

Village of Carol Stream

BOARD MEETING

AGENDA

March 16, 2015

7:30 PM

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 March 2, 2015 Village Board Meeting.
2. Approval but not Release of the Executive Session Minutes of the March 2, 2015 Village Board Meeting.

C. LISTENING POST:

1. Certificate of Appreciation from the Carol Stream Police Department regarding a February 8, 2015 incident.
2. Year of the Volunteer Spotlight: Sandy Gbur, Rotary President and Executive Director of WDSRA.
3. Proclamation Designating March 15th - March 21st Flood Safety Awareness Week.
4. Proclamation Celebrating Earth Hour 2015.
5. Addresses from Audience (3 Minutes).

D. PUBLIC HEARINGS:

E. SELECTION OF CONSENT AGENDA:

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

F. BOARD AND COMMISSION REPORTS:

G. OLD BUSINESS:

H. STAFF REPORTS AND RECOMMENDATIONS:

1. Motion to Waive Competitive Bidding and approve the Purchase of iRecord Anywhere Video Recording System. *Staff recommends waiving competitive bidding and approve the purchase of iRecord System from Word Systems and the four one-time licensing fees for \$26,370.00, using the Federal Equitable Share Fund.*
2. Motion to Award a Contract to Beary Landscape Management in the amount of \$110,778.00 for Landscape Maintenance Services for the Period May 1, 2015, through April 30, 2016. *Staff recommends approval of a contract with Beary Landscape Management for landscape maintenance services.*
3. Motion to Waive Competitive Bidding and Approve the Purchase of ITRON Equipment and Related Supplies from Midwest Meter in the amount of \$28,582.00. *Staff recommends waiving competitive bidding and approve the purchase of ITRON equipment and related supplies from Midwest Meter.*

I. ORDINANCES:

J. RESOLUTIONS:

1. Resolution No. _____ Urging the Governor and General Assembly to Protect Full Funding of Local Government Distributive Fund Revenues. *Staff recommends urging the Governor and General Assembly to provide full funding of the Local Government Distributive Fund to Local Governments.*
2. Resolution No. _____ Authorizing the execution of an IDOT Construction Engineering Services Agreement for Federal Participation with regard to Construction Services for Kuhn Road LAFO. *Staff recommends that the Phase III Construction Management Consultant contract be awarded to TranSystems Corporation in the amount of \$35,928.43.*
3. Resolution No. _____ Declaring Surplus Property Owned by the Village of Carol Stream. *Staff recommends approval of declaring a 2009 Ford Crown Victoria as surplus and authorize its auction through Insurance Auto Auction Inc.*
4. Resolution No. _____, Declaring Surplus Property owned by the Village of Carol Stream. *Staff recommends declaring two light bars, a bumper, and miscellaneous parts surplus for sale or disposal located in the Public Works Department.*

K. NEW BUSINESS:

1. Raffle License Application-Carol Stream Chamber of Commerce. *Request for a raffle license approval and fee waiver for their St. Patrick's Day Reverse Raffle held on March 11, 2015.*

L. PAYMENT OF BILLS:

1. Regular Bills: March 2, 2015 through March 15, 2015.
2. Addendum Warrants: March 2, 2015 through March 15, 2015.

M. REPORT OF OFFICERS:

1. Mayor:
2. Trustees:
3. Clerk:
4. Treasurer's Report: Revenue / Expenditure Statements and Balance Sheet for the Month Ended February 28, 2015

N. EXECUTIVE SESSION:

O. ADJOURNMENT:

LAST ORDINANCE 2015-03-03
NEXT ORDINANCE 2015-03-04

LAST RESOLUTION 2779
NEXT RESOLUTION 2780

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

March 2, 2015

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

Present: Mayor Frank Saverino, Sr. and Trustees John LaRocca, Rick Gieser, Mary Frusolone, and Don Weiss

Absent: Trustees Greg Schwarze and Matt McCarthy

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

*All persons physically present at meeting unless noted otherwise

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

MINUTES:

Trustee Frusolone moved and Trustee LaRocca made the second to approve the Minutes of the February 17, 2015 Special Meeting of the Village Board. The results of the roll call vote were as follows:

Ayes: 3 Trustees LaRocca, Gieser and Frusolone

Abstain: 1 Trustee Weiss

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

Trustee Gieser moved and Trustee Frusolone made the second to approve the Minutes of the February 17, 2015 Village Board Meeting. The results of the roll call vote were as follows:

Ayes: 3 Trustees LaRocca, Gieser and Frusolone

Abstain: 1 Trustee Weiss

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

Trustee LaRocca moved and Trustee Frusolone made the second to approve but not release the Minutes of the February 17, 2015 Executive Session Meeting of Village Board. The results of the roll call vote were as follows:

Ayes: 3 Trustees LaRocca, Gieser and Frusolone

Abstain: 1 Trustee Weiss

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

LISTENING POST:

- a. Year of the Volunteer Spotlight: Mary Heitert, President, Carol Stream Chamber of Commerce.

Trustee Gieser introduced Mary Heitert, President of the Carol Stream Chamber of Commerce. Mary read the Chamber of Commerce Mission Statement and described the benefits of Chamber membership. Chamber of Commerce Director Luanne Triolo talked about the various chamber events.

- b. Addresses from Audience

a. Martin McManamon, Highway Commissioner of Wayne Township talked about bike plans. A Representative will come before the Village Board in the coming weeks to seek support.

PUBLIC HEARINGS:

CONSENT AGENDA:

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

Ayes: 4 Trustees LaRocca, Gieser, Frusolone and Weiss

Nays: 0

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

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

Ayes: 4 Trustees LaRocca, Gieser, Frusolone and Weiss

Nays: 0

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

1. Plan Commission: (a) #14213 Village of Carol Stream-Zoning Code Text Amendment-Limited Outdoor Seating; (b) #15016 Village of Carol Stream-2015 Official Zoning Map; (c) #15027 Village of Carol Stream/870 W. Army Trail Road-Termination of Special Use Permits.
2. Motion to authorize the Village Manager to Enroll the Village in Energy Curtailment Specialists Power Pay Program.
3. 2015 Flexible Pavement Project Award of Contract.
4. Motion to Waive Competitive Bidding and Approve Purchase of Large Water Meters.
5. Ordinance No. 2015-03-02 amending Chapter 16 of the Municipal Code of the Village of Carol Stream (Zoning Code).
6. Ordinance No. 2015-03-03 terminating Special Use Permits for Automobile Service and Automobile Laundry (870 W. Army Trail Road).
7. Resolution No. 2777 authorizing the execution of an Agreement for Regulation of Parking of Motor Vehicles and Traffic at the Wellington Place Apartment Complex.
8. Resolution No. 2778 waiving the thirty day notice requirement for prepayment of the Village of Carol Stream Industrial Revenue Project Bonds (Metals Technology Corporation Project) and authorizing the Mayor to execute certain documents as are necessary to allow for such prepayment and releasing the Village's interest in such project.
9. Resolution 2779 authorizing the Execution of the Official Zoning Map of the Village of Carol Stream.
10. Raffle License Application-Carol Stream Rotary Club.
11. Sound Amplification Permit-Bud's Run 5K.
12. Raffle License Application-Corpus Christi Catholic Church.
13. Payment of Regular & Addendum Warrant of Bills

Trustee Frusolone moved and Trustee LaRocca 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: 4 Trustees LaRocca, Gieser, Frusolone and Weiss

Nays: 0

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

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

Plan Commission:

- a. **#14213-Village of Carol Stream – 500 N. Gary Avenue**
Zoning Code Text Amendment-Limited Outdoor Seating
Recommended Approval 3-2
A text amendment to Article 9 of the Zoning Code to add a new Section 16-9-2(B)(20) and amend Section 16-9-3(C) to allow limited outdoor seating accessory to a permitted use.
The Village Board concurred with Plan Commission recommendations.

- b. **#15016-Village of Carol Stream – 500 N. Gary Avenue**
2015 Official Zoning Map
Recommended Approval 5-0
Approval of the Village’s Official Zoning Map as required by State Statute to be done annually.
The Village Board concurred with Plan Commission recommendations.

- c. **#15027-Village of Carol Stream – 870 W. Army Trail Road**
Termination of Special Use Permits
Recommended Approval 5-0
Termination of the Special Use approvals granted to the property due to failure to commence construction of the approved use and failure to use the property for a period of two months out of any consecutive six month period.
The Village Board concurred with Plan Commission recommendations.

Motion to authorize the Village Manager to enroll the Village in Energy Curtailment Specialists Power Pay Program:

The Village Board approved a contract to enroll the Village in Energy Curtailment Specialists Power Pay Program.

2015 Flexible Pavement Project Award of Contract:

The Village Board approved a contract regarding the 2015 Flexible Pavement Project with Plote Construction Inc. in the amount of \$2,347,114.31.

Motion to Waive Competitive Bidding and Approve Purchase of Large Water Meters:

The Village Board approved waiving competitive bidding and the purchase of large water meters from HD Supply in the amount of \$41,129.00.

Ordinance No. 2015-03-02 Amending Chapter 16 of the Municipal Code of the Village of Carol Stream (Zoning Code):

The Village Board approved Text Amendments to the Zoning Code with regard to Limited Outdoor Seating.

Ordinance No. 2015-03-03 Terminating Special Use Permits for Automobile Service Station and Automobile Laundry (Village of Carol Stream-870 W. Army Trail Road):

The Village Board approved terminating Special Use Permits for Automobile Service Station and Automobile Laundry.

Resolution No. 2777 Authorizing the Execution of an Agreement for Regulation of Parking of Motor Vehicles and Traffic at the Wellington Place Apartment Complex:

The Village Board approved a Traffic Agreement for the Wellington Place Apartment Complex.

Resolution No. 2778 Waiving the thirty day notice requirement for prepayment of the Village of Carol Stream Industrial Revenue Project Bonds (Metals Technology Corporation Project) and authorizing the Mayor to execute certain documents as are necessary to allow for such prepayment and releasing the Village's interest in such project:

The Village Board approved prepayment and releasing the Village's interest regarding the Industrial Revenue Project Bonds for Metals Technology Corporation, 120 N. Schmale Road.

Resolution No. 2779 Authorizing the Execution of the Official Zoning Map of the Village of Carol Stream:

The Village Board approved the Official 2015 Zoning Map.

Raffle License Application-Carol Stream Rotary Club:

The Village Board approved a raffle license and fee waiver for Carol Stream Rotary Club for their Chili Open to be held on May 8, 2015.

Sound Amplification Permit-Bud's Run 5K:

The Village Board approved an amplification permit and fee waiver to amplify before 9:00 a.m. for the Bud Swanson Memorial 5K Run/Walk to be held at the Ross Ferraro Town Center on June 27, 2015.

Raffle License Application-Corpus Christi Catholic Church:

The Village Board approved a raffle license and fee/ bond waiver for Corpus Christi Catholic Church for their event on March 14, 2015.

Regular Bills and Addendum Warrant of Bills:

The Village Board approved payment of the Regular Bills dated March 2, 2015 in the amount of \$1,253,429.08. The Village Board approved the payment of the Addendum Warrant of Bills from February 18, 2015 thru March 2, 2015 in the amount of \$523,648.52.

Report of Officers:

Trustee Gieser stated the next parade fundraiser is Saturday, March 14th at Red Apple Pancake House.

Trustee Frusolone thanked all those who attended the Fourth of July fundraiser at Village Tavern. Last Tuesday she attended the Young Men's Service Club meeting and spoke about local government in the Village Hall Board Room. She thanked Sgt. Jim Lucas and Officer Brian Plackett for providing a police perspective.

Trustee Weiss stated there will be a visioning workshop next week on Wednesday, March 11th from 6 to 8p.m. at the Fire Station on Kuhn Road. It is open to the public. He stated he was unable to attend the last couple of Village Board meetings and congratulated our new Police Department Chief Ed Sailer.

Village Manager Breinig stated last Friday the Village hosted a volunteer recognition dinner for the Village's volunteers. On March 16th a workshop will be held highlighting the Governor's proposal to reduce State shared local revenue by 50%. These revenues have allowed the Village of Carol Stream to not have a property tax, complete capital projects and not have any debt. The workshop will highlight freezes that staff will recommend should state shared revenues be reduced. This will be a tough thing to do.

Mayor Saverino commented that the Village of Carol Stream's budget is balanced and it is unfair for the Governor to propose revenue reductions to local government. We are being punished for the State's poor performance. State legislators need to be held accountable.

At 8:10 p.m. Trustee Weiss moved and Trustee Frusolone made the second to adjourn the meeting to Executive Session to discuss Section 2.C.2 of the Open Meetings Act, Collective Negotiating Matters. There will be no Village Board action following Executive Session and the meeting will adjourn thereafter. The results of the roll call vote were as follows:

Ayes: 4 Trustees LaRocca, Gieser, Frusolone and Weiss

Nays: 0

Absent: 2 Trustees Schwarze and McCarthy

The motion passed.

FOR THE BOARD OF TRUSTEES

Frank Saverino, Sr., Mayor

ATTEST:

Beth Melody, Village Clerk



CERTIFICATE OF APPRECIATION



In the early morning hours of February 8th, 2015, officers from the Carol Stream Police Department responded to a complaint of gunshots and a fight in the parking lot of an apartment complex. The responding officers parked adjacent to the buildings and walked toward the location so as not to be noticed. While approaching the scene officers spotted several subjects outside, some of which had entered a car. The officers confronted the subjects in the car, at which time the subjects began pulling out of their parking spot, ignoring commands to stop, causing officers to move out of the vehicle's path to avoid being struck. The offending vehicle fled from the complex parking lot.

During this time you were working as private security for the apartment complex. While initially unaware of the nature of the call, you heard on your police scanner that officers were trying to coordinate their approach to the subjects in the parking lot, so you began to head toward their location. As you were pulling into the parking lot, the offending vehicle was speeding toward you. A single gunshot was heard which was discharged from the subjects in the fleeing vehicle. Fearing they had shot at you, you backed your vehicle out of the offenders' path, at which time they fled the area.

By this time, none of the officers had made it back to their squad cars yet. You took it upon yourself to follow the offenders, and heard an officer on your scanner call out over the air for you to call his cell phone. A few moments later you called the officer and related that you had followed the offenders onto Gundersen, losing sight of them just east of Schmale Road, and had made the prudent decision to wait for police reinforcements before looking for them further.

Because of the information you provided, officers who had responded to the area established a perimeter, located the offenders on foot, and placed them into custody without incident. The offending vehicle was located in another apartment complex. A short time later you went back to the original scene to assist officers in locating evidence. While checking the area of the gunshot, you located a semi-automatic handgun lying on the sidewalk. This gun was later established to be the one used by the offenders, which they had admitted to throwing out of their vehicle window.

Because of your safe and calm assistance, the police department was able to take three offenders immediately into custody. Charges included Unlawful Use of Weapon by a Felon, Defacing ID Markings on a Firearm, Reckless Discharge of a Firearm, No FOID Card and Obstruction of Justice. These offenders would have been on the streets and may not have been identified if it was not for your help.

You are hereby commended for your outstanding citizenship and dedication to the safety of all persons within the community.

PROCLAMATION

Designating March 15th - 21st Flood Safety Awareness Week

WHEREAS, the National Weather Service has designated the week of March 15th as Flood Safety Awareness Week in Illinois to encourage emergency response agencies to educate its residents on the hazards to life, safety and property from severe springtime flooding; and

WHEREAS, throughout our 56-year history, Carol Stream has experienced devastating floods in August 1972, August 1987, September 2008 and again in July of 2010 with 3 of these events warranting a state disaster declaration as well as FEMA disaster assistance for affected residents and public entities experiencing property loss; and

WHEREAS, the most beneficial preparedness measure residents and business can take in advance of severe weather is to develop a flood safety plan to help mitigate the damage to persons and property under their care that includes at a minimum a weather monitoring protocol as well as an action plan before, during and after a flood disaster; and

WHEREAS, the Village is a certified 'Storm Ready' community, and as part of that program had developed several community notification tools to provide residents and businesses early warnings of a possible flood emergency that includes the CodeRed system, a flood preparedness portal on our web site as well as postings on our FACEBOOK page; and

WHEREAS, in addition, the American Red Cross offers a free smart phone App specifically for Flood Emergencies that includes timely weather alerts, safety tips, a location-based shelter mapping feature, a customizable 'I'm Safe' notification tool and numerous other flood safety features to assist residents and businesses respond to a severe flood event.

NOW, THEREFORE, BE IT RESOLVED THAT I, MAYOR PRO TEM MATT MCCARTHY and the Village Board of Trustees, DuPage County, Illinois, in the exercise of its home rule powers does hereby proclaim

March 15th -21st Flood Safety Awareness Week

in Carol Stream and encourages residents and business owners to assess their home and businesses for risk reduction measures they can undertake in advance of the coming springtime rainy season.

PASSED AND APPROVED THIS 16th DAY OF MARCH 2015.

Attest:

Matt McCarthy - Mayor Pro Tem

Beth Melody, Village Clerk

PROCLAMATION

Celebrating Earth Hour 2015

WHEREAS, in March 2007, the World Wildlife Federation, the world's leading conservation organization organized the inaugural Earth Hour campaign that enlisted the support of citizens, world governments and global businesses to reduce energy use all across the planet; and

WHEREAS, last year's Earth Hour event included the involvement of 162 countries, 7,000 cities and over 1 billion global citizens who helped raise funds to plant millions of trees, actively promoted the use of fuel-efficient stoves and successfully reduced the carbon footprint of thousands of schools; and

WHEREAS, the theme of this year's Earth Hour campaign is 'Renew the Charge to Change Climate Change' that will include new initiatives like 'Earth Hour Loans' to support solar power installations as well as 'Earth Hour Forests' aimed at fighting careless deforestation; and

WHEREAS, Earth Hour 2015 provides Carol Stream residents, local businesses and governments an opportunity to unite as one community to collectively reduce our locally-generated carbon emissions from indiscriminate energy consumption; and

WHEREAS, this year's Earth Hour campaign provides global citizens an opportunity to make their case for climate action now just months before a new global climate protection deal is expected to be negotiated at an upcoming United Nations environmental summit in Paris.

NOW, THEREFORE BE IT PROCLAIMED THAT I, Mayor Pro Tem Matt McCarthy and the Village Board of Trustees, Village of Carol Stream, DuPage County, Illinois in exercise of its Home Rule Powers that the Village hereby celebrates

Earth Hour on Saturday, March 28th

and encourages residents and businesses to turn off all non-essential lighting and appliances between 8:30 - 9:30 PM.

PROCLAIMED THIS 16th DAY OF MARCH 2015.

Attest:

Matt McCarthy - Mayor Pro Tem

Beth Melody, Village Clerk

Village of Carol Stream

Interdepartmental Memo

TO: Village Board
VIA: Joe Breinig

FROM: E. Sailer

DATE: March 10, 2015

RE: iRecord Anywhere Video Recording System Recommendation

Pursuant to new laws enacted by the Illinois legislature, video recording of interviews for certain major crimes and certain line ups or show ups is mandatory. It is likely that the number of crimes which video recording is mandatory will increase in the future. Also, the State's Attorney's Office has enacted a new protocol in which most search warrants will be sent in an electronic format to the Judge, instead of appearing at his house in person. Petitioners (officers) must appear in front of a Judge to swear under oath the contents of the search warrant. As a result of these changes, a need for improved equipment with ease of use and transportability has been identified by our staff. After reviewing three system proposals, the iRecord System would best fit our needs.

The functionality of this system requires a main computer tower and all related software bundles. We will have two room recording capability (configuring the two current video interview rooms). Both rooms will be fitted with a covert video camera and microphones. The main interview room located within the Investigations Unit will be outfitted with a second covert camera which enables direct video of the subject being interviewed; and allows picture in picture playback. Both rooms will be outfitted with a light switch type toggle on/off switch. This will make it easier for the investigator to start/stop recording without having to leave the room.

The proposal includes four software licenses for the iRecord Anywhere program that runs on the Microsoft Surface computer. As approved for the upcoming budget year, four of the investigators computers will be updated and replaced with the Microsoft Surface Computer system. This software bundle will allow Surfaces to be taken out into the field where interviews and show ups can be recorded via iRecord, returned to the department and seamlessly uploaded to the main iRecord archival data base.

This system will allow investigators to interview two subjects at one time in house. It will allow for recorded interviews outside of our facility, so investigators can go to the witnesses or subjects instead of relying on appointments for interviews to take place solely at the station.

This system will also allow for officers to create a search warrant, have it approved by the State's Attorney, and forwarded to the on call Judge. The Judge can review the search warrant and then converse with the officer through audio and video, allowing for the Judge to see the officer as required and swear the officer in under oath. This will save valuable time and is more efficient, especially during cases that require multiple search warrants.

The vendor, Word Systems, will install the equipment; provide any maintenance on an as needed basis, And train our officers in the use of the system.

This system is compatible with our equipment per the IT Department. Funds for this proposal will come from the Federal Equitable Share money, which is separate from our general fund. This money was provided to us from the Federal government pursuant to our work in drug arrests and seizures.

I request that the Village Board approve the police department purchase the iRecord System from Word Systems, and the four one-time licensing fees for a total amount of \$26,370.00, using the Federal Equitable Share Fund.



iRecord Digital Video/Audio Recording System for Interviews


Date: 3/11/2015

Prepared For: Carol Stream PD 2 Room Pro 1-1-15 PIP
 Prepared By: veme.rind@wsystems.com 312-505-6326

1	iRecord Vi Professional (2 Rooms) with 2x AV Port Licenses, Network Connectivity Option, 1x Local Monitoring License, Local copy of iRecord Evidence Vault Professional Edition, 1x 2TB Local Storage, 10x iRecord Evidence Vault Client Browser Advanced Licenses, MPEG/WMV encoding, DVD Recording, Keyboard, 19" Flat Screen, Audio Monitoring Speakers, Mouse, Includes 1 year Hardware and Software Warranty	IR-VP2A	\$16,395.00	\$16,395.00
0	iRecord Vi Evidence Vault Enterprise Software Suite Includes: Evidence Vault Enterprise Server Software, iRecord Unlimited Site License for Advanced Browsers *Note: The number of simultaneous users is fully dependent on customer's hardware configuration and network/storage infrastructure *Note - Customer server hardware must meet iRecord minimum Server Specifications	IR22660212202	\$2,995.00	\$0.00
4	iRecord Anywhere (Software Only) 3 Month Warranty	IR22660212225	\$495.00	\$1,980.00
0	iRecord Anywhere - First Year Software Assurance (For Months 4 through 12)	IR22660212225-SWA1	\$95.00	\$0.00
0	iRecord Anywhere - Software Assurance - 2nd Year and On (Per Year)	IR22660212225-SWA2	\$125.00	\$0.00
1	Multi-Department Security (Total of 5 Departments)	IR22660214002	Included	Included
1	iRecord Vi Redaction 1 Concurrent User. Turn on at Profile Level, includes Browser upgrade for 1 extra client)	IR22660214004	Included	Included
1	Live Rewind Streaming Player	MISC	\$495.00	\$495.00
2	Speco Varifocal Dome camera	CVC6246	\$245.00	\$490.00
1	Stainless Steel Wallplate Color Camera (3.6mm)	HHWPLT100	\$395.00	\$395.00
0	Receive-A-Cue System. Professional quality, digitally synthesized, wireless cueing system. Body Pack Transmitter with Microphone, Body Pack Receiver with Neck loop and Ear Canal Inductor.	CT-RC216	\$1,995.00	\$0.00
2	Covert Light Switch Microphone (Omnidirectional, PZM, Zone)	CN-PZM11LL	\$285.00	\$570.00
2	Single Gang Switch Plate w/ LED <i>Stainless Steel Finish</i>	IT-SGSPL1	\$195.00	\$390.00
1	ITS Winnov Optical Breakout Card - Dry Contact <i>One breakout box supports four switches</i>	IT-WBC1	\$495.00	\$495.00
1	16 Port Power Supply (Power Supply for Cameras, Microphones and Accessories)	AL-R615DC616ULC	\$385.00	\$385.00
1	4-Channel Quad Video Picture-In-Picture Video with Audio Support	PIPV2	\$205.00	\$205.00
1	ITS 2 Channel Date/Time Overlay	IT-DTT02	\$605.00	\$605.00
3	DVD-R Media, 4.7 GB Each (10 Pack)	DVDR-1JC	\$0.00	\$0.00
1	Uninterruptible Power Supply 500VA	UPS-500	\$185.00	\$185.00
			SUB-TOTAL	\$22,590.00
INSTALLATION AND TRAINING (To Be Determined After Site Survey)				\$3,780
0	THREE YEAR Pre-Paid Extended Warranty Option- Total of FOUR Years Coverage		\$7,681.00	\$0.00
0	ONE YEAR Extended Warranty Option		\$3,840.00	\$0.00
			SYSTEM TOTAL	\$26,370.00
(Optional) Third party administrated lease option - 5 years (one annual payment)		Initial here if electing lease	<input type="checkbox"/>	\$5,970.17
<p>A Please see Exhibit A for sample Statement of Work -To be reviewed at Pre-installation meeting.</p> <p>B Please see Exhibit B for Technical Services Agreement.</p> <p>C DELIVERY: Please allow estimated 60-90 days from date of written purchase order (or date of first payment when applicable) for delivery.</p> <p>D Custom equipment orders may not be returned. Stock merchandise and accessories may be returned if in the original packaging provided a restocking fee of not less than twenty-five percent (25%) or such greater restocking fee as determined by WSI's supplier is paid by customer.</p> <p>E This quote does not include State and Local taxes. Customer to provide tax exempt certificate or taxes will be added to the invoice.</p> <p>F Payment terms: 50% with order, 50% upon system installation. Special Payment Term requests need to be submitted in writing</p> <p>G This price list together with all of its Exhibit and license terms and conditions from the software manufacturer, which are hereby incorporated by reference, constitutes the entire agreement with respect to its subject matter. No inconsistent or additional terms submitted by Customer in QUOTATION IS VALID FOR 90 DAYS</p> <p>H</p> <p>I Please mail purchase orders to Word Systems, 9225 Harrison Park Court Indianapolis, IN 46216 or FAX-317-544-2192</p>				
Approved By		PO#		
Title		DATE		

Village of Carol Stream
 Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: March 11, 2015

RE: Recommendation to Award a Contract – Beary Landscape Management –
 Landscape Maintenance Services

Staff recently completed the bid process for landscape maintenance services for the upcoming fiscal year. The project includes mowing services as well as plant bed maintenance on select Village properties (including Village Hall, Town Center and DayLilly Park), various Village rights-of-way and state and County rights-of-way throughout the Village.

Interested bidders were required to attend a mandatory pre-bid meeting, where staff reviewed the bid packet and specifications in detail, along with the characteristics and expected service levels on each property. Bidders were also required to submit proposed increases for two, one-year extensions, to be awarded at the Village's sole discretion.

On March 6, 2015, five responsive bids were received and publicly read aloud, with the following results:

Company	Grand Total	Optional per/sq ft	FY17 max Increase	FY18 max Increase
Beary Landscape	\$ 110,778	\$ 0.0400	0%	3%
Jameson Landscaping	\$ 115,550	\$ 0.0600	2%	4%
Clauss Brothers	\$ 130,480	\$ 0.0025	0%	1.5%
BSC/Kramer Landscape	\$ 132,635	\$0.00092	5%	3%
HL Landscape	\$ 167,178	\$ 0.0009	3%	3%

Low bidder Beary Landscape provided all of the required bid documents, including satisfactory references demonstrating performance of similar work for several municipal and park district clients. Beary also satisfactorily performed work (tree planting) for the Village in recent years.

The proposed FY16 budget estimated the cost of these services at \$100,000.00, making the low bid \$10,778 over the proposed budget. While an adjustment to the proposed budget could still be made at this point, the uncertainty created by the Governor's recent budget proposal and staff's efforts to identify possible cost reductions in the coming year are factors that can be taken into account as the implications of the state's budget picture becomes clearer.

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March 11, 2015

The contract documents include a provision that allows the Village to delete work if it becomes necessary to respond to available funding capabilities. The contractor has already been made aware of the potential for a reduced scope and has indicated a willingness to work with the Village should it become necessary once the state's intentions are fully known. Should it become necessary for the Village to exercise this option the work deleted from the contract will have to be performed by in-house staff. If the scope reduction does not become necessary staff will work to identify a source of funding for the additional cost.

Staff recommends that the Village Board approve a Motion awarding a contract to Beary Landscape Management in the amount of \$110,778.00 for landscape maintenance services, for the period May 1, 2015 through April 30, 2016.

Attachments

VILLAGE OF CAROL STREAM
BID PROPOSAL FORM
LANDSCAPE MAINTENANCE SERVICES SPECIFICATIONS

Bidder, in submitting this bid, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto for the prices as specified below. This bid proposal shall remain in force and full effect for a period commencing on the date of submission and ending thirty (30) days after the date of bid opening.

Bidder, in submitting this bid, hereby agrees to comply with all provisions and requirements of the specifications and contract documents attached hereto for the prices as specified below. This bid shall remain in force and full effect for a twelve (12) month period, from May 1, 2015 through April 30, 2016.

- | | |
|--|-------------------------------|
| 1. High-profile Public Facilities: | \$ <u>32,250⁻</u> |
| 2. Public Properties, Medians and Parkways | \$ <u>78,528⁻</u> |
| GRAND TOTAL: | \$ <u>110,778⁻</u> |
| OPTIONAL WORK (Lawn Mowing) | \$ <u>.04</u>
per sq. ft. |

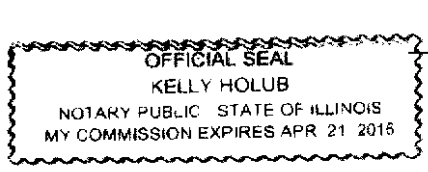
Rates for services listed for 2015/2016-contract period will not increase more than 0% for the 2016/2017-contract period. At its sole discretion, the Village of Carol Stream may extend the contract for a one-year term beginning on May 1, 2016 and concluding April 30, 2017.

Rates for services listed for 2016/2017-contract period will not increase more than 3% for the 2017/2018-contract period. At its sole discretion, the Village of Carol Stream may extend the contract for a one-year term from May 1, 2017 and concluding April 30, 2018.

Company: Beany Landscape Management
Address: 15001 W. 159TH STREET
Lockport, IL 60491
Telephone No. 815-838-4100 Fax No. 815-838-3200
Signature: [Signature]
Name and Title: (Please Print) Tom Ruff - Maintenance Manager Date: 3-2-15

Subscribed and sworn before me this 2 day of March, 2015

MY COMMISSION EXPIRES: April 21, 2015




Kelly Holub
NOTARY PUBLIC

2015-16 Landscape Maintenance Services Specifications							
Contractor Name	Grand Total	Optional Work Per Sq. Ft.	% Increase for 2016/17	Increase Amount for 2016/17	% Increase for 2017/18	Increase Amount for 2017/18	Grand Total Over Three Years
Beary Landscape	\$110,778.00	\$0.04	0%	\$110,778.00	3%	\$114,101.34	\$335,657.34
Jameson Landscaping	\$115,550.00	\$0.06	2%	\$117,861.00	4%	\$120,172.00	\$353,583.00
Clauss Brothers	\$130,480.00	\$0.0025	0%	\$130,480.00	1.50%	\$132,437.20	\$393,397.20
BSC/Kramer Landscape	\$132,635.00	\$0.00092	5%	\$139,266.75	3%	\$143,444.75	\$415,346.50
HL Landscape	\$167,178.00	\$0.0009	3%	\$172,193.34	3%	\$177,359.14	\$516,730.48

Forms Received in Bid Packet						
Contractor Name	Bid Bond	Bid Form	References	Contractor Questionnaire	Cert. of Eligibility	Sexual Harassment Policy
Beary Landscape	X	X	X	X	X	X
Jameson Landscaping	X	X	X	X	X	X
Clauss Brothers	X	X	X	X	X	X
BSC/Kramer Landscape	X	X	X	X	X	X
HL Landscape	X	X	X	X	X	X

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

FROM: Philip J. Modaff, Director of Public Works 

DATE: March 11, 2015

RE: Motion to Waive Competitive Bidding and Approve Purchase of ITRON Equipment from Midwest Meters in the Amount of \$28,582.00

The Water and Sewer Division has recently undertaken an effort to identify potential unaccounted for water loss. One of the primary targets of this effort is large water meters (greater than two-inch) currently in inventory throughout the community, which number approximately three-hundred fifty (350). Staff is physically inspecting each and every one to verify information as well as flow testing one-third of them each year to insure they are recording accurately.

At the last Village Board meeting the Village approved a motion to waive the competitive bidding process and approve the purchase of large replacement water meters. At that time staff advised the Board that we would follow up with a recommendation to purchase the related automatic meter reading (AMR) devices and associated hardware to go along with the meters at a subsequent meeting.

The AMR devices that we have selected are manufactured by ITRON; the local distributor (and sole supplier) for that equipment is Midwest Meter, Inc. In addition to the ITRON units needed for the large meters approved at the last meeting we also need to re-stock our inventory of smaller residential meters and ITRONs. The attached proposal from Midwest Meter provides a description of the supplies to be purchased, as well as unit and total costs for each. Funds are provided in the Water & Sewer budget for these purchases.

It is recommended that the Mayor and Board waive the competitive bidding process and approve the purchase of ITRON equipment and related supplies from Midwest Meter in the amount of \$28,582.00.

Attachment

Midwest Meter, Inc
P.O. Box 318
Edinburg, IL 62531
Phone: 1-800-634-4746
Fax: (217) 623-4216



Quotation

Customer
Name Village of Carol Stream - Mr. Todd Hoppenstedt
Address 124 Gerzevske Lane
City Carol Stream State IL ZIP 60188
Phone (630) 871-6264

Misc.
Date 3/15/2015
Terms Net 30
Delivery Various
FOB

Qty	Description	Unit Price	TOTAL
Badger Utility Water Meters			
1	Set of CSM-4 Retrofit 100 W ITRON Transmitter with HRE, 25' wire, and Nicor connectors	\$425.00	\$ 425.00
10	ITRON 100 W Transmitter for Model 25 with HRE, Nicor connector with 25 ft. wire.	\$186.75	\$ 1,867.50
50	ITRON 100 W Transmitter for Model 35 with HRE, Nicor connector with 25 ft. wire.	\$186.75	\$ 9,337.50
30	1.5' drop in gaskets for M120	\$1.50	\$ 45.00
30	Model 70 meter with HRE, 100W ITRON Transmitter, 25 ft. wire and Nicor connector	\$329.00	\$ 9,870.00
62	Itron 100 W Transmitter for Sensus Meters (Encoded)	\$113.50	\$ 7,037.00
		Total	\$ 28,582.00

Sales Rep
Name *Tim O'Connor*

*Prices are firm for acceptance within 30-days, and an order placed within that time period will indicate acceptance.
Prices and specifications are subject to change without notice unless specifically stated in this quotation.*

Thank you for your business!

RESOLUTION NO. _____

URGING THE GOVERNOR AND GENERAL ASSEMBLY TO PROTECT FULL FUNDING OF LOCAL GOVERNMENT DISTRIBUTIVE FUND REVENUES

WHEREAS, the Village of Carol Stream is a front-line provider of government services to residents, including police protection, snow removal, infrastructure maintenance and repair, building and zoning, engineering, water and sewer; and

WHEREAS, the State of Illinois has a long-standing tradition of collecting tax revenues on behalf of municipal governments including sharing of income tax revenue since 1969 when the State income tax was established; and

WHEREAS, Carol Stream relies upon the full amount of revenue the State collects on its behalf in order to operate without a municipal property tax, without bonded debt and to fund its capital improvements; and

WHEREAS, the Governor proposed a fifty percent (50%) reduction in the local share of the income tax during his FY 2016 Budget Address, reducing local revenues statewide by over \$600 million; and

WHEREAS, under the Governor's proposal, the Village of Carol Stream would lose in excess of \$1.9 million; and

WHEREAS, a reduction in Capital Improvements will result in a loss of jobs.

NOW, THEREFORE, BE IT RESOLVED that the Village of Carol Stream urges the Governor and General Assembly to provide full funding of the Local Government Distributive Fund and other revenue sources that allow local governments to provide for the health, safety and welfare of their residents.

PASSED AND APPROVED THIS 16TH DAY OF MARCH, 2015.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

Village of Carol Stream

Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: William N. Cleveland, Assistant Village Engineer
DATE: March 10, 2015
RE: Award of Consultant Contract – Phase III
Construction Services for Kuhn Road LAFO

On March 6th IDOT opened bids for the referenced project and the low bid was K-Five Construction Corp. at \$817,999.93. IDOT will award the contract and pay for 70% of construction with federal Surface Transportation Program funding. Upon completion of the project, including all final paperwork, the State will invoice the Village our 30% share (approximately \$245,400).

Engineering Services has received a proposal from TranSystems Corporation to provide Construction Management Services for the referenced project. The construction costs of the resurfacing project are being funded by Surface Transportation Program monies, therefore special procedures and documentation is required beyond the expertise of Village staff.

TranSystems has also preformed Phase III services on previous projects with the Village including:

<u>Project</u>	<u>Length</u>	<u>Contract Amount</u>	<u>Final Payment</u>
2006 Lies Rd LAPP	1 mile	\$17,582.07	\$12,367.13
2008 Fullerton Ave LAPP	1 mile	\$19,604.30	\$12,584.50
2010 Lies Road ARRA	1 mile	\$27,214.54	\$21,912.30
2012 Fair Oaks LAPP	1.5 miles	\$39,623.94	\$39,623.94

It should be noted that in 2010 IDOT discontinued performing plant material inspection and testing. This added about \$10,000.00 to the cost of construction management for additional testing firm subcontractor costs.

The proposal for Phase III Engineering is \$35,928.43, which compares favorably to previous projects considering this project is larger at 1.7 miles. The budget for this work is \$62,000, so the proposal is \$26,071.57 (42%) under budget.

Engineering staff therefore recommends that the Phase III Construction Management Consultant contract be awarded to TranSystems Corporation in the amount of \$35,928.43. If you have any questions, please call me.

Cc: James T. Knudsen, Director of Engineering Services
Jon Batek, Finance Director
Phil Modaff, Director of Public Works
Jim Ludman, Engineering Inspector

Attachment

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE EXECUTION OF
AN ILLINOIS DEPARTMENT OF TRANSPORTATION CONSTRUCTION
ENGINEERING SERVICES AGREEMENT FOR FEDERAL PARTICIPATION
WITH REGARD TO CONSTRUCTION SERVICES FOR KUHN ROAD LAFO**

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 Construction Engineering Services Agreement for Federal Participation with regard to construction services for Kuhn Road LAFO 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 16th DAY OF March, 2015.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

Local Agency	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	C O N S U L T A N T	Consultant
Village of Carol Stream			TranSystems
County DuPage			Address 1475 E Woodfield Rd. Suite 600
Section 13-00059-00-RS			City Schaumburg
Project No. M-4003(208)			State IL
Job No. C-91-386-13			Zip Code 60172
Contact Name/Phone/E-mail Address William Cleveland, (630) 871-6220 wcleveland@carolstream.org	Contact Name/Phone/E-mail Address Shelley Costello, (847) 871-3185 sscostello@transystems.com		

THIS AGREEMENT is made and entered into this _____ day of _____, _____ between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. 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.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LA in immediate charge of the engineering details of the PROJECT
In Responsible Charge	A full time LA employee authorized to administer inherently governmental PROJECT activities
Contractor	Company or Companies to which the construction contract was awarded

Project Description

Name Kuhn Road Resurfacing Route FAU 2554 Length 1.68 mi Structure No. _____

Termini IL Rte 64 to Lies Road

Description: HMA Pavement milling, patching and resurfacing

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, in connection with the PROJECT hereinbefore described and checked below:
 - a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - c. For soils, to obtain samples and perform testing as noted below.
 - d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - g. Inspect, document and inform the LA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - h. Geometric control including all construction staking and construction layouts.
 - i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - j. Measurement and computation of pay items.
 - k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - l. Preparation and submission to the LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
 - m. Revision of contract drawings to reflect as built conditions.
 - n. Act as resident construction supervisor and coordinate with the LA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the LA employee In Responsible Charge.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the 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.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) 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;

- b) 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
 - c) 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.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) 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;
 - f) 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) of this certification; and
 - g) 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.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
 12. 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.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LA AGREES,

1. To furnish a full time LA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. 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 Formulas

- FF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
- FF = 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
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = DL + IHDC + OH + FF + SBO

Specific Rate (Pay per element)

Lump Sum _____

5. 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.

6. 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.).

7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.

III. It is Mutually Agreed,

- 1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
- 2. That all services are to be furnished as required by construction progress and as determined by the LA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, after the CONTRACTOR has completed the construction contract.
- 3. That all field notes, test records and reports shall be turned over to and become the property of the LA and that 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 this AGREEMENT may be terminated by the LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LA.
- 5. That any differences between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
- 6. That in the event the engineering and inspection services to be furnished and performed by the LA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LA.

7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. 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 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, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
- (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.

9. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LA deems appropriate.

Agreement Summary

Prime Consultant:	TIN Number	Agreement Amount
TranSystems	43-0839725	\$25,956.43
Sub-Consultants:	TIN Number	Agreement Amount
Interra, Inc.	36-4045796	\$9,972.00
	Sub-Consultant Total:	\$9,972.00
	Prime Consultant Total:	\$25,956.43
	Total for all Work:	\$35,928.43

Executed by the LA:

Village of Carol Stream

(Municipality/Township/County)

ATTEST:

By: _____
 _____ Clerk

By: _____
 Title: _____

(SEAL)

Executed by the ENGINEER:

ATTEST:

By: _____
 Title: _____

By: _____
 Title: _____

Scope of Services

Kuhn Road Resurfacing
Village of Carol Stream

TranSystems will provide Quality Assurance oversight of the project documentation and material placement on the project from the start of field operations to final completion. All work is to be performed according to general industry engineering standards established by the Illinois Department of Transportation (IDOT).

TranSystems and Interra, Inc. will provide Phase III engineering and construction inspection services in accordance with, but not limited to, the following general task areas:

- A. Provide part-time (approximately 8 hours per week) project documentation assistance to the Village staff in the contract documentation process. The Village will maintain all the records and TranSystems will provide oversight and instruction by overseeing the following items to be completed by the Village:
 1. Measurement and computation of pay items per Illinois Department of Transportation (IDOT) guidelines and the project specifications.
 2. Maintenance of daily and weekly records of the contractor's activities, including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 3. Obtaining and submitting to IDOT the proper material inspection reports for all materials incorporated into the project.
 4. Documentation of the adequacy of the establishment and maintenance of traffic control including pedestrian activity.

- B. Provide documentation assistance to the Village for the following items:
 1. Preparation and submission to IDOT, in the required form and number of copies, all partial and final pay estimates, weekly reports, change orders, material inspection records, documentation and reports required by IDOT.
 2. Assist in preparation for and attend all progress documentation reviews required by IDOT personnel.
 3. Preparation of final paperwork, attend the final project documentation review by IDOT and ensure project close-out.

- C. Provide a Construction Manager to provide guidance to field personnel as to Contract requirements and daily documentation.

- D. Provide Quality Assurance HMA and PCC materials testing. This work will be provided by Interra, Inc. with TranSystems personnel acting as Quality Assurance Manager.

PAYROLL RATES

FIRM NAME
PRIME/SUPPLEMENT
PSB NO.

TranSystems DATE
Prime
Kuhn Rd Resurfacing Documentation

02/27/15

ESCALATION FACTOR 3.00%

CLASSIFICATION	CURRENT RATE	CALCULATED RATE
Engineer 5 (E5)	\$105.11	\$70.00
Engineer 4 (E4)	\$73.31	\$70.00
Engineer 3 (E3)	\$52.83	\$54.41
Engineer 2 (E2)	\$39.26	\$40.44
Engineer 1 (E1)	\$30.55	\$31.47
Planner 5 (P5)	\$88.95	\$70.00
Planner 4 (P4)	\$55.30	\$56.96
Planner 3 (P3)	\$48.17	\$49.62
Planner 2 (P2)	\$30.60	\$31.52
Architect 4 (AR4)	\$85.00	\$70.00
Architect 3 (AR3)	\$59.10	\$60.87
Architect 2 (AR2)	\$36.65	\$37.75
Architect 1 (AR1)	\$25.95	\$26.73
Environmental Scientist 4 (SC4)	\$80.00	\$70.00
Industry Specialist 3 (IS3)	\$48.78	\$50.24
Surveyor 3 (S3)	\$33.60	\$34.61
Surveyor 1 (S1)	\$19.90	\$20.50
Technician 3 (T3)	\$34.60	\$35.64
Technician 2 (T2)	\$27.55	\$28.38
Technician 1 (T1)	\$20.33	\$20.94
Administrative 3 (A3)	\$43.95	\$45.27
Administrative 2 (A2)	\$29.55	\$30.44
Administrative 1 (A1)	\$21.40	\$22.04

AVERAGE HOURLY PROJECT RATES

FIRM TranSystems
 PSB Kuhn Rd Resurfacing Documentation
 PRIME/SUPPLEMENT Prime

DATE 02/27/15

SHEET 1 OF 3

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJECT RATES			Pre-Construction			Weekly Documentation			Contractor Pay Requests			Final Completion and Records			Contract Administration		
		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	124	93.94%	65.76	4	100.00%	70.00	84	100.00%	70.00	8	100.00%	70.00	16	100.00%	70.00	4	33.33%	23.33
Engineer 3 (E3)	54.41	0																	
Engineer 2 (E2)	40.44	0																	
Engineer 1 (E1)	31.47	0																	
Planner 5 (P5)	70.00	0																	
Planner 4 (P4)	56.96	0																	
Planner 3 (P3)	49.62	0																	
Planner 2 (P2)	31.52	0																	
Architect 4 (AR4)	70.00	0																	
Architect 3 (AR3)	60.87	0																	
Architect 2 (AR2)	37.75	0																	
Architect 1 (AR1)	26.73	0																	
Environmental Scien	70.00	0																	
Industry Specialist 3	50.24	0																	
Surveyor 3 (S3)	34.61	0																	
Surveyor 1 (S1)	20.50	0																	
Technician 3 (T3)	35.64	0																	
Technician 2 (T2)	28.38	0																	
Technician 1 (T1)	20.94	0																	
Administrative 3 (A3)	45.27	0																	
Administrative 2 (A2)	30.44	8	6.06%	1.84													8	66.67%	20.29
Administrative 1 (A1)	22.04	0																	
		0																	
		0																	
		0																	
		0																	
TOTALS		132	100%	\$67.60	4	100.00%	\$70.00	84	100%	\$70.00	8	100%	\$70.00	16	100%	\$70.00	12	100%	\$43.62



Interra, Inc.

600 Territorial Drive, Suite G, Bolingbrook, IL 60440 Phone :(630) 754-8700 Fax :(630) 754-8705

Cost Estimate for Field Testing Services

Project: Kuhn Road between IL-64 & Lies Rd
City: Carol Stream, IL

Total Cost Estimate for Field Testing	\$9,972.00
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Sheet 3 of 3

Item Description	Trips	Hours	Scope of Work	No.	Rate	Cost (\$)
Polymerized Level Binder (MM), IL-4.75, N50	1	8.0	HMA Field Testing	1	96.00	768.00
HMA Surface Course, Mix "D", N70	2	8.0	HMA Plant & Field Testing	1	96.00	1536.00
Class D Patches	2	8.0	HMA Plant & Field Testing	1	96.00	1536.00
PCC Sidewalk, 5"	1	8.0	PCC Field Testing	1	96.00	768.00
PCC Curb & Gutter	1	8.0	PCC Field Testing	1	96.00	768.00
HMA Sample (Gmm, Gmb, Extraction & Washed Gradation)				2	725.00	1450.00
HMA Cores				9	65.00	585.00
Cylinder Breaks (4" x 8")				12	18.00	216.00
Sample Pick-Up				4	75.00	300.00
Travel Costs (Trip Fee)			Number of Trips	7	65.00	455.00
QA Manager & Project Management		6.0	Field Issues & Review Reports	1	115.00	690.00
Reports		10.0		1	90.00	900.00
	7					\$9,972.00

Notes:

- 1 Above mentioned unit rates are applicable for above project until December 2015.
- 2 Night Shift hours will be charged at 1.5 times the above unit rates.
- 3 Saturday hours will be charged at 1.5 times the above unit rates.
- 4 Sunday and Holiday hours will be charged at 2.0 times the above unit rates.
- 5 Show-up time will be charged at 2 Hrs./day upon cancellation of job on the scheduled date.
- 6 Minimum Chargeable time is 4.0 Hrs. on Weekdays and 8.0 Hrs. on Saturdays, Sundays and Hol
- 7 All times are from portal to portal.
- 8 Payment Terms: Net 30 Days from date of invoice.

Kuhn Road Resurfacing Documentation
Section No.: 13-00059-00-RS
Village of Carol Stream
Direct Cost Summary

			<u>Total</u>
1 <u>Weekly Documentation</u>			
Vehicle Days	1 vehicle @	17 days @ \$ 45.00 per day	\$ 765.00
			\$ -
			\$ -
			\$ -
		Subtotals	<hr/> \$ 765.00

Project Schedule

CONSULTANT TranSystems
ROUTE: FAU 2554 - Kuhn Road
PROJECT: M-4003(208)
SECTION: 13-00059-00-RS
COUNTY: DuPage
JOB NO.: C-91-386-13

DATE March 1, 2015

MONTH	Apr-15	May-15	Jun-15	Jul-15	Aug-15		TOTAL
ESTIMATED CONTRACTOR'S SCHEDULE							
NO. OF WEEK DAYS	0	20	22	22	20	0	84
NO. OF IDOT WORKING DAYS	0	15	17	17	17	0	66
NO. OF WEEKEND DAYS	0					0	0
TOTAL DAYS	0					0	0
TOTAL HOURS	0					0	0
TASK (HOURS PER TASK)							
PRECONSTRUCTION							
Contract Documents Review	0						0
Project Site Inspection	0						0
Meeting	4						4
Job Setup	0						0
CONSTRUCTION							
Shop drawing review	0	0					0
Construction Layout	0	0	0	0	0	0	0
Construction Inspection	0	0	0	0	0	0	0
Traffic Control	0	0	0	0	0	0	0
Daily Documentation	0	0	0	0	0	0	0
Pay Estimates	0	0	0	0	0	0	0
Weekly Documentation	0	18	30	24	12	0	84
Other Agency Coordination	0	0	0	0	0	0	0
Contractor Pay Requests	0	2	2	2	2	0	8
Utility Coordination	0	0	0	0	0	0	0
QC/QA of Materials	0	2	2	2	2	0	8
POST CONSTRUCTION							
Final Documentation					16	0	16
Record Drawings						0	0
ADMINISTRATION AND MANAGEMENT							
Administration/Management	0	3	3	3	3	0	12
Quality Control and Assurance	0	0	0	0	0	0	0
Total Hours	4	25	37	31	35	0	132
Vehicle Days	1	3	5	4	4	0	17

Assumptions

Completion date: August 1, 2015 plus 5 working days

Anticipated Schedule

Letting	March 6, 2015
Contract Execution	
Begin Construction	May 1, 2015
Project Completion	August 21, 2015
Finalize Documentation	September 30, 2015



TranSystems
1475 East Woodfield Road
Suite 600
Schaumburg, IL 60173-5058
Tel 847-605-9600
Fax 847-605-9610
www.transystems.com

March 3, 2015

Mr. James T. Knudsen, P.E.
Director of Engineering Services
Village of Carol Stream
500 N. Gary Avenue
Carol Stream, IL 60188-1899

Attention: Mr. William N. Cleveland, Jr., P.E.

Reference: Construction Engineering Services Agreement for Federal Participation
Village of Carol Stream
Location: Kuhn Road Resurfacing: North Avenue to Lies Road
Section No. 13-00059-00-RS
Project No.: M-4003(208)
Job No.: C-91-386-13
DuPage County

Dear Mr. Cleveland,

We are pleased to submit for your review three (3) copies of our Documentation Engineering Services Agreement for the Kuhn Road Resurfacing project.

Thank you for the opportunity to submit our Agreement to service the City on this important project. If you have any questions, please call me at 847.871.3185 or sscostello@transystems.com.

Very truly yours,

TranSystems

A handwritten signature in black ink, appearing to read "Shelley Costello". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Shelley Costello, PE

Enclosures

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

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

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

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

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

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

- 2009 Ford Crown Victoria VIN: 2FAHP71V79X145736

now owned by the Village of Carol Stream, is no longer useful and authorize its auction per the attached memorandum dated March 6, 2015.

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 16th DAY OF MARCH 2015.

AYES:

NAYS:

ABSENT:


Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

Village of Carol Stream
Interdepartmental Memo

TO: Joe Breinig, Village Manager

**REVIEWED AND
APPROVED BY:** Chief Ed Sailer 

FROM: Sgt. Glenn Harker

DATE: 3/06/2015

RE: Surplus vehicle for auction

*Request to declare one village vehicle as surplus for sale via the
Insurance Auto Auction INC.*

I would like the one below listed vehicle declared as surplus so that it may go to auction.

- 1) 2009 Ford Crown Victoria 2FAHP71V79X145736

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 March 6, 2015.

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 16th DAY OF March, 2015.

AYES:

NAYS:

ABSENT:

Matt McCarthy, Mayor Pro Tem

ATTEST:

Beth Melody, Village Clerk

EXHIBIT "A"

Village of Carol Stream
Interdepartmental Memo

TO: Joseph Breinig, Village Manager
FROM: Tia Messino, Management Analyst
DATE: March 6, 2015
RE: Surplus Equipment for Sale or Scrap

The Department has identified the equipment below to be declared surplus:

Two Light Bars

Due to improved equipment these items have reached the end of their useful service life. It no longer has value to the Village but may have value at auction.

Miscellaneous Parts: Cup holders, Spare Tire Covers, Tire jacks, Side mirror covers, Side molds

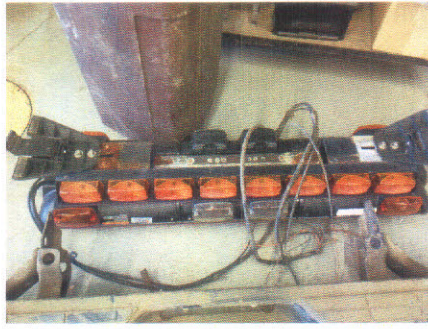
Due to changes in equipment, these items are no longer of use. They no longer have value to the Village but may have value at auction.

Bumper

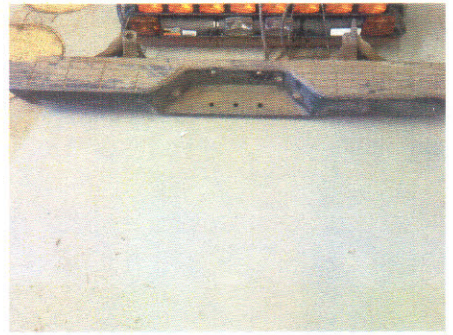
Due to improved equipment this item has reached the end of its useful service life. It no longer has value to the Village but may have value at auction.

Staff recommends that these items be declared surplus by the Mayor and Board of Trustees and that the Public Works Director be authorized to sell or otherwise dispose of the items.

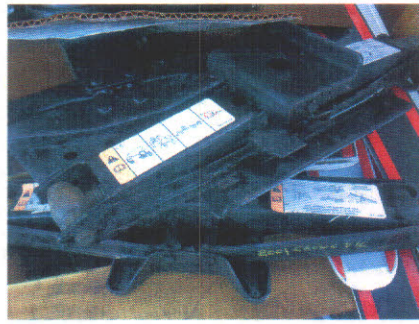
Light Bars




Bumper



Miscellaneous Parts



Village of Carol Stream
Interdepartmental Memo

TO: Joseph E. Breinig, Village Manager
FROM: Rose Armstrong, Administration Secretary 
DATE: March 6, 2015
RE: Carol Stream Chamber of Commerce
Raffle License Application

The Carol Stream Chamber of Commerce is sponsoring their annual St. Patrick's Reverse Raffle in which a raffle drawing will be held on Wednesday, March 11, 2015 to raise funds to support the Chamber of Commerce and its activities promoting member businesses. They have submitted a Class "C" raffle license application with the required manager's fidelity bond already on file. Raffle tickets will be sold for \$100.00 from January 1, 2015 - March 11, 2015 with the aggregate value of the raffle prize totals of approximately \$8,000.

The raffle license application and required documentation is on file in the Village Clerk's office for your review.

Please place this item on the agenda for review and approval by the Village Board of Trustees at their upcoming Monday, March 16, 2015 meeting.

Thank you.

Attachment



CAROL STREAM
Chamber of Commerce

March 2, 2015

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

RE: Carol Stream Chamber of Commerce Raffle
March 11, 2015

Dear Trustees:

Enclosed please find a Raffle License application for the Carol Stream Chamber of Commerce for a Raffle drawing to be held on Wednesday, March 11, 2015. This will be in conjunction with our 12th St. Patrick's Day Reverse Raffle. We would appreciate it if the Village would waive its license fee in connection with the raffle.

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

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

The Chamber's 2014 St. Patrick's Day Raffle netted just over \$15,000 for the Chamber, which funds were used to support Chamber activities promoting local businesses.

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

Very truly yours,

Mary Heitert, President

AGENDA ITEM

M-4 3-16-15

Village of Carol Stream General Fund Budget Summary For the Month Ended February 28, 2015

	MONTH				YTD				BUDGET					
	Last Year Feb	Current Year Feb	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance		
			\$	%			\$	%				\$	%	
REVENUES														
Sales Tax	\$ 461,707	\$ 497,150	35,443	8%	\$ 5,012,046	\$ 5,245,646	233,600	5%	\$ 6,512,000	\$ 5,397,677	\$ 5,245,646	(152,031)	-3%	
Home Rule Sales Tax	274,897	289,724	14,827	5%	2,975,249	3,157,384	182,136	6%	3,843,000	3,185,392	3,157,384	(28,008)	-1%	
State Income Tax	387,207	482,646	95,439	25%	3,261,790	3,248,258	(13,532)	0%	3,760,000	3,144,311	3,248,258	103,946	3%	
Utility Tax - Electricity	176,655	188,925	12,269	7%	1,594,138	1,575,361	(18,778)	-1%	1,850,000	1,554,136	1,575,361	21,225	1%	
Telecommunications Tax	116,228	95,774	(20,454)	-18%	1,219,778	1,036,789	(182,988)	-15%	1,425,000	1,201,833	1,036,789	(165,044)	-14%	
Fines (Court, Ord., ATLE, Towing)	119,920	98,555	(21,365)	-18%	1,328,609	1,289,269	(39,340)	-3%	1,745,000	1,440,283	1,289,269	(151,014)	-10%	
Natural Gas Use Tax	125,219	110,327	(14,892)	-12%	463,795	429,973	(33,821)	-7%	585,000	390,002	429,973	39,971	10%	
Other Taxes (Use, Hotel, PPRT														
Real Estate, Road & Bridge)	99,665	112,865	13,200	13%	1,782,582	1,914,588	132,006	7%	2,007,400	1,719,105	1,914,588	195,483	11%	
Licenses (Vehicle, Liquor, etc.)	7,273	3,549	(3,724)	-51%	487,307	526,208	38,902	8%	591,800	484,193	526,208	42,015	9%	
Cable Franchise Fees	-	-	-	0%	421,906	456,407	34,501	8%	606,000	505,000	456,407	(48,593)	-10%	
Building Permits	21,028	22,981	1,954	9%	472,075	374,832	(97,243)	-21%	620,300	522,250	374,832	(147,418)	-28%	
Fees for Services	38,136	16,590	(21,546)	-56%	519,294	468,909	(50,385)	-10%	591,000	514,733	468,909	(45,825)	-9%	
Interest Income	2,911	5,380	2,469	85%	26,679	(275,568)	(302,247)	-1133%	40,000	33,333	(275,568)	(308,901)	-927%	
All Other / Miscellaneous	116,028	52,807	(63,221)	-54%	635,184	568,090	(67,094)	-11%	848,500	710,500	568,090	(142,410)	-20%	
Revenue Totals	1,946,872	1,977,271	30,399	2%	20,200,429	20,016,146	(184,283)	-1%	25,025,000	20,802,750	20,016,146	(786,604)	-4%	
EXPENDITURES														
Fire & Police Commission	600	4,235	3,635	606%	33,809	20,093	(13,716)	-41%	27,011	22,510	20,093	(2,417)	-11%	
Legislative Board	3,496	2,724	(772)	-22%	96,986	110,901	13,915	14%	113,865	108,045	110,901	2,856	3%	
Plan Commission & ZBA	53	-	(53)	-100%	2,790	2,298	(492)	-18%	5,823	4,860	2,298	(2,562)	-53%	
Legal Services	18,002	22,428	4,426	25%	239,522	218,368	(21,153)	-9%	273,000	227,500	218,368	(9,132)	-4%	
Village Clerk	2,023	2,412	389	19%	29,727	30,068	341	1%	37,459	31,559	30,068	(1,491)	-5%	
Administration	36,688	82,082	45,394	124%	402,292	811,584	409,292	102%	1,022,644	872,413	811,584	(60,829)	-7%	
Employee Relations	15,962	21,688	5,726	36%	189,340	217,203	27,863	15%	279,594	235,857	217,203	(18,655)	-8%	
Financial Management	59,053	60,054	1,001	2%	722,625	723,055	431	0%	850,300	723,382	723,055	(327)	0%	
Engineering Services	51,905	63,947	12,042	23%	676,198	864,176	187,978	28%	1,047,288	883,137	864,176	(18,961)	-2%	
Community Development	56,117	66,835	10,718	19%	684,178	737,244	53,066	8%	1,031,146	868,830	737,244	(131,586)	-15%	
Information Services	98,981	50,322	(48,660)	-49%	784,939	398,536	(386,403)	-49%	536,224	450,204	398,536	(51,668)	-11%	
Police	1,032,762	901,757	(131,004)	-13%	10,939,439	11,119,893	180,454	2%	13,528,295	11,529,010	11,119,893	(409,116)	-4%	
Public Works	361,202	265,679	(95,523)	-26%	3,097,652	2,971,322	(126,330)	-4%	3,800,327	3,158,493	2,971,322	(187,171)	-6%	
Municipal Building	23,156	26,512	3,356	14%	271,132	332,485	61,353	23%	665,604	459,063	332,485	(126,578)	-28%	
Municipal Garage	(7,696)	4,556	12,253	-159%	57,582	53,463	(4,119)	-7%	-	-	53,463	53,463	100%	
Transfers and Agreements	-	19,258	19,258	100%	255,601	456,577	200,976	79%	1,755,000	246,666	456,577	209,911	85%	
Town Center	-	-	-	0%	35,708	45,970	10,262	29%	51,420	51,420	45,970	(5,450)	-11%	
Expenditure Totals	1,752,303	1,594,489	(157,814)	-9%	18,519,521	19,113,237	593,716	3%	25,025,000	19,872,949	19,113,237	(759,712)	-4%	
Net Increase / (Decrease)	194,569	382,782	188,213		1,680,908	902,909	(777,999)		-	929,801	902,909	(26,892)		

Village of Carol Stream
Water and Sewer Fund Budget Summary
For the Month Ended February 28, 2015

	MONTH				YTD				BUDGET					
	Last Year Feb	Current Year Feb	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance		
			\$	%			\$	%				\$	%	
REVENUES														
Water Billings	\$ 549,026	\$ 631,491	82,465	15%	\$ 5,081,525	\$ 5,454,254	372,730	7%	\$ 6,650,000	\$ 5,548,201	\$ 5,454,254	(93,946)	-2%	
Sewer Billings	190,174	236,775	46,602	25%	2,039,852	1,952,123	(87,729)	-4%	2,315,000	1,982,035	1,952,123	(29,912)	-2%	
Penalties/Admin Fees	10,989	11,485	496	5%	140,917	139,364	(1,553)	-1%	175,000	145,833	139,364	(6,469)	-4%	
Connection/Expansion Fees	-	5,368	5,368	100%	89,969	136,595	46,626	52%	91,000	75,833	136,595	60,761	80%	
Interest Income	4,175	6,758	2,583	62%	42,113	(343,814)	(385,927)	-916%	50,000	41,667	(343,814)	(385,481)	-925%	
Rental Income	14,313	15,636	1,323	9%	141,750	154,716	12,966	9%	200,000	166,667	154,716	(11,950)	-7%	
All Other / Miscellaneous	1,730	282	(1,448)	-84%	110,648	100,709	(9,939)	-9%	93,000	87,667	100,709	13,042	15%	
Revenue Totals	770,407	907,795	137,389	18%	7,646,773	7,593,947	(52,826)	-1%	9,574,000	8,047,902	7,593,947	(453,955)	-6%	
EXPENDITURES														
Salaries & Benefits	90,866	96,382	5,517	6%	964,347	1,003,335	38,988	4%	1,244,536	1,053,069	1,003,335	(49,734)	-5%	
Purchase of Water	331,820	387,777	55,957	17%	3,677,704	4,149,177	471,473	13%	5,290,000	4,270,349	4,149,177	(121,172)	-3%	
WRC Operating Contract	130,405	143,985	13,580	10%	1,407,601	1,505,608	98,006	7%	1,736,807	1,447,339	1,505,608	58,268	4%	
Maintenance & Operating	62,152	60,249	(1,903)	-3%	918,682	802,142	(116,539)	-13%	1,525,311	1,271,093	802,142	(468,950)	-37%	
IEPA Loan P&I	-	-	-	0%	214,325	214,325	-	0%	428,650	214,325	214,325	0	0%	
DWC Loan P&I	-	-	-	0%	61,795	60,814	(981)	-2%	60,815	60,815	60,814	(1)	0%	
Capital Outlay	44,246	28,325	(15,922)	-36%	588,521	1,179,053	590,531	100%	5,629,000	5,629,000	1,179,053	(4,449,947)	-79%	
Expenditure Totals	659,489	716,717	57,228	9%	7,832,975	8,914,454	1,081,479	14%	15,915,119	13,945,989	8,914,454	(5,031,535)	-36%	
Net Increase / (Decrease)	110,917	191,078	80,161		(186,202)	(1,320,507)	(1,134,305)		(6,341,119)	(5,898,087)	(1,320,507)	4,577,580		

Village of Carol Stream
Capital Budget Summary
For the Month Ended February 28, 2015

	MONTH				YTD				BUDGET*		
	Last Year Feb	Current Year Feb	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Actual	% of Total
			\$	%			\$	%			
CAPITAL PROJECTS FUND											
REVENUES											
Capital Grants	\$ 9,186	\$ -	(9,186)	-100%	\$ 60,616	\$ 82,476	21,860	36%	\$ 344,000	\$ 82,476	24%
Interest Income	9,660	3,845	(5,814)	-60%	55,603	(143,150)	(198,753)	-357%	75,000	(143,150)	-191%
All Other / Miscellaneous	-	1,183	1,183	100%	10,980	64,286	53,306	485%	91,000	64,286	71%
Revenue Totals	18,846	5,029	(13,817)	-73%	127,199	3,612	(123,587)	-97%	510,000	3,612	1%
EXPENDITURES											
Roadway Improvements	9,554	(10,978)	(20,532)	-215%	825,919	4,128,127	3,302,209	400%	5,318,000	4,128,127	78%
Facility Improvements	2,939	-	(2,939)	-100%	371,436	-	(371,436)	-100%	300,000	-	0%
Stormwater Improvements	2,521	-	(2,521)	-100%	35,471	-	(35,471)	-100%	92,000	-	0%
Miscellaneous	-	-	-	0%	334,758	-	(334,758)	-100%	5,000	-	0%
Expenditure Totals	15,014	(10,978)	(25,993)	-173%	1,567,584	4,128,127	2,560,544	163%	5,715,000	4,128,127	72%
Net Increase / (Decrease)	3,832	16,007	12,175	318%	(1,440,385)	(4,124,516)	(2,684,131)	186%	(5,205,000)	(4,124,516)	79%
MFT FUND											
REVENUES											
Motor Fuel Tax Allotments	\$ 87,565	\$ 93,982	6,417	7%	\$ 1,008,314	\$ 1,199,936	191,622	19%	\$ 943,000	\$ 1,199,936	127%
Interest Income	153	247	95	62%	2,031	(10,903)	(12,934)	-637%	7,000	(10,903)	-156%
Revenue Totals	87,718	94,230	6,512	7%	1,010,345	1,189,033	178,688	18%	950,000	\$ 1,189,033	125%
EXPENDITURES											
Street Resurfacing - Capital	-	-	-	0%	2,282,334	-	(2,282,334)	-100%	-	-	0%
Crack Filling	-	-	-	0%	49,581	163,318	113,737	229%	129,000	163,318	127%
Expenditure Totals	-	-	-	0%	2,331,914	163,318	(2,168,596)	100%	129,000	163,318	127%
Net Increase / (Decrease)	87,718	94,230	6,512	7%	(1,321,569)	1,025,715	2,347,284	-178%	821,000	1,025,715	125%

* 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 February 28, 2015

	MONTH				YTD				BUDGET				
	Last Year Feb	Current Year Feb	Monthly Variance		Last Year YTD	Current Year YTD	YTD Variance		Annual Budget	YTD Budget	YTD Actual	Variance	
			\$	%			\$	%				\$	%
GENEVA CROSSING TIF													
REVENUES													
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 446,031	\$ 414,985	\$ (31,046)	-7%	\$ 475,000	\$ 475,000	\$ 414,985	\$ (60,015)	-13%
Interest Income	16	9	(7)	-44%	168	175	6	4%	200	167	175	8	5%
Village Contribution	-	19,258	19,258	100%	51,659	83,794	32,135	62%	40,000	26,666	83,794	57,128	214%
Revenue Totals	16	19,267	19,251	120095%	497,859	498,954	1,095	0%	515,200	501,833	498,954	(2,879)	-1%
EXPENDITURES													
Principal Retirement	-	-	-	0%	240,000	1,270,000	1,030,000	429%	255,000	255,000	1,270,000	1,015,000	398%
Interest Expense	-	-	-	0%	127,760	116,960	(10,800)	-8%	116,960	116,960	116,960	-	0%
Paying Agent Fees	-	369	369	100%	3,234	3,656	422	13%	3,500	3,500	3,656	156	4%
Expenditure Totals	-	369	369	100%	370,994	1,390,616	1,019,622	275%	375,460	375,460	1,390,616	1,015,156	270%
Net Increase / (Decrease)	16	18,898	18,882	117793%	126,865	(891,662)	(1,018,527)	-803%	139,740	126,373	(891,662)	(1,018,035)	-806%
NORTH/SCHMALE TIF													
REVENUES													
TIF Property Taxes	\$ -	\$ -	\$ -	0%	\$ 18,779	\$ 14,757	\$ (4,022)	-21%	\$ 33,600	\$ 33,600	\$ 14,757	\$ (18,843)	-56%
Sales Taxes	-	-	-	0%	-	-	-	0%	140,000	93,332	-	(93,332)	-100%
Interest Income	0	0	0	89%	1	2	0	22%	40	32	2	(30)	-94%
Village Contribution	-	-	-	0%	1,878	-	(1,878)	-100%	-	-	-	-	0%
Revenue Totals	0	0	0	89%	20,658	14,759	(5,900)	100%	173,640	126,964	14,759	(112,205)	-88%
EXPENDITURES													
Legal Fees	-	328	328	100%	7,125	1,778	(5,347)	-75%	4,000	3,330	1,778	(1,552)	-47%
Consulting Fees	-	-	-	0%	2,738	438	(2,300)	-84%	5,000	5,000	438	(4,563)	-91%
Other Expenses	-	-	-	0%	-	-	-	0%	153,500	100,000	-	(100,000)	-100%
Expenditure Totals	-	328	328	100%	9,862	2,215	(7,647)	-78%	162,500	108,330	2,215	(106,115)	-98%
Net Increase / (Decrease)	0	(328)	(328)		10,796	12,543	1,747		11,140	18,634	12,543	(6,091)	

Village of Carol Stream
Police Pension Fund Budget Summary
For the Month Ended February 28, 2015

POLICE PENSION FUND	MONTH				YTD				BUDGET				
	Last Year	Current Year	Monthly Variance		Last Year	Current Year	YTD Variance		Annual	YTD	YTD	Variance	
	Feb	Feb	\$	%	YTD	YTD	\$	%	Budget	Budget	Actual	\$	%
REVENUES													
Investment Income	\$ (161,674)	\$ 223,859	\$ 385,533	-238%	\$ 1,082,801	\$ 2,079,300	\$ 996,499	92%	\$ 2,900,500	\$ 2,417,083	\$ 2,079,300	\$ (337,784)	-14%
Employee Contributions	40,226	41,915	1,689	4%	445,983	454,290	8,307	2%	570,000	482,308	454,290	(28,017)	-6%
Village Contribution	129,313	137,653	8,340	6%	1,293,130	1,376,525	83,395	6%	1,651,830	1,376,530	1,376,525	(5)	0%
Other Revenues	-	-	-	0%	60	121,372	121,312	202186%	-	-	121,372	121,372	100%
Revenue Totals	7,865	403,426	395,561	5029%	2,821,974	4,031,487	1,209,514	43%	5,122,330	4,275,921	4,031,487	(244,434)	-6%
EXPENDITURES													
Investment and Admin Fees	13,184	6,717	(6,467)	-49%	104,935	270,068	165,133	157%	146,500	122,083	270,068	147,985	121%
Participant Benefit Payments	147,795	168,575	20,780	14%	1,352,239	1,593,605	241,366	18%	1,929,500	1,592,750	1,593,605	855	0%
Expenditure Totals	160,979	175,292	14,314	9%	1,457,174	1,863,673	406,499	28%	2,076,000	1,714,833	1,863,673	148,840	9%
Net Increase / (Decrease)	(153,114)	228,134	381,248		1,364,799	2,167,814	803,015		3,046,330	2,561,088	2,167,814	(393,274)	

Village of Carol Stream
Schedule of Cash and Investment Balances
 February 28, 2015

FUND	CASH	INVESTMENTS	TOTAL CASH & INVESTMENTS	LAST YEAR 2/28/2014
GENERAL FUND	\$ 1,070,446.58	\$ 12,932,080.99	\$ 14,002,527.57	\$ 15,601,271.09
WATER & SEWER FUND	202,516.81	13,200,681.15	13,403,197.96	15,059,171.75
CAPITAL PROJECTS FUND	-	19,877,980.70	19,877,980.70	20,386,900.58
MFT FUND	-	3,169,060.65	3,169,060.65	2,044,846.77
GENEVA CROSSING TIF FUND	-	1,069,770.01	1,069,770.01	1,885,883.84
NORTH/SCHMALE TIF FUND	-	16,675.69	16,675.69	10,658.28
POLICE PENSION FUND	418,386.66	40,465,728.12	40,884,114.78	37,784,454.89
TOTAL	<u>\$ 1,691,350.05</u>	<u>\$ 90,731,977.31</u>	<u>\$ 92,423,327.36</u>	<u>\$ 92,773,187.20</u>