040516	
VLG BOARD TELECAST SERVICES	137.50	01590000-52253	CONSULTANT	021616	
	<b>247.50</b>				
<b>DELL MARKETING LP</b>					
DELL OPTICAL MOUSE	21.24	01620100-53317	OPERATING SUPPLIES	121159809	
	<b>21.24</b>				
<b>DISCOVERY BENEFITS</b>					
FLEX ADMIN MAR/16	245.00	01600000-52273	EMPLOYEE SERVICES	633060-IN	
	<b>245.00</b>				
<b>DOCUMENT IMAGING DIMENSIONS, INC</b>					
TONER	59.00	01652800-52226	OFFICE EQUIPMENT MAINTENANC	290475	
TONER	89.00	01662600-53317	OPERATING SUPPLIES	289961	
TONER- FINANCE	69.00	01652800-52226	OFFICE EQUIPMENT MAINTENANC	294508	
	<b>217.00</b>				
<b>DRIVERS LICENSE GUIDE COMPANY</b>					
2016 ID GUIDES	81.80	01662300-52234	DUES & SUBSCRIPTIONS	685050	
	<b>81.80</b>				
<b>DUPAGE CHRYSLER DODGE JEEP</b>					
CORE RETURN	-75.00	01696200-53354	PARTS PURCHASED	CM54791	
ENGINE SUPPORT	85.47	01696200-53354	PARTS PURCHASED	54999	
GEAR RACK	629.40	01696200-53354	PARTS PURCHASED	54791	
GEAR,SENSOR	646.11	01696200-53354	PARTS PURCHASED	55101	
HOSE	45.51	01696200-53354	PARTS PURCHASED	54865	

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HOSE	91.63	01696200-53354	PARTS PURCHASED	54854	
POWER BRAKE REPAIR	150.00	01696200-53353	OUTSOURCING SERVICES	116081	
POWER STEERING FLUID	11.70	01696200-53354	PARTS PURCHASED	54796	
POWER STEERING FLUID	50.80	01696200-53354	PARTS PURCHASED	54826	
SWITCH	80.85	01696200-53354	PARTS PURCHASED	54855	
	<b>1,716.47</b>				
<b>EMERSON MANUFACTURING</b>					
H2O OPERATING SUPPLIES	653.00	04201600-53317	OPERATING SUPPLIES	22899	
	<b>653.00</b>				
<b>EXAMINER PUBLICATIONS INC</b>					
BUDGET PUBLIC HEARING	63.00	01580000-52240	PUBLIC NOTICES/INFORMATION	37428	
	<b>63.00</b>				
<b>EXPRESS AUTO GLASS INC</b>					
WINDSHIELD REPLACEMENTS	355.28	01696200-53353	OUTSOURCING SERVICES	1991446989	
	<b>355.28</b>				
<b>FIRESTONE COMPLETE AUTO CARE</b>					
ALIGNMENT SERVICE	50.00	01696200-53353	OUTSOURCING SERVICES	038457	
ALIGNMENT SERVICE	50.00	01696200-53353	OUTSOURCING SERVICES	038464	
TIRES	459.20	01696200-53354	PARTS PURCHASED	038335	
	<b>559.20</b>				
<b>FLOOD BROTHERS DISPOSAL</b>					
YARD WASTE STICKERS	4,300.00	01-14120	YARD WASTE STICKERS	3520798	
	<b>4,300.00</b>				
<b>GALLS</b>					
ANDREJEVIC	4.50	01662700-53324	UNIFORMS	4925262	
CIESLOWSKI	117.08	01662700-53324	UNIFORMS	4995091	
CUMMINGS	103.80	01664700-53324	UNIFORMS	4886961	
DUGO	40.88	01662600-53324	UNIFORMS	4903493	
DUGO	53.96	01662600-53324	UNIFORMS	4901053	
ELIOPOULOS	4.50	01662700-53324	UNIFORMS	4880480	
GUZMAN	58.68	01662600-53324	UNIFORMS	4919488	
HARKER	4.50	01662700-53324	UNIFORMS	4887429	
KONIOR	110.76	01662600-53324	UNIFORMS	4895703	
PLUMB	46.14	01662700-53324	UNIFORMS	4933398	

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PLUMB	153.41	01662700-53324	UNIFORMS	4873242	
STELMAR	43.25	01660100-53324	UNIFORMS	4905927	
STELMAR	58.25	01660100-53324	UNIFORMS	4970137	
TURNHOLT	138.95	01662700-53324	UNIFORMS	4984048	
	<b>938.66</b>				
<b>GAS PURCHASES-MASTERCARD</b>					
GAS	26.75	01652800-53317	OPERATING SUPPLIES	1523106	
	<b>26.75</b>				
<b>GLENBARD NORTH HIGH #87</b>					
DONATIONS MAR/2016	375.00	01-24408	DEPOSIT SCHOOL 87 CASH	DONATIONS MAR/16	
	<b>375.00</b>				
<b>GOLF &amp; BUSSE TOWING</b>					
TOW FEES 2/27	140.00	01662700-52212	AUTO MAINTENANCE & REPAIR	40045	
TOW FEES 7/09	190.00	01662700-52212	AUTO MAINTENANCE & REPAIR	43569	
TOW FEES 7/24	140.00	01662700-52212	AUTO MAINTENANCE & REPAIR	42644	
TOW FEES 8/01	140.00	01662700-52212	AUTO MAINTENANCE & REPAIR	43814	
	<b>610.00</b>				
<b>GOVTEMPSUSA LLC</b>					
OFFICE MGR W/E 03/27/16	1,419.20	01590000-52253	CONSULTANT	1939681	
OFFICE MGR W/E 3/20/16	1,419.20	01590000-52253	CONSULTANT	1939680	
	<b>2,838.40</b>				
<b>GREGORY WALKER</b>					
CLOTHING ALLOW REIMBURSEMENT	310.14	01662400-53324	UNIFORMS	REIMBURSEMENT	
	<b>310.14</b>				
<b>HBK WATER METER SERVICE INC</b>					
LARGE METER TEST	142.25	04201400-52282	METER MAINTENANCE	16-133	
RESIDENTIAL METER TEST	42.00	04201400-52282	METER MAINTENANCE	16-132	
	<b>184.25</b>				
<b>HD SUPPLY WATERWORKS LTD</b>					
BRASS FITTING	119.78	04201600-53317	OPERATING SUPPLIES	F169693	
FITTING & COUPLING	114.48	04201600-53317	OPERATING SUPPLIES	F091514	
SEWER COUPLING	27.00	04101500-53317	OPERATING SUPPLIES	F169693	
	<b>261.26</b>				

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<b>HENDERSON TRUCK EQUIPMENT</b>					
AUGER, ADAPTER	680.50	01696200-53354	PARTS PURCHASED	58-02127	
SPREADER CONTROLLER	969.00	01696200-53354	PARTS PURCHASED	58-02058	
	<u>1,649.50</u>				
<b>HERITAGE CRYSTAL CLEAN LLC</b>					
ANTIFREEZE	295.50	01696200-53354	PARTS PURCHASED	13916754	
	<u>295.50</u>				
<b>HOME DEPOT</b>					
8" WIRE WHEEL	8.27	01670400-53316	TOOLS	0258657	
ANCHORS/TOGGLE BOLTS	11.84	01680000-53319	MAINTENANCE SUPPLIES	0110312	
ANT TRAPS	11.36	01670100-53314	OFFICE SUPPLIES	0243683	
BAG FOR SAMPLES	19.97	04201600-53317	OPERATING SUPPLIES	0211722	
BUCKET LIDS	18.64	01670500-53317	OPERATING SUPPLIES	0238873	
CLEANING SUPPLIES	15.70	01670200-53317	OPERATING SUPPLIES	0253351	
DRY WL/STUDS VLG HL	36.22	01680000-53319	MAINTENANCE SUPPLIES	0205989	
FITTING FOR WATER LINE LUNCH RM	1.87	01670400-53317	OPERATING SUPPLIES	0646927	
FITTING FOR WATER METER	97.06	04201400-53333	NEW METERS	0104646	
GLOVES	99.85	01670700-53317	OPERATING SUPPLIES	0214015	
LED LIGHT-IT DEPT	13.94	01680000-53319	MAINTENANCE SUPPLIES	0210112	
OPERATING SUPPLIES	119.55	04201600-53316	TOOLS	0250860	
PAINTING SUPPLIES	45.45	04201600-53317	OPERATING SUPPLIES	2141653	
SAWZALL - BLADES	12.97	01696200-53317	OPERATING SUPPLIES	0529594	
SHIMS	3.70	01670200-53317	OPERATING SUPPLIES	0166595	
SMALL EQUIPMENT	64.32	01642100-53350	SMALL EQUIPMENT EXPENSE	2013985	
SMALL EQUIPMENT	288.20	01643700-53350	SMALL EQUIPMENT EXPENSE	2013985	
SMALL TOOLS	43.38	04201600-53317	OPERATING SUPPLIES	0250860	
	<u>912.29</u>				
<b>HOTELS-MASTERCARD</b>					
CLUEVER NUCPS SPP 2/28- 3/11 2016	726.40	01662700-52223	TRAINING	3221536681	
CLUEVER NUCPS SSP#2 2/29-3/11 2016	749.10	01662700-52223	TRAINING	3223646605	
	<u>1,475.50</u>				
<b>HYDROAIRE SERVICE INC</b>					
TUBEWAY PUMP #2 REPAIR	3,428.00	04101500-52244	MAINTENANCE & REPAIR	8077	
	<u>3,428.00</u>				

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<b>I G F O A</b>					
PENSION/BATEK	185.00	01610100-52223	TRAINING	031716A	
PENSION/MCDERMOTT	185.00	01612900-52223	TRAINING	031716	
	<u>370.00</u>				
<b>I R M A</b>					
IRMA DEDUCTIBLE MAR/16	1,415.30	01590000-52215	INSURANCE DEDUCTIBLES	15109	
IRMA DEDUCTIBLE MAR/16	5,603.00	01590000-52215	INSURANCE DEDUCTIBLES	15058	
	<u>7,018.30</u>				
<b>I L S R O A</b>					
REGIS FOR POPE & CASTRO 6/21-6/24 2016	398.00	01-13010	PRE-PAID ITEMS	2016 CONF	
	<u>398.00</u>				
<b>I L E E T A</b>					
PLUMB ILEETA TRAINING	412.00	01662700-52223	TRAINING	3/13-3/18 TRNG	
	<u>412.00</u>				
<b>I L L I N O I S P O W E R M A R K E T I N G</b>					
300 BENNETT DR LIGHTS 2/23 -3/22	2,137.24	01670300-53213	STREET LIGHT ELECTRICITY	105438416031	
	<u>2,137.24</u>				
<b>I L L I N O I S S E C R E T A R Y O F S T A T E</b>					
LIC RNWL & SRV FEE FORD/DODGE	4.75	01662700-52244	MAINTENANCE & REPAIR	2017 FD/DODG	
LIC RNWL 2007 FORD	101.00	01662700-52244	MAINTENANCE & REPAIR	03263174	
LIC RNWL 2012 DODGE	101.00	01662700-52244	MAINTENANCE & REPAIR	14243627-1	
TITLE/PLATES 2015 DODGE DURANGO	103.00	01662700-52244	MAINTENANCE & REPAIR	2015 DODGE PLT/TITL	
	<u>309.75</u>				
<b>I L L I N O I S S E C T I O N A W W A</b>					
D NOWORUL SEMR 4/7	24.00	04200100-52223	TRAINING	200022159	
MGMT CLS PAULING 4/6	96.00	01670100-52223	TRAINING	200022407	
ZAMECNIK, TIJERINA & CARNEY TRNG 4/5/16	48.00	04101500-52223	TRAINING	200022158	
ZAMECNIK, TIJERINA & CARNEY TRNG 4/5/16	48.00	04201600-52223	TRAINING	200022158	
	<u>216.00</u>				
<b>I L L I N O I S S T A T E P O L I C E</b>					
REPLENISH LIVESCAN	500.00	01660100-53317	OPERATING SUPPLIES	LIVESCAN IL022040L	
	<u>500.00</u>				



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<b>ILLINOIS TOLLWAY</b>					
TRNG TOLLS 3/11/16	1.50	04200100-52223	TRAINING	71620508	
TRNG TOLLS 3/11/16	5.10	04200100-52223	TRAINING	71618591	
	<b>6.60</b>				
<b>INTERGOVERNMENTAL PERSONNEL BENEFIT COOPERATIVE</b>					
APR 2016 INSURANCE	300.75	01641800-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	379.93	01643600-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	403.30	01621300-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	426.48	01623100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	428.13	01670700-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	642.74	04201400-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	683.98	01621900-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	791.75	01620600-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	796.51	01640100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	905.65	01641700-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,025.33	04103100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,183.40	01670600-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,370.89	01670200-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,398.57	01642100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,414.24	04100100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,507.89	01610100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,538.22	04203100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,710.50	01622200-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,712.79	01670500-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,797.74	01670300-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,855.38	01680000-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	1,960.40	01690100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	2,058.54	01652800-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	2,173.91	01613000-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	2,379.18	04101500-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	2,664.17	01612900-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	2,678.56	01696200-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	3,210.61	01670400-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	3,254.50	04200100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	3,267.51	01620100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	3,298.76	01662500-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	3,720.48	04201600-51111	GROUP INSURANCE	04012016	

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APR 2016 INSURANCE	3,845.84	01590000-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	4,390.08	01643700-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	5,054.45	01662300-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	7,241.09	01662600-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	8,480.03	01670100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	9,651.33	01662400-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	10,616.55	01664700-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	16,587.23	01660100-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	31,851.89	01600000-51111	GROUP INSURANCE	04012016	
APR 2016 INSURANCE	48,807.60	01662700-51111	GROUP INSURANCE	04012016	
	<b>199,466.88</b>				
<b>J G UNIFORMS INC</b>					
BOSHART VEST CARRIER	138.60	01662700-53324	UNIFORMS	41381	
BUSCH VEST CARRIER	198.46	01664700-53324	UNIFORMS	41655	
	<b>337.06</b>				
<b>JEWEL-OSCO</b>					
CFMH FOOD R MUNCH	19.18	01664700-52222	MEETINGS	242/129/1	
IPASS TRANSPONDERS	14.00	04101500-53317	OPERATING SUPPLIES	085025	
IPASS TRANSPONDERS	14.00	04201600-53317	OPERATING SUPPLIES	085025	
IPASS TRANSPONDERS	37.80	01670100-53317	OPERATING SUPPLIES	085025	
VOL APPRECIATION DINNER	301.43	01664773-53325	COMMUNITY RELATIONS	268/315/4	
	<b>386.41</b>				
<b>JOE COTTON FORD</b>					
BEARING, CUP	32.02	01696200-53354	PARTS PURCHASED	322998	
EMBLEM	26.32	01696200-53354	PARTS PURCHASED	322781	
HEADLIGHT REPLACEMENT	147.84	01696200-53353	OUTSOURCING SERVICES	519653	
WIRE ASSY	28.14	01696200-53353	OUTSOURCING SERVICES	520604	
	<b>234.32</b>				
<b>KAMMES AUTO &amp; TRUCK REPAIR INC</b>					
ST INSP'S 2/23-3/10	60.00	01696200-53353	OUTSOURCING SERVICES	119357	
	<b>60.00</b>				
<b>KOHL'S</b>					
CLOTH ALLOW - ROE	89.96	01662400-53324	UNIFORMS	73/14/6014/6	
	<b>89.96</b>				

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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>
<b>KONICA MINOLTA BUSINESS SOLUTIONS</b>					
INVESTIGATIONS COPIER 1/20-2/19	144.94	01662400-52226	OFFICE EQUIPMENT MAINTENANC	238319641	
SSU COPIER 1/20-2/19	27.32	01662500-52226	OFFICE EQUIPMENT MAINTENANC	238319859	
	<b>172.26</b>				
<b>LAFARGE FOX RIVER DECO</b>					
STOCK FOR LEAKS	278.15	04201600-53317	OPERATING SUPPLIES	35759465	
	<b>278.15</b>				
<b>LANDSCAPE MATERIAL &amp; FIREWOOD SALES INC</b>					
TOPSOIL	112.79	01670500-53317	OPERATING SUPPLIES	33175	
TOPSOIL	109.50	01670400-53317	OPERATING SUPPLIES	19607	
	<b>222.29</b>				
<b>LANGUAGE LINE SERVICES</b>					
2 CASES - MOZALEWSKI	140.84	01662700-53317	OPERATING SUPPLIES	3780592	
	<b>140.84</b>				
<b>LAUREEN A ROSE LCSW</b>					
MINDI THOMAS CLINICAL CONSULTATION	200.00	01662500-52223	TRAINING	CONSULT 4/8/16	
	<b>200.00</b>				
<b>LAW OFFICE OF MICHELLE L MOORE LTD</b>					
LOCAL PROSC FEB/16	2,200.00	01570000-52312	PROSECUTION DUI	022316	
LOCAL PROSC FEB/16	6,000.00	01570000-52235	LEGAL FEES-PROSECUTION	022316	
	<b>8,200.00</b>				
<b>LEXISNEXIS</b>					
FEB 2016 FEE	185.76	01662400-53330	INVESTIGATION FUND	20160229	
	<b>185.76</b>				
<b>LIVE VIEW GPS INC</b>					
MONTHLY FEE-MAR	79.90	01664700-53330	INVESTIGATION FUND	253811	
	<b>79.90</b>				
<b>LOWE'S HOME CENTERS</b>					
BRUSH CLEANER/ BUCKET	86.16	01670400-53317	OPERATING SUPPLIES	9152372	
DRY WL,TAPE VLG HALL	7.55	01680000-53319	MAINTENANCE SUPPLIES	2528367	
FILTERS ICE MACH TC	8.97	01680000-53319	MAINTENANCE SUPPLIES	9105879	
FLASHLITE/ B BOX FITTING	112.52	04201600-53317	OPERATING SUPPLIES	9410529	

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LUFKIN 12INCH MEASURING WHL	59.98	01642100-53350	SMALL EQUIPMENT EXPENSE	15637778	
OUTLET & WIRE WHEEL	6.98	01670400-53316	TOOLS	7514443	
OUTLET & WIRE WHEEL	18.98	01670200-53317	OPERATING SUPPLIES	7514443	
SPRAY BOTTLES/ SHOVELS	55.08	04201600-53317	OPERATING SUPPLIES	2367656	
WALLBOARD	14.48	01680000-53319	MAINTENANCE SUPPLIES	7710703	
	<b>370.70</b>				
<b>MEGA SPORTS INC</b>					
RANGE SUPPLIES	43.98	01662700-52239	RANGE	117566	
	<b>43.98</b>				
<b>MENDEL PLUMBING &amp; HEATING INC</b>					
LEAK REPAIR	145.00	01670400-52244	MAINTENANCE & REPAIR	W32551	
	<b>145.00</b>				
<b>METROPOLITAN INDUSTRIES INC</b>					
REPAIR PARTS FOR LIFT STATION	1,490.48	04101500-52244	MAINTENANCE & REPAIR	308736	
REPAIR PARTS FOR LIFT STATION	3,329.12	04101500-52244	MAINTENANCE & REPAIR	308735	
	<b>4,819.60</b>				
<b>MITCHELL 1</b>					
COMPUTER SOFTWARE	225.00	01696200-52234	DUES & SUBSCRIPTIONS	IB18464699	
	<b>225.00</b>				
<b>MNJ TECHNOLOGIES DIRECT</b>					
BATEK COMPUTER MONITOR	189.34	01652800-54413	COMPUTER EQUIPMENT	0003446216	
CASES/VIDEO ADAPTER	344.76	01652800-54413	COMPUTER EQUIPMENT	0003447335	
LINE CONDITIONER	207.88	01652800-53317	OPERATING SUPPLIES	0003448142	
REPLACEMENT HARDDRIVE	1,063.17	01652800-54413	COMPUTER EQUIPMENT	3449581	
REPLACEMENT UPS	323.20	01652800-54412	OTHER EQUIPMENT	0003450015	
REPLACEMENT UPS	1,021.63	01652800-54412	OTHER EQUIPMENT	0003450014	
UPS SERVICE ROOM	989.73	01652800-54412	OTHER EQUIPMENT	0003447673	
UPS SERVICE ROOM	989.73	01652800-54412	OTHER EQUIPMENT	0003448001	
	<b>5,129.44</b>				
<b>MORTON SALT INC</b>					
SALT PURCHASE THRU DUPG CO	1,694.78	01670200-53335	SALT	5401036988	20160021
SALT PURCHASE THRU DUPG CO	9,989.80	01670200-53335	SALT	5401038196	20160021
SALT PURCHASE THRU DUPG CO	37,253.60	01670200-53335	SALT	5401039092	20160021
	<b>48,938.18</b>				

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<b>MR SITCO</b>					
METER READINGS APRIL/2016	1,770.24	04103100-52221	UTILITY BILL PROCESSING	2016008	
METER READINGS APRIL/2016	1,770.24	04203100-52221	UTILITY BILL PROCESSING	2016008	
	<b>3,540.48</b>				
<b>MULTI PRINTING SOLUTIONS</b>					
DRIVER XCHANGE	297.93	01662600-53315	PRINTED MATERIALS	0255755	
STOP TICKETS	535.19	01662600-53315	PRINTED MATERIALS	0256396	
	<b>833.12</b>				
<b>MUNICIPAL GIS PARTNERS INC</b>					
MGP SERVICES MAR/16	11,394.39	01652800-52257	GIS SYSTEM	2951	
	<b>11,394.39</b>				
<b>N E M R T</b>					
EAGAN/ ZAKERSKI 1/4 -1/6 2016 TRNG	50.00	01662300-52223	TRAINING	202532	
MABBITT TRNG 11/14/2015	100.00	01662300-52223	TRAINING	202267	
MOZALEWSKI/ HECK TRNG 12/2 THRU 12/04 2015	100.00	01662700-52223	TRAINING	202438	
SPLIT - HECK TRNG	100.00	01662700-52223	TRAINING	202438	
SPLIT - ZAKERSKI TRNG	50.00	01662700-52223	TRAINING	202532	
	<b>400.00</b>				
<b>NAPA AUTO CENTER</b>					
ARMOR ALL WASH N WAX	13.98	01670200-53317	OPERATING SUPPLIES	346874	
	<b>13.98</b>				
<b>NAPCO STELL INC</b>					
HOT ROLLED SHEET	86.00	01696200-53354	PARTS PURCHASED	393156	
	<b>86.00</b>				
<b>NICOR</b>					
200 TUBEWAY DR SRV 02/28- 03/29	26.00	04101500-53230	NATURAL GAS	14309470202 3/29/16	
WELL#4 MAR/16	91.27	04201600-53230	NATURAL GAS	13811210007 4/8/16	
	<b>117.27</b>				
<b>NMI</b>					
GATEWAY FEES FEB/16	10.00	01610100-52256	BANKING SERVICES	255336731	
CC GATEWAY FEE MAR/2016	76.15	04103100-52221	UTILITY BILL PROCESSING	255704949	
CC GATEWAY FEE MAR/2016	76.15	04203100-52221	UTILITY BILL PROCESSING	255704949	
	<b>162.30</b>				

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<b>NORTHERN ILLINOIS TRAINING ADVISORY BOARD</b>					
TRAINING CLASS FEB/16 MABBITT	315.00	01662300-52223	TRAINING	1631	
	<u>315.00</u>				
<b>OFFICE DEPOT</b>					
BLACK TRIM	3.99	04200100-53314	OFFICE SUPPLIES	825887307001	
BUDGET COVERS	35.98	01610100-53317	OPERATING SUPPLIES	2201/3/6165	
MARKERS, SORTER	37.15	01670100-53314	OFFICE SUPPLIES	825887173001	
OFFICE SUPPLIES	11.24	01640100-53314	OFFICE SUPPLIES	829820949001	
OFFICE SUPPLIES	24.64	01662600-53314	OFFICE SUPPLIES	827387258002	
OFFICE SUPPLIES	34.99	01662600-53314	OFFICE SUPPLIES	8727387387002	
OFFICE SUPPLIES	42.77	01640100-53314	OFFICE SUPPLIES	829820893001	
OFFICE SUPPLIES	275.78	01662600-53314	OFFICE SUPPLIES	827387258001	
ORGANIZER	35.19	01690100-53314	OFFICE SUPPLIES	825887308001	
VARIOUS SUPPLIES	18.55	01670100-53314	OFFICE SUPPLIES	828576706001	
VARIOUS SUPPLIES	18.55	04200100-53314	OFFICE SUPPLIES	828576706001	
VARIOUS SUPPLIES	18.56	01690100-53314	OFFICE SUPPLIES	828576706001	
	<u>557.39</u>				
<b>OLD NAVY</b>					
JEANS/SHORTS-KEITH PAGLIA	178.70	01670100-53324	UNIFORMS	6760	
	<u>178.70</u>				
<b>OLD TIME POTTERY INC</b>					
VOL APPREC DINNER	25.18	01664773-53325	COMMUNITY RELATIONS	210758	
	<u>25.18</u>				
<b>PAHCS II</b>					
POST OFFER PHYSICALS	355.20	01600000-52225	EMPLOYMENT PHYSICALS	181977	
	<u>355.20</u>				
<b>PARTY CITY</b>					
DARE SUPPLIES	18.99	01664765-53325	COMMUNITY RELATIONS	5105/6/2	
	<u>18.99</u>				
<b>PETROLEUM TECHNOLOGIES EQUIPMENT INC</b>					
CHIP KEYS	104.40	01696200-53317	OPERATING SUPPLIES	16402	
	<u>104.40</u>				

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<b>POLLARDWATER.COM</b>					
1/4 NPT PRES SNUBBER	23.80	04201600-53317	OPERATING SUPPLIES	0037974	
CHLORA METER KIT	266.34	04201600-53317	OPERATING SUPPLIES	0037280	
CHLORA METER KIT	316.40	04201600-53331	CHEMICALS	0037286	
	<b>606.54</b>				
<b>PRACTICAL AMERICAN SAFETY SOLUTIONS LLC</b>					
OPER TRAINING-A OLSEN	150.00	01690100-52223	TRAINING	28995	
	<b>150.00</b>				
<b>RADCO COMMUNICATIONS INC</b>					
INSTALL NEW DOCK	35.70	01662700-52244	MAINTENANCE & REPAIR	81361	
	<b>35.70</b>				
<b>RAY O'HERRON CO</b>					
ANDREJEVIC	4.00	01662700-53324	UNIFORMS	1612456	
JUNGERS	22.94	01660100-53324	UNIFORMS	1611129	
KALINOWICZ	109.98	01662700-53324	UNIFORMS	1612934	
KALINOWICZ	169.99	01662700-53324	UNIFORMS	1611518	
MISCELLANEOUS	12.00	01662700-53324	UNIFORMS	1611133	
RODRIGUEZ	126.00	01662700-53324	UNIFORMS	1611519	
RODRIGUEZ	957.38	01662700-53324	UNIFORMS	1611131	
ZOCHERT	121.00	01660100-53324	UNIFORMS	1611130	
	<b>1,523.29</b>				
<b>RECRUITERBOX</b>					
SUBSCRIPT 2/23-3/23/16	90.00	01600000-52255	SOFTWARE MAINTENANCE	IN_7XOHLXAE	
	<b>90.00</b>				
<b>REFUNDS MISC</b>					
DOUBLE PYMNT VLG STK 30791/31043	20.00	01000000-42303	VEHICLE LICENSES	1215 EVERGREEN	
OVER PAID RENTAL LIC 3/31/16	75.00	01000000-42309	RENTAL LICENSING PROGRAM	455 DANBURY CT	
PD TWICE FOR 2016 BUSINESS LICENSE	25.00	01000000-42301	BUSINESS/MISC LICENSES	BUS LIC #2367	
PD TWICE ONLINE CITATION #233410	20.00	01000000-45402	ORDINANCE FORFEITS	486 MINNESOTA	
REFUND DUPL ONLINE PYMNT 11/21/15	100.00	01000000-45402	ORDINANCE FORFEITS	#232651	
	<b>240.00</b>				

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<b>REFUNDS W&amp;S FINALS</b>					
	19,550.67	04-12110	DAIEI W&S REFUND	20722	
	<u>19,550.67</u>				
<b>RESTAURANT-MASTERCARD</b>					
3-3-16 VB WORKSHOP MT	221.30	01520000-52222	MEETINGS	24-5	
CFMH FOOD	13.99	01664700-52222	MEETINGS	8575	
CPA DINNER	283.15	01664776-53325	COMMUNITY RELATIONS	233 3/17/16	
CPA DINNER	298.25	01664776-53325	COMMUNITY RELATIONS	220 2/25/16	
CPA FOOD	465.50	01664776-53325	COMMUNITY RELATIONS	00192	
LEAD HOMC INV TRNG COOPER 2/28/16	10.41	01662300-52223	TRAINING	2017/28	
LEAD HOMC INVEST TRNG COOPER 2/24/16	20.40	01662300-52223	TRAINING	D4Z415SN9S90	
MEAL FOR ORAL BOARDS	109.20	01510000-52228	PERSONNEL HIRING	974 3/9/16	
MEAL FOR ORAL BOARDS	224.80	01510000-52228	PERSONNEL HIRING	TR#6 REG 5	
STELMAR LUNCH ILEETA 3/17/16 TRNG	15.58	01660100-52223	TRAINING	8987	
STELMAR LUNCH ILEETA TRNG 3/17/16	14.13	01660100-52223	TRAINING	90006	
STELMAR LUNCH ILEETA TRNG 3/17/16	18.63	01660100-52223	TRAINING	1231	
STELMAR LUNCH ILEETA TRNG 3/17/16	24.19	01660100-52223	TRAINING	1960	
VB WORKSHOP 3-7-16	164.20	01520000-52222	MEETINGS	900-8	
VOL DINNER FOOD	911.52	01664773-53325	COMMUNITY RELATIONS	10638	
	<u>2,795.25</u>				
<b>RUBBER INC</b>					
DBL SEAL CAP	20.80	01696200-53317	OPERATING SUPPLIES	903150	
	<u>20.80</u>				
<b>RUEKERT &amp; MIELKE INC</b>					
ASSET/OPER'S MNGMT PROGM EVAL JAN-APRL	2,926.40	04201600-54480	CONSTRUCTION	114608	20160028
ASSET/OPER'S MNGMT PROGM EVAL JAN-APRL	2,926.40	11740000-55488	STORMWATER UTILITIES	114608	20160028
	<u>5,852.80</u>				
<b>RUSH TRUCK CENTERS</b>					
GAUGE	66.16	01696200-53354	PARTS PURCHASED	3001757084	
PARTS	38.46	01696200-53354	PARTS PURCHASED	3002089759	
PARTS	73.04	01696200-53354	PARTS PURCHASED	3002071930	
PARTS	73.04	01696200-53354	PARTS PURCHASED	3002089768	
PARTS	99.32	01696200-53354	PARTS PURCHASED	3002060533	



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PARTS	525.86	01696200-53354	PARTS PURCHASED	3002211310	
PARTS RETURN	-33.45	01696200-53354	PARTS PURCHASED	3002139572	
	<b>842.43</b>				
<b>SAFE STEP LLC</b>					
ZONE #1 SIDEWALK CUTTING	10,000.00	01670500-52272	PROPERTY MAINTENANCE	2449	
	<b>10,000.00</b>				
<b>SAINT CHARLES POLICE DEPARTMENT</b>					
SHOOTING RANGE MAY/2016 THRU APR/2017	1,000.00	01-13010	PRE-PAID ITEMS	IN3513	
	<b>1,000.00</b>				
<b>SERVICE COMPONENTS INC</b>					
CLEVIS PIN	58.45	01696200-53354	PARTS PURCHASED	85478	
SHROUD/TWR ASSY RTN	-28.72	01696200-53354	PARTS PURCHASED	84965CR	
	<b>29.73</b>				
<b>SNAP ON INDUSTRIAL</b>					
SCAN TOOL UPDATE	936.75	01696200-52284	EQUIPMENT MAINTENANCE	ARV28150887	
	<b>936.75</b>				
<b>SNI SOLUTIONS</b>					
SALT TREATMENT	9,750.00	01670200-53335	SALT	135920	
	<b>9,750.00</b>				
<b>SUBURBAN LABORATORIES INC</b>					
COLIFORM COMPLIANCE	402.00	04201600-52279	LAB SERVICES	131753	
	<b>402.00</b>				
<b>SUNRISE CHEVROLET</b>					
MOUNT	99.41	01696200-53354	PARTS PURCHASED	855083	
RETURN TANK/PIPE	-113.60	01696200-53354	PARTS PURCHASED	CM855172	
TANK, PIPE	113.60	01696200-53354	PARTS PURCHASED	855172	
	<b>99.41</b>				
<b>SURVEY MONKEY</b>					
SUBSC RNWL 3/4-4/3	24.00	01670100-52234	DUES & SUBSCRIPTIONS	26186938	
	<b>24.00</b>				

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<b>TELCOM INNOVATIONS GROUP LLC</b>					
PHONE SOFTWARE MAINT	975.00	01652800-52255	SOFTWARE MAINTENANCE	A47632Q	
	<u>975.00</u>				
<b>TERRACE SUPPLY COMPANY</b>					
FEB RENTAL	24.65	01696200-52264	EQUIPMENT RENTAL	00961516	
	<u>24.65</u>				
<b>THE DAVENPORT GROUP USA LTD</b>					
PERMIT SOFTWARE	11,460.00	01643700-52255	SOFTWARE MAINTENANCE	1603-ILCS-05	20160029
	<u>11,460.00</u>				
<b>THE MENS WEARHOUSE INC</b>					
CLOTH ALLOW-DUNTEMAN	312.50	01664700-53324	UNIFORMS	46192526825	
	<u>312.50</u>				
<b>THIRD MILLENIUUM ASSOCIATES INCORPORATED</b>					
E PAY SERVER FEE MAR/16	225.00	04103100-52221	UTILITY BILL PROCESSING	19269	
E PAY SERVER FEE MAR/16	225.00	04203100-52221	UTILITY BILL PROCESSING	19269	
WTR BILL PRINTING 3/30/16	1,272.97	04103100-52221	UTILITY BILL PROCESSING	19268	
WTR BILL PRINTING 3/30/16	1,272.97	04203100-52221	UTILITY BILL PROCESSING	19268	
	<u>2,995.94</u>				
<b>THOMAS EQUIPMENT</b>					
HOSE FOR INJECTION TOOL	111.34	04201600-53317	OPERATING SUPPLIES	31977	
	<u>111.34</u>				
<b>THUNDERBOLT CONSTRUCTION INC</b>					
ROOF RENOVATIONS 301 LIES RD	1,895.00	01680000-52244	MAINTENANCE & REPAIR	03/30/16	
	<u>1,895.00</u>				
<b>TRAFFIC CONTROL &amp; PROTECTION</b>					
SIGNS	998.35	01670300-53344	STREET SIGNS	86012	
STREET SIGNS	220.05	01670300-53344	STREET SIGNS	85876	
	<u>1,218.40</u>				
<b>TRANS UNION LLC</b>					
SRV 1/26-2/25	85.41	01662400-53330	INVESTIGATION FUND	02600612	
	<u>85.41</u>				

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<b>TRISOURCE SOLUTIONS LLC</b>					
TRISOURCE CC FEES MAR/16	1,425.46	04203100-52221	UTILITY BILL PROCESSING	INV 7823 MAR/16	
TRISOURCE CC FEES MAR/16	1,425.47	04103100-52221	UTILITY BILL PROCESSING	INV 7823 MAR/16	
TRISOURCE CC FEES MAR/16	371.51	04203100-52221	UTILITY BILL PROCESSING	INV 1420 MAR/16	
TRISOURCE CC FEES MAR/16	371.52	04103100-52221	UTILITY BILL PROCESSING	INV 1420 MAR/16	
	<b>3,593.96</b>				
<b>TWIST OFFICE PRODUCT</b>					
NAME PLATE PARISI	12.00	01520000-53314	OFFICE SUPPLIES	753636	
	<b>12.00</b>				
<b>TYCO INTEGRATED SECURITY LLC</b>					
1349 CHRGR ALARM 3/1-5/31	38.25	04100100-52234	DUES & SUBSCRIPTIONS	25923654	
	<b>38.25</b>				
<b>U S POSTMASTER</b>					
POSTAGE 3/29/16 WATER BILLS	2,263.82	04103100-52229	POSTAGE	INV 1529 3/29/16	
POSTAGE 3/29/16 WATER BILLS	2,263.82	04203100-52229	POSTAGE	INV 1529 3/29/16	
	<b>4,527.64</b>				
<b>ULINE SHIPPING SUPPLY SPECIALISTS</b>					
ANTISTATIC MAT	205.80	01620100-53317	OPERATING SUPPLIES	73785253	
	<b>205.80</b>				
<b>UNDERGROUND PIPE &amp; VALVE CO</b>					
PUMP CLEANER FOR INJECTOR	253.24	04201600-53331	CHEMICALS	P001606	
	<b>253.24</b>				
<b>UNIFIRST CORPORATION</b>					
MATS/TOWELS-2/23/16	17.40	01670100-53317	OPERATING SUPPLIES	1095511	
MATS/TOWELS-3/1/16	18.30	01670100-53317	OPERATING SUPPLIES	1097060	
MATS/TOWELS-3/15/16	18.30	01670100-53317	OPERATING SUPPLIES	1100185	
MATS/TOWELS-3/8/16	18.30	01670100-53317	OPERATING SUPPLIES	1098614	
UNIFORMS-2/23/16	32.71	01696200-52267	UNIFORM CLEANING	1095511	
UNIFORMS-3/1/16	33.76	01696200-52267	UNIFORM CLEANING	1097060	
UNIFORMS-3/15/16	27.61	01696200-52267	UNIFORM CLEANING	1100185	
UNIFORMS-3/8/16	27.61	01696200-52267	UNIFORM CLEANING	1098614	
WIPES-2/23/16	52.08	01696200-53317	OPERATING SUPPLIES	1095511	
WIPES-3/1/16	63.34	01696200-53317	OPERATING SUPPLIES	1097060	
WIPES-3/15/16	63.34	01696200-53317	OPERATING SUPPLIES	1100185	

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
WIPES-3/8/16	63.34	01696200-53317	OPERATING SUPPLIES	1098614	
	<b>436.09</b>				
<b>UNITED STATES POSTAL SERVICE</b>					
DUI KITS TO LAB	13.60	01662400-53317	OPERATING SUPPLIES	182 2/29/16	
DUI KITS TO LAB	13.60	01662400-53317	OPERATING SUPPLIES	936 3/9/16	
DUI KITS TO LAB	14.55	01662400-53317	OPERATING SUPPLIES	318 2/22/16	
PASSPORT 2/22/16	6.45	01610100-52229	POSTAGE	366302700	
PASSPORT 2/22/16	6.45	01610100-52229	POSTAGE	366316182	
PASSPORT 2/23/16	6.45	01610100-52229	POSTAGE	366378202	
PASSPORT 2/25/16	6.45	01610100-52229	POSTAGE	366613730	
PASSPORT 2/25/16	6.45	01610100-52229	POSTAGE	366687630	
PASSPORT 2/29/16	6.45	01610100-52229	POSTAGE	366928255	
PASSPORT 3/10/16	6.45	01610100-52229	POSTAGE	368050993	
PASSPORT 3/11/16	6.45	01610100-52229	POSTAGE	368102975	
PASSPORT 3/15/16	6.45	01610100-52229	POSTAGE	368459138	
PASSPORT 3/17/16	6.45	01610100-52229	POSTAGE	368701236	
PASSPORT 3/18/16	6.45	01610100-52229	POSTAGE	368789834	
PASSPORT 3/2/16	6.45	01610100-52229	POSTAGE	367253346	
PASSPORT 3/3/16	6.45	01610100-52229	POSTAGE	367060041	
PASSPORT 3/4/16	6.45	01610100-52229	POSTAGE	367427983	
PASSPORT 3/7/16	6.45	01610100-52229	POSTAGE	367607108	
PASSPORT 3/8/16	6.45	01610100-52229	POSTAGE	367774674	
PASSPORT 3/9/16	6.45	01610100-52229	POSTAGE	367929921	
POSTAGE	3.94	04100100-52229	POSTAGE	947 3/9	
	<b>155.34</b>				
<b>UPS GROUND SERVICE</b>					
RADAR RPR SHPMNT 2/25	11.30	01662700-53317	OPERATING SUPPLIES	95105059	
	<b>11.30</b>				
<b>USA BLUE BOOK</b>					
SMALL EQ.	649.05	01643700-53350	SMALL EQUIPMENT EXPENSE	888259	
	<b>649.05</b>				
<b>VERMEER ILLINOIS</b>					
SEAL, BEARING, CUP, CONE	146.66	01696200-53354	PARTS PURCHASED	P99582	
	<b>146.66</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>VILLAGE OF CAROL STREAM</b>					
245 KUHN RD SRV 02/05 -03/05	43.94	04101500-53220	WATER	1064668/20872	
CS TREATMENT WTR 02/05- 03/05 2016	6.40	04101500-53220	WATER	1064667/20871	
N GARAGE WTR 02/05 - 03/04 2016	419.61	01670100-53220	WATER	1064670/20874	
PWKS CTR WTR 02/05 -03/04 2016	68.85	01670100-53220	WATER	1064671/20875	
TC FOUNTAIN 02/06 -03/05 2016	5.12	01680000-53220	WATER	1064674/20878	
VLG HALL 02/06 -03/05	233.84	01680000-53220	WATER	1064672/20876	
	<b>777.76</b>				
<b>VISU SEWER OF ILLINOIS LLC</b>					
SANITARY SEWER I&I REHAB	19,740.90	04101500-52244	MAINTENANCE & REPAIR	7236	20160001
	<b>19,740.90</b>				
<b>VON MAUR</b>					
CLOTH ALLOW-DUNTEMAN	79.00	01664700-53324	UNIFORMS	2376	
	<b>79.00</b>				
<b>WAL MART</b>					
DARE FOOD	86.54	01664765-53325	COMMUNITY RELATIONS	05059	
	<b>86.54</b>				
<b>WATER ENVIRONMENT FEDERATION</b>					
REFERENCE MATERIAL	111.00	01620100-53317	OPERATING SUPPLIES	9000380915	
	<b>111.00</b>				
<b>WESTERN REMAC INC</b>					
YOUTH HARD HAT DECALS	32.00	01670100-52274	COMMUNITY SERVICE PROGRAMS	49857	
YOUTH HARD HAT DECALS	32.00	04100100-52274	COMMUNITY SERVICE PROGRAMS	49857	
YOUTH HARD HAT DECALS	32.00	04200100-52274	COMMUNITY SERVICE PROGRAMS	49857	
	<b>96.00</b>				
<b>WESTMORE SUPPLY CO</b>					
CONCRETE	708.00	01670500-53317	OPERATING SUPPLIES	R88144	
	<b>708.00</b>				

**Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016**

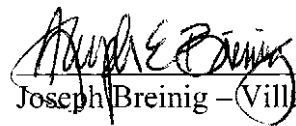
<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
<b>WHEATON MULCH INC</b>					
TOP SOIL	120.00	01670500-53317	OPERATING SUPPLIES	16-0213	
	<u>120.00</u>				
<b>WINTER EQUIPMENT COMPANY INC</b>					
CURB GUARD	1,527.59	01696200-53354	PARTS PURCHASED	IV29842	
INSERT BLADE	1,205.56	01696200-53354	PARTS PURCHASED	IV29854	
	<u>2,733.15</u>				
<b>XEROX CAPITAL SERVICES LLC</b>					
ADM COPIER MTC MARCH/2016	1,452.61	01590000-52231	COPY EXPENSE	083980414	
	<u>1,452.61</u>				
<b>ZIEBELL WATER SERVICE PRODUCTS INC</b>					
AUX VALVE ADAPTERS	468.54	04201600-53317	OPERATING SUPPLIES	232579-000	
	<u>468.54</u>				
<b>GRAND TOTAL</b>	<u><u><b>\$496,393.17</b></u></u>				

Village of Carol Stream  
Schedule of Bills  
For Village Board Approval on April 18, 2016

<u>Vendor / Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Account Description</u>	<u>Invoice No.</u>	<u>Purchase Order</u>
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The preceding list of bills payable totaling \$496,393.17 was reviewed and approved for payment.

**Approved by:**

  
\_\_\_\_\_  
Joseph Breinig - Village Manager

**Date:** 4/15/16

**Authorized by:**

\_\_\_\_\_  
Frank Saverino Sr - Mayor

\_\_\_\_\_  
Laura Czarnecki- Village Clerk



**ADDENDUM WARRANTS**  
**April 5, 2016 thru April 18, 2016**

Fund	Check #	Vendor	Description	Amount
General	A C H	Wheaton Bank & Trust	Payroll Mar 28, 2015 thru April 10, 2016	462,508.04
Water & Sewer	A C H	Wheaton Bank & Trust	Payroll Mar 28, 2015 thru April 10, 2016	<u>40,605.92</u>
				<u><u>503,113.96</u></u>

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2016

By: \_\_\_\_\_  
Frank Saverino Sr - Mayor

\_\_\_\_\_  
Laura Czarnecki - Village Clerk

Village of Carol Stream  
General Fund Budget Summary  
For the Month Ended March 31, 2016

	MONTH				YTD				BUDGET				
	Last Year Mar	Current Year Mar	Monthly Variance \$ %		Last Year YTD	Current Year YTD	YTD Variance \$ %		Annual Budget	YTD Budget	YTD Actual	Variance \$ %	
<b>REVENUES</b>													
Sales Tax	\$ 680,565	\$ 636,825	(43,741)	-6%	\$ 5,926,211	\$ 6,583,231	657,020	11%	\$ 6,710,000	\$ 6,186,474	\$ 6,583,231	396,756	6%
Home Rule Sales Tax	420,090	368,507	(51,583)	-12%	3,577,474	3,799,032	221,558	6%	3,960,000	3,651,034	3,799,032	147,998	4%
State Income Tax	210,553	248,360	37,808	18%	3,458,810	3,847,805	388,995	11%	3,881,000	3,482,770	3,847,805	365,036	10%
Utility Tax - Electricity	158,445	152,130	(6,315)	-4%	1,733,806	1,703,512	(30,294)	-2%	1,850,000	1,706,051	1,703,512	(2,539)	0%
Telecommunications Tax	102,245	126,083	23,838	23%	1,139,034	1,158,470	19,436	2%	1,210,000	1,114,001	1,158,470	44,469	4%
Fines (Court, Ord., ATLE, Towing)	145,509	128,211	(17,298)	-12%	1,434,778	1,461,181	26,403	2%	1,625,000	1,501,063	1,461,181	(39,882)	-3%
Natural Gas Use Tax	98,876	89,244	(9,632)	-10%	528,850	444,078	(84,772)	-16%	570,000	481,153	444,078	(37,075)	-8%
Other Taxes (Use, Hotel, PPRT Real Estate, Road & Bridge)	193,846	190,570	(3,276)	-2%	2,108,434	2,344,635	236,201	11%	2,298,500	2,134,759	2,344,635	209,875	10%
Licenses (Vehicle, Liquor, etc.)	27,190	30,230	3,040	11%	514,928	494,308	(20,620)	-4%	601,500	486,592	494,308	7,716	2%
Cable Franchise Fees	-	-	-	0%	456,407	577,693	121,285	27%	650,000	595,833	577,693	(18,141)	-3%
Building Permits	43,947	56,235	12,288	28%	457,250	649,390	192,140	42%	522,500	470,000	649,390	179,390	38%
Fees for Services	52,627	43,009	(9,618)	-18%	521,536	675,052	153,516	29%	609,500	572,858	675,052	102,194	18%
Interest Income	196	3,297	3,101	1579%	(275,372)	12,613	287,984	-105%	5,000	4,583	12,613	8,030	175%
All Other / Miscellaneous	70,547	52,160	(18,388)	-26%	638,637	633,742	(4,896)	-1%	1,189,000	1,083,000	633,742	(449,258)	-41%
<b>Revenue Totals</b>	<b>2,204,638</b>	<b>2,124,862</b>	<b>(79,776)</b>	<b>-4%</b>	<b>22,220,784</b>	<b>24,384,741</b>	<b>2,163,957</b>	<b>10%</b>	<b>25,682,000</b>	<b>23,470,173</b>	<b>24,384,741</b>	<b>914,568</b>	<b>4%</b>
<b>EXPENDITURES</b>													
Fire & Police Commission	21	898	877	4280%	20,113	29,108	8,995	45%	28,011	25,674	29,108	3,434	13%
Legislative Board	2,805	14,500	11,694	417%	113,706	85,635	(28,071)	-25%	141,878	135,691	85,635	(50,056)	-37%
Plan Commission & ZBA	60	159	99	165%	2,358	3,603	1,244	53%	5,243	4,807	3,603	(1,204)	-25%
Legal Services	23,788	9,050	(14,738)	-62%	242,156	239,774	(2,382)	-1%	320,000	293,337	239,774	(53,563)	-18%
Village Clerk	2,211	2,476	264	12%	32,280	29,264	(3,016)	-9%	38,874	35,811	29,264	(6,548)	-18%
Administration	72,703	62,721	(9,982)	-14%	884,287	841,560	(42,727)	-5%	921,723	854,021	841,560	(12,461)	-1%
Employee Relations	18,183	19,113	930	5%	235,385	229,860	(5,525)	-2%	310,225	285,848	229,860	(55,987)	-20%
Financial Management	63,922	61,159	(2,763)	-4%	786,977	727,549	(59,428)	-8%	872,540	807,542	727,549	(79,993)	-10%
Engineering Services	65,633	89,904	24,271	37%	929,809	940,511	10,701	1%	1,198,002	1,103,399	940,511	(162,889)	-15%
Community Development	62,302	89,077	26,775	43%	799,546	800,152	606	0%	1,111,988	1,024,157	800,152	(224,005)	-22%
Information Services	33,604	54,009	20,405	61%	432,140	646,132	213,992	50%	972,291	893,184	646,132	(247,052)	-28%
Police	929,529	962,771	33,242	4%	12,049,423	12,060,042	10,619	0%	13,763,102	12,747,369	12,060,042	(687,327)	-5%
Public Works	352,242	452,360	100,118	28%	3,323,564	3,145,853	(177,711)	-5%	3,825,460	3,543,098	3,145,853	(397,245)	-11%
Municipal Building	34,812	28,505	(6,307)	-18%	367,297	312,461	(54,836)	-15%	754,728	524,470	312,461	(212,008)	-40%
Municipal Garage	173	7,441	7,269	4212%	53,636	6,211	(47,425)	-88%	-	-	6,211	6,211	100%
Transfers and Agreements	107,845	162,206	54,361	50%	564,421	489,802	(74,619)	-13%	1,375,000	520,000	489,802	(30,198)	-6%
Town Center	-	50	50	100%	45,970	41,348	(4,622)	-10%	42,935	42,935	41,348	(1,587)	-4%
<b>Expenditure Totals</b>	<b>1,769,832</b>	<b>2,016,398</b>	<b>246,566</b>	<b>14%</b>	<b>20,883,069</b>	<b>20,628,864</b>	<b>(254,205)</b>	<b>-1%</b>	<b>25,682,000</b>	<b>22,841,344</b>	<b>20,628,864</b>	<b>(2,212,480)</b>	<b>-10%</b>
<b>Net Increase / (Decrease)</b>	<b>434,806</b>	<b>108,464</b>	<b>(326,342)</b>		<b>1,337,714</b>	<b>3,755,877</b>	<b>2,418,162</b>		<b>-</b>	<b>628,828</b>	<b>3,755,877</b>	<b>3,127,048</b>	

Village of Carol Stream  
**Water and Sewer Fund Budget Summary**  
For the Month Ended March 31, 2016

	MONTH				YTD				BUDGET				
	Last Year Mar	Current Year Mar	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance	
			\$	%			\$	%				\$	%
<b>REVENUES</b>													
Water Billings	\$ 559,278	\$ 535,594	(23,684)	-4%	\$ 6,013,533	\$ 6,578,695	565,163	9%	\$ 6,750,000	\$ 6,178,239	\$ 6,578,695	400,456	6%
Sewer Billings	206,503	194,548	(11,955)	-6%	2,158,626	2,475,171	316,544	15%	2,550,000	2,362,827	2,475,171	112,343	5%
Penalties/Admin Fees	14,104	12,528	(1,576)	-11%	153,468	171,989	18,521	12%	164,000	150,333	171,989	21,655	14%
Connection/Expansion Fees	-	14,975	14,975	100%	136,595	84,063	(52,532)	-38%	93,000	85,250	84,063	(1,187)	-1%
Interest Income	174	2,797	2,623	1503%	(343,640)	11,325	354,965	-103%	14,000	12,833	11,325	(1,508)	-12%
Rental Income	12,778	14,984	2,206	17%	167,494	169,786	2,291	1%	100,000	91,667	169,786	78,119	85%
All Other / Miscellaneous	1,707	2,621	914	54%	102,416	116,058	13,642	13%	92,000	89,333	116,058	26,725	30%
<b>Revenue Totals</b>	<b>794,545</b>	<b>778,048</b>	<b>(16,497)</b>	<b>-2%</b>	<b>8,388,492</b>	<b>9,607,087</b>	<b>1,218,595</b>	<b>15%</b>	<b>9,763,000</b>	<b>8,970,483</b>	<b>9,607,087</b>	<b>636,604</b>	<b>7%</b>
<b>EXPENDITURES</b>													
Salaries & Benefits	97,199	91,702	(5,497)	-6%	1,100,534	1,138,830	38,296	3%	1,318,433	1,217,015	1,138,830	(78,185)	-6%
Purchase of Water	457,918	448,552	(9,366)	-2%	4,607,095	5,193,854	586,759	13%	5,655,000	5,131,990	5,193,854	61,864	1%
WRC Operating Contract	132,687	136,668	3,981	3%	1,638,295	1,704,194	65,899	4%	1,765,013	1,617,929	1,704,194	86,266	5%
Maintenance & Operating	52,542	100,401	47,858	91%	854,685	1,489,232	634,548	74%	1,645,616	1,508,481	1,489,232	(19,249)	-1%
IEPA Loan P&I	214,325	214,325	-	0%	428,650	428,650	-	0%	428,650	428,650	428,650	0	0%
DWC Loan P&I	-	-	-	0%	60,814	59,833	(981)	-2%	59,834	59,834	59,833	(1)	0%
Capital Outlay	169,670	-	(169,670)	-100%	1,348,723	1,043,427	(305,296)	-23%	3,729,000	3,729,000	1,043,427	(2,685,573)	-72%
<b>Expenditure Totals</b>	<b>1,124,342</b>	<b>991,648</b>	<b>(132,694)</b>	<b>-12%</b>	<b>10,038,797</b>	<b>11,058,021</b>	<b>1,019,225</b>	<b>10%</b>	<b>14,601,546</b>	<b>13,692,899</b>	<b>11,058,021</b>	<b>(2,634,877)</b>	<b>-19%</b>
<b>Net Increase / (Decrease)</b>	<b>(329,797)</b>	<b>(213,600)</b>	<b>116,198</b>		<b>(1,650,305)</b>	<b>(1,450,934)</b>	<b>199,370</b>		<b>(4,838,546)</b>	<b>(4,722,415)</b>	<b>(1,450,934)</b>	<b>3,271,481</b>	

Village of Carol Stream  
**Capital Budget Summary**  
For the Month Ended March 31, 2016

	MONTH				YTD				BUDGET*		
	Last Year Mar	Current Year Mar	Monthly Variance \$ %		Last Year YTD	Current Year YTD	YTD Variance \$ %		Annual Budget	YTD Actual	% of Total
<b>CAPITAL PROJECTS FUND</b>											
<b>REVENUES</b>											
Capital Grants	\$ 53,474	\$ 1,536	(51,938)	-97%	\$ 135,950	\$ 28,654	(107,296)	-79%	\$ 730,000	\$ 28,654	4%
Interest Income	292	4,164	3,872	1325%	(142,858)	17,773	160,631	-112%	15,000	17,773	118%
All Other / Miscellaneous	369	-	(369)	-100%	64,655	20,605	(44,050)	-68%	346,000	20,605	6%
<b>Revenue Totals</b>	<b>54,135</b>	<b>5,700</b>	<b>(48,435)</b>	<b>-89%</b>	<b>57,747</b>	<b>67,032</b>	<b>9,285</b>	<b>16%</b>	<b>1,091,000</b>	<b>67,032</b>	<b>6%</b>
<b>EXPENDITURES</b>											
Roadway Improvements	28,862	4,287	(24,575)	-85%	4,156,990	3,538,907	(618,082)	-15%	4,650,000	3,538,907	76%
Facility Improvements	-	-	-	0%	-	84,789	84,789	100%	90,000	84,789	94%
Stormwater Improvements	7,000	-	(7,000)	-100%	7,000	16,246	9,246	132%	507,000	16,246	3%
Miscellaneous	205	2,153	1,948	950%	205	14,499	14,294	6972%	5,000	14,499	290%
<b>Expenditure Totals</b>	<b>36,067</b>	<b>6,439</b>	<b>(29,628)</b>	<b>-82%</b>	<b>4,164,195</b>	<b>3,654,441</b>	<b>(509,754)</b>	<b>-12%</b>	<b>5,252,000</b>	<b>3,654,441</b>	<b>70%</b>
<b>Net Increase / (Decrease)</b>	<b>18,068</b>	<b>(740)</b>	<b>(18,808)</b>	<b>-104%</b>	<b>(4,106,448)</b>	<b>(3,587,409)</b>	<b>519,039</b>	<b>-13%</b>	<b>(4,161,000)</b>	<b>(3,587,409)</b>	<b>86%</b>
<b>MFT FUND</b>											
<b>REVENUES</b>											
Motor Fuel Tax Allotments	\$ 71,341	\$ 87,242	15,901	22%	\$ 1,271,277	\$ 942,716	(328,562)	-26%	\$ 966,000	\$ 942,716	98%
Interest Income	46	928	882	1913%	(10,857)	3,575	14,432	-133%	500	3,575	715%
<b>Revenue Totals</b>	<b>71,387</b>	<b>88,171</b>	<b>16,783</b>	<b>24%</b>	<b>1,260,420</b>	<b>946,291</b>	<b>(314,130)</b>	<b>-25%</b>	<b>966,500</b>	<b>\$ 946,291</b>	<b>98%</b>
<b>EXPENDITURES</b>											
Street Resurfacing - Capital	-	-	-	0%	-	-	-	0%	-	-	0%
Crack Filling	-	-	-	0%	163,318	99,641	(63,677)	-39%	135,000	99,641	74%
<b>Expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>163,318</b>	<b>99,641</b>	<b>(63,677)</b>	<b>100%</b>	<b>135,000</b>	<b>99,641</b>	<b>74%</b>
<b>Net Increase / (Decrease)</b>	<b>71,387</b>	<b>88,171</b>	<b>16,783</b>	<b>24%</b>	<b>1,097,102</b>	<b>846,650</b>	<b>(250,453)</b>	<b>-23%</b>	<b>831,500</b>	<b>846,650</b>	<b>102%</b>

\* 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 March 31, 2016

	MONTH				YTD				BUDGET					
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance		
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%	
<b>GENEVA CROSSING TIF</b>														
<b>REVENUES</b>														
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 414,985	\$ 418,531	\$ 3,546	1%	\$ 475,000	\$ 475,000	\$ 418,531	\$ (56,469)	-12%	
Interest Income	8	14	6	72%	183	176	(7)	-4%	200	183	176	(7)	-4%	
Village Contribution	-	-	-	0%	83,794	37,362	(46,432)	-55%	55,000	55,000	37,362	(17,638)	-32%	
<b>Revenue Totals</b>	<b>8</b>	<b>14</b>	<b>6</b>	<b>72%</b>	<b>498,962</b>	<b>456,069</b>	<b>(42,893)</b>	<b>-9%</b>	<b>530,200</b>	<b>530,183</b>	<b>456,069</b>	<b>(74,115)</b>	<b>-14%</b>	
<b>EXPENDITURES</b>														
Principal Retirement	-	-	-	0%	1,270,000	1,140,000	(130,000)	-10%	265,000	265,000	1,140,000	875,000	330%	
Interest Expense	-	-	-	0%	116,960	54,480	(62,480)	-53%	54,480	54,480	54,480	-	0%	
Paying Agent Fees/Legal	-	330	330	100%	3,656	4,417	761	21%	3,500	3,500	4,417	917	26%	
<b>Expenditure Totals</b>	<b>-</b>	<b>330</b>	<b>330</b>	<b>100%</b>	<b>1,390,616</b>	<b>1,198,897</b>	<b>(191,720)</b>	<b>-14%</b>	<b>322,980</b>	<b>322,980</b>	<b>1,198,897</b>	<b>875,917</b>	<b>271%</b>	
<b>Net Increase / (Decrease)</b>	<b>8</b>	<b>(316)</b>	<b>(324)</b>	<b>-4012%</b>	<b>(891,654)</b>	<b>(742,828)</b>	<b>148,826</b>	<b>-17%</b>	<b>207,220</b>	<b>207,203</b>	<b>(742,828)</b>	<b>(950,031)</b>	<b>-459%</b>	

**NORTH/SCHMALE TIF**

<b>REVENUES</b>														
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 14,757	\$ 14,477	\$ (280)	-2%	\$ 14,000	\$ 14,000	\$ 14,477	\$ 477	3%	
Sales Taxes	22,602	32,011	9,409	42%	22,602	91,482	68,880	305%	120,000	120,000	91,482	(28,518)	-24%	
Interest Income	0	10	9	1927%	2	58	55	2448%	-	-	58	58	100%	
Village Contribution	1,476	-	(1,476)	-100%	1,476	1,448	(28)	-2%	-	-	1,448	1,448	100%	
<b>Revenue Totals</b>	<b>24,078</b>	<b>32,021</b>	<b>7,942</b>	<b>33%</b>	<b>38,837</b>	<b>107,465</b>	<b>68,628</b>	<b>177%</b>	<b>134,000</b>	<b>134,000</b>	<b>107,465</b>	<b>(26,535)</b>	<b>-20%</b>	
<b>EXPENDITURES</b>														
Legal Fees	-	-	-	0%	1,778	738	(1,040)	-58%	4,000	3,663	738	(2,925)	-80%	
Consulting Fees	-	-	-	0%	438	-	(438)	-100%	2,000	2,000	-	(2,000)	-100%	
Other Expenses	-	-	-	0%	-	82,074	82,074	100%	151,000	151,000	82,074	(68,926)	-46%	
<b>Expenditure Totals</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0%</b>	<b>2,215</b>	<b>82,812</b>	<b>80,596</b>	<b>3638%</b>	<b>157,000</b>	<b>156,663</b>	<b>82,812</b>	<b>(73,851)</b>	<b>-47%</b>	
<b>Net Increase / (Decrease)</b>	<b>24,078</b>	<b>32,021</b>	<b>7,942</b>		<b>36,622</b>	<b>24,653</b>	<b>(11,969)</b>		<b>(23,000)</b>	<b>(22,663)</b>	<b>24,653</b>	<b>47,316</b>		

Village of Carol Stream  
**Police Pension Fund Budget Summary**  
For the Month Ended March 31, 2016

POLICE PENSION FUND	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Mar	Mar	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
<b>REVENUES</b>													
Investment Income	\$ 624,723	\$ 120,221	\$ (504,503)	-81%	\$ 2,704,023	\$ (1,491,474)	\$ (4,195,497)	-155%	\$ 3,300,100	\$ 3,025,092	\$ (1,491,474)	\$ (4,516,565)	-149%
Employee Contributions	41,962	41,132	(831)	-2%	496,253	500,837	4,584	1%	570,000	526,154	500,837	(25,317)	-5%
Village Contribution	137,653	142,162	4,510	3%	1,514,178	1,563,782	49,605	3%	1,705,946	1,563,782	1,563,782	-	0%
Other Revenues	-	-	-	0%	121,372	33,582	(87,790)	-72%	-	-	33,582	33,582	100%
<b>Revenue Totals</b>	<b>804,338</b>	<b>303,514</b>	<b>(500,824)</b>	<b>-62%</b>	<b>4,835,825</b>	<b>606,727</b>	<b>(4,229,099)</b>	<b>-87%</b>	<b>5,576,046</b>	<b>5,115,028</b>	<b>606,727</b>	<b>(4,508,301)</b>	<b>-88%</b>
<b>EXPENDITURES</b>													
Investment and Admin Fees	1,781	1,508	(273)	-15%	271,849	101,867	(169,982)	-63%	150,000	137,500	101,867	(35,633)	-26%
Participant Benefit Payments	168,575	190,163	21,588	13%	1,762,180	1,983,988	221,808	13%	2,235,500	2,022,018	1,983,988	(38,030)	-2%
<b>Expenditure Totals</b>	<b>170,356</b>	<b>191,671</b>	<b>21,315</b>	<b>13%</b>	<b>2,034,030</b>	<b>2,085,855</b>	<b>51,826</b>	<b>3%</b>	<b>2,385,500</b>	<b>2,159,518</b>	<b>2,085,855</b>	<b>(73,663)</b>	<b>-3%</b>
<b>Net Increase / (Decrease)</b>	<b>633,982</b>	<b>111,843</b>	<b>(522,139)</b>		<b>2,801,796</b>	<b>(1,479,129)</b>	<b>(4,280,924)</b>		<b>3,190,546</b>	<b>2,955,510</b>	<b>(1,479,129)</b>	<b>(4,434,638)</b>	

Village of Carol Stream  
**Schedule of Cash and Investment Balances**  
 March 31, 2016

FUND	CASH	INVESTMENTS	TOTAL CASH & INVESTMENTS	LAST YEAR 3/31/2015
GENERAL FUND	\$ 1,063,051.54	\$ 15,739,577.36	\$ 16,802,628.90	\$ 14,412,438.77
WATER & SEWER FUND	877,470.51	11,334,233.25	12,211,703.76	13,222,917.16
CAPITAL PROJECTS FUND	-	18,418,944.81	18,418,944.81	19,883,557.64
MFT FUND	-	4,124,371.31	4,124,371.31	3,240,354.25
GENEVA CROSSING TIF FUND	326,633.26	-	326,633.26	1,069,778.09
NORTH/SCHMALE TIF FUND	-	66,145.55	66,145.55	40,753.90
POLICE PENSION FUND	477,461.92	39,555,485.65	40,032,947.57	41,558,250.57
<b>TOTAL</b>	<u>\$ 2,744,617.23</u>	<u>\$ 89,238,757.93</u>	<u>\$ 91,983,375.16</u>	<u>\$ 93,428,050.38</u>