



AGENDA
President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
December 2, 2024
7:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL OF MEMBERS
- IV. APPROVAL OF MINUTES
 - A. 11/18/2024 Village Board Meeting Minutes
- V. APPROVAL OF ACCOUNTS PAYABLE
 - A. 11/30/2024 Warrant Register
- VI. RECOGNITIONS AND COMMUNICATIONS
- VII. PUBLIC HEARINGS
 - A. Proposed 2025 Budget

VIII. CITIZENS TO BE HEARD

Anyone wishing to speak on a subject not on the Agenda should fill out a card, located in the back of the room, and hand it to the Village Clerk. Please limit your comments to three minutes.

IX. CONSENT AGENDA

This Agenda consists of proposals and recommendations that, in the opinion of the Village Manager, will be acceptable to all members of the Board of Trustees. The purpose of this Agenda is to save time by taking only one roll call vote instead of separate votes on each item. Consideration of this Consent Agenda will be governed by the following rules and procedures prior to roll call vote:

- 1. Any Trustee who wishes to vote "no" or "pass" on any Consent Agenda items should so indicate.

2. Upon the request of any one Trustee, any item will be removed from the Consent Agenda and considered separately after adoption of the Consent Agenda.

3. Citizens in the audience may request that the Board remove any item from this Consent Agenda for separate consideration after adoption of the Consent Agenda.

4. One roll call vote will be taken and will cover all remaining Consent Agenda items.

- A. Ordinance Approving an Amendment to the 2024 Budget for the Replacement of a Dimmer Rack at the Metropolis Theater
- B. Resolution Approving the First Amendment to Tyler SaaS Agreement Regarding Payment Processing Fees
- C. Resolution Approving Vendor Expenses Over \$25,000 in Aggregate for Calendar Year 2025
- D. Resolution - Employment Agreement Adjustment - Village Manager
- E. Resolution Approving Village Hall - 2nd Phase of Carpeting Removal and Installation
- F. Resolution Approving Village Fuel Island Dispenser Sumps
- G. Resolution Authorizing the Agreement for the 2025 MFT Street Rehabilitation and Street Reconstruction Engineering Services
- H. Resolution Approving Aerial Truck Vehicle Purchase for Public Works
- I. Resolution Authorizing a Contract for Kensington Road at Waterman Avenue Traffic Signal Design
- J. Resolution Awarding a Contract for ComEd Shared-Use Path Project – Phase I Engineering Services
- K. Resolution Approving the Disbursement of Cash Paid by Developers in Lieu of Land Dedication
- L. Resolution Authorizing the Agreement for the Phase II Design Engineering Services required for the Windsor Drive Road Diet & Resurfacing Project
- M. Resolution Approving Vail Garage Elevator Modernization Contract

X. NEW BUSINESS

- A. An Ordinance Providing for the Levy, Assessment and Collection of Taxes for the Year Beginning January 1, 2025, and Ending December 31, 2025, for the Village of Arlington Heights.
- B. An Ordinance Abating Taxes Levied for the Year 2024, Heretofore Levied to Pay Principal and Interest on the \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights.
- C. An Ordinance Adopting a Budget and Appropriations Ordinance and Amounts Set Forth Therein for the Year Commencing January 1, 2025 and Ending December 31, 2025.

D. Chapter 28 Text Amendments - Permitted Use Table - PC#24-016

E. Proceed at Own Risk Request - ICON Studio - 3375 N. Arlington Heights Rd, Units A, B, G, H

XI. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact Erin Mercado, at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, emercado@vah.com or 847/368-5793.



MINUTES
President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village
Hall 33 S. Arlington Heights Road
Arlington Heights, IL
November 18, 2024
7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

President Hayes and the following Trustees responded to roll: Richard Baldino, James Bertucci, Wendy Dunnington, Robin LaBedz, Tom Schwingbeck, Jim Tinaglia. Trustees Nicolle Grasse and Scott Shirley were absent.

Also present were: Randy Recklaus, Diana Mikula, Hart Passman, and Becky Hume.

IV. APPROVAL OF MINUTES

A. Closed Session Meeting Minutes 09/03/2024

Trustee Tinaglia moved to Approve. Trustee Baldino Seconded the Motion.

The Motion: Passed

Ayes: Trustee Baldino, Trustee Bertucci, Trustee Dunnington, Trustee Schwingbeck, Trustee Tinaglia

Nays: None

Abstain: President Tom Hayes, Trustee Robin LaBedz

Absent: Trustee Grasse, Trustee Shirley

B. Village Board 11/04/2024

Trustee Schwingbeck moved to Approve. Trustee Dunnington Seconded the Motion.

The Motion: Passed

Ayes: President Hayes, Trustee Baldino, Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Schwingbeck, Trustee Tinaglia

Nays: None

Absent: Trustee Grasse, Trustee Shirley

V. APPROVAL OF ACCOUNTS PAYABLE

A. Warrant Register 11/15/2024

Trustee Bertucci moved to Approve in the amount of \$8,618,282.89. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

Ayes: President Hayes, Trustee Baldino, Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Schwingbeck, Trustee Tinaglia

Nays: None

Absent: Trustee Grasse, Trustee Shirley

VI. RECOGNITIONS AND COMMUNICATIONS

President Hayes honored the team and read the proclamations to the coaches and runners.

A. Recognition of St. James Girls Cross Country Team 2024 Illinois Elementary School Association (ISEA) Class 1A State Championship

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

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IX. CONSENT AGENDA

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3. Citizens in the audience may request that the Board remove any item from this Consent Agenda for separate consideration after adoption of the Consent Agenda.

4. One roll call vote will be taken and will cover all remaining Consent Agenda items.

Trustee Baldino moved to Approve. Trustee LaBedz Seconded the Motion.

The Motion: Passed

Ayes: President Hayes, Trustee Baldino, Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Schwingbeck, Trustee Tinaglia

Nays: None

Absent: Trustee Grasse, Trustee Shirley

- A. Resolution approving the release of certain written minutes of certain Closed Session Meetings of the Village Board of Trustees

R2024-67

- B. Resolution Approving an Agreement with Sikich for Audit Services

R2024-68 / A2024-65

- C. Resolution to Approve Purchase of Multi-Purpose Utility Tractor for Public Works

R2024-69

- D. Resolution Approving Purchase of Commercial Step Van for Public Works

R2024-70

- E. Resolution Approving Paymentus MSA for DACRA Payment Processing

R2024-71 / A2024-66

- F. Resolution Approving Sodium Chloride (Road Salt) Purchase 2024-2025 - State of Illinois Contract

R2024-72

- G. Resolution - Intergovernmental Agreement - Park District - Construction, Operation and Maintenance of Klehm Park Underground Detention Basin

R2024-73 / A2024-67

- H. Ordinance Approving All-Way Stop Signs at the Intersection of South Dunton Avenue and West South Street

2024-65

- I. Race-Chicago Stormwater Improvements - Phase III Construction Engineering Services

R2024-74 / A2024-70

- J. Resolution Approving 2024 Downtown Train Station Paver Brick Contract

R2024-75 / A2024-68

- K. Resolution Approving Race-Chicago Stormwater Improvements - Award

R2024-76 / A2024-69

X. NEW BUSINESS

XI. ADJOURNMENT

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Trustee LaBedz invited the community to the Holiday Tree Lighting on November 29th at 4:30 p.m. at North School Park.

Trustee Baldino moved to Adjourn at 7:54 p.m. Trustee LaBedz Seconded the Motion.
The Motion: Passed

Ayes: President Hayes, Trustee Baldino, Trustee Bertucci, Trustee Dunnington, Trustee

LaBedz, Trustee Schwingbeck, Trustee Tinaglia

Nays: None

Absent: Trustee Grasse, Trustee Shirley

Becky Hume, Village Clerk



**VILLAGE OF ARLINGTON
HEIGHTS
WARRANT REGISTER FOR
CHECK DATE: 11/30/2024**

Fund	Fund Description	Total Transaction Amount
101	GENERAL FUND	\$448,152.69
211	MOTOR FUEL TAX FUND	\$5,505.44
215	CDBG FUND	\$9,600.00
227	FOREIGN FIRE INS TAX FUND	\$4,204.36
231	CRIMINAL INVESTIGATION FD	\$2,530.04
235	MUNICIPAL PARKG OPR FUND	\$15,462.33
301	DEBT SERVICE FUND	\$300.00
401	CAPITAL PROJECTS FUND	\$2,601,551.03
426	STORM WATER CONTROL FUND	\$19,105.50
505	WATER AND SEWER FUND	\$849,237.56
506	LEAD SERVICE LINE REPL FUND	\$45,971.42
515	ARTS ENTERT & EVENTS FUND	\$73,091.58
605	HEALTH INSURANCE FUND	\$1,015,317.43
615	WORKERS COMPENSATION INS	\$882.50
621	FLEET OPERATIONS FUND	\$563,472.34
625	TECHNOLOGY FUND	\$41,824.10
715	GUARANTY DEPOSITS FUND	\$11,300.00
TOTAL ALL FUNDS		\$5,707,508.32

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 11/30/2024

Department 0000

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
NON DEPARTMENTAL					
309572	101-0000-489850-	MERCHANTS CREDIT GUIDE CO	COLLECTION FEES	\$45.58	\$45.58
309597	101-0000-433140-	BLUE CROSS AND BLUE SHIELD OF ILLINOIS	AMBULANCE REFUND	\$1,053.72	\$1,053.72
309598	715-0000-220930-	Brittany Ikeda	BOND REFUND-REC-006990-2024	\$200.00	\$200.00
309599	715-0000-220930-	Dependable Concrete Inc	BOND REFUND-REC-006940-2024	\$200.00	\$200.00
309600	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006952-2024	\$200.00	\$200.00
309601	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006953-2024	\$200.00	\$200.00
309602	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006954-2024	\$200.00	\$200.00
309603	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006955-2024	\$200.00	\$200.00
309604	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006956-2024	\$200.00	\$200.00
309605	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006957-2024	\$200.00	\$200.00
309606	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006958-2024	\$200.00	\$200.00
309607	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006960-2024	\$200.00	\$200.00

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 11/30/2024

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309608	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006961-2024	\$200.00	\$200.00
309609	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006963-2024	\$200.00	\$200.00
309610	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006964-2024	\$200.00	\$200.00
309611	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006965-2024	\$200.00	\$200.00
309612	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006966-2024	\$200.00	\$200.00
309613	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006967-2024	\$200.00	\$200.00
309614	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006968-2024	\$200.00	\$200.00
309615	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006969-2024	\$200.00	\$200.00
309616	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006972-2024	\$200.00	\$200.00
309617	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006974-2024	\$200.00	\$200.00
309618	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006975-2024	\$200.00	\$200.00
309619	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006976-2024	\$200.00	\$200.00
309620	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006977-2024	\$200.00	\$200.00

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309621	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006978-2024	\$200.00	\$200.00
309622	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006979-2024	\$200.00	\$200.00
309623	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006980-2024	\$200.00	\$200.00
309624	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006981-2024	\$200.00	\$200.00
309625	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006982-2024	\$500.00	\$500.00
309626	715-0000-220930-	DUBOIS PAVING CO	BOND REFUND-REC-006984-2024	\$200.00	\$200.00
309627	715-0000-220930-	FORTIS	BOND REFUND-REC-006993-2024	\$200.00	\$200.00
309628	715-0000-220930-	Hot Rocks Paving Services, Inc.	BOND REFUND-REC-006939-2024	\$200.00	\$200.00
309629	715-0000-220930-	Indra Ramdass	BOND REFUND-REC-006943-2024	\$200.00	\$200.00
309630	715-0000-220930-	Isaiah Stansberry	BOND REFUND-REC-006947-2024	\$200.00	\$200.00
309631	715-0000-220930-	J&J Pavement Repairs, Inc.	BOND REFUND-REC-006941-2024	\$500.00	\$500.00
309632	715-0000-220930-	J&J Pavement Repairs, Inc.	BOND REFUND-REC-006992-2024	\$200.00	\$200.00
309633	715-0000-220930-	KAPLAN PAVING	BOND REFUND-REC-006986-2024	\$500.00	\$500.00

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309634	715-0000-220930-	Kaplan Paving	BOND REFUND-REC-006996-2024	\$200.00	\$200.00
309635	715-0000-220930-	Kaplan Paving	BOND REFUND-REC-006944-2024	\$200.00	\$200.00
309636	715-0000-220930-	Professional Paving & Concrete Co, Inc.	BOND REFUND-REC-006948-2024	\$200.00	\$200.00
309637	715-0000-220930-	RICHARD KOEBERNICK	BOND REFUND-REC-006989-2024	\$200.00	\$200.00
309638	715-0000-220930-	RJ CONCRETE INC.	BODN REFUND-REC-006991-2024	\$200.00	\$200.00
309639	715-0000-220930-	Rodewald & Company	BOND REFUND-REC-006995-2024	\$500.00	\$1,200.00
309639	715-0000-220930-	Rodewald & Company	BOND REFUND-REC-006995-2024	\$200.00	
309639	715-0000-220930-	Rodewald & Company	BOND REFUND-REC-006995-2024	\$500.00	
309640	715-0000-220930-	Russel Lokun	BOND REFUND-REC-006985-2024	\$200.00	\$200.00
309641	715-0000-220930-	THE CONCRETE DOCTORS	BOND REFUND REC-003003-2024	\$200.00	\$200.00
309642	715-0000-220930-	TOTAL PAVING	BOND REFUND-REC-006987-2024	\$200.00	\$200.00
309643	715-0000-220930-	Xclusive Concrete	BOND REFUND-REC-006983-2024	\$200.00	\$200.00
309644	715-0000-220930-	XCLUSIVE CONCRETE	BOND REFUND-REC-006988-2024	\$200.00	\$200.00
309656	101-0000-441150-	OSCAR JACOBO	CITATION REFUND	\$25.00	\$25.00

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 11/30/2024

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309657	101-0000-421990-	WINDOW WORKS	PERMIT REFUND	\$77.00	\$77.00
802442	101-0000-210950-	RTA/CTA BENEFIT PROGRAM	EMPLOYEE RTA BENEFIT PROGRAM	\$418.75	\$418.75
902442	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$561.75	\$4,236.83
902442	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$3,675.08	
902443	605-0000-471230-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 10/16-10/31	(\$81,535.63)	(\$81,535.63)
902450	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$1,106.94	\$3,149.94
902450	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$2,043.00	
902451	101-0000-210810-	DEARBORN LIFE INS CO	STD/LIFE INSURANCE DEC 2024	\$295.63	\$8,235.90
902451	101-0000-210810-	DEARBORN LIFE INS CO	STD/LIFE INSURANCE DEC 2024	\$7,940.27	
902452	101-0000-210820-	SONTIQ	ID PROTECTION OCT 2024	\$205.42	\$205.42
902455	605-0000-471230-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 11/01-11/15	(\$91,687.45)	(\$91,687.45)
902456	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$1,042.22	\$7,038.48
902456	101-0000-210940-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$5,996.26	
902457	101-0000-211060-	VISION SERVICE PLAN	VISION INSURANCE DEC 2024	\$1,462.54	\$5,922.20
902457	101-0000-211060-	VISION SERVICE PLAN	VISION INSURANCE DEC 2024	\$4,459.66	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 11/30/2024

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
			DEPARTMENT 0000 TOTAL:	(\$131,514.26)	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 11/30/2024

Department 0101

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BOARD OF TRUSTEES ADMIN					
309539	101-0101-522020-	IL MUNICIPAL LEAGUE	DUES	\$5,000.00	\$5,000.00
309563	101-0101-521650-	LORELLE COMMUNICATIONS INC	PROFESSIONAL SERVICES	\$4,500.00	\$4,500.00
DEPARTMENT 0101 TOTAL:				\$9,500.00	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 11/30/2024

Department 0201

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
INTEGRATED SERVICES ADMIN					
					\$2,281.79
	101-0201-521650-	CONSTANT CONTACT	OFFICE EQUIPMENT	\$2,200.80	
	101-0201-522030-	IL CITY/COUNTY MANAGEMENT ASSOC	TRAVEL & TRAINING	\$15.00	
	101-0201-522030-	IL CITY/COUNTY MANAGEMENT ASSOC	TRAVEL & TRAINING	\$65.00	
	101-0201-522700-	APPLE STORE	ICLOUD STORAGE	\$0.99	
					\$100.00
309464	101-0201-522700-	AT & T MOBILITY	ACCT 232106787838	\$100.00	
					\$1,807.00
309493	101-0201-520100-	COUNSEL PRESS INC.	PROFESSIONAL SERVICES	\$1,807.00	
					\$194.92
309595	101-0201-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$19.96	
309595	101-0201-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$24.99	
309595	101-0201-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$149.97	
DEPARTMENT 0201 TOTAL:				\$4,383.71	

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 11/30/2024

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HUMAN RESOURCES ADMIN					
					\$3,428.88
	101-0301-520050-	LINKEDIN CORPORATION	OFFICE EQUIPMENT	\$169.99	
	101-0301-522010-	IL MUNICIPAL LEAGUE	ADVERTISING	\$35.00	
	101-0301-522010-	LEAGUE OF WOMEN IN GOVERNMENT	ADVERTISING	\$199.00	
	101-0301-522010-	STRATEGIC GOVERNMENT RESOURCE	ADVERTISING	\$199.00	
	101-0301-522010-	ICMA DISTRIBUTION CENTER	ADVERTISING	\$225.00	
	101-0301-522010-	LOCAL GOVERNMENT HISPANIC NETWORK	ADVERTISING	\$250.00	
	101-0301-522010-	IL GFOA	ADVERTISING	\$250.00	
	101-0301-522010-	IL MUNICIPAL LEAGUE	ADVERTISING	\$35.00	
	101-0301-522010-	ICMA DISTRIBUTION CENTER	ADVERTISING	\$75.00	
	101-0301-522010-	IL GFOA	ADVERTISING	\$250.00	
	101-0301-522010-	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	ADVERTISING	\$299.00	
	101-0301-522030-	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	TAX REFUND	(\$65.60)	
	101-0301-522700-	CONSENSUS CLOUD SOLUTIONS	EFAX MONTHLY SUBSCRIPTION	\$49.99	
	605-0301-522030-	IL SHRM	TRAVEL & TRAINING	\$575.00	
	615-0301-522020-	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	DUES	\$62.50	
	615-0301-522030-	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	TRAVEL & TRAINING	\$902.00	
	615-0301-522030-	SOCIETY FOR HUMAN RESOURCE MANAGEMENT	TAX REFUND	(\$82.00)	
					\$69.30
309456	101-0301-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$24.50	
309456	101-0301-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$44.80	
					\$61.40

Department 0301

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 11/30/2024

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309477	101-0301-522150-	CANON SOLUTIONS AMERICA	OFFICE MACHINES & ACCESS	\$61.40	
					\$1,981.25
309483	101-0301-520200-	CLARK BAIRD SMITH LLP	LEGAL SERVICES	\$1,981.25	
					\$2,690.30
309532	401-0301-550100-	HENRICKSEN & COMPANY INC	OFFICE EQUIPMENT	\$2,690.30	
					\$100.00
309543	101-0301-522010-	ILCMA	ADVERTISING	\$100.00	
					\$7,372.00
309592	605-0301-520500-	NORTHWEST COMMUNITY HOSPITAL	BIENNIAL PHYSICALS	\$586.00	
309592	605-0301-520500-	NORTHWEST COMMUNITY HOSPITAL	BIENNIAL PHYSICALS	\$1,615.00	
309592	605-0301-520500-	NORTHWEST COMMUNITY HOSPITAL	BIENNIAL PHYSICALS	\$2,196.00	
309592	605-0301-520500-	NORTHWEST COMMUNITY HOSPITAL	BIENNIAL PHYSICALS	\$2,975.00	
					\$498,065.00
902443	605-0301-542750-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 10/16-10/31	\$469,906.11	
902443	605-0301-542770-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 10/16-10/31	\$28,158.89	
					\$119,354.86
902444	605-0301-520550-	BLUE CROSS BLUE SHIELD OF ILLINOIS	ADMIN FEES	\$119,354.86	
					\$8,559.96
902451	605-0301-520650-	DEARBORN LIFE INS CO	STD/LIFE INSURANCE DEC 2024	\$4,350.96	
902451	605-0301-520660-	DEARBORN LIFE INS CO	STD/LIFE INSURANCE DEC 2024	\$4,209.00	
					\$1,129.57
902454	605-0301-520440-	EMPLOYEE BENEFITS CORP	FSA ADMIN FEES	\$24.72	
902454	605-0301-520440-	EMPLOYEE BENEFITS CORP	FSA ADMIN FEES	\$77.25	
902454	605-0301-520440-	EMPLOYEE BENEFITS CORP	FSA ADMIN FEES	\$450.00	
902454	605-0301-520440-	EMPLOYEE BENEFITS CORP	FSA ADMIN FEES	\$577.60	

VILLAGE OF ARLINGTON HEIGHTS
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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$553,484.12
902455	605-0301-542750-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 11/01-11/15	\$531,442.76	
902455	605-0301-542770-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 11/01-11/15	\$22,041.36	
DEPARTMENT 0301 TOTAL:				\$1,196,296.64	

VILLAGE OF ARLINGTON HEIGHTS
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Department 0501

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FINANCE ADMIN					
	101-0501-522030-	IL GFOA	TRAVEL & TRAINING	\$180.00	\$424.94
	101-0501-522030-	IL GFOA	TRAVEL & TRAINING	\$200.00	
	101-0501-522700-	APPLE STORE	CLOUD STORAGE	\$0.99	
	101-0501-530050-	JEWEL OSCO 3422	EVENT SUPPLIES	\$43.95	
309456	101-0501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$8.99	\$48.99
309456	101-0501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$40.00	
309477	101-0501-522150-	CANON SOLUTIONS AMERICA	OFFICE MACHINES & ACCESS	\$186.19	\$186.19
309498	101-0501-522010-	DAILY HERALD	ADVERTSIING	\$159.30	\$159.30
309583	101-0501-522020-	MUNICIPAL CLERKS OF ILLINOIS	DUES	\$95.00	\$95.00
309595	101-0501-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$10.86	\$223.58
309595	101-0501-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$21.99	
309595	101-0501-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$190.73	
309683	505-0501-522100-	SEBIS DIRECT INC	PRINTING SERVICES	\$1,283.56	\$1,283.56
902440	101-0501-522050-	CITIBANK	POSTAGE	\$5,440.35	\$5,440.35
902446	505-0501-522050-	SEBIS DIRECT INC	POSTAGE	\$4,884.00	\$4,884.00
					\$5,040.00

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
902453	505-0501-522050-	SEBIS DIRECT INC	POSTAGE	\$5,040.00	
			DEPARTMENT 0501 TOTAL:	\$17,785.91	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
INFORMATION TECHNOLOGY ADMIN					
					\$3,522.32
	625-0601-521020-	BROTHER INTERNATIONAL CORP	EQUIPMENT MAINTENANCE	\$69.00	
	625-0601-521655-	JOTFORM, INC	OFFICE EQUIPMENT	\$64.50	
	625-0601-521655-	SIMPLEMDM	OFFICE EQUIPMENT	\$126.00	
	625-0601-521655-	CLOUDFLARE	OFFICE EQUIPMENT	\$25.00	
	625-0601-522030-	TACO BELL	MEETING SUPPLIES	\$10.22	
	625-0601-522030-	TACO BELL	MEETING SUPPLIES	\$68.89	
	625-0601-522030-	CBT NUGGETS LLC	TRAVEL & TRAINING	\$59.00	
	625-0601-522700-	RCN	ACCT 0201-4111834-01	\$64.99	
	625-0601-522700-	RCN	ACCT 0201-4440770-01	\$64.99	
	625-0601-522700-	VERIZON WIRELESS	ACCT 78036610800001	\$224.61	
	625-0601-530050-	HARBOR FREIGHT TOOLS	OFFICE SUPPLIES	\$16.10	
	625-0601-530050-	HARBOR FREIGHT TOOLS	OFFICE SUPPLIES	\$7.68	
	625-0601-530050-	AMAZON COM CAPITAL SERVICES	KITCHEN SUPPLIES	\$53.98	
	625-0601-530050-	HARBOR FREIGHT TOOLS	OFFICE EQUIPMENT	\$21.74	
	625-0601-530050-	HARBOR FREIGHT TOOLS	OFFICE EQUIPMENT	(\$15.38)	
	625-0601-550100-	UBIQUITI INC	BUILDING MAINTENANCE SUPPLY	\$509.00	
	625-0601-550100-	UBIQUITI INC	OFFICE EQUIPMENT	\$39.00	
	625-0601-550100-	UBIQUITI INC	OFFICE EQUIPMENT	\$2,113.00	
					\$684.68
309456	625-0601-530050-	AMAZON COM CAPITAL SERVICES	OFFICE EQUIPMENT	\$68.52	
309456	625-0601-530050-	AMAZON COM CAPITAL SERVICES	OFFICE EQUIPMENT	\$191.22	
309456	625-0601-550100-	AMAZON COM CAPITAL SERVICES	OFFICE EQUIPMENT	\$424.94	
					\$4,717.71
309478	625-0601-550100-	CDW GOVERNMENT INC	OFFICE EQUIPMENT	\$148.41	

Department 0601

VILLAGE OF ARLINGTON HEIGHTS
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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309478	625-0601-550100-	CDW GOVERNMENT INC	OFFICE EQUIPMENT	\$4,569.30	
					\$167.03
309500	625-0601-550100-	DELL MARKETING LP	OFFICE EQUIPMENT	\$167.03	
					\$6,800.00
309524	625-0601-522020-	GIS CONSORTIUM	DUES	\$6,800.00	
					\$5,032.00
309705	625-0601-550100-	TYLER TECHNOLOGIES INC	COMPUTERSDP & WORD PROC.	\$1,887.00	
309705	625-0601-550100-	TYLER TECHNOLOGIES INC	COMPUTERSDP & WORD PROC.	\$3,145.00	
					\$1,730.00
309722	625-0601-521655-	ZOHO CORPORATION	OFFICE EQUIPMENT	\$1,730.00	
					\$19,170.36
902441	625-0601-520050-	MUNICIPAL GIS PARTNERS INC	GIS SERVICES	\$19,170.36	
			DEPARTMENT 0601 TOTAL:	\$41,824.10	

VILLAGE OF ARLINGTON HEIGHTS
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Department 1001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BOARDS & COMM ADMIN					
309459	101-1001-540050-	ARLINGTON HTS COMM CONCERT BAND	BAND GRANT	\$10,000.00	\$10,000.00
DEPARTMENT 1001 TOTAL:				\$10,000.00	

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Department 1015

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BOARDS & COMM DESIGN COMM					
	101-1015-530050-	ACADEMY ENGRAVING CO	AWARD SUPPLIES	\$340.00	\$340.00
DEPARTMENT 1015 TOTAL:				\$340.00	

VILLAGE OF ARLINGTON HEIGHTS
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Department 1018

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BOARDS & COMM SPECIAL EVENTS					
					\$648.25
	515-1018-540550-	GARIBALDIS ARLINGTON HEIGHTS	AUTUMN HARVEST SUPPLIES	\$197.92	
	515-1018-540550-	AMAZON COM CAPITAL SERVICES	TREE LIGHTING EVENT SUPPLIES	\$164.85	
	515-1018-540550-	AMAZON COM CAPITAL SERVICES	HARMONY FEST SUPPLIES	\$73.98	
	515-1018-540550-	AMAZON COM CAPITAL SERVICES	TREE LIGHTING EVENT SUPPLIES	\$211.50	
					\$360.00
309516	515-1018-540550-	FASTSIGNS	EVENT SUPPLIES	\$360.00	
					\$300.00
309551	515-1018-540550-	JOHN HERSEY HIGH SCHOOL	EVENT SERVICES	\$300.00	
					\$350.00
309561	515-1018-540550-	XAVIER LIPANI	EVENT SERVICES	\$350.00	
					\$300.00
309673	515-1018-540550-	ROLLING MEADOWS HIGH SCHOOL	EVENT SERVICES	\$300.00	
			DEPARTMENT 1018 TOTAL:	\$1,958.25	

VILLAGE OF ARLINGTON HEIGHTS
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Department 2005

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
SPECIAL EVENTS METROPOLIS THTR					
					\$70,000.00
309575	515-2005-540810-	METROPOLIS PERFORMING ARTS CENTRE	2024 OPERATING CONTRIBUTION INSTALLMENT 4 of 4	\$70,000.00	
DEPARTMENT 2005 TOTAL:				\$70,000.00	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
POLICE DEPT ADMIN					
					\$6,744.73
	101-3001-521650-	CAPCUT	OFFICE EQUIPMENT	\$9.99	
	101-3001-522030-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	(\$144.48)	
	101-3001-522030-	REAGAN NATIONAL AIRPORT	TRAVEL & TRAINING	\$114.00	
	101-3001-522030-	SUNOCO LP	TRAVEL & TRAINING	\$61.91	
	101-3001-522030-	SUNOCO LP	TRAVEL & TRAINING	\$56.20	
	101-3001-522030-	7-ELEVEN	TRAVEL & TRAINING	\$53.04	
	101-3001-522030-	HILTON HOTEL	TRAVEL & TRAINING	\$618.52	
	101-3001-522030-	TORTORICE'S PIZZERIA	MEETING SUPPLIES	\$119.27	
	101-3001-522030-	FAIRFIELD INN	TRAVEL & TRAINING	\$187.59	
	101-3001-522030-	IL ANIMAL WELFARE FEDERATION	TRAVEL & TRAINING	\$325.00	
	101-3001-522030-	BERLA	TRAVEL & TRAINING	\$300.00	
	101-3001-522030-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$1,131.80	
	101-3001-522030-	HOLIDAY INN	TRAVEL & TRAINING	\$90.67	
	101-3001-522030-	MIDWEST CENTER FOR TRAFFIC SAFETY	TRAVEL & TRAINING	\$300.00	
	101-3001-522030-	MIDWEST CENTER FOR TRAFFIC SAFETY	TRAVEL & TRAINING	\$300.00	
	101-3001-522030-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$17.99	
	101-3001-522030-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$144.48	
	101-3001-522030-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$143.36	
	101-3001-522030-	FBINAA	CLOTHING & APPAREL	\$511.89	
	101-3001-522700-	COMCAST PROCESSING CENTER	MONTHLY CHARGES	\$115.50	
	101-3001-522700-	COMCAST PROCESSING CENTER	MONTHLY CHARGES	\$115.50	
	101-3001-530010-	CHICAGO TRIBUNE-SUB BILLING	SUBSCRIPTION	\$23.96	
	101-3001-530010-	DAILY HERALD	SUBSCRIPTION	\$150.00	

Department 3001

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
	101-3001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE EQUIPMENT	\$27.00	
	101-3001-533050-	KATOM RESTAURANT SUPPLY, INC	KITCHEN SUPPLIES	\$501.81	
	101-3001-533250-	ILLINOIS LABOR LAW POSTER SERVICE	OFFICE SUPPLIES	\$99.50	
	101-3001-533250-	IL ASSOC OF CHIEFS OF POLICE	DUES	\$395.00	
	101-3001-533250-	STROBES-R-US	POLICE EQUIPMENT	\$342.44	
	101-3001-533300-	SAMS CLUB	EVENT SUPPLIES	\$632.79	
					\$110.89
309456	101-3001-522700-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$30.90	
309456	101-3001-533300-	AMAZON COM CAPITAL SERVICES	EVENT SUPPLIES	\$79.99	
					\$250.00
309470	101-3001-521650-	BIO ONE CHICAGO	CLEANING SERVICES	\$100.00	
309470	101-3001-521650-	BIO ONE CHICAGO	PROFESSIONAL SERVICES	\$50.00	
309470	101-3001-521650-	BIO ONE CHICAGO	PROFESSIONAL SERVICES	\$100.00	
					\$7,399.89
309477	101-3001-522150-	CANON SOLUTIONS AMERICA	OFFICE MACHINES & ACCESS	\$34.89	
309477	401-3001-550100-	CANON SOLUTIONS AMERICA	OFFICE EQUIPMENT	\$7,365.00	
					\$275.00
309489	101-3001-521650-	COMPASSION FUNERAL SERVICES INC	PROFESSIONAL SERVICES	\$275.00	
					\$85.00
309494	101-3001-533050-	CROWN TROPHY	MISCELLANEOUS SUPPLIES	\$85.00	
					\$1,249.96
309507	401-3001-550100-	DREAMSEATS, LLC	POLICE EQUIPMENT	\$1,249.96	
					\$4,170.00
309512	101-3001-520150-	ERNEST R BLOMQUIST PC	PROFESSIONAL SERVICES	\$4,170.00	
					\$53.20

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309515	101-3001-521650-	EXPERIAN	MISCELLANEOUS SERVICES	\$53.20	
					\$15,000.00
309519	401-3001-550150-	FLOCK GROUP, INC	OFFICE EQUIPMENT	\$15,000.00	
					\$2,764.02
309525	101-3001-521650-	GOLF ROSE PET LODGE	VETERINARY SERVICES	\$98.40	
309525	101-3001-521650-	GOLF ROSE PET LODGE	VETERINARY SERVICES	\$122.00	
309525	101-3001-521650-	GOLF ROSE PET LODGE	VETERINARY SERVICES	\$1,038.62	
309525	101-3001-521650-	GOLF ROSE PET LODGE	VETERINARY SERVICES	\$1,505.00	
					\$300.00
309526	101-3001-530350-	GONZALEZ, ROBERTO	REIMBURSEMENT	\$300.00	
					\$213.00
309533	101-3001-521650-	HILLSIDE SERVICE	TOWING SERVICES	\$213.00	
					\$541.00
309536	101-3001-521650-	IDI	MISCELLANEOUS SERVICES	\$126.00	
309536	101-3001-521650-	IDI	MISCELLANEOUS SERVICES	\$415.00	
					\$247.50
309546	101-3001-533250-	INTOXIMETERS INC	POLICE EQUIPMENT	\$247.50	
					\$3,441.60
309550	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	
309550	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	
309550	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	
309550	101-3001-530350-	JG UNIFORMS	CLOTHING & APPAREL	\$181.90	
309550	101-3001-530350-	JG UNIFORMS	CLOTHING & APPAREL	\$300.70	
309550	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	
309550	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	
309550	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$460.00	

VILLAGE OF ARLINGTON HEIGHTS

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309550	235-3001-530350-	JG UNIFORMS	CLOTHING & APPAREL	\$199.00	
					\$381.00
309555	101-3001-530350-	KOSLOSKE SCOTT	REIMBURSEMENT	\$381.00	
					\$1,024.98
309562	101-3001-521651-	LIVE 4 LALI INC	CARE GRANT	\$1,024.98	
					\$85.49
309570	101-3001-521650-	MCDONALD'S #1783	MISCELLANEOUS SERVICES	\$85.49	
					\$1,373.18
309581	101-3001-533300-	MORTON SUGGESTION COMPANY	EVENT SUPPLIES	\$1,373.18	
					\$228.98
309586	101-3001-530350-	NELSON ALEXANDRA	REIMBURSEMENT	\$228.98	
					\$15.40
309589	101-3001-521650-	NORTHERN IL POLICE ALARM SYSTEM (NIPAS)	MISCELLANEOUS SERVICES	\$15.40	
					\$47,546.78
309591	101-3001-520370-	NORTHWEST CENTRAL DISPATCH SYS	MEMBER ASSESSMENT	\$47,546.78	
					\$1,041.36
309595	101-3001-522150-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$350.76	
309595	101-3001-522150-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$690.60	
					\$2,030.36
309661	101-3001-522030-	PETTY CASH/POLICE	FUEL	\$122.68	
309661	101-3001-521650-	PETTY CASH/POLICE	POLICE EQUIPMENT & SUPPLY	\$82.79	
309661	101-3001-522020-	PETTY CASH/POLICE	TRAVEL & TRAINING	\$120.00	
309661	101-3001-522030-	PETTY CASH/POLICE	VEHICLE RENTAL	\$1,681.50	
309661	101-3001-533050-	PETTY CASH/POLICE	OFFICE SUPPLIES	\$23.39	
					\$731.98

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309668	101-3001-530350-	RAY O'HERRON	CLOTHING & APPAREL	\$22.00	
309668	101-3001-530350-	RAY O'HERRON	CLOTHING & APPAREL	\$187.98	
309668	101-3001-530350-	RAY O'HERRON	CLOTHING & APPAREL	\$219.00	
309668	235-3001-530350-	RAY O'HERRON	CLOTHING & APPAREL	\$303.00	
					\$336.00
309674	101-3001-530350-	ROMAG, BRANDI	REIMBURSEMENT	\$336.00	
					\$200.00
309678	101-3001-522030-	RUFF, KENNETH	REIMBURSEMENT	\$200.00	
					\$310.00
309682	101-3001-533250-	SAVVY SNIPER LLC	POLICE EQUIPMENT & SUPPLIES	\$310.00	
					\$300.00
309697	101-3001-522700-	T MOBILE USA INC	MISCELLANEOUS SERVICES	\$300.00	
					\$208.00
309703	101-3001-522100-	TOTAL PRINT SOLUTIONS	PRINTING SERVICES	\$208.00	\$2,845.45
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$209.85	
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$349.95	
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$475.00	
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$475.00	
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$538.90	
309707	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENACE SUPPLY & SERVICES	\$796.75	
					\$35.97
309713	101-3001-521650-	WALGREEN COMPANY	MISCELLANEOUS SERVICES	\$35.97	
DEPARTMENT 3001 TOTAL:				\$101,540.72	

VILLAGE OF ARLINGTON HEIGHTS
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Department 3003

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
POLICE DEPT CRIMINAL INVEST					
					\$2,217.60
	231-3003-540010-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$123.20	
	231-3003-540010-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$123.20	
	231-3003-540010-	HOLIDAY INN EXPRESS	TRAVEL & TRAINING	\$123.20	
	231-3003-540010-	HOLIDAY INN	TRAVEL & TRAINING	\$616.00	
	231-3003-540010-	HOLIDAY INN	TRAVEL & TRAINING	\$616.00	
	231-3003-540010-	HOLIDAY INN	TRAVEL & TRAINING	\$616.00	
					\$212.46
309659	231-3003-540010-	PARTNERS & PAWS VETERINARY SERVICES	VETERINARY SERVICES	\$212.46	
					\$99.98
309666	231-3003-540010-	PSP STORES LLC	K9 SUPPLIES	\$99.98	
			DEPARTMENT 3003 TOTAL:	\$2,530.04	

VILLAGE OF ARLINGTON HEIGHTS
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Department 3501

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FIRE ADMIN					
					\$2,208.01
	101-3501-521650-	ZOOM VIDEO COMMUNICATIONS, INC	OFFICE EQUIPMENT	\$648.90	
	101-3501-531650-	DIGIKEY	TAX REFUND	(\$29.23)	
	101-3501-531850-	FIRE BY TRADE LL	FIRE EQUIPMENT & SUPPLIES	\$238.19	
	101-3501-533450-	SIGNS BY TOMORROW	COMMUNITY OUTREACH SUPPLIES	\$227.71	
	101-3501-533450-	EBAY	COMMUNITY RISK REDUCTION SUPPLIES	\$46.82	
	101-3501-533450-	EBAY	COMMUNITY RISK REDUCTION SUPPLIES	\$61.33	
	101-3501-533450-	EBAY	COMMUNITY RISK REDUCTION SUPPLIES	\$122.68	
	101-3501-533450-	POTBELLY SANDWICH SHOP	OPEN HOUSE SUPPLIES	\$357.79	
	101-3501-533450-	QUALITY LOGO PRODUCTS	OPEN HOUSE SUPPLIES	\$455.84	
	401-3501-550150-	FIREPENNY FIRE EQUIP	NEW ENGINE EQUIPMENT	\$77.98	
					\$75.00
309468	101-3501-522030-	BEHRENS LANDSCAPING	TRAVEL & TRAINING	\$75.00	
					\$234.00
309502	401-3501-550150-	DINGES FIRE COMPANY	FIRE EQUIPMENT	\$234.00	
					\$225.00
309506	101-3501-531850-	DJS SCUBA LOCKER INC	EQUIPMENT MAINTENANCE	\$225.00	
					\$9,115.00
309517	101-3501-522030-	FIRE HOUSE INNOVATIONS LL INC	FIRE EQUIPMENT	\$9,115.00	
					\$59.00
309574	101-3501-522030-	MERKAU, CHRISTIAN	REIMBURSEMENT	\$59.00	
					\$15,848.92
309591	101-3501-520370-	NORTHWEST CENTRAL DISPATCH SYS	MEMBER ASSESSMENT	\$15,848.92	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$145.94
309595	101-3501-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$36.54	
309595	101-3501-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$109.40	
					\$313.50
309667	101-3501-521110-	R H MEDICAL	MEDICAL OXYGEN	\$313.50	
					\$29.38
309671	101-3501-522030-	ROBERTS, DAVID	REIMBURSEMENT	\$29.38	
					\$1,100.00
309675	101-3501-522030-	ROMEDEVILLE FIRE DEPARTMENT	TRAVEL AND TRAINING	\$1,100.00	
					\$381.88
309695	101-3501-533500-	STRYKER SALES CORP	MEDICAL SUPPLIES	\$381.88	
					\$547.55
309702	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$59.95	
309702	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$99.90	
309702	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$105.90	
309702	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$123.90	
309702	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$157.90	
					\$1,004.00
309720	101-3501-531850-	WS DARLEY & CO	SMALL TOOLS	\$850.00	
309720	101-3501-531850-	WS DARLEY & CO	SMALL TOOLS AND EQUIPMENT	\$154.00	
			DEPARTMENT 3501 TOTAL:	\$31,287.18	

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Department 3701

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FOREIGN FIRE INSURANCE ADMIN					
					\$2,639.96
309490	227-3701-550150-	CONWAY SHIELD, INC.	FIRE SUPPLIES	\$200.00	
309490	227-3701-550150-	CONWAY SHIELD, INC.	FIRE SUPPLIES	\$1,014.96	
309490	227-3701-550150-	CONWAY SHIELD, INC.	FIRE SUPPLIES	\$1,425.00	
					\$1,564.40
309706	227-3701-550150-	ULINE INC	STORAGE EQUIPMENT	\$1,564.40	
DEPARTMENT 3701 TOTAL:				\$4,204.36	

VILLAGE OF ARLINGTON HEIGHTS
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Department 4001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PLANNING PLANNING					
	101-4001-521650-	APPLE STORE	ICLOUD STORAGE	\$2.99	\$3,613.46
	101-4001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$6.89	
	101-4001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$34.31	
	101-4001-540400-	INTERNATIONAL COUNCIL OF SHOPPING CTRS	DUES	\$337.50	
	101-4001-540400-	DLT SOLUTIONS	OFFICE EQUIPMENT	\$3,231.77	
309498	101-4001-522010-	DAILY HERALD	ADVERTISING	\$191.70	\$1,044.90
309498	101-4001-522010-	DAILY HERALD	ADVERTISING	\$853.20	
309516	101-4001-540410-	FASTSIGNS	PRINTING SERVICES	\$479.65	\$479.65
309558	101-4001-521650-	LEGRAND REPORTING & VIDEO SERVICES	TRANSCRIBING SERVICES	\$421.50	\$421.50
309696	101-4001-522100-	SUMMIT PRINT SOLUTIONS	OFFICE SUPPLIES	\$101.00	\$101.00
309711	401-4001-550300-	V3 COMPANIES, LTD	CONSTRUCTION SERVICES	\$5,135.00	\$24,946.50
309711	401-4001-550300-	V3 COMPANIES, LTD	CONSTRUCTION SERVICES	\$19,811.50	
			DEPARTMENT 4001 TOTAL:	\$30,607.01	

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Department 4101

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
COMMUNITY DEVL BLK GRNTADMIN					
309669	215-4101-541010-	REPIPE PROS INC	CDBG PROGRAM	\$9,600.00	\$9,600.00
DEPARTMENT 4101 TOTAL:				\$9,600.00	

VILLAGE OF ARLINGTON HEIGHTS

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Department 4501

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BUILDING ADMIN					
					\$3,559.50
	101-4501-522030-	NORTHERN IL FIRE INSP ASSOC	TRAVEL & TRAINING	\$250.00	
	101-4501-522030-	NORTHWEST BOCA	TRAVEL & TRAINING	\$2,280.00	
	101-4501-522030-	NORTHWEST BOCA	TRAVEL & TRAINING	\$360.00	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	(\$36.95)	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$54.74	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$71.88	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$184.57	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$17.99	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$30.99	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$12.95	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$48.99	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$35.90	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$77.75	
	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$53.94	
	101-4501-530050-	TORTORICE'S PIZZERIA	EVENT SUPPLIES	\$116.75	
DEPARTMENT 4501 TOTAL:				\$3,559.50	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HEALTH ADMIN					
					\$427.28
	101-7001-521650-	INTERFAX	NURSING	\$9.95	
	101-7001-522030-	NATIONAL ACADEMY OF MEDICINE	TRAVEL & TRAINING	\$50.00	
	101-7001-522030-	PESI HEALTHCARE, LLC	TRAVEL & TRAINING	\$199.99	
	101-7001-530050-	JIMMY JOHNS	MEETING SUPPLIES	\$86.99	
	101-7001-540530-	LYFT	EMERGENCY SERVICES	\$15.77	
	101-7001-540530-	MOTEL 6 ARLINGTON HTS #1048	EMERGENCY SERVICES	\$114.58	
	101-7001-540530-	MOTEL 6 ARLINGTON HTS #1048	EMERGENCY SERVICES	(\$50.00)	
					\$63.53
309456	101-7001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$8.99	
309456	101-7001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$54.54	
					\$300.00
309471	101-7001-520250-	BRIGHTER LIFE BEHAVIORAL SERVICES	COUNSELING SUBSIDY	\$300.00	
					\$220.00
309492	101-7001-521100-	CORELOGIC SOLUTIONS LLC	OFFICE EQUIPMENT	\$220.00	
					\$694.68
309496	101-7001-521655-	CUSTOM DATA PROCESSING	OFFICE EQUIPMENT	\$347.34	
309496	101-7001-521655-	CUSTOM DATA PROCESSING	OFFICE EQUIPMENT	\$347.34	
					\$375.00
309509	101-7001-520250-	IRENA DUBIEL LCPC	COUNSELING SUBSIDY	\$375.00	
					\$175.00
309518	101-7001-521100-	FLECKS LANDSCAPING	LANDSCAPING SERVICES	\$175.00	
					\$200.00
309559	101-7001-520250-	LEMKE, SHERRY	COUNSELING SUBSIDY	\$200.00	

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					\$124.97
309595	101-7001-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$5.60	
309595	101-7001-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$119.37	
DEPARTMENT 7001 TOTAL:				\$2,580.46	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HEALTH SENIOR SERVICES					
					\$5,171.85
	101-7007-518010-	AMAZON COM CAPITAL SERVICES	PROGRAM SUPPLIES	\$939.00	
	101-7007-521650-	VOLGISTICS INC	OFFICE EQUIPMENT	\$61.00	
	101-7007-522030-	HANDSON CHICAGO	TRAVEL & TRAINING	\$50.00	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$18.63	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$21.97	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$39.85	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$257.95	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$317.27	
	101-7007-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$39.90	
	101-7007-531650-	SAMS CLUB	CAFE & PROGRAM SUPPIES	\$160.84	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	CAFE SUPPLIES	\$34.94	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	CAFE SUPPLIES	\$40.99	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	CAFE SUPPLIES	\$74.69	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	CAFE SUPPLIES	\$103.00	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	CAFE SUPPLIES	\$627.49	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$91.15	
	101-7007-531650-	AMAZON COM CAPITAL SERVICES	PROGRAM SUPPLIES	\$27.54	
	101-7007-540160-	PANERA	MEETING SUPPLIES	\$453.54	
	101-7007-540160-	4IMPRINT	PROGRAM SUPPLIES	\$841.16	
	101-7007-540160-	DOLLAR TREE	PROGRAM SUPPLIES	\$25.50	
	101-7007-540160-	AMAZON COM CAPITAL SERVICES	PROGRAM SUPPLIES	\$22.90	
	101-7007-540160-	JAROSCH BAKERY, INC	PROGRAM SUPPLIES	\$180.00	
	101-7007-540160-	AMAZON COM CAPITAL SERVICES	PROGRAM SUPPLIES	\$221.79	
	101-7007-540160-	EGG HARBOR	PROGRAM SUPPLIES	\$25.00	

Department 7007

VILLAGE OF ARLINGTON HEIGHTS
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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
	101-7007-540160-	TOSCANA	PROGRAM SUPPLIES	\$50.00	
	101-7007-540160-	DOLLAR TREE	PROGRAM SUPPLIES	\$21.25	
	101-7007-540160-	JEWEL OSCO 3422	PROGRAM SUPPLIES	\$51.93	
	101-7007-540160-	TORTORICE'S PIZZERIA	PROGRAM SUPPLIES	\$188.33	
	101-7007-540160-	TORTORICE'S PIZZERIA	PROGRAM SUPPLIES	\$193.19	
	101-7007-540160-	AMAZON COM CAPITAL SERVICES	PROGRAM SUPPLIES	(\$8.95)	
DEPARTMENT 7007 TOTAL:				\$5,171.85	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PUBLIC WORKS ADMIN					
					\$5,114.77
	101-7101-522020-	APWA ILLINOIS PUBLIC SERVICE	DUES	\$238.00	
	101-7101-522020-	APWA ILLINOIS PUBLIC SERVICE	DUES	\$238.00	
	101-7101-522020-	AMERICAN SOCIETY OF CIVIL ENGINEERS	DUES	\$306.00	
	101-7101-522020-	AMERICAN SOCIETY OF CIVIL ENGINEERS	DUES	\$306.00	
	101-7101-522030-	COLLEGE OF DUPAGE	REFUND CREDIT	(\$495.00)	
	101-7101-522030-	APWA CHICAGO METRO CHAPTER	REFUND CREDIT	(\$100.00)	
	101-7101-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$40.00	
	101-7101-522030-	APWA CHICAGO METRO CHAPTER	TRAVEL & TRAINING	\$50.00	
	101-7101-522030-	APWA CHICAGO METRO CHAPTER	TRAVEL & TRAINING	\$50.00	
	101-7101-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$70.00	
	101-7101-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$100.00	
	101-7101-522030-	APWA	TRAVEL & TRAINING	\$100.00	
	101-7101-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$100.00	
	101-7101-522030-	APWA	TRAVEL & TRAINING	\$131.74	
	101-7101-522030-	UNIV OF WISCONSIN	TRAVEL & TRAINING	\$150.00	
	101-7101-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$420.00	
	101-7101-522030-	HILTON HOTEL	TRAVEL & TRAINING	\$302.62	
	101-7101-531550-	SHERWIN WILLIAMS PAINT CO #3408	BUILDING MAINTENANCE SUPPLY	\$55.10	
	101-7101-531650-	MARIANO'S	EVENT SUPPLIES	\$8.42	
	101-7101-531650-	JEWEL OSCO 3422	EVENT SUPPLIES	\$26.96	
	101-7101-531650-	NORTHWEST DONUTS INC	EVENT SUPPLIES	\$42.42	
	101-7101-531650-	SAMS CLUB	EVENT SUPPLIES	\$54.57	
	101-7101-531650-	NORTHWEST DONUTS INC	EVENT SUPPLIES	\$56.03	

Department 7101

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
	101-7101-531650-	PANERA	EVENT SUPPLIES	\$139.97	
	101-7101-531650-	EINSTEIN BROS. BAGEL	EVENT SUPPLIES	\$144.24	
	101-7101-531650-	SAMS CLUB	EVENT SUPPLIES	\$146.52	
	101-7101-531650-	GORDON FOOD SERVICE	EVENT SUPPLIES	\$163.56	
	101-7101-531650-	KONA ICE OF ARLINGTON HEIGHTS	EVENT SUPPLIES	\$222.50	
	101-7101-531650-	SAMS CLUB	EVENT SUPPLIES	\$306.36	
	101-7101-531650-	SAMS CLUB	EVENT SUPPLIES	\$342.74	
	101-7101-531650-	NINOS PIZZERIA & CATERING	EVENT SUPPLIES	\$483.25	
	101-7101-531650-	NINOS PIZZERIA & CATERING	EVENT SUPPLIES	\$488.86	
	101-7101-531650-	WALMART	KITCHEN SUPPLIES	\$3.64	
	101-7101-531650-	BROOKHAVEN MARKET	MEETING SUPPLIES	\$234.79	
	101-7101-531650-	NATIONAL NOTARY ASSOCIATION	NOTARY SUPPLIES	\$177.28	
	515-7101-533050-	JEWEL OSCO 3422	EVENT SUPPLIES	\$10.20	
					\$359.00
309451	101-7101-521020-	ABT ELECTRONICS	EQUIPMENT MAINTENANCE	\$359.00	
					\$2,520.00
309452	101-7101-521110-	AFFILIATED CUSTOMER SERVICE INC	SERVICE BUILDING MAINTENANCE	\$2,520.00	
					\$238.15
309453	101-7101-531650-	ALEXANDER EQUIPMENT CO INC	MISCELLANEOUS SUPPLIES	\$8.95	
309453	101-7101-531650-	ALEXANDER EQUIPMENT CO INC	MISCELLANEOUS SUPPLIES	\$229.20	
					\$673.00
309454	101-7101-521020-	ALLEGiant FIRE PROTECTION	EQUIPMENT MAINTENANCE	\$673.00	
					\$1,161.73
309457	101-7101-531550-	ANDERSON LOCK	BUILDING MAINTENANCE SUPPLY	\$1,161.73	
					\$285.00

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309458	101-7101-521020-	AQUALAB WATER TREATMENT INC	EQUIPMENT MAINTENANCE	\$285.00	
					\$405.50
309461	101-7101-521360-	ARLINGTON RENTAL INC	EQUIPMENT RENTAL	\$405.50	
					\$933.50
309462	101-7101-522700-	AT & T	ACCT 84725535058159	\$933.50	
					\$2,074.28
309463	101-7101-522700-	AT & T	ACCT 84725331203952	\$2,074.28	
					\$12,210.00
309465	101-7101-521360-	ATLAS COMPANIES	EQUIPMENT RENTAL	\$4,070.00	
309465	101-7101-521360-	ATLAS COMPANIES	EQUIPMENT RENTAL	\$4,070.00	
309465	101-7101-521360-	ATLAS COMPANIES	EQUIPMENT RENTAL	\$4,070.00	
					\$350.00
309466	101-7101-521110-	AUTOMATIC DOORS INC	BUILDING MAINTENANCE SUPPLY	\$350.00	
					\$3,408.74
309469	101-7101-531550-	BERKHEIMER CO INC	BUILDING MAINTENANCE SUPPLY	\$164.01	
309469	101-7101-531550-	BERKHEIMER CO INC	BUILDING MAINTENANCE SUPPLY	\$303.11	
309469	101-7101-531550-	BERKHEIMER CO INC	BUILDING MAINTENANCE SUPPLY	\$1,311.64	
309469	101-7101-531550-	BERKHEIMER CO INC	BUILDING MAINTENANCE SUPPLY	\$1,629.98	
					\$4,549.01
309476	101-7101-521360-	C C CARTAGE INC	DISPOSAL SERVICES	\$3,237.59	
309476	101-7101-521620-	C C CARTAGE INC	DISPOSAL SERVICES	\$466.68	
309476	101-7101-531900-	C C CARTAGE INC	DISPOSAL SERVICES	\$844.74	
					\$11,841.00
309477	101-7101-530050-	CANON SOLUTIONS AMERICA	OFFICE EQUIPMENT	\$5,920.50	
309477	401-7101-550100-	CANON SOLUTIONS AMERICA	OFFICE EQUIPMENT	\$5,920.50	
					\$13,652.17

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309480	101-7101-521550-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$190.00	
309480	401-7101-550300-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$13,462.17	
					\$19,105.50
309481	426-7101-550250-	CIORBA GROUP, INC	PROFESSIONAL SERVICES	\$19,105.50	
					\$975.00
309484	101-7101-522030-	COLLEGE OF DUPAGE	TRAVEL & TRAINING	\$975.00	
					\$3,502.35
309485	101-7101-531400-	COLORBLENDS	AGRICULTURAL SUPPLIES	\$3,502.35	
					\$73.00
309486	101-7101-522700-	COMCAST CABLE	ACCT8771100720901436	\$73.00	
					\$5,505.44
309491	211-7101-550400-	COOK COUNTY DEPT TRANSPORTATION	COOK COUNTY TRAFFIC SIGNAL MAINTENANCE	\$5,505.44	
					\$5,250.00
309495	101-7101-521110-	CRYSTAL MAINTENANCE & MGMT SRVS	CLEANING SERVICES	\$1,150.00	
309495	101-7101-521110-	CRYSTAL MAINTENANCE & MGMT SRVS	CLEANING SERVICES	\$4,100.00	
					\$50.00
309499	101-7101-522020-	DANIEL HILDEBRAND	CDL REIMBURSEMENT	\$50.00	
					\$293.89
309508	101-7101-531550-	DREISILKER ELECTRIC MOTORS INC	BUILDING MAINTENANCE SUPPLY	\$293.89	
					\$18,532.50
309510	101-7101-520050-	ENGINEERING RESOURCE ASSOCIATES	PROFESSIONAL SERVICES	\$18,532.50	
					\$249.90
309513	101-7101-521020-	ESSCOE LLC	EQUIPMENT MAINTENANCE	\$41.65	
309513	101-7101-521020-	ESSCOE LLC	EQUIPMENT MAINTENANCE	\$208.25	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$60,870.10
309514	101-7101-521150-	EVERLAST BLACKTOP INC	CONSTRUCTION SERVICES	\$13,235.17	
309514	101-7101-521150-	EVERLAST BLACKTOP INC	CONSTRUCTION SERVICES	\$47,634.93	
					\$20,257.00
309518	101-7101-521550-	FLECKS LANDSCAPING	LANDSCAPING SERVICES	\$2,775.00	
309518	101-7101-521550-	FLECKS LANDSCAPING	LANDSCAPING SERVICES	\$7,165.00	
309518	101-7101-521550-	FLECKS LANDSCAPING	LANDSCAPING SUPPLIES	\$10,317.00	
					\$3,811.08
309520	401-7101-550200-	FORERUNNER TECHNOLOGIES, INC	EQUIPMENT	\$3,811.08	
					\$4,499.00
309521	101-7101-521020-	FUTURITY 19, INC	EQUIPMENT MAINTENANCE	\$4,499.00	
					\$1,293,957.00
309522	401-7101-550200-	G.E. RIDDIFORD COMPANY, INC.	SERVICE BUILDING MAINTENANCE	\$103,527.00	
309522	401-7101-550200-	G.E. RIDDIFORD COMPANY, INC.	SERVICE BUILDING MAINTENANCE	\$1,190,430.00	
					\$6,631.97
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$478.29	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	(\$75.00)	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$4.84	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$14.68	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$20.00	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$66.60	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$144.55	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$208.80	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$304.25	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$454.38	
309527	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$1,452.32	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309527	101-7101-531650-	GRAINGER W W INC	MISCELLANEOUS SUPPLIES	\$163.32	
309527	101-7101-531650-	GRAINGER W W INC	MISCELLANEOUS SUPPLIES	\$232.84	
309527	101-7101-531650-	GRAINGER W W INC	MISCELLANEOUS SUPPLIES	\$504.76	
309527	101-7101-531650-	GRAINGER W W INC	MISCELLANEOUS SUPPLIES	\$800.94	
309527	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS AND EQUIPMENT	\$273.02	
309527	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS AND EQUIPMENT	\$325.32	
309527	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS AND EQUIPMENT	\$537.76	
309527	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS AND EQUIPMENT	\$720.30	
					\$3,400.00
309528	401-7101-550300-	HAEGER ENGINEERING LLC	PROFESSIONAL SERVICES	\$3,400.00	
					\$355.00
309529	101-7101-521020-	HASTINGS AIR ENERGY CONTROL	EQUIPMENT MAINTENANCE	\$355.00	
					\$1,504.00
309530	101-7101-521020-	HAYES MECHANICAL	SERVICE BUILDING MAINTENANCE	\$1,504.00	
					\$129.99
309534	101-7101-530350-	HODGE, MICHAEL	REIMBURSEMENT	\$129.99	
					\$1,080,880.77
309535	401-7101-550300-	HOLIDAY SEWER & WATER CONSTRUCTION	CONSTRUCTION SERVICES	\$1,080,880.77	
					\$495.00
309538	101-7101-522020-	IL LANDSCAPE CONTRACTORS ASSOC	DUES	\$495.00	
					\$1,931.00
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$60.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$60.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$65.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$88.00	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$88.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$104.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$110.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$120.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$147.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$225.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$432.00	
309545	101-7101-521110-	INTL EXTERMINATORS INC	BUILDING MAINTENANCE SUPPLY	\$432.00	
					\$4,575.00
309547	101-7101-531650-	JAMAR TECHNOLOGIES INC	OFFICE EQUIPMENT	\$4,575.00	
					\$135.57
309548	101-7101-531550-	JC LICHT	BUILDING MAINTENANCE SUPPLY	\$38.88	
309548	101-7101-531550-	JC LICHT	BUILDING MAINTENANCE SUPPLY	\$96.69	
					\$50.00
309552	101-7101-522030-	JULIUS, Nanci	TRAVEL AND TRAINING	\$50.00	
					\$3,471.63
309564	101-7101-531550-	LOWES COMMERCIAL SERVICES	BUILDING MAINTENANCE SUPPLY	\$136.64	
309564	101-7101-531550-	LOWES COMMERCIAL SERVICES	BUILDING MAINTENANCE SUPPLY	\$142.49	
309564	101-7101-531550-	LOWES COMMERCIAL SERVICES	BUILDING MAINTENANCE SUPPLY	\$223.12	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	AGRICULTURAL SUPPLIES	\$76.85	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	AGRICULTURAL SUPPLIES	\$109.48	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	AGRICULTURAL SUPPLIES	\$154.67	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$21.77	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$38.93	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$45.02	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$96.46	

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309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$321.10	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$388.66	
309564	101-7101-531650-	LOWES COMMERCIAL SERVICES	MISCELLANEOUS SUPPLIES	\$940.99	
309564	401-7101-550200-	LOWES COMMERCIAL SERVICES	BUILDING MAINTENANCE SUPPLY	\$775.45	
					\$67.78
309571	101-7101-531550-	MENARDS-LONG GROVE	BUILDING MAINTENANCE SUPPLY	\$67.78	\$762.00
309573	101-7101-521620-	MERCPAK INC	DISPOSAL SERVICES	\$762.00	
					\$1,163.00
309576	101-7101-531550-	METROPOLITAN INDUSTRIES	BUILDING MAINTENANCE SUPPLY	\$1,163.00	\$997.66
309577	101-7101-521020-	MID AMERICAN ELEVATOR CO INC	SERVICE BUILDING MAINTENANCE	\$774.66	
309577	101-7101-521110-	MID AMERICAN ELEVATOR CO INC	SERVICE BUILDING MAINTENANCE	\$223.00	
					\$114,689.87
309579	401-7101-550200-	MIDWAY FLOORING	SERVICE BUILDING MAINTENANCE	\$18,757.22	
309579	401-7101-550200-	MIDWAY FLOORING	SERVICE BUILDING MAINTENANCE	\$28,482.01	
309579	401-7101-550200-	MIDWAY FLOORING	SERVICE BUILDING MAINTENANCE	\$67,450.64	
					\$7,678.28
309580	101-7101-520050-	MIOVISION TECHNOLOGIES	PROFESSIONAL SERVICES	\$7,678.28	\$9,140.50
309582	101-7101-531650-	MOSCA DESIGN, INC	HOLIDAY SUPPLIES	\$9,140.50	
					\$19,470.00
309585	401-7101-550200-	NATL DECORATING SERVICE INC	BUILDING MAINTENANCE SUPPLY	\$4,390.00	
309585	401-7101-550200-	NATL DECORATING SERVICE INC	BUILDING MAINTENANCE SUPPLY	\$2,960.00	
309585	401-7101-550200-	NATL DECORATING SERVICE INC	BUILDING MAINTENANCE SUPPLY	\$3,800.00	
309585	401-7101-550200-	NATL DECORATING SERVICE INC	BUILDING MAINTENANCE SUPPLY	\$3,830.00	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309585	401-7101-550200-	NATL DECORATING SERVICE INC	BUILDING MAINTENANCE SUPPLY	\$4,490.00	
					\$1,366.26
309587	101-7101-521500-	NICOR	ACCT 01701843946	\$1,366.26	
					\$9,000.00
309590	401-7101-550150-	NORTHERN TOOL & EQUIPMENT	EQUIPMENT	\$9,000.00	
					\$593.46
309593	101-7101-531550-	NORTHWEST ELECTRICAL SUPPLY CO	BUILDING MAINTENANCE SUPPLY	\$123.08	
309593	101-7101-531550-	NORTHWEST ELECTRICAL SUPPLY CO	BUILDING MAINTENANCE SUPPLY	\$470.38	
					\$75.30
309595	101-7101-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$19.13	
309595	101-7101-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$56.17	
					\$35,903.60
309596	101-7101-521150-	OLIVE GROVE LANDSCAPING INC	CONSTRUCTION SERVICES	\$35,903.60	
					\$225.00
309652	401-7101-550300-	KARL DASH	RESIDENT REIMBURSEMENT	\$225.00	
					\$1,550.00
309654	401-7101-550300-	MATTHEW LEIPER	RESIDENT REIMBURSEMENT	\$1,550.00	
					\$2,882.00
309658	101-7101-531900-	OZINGA READY MIX CONCRETE INC	STREET SUPPLIES	\$1,441.00	
309658	101-7101-531900-	OZINGA READY MIX CONCRETE INC	STREET SUPPLIES	\$1,441.00	
					\$3,100.00
309662	101-7101-521110-	PF CONSTRUCTION	SERVICE BUILDING MAINTENANCE	\$3,100.00	
					\$510.00
309664	101-7101-531650-	PRO SAFETY INC	WATER SUPPLIES	\$510.00	
					\$2,516.25

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309670	101-7101-520050-	RITTER GIS	PROFESSIONAL SERVICES	\$2,516.25	
					\$391.04
309676	101-7101-521110-	ROSCOE COMPANY	BUILDING MAINTENANCE SUPPLY	\$75.00	
309676	101-7101-521110-	ROSCOE COMPANY	BUILDING MAINTENANCE SUPPLY	\$68.00	
309676	101-7101-521110-	ROSCOE COMPANY	BUILDING MAINTENANCE SUPPLY	\$99.48	
309676	101-7101-521110-	ROSCOE COMPANY	BUILDING MAINTENANCE SUPPLY	\$148.56	
					\$54.54
309677	101-7101-531650-	ROUTE 12 RENTAL CO INC	MISCELLANEOUS SUPPLIES	\$54.54	
					\$5,141.50
309681	101-7101-521550-	SANDY'S LAWN AND TREE	LANDSCAPING SERVICES	\$5,141.50	
					\$187.36
309685	101-7101-531550-	SHERWIN ACE HARDWARE	BUILDING MAINTENANCE SUPPLY	\$9.58	
309685	101-7101-531650-	SHERWIN ACE HARDWARE	MISCELLANEOUS SUPPLIES	\$8.99	
309685	101-7101-531650-	SHERWIN ACE HARDWARE	MISCELLANEOUS SUPPLIES	\$13.99	
309685	101-7101-531650-	SHERWIN ACE HARDWARE	MISCELLANEOUS SUPPLIES	\$154.80	
					\$551.93
309686	101-7101-531550-	SIGNS BY TOMORROW	BUILDING MAINTENANCE SUPPLY	\$291.05	
309686	101-7101-531650-	SIGNS BY TOMORROW	MISCELLANEOUS SIGNS	\$260.88	
					\$680.73
309687	101-7101-531650-	SITEONE LANDSCAPE SUPPLY LLC	LANDSCAPING SUPPLIES	\$680.73	
					\$363.65
309688	101-7101-522700-	SOUND INCORPORATED	CONTRACTUAL PHONE SERVICES	\$72.73	
309688	101-7101-522700-	SOUND INCORPORATED	CONTRACTUAL PHONE SERVICES	\$72.73	
309688	101-7101-522700-	SOUND INCORPORATED	CONTRACTUAL PHONE SERVICES	\$72.73	
309688	101-7101-522700-	SOUND INCORPORATED	CONTRACTUAL PHONE SERVICES	\$72.73	
309688	101-7101-522700-	SOUND INCORPORATED	CONTRACTUAL PHONE SERVICES	\$72.73	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$1,827.93
309689	101-7101-530010-	SOUTH SIDE CONTROL SUPPLY CO.	MISCELLANEOUS SUPPLIES	\$27.35	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$16.00	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$62.29	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$196.10	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$231.87	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$232.59	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$503.82	
309689	101-7101-531550-	SOUTH SIDE CONTROL SUPPLY CO.	BUILDING MAINTENANCE SUPPLY	\$557.91	
					\$2,000.00
309691	101-7101-522030-	SRSD CONSULTING LLC	TRAVEL & TRAINING	\$2,000.00	
					\$337.34
309693	101-7101-531550-	STANDARD PIPE & SUPPLY INC	BUILDING MAINTENANCE SUPPLY	\$337.34	
					\$4,336.20
309700	101-7101-521020-	TGF ENTERPRISES INC	EQUIPMENT MAINTENANCE	\$4,336.20	
					\$1,965.70
309706	101-7101-530350-	ULINE INC	CLOTHING & APPAREL	\$842.57	
309706	515-7101-533050-	ULINE INC	EVENT SUPPLIES	\$1,123.13	
					\$126.44
309712	101-7101-522700-	VERIZON WIRELESS	ACCT 64202486400001	\$126.44	
					\$8,800.00
309714	235-7101-550250-	WALKER PARKING CONSULTANTS	SERVICE BUILDING MAINTENANCE	\$8,800.00	
					\$375.00
309719	101-7101-522700-	WILSON CONSULTING	PROFESSIONAL SERVICES	\$375.00	
					\$402.87
309723	101-7101-531450-	ZORO TOOLS INC	VEH MAINTENANCE EQUIPMENT	\$402.87	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$936.76
802438	101-7101-522700-	AT & T	ACCT 84725961248940	\$57.50	
802438	101-7101-522700-	AT & T	ACCT 84739893361501	\$57.74	
802438	101-7101-522700-	AT & T	ACCT 84739271083278	\$58.09	
802438	101-7101-522700-	AT & T	ACCT 84739208661733	\$59.89	
802438	101-7101-522700-	AT & T	ACCT 84739893901330	\$62.09	
802438	101-7101-522700-	AT & T	ACCT 84757754536603	\$87.38	
802438	101-7101-522700-	AT & T	ACCT 84743978686650	\$114.93	
802438	101-7101-522700-	AT & T	ACCT 84725334382001	\$115.50	
802438	101-7101-522700-	AT & T	ACCT 84757757951551	\$323.64	
					\$1,481.27
802439	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 3895240100	\$5.14	
802439	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 1483465000	\$148.82	
802439	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 7397572000	\$257.63	
802439	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 8017024000	\$467.42	
802439	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 2318364000	\$602.26	
			DEPARTMENT 7101 TOTAL:	\$2,841,918.76	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
WATER AND SEWER ADMIN					
					\$5,386.89
	505-7201-521650-	APPLE STORE	DATA PLAN	\$0.99	
	505-7201-522030-	NORTHEASTERN IL PUBLIC SAFETY	TRAVEL & TRAINING	\$179.38	
	505-7201-522030-	APWA ILLINOIS PUBLIC SERVICE	TRAVEL & TRAINING	\$200.00	
	505-7201-522030-	ILLINOIS ASSOC OF ENVIRONMENTAL PROFESSIONALS	TRAVEL & TRAINING	\$238.00	
	505-7201-522030-	AMERICAN WATER WORKS ASSOC	TRAVEL & TRAINING	\$725.00	
	505-7201-522030-	AMERICAN WATER WORKS ASSOC	TRAVEL & TRAINING	\$725.00	
	505-7201-522030-	APWA	TRAVEL & TRAINING	\$795.00	
	505-7201-531650-	MARIANO'S	EVENT SUPPLIES	\$8.42	
	505-7201-531650-	JEWEL OSCO 3422	EVENT SUPPLIES	\$26.96	
	505-7201-531650-	NORTHWEST DONUTS INC	EVENT SUPPLIES	\$42.42	
	505-7201-531650-	SAMS CLUB	EVENT SUPPLIES	\$54.57	
	505-7201-531650-	NORTHWEST DONUTS INC	EVENT SUPPLIES	\$56.03	
	505-7201-531650-	PANERA	EVENT SUPPLIES	\$139.97	
	505-7201-531650-	EINSTEIN BROS. BAGEL	EVENT SUPPLIES	\$144.24	
	505-7201-531650-	SAMS CLUB	EVENT SUPPLIES	\$146.52	
	505-7201-531650-	GORDON FOOD SERVICE	EVENT SUPPLIES	\$163.56	
	505-7201-531650-	KONA ICE OF ARLINGTON HEIGHTS	EVENT SUPPLIES	\$222.50	
	505-7201-531650-	SAMS CLUB	EVENT SUPPLIES	\$342.74	
	505-7201-531650-	NINOS PIZZERIA & CATERING	EVENT SUPPLIES	\$483.24	
	505-7201-531650-	NINOS PIZZERIA & CATERING	EVENT SUPPLIES	\$488.85	
	505-7201-531650-	VILLAGE OF LAKEMOOR	EVENT SUPPLIES	\$203.50	
					\$28,482.41
309455	505-7201-521350-	ALPINE SAP, INC.	PROFESSIONAL SERVICES	\$1,907.41	

Department 7201

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309455	505-7201-521350-	ALPINE SAP, INC.	PROFESSIONAL SERVICES	\$4,725.00	
309455	505-7201-521350-	ALPINE SAP, INC.	PROFESSIONAL SERVICES	\$5,650.00	
309455	505-7201-521350-	ALPINE SAP, INC.	PROFESSIONAL SERVICES	\$9,200.00	
309455	505-7201-521350-	ALPINE SAP, INC.	SERVICE BUILDING MAINTENANCE	\$7,000.00	
					\$14,215.00
309472	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$141.62	
309472	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$1,250.58	
309472	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$2,160.08	
309472	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$3,932.72	
309472	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	SERVICE BUILDING MAINTENANCE	\$6,730.00	
					\$1,521.98
309473	505-7201-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$1,521.98	
					\$4,000.00
309475	505-7201-550150-	BURNS MCDONNELL	EQUIPMENT MAINTENANCE	\$4,000.00	
					\$6,626.25
309476	505-7201-521360-	C C CARTAGE INC	DISPOSAL SERVICES	\$3,704.26	
309476	505-7201-521620-	C C CARTAGE INC	DISPOSAL SERVICES	\$982.75	
309476	505-7201-531900-	C C CARTAGE INC	DISPOSAL SERVICES	\$1,939.24	
					\$72.19
309487	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 4554927000	\$72.19	
					\$42.43
309488	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 3582102111	\$42.43	
					\$176.43
309501	505-7201-530350-	DEREK TOKARZEWSKI	REIMBURSEMENT	\$176.43	
					\$4,534.54

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309503	505-7201-521500-	DIRECT ENERGY BUSINESS MARKETING LLC	ACCT 1806639	\$4,534.54	
					\$293.41
309504	505-7201-521500-	DIRECT ENERGY BUSINESS MARKETING LLC	ACCT 1806640	\$293.41	
					\$6,143.29
309505	505-7201-521500-	DIRECT ENERGY BUSINESS MARKETING LLC	ACCT 1806641	\$6,143.29	
					\$622.60
309511	505-7201-531550-	ENPRO, INC.	BUILDING MAINTENANCE SUPPLY	\$56.60	
309511	505-7201-531550-	ENPRO, INC.	BUILDING MAINTENANCE SUPPLY	\$566.00	
					\$50,874.27
309514	505-7201-521300-	EVERLAST BLACKTOP INC	CONSTRUCTION SERVICES	\$50,874.27	
					\$3,680.00
309518	505-7201-521250-	FLECKS LANDSCAPING	SEWER SUPPLIES	\$3,680.00	
					\$48.30
309531	505-7201-531020-	HBK WATER METER SERVICE INC	METER SUPPLIES	\$48.30	
					\$1,290.00
309549	505-7201-521300-	JCK CONTRACTORS	WATER SUPPLIES	\$430.00	
309549	505-7201-521300-	JCK CONTRACTORS	WATER SUPPLIES	\$860.00	
					\$728.93
309564	505-7201-531020-	LOWES COMMERCIAL SERVICES	METER SUPPLIES	\$34.77	
309564	505-7201-531550-	LOWES COMMERCIAL SERVICES	BUILDING MAINTENANCE SUPPLY	\$52.67	
309564	505-7201-531850-	LOWES COMMERCIAL SERVICES	SMALL TOOLS AND EQUIPMENT	\$33.23	
309564	505-7201-531850-	LOWES COMMERCIAL SERVICES	SMALL TOOLS AND EQUIPMENT	\$588.94	
309564	505-7201-531850-	LOWES COMMERCIAL SERVICES	SMALL TOOLS AND EQUIPMENT	\$19.32	
					\$9,942.30
309578	505-7201-531050-	MID AMERICAN WATER	METER SUPPLY	\$9,942.30	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309588	505-7201-522030-	NORTHEASTERN IL PUBLIC SAFETY	TRAVEL & TRAINING	\$225.00	\$225.00
309595	505-7201-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$171.82	\$394.81
309595	505-7201-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$222.99	
309653	505-7201-522300-	MARY MUCHONEY	RESIDENT REIMBURSEMENT	\$380.00	\$380.00
309655	505-7201-521250-	MATTHEW POLLEY	RESIDENT REIMBURSEMENT	\$295.00	\$295.00
309663	505-7201-521250-	PIZZO & ASSOCIATES, LTD	SEWER SUPPLIES	\$657.08	\$657.08
309664	505-7201-531650-	PRO SAFETY INC	WATER SUPPLIES	\$510.00	\$510.00
309670	505-7201-520050-	RITTER GIS	PROFESSIONAL SERVICES	\$2,516.25	\$2,516.25
309685	505-7201-531020-	SHERWIN ACE HARDWARE	METER SUPPLIES	\$18.06	\$171.99
309685	505-7201-531020-	SHERWIN ACE HARDWARE	METER SUPPLIES	\$75.00	
309685	505-7201-531020-	SHERWIN ACE HARDWARE	METER SUPPLIES	\$78.93	
309691	505-7201-522030-	SRSD CONSULTING LLC	TRAVEL & TRAINING	\$1,500.00	\$1,500.00
309693	505-7201-531020-	STANDARD PIPE & SUPPLY INC	METER SUPPLIES	\$1,048.05	\$1,048.05
309694	505-7201-521020-	STEINER ELECTRIC	EQUIPMENT MAINTENANCE	\$71.92	\$71.92
					\$127.06

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309698	505-7201-530350-	TAYLOR, ZACHARY	REIMBURSEMENT	\$127.06	
					\$428.09
309701	505-7201-531650-	THE SEWER BOSS	MISCELLANEOUS SUPPLY	\$428.09	
					\$151.92
309704	505-7201-530350-	TREVINO, VERONICA	REIMBURSEMENT	\$151.92	
					\$842.56
309706	505-7201-530350-	ULINE INC	CLOTHING & APPAREL	\$842.56	
					\$121.75
309710	505-7201-531600-	USA BLUEBOOK	CHEMICAL SUPPLIES	\$121.75	
					\$173.17
802438	505-7201-522700-	AT & T	ACCT 84743746858567	\$57.53	
802438	505-7201-522700-	AT & T	ACCT 84743746842777	\$57.53	
802438	505-7201-522700-	AT & T	ACCT 84725301748135	\$58.11	
					\$5,538.79
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 0766943000	\$35.89	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 4873432222	\$47.61	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 6652766000	\$74.94	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 7839129000	\$76.37	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 6000042222	\$80.92	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 0085022222	\$103.72	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 2471022222	\$106.06	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 8275568111	\$143.23	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 1624693000	\$157.82	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 8556642222	\$1,109.29	
802439	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 4858204000	\$3,602.94	
					\$12,104.93
802440	505-7201-521500-	CONSTELLATION NEW ENERGY INC	ACCT 1050214	\$861.18	
802440	505-7201-521500-	CONSTELLATION NEW ENERGY INC	ACCT 1050216	\$1,042.93	
802440	505-7201-521500-	CONSTELLATION NEW ENERGY INC	ACCT 1050220	\$10,200.82	
					\$506.25
802441	505-7201-521500-	NICOR	ACCT 05850400002	\$45.57	
802441	505-7201-521500-	NICOR	ACCT 16797600000	\$148.68	
802441	505-7201-521500-	NICOR	ACCT 76830700001	\$312.00	
DEPARTMENT 7201 TOTAL:				\$166,445.84	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7301

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING ADMIN					
802439	235-7301-521500-	COMMONWEALTH EDISON COMPANY	ACCT 9730174000	\$22.77	\$77.15
802439	235-7301-521500-	COMMONWEALTH EDISON COMPANY	ACCT 8899825000	\$54.38	
DEPARTMENT 7301 TOTAL:				\$77.15	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7302

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING VAIL ST. GARAGE OPER					
309452	235-7302-521020-	AFFILIATED CUSTOMER SERVICE INC	EQUIPMENT MAINTENANCE	\$1,217.68	\$1,217.68
309554	235-7302-521020-	KINGS III OF AMERICA, LLC	EQUIPMENT MAINTENANCE	\$690.00	\$690.00
309577	235-7302-521020-	MID AMERICAN ELEVATOR CO INC	SERVICE BUILDING MAINTENANCE	\$442.66	\$442.66
309684	235-7302-521020-	SEMACONNECT	EQUIPMENT MAINTENANCE	\$480.00	\$960.00
309684	235-7302-521020-	SEMACONNECT	EQUIPMENT MAINTENANCE	\$480.00	
802438	235-7302-521500-	AT & T	ACCT 84725309782425	\$242.73	\$242.73
DEPARTMENT 7302 TOTAL:				\$3,553.07	

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Department 7303

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING NORTH GARAGE OPER					
309577	235-7303-521020-	MID AMERICAN ELEVATOR CO INC	SERVICE BUILDING MAINTENANCE	\$221.34	\$221.34
802438	235-7303-521500-	AT & T	ACCT 84763200281737	\$229.93	\$229.93
DEPARTMENT 7303 TOTAL:				\$451.27	

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Department 7304

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING EVERGREEN ST GAR OPER					
309497	235-7304-521020-	CYBOR FIRE PROTECTION CO	EQUIPMENT MAINTENANCE	\$1,768.00	\$1,768.00
309577	235-7304-521020-	MID AMERICAN ELEVATOR CO INC	EQUIPMENT MAINTENANCE	\$89.50	\$310.84
309577	235-7304-521020-	MID AMERICAN ELEVATOR CO INC	SERVICE BUILDING MAINTENANCE	\$221.34	
DEPARTMENT 7304 TOTAL:				\$2,078.84	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
MUNICIPAL FLEET SVCS ADMIN					
					\$4,713.55
	621-7501-521020-	CUMMINS SALES & SERVICE	OFFICE EQUIPMENT	\$1,650.00	
	621-7501-521020-	SNAP ON INDUSTRIAL TOOLS	OFFICE EQUIPMENT	\$648.00	
	621-7501-521070-	ILLINOIS TOLLWAY	IPASS ACCOUNT REPLENISH	\$40.00	
	621-7501-521070-	ILLINOIS TOLLWAY	IPASS PAYMENT	\$2.25	
	621-7501-521070-	ILLINOIS TOLLWAY	IPASS PAYMENT	\$4.20	
	621-7501-521070-	ILLINOIS TOLLWAY	IPASS PAYMENT	\$18.20	
	621-7501-522030-	APWA	TRAVEL & TRAINING	\$200.00	
	621-7501-531500-	MAGNUM MANUFACTURING INC	TRUCK EQUIPMENT	\$1,175.00	
	621-7501-531500-	ABC AUTO PARTS	VEH. MAINTENANCE SUPPLIES	\$975.00	
	621-7501-531650-	ILLINOIS TOLLWAY	IPASS PAYMENT	\$0.90	
					\$337.07
309460	621-7501-531510-	ARLINGTON HTS FORD	VEH MAINTENANCE EQUIPMENT	\$193.20	
309460	621-7501-531510-	ARLINGTON HTS FORD	VEHICLE MAINTENANCE SUPPLIES	\$13.88	
309460	621-7501-531510-	ARLINGTON HTS FORD	VEHICLE MAINTENANCE SUPPLIES	\$15.82	
309460	621-7501-531510-	ARLINGTON HTS FORD	VEHICLE MAINTENANCE SUPPLIES	\$17.81	
309460	621-7501-531510-	ARLINGTON HTS FORD	VEHICLE MAINTENANCE SUPPLIES	\$96.36	
					\$339.13
309474	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	(\$149.88)	
309474	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	(\$18.00)	
309474	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	(\$5.79)	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$26.40	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$55.10	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$91.68	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$100.95	

Department 7501

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$110.80	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLIES	\$143.25	
309474	621-7501-531510-	BUMPER TO BUMPER	VEHICLE MAINTENANCE SUPPLY	(\$15.38)	
					\$1,261.26
309479	621-7501-531510-	CHICAGO PARTS AND SOUND LLC	VEH MAINTENANCE SUPPLY	(\$33.00)	
309479	621-7501-531510-	CHICAGO PARTS AND SOUND LLC	VEH MAINTENANCE SUPPLY	(\$11.00)	
309479	621-7501-531510-	CHICAGO PARTS AND SOUND LLC	VEHICLE MAINTENANCE SUPPLIES	\$73.59	
309479	621-7501-531510-	CHICAGO PARTS AND SOUND LLC	VEHICLE MAINTENANCE SUPPLIES	\$1,231.67	
					\$83.33
309482	621-7501-521360-	CITY WELDING SALES & SERVICE	RENTAL EQUIPMENT	\$83.33	
					\$133.68
309523	621-7501-530350-	GASCON, JOHNATHON	REIMBURSEMENT	\$133.68	
					\$52.47
309527	621-7501-531510-	GRAINGER W W INC	VEHICLE MAINTENANCE SUPPLIES	\$52.47	
					\$510.64
309537	621-7501-521070-	IIA LIFTING SERVICES, INC.	EQUIPMENT MAINTENANCE	\$510.64	
					\$316.00
309540	621-7501-521070-	IL SECRETARY OF STATE	VEHICLE REGISTRATION	\$316.00	
					\$316.00
309541	621-7501-521070-	IL SECRETARY OF STATE	VEHICLE REGISTRATION	\$316.00	
					\$151.00
309542	621-7501-521070-	IL SECRETARY OF STATE	VEHICLE REGISTRATION	\$151.00	
					\$560.14
309544	621-7501-531510-	INTERSTATE POWER SYSTEMS	VEHICLE MAINTENANCE SUPPLIES	\$560.14	
					\$2,603.69
309556	621-7501-521070-	LAKE SHORE HARLEY DAVIDSON	EQUIPMENT MAINTENANCE	\$405.86	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309556	621-7501-521070-	LAKE SHORE HARLEY DAVIDSON	EQUIPMENT MAINTENANCE	\$675.92	
309556	621-7501-521070-	LAKE SHORE HARLEY DAVIDSON	EQUIPMENT MAINTENANCE	\$724.43	
309556	621-7501-521070-	LAKE SHORE HARLEY DAVIDSON	EQUIPMENT MAINTENANCE	\$797.48	
					\$616.52
309557	621-7501-531510-	LEACH ENTERPRISES INC	VEHICLE MAINTENANCE SUPPLIES	\$14.94	
309557	621-7501-531510-	LEACH ENTERPRISES INC	VEHICLE MAINTENANCE SUPPLIES	\$601.58	
					\$322.93
309560	621-7501-521070-	LIBERTY TIRE RECYCLING	EQUIPMENT MAINTENANCE	\$322.93	
					\$1,135.50
309565	621-7501-521080-	MAACO COLLISION REPAIR & PAINTING	EQUIPMENT MAINTENANCE	\$1,135.50	
309566	621-7501-521070-	MACQUEEN EMERGENCY GROUP	EQUIPMENT MAINTENANCE	\$2,790.00	
309566	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE EQUIPMENT	\$1,133.16	
309566	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE EQUIPMENT	\$3,300.92	
					\$146.00
309567	621-7501-522030-	MARK HAUSER	REIMBURSEMENT	\$146.00	
					\$60.28
309568	621-7501-531510-	MC CANN INDUSTRIES	VEHICLE MAINTENANCE SUPPLIES	\$60.28	
309569	621-7501-531510-	MC MASTER CARR SUPPLY CO	VEHICLE MAINTENANCE SUPPLIES	\$15.60	
309569	621-7501-531510-	MC MASTER CARR SUPPLY CO	VEHICLE MAINTENANCE SUPPLIES	\$42.11	
					\$953.82
309584	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	(\$9.92)	
309584	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$19.56	
309584	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$29.16	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309584	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$40.50	
309584	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$96.66	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$27.65	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$31.05	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$33.03	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$123.17	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$181.38	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$184.87	
309584	621-7501-531510-	NAPA AUTO PARTS	VEHICLE MAINTENANCE SUPPLIES	\$196.71	
					\$266.18
309594	621-7501-521070-	NORTHWEST FREIGHTLINER	EQUIPMENT MAINTENANCE	\$266.18	
					\$264.09
309660	621-7501-531510-	PATLIN INC	VEH MAINTENANCE SUPPLY	\$118.06	
309660	621-7501-531510-	PATLIN INC	VEHICLE MAINTENANCE SUPPLIES	\$146.03	
					\$27.98
309680	621-7501-531510-	RUSSO'S POWER EQUIPMENT INC	VEH MAINTENANCE SUPPLY	\$27.98	
					\$3.78
309685	621-7501-531510-	SHERWIN ACE HARDWARE	VEHICLE MAINTENANCE SUPPLIES	\$3.78	
					\$2,570.60
309690	621-7501-521070-	SPRING ALIGN	EQUIPMENT MAINTENANCE	\$2,505.52	
309690	621-7501-531510-	SPRING ALIGN	VEHICLE MAINTENANCE SUPPLIES	\$65.08	
					\$2,600.35
309692	621-7501-531510-	STANDARD EQUIPMENT CO	VEHICLE MAINTENANCE SUPPLIES	\$66.46	
309692	621-7501-531510-	STANDARD EQUIPMENT CO	VEHICLE MAINTENANCE SUPPLIES	\$309.32	
309692	621-7501-531510-	STANDARD EQUIPMENT CO	VEHICLE MAINTENANCE SUPPLIES	\$2,224.57	
					\$86.80

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309699	621-7501-531510-	TERMINAL SUPPLY CO	VEHICLE MAINTENANCE SUPPLIES	\$86.80	
					\$18,895.00
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT MAINTENANCE	\$3,680.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT MAINTENANCE	\$3,680.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT MAINTENANCE	\$3,680.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT MAINTENANCE	\$4,205.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT MAINTENCANCE	\$2,600.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	VEH EQUIPMENT MAINTENANCE	\$525.00	
309707	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	VEH EQUIPMENT MAINTENANCE	\$525.00	
					\$169.14
309709	621-7501-530350-	UNIFIRST CORPORATION	CLOTHING & APPAREL	\$84.57	
309709	621-7501-530350-	UNIFIRST CORPORATION	CLOTHING & APPAREL	\$84.57	
					\$720.00
309715	621-7501-521070-	WE WASH EXPRESS	EQUIPMENT MAINTENANCE	\$240.00	
309715	621-7501-521070-	WE WASH EXPRESS	EQUIPMENT MAINTENANCE	\$240.00	
309715	621-7501-521070-	WE WASH EXPRESS	EQUIPMENT MAINTENANCE	\$240.00	
					\$648.96
309716	621-7501-531510-	WENTWORTH TIRE SERVICE	VEHICLE MAINTENANCE SUPPLIES	\$648.96	
					\$339.78
309717	621-7501-531510-	WEST SIDE TRACTOR SALES CO	EQUIPMENT MAINTENANCE	\$339.78	
					\$177.83
309718	621-7501-530550-	WEX BANK	FUEL	\$177.83	
					\$804.00
309721	621-7501-531510-	ZARNOTH BRUSH WORKS INC	VEH MAINTENANCE EQUIPMENT	\$804.00	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$745.26
309723	621-7501-531510-	ZORO TOOLS INC	VEH MAINTENANCE EQUIPMENT	\$368.17	
309723	621-7501-531510-	ZORO TOOLS INC	VEH MAINTENANCE SUPPLY	\$377.09	
DEPARTMENT 7501 TOTAL:				\$50,214.55	

VILLAGE OF ARLINGTON HEIGHTS
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Department 9001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
CAPITAL ADMIN					
					\$481.25
309467	505-9001-550250-	BAXTER & WOODMAN	PROFESSIONAL SERVICES	\$481.25	
					\$500,000.00
309535	505-9001-550250-	HOLIDAY SEWER & WATER CONSTRUCTION	CONSTRUCTION SERVICES	\$500,000.00	
					\$2,500.00
309645	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309646	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309647	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309648	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309649	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309650	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$2,500.00
309651	506-9001-550250-	ONE TIME LEAD LINE REIMBURSEMENT	LEAD LINE REIMBURSEMENT	\$2,500.00	
					\$155,686.81
309665	505-9001-550250-	PROFESSIONAL METERS, INC	METER SUPPLIES	\$155,686.81	
					\$15,416.10
309672	505-9001-550250-	ROBINSON ENGINEERING LTD	PROFESSIONAL SERVICES	\$6,606.90	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
309672	505-9001-550250-	ROBINSON ENGINEERING LTD	PROFESSIONAL SERVICES	\$8,809.20	
					\$28,471.42
309710	506-9001-550250-	USA BLUEBOOK	CONSTRUCTION SERVICES	\$1,224.75	
309710	506-9001-550250-	USA BLUEBOOK	CONSTRUCTION SERVICES	\$19,571.67	
309710	506-9001-550250-	USA BLUEBOOK	OFFICE EQUIPMENT	\$7,675.00	
			DEPARTMENT 9001 TOTAL:	\$717,555.58	

VILLAGE OF ARLINGTON HEIGHTS
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Department 9003

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
CAPITAL EQUIPMENT					
309553	621-9003-550050-	JX TRUCK CENTER- BOLINGBROOK	EQUIPMENT	\$424,994.79	\$424,994.79
309679	621-9003-550050-	RUSH TRUCK CENTERS OF ILLINOIS INC	TRUCK	\$88,263.00	\$88,263.00
DEPARTMENT 9003 TOTAL:				\$513,257.79	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 11/30/2024

Department 9556

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
DEBT SVC STORM WATER CONT 2018					
309708	301-9556-560200-	UMB BANK NA	AGENT FEES	\$300.00	\$300.00
DEPARTMENT 9556 TOTAL:				\$300.00	
WARRANT TOTAL:				\$5,707,508.32	



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: Proposed 2025 Budget

Department: Finance

Item Description:

A Public Hearing on the proposed budget is required by State Statute to provide for formal public comment on the budget. This is the final step of the budget process that started in June with the review of the 2025 Budget Ceilings. The Proposed 2025 Budget was reviewed at two separate public meetings held in November. The proposed budget incorporates a business plan that reflects the Village Board's goals and objectives.

The Proposed 2025 Budget can be found on the Village's web page under the Village Budget and Financials link. Any Board amendments to the proposed budget would be shown under the 2025 Budget Ordinance under the New Business section of this Agenda. However, no such amendments have been made for the 2025 Budget.

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Ordinance Approving an Amendment to the 2024 Budget for the Replacement of a Dimmer Rack at the Metropolis Theater

Department: Finance

Item Description:

Background

The Metropolis Theater is operated by the Performing Arts at Metropolis (PAM), but the Theater and all of its assets are owned by the Village. In addition to running the Theater's daily operations, the Village relies on PAM and its Board to make recommendations on needed capital improvements and replacements. The Village received the attached letter from PAM in regard to the replacement of the Theater's 25-year-old dimmer racks. PAM would like to have this work completed during its downtime in January 2025.

Public Works Staff has reviewed the proposal and the attached quotes, and concurs with PAM's recommendation that the work be completed by the low bidder, JRLX at a cost of \$119,859.12. The Village has set aside reserve funds in the Arts, Entertainment & Events Fund to accommodate this type of extraordinary capital request for Theater improvements.

Recommendation

It is recommended that the Village Board approve the replacement of the dimmer racks at the Theater in the amount of \$119,859.12 and that the Village Board approve an ordinance to amend the 2024 A&E Fund Budget to reflect these expenses.

ATTACHMENTS:

1. Dimmer Rack Replacement - Metropolis Theater
2. Ordinance - Metropolis Lighting Budget Amendment



VILLAGE OF ARLINGTON HEIGHTS

INC. 1887

Date: November 19, 2024

To: Randy Recklaus, Village Manager

From: Tom Kuehne, Finance Director/Treasurer

Re: Dimmer Rack Replacement - Metropolis Theater

Overview

The Metropolis Theater is operated by the Performing Arts at Metropolis (PAM), but the Theater and all of its assets are owned by the Village. In addition to running the Theater's daily operations, the Village relies on PAM and its Board to make recommendations on needed capital improvements and replacements. The Village received the attached letter from PAM in regard to the replacement of the Theater's 25-year-old dimmer racks. PAM would like to have this work completed during its downtime in January 2025.

Public Works Staff has reviewed the proposal and the attached quotes, and concurs with PAM's recommendation that the work be completed by the low bidder, JRLX at a cost of \$119,859.12. The Village has set aside reserve funds in the Arts, Entertainment & Events Fund to accommodate this type of extraordinary capital request for Theater improvements. A budget amendment to approve this request will be placed on the December 2nd Board Meeting for the Village Board's consideration.

Cc: David Victor, Executive Director, Metropolis
Mary Juarez, Assistant Finance Director
Steve Mullany, Services Coordinator
Lisa Subrin, Purchasing Coordinator



TO: Tom Kuehne
FROM: David Victor, Executive Director
CC: Randy Recklass
DATE: November 18, 2024
RE: Dimmer Rack Replacement (Metropolis Performing Arts Centre)

Tom,

Please find three attached quotes for Metropolis' dimmer rack replacement.

The two dimmer racks that power Metropolis' lighting instruments are 25 years old. While we have been able to update our lighting instruments gradually, the dimmer rack that supplies power to them is showing signs of fatigue and unpredictability. These dimmers have provided millions of theatrical effects over the past 25 years. If we do not address this soon, there is a possibility of failure from one or both of the dimmer racks which would result in a devastating loss of revenue to Metropolis, the local businesses that depend on our audiences, and our community as a whole.

Our preferred vendor is JRLX. Recently, they successfully completed a dimmer rack upgrade at Woodstock Opera House. The technology they recommend provides the latest in LED capability and emergency safety features. Both benefit Metropolis as they reduce energy consumption, reduce costs, and keep our audiences and students safe.

Timing is of the essence. Metropolis is a busy place and our theater is programmed until 2026. We have a couple "dark" weeks in January where we plan to tackle many of our theater improvements. This would be a great time to update the dimmer racks without skipping a beat. Lighting technology has come a long way in the past 25 years and we are confident this upgrade will increase production quality while helping to lower production costs.

With gratitude,

David Victor, Executive Director



JRLX, Inc.
 18464 W. Creek Drive
 Tinley Park, IL 60477 USA
 +17084606319
 Denise@JRLXinc.com
 jrlxinc.com

CONFIDENTIAL QUOTATION

ADDRESS

Metropolis Performing Arts Center
 111 W Campbell St.
 Arlington Heights, IL 60005
 United States

SHIP TO

Metropolis Performing Arts Center
 111 W Campbell St.
 Arlington Heights, IL 60005
 United States

CONFIDENTIAL 7027

QUOTATION #

DATE 10/25/2024

REPRESENTATIVE:

JR

PRODUCT/SERVICE	QTY	RATE	AMOUNT
Sensor DIMMER Rack/Paradigm Systems - Metropolis PAC VERSION 4 10-31-24	1	105,252.80	105,252.80T
Metropolis PAC Option 3: Sensor Racks (See Attached BOM) (2 Sensor 96-Way Dimmer Racks 48-R20 + 48-D20)			
Metropolis PAC Option 4: Unison System (See Attached BOM)			
Cabling and Hardware			
Install Labor			
sACN Node Package - Metropolis PAC	1	12,106.32	12,106.32T
(10) Netron EP2 sACN Nodes			
(1) ETC Network Switch CBS350-24P-4G-NA			
(1) ECPB NET/NET Plug-In Station			
(1) Rack Mount Enclosure			
(1) Cabling and Hardware LOT			
(1) Integration Labor			
Electrical Contracting Work (BUDGET ESTIMATE ONLY) - Metropolis PAC	0	30,000.00	0.00T
NOT INCLUDED IN GRAND TOTAL			
SERVICES	1	2,500.00	2,500.00T
Project Commissioning and Training			
Project Management			

Pricing Subject to Change Without Notice

\$200 minimum order policy applies. Remainder will be added to total \$200 if the amount falls below \$200.

Some items quoted may be subject to Section 301 and/or other import tariffs which would apply at the time of purchase/invoicing.

All Sales Final Unless Otherwise Noted.

Custom Products are Not Returnable.

Shipping Costs May Apply and Subject to Change if Quoted.

SUBTOTAL 119,859.12

TAX (0%) 0.00

TOTAL **\$119,859.12**

JRLX, Inc - 18464 West Creek Drive - Tinley Park, IL 60477 - www.JRLXinc.com



GRAND STAGE

Chicago Spotlight
Rentals, Events & Production

art drapery studios
Stage Rigging & Drapery

3418 N Knox Ave., Chicago, IL 60641
Phone: (312) 332-5611
Fax: (312) 258-0056
www.GrandStage.com

Metropolis Performing Arts Center
Arlington Heights, Illinois
Theatrical Lighting and Control Equipment

October 30, 2024
Page 1 of 1

Grand Stage Company is pleased to provide the following proposal for your consideration:

Theatrical lighting and control equipment for the Metropolis Performing Arts Center, Arlington Heights, Illinois; per the attached bill of materials dated 10/26/24

Total equipment - \$ 146,297.00

The above pricing is intended for budgeting purposes only and does not include any installation or applicable taxes. The above pricing does include an allowance for approval drawings, jobsite consultation with the installing electrical contractor as required, field service testing and programming of all lighting and control equipment, and owner training in the operation and maintenance of the lighting control system. We will be happy to provide complete specifications, a written scope of work for the required electrical construction work, alternate proposals, or a firm quotation upon request.

Thank you for the opportunity of quoting on your requirements.

Sincerely,

Grand Stage Company

Michael W. Hostetler

GRAND STAGE
Creative Tools for Creative People

PROJECT COSTS

PAYMENT TERMS

70% upon approval, 20% upon start of install, and 10% upon completion

Non-Cancelable, Non-Returnable

Tax Exempt – Letter Needed

Dimmer Rack Upgrade

QTY	Manufacturer	Item		
2	JohnsonsysteMS	CD-300+SV Control System		
8		PM-2L-SV Dual LED Presidor Dimmer Module		
			Section Total	\$24,850.00

Control System Upgrade

QTY	Manufacturer	Item		
1	ETC	Paradigm		
6	ETC	Portable gateways		
			Section Total	\$16,877.00

Lighting Fixtures

QTY	Manufacturer	Item		
40	ETC	ColorSource Spot V		
20	ETC	ColorSource Fresnel		
			Section Total	\$129,200.00

LABOR - SECTION 12 - NOT TAXABLE

1		Site visits prior to install		
1		3 Person Team On Site – 4 Days		
1		Project Management		
			Section Total	\$18,000.00

TRANSPORTATION - SECTION 13 - NOT TAXABLE

1		Site Delivery		
1		Johnson Controls Int. Freight		
1		ETC Inbound Freight		
			Section Total	\$875.00

Equipment Total	\$170,927.00
Labor Total	\$18,000.00
Shipping Total	\$3,700.00
Sales Tax	

Job Total **\$192,627.00**

**AN ORDINANCE AMENDING THE ANNUAL BUDGET OF THE VILLAGE OF
ARLINGTON HEIGHTS, COUNTY OF COOK, STATE OF ILLINOIS, FOR THE
FISCAL YEAR BEGINNING JANUARY 1, 2024 AND ENDING DECEMBER 31, 2024**

WHEREAS, by Ordinance 2023-81, the President and Board of Trustees of the Village of Arlington Heights, Illinois adopted the Annual Budget of the Village of Arlington Heights for the fiscal year beginning January 1, 2024, and ending December 31, 2024; and

WHEREAS, the President and Board of Trustees has determined that it will serve and be in the best interest of the Village to adopt an Ordinance amending the Annual Budget;

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: RECITALS. The foregoing recitals are incorporated into, and made a part of, this Ordinance as the findings of the President and Board of Trustees.

SECTION TWO: ADOPTION OF AMENDMENTS. The Annual Budget shall be, and it is hereby, amended as follows:

Account Being Amended	Original Budget	Amendment Incr. / (Decr.)	Revised Budget
515-2005-550550- EQ8001-EQUIP-METROPOLIS Metropolis Lighting	\$35,000	\$85,000	\$120,000

SECTION THREE: PUBLICATION. The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

SECTION FOUR: EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS December 2nd, 2024.

Village President

ATTEST:

Village Clerk



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving the First Amendment to Tyler SaaS Agreement Regarding Payment Processing Fees

Department: Finance

Item Description:

Background

Tyler Technologies will provide the Village with a merchant account set up directly with the Tyler Payments Authorized Processor for processing and settlement of all Point of Sale and Online electronic payment transactions (credit card payments) via the Tyler EERP and EPL systems, utilizing a User Fee model for Tyler Payments Fees, with the proposed amendment. This amendment will pass service fees for credit card use along to the user.

Payments										
	Use Case	List Price	Service %	Min	Basis Points	Rate	Cap	POS	Online	IVR
Payments - Payer Card Cost - Service Fees										
Enterprise ERP										
Enterprise ERP Payments	General Billing		3.75%	\$ 2.50				X	X	X
Enterprise ERP Payments	Utility Billing		3.75%	\$ 2.50				X	X	X
Enterprise Permitting & Licensing Payments	Code Enforcement		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Licenses		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Planning		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Permits		3.75%	\$ 2.50				X	X	
Payments - Other Fees										

2024-495492-JST4H7

CONFIDENTIAL

Page 1

Enterprise ERP	
Payer eCheck Cost	\$ 1.95
eCheck Rejects	\$ 5.00
Credit Card Chargebacks	\$ 15.00
Payer Card Cost	Per card transaction with Visa, MasterCard, Discover, and American Express.
Enterprise ERP Payments	IVR Cost - Additional \$0.50 per transaction on top of Card and eCheck fee.
Payer eCheck Cost	Per electronic check transaction.
eCheck Rejects	When an eCheck transaction comes back as declined (e.g. bounced check)
Credit Card Chargebacks	If a card payer disputes a transaction at the card issuing bank (e.g. stolen card)

Recommendation

It is recommended that the Village Board of Trustees accept the Resolution approving the first amendment to Tyler SaaS Agreement regarding payment processing fees.

ATTACHMENTS:

1. Resolution approving Tyler First Amendment to SaaS Agreement re payment processing fees
2. Tyler Technologies Amendment

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING A FIRST AMENDMENT TO THE
ENTERPRISE RESOURCES PLANNING SYSTEM SOFTWARE AS A SERVICE
AGREEMENT WITH TYLER TECHNOLOGIES, INC.

WHEREAS, the Village and Tyler Technologies, Inc. (“*Vendor*”) are parties to that certain Enterprise Resources Planning System Software as a Service Agreement dated September 20, 2021 (“*Agreement*”); and

WHEREAS, the Village and the Vendor desire to approve an amendment to the Agreement to provide that electronic payment users will pay certain fees charged in connection with processing those payments (“*First Amendment*”); and

WHEREAS, the Village President and Board of Trustees have determined that approving the First Amendment will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, AS FOLLOWS:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF FIRST AMENDMENT. The President and Board of Trustees hereby approve the First Amendment in substantially the form attached to this Resolution as Exhibit A.

SECTION 3. EXECUTION OF FIRST AMENDMENT. The Village Manager is hereby authorized and directed to execute, on behalf of the Village, the First Amendment, and all necessary documentation related thereto.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A

FIRST AMENDMENT



AMENDMENT

This amendment ("Amendment") is effective as of the date of signature of the last party to sign as indicated below ("Amendment Effective Date"), by and between Tyler Technologies, Inc. ("Tyler") and the Village of Arlington Heights, Illinois ("Client").

WHEREAS, Tyler and the Client are parties to an agreement dated September 21, 2021 ("Agreement"); and

WHEREAS, Tyler and Client desire to amend the terms of the Agreement as provided herein.

NOW THEREFORE, in consideration of the mutual promises hereinafter contained, Tyler and the Client agree as follows:

1. Effective January 1, 2025, the fee structure for Tyler Payments is hereby replaced with fee structure outlined in the Tyler Sales Quote shown as Exhibit 1 to this amendment. The fees in Exhibit 1 shall be paid by Tyler Payments users and not the Village of Arlington Heights, Illinois.
2. This Amendment shall be governed by and construed in accordance with the terms and conditions of the Agreement.
3. Except as expressly indicated in this Amendment, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the dates set forth below.

Tyler Technologies, Inc.

Village of Arlington Heights, Illinois

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



Exhibit 1

Amendment Investment Summary

The following Investment Summary details the software, products, and services to be delivered by us to you under the Agreement. This Investment Summary is effective as of the Effective Date, despite any expiration date in the Investment Summary that may have lapsed as of the Effective Date. Capitalized terms not otherwise defined will have the meaning assigned to such terms in the Agreement. In the event of conflict between the Agreement and terms in the Comments section of this Investment Summary, the language in the Agreement will prevail.

Sales quotation inserted on the following pages.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK



Quoted By:
Quote Expiration:
Quote Name:

Joe Parent
03/09/25
Village of Arlington Heights -
Payments Amendment

Sales Quotation For:

Shipping Address:

Village of Arlington Heights
33 S Arlington Heights Rd
Arlington Heights IL 60005-1403

Payments

	Use Case	List Price	Service %	Min	Basis Points	Rate	Cap	POS	Online	IVR
Payments - Payer Card Cost - Service Fees										
Enterprise ERP										
Enterprise ERP Payments	General Billing		3.75%	\$ 2.50				X	X	X
Enterprise ERP Payments	Utility Billing		3.75%	\$ 2.50				X	X	X
Enterprise Permitting & Licensing Payments	Code Enforcement		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Licenses		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Planning		3.75%	\$ 2.50				X	X	
Enterprise Permitting & Licensing Payments	Permits		3.75%	\$ 2.50				X	X	
Payments - Other Fees										

Enterprise ERP		
Payer eCheck Cost		\$ 1.95
eCheck Rejects		\$ 5.00
Credit Card Chargebacks		\$ 15.00
Payer Card Cost	Per card transaction with Visa, MasterCard, Discover, and American Express.	
Enterprise ERP Payments	IVR Cost - Additional \$0.50 per transaction on top of Card and eCheck fee.	
Payer eCheck Cost	Per electronic check transaction.	
eCheck Rejects	When an eCheck transaction comes back as declined (e.g bounced check)	
Credit Card Chargebacks	If a card payer disputes a transaction at the card issuing bank (e.g. stolen card)	

Summary	One Time Fees	Recurring Fees
Total Tyler License Fees	\$ 0.00	\$ 0.00
Total SaaS	\$ 0.00	\$ 0.00
Total Tyler Services	\$ 0.00	\$ 0.00
Total Third-Party Hardware, Software, Services	\$ 0.00	\$ 0.00
Summary Total	\$ 0.00	\$ 0.00
Contract Total	\$ 0.00	

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____

Date: _____

Print Name: _____

P.O.#: _____

All Primary values quoted in US Dollars

Comments

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms:

- License fees for Tyler and third party software are invoiced upon the earlier of (i) deliver of the license key or (ii) when Tyler makes such software available for download by the Client;
- Fees for hardware are invoiced upon delivery;
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware;
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software available for download by the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the Agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - Implementation and other professional services fees shall be invoiced as delivered.
 - Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.
 - Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion module, and 50% upon Client acceptance to load the converted data into Live/Production environment, by conversion module.
 - Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where "Project Planning Services" are provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears, beginning on the first day of the month immediately following initiation of project planning.
 - If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.
 - Notwithstanding anything to the contrary stated above, the following payment terms shall apply to services fees specifically for migrations: Tyler will invoice Client 50% of any Migration Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Unless otherwise indicated on this Sales quotation, annual services will be invoiced in advance, for annual terms commencing on the date this sales quotation is signed by the Client. If listed annual service(s) is an addition to the same service presently existing under the Agreement, the first term of the added annual service will be prorated to expire coterminous with the existing annual term for the service, with renewals to occur as indicated in the

Agreement.

- Expenses associated with onsite services are invoiced as incurred.

Tyler's quote contains estimates of the amount of services needed, based on our preliminary understanding of the scope, level of engagement, and timeline as defined in the Statement of Work (SOW) for your project. The actual amount of services required may vary, based on these factors.

Tyler's pricing is based on the scope of proposed products and services contracted from Tyler. Should portions of the scope of products or services be altered by the Client, Tyler reserves the right to adjust prices for the remaining scope accordingly.

Unless otherwise noted, prices submitted in the quote do not include travel expenses incurred in accordance with Tyler's then-current Business Travel Policy.

Tyler's prices do not include applicable local, city or federal sales, use excise, personal property or other similar taxes or duties, which you are responsible for determining and remitting. Installations are completed remotely but can be done onsite upon request at an additional cost.

In the event Client cancels services less than four (4) weeks in advance, Client is liable to Tyler for (i) all non-refundable expenses incurred by Tyler on Client's behalf; and (ii) daily fees associated with the cancelled services if Tyler is unable to re-assign its personnel.

The Implementation Hours included in this quote assume a work split effort of 70% Client and 30% Tyler.

Implementation Hours are scheduled and delivered in four (4) or eight (8) hour increments.

Tyler provides onsite training for a maximum of 12 people per class. In the event that more than 12 users wish to participate in a training class or more than one occurrence of a class is needed, Tyler will either provide additional days at then-current rates for training or Tyler will utilize a Train-the-Trainer approach whereby the client designated attendees of the initial training can thereafter train the remaining users.

Your use of Payments and any related items included on this order is subject to the terms found at: <https://www.tylertech.com/terms/payment-card-processing-agreement>. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Payments fee schedule.

Effective January 1, 2025, the fee structure for Tyler Payments is hereby replaced with fee structure outlined in the Tyler Sales Quote shown as Exhibit 1 to this amendment. The fees in Exhibit 1 shall be paid by Tyler Payments users and not the Village of Arlington Heights, Illinois.



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving Vendor Expenses Over \$25,000 in
Aggregate for Calendar Year 2025

Department: Finance

Item Description:

Background

Throughout the upcoming calendar year Village departments will purchase materials and services from a variety of vendors on an as-needed basis; the vendor selected having submitted the lowest price. However, in aggregate, purchases from the attached list of vendors will likely exceed \$25,000 before the end of calendar year 2025. Separate Purchase Orders are issued for some of these expenditures as they occur during the fiscal year. Blanket purchase orders are also used to process some of these purchases, which enables better control and tracking of small purchases and allows staff an efficient way to track these purchases.

Staff from various departments are requesting waivers of formal bidding requirements for the vendors on the attached list. Some of the vendors are sole source suppliers or have been providing proven, exceptional service and competitive pricing over the past years. Each year this spreadsheet is reviewed in an effort to ensure those vendors listed perform services or provide materials that are in the best interest of the Village.

These purchases are made from various accounts in the Village's General, Water & Sewer, Fleet, Parking, and other funds.

Recommendation

It is recommended that the Board of Trustees waive the requirements of formal competitive bidding and authorize the purchase of goods, materials, and services from the listed vendors during calendar year 2025.

ATTACHMENTS:

1. Resolution Approving \$25,000 Purchases for FY 2025
2. Expenses Over \$25,000 for Aggregate in 2025

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING PURCHASES OF VARIOUS
MATERIALS AND SERVICES IN FISCAL YEAR 2025

WHEREAS, throughout the upcoming 2025 fiscal year, the Village will purchase materials and services from a variety of vendors, each of which having submitted the lowest price for the particular material or service, on an as-needed basis; and

WHEREAS, pursuant to Section 3-102 of the Municipal Code of Arlington Heights, Illinois, 1995, as amended ("*Village Code*"), the Village President and Board of Trustees must approve all purchases in amounts \$25,000 or greater; and

WHEREAS, the Departments desire to obtain preliminary authorization for the proposed 2025 purchases identified in Exhibit A to this Resolution ("*Purchases*"); and

WHEREAS, the Village President and Board of Trustees have determined that providing preliminary authorization for the Purchases will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PURCHASES. The President and Board of Trustees hereby approve the Purchases in Exhibit A.

SECTION 3. EXECUTION OF PURCHASES. The Village Manager is hereby authorized to execute, on behalf of the Village, in accordance with the budget to be approved for fiscal year 2025, and in his discretion all documentation necessary to complete the Purchases deemed necessary for the operation of the Village in fiscal year 2025.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A

PURCHASES

Village of Arlington Heights-Vendor Expenses over \$25,000 for the Calendar Year Ending 12/31/2025

		Actual	Estimated	Projected	
Vendor/Location	Product / Service	2023	2024	2025	Justification for Bid Waiver
Various Services & Products					
Active Electrical Supply Chicago, IL	Street light and electrical supplies building electrical supplies.	\$ 105,252	\$ 55,000	\$ 60,000	Street light poles & arms, fixtures & electric parts Competitive quotes secured prior to purchase
Affiliated Customer Service Downers Grove, IL	Fire panel testing and repairs	\$ 50,996	\$ 30,000	\$ 35,000	Preferred vendor for fire panel needs
Air One Equipment Elgin, IL	Fire rescue equipment and turn out gear	\$ 36,689	\$ 25,000	\$ 50,000	Sole source for gas meters and specialized rescue and firefighting equipment; provider of personal protective equipment
Allan ICS Elgin, IL	Programmable logic controllers	\$ 61,050	\$ -	\$ 25,000	Sole provider of data processor unit for the Village's Water and Sewer system. Increasing in-house repairs 2025
Anderson Lock Des Plaines, IL	Door repairs and replacements	\$ 19,396	\$ 55,000	\$ 45,000	Specialized interior door replacements and parts
Arlington Heights Ford Arlington Heights, IL	Vehicle repair supplies	\$ 20,143	\$ 20,000	\$ 25,000	Vendor provides quick turnaround times for necessary parts for Village vehicle repairs
ASTI Sawing Barneveld, WI	Sidewalk saw cutting	\$ 42,700	\$ 75,000	\$ 75,000	Sole provider of sidewalk saw cutting to abate trip hazards
Azteca/Cityworks Sandy, UT	Asset management/service request software	\$ 81,678	\$ 98,000	\$ 90,000	Sole software for Public Works License includes maintenance & support activities Increased cost for additional services
Best Technology Systems Plainfield, IL	Gun range cleaning	\$ 5,100	\$ 25,000	\$ 40,000	Quality cleaning work, low costs only regional source for specialty services
Bronner's Commercial Display Frankenmuth, Mi	Holiday lights and décor	\$ 25,246	\$ 30,000	\$ 30,000	Superior quality product, consistent with existing holiday decor throughout the Village
Buckeye Power Sales Blacklick, OH	Village Generator Maintenance	\$ 11,976	\$ 26,000	\$ 33,000	Lowest cost regionally for maintenance provided Quick response with minimal downtime
CDS Office Technologies Addison, IL	Patrol video cameras and Police/Fire emergency mobile computers	\$ 28,084	\$ 49,000	\$ 55,000	Police & Fire standardized public safety vehicle equipment State of Illinois contract
CDW Government Milwaukee, WI	Software licensing & hardware	\$ 96,666	\$ 110,000	\$ 115,000	Only source for some licensing solutions Competitive pricing secured prior to hardware purchases
Dacra Tech LLG Rosemont, IL	Municipal enforcement/adjudication software	\$ 54,631	\$ 44,000	\$ 50,000	Municipal Enforcement/Adjudication Software used by Police, Build & Life Safety and Health & Human Services.
Dell Marketing LP Round Rock, TX	Servers, PCs, routers, switches and storage units for VAH & Metropolis. Annual software licensing with Microsoft	\$ 189,905	\$ 220,000	\$ 230,000	Standardized IT equipment & components Servers: State of IL Contract & PCs: WSAC Contract
Dreisilker Electric Motors Glen Ellyn, IL	Electric motor repairs and replacement	\$ 6,026	\$ 1,000	\$ 25,000	Superior quality & workmanship for repair & replacing motors for the water system. Increasing in-house repairs 2025
EJ USA Inc	Hydrants & water system maintenance	\$ 11,357	\$ 20,000	\$ 25,000	Provides brand repair parts used in the Village's water

Pittsburg, PA	Parts and supplies					system
Equipment Management Company Channahon, IL	Extrication Equipment	\$ 56,660	\$ 68,000	\$ 30,000		Sole source provider of battery-operated extrication equipment
Forerunner Technologies Inc Edgewood, NY	Phone system maintenance and repairs	\$ 135,342	\$ 15,000	\$ 25,000		Preferred vendor who has installed and repaired Village phone and systems
Futurity 19 Inc Hinsdale, IL	Masonry Repairs	\$ 10,200	\$ 95,000	\$ 40,000		Preferred vendor for masonry repairs
GenComm Madison, WI	CD Siren components, and services	\$ 14,985	\$ 10,000	\$ 25,000		Only source for specialized siren equipment parts, also performs maintenance services.
Graybar Electric Chicago, IL	Streetlight and electrical supplies	\$ 155,663	\$ 16,000	\$ 25,000		Streetlight poles and arms, fixtures and electrical parts competitive quotes secured prior to purchases.
G.W. Berkheimer Arlington Heights, IL	HVAC Wholesaler	\$ 1,891	\$ 15,000	\$ 25,000		Local Arlington Heights HVAC supply house. Staff will be conducting more in-house work in 2025, requiring additional supply purchases.
Industrial Organizational Solutions Whetstchester, IL	Personnel testing for Police & Fire	\$ 32,463	\$ 37,000	\$ 40,000		Customized exam testing for specialized criteria, high ranking leader in municipal safety clients
JG Uniforms Chicago, IL	Police Department clothing & uniform items	\$ 58,542	\$ 70,000	\$ 78,000		Established vendor that provides quality items with quick turn around time at competitive costs
Lorelle Communications Mount Prospect, IL	Cablecast and video production services for Village Board Meetings	\$ 53,250	\$ 51,750	\$ 56,000		Vendor provides the equipment installed in the Board Room at their own expense
Lurvey Landscape Supply Des Plaines, IL	Paver bricks	\$ 895	\$ 30,000	\$ 60,000		Sole producer of Arlington red pavers used throughout the downtown hardscape
Macqueen Emergency St Paul, MN	Vehicle equipment supplies	\$ 39,208	\$ 42,000	\$ 45,000		Provides specialized parts for various equipment in the Village's fleet, such as fire truck repair supplies
Metro Door and Dock Ingleside, IL	Overhead Door Repairs	\$ 55,109	\$ 70,000	\$ 60,000		Preferred vendor for overhead door replacements and repairs
Mid American Water Wauconda, IL	Hydrants and water system maintenance Parts and supplies	\$ 10,286	\$ 15,000	\$ 25,000		Preferred vendor for water system repair parts
National Decorating Service Oak Brook, IL	Repairs and painting of interior walls	\$ 38,833	\$ 60,000	\$ 30,000		Quality work, low prices, quick response time; performing more repairs in-house
Northeastern IL Regional Crime Lab Mundelein, IL	Forensic services/ Crime lab fees	\$ 109,879	\$ 116,407	\$ 124,000		Provides forensic services
Northwest Community Hospital Arlington Heights, IL	Human Resource Physicals	\$ 98,754	\$ 98,000	\$ 98,000		Sole source/local hospital
NuToys Leisure Westchester, IL	Trash receptacles and hardscape furniture	\$ 52,655	\$ 39,000	\$ 40,000		Area dealer for DuMor products that match the existing downtown hardscape furniture
Office Depot Streamwood, IL	Office supplies and printer cartridges	\$ 41,920	\$ 50,000	\$ 55,000		National Joint Purchasing Alliance Contract
Olive Grove Landscaping St. Charles, IL	Paver brick installation and maintenance	\$ 44,756	\$ 47,000	\$ 100,000		Quality work, low costs, quick response times; S Dunton Ave project expected in 2025

Ozinga Ready Mix Concrete Chicago, IL	Ready Mix Concrete	\$ 4,427	\$ 26,000	\$ 57,000	Only source for concrete, staff is increasing in-house concrete repairs. Includes roadway pcc, curbs, sidewalk, sewer & storm structures repairs
PF Construction Highwood, IL	Masonry	\$ 29,745	\$ 35,000	\$ 25,000	Quality work, low costs, quick response times
Roadway Asset Services Saint George, Utah	Pavement Management Software	\$ 56,788	\$ 3,270	\$ 25,000	Sole source software for pavement condition indices, increase in projects expected in 2025
Rush Truck Center Carol Stream, IL	Vehicle repair supplies	\$ 65,020	\$ 65,000	\$ 70,000	Vendor provides quick turnaround times for necessary parts for Village vehicle repairs
Standard Equipment Chicago, IL	Street sweeper and sewer equipment parts	\$ 88,344	\$ 25,000	\$ 30,000	Only source for specialized equipment parts
Steiner Electric Chicago, IL	Streetlight and electrical supplies	\$ 8,417	\$ 25,000	\$ 25,000	Streetlight poles and arms, fixtures and electrical parts competitive quotes secured prior to purchases.
Stryker Sales Corp Chicago, IL	Defibrillators maintenance and standardized ambulance cots	\$ 105,099	\$ 72,000	\$ 100,000	Sole source provider - standardized EMS equipment
Test Gauge East Dundee, IL	Meter parts and testing services	\$ 49,189	\$ 50,000	\$ 60,000	Additional support in addition to current contractual work Backflows for new construction buildings
Today's Uniforms Crystal Lake, IL	Fire Department uniforms & related items	\$ 46,816	\$ 82,000	\$ 65,000	Provider of Fire Department uniforms and related items
Traffic Control Corp Woodridge, IL	Traffic signal supplies	\$ 61,174	\$ 35,000	\$ 40,000	Only source for specialized equipment parts poles, signal heads, control cabinets
Ubiquiti Inc New York City, NY	Network hardware	\$ -	\$ 2,000	\$ 50,000	Provides hardware accessory devices, such as cables and switches, color-coded and usually less expensive than any other alternative/vendor
Uline Chicago, IL	Industrial-Grade Supplies & Paper Products	\$ 35,292	\$ 55,000	\$ 45,000	Over 1.5 million products with govt. pricing and free drop shipments
Ultra Strobe Communications Crystal Lake, IL	Police vehicle equipment installation/removal	\$ 115,344	\$ 130,000	\$ 100,000	Quality & standardized work for Police vehicle equipment installs and removals
Water Products Co Aurora, IL	Hydrants and water system maintenance Parts and supplies	\$ 51,577	\$ 35,000	\$ 35,000	Preferred vendor for water system repair parts
WS Darley Itasca, IL	Fire Department Turnout & Safety Gear	\$ 100,926	\$ 120,000	\$ 150,000	Sole source authorized provider of Honeywell Morning Pride turnout gear; provider of specialized hose accessories, and misc. tools
W.W. Grainger Palatine, IL	Industrial-Grade Supplies & Safety Products	\$ 60,290	\$ 60,000	\$ 60,000	Over 1.5 million products with govt. pricing and free drop shipments
Ziebell Elk Grove Village, IL	Hydrants and water system maintenance Parts and supplies	\$ 228,075	\$ 170,000	\$ 240,000	Provides Muller & Rockwell brand repair parts used in Village water system



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: Resolution - Employment Agreement Adjustment - Village Manager

Department: Human Resources

Item Description:

Resolution Approving Adjustments to the Village Manager's Salary and Compensation

ATTACHMENTS:

1. AH Resolution Approving 2024 Amendment to Village Manager Employment Agreement
2. AH 2024 Amendment to Recklaus Village Manager Employment Agreement

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING A THIRD AMENDMENT TO
THE VILLAGE MANAGER EMPLOYMENT AGREEMENT AND
APPROVING A PERFORMANCE BONUS FOR THE VILLAGE MANAGER

WHEREAS, pursuant to Section 3-101 of the Municipal Code of Arlington Heights, Illinois, 1995, as amended ("*Village Code*"), the Village President and Board of Trustees are authorized to appoint the Village Manager for the Village; and

WHEREAS, the Village has employed Randall R. Recklaus ("*Recklaus*") as its Village Manager since November 10, 2014; and

WHEREAS, the Village and Recklaus have entered into an employment agreement dated August 29, 2014, as amended on November 10, 2020, and December 6, 2021, for the continued employment of Recklaus as Village Manager through November 10, 2026 ("*Agreement*"); and

WHEREAS, as required by Section 6.A of the Agreement, the Village Board of Trustees completed an annual review of Village Manager Recklaus' performance as Village Manager; and

WHEREAS, pursuant to Section 5 of the Agreement, the Village Board is also required to annually review Village Manager Recklaus' salary and compensation, and may adjust his salary and compensation as it deems appropriate; and

WHEREAS, the President and Board of Trustees have determined that Village Manager Recklaus has satisfactorily performed the job of Village Manager, and, therefore, desire to: (i) further amend the Agreement to extend the term of the Agreement through November 10, 2028, and to increase Recklaus' annual base salary ("*Third Amendment to Agreement*"); and (ii) approve a one-time performance bonus for Recklaus to reflect his contribution to the Village over the preceding 12 months; and

WHEREAS, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village to enter into the Third Amendment to Agreement with Recklaus and to approve a one-time performance bonus for Recklaus, in the manner set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1: RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2: APPROVAL OF THIRD AMENDMENT TO AGREEMENT. The Third Amendment to Agreement is hereby approved in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village President and the Village Attorney.

SECTION 3: EXECUTION OF THIRD AMENDMENT TO AGREEMENT. The President and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Third Amendment to Agreement upon receipt by the Village Clerk of at least one original copy of the

Third Amendment to Agreement executed by Recklaus; provided, however, that if the executed copy of the Third Amendment to Agreement is not received by the Village Clerk within 30 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the Board of Trustees, be null and void.

SECTION 4: APPROVAL OF PERFORMANCE BONUS. In accordance with and pursuant to Section 5 of the Agreement, the President and Board of Trustees hereby approve a one-time performance bonus to be paid to Recklaus on or before December 31, 2024, in the amount of \$10,000.00.

SECTION 5: EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A

THIRD AMENDMENT TO AGREEMENT

**THIRD AMENDMENT TO THE AMENDED EMPLOYMENT AGREEMENT
FOR VILLAGE MANAGER
BETWEEN THE VILLAGE OF ARLINGTON HEIGHTS
AND RANDALL R. RECKLAUS**

THIS THIRD AMENDMENT is made and entered into as of the ____ day of November, 2024, by and between the Village of Arlington Heights, an Illinois home rule municipal corporation ("**Village**"), and Randall R. Recklaus ("**Employee**"). In consideration of the recitals and mutual covenants and agreements set forth in this Third Amendment, the receipt and sufficiency of which are hereby acknowledged and agreed, the parties agree as follows:

Section 1. Recitals.

A. The Village and the Employee entered into an employment agreement dated August 29, 2014, as amended by that certain "Amended Employment Agreement for Village Manager" dated as of November 10, 2020, and by that Second Amendment dated December 6, 2021 (as amended, the "**Agreement**"). Pursuant to the Agreement, the Village agreed to employ the Employee, and the Employee agreed to be employed by the Village, to perform the duties of Village Manager of the Village of Arlington Heights.

B. Section 2.A of the Agreement provides for the employment by the Village of the Employee through November 10, 2026, with automatic two-year renewals.

C. Section 5 of the Agreement provides for the payment to the Employee of an annual base salary, which may be adjusted annually by the Village Board in its discretion and as it deems appropriate.

D. Pursuant to Section 5 of the Agreement, and subsequent to the approval of the Second Amendment to the Agreement, the Village Board of Trustees approved increases to the annual base salary for each of the years beginning November 10, 2022 and 2023.

E. The Village and the Employee desire to amend the Agreement to provide for: (1) an extension of the term of the Agreement, through November 10, 2028; and (2) an increase in the annual base salary to be paid to the Employee.

Section 2. Extension of Term.

Section 2.A of the Agreement is hereby amended to read as follows:

"Section 2 - Term

A. Employee agrees to remain in the exclusive employ of the Village from the effective date of this Agreement until November 10, 2026 **2028** ("Current Term"), and neither to accept other employment nor to become employed by any other employer until said termination date, unless the termination date is affected as hereinafter provided."

* * *

Additions are bolded and double-underlined; ~~deletions are struck through~~

Section 3. Annual Base Salary.

Section 5 of the Agreement is hereby amended to read as follows:

“Section 5 – Salary

Effective November 10, 2020 ~~2024~~, the Village agrees to pay Employee for his services rendered pursuant hereto an annual base salary of ~~\$246,048.60~~ **\$298,603.00** payable in installments at the same time as other management employees of the Village are paid.

In addition, as a result of an annual performance review, if performance warrants an increase in base salary as determined by the Board, the Board shall adjust Employee’s salary and/or benefits in such amounts as the Board deems appropriate. If, at any time during the term of this Agreement, the Employee receives a performance bonus that is independent from his base pay and benefits, there is no guarantee of any such bonus in future years. The Board may approve any salary or benefits adjustment and any performance bonus by resolution duly adopted and without formal amendment to this Agreement.”

Section 4. Effect; Effective Date.

All terms, conditions and provisions of the Agreement that are not expressly amended or modified by this Third Amendment shall remain unchanged and in full force and effect as if fully set forth herein. To the extent that the terms and provisions of this Third Amendment conflict with the Agreement, the terms and provisions of this Third Amendment shall control. The effective date of this Third Amendment is November 10, 2024.

IN WITNESS WHEREOF, the parties have caused this Third Amendment to be executed by their duly authorized representatives as of the date and year first written above.

ATTEST:

VILLAGE OF ARLINGTON HEIGHTS

By: _____
Rebecca Hume, Village Clerk

By: _____
Thomas W. Hayes, Village President

Date: _____

Date: _____

RANDALL R. RECKLAUS

Date: _____

Additions are bolded and double-underlined; ~~deletions are struck through~~



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving Village Hall - 2nd Phase of Carpeting Removal and Installation

Department: Public Works & Engineering

Item Description:

The 2025 Capital Improvement Plan identifies \$180,000 for the next phase of carpet replacement at Village Hall. The carpet within Village Hall has been in place for 16 years and has reached a point where signs of wear, stains, and fading are becoming more evident. Regular maintenance and spot treatments have been insufficient to restore the carpet to an acceptable condition. Public Works staff now recommends replacing carpeting throughout the Building and Life Safety Department, Finance Department, Health Department, and the Buecher Room. This will enhance the visual appearance and eliminate any potential safety issues as the existing carpets continue degrading due to daily use.

Public Works staff proposed and implemented a phased approach to carpet installation at Village Hall. In 2024, all common area public walkways on levels two and three and the elevator vestibules were replaced. Once new carpet has been installed throughout the first-floor departments in 2025, staff will begin planning for carpet replacement on the second floor in 2026. Staff will complete all carpet replacements within the third-floor departments and meeting rooms in 2027.

Public Works staff leveraged competitive pricing through the Sourcewell Cooperative Purchasing Program for this next phase of the carpet installation project. Sourcewell (formerly NJPA) is a joint purchasing cooperative similar to Northwest Municipal Conference (NWMC) that uses multiple government agencies and collaborative purchasing to obtain more competitive bid pricing.

The total cost of removing and installing carpet on the first floor of Village Hall is \$195,775.04. Midway Flooring of Woodridge, Illinois, holds the Sourcewell bid award for carpet installation work. Public Works staff worked most recently with Midway Flooring during the Senior Center flooring project one year ago and were satisfied with the outcome and the contractor's professionalism throughout the months-long project as well as for the first phase of Village Hall carpet replacement. Public Works staff has no

reservations about working with this contractor for the next phase of carpet installation at Village Hall.

While the project exceeds the budget, staff proposes using \$15,775.04, from the 2024 Public Works General Fund, Account No. 101-7101-521110. Funding is available in this account due to savings on multiple projects. The remaining funding, \$180,000, is available in the 2025 Capital Improvement Fund Budget, Account No. 401-7101-550200 BL9505.

RECOMMENDATION

Public Works staff recommends awarding the Village Hall 2nd phase of carpet installation and removal project to Midway Flooring of Woodridge, Illinois, as authorized in the attached resolution.

ATTACHMENTS:

1. Resolution Approving Village Hall 2nd Phase of Carpeting Removal & Installation and proposal

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING VILLAGE HALL
2ND PHASE OF CARPETING OF REMOVAL AND INSTALLATION WORK
FROM MIDWAY FLOORING OF WOODRIDGE, ILLINOIS

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village is a member of the Sourcewell Cooperative Purchasing Program (formerly NJPA), a joint purchasing cooperative that uses multiple government agencies and collaborative purchasing to obtain more competitive bid pricing; and

WHEREAS, the Village participates in Sourcewell which permits local governments to purchase commodities and services according to contracts negotiated by Sourcewell, resulting in significant savings for the Village; and

WHEREAS, the Public Works Department has identified the need to procure carpeting removal and installation work; and

WHEREAS, the Sourcewell Cooperative sought bids for the award of the contract for the carpeting removal and installation ("*Purchase Contract*"); and

WHEREAS, the Sourcewell Cooperative identified Midway Flooring of Woodridge, Illinois, as the low responsible bidder for the Purchase Contract; and

WHEREAS, the Village now desires to purchase carpeting removal and installation, in a total amount not to exceed \$195,775.04; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase the carpeting removal and installation work, from Midway Flooring, in a total amount not to exceed \$195,775.04, in accordance with the Sourcewell Cooperative and the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PURCHASE. The President and Board of Trustees hereby approve the contract for the purchase of carpeting removal and installation work from Midway Flooring of Woodridge, Illinois, in a total amount not to exceed \$195,775.04, in accordance with Sourcewell Cooperative and the Purchase Contract, is hereby approved.

SECTION 3. EXECUTION OF REQUIRED DOCUMENTATION. The Village Manager and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all documents necessary to complete the purchase authorized pursuant to Section 2 of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk

**CLIENT**

VILLAGE OF ARLINGTON HEIGHTS
222 N. RIDGE AVE
ARLINGTON HEIGHTS, IL 60005

PROJECT

ARLINGTON HEIGHTS VILLAGE HALL
1ST FLOOR OFFICES
33 S ARLINGTON HEIGHTS RD
ARLINGTON HEIGHTS, IL 60005

Proposal Letter Date

11/12/24

Job Contact**Salesperson 1**

GLENN SUTKUS

Job #

Area	Style/Item	Color/Desc	Qty	Price	Total
01. SERVICE	CARPET DEMOLITION (STANDARD)		1,100.00 SY	7.02	7,722.00
02. SERVICE	CARPET DEMOLITION (OVERTIME)		198.00 SY	10.53	2,084.94
03. SERVICE	LVT/VCT DEMOLITION (STANDARD)		964.00 SF	2.42	2,332.88
04. SERVICE	HOURLY RATE FOR SERVICE NOT LISTED(WALL BASE DEMO)		8.00 HR	125.00	1,000.00
05. SERVICE	CARPET DISPOSAL		1,100.00 SY	3.30	3,630.00
06. SERVICE	CARPET DISPOSAL (OVERTIME)		198.00 SY	4.95	980.10
07. SERVICE	LVT/VCT DISPOSAL		964.00 SF	2.29	2,207.56
08. SERVICE	SKIMCOAT - LABOR AND MATERIAL		9,900.00 SF	2.00	19,800.00
09. SERVICE	SKIMCOAT - LABOR AND MATERIAL (OVERTIME)		1,782.00 SF	3.00	5,346.00
10. SERVICE	SKIMCOAT - LABOR AND MATERIAL (LVT REQUIRES TWO SKIMCOATS)		964.00 SF	2.97	2,863.08
11. CARPET TILE	PRIMARY CPT- SHAW CONTRACT- 5T183 SCULPT LOOP ECOWORX TILE	SWEPT 83322- 24" CARPET TILES	1,402.58 SY	60.21	84,449.34
12. CARPET TILE	INLAY CPT- SHAW- BELONG ECOWORX TILE 5T261	GOLDEN 48211- 24" CARPET TILES	74.66 SY	43.61	3,255.92
13. ADHESIVE & SUNDRIES	N5000 LOKWORX+ CARPET TILE ADHESIVE	4 GALLON PAILS	14.00 EA	139.35	1,950.90



CLIENT	PROJECT
VILLAGE OF ARLINGTON HEIGHTS 222 N. RIDGE AVE ARLINGTON HEIGHTS, IL 60005	ARLINGTON HEIGHTS VILLAGE HALL 1ST FLOOR OFFICES 33 S ARLINGTON HEIGHTS RD ARLINGTON HEIGHTS, IL 60005

Proposal Letter Date	Job Contact	Salesperson 1	Job #		
11/12/24		GLENN SUTKUS			
Area	Style/Item	Color/Desc	Qty	Price	Total
14. SERVICE	CARPET TILE INSTALLATION		1,249.24 SY	12.65	15,802.89
15. SERVICE	CARPET TILE INSTALLATION (OVERTIME)		228.00 SY	18.98	4,327.44
16. HARD SURFACE	SHAW CONTRACT- 0454V TERRAIN II 20 MIL	COLOR TBD- 6" X 48" VINYL PLANKS	1,084.72 SF	4.26	4,620.91
17. ADHESIVE & SUNDRIES	4151 PRESSURE SENSITIVE UNIVERSAL ADHESIVE	4 GALLON PAILS	2.00 EA	287.50	575.00
18. SERVICE	LVT INSTALLATION		964.00 SF	3.50	3,374.00
19. ADHESIVE & SUNDRIES	169CA FINISHWORX WALL BASE 4" STRAIGHT LENGTH	COLOR TBD	24.00 BX	139.35	3,344.40
20. SERVICE	4" VINYL BASE INSTALLATION (EXCLUDES MATERIALS)		2,177.00 LF	3.24	7,053.48
21. SERVICE	4" VINYL BASE INSTALLATION (EXCLUDES MATERIALS) (OVERTIME)		387.00 LF	4.86	1,880.82
22. ADHESIVE & SUNDRIES	143VS TILE-CARPET REDUCER 1/8"		3.00 BX	98.05	294.15
23. SERVICE	TRANSITION INSTALLATION (EXCLUDES MATERIAL)		68.00 LF	5.95	404.60
24. SERVICE	FURNITURE REMOVAL AND REPLACEMENT		142.00 HR	95.59	13,573.78
25. SERVICE	FURNITURE REMOVAL AND REPLACEMENT (OVERTIME)		15.00 HR	143.39	2,150.85

**CLIENT**

VILLAGE OF ARLINGTON HEIGHTS
222 N. RIDGE AVE
ARLINGTON HEIGHTS, IL 60005

PROJECT

ARLINGTON HEIGHTS VILLAGE HALL
1ST FLOOR OFFICES
33 S ARLINGTON HEIGHTS RD
ARLINGTON HEIGHTS, IL 60005

Proposal Letter Date

11/12/24

Job Contact**Salesperson 1**

GLENN SUTKUS

Job #

Area	Style/Item	Color/Desc	Qty	Price	Total
26. SERVICE	HOURLY RATE FOR SERVICE NOT LISTED (DELIVERY TO JOBSITE)		6.00 HR	125.00	750.00

FIRST FLOOR OFFICES Sub Total: 195,775.04



CLIENT	PROJECT
VILLAGE OF ARLINGTON HEIGHTS 222 N. RIDGE AVE ARLINGTON HEIGHTS, IL 60005	ARLINGTON HEIGHTS VILLAGE HALL 1ST FLOOR OFFICES 33 S ARLINGTON HEIGHTS RD ARLINGTON HEIGHTS, IL 60005

Proposal Letter Date	Job Contact	Salesperson 1	Job #		
11/12/24		GLENN SUTKUS			
Area	Style/Item	Color/Desc	Qty	Price	Total

Pricing is based on Shaw Sourcewell Contract Number 061323

Active 11/11/2023

Updated 2/12/24

Notes:

1. Labor figured for standard daytime and overtime hours - No Double Time included
2. Material quantities have been rounded to the full carton
3. Carpet Tiles/LVT to be glued directly to the floor surface – No underlayment or padding
4. Vinyl Straight base figured at all Carpet, Vinyl Cove base figured at all LVT
5. All material disposed into an owner supplied dumpster
6. Elevators are excluded from base bid
7. Stairs are excluded from base bid
8. Inlay Carpet estimated per Walkthrough notes
- 9. Due to volatile product pricing – This quote is only good for 30 Days**

Exclusions:

1. Floor Prep: Deep fills and Leveling
2. Haul away/dumpsters
3. Post/Final Cleanup – Wall wipe downs, Dusting, Vacuuming, Deep Cleaning, Waxing, and Buffing
4. Patching/repairing finishes
5. Attic stock
6. Moisture testing and mitigation

Total Proposal: \$ 195,775.04

**CLIENT**

VILLAGE OF ARLINGTON HEIGHTS
222 N. RIDGE AVE
ARLINGTON HEIGHTS, IL 60005

PROJECT

ARLINGTON HEIGHTS VILLAGE HALL
1ST FLOOR OFFICES
33 S ARLINGTON HEIGHTS RD
ARLINGTON HEIGHTS, IL 60005

Proposal Letter Date

11/12/24

Job Contact**Salesperson 1**

GLENN SUTKUS

Job #

Area	Style/Item	Color/Desc	Qty	Price	Total
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Customer Approval:

Please sign and date your acceptance of this proposal.

Signature

Date of Acceptance



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving Village Fuel Island Dispenser Sumps
Department: Public Works & Engineering

Item Description:

The Village of Arlington Heights operates the gasoline and diesel fuel system utilizing underground storage tanks (UST) at the Public Works facility. This system serves, not only Village Departments, including Police, Fire, Public Works, and Village Hall Staff, but through agreements, the fuel islands are also used by Arlington Heights Park District, School District 25, The Arlington Heights Memorial Library, and other area agencies.

In Illinois, in addition to the Office of the State Fire Marshall (OFSM) mandated annual testing of UST systems, owners and operators of USTs must comply with specific triennial (every three years) testing requirements to ensure safety and environmental protection. These requirements align with both State and Federal regulations under the Illinois Environmental Protection Agency (IEPA) and the U.S. Environmental Protection Agency (EPA).

An essential safety component of the UST system are containment sumps, which are a liquid-tight structures intended to contain spills or leaks, which must be tested to confirm they are liquid tight. This includes sumps used for pressurized piping systems. The Village's fuel island has two containment sumps in its UST system, one for the north dispensers, and one for the south dispensers.

When the Village's fuel system underwent its triennial testing this year, one of the two dispenser sumps failed testing and requires replacement to maintain compliance with Illinois and Federal UST regulations. Due to the age of both sumps being approximately 30 years old, staff recommends replacing both sump pumps now, given the extensive work required. On November 21st, 2024, the Village held a public bid opening for the replacement of both sump pumps that serve the Public Works facilities fuel islands. The Village's Purchasing Coordinator publicly opened and read aloud the following bids:

BIDDER	TOTAL BID
Anderson Pump Service	\$52,905.40

Crowne Industries

\$65,808.00

Funds for the fuel island repairs are available in Account No. 101-7101-521020

RECOMMENDATION

Public Works and Engineering staff recommends awarding Anderson Pump Service Inc., of Mokena, Illinois, the award for contractual services to replace two dispenser sumps for the Village's fuel island, as authorized in the attached resolution.

ATTACHMENTS:

1. Resolution Approving Village Fuel Island Dispenser Sumps and proposal

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING THE AWARD OF A CONTRACT
FOR THE VILLAGE FUEL ISLAND DISPENSER SUMPS
TO ANDERSON PUMP SERVICE INC., OF MOKENA, ILLINOIS

WHEREAS, the Village sought bids for the award of a contract for Village fuel island dispenser sumps ("*Contract*"); and

WHEREAS, Anderson Pump Service Inc., of Mokena, Illinois ("*Contractor*"), was the lowest responsible and responsive bidder of the firms that submitted bid packages to the Village for the Contract; and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Contract with Contractor will serve and be in the best interest of the Village and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF CONTRACT. The Board of Trustees hereby approves the Contract by and between the Village and Contractor, in substantially the form attached to this Resolution as Exhibit A, and in a final form and substance acceptable to the Village Administrator and Village Attorney.

SECTION 3. EXECUTION OF CONTRACT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Contract upon receipt by the Village Clerk of at least one original copy of the Contract executed by Contractor; provided, however, that if the executed copy of the Contract is not received by the Village Clerk within 30 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk

EXHIBIT A
CONTRACT



Village of Arlington Heights

33 South Arlington Heights Road
Arlington Heights, Illinois 60005
847-368-5000
www.vah.com

NOTICE OF AWARD

Anderson Pump Service
19659 S. 97th Ave
Mokena, Illinois 60448

December 2, 2024

Project Description: Fuel Dispenser Piping Containment Sump Replacement

The Village of Arlington Heights has considered the proposal submitted by your Company for the above-described work in response to its INVITATION FOR BIDS opened November 21, 2024.

YOU ARE HEAREBY NOTIFIED that your proposal/bid has been accepted by the Village Board on December 2, 2024 for items and services for the amount of: **Fifty-Two Thousand, Nine Hundred Five Dollars and 40/100ths (\$52,905.40).**

You are required to execute the Contract Documents and provide necessary Insurance documentation within Fifteen (15) days from the date of this Notice to you.

If you fail to execute said Contract within Fifteen (15) days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your proposal as abandoned and the Owner will be entitled to such other rights as may be granted by law. Please return signed contracts to Lisa Subrin.

You are required to return an acknowledged copy of this Notice of award to the Village, with two signed copies of the contract.

Dated this 2nd day of December, 2024

Village of Arlington Heights

By: _____

Lisa Subrin, Purchasing Coordinator

Acceptance of Notice

Receipt of the above Notice of Award is acknowledged by Anderson Pump Service this _____ of December, 2024.

By: _____

Title: _____

**VILLAGE OF ARLINGTON HEIGHTS
CONTRACT**

This Agreement is made and entered into this 2nd day of December, 2024, between the Village of Arlington Heights "Village" and Anderson Pump Service, "Vendor."

In consideration of the mutual benefits that will result to the parties in carrying out the terms of this Agreement, the parties agree as follows:

1. The Vendor agrees to do all the work, furnish all materials and all labor necessary to complete the work in full compliance with all of the terms of this agreement and the proposed specifications and the requirements of the Director under it;
2. The Village agrees to pay the Vendor based on unit prices for completion of the work in accordance with the bid documents;
3. It is understood and agreed that the Bid Documents, Specifications, Addenda, and the Bidder's response are all essential documents for the Fuel Dispenser Piping Containment Sump Replacement. They are attached and hereby made part of this agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated above.

Attest:

Village of Arlington Heights

Clerk
(Seal)

By: _____

Title: _____

Date: _____

Attest:

Bidder:

By: _____

Title: _____

Notary
(Seal)

Date: _____

Subscribed & sworn before me this _____ day of _____ 2024.

**VILLAGE OF ARLINGTON HEIGHTS
FINANCE DEPARTMENT, PURCHASING DIVISION
33 S. ARLINGTON HEIGHTS ROAD**

BID SPECIFICATIONS AND CONTRACT DOCUMENTS

Fuel Dispenser Piping Containment Sump Replacement

Required for Use by: Village of Arlington Heights- Public Works

Bid Deposit: 10% of bid

Performance Bond: 100% of bid

Pre-Bid Meeting: Friday November 15, 2024 at 10:00 AM

Date and Time Bids Due: Thursday November 21, 2024 at 12:00 pm (noon).

Date and Time of Bid Opening: Thursday November 21, 2024 at 12:00 pm (noon).

Project Contact: Ray Salisbury, rsalisbury@vah.com 847-368-5850

Purchasing Coordinator: Lisa Subrin, lsubrin@vah.com, 847-368-5509

In the event bidder cannot submit a bid on the requirements as set forth in the bid documents, he or she should return the bid documents with an explanation as to why he or she is unable to bid on these requirements. Because of the large number of firms listed on the Village's qualified bidder's list, it is necessary to delete from these lists the names of those persons, firms or corporations who fail to respond after having been invited to bid on a commodity or commodities.

BID NOTICE

Fuel Dispenser Piping Containment Sump Replacement

Sealed proposals will be received by the Village of Arlington Heights, 33 S. Arlington Heights Road, Arlington Heights, Illinois, until 12:00 pm (noon) local time on November 21, 2024, at which time they will be publicly opened and read.

The Public Works facility is under the jurisdiction of the Village of Arlington Heights, which will act as the Lead Agency for all of the work on this contract. This project involves the replacement of two (2) dispenser piping containment sumps and fiberglass product piping for six lines, from the new sumps and tied into the existing system's piping. The scope also includes concrete work, testing, permitting, and compliance inspections by the State of Illinois Fire Marshal.

- Bidders shall comply with the Prevailing Wage Rate Act (820 ILCS 130/), the IDOT Standard
- Specifications for Road and Bridge Construction, adopted January 1, 2022, and the IDOT Supplemental Specifications and Recurring Special Provisions, adopted January 1, 2024. Bidders will also be required to comply with the applicable equal employment opportunity provisions.

A Mandatory Pre-Bid Conference will be held on November 15, 2024 at 10:00 am in the Training Room, Public Works Building, 222 N. Ridge Ave, Arlington Heights, IL 60005.

All proposals or bids offered must be accompanied by a bid security in the amount of 10% of the total bid in the form of a certified check, bid bond or cashier's check made payable to the Village of Arlington Heights. No bids shall be considered unless accompanied by such security.

Bidders shall comply with the Prevailing Wage Rate Act (820 ILCS 130). Bidders will also be required to comply with the applicable equal employment opportunity provisions.

The Village of Arlington Heights reserves the right to reject any or all proposals, to waive informalities in bidding and to accept the proposal deemed by the Board of Trustees to be the most favorable to the interests of the Village.

Specifications/bid documents may be obtained by contacting Lisa Subrin, Purchasing Coordinator, by email at lsubrin@vah.com

For a list of our current bids, visit our website at www.vah.com.

PRE-BID CONFERENCE and QUESTIONS

Fuel Dispenser Piping Containment Sump Replacement

A Mandatory pre-bid conference will be held on November 15, 2024 at 10:00 am in the Training Room, Public Works Building, 222 N. Ridge Ave, Arlington Heights, IL 60005.

Any inquiries or requests for clarification should be submitted to the Village's Purchasing Coordinator, Lisa Subrin, at lsubrin@vah.com **no later than 3:00 PM on November 19, 2024**. Clarifications will be provided via email to anyone who attended the Mandatory pre-bid meeting. No clarifications will be provided verbally, either in person or by telephone, and no one other than the Fleet Services Foreman is authorized to provide clarification on behalf of the Village.

**VILLAGE OF ARLINGTON HEIGHTS
GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS
PUBLIC IMPROVEMENTS/CONSTRUCTION**

THE GENERAL TERMS AND CONDITIONS WHICH FOLLOW APPLY TO ALL PURCHASES AND SERVICES AND BECOME A DEFINITE PART OF EACH FORMAL INVITATION TO BID, PURCHASE ORDER, OR CONTRACT ISSUED BY THE VILLAGE OF ARLINGTON HEIGHTS ("VILLAGE"), UNLESS OTHERWISE SPECIFIED. BY SUBMITTING A BID, THE BIDDER AGREES TO BE BOUND BY THESE TERMS AND CONDITIONS. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES ARE EXPECTED TO FULLY INFORM THEMSELVES OF THE CONDITIONS, REQUIREMENTS, AND SPECIFICATIONS BEFORE SUBMITTING BIDS, FAILURE TO DO SO WILL BE AT THE BIDDER'S OWN RISK AND WILL NOT SECURE RELIEF ON THE PLEA OF ERROR.

1.01 PREPARATION OF PROPOSALS:

The bidder shall submit their sealed bid proposal on the proposal forms provided. The proposal shall be executed properly and all writing shall be ink or typewritten, except the signature of the bidder which shall be written in ink.

The bidder shall specify in figures, in the places provided, a price for each of the separate items called for in the proposal forms.

Additional detached proposal forms will be furnished upon request. Bidders are requested to submit their bids directly to the owner in a properly sealed envelope. If the bidder is a corporation, the legal name of the corporation, the state of incorporation and the business address shall be set forth together with signature of the officer or officers authorized to sign contracts on behalf of the corporation and attested by the secretary of the corporation. The corporate seal shall also be affixed. If the bidder is partnership, the true name and seals shall also be affixed. If the bidder is a partnership the true name and address of the firm shall be set forth together with the signatures of authorized partners. If the bidder is an individual, the signature and address shall be inscribed. If the signature is by an agent other than an officer of the corporation or member of the partnership, a power of attorney must be submitted with the bid, otherwise, the bid may be regarded as irregular. All names must be printed below the signature.

1.02 BID SECURITY:

No bid will be considered unless accompanied by a bid security as defined in the Invitation to Bid as a guarantee that if the bid is accepted the bidder will execute the agreement and file bonds and insurance's required by the contract documents. Bid securities shall be made payment to the Village of Arlington Heights. In the event that the bidder fails to furnish the required bonds and insurance within ten (10) calendar days after notice of acceptance of the bid by the Village, then the bid deposit of the bidder shall be retained by the Village as liquidated damages, it being now agreed that said sum is a fair estimate of the amount of damages that said Village will sustain due to the bidder's failure to furnish said bond.

1.03 BID SUBMITTAL:

Each bid properly signed together with the bid security and all documents bound herewith shall be enclosed in a sealed addressed and entitled envelope as specified in the Invitation for Bids and delivered to the office designated in the Invitation for Bids. If the bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "Bid Enclosed" on the face of it.

1.04 WITHDRAWAL OF BID:

No bid shall be withdrawn after the opening of any bid without the consent of the Village. Any bid may be withdrawn at any time prior to the hour fixed in the Invitation for Bids for the opening of bids provided that a request in writing executed by the bidder or duly authorized representative for the withdrawal of such bid is filed with the owner prior to the time specified for the opening of bids.

1.05 AWARDING THE BID:

The contract will be awarded to the lowest responsible bidder, or any other bidder determined by the Village Board to be in the best interest of the Village, who complies with all the provisions of the invitation to bid. The Village reserves the right to reject any or all bids or to waive any non-conformity in bids received whenever such rejection or waiver is in the best interests of the Village. The Village also reserves the right to reject the bid of a bidder who has previously failed to satisfactorily perform a contract, has not completed contracts on time, or whom an investigation shows is not in a position to perform the contract.

In determining responsibility, the following qualifications will be considered by the Village:

- (a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder can perform the contract or provide service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability, and adaptability of the supplies or contractual services to the particular use required;

Except as otherwise provided by law, the Village Mayor and Board of Trustees reserves the right to reject any or all bids and to waive any informality in the bids received.

2.00 WORK COVERED BY CONTRACT DOCUMENTS:

The work comprises the completed Public Improvements/Construction required by the contract documents and includes all labor necessary to produce such Public Improvements/Construction and all materials and equipment incorporated or to be incorporated in such Public Improvements/Construction.

3.00 CONTRACTOR:

The contractor is the person or entity identified as such in the owner-contractor agreement and is referred to throughout the contract documents as if singular in number. The term contractor means the contractor or an authorized representative.

4.00 DEFINITION OF TERMS:

Wherever used in these General Conditions, or in the other contract documents, the following terms have the meanings listed and include singular and plural; persons referred to throughout the contract documents are as if singular in number.

4.01 AWARD:

The decision of the Village to accept the proposal of a responsible bidder for the work, subject to the execution and approval of the contract and contract bond to secure performance, and such other conditions as may be specified or otherwise required by law.

4.02 BIDDER:

Any individual, firm or corporation submitting a proposal for the work, acting directly or through a duly authorized representative.

4.03 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

The security furnished with the bid to guarantee that the bidder will enter into the contract for the work contemplated.

4.04 CONTRACT/AGREEMENT:

The contract represents the entire and integrated agreement between the Village and contractor and supersedes all prior negotiations, representations or agreements either written or oral. The contract may be amended, or modified in writing signed by both parties.

4.05 CONTRACT BOND:

The form of security approved by the Village and furnished by the contractor and the contractor's surety as a guarantee of good faith and ability on the part of the contractor to execute the work in accordance with the terms of the contract.

4.06 CONTRACT DOCUMENTS:

The contract documents consist of the Village/Contractor agreement, the conditions of the contract (general), supplementary or special and other conditions, the plans, specifications, addenda and all modifications (written amendments, change orders, written interpretations or other written orders), and the contract bond when required.

4.07 CORPORATION:

A corporate body authorized or licensed to do business in Illinois.

4.08 ENGINEER:

When the word "Engineer" appears in the specifications it shall mean the Village Engineer of the Village of Arlington Heights, Illinois or those designated by the Village Engineer.

4.09 OBSERVER:

The Village's authorized representative assigned to observe any or all portions of the work and materials being used for the project.

4.10 OWNER/VILLAGE:

When the word "Owner" or "Village" appears in the specifications they shall mean the Village of Arlington Heights, Illinois, a municipal corporation of the State of Illinois, 33 South Arlington Heights Road, Arlington Heights, Illinois 60005.

4.11 PLANS:

All official drawings or reproductions of drawings pertaining to the work provided for in the Contract.

4.12 PROJECT MANUAL:

The booklet (manual) which includes the bidding requirements, conditions of the contract, the proposal, specifications.

4.13 BID PROPOSAL:

The written offer of the bidder to perform the work proposed, presented to the Village.

4.14 SPECIAL CONDITIONS:

Special conditions, when included in these contract documents, shall act to supplement these general conditions, the attached specifications and the plans on particular portions of the project. They shall govern the contract documents wherever they conflict therewith; but shall not annul the portions of the contract documents with which they do not conflict.

4.15 SPECIFICATIONS:

The body of descriptions, conditions and requirements contained in the contract, together with written agreements and all documents of any description made or to be made pertaining to the method or manner of performing the work, the quantities, or the quality of materials to be

furnished under the contract.

The specifications have abbreviated sections and may include incomplete sentences. Omissions of phrases such as "The Contractor Shall" or "Complying with the requirements of" are intentional. Omitted words or phrases shall be supplied by inference in the same manner as they are when a "note" occurs on the drawings, words in the singular shall include the plural wherever applicable, or as the context so indicates.

4.16 SURETY:

The corporate body, acceptable to the Village, bound with and for the contractor to insure acceptable performance of the contract and for payment of all obligations pertaining to the work.

4.17 MISCELLANEOUS DEFINITIONS:

(a) "Provide" means furnish, fabricate, complete, deliver, install, and erect, including all labor, materials, equipment, apparatus, appurtenances, and expenses necessary to complete in place, ready for operation or use.

(b) "Shall" means mandatory.

(c) "As Required" means as prescribed by the contract documents.

(d) "As Necessary" means essential to the completion of the work.

(e) "Or Equal" means a substitute meeting the exact specification of those items so stated on the drawings, details, and/or the specifications and approved by the Village before bids are submitted.

5.00 CONTRACT DOCUMENTS

5.01 OWNERSHIP OF PLANS AND SPECIFICATIONS:

All plans and specifications and copies thereof furnished by the Village are Village property. They are not to be used on other work and with the exception of one complete set, are to be returned to the Village on request, at the completion of the contract work.

5.02 EXAMINATION OF CONTRACT DOCUMENTS AND THE SITE OF PROPOSED WORK:

The bidder shall, before submitting a bid, carefully examine the contract, including the proposal, specifications, general and special conditions. The bidder shall inspect the site of the proposed work and become familiar with all the local conditions affecting the contract and detailed requirements of Public Improvements/Construction. If the bidder's bid is accepted, the bidder will be responsible for any errors in the proposal resulting from failure or neglect to comply with these instructions. The Village will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.

5.03 INTENTION OF CONTRACT DOCUMENTS:

The contract documents are complementary; what is called for by one is as binding as if called for by all. The contractor shall bring any conflict, errors, or discrepancies in the contract documents to the attention of the Village in writing before proceeding with the work affected thereby.

Any work that may reasonably be inferred from the specifications or plans as being required to produce the intended result shall be provided by the contractor whether or not it is specifically mentioned or shown.

5.04 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

Each proposal shall be accompanied by a bid proposal security (see Section 1.02). A bid proposal security shall be a properly certified check, bank draft, bank cashier's check or bid bond for ten percent (10%) of the amount of the bid as prescribed herein, made payable to the Village. The proposal guarantee will be returned within five (5) business days after the bid opening date to all but the successful bidder, and one alternate bidder to be designated by the Village. The proposal guarantee of the successful bidder and the alternate bidder will be returned as soon as the contract bond, insurance policies and certificates are in proper order, delivered to the Village and the contract has been fully executed by the bidder to whom the contract is awarded.

5.05 BONDING REQUIREMENTS:

(a) Performance and Payment Bond. All bonds must comply with all laws including, but not limited to 820 ILCS 130/4 (c). The Contractor will provide both a Performance and Payment Bond each for 100% of the contract price with a minimum "A" rating as defined in Best's Key Rating Guide and be conditioned on the faithful performance of the requirements of the contract, and will have as surety a corporate surety authorized to act as such in Illinois and that the Contractor will be responsible for all claims for injuries to persons or damages to property or premises arising out of or in connection with his or her operations prior to the acceptance of the finished work or supplies, and that he or she will promptly make payments to all persons supplying them with labor or materials in the prosecution of the work provided for in the Contract; and will guarantee to indemnify and hold harmless the Village and its officers and employees for all costs, damages and expenses arising out of or by reason of the contractor's failure to comply and perform the work and to complete the contract in accordance with the specifications.

(b) Failure on the part of the contractor to obtain and deliver a Surety, Performance, and Payment Bonds, acceptable to the Village, within fifteen (15) calendar days from the date of Notice of Award of contract will be considered just cause for the annulment of the Award and the forfeiture of the bid proposal security to the Village.

5.06 CONFLICTS BETWEEN DIRECTIVES:

Where conflict exists within or between parts of the contract documents and applicable standards, codes or ordinances, the more stringent or higher quality requirements shall apply. Large scale drawings take precedence over smaller scaled drawings, figured dimensions on the drawings over scaled dimensions, and noted materials over graphic representations.

5.06 BID PROPOSAL:

The bidder shall submit a sealed bid proposal on the attached proposal forms. The proposal shall

be executed properly and all writing shall be in ink or typewritten, except the signatures of the bidder which shall be written in ink. Prices quoted must be valid for a minimum of sixty (60) days from the date of the bid opening.

Proposals that contain omissions, erasures, alterations, irregularities of any kind, or not accompanied by the proper proposal guaranty may be rejected. However, the owner reserves the right to reject or accept any and all proposals and to waive technical error as may be deemed in the best interest of the Village.

Late bids shall not be considered and will be returned unopened.

(a) Unit Price Bid:

(1) Bidders will be furnished with a unit price bid proposal form, attached to the project manual, stating the items of work contemplated and the approximate estimated quantities. It is the result of careful calculations and is believed to be correct, but it is given only as a basis for comparison of proposals and the award of the contract. The Village does not expressly or by implication agree that the actual quantities involved will correspond exactly therewith; nor shall the bidder plead misunderstanding or deception because of such estimates or of the character, location, or other conditions pertaining to the work. The contractor shall verify these quantities before bidding.

(2) Payment will be based on the actual quantities of work performed in accordance with the contract, at the contract unit prices specified. No allowance will be made for any change in anticipated profits due to an increase or decrease in the original estimate of quantities. The Village reserves the right to omit any item entirely, or to increase or decrease any or all items.

(3) The project manual states the date, time and place of filing and opening of bid proposals.

(4) The bidder shall submit a bid proposal on the forms attached hereto after he or she has made the examinations required as part of these general conditions.

(b) Lump Sum Bid: Bidders will be furnished with a lump sum bid proposal form, attached to the project manual, for the work to be performed.

6.00 LAWS, PERMITS AND REGULATIONS:

(a) The contractor shall at all times observe and comply with all federal, state and local laws, regulations, and ordinances. Any complaint, claim or action brought against the contractor for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the contractor and shall in no way extend to or expose the owner to liability. The contractor shall indemnify and hold harmless the Village from any and all such complaints, claims or actions. In addition, the contractor agrees to comply with all applicable statutes regarding prevailing wage laws.

(b) The contractor shall secure the construction permits and all other permits, licenses, and inspections necessary for the proper execution and completion of the work which are customarily secured after execution of the contract. The Village of Arlington Heights will waive all fees for permits required for proposed work. The contractor is responsible for securing and payment of an Arlington Heights Business License and any State Licensing required to complete the proposed work.

(c) It is not the responsibility of the contractor to make certain that the contract documents

comply with applicable laws, statutes, building codes and regulations. However, if the contractor observes that any of the contract documents do not comply with applicable laws, shall promptly notify the Village in writing.

(d) If the contractor performs any work knowing it to be contrary to such laws, ordinances, rules and regulations, and without notice to the Village, the contractor shall assume full responsibility and shall bear all costs attributable thereto.

(e) All work done under the contract shall be done to the satisfaction of the Village who will in all cases determine the amount of work done which is to be paid for under the contract. The Village will decide all questions that may arise regarding the measurements of quantities and the fulfillments of this contract on the part of the contractor, and will determine all questions concerning the true intent or meaning of the plans and specifications and this determination and decision will be final and conclusive.

(f) The contractor and all subcontractors shall be licensed within the Village of Arlington Heights and the State of Illinois where applicable and shall provide indemnity bonds required by the Village Code.

6.01 PREVAILING WAGE:

Pursuant to the requirements of the State of Illinois Department of Labor, there have been established minimum scales of hourly wages to be paid in each classification of labor under this contract. The contractor and each subcontractor shall pay wages equal to or greater than the established minimum scales or hourly wages as determined by the State of Illinois Department of Labor. The wage rate set forth shall in no way be construed to prevent the contractor or subcontractors from paying a higher rate of wages. If any crafts establish a higher minimum wage in the district during the construction, the higher minimum wage established shall be considered as having also been established as the minimum wage scale under this contract. The contractor shall incorporate all applicable minimum wage rates published prior to the date of the bid opening into the contract documents. It shall be the responsibility of the successful contractor to monitor the prevailing wage rates as established with the Department of Labor for any increase in rates during the project and adjust wage rates accordingly. Prevailing wages rates are available via the internet at www.state.il.us/agency/idol. Contractors/subcontractors are responsible for checking on all rate revisions to the prevailing wage rate act for the contract duration.

Pursuant to 820 ILCS 130/5.1, as of September 1, 2020 all contractors are to submit signed certified payroll to the Illinois Department of Labor during those months when construction on a public works project has occurred for each project awarded. The certified payroll must list all information required by law.

6.02 EMPLOYMENT OF ILLINOIS WORKERS DURING PERIODS OF EXCESSIVE UNEMPLOYMENT (Finance 30 ILCS 570/) Employment of Illinois Workers on Public Works Act:

(a) Whenever there is a period of excessive unemployment in Illinois which is defined herein as any month immediately following two (2) consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded five (5%) percent as measured in the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the contractor shall employ only Illinois laborers. "Illinois laborers" means any person

who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

(b) Other laborers may be used when Illinois laborers, as defined herein, are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the landscape architect. The contractor may replace no more than three (3) of his regularly employed non-resident executive and technical experts, who do not qualify as Illinois laborers, to do work encompassed by this contract during periods of excessive unemployment.

(c) This provision applies to all labor whether skilled, semi-skilled, whether manual or non-manual.

6.03 EMPLOYMENT PREFERENCE:

The contractor shall comply with "AN ACT to give preference to the veterans of the United States military and naval service in appointments and employment upon public works, by, or for the use of, the State or its political subdivisions, passed by the 59th General Assembly and approved on June 12, 1935, (Chapter 126-1/2, Paragraph 23 of the Illinois Revised Statutes 1965)."

6.04 ILLINOIS HUMAN RIGHTS ACT:

The contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1.101, et seq including establishment of sexual harassment policies and program.

6.05 EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract the contractor agrees as follows:

(a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex national origin or ancestry and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(b) That if it hires additional employees in order to perform this contract or any portion hereof it will determine the availability (in accordance with the Fair Employment Practices Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(c) That in all solicitations or advertisements for employees placed by it or on its behalf it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.

(d) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in

its efforts to comply with such Act and Rules and Regulations the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

(e) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public contracts. Furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(f) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(g) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules and Regulations for Public Contracts. So that such provision will be binding upon every such subcontractor and that it will also include the provisions of paragraphs 1, 5, 6 and 7. In every supply subcontract as defined in Section 2.10 (a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract, the contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors: and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition no contractor will utilize any subcontractor declared by the Commission to be non-responsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

The Village of Arlington Heights does not discriminate on the basis of handicapped status in admission or access to, or treatment or employment in its programs and activities.

6.06 THE AMERICAN WITH DISABILITIES ACT:

The Americans with Disabilities Act. (42 USC 121-1 et seq.) and its accompanying regulations (28 CFR 35.130) prohibit discrimination against qualified individuals with disabilities by a local government, whether directly or through contractual arrangements, in the provision of any benefit, service, program or activity of the public entity. As a condition of receiving this contract, the contractor certifies by signing the bid proposal form, that any services, programs and activities provided under this contract are now and will continue to be in compliance with the Americans with Disabilities Act.

6.07 SUBSTANCE ABUSE PREVENTION ON PUBLIC WORKS PROJECTS ACT, (820 ILCS 265/1 et seq):

All contractors and subcontractors must be in compliance with the Substance Abuse Prevention on Public Works Projects At, 820 IL CS 265/1 et seq. Before beginning work on a public works project, contractors and subcontractors shall have in place a written substance abuse prevention program which meets or exceeds the program requirements in the Act and shall file a copy of the program with the Village which will also be made available to the general public. The required

testing must be performed by a laboratory that is certified for Federal Workplace Drug Testing Programs by the Substance Abuse and Mental Health Service Administration of the U.S. Department of Health and Human Services.

7.00 CONTRACTOR

7.01 COMPETENCY OF CONTRACTOR:

The contractor shall, when requested by Village, furnish signed statements evidencing responsibility and showing financial ability, experience, amount and condition of equipment and the value of all uncompleted work under contract pertaining to the proper execution of the specified work.

7.02 SUBCONTRACTORS:

A list of anticipated subcontractors, including their firm names, addresses, and telephone numbers, shall be furnished to the Village. A list of subcontractors shall be included with each bid proposal. All subcontractors to be used shall be approved by the Village. Subcontracting any part of the work to be done under this contract shall not under any circumstance relieve the contractor of responsibility for this contract.

7.03 COOPERATION BETWEEN CONTRACTORS:

(a) If separate contracts are let for work comprising an entire project each contractor shall conduct the work so as not to interfere with or hinder the progress or completion of the work being performed by other contractors. In case of dispute, the Village shall be the arbitrator and the Village's decision shall be final and binding.

(b) Each contractor shall assume all liability, financial or otherwise, in connection with the contract and shall protect and save harmless the Village from any and all damages or claims that may arise because of inconvenience, delay, or loss experienced because of the presence and operations of other contractors working within the limits of the same improvement.

(c) The contractor shall, as far as possible, arrange the work and the placement and disposition of the materials being used, so as not to interfere with the operations of the other contractors within the limits of the same improvement. The contractor shall join his or her work with that of the others in an acceptable manner and shall perform it in proper sequence to that of the others, all as directed by the Village.

7.04 COMMENCEMENT OF WORK/USE OF SITE:

The contractor shall confine all equipment, the storage of materials and the operations of workers to limits indicated by law, ordinances, permits or directions of the Village and shall not reasonably encumber the site with materials. The contractor shall enforce the Village's instructions regarding the conduct and use of the site by employees. The contractor shall commence performance of the work on the date indicated on the notice to proceed which date shall be within ten (10) calendar days of the effective date of the contract. Within ten (10) calendar days of the effective date of the contract, contractor shall submit to the Village for review an estimated progress schedule indicating the starting and completion dates of the various stages of the work.

7.05 SUPERINTENDENT:

(a) The contractor shall employ a competent superintendent and necessary assistants who shall be in attendance at the project site during the progress of the work. The superintendent shall represent the contractor and all communications given to the superintendent shall be as binding as if given to the contractor. Important communications shall be confirmed in writing. Other communications shall be so confirmed on written request in each case.

(b) The contractor shall supervise and direct the work efficiently using his or her best skill and attention. The contractor shall be solely responsible for the negligence of others in the design or selection of a specific means, method, techniques, sequence or procedure of Public Improvements / Construction which is indicated in and required by the contract documents. Contractor shall be responsible to see that the finished work complies accurately with the contract documents.

7.06 WORKMANSHIP:

The contractor shall be responsible for high quality workmanship on all items of work. Where workmanship of any job or portion thereof is not acceptable, it shall be removed and replaced at the contractor's expense.

7.07 RESPONSIBILITY:

Responsibility for the maintenance of safe equipment and the use of proper construction methods and procedures shall rest solely with the contractor and subcontractors performing the work and the Village shall not have any responsibility therefore. The Village has the right to ascertain and require that the work product of the contractor and subcontractors complies with the contract.

7.08 CONTRACTOR RESPONSIBILITY TO VILLAGE:

The contractor shall notify the Village representative one (1) calendar day in advance of all grading, drainage, paving operations, shade and ornamental tree staking, and other major items of construction for field checking and approvals to proceed. All questions pertaining to the plans, specifications and details of the work shall be directed to the Village representative and cleared prior to construction.

7.09 HOLD HARMLESS AND INDEMNIFICATION:

To the fullest extent permitted by law, the contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless the Village, it's officers, employees, servants, and agents, from and against all claims, actions, suits, judgments, costs, losses, expenses, including but not limited to, fees and charges of attorneys, engineers and architects, court and arbitration costs, and liabilities of whatsoever kind or nature arising out of:

(a) Any infringement (actual or claimed) on any patents, copyrights or trade names by reason of any work performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

(b) Bodily injury, including death, sickness or disease, to any person or persons (including contractor's officers, employees, agents, and servants) or damage to or destruction of any property including the loss of use thereof:

(1) caused in whole or in part by any act, error or omission by the contractor or any subcontractor

or anyone directly or indirectly employed by any of them;

(2) arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks, and property adjacent hereto;

(3) arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of the contract.

(c) In any and all claims against the Village or any of their agents or employees by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone whose acts may be liable, the indemnification obligation under this section shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under worker's or workmen's compensation acts, disability benefit acts or other employee benefit acts. This indemnification does not apply to any liability caused by the Village's negligence.

7.10 ABANDONMENT:

Should the contractor abandon or neglect the work or if the Village at any time is convinced that the work is unreasonably delayed, or that the conditions of the Contract are being willfully violated, executed carelessly, or in bad faith, the Village may notify the Contractor in writing, and if this notification is without effect twenty-four (24) hours after delivery, then the contractor shall discontinue all work under the contract and the owner shall have full authority to make arrangements for the completion of the contract at the expense of the contractor.

7.11 CLEAN UP AND SITE MAINTENANCE:

The contractor shall at all times keep the site and adjoining premises free from accumulation of waste material or rubbish caused by its employees or work, and at the completion of the work, shall remove all rubbish, tools, and surplus materials from the site and adjoining premises, leaving the area in a neat and workmanlike condition. In case of dispute, the Village may remove the rubbish and charge the cost to the contractor as the Village shall determine to be just.

8.00 EXISTING CONDITIONS

(a) Existing conditions including surface features, soil boring data and any underground utilities shown on the plans and/or referred to in the specifications are for informational purposes only and shall not be deemed as part of the plans and specifications. It shall be the contractor's obligation to verify and augment such information and data to fully satisfy as to the conditions under which the work will be done. The contractor shall maintain in operating condition all active utilities encountered in this Public Improvements/Construction.

(b) The contractor shall contact all public utilities involved and have their representative locate pipes, conduits, cables or other facilities before Public Improvements/Construction is started. The Village does not assume responsibility for location or disturbance of utilities or other existing features or conditions encountered on this project. Any replacement or relocation costs shall be the contractor's responsibility, unless otherwise specified.

(c) Contractor shall promptly notify owner in writing of any subsurface or latent physical conditions at the site differing materially from those indicated in the contract documents.

9.00 CHANGES/ALTERATIONS OF CONTRACT WORK AND EXTRA WORK

(a) The Village reserves the right to alter the plans through change orders by adding or deducting from the original quantities as bid without invalidating the contract. All such work shall be executed under the same conditions as the original contract, except for an extension in time when any such change/alteration results in additional work.

(b) All changes shall be made only when ordered in writing from the owner as follows:

(1) Approval to increase the contract price by not more than \$20,000.00 may be exercised by written change order of the Village Manager.

(2) Approval to increase the contract price in all other instances or to extend the contract completion time may only be exercised by written change order signed by the Village President and authorized by a due and proper vote of the Village Board of Trustees.

(c) The value of any change shall be determined by one or more of the following methods:

(1) By an approved lump sum.

(2) By unit prices given in the contract or subsequently agreed upon.

(3) Time and material plus percentage. This method of cost shall be based on the contractor's actual costs for time and material plus an agreed percentage for the contractor's overhead and profit not to exceed 20%. Contractor's actual costs shall be the direct costs for labor, payroll, insurance, payroll taxes, materials, and use of equipment based upon the current "nationally averaged rental rates of construction equipment" as published by the ASSOCIATED EQUIPMENT DISTRIBUTORS.

10.00 PROTECTION OF PERSONS AND PROPERTY

10.01 SAFETY PRECAUTIONS AND PROGRAMS:

The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.

10.02 SAFETY OF PERSONS AND PROPERTY:

(a) The contractor shall take all reasonable precautions for the safety of, and shall provide all reasonable protection to prevent damage, injury or loss to:

(1) all employees on the site and all other persons who may be affected thereby;

(2) all the work and all materials and equipment, whether in storage on or off site, under the care, custody, or control of the contractor or any of the subcontractors; and

(3) other property at the site or adjacent to the site, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation, or replacement in the course of Public Improvements/Construction.

(b) The contractor shall give all notices and comply with all applicable laws, ordinances, rules and regulation and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

(c) The contractor shall erect and maintain, as required by existing conditions and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

- (d) The contractor shall use proper warning guards and safety devices in the construction area and particularly with respect to open trenches and the storage of construction materials.
- (e) No trees, fire hydrants, utility poles, shrubs or hedges, traffic signs, or other public structure shall be removed, replaced, damaged or destroyed unless the Village has given approval in writing.
- (f) The contractor shall conduct construction activities so as not to interfere with, break, cut or otherwise damage any public curb, or public road, pavement or any utility services located alongside of or under or within any public road or public right-of-way area, without a letter of approval from the Village.
- (g) Notwithstanding the foregoing requirements, the contractor shall be responsible for taking immediate steps to correct any damage or injury to public structures, utility services, roadways or public buildings as well as any damage or injury to private property as a result of the contractor's activities.
- (h) The contractor shall keep a daily record with respect to all injuries, incidents or damage occurring in, on or near the construction site as a result of the construction activities. The contractor shall give this information to the Village within twenty-four (24) hours after the day of occurrence.
- (i) The contractor shall keep first aid supplies on the site.

11.00 INSURANCE REQUIREMENTS:

- (a) The Contractor shall not commence work until the Contractor has obtained all insurance required in these documents. The Contractor shall purchase and maintain, throughout the duration of the contract, insurance as is appropriate for the work being performed and furnished and shall provide protection from claims which may arise out of or result from the Contractor's performance and furnishing of the work and Contractor's other obligations under the contract documents, whether it is to be performed or furnished by the Contractor, by any Subcontractor, by anyone directly or indirectly employed by them or by anyone for whose acts any of them may be liable.
- (b) Insurance required by this Section shall be written with a company having at least an "A" Property-Casualty Rating, and financial size of at least Class 7 as listed in the most recent published A. M. Best's Insurance Guide.
- (c) The Village shall be named as additional insured on all policies required by the contract except for Workmen's Compensation insurance. The coverage afforded shall be primary and non-contributory for the additional insured with respect to claims arising out of operations performed by or on behalf on the Contractor. Additional insured: Village Of Arlington Heights, its Officials, Employees, Agents and Volunteers. If the additional insured has other insurance which is applicable to the loss, such as other insurance shall be on an excess or contingent basis. The amount of the Contractor's insurance company's liability under this insurance policy shall not be reduced by the existence of such other insurance. Additional insured status shall be provided by original endorsement as least as broad as CG 20 10 04 13 or CG 20 26 04 13.
- (d) As a minimum, the contractor shall secure and maintain the types of insurance as specified, and shall submit evidence to the Village on an annual basis that the insurance coverage's are in force. The form and limits of such insurance, together with the underwriter thereof in each case,

shall be acceptable to the Village, but regardless of such acceptance it shall be the responsibility of the Contractor to maintain adequate insurance coverage until final payment and at all times thereafter when the Contractor may be correcting, removing, or replacing defective work in accordance with the General Conditions and Instruction to Bidders. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.

(e) The Contractor shall forward original copies of the Certificates of Insurance with the coverage's and limits specified annually during the contract period to the Purchasing Division, Finance Department, 33 S. Arlington Heights Road, Arlington Heights, IL 60005.

(f) Insurance Certificates and Policies delivered to the Village shall recite that 30 days prior written notice will be given to the Village by certified mail before any policy is materially changed, canceled, or not renewed.

11.01 WORKER'S COMPENSATION AND EMPLOYERS LIABILITY:

The insurance shall protect the Contractor against all claims under applicable State or Federal Worker's Compensation Laws. The Contractor shall also be protected against claims for injury, disease or death of employees which for any reason may not fall within the provisions of the Worker's Compensation Law. The policy shall include "broad form all states" endorsement coverage extended to cover all states except the monopolistic fund states.

The liability limits shall not be less than:

1. Worker's Compensation.....Statutory
2. Employer's Liability.....\$1,000,000 per occurrence

11.02 BUSINESS AUTO LIABILITY:

The insurance shall be written in automobile liability form and shall protect the Contractor against all claims for injuries to persons and damages to property arising from the ownership, maintenance or use of any motor vehicles and shall cover operation on or off the site of all motor vehicles, whether they are owned, non-owned or hired.

The liability limits shall not be less than:

1. Bodily Injury and Property Damage Combined.....\$1,000,000 per occurrence

11.03 COMMERCIAL GENERAL LIABILITY, INCLUDING PREMISES AND OPERATIONS, CONTRACTUAL, PERSONAL INJURY, PRODUCT LIABILITY, COMPLETED OPERATIONS, AND BROAD FORM PROPERTY COVERAGES:

(a) This insurance shall be written in Commercial General Liability form and shall protect the Contractor against all claims arising from injuries to persons or damages to property caused by any act or omission of the Contractor or his agents, employees or Subcontractors. The Contractors General Aggregate shall apply on a per Project basis. The Broad Form General Liability Endorsement shall be included.

(b) In addition, this policy shall contain a Contractual Liability Endorsement covering any Contractual Liability assumed in the Contract and all changes and modifications thereto, whether in writing or oral.

(c) The scope of the coverage shall also include the Personal Injury Hazards including “a”, “b”, and “c”. “a” includes false arrest, malicious prosecution, and unwillful detention or imprisonment. “b” includes libel, slander, and defamation of character. “c” includes wrongful eviction, invasion of privacy, and wrongful entry. Fellow Employee exclusion shall be removed.

(d) The Policy shall also include Broad Form Property Damage Protection.

(e) The Contractor shall include all the Contractor’s employees as additional insured’s under the policy.

(f) Commercial General Liability Coverage shall contain no exclusions for explosion, collapse or underground work (X, C, U).

(g) The liability limits shall not be less than:

1. Bodily Injury and Property Damage, Combined single limit, per occurrence including, Contractual Liability – Broad Form Products and Completed Operations.....\$2,000,000
2. Premises/Operations
Personal Injury.....\$1,000,000
3. General Aggregate.....\$4,000,000

Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

11.04 UMBRELLA EXCESS LIABILITY:

Special coverage shall be as follows.....\$2,000,000 over primary insurance

The required coverages may be in combination of primary, excess and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy excess the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

Policy should be written on an occurrence basis.

All underlying coverage needs to be included in the Umbrella or Excess Liability policy. Any exclusions or exceptions must be noted on the certificate of insurance.

11.05 BUILDER’S RISK INSURANCE:

(a) Builder’s Risk insurance shall insure against “All Risk” of physical damage, including

earthquake and water damage (flood and hydrostatic pressure not excluded), on a Completed Value Basis. The insurance shall include the interests of the Village, Contractor, and Subcontractors in the Work and will be provided by the Contractor. This policy shall be written or endorsed to allow the Village to occupy or use a portion or portions of the Work prior to completion of all the Work.

(b) If not covered under the “All Risk” insurance or otherwise provided in the bid documents, the Contractor shall effect and maintain similar property insurance on portions of the Work stored on or off site or in transit, when such portions of the Work are to be included in an Application for Payment.

11.06 OWNERS PROTECTIVE LIABILITY INSURANCE:

Owners Protective Liability Policy shall be a stand-alone policy or an endorsement to the liability policy that covers claims for negligence by a contractor or a subcontractor hired by the insured. The policy limit shall be not less than \$1,000,000 per occurrence and the named insured on the policy shall be the Village of Arlington Heights.

12.00 PAYMENTS AND COMPLETION

12.01 PROGRESS PAYMENTS:

The contractor may request progress payments, based on estimates of work on the first of each month. The estimate shall be a sworn statement (similar to Practical Business Form #589 by Frank R. Walker Co., Chicago) of the work completed to date. The form of the estimate for progress payment requests shall be as follows:

(a) Unit Price: When the contract work has been awarded on a unit price bid basis, the forms of each estimate shall follow the bid proposal form, listing each item number, the total quantity of units completed to date, the unit price and subtotal. The sub-total column shall be added to show the total cost of work completed to date, less ten (10) percent to be withheld giving the total amount requested for payment. Previous requests for payment paid by the Village shall be shown on each subsequent request and subtracted after the ten (10) percent has been withheld.

(b) Lump Sum: When the contract work has been awarded on lump sum bid basis, the form of each estimate will include the contractor's breakdown of job items with a total value given to each item. The estimate for the items of work completed to date shall be expressed as a percent of the total with the corresponding cost of work, the work completed to date, less ten (10) percent to be withheld, giving the amount requested for payment. Previous requests for payment paid by the Village shall be shown on each subsequent request and subtracted after the ten (10) percent has been withheld.

12.02 PAYMENTS WITHHELD:

The Village may refuse payment or, because of subsequently discovered evidence or subsequent observations, may nullify the whole or any part of any payment, to such extent as may be necessary to protect the Village from loss because of:

(a) defective work not remedied.

- (b) third party claims filed or reasonable evidence indicating probable filing of such claims.
- (c) failure of the contractor to make payments properly to subcontractors for labor, materials, or equipment.
- (d) reasonable evidence that the work cannot be completed for the unpaid balance of the contract sum.
- (e) damage to the Village or another contractor.
- (f) reasonable evidence that the work cannot be completed within the contract time, for failure to realize that "time is of the essence".
- (g) persistent failure to carry out the work in accordance with the contract documents.

12.03 WAIVER OF LIEN:

The contractor shall promptly pay each subcontractor the amount entitled. The contractor shall by an appropriate agreement with each subcontractor also require each subcontractor to make payments promptly to subcontractors. Partial waivers of lien shall accompany each payment request to cover the full amount of the previous payment request except for the final payment which shall contain final waivers of lien from the contractor and all subcontractors. The contractor shall get from every subcontractor and supplier of materials or labor a partial waiver of lien to release the Village of any claim for a lien, which they or any of them may have under the Illinois Lien Laws and Public Construction Bond Act. Any payments made by the Village without requiring strict compliance of the terms of this paragraph shall not be construed as a waiver by the Village of the right to insist upon strict compliance of the terms of this paragraph as a condition of later payments. The contractor shall indemnify and hold the Village harmless from all claims of subcontractors, laborers, workmen, mechanics, materialmen and furnishers or material and parts thereof, equipment, tools and all supplies incurred in the furtherance of the performance of the work. Failure to supply waivers of lien or acceptable evidence of payment of all current accounts incurred by this contract work shall be grounds for withholding payment.

12.04 PAYMENTS BY THE OWNER:

Thirty (30) days after issuance and delivery of a request for payment to the Village, the Village will approve or disapprove the request. The amount approved will become due and will be paid by the Village to the Contractor within thirty (30) days after the date of approval.

12.05 TAXES:

No charges will be allowed for taxes from which the Village is exempt. The Village is not liable for the Illinois Retailer's Occupation Tax, the Service Occupation Tax nor the Service Use Tax. The Village is also exempt from Federal Excise Transportation Tax.

12.06 FINAL PAYMENT:

- (a) Upon written notice by the contractor that the work is completed and ready for final

inspection and acceptance, the Village will make the required inspection and determine final completion. Any remedies to the work shall be noted and submitted in writing by the Village to the contractor. After making any required remedies, the contractor will submit a request for final payment.

(b) As a condition of final payment, the contractor shall submit affidavits and final waivers of lien from itself and each subcontractor indicating that all bills for payrolls, materials, equipment or other indebtedness have been satisfied.

(c) The final payment, as well as the completed work, will be reviewed by the Village for final approval and release of retention.

12.07 CORRECTION OF WORK AFTER FINAL PAYMENT:

The final payment or any provision in the contract documents shall not relieve the contractor of the responsibility for the correction of any and all defects in the work performed. The contractor warrants and guarantees to the Village that all work will be in accordance with the contract documents and will be free from defects in materials and workmanship for a period of one (1) year after the date of final payment.

13.00 LIQUIDATED DAMAGES

13.01 LIQUIDATED DAMAGES:

Time is of the essence of this contract. Liquidated damages will be assessed against the contractor for failure to complete the work within the time(s) specified in these contract documents. If the contractor fails to complete the work in whole or in part in the time stipulated in the contract or within such extra time as may have been allowed for unavoidable delays or extensions granted for changes in the work, the contractor shall reimburse the Village for the additional expense and damage in the amount of \$500.00 for each calendar day, Sundays and legal holidays included. It is expressly understood and agreed that this amount is not to be considered in the nature of a penalty but as liquidated damages which have accrued against the contractor. The Village shall have the right to deduct such damages from any amount due or that may become due to the contractor or the amount of such damages shall be due and collectible from the contractor or his contractors.

13.02 SUSPENSION OF THE WORK:

The Village may at any time without cause suspend the work or any portion thereof for a period of not more than ninety (90) days by notice in writing to the contractor. The contractor shall resume the work on the date fixed in the notice. The contractor may be allowed an increase in the contract price or an extension of the contract time or both directly attributable to any suspension if the contractor makes a claim as provided in Section 9.00. The Village may also suspend the work for cause upon the occurrence of any one or more of the following events:

(a) If the contractor fails to supply a qualified superintendent, sufficient skilled workers, subcontractors or suitable materials or equipment.

(b) If the contractor repeatedly fails to make prompt payments to subcontractors or for labor, materials or equipment.

(c) If the contractor disregards laws and regulations of any public body having jurisdiction of the work.

No additional compensation will be paid to the contractor nor shall the contract completion time be extended if the Village suspends work for cause. If it becomes necessary to suspend the work for an indefinite period of time, the contractor shall store all materials in a manner that will not obstruct or impede the traveling public unnecessarily or damaged the material in any way. The contractor will prevent damage or deterioration of the work performed, provide suitable drainage of the roadway and erect temporary structures where necessary. The contractor shall not suspend work without authority from the Village

13.03 TERMINATION OF THE CONTRACT:

The Village may terminate the contract if any of the following events occur:

(a) The contractor commences a voluntary case under any chapter of the Bankruptcy Code or the contractor takes any equivalent or similar action by filing a petition or otherwise under any federal or state law in effect at such time relating to bankruptcy or insolvency.

(b) If a petition is filed against the contractor under any chapter of the Bankruptcy Code or if a petition is filed seeking any such equivalent or similar relief against the contractor under any other federal or state law in effect at the time relating to bankruptcy or insolvency.

(c) If the contractor makes a general assignment for the benefit of creditors.

(d) If a trustee, receiver, custodian or agent of the contractor is appointed to enforce a lien against the contractor's property or for the purpose of general administration of the property for the benefit of the contractor's creditors.

(e) If the contractor admits in writing an inability to pay its debts generally as they become due.

(f) If the contractor persistently fails to perform the work in accordance with the contract documents, including, but not limited, to failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established herein.

(g) If the contractor disregards laws and regulations of any public body having jurisdiction over the work.

(h) If the contractor disregards the authority of the Village.

(i) If the contractor otherwise violates in any substantial way any provisions of the contract documents.

The Village may, after giving contractor and its sureties seven (7) calendar days written notice

and to the extent permitted by laws and regulations, terminate the services of the contractor, exclude the contractor from the site and take possession of the work and all the contractor's tools, appliances, construction equipment and machinery at the site and use the same to the full extent as they could be used by the contractor without liability to the contractor for trespass or conversion.

The contractor shall not be entitled to receive any further payment until the work is finished. If the unpaid balance of the contract amount exceeds the direct, indirect and consequential cost of completing the work, including but not limited to fees and charges of engineers, architect, attorneys and other professionals, the excess shall be paid to the contractor. If such costs exceed the unpaid balance, the contractor shall pay the difference to the owner. When exercising any rights or remedies under this paragraph, Village shall not be required to obtain the lowest figure for the work performed. If the Village terminates the contractor's services the termination will not affect the Village's right or remedies against the contractor. Any retention or payment due contractor by Village will not release the contractor from liability.

- (i) Upon seven (7) calendar days written notice to the contractor, the Village may, without cause and without prejudice to any other right or remedy elect to abandon the work and terminate the agreement. In such case, the contractor shall be paid for all work executed and all expense sustained plus reasonable termination expenses.

**VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE**

Applicant _____
Name _____

Address _____

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, _____, being first duly sworn on oath, deposes and states that he or she is _____ (sole owner, partner, joint ventured, President, Secretary, etc..) of _____ and has the authority to
(Name of Company)
make all certifications required by this affidavit.

Section I

Non Collusion

The undersigned certifies that this bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

Section III

Illinois Drug Free Workplace Act

The undersigned further states that _____ provides a
(Name of Company)
drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with
necessary requirements.

Section IV

Tax Payment

The undersigned further states that _____ is not
(Name of Company)
delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois
Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement
regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows
the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a
condition to the right of the bidder to receive payment under any award made under the terms and
provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: _____
(Name)
(Title)

Subscribed and sworn to before me this _____ day of _____ 20____,
AD.

By: _____
(Notary Public)

-Seal-

**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR: _____

By: _____



VENDOR QUESTIONNAIRE

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-Mail: _____

Commodity: _____ Years in Business: _____

DBE (Disadvantaged Business Enterprise) Classification: Please indicate your DBE classification below, and provide any agency certifications you have received.

- ☐ MBE (Minority-Owned Business Enterprise): A business that is at least 51 percent owned by one or more minorities. A person who is a U.S. citizen or lawful permanent resident and is African American, Hispanic American, Asian American, Native American, as well as other groups found to be disadvantaged pursuant to Section 8 (a) of the Small Business Act.
- ☐ WBE (Women-Owned Business Enterprise): A business that is at least 51 percent owned by a woman or women who are United States Citizens or lawful permanent residents of the United States.
- ☐ DOBE (Disability-Owned Business Enterprise): A business that is at least 51 percent owned by a person or group of persons with a disability, as recognized by the Americans with Disabilities Act.
- ☐ VOSB (Veteran-Owned Small Business): A business that meets the qualifications to be a small business according to the SBA, and is at least 51 percent owned, operated and controlled by a veteran.
- ☐ Not Applicable

Certifications:

Agency/Institution: _____

Phone: _____ Approval Date: _____

I hereby certify that the information supplied in this form is complete and correct to the best of my knowledge and belief. I authorize The Village of Arlington Heights to verify any of this information as needed.

Signature: _____ Title: _____

Name: _____ Date: _____

PROJECT OVERVIEW

The Public Works facility is under the jurisdiction of the Village of Arlington Heights, which will act as the Lead Agency for all of the work on this contract. This project involves the replacement of two (2) dispenser piping containment sumps and fiberglass product piping for six lines, from the new sumps and tied into the existing system's piping. The scope also includes concrete work, testing, permitting, and compliance inspections by the State of Illinois Fire Marshal

Project Administration

The assigned Project Manager will monitor work on the Project in accordance with the contract and file reports with the Fleet Services Foreman. At the end of the project, the Village of Arlington Heights will evaluate the Contractors' work. The report will be maintained in the Village of Arlington Heights's consultant information database.

Areas of Concern and Specific Tasks

The contractor shall provide all labor, equipment, materials, and services required to complete the following tasks:

1. Dispenser Removal and Storage

- Remove the existing fuel dispensers and store on-site for reinstallation.
- Careful consideration must be taken during removal of the fuel dispensers to ensure that can be reinstalled at end of project.

2. Concrete Removal

- Saw cut, break out, and dispose of concrete at the dispenser location.

3. Excavation and Exposure of Existing Sump & Piping

- Furnish gravel vacuum excavation to expose the existing sumps and product piping at the island.

4. Cut and Modify Existing Piping

- Cut back the existing product piping to allow for new sump and piping installation.

5. Dispenser Piping Containment Sump

- Furnish and install new dispenser piping containment sumps.

6. New Double Wall Product Piping

- Furnish and install new double wall (3" over 2") **fiberglass product piping** for six lines, connecting from the new sump and tying into the existing piping.
Specifications for this product must be provided with your bid for this product.

7. Gravel Backfill

- Reuse the excavated gravel to backfill the breakout area.

8. Testing of Piping and Sump

- Furnish product piping and sump testing, witnessed by the State Fire Marshal inspector, to ensure compliance.

9. Concrete Dispenser Island Installation

- Furnish and install two (2) new **3' x 5' reinforced concrete dispenser islands** with stainless steel form.

10. Guard Post Installation

- Furnish and install four (4) **4" diameter stainless steel U-shaped guard posts**, with 36" height exposed, positioned at the outside end of the new dispenser island provided existing guard post cannot be reused

11. Concrete Replacement

- Install **8" thick fibermesh-reinforced concrete** pinned to the existing concrete to replace the excavated area.

12. Reinstallation of Dispenser

- Reinstall the existing dispensers on the new islands.

13. System Restart

- Restart the fuel system and ensure proper functionality.

14. Precision Line Testing

- Furnish precision line testing upon the conclusion of the project to ensure the integrity of the installation.

15. Barricade Rental

- Furnish and install barricades for safety during construction, including **days of barricade rental**.

16. Permitting and Inspection Fees

- Furnish and coordinate with the State Fire Marshal for required permitting and inspection fees.

Quality and Testing Requirements

- All work must be performed in compliance with local building codes and regulations.
- All testing must be witnessed by the State Fire Marshal inspector, and reports shall be provided upon completion.

Project Schedule

- The project is expected to commence on or about April 1, 2025.
- Work hours will be coordinated with the Fleet Services Foreman to minimize disruptions.

Permitting and Inspections

- The contractor is responsible for obtaining all necessary permits and scheduling required inspections with the State Fire Marshal.

Bid Submission Requirements

- Bidders must submit a detailed cost breakdown for labor, materials, equipment, and permits.
- Include a project timeline.

Additional Notes

- The contractor shall be responsible for site cleanliness and safety at all times.
- All work must be carried out with minimal disruption to the site's normal operations.

ADDITIONAL BID SUBMITTAL REQUIREMENTS

Any firms interested in providing the above scope of services to the Village shall express that through submitting a Statement of Bid. The Statement of Bid should include the following information:

- The name of the firm, corporate office address, closest office address, and a brief history of the firm.
- A statement that the firm can provide all of the services in the Scope of Services list above with current in-house staff, or if not, a specific listing of those services the firm will provide in-house and those it proposes to provide through sub-consultants.
- A listing of other municipalities for whom the firm currently provides similar services, including the primary contact at each municipality.

Fuel Dispenser Piping Containment Sump Replacement Proposal Page

Please attached a detailed cost breakdown for labor, materials, equipment, and permits, along with a project timeline.

Please review the bid documents for other requirements to be submitted with your bid proposal.

Total Proposed Cost: _____

Company Name: _____

Print Name: _____

Signature: _____

Title: _____

Date: _____

**VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE**

Applicant Robert Anderson
Name
19659 S 57th Ave, Mokena IL
Address

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, Robert Anderson, being first duly sworn on oath, deposes and states that he or she is Director (sole owner, partner, joint ventured, President, Secretary, etc..) of Anderson Pump Service Inc. and has the authority to
(Name of Company)
make all certifications required by this affidavit.

Section I

Non Collusion

The undersigned certifies that this bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

Section III

Illinois Drug Free Workplace Act

The undersigned further states that Anderson Pump Service Inc. provides a
(Name of Company)
drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with
necessary requirements.

Section IV

Tax Payment

The undersigned further states that Anderson Pump Service Inc. is not
(Name of Company)
delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois
Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement
regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows
the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a
condition to the right of the bidder to receive payment under any award made under the terms and
provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: Robert Anderson
(Name) Robert Anderson
(Title) Director

Subscribed and sworn to before me this 19 day of Nov 2007.
AD.

By: [Signature]
(Notary Public)

-Seal-



**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR: Anderson Lamp Service

By: Rolando



VENDOR QUESTIONNAIRE

Company Name: Anderson Pump Service Inc.
Address: 19659 S 97th Ave, MO
City: Mokena State: IL Zip: 60448
Phone: 708-478-6190 E-Mail: Rob@AndersonPump.com
Commodity: _____ Years in Business: 25 years

DBE (Disadvantaged Business Enterprise) Classification: Please indicate your DBE classification below, and provide any agency certifications you have received.

- ☐ MBE (Minority-Owned Business Enterprise): A business that is at least 51 percent owned by one or more minorities. A person who is a U.S. citizen or lawful permanent resident and is African American, Hispanic American, Asian American, Native American, as well as other groups found to be disadvantaged pursuant to Section 8 (a) of the Small Business Act.
- ☐ WBE (Women-Owned Business Enterprise): A business that is at least 51 percent owned by a woman or women who are United States Citizens or lawful permanent residents of the United States.
- ☐ DOBE (Disability-Owned Business Enterprise): A business that is at least 51 percent owned by a person or group of persons with a disability, as recognized by the Americans with Disabilities Act.
- ☐ VOSB (Veteran-Owned Small Business): A business that meets the qualifications to be a small business according to the SBA, and is at least 51 percent owned, operated and controlled by a veteran.
- ☒ Not Applicable

Certifications:

Agency/Institution: _____

Phone: _____ Approval Date: _____

I hereby certify that the information supplied in this form is complete and correct to the best of my knowledge and belief. I authorize The Village of Arlington Heights to verify any of this information as needed.

Signature: Robert Anderson Title: Director
Name: Robert Anderson Date: 11-19-2004

Fuel Dispenser Piping Containment Sump Replacement Proposal Page

Please attached a detailed cost breakdown for labor, materials, equipment, and permits, along with a project timeline.

Please review the bid documents for other requirements to be submitted with your bid proposal.

Total Proposed Cost: \$52,905.40

Company Name: Anderson Pump Service Inc.
Print Name: Robert Anderson
Signature: 
Title: Director
Date: 11/19/24

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

Anderson Pump Service, Inc.
19659 S. 97th Ave.
Mokena, IL 60448

OWNER:

(Name, legal status and address)

Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005

SURETY:

(Name, legal status and principal place of business)

Old Republic Surety Company
P. O. Box 1635
Milwaukee, WI 53201-1635
Mailing Address for Notices
1411 Opus Place, Ste. 450
Downers Grove, IL 60515

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

BOND AMOUNT: \$ 10% Ten Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Public Works Fuel Dispenser Piping Containment Sump Replacement

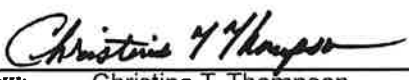
The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of November, 2024

(Witness)


(Witness) Christina T. Thompson

Anderson Pump Service, Inc.

(Principal)

(Seal)

By:

(Title)

Old Republic Surety Company

(Surety)

(Seal)

By:

(Title)


James I. Moore

Attorney-in-Fact



State of Illinois

County of DuPage

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

I, Christina T. Thompson Notary Public of DuPage County, in the State of Illinois,

do hereby certify that James I. Moore Attorney-in-Fact, of the Old Republic Surety

Company who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Old Republic Surety Company for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Downers Grove in said County, this 21st day of November, 2024.



Christina T Thompson

Notary Public

Christina T. Thompson

My Commission expires: May 24, 2026



OLD REPUBLIC SURETY COMPANY

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That OLD REPUBLIC SURETY COMPANY, a Wisconsin stock insurance corporation, does make, constitute and appoint:

James I. Moore

its true and lawful Attorney(s)-in-Fact, with full power and authority for and on behalf of the company as surety, to execute and deliver and affix the seal of the company thereto (if a seal is required), bonds, undertakings, recognizances or other written obligations in the nature thereof, (other than bail bonds, bank depository bonds, mortgage deficiency bonds, mortgage guaranty bonds, guarantees of installment paper and note guaranty bonds, self-insurance workers compensation bonds guaranteeing payment of benefits, or black lung bonds), as follows:

ALL WRITTEN INSTRUMENTS

Principal: Anderson Pump Service, Inc.

Obligee: Village of Arlington Heights

and to bind OLD REPUBLIC SURETY COMPANY thereby, and all of the acts of said Attorneys-in-Fact, pursuant to these presents, are ratified and confirmed. This appointment is made under and by authority of the board of directors at a special meeting held on February 18, 1982.

This Power of Attorney is signed and sealed by facsimile under and by the authority of the following resolutions adopted by the board of directors of the OLD REPUBLIC SURETY COMPANY on February 18, 1982.

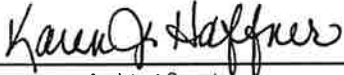
RESOLVED that, the president, any vice-president or assistant vice president, in conjunction with the secretary or any assistant secretary, may appoint attorneys-in-fact or agents with authority as defined or limited in the instrument evidencing the appointment in each case, for and on behalf of the company to execute and deliver and affix the seal of the company to bonds, undertakings, recognizances, and suretyship obligations of all kinds; and said officers may remove any such attorney-in-fact or agent and revoke any Power of Attorney previously granted to such person.

RESOLVED FURTHER, that any bond, undertaking, recognizance, or suretyship obligation shall be valid and binding upon the Company

- (i) when signed by the president, any vice president or assistant vice president, and attested and sealed (if a seal be required) by any secretary or assistant secretary; or
- (ii) when signed by the president, any vice president or assistant vice president, secretary or assistant secretary, and countersigned and sealed (if a seal be required) by a duly authorized attorney-in-fact or agent; or
- (iii) when duly executed and sealed (if a seal be required) by one or more attorneys-in-fact or agents pursuant to and within the limits of the authority evidenced by the Power of Attorney issued by the company to such person or persons.

RESOLVED FURTHER that the signature of any authorized officer and the seal of the company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the company; and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, OLD REPUBLIC SURETY COMPANY has caused these presents to be signed by its proper officer, and its corporate seal to be affixed this 20th day of September, 2022.


Assistant Secretary



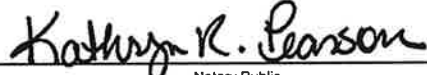
OLD REPUBLIC SURETY COMPANY


President

STATE OF WISCONSIN, COUNTY OF WAUKESHA - SS

On this 20th day of September, 2022, personally came before me, Alan Pavlic and Karen J Haffner, to me known to be the individuals and officers of the OLD REPUBLIC SURETY COMPANY who executed the above instrument, and they each acknowledged the execution of the same, and being by me duly sworn, did severally depose and say: that they are the said officers of the corporation aforesaid, and that the seal affixed to the above instrument is the seal of the corporation, and that said corporate seal and their signatures as such officers were duly affixed and subscribed to the said instrument by the authority of the board of directors of said corporation.




Notary Public

My Commission Expires: September 28, 2026

(Expiration of notary's commission does not invalidate this instrument)

CERTIFICATE

I, the undersigned, assistant secretary of the OLD REPUBLIC SURETY COMPANY, a Wisconsin corporation, CERTIFY that the foregoing and attached Power of Attorney remains in full force and has not been revoked; and furthermore, that the Resolutions of the board of directors set forth in the Power of Attorney, are now in force.



Signed and sealed at the City of Brookfield, WI this 21st day of November, 2024.


Assistant Secretary

**Anderson Pump Service**

Phone: 708-478-6190
Fax: 708-478-6196
19659 S 97th Ave
Mokena, IL 60448

Quote**No.: 15517****Date: 11/19/2024**

Prepared for:

Village of Arlington Heights
33 S. Arlington Heights Rd
Arlington Heights, IL

Prepared by: Steve Kryl

Account No.: 1753

Job: Fuel Dispenser Piping Containment Sump Replacement

Quantity	Item ID	Description	Sell	Total
Remove and replace 2 UDC for fuel islands.				
2	OSFM	State permit with final inspection	\$675.00	\$1,350.00
1	Misc.	Barracade Rental	\$385.00	\$385.00
1	Misc.	Saw Cutter	\$1,300.00	\$1,300.00
2	Misc.	Bravo UDC sump	\$1,111.20	\$2,222.40
1	Misc.	Entry fittings, Stabilizer bars,, Shear valves, flex connectors, etc	\$4,956.53	\$4,956.53
1	Misc.	SS islands and bollards	\$6,451.47	\$6,451.47
1	Misc.	Electrical disconnect and rerout conduits, reconnect.	\$7,240.00	\$7,240.00
1	Misc.	Labor	\$29,000.00	\$29,000.00

This quote excludes any additional work for adding dispenser sump sensors.**Lead time for project is 3 weeks.****Your Price: \$52,905.40****Total: \$52,905.40**

Prices are firm until 1/19/2025

Terms: Net 30

Prepared by: Steve Kryl, steve@andersonpump.com**Date:** 11/19/2024

Net 30.

Accepted by: _____**Date:** _____**Disclaimer**

All prices quoted are valid for 30 business days. Please fax signed quote to 708-478-6196 or email to sales@andersonpump.com so that your order can be placed. Thank you for your business.



Anderson Pump Service

Phone: 708-478-6190

Fax: 708-478-6196

19659 S 97th Ave

Mokena, IL 60448

Additional Bid Submittal Requirements

1. Anderson Pump Service
19659 S. 97th Ave,
Mokena, IL 60448
2. Anderson Pump Service Inc. has been providing service to the Petroleum Industry since 1999. We employ a variety of union workers including Service Technicians, Electricians, and Communications Technicians. We also employ Construction Pipe Fitters, labors, concrete finishers and machine operators. This allows us to provide our customers with the highest quality service. We service the greater Midwest.
3. Anderson Pump won't use any outside contractors on this project.
4. Village of Tinley Park, John Urbanski 708-444-5500

Jerome Annick
Project Manager
Jannicks@AndersonPump.com
708-289-7895



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: Resolution Authorizing the Agreement for the 2025 MFT Street Rehabilitation and Street Reconstruction Engineering Services

Department: Public Works & Engineering

Item Description:

The proposed 2025 Capital Improvement Program (CIP) includes \$3.8 million in MFT funding for roadway rehabilitation and reconstruction. The Public Works & Engineering Department evaluates and prioritizes roadway pavement based on defect severity, service reliability, neighborhood impacts, associated capital construction projects, and other related parameters.

The design and the assigned Resident Construction Engineer for this project have historically been handled by in-house staff. However, due to staffing transitions and the significant number of current and upcoming capital projects, there is a need to enlist consultant assistance.

Staff went through the Request for Proposals process for engineering services to be provided for one year with the option to extend the contract for additional two (2) years, for the Design and Construction of the "Annual MFT Street Rehabilitation and Street Reconstruction" project. After reviewing thirteen (13) proposals and interviewing three (3) firms, staff selected Doland Engineering, LLC.

Doland Engineering, LLC has performed construction observation for this project the last two years and they have assisted with design. Staff has been satisfied with the work performed by Doland Engineering, LLC.

The attached Resolution is to authorize the agreement, in an amount not to exceed \$392,186, for design engineering, bid services, and construction observation and other engineering related services required for the 2025 MFT Street Reconstruction Project. Staff will present a similar contract annually, following project limit delineation and scope determination.

Funds for these professional services will be available upon approval by the Board for the 2025 Budget in Capital Projects Fund Account No. 401-7101-550300 (ST9008).

RECOMMENDATION

It is recommended that the Village Board approve the Resolution that authorizes the attached agreement for the design engineering, bid services, and construction observation and other engineering related services required for the 2025 MFT Street Reconstruction Project to Doland Engineering, LLC of Palatine, Illinois, in an amount not to exceed \$392,186.

ATTACHMENTS:

1. Resolution and Agreement - MFT Reconstruction

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT
DOLAND ENGINEER, LLC OF PALATINE, ILLINOIS
FOR DESIGN ENGINEERING, BID SERVICES, AND CONSTRUCTION OBSERVATION AND
OTHER ENGINEERING RELATED SERVICES

WHEREAS, the Village desires to retain a qualified firm to provide Engineering Design, Bid Services, Construction Observation Services, and other related Engineering Services associated with the Annual MFT Street Reconstruction and Rehabilitation Program (“*Services*”); and

WHEREAS, the Village issued a request for proposals for qualified firms to complete the Services; and

WHEREAS, the Village has determined that the proposal submitted by Doland Engineering, LLC, of Palatine, Illinois (“*Consultant*”), is the most appropriate for the provision of the Services; and

WHEREAS, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant (“*Agreement*”); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Board of Trustees hereby approves the Agreement by and between the Village and Consultant, in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT

**VILLAGE OF ARLINGTON HEIGHTS
PROFESSIONAL SERVICES AGREEMENT
FOR ANNUAL MFT STREET REHABILITATION AND STREET RECONSTRUCTION
PROGRAM**

THIS AGREEMENT (“Agreement”) is dated as of the 2ND day of December, 2024 (**“Effective Date”**) and is by and between the Village of Arlington Heights, an Illinois home rule municipal corporation (**“Village”**), and Doland Engineering, LLC, a **civil engineering consulting firm (“Consultant”)** (collectively, the **“Parties”**).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Village statutory and home rule powers, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The Village hereby engages the Consultant to provide all necessary professional consulting services and to perform the work in connection with the project described as follows: **Engineering Services for Phase I including survey, drafting, data collection, and preliminary engineering; Phase II including design and preparation of construction plans, specifications, and contract documents; Phase III including permitting, bidding, and construction engineering** (collectively, the **“Services”**).

B. Services. The Consultant has submitted to the Village a description of the Services to be provided by the Consultant, a copy of which is attached as **Exhibit A** to this Agreement (**“Scope of Services”**). The Consultant must provide the Services pursuant to the terms and conditions of this Agreement and as described more fully in the Scope of Services.

C. Commencement; Time of Performance. The Consultant will commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties (**“Commencement Date”**). The Consultant will diligently and continuously prosecute the Services until the completion of the Services or the termination of this Agreement (**“Time of Performance”**).

D. Reporting. The Consultant will regularly report to the Village regarding the progress of the Services during the term of this Agreement.

E. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and the Consultant; or (ii) create any relationship between the Village and any subcontractor of the Consultant.

F. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the Village.

G. Mutual Cooperation. The Village will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-confidential information that the Village may have that may be relevant and helpful to the Consultant’s performance of the Services. The Consultant agrees to cooperate with the

Village in the performance of the Services to complete the Work and with any other the Consultants engaged by the Village.

H. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* The Consultant will also comply with all conditions of any federal, state, or local grant received by Village or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

3. Every provision of law required by law to be inserted into this Agreement will be deemed to be inserted herein.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The total amount billed by the Consultant for the Services under this Agreement will not exceed **\$392,186 ("Compensation")**, as outlined in the Scope of Services, including reimbursable expenses as identified in the Scope of Services, without the prior express written authorization of the Village.

B. Invoices and Payment. The Consultant will be paid as provided in the Scope of Services. The Consultant will submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The Village will pay to the Consultant the amount billed in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.*

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under this Agreement. The records required to be made available to the Village under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the Village, the Consultant must provide written notice to the Village of the claim within seven days after occurrence of the action, and no claim for additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the

Consultant, the Consultant will proceed with all of the Services required to complete the Services under this Agreement as determined by the Village without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Completion and Acceptance of Services. The Services, and any phase of the Services, will be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be.

G. Additional Services. The Village will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement ("**Additional Services**"), regardless of whether the Additional Services are requested or directed by the Village, except upon the prior written consent of Village Manager after approval in accordance with applicable procedures.

H. No Additional Obligation. The Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services ("**Key Project Personnel**"), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the Village prior written approval. The Consultant will notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant will have no claim for damages and may not bill the Village for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassigning, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the Village. The Village approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all

subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, then, immediately upon notice from the Village, the Consultant will remove and replace the personnel or subcontractor. The Consultant will have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date the Village determines that all of the Services under this Agreement, including warranty services, are completed. A determination of completion will not constitute a waiver of any rights or claims that the Village has, before or after completion, with respect to any breach of this Agreement by the Consultant or any right of indemnification of the Village by the Consultant.

B. Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in the Scope of Services.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the Village that is not generally known to members of the public ("**Confidential Information**"). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. The Consultant must not use or disclose any Confidential Information without the prior written consent of the Village. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the Village regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, the Consultant must immediately give notice to the Village with the understanding that the Village will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be performed under this Agreement will be and remain the exclusive property of the Village. At the Village request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the Village. Any outstanding payment obligations may not be used as a basis to withhold work product. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed “works for hire” within the meaning and purview of the United States Copyright Act, 17 U.S.C. § 101 *et seq* subject to the terms of this Agreement. To the extent any work product does not qualify as a “work for hire,” the Consultant irrevocably grants, assigns, and transfers to the Village all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the Village. The Consultant will execute all documents and perform all acts that the Village may request in order to assist the Village in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the Village upon demand at any time and in any event, will be promptly delivered to the Village upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the Village data in the format requested by the Village. If any of the above items are lost or damaged while in the Consultant’s possession, those items will be restored or replaced at the Consultant’s expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the Village related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*, and any other comparable state or federal laws now existing or adopted later (collectively, the “**Disclosure Laws**”). In the event that the Village requests records from the Consultant, the Consultant shall promptly cooperate with the Village to enable the Village to meet all of its obligations under the applicable Disclosure Law. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the Village in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the Village may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the Village will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the Village may have in equity, by law or statute. The Consultant will fully cooperate with the Village in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the Village in any notification efforts required by law.

SECTION 6. WARRANTY.

The Consultant warrants that the Services will be performed in accordance with the highest standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. This warranty is in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are reserved unto the Village. Any of the Services required by

law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. The Consultant represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery and performance by the Consultant of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify Village in writing of any material change to or about the Consultant, including without limitation to change in ownership or control, and any change will be subject to Village approval which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no Village employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq.* *The Consultant* represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the Village for all loss or damage that the Village may suffer, and this Agreement will, at the Village option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the Village under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the Village in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligation under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the Village that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively "**Personnel**") is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the Village and its officials, officers, authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification. The Consultant agrees to, and does hereby, hold harmless and indemnify the Village and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement or the Consultant's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the Village.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant will provide certificates of insurance, all with coverages and limits acceptable to the Village, and the Consultant must provide certificates of insurance, endorsements, and insurance policies acceptable to the Village and including at least the minimum insurance coverage and limits set forth in **Exhibit B** to this Agreement. For good cause shown by the Consultant, the Village may extend the time for submission of the required certificates, endorsements, and policies and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a form acceptable to the Village and from a company with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Each insurance policy must provide that no change, modification, or cancellation of any insurance will become effective until the expiration of 30 days after written notice of the change, modification in, or cancellation will have been given by the insurance company to the Village (10 days' written notice in the event of cancellation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the term of this Agreement and at the Consultant's expense, the insurance coverage provided in

this Section 8.B and **Exhibit B**, including without limitation at all times while correcting any failure to meet the warranty requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the Village will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the Village determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***“Event of Default”***), and fails to cure any the Event of Default within ten days after the Consultant’s receipt of written notice of the Event of Default from the Village, then the Village will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the Village may pursue the following remedies:

1. Cure by the Consultant. The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The Village may terminate this Agreement and, notwithstanding anything in Section 3.C. of this Agreement, the Village will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment. The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys’ fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of actions taken by the Village in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. Village Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the Village may only be performed by the Village Manager or their designee, to the extent provided for by law.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the Village will be addressed to, and delivered at, the following address:

Village of Arlington Heights
33 S. Arlington Heights Rd.
Arlington Heights, Illinois 60005
Attention: **Briget Schwab, PE. Senior Civil Engineer**
E-mail: bschwab@vah.com

With a copy to:

Elrod Friedman LLP
325 N. LaSalle Street, Suite 450
Chicago, Illinois 60654
Attention: Hart M. Passman
E-mail: Hart.Passman@ElrodFriedman.com

Notices to the Consultant will be addressed to, and delivered at, the following address:

Doland Engineering, LLC
334 E Colfax Street, Suite C
Palatine, IL 60067
Attention: **Desiree D. Doland, P.E.**
Email: ddoland@dolandengineering.com

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and Village only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement. The Village will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Corporate Authorities.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Village will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Cook County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Cook County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits **A** and **B** attached to this Agreement are, incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections _____ will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specific in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State in which the Property is located, in which event the period

shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:

VILLAGE OF ARLINGTON HEIGHTS

By: _____
Village Clerk

By: _____
Village Manager

ATTEST:

CONSULTANT

By: _____

By: _____

Title: _____

Its: _____

EXHIBIT A

PROPOSAL

[TO BE PREPARED BY THE CONSULTANT AND ACCEPTABLE TO VILLAGE]

[WILL INCLUDE SCHEDULE]

Request for Proposal
Annual MFT Street Rehabilitation and Street
Reconstruction Program
Engineering Services
Village of Arlington Heights

Submitted to:

Briget Schwab, P.E.
Senior Civil Engineer
Village of Arlington Heights



Submitted by:



Celebrating Over 50 years of
Responsible Engineering
- For Now, and the Future -



October 21, 2024

Ms. Briget Schwab, P.E., Senior Civil Engineer
Village of Arlington Heights
Public Works Department
33 South Arlington Heights Road
Arlington Heights, IL 60005

RE: Request for Proposal – Engineering Services for “Annual MFT Street Rehabilitation and Street Reconstruction Program”

Dear Ms. Schwab,

It is with pleasure that Doland Engineering, LLC presents the Village of Arlington Heights with this proposal for engineering services. We have a strong background in municipal engineering as we regularly provide engineering services to governmental agencies. We routinely provide such services to municipal clients and our municipal partners express their satisfaction with our level of service by inviting us to work on their programs year after year. During these projects, we strive to foster a strong relationship with the municipal staff by providing the highest quality consulting services. As a result of our highly qualified staff, our clients have full confidence in our leadership, planning, oversight, schedule and budget adherence, through full project completion and close out.

We understand and agree to fully comply with all requirements outlined within the Request for Proposals.

The member of our professional staff who will represent our firm regarding all matters related to this proposal will be myself. My contact information is as follows:

Desiree D. Doland, P.E.
Doland Engineering, LLC
334 E. Colfax Street, Suite C
Palatine, IL 60067
Ph. (847) 991-5088 x117
Email: ddoland@dolandengineering.com

I look forward to the opportunity to work with you and your staff.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Desiree D. Doland', is written over a light blue horizontal line.

Desiree D. Doland, P.E.
C.E.O.

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Section A: Experience, Qualifications & Resumes of Individuals

Personnel Assigned to Each Project Phase:

The personnel listed below will be assigned to the listed project phase to ensure that the project is staffed full-time in support of the Village of Arlington Heights. A resume for each of these individuals is included on the following pages.

Phase I

- Jason Doland, P.E., P.L.S.
 - Relevant Experience
 - Hoffman Estates 2023 Road Reconstruction and Rehabilitation Program
 - Mapping and documentation performed in accordance with Village and IDOT standards for inclusion in MFT Program
 - Comprehensive existing conditions mapping for roadway improvements to serve as the base map for road design
 - Coordination of infrastructure atlas maps for field verification and accurate plotting in horizontal and vertical alignments.
 - Utility coordination with quasi-public utility providers to accurately reflect utilities within the roadway
 - Detailed roadway topographic mapping
 - Initial quantity documentation to accommodate cost forecasting
 - South Barrington 2024 Road Maintenance Program
 - Mapping and documentation performed in accordance with Village and IDOT standards for inclusion in MFT Program
 - Comprehensive existing conditions mapping for roadway improvements to serve as the base map for road design
 - Coordination of infrastructure atlas maps for field verification and accurate plotting in horizontal and vertical alignments.
 - Utility coordination with quasi-public utility providers to accurately reflect utilities within the roadway
 - Detailed roadway topographic mapping
 - Initial quantity documentation to accommodate cost forecasting
 - Highland Park 2022 Half Day Road Reconstruction & Watermain
 - Mapping and documentation performed in accordance with City and IDOT standards for inclusion in MFT Program
 - Comprehensive existing conditions mapping for roadway improvements to serve as the base map for road design
 - Coordination of infrastructure atlas maps for field verification and accurate plotting in horizontal and vertical alignments.
 - Utility coordination with quasi-public utility providers to accurately reflect utilities within the roadway

- Detailed roadway topographic mapping
 - Initial quantity documentation to accommodate cost forecasting
- Qualifications -
 - Professional Engineer
 - Professional Land Surveyor
- Resume – On following pages

Phase II

- Desiree Doland, P.E.
 - Relevant Experience
 - 2024 Fernandez Street Reconstruction Design in Arlington Heights, IL
 - Design of roadway improvements
 - ADA compliant ramp and sidewalks
 - Stormwater collection and storm sewer improvements, repairs and upgrades
 - Utility conflict resolution
 - Road profile and grade changes to facilitate drainage collection
 - Curb and gutter design
 - Driveway approach designs for residential access
 - 2024 Multiple Street Rehabilitations with Watermain Design in Palatine, IL
 - Design of roadway improvements
 - ADA compliant ramp and sidewalks
 - Stormwater collection and storm sewer improvements, repairs and upgrades
 - Utility conflict resolution
 - Curb and gutter design
 - Road cross section design for aggregate road base along with asphalt binder and surface course
 - 2022 Half Day Road Reconstruction and Watermain Design in Highland Park, IL
 - Design of roadway improvements
 - ADA compliant ramp and sidewalks
 - Stormwater collection and storm sewer improvements, repairs and upgrades
 - Utility conflict resolution
 - Curb and gutter design
 - Road cross section design for aggregate road base along with asphalt binder and surface course
 - Qualifications -
 - Professional Engineer
 - Resume – On following pages

Phase III

- Desiree Doland, P.E.
 - Relevant Experience
 - 2024 Rockwell, Beverly & Ridge Reconstruction in Arlington Heights, IL
 - 2023 Various Streets Road Rehabilitation and Watermain in Palatine, IL
 - 2022 Various Streets Road Rehabilitation and Watermain in Palatine, IL
 - 2021 Burlington Highlands Roadway Reconstruction and Stormwater Improvements in Downers Grove, IL
 - Qualifications -
 - Professional Engineer
 - Resume – On following pages
- Jeff Sparks
 - Relevant Experience
 - Arlington Heights 2023 Road Rehabilitation and Reconstruction.
 - Full-time construction supervision and quantity documentation.
 - Resident notifications and coordination
 - All work performed in accordance with IDOT SSRBC and Village standards to ensure plan compliance for all installations
 - Arlington Heights 2024 Rockwell, Beverly & Ridge Reconstruction.
 - Full-time construction supervision and quantity documentation.
 - Resident notifications and coordination
 - All work performed in accordance with IDOT SSRBC and Village standards to ensure plan compliance for all installations
 - Inverness 2022 Road Maintenance Program
 - Full-time construction supervision and quantity documentation.
 - Resident notifications and coordination
 - All work performed in accordance with IDOT SSRBC and Village standards to ensure plan compliance of all installations
 - Qualifications
 - IDOT Documentation of Contract Quantities certified
 - Resume on following pages



Desiree D. Doland, P.E.

Professional Engineer

Education

Bachelor of Science in Civil Engineering
University of Illinois, Champaign-Urbana

Professional Licenses

Illinois Professional Engineer, #062-53216

Professional Associations

American Society of Civil Engineers
Geo-Institute of the ASCE

Municipal Engineering Experience

Provides municipal engineering services to numerous public agencies for public works and infrastructure projects. The following is a list of the engineering consultation services provided to municipal clients:

- Hydrologic mapping, assessment and design
- Infrastructure mapping, analysis and design
 - Sanitary sewer
 - Water main
 - Storm sewer
- Highway improvement mapping assessment and design
 - Roadway geometric planning and design
 - By-pass lanes / Deceleration lanes / Turn lanes
 - Lane configuration design
 - Drainage studies and design
 - Pavement specifications
 - Maintenance and resurfacing
- Hydraulic pipe network modeling, analysis and design
- Stormwater management computer modeling, analysis and design
 - HecRAS, Civil Storm, StormCAD, etc.

- Floodplain / Floodway mapping analysis and design
- Watershed planning, analysis and design
- Engineering documentation
 - Cost estimates
 - Feasibility studies
 - Construction specifications
 - Material quantities
- County, State and Federal Agency permit coordination
- State and Federal funding documentation
- Phase I Engineering Studies
- Phase II Engineering Design
- Phase III Engineering / Construction Oversight
- Construction bidding oversight
- Roadway design
- Wetland mitigation
- Erosion control
- 3D Terrain modeling of roads and infrastructure routes
- Global Information System (GIS) mapping
- Coordination with other jurisdictional agencies
 - Illinois Department of Transportation (IDOT)
 - Illinois Environmental Protection Agency (IEPA)
 - Illinois Department of Public Health (IDPH)
 - Cook County Highway Department (CCHD)
 - Federal Emergency Management Agency (FEMA)
 - Illinois Department of Natural Resources (IDNR)
 - U.S. Fish and Wildlife Service
 - U.S. Army Corps of Engineers (USACE)
 - Metropolitan Water Reclamation District (MWRD)



Jason R. Doland, P.E., P.L.S.

Professional Engineer

Professional Land Surveyor

Education

Bachelor of Science in Civil Engineering

Illinois Institute of Technology

Professional Licenses

Illinois Professional Land Surveyor, #035-3546

Illinois Professional Engineer, #062-55693

Professional Associations

Illinois Professional Land Surveyors Association

American Society of Civil Engineers

American Public Works Association

Municipal Engineering Experience

Appointed Consulting Village Engineer for the Village of Inverness, Illinois (2010 to Present).

Responsibilities include all aspects of engineering and public works for the Village. These responsibilities include:

- Village Board meeting participation
- Village Planning and Zoning Commission meeting participation
- Village staff meeting participation
- Creation of public educational documents and mailings
- Development permit review, permit issuance and site inspections
- Enforcement of Village Code
- Review, inspection and evaluation of Stormwater BMP's and water quality
- Creation of new Village Codes
- Oversight of Village projects for adherence to County, State and Federal Codes
- Approval of final plans and specification for compliance with Village, County, State and Federal Requirements
- Coordination with other jurisdictional agencies
 - Illinois Department of Transportation (IDOT)
 - Illinois Environmental Protection Agency (IEPA)
 - Illinois Department of Public Health (IDPH)

- Cook County Health Department
- Cook County Highway Department (CCHD)
- Federal Emergency Management Agency (FEMA)
- Illinois Department of Natural Resources (IDNR)
- U.S. Fish and Wildlife Service
- Metropolitan Water Reclamation District (MWRD)
- Yearly road and infrastructure inspection
- Review all road ratings from IMS Pavement report
- Assessment and analysis of roads and infrastructure for project selection
- Yearly Road and Capital Improvement Programs
- Phase I Engineering Studies
- Phase II Engineering Design
- Phase III Engineering / Construction Oversight Services
- State and Federal permitting and funding documentation
- Engineering oversight of all road and infrastructure maintenance
- NPDES compliance (inspection, assessment, analysis, reports, etc.)
- Reports and filings for state and federal compliance (i.e. IEPA - MS4 yearly submittal)

Additional engineering services provided to numerous municipal clients include:

- County, State and Federal Agency permit coordination
- State and Federal funding documentation
- Phase I Engineering Studies
- Phase II Engineering Design
- Phase III Engineering / Construction Oversight
- Sanitary sewer design
- Water main design
- Storm sewer design
- Construction bidding oversight
- Roadway design
- Wetland mitigation
- Stormwater management
- Erosion control
- Comprehensive infrastructure and roadway mapping
- Route Surveying
- Terrain modeling of roads and infrastructure routes
- Global Information System (GIS) mapping
- Accessibility (compliance with IAC, ADA and FHA standards)



Jeffrey L. Sparks

Engineering Inspector

Years of Experience: 22 years

Member of Doland Engineering, LLC technical staff for 22 years (May 2002 to present)

Technical Certifications

Documentation of Contract Quantities
IDOT Doc. Certified

Experience

Municipal Infrastructure

May 2002 to Present

Highly experienced in construction inspection and documentation, including storm and sanitary sewer installation, watermain installation and pressure testing, roadway removal and replacement, curb and gutter, sidewalk and ADA compliance, erosion control measures and traffic control. Skilled in numerous aspects of field construction utilizing computerized field measurement and data collection equipment for the verification of contractor's plan compliance. Proficient in quantity recording and contractor progress through daily logs and weekly reports.

- Recent Experience in construction oversight and inspections for municipal infrastructure
 - 2020 South Barrington Road Reconstruction
 - Scope involved the full-depth recycling of neighborhood roadways for re-establishment of stabilized roadway base, HMA resurfacing, associated restoration and utility conflict resolution along with resident coordination. The roadway reconstruction verification protocols included materials testing coordination for QA/QC and compaction verifications upon completion of recycling operations and new pavement placement. Construction contract in excess of \$600,000.
 - 2021 South Barrington Road Reconstruction
 - Scope involved the full-depth recycling of neighborhood roadways for re-establishment of stabilized roadway base, HMA resurfacing, associated restoration and utility conflict resolution along with resident coordination. The roadway reconstruction verification protocols included materials testing coordination for QA/QC and compaction verifications upon completion of recycling operations and new pavement placement. Construction contract in excess of \$700,000.
 - 2021 Libertyville Municipal Parking Lot Renovations

- Scope involved the resurfacing of multiple municipal parking lots in the downtown central business district. This included pavement milling, pavement base patching and repairs, resurfacing, storm sewer repairs, curb replacement, concrete pavement and sidewalk replacement along with associated restoration and coordination with residents and commercial business owners. Construction contract in excess of \$700,000.
- 2022 Libertyville Municipal Parking Lot Renovations
 - Scope involved the resurfacing of municipal parking lots for commuter train station improvements. This included pavement milling, pavement base patching and repairs, resurfacing, storm sewer repairs, curb replacement, concrete pavement and sidewalk replacement along with associated restoration and coordination with residents and transit coordinators. Construction contract in excess of \$850,000.
- 2022 Downers Grove – Otis, Grant and Florence Avenue Improvements
 - Scope involved the installation of storm sewer and drainage improvements within a residential neighborhood along with road reconstruction. This included full-depth roadway removal, HMA resurfacing, associated restoration and utility conflict resolution along with resident coordination. The roadway reconstruction verification protocols included materials testing coordination for QA/QC and compaction verifications upon completion of road repaving operations and new pavement placement. Construction contract in excess of \$630,000.
- 2022 Palatine Water Main Contract #2 & 3
 - Scope involved daily construction observations and oversight for the installation of 4,000 lineal feet of varied size water mains throughout the Village system for pressure flow upgrades including utility conflict resolutions and road patching and resurfacing. Utility conflict resolution, service interruptions and resident coordination were also necessary aspects of the work entailed. Construction contract in excess of \$1,900,000.
- 2023 Arlington Heights Road Rehabilitation and Reconstruction.
 - Scope involved daily construction observations and oversight for the reconstruction and rehabilitation of 2.3 miles of roadway throughout the Village. Utility conflict resolution, storm sewer repairs and upgrades were included in full road reconstruction with curbs, gutters, sidewalks, ADA ramps and resident coordination. Construction contract estimate approximately \$3,800,000.
- 2024 Arlington Heights Rockwell, Beverly & Ridge Reconstruction.
 - Scope involved daily construction observations and oversight for the reconstruction and rehabilitation of 0.9 miles of roadway at various locations in the Village. Utility conflict resolution, water main installation, combined sewer installation, storm sewer repairs and upgrades were included in full road reconstruction with curbs, gutters, sidewalks, ADA ramps and resident coordination. Construction contract estimate approximately \$3,350,000.

Section B: Experience and Qualification of the Firm, including References

Doland Engineering, LLC is a civil engineering and land surveying firm which provides engineering consultation to many municipal clients. Our office is located at 334 E. Colfax Street in Palatine, Illinois. Initially begun as a sole proprietor engineering firm in 1964, our firm was incorporated in 2001 and has grown to become a highly respected engineering firm. Our municipal clients benefit from our attention to detail and devoted professional staff. Our current staff includes licensed engineers and land surveyors and technical staff members that provide us with ample manpower to provide engineering consulting services to the Village of Arlington Heights with the level of service that our current municipal clients appreciate. Since our inception we have strived to maintain the highest standards of engineering practice and ensure on-time project completion in a cooperative professional manner on which our clients can rely. To accomplish these goals requires two main components: devoted professional staff and ample technical resources. Firstly, our professional staff possesses extensive experience on a wide array of consulting projects including infrastructure, hydraulics, stormwater management, roads, highways, municipal code enforcement and regulatory agency coordination. Secondly, we maintain the latest in technical resources to support our professional staff. Our technical resources include highly advanced equipment, hardware and computer software to allow our staff to analyze every aspect of a project to ensure the best solution is designed and to provide the most cost-efficient solution to each engineering challenge. With our staff's broad range of experience, our consulting services are truly comprehensive as we guide projects from concept phase through the systems being placed in-service. We then oversee the infrastructure in a maintenance inspections role to ensure continued efficient operations for the public benefit. The following is a list of services offered by our firm:

Municipal Engineering Services:

- ❖ Roadway and Infrastructure Mapping, Inspection and Analysis (Phase I)
 - Sanitary sewer
 - Storm sewer
 - Watermain
 - Roadway improvements
 - Stormwater management
 - Infrastructure inventory and reports
 - GIS infrastructure mapping
 - Comprehensive ROW Surveying and CAD Mapping
- ❖ Roadway and Infrastructure Design and Plan Preparation (Phase II)
 - Sanitary sewer main
 - Storm sewer main
 - Stormwater management
 - Water main
 - Roadway Reconstruction, Rehabilitation and Resurfacing
 - Pedestrian walkways with IAC compliant accessibility
 - Construction plan set preparation
 - QC/QA professional peer review oversight on all designs
 - Cost efficient design alternatives sought on all projects

- ❖ Construction Oversight Services (Phase III)
 - Bidding consultation and oversight
 - Bid document review, bid tabulation and recommendation of contract award
 - Daily construction oversight w/ daily logs
 - Field staking of improvements
 - Contractor and resident coordination throughout construction
 - Regularly scheduled job-site meetings
 - Construction schedule updates in real-time based upon daily progress
 - Contractor coordination with material testing companies
 - Contractor payout request review, quantity verification and payout recommendation
 - As-built record drawing preparation
 - Punch list compilation and inspections
 - Final project close-out documentation
- ❖ Hydraulic and Stormwater Computer Modeling
 - Hydraulic pipe network modeling (storm, sanitary and watermain)
 - Floodplain / Floodway modeling and analysis
 - Stormwater management and modeling
 - Federal Emergency Management Agency (FEMA) LOMA/LOMR
- ❖ Engineering Documentation
 - Construction specifications
 - Construction inspection and oversight
 - QC/QA
 - Construction cost analysis
 - Economic feasibility
 - Construction contract documentation / payout verification
- ❖ Transportation Planning, Design & Oversight
 - Route surveying
 - Road construction
 - Roadway site access
 - Turn lane / road widening
 - Lane configuration
 - Pavement specifications
 - Maintenance and resurfacing
- ❖ Land Surveying Services
 - Route surveying
 - Highway mapping
 - Right of way solution and retracement
 - Topographic mapping
 - GIS Mapping
 - Benchmark system establishment
- ❖ County, State & Federal Agency Consultation
 - Illinois Motor Fuel Tax (MFT) documentation
 - Grant funding documents (EPA Clean Water Act Section 319, Community Development Block Grants (CDBG), etc.)
 - Regulatory Wetland permitting (USACE or Lake County jurisdiction)
 - National Pollutant Discharge Elimination System (NPDES) compliance
 - Illinois Department of Natural Resources (IDNR) consultation

- Illinois Department of Transportation (IDOT) consultation
- Lake County Stormwater Management Commission (LCSMC) consultation
- Municipal Separate Storm Sewer Systems (MS4) consultation, inspection, reports and document approval through Illinois Environmental Protection Agency (IEPA)

Contact Information for Municipal References

1) Village of Palatine

- Matthew Barry

Director of Public Works
Village of Palatine
148 West Illinois Avenue
Palatine, IL 60067
847-202-6960

2) Village of Libertyville

- Jeff Cooper

Deputy Director of Public Works/ Village Engineer
Village of Libertyville
Department of Public Works
200 East Cook Avenue
Libertyville, IL 60048
847-918-2105

3) Village of Inverness

- Sam Trakas

Village Administrator
Village of Inverness
400 Baldwin Road
Inverness, IL 60067
847-358-7740

4) Village of South Barrington

- Robert Palmer

Village Administrator
Village of South Barrington
30 S. Barrington Road
South Barrington, IL 60010
847-381-7510

5) City of Highland Park

- Mr. Ron Bannon

Director of Public Works
City of Highland Park
Department of Public Works
1150 Half Day Road
Highland Park, IL 60035
847-432-0807

Section C: Overall Work Plan w/ Dates of Each Phase

We have reviewed the Request for Proposal documents to gain a clear understanding of the services required for this project consultation. This information, combined with our prior mapping, design and construction oversight experience provides us with a complete understanding of this project and the expectations of the Village for a successful completion.

We understand the Scope of Work includes the following general parameters:

The annual MFT Street Reconstruction and Street Rehabilitation Program typically consists of full depth pavement removal; bituminous surface removal; widening; earth excavation; removal and replacement of all residential driveways; intermittent removal and replacement of sidewalks; curb and gutter removal and replacement; hot-mix asphalt binder and surface; bituminous paving; bituminous pavement patching; concrete panel replacement; intermittent driveway repair; structure reconstruction; drainage structure improvements; pavement marking; occasional pavement widening; potential watermain, storm sewer, and sanitary improvements; topsoil, sod restoration and other pertinent work.

We recognize that the selected street segments area as follows:

2025 MFT STREET RECONSTRUCTION PROJECT TENTATIVE LIST

Location	From	To	Approx. Length (LF)	Treatment Strategy
WAVERLY ROAD	CHESTNUT AVE	ARLINGTON HTS RD	1275	Street Reconstruction
EVERGREEN AVE	APPLETREE LN	WAVERLY DR	960	Street Reconstruction
BROOKWOOD DR	WAVERLY RD	EVERGREEN AVE	1350	Street Reconstruction
FERNANDEZ AVENUE*	WHITE OAK ST	CENTRAL AVE	2080	Street Reconstruction
KENNICOTT RD	HINTZ RD	UNIVERSITY DR	2800	Modified Reconstruction

* Carried over from 2024 and 95% designed

We are aware that the project entails the following requirements for Phase I, Phase II & Phase III (listed on the following pages) which we are committed to meeting or exceeding.

Phase I

-

- While the selected street segments are local roads within the Village of Arlington Heights, we recognize that, occasionally, a street limit will encroach on IDOT, Cook County, or neighboring community limits. When this situation arises, the following will be performed:
 - We will assist in the coordination of the project on behalf of the Village, and all other project stakeholders.
 - We will attend, with Village staff, all appropriate meetings with other agencies involved to ensure appropriate project coordination.
 - We will attend and document Village and other agency coordination meetings based on the number of meetings which we determine necessary for coordination.

Phase II

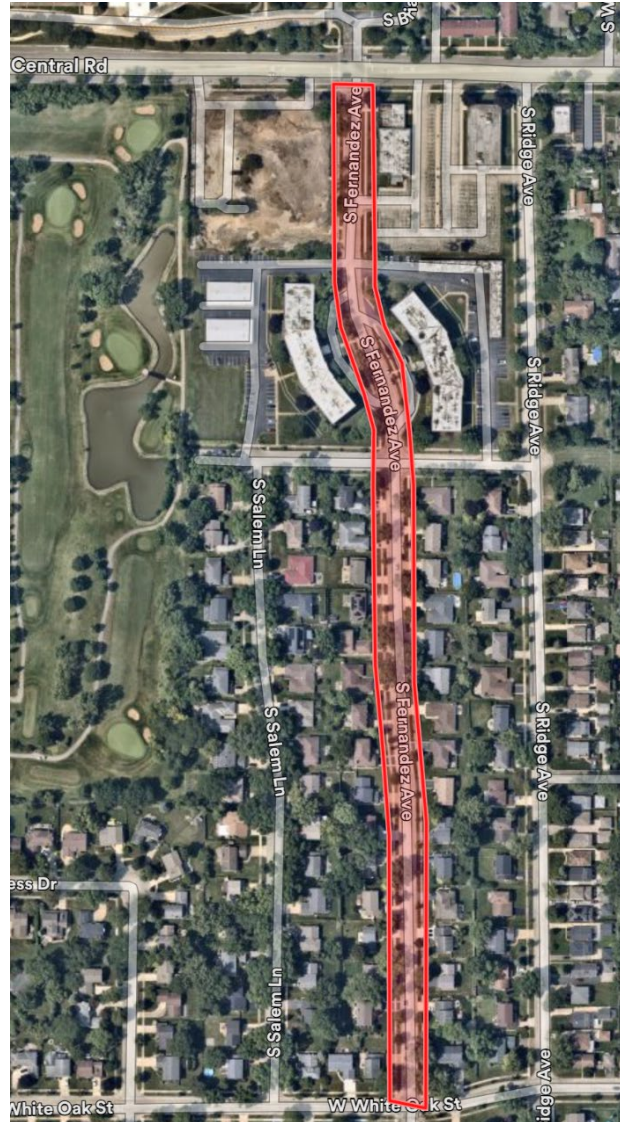
- We recognize that the design of roadway reconstruction is to conform to the Village Typical Section as provided in the RFP “Exhibit B”.
- We recognize that the design of roadway rehabilitation is to conform to the Village Typical Section as provided in the RFP “Exhibit C”.
- We will follow IDOT guidelines and Village design standards to develop Phase 2 design plans, specifications, and contract documents.
- We will follow the MFT guidelines, obtain necessary permits, including NOI and develop a Storm Water Prevention Pollution Plan, obtain IDOT approval for a local letting, and bid the project.
- We will design the selected roadways using the Village pavement cross section.
- We will analyze alternative methods to conventional pavement reconstruction, when applicable.
- We will prepare Phase II Preliminary and Final contract plans to include Plans, Specifications and Estimates (PS&E) and Estimates of Construction Cost and Time using Village and IDOT standards.
- We will prepare, submit and obtain approval for all required permits, when applicable.
- We will coordinate project bidding, including planning and attending a Prebid meeting.
- We will perform Quality Control/Quality Assurance and Constructability Reviews.
- We will provide a detailed schedule of quantity breakdown for each pay item and a summary of quantities in Microsoft Excel format to the Village.
- We will provide final design files in PDF format and AutoCAD Civil 3D to the Village.
- We will prepare the necessary documentation for Village submittal for the EPA NOI.
- We will prepare the Storm Water Pollution Prevention Plan (SWPPP).
- We will prepare the documentation for submitting for Historic Preservation Office approval.
- We will prepare the documentation for submitting an Eco CAT approval letter

- Tabulation of all quantities in XL Spreadsheet (example below) for ease of Contract Quantity calculations and to aid in accurately allocating quantities in field operations of Phase III.

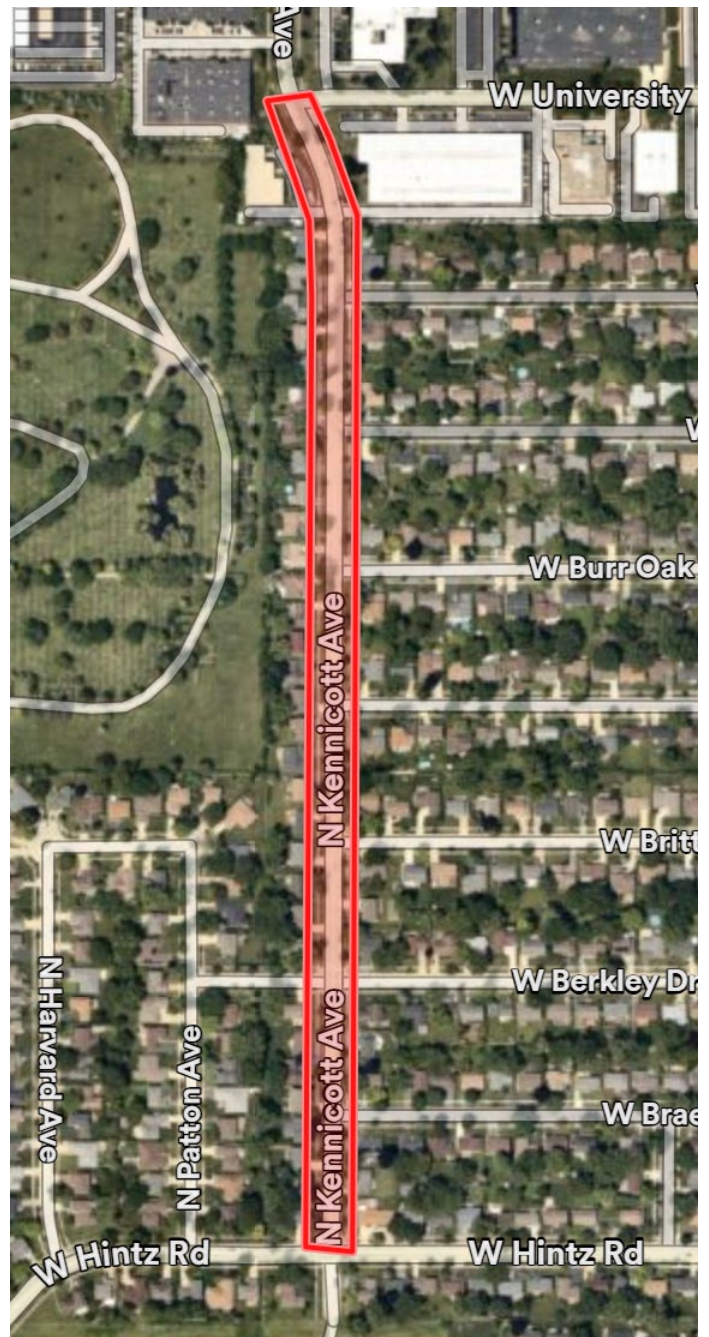
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Phase III

- We will provide Construction Engineering Services in accordance with IDOT requirements for MFT construction projects
- We will provide community notifications efforts, including but not limited to: a mailed pre- construction notice, hand-delivered notifications at every stage of construction, e-mail notifications, weekly website updates, etc.
- We will attend a preconstruction meeting.
- We will perform general full-time construction supervision for all construction activities including, but not limited to, maintenance of traffic, pavement reconstruction, installation of storm sewers, utility structure replacement, adjustments, reconstruction and underdrain installation, and detector loop installation.
- We will perform and coordinate construction inspections in accordance with IDOT Construction Check Lists, Project Drawings and Specifications, and funding requirements.
- Complete construction layout in compliance with the Drawings and Specifications. Which includes, but is not limited to:
 - Laying out drainage structure improvements;
 - Identifying sidewalk repairs within project Corridor;
 - Marking pavement and curb limits;
 - Marking driveway flares and limits;
 - Establishing the line and grade will primarily be the responsibility of the Contractor; however, field changes and special circumstances may require the establishment of line and grade by the Consultant.
- We will perform material inspections and ensure all materials meet the requirements in the IDOT Project Procedures Guide and funding requirements.
- We will witness Subgrade Proof-Rolling and Recommending Undercutting Depths.



- We will perform QC checks for all ADA ramps in accordance with IDOT and Federal requirements and documenting findings. We are familiar with PROWAG requirements.
- We will respond to questions and concerns from contractors and/or residents.
- We will measure quantities and maintain proper documentation of quantities to meet all IDOT standards, specifications and requirements.
- We will prepare and submit Inspector Daily Reports (IDOT IDR form BC 628).
- We will communicate resident and contractor questions and concerns to the Village's representative and resolve questions and concerns.
- We will make daily entries into a Diary in accordance with IDOT requirements.
- We will provide digital construction photographs documenting progress of the work that must be uploaded to the Village server, placed in the designated project folder, and labeled weekly.
- We will create a preliminary and final punch list and ensure the contractor completes the punch list.
- We will prepare bi-weekly pay requests using Village format.
- We will complete the project close-out documentation including preparation of all IDOT paperwork.
- We will prepare construction record drawings which show field measured dimensions of the completed work which the ENGINEERS consider significant and provide the Owner with one set of reproducible record drawings and all equipment operation and maintenance manuals within ninety (90) days of the Project completion.
- We will complete a warranty inspection one year after project completion and direct Contractor to address any issues that arise during warranty period for current project, or previous year's construction projects.
- We will provide all documentation and project files to the Village.



Dates of Each Phase - Milestones

Task	Start	Completion
Phase I		
Kick-off Meeting	11/20/2024	
Review of maps, geotech report and records	11/20/2024	11/31/2024
Surveying and Mapping	11/21/2024	12/04/2024
Env. Clearances and Outside Agency Verification	11/26/2024	12/20/2024
Utility Coordination (quasi-public & PW)	11/21/2024	12/15/2024
Quantity Checks and Constructability Review	12/02/2024	12/15/2024
Phase II		
Kick-off Meeting	12/16/2024	
Preliminary Design Phase	12/16/2024	01/31/2025
Preliminary Design Presentation	01/31/2025	
Village Comment on Preliminary Design	01/31/2025	02/07/2025
Final Design	01/31/2025	02/28/2025
IEPA Permitting	01/10/2025	02/10/2025
IDOT / CCDOTH Permitting	01/10/2025	03/07/2025
Phase III		
Advertise for Bid	03/24/2025	
Bid Opening (Letting)	04/14/2025	
Village Board Approval	04/21/2025	
Construction Phase	05/12/2025	09/19/2025

Section D: Alternatives to Meet Project Goals

We have reviewed the Request for Proposal documents to gain a clear understanding of the services required for this project consultation. We have a strong understanding of the project goals and objectives and a deep knowledge of the methodology employed by the Village in the pursuit of the project goals. From our experience, we recognize that the Village's established protocols have been time-tested and result in competitive contractor pricing.

There are three alternative design considerations that may provide a cost efficiency and value to the Village as follows:

Subbase Investigation and Review

- Borings in addition to cores.
 - In order to improve the forecast of sub-base undercuts (i.e.: unsuitable removal and replacement), we recommend including 2-3 borings which extend past the depth of pavement cores. The borings reporting should provide laboratory testing to determine the moisture content, dry unit weight and compressible strength of cohesive soils.

Modified Street Reconstruction Alternative Consideration:

- Pulverization of existing road base materials.
 - We have had great success in past modified reconstruction projects with the in-situ recycling of road base asphalt and aggregate materials. In situations where the road pavement cores are favorable (i.e.: no cross contamination of subbase soils into aggregate base), this methodology has provided a cost-efficient method of reconstruction and further reduced construction schedule duration. This is only viable in certain road base conditions, but it is an alternative that has proved value when the base conditions create a favorable condition for recycling.

Project Logical Termini Review near State/County ROW

- Review of limitation of roadwork to remain within Local Street ROW
 - Based on the results of the work in Phase I, we recommend reviewing the budget and construction details, including sub-surface utilities, to identify the cost-per-foot of roadway construction. This would be used to verify if any extension of work into State or County ROW would be inefficient, from a cost perspective, thus determining if it warrants the inclusion of these segments to achieve the project goals and objectives. That is, we have often found that extension of local roads work into State or County ROW comes at a higher-than-average cost due to conflicts and complications, in addition to potential variations in required road cross sections within the State or County roadway.

Therefore, if the project objectives can be met within the local ROW only, we would be in a position to recommend the limitation of project termini to remain within the local ROW only. However, if the cost was determined to be consistent and/or the State or County ROW work was necessary to meet project objectives, then we would recommend inclusion of the State or County ROW work within the Village project. There is often a very short segment of work involved in these conditions, but the scrutiny of the budgetary and objectives can guide us to a most efficient and successful determination of the logical termini of the project.

Section E: Resources to be supplied by Village

From our experience in similar projects, as well as our experience specifically with the Village of Arlington Heights, we anticipate that the following resources will be provided by the Village:

- Pavement cores and geotechnical report
- CCDD soil testing and LPC 662 and/or LPC 663 documentation
- Village AutoDesk drawing template (with Village point styles)
- Village utility atlas pages
 - Sanitary sewer
 - Storm Sewer
 - Water Main
 - Street lighting
 - Any other Village utilities within work area
- Availability for communication and coordination with Village Staff
- Community Notification Templates (i.e.: MS Word docs of historic resident notification letters)
- Any available prior sewer televising and inspection reports
- Available list of historic road flooding incident reports and identified contributing factors
- Available sewer back-up incidents and or complaints
- Available historic water main break/leak incidents
- Plan distribution and contractor bidding, including bid opening
- Availability of office space at Village Hall for coordination and documentation during Phase III
- Marking paint for Phase III (typically provided through Contractor Project Contract)

Section F: Methodology for Desired Results

We have developed the following methodology to ensure the project objectives are met. To achieve the desired results, the following methodology and basic parameters are imperative:

- Phase I
 - Accurate control point and benchmark establishment.
 - Initial stationing of roads to develop pertinent cross section locations.
 - Review of all historic Village records and atlases.
 - Utility structure inventory reports for all ROW structures.
 - Utility coordination with quasi-public utilities and Village PW department for conflict avoidance in design of new roadway improvements.
 - Surveying and mapping of selected roadways (in accordance with Village surveying requirements provided in RFP “Exhibit D”).
 - Quantity take-offs and initial Engineer’s Opinion of Probable Cost (EOPC) to validate that the project scope aligns with project budget.
 - QA/QC and constructability review based on high-level surveying and mapping results.
 - Identification of recommended project limits and verification if project limits extend into State or County ROW along with related permitting requirements.
- Phase II
 - Review of geotechnical report.
 - Consideration of any design alternatives for consideration based upon results of Phase I and geotechnical report.
 - Design of Roadway Improvements (as outlined in Section B of this Proposal)
 - Street Reconstruction Design Details.
 - Full depth pavement removal.
 - Curb and Gutter removal and replacement.
 - Earth excavation (undercut) estimates based on geotechnical report.
 - Removal and replacement of all residential driveways (sidewalk to curb).
 - Intermittent removal and replacement of sidewalks.
 - Intermittent drainage structure repair, replacement or improvements.
 - Hot-mix asphalt binder and surface.
 - Sod restoration.
 - Potential water main, sanitary sewer or storm sewer repairs.

- Other pertinent work necessary for reconstruction.
- Modified Street Reconstruction Design Details
 - Full depth pavement removal.
 - Minimal Curb and Gutter removal and replacement.
 - Earth excavation (undercut) estimates based on geotechnical reports.
 - Minimal removal and replacement of residential driveways (sidewalk to curb).
 - Intermittent removal and replacement of sidewalks.
 - Intermittent drainage structure repair, replacement or improvements.
 - Hot-mix asphalt binder and surface.
 - Minimal Sod restoration.
 - Other pertinent work necessary for reconstruction.
- Analysis of alternatives to Village prescribed design parameters along with budgetary impacts of any identified alternatives.
- Phase II Preliminary Contract Plans
 - Validation of project scope and budget based upon preliminary design development
 - Review of scope and budget with Village prior to final design implementation
- Phase II Final Contract Plans
 - Plans, Specifications and Estimates
 - Final estimates of construction cost and time
 - Submit and obtain all necessary permits
 - Detailed quantities for each pay item in XL Spreadsheet format.
- QA/QC and constructability reviews based upon final design
- Coordination with Village with bidding, planning and pre-bid meeting
- Final plans provided to Village in AutoCAD Civil 3D and pdf formats.
- Phase III
 - Pre-construction Services
 - Become fully acquainted with the nature of the work as defined by the project plans
 - Become fully knowledgeable of the sites at which work is to be accomplished
 - Clearly identify all conditions affecting the cost and performance of the work
 - Ascertain the standard practices of the Village and become familiar with the contract documents
 - Prepare project files, Quantity and IDR Books
 - Construction Services

- Performing general full-time construction supervision for all construction activities including, but not limited to, maintenance of traffic, pavement reconstruction, installation of storm sewers, combined sewers and water mains, utility structure replacement, adjustments, reconstruction and rehabilitation. Communications with Village's Contractor on all aspects of project.
- Performing and coordinating construction inspections in accordance with IDOT Construction Check Lists, Project Drawings and Specifications, and funding requirements.
- Complete construction layout in compliance with the Drawings and Specifications. Which includes, but is not limited to:
 - i. Laying out drainage structure improvements;
 - ii. Identifying sidewalk repairs within project Corridor;
 - iii. Marking pavement and curb limits;
 - iv. Marking driveway flares and limits;
 - v. Establishing the line and grade will primarily be the responsibility of the Contractor; however, field changes and special circumstances may require the establishment of line and grade by us.
- Supervising material inspections and ensuring all materials meet the requirements in the IDOT Project Procedures Guide and funding requirements.
- Witnessing Subgrade Proof-Rolling and Recommending Undercutting Depths.
- Performing QC checks for all ADA ramps in accordance with IDOT and Federal requirements and documenting findings. Familiarity with PROWAG requirements.
- Responding to questions and concerns from contractors and/or residents.
- Measuring quantities and maintaining proper documentation of quantities to meet all IDOT standards, specifications and requirements.
- Preparing and submitting Inspector Daily Reports (IDOT IDR form BC 628) within one week or less of work activity.
- Collecting and organizing daily material tickets.
- Coordinating resident and contractor questions and concerns and resolving questions and concerns.
- Making daily entries into a Diary in accordance with IDOT requirements.
- Providing digital construction photographs documenting progress of the work that must be uploaded to the Village server, placed in the designated project folder, and labeled weekly.
- Assisting with the creation of a preliminary and final punch list and ensuring the contractor completes the punch list.
- Performing Resident Engineer (RE) duties including management of the construction project including measurement and documentation of completed work, and public information tasks.

- Assisting in preparation of pay requests.
- Assisting in project close out.
- Completing a Warranty Inspection to identify and direct Contractor to address any issues that arise during warranty period for current project, or previous year's construction projects.
- Collect and manage, in an excel document, field measurements of driveways, curbs, sidewalks, pavement area, drainage structure survey, and other pertinent information.
- We will prepare construction record drawings which show field measured dimensions of the completed work which the ENGINEERS consider significant and provide the Owner with one set of reproducible record drawings and all equipment operation and manuals within ninety (90) days of the Project completion.
- Perform other related duties of the Resident Engineer (RE).

We request the use of a temporary office space at the Village Hall if it becomes necessary to use such space in the course of our services. We will furnish all "tools of the trade", including, but not limited to, cell phone, laptop, vehicles and safety equipment.

We recognize that all records must be submitted to the Village's and will become the property of the Village. All final measurements, records, and calculations will be submitted no later than 4 weeks after completion date of construction.

Section G: Fee Schedule

Our proposal is to staff this project with the seven (7) staff members included in the spreadsheet below. These staff members have allocated time to the various engineering tasks as stipulated in this proposal and their allocated work hours are tabulated to fully support the Village from initial project kick-off through occupancy of the final approved road construction through punch list completion. The Hourly Billing Rate Fee Schedule is applicable through 2027.

For greatest efficiency, we are intending to utilize Senior Construction Inspector, Jeff Sparks, who previously served as our Street Rehabilitation and Street Reconstruction Program Sr. Construction Inspector. From our prior years' experience, we wish to highlight that the previous contractors have not been working 8-hour days to accommodate the Village construction schedule; rather, they are working 9-10 hours/day on average, so we reflected an average of 9-hours/day in Jeff's time allotment during construction to ensure that the contractor is fully supported through the construction process. This proposal aims to provide all staffing members, as detailed herein, to ensure that this project is amply covered for professional and technical staff, including Resident Engineer duties performed by Desiree Doland as the Principal Engineer.

Anticipated Project Staffing Hours							
WORK ITEM (as identified in Section F: Methodology)	Principal Engineer	Project Engineer (Engineer 1)	Land Surveyor	Survey Crew Chief	Survey Technician	CAD Technician	Sr. Construction Inspector (Doc. Cert.)
Phase I							
Control Point & Benchmark Establishment			4	8	8	4	
Establish Field Stationing of Roadways				24	24	8	
Review of Historic Records and atlases	4		4				
Utility structure inspections and inventory reports	4	24			24		
Utility coordination	4	12					
Surveying and mapping of roadways			10	96	84	60	
Quantity take-offs and initial EOPC	8	20				8	
QAQC constructability review	8						
Total Estimated Phase I Hours	28	56	18	128	140	80	0
Phase II							
Review geotechnical report	4	4					
Alternate design considerations	8	8					
Design of roadway improvements							
Preliminary design	78	116				32	
Final design	60	102				32	
Analysis for alternate budget items	10						
Contract Plan Preparation							
Preliminary Plans	64	98				72	
Final Plans	48	62				72	
QAQC for constructability	16						
Coordination, bidding and pre-bid meeting	16						
Total Estimated Phase II Hours	304	390	0	0	0	208	0
Phase III							
Pre-construction services	8	24					40
Construction Services	200	400					828
Post-construction services	24	40					40
Total Estimated Phase III Hours	232	464	0	0	0	0	908
Hourly Billing Rate Fee Schedule							
	Principal Engineer	Project Engineer (Engineer 1)	Land Surveyor	Survey Crew Chief	Survey Technician	CAD Technician	Sr. Construction Inspector (Doc. Cert.)
	\$200.00	\$125.00	\$150.00	\$109.00	\$105.00	\$110.00	\$113.00

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EXHIBIT B

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:

\$500,000 injury-per occurrence

\$500,000 disease-per employee

\$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than \$1,000,000 for vehicles owned, non-owned, or rented.

All employees will be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

\$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of this Agreement)

D. Professional Liability Insurance. With a limit of liability of not less than \$1,000,000 per occurrence and \$2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of this Agreement.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. Owner as Additional Insured. Village will be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each additional Insured endorsement will identify Village as follows: Village of Arlington Heights including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, the Consultants, and representatives.

- G. Other Parties as Additional Insureds. In addition to Village, the following parties will be named as additional insured on the following policies:

<u>Additional Insured</u>	<u>Policy or Policies</u>
_____	_____
_____	_____
_____	_____

GEOGRAPHIC INFORMATION SYSTEMS TECHNOLOGY RIDER

The Village has developed digital map information through Geographic Information Systems Technology ("**GIS Data**") concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the Village will be limited to the scope of the Work that the Consultant is to provide for the Village;
2. **Purpose of GIS Data. The Consultant** will limit its use of the GIS Data to its intended purpose of furtherance of the Work; and
3. **Agreement with Respect to GIS Data.**
 - a. **Trade Secrets of the Village.** The GIS Data constitutes proprietary materials and trade secrets of the Village and is the property of the Village;
 - b. **Consent of Village Required.** The Consultant may not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village.
 - c. **Supply to Village.** At the request of the Village, the Consultant will provide the Village with all information that has been developed by the Consultant based on the GIS Data;
 - d. **No Guarantee of Accuracy.** The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use of the GIS Data; and
 - e. **Discontinuation of Use.** At the time as the Services have been completed to the satisfaction of the Village, the Consultant will cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the Village will be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving Aerial Truck Vehicle Purchase for Public Works

Department: Public Works & Engineering

Item Description:

The 2024 Capital Improvement Plan allocates \$266,802 for the replacement of the Public Works and Engineering Department's aerial truck. This truck is primarily used for traffic signal maintenance, as well as other critical maintenance tasks such as banner installation, roadway lighting maintenance and to safely trim Village-owned trees throughout the community. This truck is used on a daily basis to perform maintenance to traffic signals and roadway lighting.

Public Works and Engineering staff recommend replacing the aerial truck, which will be 15 years old when the potential replacement is delivered in early 2026. The Fleet Services Auto Technicians thoroughly inspected the truck for usability and confirmed the determination for replacement as it has exceeded its useful life for Public Works operations. If the purchase is approved, the existing aerial truck will be surplus in accordance with Village guidelines.

Staff proposes purchasing a 2025 Ford F550 for \$197,028, which includes all upfitting. Staff leveraged competitive pricing through the Sourcewell cooperative purchasing program contract. Sourcewell (formerly NJPA) is a joint purchasing cooperative similar to Northwest Municipal Conference (NWMC) that uses multiple government agencies and collaborative purchasing to obtain more competitive bid pricing. Versalift of Waco, Texas, holds the Sourcewell contract for aerial lift trucks.

Funding for this purchase is available in the Capital Vehicle Replacement Budget, Account No. 621-9003-550050 VH9501.

RECOMMENDATION

Public Works and Engineering staff recommends awarding Versalift of Waco, Texas, the purchase of one Ford F550 aerial truck for \$197,028 as authorized in the attached resolution.

ATTACHMENTS:

1. Resolution Approving Aerial Truck Purchase for Public Works and proposal

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF AN
AERIAL TRUCK FOR THE PUBLIC WORKS DEPARTMENT
FROM VERSALIFT OF WACO, TEXAS

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village is a member of the Sourcewell Cooperative Purchasing Program (formerly NJPA), a joint purchasing cooperative that uses multiple government agencies and collaborative purchasing to obtain more competitive bid pricing; and

WHEREAS, the Village participates in Sourcewell which permits local governments to purchase commodities and services according to contracts negotiated by Sourcewell, resulting in significant savings for the Village; and

WHEREAS, the Public Works Department has identified the need to purchase an aerial truck vehicle; and

WHEREAS, the Sourcewell Cooperative sought bids for the award of the contract for the purchase of a 2025 Ford F550 aerial truck vehicle ("*Purchase Contract*"); and

WHEREAS, the Sourcewell Cooperative identified Versalift of Waco, Texas, as the low responsible bidder for the Purchase Contract; and

WHEREAS, the Village now desires to purchase the 2025 Ford F550 aerial truck, in a total amount not to exceed \$197,028; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase the 2025 Ford 550 aerial truck, from Versalift, in a total amount not to exceed \$197,028, in accordance with the Sourcewell Cooperative and the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PURCHASE. The President and Board of Trustees hereby approve the contract for the purchase of a 2025 Ford F550 aerial truck from Versalift of Waco, Texas, in a total amount not to exceed \$197,028, in accordance with Sourcewell Cooperative and the Purchase Contract, is hereby approved.

SECTION 3. EXECUTION OF REQUIRED DOCUMENTATION. The Village Manager and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all documents necessary to complete the purchase authorized pursuant to Section 2 of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk

Time Manufacturing Co.
7601 Imperial Drive
Waco, Texas 76712-6608
254.399.2100



QUOTATION

SOURCEWELL N-24764

Customer: Village of Arlington Heights
Attn: Ray Salisbury
Email:
Phone:
Address: 222 N. Ridge Ave.
Arlington Heights, IL. 60005

Date: 11/20/2024
Model: SST-40-EIH

**VERSALIFT SOURCEWELL
CONTRACT #110421-TIM**

<u>Model</u>	<u>Description</u>	<u>Sourcewell Base Price</u>
SST-40-EIH	Insulated 39 ft. 8 in. (11.0 m) telescopic aerial platform lift, 45 ft. (13.72m) working height including the following items:	\$106,680.00

STANDARD SOURCEWELL FEATURES:

- Standard platform capacity of 350 lbs. (159 kg).
- Ford 550 4x2, 19,500 GVW, 84" CA chassis with diesel engine, automatic transmission, and air conditioning. 132" steel service body with treadplate tops, standard compartments, and 24" tailshelf.
- TruGuard™ 2.0 dielectric isolating system with 3- axis single stick control. All control handles are isolated and tested per ANSI 92.2. The high resistive dielectric system is protected from direct environmental and job-related contamination. TruGuard™ 2.0 technology incorporates the use of full hydraulic controls with durable metal handles and linkages.
- Full pressure turret mounted lower controls including override.
- Engine start/stop system with controls at platform and lower controls including auto throttle.
- Rear torsion bars with additional 800 lbs. counterweight for stability.
- Three gpm (11.4 lpm) open center hydraulic system.
- Standard hydraulic oil.
- Fiberglass inner boom and patented ELECTROGARD provide 42 in. (1.07 m) insulation gap fully retracted
- meeting ANSI A92.2-2010 requirements for Category C, 46 KV and below.
- ELECTROGARD and inner boom finished with white urethane paint over white gel coat.
- Integral hydraulic oil reservoir with dual sight gauges and 15 gal. (56.8 l) capacity.
- End mounted 24 in. x 24 in. x 42 in. (0.61 m x 0.61 m x 1.07 m) closed fiberglass platform with one curbside step.
- Master/slave hydraulic leveling with upper control for clean out and rescue.
- Non-lube bearings used at all pivot points.
- Multi-link hose carrier system through booms.
- PTO power source.
- Boom cradle and ratchet type tie down strap.
- Mounting hardware for chassis/cab installation.
- Standard White Urethane Paint
- Two operator's manuals and two service manuals.
- 5 lb. fire extinguisher.
- ANSI A92.2 data plate.

OPEN MARKET OPTION:

Options shown below in addition or in lieu of the Sourcewell standard features and base price shown above _____ \$88,008.00

- Back up pump for 12V chassis
- 180-degree platform rotator
- Chassis insulating system
- 24" x 30" x 42 platform with liner with step and cover in lieu of the above 24" x 24" x 42 platform
- Platform capacity of 300 lbs.
- TruGuard™ 2.0 removed.
- Underframe rear torsion bar.
- Two (2) LED low pro strobe lights at bulkhead
- Four (4) LED strobes, two (2) at front and rear corners
- Two (2) LED strobes in grill and two (2) in rear tailshelf.
- Two (2) LED strobes mounted on rear bottom corners of body.
- Two (2) LED spotlights mounted on top of each side of window cab guard with remotes.
- Two (2) rubber wheel chocks and rear mud flaps.
- Dual function back up alarm.
- First aid kit and triangle Kit.
- 2500-watt inverter in rear vertical with 120V outlet double GFI
- Install of OEM back up camera.
- Install of PTO and counterweight.
- Black non-skid painted on floor and top of tailshelf.
- Combo pintle hitch with 2" ball and 6-prong round receptacle
- 2" Receiver hitch and 3-position receiver mount plate.
- 133" steel service body painted **RED**, with standard compartments and options, 24" tailshelf with side access, side access step, rod-lock system, window guard assembly, 2" x 6" plastic board in channel, and LED lighting package in lieu of the above 132" steel body
- Ford F550 4x4 cab and chassis with cab painted **RED**, gas engine, 84" CA, and 19,500 lb. GVWR in lieu of the above Ford F550 4x2 cab and chassis

Price Summary

TOTAL PRICE F.O.B. WACO, TX.:	\$194,688.00
TOTAL PRICE FREIGHT TO ARLINGTON HEIGHTS, IL.:	\$ 2,340.00
COMPLETE TOTAL PRICE F.O.B. ARLINGTON HEIGHTS, IL.:	\$197,028.00

TERMS: Net 30 Days. Chassis MSO sent upon receipt of payment.
SHIPMENT: Approximately 375-425 days after receipt of order at Versalift.
NOTES: Prices and delivery are subject to change.

Thank you for considering <**VERSALIFT**> to meet your utility equipment needs. We look forward to earning your business.

Best Regards,

STAN TOMCHESSON

Government Contracts Sales Coordinator

Phone: (254) 399-2167

Email: StanTomchesson@versalift.com





VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Authorizing a Contract for Kensington Road at
Waterman Avenue Traffic Signal Design

Department: Public Works & Engineering

Item Description:

The intersection of E Kensington Road and S Waterman Avenue has experienced an above average number of traffic accidents in recent years. Since January 2018, 24 accidents have been recorded at this location, including 19 right-angle collisions, three rear-end collisions, and one incident involving a pedestrian.

Despite high-visibility signage and upgrades completed in 2021, the intersection remains a safety concern for motorists and pedestrians. To address this, staff conducted a comprehensive study that included accident reports, a Miovision Traffic Study, and a 13-day Stealth Speed Radar analysis. The study evaluated the intersection under the criteria set forth in the Manual on Uniform Traffic Control Devices (MUTCD) and determined that the crash experience warrant for signal installation was met.

The proposed improvements involve the installation of new traffic signals at the intersection, along with any necessary street modifications to accommodate the signals.

A Request for Qualification (RFQ) for this project was published on the Village website on September 25, 2024. Eight firms submitted Statements of Qualification. Following a thorough evaluation, we are pleased to announce that BLA Inc. of Itasca, IL has been selected to perform the Phase 1 confirmation of scope, Phase 2 design and plan preparation, and Phase 3 bidding and construction engineering for this project.

BLA's proposal for the Phase 1 & Phase 2 portions of the project totals \$81,066.14. Funding is available in the 2024 budget (\$50,000) and 2025 budget (\$20,000) in Acct #401-7101-550300 (SG2301). There is sufficient funding in the 2025 budget under Acct #410-7101-550300 (ST9008) to cover the additional \$11,066.14.

The Village still has a grant available from the 2019 Illinois Capital Bill SB262 through the Illinois Department of Commerce and Economic Development (DCEO) for "Traffic Signals" in the amount of \$450,000. Staff is working with the DCEO to apply this grant to the construction portion of this project as a reimbursement. Phase 3 construction and construction engineering is programmed and budgeted for 2026. Contracts and agreements for Phase 3 work will be presented to the Board at a future date.

RECOMMENDATION:

It is recommended that the Village Board approve the Resolution that authorizes the attached agreement for Phase 1 & 2 Engineering Services for the Kensington Road at Waterman Avenue Traffic Signal Project to BLA Inc. of Itasca, Illinois in an amount not to exceed \$81,066.14.

ATTACHMENTS:

1. Kensington Waterman Resolution and Proposal

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH
BLA, INC. OF ITASCA, ILLINOIS
FOR PHASE 1 & 2 ENGINEERING AND OTHER RELATED ENGINEERING SERVICES

WHEREAS, the Village desires to retain a qualified firm to provide Phase 1 Project Development verification, Phase 2 Design Engineering, Plan Preparation, Bid Services and other related Engineering Services associated with the Kensington Road at Waterman Avenue Traffic Signal Project (“*Services*”); and

WHEREAS, the Village issued a request for qualifications for qualified firms to complete the Services; and

WHEREAS, the Village has determined that the proposal submitted by BLA, Inc. of Itasca, Illinois (“*Consultant*”), is the most appropriate for the provision of the Services; and

WHEREAS, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant (“*Agreement*”); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Board of Trustees hereby approves the Agreement by and between the Village and Consultant, in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT



November 22, 2024

VIA EMAIL

Mr. Daniel Hoscilo
Village of Arlington Heights
33 S. Arlington Heights Road, Arlington Heights, IL 60005

Re: Kensington Road and Waterman Avenue Traffic Signal
Phase I and II Engineering Design Proposal

Dear Mr. Hoscilo:

We at BLA, Inc. (BLA) are pleased to provide you with a professional services proposal for the new traffic signal at Kensington Road and Waterman Avenue. The work includes the design of a new traffic signal where one currently does not exist. The project will be funded with local funds and coordination and approval through IDOT is not required.

BLA will commence with the following work scope immediately upon your authorization to proceed.

Task	Cost
Phase I Traffic and Safety Analysis	
Phase I Engineering	\$25,749.00
Direct Costs	\$130.00
Phase I Subtotal:	\$25,879.00
Phase II Engineering Design	
Phase II Design Engineering	\$46,813.50
Direct Costs	\$720.64
Geotech and Soil Sampling (Subconsultant – SMC)	\$7,653.00
Phase II Subtotal	\$55,187.14
Total:	\$81,066.14

A detailed project scope of work is included for a thorough understanding of what each task entails.

Please let us know at once if any of the above information is at variance with your instructions. If this correctly reflects your instructions and is acceptable, please sign below and return one copy for our file.

Thank you for requesting BLA, Inc. for this work.

Should you have any questions or require additional information please contact us at 630 438-6400.

Sincerely,
BLA, Inc.



Daniel B. Bruckelmeyer, P.E.
President and Chief Executive Officer



Jeremie Lukowicz, P.E., MPA
Director of Municipal Services

ACCEPTANCE

Village of Arlington Heights

By: _____
Title: _____
Date: _____

PROFESSIONAL SERVICES RATES 2025

Our rates for professional services are as follows:

Principal	\$265.00
Director of Construction Engineering	\$245.00
Director of Preliminary Design Services	\$245.00
Director of Structural Engineering	\$235.00
Senior Structural Engineer	\$220.00
Senior Transportation Engineer	\$200.00
Senior Resident Engineer	\$185.00
Director of Design	\$185.00
Director of Municipal Services	\$185.00
Senior Project Manager	\$175.00
Senior Drainage Engineer	\$170.00
Director of Environmental Services	\$160.00
Resident Engineer II	\$150.00
Project Manager	\$135.00
Resident Engineer I	\$125.00
Structural Engineer II	\$120.00
Project Engineer	\$115.00
Documentation Engineer	\$115.00
Construction Engineer II	\$110.00
Structural Engineer I	\$105.00
Public Outreach Coordinator	\$105.00
Design Engineer	\$95.00
Construction Engineer I	\$95.00
Clerical Assistance	\$70.00
Engineering Intern	\$55.00
Vehicle (per day)	\$65.00
Vehicle (half-day)	\$32.50
Reimbursable Expenses/Direct Costs	as incurred (pass through, no markup)

These rates are based on average hourly rates and invoices will be based on actual rates with a multiplier of 2.65 and are subject to change with annual performance appraisals.

In addition to the hourly rates for professional services, expenses for any outside costs such as reproducible, prints and delivery charges will be billed to you at cost plus a 15% fee for handling.

Client understands and agrees that on January 1, 2026 and yearly thereafter, the fees and quotes for services to be performed shall be increased by an amount not to exceed 10%.



Kensington Road at Waterman Avenue
Traffic Signal
Village of Arlington Heights

11/22/2024

PROJECT SCOPE

BLA, Inc. proposes to complete a Phase I Traffic and Safety Analysis, Phase II Engineering Design, and Phase III Construction Management for the proposed traffic signal installation at Kensington Road and Waterman Avenue for the Village of Arlington Heights (VAH). cursory review of historical traffic and crash data indicates a traffic signal is warranted. The project will be locally funded and proceed to a Local Letting.

BLAs' written scope of services also includes the written scope of services of all subconsultants to BLA contained herein and after.

A. Phase I Traffic and Safety Analysis

A1 Data Collection

BLA will access the Illinois Department of Transportation Safety Portal to obtain the most recent five years (2019 through 2023) of crash data and the detailed police reports. The turning movement traffic data includes vehicular classification with peds and cyclists.

VAH will provide GIS data of existing village utilities and assets, historical traffic data for the intersections of Kensington Road at Waterman Avenue and Kensington Road at S. Regency Dr. W. and as-built plans for Kensington Road, Waterman Avenue, and the traffic signal for the intersection of Kensington Road at Regency Drive West. Also, the VAH will collect and provide current 24-hour turning movement traffic data for the intersections of Kensington Road at Waterman Avenue and Kensington Road at Regency Drive West and a speed study on Kensington Road west of Waterman Avenue.

A site visit will be performed to verify sight lines, utility clearances, sign locations, trees, etc. that may affect the location of traffic signal foundations.

A2 Data Analysis and Recommendations

Traffic data will be summarized to define the hourly vehicle and pedestrian volumes, crash data will be summarized by crash and injury type by year; and speed data will be summarized to define the 85th percentile speed. These summaries will be utilized to perform the traffic signal warrant analysis of the Manual on Uniform Traffic Control Devices (MUTCD) 11th Edition. Charts, diagrams, and tables will be utilized to present the criterion and relative data of each traffic signal warrant.

Additionally, crash data will be reviewed to determine if there prevailing crash trends or causes of crashes can be identified and addressed to enhance the installation of the traffic signal.

Upon determination that a traffic signal is warranted, an operations analysis will be performed. This



Kensington Road at Waterman Avenue
Traffic Signal
Village of Arlington Heights

11/22/2024

operations analysis will determine the recommended signal timings for the Kensington Road at Waterman Avenue intersection as well as determining if a traffic signal interconnect is warranted with the Kensington Road at Regency Drive West traffic signal.

An intersection design study (IDS) will be prepared to reflect the proposed locations of mast arms, posts, pedestrian push buttons, controller cabinet, realigned sidewalks, ADA, and pavement markings. A left turning analysis utilizing an appropriately sized design vehicle based on the classification of traffic from the traffic count will be performed for the Waterman Avenue approaches to confirm opposing horizontal clearances or the need for split phasing of the traffic signal.

Upon completion of data summarization and analysis, a meeting will be held with VAH to discuss the findings and recommendations prior to documentation.

A3 Documentation

A technical memorandum will be prepared detailing the data collected, the analyses performed, and the resulting recommendations. Exhibits will be prepared to present the recommendations. A draft report and final report shall be prepared and transmitted electronically. No hard copies will be printed.

A4 QA/QC & Administration

This item includes project setup, Phase I internal QA/QC, budget control, invoicing, and in-house coordination of the project.

B. Phase II Engineering Design

B1 Topographic Survey

BLA will obtain an above ground topographic survey from edge-of-pavement to right-of-way of the project limits. The project limits consist of 50 feet from the center of the intersection along Kensington Road and along Waterman Avenue.

This shall consist of obtaining all existing features within each roadway parkway including (but not limited to) edge of pavement, top of curb, sidewalk, driveway aprons, visible above-ground “dry” utilities (electric, telephone, etc.), and top of casting elevations (rim grade, flange elevations, etc.) of public facilities (sanitary, water, storm).

B2 Plan Preparation and Contract Documents

BLA will prepare the contract plans and documents for a Local Letting. The items will be submitted to the Village at the Preliminary, Prefinal, and Final submittal for review, comment, and concurrence. Comments received will be addressed and a formal disposition will be prepared and provided with the subsequent submittal. It is anticipated that the below plan sheets and contract items are necessary.



Kensington Road at Waterman Avenue
Traffic Signal
Village of Arlington Heights

11/22/2024

Title Sheet: The title sheet will be prepared according to the IDOT BLRS Manual or the Village of Arlington Heights standards as directed by the Village of Arlington Heights. The title sheet will be signed by the Professional Engineer and provided to the Village for signature at satisfactory completion of the project.

General Notes, Standards, and Index: The sheet will include a list of applicable IDOT highway standards (including Traffic Control Standards), Village standards, and IDOT District 1 standards. In addition, the sheet will include all applicable general notes and commitments as well as the index of all plan sheets. A list of project contacts and utility contacts will be included as applicable.

Alignment, Ties and Benchmarks: The sheet will include complete alignment with data, ties with northing and easting, and benchmarks for each roadway per the alignment determined in preliminary design.

Summary of Quantities: The summary of quantities includes construction and funding code breakdowns, the quantity calculations/take off for each pay item and preparation of quantity book for delivery to the Village.

Schedule of Quantities: These sheets will have all pay items except lump sum and estimated items scheduled according to plan location per Village or IDOT plan preparation requirements and will help locate quantities.

Traffic Signal Plan - Proposed Installation and Cable Plan: This shall consist of the proposed signal sheets which detail locations of posts, mast arms, pedestrian posts, and details location and size of proposed cabling, and street name sign sheets with the traffic signal summary of quantities. The proposed plan will follow the Village approved Intersection Design Study and the IDOT District One Standards for Traffic Signal Guidelines.

Traffic Signal Plan-Proposed Interconnect and Schematic: The proposed interconnect plans will be based on the outcome and decisions in Phase I. The plans will include the proposed interconnect and the interconnect schematic. The interconnect schematic sheet will include the interconnect summary of quantities.

Sidewalk Removal / Proposed Plan / ADA: The plans will illustrate the removal of non-compliant ADA ramps and sidewalk corners and illustrate the proposed geometry and grades. The sheets will incorporate slopes, elevations, stationing, offset (northing / easting) and all detectable warning panels specified. In addition, the ADA plans will include the proposed crosswalk pavement marking location, material type, and dimensions, rather than including a separate pavement marking plan.

Specifications & Special Provisions: This booklet will include all applicable specifications and special provisions for construction of the project. It will also include all applicable IDOT and Village of Arlington



Kensington Road at Waterman Avenue
Traffic Signal
Village of Arlington Heights

11/22/2024

Heights specifications and check sheets required to facilitate a local letting.

Estimate of Cost: Detailed estimates of cost will be prepared and provided at the preliminary, prefinal, and final submittals. The forms will be prepared and updated per each submittal. The unit prices will be determined from recently awarded bid prices.

Estimate of Time: An estimate of time shall be prepared for the preliminary, prefinal and final submittals. It is anticipated that this project will be built during one construction season.

B3 Meetings and Site Visits

BLA will facilitate coordination meetings with the Village throughout the Phase II design. BLA will prepare an agenda, attend the meetings, and provide follow-up meeting meetings. Two meetings are anticipated.

In addition, this task includes field visits. BLA will visit the site prior to the beginning of Phase II as well as perform a plan-in-hand site visit near the prefinal submittal.

B4 Utility Coordination

BLA will perform the JULIE One-Call Design Ticket to confirm utility atlases within the project footprint. These atlases will be reviewed and cross-checked against the existing field conditions for accuracy. All utilities will be analyzed for conflicts with the proposed improvement, and it is anticipated that the proposed improvement will be adjusted to avoid potential utility conflicts. A list of “Watch and Protect” locations will be identified and included in the Special Provisions. BLA will prepare a Utility Coordination Letter that will be submitted to the Utility Companies at the beginning of Phase II to begin the coordination process. The letter will be updated and submitted along with the engineering plans at each submittal throughout the design.

B5 QC/QA & Administration

This item includes Phase II QA/QC, budget control, invoicing, and in-house coordination of the project.

B6 Bidding Assistance

BLA will respond to requests for information (RFI) during construction as well as shop drawing review related to traffic signal items requiring Village standard approval. BLA will attend the pre-construction meeting, review the bid tabs, and provide an award letter for the low bidder.

B7 Geotechnical Investigation / LPC 663 CCDD

BLA’s subconsultant will perform soil borings in the vicinity of the proposed mast arm foundations. In addition, they will prepare and execute the IEPA LPC-663 form for Clean Construction Demolition Debris to be included in the contract specifications and bid documents. Refer to the included subconsultant’s



11/22/2024

scope of work for further details.

Not Included in Scope of Phase II Work

The scope of Phase II work includes the items and tasks listed above. The following items, but not limited too, are not included in the project scope of work but can be included at the request of the Village.

- Structural Engineering Design (retaining walls, foundations, box culverts, etc.)
- Detailed Landscaping Plans; (Quantity to be included for restoration)
- Plat of Highways and Legal Descriptions
- Land Acquisition Services and/or Appraisals & Negotiations
- Environmental resource review or coordination
- Wet or Dry Utility Relocation Plans
- Intersection or Approach Lighting Design or Photometric Calculations
- Noise Study or Air Quality Study
- Tree Health and Condition Assessment
- Public Information Meeting
- Storm Sewer Televising
- Permitting: Army Corps, IDOT, IDNR, etc
- Preparation of Intergovernmental Agreement(s)
- Grant applications and processing
- IDOT coordination and approvals during Phase I and Phase II



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Awarding a Contract for ComEd Shared-Use Path Project – Phase I Engineering Services

Department: Public Works & Engineering

Item Description:

On March 6, 2024, the Village was notified that U.S. Representative Mike Quigley (IL-05) secured a \$480,000 Community Project Funding Grant FY24 for the "Commonwealth Edison (ComEd) Right-of-Way Shared Use Path" project, which represented 80% of the estimated \$600,000 Phase 1 project development cost.

The project is proposed as a 3.7 mile, east-west multi-use path throughout the northern Arlington Heights area, connecting the Palatine Trail to the Prospect Heights Bike Path and providing community access to apartments, shops, and parks along the path. The proposed path alignment will follow the existing ComEd right-of-way (ROW) corridor, cross Route 53 and two major roadways and three neighborhood streets before ending at Schoenbeck Road and connecting to the Prospect Heights Bike Path. This proposed trail has been identified as a high priority project by the Bicycle and Pedestrian Advisory Commission and is in the adopted Village of Arlington Heights Bicycle and Pedestrian Plan as well as in the Chicago Metropolitan Agency for Planning's (CMAP) 2018 Regional Greenway and Trails Plan.

Staff went through a Qualifications Based Selection (QBS) process for Phase I, Phase II and III Engineering services for the "Commonwealth Edison (ComEd) Right-of-Way Shared Use Path" project. After reviewing ten (10) proposals and interviewing four (4) firms, the staff selected Christopher B. Burke Engineering.

Staff has worked with Christopher B. Burke Engineering on numerous past projects, including Cypress Detention Basin, Greenbriar-Roanoke Stormwater Improvements, Wilke Road Resurfacing, and Euclid Avenue Resurfacing projects, to name a few. The staff is recommending and requesting approval of the Commonwealth Edison (ComEd) Right-of-Way Shared Use Path Project Phase I engineering services contract with Christopher B. Burke Engineering for Phase I engineering services in the amount of \$661,837. During the interview process, several ideas were developed that may need further exploration during Phase I. If these develop into potential enhancements that need further exploration, staff will present an addendum in 2025.

Funding breakdown:

2024 Budget Acct #401-7101-550600 (ST2201): \$120,000
2025 Budget Acct #401-7101-550300 (ST2501): \$480,000
2025 Budget Acct #410-7101-550300 (ST9008): \$ 61,837

RECOMMENDATION

It is recommended that the Village Board approve the Resolution that authorizes the attached agreement for the Phase I engineering services required for the Commonwealth Edison (ComEd) Right-of-Way Shared Use Path Project – Phase I Engineering Services to

Christopher B, Burke Engineering of Rosemont, Illinois, in an amount not to exceed \$661,837.

ATTACHMENTS:

1. Resolution and attachments - Com Ed Shared Use Path

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH
CHRISTOPHER B. BURKE ENGINEERING, LTD. OF ROSEMONT, ILLINOIS
FOR PHASE 1 PROJECT DEVELOPMENT ENGINEERING RELATED SERVICES

WHEREAS, the Village desires to retain a qualified firm to provide Phase 1 Project Development Engineering related services associated with the Commonwealth Edison Right-of-Way Shared-Use Path Project (“*Services*”); and

WHEREAS, the Village issued a request for qualifications for qualified firms to complete the Services; and

WHEREAS, the Village has determined that the proposal submitted by Christopher B. Burke Engineering, Ltd., of Rosemont, Illinois (“*Consultant*”), is the most appropriate for the provision of the Services; and

WHEREAS, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant (“*Agreement*”); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Board of Trustees hereby approves the Agreement by and between the Village and Consultant, in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT



Local Public Agency Engineering Services Agreement

Agreement For	Agreement Type
Using Federal Funds? ☒ Yes ☐ No Federal PE	Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Arlington Heights	Cook	TBD	
Project Number	Contact Name	Phone Number	Email
	Briget Schwab	(847) 368-5250	bschwab@vah.com

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Arlington Heights COMED Shared Use Path		3.7 miles	
Location Termini			Add Location
Palatine Bike Trail (west of IL 53) to Prospect Heights Bike Trail (east of Schoenbeck Road)			Remove Location

Project Description

Proposed Shared Use Path (SUP) generally located within the COMED ROW in the Village of Arlington Heights to connect the Palatine Bike Trail located west of IL 53 to the Prospect Heights Bike Trail located east of Schoenbeck Road with proposed structures necessary to carry the SUP over IL 53, E. Anderson Dr. Tributary, and McDonald Creek.

Engineering Funding	☒ Federal ☐ MFT/TBP ☐ State ☐ Other	Community Project Funding Grant FY24
Anticipated Construction Funding	☒ Federal ☐ MFT/TBP ☐ State ☐ Other	TBD

AGREEMENT FOR

☒ Phase I - Preliminary Engineering ☐ Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Christopher B. Burke Engineering	Emily Anderson	(847) 823-0500	eanderson@cbbel.com
Address	City	State	Zip Code
9575 West Higgins Road, Suite 600	Rosemont	IL	60018

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

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

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CESCS) Worksheet (BLR 05513 or BLR 05514)
- ☒ Location Map
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. 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 United States Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affix the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.

3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, 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 LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- ☐ Lump Sum
☐ Specific Rate
☒ Cost plus Fixed Fee:

Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,
 DC is the total Direct Cost,
 OH is the firm's overhead rate applied to their DL and
 FF is the Fixed Fee.

Where $FF = (0.33 + R) DL + \%SubDL$, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US 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 US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US 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 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT: the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
 The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result

of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.

6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not 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 the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not 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) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has 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 indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph e and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 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 DEPARTMENT 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 on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an 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 contract or grant of \$5,000 or more from the DEPARTMENT, as defined 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 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 statue conviction for a violation occurring int he workplace no later than (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 maintain 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.
- (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.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 12. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Christopher B. Burke Engineering	36-3468939	\$612,637.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Testing Services Corporation	35-0937582	\$49,200.00
Subconsultant Total		\$49,200.00
Prime Consultant Total		\$612,637.00
Total for all work		\$661,837.00

AGREEMENT SIGNATURES

Executed by the LPA:

The

Local Public Agency Type
Village

 of

Local Public Agency
Arlington Heights

Attest:

By (Signature & Date)

--

By (Signature & Date)

--

Name of Local Public Agency

Local Public Agency Type

Arlington Heights

Village

Clerk

Title

--

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Christopher B. Burke Engineering

By (Signature & Date)

--

By (Signature & Date)

--

Title

--

Title

--

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Christopher B. Burke Engineering	Cook	TBD

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

EXHIBIT A SCOPE OF SERVICES
FOR FEDERAL PARTICIPATION PROJECTS
See attached scope of services.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Christopher B. Burke Engineering	Cook	TBD

**EXHIBIT B
PROJECT SCHEDULE**

Phase I 2025-2026
Phase II 2027-2028
Phase III 2029-2030

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Christopher B. Burke Engineering	Cook	TBD

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes Due date of submittal **09/26/24**

Method(s) used for advertisement and dates of advertisement

Posted 9/9/2024 on Village website.

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Technical Project Approach	20%
Firm Experience	25%
Staff Capabilities (Prime/Sub)	25%
Work Load Capacity	20%
Past Performance Local Presence	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

Top three consultants ranked for this project in order

1	Christopher B. Burke Engineering
2	Ciroba Group
3	Engineering Resource Associates, Inc

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒
14	QBS according to State requirements used?	☐	☒
15	Existing relationship used in lieu of QBS process?	☒	☐

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Christopher B. Burke Engineering	Cook	TBD
16	LPA is a home rule community (Exempt from QBS).		☒ ☐

Instructions for BLR 05530 - Page 1 of 3

Form instructions are not to be submitted with the form

This form shall be used for a Local Public Agency (LPA) to enter into an agreement with an Engineering firm in connection with a project funded with Federal, State, and/or Motor Fuel Tax (MFT) funds. Based on the selection of type of engineering agreement and funding type, the form will change. For more information refer to the Bureau of Local Roads and Streets Manual (BLRS) Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual.

This form can also be used for structure inspections.

When filing out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Using Federal Funds? The user must select yes or no. Based on the selection, a drop-down menu will appear. The language of the form changes based on the selection.
Selecting yes indicates federal funds will be used to fund all or a portion of the engineering for this phase of this project.
Selecting no indicates no federal funds will be used to fund any engineering for this phase of the project.

Agreement For If yes was selected for using Federal Funds, select Federal PE or Federal CE from the drop-down.
If no was selected for using Federal Funds, select MFT PE, MFT CE, or MFT PE-CE.

Agreement Type From the drop down, select the type of agreement, types to choose from are: Original or Supplemental
Number If the agreement is for a supplemental, insert the number of the supplemental using number 1 for the first supplemental, and increase the numbering as the supplementals increase.

Local Public Agency

Local Public Agency	Insert the name of the LPA. This field value is used to populate the LPA name in the Agreement Signatures and the Exhibit pages.
County	Insert the name of the county in which the LPA is located.
Section Number	Insert the section number applied to this project without dashes, dashes are automatically inserted.
Job Number	Insert the job number assigned for the project, if applicable.
Project Number	Insert the project number assigned for this project, if applicable.
Contact Name	Insert the name of the LPA contact for this project.
Phone Number	Insert the phone for the LPA contact listed to the left without dashes.
Email	Insert the email for the LPA contact listed to the left.

Section Provisions

Location	Use the add location button to add additional locations, if needed, for up to a total of five locations. If there are more than five locations, use various.
Local Street/Road Name	Insert the local street/road name.
Key Route	Insert the key route of the street/road listed to the left, if applicable.
Length	Insert the length in miles as it pertains to the location listed to the left. For a structure insert 0.01.
Structure Number	Insert the existing structure number(s) for this project.
Location Termini	Insert the beginning and ending termini as it pertains to this location for this project.
Add Location	Use this button to add additional location.
Remove Location	Use this button to remove a location added in error. Please note that at least one location is required.
Project Description	Insert a description of the work to be accomplished by this project.
Engineering Funding	Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other." The form will change based on the box(es) checked.
Anticipated Construction Funding	Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other."

Instructions for BLR 05530 - Page 2 of 3

Agreement For

Select the check box for the type of engineering the agreement is for. Phase I for Preliminary Engineering, Phase II for Design Engineering, Phase III for Construction Engineering. When Federal Funds are used, Phase I and Phase II can be selected when the agreement is for Federal PE. When Federal CE is selected, only Phase III can be selected. For MFT, the Phases can be selected based on the original selection at the top of the form for the agreement type.

Consultant

Primary Consultant (Firm) Name Insert the name of the primary consultant firm that will be executing this agreement. This field value is used to populate the consultant name in the Agreement Summary, Agreement Signatures and the Exhibit pages.

Contact Name Insert the name of the contact for the firm listed to the left.

Phone Number Insert the phone number for the contact listed to the left, without dashes.

Email Insert the email of the contact listed to the left.

Address Insert the address of the firm listed to the left.

City Insert the city of the firm listed to the left.

State Insert the state of the firm listed to the left.

Zip Code Insert the zip code of the firm listed to the left.

Agreement Exhibits

Check all that apply, for boxes checked that do not have a description, insert the name of the exhibit.

Exhibit A Insert the scope of services covered by this agreement/ project. This exhibit is required.

Exhibit B Insert the project schedule that applies to this agreement/ project. This exhibit is required.

Exhibit C Qualification Based Selection (QBS) Checklist process must be followed when the value of engineering will meet and/or exceed the threshold in 50 ILCS 510. If the process does not apply, check the form not applicable checkbox on the top of the exhibit page. If the process applies and using federal funds, complete items 1 through 13. If the process applies and using state funds, complete items 14 through 16.

Exhibit D Cost Plus Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514). If the method of compensation was checked (under LPA Agrees item 4) as Cost Plus Fixed Fee (Anniversary Raise or Fixed Raise) in the agreement, then this exhibit is required and the correct BLR form: BLR 05514 for Fixed Raise or BLR 05513 for Anniversary Raise.

Exhibit Use the remaining boxes and lines to add additional exhibits as needed.

LPA Agrees

Method of Compensation Select the method of compensation for this agreement by checking the applicable box.

If Percent is checked (this is only available when agreement is for MFT funds.), insert in the box the applicable percentage.

If Lump Sum is checked, complete the box after lump sum showing the lump sum compensation amount. For agreements funded with federal funds the lump sum shall be determined by using the Cost Plus Fixed Fee formula.

If Specific Rate is checked, insert the specific rate in the box. The specific rate cannot exceed \$150,000. For a federal project this is limited to testing services only.

If Cost Plus Fixed Fee is checked, select the type of raise the agreement will use: Anniversary or Fixed. If this method is selected, BLR 05513 or BLR 05514 must be included in the exhibits.

Instructions for BLR 05530 - Page 3 of 3

Agreement Summary

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on the first pages of the agreement.
TIN/FEIN/SS	Insert the Prime Consultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount.
Subconsultant(s)	As applicable, insert the name of each subconsultant engaged in this agreement/ project. Subconsultants are defined as any firm that is required to complete a Cost Estimate of Consultant Services (CECS) Worksheet.
TIN/FEIN/SS	Insert the Subconsultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount for the subconsultant listed to the left.
Add Subconsultant	If additional lines are needed for additional subconsultants, insert lines as needed and complete the required information.
Subconsultant Total	This field is automatically completed, it is the sum of all the agreement amounts for all subconsultants listed.
Prime Total	This field is automatically completed, it is the amount of the prime consultant fee as listed above.
Total for All	This field is automatically completed, it is the sum of the subconsultant and the prime total.

Agreement Signatures

Executed by LPA

Local Public Agency Type	From the drop down, select the type of LPA. Types to choose from are: City, County, Town, or Village.
Local Public Agency	Field populated from the Local Public Agency entered on the first pages of the agreement.
By	The LPA clerk will sign here.
By	The LPA official authorized to sign this agreement will sign and date here.
Seal of LPA	The LPA will seal the document here.
Title	Insert the title of the LPA official who signed above.

Executed by the Engineer

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on first pages of the agreement.
By	The person(s) authorized to sign this agreement from the engineering firm will sign and date here.
Title	Insert the title of the person signing above.

For Agreement using MFT or State Funds only:

Regional Engineer	Upon approval the Regional Engineer will sign and date here.
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A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following approval, distribution will be as follows:

- Central Office (only for Projects using State and/or Federal Funds)
- District
- Engineer (Municipal, Consultant or County)
- Local Public Agency Clerk

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

PROJECT OVERVIEW

The following provides the proposed scope of services for Christopher B. Burke Engineering, Ltd. (CBBEL) to complete Phase I Engineering on behalf of the Village of Arlington Heights for the COMED Shared Use Path (SUP) from Illinois Route 53 (IL 53) to Schoenbeck Road, a distance of approximately 3.7 miles. Phase I Engineering will be completed in accordance with federal project development procedures and coordinated through IDOT-District One Bureau of Local Roads and Streets (IDOT-BLRS) to ensure eligibility for future federal funding opportunities. Phase I Engineering is anticipated to be completed within 18 months after authorization to proceed.

Phase I Engineering will include an upfront evaluation of alternatives and agency coordination, based on which a preferred alternative will be identified for completion of all required Phase I Engineering plans, analysis, and reports.

SCOPE OF SERVICES

For purposes of preparing the work hour estimate and cost proposals for Phase I Engineering, the following assumptions are incorporated into the scope of services:

- The required level of effort to complete Phase I Engineering is dependent on the extent of new or modified structures (IL 53 Crossing, McDonald Creek Crossing) that will be part of the path and the associated hydraulic analysis and reports, bridge structures reports, and Type, Size and Location (TSL) drawings (and associated geotechnical investigations) that IDOT will require to be completed as part of Phase I Engineering. Phase I Engineering will include an upfront evaluation of alternatives and agency coordination, based on which a preferred alternative will be identified for completion of all required Phase I Engineering plans, analysis, and reports.
- It is assumed that the Arlington Heights Park District (AHPD) and the Prospect Heights Park District (PHPD) will provide a letter of non-participating co-sponsorship for the project if their lands are utilized and therefore it is assumed that Section 4(f) or Section 6(f) documentation for placement of the trail on park district holdings will not be required.
- Staged construction/implementation of the SUP may occur, which will be evaluated as part of Phase I Engineering and identified in the Phase I Project Development Report.
- Completion of Phase I Engineering will be documented in a Project Development Report (PDR) that is anticipated to be a Categorical Exclusion (IDOT BLRS Form 22210) based on the potential for in-stream work and environmental impacts associated with waters of the US/wetlands, floodway/floodplain, tree removal, etc.

On the above basis, the detailed scope of services required for completion of Phase I Engineering is as follows:

Task 1 – Data Collection and Compilation

CBBEL will collect and review data required for the completion of Phase I Engineering. This data will include, but is not limited to, the following:

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

- Socio-economic and environmental data, including waters/wetland boundaries, floodplains, floodways, other environmentally sensitive areas and resources (biological, cultural) as available, property boundaries and types, current aerial photography, utility information, existing structures information, and all other available information that will assist with developing and evaluating concept level alternatives.
- USGS Hydraulic Atlas maps
- McDonal Creek FEMA model
- Existing roadway plans (IDOT, County as applicable)
- Available cross street traffic data from IDOT, County, and others as available.
- Cross street and nearby intersection crash data (as applicable)

The collected data will be compiled and added into the project Geographical Information System (GIS) database of the project area for use in evaluating project alternatives and preparing project exhibits. The GIS database will be updated throughout the project development process as information changes and as new information becomes available.

Task 2 – Survey

Select topographic survey and stream survey (as required for hydraulic analysis/reports) only will be completed for the COMED Shared Use Path (SUP) Preferred Alternative. A full topographic survey will be deferred until Phase II. The survey will be correlated to the FEMA study datum (NAVD'88 Vertical Datum).

Roadway surveys will be completed for locations where the Preferred Alternative will cross or go under or over IDOT or County jurisdictional routes. IL 53 Roadway Survey will not be included in this Project Phase.

Stream surveys will be completed at locations where the Preferred Alternative will cross over a stream for completion of hydraulic analysis and reports that will be required as part of the Phase I Study whether for new crossing locations or for modifications of existing crossing locations.

On the above basis, and for purposes of estimating the survey level of effort, the following is assumed to be required:

Horizontal Control: Utilizing state plane coordinates, CBBEL will set recoverable primary horizontal control, tied to NGS NAD '83(2011) Horizontal Datum.

Vertical Control: CBBEL will perform a level circuit within the above identified survey limits establishing benchmarks and assigning elevations to the horizontal control points, which may be required to support supplemental pickup survey. The elevations will be based on NAVD '88 (GEOID18) Vertical Datum.

Stream Surveys: Stream surveys are anticipated to be required at the following locations per IDOT requirements for stream crossings (contingent upon the preferred alternative):

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

- Proposed COMED SUP at Anderson Drive Tributary to Arlington Heights Branch of Salt Creek
- Proposed COMED SUP at McDonald Creek

Existing Right-of-Way: As noted above, available property line information will be assembled as part of the GIS database. Where gaps exist at the existing or possible new crossing locations, CBBEL will establish the existing right-of-way line based on available plats of highways.

Cross Sections: Deferred to Phase II.

Tree Survey: Deferred to Phase II.

Utility and JULIE Coordination: CBBEL will coordinate with JULIE to retrieve atlas information for all applicable underground utilities including watermain, gas, electric, cable, etc. CBBEL will compile all Utility Atlas information into a base map. Locations of existing utilities/obstructions/systems shown on the base map are the compilation of available utility plans provided by utility owners and JULIE coordination, which is typically limited to public right-of-way and limited areas adjacent to public right-of-way.

Base Mapping: CBBEL will compile all of the above information into one base map at 1"=20' scale and tied to the existing contour mapping, that is representative of existing conditions for the Preferred Alternative location for use in developing the detailed plan, profile and cross sections for the Preferred Alternative, and for completion of the Phase I Study.

Task 3 – Environmental Analysis and Coordination

This work task includes completion of required environmental field review, analysis, and coordination to complete Phase I Engineering in accordance with IDOT and FHWA requirements. Submittal of the Environmental Survey Request (ESR) will be completed as soon as practicable after the Preferred Alternative has been sufficiently identified.

The following work will be completed as part of this task:

Environmental Survey Request: CBBEL will prepare and submit an Environmental Survey Request (ESR) for the project to IDOT for processing in accordance with IDOT procedures. The ESR submittal will include the required ESR form, exhibits, a photo log of structures (e.g., buildings, bridges/major culverts) adjacent to the project corridor that are a minimum of 40 years old, and an overall corridor photo log, as necessary. Development of the ESR includes a field visit and a special waste screen. The photo log of structures will be prepared by CBBEL for completion of the cultural resource review. Buildings that are clearly visible on Google Earth Street View will not be included in the photo log. GIS shapefiles of the project study area will also be submitted with the ESR. This task includes an initial submittal and does not include an addendum.

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

This scope assumes that the project will not impact potential historic sites. A supplemental scope will be necessary, if the IDOT Cultural Resource Review determines that sites along the project corridor warrant National Register of Historic Places (NRHP) consideration and/or potential impacts to historic sites cannot be avoided.

Threatened & Endangered Species Coordination: The project corridor is located within a mapped Rusty Patched Bumble Bee (RPBB) high potential zone. The RPBB is a federally endangered insect. It is assumed that any necessary water quality sampling or biological surveys, including threatened & endangered species surveys, will be completed by the State through the ESR process. This task includes preliminary coordination with the IDOT-Natural Resources Unit to obtain Biological Resource Clearance with respect to the RPBB, if necessary. This scope assumes that the project is not likely to adversely affect the RPBB. This task does not include preparation of an Incidental Take Authorization or Biological Assessment.

Bridge/Structure Bat Assessment (BBA): The Village has indicated a BBA was completed for the Lake Arlington bridge in Spring 2024. That BBA will be used if the bridge is proposed to be impacted as part of this project. No other BBAs are anticipated to be required.

Waters of the US/Wetland Field Reconnaissance: An environmental field survey of the project area will be completed to determine the limits of any waters of the US/wetlands and to assess wildlife and plant communities. The waters of the US/wetland limits will be field staked and located using a sub-meter accuracy handheld GPS unit for direct inclusion in the project mapping and design files. The delineation will be completed based on the methodology established by the US Army Corps of Engineers (USACE).

The results of the waters of the US/wetland delineation will be summarized in a Wetland Technical Report (WTR) that will include the wetlands' generalized quality ratings (according to the Swink and Wilhelm Methodology (1994)), USACE Routine On-Site Data Forms, and exhibits depicting the approximate waters of the US/wetland and project boundaries, National Wetland Inventory, Soil Survey, floodplain, and USGS topography. The wetland delineation will be depicted on an aerial photograph along with all data point locations clearly identified.

Wetland Impact Evaluation: CBBEL will prepare waters of the US/wetland impact evaluation (WIE) forms and exhibits as required by IDOT for all identified waters of the US/wetlands along the Preferred Alignment corridor, regardless of level of impact. This task will include a resource review, preparation of supporting documentation, submittal of the WIE forms with exhibits, coordination, and follow-up with the reviewer as necessary. For purposes of this proposal, it is assumed that up to ten (10) independent waters of the US/wetland sites will be identified that will require WIE submittal. This task includes an initial submittal and does not include an addendum.

Special Land Review: Although portions of the COMED SUP may be constructed on park district property, it is anticipated that the applicable park district(s) will agree to be a non-participating project co-sponsor (as necessary), and therefore a separate Section 4(f) evaluation for potential impacts to

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

public recreational lands will not be required for the Phase I Engineering study to be completed as part of this scope of services. This will be confirmed through coordination with the applicable park district(s), and with IDOT and FHWA. If a Section 4(f) evaluation is determined to be necessary, a separate cost estimate will be provided.

If the Preferred Alternative is located on public lands that involved LAWCON or OSLAD funding, then FHWA will require confirmation that the SUP be consistent with the covenants associated with those land purchases/improvements, or replacement property may be required to be provided. Coordination with the Illinois Department of Natural Resources (IDNR) and (if necessary) with the owner(s) of public lands (e.g., AHPD) that may be impacted by the proposed improvements will occur during the Phase I Engineering Study. This task includes data collection and preliminary coordination, if impacts to LAWCON or OSLAD-funded properties are anticipated, a separate cost estimate will be provided to obtain the appropriate approvals, as necessary.

Preliminary Environmental Site Assessment: A Preliminary Environmental Site Assessment (PESA) will be performed to identify potential Recognized Environmental Conditions (RECs) within and immediately adjacent to the project site. We understand that IDOT will complete the PESA for existing State right-of-way (e.g., IL 53 and Rand Road) and adjacent parcels. CBBEL will complete the PESA for the remainder of the project corridor. Based on the width of the COMED corridor, Parcels along only one side of the COMED SUP will be included.

This PESA task includes a cursory field investigation to look for evidence of RECs such as underground and aboveground storage tanks, leaking underground storage tanks, the historic presence of hazardous waste handling and/or storage sites, historic hazardous waste spills, potential contaminated soils, pavement staining, malfunctioning transformers, solid waste or other adverse site conditions. A database search is completed for known tenants and addresses to identify any known presence or release of toxic or hazardous substances into the environment at the project corridor as reported to federal and state regulatory agencies. A review of past aerial photography and topographic maps is also performed to identify changes in historic land uses or past tenants that may have used or released toxic or hazardous substances. A report is compiled to present the results of the PESA investigation. A Preliminary Site Investigation (PSI) may be necessary, which would be prepared as part of Phase II Engineering and is not included as part of this task.

Task 4 – Traffic and Crash Analyses

There is one IDOT jurisdiction intersection crossing at Rand Road and Greenwood Avenue/ Hintz Road. The existing crosswalks will be widened, and 3 mast arms are expected to be relocated to accommodate the proposed COMED SUP. Since there are already pedestrian accommodations at the intersection, no Intersection Design Studies (IDS) are included in this scope. CBBEL will evaluate existing conditions only (no 2050 traffic volume projections) capacity analyses to confirm adding bicycle and pedestrian accommodations will not adversely impact traffic signal operations, as will be required by IDOT.

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

This task also includes obtaining and reviewing the latest 5 years of crash data within the project limits and preparing a crash analysis as required by IDOT for inclusion in the Phase I Project Development Report.

Task 5 – Alternatives Analysis and Preliminary Plans

A concept level alternatives evaluation will be completed for agency coordination. The alternatives evaluation will focus on feasibility and relative construction cost to identify the Preferred Alignment across IL 53, across Arlington Heights Road, and across McDonald Creek for preliminary plan development.

The concept level evaluation of alternatives will be based on available County 1' contour mapping. For the purpose of estimating the level of effort required, it is assumed that 2 alternatives at 2 locations will be prepared and evaluated for agency coordination:

1. IL 53 crossing (IL 53 Bridge vs. E. Anderson Drive connection)
2. McDonald Creek crossing (COMED corridor vs. dual purpose Lake Arlington path crossing)

After the alternatives analysis, a complete set of preliminary path plans, profiles, and cross-sections will be prepared for the Preferred Alternative as required for completion of Phase I Engineering. The plan and profile sheets for the Preferred Alternative are anticipated to be prepared at 1" = 20' scale. Cross sections will be prepared at even stations along the path. Based on the agreed typical section for the path, CBBEL will prepare the Phase I plan and profile sheets for the Preferred Alternative showing existing and proposed horizontal and vertical geometry. Additional proposed cross-sections will be prepared at sensitive locations or near grade-controlling features to determine level of impact and/or to ensure impact avoidance. Cross sections will be developed utilizing the topographic survey completed by CBBEL and supplemented with County 1' contour mapping as/if required. Prepared cross sections will show existing right-of-way (as applicable), existing grade, proposed grade (top surface only) and any (if any) proposed right-of-way and easements where necessary.

This task will also include development of a detailed cost estimate for the Preferred Alternative that will be included in the Phase I Project Development Report. The cost estimate will be established for logical independent sections of the proposed improvements that can be implemented in stages over time based on available funding.

This task includes responding to comments received on the draft plans, profile and cross-sections for the Preferred Alternative as required for completion of Phase I Engineering. For purposes of this scope, two rounds of geometric comment responses by the Village, County, IDOT-BLRS, and IDOT-BDE (GSU and Traffic) is assumed. This task also includes updating the preliminary engineer's estimate of cost to reflect changes to the proposed improvement plan.

Task 6 – Drainage Analysis and Reports:

This task includes preparation of all required hydraulic analysis/modeling as will be required by IDOT for completion of Phase I Engineering. Based on a preliminary review of the COMED SUP location, and our

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

assessment of desired or required crossings, hydraulic analysis, and preparation of waterway Hydraulic Reports (including Preliminary Bridge Design and Hydraulic Report (PBDHR – IDOT BLR form 10210) will be prepared per IDOT requirements at the following locations:

- PR COMED SUP over IL 53 and Anderson Drive Tributary to Arlington Heights Branch of Salt Creek
- PR COMED SUP over McDonald Creek

Hydraulic analysis will be based on FEMA regulatory models for the waterways, supplemented by site survey. Hydraulic analysis based on MWRD unsteady HEC-RAS models is not included.

It is assumed that IDOT and Cook County will require a Location Drainage Technical Memorandum (LDTM) where the COMED SUP crosses IDOT or Cook County right-of-way, respectively, for review and approval. The LDTM will include a review of existing and proposed drainage patterns within the IDOT or County right-of-way to demonstrate that existing drainage patterns will be maintained (as appropriate) and that any additional stormwater runoff based on added impervious area will be appropriately addressed in accordance with the IDOT Drainage Manual, the MWRD Watershed Management Ordinance, and other Best Management Practices. On this basis, it is assumed that an LDTM will be prepared at the following locations:

- LDTM: Proposed SUP at IL 53 and at Rand Road (US 12) crossings for IDOT approval
- LDTM: Proposed SUP at Arlington Heights Road and at Schoenbeck Road crossings for Cook County approval

A tunnel is proposed to carry the COMED SUP under Arlington Heights Road. Drainage of this tunnel will require a pump station to properly drain the tunnel and approaches. If the underpass is the selected preferred alternative, the Pump Station Technical Memorandum will be deferred to Phase II.

Task 7 – Structural Analysis and Reports

CBBEL will study and prepare TSL for the following structures on the proposed AH ComEd Shared Use Path:

- Culvert or Pedestrian Bridge at McDonald Creek: CBBEL will perform a structure type study to investigate whether a pedestrian bridge or culvert is the most economical and suitable option for this location. This study will be coordinated with the civil, water resources and geotechnical design team to confirm the feasibility of the proposed structure. CBBEL will prepare a Type Size Location (TSL) drawing for the selected option with a general plan and elevation, cross section and corresponding waterway information.
- Multi-span Pedestrian Bridge over IL-53: CBBEL will prepare TSL drawings for the shared use path crossing over IL-53. It is anticipated that the structure will have a main span over IL 53, and then several approach spans on the east and west. On the east side, it is anticipated that the approach spans will tie into an elevated shared use path, built up on embankment. On the west side, there is over 1,000 ft of wetland through the Anderson Drive Tributary and the Arlington Heights Branch of Salt Creek. It is anticipated that the west approach spans will tie into a

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

boardwalk type structure. Note that the TSL drawings for the boardwalk are part of a separate task. CBBEL will consider different spans arrangements to select the most economical, efficient and feasible option. CBBEL will prepare TSL drawings for the proposed structure and possible retaining walls. Bridge and retaining walls TSL drawings will include a general plan and elevation, typical cross sections of the bridge main span and approach spans, substructure members and other required notes and miscellaneous information. CBBEL will incorporate aesthetically pleasing features on piers adjacent to IL-53. We will coordinate the TSL drawings with the civil, water resources and geotechnical design team.

- Boardwalk Structure over Anderson Drive Tributary and Arlington Heights Branch of Salt Creek: As noted above, the shared use path will cross over 1,000 ft of wetland located on the west side IL-53. It is anticipated that a boardwalk structure will be constructed to minimize impacts to this environmentally sensitive area. CBBEL will prepare TSL drawings for the proposed boardwalk. The TSL drawings will include a general plan and elevation, a typical cross section of the boardwalk, and other required notes and miscellaneous information, including a waterway information table. We will coordinate the TSL drawings with the civil, water resources and geotechnical design team.

Task 8 – Stakeholder and Agency Coordination

Coordination as required for review/approval of the proposed improvement plans is anticipated with:

- COMED,
- Cook County Department of Transportation and Highways (CCDOTH),
- Arlington Heights Park District,
- Prospect Heights Park District, and
- IDOT and FHWA

For purposes of estimating the level of effort required for agency coordination requiring preliminary plan concurrence, it is assumed that two (2) meetings will occur with each of these agencies for a total of ten (10) agency coordination meetings.

Additional key stakeholders and agencies that will be coordinated with to finalize the alignment include the following:

- Village of Palatine
- Palatine Township,
- Cross & Crown Lutheran Church
- City of Prospect Heights

One (1) meeting is anticipated with each of these organizations for a total of four (4) stakeholder coordination meetings.

ComEd Real Estate Petition

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

This task includes the ComEd real estate petition and coordination. The ComEd real estate petition and coordination are anticipated to be completed for or show all the trail length as most of it is located within ComEd property.

Public Information Meeting

The purpose of the PIM is to present the proposed improvement plan and provide an opportunity for public input. The scope of work for the Public Informational Meeting (PIM) includes the following tasks:

- CBBEL will prepare public notifications. The Village will print and send public notifications to residents and businesses whose property is adjacent to project corridor or others deemed necessary by the Village.
- The Village will place Display ads within a local newspaper a minimum of three weeks and one week in advance of the PIM, respectively.
- It is assumed that the PIM will be held at the Village Hall, and that expenditures to secure another facility will not be required.
- CBBEL will maintain a record of meeting attendees.
- CBBEL will prepare one (1) set of exhibits (boards with aerial, plan, traffic & crash data, environmental data, drainage data, schedule, typical sections, and other information as determined to be required).
- CBBEL will meet with the Village to review the presentation prior to the PIM.
- The PIM will be held in an open house format, meaning attendees can attend at anytime, and is anticipated to be two hours in duration, likely 5 to 7 p.m.
- CBBEL will provide 3 staff members for the PIM.

Task 9 – Project Development Report

The culmination of the above tasks will be a Phase I Project Development Report (PDR) in accordance with BLR Form 22210 (Categorical Exclusion). This task will involve integration of project data, project related text, maps, alignments, and engineering studies into an initial Draft (for review) and then a Final PDR. Specifically, this work item will include the following:

- Prepare report exhibits including location map, environmental base maps, typical sections, and proposed improvement plan exhibits, etc.
- Description of applicable Design Criteria and documentation of any (if any) Design Exceptions approved by IDOT
- Documentation of all environmental coordination, clearances, and permit requirements
- Documentation of stakeholder and agency coordination (if any)
- Draft and Final submittals of the Phase I PDR to Village, County, and IDOT for review/approval with preparation of response to all comments received.

Copies of the final approved PDR will be prepared in hard copy and/or digital format as required.

COMED SHARED USE PATH (SUP) FROM IL 53 TO SCHOENBECK ROAD

PHASE I ENGINEERING STUDY – SCOPE OF SERVICES

Task 10 – Project Management and Coordination

This task includes overall project coordination with the Village not included in other tasks, as well as project administration and management. Project management includes preparation of monthly status reports, and internal project coordination over the course of the anticipated 18-month Phase I Engineering schedule. Eighteen (18) monthly Village coordination meetings are anticipated for the project development process. CBBEL will assist the Village in pursuing grant opportunities to fund future project phases at no additional cost, therefore this is not included as a separate task.

REQUEST FOR QUALIFICATIONS

ENGINEERING SERVICES FOR:

"Commonwealth Edison Right-of-Way Shared-Use Trail"

Village of Arlington Heights, IL

Public Works & Engineering Department

The Village of Arlington Heights (Village) invites engineering consulting firms who have experience with Federally funded street resurfacing projects to submit a Statement of Interest/Qualifications for Engineering Services for Phase I Project Study, Phase II survey, design and preparation of construction plans, specifications, and contract documents; Phase III permitting, bidding, and construction engineering of the "Commonwealth Edison Right-of-Way Shared-Use Trail" project. The selection of the consultant will follow the Village's Qualifications Based Selection (QBS) Policy, which can be viewed [here](#).

BACKGROUND

The Village of Arlington Heights, Illinois is located in the northwest suburban area of Chicago. The 2020 census reflected a population of 77,676 residents, occupying a land area of approximately 16 square miles. The Village is a "home-rule" community as provided under the State of Illinois Constitution. Arlington Heights consists primarily of single-family residents; however, the Village is fortunate to also have a strong complement of business and industrial development.

PROJECT SCOPE

The project is proposed as a 3.4 mile, 10' wide, east-west shared-use path throughout the northern Arlington Heights area, connecting the Palatine Trail to the Prospect Heights Bike Path and providing community access to apartments, shops, and parks along the path. This proposed trail has been identified as a high priority project by the Bicycle and Pedestrian Advisory Commission and is in the adopted Village of Arlington Heights Bicycle and Pedestrian Plan (2017), which can be viewed [here](#) on page 54, as well as in CMAP's Regional Greenway and Trails Plan, which can be viewed [here](#).

Conceptually, the shared-use path is proposed to follow existing Commonwealth Edison (ComEd) right-of-way (ROW) corridor and begins just east of E Sanborn Trail at its crossing with the Palatine Trail. The path then follows the ComEd ROW across IL 53, crosses Rand Rd at its intersection with Hintz Rd, crosses Arlington Heights Rd, and three neighborhood streets at a mid-block crossing. The path continues along the ComEd ROW, crossing Windsor Dr, where a spur will connect to Lake Arlington's path, and crosses Schoenbeck Rd, heading south to connect with the Prospect Heights Bike Path.

PROJECT FUNDING AND SCHEDULING

This project is the recipient of the Community Project Funding Grant FY24. The grant is solely for the Phase 1 Preliminary Engineering inclusive of the right-of-way/easement negotiations and acquisitions which is estimated to cost around \$600,000 with the grant covering up to \$480,000. Continued pursuit of grant funding for Phase II and Phase III by the selected consultant is included

in the scope of services.

MINIMUM SCOPE OF SERVICES

- The Consultant shall perform all work required by the contract under the direction of a Professional Engineer registered in the State of Illinois.
- The work shall be performed in strict accordance with the policies and procedures of the Village of Arlington Heights (Village) and the Illinois Department of Transportation (IDOT)
- The selected Consultant will be required to assist in the coordination of the project on behalf of the Village, and all other project stakeholders.
- The selected Consultant must attend, with Village staff, all appropriate meetings with other agencies involved to ensure appropriate project coordination.
- Attend and document agency coordination meetings based on the number of meetings recommended by the Consultant.
- Right-of-way acquisition negotiations, including necessary work related to temporary and/or permanent easements.
- Review the conceptual design presented in the 2017 Village Bicycle and Pedestrian Plan and confirm the project scope with Village staff; Complete any necessary Phase 1 items required for the Project Development Report such as environmental clearances, data collection, ESR report, crash analysis, traffic analysis, intersection design studies, geometric study, drainage study, IL 53 Bridge crossing analysis, and easement requirements. The Consultant must include any necessary resubmittals or coordination necessary to extend the design approval timeframe or environmental clearances if required by any/all jurisdictional agencies.
- Utility Coordination
- Identify and pursue grant funding opportunities for Phase II and Phase III C/CE.
- Provide survey information for Phase II and provide any supplemental survey deemed necessary by the Consultant.
- Preparation of Phase II Preliminary and Final contract plans in accordance with the PDR to include Plans, Specifications and Estimates (PS&E), Pavement Design and Geometrics, Drainage Design, Maintenance of Traffic, Erosion Control, Landscape Enhancements, and Estimates of Construction Cost and Time.
- Prepare a project summary for one Village Board meeting and one neighborhood informational meeting for each Phase of the project. Conduct a formal presentation of the findings and recommendations and design along with the construction costs and implementation schedule. Visuals may be needed for possible group discussion.
- Prepare, submit and obtain approval for all required permits.
- Provide Phase III construction engineering services.
- Attend IDOT Preconstruction meeting.
- Quality Control/Quality Assurance and Constructability Reviews.

SUBMITTAL REQUIREMENTS

All submittals shall contain concise written material and may contain illustrations. Legibility, clarity and completeness are essential:

- A statement of project understanding describing the scope of the project and items that may require special attention or detail.
- The names and resumes of the proposed key personnel assigned to each project phase.
- A list of a minimum of three Phase II federally funded local agency engineering projects on which the proposed Project Manager has successfully managed. The local agency contact should be listed
- A list of a minimum of three Phase III federally funded local agency engineering projects on which the proposed Resident Engineer has successfully managed. The local agency contact should be listed.
- A schedule demonstrating how the work is planned to be implemented.
- A fee-based proposal is NOT requested at this time. Any proposals that include any information or reference to fees will be disqualified from review and consideration.
- A list of sub-consultants, if any, who may be utilized on any of these projects.
- Provide a conflict-of-interest disclosure statement using the IDOT BDE DISC 2 Template
- Provide a suspension and disbarment disclosure statement.
- The proposal must be no more than 12 pages, excluding sample project sheets, photos and resumes. Marketing brochures are not allowed.

INSURANCE PROVISIONS

The selected consultant shall incorporate the Village's insurance requirements into the negotiated proposal for services.

INQUIRIES

Any inquiries regarding this RFQ must be received **in writing by 2:00 P.M. on Thursday, September 26, 2024** and shall be directed to:

Briget Schwab, PE, Senior Civil Engineer
 Village of Arlington Heights
 33 South Arlington Heights Road
 Arlington Heights, Illinois 60005
bschwab@vah.com

Briget Schwab may be contacted by phone at 847-368-5250, fax at 847-368-5985, or email at bschwab@vah.com between the hours of 8:00 am to 4:30 pm.

SUBMITTAL OF PROPOSALS

Firms wishing to be considered in the consultant selection process must submit four (4) hard copies and one digital submittal on a thumb drive **no later than 2:00 p.m. Central Standard Time on**

Thursday, October 3, 2024. No submittals will be accepted after this date and time. Submittals shall be directed to:

Briget Schwab, PE, Senior Civil Engineer
Village of Arlington Heights
33 South Arlington Heights Road
Arlington Heights, Illinois 60005
bschwab@vah.com

CRITERIA FOR REVIEW:

The following items will be considered when evaluating the consultants:

- 20% - Technical Project Approach
- 25% - Firm Experience
- 25% - Staff Capabilities (Prime/Sub)
- 20% - Work Load Capacity
- 10% - Past Performance Local Presence

SELECTION PROCESS

A selection committee comprised of staff from the Village will evaluate the submittals. The submittals will be reviewed, evaluated, and scored, using the criteria and weights defined above. The selected consultant will be notified and a final scope and hours will be negotiated.



Local Public Agency Village of Arlington Heights	County Cook	Section Number TBD
Prime Consultant (Firm) Name Christopher B. Burke Engineering, Ltd.	Prepared By Emily T. Anderson	Date 11/5/2024
Consultant / Subconsultant Name Christopher B. Burke Engineering, Ltd. Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.	Job Number 	

Remarks

Phase I Engineering for COMED SUP from IL 53 to Schoenbeck Rd.

PAYROLL ESCALATION TABLE

CONTRACT TERM	18	MONTHS	OVERHEAD RATE	132.88%
START DATE	1/1/2025		COMPLEXITY FACTOR	
RAISE DATE	1/1/2025		% OF RAISE	2.00%
END DATE	6/30/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	1/1/2025	1/1/2025	0	0.00%
1	1/2/2025	1/1/2026	12	68.00%
2	1/2/2026	7/1/2026	6	34.68%

Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	TBD
Consultant / Subconsultant Name		Job Number
Christopher B. Burke Engineering, Ltd.		

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	86.00
ESCALATION FACTOR	2.68%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Engineer VI	\$82.63	\$84.84
Engineer V	\$72.59	\$74.54
Engineer IV	\$59.41	\$61.00
Engineer III	\$46.80	\$48.05
Engineer I/II	\$36.22	\$37.19
Survey V	\$85.04	\$86.00
Survey IV	\$76.25	\$78.29
Survey III	\$66.63	\$68.42
Survey II	\$54.50	\$55.96
Survey I	\$38.75	\$39.79
Engineering Technician V	\$68.90	\$70.75
Engineering Technician IV	\$64.03	\$65.75
Engineering Technician III	\$42.86	\$44.01
Engineering Technician I/II	\$30.00	\$30.80
CAD Manager	\$70.83	\$72.73
CAD Technician II	\$53.29	\$54.72
GIS Specialist III	\$58.00	\$59.55
Landscape Architect	\$65.00	\$66.74
Landscape Designer III	\$40.50	\$41.59
Environmental Resource Specialist V	\$76.01	\$78.05
Environmental Resource Specialist IV	\$60.78	\$62.41
Environmental Resource Specialist III	\$52.75	\$54.16
Environmental Resource Specialist I/II	\$30.92	\$31.75
Environmental Resource Technician	\$45.30	\$46.51
Engineering Intern	\$18.88	\$19.39
Business Operations Department	\$57.69	\$59.24

Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	TBD
Consultant / Subconsultant Name		Job Number
Christopher B. Burke Engineering, Ltd.		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

Village of Arlington Heights

County

Cook

Section Number

TBD

Consultant / Subconsultant Name

Christopher B. Burke Engineering, Ltd.

Job Number**DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	300	\$0.66	\$198.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day	14	\$65.00	\$910.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	20	\$1.00	\$20.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)	2	\$25.00	\$50.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)	2	\$450.00	\$900.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)	1	\$500.00	\$500.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
ComEd Real Estate Petition Application Fee	Actual Cost	1	\$2,500.00	\$2,500.00
EDR Environmental Report	Actual Cost	1	\$700.00	\$700.00
INHD Data	Actual Cost	1	\$200.00	\$200.00
Record Document Search	Actual Cost	1	\$500.00	\$500.00
TOTAL DIRECT COSTS:				\$6,478.00

Village of Arlington Heights

Cook

TBD

Christopher B. Burke Engineering, Ltd.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

COMPLEXITY FACTOR 0

530,925

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Local Public Agency

Village of Arlington Heights

Consultant / Subconsultant Name

Christopher B. Burke Engineering, Ltd.

County

Cook

Section Number

TBD

Job Number

AVERAGE HOURLY PROJECT RATES EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			1. Data Collection and Compilation			2. Survey			3. Enviro. Analysis and Coord.			4. Traffic and Crash Analyses			5. Alts. Analysis and Prelim. Plans		
		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 VI	84.84	126.0	3.16%	2.68										4	4.00%	3.39	16	1.93%	1.63
Engineer V	74.54	413.0	10.36%	7.72	4	5.26%	3.92				9	2.98%	2.22	10	10.00%	7.45	80	9.63%	7.18
Engineer IV	61.00	606.0	15.20%	9.27	4	5.26%	3.21							14	14.00%	8.54	125	15.04%	9.18
Engineer III	48.05	666.0	16.70%	8.03	12	15.79%	7.59				16	5.30%	2.55	25	25.00%	12.01	170	20.46%	9.83
Engineer I/II	37.19	639.0	16.02%	5.96	8	10.53%	3.91							15	15.00%	5.58	200	24.07%	8.95
Survey V	86.00	8.0	0.20%	0.17				8	1.40%	1.21									
Survey IV	78.29	30.0	0.75%	0.59				30	5.26%	4.12									
Survey III	68.42	110.0	2.76%	1.89				110	19.30%	13.20									
Survey II	55.96	140.0	3.51%	1.96				140	24.56%	13.74									
Survey I	39.79	140.0	3.51%	1.40				140	24.56%	9.77									
Engineering Technician V	70.75	0.0																	
Engineering Technician IV	65.75	0.0																	
Engineering Technician III	44.01	0.0																	
Engineering Technician I/II	30.80	0.0																	
CAD Manager	72.73	287.0	7.20%	5.23				142	24.91%	18.12				10	10.00%	7.27			
CAD Technician II	54.72	381.0	9.55%	5.23										16	16.00%	8.75	200	24.07%	13.17
GIS Specialist III	59.55	199.0	4.99%	2.97	48	63.16%	37.61				34	11.26%	6.70	6	6.00%	3.57	40	4.81%	2.87
Landscape Architect	66.74	0.0																	
Landscape Designer III	41.59	0.0																	
Environmental Resource Specialist V	78.05	135.0	3.39%	2.64							135	44.70%	34.89						
Environmental Resource Specialist IV	62.41	0.0																	
Environmental Resource Specialist III	54.16	88.0	2.21%	1.20							88	29.14%	15.78						
Environmental Resource Specialist I/II	31.75	0.0																	
Environmental Resource Technician	46.51	20.0	0.50%	0.23							20	6.62%	3.08						
Engineering Intern	19.39	0.0																	
Business Operations Department	59.24	0.0																	
		0.0																	
TOTALS		3988.0	100%	\$57.17	76.0	100.00%	\$56.25	570.0	100%	\$60.17	302.0	100%	\$65.22	100.0	100%	\$56.58	831.0	100%	\$52.80

Local Public Agency

Village of Arlington Heights

County

Cook

Section Number

TBD

Consultant / Subconsultant Name

Christopher B. Burke Engineering, Ltd.

Job Number

AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 OF 2

PAYROLL CLASSIFICATION	AVG HOURLY RATES	6. Drainage Analysis and Reports			7. Structural Analysis and Reports			8. Stakeholder and Agency Coord.			9. Project Development Report			10. Project Management and Coord.					
		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 VI	84.84	14	1.99%	1.69	40	7.05%	5.99	40	8.77%	7.44				12	7.41%	6.28			
Engineer V	74.54	105	14.91%	11.12	75	13.23%	9.86	80	17.54%	13.08				50	30.86%	23.00			
Engineer IV	61.00	150	21.31%	13.00	75	13.23%	8.07	118	25.88%	15.79	60	27.27%	16.64	60	37.04%	22.59			
Engineer III	48.05	150	21.31%	10.24	75	13.23%	6.36	118	25.88%	12.44	60	27.27%	13.11	40	24.69%	11.87			
Engineer I/II	37.19	150	21.31%	7.92	66	11.64%	4.33	100	21.93%	8.16	100	45.45%	16.90						
Survey V	86.00																		
Survey IV	78.29																		
Survey III	68.42																		
Survey II	55.96																		
Survey I	39.79																		
Engineering Technician V	70.75																		
Engineering Technician IV	65.75																		
Engineering Technician III	44.01																		
Engineering Technician I/II	30.80																		
CAD Manager	72.73	35	4.97%	3.62	100	17.64%	12.83												
CAD Technician II	54.72	65	9.23%	5.05	100	17.64%	9.65												
GIS Specialist III	59.55	35	4.97%	2.96	36	6.35%	3.78												
Landscape Architect	66.74																		
Landscape Designer III	41.59																		
Environmental Resource Spe	78.05																		
Environmental Resource Spe	62.41																		
Environmental Resource Spe	54.16																		
Environmental Resource Spe	31.75																		
Environmental Resource Tec	46.51																		
Engineering Intern	19.39																		
Business Operations Departn	59.24																		
TOTALS		704.0	100%	\$55.59	567.0	100%	\$60.86	456.0	100%	\$56.90	220.0	100%	\$46.65	162.0	100%	\$63.75	0.0	0%	\$0.00



Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	TBD
Prime Consultant (Firm) Name	Prepared By	Date
Christopher B. Burke Engineering, Ltd.	Timothy Peceniak	11/11/2024
Consultant / Subconsultant Name	Job Number	
Testing Service Corporation		

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Soil borings and pavement cores for bike path, bridge structure, tunnel and culvert.

PAYROLL ESCALATION TABLE

CONTRACT TERM	18	MONTHS	OVERHEAD RATE	155.34%
START DATE	1/1/2025		COMPLEXITY FACTOR	0
RAISE DATE	1/1/2025		% OF RAISE	2.00%
END DATE	6/30/2026			

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	1/1/2025	1/1/2025	0	0.00%
1	1/2/2025	1/1/2026	12	68.00%
2	1/2/2026	7/1/2026	6	34.68%

Village of Arlington Heights

Cook

TBD

Testing Service Corporation

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Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	TBD
Consultant / Subconsultant Name		Job Number
Testing Service Corporation		

SUBCONSULTANTS

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

[illegible]

NOTE: Only subconsultants who fill out a cost estimate that splits out direct labor may be listed on this sheet.

Local Public Agency

Village of Arlington Heights

County

Cook

Section Number

TBD

Consultant / Subconsultant Name

Testing Service Corporation

Job Number

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)	6	\$340.00	\$2,040.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Drill Mounted on Truck or ATV Rig	Mobilization/Demobilization	8	\$1,500.00	\$12,000.00
Examine Samples, W%, Qp and Dry Unit Weights	Actual Cost	162	\$30.00	\$4,860.00
Sieve Analysis and Atterberg Limits	Actual Cost	6	\$290.00	\$1,740.00
Loss-On-Ignition and Wet Comvustion	Actual Cost	4	\$150.00	\$600.00
TOTAL DIRECT COSTS:				\$21,240.00

Village of Arlington Heights

Cook

TBD

Testing Service Corporation

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

COMPLEXITY FACTOR 0

24,783

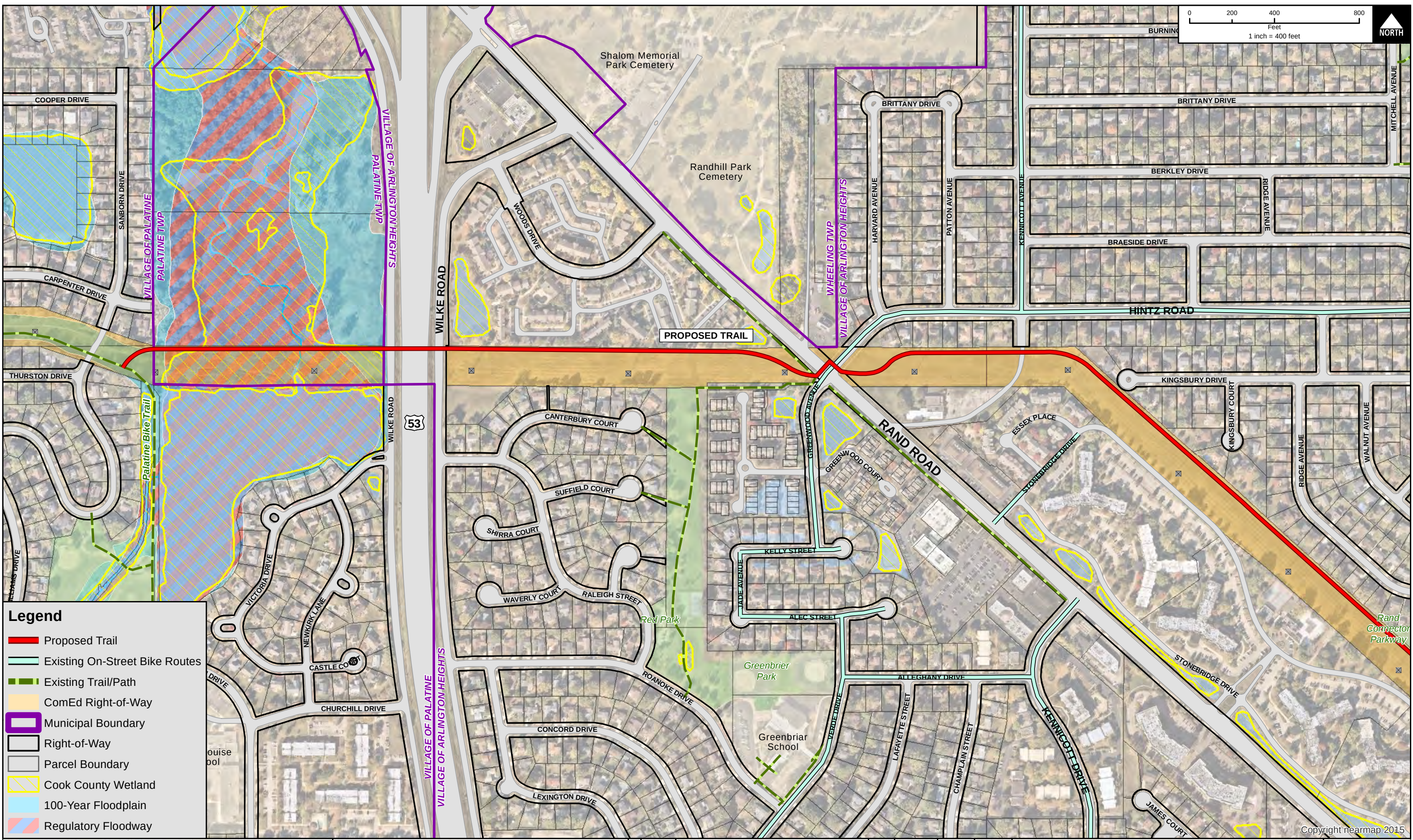
Page 278 of 562

Village of Arlington Heights

Testing Service Corporation

Cook

TBD

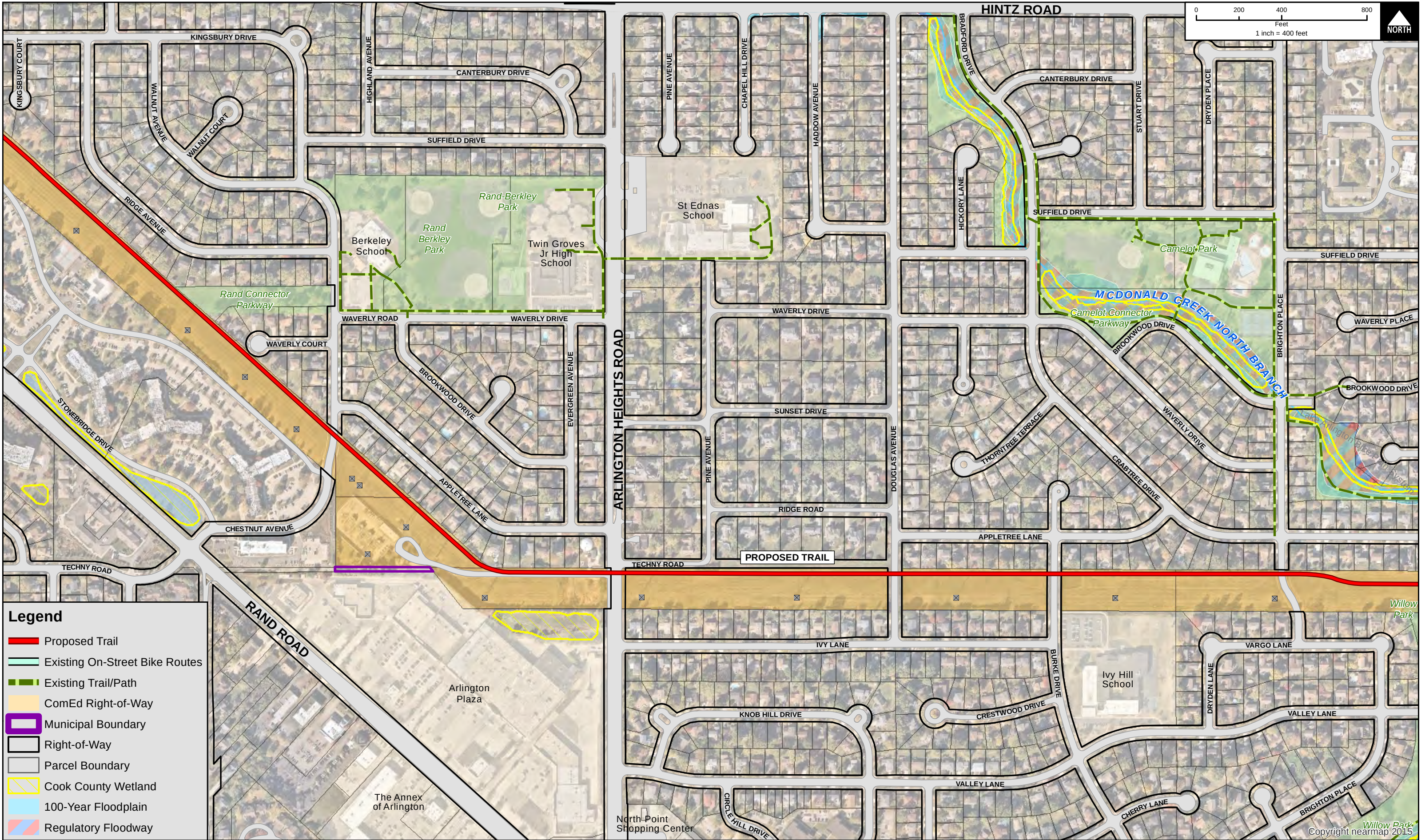


- Proposed Trail
- Existing On-Street Bike Routes
- Existing Trail/Path
- ComEd Right-of-Way
- Municipal Boundary
- Right-of-Way
- Parcel Boundary
- Cook County Wetland
- 100-Year Floodplain
- Regulatory Floodway

VILLAGE OF
ARLINGTON HEIGHTS

[illegible]

TITLE: AERIAL EXHIBIT COMMONWEALTH EDISON RIGHT OF WAY SHARED USE TRAIL	PROJ. NO. P240553
	DATE: 11/04/2024
	SHEET 1 of 3
	DRAWING NO.



Legend

Proposed Trail

Existing On-Street Bike Routes

Existing Trail/Path

ComEd Right-of-Way

Municipal Boundary

Right-of-Way

Parcel Boundary

Cook County Wetland

100-Year Floodplain

Regulatory Floodway

CB

CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road, Suite 600

Rosemont, Illinois 60018

(847) 823-0500

CLIENT:

VILLAGE OF ARLINGTON HEIGHTS

				DSGN.		
				DWN.	DRW	
				CHKD.		
				SCALE:	1:4,800	
NO.	DATE	NATURE OF REVISION	CHKD.	MODEL:	ArcGIS 10.6	
				PLOT DATE	11/4/2024	
FILE NAME	Aerial Exhibit - Sheets					
PATH	N:\PROPOSAL\ADMIN\2024\Arlington Heights ComEd SUP Phase I II and III Services P240553\GIS\Exhibits\Aerial Exhibit - Sheets.mxd					

TITLE:

AERIAL EXHIBIT

COMMONWEALTH EDISON

RIGHT OF WAY SHARED USE TRAIL

PROJ. NO.

DATE:

SHEET

DRAWING NO.

P240553

11/04/2024

2 of 3

EXH

Page 281 of 562



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving the Disbursement of Cash Paid by
Developers in Lieu of Land Dedication

Department: Finance

Item Description:

Two times per year, subject to availability of funds, the Village solicits requests from other governmental bodies for the release of monies collected from developers under the Village's Land Dedication Ordinance. As of October 31, 2024, the following summarizes the amounts collected and the requests from the other governmental bodies including their proposed designation for the use of these monies:

Township High School District 214 - To offset costs related to improvements of existing business, technology, special education, and facility improvement projects at Rolling Meadows High School.

Total collected to date and requested: \$18,613.13

Community Consolidated School District 59 - To fund security improvements at Juliette Low Elementary and the Educational Life Skills program.

Total collected to date and requested: \$43,785.28

Arlington Heights Park District - To help with improvements and/or additions to Recreation Park and Carefree Park.

Total collected to date and requested: \$782,135.86

Arlington Heights Memorial Library - To help fund improvements to meet ADA accessibility requirements.

Total collected to date and requested: \$62,824.01

RECOMMENDATION

It is recommended that the Village Board approve disbursement of contributions in lieu of land dedication to various local governments and

approve the local governments' designation for use of the monies totaling \$907,358.28.

ATTACHMENTS:

1. Resolution Approving Cash in Lieu of Land Dedication
2. Land Dedication Requests

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING THE DISBURSEMENT OF
CASH PAID BY DEVELOPERS IN LIEU OF LAND DEDICATION

WHEREAS, two times per year, subject to availability of funds, the Village solicits requests from other governmental bodies for the release of monies collected from developers under the Village's Land Dedication Ordinance.; and

WHEREAS, pursuant to Section 29-401 of the Municipal Code of Arlington Heights, Illinois, 1995, as amended ("*Village Code*"), the Village President and Board of Trustees must approve disbursement of contributions in lieu of land dedication; and

WHEREAS, the other governmental bodies have provided the Village with the proposed uses of the cash contributions from developers that have been collected in lieu of land dedication;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF DISBURSEMENT. The President and Board of Trustees hereby approve the Disbursements in Exhibit A.

SECTION 3. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A

PURCHASES



High School District 214
2121 South Goebbert Road
Arlington Heights, Illinois 60005
847-718-7600 | www.d214.org

Dr. Scott Rowe
Superintendent

November 21, 2024

Ms. Maggie Mattio
Finance Department
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, IL 60005

Dear Ms. Mattio:

The district is in receipt of your November 8, 2024, letter in which the Village of Arlington Heights indicates that \$18,613.13 in cash contributions has been collected in lieu of land dedication for District 214 for the period of May 1, 2024 through October 31, 2024.

Our intent is to use these funds to offset costs related to improvement of existing business, technology, special education, and facility improvement projects at the Rolling Meadows High School. We apologize for the earlier communication we sent.

Thank you for your time on this request.

Sincerely,

A handwritten signature in black ink, appearing to read 'Tim Keeley', with a stylized, looping flourish at the end.

Tim Keeley
Associate Superintendent of Business Services



To Whom It May Concern:

It is the district's understanding that \$43,785.28 in impact fees from the Arlington Gateway redevelopment. Juliette Low Elementary is our school that houses students within the area. These funds would contribute to the improvement of this facility, specifically our doors and facility improvements for our Educational Life Skills (ELS) program that has expanded to this site.

- Interior door electronic locks for ELS
- Exterior door electronic locks for safety
- TV monitor for security cameras at main office
- Additional security cameras in the hallways
- Wall placement for safety purposes

Please let me know if there are any questions.

Ron O'Connor
Assistant Superintendent for Business
(847) 593-4300
oconnor.ron@ccsd59.org



November 12, 2024

Ms. Maggie Mattio
Administrative Assistant, Finance Dept.
Village of Arlington Heights
33 S. Arlington Heights Rd.
Arlington Heights, IL 60005

Dear Maggie,

The Arlington Heights Park District requests \$782,135.86 in cash contributions in lieu of land dedication from May 1, 2024 through October 31, 2024. The contribution shall be considered for improvements and/or additions to the following parks:

Project	Date	Amount	Parks
Gateway Project	9/18/2024	\$ 782,135.86	Recreation Park and Carefree Park

Should you have any questions, please feel free to call me at 847-506-7145.

Sincerely,

John Kramer
Director of Parks and Planning

Arlington Heights Memorial
LIBRARY

November 13, 2024

Ms. Maggie Mattio
Finance Department
Village of Arlington Heights
33 South Arlington Heights Road
Arlington Heights, Illinois 60005

Dear Ms. Mattio,

Thank you for your letter of November 8, 2024, notifying the library about the contribution fees collected for the Arlington Heights Memorial Library for the period May 1, 2024 to October 31, 2024 in the amount of \$62,824.01.

This letter serves as the library's request to disburse those funds. The funds will be applied toward making improvements to meet ADA accessibility requirements.

I appreciate your assistance in processing this request. If you have any questions, please call me at 847-506-2615.

Best regards,

Michael Driskell
Executive Director

c: Board of Library Trustees

Village of Arlington Heights
Cash Contributions in Lieu of Land Dedication
May 1, 2024 to October 31, 2024

Date	Permit No.	Project	Elem School #15	Elem School #21	Elem School #23	Elem School #25	Elem School #59	High School #211	High School #214	A H Park District	Salt Creek Park District	A H Memorial Library	Total
9/18/2024	BLDC2023-04703	Gateway Project					\$ 43,785.28		\$18,613.13	\$782,135.86		\$62,824.01	\$ 907,358.28
													\$ -
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			<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$43,785.28</u>	<u>\$0.00</u>	<u>\$18,613.13</u>	<u>\$782,135.86</u>	<u>\$0.00</u>	<u>\$62,824.01</u>	<u>\$907,358.28</u>



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Authorizing the Agreement for the Phase II Design Engineering Services required for the Windsor Drive Road Diet & Resurfacing Project

Department: Public Works & Engineering

Item Description:

As discussed at the August 12, 2024 Village Board/Committee of the Whole meeting, the Windsor Drive Road Diet Phase I engineering was completed, allowing for the approval of a Phase II engineering design and bidding services contract.

The project will include the resurfacing of Windsor Drive from Dryden Avenue/Jane Avenue to approximately 650 ft south of Hintz Road. Between Palatine Road and Crabtree Drive, a Road Diet is proposed that will modify the 4-lane cross-section to provide one lane in each direction, a center landscaped median/left turn lane, and on-street buffered bike lanes. The sidewalks north of Palatine Road will be widened to 8 feet wide to provide a consistent width throughout the corridor. Additionally, a pedestrian mid-block crossing will be improved at the north leg of the Windsor Drive/Crabtree Drive intersection, which will include a pedestrian refuge island and rapid rectangular flashing beacons.

The project will also provide new crosswalks, pedestrian push buttons and signal heads, green pavement markings, and other improved bicycle awareness and safety components. Additionally, the project includes modernized signals and ADA ramps will be replaced to meet current ADA standards.

Based on input gleaned from the Phase I report and reviews, the scope of work in Phase II includes the evaluation, and possible inclusion, of extending the road diet to Suffield Drive and the potential of including the replacement of an aging water main within the project limits.

The next steps in the project are to evaluate the additional work noted above, update the Phase I report to include any additions, complete Phase II engineering, and obtain IDOT approval for bidding. As a result, Staff went through a Qualifications Based Selection (QBS) process for Phase II and III Engineering services associated with the "Windsor Drive Road Diet & Resurfacing Project" project. After reviewing six proposals and interviewing two firms, staff selected Civiltech Engineering, LLC.

Staff has been satisfied with the work to date performed by Civiltech Engineering, LLC. Staff is recommending and requesting approval of a Windsor Drive Road Diet & Resurfacing Project Phase II engineering services contract with Civiltech Engineering, LLC for Phase II engineering services in the amount of \$336,680.

Funding breakdown:

2024 budget Acct #401-7101-550300 (ST2306): \$108,000
2025 budget Acct #401-7101-550300 (ST2308): \$150,000
2025 budget Acct #410-7101-550300 (ST9008): \$ 78,680

Several grants have been secured for the design and construction of this project. With the assistance of the Engineering Consultant, the Village successfully applied for and was awarded the Illinois Transportation Enhancement Program (ITEP) funding to assist with the Phase II design services. The ITEP grant, as awarded, covers 90% of the Phase II cost up to \$296,000. With the updated Phase II estimate that includes the additional work efforts, Staff will pursue an increase to the ITEP grant.

RECOMMENDATION

It is recommended that the Village Board approve the Resolution that authorizes the attached agreement for the Phase II design engineering services required for the Windsor Drive Road Diet & Resurfacing Project – Phase II Engineering Services to Civiltech Engineering, LLC of Itasca, Illinois, in an amount not to exceed \$336,680.

ATTACHMENTS:

1. Resolution and Attachments - Windsor Dr Eng Serv

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT WITH
CIVILTECH ENGINEERING, INC. OF ITASCA, ILLINOIS
FOR PHASE 2 DESIGN ENGINEERING AND OTHER RELATED ENGINEERING SERVICES

WHEREAS, the Village desires to retain a qualified firm to provide Phase 2 Design Engineering, Plan Preparation, Bid Services and other related Engineering Services associated with the Windsor Drive Road Diet and Resurfacing Project ("*Services*"); and

WHEREAS, the Village issued a request for qualifications for qualified firms to complete the Services; and

WHEREAS, the Village has determined that the proposal submitted by Civiltech Engineering, Ltd., of Itasca, Illinois ("*Consultant*"), is the most appropriate for the provision of the Services; and

WHEREAS, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant ("*Agreement*"); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Board of Trustees hereby approves the Agreement by and between the Village and Consultant, in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT



Local Public Agency Engineering Services Agreement

Using Federal Funds? ☒ Yes ☐ No	Agreement For Federal PE	Agreement Type Original
--	------------------------------------	-----------------------------------

LOCAL PUBLIC AGENCY

Local Public Agency Arlington Heights	County Cook	Section Number 22-00218-00-CH	Job Number
Project Number	Contact Name Briget Schwab	Phone Number (847) 368-5250	Email bschwab@vah.com

SECTION PROVISIONS

Local Street/Road Name Windsor Drive	Key Route	Length	Structure Number
Location Termini Jane Avenue to Suffield Drive			
Add Location Remove Location			

Project Description

This project consists of resurfacing Windsor Drive from Jane Avenue to Suffield Drive, omitting the Palatine Road intersection. Curb ramps will be replaced throughout the project limits. All sidewalk will be replaced from Palatine Road to Suffield Drive. Watermain will be installed from Palatine Road to Suffield Drive. Watermain will be lined on Palatine Road from Windsor Drive to Maple Lane. The traffic signal at Windsor Drive/Valley Lane will be replaced.

Engineering Funding	☒ Federal	☐ MFT/TBP	☐ State	☐ Other	
Anticipated Construction Funding	☒ Federal	☐ MFT/TBP	☐ State	☐ Other	

AGREEMENT FOR

☐ Phase I - Preliminary Engineering ☒ Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name Civiltech Engineering, Inc.	Contact Name Kristin Kalitowski	Phone Number (630) 735-3369	Email kkalitowski@civiltechinc.com
Address 2 Pierce Place, Suite 1400	City Itasca	State IL	Zip Code 60143

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the construction PROJECT
In Responsible Charge	A full time LPA employee authorized to administer inherently governmental PROJECT activities

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CESCS) Worksheet (BLR 05513 or BLR 05514)

☐ _____

☐ _____

☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. 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 United States Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affix the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, 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 LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

- ☐ Lump Sum
- ☐ Specific Rate
- ☒ Cost plus Fixed Fee:

Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US 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 US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US 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 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT: the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the

LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not 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 the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not 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) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has 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 indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph e and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 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 DEPARTMENT 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 on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an 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 contract or grant of \$5,000 or more from the DEPARTMENT, as defined 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 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 (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 maintain 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.
- (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.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 12. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Civiltech Engineering, Inc.	36-3606666	\$269,743.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
TWiG Technologies	81-4693586	\$42,867.00
Rubino Engineering, Inc.	80-0450719	\$6,080.00
True North Consultants	26-1702603	\$17,990.00
Subconsultant Total		\$66,937.00
Prime Consultant Total		\$269,743.00
Total for all work		\$336,680.00

AGREEMENT SIGNATURES

Executed by the LPA:

The

Local Public Agency Type
Village

 of

Local Public Agency
Arlington Heights

Attest:

By (Signature & Date)

--

By (Signature & Date)

--

Name of Local Public Agency

Arlington Heights

Local Public Agency Type

Village

Clerk

Title

Village President of the Board of Trustees
--

(SEAL)

Executed by the ENGINEER:

Prime Consultant (Firm) Name

Attest:

Civiltech Engineering, Inc.

By (Signature & Date)

--

By (Signature & Date)

--

Title

--

Title

--

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Civiltech Engineering, Inc.	Cook	22-00218-00-CH

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

EXHIBIT A SCOPE OF SERVICES FOR FEDERAL PARTICIPATION PROJECTS See attached
--

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Civiltech Engineering, Inc.	Cook	22-00218-00-CH

**EXHIBIT B
PROJECT SCHEDULE**

12/3/2024 - Notice to Proceed
9/1/2025 - Preliminary Plan Submittal
7/24/2026 - Prefinal Plan Submittal
9/28/2026 - Final Plan Submittal
1/15/2027 - Letting

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Arlington Heights	Civiltech Engineering, Inc.	Cook	22-00218-00-CH

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes Due date of submittal **10/10/24**

Method(s) used for advertisement and dates of advertisement

From 9/20/24 through 10/10/2024 the Village advertised this project on the Village website at www.vah.com.

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Technical Approach	20%
Firm Experience	25%
Staff Capabilities	25%
Work Load Capacity	20%
Past Performance/Local Presence	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

Cris Papierniak, PE, Director of Public Works and Engineering (PW&E), Rob Horne, Assistant Director of PW&E, Michael Pagones, PE, Village Engineer, Briget Schwab, PE, Senior Civil Engineer

Top three consultants ranked for this project in order	
1	Civiltech Engineering, Inc
2	Gewalt Hamilton Associates, Inc
3	Thomas Engineering Group

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒

Local Public Agency		Prime Consultant (Firm) Name		County		Section Number	
Arlington Heights		Civiltech Engineering, Inc.		Cook		22-00218-00-CH	
14	QBS according to State requirements used?					☐	☒
15	Existing relationship used in lieu of QBS process?					☒	☐
16	LPA is a home rule community (Exempt from QBS).					☐	☒

Instructions for BLR 05530 - Page 1 of 3

Form instructions are not to be submitted with the form

This form shall be used for a Local Public Agency (LPA) to enter into an agreement with an Engineering firm in connection with a project funded with Federal, State, and/or Motor Fuel Tax (MFT) funds. Based on the selection of type of engineering agreement and funding type, the form will change. For more information refer to the Bureau of Local Roads and Streets Manual (BLRS) Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual.

This form can also be used for structure inspections.

When filing out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Using Federal Funds? The user must select yes or no. Based on the selection, a drop-down menu will appear. The language of the form changes based on the selection.
Selecting yes indicates federal funds will be used to fund all or a portion of the engineering for this phase of this project.
Selecting no indicates no federal funds will be used to fund any engineering for this phase of the project.

Agreement For If yes was selected for using Federal Funds, select Federal PE or Federal CE from the drop-down.
If no was selected for using Federal Funds, select MFT PE, MFT CE, or MFT PE-CE.

Agreement Type From the drop down, select the type of agreement, types to choose from are: Original or Supplemental
Number If the agreement is for a supplemental, insert the number of the supplemental using number 1 for the first supplemental, and increase the numbering as the supplementals increase.

Local Public Agency

Local Public Agency	Insert the name of the LPA. This field value is used to populate the LPA name in the Agreement Signatures and the Exhibit pages.
County	Insert the name of the county in which the LPA is located.
Section Number	Insert the section number applied to this project without dashes, dashes are automatically inserted.
Job Number	Insert the job number assigned for the project, if applicable.
Project Number	Insert the project number assigned for this project, if applicable.
Contact Name	Insert the name of the LPA contact for this project.
Phone Number	Insert the phone for the LPA contact listed to the left without dashes.
Email	Insert the email for the LPA contact listed to the left.

Section Provisions

Location	Use the add location button to add additional locations, if needed, for up to a total of five locations. If there are more than five locations, use various.
Local Street/Road Name	Insert the local street/road name.
Key Route	Insert the key route of the street/road listed to the left, if applicable.
Length	Insert the length in miles as it pertains to the location listed to the left. For a structure insert 0.01.
Structure Number	Insert the existing structure number(s) for this project.
Location Termini	Insert the beginning and ending termini as it pertains to this location for this project.
Add Location	Use this button to add additional location.
Remove Location	Use this button to remove a location added in error. Please note that at least one location is required.
Project Description	Insert a description of the work to be accomplished by this project.
Engineering Funding	Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other." The form will change based on the box(es) checked.
Anticipated Construction Funding	Check all boxes that apply, if type other is checked, insert the type of other funding in the box following "other."

Instructions for BLR 05530 - Page 2 of 3

Agreement For

Select the check box for the type of engineering the agreement is for. Phase I for Preliminary Engineering, Phase II for Design Engineering, Phase III for Construction Engineering. When Federal Funds are used, Phase I and Phase II can be selected when the agreement is for Federal PE. When Federal CE is selected, only Phase III can be selected. For MFT, the Phases can be selected based on the original selection at the top of the form for the agreement type.

Consultant

Primary Consultant (Firm) Name Insert the name of the primary consultant firm that will be executing this agreement. This field value is used to populate the consultant name in the Agreement Summary, Agreement Signatures and the Exhibit pages.

Contact Name Insert the name of the contact for the firm listed to the left.

Phone Number Insert the phone number for the contact listed to the left, without dashes.

Email Insert the email of the contact listed to the left.

Address Insert the address of the firm listed to the left.

City Insert the city of the firm listed to the left.

State Insert the state of the firm listed to the left.

Zip Code Insert the zip code of the firm listed to the left.

Agreement Exhibits

Check all that apply, for boxes checked that do not have a description, insert the name of the exhibit.

Exhibit A Insert the scope of services covered by this agreement/ project. This exhibit is required.

Exhibit B Insert the project schedule that applies to this agreement/ project. This exhibit is required.

Exhibit C Qualification Based Selection (QBS) Checklist process must be followed when the value of engineering will meet and/or exceed the threshold in 50 ILCS 510. If the process does not apply, check the form not applicable checkbox on the top of the exhibit page. If the process applies and using federal funds, complete items 1 through 13. If the process applies and using state funds, complete items 14 through 16.

Exhibit D Cost Plus Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514). If the method of compensation was checked (under LPA Agrees item 4) as Cost Plus Fixed Fee (Anniversary Raise or Fixed Raise) in the agreement, then this exhibit is required and the correct BLR form: BLR 05514 for Fixed Raise or BLR 05513 for Anniversary Raise.

Exhibit Use the remaining boxes and lines to add additional exhibits as needed.

LPA Agrees

Method of Compensation Select the method of compensation for this agreement by checking the applicable box.

If Percent is checked (this is only available when agreement is for MFT funds.), insert in the box the applicable percentage.

If Lump Sum is checked, complete the box after lump sum showing the lump sum compensation amount. For agreements funded with federal funds the lump sum shall be determined by using the Cost Plus Fixed Fee formula.

If Specific Rate is checked, insert the specific rate in the box. The specific rate cannot exceed \$150,000. For a federal project this is limited to testing services only.

If Cost Plus Fixed Fee is checked, select the type of raise the agreement will use: Anniversary or Fixed. If this method is selected, BLR 05513 or BLR 05514 must be included in the exhibits.

Instructions for BLR 05530 - Page 3 of 3

Agreement Summary

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on the first pages of the agreement.
TIN/FEIN/SS	Insert the Prime Consultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount.
Subconsultant(s)	As applicable, insert the name of each subconsultant engaged in this agreement/ project. Subconsultants are defined as any firm that is required to complete a Cost Estimate of Consultant Services (CECS) Worksheet.
TIN/FEIN/SS	Insert the Subconsultant's Taxpayer Identification Number (TIN), Federal Employer Identification Number (FEIN) or Social Security Number (SS).
Agreement Amount	Insert the maximum agreement amount for the subconsultant listed to the left.
Add Subconsultant	If additional lines are needed for additional subconsultants, insert lines as needed and complete the required information.
Subconsultant Total	This field is automatically completed, it is the sum of all the agreement amounts for all subconsultants listed.
Prime Total	This field is automatically completed, it is the amount of the prime consultant fee as listed above.
Total for All	This field is automatically completed, it is the sum of the subconsultant and the prime total.

Agreement Signatures

Executed by LPA

Local Public Agency Type	From the drop down, select the type of LPA. Types to choose from are: City, County, Town, or Village.
Local Public Agency	Field populated from the Local Public Agency entered on the first pages of the agreement.
By	The LPA clerk will sign here.
By	The LPA official authorized to sign this agreement will sign and date here.
Seal of LPA	The LPA will seal the document here.
Title	Insert the title of the LPA official who signed above.

Executed by the Engineer

Prime Consultant (Firm) Name	Field populated from the Prime Consultant (Firm) Name entered on first pages of the agreement.
By	The person(s) authorized to sign this agreement from the engineering firm will sign and date here.
Title	Insert the title of the person signing above.

For Agreement using MFT or State Funds only:

Regional Engineer	Upon approval the Regional Engineer will sign and date here.
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A minimum of four (4) signed originals must be submitted to the Regional Engineer's District office.

Following approval, distribution will be as follows:

- Central Office (only for Projects using State and/or Federal Funds)
- District
- Engineer (Municipal, Consultant or County)
- Local Public Agency Clerk



PROJECT UNDERSTANDING

This project consists of resurfacing Windsor Drive from south of Jane Avenue to north of Suffield Road. Resurfacing will be omitted at the Palatine Road intersection. South of Lillian Avenue, the roadway will be restriped with two through lanes and two parking lanes, as well as sharrows. North of Lillian Avenue, the roadway will be restriped with two through lanes, two bike lanes, and a center turn lane or median as applicable. along with a center turn lane or median. At the Palatine Road intersection however, the lane configuration will be the same as the existing condition, with the addition of dedicated bike lanes. Landscaped medians with irrigation will be constructed north and south of Valley Lane. Pedestrian refuge islands with RRBs will be constructed at Crabtree Drive and Suffield Drive. Curb ramps will be reconstructed throughout the resurfacing limits. The median noses on Palatine Road will be shortened to accommodate a new crosswalk alignment on the east leg and a new crosswalk on the west leg. North of Palatine Road, sidewalk on both sides of the road will be replaced with wider 8-foot sidewalks. No ROW or easements are planned as part of this project.

New 8" watermain will be installed from Rose Hill Drive up to the south limit of Lake Arlington and along Jonquil Circle. New 12" watermain will be installed from Crabtree Drive up to Suffield Drive. The existing 12" watermain on the north side of Palatine Road from Windsor Drive to Maple Lane and across Palatine Road at Maple Lane will be lined. Drainage improvements will be limited to structure adjustments or reconstructions as needed due to the resurfacing or the sidewalk construction. However, due to the new watermain and lining, some existing laterals may also be replaced for IEPA compliance. Sanitary and water lids that will remain in place will also be adjusted or reconstructed as necessary.

The traffic signal at Windsor Drive and Valley Lane will be replaced. APS and video detection will be installed. A temporary signal will be provided during construction. At Palatine Road, the pedestrian signal heads and push buttons will be replaced or relocated as necessary and video detection will be installed. A temporary signal will be required at Palatine Road for the staging of the watermain construction.

There is existing lighting throughout the Windsor Drive project limits that is owned and maintained by the Village. The lighting consists of a staggered layout of aluminum and concrete poles with LED luminaires. The existing lighting system along Windsor Drive will remain except there may be a few poles that need to be relocated based on proposed sidewalk locations. The intersection of Palatine Road does not have intersection lighting, nor will it in the proposed condition. The intersection of Valley Lane has combination poles to provide intersection lighting. The traffic signal at Valley Lane is being replaced so new LED combination lighting will be installed. We will perform photometric calculations at this intersection to meet IES and IDOT guidelines, and anticipate a report submittal to BLRS as part of the Preliminary Engineering.

SCOPE OF WORK

The Phase II Design Engineering services will be in accordance with the approved Phase I report and meet the pertinent requirements of the Village of Arlington Heights, the Illinois Department of Transportation (IDOT), the Illinois Environmental Protection Agency, and the Metropolitan Water Reclamation District of Greater Chicago.

Item 1 - Data Collection and Early Coordination

Since project will utilize Federal funds, coordination with IDOT – Bureau of Local Roads and Streets will be required. An initial kick-off meeting will be held prior to starting the Design Engineering and PDR Addendum. This meeting will ensure that IDOT concurs with the scope of the improvements and the proposed schedule, and will confirm the requirements related to the project design.

We will obtain and review available Village data including, but not limited to, subdivision plans and plats, record plans, geotechnical reports, right of way data, aerial photography and contour mapping, water main break records, other existing plans, and municipal utility atlases and private utility atlases.

In addition, the data collection for this project will include a complete photolog in order to document existing conditions prior to construction. Images from the photolog could then be used to clearly show the existing conditions during public meeting presentations.

We will initiate a design-stage utility location request through JULIE and establish a utility contact log. We will then obtain public and private utility



atlases from all identified utilities to depict the presence of existing utilities as accurately as possible on the plan sheets using atlas information and any field markings. Additionally, coordination will begin with ComEd for the traffic signal power.

Our subconsultant Rubino will perform pavement cores that will be used to confirm the Phase I pavement design. Our subconsultant True North will perform testing necessary to complete LPC 663 forms to include in the project specifications. We have included hours for coordination with both these subconsultants.

With an anticipated letting in 2027, we assume the 2023 wetland report and 2023 WIE submittal and clearance will not have exceeded the five-year expiration limit. However, the bat assessment was completed in April of 2024, and assessments need to be completed within two years of conducting any construction. Therefore, we propose to update the current Bat Assessment, which includes an on-site field assessment, an update to the appropriate Bridge/Structure Bat Assessment Form, and an update to the current Bat Assessment Memorandum.

Item 2 - Field Survey and Preparation of Base Sheets

Civiltech will use the services of TWiG to obtain topographic survey in the parkways and curb ramp areas. They will also gather underground utility information along the stretches where new water main is planned. South of Palatine Road, survey will be completed at curb ramp areas. North of Palatine Road, survey will be completed for the full parkway areas due to the new sidewalk proposed. We will fly the drone along the project site to obtain high resolution aerials for plan production and water main design. As a by-product of this work, we will also have a surface model that can be beneficial in design to supplement the conventional survey. TWiG will also survey property corners throughout the corridor where new sidewalk will be constructed.

Base sheets will be prepared at a scale of 1"=20' and 1"=50' for use during the final contract plan preparation. The preparation of the base sheets will include identification and plotting of all existing utilities within the project limits.

After the base sheets have been prepared, the designers will perform a plan-in-hand field check during which we will verify the completeness and accuracy of the survey while familiarizing ourselves with the project area and any special conditions in the field.

Our Landscape Designer will visit the site to evaluate existing trees. This task will involve identifying tree species, measuring the diameter of each tree, and assigning a health score for each tree based on observations. The data from this will be cataloged in a spreadsheet with each tree numbered, and data will be added to CAD files for use during the landscape design.

We will prepare a structure inventory report which will include the type and condition for each manhole, catch basin, inlet, and valve vault within the project limits that is to remain in place. We will assess the need for adjustment, reconstruction or replacement of these structures. This work will be performed by one of Civiltech's Resident Engineers experienced in the Village's determination of structure condition. Village staff will be invited to this inventory.

Item 3 – Phase I Updates

As a result of the Public Involvement Process and additional input received during the Phase I Study, there are several modifications to the proposed improvement plan that need to be evaluated during Phase II Engineering. Those potential improvements include:

- Re-evaluation of the road diet limits to extend bike lanes and 3-lane cross section to Suffield Drive.
- Pedestrian Crossing improvement evaluation at Suffield Drive, with or without the extension of the road diet.
- Access Evaluation at Rosehill Drive.
- Inclusion of watermain improvements.



Changes to the scope of overall improvement identified in the Project Development Report will require updates to the Phase I Report. Coordination with IDOT-BLRS will determine the required documentation needed to process the updates. It is assumed that a Phase I Update Memo will be required. This scope item will include the following task items:

1. Traffic Data Collection: Obtain 24-hour turning movement, bike (on-street and in crosswalk), and pedestrian counts using video collection units (VCU) at the intersection of Windsor Drive and Suffield Drive.

2. Traffic Data Analysis: Reduce and tabulate traffic count data; determine A.M. and P.M. peak hours and peak hour usage, prepare traffic volume exhibit; develop 2050 No-Build and 2050 Build traffic projection from CMAP, and perform A.M. and P.M. existing, 2050 No-Build and 2050 Build capacity analysis.

3. Prepare Pedestrian Crossing Evaluation Treatment per TRA-23 for both the 4-lane cross section and potential 3-lane cross section, including coordination with IDOT-Local Policy regarding potential RRFB location/relocations.
4. Prepare horizontal plan sheets for the extension of the road diet, pedestrian crossing improvements, and Rosehill Drive intersection. Assume two concept alternatives will be developed for each and one review by the Village.

5. Prepare for and attend an IDOT-BLRS Update Meeting to discuss changes to the design and Project Development Report.

6. Prepare and submit an Addendum Environmental Survey Request to include additional project area and scope changes.

7. Prepare DRAFT IDOT Phase I Update Memo/Addendum. Includes QC/QA before submittal to Village and IDOT for review and preparation of a disposition of comments.

8. Prepare FINAL IDOT Phase I Update Memo/Addendum update.

Item 4 – Public Involvement

Any changes to the layout and function of Windsor Drive that were not documented within the Project Development Report will require a Public Involvement Activity to notify the public. While the level of Public Involvement is to be determined by IDOT, it is anticipated that a Public Information Meeting will be required. To fulfill this requirement, it is recommended to hold a neighborhood meeting and a Committee of the Whole meeting. The neighborhood meeting would be a Committee of the Whole-style meeting, with a presentation to update the attendees and provide an opportunity for public comment. The Public Information Meeting (neighborhood meeting) needs to be held separately from regular Committee of the Whole Meetings and have their own advertisings/invitations. Following the neighborhood meeting, the presentation will be revised, updated, and presented to the Committee of the Whole. As the Phase II design progresses, an additional neighborhood meeting and an additional Committee of the Whole presentation will be held to inform the community of the final design and what to expect during construction. This is a total of 4 meetings. This scope item will include the following:

1. Prepare invitation letters to area residents and businesses. It is assumed that the Village will distribute the invitations to the public.

2. Prepare public meeting newspaper display advertisement. It is assumed that the Village will coordinate with the Newspaper.

3. Prepare public meeting brochure/handout.

4. Prepare public meeting exhibits.
5. Prepare presentation and attend/present at Public Information Meeting (neighborhood meeting).

6. Prepare meeting summary, Frequently Asked Questions document, and responses to public comments.

7. Revise and update presentation.

8. Attend/present at Committee of the Whole meeting.

9. Prepare/revise/update Frequently Asked Questions document.



Item 5 - Preliminary (50%) and Pre-Final (95%) Contract Plans

Based on the findings of the Preliminary Engineering Phase, we will prepare preliminary and pre-final contract plans. Preliminary plans will be provided to the Village only to allow the Village to review and provide comments of design concepts before they are shared with IDOT, and to ensure the goals and requirements are met. We anticipate that the plans will be prepared using dual plan drawings at a 1" = 20' scale and 1" = 50', and will likely contain the following drawings, for a total of 107 sheets:

- | | | |
|---|---|--|
| • Cover Sheet & Index of Sheets | • Drainage and Utility Plan and Profile
(1"=20'H : 1"=5'V) | • ADA Plan Sheets |
| • General Notes and State Standards | | • Driveway Detail Sheets |
| • Summary of Quantities | • Drainage and Utility Plan and Profile
(1"=20'H : 1"=5'V) | • Pavement Marking, Signing Erosion
Control , and Landscaping Sheets (1" =
50', dual pane) |
| • Existing and Proposed Typical Sections | • Landscape Plans | |
| • Alignment, Ties, and Benchmarks | • Irrigation plans for 5 planted medians,
plus gateway sign area | • Landscaping Median and Irrigation
System Details |
| • Maintenance of Traffic Plans (1 stage) | • Traffic Signal Plans | • Construction Details |
| • Roadway Plans – Removal /Paving Sheets
(1" = 20'- dual pane) | • Lighting Plans | |

Detailed quantity calculations will be performed at this stage of the plan preparation to develop an accurate Engineer's Estimate of Cost. An Estimate of Construction Time will also be prepared. Detailed special provisions supplementing the "Standard Specifications for Road and Bridge Construction," adopted January 1, 2022 by the Illinois Department of Transportation will be prepared at pre-final stage. The special provisions will also include details and requirements for construction staging/maintenance of traffic, including listing any commitments made by the Village to the adjacent property owners.

A Work Zone Transportation Management Plan (TMP) shall be prepared and submitted to IDOT with the prefinal plans. We will analyze traffic conditions along Palatine Road for any lane closures required for construction and prepare the necessary documentation.

Item 6 - Submittals and Review

If necessary, we can arrange a meeting with the Village to go over the Village’s preliminary review comments. Once the Village preliminary comments have been addressed and pre-final plans and special provisions are completed, pre-final contract documents will be submitted to IDOT and to the Village for concurrent review.

The plans will also be sent to the private utilities for their review and conflict analysis. We will analyze the project for potential impacts to existing utilities and will provide the utility companies with a list of areas of potential conflict. We will first attempt to address utility conflicts through design modifications while considering the impact those changes will have on the overall improvement. Should any utility relocation work be necessary, we will work with the utilities as they develop relocations plans,

provide them with electronic files when requested, and review those plans when they are submitted. We anticipate meeting with each utility one time during the preparation of their relocation plans. We will review all utility relocation designs and permit applications submitted to the Village to ensure compatibility with the project.



Item 7 - Final (100%) Plans, Special Provisions, and Estimates

After completion of the Village's and IDOT's review and resolution of other concerns, the contract plans, special provisions, engineer's Estimate of Cost and Time, and TMP will be finalized.

Item 8 – Coordination and Project Administration

We will prepare PPI forms at project milestones and Quarterly Status Updates, as well as prepare engineering and joint funding agreements for Construction and Construction Engineering in coordination with NWMC and IDOT BLRS.

We will make the necessary document submittals and follow through with each agency in regards to their review comments, or arrange a review meeting to discuss plan changes necessary to resolve conflicts if possible.

We will submit a Permit Determination letter to MWRD to confirm that a Watershed Management Ordinance (WMO) Permit will be required for the proposed improvement. However, due to the disturbed area we anticipate that a WMO permit will be required. Based on the response from MWRD, we will prepare a permit submittal to MWRD to comply with the Watershed Management Ordinance. It is assumed that stormwater detention will not be required and that the scope of the drainage improvements will include minor adjustments and modifications to the existing stormwater system. We will prepare the required Permit Schedules, exhibits and attachments. We will also prepare the IEPA construction permit for the installation of the new watermain and the lining of the existing watermain on behalf of the Village.

We will also assist the Village during the bidding process as required, and will attend the IDOT pre-construction meeting to answer any questions regarding the design and contract documents.

Item 9 – QA/QC

Reviews will be performed by the Director of Quality Management, the Senior Phase II Project Manager, and the Project Managers at milestone submittals. A Resident Engineer will also perform constructability reviews.

WORKHOUR ESTIMATE

[illegible]

WORKHOUR ESTIMATE

		Senior Project Manager	Project Manager	Engineer III	CAD Technician	Chief Layout Specialist	Project Manager (Signals)	Engineer III (Signals)	Senior Project Manager (Lighting)	Engineer V (Lighting)	Senior Project Manager (Phase I)	Project Manager (Phase I)	Engineer IV (Phase I)	Engineer III (Phase I)	Senior Design Technician	Visual Designer	Director of Nature-based Solutions	Engineer I (NbS)	Landscape Architect	Landscape Designer	Water Resources Manager	Engineer III (Water Resources)	Resident Engineer V	Senior Project Manager (QC/QA)	Total Hours	% of Hours
Item No.	Task																									
	C. BLRS Coordination and Joint Agreement Preparation		12																		8	24			12	11.3%
	D. MWRD WMO Permit Determination and Permit Application		2	2																					36	34.0%
	E. IEPA Permit		2	6																					8	7.5%
	F. Bid Phase Assistance		4	4																					8	7.5%
	G. Pre-Construction Meeting Attendance		2	2																					4	3.8%
Sub-total Item 8		4	54	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	10	24	0	0	106	100.0%
9	QA/QC																									
A.	Reviews	4	8				8																8	32	60	100.0%
Sub-total Item 9		4	8	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	32	60	100.0%
Total Hours:		28	316	719	71	8	95	240	11	47	6	74	138	58	10	28	2	6	26	132	10	24	20	32	2101	
% of Hours:		1.3%	15.0%	34.2%	3.4%	0.4%	4.5%	11.4%	0.5%	2.2%	0.3%	3.5%	6.6%	2.8%	0.5%	1.3%	0.1%	0.3%	1.2%	6.3%	0.5%	1.1%	1.0%	1.5%	100.0%	

November 11, 2024

Kristin R. Kalitowski, P.E.
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, Illinois 60143

**RE: Proposal - Preliminary Environmental Site Assessment Update & CCDD Soil Assessment
Windsor Road Improvement Project
Windsor Road from Jane Avenue to project limit between Suffield Drive & Hintz Road
Arlington Heights, Illinois
TNC Proposal #P124-1293**

Dear Ms. Kalitowski,

True North Consultants, Inc. (True North) is pleased to provide this proposal to perform a Preliminary Environmental Site Assessment (PESA) supplement for the proposed Windsor Road improvements from Jane Avenue to the proposed project limit between Suffield Drive & Hintz Road located in Arlington Heights, Illinois (the Site). The following sections of this proposal present background information, scope of services, estimated costs, schedule, and limitations.

BACKGROUND

On November 5, 2024, Civiltech Engineering, Inc. (Client) requested that True North provide a proposal to complete a PESA update and CCDD soil assessment for the above referenced project which includes the proposed resurfacing of Windsor Road and sidewalk widening and replacement and potential water main improvements along the Windsor Road corridor. Due to the identification of Palatine Road as an Illinois DOT route, this right-of-way at the Windsor Drive and Palatine Road intersection will not be included within the PESA. The adjoining properties are primarily residential, recreational, and commercial property uses for the length of the specified project area. This assessment would be performed to provide a screening of public information to determine the environmental status of the project area and incorporate this information into an updated, comprehensive PESA report for the entire Site.

SCOPE OF SERVICES

Task 1: PESA Update

True North will perform this PESA update in general conformance with the requirements outlined by *Illinois Department of Transportation (IDOT) in Bureau of Design and Environment (BDE) 95-12, BDE 96-8, the Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation Highway Projects, and Section 20-12.03(b) - Preliminary Environmental Site Assessment of the IDOT Bureau of Local Roads Manual* (Second Edition OFS 2012-1). The IDOT protocols are generally consistent with *The American Society for Testing and Materials (ASTM) Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process (E 1527-21)*.

1. Historical Records Review: Available historical records associated with the Site and surrounding properties will be reviewed. These records include city directories, Sanborn Fire Insurance Maps, and



aerial photographs. Commonly known or reasonably ascertainable information will also be pursued to the extent necessary to document information about the Site.

2. Environmental Regulatory Records Review: A computer search of Federal, State, Tribal, and local government agency records will be performed to determine if the Site or adjacent properties are included within the selected regulatory databases. Based on the results of this query, the Site and its surrounding properties shall be evaluated for recognized environmental concerns. Queries shall be performed, but not be limited to, the following regulatory databases:
 - National Priority List (NPL) of Hazardous Waste Sites;
 - Hazardous Waste Treatment, Storage, Disposal Facilities (TSDF);
 - Underground Storage Tank or Leaking Underground Storage Tank Locations (UST/LUST);
 - Sanitary Landfill and Solid Waste Sites (SL/SWS);
 - State Hazardous Waste Sites (SHWS);
 - CERCLIS sites; and
 - Small and Large Quantity Hazardous Waste Generators (RCRIS-SQG/LGG).
3. Site Reconnaissance: True North shall provide an Environmental Professional, as defined in 40 CFR 312, to perform a Site visit to make observations of on-site conditions and immediately adjacent properties from the project area right-of-way.
4. Report Preparation: A summary report shall be prepared to summarize the activities and results of the assessment. The report shall include pertinent documentation to support the screening results of this assessment. The report shall also include a conclusions section that shall summarize the evaluated conditions based on the information collected. An electronic copy (PDF) of the report will be provided to the Client.

Please note that the scope of services for the PESA does not include a review of or survey for asbestos, radon, lead-based paint, lead in drinking water, industrial hygiene, health & safety, ecological field studies, indoor air quality, biological pollutants, or high voltage power lines. In addition, surveys for potential jurisdictional wetlands, oil/gas well records, mineral rights records, or mining areas are also considered beyond the scope of this assessment. No wetland delineation or sampling of soil, water, air, or building materials for laboratory analyses shall be performed during the assessment.

Task 2: Soil Management Assessment (Budgetary Costs)

Based on the findings of the PESA update and proposed scope of construction including potential subsurface utility work, True North shall locate proposed borings at representative locations across the Site. In addition, True North shall evaluate and may modify, as necessary, the laboratory analytical as proposed below for the soil assessment to appropriately assess any PIPs/RECs in accordance with CCDD requirements and industry standards.

True North will perform a focused soil sampling in conformance with standards set forth by the Illinois EPA in 35 Illinois Administrative Code (IAC) 742, "Tiered Approach to Corrective Action Objectives (742)," United States Environmental Protection Agency (USEPA) SW-846, "Test Methods for Evaluating Solid Waste, Physical/Chemical Methods," ASTM E1903-19 standard, "Standard for Environmental Site Assessments: Phase II Environmental Site Assessment Process," Occupational Health & Safety Administration 1910 Standards, and 35 IAC 1100, "Clean Construction or Demolition Debris Fill Operations (CCDD)." Soil sampling



shall be performed based on the findings of Task 1 evaluation activities. The following soil sampling scope of work is based on limited information available for the proposed project.

True North will collect soil samples utilizing hand tools and/or a subcontracted an environmental drilling contractor to advance soil borings at pre-determined locations. The environmental drilling contractor will be responsible for the JULIE utility locates prior to drilling activities. Based on currently available information, the up to twelve (12) soil samples will be collected along the Windsor Road and Jonquil Circle project corridor. The soil borings will be completed within the proposed project areas to representative depths. Soil will be continuously sampled from grade to the end of each boring for characterization in accordance with the Unified Soil Classification System (USCS).

The drilling contractor will utilize a track-mounted geoprobe unit to complete all subsurface drilling activities. The drilling firm/contractor shall contact JULIE at least 48 hours in advance of drilling activities to secure an underground public utility locate at the Sites. Traffic control has not been included in the provided costs. If necessary, traffic control shall be provided by the Village or others for advancement of soil borings. True North can coordinate traffic control or provide costs associated with traffic control once Task 2 is authorized and initiated.

Representative soil samples will be screened with a calibrated photoionization detector (PID) with a 10.6eV lamp to determine the presence of photoionizable vapors that are potentially indicative of the presence of volatile organic compounds (VOCs) in the soil. Soil samples for laboratory analysis shall be collected from shallow soils to provide a representative assessment of fill materials on the Site.

True North anticipates sampling from up to twelve (12) locations at the Site. During the investigation, one soil sample will be collected from each sampling location. Soil samples registering the highest PID concentration will be retained for laboratory analysis. If elevated PID readings and/or varying conditions/fill material are not encountered at a sampling point, one representative soil sample will be collected and submitted for laboratory analysis. All soil samples selected for laboratory analysis will be placed in laboratory provided containers, labeled, placed in a cooler with ice, and logged on a chain of custody form. All samples will be transported under chain-of-custody to a National Environmental Laboratory Accreditation Conference (NELAC) accredited laboratory. The samples will be analyzed within the standard turnaround time following Level II Quality Assurance/Quality Control (QA/QC) protocols. The following presents the maximum number of soil samples to be analyzed for each parameter at the Primary Site:

- Four (4) samples for Volatile Organic Compounds (VOCs), USEPA Method 8260B. Soil samples will be preserved in the field following USEPA Method 5035 protocols.
- Three (3) samples for Polynuclear Aromatic Hydrocarbons (PNAs), USEPA Method 8270B.
- One (1) sample for Semi-Volatile Organic Compounds (SVOCs), USEPA Method 8270B.
- One (1) samples for Polychlorinated Biphenyls Compounds (PCBs), USEPA Method 8082.
- Four (4) samples for RCRA Metals, USEPA Method 6010B/7471.
- Up to Four (4) samples for Toxicity Characteristic Leachate Procedure (TCLP) RCRA Metals, USEPA Method 1311/6010/6020. TCLP analyses shall be performed as necessary and applicable based on the analytical results for total concentrations.
- Twelve (12) samples for pH, USEPA Method 9045C.



Based on the existing information, evaluation or testing of other media (e.g. groundwater) is not included in this focused scope of work. The above soil assessment scope of work is based on limited available information and the recommended scope may be subject to change pending the PIP evaluation findings.

Additionally, True North can collect a composite soil sample for potential waste characterization laboratory analysis. The characterization sample will be comprised of soils that are collected from within representative sample locations across the project area. Upon receipt of the initial analytical results, True North will discuss the final destination of soils with the Village. Should the results of preliminary soil sampling results identify soils that require alternative management as a non-hazardous, non-special waste at a permitted Subtitle D facility, True North will release the held sample for laboratory analysis.

Based on the location of the project, two (2) facilities are available for the management of soils that cannot be managed at a permitted CCDD facility. These soils could be managed as a non-hazardous, non-special waste pending the waste characterization results at a Subtitle D landfill. Waste characterization analysis requirements for these facilities would include the Resource Conservation Recovery Act (RCRA) Code "R" List and polychlorinated biphenyls (PCBs).

Based on the nature and intent of the soil assessment, analytical results shall be compared to the CCDD MAC values as provided in 35 IAC 1100. True North will prepare and execute an Illinois Environmental Protection Agency (IEPA) LPC #663 Form for soils that can be certified as uncontaminated and managed at a permitted CCDD facility. The certification shall identify areas that cannot be certified based on the analytical data gathered during assessment activities. True North will also work with the Client on securing disposal approval at a Subtitle D landfill on an as-needed basis.

PROJECT COSTS

True North proposes to complete the stated scope of work in accordance with the attached General Terms & Conditions. Project Costs are included in the provided **Attachment A**. The estimated cost includes all professional labor, travel, materials, supplies, equipment, laboratory analytical fees and expenses as specified above.

Should the Client request a change in the scope-of-work, or should circumstances render the current estimate invalid, a new estimate will be prepared and mutually agreed to in writing before further work proceeds. Our Schedule of Terms and Conditions shall apply to the proposed work and is attached for your review. Written authorization to proceed will form a binding contract and indicates your acceptance of our Terms and Conditions. Any changes to our Terms and Conditions must be agreed to in writing by both parties prior to your authorization to proceed.

SCHEDULE

True North can proceed with the above scope of work immediately upon receipt of authorization to proceed. True North can provide the Task 1 summary report within four weeks of authorization to proceed assuming governmental agency responses and associated documentation is provided in a timely manner. Task 2 can be initiated within approximately four weeks from authorization and completion of Task 1. True North cannot be responsible for delays due to responses associated with the evaluation of cultural resources and/or threatened and endangered species.

LIMITATIONS & QUALIFICATIONS

- This proposal does not include traffic control which, if necessary, shall be provided by the



Village or others. True North can provide costs for traffic control, if requested and necessary, during the initial stages of project authorization, coordination, and scheduling.

- The proposed estimate has been provided as a good faith estimate of costs based upon the available information regarding the scope of work. Should the scope of work be modified from that initially proposed, total cost of services will be adjusted accordingly.
- It is assumed for purposes of this estimate that access to the Site is available during normal working hours and that records relating to the properties are reasonably ascertainable. In addition, there are no encumbrances on the *property* that may limit observations or sampling activities.
- True North understands the scope of work to include generation of CCDD certification as applicable pending the results. This proposal does not include additional reporting, evaluations or sampling of other material testing beyond the scope of work specifically identified herein.
- The Client shall provide True North, upon contract authorization, any requirements for additional insurance coverage, waivers of subrogation, and/or additional party reliance beyond that provided within this proposal or currently maintained by True North. Any additional cost to True North associated with these requirements shall be added to the total cost as proposed above unless these costs have been previously negotiated with the Client.
- The proposed scope of work is based on information and data provided by the Client and existing conditions relayed to True North during the proposal process. True North may be required to rely upon data and reports provided by others. True North cannot take responsibility for information provided by others and shall assume all provided information to be true and accurate.
- True North assumes that the Client shall return all requested documentation within the timeframe provided within the proposed schedule. True North will not be responsible for not meeting the proposed schedule due to a delayed response time by the Client or regulatory agency.
- If the site conditions are significantly different than as outlined in the introduction to this proposal (e.g., order of magnitude difference in site size, significant environmental conditions of concern that require in depth review of documentation), additional fees may be requested subsequent to the site inspection.
- True North's findings are based solely on the information obtained during completion of the approved scope of work.
- This proposal does not include special reports, generation of special provisions, or design drawings for construction purposes.
- This proposal does not include any permitting or application fees, review or closure fees, meetings with the zoning/planning board or other authorities or other fees that may be



assessed by local, State, or Federal government agencies during the performance of the above referenced scope of work on-Site.

- This proposal does not include the off-site management of any investigation derived waste. Additional costs will apply in the event waste is generated during investigation activities that requires off-site disposal. The proposal does not include waste characterization or other analytical testing beyond that mentioned specifically herein.
- True North is not responsible for the location, identification or abandonment of any underground utilities at the Site and shall not be deemed responsible for damages to underground or aboveground utilities, for unmarked or mismarked utilities or other features, or for damage that occurs to such utilities or features. The Client shall be responsible for providing all utility and underground system locates beyond those identified by the publicly available one-call utility locate service prior to the initiation of subsurface work.
- Additional site investigation activities and meeting/correspondence may be required to fully delineate any impact identified at the Site. True North shall provide an additional proposal in the event that additional delineation sampling is required.
- This proposal is based on field work performed in Level D personal protection (i.e., steel-toed boots, hard hats, safety glasses, and gloves). True North will postpone field work and notify Client immediately if field conditions warrant an increase in personal protection.
- True North assumes that Site conditions shall allow the on-site collection of the proposed samples in accordance with industry and regulatory sampling protocols. This includes, but is not limited to, soil and groundwater depths, subsurface geology, overhead interferences, surface conditions, weather conditions, access limitations, and utility locations.

TERMS OF AGREEMENT

If this proposal meets with your approval, please sign the attached service agreement and return it to our office via mail, fax or e-mail. This agreement for professional services represents a contract between True North Consultants, Inc. and the Client. Our Terms and Conditions are hereby incorporated as part of this agreement. True North appreciates the opportunity to offer this proposal for environmental assessment consulting services. If you have any questions, please contact me at 630.717.2880.

Regards,

TRUE NORTH CONSULTANTS

Sean P. Brady, P.E.
Principal Consultant

Attachments: Project Costs and Authorization
General Terms & Conditions

Proposal Date:	11/6/2024
Proposal #:	P124-1293

Client

Civiltech Engineering, Inc.

Two Pierce Place
Itasca, Illinois 60143

Project

PESA Update & Soil Assessment
Windsor Road
Jane Avenue to Suffield Drive/Hintz Road
Arlington Heights, Illinois 60004

Description	Quantity	Units	Rate	Amount
Task 1 - Preliminary Environmental Site Assessment	1	Project	\$2,200.00	\$2,200.00
Task 2 - Soil Assessment	1	Project	\$15,790.00	\$15,790.00

Subtotal \$17,990.00

Total **\$17,990.00**

Authorization to Proceed

1. The hereby agree to the proposed scope, schedule and fees set forth within.
2. The attached terms and conditions are an integral part of this agreement.
3. Upon execution, this document represents a binding authorization to proceed.

Client Acceptance (sign below):

Print Name _____ Signature: _____ Date: _____

Thank You For Your Business!

GENERAL TERMS & CONDITIONS OF SERVICES

1.0 PROPOSAL ACCEPTANCE

The following terms and conditions ("Terms") shall apply to and are the only terms that govern the attached, Proposal or Quotation (collectively, "Agreement") between True North Consultants, Inc. ("True North") and the Client named below ("Client"). Client's acceptance of this Agreement is indicated and acknowledged by the signature of its authorized representative below and on the attached Proposal or Quotation. Any additional terms and conditions proposed by Client are objected to and will not be binding upon True North unless specifically assented to in writing by True North's authorized representative. The Consulting Services provided under this Agreement are not of a legal nature, and True North shall in no event give, or be required to give, any legal advice or legal representation to Client. This Agreement shall not create any rights or benefits to parties other than Client or True North. In the event of a conflict between these Terms and the Proposal or Quotation, these Terms will prevail unless otherwise agreed to by the parties in writing.

2.0 LIMITED WARRANTY

- 2.1 Professional Standard of Care: True North warrants that it will perform the Consulting Services consistent with the level of care and skill ordinarily exercised by other professional consultants in the same locale and under similar circumstances at the same time the Consulting Services are performed.
- 2.2 Exclusive Remedy: True North's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty shall be as follows:
 - 2.2.1 True North will use reasonable commercial efforts to promptly cure any breach; provided, that if True North cannot cure such breach within a reasonable time (but no more than thirty (30) days) after Client's notice of such breach, Client may, at its option, terminate the Agreement by service of written notice of termination.
 - 2.2.2 In the event the Agreement is terminated pursuant to Section 2.2.1 above, True North will within thirty (30) days after the effective date of termination refund to Client any fees paid by Client as of the date of termination for the Consulting Services, less a deduction equal to the fees for receipt or use of such Consulting Services up to and including the date of termination on a pro-rated basis.
 - 2.2.3 The foregoing remedy shall not be available unless Client provides written notice to True North of such breach within seven (7) days of knowledge of same.
- 2.3 Disclaimer of Implied Warranties: EXCEPT FOR THE LIMITED WARRANTY SET FORTH IN THIS SECTION 2, TRUE NORTH MAKES NO WARRANTY WHATSOEVER WITH RESPECT TO THE CONSULTING SERVICES UNDER THE AGREEMENT, INCLUDING ANY (A) WARRANTY OF MERCHANTABILITY; OR (B) WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE; OR (C) WARRANTY OF TITLE; WHETHER EXPRESS OR IMPLIED BY LAW, COURSE OF DEALING, COURSE OF PERFORMANCE, USAGE OR TRADE OR OTHERWISE.

3.0 SUBCONTRACTED AND OTHER SERVICES

- 3.1 True North will select reputable subcontractors for certain services ancillary to the Consulting Services hereunder, including but not limited to subsurface drilling, excavations and other explorations, laboratory services, surveys, etc., based on oral or written competitive prices. The subcontractors' invoices shall be billed by True North to Client in accordance with the Agreement. Nothing in this Section 3 shall require that subcontractor services or equipment be obtained through competitive bidding or be available from multiple sources. True North shall not be responsible for the means and methods utilized by its subcontractors.
- 3.2 On occasion, True North engages the specialized services of individual consultants or other companies to participate in a project. When considered necessary, the cost of such services will be billed to Client in addition to True North's fee schedules set forth in the Agreement.

4.0 SITE ACCESS AND SITE CONDITIONS

- 4.1 Client shall grant or obtain free access to the site for all equipment and personnel for True North to perform the Consulting Services. Client shall notify any and all possessors of the Project site that Client has granted True North free access to the site. True North will take reasonable precautions to limit damage to the site, but it is understood by Client that, in the normal course of work, some damage may occur, and the correction of such damage is not part of the Agreement unless so specified in True North's Proposal. Client is responsible for the accuracy of locations for all subterranean structures and utilities. True North will take reasonable precautions to avoid known subterranean structures, and Client waives any claim against True North, and agrees to defend, indemnify, and hold True North harmless from any claim or liability for injury or loss, including costs of defense, arising from damage done to subterranean structures and utilities not identified or accurately located. In addition, Client agrees to compensate True North for any time spent or expenses incurred by True North in defense of any such claim with compensation to be based upon True North's prevailing fee schedule/expense reimbursement policy set forth in the Proposal.
- 4.2 Client recognizes that subsurface conditions may vary from those observed at locations where borings, surveys or explorations are made, and that site conditions may change with time. Data, interpretation, and recommendations by True North will be based solely on site information available to True North. True North is responsible for its data, interpretations, and recommendations, but will not be responsible for other parties' interpretations or use of the information developed by True North or any other party. To the extent True North must rely upon data provided by another party, True North will not be liable for any claim of injury or loss arising from such data. Client acknowledges that whenever a project involves hazardous or toxic materials and/or investigations of chemicals in the environment, there are inherent uncertainties involved (such as limitations on laboratory analytical methods, variations in subsurface conditions and the like) that may adversely affect the results of the Project, even though the Consulting Services are performed with skill and care.



5.0 BILLING AND PAYMENT

Invoices shall generally be submitted every four (4) weeks for Consulting Services performed during the previous four (4) weeks. Payment shall be due within thirty (30) days of invoice date. If Client objects to all or any portion of any invoice, Client shall so notify True North in writing within fourteen (14) calendar days of invoice receipt, identify the cause of disagreement, and pay within thirty (30) days that portion of the invoice, if any, not in dispute. The parties will immediately make every effort to settle the disputed portion of the invoice. In the absence of written notification described above, Client shall pay the balance as stated on the invoice. Invoices are delinquent if payment has not been received within thirty (30) days from date of invoice. Client will pay an additional charge of one and one-half percent (1.5%) per month (or the maximum percentage allowed by law, whichever is lower) on any delinquent amount, excepting any portion of the invoiced amount in dispute and resolved in favor of Client. Payment thereafter will first be applied to accrued interest and then to the principal unpaid amount. All time spent and expenses incurred (including any attorneys' fees) in connection with collection of any delinquent amount shall be paid by Client to True North per True North's current fee schedules. In the event Client fails to pay True North within thirty (30) days after invoices are rendered, Client agrees that True North has the right to suspend Consulting Services under the Agreement, without incurring liability to Client, after giving seven (7) days' written notice to Client. Client acknowledges that True North's fee schedules are subject to change on an annual basis without prior notice. Client's payment obligations herein shall not be conditioned on receipt of funds from any third party, including but not limited to insurance carriers, nor assigned to any other party without prior written consent of True North.

6.0 DOCUMENTS AND ELECTRONIC FILES

- 6.1 Written Documents: Any letters, reports, or documents prepared by True North for Client are the instruments of True North's Consulting Services ("Instruments of Service") and shall remain the sole property of True North until Client has made full payment therefore to True North. The Consulting Services provided by True North are solely for Client's use for the Project and site. Any Instruments of Service prepared by True North for the client shall not, in whole or in part, be disseminated or conveyed to another party, nor used by another party in whole or in part, without prior written consent from True North. Client shall, to the fullest extent permitted by law, waive any claim against True North, and indemnify, defend, and hold True North harmless for any claim or liability for injury or loss (including costs of defense) allegedly arising from any third-party reliance on True North's Instruments of Service without True North's specific authorization to do so.
- 6.2 Client shall inform True North of any specific third parties or types of third parties that Client believes may ask to rely on True North's Instruments of Service (such parties hereinafter "Authorized Third Parties"), and Client shall not under any circumstances permit such reliance except with True North's express written consent. True North may withhold consent if the third party does not agree, in writing, to: (i) be bound by the terms of this Agreement including, without limitation, any provision limiting True North's liability hereunder, (ii) use such information only for the purposes contemplated by True North in performing its Consulting Services, and (iii) be bound by the qualifications and limitations expressed in the opinions, conclusions, certificate, or report produced as part of the Instruments of Service.
- 6.3 Electronic Files: Client hereby grants permission for True North to use information and data provided by Client, including electronic records produced or provided by Client in the completion of the Project. Client also grants permission to True North to release True North documents electronically to Client's Authorized Third-Parties as required in the execution of the Project.
- 6.4 Retention Period: True North shall not be obligated to maintain written documents and electronic files relating to its Consulting Services performed for Client under the Agreement for more than five (5) years following completion of the relevant Consulting Services. Upon request of Client and payment of additional compensation, True North may agree to retain records for a longer time period.

7.0 INSURANCE

True North maintains the following insurance coverages: Workmen's Compensation and Auto, as required by applicable law; Commercial General Liability with limits of \$2,000,000 per occurrence and in the aggregate; Pollution Liability with limits of \$2,000,000 per occurrence and in the aggregate; Umbrella with limits of \$6,000,000. True North will furnish certificates of such insurance upon request. In the event Client desires additional insurance coverages or limits, True North may, upon the Client's written request made prior to the performance of Consulting Services, obtain additional insurance (if possible) at Client's expense.

8.0 ALLOCATION OF RISK

- 8.1 Limitation of Liability: IN NO EVENT SHALL TRUE NORTH BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT TRUE NORTH HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL TRUE NORTH'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THE AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), STRICT LIABILITY OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO TRUE NORTH PURSUANT TO THE AGREEMENT. In the event Client makes a claim against True North for any act arising out of the performance of True North's Consulting Services, and fails to prove such claim, then Client agrees to pay all attorney's fees and other costs incurred by True North in defense of such claim.
- 8.2 Mutual Indemnification: Client shall indemnify, defend and hold harmless True North and its officers, directors, agents, employees, affiliates, successors and permitted assigns against any and all suits, actions, legal or administrative proceedings, claims, debts, demands, damages, liabilities, interest, attorney's fees, costs and expenses arising from or related to the performance of Consulting Services under the Agreement and attributable to: i) a breach by Client of its obligations hereunder; ii) Client's violation of any applicable federal, state or local laws or regulations; iii) the act or omission or willful misconduct of Client or anyone acting under Client's direction or control. True North shall indemnify, defend and hold harmless Client and its officers, directors, agents, employees, affiliates, successors and permitted assigns against any and all suits, actions, legal or administrative proceedings, claims, debts, demands, damages, liabilities, interest, attorney's fees, costs and expenses arising from or related to the



performance of Consulting Services under the Agreement and attributable to: i) a breach by True North of its obligations hereunder; ii) True North's violation of any applicable federal, state or local laws or regulations; iii) the act or omission or willful misconduct of True North or anyone acting under its direction or control.

9.0 CHANGE ORDERS

- 9.1 Client and/or True North shall have the right to modify the scope of Consulting Services, specifications and time requirements set forth in the Proposal, along with an equitable adjustment of the cost and fees for such Consulting Services, as deemed appropriate and agreed to by the Parties hereto. Such modification of Consulting Services shall be in writing, attached hereto and incorporated by reference ("Change Order"). Any requests by Client for deviations from the Consulting Services specified in the Proposal involving increased time, costs or expenses to True North shall be performed only upon execution of a Change Order.

10.0 SAFETY/NOTIFICATION OF HAZARDS

Client shall be obligated to notify True North of any applicable site safety procedures or requirements known to Client, as well as the existence or suspected existence of biological pollutants, hazardous materials, oil, or asbestos in the environment, including, but not limited to the air, soil, and water at the site(s) where Consulting Services will be performed. Client shall advise True North immediately of any information which Client receives regarding the existence of any such hazardous materials or conditions at the site(s) which might present a threat to human health and safety or the environment or impact True North's performance of Consulting Services. True North shall not have any responsibility for the safety of others at the site(s) and Client shall remain responsible and with full authority to take corrective measures to address any safety or hazardous conditions at the site(s). If in True North's opinion, its field personnel are unable to access required locations or perform Consulting Services due to unsafe or hazardous conditions, True North will suspend performance of the Consulting Services until such conditions are addressed by Client, or terminate this Agreement in accordance with Section 15 herein, in which event Client shall pay for suspension and termination expenses in accordance with this Agreement.

11.0 BIOLOGICAL POLLUTANTS

True North's scope of Consulting Services, unless specifically outlined in its written scope of Consulting Services, does not include the investigation or detection of the presence of any biological pollutants in or around or concealed at any structure. Client agrees that True North will have no liability for any claim, of whatever kind or nature, alleged to arise from or be caused by the presence of or exposure to any biological pollutants, in or around or concealed at any structure. In addition, Client shall defend, indemnify, and hold harmless True North from any third-party claim for damages alleged to arise from or be caused by the presence of or exposure to biological pollutants in or around or concealed at any structure.

12.0 SITE CONTROL, CONFIDENTIALITY AND DISCLOSURE

True North shall not assume, by virtue of performing Consulting Services on or near the site, the responsibility or liability for any aspect or condition of the site that may now or later exist to be discovered. In particular, True North shall not assume the responsibility to report to any governmental or regulatory agency the existence of any conditions of the site that may present a threat to human health, safety or the environment. True North will not intentionally divulge information regarding this Agreement, True North's Consulting Services or any Instruments of Service, and which is not in the public domain, except to Client or those whom Client designates. Notwithstanding the foregoing, Client understands that True North will comply with judicial orders and applicable laws and regulations regarding the reporting to the appropriate public agencies of potential dangers to the public health, safety or the environment.

13.0 RCRA/CERCLA COMPLIANCE

Nothing contained in these Terms or the Agreement shall be construed or interpreted as requiring True North to assume the status of a operator, arranger, generator, storer, treater, transporter, or disposal facility within the meaning of the Comprehensive Environmental Compensation and Liability Act, 42 U.S.C.A. 9601, et seq., or the Resource Conservation and Recovery Act, 42 U.S.C.A. 6901, et seq., as amended, or within the meaning of any similar Federal, State, or local regulation or law.

14.0 DELAYS

Delays not the fault of True North or its subcontractors shall result in an extension of the schedule equivalent to the length of delay. If such delays result in additional costs to True North, the total Project cost shall be equitably adjusted by the amount of such additional costs and set forth in an agreed upon Change Order. For purposes of this Agreement, such circumstances include, but are not limited to: unusual weather; floods; epidemics; wars; riots; strikes; lockouts or other industrial disturbances; protest demonstrations; unanticipated site conditions; inability (despite reasonable diligence) to supply personnel, equipment, or material to the project; or the action or inaction of government. Should such circumstances transpire, Client and True North shall exert a best effort to overcome the resulting difficulties and resume performance of the Services as soon as reasonably possible. Delays within the scope of this provision that cumulatively exceed forty-five (45) calendar days shall, at the option of either party, make this Agreement subject to renegotiation or termination.

15.0 TERMINATION

Client may terminate this Agreement for convenience without penalty, by providing written notice to True North. Client or True North may terminate the Agreement for cause. The party initiating termination shall so notify the other party, and termination shall become effective fourteen (14) calendar days after receipt of the termination notice. Irrespective of which Party effects termination or the cause thereof, Client shall, within thirty (30) calendar days from receipt of True North's termination invoice, pay True North's fees for Services satisfactorily rendered and costs incurred, in accordance with the applicable Fee Schedule. Client shall pay True North for costs reasonably stemming from termination and post-termination activities including, but not limited to, demobilization, equipment decontamination and/or disposal, and disposal and replacement of contaminated consumables.



16.0 DISPUTE RESOLUTION; CHOICE OF FORUM

If any claims or disputes arise between Client and True North related to the Consulting Services provided by True North or out of or related to this Agreement, the parties shall endeavor to reach resolution through good faith direct discussions between representatives of the parties with authority to resolve the matter. If direct discussions do not result in resolution of the matter, the matter shall be submitted to non-binding mediation as a condition precedent to the institution of legal or equitable proceedings by either party. The cost of the mediation shall be shared equally by the parties, with each party responsible for its own legal or other costs. Any claims arising out of or relating to the Consulting Services provided by True North and/or the relationship between True North and Client shall be asserted only in the state or federal courts located in Cook County or DuPage County, Illinois. Client hereby unconditionally consents to the jurisdiction and venue of said courts. The prevailing party in any such litigation shall be entitled to recover its costs of defense, including reasonable attorneys' fees.

17.0 MISCELLANEOUS

- 17.1 **Governing Law:** These Terms and all matters arising out of, or related to, the Consulting Services by True North to Client and/or the relationship between True North and Client shall be deemed to have been made and governed by the substantive laws of the State of Illinois, without regard to its choice-of-law or conflict-of-laws provisions.
- 17.2 **Severability:** If any term or provision of these Terms is found to be invalid or unenforceable, the remaining portion of these Terms shall remain in effect, provided that if such invalid or unenforceable portion is an essential part of these Terms, the parties will immediately begin negotiations for a replacement provision consistent with the intent and purpose of these Terms.
- 17.3 **Entire Agreement:** The terms contained in the attached Proposal and these Terms comprise the entire Agreement between True North and Client concerning the subject matter hereof, and supersede all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, regarding such subject matter. No modification, amendment, rescission, waiver or other change of this Agreement or any part thereof shall be binding on True North unless agreed in writing by an authorized officer of True North.
- 17.4 **All Rights Reserved:** All rights and remedies of True North provided in these Terms are cumulative and not exclusive, and the exercise by True North of any right or remedy does not preclude the exercise of any other rights or remedies that may now or subsequently be available at law, in equity, by statute, or in any other agreement between the parties.
- 17.5 **No Assignment:** The rights and responsibilities of Client hereunder may not be assigned to any third-party without the written consent of True North.
- 17.6 **Waste Manifests:** If during remedial construction activities waste manifests are required, Client shall provide an authorized person to sign manifests or agrees to provide True North with a written limited power of attorney to sign manifests.
- 17.7 **Notice:** All notices, requests, demands or claims hereunder shall be in writing. Any notice, request, demand or claim shall be deemed duly given if (and then 2 business days after) it is sent via registered or certified mail, return receipt requested, postage prepaid, and addressed to the designated address of the respective Party. Notice shall be deemed given upon receipt of any notice served personally, via email with receipt of delivery or via express courier with receipt of delivery.
- 17.8 **True North shall not be obligated to begin the performance of the Consulting Services until the Proposal and these Terms and Conditions are signed by Client.**

IN WITNESS WHEREOF, the Client, by its duly authorized representative, has executed this Agreement which becomes effective on the date signed by Client's authorized officer or representative as shown below.

AGREED TO AND ACCEPTED BY:

CLIENT: _____

BY: _____

TITLE: _____

DATE: _____

END OF TERMS AND CONDITIONS
REVISED: April 2024



November 6, 2024

To: Kristin R. Kalitowski, P.E.
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, IL 60143
P: 630.735.3369

Re: Proposal - Geotechnical Exploration
Proposed Windsor Drive Road Diet and
Resurfacing
Arlington Heights, Illinois

Proposal No. Q24.550g

Via email: kkalitowski@civiltechinc.com

Dear Ms. Kalitowski,

Rubino Engineering, Inc. (Rubino) is pleased to submit the following proposal to provide geotechnical engineering services for the above referenced project. Rubino received a request for proposal from Kristin R. Kalitowski, P.E. of Civiltech Engineering, Inc. via email on November 4th, 2024.

PROJECT UNDERSTANDING

Rubino understands that Civiltech Engineering, Inc. is aiding the Village of Arlington Heights with a resurfacing project along Windsor Drive. The project includes approximately 1.1 miles of Windsor Drive from Dryden Avenue/Jane Avenue to south of Hintz Road, excluding the Palatine Road Intersection.

Information received:

- RFP email from Kristin R. Kalitowski, P.E. of Civiltech Engineering, Inc. on November 4, 2024.
- "2024-10-17 Windsor Drive Road Diet and Resurfacing" included in RFP email

Field Services Scope of Services Summary

Additional Scope discussion can be found in subsequent pages of this proposal

Client Notification Needed prior to mobilization	Please notify Rubino if this is needed upon project authorization
Traffic Control Needs	Attenuator Truck or Arrow Board
Location Plan	See below for aerial / KMZ
Patching	Concrete

Pavement Coring

To obtain data to evaluate subsurface conditions within the proposed pavement reconstruction areas, Rubino proposes to perform the pavement core with a Milwaukee Drill and a two foot diamond-bit core barrel in the pavement core locations.

NUMBER OF CORES W/SUBBASE THICKNESS DETERMINATION	MAX DEPTH	LOCATION
12	2 feet below pavement surface	~500 ft spacing in alternating lanes of Windsor Drive

*BEG = below existing grade

Should any of the information on which this proposal has been based, including as described above, be inconsistent with the planned construction, Rubino requests to be contacted immediately in order to make any necessary changes to this proposal and scope of work.

SCOPE OF SERVICES DISCUSSION

The following sections outline the scope of services developed based on the information provided by the client and the information listed above in order to provide a geotechnical exploration the planned project. The exploration will be performed in general accordance with both the requested proposal information and Rubino's current understanding of the project.

Site Access

Based on current site topography, surface conditions, and project discussions, Rubino anticipates that the proposed core locations will be within existing paved areas and will therefore be accessible to a pickup truck.

Traffic Control

Rubino anticipates that traffic control will be necessary along Windsor Drive. Rubino will subcontract a traffic control company or provide an in-house arrow board.

Core Locations

Rubino will locate the cores in the field by measuring distances from known, fixed site features.



Completion of Cores

Upon completion of sampling, the cores will be backfilled and capped with Quikrete. Some damage to ground surface may result from the coring operations near the work areas and along ingress/egress pathways. Rubino will attempt to minimize such damage, but no restoration other than backfilling the core holes are included.

It should be noted that over time, some settlement may occur in the core hole or the patch may be damaged by traffic or snow plows. If Rubino is requested to return to the site for the purpose of filling any holes that may have settled, additional time and material charges may apply.

CORE REPORT

Upon completion of field and laboratory work, Rubino will prepare a **Core Summary Report** using the collected data. The report will include the following:

- *Summary of client-provided project information and report basis*
- *Core Location Plan*
- *Photo documentation of field conditions and core specimens*
- *Subbase stone thickness*

An electronic copy of the report will be provided. The report will be addressed to Civiltech Engineering, Inc..

PROJECT SCHEDULE

Rubino proposes to initiate work on this project within 5 working days after receiving written authorization to proceed and we will follow the schedule below in order to complete the project:

Task	Number of Working Days
Field work including site layout and coring	5 – 10
Preparation of the Field Report	5 – 10

Project schedules can be affected by weather conditions and changes in scope. If the report needs to be delivered by a specific day, please notify us as soon as possible. Preliminary verbal recommendations can be made to appropriate parties upon completion of the field investigation and laboratory testing. Rubino will need to receive a signed copy of this proposal intact prior to mobilizing the drill rig.

UTILITY LOCATE AND OUTSIDE SERVICES

Rubino will coordinate contacting the Utility “One-Call” for public utility clearance prior to the start of drilling activities. It is Rubino’s experience that this service does not mark the locations of privately owned utilities. This proposal is based on privately owned utility locates being coordinated by the owner prior to drill rig mobilization.

FEES

Rubino proposes to charge the fee for performance of the outlined scope of services on a lump-sum basis. Based on the scope of services outlined above, the lump-sum fee will be:

Task	Unit Rate x Qty	Unit	Total
Site Layout	\$ 600	Per trip	\$ 600.00
Traffic Control	\$ 1,800	Per Day	\$ 1,800.00
Pavement Cores	\$ 240 x 12	Per core	\$ 2,880.00
Report Preparation	\$ 800	Lump sum	\$ 800.00
Grand Total			\$6,080.00

Please see the attached fee schedule for additional unit rates for services requested after issuing the geotechnical report (drawing / spec review, scope or site layout change, etc.).

Scope Limitations

Project services do not include a site evaluation to determine the presence or absence of wetlands, hazardous substances, or toxic materials.

AUTHORIZATION

If this proposal is acceptable to you, Rubino will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. Rubino will proceed with the work upon receipt of authorization.

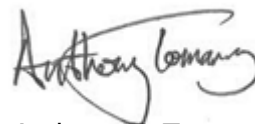
Rubino appreciates the opportunity to offer our services for this project and we look forward to working with your company. Please contact Rubino with questions pertaining to this proposal or requests for additional services.

Respectfully submitted,

RUBINO ENGINEERING, INC.



Michelle A. Lipinski, PE
President



Anthony T. Tomaras
Project Manager

RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)

MAL/file

Attachments: Proposal Acceptance and Data Sheet
 Schedule of Services and Fees
 General Conditions

****This is an electronic copy. Hard Copies of this proposal are available upon request.**

PROPOSAL ACCEPTANCE:

AGREED TO, THIS _____ DAY OF _____, 202__.
BY (please print): _____
TITLE: _____
COMPANY: _____
SIGNATURE: _____

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:
() Copies To: _____ () Copies To: _____

Attn: _____ Attn: _____
Email: _____ Email: _____

() Copies To: _____ () Copies To: _____

Attn: _____ Attn: _____
Email: _____ Email: _____
7. Invoicing Address: _____

Attn: _____
Email: _____
8. Other Pertinent Information Or Previous Subsurface Information Available:

Rubino Engineering, Inc.
2024 Schedule of Geotechnical Services & Fees

ENGINEERING

Professional and Technical Services for site evaluation, field supervision, analysis of test data and engineering recommendations and consultation:

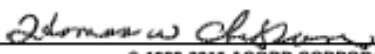
Principal Engineer	Per Hour	\$	185.00
Project Engineer/Manager	Per Hour	\$	135.00
Engineering Field Technician / Field Engineer / Field Geologist	Per Hour	\$	115.00

SUBSURFACE EXPLORATION

Mobilization and moving of truck-mounted drilling equipment and crew (50-mile radius)	Per Trip	\$	650.00
Hourly Rate Drilling	Per Hour	\$	475.00
Thin Wall Tubes (ASTM D-1587)	Each	\$	50.00

FEE REMARKS

- 1) All fees and services are provided in accordance with the attached Rubino General Conditions.
- 2) Unit prices/rates are in effect for 12 months from the date of this proposal and are subject to change without notice thereafter.
- 3) Overtime rates are applicable for services performed in excess of 8 hours per day Monday through Friday, before 8:00 AM or after 5:00 PM, and for all hours worked on Saturdays, Sundays and holidays. The overtime rate is 1.5 times the applicable hourly rate.
- 4) All rates are billed on a portal-to-portal basis.
- 5) Standby time due to delays beyond Rubino's control will be charged at the applicable hourly rate.
- 6) Transportation and per diem are charged at the applicable rates.
- 7) Rates involving mileage (including transportation, mobilization, vehicle and trip charges) are subject to change based upon increases in the national average gasoline price.
- 8) A minimum charge of 4 hours applies to field testing and observation services.
- 9) Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance and/or inadequate notice will be assessed a minimum charge of 4 hours.
- 10) For all Rubino services, a project management/engineering review charge will be billed for all reports issued for the scheduling/supervision of personnel and the evaluation/review of data and reports.
- 11) The minimum billing increment for time is a half hour.
- 12) A project set-up charge of a minimum of two hours applies to all projects.
- 13) Professional services rates are exclusive of expert deposition or testimony time.
- 14) Drilling and field service rates are based on OSHA Level D personnel protection.
- 15) For sites where drilling is to occur that are not readily accessible to a truck mounted drill rig, rates for rig mobility, site clearing, crew stand-by time, etc. will be charged as applicable.
- 16) If applicable the prevailing wage fees charged under this agreement will be adjusted if there is any change in the applicable prevailing wage rate established by the Illinois Department of Labor.
- 17) Services and fees not listed on this schedule may be quoted on request.

Client#: 1171577		RUBINENG		DATE (MM/DD/YYYY) 9/06/2024			
ACORD™ CERTIFICATE OF LIABILITY INSURANCE							
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER USI Ins Svcs LLC Euclid-Prof 2021 Spring Road, Suite 100 Oak Brook, IL 60523 312 442-7200			CONTACT NAME: Laurie Cloninger PHONE (A/C No. Ext): 630 625-5219 FAX (A/C No.): 610 537-4939 E-MAIL ADDRESS: AECertificates@usi.com				
INSURED Rubino Engineering, Inc. 425 Shepard Dr Elgin, IL 60123			INSURER(S) AFFORDING COVERAGE		NAIC #		
			INSURER A: RLJ Insurance Company		13056		
			INSURER B: Pacific Insurance Company, Limited		10046		
			INSURER C:				
			INSURER D:				
			INSURER E:				
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			PSB0003777	09/01/2024	09/01/2025	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMPOSP AGG \$2,000,000 \$
A	☒ AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PSA0001881	09/01/2024	09/01/2025	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ EXCESS LIAB ☒ OCCUR ☐ CLAIMS-MADE DED: RETENTION \$			PSE0002142	09/01/2024	09/01/2025	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☐ Mandatory in N/A If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ Y	N/A	PSW0002789	09/01/2024	09/01/2025	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability			83OH056719924	09/01/2024	09/01/2025	\$2,000,000 each claim / \$4,000,000 annual aggr.
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Professional Liability is written on a 'claims made' policy form. Some or all officers are excluded from Workers Compensation coverage.							
CERTIFICATE HOLDER Rubino Engineering, Inc. 425 Shepard Dr. Elgin, IL 60123				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			

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GENERAL CONDITIONS

1. PARTIES AND SCOPE OF SERVICES: Rubino Engineering, Inc. shall include said company or its particular division, subsidiary or affiliate performing the services. "Services" means the specific geotechnical, analytical, testing or other service to be performed by Rubino Engineering, Inc. as set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. Additional services ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the services to be done by Rubino Engineering, Inc. If Client is ordering the services on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said services. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of Rubino Engineering, Inc.'s services. Rubino Engineering, Inc. shall have no duty or obligation to any third party greater than that set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. The ordering of services from Rubino Engineering, Inc., or the reliance on any of Rubino Engineering, Inc.'s work, shall constitute acceptance of the terms of Rubino Engineering, Inc.'s proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspection of the site, materials and work performed by Rubino Engineering, Inc. or others to be timely and properly performed in accordance with the plans, specifications and contract documents and Rubino Engineering, Inc.'s recommendations. No claims for loss, damage or injury shall be brought against Rubino Engineering, Inc. by Client or any third party unless all tests and inspections have been so performed and unless Rubino Engineering, Inc.'s recommendations have been followed. Client agrees to indemnify, defend and hold Rubino Engineering, Inc., its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or Rubino Engineering, Inc.'s recommendations are not so followed except to the extent that such failure is the result of the negligence, willful or wanton act of omission of Rubino Engineering, Inc., its officers, agents or employees, subject to the limitation contained in paragraph 9.

3. SCHEDULING OF SERVICES: The services set forth in Rubino Engineering, Inc.'s proposal and Client's acceptance will be accomplished in a timely, workmanlike and professional manner by RUBINO ENGINEERING, INC. personnel at the prices quoted. If Rubino Engineering, Inc. is required to delay commencement of the services or if, upon embarking upon its services, Rubino Engineering, Inc. is required to stop or interrupt the progress of its services as a result of changes in the scope of the services requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Rubino Engineering, Inc., additional charges will be applicable and payable by Client.

4. ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for Rubino Engineering, Inc. to perform the services. Rubino Engineering, Inc. shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its services or the use of its equipment; however, Rubino Engineering, Inc. has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Rubino Engineering, Inc. to restore the site to its former condition, upon written request Rubino Engineering, Inc. will perform such additional services as is necessary to do so and Client agrees to pay Rubino Engineering, Inc. for the cost.

5. CLIENT'S DUTY TO NOTIFY ENGINEER: Client represents and warrants that it has advised Rubino Engineering, Inc. of any known or suspected hazardous materials, utility lines and pollutants at any site at which Rubino Engineering, Inc. is to perform services hereunder, and unless Rubino Engineering, Inc. has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Rubino Engineering, Inc. may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. Client agrees to defend, indemnify and save Rubino Engineering, Inc. harmless from all claims, suits, losses costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Rubino Engineering, Inc.'s performance of its work and resulting to or caused by contact with subsurface of latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to Rubino Engineering, Inc. by Client and/or by any of Client's subcontractors or sub consultants

6. RESPONSIBILITY: Rubino Engineering, Inc.'s services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Rubino Engineering, Inc. shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Rubino Engineering, Inc.'s services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Rubino Engineering, Inc. has no right or duty to stop the contractor's work.

7. SAMPLE DISPOSAL: Unless otherwise agreed in writing, test specimens or samples will be disposed immediately upon completion of the test. All drilling samples or specimens will be disposed sixty (60) days after submission of Rubino Engineering, Inc.'s report.

8. PAYMENT: Client shall be invoiced once each month for services performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing with said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Rubino Engineering, Inc.'s cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Rubino Engineering, Inc. shall not be bound by any provision or agreement requiring or providing for arbitration or disputes or controversies arising out of this agreement, any provision wherein Rubino Engineering, Inc. waives any rights to a mechanics' lien, or any provision conditioning Rubino Engineering, Inc.'s right to receive payment for its services upon payment to Client by any third party. These General Conditions are notice, where required, that Rubino Engineering, Inc. shall file a lien whenever necessary to collect past due amounts. Release of such lien shall be given only when payment in full has been received for services duly rendered. Failure to make payment within thirty (30) days of invoice shall constitute a release of Rubino Engineering, Inc. from any and all claims which Client may have, whether in tort, contract or otherwise and whether known or unknown at the time.

9. STANDARD OF CARE: RUBINO ENGINEERING, INC.'S SERVICES WILL BE PERFORMED, ITS FINDINGS OBTAINED AND ITS REPORTS PREPARED IN ACCORDANCE WITH ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, THESE GENERAL CONDITIONS AND WITH GENERALLY ACCEPTED PRINCIPLES AND PRACTICES. IN PERFORMING ITS PROFESSIONAL SERVICES, RUBINO ENGINEERING, INC. WILL USE THAT DEGREE OF CARE AND SKILL ORDINARILY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY MEMBERS OF ITS PROFESSION. RUBINO ENGINEERING, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN CONNECTION WITH ITS SERVICES PROVIDED AS SET FORTH IN ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, AND THESE GENERAL CONDITIONS. STATEMENTS MADE IN RUBINO ENGINEERING, INC. REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.

SHOULD RUBINO ENGINEERING, INC. OR ANY OF ITS PROFESSIONAL EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESSED OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON RUBINO ENGINEERING, INC.'S WORK, AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF RUBINO ENGINEERING, INC., ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$10,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO RUBINO ENGINEERING, INC. FOR ITS WORK PERFORMED WITH RESPECT TO THE PROJECT, WHICHEVER AMOUNT IS GREATER.

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT OR OTHERWISE, MAY BE BROUGHT AGAINST RUBINO ENGINEERING, INC., ARISING FROM OR RELATED TO RUBINO ENGINEERING, INC.'S WORK, MORE THAN TWO (2) YEARS AFTER THE CESSATION OF RUBINO ENGINEERING, INC.'S WORK HEREUNDER.

10. INDEMNITY: To the fullest extent permitted by law, Client and Rubino Engineering, Inc. each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, subcontractors, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Rubino Engineering, Inc., they shall be borne by each party in proportion to its negligence.

11. TERMINATION: This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, Rubino Engineering, Inc. shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for the completion of such services and records as are necessary to place Rubino Engineering, Inc.'s files in order and/or protect its professional reputation. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Rubino Engineering Inc. has been paid in full all amounts due for services, expenses and other related changes.

12. DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and Rubino Engineering, Inc. agree to attempt to resolve such disputes in the following manner: 1) The parties agree to attempt to resolve any and all unsettled claims, counterclaims, disputes and other matters in question through direct negotiations between the appropriate representatives of each party; 2) If such negotiations are not fully successful, the parties agree to submit any and all remaining unsettled claims, counterclaims, disputes and other matters in question to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement.

13. WITNESS FEES: Rubino Engineering, Inc.'s employees shall not be retained as expert witnesses except by separate written agreement. Client agrees to pay Rubino Engineering, Inc.'s legal expenses, administrative costs and fees pursuant to Rubino Engineering, Inc.'s then current fee schedule for Rubino Engineering, Inc. to respond to any subpoena.

14. NO HIRE: Client agrees not to hire Rubino Engineering, Inc.'s employees except through Rubino Engineering, Inc. In the event Client hires a Rubino Engineering, Inc. employee, Client shall pay Rubino Engineering, Inc. an amount equal to one-half of the employee's annualized salary, with Rubino Engineering, Inc. waiving other remedies it may have.

15. HAZARDOUS MATERIALS: Nothing contained within this agreement shall be construed or interpreted as requiring Rubino Engineering, Inc. to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA, CERCLA, or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA, CERCLA, and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.

16. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith and it is the specific intent of the parties that the terms of the General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.

17. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

Rubino Engineering, Inc.



November 11, 2024

Civiltech Engineering Inc.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143

Attn: Kristin Kalitowski, PE

Re: Professional Land Surveying Services
Windsor Drive – Arlington Heights, IL

Dear Ms. Kalitowski,

TWiG will prepare a topographic survey of Windsor Drive from Palatine Road North to 400 feet North of Suffield Drive per the aerial exhibits (C2-C5) provided by your office. Topographic limits will be from back of curb to ROW line on each side of Windsor. All work will be performed per IDOT standards, and will include the following:

- Ground shots on 50 foot grid to include all high and low points
- Establish existing ROW lines (north of Palatine Road)
- Rim and invert elevations on sewers within limits
- Tree locations and sizes within limits
- Location of curb ramps per ramp requirements stated on aerial exhibit (Sheet C1)

TWiG Technologies will also prepare a topographic survey of the existing ramps at the intersection of Lillian Avenue and Windsor Drive, driveway entrance and Windsor Drive and intersection of Dryden Drive, Jane Avenue and Windsor Drive per the ramp survey requirements stated on the aerial exhibit (Sheet C1) provided by your office. Locations of water main, sanitary and storm sewers within rim, invert and pipe sizes will be surveyed along Windsor in specified locations and along Jonquil Circle. The location of water main along the north side of Palatine Road, east of Windsor Drive will be shown.

TWiG will also re-survey the intersection of Palatine and Windsor Road after IDOT construction.
Deliverables:

- CAD (Microstation SS4) base file of the topographic survey

The time frame to complete this project will be approximately five to six (5-6) weeks from written authorization to proceed. Please note this timeframe is based upon weather conditions.

The estimated costs are summarized in the attached cost estimate of consultant services.

Thank you for the opportunity to be part of your team. We look forward to working with you. Please let me know if you should have any questions.

Sincerely,



Kenneth J. Pesavento, PLS

Accepted by:

Signature: _____

Printed name: _____

Title: _____

Date: _____

**PAYROLL ESCALATION TABLE
FIXED RAISES**

FIRM NAME TWIG Technologies DBA RT&A
PRIME/SUPPLEMENT Windsor Road
Prepared By Kenneth J. Pesavento

DATE 11/11/24
PTB-ITEM# 203-017

CONTRACT TERM 6 MONTHS
START DATE 11/8/2024
RAISE DATE 1/1/2025

END DATE 5/7/2025

OVERHEAD RATE 175.89%
COMPLEXITY FACTOR 0
% OF RAISE 2%

ESCALATION PER YEAR

year	First date	Last date	Months	% of Contract
0	11/8/2024	1/1/2025	2	33.33%
1	1/2/2025	5/1/2025	4	68.00%

The total escalation = 1.33%

PAYROLL RATES

FIRM NAME
PRIME/SUPPLEMENT
PTB-ITEM #

TWIG Technologies DBA DATE
Windsor Road
203-017

11/11/24

ESCALATION FACTOR

1.33%

Note: Rates should be capped on the AVG 1 tab as necessary

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Project Surveyor	\$69.46	\$70.39
PLS	\$63.75	\$64.60
Party Chief	\$38.00	\$38.51
Instrument Operator	\$26.00	\$26.35
Survey Tech	\$34.78	\$35.24
Clerical	\$21.72	\$22.01
Principal	\$70.00	\$70.93

Bureau of Design and Environment
Prepared By: Consultant
DATE 11/11/24

COMPLEXITY FACTOR	0
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DBE 0.00%

SHEET 1 **OF** 5

Page 343 of 562
BDE 3608 Template (Rev. 10/19/17)

SHEET 2 OF 5

Page 345 of 562



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Resolution Approving Vail Garage Elevator Modernization Contract

Department: Public Works & Engineering

Item Description:

The 2024 Capital Improvement Plan identifies \$514,500, and the 2025 Capital Improvement Plan identifies \$300,000 for the Parking Garage Rehabilitation Program. Over recent years, the Village has initiated a systematic program to rehabilitate the Village's four parking garages. The next phase of that program includes the modernization of three elevator cabs, which include the controls, lighting, life safety systems, and other necessary mechanicals at the Vail Street parking garage. The elevators are original to the structure and have been operating for approximately 38 years.

Staff leveraged a late-year bidding opportunity to combine both the 2024 work and the 2025 work into a single contract to maximize the potential for savings. As a result, on November 21, 2024, the Village conducted a public bid opening for elevator modernization. The following bids were received and read aloud:

BIDDER	BASE PROPOSAL	ALTERNATE PROPOSAL	TOTAL COST
Anderson Elevator	\$491,700	\$197,000	\$688,700
Suburban Elevator	\$599,040	\$264,780	\$863,820
Total Elevator Service	\$639,099	\$135,000	\$774,099
Mid-American Elevator	Non-Responsive bid, did not submit signed addendum.		

The Village's consultant and Department Staff have reviewed the submissions and recommend that Anderson Elevator of Broadview, Illinois be awarded the contract for elevator modernization. The award will be for the base price proposal as well as the alternate proposal. The alternate proposal is the cost associated with replacing the jack unit for each elevator. The jack unit is the primary mechanism for lifting the elevator car.

Funds for these services are available in Account No. 235-7101-571.50-25 (BL0006) in both Fiscal Year 2024 and Fiscal Year 2025. Since this project

came in under budget, the remaining funds will be used in the 2025 parking garage rehabilitation program which will focus on structural repairs and water proofing.

Staff will make the necessary efforts to coordinate work to minimize inconveniences to users and keep residents notified of project impacts.

RECOMMENDATION

Public Works and Engineering Staff recommends awarding the contract for Vail Parking Garage Elevator Modernization to Anderson Elevator of Broadview, Illinois, as authorized by the attached resolution.

ATTACHMENTS:

1. Resolution Approving Vail Garage Elevator Modernization and contract

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING THE AWARD OF A CONTRACT
FOR VAIL GARAGE ELEVATOR MODERNIZATION
TO ANDERSON ELEVATOR OF BROADVIEW, ILLINOIS

WHEREAS, the Village sought bids for the award of a contract for Vail Garage elevator modernization ("*Contract*"); and

WHEREAS, Anderson Elevator, of Broadview, Illinois ("*Contractor*"), was the lowest responsible and responsive bidder of the firms that submitted bid packages to the Village for the Contract; and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Contract with Contractor will serve and be in the best interest of the Village and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF CONTRACT. The Board of Trustees hereby approves the Contract by and between the Village and Contractor, in substantially the form attached to this Resolution as Exhibit A, and in a final form and substance acceptable to the Village Administrator and Village Attorney.

SECTION 3. EXECUTION OF CONTRACT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Contract upon receipt by the Village Clerk of at least one original copy of the Contract executed by Contractor; provided, however, that if the executed copy of the Contract is not received by the Village Clerk within 30 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk

EXHIBIT A
CONTRACT



Village of Arlington Heights

33 South Arlington Heights Road
Arlington Heights, Illinois 60005
847-368-5000
www.vah.com

NOTICE OF AWARD

Anderson Elevator Company
2801 South 19th Avenue
Broadview, IL 60155

December 2, 2024

Project Description: **Vail Parking Garage Elevator Modernization**

The Village of Arlington Heights has considered the proposal submitted by your Company for the above-described work in response to its INVITATION FOR BIDS opened November 21, 2024.

YOU ARE HEAREBY NOTIFIED that your proposal/bid has been accepted by the Village Board on December 2, 2024 for items and services for the amount of: **Six Hundred Eighty-Eight Thousand, Seven Hundred Dollars and 00/100ths (\$688,700.00).**

You are required to execute the Contract Documents and provide necessary Insurance documentation within Fifteen (15) days from the date of this Notice to you.

If you fail to execute said Contract within Fifteen (15) days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your proposal as abandoned and the Owner will be entitled to such other rights as may be granted by law. Please return signed contracts to Lisa Subrin.

You are required to return an acknowledged copy of this Notice of award to the Village, with two signed copies of the contract.

Dated this 2nd day of December, 2024

Village of Arlington Heights

By: _____

Lisa Subrin, Purchasing Coordinator

Acceptance of Notice

Receipt of the above Notice of Award is acknowledged by Anderson Elevator Company this _____ of December, 2024.

By: _____

Title: _____

**VILLAGE OF ARLINGTON HEIGHTS
CONTRACT**

This Agreement is made and entered into this 2nd day of December, 2024, between the Village of Arlington Heights "Village" and Anderson Elevator Company, "Vendor."

In consideration of the mutual benefits that will result to the parties in carrying out the terms of this Agreement, the parties agree as follows:

- 1. The Vendor agrees to do all the work, furnish all materials and all labor necessary to complete the work in full compliance with all of the terms of this agreement and the proposed specifications and the requirements of the Director under it;
- 2. The Village agrees to pay the Vendor based on unit prices for completion of the work in accordance with the bid documents;
- 3. It is understood and agreed that the Bid Documents, Specifications, Addenda, and the Bidder's response are all essential documents for the Vail Parking Garage Elevator Modernization Project. They are attached and hereby made part of this agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated above.

Attest:	Village of Arlington Heights
_____	By: _____
Clerk	Title: _____
(Seal)	Date: _____

Attest:	Bidder:
	By: _____
_____	Title: _____
Notary	Date: _____
(Seal)	

Subscribed & sworn before me this _____ day of _____ 2024.

**VILLAGE OF ARLINGTON HEIGHTS
FINANCE DEPARTMENT, PURCHASING DIVISION
33 S. ARLINGTON HEIGHTS ROAD**

BID SPECIFICATIONS AND CONTRACT DOCUMENTS

Vail Parking Garage- Elevator Modernization

Required for Use by: Village of Arlington Heights- Public Works

Bid Deposit: 10% of bid

Performance Bond: 100% of bid

Pre-Bid Meeting: Thursday November 14, 2024 at 9:00 AM

Date and Time Bids Due: Thursday November 21, 2024 at 11:00 am

Date and Time of Bid Opening: Thursday November 21, 2024 at 11:00 am

Project Contact: Chester Gorecki, cgorecki@vah.com 847-368-5805

Purchasing Coordinator: Lisa Subrin, lsubrin@vah.com, 847-368-5509

In the event bidder cannot submit a bid on the requirements as set forth in the bid documents, he or she should return the bid documents with an explanation as to why he or she is unable to bid on these requirements. Because of the large number of firms listed on the Village's qualified bidder's list, it is necessary to delete from these lists the names of those persons, firms or corporations who fail to respond after having been invited to bid on a commodity or commodities.

BID NOTICE

Vail Parking Garage- Elevator Modernization

Sealed proposals will be received by the Village of Arlington Heights, 33 S. Arlington Heights Road, Arlington Heights, Illinois, until 11:00 am local time on November 21, 2024, at which time they will be publicly opened and read.

A Mandatory Pre-Bid Conference will be held on November 14, 2024 at 9:00 am at the Vail Parking Garage, located at 22 S. Vail Avenue, Arlington Heights, IL 60005.

All proposals or bids offered must be accompanied by a bid security in the amount of 10% of the total bid in the form of a certified check, bid bond or cashier's check made payable to the Village of Arlington Heights. No bids shall be considered unless accompanied by such security.

Bidders shall comply with the Prevailing Wage Rate Act (820 ILCS 130). Bidders will also be required to comply with the applicable equal employment opportunity provisions.

The Village of Arlington Heights reserves the right to reject any or all proposals, to waive informalities in bidding and to accept the proposal deemed by the Board of Trustees to be the most favorable to the interests of the Village.

Specifications/bid documents may be obtained by contacting Lisa Subrin, Purchasing Coordinator, by email at lsubrin@vah.com

For a list of our current bids, visit our website at www.vah.com.

PRE-BID CONFERENCE

Vail Parking Garage- Elevator Modernization

A Mandatory pre-bid conference will be held on Thursday, November 14, 2024 at 9:00 am at the Vail Parking Garage, located at 22 S. Vail Avenue, Arlington Heights, IL 60005.

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Any inquiries or requests for clarification should be submitted to the Village's Purchasing Coordinator, Lisa Subrin, at lsubrin@vah.com no later than 3:00 PM on November 19, 2024. Clarifications will be provided in writing by email reply to all who have received an RFP packet at that time. No clarifications will be provided verbally, either in person or by telephone, and no one other than the Fleet Services Foreman is authorized to provide clarification on behalf of the Village.

**VILLAGE OF ARLINGTON HEIGHTS
GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS
PUBLIC IMPROVEMENT/SERVICES**

THE GENERAL TERMS AND CONDITIONS WHICH FOLLOW APPLY TO ALL PURCHASES AND SERVICES AND BECOME A DEFINITE PART OF EACH FORMAL INVITATION TO BID, PURCHASE ORDER, OR CONTRACT ISSUED BY THE VILLAGE OF ARLINGTON HEIGHTS ("VILLAGE"), UNLESS OTHERWISE SPECIFIED. BY SUBMITTING A BID, THE BIDDER AGREES TO BE BOUND BY THESE TERMS AND CONDITIONS. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES ARE EXPECTED TO FULLY INFORM THEMSELVES OF THE CONDITIONS, REQUIREMENTS, AND SPECIFICATIONS BEFORE SUBMITTING BIDS, FAILURE TO DO SO WILL BE AT THE BIDDER'S OWN RISK AND WILL NOT SECURE RELIEF ON THE PLEA OF ERROR.

1.01 PREPARATION OF PROPOSALS:

The bidder shall submit their sealed bid proposal on the proposal forms provided. The proposal shall be executed properly and all writing shall be ink or typewritten, except the signature of the bidder which shall be written in ink. The bidder shall specify in figures, in the places provided, a price for each of the separate items called for in the proposal forms.

Bidders are requested to submit their bids directly to the owner in a properly sealed envelope. If the bidder is a corporation, the legal name of the corporation, the state of incorporation and the business address shall be set forth together with signature of the officer or officers authorized to sign contracts on behalf of the corporation and attested by the secretary of the corporation. The corporate seal shall also be affixed. If the bidder is partnership, the true name and seals shall also be affixed. If the bidder is a partnership the true name and address of the firm shall be set forth together with the signatures of authorized partners. If the bidder is an individual, the signature and address shall be inscribed. If the signature is by an agent other than an officer of the corporation or member of the partnership, a power of attorney must be submitted with the bid, otherwise, the bid may be regarded as irregular. All names must be printed below the signature.

1.02 BID SECURITY:

No bid will be considered unless accompanied by a bid security as defined in the Invitation to Bid as a guarantee that if the bid is accepted the bidder will execute the agreement and file bonds and insurance's required by the contract documents. Bid securities shall be made payment to the Village of Arlington Heights. In the event that the bidder fails to furnish the required bonds and insurance within ten (10) calendar days after notice of acceptance of the bid by the Village, then the bid deposit of the bidder shall be retained by the Village as liquidated damages, it being now agreed that said sum is a fair estimate of the amount of damages that said Village will sustain due to the bidder's failure to furnish said bond.

1.03 BID SUBMITTAL:

Each bid properly signed together with the bid security and all documents bound herewith shall be enclosed in a sealed addressed and entitled envelope as specified in the Invitation for Bids and delivered to the office designated in the Invitation for Bids. If the bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "Bid Enclosed" on the face of it.

1.04 WITHDRAWAL OF BID:

No bid shall be withdrawn after the opening of any bid without the consent of the Village. Any bid may be withdrawn at any time prior to the hour fixed in the Invitation for Bids for the opening of bids provided that a request in writing executed by the bidder or duly authorized representative

for the withdrawal of such bid is filed with the owner prior to the time specified for the opening of bids.

1.05 AWARDING THE BID:

The contract will be awarded to the lowest responsible bidder, or any other bidder determined by the Village Board to be in the best interest of the Village, who complies with all the provisions of the invitation to bid. The Village reserves the right to reject any or all bids or to waive any non-conformity in bids received whenever such rejection or waiver is in the best interests of the Village. The Village also reserves the right to reject the bid of a bidder who has previously failed to satisfactorily perform a contract, has not completed contracts on time, or whom an investigation shows is not in a position to perform the contract.

In determining responsibility, the following qualifications will be considered by the Village:

- (a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder can perform the contract or provide service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability, and adaptability of the supplies or contractual services to the particular use required;

Except as otherwise provided by law, the Village Mayor and Board of Trustees reserves the right to reject any or all bids and to waive any informality in the bids received.

2.00 WORK COVERED BY CONTRACT DOCUMENTS:

The work comprises the completed Public Improvement/Services required by the contract documents and includes all labor necessary to produce such Public Improvement/Services and all materials and equipment incorporated or to be incorporated in such Public Improvement/Service.

3.00 AWARD:

The decision of the Village to accept the proposal of a responsible bidder for the work, subject to the execution and approval of the contract and contract bond to secure the performance thereof, and to such other conditions as may be specified or otherwise required by law.

3.01 BIDDER:

Any individual, firm or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.

3.02 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

The security furnished with the bid to guarantee that the bidder will enter into the contract for the

work.

3.03 CONTRACT /AGREEMENT:

The contract represents the entire and integrated agreement between the Village and contractor and supersedes all prior negotiations, representations or agreements either written or oral. The contract may be amended, or modified in writing signed by both parties.

3.04 CONTRACT BOND:

The form of security approved by the Village and furnished by the contractor and a surety as a guarantee of good faith and ability on the part of the contractor to execute the work in accordance with the terms of the contract.

3.05 CONTRACT DOCUMENTS:

The Village/contractor agreement, the conditions of the contract (general), supplementary or special and other conditions), the plans, specifications, addenda and all modifications (written amendments, change orders, written interpretations or other written orders), and the contract bond when required.

3.06 CONTRACTOR:

The contractor is the person or entity identified in the Village-contractor agreement and is referred to throughout the contract documents as if singular in number. The term contractor means the contractor or an authorized representative.

3.07 CORPORATION:

A corporate body authorized or licensed to do business in Illinois.

3.08 ENGINEER:

When the word "Engineer" appears in the specifications it shall mean the Village Engineer of the Village of Arlington Heights, Illinois or those designated by the Village Engineer.

3.09 OBSERVER:

The Village's authorized representative assigned to observe any or all portions of the work and materials being used for the project.

3.10 OWNER/VILLAGE:

When the word "Owner" or "Village" appears in the specifications they shall mean the Village of Arlington Heights, Illinois, a municipal corporation of the State of Illinois, 33 South Arlington Heights Road, Arlington Heights, Illinois 60005.

3.11 PLANS:

All official drawings or reproductions of drawings pertaining to the work provided for in the contract.

3.12 PROJECT MANUAL:

The booklet (manual) which includes the bidding requirements, conditions of the contract, the proposal, specifications.

3.13 BID PROPOSAL:

The written offer of the bidder to perform the work proposed and presented to the Village.

3.14 SPECIAL CONDITIONS:

Special conditions when included in these contract documents shall supplement the general conditions, the attached specifications and the plans on particular portions of the project. They

shall govern the contract documents wherever they conflict therewith; but shall not operate to annul those portions of the contract documents with which they are not in conflict.

3.15 SPECIFICATIONS:

The body of descriptions, conditions and requirements contained in the contract, together with written agreements and all documents of any description made or to be made pertaining to the method or manner of performing the work, the quantities, or the quality of materials to be furnished under the contract.

3.16 SURETY:

The corporate body, acceptable to the Village, bound with and for the contractor to insure the contractor's performance of the contract and for payment of all obligations pertaining to the work.

3.17 MISCELLANEOUS DEFINITIONS:

- (a) "Shall" means mandatory.
- (b) "As Required" means as prescribed by the contract documents.
- (c) "As Necessary" means essential to the completion of the work.
- (d) "Or Equal" means a substitute meeting the exact specification of those items so stated on the drawings, details, and/or the specifications and approved by the Village before bids are submitted.

4.00 CONTRACT DOCUMENTS

4.01 OWNERSHIP OF PLANS AND SPECIFICATIONS:

All plans and specifications and copies thereof furnished by the Village are Village property. They are not to be used on other work and with the exception of one complete set, are to be returned to the Village on request, at the completion of the contract work.

4.02 EXAMINATION OF CONTRACT DOCUMENTS AND THE SITE OF PROPOSED WORK:

The bidder shall, before submitting a bid, carefully examine the contract, including the proposal, specifications, general and special conditions. The bidder shall inspect the site of the proposed work and become familiar with all the local conditions affecting the contract and the detailed requirements of the public improvement/service. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to comply with these instructions. The Village will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.

4.03 INTENTION OF CONTRACT DOCUMENTS:

The contract documents are complementary; what is called for by one is as binding as if called for by all. The contractor shall bring any conflict, errors, or discrepancies in the contract documents to the attention of the Village in writing before proceeding with the work affected.

4.04 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

Each proposal shall be accompanied by a bid proposal security (see invitation or instructions to bidders). A bid proposal security shall be a properly certified check, bank draft, bank cashier's check or bid bond for the amount of 10% of the total bid, made payable to the Village or Arlington Heights. The proposal guarantee will be returned within five (5) working days after the bid opening date to all but the successful bidder, and one alternate bidder to be designated by the Village. The proposal guarantee of the successful bidder and the alternate bidder will be returned as soon as the contract bond, insurance policies and certificates are in proper order,

delivered to the Village and the contract has been fully executed by the bidder to whom the contract is awarded.

4.05 BONDING REQUIREMENTS:

(a) Performance and Payment Bond. The Contractor will provide both a Performance and Payment Bond each for 100% of the contract price with a minimum "A" rating as defined in Best's Key Rating Guide and be conditioned on the faithful performance of the requirements of the contract, and will have as surety a corporate surety authorized to act as such in Illinois and that the Contractor will be responsible for all claims for injuries to persons or damages to property or premises arising out of or in connection with his or her operations prior to the acceptance of the finished work or supplies, and that he or she will promptly make payments to all persons supplying them with labor or materials in the prosecution of the work provided for in the Contract; and will guarantee to indemnify and hold harmless the Village and its officers and employees for all costs, damages and expenses arising out of or by reason of the contractor's failure to comply and perform the work and to complete the contract in accordance with the specifications.

(b) Failure on the part of the contractor to obtain and deliver a Surety, Performance, and Payment Bonds, acceptable to the Village, within fifteen (15) calendar days from the date of Notice of Award of contract will be considered just cause for the annulment of the Award and the forfeiture of the bid proposal security to the Village.

4.06 CONFLICTS:

Where conflict exists within or between parts of the contract documents and applicable standards, codes or ordinances, the more stringent or higher quality requirements shall apply. Large scale drawings take precedence over smaller scaled drawings, figured dimensions on the drawings over scaled dimensions, and noted materials over graphic representations.

4.07 BID PROPOSAL:

The bidder shall submit a sealed bid proposal on the attached proposal forms. The proposal shall be executed properly and all writing shall be in ink or typewritten, except the signatures of the bidder which shall be written in ink. Proposals that contain omissions, erasures, alterations, irregularities of any kind, or not accompanied by the proper proposal guaranty shall be rejected. However, the Village reserves the right to reject or accept any and all proposals and to waive technical error as may be deemed in the best interest of the Village.

4.08 LATE BIDS:

Late bids shall not be considered and will be returned unopened.

5.00 PROPOSAL FORM

5.01 UNIT PRICE BID PROPOSAL FORM

(a) Bidders will be furnished with a unit price bid proposal form, attached to the project manual, stating the items of work contemplated and the approximate estimated quantities. It is the result of careful calculations and is believed to be correct, but it is given only as a basis for comparison of proposals and the award of the contract. The Village does not expressly or by implication agree that the actual quantities involved will correspond exactly with the estimated quantities. The bidder shall verify these quantities before bidding.

(b) Payment will be based on the actual quantities of work performed in accordance with the contract, as the contract unit prices specify. No allowance will be made for any change in

anticipated profits due to an increase or decrease in the original estimate of quantities. The Village reserves the right to omit any item entirely, or to increase or decrease any or all items.

5.02 LUMP SUM BID PROPOSAL FORM:

Bidders will be furnished with a lump sum bid proposal form, attached to the project manual, for the work to be performed.

6.00 LAWS, PERMITS AND REGULATIONS

(a) The contractor shall at all times comply with all federal, state and local laws, regulations, and ordinances. Any complaint, claim or action brought against the contractor for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the contractor and shall in no way extend to or expose the Village to liability. The contractor shall indemnify and hold harmless the Village from any and all such complaints, claims or actions. In addition, the contractor agrees to comply with all applicable statutes regarding prevailing wage laws.

(b) Unless otherwise provided in the contract documents, the contractor shall secure and pay for the construction permit and all other permits and governmental fees, licenses, and inspections necessary for the proper execution and completion of the work.

(c) If the contractor performs any work knowing it violates any laws, ordinances, rules and regulations, the contractor shall assume full responsibility and shall bear all attributable costs.

(d) All work done under the contract shall be done to the satisfaction of the Village. The Village will determine the amount of completed work which is to be paid for under the contract. The Village will decide all questions that may arise regarding the measurements of quantities and fulfillment of this contract, and will determine all questions concerning the true intent or meaning of the plans and specifications. This determination and decision will be final.

(e) The contractor and all subcontractors shall be licensed with the Village of Arlington Heights and the State of Illinois where applicable and shall provide indemnity bonds required by the Village Code.

6.01 EMPLOYMENT OF ILLINOIS WORKERS DURING PERIODS OF EXCESSIVE UNEMPLOYMENT

(a) Whenever there is a period of excessive unemployment in Illinois which is defined as any month immediately following two (2) consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded five (5%) percent as measured in the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the contractor shall employ only Illinois laborers. "Illinois laborers" means any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

(b) Other laborers may be used when Illinois laborers, as defined herein, are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the Village. The contractor may replace no more than three (3) regularly employed non-resident executive and technical experts, who do not qualify as Illinois laborers, to do work encompassed by this contract during periods of excessive unemployment.

(c) This provision applies to all labor whether skilled, semi-skilled, whether manual or non-manual.

6.02 EMPLOYMENT PREFERENCE:

The contractor shall comply with "AN ACT to give preference to the veterans of the United States military and naval service in appointments and employment upon public works, by, or for the use of, the State or its political subdivisions, passed by the 59th General Assembly and approved on June 12, 1935, "(330 ILCS 55/1)".

6.03 ILLINOIS HUMAN RIGHTS ACT:

The contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1.101, et seq including, but not limited to establishment of sexual harassment policies and program.

6.04 EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract the contractor agrees as follows:

(a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex national origin or ancestry and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(b) That if it hires additional employees in order to perform this contract or any portion hereof it will determine the availability (in accordance with the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(c) That in all solicitations or advertisements for employees placed by it or on its behalf it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.

(d) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

(e) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public contracts. Furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(f) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(g) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules

and Regulations for Public Contracts. So that such provision will be binding upon every such subcontractor and that it will also include the provisions of paragraphs 1, 5, 6 and 7. In every supply subcontract as defined in Section 2.10 (a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract. The contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors: and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition no contractor will utilize any subcontractor declared by the Commission to be non-responsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

(h) The Village of Arlington Heights does not discriminate on the basis of handicapped status in admission or access to, or treatment or employment in its programs and activities.

6.05 THE AMERICANS WITH DISABILITIES ACT:

(42 USC 121-1 et seq.) and its accompanying regulations (28 CFR 35.130) prohibit discrimination against qualified individuals with disabilities by a local government, whether directly or through contractual arrangements, in the provision of any benefit, service, program or activity of the public entity. As a condition of receiving this contract, the contractor certifies by signing the bid proposal form, that any services, programs and activities provided under this contract are now and will continue to be in compliance with the Americans with Disabilities Act.

7.00 CONTRACTOR

7.01 COMPETENCY OF CONTRACTOR:

The contractor shall, when requested by owner, furnish signed statements, showing responsibility, financial ability, experience, amount and condition of equipment and the value of all uncompleted work under contract.

7.02 SUPERINTENDENT OR FOREMAN:

The contractor shall supervise and direct the work efficiently, and with the contractor's best skill and attention. The contractor shall be solely responsible for the negligence of others in the means, method, techniques, sequence or procedure of Public Improvement / Services which is indicated in and required by the contract documents. Contractor shall be responsible to see that the finished work complies accurately with the contract documents.

7.03 WORKMANSHIP:

The contractor shall be responsible for high quality workmanship on all items of work.

7.04 RESPONSIBILITY:

The contractor and subcontractor shall be responsible for maintaining of safe equipment and using proper methods and procedures. The Village reserves the right to ascertain and to require that the contractor's work and the subcontractor's work complies with the contract.

7.05 HOLD HARMLESS AND INDEMNIFICATION:

To the fullest extent permitted by law, the contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless the Village, its officers, employees, servants, and agents, from and against all claims, actions, suits, judgments, costs, losses, expenses including but not limited to fees and charges of attorneys, engineers and architects, court and arbitration costs, and liabilities of whatsoever kind or nature arising out of:

(a) Any infringement (actual or claimed) on any patents, copyrights or trade names by reason of any

work performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

(b) Bodily injury, including death, "sickness or disease", to any person or persons (including contractor's officers, employees, agents, and servants) or damage to or destruction of any property including the loss of use thereof:

(1) caused by whole or in part by any act, error or omission by the contractor or any subcontractor or anyone directly or indirectly employed by any of them;

(2) arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks, and property adjacent hereto;

(3) arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of the contract.

(c) In any and all claims against the Village or its agents or employees by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, the indemnification obligation under this section 1.06, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts. This indemnification does not apply to any liability caused by the Village's own negligence.

7.06 ADANDONMENT:

If the contractor abandons or neglects the work or if the Village at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract are being willfully violated, executed carelessly, or in bad faith, the Village may notify the contractor in writing, and if this notification is without effect within twenty-four (24) hours after the delivery thereof, then, and in that case, the contractor shall discontinue all work under the contract and the Village shall have full authority to make arrangements for the completion of the contract at the expense of the contractor.

7.07 CLEAN UP AND SITE MAINTENANCE:

The contractor shall at all times keep the site and adjoining premises free from accumulation of waste material or rubbish caused by its employees or work, and at the completion of the work, shall remove all rubbish, tools, and surplus materials from the site and adjoining premises, leaving the area in a neat and workmanlike condition. In case of dispute, the Village may remove the rubbish and charge the cost to the contractor.

8.00 CHANGES/ALTERATIONS OF CONTRACT WORK AND EXTRA WORK:

The Village reserves the right to alter the specifications by adding or subtracting from the original quantities as bid without invalidating the contract. All such work shall be executed under the same conditions as the original contract, except for an extension in time when any such change/alteration results in additional work. All changes/alterations shall be made only when ordered in writing from the Village as follows:

(a) The Village Manager must approve an increase in the contract price of not more than \$10,000.00 by written change order.

(b) The Village Board must approve an increase in the contract price in all other instances or an extension in the contract completion time by written change order.

(c) The value of any change shall be determined by one or more of the following methods:

(1) An approved Lump Sum.

(2) Unit Prices given in the Contract or subsequently agreed upon.

9.00 PROTECTION OF PERSONS AND PROPERTY

9.01 SAFETY PRECAUTIONS AND PROGRAMS:

The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.

9.02 SAFETY OF PERSONS AND PROPERTY

(a) The contractor shall take all reasonable precautions for safety, and all reasonable protections to prevent damage, injury or loss to:

- (1) all employees on the site and all other persons who may be affected hereby;
- (2) all the work and all materials and equipment to be incorporated therein, whether in storage on or off site, under the care, custody, or control of the contractor or any subcontractors; and
- (3) other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation, or replacement in the course of Public Improvement/Service.

(b) The contractor shall give all notices and comply with all applicable laws, ordinances, rules and regulation and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

(c) The contractor shall erect and maintain, as required by existing condition and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

(d) The contractor shall use proper warning guards and safety devices with respect to the construction area.

(e) No trees, fire hydrants, utility poles, shrubs or hedges, traffic signs, or other public structure shall be removed, replaced, damage or destroyed unless and until approval for such removal, replacement, damage or destruction has been given in writing from the Village.

(f) Notwithstanding the foregoing requirements, the contractor shall be responsible for taking immediate steps to correct any damage or injury to public structures, utility services, roadways or public buildings as well as any damage or injury occasioned to private property as a result of the contractor's activities.

(g) The contractor should keep a daily record of all injuries or incidents or damage occurring in, on or near the construction site as a result of the contractor's construction activities. This information shall be given to the Village within twenty-four (24) hours after the day of occurrence.

10.00 INSURANCE REQUIREMENTS:

(a) The Contractor shall not commence work until the Contractor has obtained all insurance required in these documents. The Contractor shall purchase and maintain, throughout the duration of the contract, insurance as is appropriate for the work being performed and furnished and shall provide protection from claims which may arise out of or result from the Contractor's performance and furnishing of the work and Contractor's other obligations under

the contract documents, whether it is to be performed or furnished by the Contractor, by any Subcontractor, by anyone directly or indirectly employed by them or by anyone for whose acts any of them may be liable.

(b) Insurance required by this Section shall be written with a company having at least an "A" Property-Casualty Rating, and financial size of at least Class 7 as listed in the most recent published A. M. Best's Insurance Guide.

(c) The Village shall be named as additional insured on all policies required by the contract except for Workmen's Compensation Insurance. The coverage afforded shall be primary and non-contributory for the additional insured with respect to claims arising out of operations preformed by or on behalf on the Contractor. Additional insured: Village Of Arlington Heights, its Officials, Employees, Agents and Volunteers. If the additional insured has other insurance which is applicable to the loss, such as other insurance shall be on an excess or contingent basis. The amount of the Contractor's insurance company's liability under this insurance policy shall not be reduced by the existence of such other insurance. Additional insured status shall be provided by original endorsement as least as broad as CG 20 10 04 13 or CG 20 26 04 13.

(d) As a minimum, the contractor shall secure and maintain the types of insurance as herinafter specified, and shall submit evidence to the Village on an annual basis that the insurance coverage's are in force. The form and limits of such insurance, together with the underwriter thereof in each case, shall be acceptable to the Village, but regardless of such acceptance it shall be the responsibility of the Contractor to main adequate insurance coverage until final payment and at all times thereafter when the Contractor may be correcting, removing, or replacing defective work in accordance with the General Conditions and Instruction to Bidders. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.

(e) The Contractor shall forward original copies of the Certificates of Insurance with the coverage's and limits specified annually during the contract period to the Purchasing Division, Finance Department, 33 S. Arlington Heights Road, Arlington Heights, IL 60005.

(f) Insurance Certificates and Policies delivered to the Village shall recite that 30 days prior written notice will be given to the Village by certified mail before any policy is materially changed, canceled, or not renewed.

10.01 WORKER'S COMPENSATION AND EMPLOYERS LIABILITY:

The insurance shall protect the Contractor against all claims under applicable State or Federal Worker's Compensation Laws. The Contractor shall also be protected against claims for injury, disease or death of employees which for any reason may not fall within the provisions of the Worker's Compensation Law. The policy shall include "broad form all states" endorsement coverage extended to cover all states except the monopolistic fund states.

The liability limits shall not be less than:

1. Worker's Compensation.....Statutory
2. Employer's Liability.....\$1,000,000 per occurrence

10.02 BUSINESS AUTO LIABILITY:

The insurance shall be written in automobile liability form and shall protect the Contractor against all claims for injuries to persons and damages to property arising from the ownership,

maintenance or use of any motor vehicles and shall cover operation on or off the site of all motor vehicles, whether they are owned, non-owned or hired.

The liability limits shall not be less than:

1. Bodily Injury and Property Damage Combined.....\$1,000,000 per occurrence

10.03 COMMERCIAL GENERAL LIABILITY, INCLUDING PREMISES AND OPERATIONS, CONTRACTUAL, PERSONAL INJURY, PRODUCT LIABILITY, COMPLETED OPERATIONS, AND BROAD FORM PROPERTY COVERAGES:

(a) This insurance shall be written in Commercial General Liability form and shall protect the Contractor against all claims arising from injuries to persons or damages to property caused by any act or omission of the Contractor or his agents, employees or Subcontractors. The Contractors General Aggregate shall apply on a per Project basis. The Broad Form General Liability Endorsement shall be included.

(b) In addition, this policy shall contain a Contractual Liability Endorsement covering any Contractual Liability assumed in the Contract and all changes and modifications thereto, whether in writing or oral.

(c) The scope of the coverage shall also include the Personal Injury Hazards including “a”, “b”, and “c”. “a” includes false arrest, malicious prosecution, and unwillful detention or imprisonment. “b” includes libel, slander, and defamation of character. “c” includes wrongful eviction, invasion of privacy, and wrongful entry. Fellow Employee exclusion shall be removed.

(d) The Policy shall also include Broad Form Property Damage Protection.

(e) The Contractor shall include all the Contractor’s employees as additional insureds under the policy.

(f) Commercial General Liability Coverage shall contain no exclusions for explosion, collapse or underground work (X, C, U).

(g) The liability limits shall not be less than:

1. Bodily Injury and Property Damage, Combined single limit, per occurrence including, Contractual Liability – Broad Form Products and Completed Operations.....\$2,000,000
2. Premises/Operations
Personal Injury.....\$1,000,000
3. General Aggregate.....\$4,000,000

Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

(h) The Contractor may furnish coverage for bodily injury and property damage for Business Auto Liability and Commercial General Liability through the use of a combined limit as indicated above or through separate single limits acceptable to the Village.

10.04 UMBRELLA EXCESS LIABILITY:

Special coverage shall be as follows.....\$2,000,000 over primary insurance

The required coverages may be in combination of primary, excess and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy excess the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

Policy should be written on an occurrence basis.

All underlying coverage needs to be included in the Umbrella or Excess Liability policy. Any exclusions or exceptions must be noted on the certificate of insurance.

11.00 PAYMENTS

11.01 TAXES:

No charges will be allowed for taxes from which the Village is exempt. The Village is not liable for the Illinois Retailer's Occupation Tax, the Service Occupation Tax, nor the Service Use Tax. The Village is also exempt from Federal Excise Transportation Tax.

12.00 TERMINATION OF THE CONTRACT:

The Village may terminate the contract upon the occurrence of any one or more of the following events:

(a) The contractor files under any chapter of the Bankruptcy Code (Title 11, United States Code) takes any equivalent or similar action by filing a petition or otherwise under any federal or state law in effect at the time relating to bankruptcy or insolvency.

(b) If a petition is filed against the contractor under any chapter of the Bankruptcy Code as now or hereinafter in effect or if a petition is filed seeking any equivalent or similar relief against the Contractor under any other federal or state law in effect at the time relating to bankruptcy or insolvency.

(c) If the contractor makes a general assignment for the benefit of creditors.

(d) If a trustee, receiver, custodian or agent of the contractor is appointed to take charge of the contractor's property for the purpose of enforcing a lien against the property or for the purpose of general administration of the property for the benefit of the contractor's creditors.

(e) If the contractor admits in writing an inability to pay its debts generally as they become due.

(f) If the contractor persistently fails to perform the work in accordance with the contract documents, including but not limited to failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established herein.

(g) If the contractor disregards laws and regulations of any public body.

(h) If the contractor disregards the authority of the Village.

(i) If the contractor violates any provisions of the contract documents.

**VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE**

Applicant _____
Name

Address

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, _____, being first duly sworn on oath, deposes and states that he or she is _____ (sole owner, partner, joint ventured, President, Secretary, etc..) of _____ and has the authority to
(Name of Company)
make all certifications required by this affidavit.

Section I

Non Collusion

The undersigned certifies that this bid, that such bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

Section III

Illinois Drug Free Workplace Act

The undersigned further states that _____ provides a
(Name of Company)
drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with
necessary requirements.

Section IV

Tax Payment

The undersigned further states that _____ is not
(Name of Company)
delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois
Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement
regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows
the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a
condition to the right of the bidder to receive payment under any award made under the terms and
provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: _____
(Name)
(Title)

Subscribed and sworn to before me this _____ day of _____ 20____,
AD.

By: _____
(Notary Public)

-Seal-

**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR: _____

By: _____



VENDOR QUESTIONNAIRE

Company Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-Mail: _____

Commodity: _____ Years in Business: _____

DBE (Disadvantaged Business Enterprise) Classification: Please indicate your DBE classification below, and provide any agency certifications you have received.

- ☐ MBE (Minority-Owned Business Enterprise): A business that is at least 51 percent owned by one or more minorities. A person who is a U.S. citizen or lawful permanent resident and is African American, Hispanic American, Asian American, Native American, as well as other groups found to be disadvantaged pursuant to Section 8 (a) of the Small Business Act.
- ☐ WBE (Women-Owned Business Enterprise): A business that is at least 51 percent owned by a woman or women who are United States Citizens or lawful permanent residents of the United States.
- ☐ DOBE (Disability-Owned Business Enterprise): A business that is at least 51 percent owned by a person or group of persons with a disability, as recognized by the Americans with Disabilities Act.
- ☐ VOSB (Veteran-Owned Small Business): A business that meets the qualifications to be a small business according to the SBA, and is at least 51 percent owned, operated and controlled by a veteran.
- ☐ Not Applicable

Certifications:

Agency/Institution: _____

Phone: _____ Approval Date: _____

I hereby certify that the information supplied in this form is complete and correct to the best of my knowledge and belief. I authorize The Village of Arlington Heights to verify any of this information as needed.

Signature: _____ Title: _____

Name: _____ Date: _____

SECTION 14 0500

CONVEYING SYSTEMS COMMON WORK RESULTS

PART 1 - GENERAL

1.1 SUMMARY

The contract is for a complete job in every respect, bidders are cautioned to familiarize themselves with all project related documents.

In all cases where a device or part of equipment is herein referred to in the singular manner, such reference shall apply to as many such devices as are required to complete the work.

The work to be done under this specification is as follows:

1. Modernize three (3) hydraulic passenger elevator with all the latest solid-state controls and systems as described in specification section 14 2400.

Provide alternate pricing for the following items:

2. Alternate Price: Supply a per unit price to replace the jack unit.

1.2 DEFINITIONS OF TERMS

The term "owner", as used herein, refers to the Village of Arlington Heights.

The terms "elevator consulting engineer", "consulting engineer", or "engineer", as used herein, refer to the firm of Jenkins & Huntington, Inc., located at 17W106 91st Street, Willowbrook, IL.

The term "sub-contractor", as used herein, refers to any person, partners, firm, or corporation having a contract with the elevator contractor to furnish labor and materials for the execution of the work herein described.

The term "elevator contractor", as used herein, refers to any person, partners, firm, or corporation having a contract with the construction contractor to furnish labor and materials for the execution of the work herein described.

The term "inspecting authorities", as used herein, refers to authorized agents of governments and of insurance groups which are charged with the responsibility of carrying out periodic inspections and tests on vertical transportation equipment.

A bank of elevators is one or more units which operate off a common riser or risers of hall buttons.

All terms in the specifications that are not otherwise defined shall have the definitions as given in the ASME A17.1 Code for Elevators, Dumbwaiters, Escalators and Moving Walks.

1.3 CODES AND ORDINANCES

Do all work in accordance with the building codes, by-laws, regulations and requirements of the local and national authority in effect at the time of the award and the following:

1. The ANSI A17.1-2019 Safety Code for Elevators and Escalators.
2. The ANSI A117.1 American National Standards for Buildings and Facilities Providing Accessibility and Usability for Physically Handicapped People, 2009 Edition.
3. Illinois Accessibility Code (IAC)
4. Americans with Disabilities Act Accessibility Guidelines (ADAAG) - 2010 Edition.
5. Municipal Code of St. Charles.

1.4 CLOSE OUT DOCUMENTS AND MANUALS

At the time of final acceptance by the owner, the elevator contractor will deliver to the owner all drawings, parts lists and manuals necessary or helpful in the routine maintenance and adjustment of the equipment.

Supply to the owner at the time of final acceptance a manual describing proper maintenance procedures and methods of maintaining the equipment in proper order.

Provide a copy of all drawings and texts in PDF electronic media.

1.5 PARTS / TECHNICAL SUPPORT

Supply parts and technical support on request for a period of twenty years subsequent to final acceptance of the equipment, at then prevailing prices.

Where purchased components are used, ensure that the original manufacturer's name and component designation are clearly marked on the part or in the parts catalogue supplied in accordance with this specification.

1.6 SUBMITTALS

Drawing and sample submittals are required for all exposed finishes and fixtures; all of which require review and approval.

Submit three samples each of all cab finish materials, all hall buttons, car lanterns and car operating panel buttons.

The following drawing submittals are required as a minimum:

1. Control room layouts showing the location of the equipment.
2. Hoistway layouts showing the location of the equipment, car platform dimensions, cab interior dimensions and net inside area.
3. Hoistway sections showing overhead, pit equipment, car and frame entrances.
4. Cab drawings detailing the cab shell, platform, interior panels, ceiling, entrance, lighting finishes.
5. Cab equipment drawings detailing all fixtures such as car buttons, car position indicators, front return system with particular attention to the position of controls and finishes and methods of fastening.
6. Entrance drawings detailing frames, doors, sills and supports lanterns and gongs and providing frontal views showing the relationship of hall stations, lanterns and entrances.
7. Hall push button station / destination dispatching input station drawings.
8. Drawings of all static signage.
9. Drawings of control panels such as the Fire Status Panel showing the layout and detailing the design of all switches and indicator lights.
10. Power wiring distribution layout.

Final or record submission of all drawings and texts must be accompanied by disks containing PDF format electronic media copies.

Reviews do not include the checking of measurements or the approval of variations from the specifications and the Contract. The elevator contractor must clearly indicate and note differences.

1.7 MATERIALS AND WORKSMANSHIP

Provide all new materials and equipment.

Install equipment in a neat, accurate, workmanlike manner.

Provide materials and equipment conforming to the regulations of the regulating bodies having jurisdiction over the equipment specified, and to the rules and regulations of the requirements of the ANSI A17.1.

1.8 WORK SPECIFIED ELSEWHERE

Contractor verification

1. At the time of the proposal, the contractor must verify that the work required of others as stated in this section is a complete listing of all such work.
2. Additional work to be performed by others not listed in this section must be submitted in writing at the time of proposal.
3. Exception to or difference with the details of this section must be submitted in writing at the time of proposal.

Work specified elsewhere to be performed by someone contracted by the elevator contractor (Turn-key Project):

4. Remove all pipes, wiring, apparatus and ducts that are not associated with the elevator equipment in the existing hoistways and machine room areas.
5. Flooring in the elevator cabs unless specified otherwise.
6. Furnish all required work for a code compliant machine room.
7. Identification signs for the elevator machine room.
8. Furnish and install cants on any horizontal surfaces of more than 4" (excluding divider beams) to prevent toe holds and tool rests within the hoistway.
9. Fire protection speakers, wiring, systems as required by local code.
10. Provide a sprinkler system in the machine room, hoistway, and pits as required by code.
11. At the fire command area, a suitably framed map shall be provided for fire fighting purposes showing locations of elevators, the numbering of the elevators, and any other details required by the Village of Arlington Heights Fire Code.
12. In each machine room for all elevators, provide an ABC type wall mounted fire extinguisher (or update existing fire extinguishers with current inspection dates and tags).
13. In the machine room, 20-ampere, 120 volt, lock-able circuit breakers for each elevator, located adjacent to the lock side of the control room door for cab lighting and ventilation. The power for these circuits to be derived from the emergency power supply.
14. The power for the lighting circuit to be derived from the emergency power supply.
15. In the pits, protected lights, located clear of elevator equipment to give a minimum illumination at pit level of 10 foot candles. The light switch to be located adjacent to the pit entrance.
16. In the each elevator pit, GFCI duplex receptacles mounted on the wall and located clear of the elevator equipment.
17. In the pits, a single outlet on a separate non-GFCI circuit to power sump pumps where they currently exist.
18. Any conduit outside the hoistway needed for remote signals, remote communications, et cetera, except where indicated otherwise in this specification.
19. Smoke detectors in the lobbies and control spaces as required by local code. Include signals from fire alarm system to each elevator control room indicating the following:
 - a. Activation of alarm at the main level;
 - b. Activation of alarm at other floors;
 - c. Separate signal in case of activation of alarm in the elevator machine rooms.
20. Provide a 24-hour answering service to monitor telephones and two-way communication systems in the elevators.
21. Provide all wiring for internet connections for two way communication systems.
22. Existing power with an added 4th ground wire in a new code compliant disconnect switch for each elevator supplied in the elevator machine rooms.
23. Emergency power supply capable of simultaneously operating the following:
 - a. All lighting, ventilation and security devices for elevators;
 - b. One elevator at a time,
 - c. Provide a dry normally closed low voltage signal contact to each elevator control room from the emergency power supply transfer switch indicating system is on emergency power operation. Close switch approximately 15 seconds prior to returning to normal power operation.

24. Heating and cooling for the control room in order to maintain continuously (i.e. 24 hours a day) a temperature of greater than 55 degrees Fahrenheit and less than 90 degrees Fahrenheit and relative humidity of less than 95%. Ventilate machine rooms to remove accumulation of smoke and hot gases.
25. Card reading security system and interface wiring to elevator controllers that require security interface.
26. Closed circuit security cameras. Elevator contractor will provide power supply wiring and signals wires.

Work Completed by the Village of Arlington Heights:

27. In the machine room, LED lights, located in front of each controller and machine at approximately eight feet from floor level and such additional fluorescent lighting as required giving a minimum illumination at floor level of 19 foot candles. The light switch to be located adjacent to the lock side of the control room door.
28. In the machine room, GFCI duplex receptacles mounted on the wall, spaced at approximately 15 foot intervals and located clear of the elevator equipment.
29. Provide all wiring for internet connections for two way communication systems in each machine room.
30. One dedicated phone line per elevator for two-way communications.

1.9 FIREMAN'S SERVICE REQUIREMENTS

Include all provisions required by Village of Arlington Heights and the State of Illinois Elevator Code.

Provide #4 stainless steel elevator status panel with all provisions described in these specifications, and in accordance with State Elevator Code.

All key switches relating to phase I and phase II operations for all the elevators must be keyed identical.

Provide necessary wiring and labor to install emergency speakers (if required) on the elevator cabs.

1.10 GUARANTEE OF WORK

Guarantee that the materials, the performance and workmanship are first class in every respect and make good any defects not due to ordinary wear and tear or improper use, which may develop within one year from the date of final acceptance of the equipment or the date when the Owner takes possession of the building.

Guarantee that the equipment performs to the standards set out in this specification.

Installation shall meet all of the standards requirements and codes for installation and inspection, tolerances, and qualifications. All work required for completion of a first-class installation is the responsibility of the contractor, even if not included in the specification.

Neither the final payment nor any provision of the contract documents relieves the contractor of the responsibility for negligence or faulty materials or workmanship within the extent and period provided by law.

Upon written notice remedy any defects and pay all expenses for any damage to other work resulting from any defects.

1.11 CERTIFICATES OF INSPECTION

Obtain and pay for certificates of approval and all other necessary permits.

Include all costs for all inspections as required by the State of Illinois Elevator Bureau.

Include costs for two additional after hours inspections.

1.12 PATENTS

Hold and save the owner and its officers, agents, servants and employees harmless from liability of any nature or kind, including cost and expense for, or on account of, any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the contract, including its use by the owner.

1.13 TRADEMARKS

No trademarks visible to the general public shall appear on any piece of equipment (except where already existing).

1.14 REMOVAL OF RUBBISH

Remove all rubbish as fast as it accumulates, keep the building and premises clean during the progress of the work, and leave the premises at completion in perfect condition as far as the work under this specification is concerned.

1.15 SUB-CONTRACTORS

Bind sub-contractors to all applicable portions of this specification.

The elevator contractor shall be responsible for all actions and all work performed by his sub-contractors to the same extent as the contractor is himself responsible under this specification.

1.16 OPERATION BY DISABLED PERSONS

Arrange all controls and fixtures so that disabled persons can readily operate them.

Provide all raised markers and tactile indications required by code.

END OF SECTION 14 0500

SECTION 14 2400

HYDRAULIC ELEVATORS

PART 1 - GENERAL

1.1 SUMMARY

- A. The contract is for a complete job in every respect, bidders are cautioned to familiarize themselves with all project related documents.
- B. In all cases where a device or part of equipment is herein referred to in the singular manner, such reference shall apply to as many such devices as are required to complete the work.
- C. The work to be done under this specification is as follows:
 - 1. Modernize three (3) existing hydraulic passenger type elevators with all the latest solid-state controls and systems as described in this specification.

1.2 DESCRIPTION

- A. Type
 - 1. Provide, for elevators 1, 2, & 3, equipment for modernizing the existing in-ground type hydraulic passenger elevators.
- B. Number
 - 1. Three (3) modernized passenger type elevators designated as elevators 1, 2, & 3.
- C. Speed
 - 1. Provide new submersible-type pump units that have a rated speed of 125 feet per minute.
- D. Capacity
 - 1. Provide equipment for retaining the existing net lifting capacity of 3500 lbs.
- E. Travel
 - 1. Provide equipment for retaining the existing travel of approximately 40'4" (verify in the field).
- F. Stops & openings
 - 1. Provide, for elevators 1 & 2, equipment for five (5) stops in line, with openings at G, 2 – 5.
 - 2. Provide, for elevator 3, equipment for four (4) stops in line, with openings at G, 3 - 5.

G. Platform dimensions

1. Provide equipment for retaining the existing platform dimension.

H. Pit Depth

1. Provide equipment for a pit with an existing depth of approximately 4'-0". Access to the pits is from the G level entrance via pit ladders. The existing pit ladders can be retained if they meet code.

I. Overhead:

1. Provide equipment suitable for existing overhead.

J. Cab Height

1. Provide equipment for retaining the existing cab height.

K. Door Type:

1. Provide equipment for car and hoistway doors of the center opening, horizontal sliding type.

L. Door Clear Entrance

1. Provide equipment for retaining the existing entrance size of 3'-6" wide by 7'-0" (field verify).

PART 2 - PRODUCTS

2.1 MACHINE ROOM EQUIPMENT

- A. Machine location: Retain the existing equipment location of the pumping units and associated control equipment.

B. Pumping units

1. Provide new self-contained (submersible) pumping unit with all the components as follows: drip pan, floating inner base for mounting motor pump assembly, oil reservoir with tight fitting tank cover, oil fill strainer with air filter, oil level gauge, self-cleaning strainer in suction line, oil hydraulic pump, electric motor, and oil control units.
2. Provide a pump especially designed and manufactured for oil hydraulic service of the rotary positive displacement type inherently designed for steady discharge with minimum pulsations to give smooth and quiet operation.
3. Provide a motor designed for oil hydraulic service.
4. Provide an oil control unit consisting of the following components: relief valve, safety check valve, leveling valve, manual lowering valve, and tank shut-off valve.
5. Design the equipment so that all adjustments are accessible and can be made without removing the assembly from the oil line.
6. Provide variable flow bypass valves to give controlled high and leveling speed operation.

7. Provide valves with individual adjustments, such that changing one adjustment does not affect other adjustments.
8. Provide an externally adjustable relief valve capable of by-passing the total oil flow without increasing the back pressure more than 10% above that required to barely open the valve.
9. Design the safety check valve to close quietly without permitting any reverse flow and to support the elevator on a positive locked column of oil when the car is at rest.
10. Provide an externally adjustable up start valve to by-pass oil flow during initial start of the motor pump assembly, and to close slowly, gradually diverting oil to the jack unit, insuring smooth up starts, so as to relieve load on the motor during starting.
11. Provide an externally adjustable lowering valve and leveling valve for drop away speed, lowering speed, leveling speed and stopping to insure smooth down starts and stops.
12. Provide a manual lowering valve for manual lowering of the elevator car in the event of power failure and for use in servicing and adjusting the elevator car in the event of power failure and for use in servicing and adjusting the elevator mechanism.
13. Provide a tank shut off valve for isolating oil in the power tank unit to insure ease of servicing and adjusting the elevator mechanism without removing the oil from the tank.
14. Provide self-cleaning strainers to prevent foreign materials from lodging in the oil system.
15. Provide an externally adjustable up stop valve to by-pass the oil flow for landing stops in the up direction.
16. Arrange the equipment so that the car stops at the landing through controlled oil flow with the motor and pump running and so that the motor shuts off only after the car has come to rest at the landing.
17. Provide a pump with a maximum working pressure of 480 psi.
18. Label pump unit with final working and relief valve pressure settings.

C. Controller

1. Provide a controller designed to give the required operation as specified in later under CONTROL AND OPERATION.
2. Mount all panels securely on substantial, self-supporting steel frames designed for floor or wall mounting.
3. Provide completely enclosed controllers with covers. Do not mount equipment on the covers.
4. Where relays are used, provide those having a design electrical life and mechanical life equivalent to thirty years operation in the given application, with their contacts designed for maximum conductivity and wiping action.
5. Provide electronic time delay devices that employ stable capacitors or crystals as the time base.
6. Install wiring on the controller, whether control or field wiring, in a neat workmanlike order and make all connections to studs and terminals by means of solder or solderless lugs, or similar connecting devices.

7. Mark all relays, contactors, fuses and printed circuit board components et cetera clearly and permanently with designations as shown on the schematics.

D. Computing devices

1. Where computing devices are used, such as micro-processors or mini-computers, along with associated devices, design to the following:
 - a. Isolate the inputs from external devices (such as push-buttons) and isolate the outputs to external devices (such as indicators) by means of relays or optical devices.
 - b. Provide the control program on read-only memory with a minimum of 40 percent spare capacity, to allow for future programming modifications and extensions.
 - c. Provide crystal regulation of frequency.
2. Provide for separate regulated power supplies to serve each microprocessor system.

E. Solid-state hardware

1. Mount solid-state devices, except for high power silicon controlled rectifiers and rectifiers, on removable printed circuit boards.
2. Coat the circuits with tin-lead.
3. Provide a solder resistant screen.
4. Provide plated through holes for double-sided boards.
5. Make all connections to the printed circuits on the printed circuit boards by means of properly dimensioned pads.
6. Do not provide "patched" connections.
7. Design solid-state devices for a high level of noise immunity.
8. Incorporate electrical noise suppression devices in the power supplies and the inputs and outputs associates with the solid-state circuits.

- F. Operating temperatures: Arrange that the equipment be capable of operating normally and within the requirements of the specifications when the ambient temperature is between 50 and 95 degrees Fahrenheit.

2.2 HOISTWAY EQUIPMENT

A. Jack unit (reuse)

1. Test each jack unit for potential failure.
2. Clean any rust from piston and check for any damage.
3. Replace packing and perform cylinder pressure test.
4. **Alternate # 1 Price: Supply a per unit price to replace the jack unit.**

B. Piping

1. Reuse existing piping and modify or replace as required.
2. Change all Victaulic fittings.

C. Guide rails and fastening

1. Reuse existing guide rails.

2. Clean and remove all rust.
3. Tighten all connections.

D. Pit channels and buffers

1. Reuse existing pit channels and buffers.
2. Clean and repaint.
3. Replace if rusted beyond cosmetic clean-up.

E. Painting

1. All ferrous metals should be scraped, wire brush cleaned, primed, and shall receive two coats of rust inhibiting paint, as noted.
 - a. Approved paints
 - 1) Sherwin Williams Kem Kromik Universal Metal Primer.
 - 2) Sherwin Williams Steel Master™ 9500 Coating, B56-300 Series.

2.3 CAR EQUIPMENT

A. Cab design

1. Cab shell – reuse.
2. Interior refinishing - Remove all existing wall and ceiling treatments. Patch all holes in the ceiling not being reused and paint white
3. Cab walls & ceiling– Provide new cab finishes based on SnapCab design of Classic I, Modern I or Contemporary II, or an approved equal. Finishes to be selected by ownership from standard product offerings.
4. Car door - Provide new car doors to match interiors.
5. Front returns and transoms – Refinish directional polish to match new fixtures. Refinish strike jamb to match.
6. Lighting – Provide as part of the base cab a new LED lighting in new ceiling. Minimum output of 8 ft-c at the cab threshold
7. Sill – Reuse existing car sills, clean and polish.
8. Flooring – Retain existing flooring and sill height. Elevator contractor to supply and install new basic tile type floor which will fit in the required space of the sill. The floor finishes color to be selected by ownership.
9. Handrail - Provide a stainless steel bar type handrail along the walls of each cab.
10. Toe guard - Provide new galvanized steel toe guards painted safety yellow.
11. Car top handrails - Provide a new code compliant car top handrail system if required.

B. Car station

1. Provide one (1) new car operating panels per elevator.
2. Finish to match front returns and be mounted on the front returns (flush mounted in the returns).
3. Finish of car operating panels to match front returns.
4. Provide in these panels all devices required for normal automatic operation, which shall include the following:
 - a. Floor push buttons

- b. Door open buttons
 - c. Door close button
 - d. Alarm button
5. Number the car call buttons with raised and metal fishtail type Braille markings adjacent and to the left of the button to correspond with the floor served.
 6. Provide in conjunction with the car buttons a call registered light for each button to be lighted when the button is pressed and extinguished when the car stops at the selected floor.
 7. Provide an in-car keyed stop switch.
 8. Provide a locked fire service cabinet with a three-position key operated in-car fireman's service switch with off, on and hold positions, a stop switch and a call cancel button.
 9. Provide an ADA/ADAAG compliant hands free auto-dialing telephone system mounted in the car operating panel, with messages displayed for authorized personnel to communicate with and obtain responses from a trapped passenger(s), including a passenger who cannot verbally communicate or hear.
 10. Provide, space in each car operating panel for a concealed card reader being provided by others. Elevator contractor to mount and wire this device.
 11. Provide a locked service cabinet, located in the lower section of the car operating panel, containing all those devices, other than those used for normal automatic operation, required for various control features. Door to contain housing for the inspection certificate.
 12. Provide in this cabinet a light switch, fan switch, light control rheostat (where incandescent lights are installed in the cab) and an emergency lighting test switch.
 13. Engrave the car station or the front return with all the required markings and signage such as car capacity, elevator number and any markings that may be required by the prevailing codes and regulations.
 14. All button illumination to be LED type.
 15. Buttons for elevators shall be of the vandal resistant type.
- C. Car position indicator
1. Provide a digital car position indicator with direction arrows mounted above operating devices in the car station.
 2. Arrange the indicator to display a number or symbol at least 50 mm high.
 3. Indicate the position of the car at all times, corresponding to the landing through which the car is passing or at which it is stopped.
 4. Provide light emitting diodes or liquid crystal display, with life expectancy greater than 10,000 hours.
 5. Sound audible tone signal when a car is stopping at a floor or passing a floor.
- D. Car direction indicators
1. Provide new direction indicators in the car door jambs complete with gongs to indicate the future direction of the elevator.
 2. Finish to match the return panels.
 3. Wire the indicators so that as soon as a car has reached the floor and has stopped, the corresponding arrow illuminates and an audible tone sounds.

4. Maintain the car direction lantern illumination until the car has stopped and the door open time has elapsed.
5. Do not illuminate the car direction lantern on a door re-open unless the reopen is caused by reversal of direction of travel of the car.
6. Arrange the operation of the lanterns and tones to comply with requirements for the disabled.
7. Provide lamps having a life expectancy of greater than five years in normal elevator use.
8. Design the fixture so that the lamps may be readily changed from inside the elevator cab.

E. Signal lights

1. Provide car position indicators and car call registered lights having a minimum contrast ratio of 8:1 throughout a life expectancy greater than 10,000 hours.
2. The contrast ratio is to be determined by subtracting the brightness of the indicator background from the brightness of the marking and then dividing the result by the brightness of the background.
3. Arrange that the variation in intensity and contrast ratio between position indicators within the car does not exceed 5 percent.
4. Arrange that the variation in intensity and contrast ratio between car call registered lights within the car does not exceed 5 percent.
5. All measurements are to be made in the normal ambient light of the cab.

F. Ventilation

1. Provide a fan capable of developing 0.05 inches of static pressure differential with a minimum capacity of 350 ft³/min.
2. Mount this fan to the car top in such a way as to protect it against damage and to minimize noise and vibration. Orient the intake of the fan so that it is unaffected by wind currents and air noise as the car moves through the hoistway.
3. Arrange that there is no discernible vibration in the car with the fan operating.
4. Arrange that the decibel noise level in the car with the fan running is either (a) no more than 55 decibels or (b) no more than ten percent greater than with the fan stopped.
5. Measure the noise level with the elevator stopped and the doors closed using ANSI type 2 sound level meter on the "A" scale set to an "S" response.

G. Emergency lighting

1. Provide battery operated emergency cab lighting.
2. Provide a lighting level of at least 0.2 foot candle of illumination at the main car operating panel for a minimum period of four hours, using at least two lamps of equal rating.
3. Cause the lamps to immediately be energized in the event of a power failure or electrical fault de-energizing the normal elevator lighting circuit.
4. Provide for the automatic disconnection of the lamps and the automatic recharging of the lighting unit when normal power is restored to the elevator lighting circuit.

5. Provide a rechargeable battery of the hermetically sealed type, or of a type which provides a reserve of electrolyte, capable of operating unattended and requiring no addition of water or electrolyte for a period of not less than 3 years, with provision for visual checking of the electrolyte level without opening the battery or removing caps or fittings.
6. Arrange the battery charging means to operate automatically upon restoration of normal power to the unit, to remain in operation until the battery is fully recharged and to maintain the battery at full rated capacity at all times when the unit is not in operation.
7. Provide means for the convenient manual operation and testing of each unit.
8. Install the unit as part of the car so that it is not readily removed.
9. Do not provide portable equipment.

H. Work light and receptacle

1. Provide, on top of the car, a fixed lamp receptacle, with switch, outfitted with wire clamp guards, and a ground fault circuit interrupter receptacle.
2. Provide a receptacle located in the cab for cleaning purposes. Receptacle to be concealed inside the locked service cabinet.

I. Top of car inspection station

1. Provide, on top of the car, an inspection station to operate the car at inspection speed. Provide a station with an up button, a down button and a control or common button. Provide an emergency stop button in the station.

J. Car platform

1. Clean off any rust and paint the existing car platform and sling assembly with two coats of rust inhibiting paint.

K. Guides

1. Provide guides mounted at both the top and the bottom of the car frame.
2. Guides shall provide ride quality as required by these specifications.

2.4 DOOR EQUIPMENT

A. Entrance frames and panels

1. Retain and reuse the existing frames and entrances.
2. Modify as required for FER and Access key switches to match other elevators on the project.

B. Entrances hardware

1. Refurbish door hangers and tracks and replace all door hardware consisting of interlocks, door closers, relating mechanism, operating linkages, gibs, and all other hardware necessary for like new operation of the car and hoistway doors.
2. Arrange the tracks and sheaves so that there is no metal contact, and so that the doors operate properly without any regular lubrication.
3. Door gibs shall be SEES Enforcer or approved equivalent.

4. Design all door hardware for a minimum of noise.

C. Door operator

1. Provide a door operator to open and close the car and hoistway doors simultaneously, capable of moving the door panels from the closed position to within 3" of the fully open position at an average speed of not less than three feet per second.
2. Provide a heavy-duty motor with associated closed-loop feedback speed and torque control for the door operator.
3. Check the movement of the doors at both limits of travel.
4. Locate the controls for the adjusting and regulating of the door operator acceleration, deceleration and running speeds for convenient access on the top of the cab adjacent to the door operator.
5. Provide means to automatically recycle the doors in the event that they stall during the opening or closing operations.
6. Design the door operator and associated components so that the noise increase due to the operation of the door does not exceed six decibels.
7. Provide a mechanical device that restricts the opening of the car doors outside the landing zone.

D. Multi-beam infra red door protection

1. Provide a 3-D multi-beam infrared door protection device to detect people or objects in the path of the closing doors. The device shall be able to sense the presence of people or objects without touching them. The device shall generate a zone of detection to a height of six feet or more from the finished floor level (Janus Panachrome or approved equal).

E. Floor indications

1. Existing hoistway entrance jambs tactile markings required by code can be reused. Replace any missing signs.
2. Identify each landing by means of marking on the inside of the hoistway doors.
 - a. Provide numerals and letters approximately four inches high and of a clearly contrasting color to the color of the doors.

F. Emergency evacuation graphics

1. Provide elevator designation numbers on hoistway jambs (upper left hand corner) per Village of Arlington Heights Emergency Evacuation Code requirements.
2. Finish and style of lettering to match floor indication tactile markings.
3. Submit samples for approval.

2.5 HALL FIXTURES

A. Hall push button stations

1. Provide new hall stations (Innovation Industries' water resistant type or approved equal).

2. Provide at the upper terminal for each station, a single button, call registered light and face plates as specified later.
3. Provide at the lower terminal, for each station, a single button, call registered light, and face plates as specified later.
4. All lamps to be LED type with components sealed (water resistant).
5. Provide fire safety symbols graphics at each call station.
6. Coverplates to be #4 brushed stainless steel with rubber gaskets.
7. Buttons shall be of the vandal resistant type.

B. Hall lantern / digital position indicator

1. Provide hall lanterns with a combination hall lantern / digital position indicator at all floors.
2. Arrange the position indicator to display a number or symbol at least 50 mm high.
3. Indicate the position of the car at all times, corresponding to the landing through which the car is passing or at which it is stopped.
4. Provide light emitting diodes, liquid crystal display or long-life lamps, with life expectancy greater than 10,000 hours.
5. Wire hall lanterns so that as soon as a car has reached a predetermined distance from the floor, and is going to stop at the floor, the corresponding lantern illuminates and an audible tone sounds.
6. Arrange the controls so that the lantern provides minimum five second advance notice of the arrival of a car.
7. Maintain the hall lantern illuminated until the car has stopped and the door open times has elapsed.
8. Do not illuminate the hall lantern on a door re-open unless the re-open is caused by reversal of direction of travel of the car.
9. Arrange the operation of the lanterns and audible tones to comply with requirements for the disabled.
10. Provide lamps having a life expectancy of greater than five years in normal elevator use.

C. Hoistway access switches

1. Provide hoistway access switches as required by code.
2. Finish of the coverplate to match hall button coverplates at that landing.

D. Fireman's emergency service phase one switches.

1. Provide a new fireman's emergency service phase one switch in the left hand entrance jamb at main floor entrance in accordance with local code requirements.

E. Fire control elevator status panel

1. Provide a new code compliant elevator status panel (if required).
2. Finish of the coverplate to match fixtures.

2.6 COMMUNICATION EQUIPMENT

A. ADA compliant auto-dialing phone system

1. Provide an ADA/ADAAG compliant hands free auto-dialing telephone system mounted in the car operating panel, with messages displayed for authorized personnel to communicate with and obtain responses from a trapped passenger(s), including a passenger who cannot verbally communicate or hear.
 2. Provide all hoistway wiring, traveling cables, car wiring, et cetera, for the telephone.
 3. Terminate the wiring in the machine room at a separate enclosed external terminal block mounted on the controller.
 4. Provide the terminal block and its enclosure and locate it so that personnel other than elevator mechanics can easily run their conduit and wiring to these terminals without interfering with or touching the elevator wiring or controls.
 5. Clearly mark the terminal block.
 6. Provide wiring of the twin conductor shielded type, and ground all shields.
 7. Provide equipment and wiring compatible with and acceptable to the telephone company providing service to the project.
 8. Program each phone as directed by owner to a 24-hour answering service being provided by elevator contractor (or DeKalb Fire Department if required by Code).
- B. Installation of code compliant security cameras; to be supplied and installed by the elevator contractor.

2.7 WIRING

A. Electric wiring

1. Provide all new wiring required to interconnect the equipment.
2. Provide insulated wiring having a flame retarding and moisture resisting outer cover.
3. Where flexible conduit is used, supply it in aluminum.
4. Where shielded wire is specified, provide wire of not less than 0.95 mm thickness having individually shielded pairs with 100% shielding.
5. Provide color coded wires in multiwire cables.
6. Provide waterproof terminal labels.
7. Provide stranded field wire except for the individual wires in multiwire cables which may be either stranded or solid.
8. Provide flexible traveling cable to connect car operating panels and other car operating devices to the controller in the machine room.
9. Supply cables with flame-retarding and moisture-resisting covers and stranded conductors.
10. Supply cables approved for elevator use.
11. Provide ten percent additional minimum spare wires in each cable.
12. Provide at least twelve pair (minimum 20 gauge) shielded wires for audio, video, security or other electronic equipment, running from top of the elevator cab to the car junction box, from the hoistway junction box to the machine room controller.
13. Provide two full size, RG6/U coaxial cables from the car to the machine room for the transmission of video signals. Provide, as required, traveling cables, car wiring, terminal blocks and junction boxes.

PART 3 - EXECUTION

3.1 EQUIPMENT INSTALLATION

A. Operating time

1. Adjust the elevators so that the elapsed time to travel one typical floor does not exceed 18.0 seconds.
2. Measure this time under the following conditions:
 - a. Floor level is considered to be within ½" of level;
 - b. The time starts when the fully opened doors begin to close and continues until the car is stopped level with the next floor and the car and hall doors are open to three-quarters of their fully open position;
 - c. The time is measured with full load in the car and in both directions of travel, and
 - d. The power door operation for the hall and car doors conforms to the elevator code requirements.
3. Adjust the equipment so that for other conditions of loading, the time does not vary by more than five percent.
4. Adjust the equipment so that the operating time as set out above is compatible with dependable, consistent operation without undue wear or excessive maintenance and so that this operating time can be readily maintained over the life of the elevator installation.
5. Adjust the equipment so that, with the control adjusted to give the required time, the elevator operates under smooth acceleration and retardation and provides a comfortable and agreeable ride to the passengers.

B. Speed Control

1. Provide a speed control system of the hydraulic-electric type in which control is accomplished by varying the oil flow to and from the hydraulic jack.
2. Design and adjust the equipment and control so that an average acceleration over the total accelerating period of not less than 2.0 ft/sec² is maintained and the acceleration peaks do not exceed 4.2 ft/sec².
3. Velocity to be within 10.0% of the rated speed.

C. Machine room sound control

1. Install the equipment so that the increase in noise level with the elevator running, as measured by a meter positioned in the control room, does not exceed 25 dB.

3.2 CONTROL AND OPERATION

- A. Type: Provide a non-proprietary¹ microprocessor based group system (Approved base bid control manufacturers: MCE & Galaxy).

1

For the purposes of this specification "non-proprietary" shall be defined in terms of maintainability. If two competent and responsible elevator maintenance contractors in the area are willing to maintain the type of equipment that is being bid, it shall be deemed "non-proprietary". If questioned, the bidder may be asked to supply names of buildings in the area where similar type equipment is being maintained by others.

1. Elevators 1 & 2 operate as a duplex system (2-car group).
 2. Elevator 3 operates as a simplex system (1-car group).
- B. Call initiation
1. Control the elevator automatically by buttons in the car, marked to correspond with the respective landings served, and by the call buttons at the landing stations.
 2. Register a call by momentary pressure of any button.
- C. Call response
1. Store all hall and car calls in the control memory until answered.
 2. Cancel a call when a car answers it.
 3. Cause car calls to be canceled when the car reverses direction.
 4. Stop a running car at the first landing for which a car call is registered.
 5. Stop a running car for a hall call registered for the same direction as the car is traveling, subject to higher priority assignments and to load in the car.
- D. Time protective device
1. Provide a time protective device.
 2. If the pump motor should run continuously for 30 seconds longer than the period of time necessary to move the elevator (in normal operation) from the bottom floor to the top floor, the time protective device will cause:
 - a. Up direction relays and contactors to be de-energized.
 - b. Automatic registration of a bottom floor call to bring the car to the lowest landing where it will remain with its doors open.
 - c. No response to any further hall calls or car calls until the main line switch has been opened and closed again.
- E. Power interruption restart
1. Provide means so that the elevator system will restart automatically in the event of power interruption.
 2. Where volatile memories are provided for position and other data necessary to the continuing operation of the elevators, provide means of preserving this data on power failure or fading ('brownout') for a minimum of four hours and means of automatic recovery upon restoration of normal power.
- F. Door pause
1. Arrange the circuits so that when the car is stopped in response to a car registered call the doors remain open a predetermined length of time (approximately 0.5 seconds), and when the car is stopped in response to a hall registered call the predetermined time increases (to approximately three seconds).
 2. Make the times separately adjustable over a range from 0.25 seconds to 15 seconds.
 3. Arrange the circuits so that the door open pause time is canceled if a car call button is pressed or the door close button is pressed.

4. Arrange the circuits so that the door open pause time is reset to 0.5 seconds if a person moves through the entrance (as indicated by the actuation of the door protective device).

G. Door protection device

1. Arrange the circuits of the electronic door detection device so that the doors operate in the following manner:
 - a. The electronic door detection device shall generate a detection zone in the vicinity of the leading edge of the door panel.
 - b. Door panels will not be able to initiate closing when they are in their full open position, if a person or object comes within the detection zone.
 - c. The detection zone shall move with the doors, so that if a person or object enters the zone after the doors have begun to close, the doors shall stop, and then reverse to reopen. The doors shall reclose after a brief time. A passenger entering or leaving the cars shall not cause the doors to reopen unless the doors have reached a predetermined proximity to the passenger.

- H. Reduced amperage starting: Provide solid state starting to limit the elevator motor starting current to not more than three times the full load running current.

3.3 EMERGENCY AND SPECIAL OPERATION

- A. Fireman's service: Provide fireman's emergency service operation in accordance with local code requirements.

- B. Security features: Installation of security cameras by the elevator contractor.

C. Emergency battery lowering operation

1. The supplier of the disconnect switch in the elevator machine room will arrange that two wires will run to the elevator controller to give a signal that the loss of power is due to turning off the disconnect switch.
2. The elevator contractor to provide an emergency lowering system including battery that will run the elevator in the down direction and open and close the doors, as follows:
 - a. Upon the loss of normal power (and a signal from the disconnect switch that the loss was not due to the turning off of the disconnect switch), cause the elevator to close its doors after the normal door open time has elapsed and travel to the lowest floor.

D. Independent service

1. Arrange the circuits so that car does not respond to hall calls.
2. Render the direction lanterns inoperative.
3. Cause the car to park with its doors open.
4. Arrange the controls so that the car responds to any car calls registered if a button is held until the doors are closed and the interlocks made-up.
5. Cause the doors to reopen if the button is released at any time up to the point at which the elevator starts to move.
6. Render inoperative the normal door protective devices.

7. Arrange the controls so that the attendant can select direction of travel.

3.4 CAB INSTALLATION

- A. Assume undivided responsibility for the entire installation of cab interior finishes.
- B. Receive tailgate delivery, hoist, handle, store, protect and install the cab and all associated equipment.

3.5 CAR RIDE

- A. Arrange that the horizontal and vertical acceleration measured in the car with the elevator traveling from top to bottom and bottom to top does not exceed 14 milli(g) peak to peak with a maximum A95 vibration level of 10 milli(g) peak to peak.
- B. Measurement methodology will be in accordance with ISO2631, ISO8041 and IEC651 standards.
- C. Vibration data shall be weighted in accordance with ISO8041 standards to simulate the human body's response to vibration.
- D. The vibration signals shall be frequency weighted with the whole body x, y & z weighting factors and including band limiting (10 Hz low pass filter), as defined in ISO8041. A zero phase representation of the filter shall be used.

3.6 DOOR INSTALLATION

A. Entrances

1. Assume undivided responsibility for the entire installation of all entrance hardware as specified.
2. Refurbish the doors complete as specified with hangers, tracks, gibbs, interlocks, door closing devices, door relating mechanisms, door operating linkages and rollers, using the door hardware as supplied. Provide any necessary additional hardware or other equipment required to produce a completed entrance installation.
3. Adjust the doors so that a manual pressure of 25 lbs. exerted in a direction tending to force the doors apart, will not allow a gap to appear between the door panels.
4. Adjust the doors so that with the door closing device disconnected, the doors can be started into motion, from any position, with a force of less than six pounds per door panel applied horizontally at the mid-point of the door in line with the direction of movement of the door.
5. Install the fascia plates so as to extend from the top of the header to the sill above at all floors, including any express zone.
6. Install fascias below the sill of the lowest stop and above the header of the highest stop.
7. Reinforce fascia plates properly.
8. Install all necessary supports required to secure fascia plates in place.

3.7 HOISTWAY EQUIPMENT INSTALLATION

- A. Painting; All non-stainless or non-galvanized steel surfaces shall receive two coats of rust inhibiting paint. Paint shall not be applied to surfaces that will interfere with the proper operation of the equipment.

3.8 WIRING INSTALLATION

A. Electric wiring installation

1. Install wiring in accordance with the prevailing codes.
2. Run the wire in metal conduit, duct or electrical metallic tubing.
3. Connect all hoistway wiring, traveling cables, car wiring, et cetera, and all remote alarms, indicators or other similar items, from the device terminal blocks mounted on the controller or selector.
4. Provide a separate junction box with terminals for the connection of 'non-elevator' devices, such as such as telephones, communications, card reader interface and LCD monitors, and connect from the elevator controller to this junction box as required.
5. Mount this junction box on the side of one controller in the control room, conveniently located for the external connections to be made.
6. Connect all spares and all shielded wires continuously from the point of origin to destination using car, hoistway, controller or other terminal blocks as necessary. For the shielded wires use compatible connectors or terminal blocks designed to minimize signal deterioration.
7. Check all wires, including spares, for continuity and grounds, and mark each wire by a number and each group as to destination.
8. Mark all individual wires by numbered adhesive waterproof markers.
9. Label groups of wires and multiwire cables with waterproof markers.
10. Mark all terminals with waterproof labels.
11. Make no splices.
12. Attach waterproof, neat, legible lists, showing wiring runs, color codes and number codes, to the controller.
13. Suitably suspend the traveling cables to relieve strain in the individual conductors, (using a steel supporting strand if the suspended mass exceeds 100 lbs).

END OF SECTION 14 2400

Vail Parking Garage Elevator Modernization

Proposal Page

This bid is to Modernize three (3) hydraulic passenger elevator with all the latest solid-state controls and systems as described in specification section 14 2400.

Please enter your proposal costs below.

Please review the bid documents for other requirements to be submitted with your bid proposal.

Elevator	Base Price Proposal	Alternate Price Proposal
Elevator 1		
Elevator 2		
Elevator 3		
Total Cost		

Company Name: _____

Print Name: _____

Signature: _____

Title: _____

Date: _____



Insurance | Risk Management | Consulting

2850 Golf Road
Rolling Meadows, IL 60008-4050
USA

630.773.3800
www.ajg.com

VIA UPS

November 19, 2024

TJ Milici
2801 S 19th Ave
Broadview, IL 60155

Re: Type of Bond: Bid Bond
Bond Number: Bid Bond
Obligee: Village of Arlington Heights
Description: Elevator Modernization
Bond Amount: 10% of Amount Bid

We are pleased to enclose the bond you requested. The bond issued was based upon the information you provided. We suggest you check all the documents enclosed, including the Power of Attorney, signatures, dates, amounts, description, and any other attachments. Please verify that the bond form attached is the form required, and be sure to execute the bond with the proper signature and seal.

Thank you and please call me should you have any questions.

Sincerely,

Stephanie Paradowski
Client Service Manager I

William T Krumm
Producer

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

South West Industries, Inc., dba Anderson Elevator Company

2801 South 19th Avenue

Broadview, IL 60155

SURETY:

(Name, legal status and principal place of business)

Harco National Insurance Company

4200 Six Forks Road, Suite 1400

Raleigh, NC 27609

Mailing Address for Notices

Same as Above

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

Village of Arlington Heights

33 S. Arlington Heights Road

Arlington Heights, IL 60005

BOND AMOUNT: \$ 10% Ten Percent of Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Elevator Modernization - 22 S Arlington Heights

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of November, 2024

(Witness)

(Witness)

South West Industries, Inc., dba Anderson Elevator Company

(Principal)

(Seal)

By:

(Title)

Harco National Insurance Company

(Surety)

(Seal)

By:

(Title)

William T. Krumm Attorney-in-Fact



State of Illinois
County of Cook

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

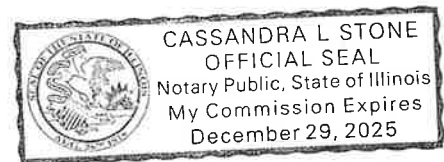
I, Cassandra L Stone Notary Public of Cook County, in the State of Illinois,

do hereby certify that William T. Krumm Attorney-in-Fact, of the Harco National Insurance Company who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the Harco National Insurance Company for the uses and purposes therein set forth.

Given under my hand and notarial seal at my office in the City of Rolling Meadows in said County, this 21st day of November, 2024.

Notary Public

My Commission expires: December 29, 2025



**POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY**

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

Bond # Bid Bond
Principal South West Industries, Inc., dba Anderson Elevator Company
Obligee Village of Arlington Heights

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

William T. Krumm

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"**RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents
on this 31st day of December, 2023



STATE OF NEW JERSEY
County of Essex

STATE OF ILLINOIS
County of Cook



Michael F. Zurcher
Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2029

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 21st day of November, 2024

Irene Martins, Assistant Secretary

ADDENDUM TO BID

ADDENDUM # 1

PART 1 - GENERAL

1.1 CHANGES TO THE SCOPE OF WORK:

1. There are two changes to the bid documents listed below.
 - a. 142400 HYDRAULIC ELEVATORS – Page 2 section 2.1, item "B" change the power units to dry/belt-driven pumping units; as soon below.

PART 2 - PRODUCTS

2.1 MACHINE ROOM EQUIPMENT

- A. Machine location: Retain the existing equipment location of the pumping units and associated control equipment.

B. Pumping units

1. Provide new ~~self-contained (submersible)~~ a **dry/belt-driven** pumping unit with all the components as follows: drip pan, floating inner base for mounting motor pump assembly, oil reservoir with tight fitting tank cover, oil fill strainer with air filter, oil level gauge, self-cleaning strainer in suction line, oil hydraulic pump, electric motor, and oil control units.

- b. 140500 CONVEYING SYSTEMS COMMON WORK RESULTS – Page 3 Section 1.8 change the building work to be contracted by the Village of Arlington Heights and NOT the elevator company.

1.8 WORK SPECIFIED ELSEWHERE

Contractor verification

1. At the time of the proposal, the contractor must verify that the work required of others as stated in this section is a complete listing of all such work.
2. Additional work to be performed by others not listed in this section must be submitted in writing at the time of proposal.
3. Exception to or difference with the details of this section must be submitted in writing at the time of proposal.

Work specified elsewhere to be performed by ~~someone contracted by the elevator contractor (Turn-key Project)~~ **contractors hired by the Village of Arlington Heights and managed by the elevator contractor.**

END OF SECTION

ISSUED FOR PRICING
11.15.2024

ADDENDUM TO THE SCOPE OF WORK
- 1

Bidder's Acknowledgment of Addendum # 1 Receipt:

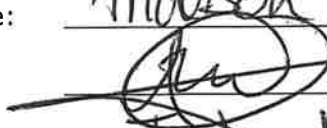
This addendum shall be included and is considered part of the bid documents. The Bidder shall acknowledge receipt of this addendum and inclusion in the bid by including a signed copy with the sealed bid submitted.

Failure to return this form may result in disqualification of the Bidder.

Company Name:

Anderson Elevator

Signature:



Print Name

Tracy Meyer

Title:

Tracy Meyer

Date:

11/19/24

ISSUED FOR PRICING
11.15.2024

ADDENDUM TO THE SCOPE OF WORK
- 2

**VILLAGE OF ARLINGTON HEIGHTS
FINANCE DEPARTMENT, PURCHASING DIVISION
33 S. ARLINGTON HEIGHTS ROAD**

BID SPECIFICATIONS AND CONTRACT DOCUMENTS

Vail Parking Garage- Elevator Modernization

Required for Use by: Village of Arlington Heights- Public Works

Bid Deposit: 10% of bid

Performance Bond: 100% of bid

Pre-Bid Meeting: Thursday November 14, 2024 at 9:00 AM

Date and Time Bids Due: Thursday November 21, 2024 at 11:00 am

Date and Time of Bid Opening: Thursday November 21, 2024 at 11:00 am

Project Contact: Chester Gorecki, cgorecki@vah.com 847-368-5805

Purchasing Coordinator: Lisa Subrin, lsubrin@vah.com, 847-368-5509

In the event bidder cannot submit a bid on the requirements as set forth in the bid documents, he or she should return the bid documents with an explanation as to why he or she is unable to bid on these requirements. Because of the large number of firms listed on the Village's qualified bidder's list, it is necessary to delete from these lists the names of those persons, firms or corporations who fail to respond after having been invited to bid on a commodity or commodities.

BID NOTICE

Vail Parking Garage- Elevator Modernization

Sealed proposals will be received by the Village of Arlington Heights, 33 S. Arlington Heights Road, Arlington Heights, Illinois, until 11:00 am local time on November 21, 2024, at which time they will be publicly opened and read.

A Mandatory Pre-Bid Conference will be held on November 14, 2024 at 9:00 am at the Vail Parking Garage, located at 22 S. Vail Avenue, Arlington Heights, IL 60005.

All proposals or bids offered must be accompanied by a bid security in the amount of 10% of the total bid in the form of a certified check, bid bond or cashier's check made payable to the Village of Arlington Heights. No bids shall be considered unless accompanied by such security.

Bidders shall comply with the Prevailing Wage Rate Act (820 ILCS 130). Bidders will also be required to comply with the applicable equal employment opportunity provisions.

The Village of Arlington Heights reserves the right to reject any or all proposals, to waive informalities in bidding and to accept the proposal deemed by the Board of Trustees to be the most favorable to the interests of the Village.

Specifications/bid documents may be obtained by contacting Lisa Subrin, Purchasing Coordinator, by email at lsubrin@vah.com

For a list of our current bids, visit our website at www.vah.com.

PRE-BID CONFERENCE

Vail Parking Garage- Elevator Modernization

A Mandatory pre-bid conference will be held on Thursday, November 14, 2024 at 9:00 am at the Vail Parking Garage, located at 22 S. Vail Avenue, Arlington Heights, IL 60005.

Any inquiries or requests for clarification should be submitted to the Village's Purchasing Coordinator, Lisa Subrin, at lsubrin@vah.com no later than 3:00 PM on November 19, 2024. Clarifications will be provided in writing by email reply to all who have received an RFP packet at that time. No clarifications will be provided verbally, either in person or by telephone, and no one other than the Fleet Services Foreman is authorized to provide clarification on behalf of the Village.

**VILLAGE OF ARLINGTON HEIGHTS
GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS
PUBLIC IMPROVEMENT/SERVICES**

THE GENERAL TERMS AND CONDITIONS WHICH FOLLOW APPLY TO ALL PURCHASES AND SERVICES AND BECOME A DEFINITE PART OF EACH FORMAL INVITATION TO BID, PURCHASE ORDER, OR CONTRACT ISSUED BY THE VILLAGE OF ARLINGTON HEIGHTS ("VILLAGE"), UNLESS OTHERWISE SPECIFIED. BY SUBMITTING A BID, THE BIDDER AGREES TO BE BOUND BY THESE TERMS AND CONDITIONS. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES ARE EXPECTED TO FULLY INFORM THEMSELVES OF THE CONDITIONS, REQUIREMENTS, AND SPECIFICATIONS BEFORE SUBMITTING BIDS, FAILURE TO DO SO WILL BE AT THE BIDDER'S OWN RISK AND WILL NOT SECURE RELIEF ON THE PLEA OF ERROR.

1.01 PREPARATION OF PROPOSALS:

The bidder shall submit their sealed bid proposal on the proposal forms provided. The proposal shall be executed properly and all writing shall be ink or typewritten, except the signature of the bidder which shall be written in ink. The bidder shall specify in figures, in the places provided, a price for each of the separate items called for in the proposal forms.

Bidders are requested to submit their bids directly to the owner in a properly sealed envelope. If the bidder is a corporation, the legal name of the corporation, the state of incorporation and the business address shall be set forth together with signature of the officer or officers authorized to sign contracts on behalf of the corporation and attested by the secretary of the corporation. The corporate seal shall also be affixed. If the bidder is partnership, the true name and seals shall also be affixed. If the bidder is a partnership the true name and address of the firm shall be set forth together with the signatures of authorized partners. If the bidder is an individual, the signature and address shall be inscribed. If the signature is by an agent other than an officer of the corporation or member of the partnership, a power of attorney must be submitted with the bid, otherwise, the bid may be regarded as irregular. All names must be printed below the signature.

1.02 BID SECURITY:

No bid will be considered unless accompanied by a bid security as defined in the Invitation to Bid as a guarantee that if the bid is accepted the bidder will execute the agreement and file bonds and insurance's required by the contract documents. Bid securities shall be made payment to the Village of Arlington Heights. In the event that the bidder fails to furnish the required bonds and insurance within ten (10) calendar days after notice of acceptance of the bid by the Village, then the bid deposit of the bidder shall be retained by the Village as liquidated damages, it being now agreed that said sum is a fair estimate of the amount of damages that said Village will sustain due to the bidder's failure to furnish said bond.

1.03 BID SUBMITTAL:

Each bid properly signed together with the bid security and all documents bound herewith shall be enclosed in a sealed addressed and entitled envelope as specified in the Invitation for Bids and delivered to the office designated in the Invitation for Bids. If the bid is sent through the mail or other delivery system, the sealed envelope shall be enclosed in a separate envelope with the notation "Bid Enclosed" on the face of it.

1.04 WITHDRAWAL OF BID:

No bid shall be withdrawn after the opening of any bid without the consent of the Village. Any bid may be withdrawn at any time prior to the hour fixed in the Invitation for Bids for the opening of bids provided that a request in writing executed by the bidder or duly authorized representative

for the withdrawal of such bid is filed with the owner prior to the time specified for the opening of bids.

1.05 AWARDING THE BID:

The contract will be awarded to the lowest responsible bidder, or any other bidder determined by the Village Board to be in the best interest of the Village, who complies with all the provisions of the invitation to bid. The Village reserves the right to reject any or all bids or to waive any non-conformity in bids received whenever such rejection or waiver is in the best interests of the Village. The Village also reserves the right to reject the bid of a bidder who has previously failed to satisfactorily perform a contract, has not completed contracts on time, or whom an investigation shows is not in a position to perform the contract.

In determining responsibility, the following qualifications will be considered by the Village:

- (a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder can perform the contract or provide service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability, and adaptability of the supplies or contractual services to the particular use required;

Except as otherwise provided by law, the Village Mayor and Board of Trustees reserves the right to reject any or all bids and to waive any informality in the bids received.

2.00 WORK COVERED BY CONTRACT DOCUMENTS:

The work comprises the completed Public Improvement/Services required by the contract documents and includes all labor necessary to produce such Public Improvement/Services and all materials and equipment incorporated or to be incorporated in such Public Improvement/Service.

3.00 AWARD:

The decision of the Village to accept the proposal of a responsible bidder for the work, subject to the execution and approval of the contract and contract bond to secure the performance thereof, and to such other conditions as may be specified or otherwise required by law.

3.01 BIDDER:

Any individual, firm or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.

3.02 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

The security furnished with the bid to guarantee that the bidder will enter into the contract for the

work.

3.03 CONTRACT /AGREEMENT:

The contract represents the entire and integrated agreement between the Village and contractor and supersedes all prior negotiations, representations or agreements either written or oral. The contract may be amended, or modified in writing signed by both parties.

3.04 CONTRACT BOND:

The form of security approved by the Village and furnished by the contractor and a surety as a guarantee of good faith and ability on the part of the contractor to execute the work in accordance with the terms of the contract.

3.05 CONTRACT DOCUMENTS:

The Village/contractor agreement, the conditions of the contract (general), supplementary or special and other conditions), the plans, specifications, addenda and all modifications (written amendments, change orders, written interpretations or other written orders), and the contract bond when required.

3.06 CONTRACTOR:

The contractor is the person or entity identified in the Village-contractor agreement and is referred to throughout the contract documents as if singular in number. The term contractor means the contractor or an authorized representative.

3.07 CORPORATION:

A corporate body authorized or licensed to do business in Illinois.

3.08 ENGINEER:

When the word "Engineer" appears in the specifications it shall mean the Village Engineer of the Village of Arlington Heights, Illinois or those designated by the Village Engineer.

3.09 OBSERVER:

The Village's authorized representative assigned to observe any or all portions of the work and materials being used for the project.

3.10 OWNER/VILLAGE:

When the word "Owner" or "Village" appears in the specifications they shall mean the Village of Arlington Heights, Illinois, a municipal corporation of the State of Illinois, 33 South Arlington Heights Road, Arlington Heights, Illinois 60005.

3.11 PLANS:

All official drawings or reproductions of drawings pertaining to the work provided for in the contract.

3.12 PROJECT MANUAL:

The booklet (manual) which includes the bidding requirements, conditions of the contract, the proposal, specifications.

3.13 BID PROPOSAL:

The written offer of the bidder to perform the work proposed and presented to the Village.

3.14 SPECIAL CONDITIONS:

Special conditions when included in these contract documents shall supplement the general conditions, the attached specifications and the plans on particular portions of the project. They

shall govern the contract documents wherever they conflict therewith; but shall not operate to annul those portions of the contract documents with which they are not in conflict.

3.15 SPECIFICATIONS:

The body of descriptions, conditions and requirements contained in the contract, together with written agreements and all documents of any description made or to be made pertaining to the method or manner of performing the work, the quantities, or the quality of materials to be furnished under the contract.

3.16 SURETY:

The corporate body, acceptable to the Village, bound with and for the contractor to insure the contractor's performance of the contract and for payment of all obligations pertaining to the work.

3.17 MISCELLANEOUS DEFINITIONS:

- (a) "Shall" means mandatory.
- (b) "As Required" means as prescribed by the contract documents.
- (c) "As Necessary" means essential to the completion of the work.
- (d) "Or Equal" means a substitute meeting the exact specification of those items so stated on the drawings, details, and/or the specifications and approved by the Village before bids are submitted.

4.00 CONTRACT DOCUMENTS

4.01 OWNERSHIP OF PLANS AND SPECIFICATIONS:

All plans and specifications and copies thereof furnished by the Village are Village property. They are not to be used on other work and with the exception of one complete set, are to be returned to the Village on request, at the completion of the contract work.

4.02 EXAMINATION OF CONTRACT DOCUMENTS AND THE SITE OF PROPOSED WORK:

The bidder shall, before submitting a bid, carefully examine the contract, including the proposal, specifications, general and special conditions. The bidder shall inspect the site of the proposed work and become familiar with all the local conditions affecting the contract and the detailed requirements of the public improvement/service. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to comply with these instructions. The Village will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.

4.03 INTENTION OF CONTRACT DOCUMENTS:

The contract documents are complementary; what is called for by one is as binding as if called for by all. The contractor shall bring any conflict, errors, or discrepancies in the contract documents to the attention of the Village in writing before proceeding with the work affected.

4.04 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

Each proposal shall be accompanied by a bid proposal security (see invitation or instructions to bidders). A bid proposal security shall be a properly certified check, bank draft, bank cashier's check or bid bond for the amount of 10% of the total bid, made payable to the Village or Arlington Heights. The proposal guarantee will be returned within five (5) working days after the bid opening date to all but the successful bidder, and one alternate bidder to be designated by the Village. The proposal guarantee of the successful bidder and the alternate bidder will be returned as soon as the contract bond, insurance policies and certificates are in proper order,

delivered to the Village and the contract has been fully executed by the bidder to whom the contract is awarded.

4.05 BONDING REQUIREMENTS:

(a) Performance and Payment Bond. The Contractor will provide both a Performance and Payment Bond each for 100% of the contract price with a minimum "A" rating as defined in Best's Key Rating Guide and be conditioned on the faithful performance of the requirements of the contract, and will have as surety a corporate surety authorized to act as such in Illinois and that the Contractor will be responsible for all claims for injuries to persons or damages to property or premises arising out of or in connection with his or her operations prior to the acceptance of the finished work or supplies, and that he or she will promptly make payments to all persons supplying them with labor or materials in the prosecution of the work provided for in the Contract; and will guarantee to indemnify and hold harmless the Village and its officers and employees for all costs, damages and expenses arising out of or by reason of the contractor's failure to comply and perform the work and to complete the contract in accordance with the specifications.

(b) Failure on the part of the contractor to obtain and deliver a Surety, Performance, and Payment Bonds, acceptable to the Village, within fifteen (15) calendar days from the date of Notice of Award of contract will be considered just cause for the annulment of the Award and the forfeiture of the bid proposal security to the Village.

4.06 CONFLICTS:

Where conflict exists within or between parts of the contract documents and applicable standards, codes or ordinances, the more stringent or higher quality requirements shall apply. Large scale drawings take precedence over smaller scaled drawings, figured dimensions on the drawings over scaled dimensions, and noted materials over graphic representations.

4.07 BID PROPOSAL:

The bidder shall submit a sealed bid proposal on the attached proposal forms. The proposal shall be executed properly and all writing shall be in ink or typewritten, except the signatures of the bidder which shall be written in ink. Proposals that contain omissions, erasures, alterations, irregularities of any kind, or not accompanied by the proper proposal guaranty shall be rejected. However, the Village reserves the right to reject or accept any and all proposals and to waive technical error as may be deemed in the best interest of the Village.

4.08 LATE BIDS:

Late bids shall not be considered and will be returned unopened.

5.00 PROPOSAL FORM

5.01 UNIT PRICE BID PROPOSAL FORM

(a) Bidders will be furnished with a unit price bid proposal form, attached to the project manual, stating the items of work contemplated and the approximate estimated quantities. It is the result of careful calculations and is believed to be correct, but it is given only as a basis for comparison of proposals and the award of the contract. The Village does not expressly or by implication agree that the actual quantities involved will correspond exactly with the estimated quantities. The bidder shall verify these quantities before bidding.

(b) Payment will be based on the actual quantities of work performed in accordance with the contract, as the contract unit prices specify. No allowance will be made for any change in

anticipated profits due to an increase or decrease in the original estimate of quantities. The Village reserves the right to omit any item entirely, or to increase or decrease any or all items.

5.02 LUMP SUM BID PROPOSAL FORM:

Bidders will be furnished with a lump sum bid proposal form, attached to the project manual, for the work to be performed.

6.00 LAWS, PERMITS AND REGULATIONS

(a) The contractor shall at all times comply with all federal, state and local laws, regulations, and ordinances. Any complaint, claim or action brought against the contractor for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the contractor and shall in no way extend to or expose the Village to liability. The contractor shall indemnify and hold harmless the Village from any and all such complaints, claims or actions. In addition, the contractor agrees to comply with all applicable statutes regarding prevailing wage laws.

(b) Unless otherwise provided in the contract documents, the contractor shall secure and pay for the construction permit and all other permits and governmental fees, licenses, and inspections necessary for the proper execution and completion of the work.

(c) If the contractor performs any work knowing it violates any laws, ordinances, rules and regulations, the contractor shall assume full responsibility and shall bear all attributable costs.

(d) All work done under the contract shall be done to the satisfaction of the Village. The Village will determine the amount of completed work which is to be paid for under the contract. The Village will decide all questions that may arise regarding the measurements of quantities and fulfillment of this contract, and will determine all questions concerning the true intent or meaning of the plans and specifications. This determination and decision will be final.

(e) The contractor and all subcontractors shall be licensed with the Village of Arlington Heights and the State of Illinois where applicable and shall provide indemnity bonds required by the Village Code.

6.01 EMPLOYMENT OF ILLINOIS WORKERS DURING PERIODS OF EXCESSIVE UNEMPLOYMENT

(a) Whenever there is a period of excessive unemployment in Illinois which is defined as any month immediately following two (2) consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded five (5%) percent as measured in the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the contractor shall employ only Illinois laborers. "Illinois laborers" means any person who has resided in Illinois for at least thirty (30) days and intends to become or remain an Illinois resident.

(b) Other laborers may be used when Illinois laborers, as defined herein, are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the Village. The contractor may replace no more than three (3) regularly employed non-resident executive and technical experts, who do not qualify as Illinois laborers, to do work encompassed by this contract during periods of excessive unemployment.

(c) This provision applies to all labor whether skilled, semi-skilled, whether manual or non-manual.

6.02 EMPLOYMENT PREFERENCE:

The contractor shall comply with "AN ACT to give preference to the veterans of the United States military and naval service in appointments and employment upon public works, by, or for the use of, the State or its political subdivisions, passed by the 59th General Assembly and approved on June 12, 1935, "(330 ILCS 55/1)".

6.03 ILLINOIS HUMAN RIGHTS ACT:

The contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1.101, et seq including, but not limited to establishment of sexual harassment policies and program.

6.04 EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract the contractor agrees as follows:

(a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex national origin or ancestry and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(b) That if it hires additional employees in order to perform this contract or any portion hereof it will determine the availability (in accordance with the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(c) That in all solicitations or advertisements for employees placed by it or on its behalf it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.

(d) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

(e) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public contracts. Furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(f) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(g) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules

and Regulations for Public Contracts. So that such provision will be binding upon every such subcontractor and that it will also include the provisions of paragraphs 1, 5, 6 and 7. In every supply subcontract as defined in Section 2.10 (a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract. The contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors: and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition no contractor will utilize any subcontractor declared by the Commission to be non-responsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

(h) The Village of Arlington Heights does not discriminate on the basis of handicapped status in admission or access to, or treatment or employment in its programs and activities.

6.05 THE AMERICANS WITH DISABILITIES ACT:

(42 USC 121-1 et seq.) and its accompanying regulations (28 CFR 35.130) prohibit discrimination against qualified individuals with disabilities by a local government, whether directly or through contractual arrangements, in the provision of any benefit, service, program or activity of the public entity. As a condition of receiving this contract, the contractor certifies by signing the bid proposal form, that any services, programs and activities provided under this contract are now and will continue to be in compliance with the Americans with Disabilities Act.

7.00 CONTRACTOR

7.01 COMPETENCY OF CONTRACTOR:

The contractor shall, when requested by owner, furnish signed statements, showing responsibility, financial ability, experience, amount and condition of equipment and the value of all uncompleted work under contract.

7.02 SUPERINTENDENT OR FOREMAN:

The contractor shall supervise and direct the work efficiently, and with the contractor's best skill and attention. The contractor shall be solely responsible for the negligence of others in the means, method, techniques, sequence or procedure of Public Improvement / Services which is indicated in and required by the contract documents. Contractor shall be responsible to see that the finished work complies accurately with the contract documents.

7.03 WORKMANSHIP:

The contractor shall be responsible for high quality workmanship on all items of work.

7.04 RESPONSIBILITY:

The contractor and subcontractor shall be responsible for maintaining of safe equipment and using proper methods and procedures. The Village reserves the right to ascertain and to require that the contractor's work and the subcontractor's work complies with the contract.

7.05 HOLD HARMLESS AND INDEMNIFICATION:

To the fullest extent permitted by law, the contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless the Village, its officers, employees, servants, and agents, from and against all claims, actions, suits, judgments, costs, losses, expenses including but not limited to fees and charges of attorneys, engineers and architects, court and arbitration costs, and liabilities of whatsoever kind or nature arising out of:

(a) Any infringement (actual or claimed) on any patents, copyrights or trade names by reason of any

work performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

(b) Bodily injury, including death, "sickness or disease", to any person or persons (including contractor's officers, employees, agents, and servants) or damage to or destruction of any property including the loss of use thereof:

(1) caused by whole or in part by any act, error or omission by the contractor or any subcontractor or anyone directly or indirectly employed by any of them;

(2) arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks, and property adjacent hereto;

(3) arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of the contract.

(c) In any and all claims against the Village or its agents or employees by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, the indemnification obligation under this section 1.06, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts. This indemnification does not apply to any liability caused by the Village's own negligence.

7.06 ADANDONMENT:

If the contractor abandons or neglects the work or if the Village at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract are being willfully violated, executed carelessly, or in bad faith, the Village may notify the contractor in writing, and if this notification is without effect within twenty-four (24) hours after the delivery thereof, then, and in that case, the contractor shall discontinue all work under the contract and the Village shall have full authority to make arrangements for the completion of the contract at the expense of the contractor.

7.07 CLEAN UP AND SITE MAINTENANCE:

The contractor shall at all times keep the site and adjoining premises free from accumulation of waste material or rubbish caused by its employees or work, and at the completion of the work, shall remove all rubbish, tools, and surplus materials from the site and adjoining premises, leaving the area in a neat and workmanlike condition. In case of dispute, the Village may remove the rubbish and charge the cost to the contractor.

8.00 CHANGES/ALTERATIONS OF CONTRACT WORK AND EXTRA WORK:

The Village reserves the right to alter the specifications by adding or subtracting from the original quantities as bid without invalidating the contract. All such work shall be executed under the same conditions as the original contract, except for an extension in time when any such change/alteration results in additional work. All changes/alterations shall be made only when ordered in writing from the Village as follows:

(a) The Village Manager must approve an increase in the contract price of not more than \$10,000.00 by written change order.

(b) The Village Board must approve an increase in the contract price in all other instances or an extension in the contract completion time by written change order.

(c) The value of any change shall be determined by one or more of the following methods:

(1) An approved Lump Sum.

(2) Unit Prices given in the Contract or subsequently agreed upon.

9.00 PROTECTION OF PERSONS AND PROPERTY

9.01 SAFETY PRECAUTIONS AND PROGRAMS:

The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.

9.02 SAFETY OF PERSONS AND PROPERTY

(a) The contractor shall take all reasonable precautions for safety, and all reasonable protections to prevent damage, injury or loss to:

- (1) all employees on the site and all other persons who may be affected hereby;
- (2) all the work and all materials and equipment to be incorporated therein, whether in storage on or off site, under the care, custody, or control of the contractor or any subcontractors; and
- (3) other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation, or replacement in the course of Public Improvement/Service.

(b) The contractor shall give all notices and comply with all applicable laws, ordinances, rules and regulation and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

(c) The contractor shall erect and maintain, as required by existing condition and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

(d) The contractor shall use proper warning guards and safety devices with respect to the construction area.

(e) No trees, fire hydrants, utility poles, shrubs or hedges, traffic signs, or other public structure shall be removed, replaced, damaged or destroyed unless and until approval for such removal, replacement, damage or destruction has been given in writing from the Village.

(f) Notwithstanding the foregoing requirements, the contractor shall be responsible for taking immediate steps to correct any damage or injury to public structures, utility services, roadways or public buildings as well as any damage or injury occasioned to private property as a result of the contractor's activities.

(g) The contractor should keep a daily record of all injuries or incidents or damage occurring in, on or near the construction site as a result of the contractor's construction activities. This information shall be given to the Village within twenty-four (24) hours after the day of occurrence.

10.00 INSURANCE REQUIREMENTS:

(a) The Contractor shall not commence work until the Contractor has obtained all insurance required in these documents. The Contractor shall purchase and maintain, throughout the duration of the contract, insurance as is appropriate for the work being performed and furnished and shall provide protection from claims which may arise out of or result from the Contractor's performance and furnishing of the work and Contractor's other obligations under

the contract documents, whether it is to be performed or furnished by the Contractor, by any Subcontractor, by anyone directly or indirectly employed by them or by anyone for whose acts any of them may be liable.

(b) Insurance required by this Section shall be written with a company having at least an "A" Property-Casualty Rating, and financial size of at least Class 7 as listed in the most recent published A. M. Best's Insurance Guide.

(c) The Village shall be named as additional insured on all policies required by the contract except for Workmen's Compensation Insurance. The coverage afforded shall be primary and non-contributory for the additional insured with respect to claims arising out of operations performed by or on behalf of the Contractor. Additional insured: Village Of Arlington Heights, its Officials, Employees, Agents and Volunteers. If the additional insured has other insurance which is applicable to the loss, such as other insurance shall be on an excess or contingent basis. The amount of the Contractor's insurance company's liability under this insurance policy shall not be reduced by the existence of such other insurance. Additional insured status shall be provided by original endorsement as least as broad as CG 20 10 04 13 or CG 20 26 04 13.

(d) As a minimum, the contractor shall secure and maintain the types of insurance as hereinafter specified, and shall submit evidence to the Village on an annual basis that the insurance coverage's are in force. The form and limits of such insurance, together with the underwriter thereof in each case, shall be acceptable to the Village, but regardless of such acceptance it shall be the responsibility of the Contractor to maintain adequate insurance coverage until final payment and at all times thereafter when the Contractor may be correcting, removing, or replacing defective work in accordance with the General Conditions and Instruction to Bidders. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.

(e) The Contractor shall forward original copies of the Certificates of Insurance with the coverage's and limits specified annually during the contract period to the Purchasing Division, Finance Department, 33 S. Arlington Heights Road, Arlington Heights, IL 60005.

(f) Insurance Certificates and Policies delivered to the Village shall recite that 30 days prior written notice will be given to the Village by certified mail before any policy is materially changed, canceled, or not renewed.

10.01 WORKER'S COMPENSATION AND EMPLOYERS LIABILITY:

The insurance shall protect the Contractor against all claims under applicable State or Federal Worker's Compensation Laws. The Contractor shall also be protected against claims for injury, disease or death of employees which for any reason may not fall within the provisions of the Worker's Compensation Law. The policy shall include "broad form all states" endorsement coverage extended to cover all states except the monopolistic fund states.

The liability limits shall not be less than:

1. Worker's Compensation.....Statutory
2. Employer's Liability.....\$1,000,000 per occurrence

10.02 BUSINESS AUTO LIABILITY:

The insurance shall be written in automobile liability form and shall protect the Contractor against all claims for injuries to persons and damages to property arising from the ownership,

maintenance or use of any motor vehicles and shall cover operation on or off the site of all motor vehicles, whether they are owned, non-owned or hired.

The liability limits shall not be less than:

1. Bodily Injury and Property Damage Combined.....\$1,000,000 per occurrence

10.03 COMMERCIAL GENERAL LIABILITY, INCLUDING PREMISES AND OPERATIONS, CONTRACTUAL, PERSONAL INJURY, PRODUCT LIABILITY, COMPLETED OPERATIONS, AND BROAD FORM PROPERTY COVERAGES:

(a) This insurance shall be written in Commercial General Liability form and shall protect the Contractor against all claims arising from injuries to persons or damages to property caused by any act or omission of the Contractor or his agents, employees or Subcontractors. The Contractors General Aggregate shall apply on a per Project basis. The Broad Form General Liability Endorsement shall be included.

(b) In addition, this policy shall contain a Contractual Liability Endorsement covering any Contractual Liability assumed in the Contract and all changes and modifications thereto, whether in writing or oral.

(c) The scope of the coverage shall also include the Personal Injury Hazards including "a", "b", and "c". "a" includes false arrest, malicious prosecution, and unwillful detention or imprisonment. "b" includes libel, slander, and defamation of character. "c" includes wrongful eviction, invasion of privacy, and wrongful entry. Fellow Employee exclusion shall be removed.

(d) The Policy shall also include Broad Form Property Damage Protection.

(e) The Contractor shall include all the Contractor's employees as additional insureds under the policy.

(f) Commercial General Liability Coverage shall contain no exclusions for explosion, collapse or underground work (X, C, U).

(g) The liability limits shall not be less than:

1. Bodily Injury and Property Damage, Combined single limit, per occurrence including, Contractual Liability – Broad Form Products and Completed Operations.....\$2,000,000
2. Premises/Operations
Personal Injury.....\$1,000,000
3. General Aggregate.....\$4,000,000

Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

(h) The Contractor may furnish coverage for bodily injury and property damage for Business Auto Liability and Commercial General Liability through the use of a combined limit as indicated above or through separate single limits acceptable to the Village.

10.04 UMBRELLA EXCESS LIABILITY:

Special coverage shall be as follows.....\$2,000,000 over primary insurance

The required coverages may be in combination of primary, excess and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy excess the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

Policy should be written on an occurrence basis.

All underlying coverage needs to be included in the Umbrella or Excess Liability policy. Any exclusions or exceptions must be noted on the certificate of insurance.

11.00 PAYMENTS

11.01 TAXES:

No charges will be allowed for taxes from which the Village is exempt. The Village is not liable for the Illinois Retailer's Occupation Tax, the Service Occupation Tax, nor the Service Use Tax. The Village is also exempt from Federal Excise Transportation Tax.

12.00 TERMINATION OF THE CONTRACT:

The Village may terminate the contract upon the occurrence of any one or more of the following events:

(a) The contractor files under any chapter of the Bankruptcy Code (Title 11, United States Code) takes any equivalent or similar action by filing a petition or otherwise under any federal or state law in effect at the time relating to bankruptcy or insolvency.

(b) If a petition is filed against the contractor under any chapter of the Bankruptcy Code as now or hereinafter in effect or if a petition is filed seeking any equivalent or similar relief against the Contractor under any other federal or state law in effect at the time relating to bankruptcy or insolvency.

(c) If the contractor makes a general assignment for the benefit of creditors.

(d) If a trustee, receiver, custodian or agent of the contractor is appointed to take charge of the contractor's property for the purpose of enforcing a lien against the property or for the purpose of general administration of the property for the benefit of the contractor's creditors.

(e) If the contractor admits in writing an inability to pay its debts generally as they become due.

(f) If the contractor persistently fails to perform the work in accordance with the contract documents, including but not limited to failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established herein.

(g) If the contractor disregards laws and regulations of any public body.

(h) If the contractor disregards the authority of the Village.

(i) If the contractor violates any provisions of the contract documents.

VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE

Applicant Anderson Elevator
Name
2801 S. 19th Ave Broadview, IL
Address 60155

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, Gregory Gibbs Jr. being first duly sworn on oath, deposes and states that he or she is President (sole owner, partner, joint ventured, President, Secretary, etc..) of Anderson Elevator Company and has the authority to make all certifications required by this affidavit.
(Name of Company)

Section I

Non Collusion

The undersigned certifies that this bid, that such bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.



Section III

Illinois Drug Free Workplace Act

The undersigned further states that Anderson Elevator provides a
(Name of Company)
drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with
necessary requirements.

Section IV

Tax Payment

The undersigned further states that Anderson Elevator is not
(Name of Company)
delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois
Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement
regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows
the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a
condition to the right of the bidder to receive payment under any award made under the terms and
provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: Greg Gibbs, Jr. President
(Name)
(Title)

Subscribed and sworn to before me this 20 day of November 2024
AD.

By: [Signature]
(Notary Public)

-Seal-



**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR: Anderson Electric

By: 



VENDOR QUESTIONNAIRE

Company Name: Anderson Elacder
Address: 2801 S. 19th Ave
City: Broadview State: FL Zip: 60155
Phone: 708 345 9740 E-Mail: TE@AndersonElacder.com
Commodity: _____ Years in Business: 40+

DBE (Disadvantaged Business Enterprise) Classification: Please indicate your DBE classification below, and provide any agency certifications you have received.

- ☐ MBE (Minority-Owned Business Enterprise): A business that is at least 51 percent owned by one or more minorities. A person who is a U.S. citizen or lawful permanent resident and is African American, Hispanic American, Asian American, Native American, as well as other groups found to be disadvantaged pursuant to Section 8 (a) of the Small Business Act.
- ☐ WBE (Women-Owned Business Enterprise): A business that is at least 51 percent owned by a woman or women who are United States Citizens or lawful permanent residents of the United States.
- ☐ DOBE (Disability-Owned Business Enterprise): A business that is at least 51 percent owned by a person or group of persons with a disability, as recognized by the Americans with Disabilities Act.
- ☐ VOSB (Veteran-Owned Small Business): A business that meets the qualifications to be a small business according to the SBA, and is at least 51 percent owned, operated and controlled by a veteran.

☒ Not Applicable

Certifications:

Agency/Institution: _____

Phone: _____ Approval Date: _____

I hereby certify that the information supplied in this form is complete and correct to the best of my knowledge and belief. I authorize The Village of Arlington Heights to verify any of this information as needed.

Signature: [Signature] Title: Account Manager

Name: JM Milva Date: 11/19/24

SECTION 14 0500

CONVEYING SYSTEMS COMMON WORK RESULTS

PART 1 - GENERAL

1.1 SUMMARY

The contract is for a complete job in every respect, bidders are cautioned to familiarize themselves with all project related documents.

In all cases where a device or part of equipment is herein referred to in the singular manner, such reference shall apply to as many such devices as are required to complete the work.

The work to be done under this specification is as follows:

1. Modernize three (3) hydraulic passenger elevator with all the latest solid-state controls and systems as described in specification section 14 2400.

Provide alternate pricing for the following items:

2. Alternate Price: Supply a per unit price to replace the jack unit.

1.2 DEFINITIONS OF TERMS

The term "owner", as used herein, refers to the Village of Arlington Heights.

The terms "elevator consulting engineer", "consulting engineer", or "engineer", as used herein, refer to the firm of Jenkins & Huntington, Inc., located at 17W106 91st Street, Willowbrook, IL.

The term "sub-contractor", as used herein, refers to any person, partners, firm, or corporation having a contract with the elevator contractor to furnish labor and materials for the execution of the work herein described.

The term "elevator contractor", as used herein, refers to any person, partners, firm, or corporation having a contract with the construction contractor to furnish labor and materials for the execution of the work herein described.

The term "inspecting authorities", as used herein, refers to authorized agents of governments and of insurance groups which are charged with the responsibility of carrying out periodic inspections and tests on vertical transportation equipment.

A bank of elevators is one or more units which operate off a common riser or risers of hall buttons.

All terms in the specifications that are not otherwise defined shall have the definitions as given in the ASME A17.1 Code for Elevators, Dumbwaiters, Escalators and Moving Walks.

1.3 CODES AND ORDINANCES

Do all work in accordance with the building codes, by-laws, regulations and requirements of the local and national authority in effect at the time of the award and the following:

1. The ANSI A17.1-2019 Safety Code for Elevators and Escalators.
2. The ANSI A117.1 American National Standards for Buildings and Facilities Providing Accessibility and Usability for Physically Handicapped People, 2009 Edition.
3. Illinois Accessibility Code (IAC)
4. Americans with Disabilities Act Accessibility Guidelines (ADAAG) - 2010 Edition.
5. Municipal Code of St. Charles.

1.4 CLOSE OUT DOCUMENTS AND MANUALS

At the time of final acceptance by the owner, the elevator contractor will deliver to the owner all drawings, parts lists and manuals necessary or helpful in the routine maintenance and adjustment of the equipment.

Supply to the owner at the time of final acceptance a manual describing proper maintenance procedures and methods of maintaining the equipment in proper order.

Provide a copy of all drawings and texts in PDF electronic media.

1.5 PARTS / TECHNICAL SUPPORT

Supply parts and technical support on request for a period of twenty years subsequent to final acceptance of the equipment, at then prevailing prices.

Where purchased components are used, ensure that the original manufacturer's name and component designation are clearly marked on the part or in the parts catalogue supplied in accordance with this specification.

1.6 SUBMITTALS

Drawing and sample submittals are required for all exposed finishes and fixtures; all of which require review and approval.

Submit three samples each of all cab finish materials, all hall buttons, car lanterns and car operating panel buttons.

The following drawing submittals are required as a minimum:

1. Control room layouts showing the location of the equipment.
2. Hoistway layouts showing the location of the equipment, car platform dimensions, cab interior dimensions and net inside area.
3. Hoistway sections showing overhead, pit equipment, car and frame entrances.
4. Cab drawings detailing the cab shell, platform, interior panels, ceiling, entrance, lighting finishes.
5. Cab equipment drawings detailing all fixtures such as car buttons, car position indicators, front return system with particular attention to the position of controls and finishes and methods of fastening.
6. Entrance drawings detailing frames, doors, sills and supports lanterns and gongs and providing frontal views showing the relationship of hall stations, lanterns and entrances.
7. Hall push button station / destination dispatching input station drawings.
8. Drawings of all static signage.
9. Drawings of control panels such as the Fire Status Panel showing the layout and detailing the design of all switches and indicator lights.
10. Power wiring distribution layout.

Final or record submission of all drawings and texts must be accompanied by disks containing PDF format electronic media copies.

Reviews do not include the checking of measurements or the approval of variations from the specifications and the Contract. The elevator contractor must clearly indicate and note differences.

1.7 MATERIALS AND WORKSMANSHIP

Provide all new materials and equipment.

Install equipment in a neat, accurate, workmanlike manner.

Provide materials and equipment conforming to the regulations of the regulating bodies having jurisdiction over the equipment specified, and to the rules and regulations of the requirements of the ANSI A17.1.

1.8 WORK SPECIFIED ELSEWHERE

Contractor verification

1. At the time of the proposal, the contractor must verify that the work required of others as stated in this section is a complete listing of all such work.
2. Additional work to be performed by others not listed in this section must be submitted in writing at the time of proposal.
3. Exception to or difference with the details of this section must be submitted in writing at the time of proposal.

Work specified elsewhere to be performed by someone contracted by the elevator contractor (Turn-key Project):

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4. Remove all pipes, wiring, apparatus and ducts that are not associated with the elevator equipment in the existing hoistways and machine room areas.
5. Flooring in the elevator cabs unless specified otherwise.
6. Furnish all required work for a code compliant machine room.
7. Identification signs for the elevator machine room.
8. Furnish and install cants on any horizontal surfaces of more than 4" (excluding divider beams) to prevent toe holds and tool rests within the hoistway.
9. Fire protection speakers, wiring, systems as required by local code.
10. Provide a sprinkler system in the machine room, hoistway, and pits as required by code.
11. At the fire command area, a suitably framed map shall be provided for fire fighting purposes showing locations of elevators, the numbering of the elevators, and any other details required by the Village of Arlington Heights Fire Code.
12. In each machine room for all elevators, provide an ABC type wall mounted fire extinguisher (or update existing fire extinguishers with current inspection dates and tags).
13. In the machine room, 20-ampere, 120 volt, lock-able circuit breakers for each elevator, located adjacent to the lock side of the control room door for cab lighting and ventilation. The power for these circuits to be derived from the emergency power supply.
14. The power for the lighting circuit to be derived from the emergency power supply.
15. In the pits, protected lights, located clear of elevator equipment to give a minimum illumination at pit level of 10 foot candles. The light switch to be located adjacent to the pit entrance.
16. In the each elevator pit, GFCI duplex receptacles mounted on the wall and located clear of the elevator equipment.
17. In the pits, a single outlet on a separate non-GFCI circuit to power sump pumps where they currently exist.
18. Any conduit outside the hoistway needed for remote signals, remote communications, et cetera, except where indicated otherwise in this specification.
19. Smoke detectors in the lobbies and control spaces as required by local code. Include signals from fire alarm system to each elevator control room indicating the following:
 - a. Activation of alarm at the main level;
 - b. Activation of alarm at other floors;
 - c. Separate signal in case of activation of alarm in the elevator machine rooms.
20. Provide a 24-hour answering service to monitor telephones and two-way communication systems in the elevators.
21. Provide all wiring for internet connections for two way communication systems.
22. Existing power with an added 4th ground wire in a new code compliant disconnect switch for each elevator supplied in the elevator machine rooms.
23. Emergency power supply capable of simultaneously operating the following:
 - a. All lighting, ventilation and security devices for elevators;
 - b. One elevator at a time,
 - c. Provide a dry normally closed low voltage signal contact to each elevator control room from the emergency power supply transfer switch indicating system is on emergency power operation. Close switch approximately 15 seconds prior to returning to normal power operation.

24. Heating and cooling for the control room in order to maintain continuously (i.e. 24 hours a day) a temperature of greater than 55 degrees Fahrenheit and less than 90 degrees Fahrenheit and relative humidity of less than 95%. Ventilate machine rooms to remove accumulation of smoke and hot gases.
25. Card reading security system and interface wiring to elevator controllers that require security interface.
26. Closed circuit security cameras. Elevator contractor will provide power supply wiring and signals wires.

Work Completed by the Village of Arlington Heights:

27. In the machine room, LED lights, located in front of each controller and machine at approximately eight feet from floor level and such additional fluorescent lighting as required giving a minimum illumination at floor level of 19 foot candles. The light switch to be located adjacent to the lock side of the control room door.
28. In the machine room, GFCI duplex receptacles mounted on the wall, spaced at approximately 15 foot intervals and located clear of the elevator equipment.
29. Provide all wiring for internet connections for two way communication systems in each machine room.
30. One dedicated phone line per elevator for two-way communications.

1.9 FIREMAN'S SERVICE REQUIREMENTS

Include all provisions required by Village of Arlington Heights and the State of Illinois Elevator Code.

Provide #4 stainless steel elevator status panel with all provisions described in these specifications, and in accordance with State Elevator Code.

All key switches relating to phase I and phase II operations for all the elevators must be keyed identical.

Provide necessary wiring and labor to install emergency speakers (if required) on the elevator cabs.

1.10 GUARANTEE OF WORK

Guarantee that the materials, the performance and workmanship are first class in every respect and make good any defects not due to ordinary wear and tear or improper use, which may develop within one year from the date of final acceptance of the equipment or the date when the Owner takes possession of the building.

Guarantee that the equipment performs to the standards set out in this specification.

Installation shall meet all of the standards requirements and codes for installation and inspection, tolerances, and qualifications. All work required for completion of a first-class installation is the responsibility of the contractor, even if not included in the specification.

Neither the final payment nor any provision of the contract documents relieves the contractor of the responsibility for negligence or faulty materials or workmanship within the extent and period provided by law.

Upon written notice remedy any defects and pay all expenses for any damage to other work resulting from any defects.

1.11 CERTIFICATES OF INSPECTION

Obtain and pay for certificates of approval and all other necessary permits.

Include all costs for all inspections as required by the State of Illinois Elevator Bureau.

Include costs for two additional after hours inspections.

1.12 PATENTS

Hold and save the owner and its officers, agents, servants and employees harmless from liability of any nature or kind, including cost and expense for, or on account of, any patented or unpatented invention, process, article, or appliance manufactured or used in the performance of the contract, including its use by the owner.

1.13 TRADEMARKS

No trademarks visible to the general public shall appear on any piece of equipment (except where already existing).

1.14 REMOVAL OF RUBBISH

Remove all rubbish as fast as it accumulates, keep the building and premises clean during the progress of the work, and leave the premises at completion in perfect condition as far as the work under this specification is concerned.

1.15 SUB-CONTRACTORS

Bind sub-contractors to all applicable portions of this specification.

The elevator contractor shall be responsible for all actions and all work performed by his sub-contractors to the same extent as the contractor is himself responsible under this specification.

1.16 OPERATION BY DISABLED PERSONS

Arrange all controls and fixtures so that disabled persons can readily operate them.

Provide all raised markers and tactile indications required by code.

END OF SECTION 14 0500

SECTION 14 2400

HYDRAULIC ELEVATORS

PART 1 - GENERAL

1.1 SUMMARY

- A. The contract is for a complete job in every respect, bidders are cautioned to familiarize themselves with all project related documents.
- B. In all cases where a device or part of equipment is herein referred to in the singular manner, such reference shall apply to as many such devices as are required to complete the work.
- C. The work to be done under this specification is as follows:
 - 1. Modernize three (3) existing hydraulic passenger type elevators with all the latest solid-state controls and systems as described in this specification.

1.2 DESCRIPTION

- A. Type
 - 1. Provide, for elevators 1, 2, & 3, equipment for modernizing the existing in-ground type hydraulic passenger elevators.
- B. Number
 - 1. Three (3) modernized passenger type elevators designated as elevators 1, 2, & 3.
- C. Speed
 - 1. Provide new submersible-type pump units that have a rated speed of 125 feet per minute.
- D. Capacity
 - 1. Provide equipment for retaining the existing net lifting capacity of 3500 lbs.
- E. Travel
 - 1. Provide equipment for retaining the existing travel of approximately 40'4" (verify in the field).
- F. Stops & openings
 - 1. Provide, for elevators 1 & 2, equipment for five (5) stops in line, with openings at G, 2 - 5.
 - 2. Provide, for elevator 3, equipment for four (4) stops in line, with openings at G, 3 - 5.

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G. Platform dimensions

1. Provide equipment for retaining the existing platform dimension.

H. Pit Depth

1. Provide equipment for a pit with an existing depth of approximately 4'-0". Access to the pits is from the G level entrance via pit ladders. The existing pit ladders can be retained if they meet code.

I. Overhead:

1. Provide equipment suitable for existing overhead.

J. Cab Height

1. Provide equipment for retaining the existing cab height.

K. Door Type:

1. Provide equipment for car and hoistway doors of the center opening, horizontal sliding type.

L. Door Clear Entrance

1. Provide equipment for retaining the existing entrance size of 3'-6" wide by 7'-0" (field verify).

PART 2 - PRODUCTS

2.1 MACHINE ROOM EQUIPMENT

- A. Machine location: Retain the existing equipment location of the pumping units and associated control equipment.

B. Pumping units

1. Provide new self-contained (submersible) pumping unit with all the components as follows: drip pan, floating inner base for mounting motor pump assembly, oil reservoir with tight fitting tank cover, oil fill strainer with air filter, oil level gauge, self-cleaning strainer in suction line, oil hydraulic pump, electric motor, and oil control units.
2. Provide a pump especially designed and manufactured for oil hydraulic service of the rotary positive displacement type inherently designed for steady discharge with minimum pulsations to give smooth and quiet operation.
3. Provide a motor designed for oil hydraulic service.
4. Provide an oil control unit consisting of the following components: relief valve, safety check valve, leveling valve, manual lowering valve, and tank shut-off valve.
5. Design the equipment so that all adjustments are accessible and can be made without removing the assembly from the oil line.
6. Provide variable flow bypass valves to give controlled high and leveling speed operation.

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7. Provide valves with individual adjustments, such that changing one adjustment does not affect other adjustments.
8. Provide an externally adjustable relief valve capable of by-passing the total oil flow without increasing the back pressure more than 10% above that required to barely open the valve.
9. Design the safety check valve to close quietly without permitting any reverse flow and to support the elevator on a positive locked column of oil when the car is at rest.
10. Provide an externally adjustable up start valve to by-pass oil flow during initial start of the motor pump assembly, and to close slowly, gradually diverting oil to the jack unit, insuring smooth up starts, so as to relieve load on the motor during starting.
11. Provide an externally adjustable lowering valve and leveling valve for drop away speed, lowering speed, leveling speed and stopping to insure smooth down starts and stops.
12. Provide a manual lowering valve for manual lowering of the elevator car in the event of power failure and for use in servicing and adjusting the elevator car in the event of power failure and for use in servicing and adjusting the elevator mechanism.
13. Provide a tank shut off valve for isolating oil in the power tank unit to insure ease of servicing and adjusting the elevator mechanism without removing the oil from the tank.
14. Provide self-cleaning strainers to prevent foreign materials from lodging in the oil system.
15. Provide an externally adjustable up stop valve to by-pass the oil flow for landing stops in the up direction.
16. Arrange the equipment so that the car stops at the landing through controlled oil flow with the motor and pump running and so that the motor shuts off only after the car has come to rest at the landing.
17. Provide a pump with a maximum working pressure of 480 psi.
18. Label pump unit with final working and relief valve pressure settings.

C. Controller

1. Provide a controller designed to give the required operation as specified in later under CONTROL AND OPERATION.
2. Mount all panels securely on substantial, self-supporting steel frames designed for floor or wall mounting.
3. Provide completely enclosed controllers with covers. Do not mount equipment on the covers.
4. Where relays are used, provide those having a design electrical life and mechanical life equivalent to thirty years operation in the given application, with their contacts designed for maximum conductivity and wiping action.
5. Provide electronic time delay devices that employ stable capacitors or crystals as the time base.
6. Install wiring on the controller, whether control or field wiring, in a neat workmanlike order and make all connections to studs and terminals by means of solder or solderless lugs, or similar connecting devices.

7. Mark all relays, contactors, fuses and printed circuit board components et cetera clearly and permanently with designations as shown on the schematics.

D. Computing devices

1. Where computing devices are used, such as micro-processors or mini-computers, along with associated devices, design to the following:
 - a. Isolate the inputs from external devices (such as push-buttons) and isolate the outputs to external devices (such as indicators) by means of relays or optical devices.
 - b. Provide the control program on read-only memory with a minimum of 40 percent spare capacity, to allow for future programming modifications and extensions.
 - c. Provide crystal regulation of frequency.
2. Provide for separate regulated power supplies to serve each microprocessor system.

E. Solid-state hardware

1. Mount solid-state devices, except for high power silicon controlled rectifiers and rectifiers, on removable printed circuit boards.
2. Coat the circuits with tin-lead.
3. Provide a solder resistant screen.
4. Provide plated through holes for double-sided boards.
5. Make all connections to the printed circuits on the printed circuit boards by means of properly dimensioned pads.
6. Do not provide "patched" connections.
7. Design solid-state devices for a high level of noise immunity.
8. Incorporate electrical noise suppression devices in the power supplies and the inputs and outputs associates with the solid-state circuits.

- F. Operating temperatures: Arrange that the equipment be capable of operating normally and within the requirements of the specifications when the ambient temperature is between 50 and 95 degrees Fahrenheit.

2.2 HOISTWAY EQUIPMENT

A. Jack unit (reuse)

1. Test each jack unit for potential failure.
2. Clean any rust from piston and check for any damage.
3. Replace packing and perform cylinder pressure test.
4. **Alternate # 1 Price: Supply a per unit price to replace the jack unit.**

B. Piping

1. Reuse existing piping and modify or replace as required.
2. Change all Victaulic fittings.

C. Guide rails and fastening

1. Reuse existing guide rails.

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2. Clean and remove all rust.
3. Tighten all connections.

D. Pit channels and buffers

1. Reuse existing pit channels and buffers.
2. Clean and repaint.
3. Replace if rusted beyond cosmetic clean-up.

E. Painting

1. All ferrous metals should be scraped, wire brush cleaned, primed, and shall receive two coats of rust inhibiting paint, as noted.
 - a. Approved paints
 - 1) Sherwin Williams Kem Kromik Universal Metal Primer.
 - 2) Sherwin Williams Steel Master™ 9500 Coating, B56-300 Series.

2.3 CAR EQUIPMENT

A. Cab design

1. Cab shell – reuse.
2. Interior refinishing - Remove all existing wall and ceiling treatments. Patch all holes in the ceiling not being reused and paint white
3. Cab walls & ceiling– Provide new cab finishes based on SnapCab design of Classic I, Modern I or Contemporary II, or an approved equal. Finishes to be selected by ownership from standard product offerings.
4. Car door - Provide new car doors to match interiors.
5. Front returns and transoms – Refinish directional polish to match new fixtures. Refinish strike jamb to match.
6. Lighting – Provide as part of the base cab a new LED lighting in new ceiling. Minimum output of 8 ft-c at the cab threshold
7. Sill – Reuse existing car sills, clean and polish.
8. Flooring – Retain existing flooring and sill height. Elevator contractor to supply and install new basic tile type floor which will fit in the required space of the sill. The floor finishes color to be selected by ownership.
9. Handrail - Provide a stainless steel bar type handrail along the walls of each cab.
10. Toe guard - Provide new galvanized steel toe guards painted safety yellow.
11. Car top handrails - Provide a new code compliant car top handrail system if required.

B. Car station

1. Provide one (1) new car operating panels per elevator.
2. Finish to match front returns and be mounted on the front returns (flush mounted in the returns).
3. Finish of car operating panels to match front returns.
4. Provide in these panels all devices required for normal automatic operation, which shall include the following:
 - a. Floor push buttons

- b. Door open buttons
 - c. Door close button
 - d. Alarm button
5. Number the car call buttons with raised and metal fishtail type Braille markings adjacent and to the left of the button to correspond with the floor served.
 6. Provide in conjunction with the car buttons a call registered light for each button to be lighted when the button is pressed and extinguished when the car stops at the selected floor.
 7. Provide an in-car keyed stop switch.
 8. Provide a locked fire service cabinet with a three-position key operated in-car fireman's service switch with off, on and hold positions, a stop switch and a call cancel button.
 9. Provide an ADA/ADAAG compliant hands free auto-dialing telephone system mounted in the car operating panel, with messages displayed for authorized personnel to communicate with and obtain responses from a trapped passenger(s), including a passenger who cannot verbally communicate or hear.
 10. Provide, space in each car operating panel for a concealed card reader being provided by others. Elevator contractor to mount and wire this device.
 11. Provide a locked service cabinet, located in the lower section of the car operating panel, containing all those devices, other than those used for normal automatic operation, required for various control features. Door to contain housing for the inspection certificate.
 12. Provide in this cabinet a light switch, fan switch, light control rheostat (where incandescent lights are installed in the cab) and an emergency lighting test switch.
 13. Engrave the car station or the front return with all the required markings and signage such as car capacity, elevator number and any markings that may be required by the prevailing codes and regulations.
 14. All button illumination to be LED type.
 15. Buttons for elevators shall be of the vandal resistant type.

C. Car position indicator

1. Provide a digital car position indicator with direction arrows mounted above operating devices in the car station.
2. Arrange the indicator to display a number or symbol at least 50 mm high.
3. Indicate the position of the car at all times, corresponding to the landing through which the car is passing or at which it is stopped.
4. Provide light emitting diodes or liquid crystal display, with life expectancy greater than 10,000 hours.
5. Sound audible tone signal when a car is stopping at a floor or passing a floor.

D. Car direction indicators

1. Provide new direction indicators in the car door jambs complete with gongs to indicate the future direction of the elevator.
2. Finish to match the return panels.
3. Wire the indicators so that as soon as a car has reached the floor and has stopped, the corresponding arrow illuminates and an audible tone sounds.

4. Maintain the car direction lantern illumination until the car has stopped and the door open time has elapsed.
5. Do not illuminate the car direction lantern on a door re-open unless the reopen is caused by reversal of direction of travel of the car.
6. Arrange the operation of the lanterns and tones to comply with requirements for the disabled.
7. Provide lamps having a life expectancy of greater than five years in normal elevator use.
8. Design the fixture so that the lamps may be readily changed from inside the elevator cab.

E. Signal lights

1. Provide car position indicators and car call registered lights having a minimum contrast ratio of 8:1 throughout a life expectancy greater than 10,000 hours.
2. The contrast ratio is to be determined by subtracting the brightness of the indicator background from the brightness of the marking and then dividing the result by the brightness of the background.
3. Arrange that the variation in intensity and contrast ratio between position indicators within the car does not exceed 5 percent.
4. Arrange that the variation in intensity and contrast ratio between car call registered lights within the car does not exceed 5 percent.
5. All measurements are to be made in the normal ambient light of the cab.

F. Ventilation

1. Provide a fan capable of developing 0.05 inches of static pressure differential with a minimum capacity of 350 ft³/min.
2. Mount this fan to the car top in such a way as to protect it against damage and to minimize noise and vibration. Orient the intake of the fan so that it is unaffected by wind currents and air noise as the car moves through the hoistway.
3. Arrange that there is no discernible vibration in the car with the fan operating.
4. Arrange that the decibel noise level in the car with the fan running is either (a) no more than 55 decibels or (b) no more than ten percent greater than with the fan stopped.
5. Measure the noise level with the elevator stopped and the doors closed using ANSI type 2 sound level meter on the "A" scale set to an "S" response.

G. Emergency lighting

1. Provide battery operated emergency cab lighting.
2. Provide a lighting level of at least 0.2 foot candle of illumination at the main car operating panel for a minimum period of four hours, using at least two lamps of equal rating.
3. Cause the lamps to immediately be energized in the event of a power failure or electrical fault de-energizing the normal elevator lighting circuit.
4. Provide for the automatic disconnection of the lamps and the automatic recharging of the lighting unit when normal power is restored to the elevator lighting circuit.

5. Provide a rechargeable battery of the hermetically sealed type, or of a type which provides a reserve of electrolyte, capable of operating unattended and requiring no addition of water or electrolyte for a period of not less than 3 years, with provision for visual checking of the electrolyte level without opening the battery or removing caps or fittings.
6. Arrange the battery charging means to operate automatically upon restoration of normal power to the unit, to remain in operation until the battery is fully recharged and to maintain the battery at full rated capacity at all times when the unit is not in operation.
7. Provide means for the convenient manual operation and testing of each unit.
8. Install the unit as part of the car so that it is not readily removed.
9. Do not provide portable equipment.

H. Work light and receptacle

1. Provide, on top of the car, a fixed lamp receptacle, with switch, outfitted with wire clamp guards, and a ground fault circuit interrupter receptacle.
2. Provide a receptacle located in the cab for cleaning purposes. Receptacle to be concealed inside the locked service cabinet.

I. Top of car inspection station

1. Provide, on top of the car, an inspection station to operate the car at inspection speed. Provide a station with an up button, a down button and a control or common button. Provide an emergency stop button in the station.

J. Car platform

1. Clean off any rust and paint the existing car platform and sling assembly with two coats of rust inhibiting paint.

K. Guides

1. Provide guides mounted at both the top and the bottom of the car frame.
2. Guides shall provide ride quality as required by these specifications.

2.4 DOOR EQUIPMENT

A. Entrance frames and panels

1. Retain and reuse the existing frames and entrances.
2. Modify as required for FER and Access key switches to match other elevators on the project.

B. Entrances hardware

1. Refurbish door hangers and tracks and replace all door hardware consisting of interlocks, door closers, relating mechanism, operating linkages, gibs, and all other hardware necessary for like new operation of the car and hoistway doors.
2. Arrange the tracks and sheaves so that there is no metal contact, and so that the doors operate properly without any regular lubrication.
3. Door gibs shall be SEES Enforcer or approved equivalent.

4. Design all door hardware for a minimum of noise.

C. Door operator

1. Provide a door operator to open and close the car and hoistway doors simultaneously, capable of moving the door panels from the closed position to within 3" of the fully open position at an average speed of not less than three feet per second.
2. Provide a heavy-duty motor with associated closed-loop feedback speed and torque control for the door operator.
3. Check the movement of the doors at both limits of travel.
4. Locate the controls for the adjusting and regulating of the door operator acceleration, deceleration and running speeds for convenient access on the top of the cab adjacent to the door operator.
5. Provide means to automatically recycle the doors in the event that they stall during the opening or closing operations.
6. Design the door operator and associated components so that the noise increase due to the operation of the door does not exceed six decibels.
7. Provide a mechanical device that restricts the opening of the car doors outside the landing zone.

D. Multi-beam infra red door protection

1. P Provide a 3-D multi-beam infrared door protection device to detect people or objects in the path of the closing doors. The device shall be able to sense the presence of people or objects without touching them. The device shall generate a zone of detection to a height of six feet or more from the finished floor level (Janus Panachrome or approved equal).

E. Floor indications

1. Existing hoistway entrance jambs tactile markings required by code can be reused. Replace any missing signs.
2. Identify each landing by means of marking on the inside of the hoistway doors.
 - a. Provide numerals and letters approximately four inches high and of a clearly contrasting color to the color of the doors.

F. Emergency evacuation graphics

1. Provide elevator designation numbers on hoistway jambs (upper left hand corner) per Village of Arlington Heights Emergency Evacuation Code requirements.
2. Finish and style of lettering to match floor indication tactile markings.
3. Submit samples for approval.

2.5 HALL FIXTURES

A. Hall push button stations

1. Provide new hall stations (Innovation Industries' water resistant type or approved equal).

2. Provide at the upper terminal for each station, a single button, call registered light and face plates as specified later.
3. Provide at the lower terminal, for each station, a single button, call registered light, and face plates as specified later.
4. All lamps to be LED type with components sealed (water resistant).
5. Provide fire safety symbols graphics at each call station.
6. Coverplates to be #4 brushed stainless steel with rubber gaskets.
7. Buttons shall be of the vandal resistant type.

B. Hall lantern / digital position indicator

1. Provide hall lanterns with a combination hall lantern / digital position indicator at all floors.
2. Arrange the position indicator to display a number or symbol at least 50 mm high.
3. Indicate the position of the car at all times, corresponding to the landing through which the car is passing or at which it is stopped.
4. Provide light emitting diodes, liquid crystal display or long-life lamps, with life expectancy greater than 10,000 hours.
5. Wire hall lanterns so that as soon as a car has reached a predetermined distance from the floor, and is going to stop at the floor, the corresponding lantern illuminates and an audible tone sounds.
6. Arrange the controls so that the lantern provides minimum five second advance notice of the arrival of a car.
7. Maintain the hall lantern illuminated until the car has stopped and the door open times has elapsed.
8. Do not illuminate the hall lantern on a door re-open unless the re-open is caused by reversal of direction of travel of the car.
9. Arrange the operation of the lanterns and audible tones to comply with requirements for the disabled.
10. Provide lamps having a life expectancy of greater than five years in normal elevator use.

C. Hoistway access switches

1. Provide hoistway access switches as required by code.
2. Finish of the coverplate to match hall button coverplates at that landing.

D. Fireman's emergency service phase one switches.

1. Provide a new fireman's emergency service phase one switch in the left hand entrance jamb at main floor entrance in accordance with local code requirements.

E. Fire control elevator status panel

1. Provide a new code compliant elevator status panel (if required).
2. Finish of the coverplate to match fixtures.

2.6 COMMUNICATION EQUIPMENT

A. ADA compliant auto-dialing phone system

1. Provide an ADA/ADAAG compliant hands free auto-dialing telephone system mounted in the car operating panel, with messages displayed for authorized personnel to communicate with and obtain responses from a trapped passenger(s), including a passenger who cannot verbally communicate or hear.
 2. Provide all hoistway wiring, traveling cables, car wiring, et cetera, for the telephone.
 3. Terminate the wiring in the machine room at a separate enclosed external terminal block mounted on the controller.
 4. Provide the terminal block and its enclosure and locate it so that personnel other than elevator mechanics can easily run their conduit and wiring to these terminals without interfering with or touching the elevator wiring or controls.
 5. Clearly mark the terminal block.
 6. Provide wiring of the twin conductor shielded type, and ground all shields.
 7. Provide equipment and wiring compatible with and acceptable to the telephone company providing service to the project.
 8. Program each phone as directed by owner to a 24-hour answering service being provided by elevator contractor (or DeKalb Fire Department if required by Code).
- B. Installation of code compliant security cameras; to be supplied and installed by the elevator contractor.

2.7 WIRING

A. Electric wiring

1. Provide all new wiring required to interconnect the equipment.
2. Provide insulated wiring having a flame retarding and moisture resisting outer cover.
3. Where flexible conduit is used, supply it in aluminum.
4. Where shielded wire is specified, provide wire of not less than 0.95 mm thickness having individually shielded pairs with 100% shielding.
5. Provide color coded wires in multiwire cables.
6. Provide waterproof terminal labels.
7. Provide stranded field wire except for the individual wires in multiwire cables which may be either stranded or solid.
8. Provide flexible traveling cable to connect car operating panels and other car operating devices to the controller in the machine room.
9. Supply cables with flame-retarding and moisture-resisting covers and stranded conductors.
10. Supply cables approved for elevator use.
11. Provide ten percent additional minimum spare wires in each cable.
12. Provide at least twelve pair (minimum 20 gauge) shielded wires for audio, video, security or other electronic equipment, running from top of the elevator cab to the car junction box, from the hoistway junction box to the machine room controller.
13. Provide two full size, RG6/U coaxial cables from the car to the machine room for the transmission of video signals. Provide, as required, traveling cables, car wiring, terminal blocks and junction boxes.

PART 3 - EXECUTION

3.1 EQUIPMENT INSTALLATION

A. Operating time

1. Adjust the elevators so that the elapsed time to travel one typical floor does not exceed 18.0 seconds.
2. Measure this time under the following conditions:
 - a. Floor level is considered to be within ½" of level;
 - b. The time starts when the fully opened doors begin to close and continues until the car is stopped level with the next floor and the car and hall doors are open to three-quarters of their fully open position;
 - c. The time is measured with full load in the car and in both directions of travel, and
 - d. The power door operation for the hall and car doors conforms to the elevator code requirements.
3. Adjust the equipment so that for other conditions of loading, the time does not vary by more than five percent.
4. Adjust the equipment so that the operating time as set out above is compatible with dependable, consistent operation without undue wear or excessive maintenance and so that this operating time can be readily maintained over the life of the elevator installation.
5. Adjust the equipment so that, with the control adjusted to give the required time, the elevator operates under smooth acceleration and retardation and provides a comfortable and agreeable ride to the passengers.

B. Speed Control

1. Provide a speed control system of the hydraulic-electric type in which control is accomplished by varying the oil flow to and from the hydraulic jack.
2. Design and adjust the equipment and control so that an average acceleration over the total accelerating period of not less than 2.0 ft/sec² is maintained and the acceleration peaks do not exceed 4.2 ft/sec².
3. Velocity to be within 10.0% of the rated speed.

C. Machine room sound control

1. Install the equipment so that the increase in noise level with the elevator running, as measured by a meter positioned in the control room, does not exceed 25 dB.

3.2 CONTROL AND OPERATION

- A. Type: Provide a non-proprietary¹ microprocessor based group system (Approved base bid control manufacturers: MCE & Galaxy).

1

For the purposes of this specification "non-proprietary" shall be defined in terms of maintainability. If two competent and responsible elevator maintenance contractors in the area are willing to maintain the type of equipment that is being bid, it shall be deemed "non-proprietary". If questioned, the bidder may be asked to supply names of buildings in the area where similar type equipment is being maintained by others.

10.15.2024

HYDRAULIC ELEVATORS
14 2400 - 12

1. Elevators 1 & 2 operate as a duplex system (2-car group).
2. Elevator 3 operates as a simplex system (1-car group).

B. Call initiation

1. Control the elevator automatically by buttons in the car, marked to correspond with the respective landings served, and by the call buttons at the landing stations.
2. Register a call by momentary pressure of any button.

C. Call response

1. Store all hall and car calls in the control memory until answered.
2. Cancel a call when a car answers it.
3. Cause car calls to be canceled when the car reverses direction.
4. Stop a running car at the first landing for which a car call is registered.
5. Stop a running car for a hall call registered for the same direction as the car is traveling, subject to higher priority assignments and to load in the car.

D. Time protective device

1. Provide a time protective device.
2. If the pump motor should run continuously for 30 seconds longer than the period of time necessary to move the elevator (in normal operation) from the bottom floor to the top floor, the time protective device will cause:
 - a. Up direction relays and contactors to be de-energized.
 - b. Automatic registration of a bottom floor call to bring the car to the lowest landing where it will remain with its doors open.
 - c. No response to any further hall calls or car calls until the main line switch has been opened and closed again.

E. Power interruption restart

1. Provide means so that the elevator system will restart automatically in the event of power interruption.
2. Where volatile memories are provided for position and other data necessary to the continuing operation of the elevators, provide means of preserving this data on power failure or fading ('brownout') for a minimum of four hours and means of automatic recovery upon restoration of normal power.

F. Door pause

1. Arrange the circuits so that when the car is stopped in response to a car registered call the doors remain open a predetermined length of time (approximately 0.5 seconds), and when the car is stopped in response to a hall registered call the predetermined time increases (to approximately three seconds).
2. Make the times separately adjustable over a range from 0.25 seconds to 15 seconds.
3. Arrange the circuits so that the door open pause time is canceled if a car call button is pressed or the door close button is pressed.

4. Arrange the circuits so that the door open pause time is reset to 0.5 seconds if a person moves through the entrance (as indicated by the actuation of the door protective device).

G. Door protection device

1. Arrange the circuits of the electronic door detection device so that the doors operate in the following manner:
 - a. The electronic door detection device shall generate a detection zone in the vicinity of the leading edge of the door panel.
 - b. Door panels will not be able to initiate closing when they are in their full open position, if a person or object comes within the detection zone.
 - c. The detection zone shall move with the doors, so that if a person or object enters the zone after the doors have begun to close, the doors shall stop, and then reverse to reopen. The doors shall reclose after a brief time. A passenger entering or leaving the cars shall not cause the doors to reopen unless the doors have reached a predetermined proximity to the passenger.

- H. Reduced amperage starting: Provide solid state starting to limit the elevator motor starting current to not more than three times the full load running current.

3.3 EMERGENCY AND SPECIAL OPERATION

- A. Fireman's service: Provide fireman's emergency service operation in accordance with local code requirements.

- B. Security features: Installation of security cameras by the elevator contractor.

C. Emergency battery lowering operation

1. The supplier of the disconnect switch in the elevator machine room will arrange that two wires will run to the elevator controller to give a signal that the loss of power is due to turning off the disconnect switch.
2. The elevator contractor to provide an emergency lowering system including battery that will run the elevator in the down direction and open and close the doors, as follows:
 - a. Upon the loss of normal power (and a signal from the disconnect switch that the loss was not due to the turning off of the disconnect switch), cause the elevator to close its doors after the normal door open time has elapsed and travel to the lowest floor.

D. Independent service

1. Arrange the circuits so that car does not respond to hall calls.
2. Render the direction lanterns inoperative.
3. Cause the car to park with its doors open.
4. Arrange the controls so that the car responds to any car calls registered if a button is held until the doors are closed and the interlocks made-up.
5. Cause the doors to reopen if the button is released at any time up to the point at which the elevator starts to move.
6. Render inoperative the normal door protective devices.

7. Arrange the controls so that the attendant can select direction of travel.

3.4 CAB INSTALLATION

- A. Assume undivided responsibility for the entire installation of cab interior finishes.
- B. Receive tailgate delivery, hoist, handle, store, protect and install the cab and all associated equipment.

3.5 CAR RIDE

- A. Arrange that the horizontal and vertical acceleration measured in the car with the elevator traveling from top to bottom and bottom to top does not exceed 14 milli(g) peak to peak with a maximum A95 vibration level of 10 milli(g) peak to peak.
- B. Measurement methodology will be in accordance with ISO2631, ISO8041 and IEC651 standards.
- C. Vibration data shall be weighted in accordance with ISO8041 standards to simulate the human body's response to vibration.
- D. The vibration signals shall be frequency weighted with the whole body x, y & z weighting factors and including band limiting (10 Hz low pass filter), as defined in ISO8041. A zero phase representation of the filter shall be used.

3.6 DOOR INSTALLATION

- A. Entrances
 1. Assume undivided responsibility for the entire installation of all entrance hardware as specified.
 2. Refurbish the doors complete as specified with hangers, tracks, gibs, interlocks, door closing devices, door relating mechanisms, door operating linkages and rollers, using the door hardware as supplied. Provide any necessary additional hardware or other equipment required to produce a completed entrance installation.
 3. Adjust the doors so that a manual pressure of 25 lbs. exerted in a direction tending to force the doors apart, will not allow a gap to appear between the door panels.
 4. Adjust the doors so that with the door closing device disconnected, the doors can be started into motion, from any position, with a force of less than six pounds per door panel applied horizontally at the mid-point of the door in line with the direction of movement of the door.
 5. Install the fascia plates so as to extend from the top of the header to the sill above at all floors, including any express zone.
 6. Install fascias below the sill of the lowest stop and above the header of the highest stop.
 7. Reinforce fascia plates properly.
 8. Install all necessary supports required to secure fascia plates in place.

3.7 HOISTWAY EQUIPMENT INSTALLATION

- A. Painting; All non-stainless or non-galvanized steel surfaces shall receive two coats of rust inhibiting paint. Paint shall not be applied to surfaces that will interfere with the proper operation of the equipment.

3.8 WIRING INSTALLATION

A. Electric wiring installation

1. Install wiring in accordance with the prevailing codes.
2. Run the wire in metal conduit, duct or electrical metallic tubing.
3. Connect all hoistway wiring, traveling cables, car wiring, et cetera, and all remote alarms, indicators or other similar items, from the device terminal blocks mounted on the controller or selector.
4. Provide a separate junction box with terminals for the connection of 'non-elevator' devices, such as such as telephones, communications, card reader interface and LCD monitors, and connect from the elevator controller to this junction box as required.
5. Mount this junction box on the side of one controller in the control room, conveniently located for the external connections to be made.
6. Connect all spares and all shielded wires continuously from the point of origin to destination using car, hoistway, controller or other terminal blocks as necessary. For the shielded wires use compatible connectors or terminal blocks designed to minimize signal deterioration.
7. Check all wires, including spares, for continuity and grounds, and mark each wire by a number and each group as to destination.
8. Mark all individual wires by numbered adhesive waterproof markers.
9. Label groups of wires and multiwire cables with waterproof markers.
10. Mark all terminals with waterproof labels.
11. Make no splices.
12. Attach waterproof, neat, legible lists, showing wiring runs, color codes and number codes, to the controller.
13. Suitably suspend the traveling cables to relieve strain in the individual conductors, (using a steel supporting strand if the suspended mass exceeds 100 lbs).

END OF SECTION 14 2400

Vail Parking Garage Elevator Modernization Proposal Page

This bid is to Modernize three (3) hydraulic passenger elevator with all the latest solid-state controls and systems as described in specification section 14 2400.

Please enter your proposal costs below.

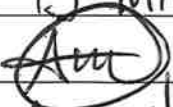
Please review the bid documents for other requirements to be submitted with your bid proposal.

Elevator	Base Price Proposal	Alternate Price Proposal
Elevator 1	\$326,200	\$67,000
Elevator 2		\$67,000
Elevator 3	\$165,500	\$63,000
Total Cost	\$491,700	\$197,000

*Cylinder Holocks
will be sent if
Alternate selected.

Company Name: Anderson Elevator

Print Name: T.J. Milici

Signature: 

Title: Account Manager

Date: 11/19/24



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: An Ordinance Providing for the Levy, Assessment and Collection of Taxes for the Year Beginning January 1, 2025, and Ending December 31, 2025, for the Village of Arlington Heights.

Department: Finance

Item Description:

Attached is the 2024 Tax Levy Ordinance which was discussed at the November 12, 2024 Committee-of-the-Whole meeting. The Village's total proposed tax levy, including the Library and Debt Service levies, reflects a 2.33% increase over the prior year's levy. Attached is a schedule comparing the 2023 tax levy to the proposed 2024 tax levy. The Village comprises only about 11% of a homeowner's total tax bill.

A summary of the levy request starts on Page 3. The Village is levying for Police and Fire protection, IMRF, FICA, and Police and Fire pensions. These levies are identified as special purpose levies and deposited in the General Fund. They are directly related to personnel costs and are calculated as a percentage of eligible employees' salaries or based on actuarial studies. Other special purpose levies are for the Library and for Capital Improvements. Total corporate and special purpose levies amount to \$47,604,500. The Debt Service levies add another \$6,497,000 bringing the total proposed tax levy to \$54,101,500.

RECCOMENDATION

It is recommended that the Village Board approve the Ordinance Providing for the Levy, Assessment and Collection of Taxes for the Year Beginning January 1, 2025 and Ending December 31, 2025, for the Village of Arlington Heights.

ATTACHMENTS:

1. 2024 Tax Levy Ordinance
2. Proposed Village and Library Calculations

* * *

VILLAGE OF ARLINGTON HEIGHTS

2024 TAX LEVY

AND

ASSOCIATED FILING DOCUMENTS

* * *

This is to certify that I, Rebecca Hume, am the Village Clerk of the Village of Arlington Heights, in the County of Cook, State of Illinois, and as such am the custodian of the official records and seal of said Village of Arlington Heights; and that the attached is a true and correct copy of:

1. 2024 TAX LEVY ORDINANCE.
2. CERTIFICATION BY THE VILLAGE PRESIDENT THAT THE 2024 TAX LEVY ORDINANCE IS ADOPTED PURSUANT TO THE PROVISIONS OF THE "TRUTH IN TAXATION ACT."

THE ORDINANCES REFERRED TO ABOVE WERE PASSED AND APPROVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF SAID VILLAGE OF ARLINGTON HEIGHTS AT A MEETING DULY HELD ON THE 2nd DAY OF DECEMBER, 2024, ALL AS APPEARS FROM THE OFFICIAL RECORDS OF THE VILLAGE OF ARLINGTON HEIGHTS WHICH ARE IN MY CUSTODY.

WITNESS my hand and the official seal of said Village of Arlington Heights this 2nd day of DECEMBER, 2024.

Rebecca Hume, Village Clerk

TAX LEVY ORDINANCE

AN ORDINANCE PROVIDING FOR THE LEVY, ASSESSMENT AND COLLECTION OF TAXES FOR THE YEAR BEGINNING JANUARY 1, 2025, AND ENDING DECEMBER 31, 2025, FOR THE VILLAGE OF ARLINGTON HEIGHTS.

Be it ordained by the President and Board of Trustees of the Village of Arlington Heights that:

SECTION ONE: The sum of \$54,101,500 being the aggregate of appropriations (including debt service) for the year beginning January 1, 2025 and ending December 31, 2025 as appropriated for said calendar year by the Annual Budget and Appropriation Ordinance of the Village of Arlington Heights, duly passed by the President and Board of Trustees of the Village of Arlington Heights, and approved on the 2nd day of December, 2024, for such purposes as: Police and Fire Protection, Illinois Municipal Retirement Fund (IMRF), Federal Insurance Contributions Act (FICA), Police Pension Fund, Firefighters Pension Fund, Capital Improvement, Memorial Library Fund, and General Debt Service Fund, less the estimated revenue from sources other than general taxation, be, and the same is hereby levied on all property within the corporate limits of the Village of Arlington Heights, subject to taxation for the current fiscal year. The said appropriations, estimates of revenue from sources other than general taxation, and amounts to be raised by general taxation are as follows:

SUMMARY OF 2024 TAX LEVY

Corporate and Special Purpose Levies		Total Raised by Tax Levy
Special Purpose (Excluding Debt Service)		
Police Protection	\$ 6,061,400	
Fire Protection	6,061,400	
IMRF	1,357,500	
FICA	1,747,200	
Police Pension	4,747,000	
Fire Pension	6,706,000	
Capital Improvement	5,800,000	
Memorial Library		
Library	\$ 13,766,000	
IMRF	675,000	
FICA	683,000	
		15,124,000
TOTAL LEVY - EXCLUDING DEBT SERVICE		\$ 47,604,500
Debt Service		
Debt Service, Police Station 2016	2,378,500	
Debt Service, Refunding 2019	1,795,000	
Debt Service, Water Mains, Streets & Parking 2020	996,200	
Debt Service, Lead Service & Capital 2024	1,327,300	
Total Debt Service		\$ 6,497,000
TOTAL LEVY - INCLUDING DEBT SERVICE		\$ 54,101,500

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
1. BOARD OF TRUSTEES(0101)		
510020 Elected Officials	30,900	
519010 Workers Compensation	100	
519100 IMRF	600	600
519110 Social Security	1,900	1,900
519120 Medicare	400	400
521650 Other Services	81,300	
522020 Dues	43,900	
522030 Training	3,400	
522050 Postage	200	
522250 IT/GIS Service Charge	4,400	
530010 Publications Periodicals	400	
530050 Office Supplies & Equip	1,500	
SUB-TOTAL	<u>\$169,000</u>	<u>\$2,900</u>
2. VILLAGE MANAGER'S OFFICE (0201)		
510010 Salaries	905,100	
518010 Temporary Help	1,500	
518050 Overtime Civilian	6,800	
519010 Workers Compensation	1,500	
519050 Medical Insurance	157,200	
519100 IMRF	76,400	76,400
519110 Social Security	49,100	49,100
519120 Medicare	13,900	13,900
519230 Automobile Allowance	7,200	
520050 Professional Services	33,000	
520100 Village Attorney Services	550,000	
520400 General Insurance	4,800	
521020 Equipment Maintenance	800	
521650 Other Services	5,300	
521655 Software Licenses	8,300	
522020 Dues	8,500	
522030 Training	9,500	
522050 Postage	300	
522100 Printing	3,900	
522150 Photocopying	800	
522250 IT/GIS Service Charge	48,500	
522700 Phone & Data	2,900	
530010 Publications Periodicals	1,200	
530050 Office Supplies & Equip	6,800	
530350 Clothing	1,400	
SUB-TOTAL	<u>\$1,904,700</u>	<u>\$139,400</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
3. HUMAN RESOURCES (0301)		
510010 Salaries	309,400	
518050 Overtime Civilian	700	
519010 Workers Compensation	600	
519050 Medical Insurance	99,200	
519100 IMRF	24,800	24,800
519110 Social Security	19,200	19,200
519120 Medicare	4,500	4,500
520050 Professional Services	3,600	
520200 Legal Services	100,000	
520400 General Insurance	3,900	
520750 Examinations	8,000	
522010 Advertising	5,900	
522020 Dues	1,500	
522030 Training	3,100	
522050 Postage	300	
522100 Printing	200	
522150 Photocopying	1,800	
522250 IT/GIS Service Charge	35,300	
522700 Phone & Data	1,500	
530010 Publications Periodicals	500	
530050 Office Supplies & Equip	2,300	
530350 Clothing	500	
540700 Employee Recognition Prog	23,400	
SUB-TOTAL	<u>\$650,200</u>	<u>\$48,500</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
4. FINANCE (0501)		
510010 Salaries	1,083,900	
518010 Temporary Help	1,500	
518050 Overtime Civilian	30,900	
519010 Workers Compensation	4,200	
519050 Medical Insurance	288,400	
519100 IMRF	89,200	89,200
519110 Social Security	65,900	65,900
519120 Medicare	16,200	16,200
520050 Professional Services	62,500	
520230 Bank Services	31,000	
520231 Bill Collection Services	97,900	
520400 General Insurance	12,200	
521020 Equipment Maintenance	7,800	
521650 Other Services	1,800	
521655 Software Licenses	8,500	
522010 Advertising	4,900	
522020 Dues	3,900	
522030 Training	6,800	
522050 Postage	19,600	
522100 Printing	6,100	
522150 Photocopying	2,900	
522250 IT/GIS Service Charge	52,900	
522300 Claims & Refunds	100	
522700 Phone & Data	600	
530010 Publications Periodicals	2,000	
530050 Office Supplies & Equip	14,700	
530250 Licensing Supplies	2,000	
530350 Clothing	1,700	
533050 Other Supplies	500	
SUB-TOTAL	1,920,600	\$171,300
5. BOARDS & COMMISSIONS - ADMINISTRATION (1001)		
520400 General Insurance	1,900	
522020 Dues	73,400	
540050 Grants	10,000	
540700 Recognition Program	10,400	
SUB-TOTAL	\$95,700	\$0
6. ZONING BOARD OF APPEALS (1003)		
530050 Office Supplies & Equip	100	
SUB-TOTAL	\$100	\$0

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
7. BOARD OF FIRE & POLICE COMMISSIONERS (1008)		
520750 Examinations	41,100	
522010 Advertising	1,400	
522020 Dues	400	
522050 Postage	100	
SUB-TOTAL	<u>\$43,000</u>	<u>\$0</u>
8. PLAN COMMISSION (1009)		
522020 Dues	200	
522030 Training	300	
SUB-TOTAL	<u>\$500</u>	<u>\$0</u>
9. ENVIRONMENTAL COMMISSION (1010)		
522050 Postage	100	
522100 Printing	400	
522150 Photocopying	100	
530050 Office Supplies & Equip	100	
SUB-TOTAL	<u>\$700</u>	<u>\$0</u>
10. HOUSING COMMISSION (1011)		
522050 Postage	100	
522150 Photocopying	100	
533050 Other Supplies	1,000	
SUB-TOTAL	<u>1,200</u>	<u>\$0</u>
11. SENIOR CITIZEN COMMISSION (1013)		
522010 Advertising	500	
522030 Training	500	
522050 Postage	200	
522150 Photocopying	200	
530050 Office Supplies & Equip	200	
533050 Other Supplies	300	
SUB-TOTAL	<u>\$1,900</u>	<u>\$0</u>
12. YOUTH COMMISSION (1014)		
533050 Other Supplies	400	
SUB-TOTAL	<u>\$400</u>	<u>\$0</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
13. DESIGN COMMISSION (1015)		
522150 Photocopying	100	
530050 Office Supplies and Equipment	400	
SUB-TOTAL	<u>500</u>	<u>\$0</u>
14. COMMISSION FOR CITIZENS WITH DISABILITIES (1017)		
533050 Other Supplies	800	
540550 Special Events	2,500	
540580 Disabled Citizen Donation	1,000	
SUB-TOTAL	<u>\$4,300</u>	<u>\$0</u>
15. SPECIAL EVENTS COMMISSION (1018)		
521650 Other Services	1,000	
522050 Postage	200	
540550 Special Events	20,000	
SUB-TOTAL	<u>\$21,200</u>	<u>\$0</u>
16. BICYCLE & PEDESTRIAN ADVISORY COMMISSION (1019)		
522020 Dues	500	
522030 Training	400	
522100 Printing	700	
522150 Photocopying	100	
540550 Special Events	200	
SUB-TOTAL	<u>\$1,900</u>	<u>\$0</u>
17. ARLINGTON ECONOMIC ALLIANCE (1021)		
540400 Promote Economic Bus Dev	16,700	
SUB-TOTAL	<u>\$16,700</u>	<u>\$0</u>
18. ARTS COMMISSION (1022)		
522050 Postage	500	
522150 Photocopying	500	
533050 Other Supplies	1,000	
SUB-TOTAL	<u>\$2,000</u>	<u>\$0</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
19. POLICE (3001)		
510010 Salaries	2,386,300	
511610 Police Administration	1,576,600	
511640 Police Supervision	2,409,600	
511700 Police Officer	10,369,400	6,061,400
518010 Temporary Help	3,700	
518030 Seasonal Help	194,800	
518050 Overtime Civilian	76,800	
518070 Overtime Sworn	746,800	
518080 Overtime Sworn Court	146,300	
518090 Holiday Sworn	161,100	
518800 Special Detail	279,400	
518810 Special Detail - Grants	105,300	
519010 Workers Compensation	812,500	
519050 Medical Insurance	4,148,500	
519090 Public Safety Pension	4,747,000	4,747,000
519100 IMRF	197,300	197,300
519110 Social Security	165,000	165,000
519120 Medicare	261,500	261,500
520150 Village Prosecutor Services	50,100	
520250 Counseling Services	22,500	
520370 Central Dispatch	588,400	
520400 General Insurance	167,600	
521020 Equipment Maintenance	17,600	
521650 Other Services	63,500	
521651 Grants	234,600	
521652 Administrative Hearing Program	75,600	
521655 Software Licenses	73,600	
522020 Dues	137,900	
522030 Training	140,200	
522050 Postage	13,600	
522100 Printing	11,700	
522150 Photocopying	12,400	
522250 IT/GIS Service Charge	722,700	
522370 Vehicle/Equip Lease Charge	819,500	
522700 Phone & Data	49,800	
530010 Publications Periodicals	3,300	
530050 Office Supplies & Equip	34,800	
530350 Clothing	213,000	
530500 Petroleum Products	175,700	
533050 Other Supplies	13,500	
533250 Operational Supplies	124,100	
533300 Community Service Supply	17,600	
SUB-TOTAL	<u>\$32,571,200</u>	<u>\$11,432,200</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
20. FIRE (3501)		
510010 Salaries	210,200	
512010 Fire Administration	1,349,300	
512160 Fire Supervision	2,284,700	
512210 Firefighter	10,385,200	6,061,400
518050 Overtime Civilian	500	
518070 Overtime Sworn	878,900	
518090 Holiday Sworn	219,000	
518800 Special Detail	67,000	
519010 Workers Compensation	812,500	
519050 Medical Insurance	3,337,200	
519090 Public Safety Pension	6,706,000	6,706,000
519100 IMRF	16,900	16,900
519110 Social Security	13,100	13,100
519120 Medicare	219,200	219,200
520370 Central Dispatch	228,200	
520400 General Insurance	139,700	
521020 Equipment Maintenance	32,500	
521070 Vehicle Equipment Maint	4,900	
521110 Building Maintenance	19,000	
521160 EMS Maintenance	92,000	
521655 Software Licenses	60,100	
522020 Dues	11,200	
522030 Training	86,000	
522050 Postage	1,800	
522100 Printing	2,600	
522150 Photocopying	2,800	
522250 IT/GIS Service Charge	343,700	
522370 Vehicle/Equip Lease Charge	1,084,000	
522700 Phone & Data	13,000	
530010 Publications Periodicals	800	
530050 Office Supplies & Equip	9,700	
530350 Clothing	103,700	
530500 Petroleum Products	113,600	
531600 Chemicals	5,100	
531650 Other Equip & Supplies	17,600	
531850 Small Tools and Equipment	63,000	
532800 Books	7,500	
533050 Other Supplies	3,500	
533450 Community Risk Reduction	15,000	
533500 Medical Supplies	55,000	
SUB-TOTAL	<u>\$29,015,700</u>	<u>\$13,016,600</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
21. PLANNING & COMMUNITY DEVELOPMENT (4001)		
510010 Salaries	1,302,900	
518010 Temporary Help	9,700	
519010 Workers Compensation	3,600	
519050 Medical Insurance	355,000	
519100 IMRF	110,800	110,800
519110 Social Security	84,300	84,300
519120 Medicare	20,200	20,200
519230 Automobile Allowance	7,200	
520050 Professional Services	45,000	
520400 General Insurance	4,400	
521020 Equipment Maintenance	500	
521650 Other Services	7,500	
521655 Software Licenses	3,000	
522010 Advertising	7,200	
522020 Dues	2,900	
522030 Training	7,500	
522050 Postage	800	
522100 Printing	1,400	
522150 Photocopying	1,000	
522250 IT/GIS Service Charge	74,900	
522370 Vehicle/Equip Lease Charge	3,800	
522700 Phone & Data	1,300	
530010 Publications Periodicals	1,200	
530050 Office Supplies & Equip	6,600	
530350 Clothing	1,100	
530500 Petroleum Products	100	
533050 Other Supplies	1,000	
540400 Promote Economic Bus Dev	128,200	
540410 Marketing	98,300	
SUB-TOTAL	2,291,400	\$215,300

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
22. BUILDING & LIFE SAFETY (4501)		
510010 Salaries	2,249,100	
518050 Overtime Civilian	4,700	
519010 Workers Compensation	58,300	
519050 Medical Insurance	463,600	
519100 IMRF	170,800	170,800
519110 Social Security	135,100	135,100
519120 Medicare	32,700	32,700
520050 Professional Services	75,200	
520350 Plan Reviews	36,700	
520400 General Insurance	7,700	
521020 Equipment Maintenance	600	
521650 Other Services	2,000	
522020 Dues	2,700	
522030 Training	12,600	
522050 Postage	2,900	
522100 Printing	7,800	
522150 Photocopying	3,400	
522250 IT/GIS Service Charge	158,600	
522370 Vehicle/Equip Lease Charge	71,400	
522700 Phone & Data	9,200	
530010 Publications Periodicals	3,100	
530050 Office Supplies & Equip	13,600	
530350 Clothing	3,100	
530500 Petroleum Products	9,200	
533050 Other Supplies	200	
SUB-TOTAL	<u>\$3,534,300</u>	<u>\$338,600</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
23. HEALTH SERVICES (7001)		
510010 Salaries	1,124,900	
518010 Temporary Help	16,200	
518050 Overtime Civilian	300	
519010 Workers Compensation	24,200	
519050 Medical Insurance	191,900	
519100 IMRF	90,100	90,100
519110 Social Security	64,400	64,400
519120 Medicare	16,600	16,600
520250 Counseling Services	37,200	
520400 General Insurance	12,200	
521020 Equipment Maintenance	2,100	
521100 Property Maintenance	17,800	
521650 Other Services	2,800	
521655 Software Licenses	18,500	
522020 Dues	2,500	
522030 Training	7,400	
522050 Postage	2,500	
522100 Printing	1,000	
522150 Photocopying	2,700	
522250 IT/GIS Service Charge	88,100	
522370 Vehicle/Equip Lease Charge	46,400	
522700 Phone & Data	4,700	
530010 Publications Periodicals	1,000	
530050 Office Supplies & Equip	8,000	
530350 Clothing	1,000	
530500 Petroleum Products	1,800	
533100 Wellness Program Supplies	23,700	
540530 A H Emergency Assistance	55,500	
540570 A H Emerg Asst Donations	20,100	
540610 MRC Capacity Bldg Award	1,000	
541160 CAP Program	40,000	
SUB-TOTAL	<u>\$1,926,600</u>	<u>\$171,100</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
24. SENIOR SERVICES (7007)		
510010 Salaries	385,600	
518010 Temporary Help	20,300	
518050 Overtime Civilian	200	
519010 Workers Compensation	600	
519050 Medical Insurance	75,300	
519100 IMRF	29,300	29,300
519110 Social Security	25,200	25,200
519120 Medicare	5,900	5,900
520400 General Insurance	7,100	
521020 Equipment Maintenance	4,700	
521650 Other Services	800	
522020 Dues	1,000	
522030 Training	2,300	
522050 Postage	1,300	
522100 Printing	200	
522150 Photocopying	1,300	
522250 IT/GIS Service Charge	96,900	
522400 Taxi Service Subsidy	2,600	
530050 Office Supplies & Equip	4,600	
531650 Other Equip & Supplies	7,800	
540160 Grants	31,900	
SUB-TOTAL	<u>\$704,900</u>	<u>\$60,400</u>

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
25. PUBLIC WORKS (7101)		
510010 Salaries	5,955,800	
518010 Temporary Help	129,500	
518050 Overtime Civilian	746,200	
518800 Special Detail	9,200	
519010 Workers Compensation	590,500	
519050 Medical Insurance	1,342,000	
519100 IMRF	551,300	551,300
519110 Social Security	431,200	431,200
519120 Medicare	101,700	101,700
520050 Professional Services	219,800	
520400 General Insurance	89,500	
521010 Traffic Signal Maintenance	16,000	
521020 Equipment Maintenance	466,800	
521110 Building Maintenance	412,000	
521150 Street and Sidewalk Maint	775,900	
521360 Equipment Rental	175,000	
521500 Utility Services	428,000	
521550 Tree Services	970,300	
521620 Disposal Services	24,000	
521650 Other Services	39,200	
521655 Software Licenses	69,300	
522020 Dues	11,400	
522030 Training	53,800	
522050 Postage	3,200	
522100 Printing	2,400	
522150 Photocopying	7,800	
522250 IT/GIS Service Charge	383,300	
522370 Vehicle/Equip Lease Charge	1,667,200	
522700 Telephone Services	222,200	
530010 Publications Periodicals	1,400	
530050 Office Supplies & Equip	13,800	
530350 Clothing	41,400	
530500 Petroleum Products	158,100	
531400 Agricultural Supplies	31,900	
531450 Janitorial Supplies	63,000	
531550 Building Supplies	100,500	
531650 Other Equip & Supplies	113,700	
531700 Traffic Signal Supplies	25,900	
531750 Street Light Supplies	78,500	
531800 Street Sign Supplies	31,900	
531850 Small Tools and Equipment	23,200	
531900 Street and Sidewalk Sup	1,028,800	
SUB-TOTAL	17,606,600	\$1,084,200

A. APPROPRIATION FOR VILLAGE CORPORATE & SPECIAL PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
26. NON-OPERATING (9901)		
540890 Sales Tax Abatements	-	
540931 PPRT to Library	216,000	
540960 Operating Contingency	200,000	
SUB-TOTAL	<u>\$416,000</u>	<u>\$0</u>
TOTAL FOR VILLAGE CORPORATE & SPECIAL PURPOSES	<u>\$92,901,300</u>	<u>\$26,680,500</u>

Levy includes:

Police Protection	\$6,061,400
Fire Protection	6,061,400
IMRF	1,357,500
FICA	1,747,200
Police Pension	4,747,000
Fire Pension	6,706,000
Total	<u>\$26,680,500</u>

B. APPROPRIATION FOR CAPITAL IMPROVEMENT PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
1. INTEGRATED SERVICES (0201)		
520050 Professional Services	120,000	
550100 Office Equipment	15,000	
SUB-TOTAL	<u>\$135,000</u>	<u>\$0</u>
2. FINANCE (0501)		
550100 Office Equipment	20,000	
SUB-TOTAL	<u>\$20,000</u>	<u>\$0</u>
3. IT (0601)		
550150 Other Equipment	150,000	
SUB-TOTAL	<u>\$150,000</u>	<u>\$0</u>
4. POLICE (3001)		
550100 Office Equipment	15,000	
550150 Other Equipment	520,000	
SUB-TOTAL	<u>\$535,000</u>	<u>\$0</u>
5. FIRE (3501)		
550100 Office Equipment	50,000	
550150 Other Equipment	725,500	
SUB-TOTAL	<u>775,500</u>	<u>\$0</u>
6. PLANNING (4001)		
550300 Road Projects	832,000	478,000
SUB-TOTAL	<u>832,000</u>	<u>\$478,000</u>
7. PUBLIC WORKS (7101)		
550150 Other Equipment	127,000	0
550200 Building Improvements	770,000	442,300
550300 Road Projects	7,694,200	4,420,100
550400 Pavement Crack Seal Project	200,000	114,900
550450 Sidewalk Program	600,000	344,700
550600 Sustainability Projects	40,000	0
SUB-TOTAL	<u>\$9,431,200</u>	<u>\$5,322,000</u>

B. APPROPRIATION FOR CAPITAL IMPROVEMENT PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
8. MUNICIPAL FLEET SERVICES (7501)		
550150 Other Equipment	91,000	
SUB-TOTAL	<u>\$91,000</u>	<u>\$0</u>
9. NON-OPERATING (9901)		
540960 Operating Contingency	200,000	
590050 Operating Transfer Out	5,448,000	
SUB-TOTAL	<u>\$5,648,000</u>	<u>\$0</u>
TOTAL FOR CAPITAL IMPROVEMENT PURPOSES	<u>\$17,617,700</u>	<u>\$5,800,000</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
1. ADMIN SUPPORT SERVICES ADMINISTRATION (6001)		
611685 Salaries	425,643	425,643
611692 Achievement Awards	3,000	3,000
611805 Overtime Civilian	1,000	1,000
611905 Medical Insurance	72,876	72,876
611910 IMRF	34,094	34,094
611911 Social Security	26,390	26,390
611912 Medicare	6,172	6,172
611953 Flexible Spending	10,000	10,000
612005 Professional Services	12,560	12,560
612008 Consulting Services	18,000	18,000
612020 Legal Services	19,000	19,000
612040 General Insurance	218,500	218,500
612136 Equipment Rental	1,026	1,026
612165 Other Services	3,000	3,000
612201 Advertising	500	500
612202 Dues	5,702	5,702
612203 Training	109,180	109,180
612205 Postage	50,030	50,030
613005 Office Supplies & Equip	6,840	13,795
613185 Small Tools and Equipment	1,250	2,500
613272 Special Events	1,300	850
613299 Items Reimbursed by Employees	300	
614096 Operating Contingency	2,000	2,000
615015 Other Equipment	38,000	25,000
SUB-TOTAL	1,066,363	\$1,060,818
2. ADMIN SUPPORT SERVICES COMMUNICATIONS & MARKETING (6002)		
611685 Salaries	497,532	497,532
611805 Overtime Civilian	1,200	1,200
611905 Medical Insurance	202,108	202,108
611910 IMRF	39,852	39,800
611911 Social Security	30,847	30,847
611912 Medicare	7,214	7,214
612008 Consulting Services Library	2,800	2,800
612102 Equipment Maintenance	2,354	2,354
612165 Other Services	27,109	27,109
612202 Dues	350	350
612203 Training	1,051	1,051
612210 Printing	211,446	211,446
613005 Office Supplies & Equip	19,735	19,735
613185 Small Tools and Equipment	6,181	6,181
613272 Special Events	21,596	21,596
SUB-TOTAL	\$1,071,375	\$1,071,323

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
3. ADMIN SUPPORT SERVICES HUMAN RESOURCES (6003)		
611685 Salaries	213,878	213,878
611805 Overtime Civilian	300	300
611905 Medical Insurance	38,489	38,489
611910 IMRF	16,971	16,900
611911 Social Security	13,136	13,136
611912 Medicare	3,072	3,072
611950 Employee Asst. Program	6,000	6,000
612165 Other Services	11,200	11,200
612201 Advertising	1,300	1,300
612202 Dues	4,120	4,120
612203 Training	1,313	1,313
612255 In Service Training	27,000	27,000
613201 Program Supplies	400	400
614062 Tuition Reimbursement	25,000	25,000
614070 Employee Recognition Prog	24,551	21,350
SUB-TOTAL	<u>\$386,730</u>	<u>\$383,458</u>
4. ADMIN SUPPORT SERVICES PAID BY GIFTS AND GRANTS (6004)		
612165 Other Services	6,000	
612210 Printing	3,850	
612218 Contracted Programs & Exhibits	30,000	
613185 Small Tools and Equipment	1,500	
613201 Program Supplies	7,000	
613202 Program Events	10,500	
613272 Special Events	22,000	
613275 Audio Visual	500	
613280 Books	1,500	
614070 Employee Recognition Program	2,000	
615015 Other Equipment	6,400	
615055 Other Capital Outlay	2,000	
SUB-TOTAL	<u>\$93,250</u>	<u>\$0</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
5. ADMIN SUPPORT SERVICES FINANCE (6008)		
611685 Salaries	272,982	272,982
611805 Overtime Civilian	1,000	1,000
611905 Medical Insurance	117,131	117,131
611910 IMRF	21,866	21,800
611911 Social Security	16,925	16,925
611912 Medicare	3,958	3,958
612005 Professional Services	10,000	10,000
612165 Other Services	4,405	4,405
612202 Dues	500	500
612203 Training	1,200	1,200
612225 IT/GIS Service Charge	138,000	138,000
613005 Office Supplies & Equip	750	750
SUB-TOTAL	<u>\$588,717</u>	<u>\$588,651</u>
6. ADMIN SUPPORT SERVICES INFORMATION TECHNOLOGY (6010)		
611685 Salaries	682,196	682,196
611805 Overtime Civilian	250	250
611905 Medical Insurance	194,592	194,592
611910 IMRF	53,200	53,200
611911 Social Security	42,296	42,296
611912 Medicare	9,892	9,892
612005 Professional Services	35,284	35,284
612008 Consulting Services	3,500	3,500
612102 Equipment Maintenance	187,214	187,214
612136 Equipment Rental	32,160	32,160
612165 Other Services	2,230	2,230
612203 Training	1,450	1,450
612242 Internet Access	59,667	59,667
613005 Office Supplies & Equip	683	683
613030 Data System Supplies	19,370	25,204
613032 Software Library	156,052	156,052
613033 Documentation Library	100	100
613185 Small Tools and Equipment	13,226	13,226
613205 Processing Supplies	300	300
613232 Software	79,679	79,679
615012 Computer Equipment	57,201	
SUB-TOTAL	<u>\$1,630,542</u>	<u>\$1,579,175</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
7. ADMIN SUPPORT SERVICES SECURITY (6015)		
611685 Salaries	308,453	308,453
611805 Overtime Civilian	2,000	2,000
611905 Medical Insurance	67,958	67,958
611910 IMRF	23,411	23,400
611911 Social Security	19,124	19,124
611912 Medicare	4,473	4,473
612203 Training	1,000	1,000
613005 Office Supplies & Equip	435	435
SUB-TOTAL	<u>\$426,854</u>	<u>\$426,843</u>
8. ADMIN SUPPORT SERVICES FACILITIES (6020)		
611685 Salaries	471,543	471,543
611805 Overtime	4,500	4,500
611905 Medical Insurance	108,846	108,846
611910 IMRF	36,648	36,600
611911 Social Security	29,236	29,236
611912 Medicare	6,837	6,837
612102 Equipment Maintenance	58,279	40,976
612107 Vehicle Equipment Maint	9,121	9,121
612111 Building Maintenance	226,814	207,066
612136 Equipment Rental	1,000	1,000
612160 Water and Sewer Service	21,472	21,472
612203 Training	432	432
613050 Petroleum Products	4,000	4,000
613051 Heating Fuel	62,537	62,537
613145 Janitorial Supplies	24,637	24,637
615015 Other Equipment	28,000	20,000
SUB-TOTAL	<u>\$1,094,002</u>	<u>\$1,048,803</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
9. USER SERVICES YOUTH SERVICES (6401)		
611685 Salaries	1,039,902	1,039,902
611805 Overtime Civilian	750	750
611905 Medical Insurance	209,485	209,485
611910 IMRF	78,545	78,500
611911 Social Security	64,474	64,474
611912 Medicare	15,079	15,079
612202 Dues	4,548	4,548
612203 Training	3,979	3,979
612218 Contracted Programs & Exhibits	17,655	17,655
613005 Office Supplies & Equipment	2,462	2,462
613201 Program Supplies	10,948	10,948
613202 Program Events	25,930	25,930
613290 Circulation Supplies	6,026	6,026
SUB-TOTAL	<u>\$1,479,783</u>	<u>\$1,479,738</u>
10. USER SERVICES INFO SERVICES (6410)		
611685 Salaries	1,153,697	1,153,697
611805 Overtime Civilian	1,000	1,000
611905 Medical Insurance	137,735	137,735
611910 IMRF	82,269	82,200
611911 Social Security	71,529	71,529
611912 Medicare	16,729	16,729
612202 Dues	2,819	2,819
612203 Training	2,700	2,700
612218 Contracted Programs & Exhibits	13,900	13,900
613005 Office Supplies & Equipment	1,888	1,888
613201 Program Supplies	2,490	2,490
613290 Circulation Supplies	1,795	1,795
SUB-TOTAL	<u>\$1,488,551</u>	<u>\$1,488,482</u>
11. USER SERVICES CIRCULATION (6420)		
611685 Salaries	1,284,836	1,284,836
611805 Overtime Civilian	1,100	1,100
611905 Medical Insurance	94,644	94,644
611910 IMRF	88,114	88,100
611911 Social Security	79,660	79,660
611912 Medicare	18,630	18,630
612165 Other Services	1,228	1,228
612202 Dues	1,405	1,405
612203 Training	2,357	2,357
613005 Office Supplies & Equip	1,764	1,764
613201 Program Supplies	4,020	4,020
613290 Circulation Supplies	8,317	8,317
SUB-TOTAL	<u>\$1,586,075</u>	<u>\$1,586,061</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
12 BOOKMOBILE (6425)		
611685 Salaries	161,877	161,877
611805 Overtime Civilian	450	450
611905 Medical Insurance	47,872	47,872
611910 IMRF	12,966	12,900
611911 Social Security	10,036	10,036
611912 Medicare	2,347	2,347
612202 Dues	135	135
612203 Training	120	120
613005 Office Supplies & Equip	100	100
613290 Circulation Supplies	300	300
SUB-TOTAL	<u>\$236,203</u>	<u>\$236,137</u>
13. USER SERVICES SENIOR & ACCESSIBILITY SERVICES (6430)		
611685 Salaries	259,662	259,662
611905 Medical Insurance	39,694	39,694
611910 IMRF	20,799	20,700
611911 Social Security	16,099	16,099
611912 Medicare	3,765	3,765
612202 Dues	495	495
612203 Training	795	795
612218 Contracted Program & Events	11,285	11,285
613005 Office Supplies & Equip	705	705
613201 Program Supplies	1,856	1,856
613202 Program Events	600	600
613290 Circulation Supplies	850	850
SUB-TOTAL	<u>\$356,605</u>	<u>\$356,506</u>
14. USER SERVICES PROGRAMS AND EXHIBITS (6440)		
611685 Salaries	280,421	280,421
611805 Overtime Civilian	500	500
611905 Medical Insurance	84,130	84,130
611910 IMRF	22,462	22,400
611911 Social Security	17,386	17,380
611912 Medicare	4,066	4,000
612202 Dues	1,167	1,167
612203 Training	1,442	1,442
612218 Contracted Programs & Exhibits	76,027	76,027
613202 Program Events	9,879	9,879
SUB-TOTAL	<u>\$497,480</u>	<u>\$497,346</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
15. USER SERVICES DIGITAL SERVICES (6450)		
611685 Salaries	589,612	589,612
611805 Overtime Civilian	500	500
611905 Medical Insurance	104,017	104,017
611910 IMRF	42,412	42,400
611911 Social Security	36,556	36,500
611912 Medicare	8,549	8,500
612202 Dues	1,295	1,295
612203 Training	700	700
612242 Internet Access	3,758	3,758
612266 Outside Reference Service	5,434	5,434
613005 Office Supplies & Equip	1,082	707
613007 Supplies Reimb by Patrons	981	981
613185 Small Tools and Equipment	6,262	6,200
613201 Program Supplies	700	700
613278 Electronic Resources	408,284	408,284
613290 Circulation Supplies	725	725
SUB-TOTAL	<u>\$1,210,867</u>	<u>\$1,210,313</u>
16. USER SERVICES COLLECTION SERVICES (6470)		
611685 Salaries	956,960	956,960
611805 Overtime Civilian	150	150
611905 Medical Insurance	219,487	219,487
611910 IMRF	76,652	76,600
611911 Social Security	59,332	59,300
611912 Medicare	13,876	13,800
612081 OCLC Services	66,347	
612164 Access Services	4,000	
612202 Dues	2,478	
612203 Training	1,000	
612285 Processing Services	51,481	
613005 Office Supplies & Equip	1,500	
613033 Documentation Library	911	
613203 Binding	200	
613205 Processing Supplies	17,000	
613275 Audio Visual	537,000	14,419
613280 Books	727,920	381,021
613290 Circulation Supplies	6,450	
613295 Periodicals	106,440	
SUB-TOTAL	<u>\$2,849,184</u>	<u>\$1,721,737</u>

C. APPROPRIATION FOR MEMORIAL LIBRARY FUND PURPOSES

	APPROPRIATED FOR 2025	2024 TAX LEVY
17. USER SERVICES BELMONT MAKERSPACE (6480)		
611685 Salaries	336,499	336,499
611805 Overtime Civilian	250	
611905 Medical Insurance	39,835	1,104
611910 IMRF	25,420	25,406
611911 Social Security	20,863	20,800
611912 Medicare	4,879	4,800
612040 General Insurance	216	
612102 Equipment Maintenance	13,015	
612111 Building Maintenance	54,246	
612136 Equipment Rental	1,000	
612160 Water and Sewer Service	500	
612165 Bank Fees	300	
612202 Dues	348	
612203 Travel & Training	1,378	
612218 Contracted Programs & Exhibits	37,151	
612242 Internet Access	6,075	
613005 Office Supplies & Equipment	1,240	
613007 Supplies Reimbursed by Patrons	8,768	
613032 Software Library	6,837	
613051 Heating Fuel & Electric	10,000	
613145 Janitorial Supplies	1,600	
613185 Small Tools & Equipment	6,304	
613201 Program Supplies	1,000	
613202 Program Events	28,860	
613232 Software	1,000	
613290 Circulation Supplies	800	
615012 Computer Equipment	5,000	
615015 Other Equipment	40,000	
SUB-TOTAL	<u>\$653,384</u>	<u>\$388,609</u>
 TOTAL MEMORIAL LIBRARY FUND	 \$16,715,965	 \$15,124,000
 TOTAL FOR MEMORIAL LIBRARY FUND PURPOSES		 <u>\$15,124,000</u>
 Levy includes:		
Library		\$13,766,000
IMRF		675,000
FICA		683,000
Total		<u>\$15,124,000</u>

APPROPRIATIONS FOR DEBT SERVICE TO BE DERIVED FROM SPECIAL TAXES IN ADDITION TO THE TAX FOR GENERAL CORPORATE PURPOSES

(Tax levies for debt service and tax abatements for debt service are incorporated in separate ordinances.

The following section summarizes the tax levies for debt service after any anticipated abatements
and personal property tax replacement revenues are applied.)

	Total Appropriation	Estimated Receipts from Sources Other than Property Taxes	To be Raised by Property Taxes
Series 2016 (issued 02/10/16)			
Police Station			
\$32,900,000, Ordinance 16-002 (adopted 1/19/16)			
Fund 301-9555			
Principal	1,580,000.00	0.00	1,580,000.00
Interest	798,500.00	0.00	798,500.00
Total	2,378,500.00	0.00	2,378,500.00
Series 2018 (issued 09/11/18)			
Storm Sewer Improvements			
\$9,530,000, Ordinance 18-029 (adopted 8/20/18)			
Fund 301-9556			
Principal	410,000.00	410,000.00	0.00
Interest	279,650.00	279,650.00	0.00
Total	689,650.00	689,650.00	0.00
Series 2019 (issued 09/18/19)			
Partial Refunding of 2011			
\$7,985,000, Ordinance 19-031 (adopted 9/3/19)			
Fund 301-9557			
Principal	1,650,000.00	0.00	1,650,000.00
Interest	145,000.00	0.00	145,000.00
Total	1,795,000.00	0.00	1,795,000.00
Series 2020 (issued 09/2/20)			
Water Mains, Streets, & Parking			
\$13,700,000, Ordinance 20-026 (adopted 8/17/20)			
Fund 301-9558			
Principal	695,000.00	0.00	695,000.00
Interest	301,200.00	0.00	301,200.00
Total	996,200.00	0.00	996,200.00
Series 2024 (issued 10/2/24)			
2024 Lead Service & Capital			
\$18,755,000, Ordinance 24-59 (adopted 8/17/20)			
Fund 301-9561			
Principal	310,000.00	0.00	310,000.00
Interest	1,017,300.00	0.00	1,017,300.00
Total	1,327,300.00	0.00	1,327,300.00
Grand Totals - All Debt Service - All Issues			
Principal	4,645,000.00	410,000.00	4,235,000.00
Interest	2,541,650.00	279,650.00	2,262,000.00
Total	7,186,650.00	689,650.00	6,497,000.00

SECTION TWO: That the total amount of \$54,101,500 ascertained as aforesaid, be and the same is hereby levied and assessed on all property subject to taxation within the Village of Arlington Heights according to the value of said property as the same is assessed and equalized for State and County purposes for the current year.

SECTION THREE: The Village Manager of the Village of Arlington Heights is hereby authorized and directed to file a copy of the Ordinance, duly certified by the Village Clerk of the Village of Arlington Heights, with the County Clerk of Cook County, Illinois.

SECTION FOUR: If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

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

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd DAY OF DECEMBER, 2024.

Village President

ATTEST:

Village Clerk

TRUTH IN TAXATION LAW
CERTIFICATE OF COMPLIANCE

I, _____, hereby certify that I am the presiding officer of
(Full Name of Presiding Officer)

_____, and as such presiding officer I certify that the
(Legal Name of Taxing District)

levy ordinance, a copy of which is attached, was adopted pursuant to, and in all respects in compliance with the provisions of the Illinois Property Tax Code – Truth in Taxation Law, 35 ILCS 200/18-60 through 18-85(2002).

This certificate applies to the 2024 Tax Levy.

Signature of Presiding Officer

Date

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATE OF PUBLICATION IN PAMPHLET FORM

I, the undersigned, do hereby certify that I am the duly qualified Village Clerk of the Village of Arlington Heights, Cook County, Illinois (the "Village"), and as such official, I am the keeper of the official journal of proceedings, books, records, minutes, and files of the Village and of the President and Board of Trustees (the "Corporate Authorities") thereof.

I do further certify that at ____ A.M. on the ____ day of _____, 2024, there was published in pamphlet form, by authority of the Corporate Authorities, a true, correct and complete copy of Ordinance Number 24-____ of the Village providing for the 2024 Tax Levy (2025 Budget Year) of the Village, and that said ordinance as so published was on said date readily available for public inspection and distribution, in sufficient number to meet the needs of the general public, at my office as Village Clerk located in the Village.

IN WITNESS WHEREOF, I have affixed hereto my official signature and the seal of the Village this ____ day of _____, 2024.

Village Clerk

(SEAL)

VILLAGE OF ARLINGTON HEIGHTS
TOTAL PROPOSED VILLAGE AND LIBRARY CALCULATIONS
2024 Tax Levy for the 2025 Budget

2024 EAV 3,846,327,521 (EST.)
2023 EAV 3,846,327,521

	2023 LEVY FOR 2024 BUDGET YEAR	PROPOSED 2024 LEVY FOR 2025 BUDGET YEAR	DOLLAR CHANGE	% CHANGE	EST. 2023 LEVY RATES
VILLAGE					
POLICE PROTECTION	6,151,100	6,061,400	(89,700)	-1.46%	0.1576
FIRE PROTECTION	6,151,100	6,061,400	(89,700)	-1.46%	0.1576
IMRF	1,827,200	1,357,500	(469,700)	-25.71%	0.0353
SOCIAL SECURITY	1,644,600	1,747,200	102,600	6.24%	0.0454
POLICE PENSION FUND	4,190,000	4,747,000	557,000	13.29%	0.1234
FIRE PENSION FUND	5,881,000	6,706,000	825,000	14.03%	0.1743
CAPITAL IMPROVEMENT	5,700,000	5,800,000	100,000	1.75%	0.1508
DEBT SERVICE	6,498,000	6,497,000	(1,000)	-0.02%	0.1689
TOTAL VILLAGE TAX LEVY	38,043,000	38,977,500	934,500	2.46%	1.0134
LIBRARY					
LIBRARY	13,193,000	13,766,000	573,000	4.34%	0.3579
IMRF	953,000	675,000	(278,000)	-29.17%	0.0175
SOCIAL SECURITY	682,000	683,000	1,000	0.15%	0.0178
TOTAL LIBRARY TAX LEVY	14,828,000	15,124,000	296,000	2.00%	0.3932
GRAND TOTAL TAX LEVY	52,871,000	54,101,500	1,230,500	2.33%	1.4066

TRUTH-IN-TAXATION CALCULATION

	EXTENDED 2023 LEVY FOR 2024 BUDGET YEAR	PROPOSED 2024 LEVY FOR 2025 BUDGET YEAR			
VILLAGE TAX LEVY W/O DEBT SERVICE	31,545,000				
Plus: 2% County Loss & Cost	630,900				
Sub-Total	32,175,900	32,480,500	304,600	0.97%	0.8445
TOTAL LIBRARY TAX LEVY	14,828,000				
Plus: 2% County Loss & Cost	296,560				
Sub-Total	15,124,560	15,124,000	(560)	0.00%	0.3932
TOTAL TAX LEVY-TRUTH IN-TAXATION PURPOSE	47,300,460	47,604,500	304,040	0.64%	1.2377
DEBT SERVICE	6,497,600				
Plus: 2% County Loss & Cost	129,952				
Sub-Total	6,627,552	6,497,000	(130,552)	-2.01%	0.1689
GRAND TOTAL TAX LEVY	53,928,012	54,101,500	173,488	0.32%	1.4066



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: An Ordinance Abating Taxes Levied for the Year 2024, Heretofore Levied to Pay Principal and Interest on the \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights.

Department: Finance

Item Description:

In the attached ordinance, the Village is abating tax debt service levies in the amount of \$689,650 because revenue is available from other sources to pay the debt service.

A schedule of the individual bond issues with the amounts levied and abated starts on Page 27 of the 2024 Tax Levy.

RECOMMENDATION

It is recommended that the Village Board approve the Ordinance Abating Taxes Levied for the Year 2024 Heretofore Levied to Pay Principal and Interest on \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights.

ATTACHMENTS:

1. 2024 Tax Abatement Ordinance

* * *

VILLAGE OF ARLINGTON HEIGHTS

2024 TAX ABATEMENT ORDINANCE

* * *

This is to certify that I, Rebecca Hume, am the Village Clerk of the Village of Arlington Heights, in the County of Cook, State of Illinois, and as such am the custodian of the official records and seal of said Village of Arlington Heights; and that the attached is a true and correct copy of:

1. AN ORDINANCE ABATING TAXES LEVIED FOR THE YEAR 2024, HERETOFORE LEVIED TO PAY PRINCIPAL AND INTEREST ON \$9,530,000 GENERAL OBLIGATION BONDS, SERIES 2018, OF THE VILLAGE OF ARLINGTON HEIGHTS.

THE ORDINANCE REFERRED TO ABOVE WERE PASSED AND APPROVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF SAID VILLAGE OF ARLINGTON HEIGHTS AT A MEETING DULY HELD ON THE 2nd DAY OF DECEMBER, 2024, ALL AS APPEARS FROM THE OFFICIAL RECORDS OF THE VILLAGE OF ARLINGTON HEIGHTS WHICH ARE IN MY CUSTODY.

WITNESS my hand and the official seal of said Village of Arlington Heights this 2nd day of DECEMBER, 2024.

Rebecca Hume, Village Clerk

**AN ORDINANCE ABATING TAXES LEVIED FOR THE YEAR 2024 HERETOFORE
LEVIED TO PAY PRINCIPAL AND INTEREST ON THE \$9,530,000 GENERAL
OBLIGATION BONDS, SERIES 2018, OF THE VILLAGE OF ARLINGTON HEIGHTS**

WHEREAS, the President and Board of Trustees of the Village of Arlington Heights did on August 20, 2018, adopt Ordinance No. 18-029 an Ordinance entitled:

An Ordinance providing for the issuance of \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights, Cook County, Illinois, and providing for the levy and collection of a direct annual tax for the payment of the principal of and interest on said bonds; and,

WHEREAS, there is available from other sources the amount of \$689,650 which may lawfully be utilized to pay all sums due on said bonds for which taxes were heretofore levied,

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS:

SECTION ONE: That the taxes heretofore levied and provided for in the Ordinance providing for the issuance of \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights, Illinois, passed August 20, 2018, as Ordinance No. 18-029, be and the same hereby are abated for the year 2024 by the amount of \$689,650.

SECTION TWO: That the Village Clerk, upon passage of this Ordinance, shall cause to be filed with the County Clerk of Cook County, a certified copy hereof and shall direct said County Clerk to abate the taxes heretofore levied under said Ordinance No. 18-029 for the year 2024 in the amount of \$689,650.

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

AYES:

NAYS:

PASSED AND APPROVED this 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: An Ordinance Adopting a Budget and Appropriations Ordinance and Amounts Set Forth Therein for the Year Commencing January 1, 2025 and Ending December 31, 2025.

Department: Finance

Item Description:

The attached Ordinance concerns the adoption of the Village's 2025 Proposed Budget as discussed at the November 12, 2024 and November 14, 2024 Committee-of-the-Whole meetings.

RECOMMENDATION

It is recommended that the Village Board approve the Budget and Appropriations Ordinance and Amounts Set Forth Therein for the Year Commencing January 1, 2025 and Ending December 31, 2025.

ATTACHMENTS:

1. 2025 Budget Ordinance

**AN ORDINANCE ADOPTING A BUDGET
AND APPROPRIATIONS ORDINANCE AND AMOUNTS
SET FORTH THEREIN FOR THE YEAR COMMENCING
JANUARY 1, 2025 AND ENDING DECEMBER 31, 2025**

WHEREAS, the Village of Arlington Heights, a home rule unit, pursuant to the authority of Article VII, Section 6 of the 1970 Constitution of the State of Illinois to legislate with respect to matters pertaining to its government and affairs, has adopted a Municipal Code, which is in full force and effect on the date hereof, provisions of which establish a procedure for adopting an annual budget and appropriations ordinance; and

WHEREAS, the Village Manager of the Village of Arlington Heights has caused a budget and appropriations ordinance to be prepared for the 2025 calendar year; and

WHEREAS, the President and Board of Trustees of the Village of Arlington Heights have on December 2, 2024 conducted a public hearing on the proposed budget and appropriations ordinance, pursuant to notice published November 20, 2024 in the *Arlington Heights Daily Herald*, a newspaper having general circulation in the municipality; and

WHEREAS, the President and Board of Trustees of the Village of Arlington Heights have determined it to be in the best interest of the Village of Arlington Heights to adopt the proposed budget and appropriations ordinance for the 2025 year, as that document has been prepared by the Village Manager and approved by the President and Board of Trustees in consideration of the recommendations of the Committee-of-the-Whole and said public hearing.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: That there is hereby approved and adopted the proposed budget and appropriations for the Village of Arlington Heights in Cook County, Illinois for the fiscal year commencing January 1, 2025 and ending December 31, 2025 as shown in Exhibit A, which is the Proposed Operating Budget for 2025, dated November 1, 2024, for a total of \$232,254,500 as shown on Exhibit B for the Village of Arlington Heights, and \$16,715,965 for the Arlington Heights Memorial Library.

SECTION TWO: That the sums of money set forth in the budget and the appropriations adopted in SECTION ONE above as necessary to defray the expenses and liabilities identified in this Budget and Appropriations Ordinance are hereby appropriated for the purposes set forth therein, subject to the authority granted in Chapter 7, Article V of the Municipal Code of the Village of Arlington Heights to effectuate revisions, transfers within any fund, and emergency expenditures.

SECTION THREE: Any unexpended balance of any item or items of any general budget item in this budget may be expended in making up any insufficiency in any item or items in the same general budget and for the same general budget and for the same general purpose.

SECTION FOUR: If any section, line or portion of any provision of this Ordinance is, for any reason, held by a court of competent jurisdiction to be invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance.

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

AYES:

NAYS:

PASSED AND APPROVED THIS 2nd day of December, 2024.

Village President

ATTEST:

Village Clerk

EXHIBIT A

Proposed 2025 Budget

**Previously distributed
and available on the
Village website:**

www.vah.com

EXHIBIT B

ALL FUNDS SUMMARY

2025 PROPOSED BUDGET

FUND	REVENUES	2022 Actual	2023 Actual	2024 Est. Actual	2024 Budget	2025 Budget	\$ Change	% Change
101	GENERAL	92,418,074	90,457,318	90,966,700	89,534,700	92,901,300	3,366,600	3.8%
211	MOTOR FUEL TAX	4,735,653	3,426,105	3,350,000	3,100,000	3,350,000	250,000	8.1%
215	CDBG	428,167	365,031	448,000	498,900	380,700	(118,200)	(23.7%)
217	AFFORDABLE HOUSING FUND	96,021	146,300	129,000	129,000	129,000	0	0.0%
225	ZERO INTEREST LOAN FUND	126,772	487,174	402,000	402,000	402,000	0	0.0%
227	FOREIGN FIRE INSURANCE TAX	187,328	218,376	147,000	147,500	147,500	0	0.0%
231	CRIMINAL INVESTIGATIONS	372,730	593,746	175,000	131,000	150,000	19,000	14.5%
235	MUNICIPAL PARKING	1,381,980	1,345,073	3,336,600	3,130,600	1,258,100	(1,872,500)	(59.8%)
263	TIF IV	577,977	710,486	670,000	691,800	670,000	(21,800)	(3.2%)
264	TIF V	1,235,648	1,323,612	1,715,000	1,158,000	1,715,000	557,000	48.1%
266	HICKORY/KENSINGTON TIF	870,847	1,066,776	1,170,000	939,400	1,170,000	230,600	24.5%
267	S AH RD TIF	815,809	810,846	687,000	407,000	350,000	(57,000)	(14.0%)
301	DEBT SERVICE	7,365,019	7,519,537	7,338,200	7,338,200	7,337,700	(500)	(0.0%)
401	CAPITAL PROJECTS	10,208,378	10,686,312	30,482,000	27,510,000	10,222,000	(17,288,000)	(62.8%)
426	STORM WATER CONTROL	2,469,979	2,055,354	2,205,400	2,360,400	4,030,400	1,670,000	70.8%
505	WATER & SEWER	28,209,881	24,324,808	26,386,300	29,917,000	25,931,500	(3,985,500)	(13.3%)
506	LEAD SERVICE LINE REPLACEMENT	3,055,489	6,673,059	11,880,000	11,880,000	5,192,500	(6,687,500)	(56.3%)
511	SOLID WASTE DISPOSAL	2,014,455	2,143,058	2,059,500	2,057,000	2,057,000	0	0.0%
515	ARTS, ENTERTAINMENT & EVENTS	1,159,533	1,243,024	1,417,500	1,233,900	1,282,100	48,200	3.9%
605	HEALTH INSURANCE	15,043,027	15,554,384	16,116,100	16,148,700	17,967,900	1,819,200	11.3%
611	GENERAL LIABILITY INSURANCE	669,541	1,963,150	830,000	810,000	717,000	(93,000)	(11.5%)
615	WORKERS' COMPENSATION	2,792,637	2,857,603	2,848,400	2,802,400	2,907,000	104,600	3.7%
621	FLEET OPERATIONS	8,678,718	5,129,682	4,724,000	4,724,000	5,596,200	872,200	18.5%
625	TECHNOLOGY	2,407,895	2,621,110	2,555,500	2,555,500	2,489,500	(66,000)	(2.6%)
705	POLICE PENSION	(15,107,736)	30,031,450	10,990,000	9,926,000	10,597,000	671,000	6.8%
711	FIRE PENSION	(13,177,562)	25,310,844	11,911,000	10,491,000	11,456,000	965,000	9.2%
TOTAL REVENUES		159,036,263	239,064,217	234,940,200	230,024,000	210,407,400	(19,616,600)	(8.5%)

FUND	EXPENDITURES	2022 Actual	2023 Actual	2024 Est. Actual	2024 Budget	2025 Budget	\$ Change	% Change
101	GENERAL	90,557,446	88,820,889	87,290,700	88,834,458	92,901,300	4,066,842	4.6%
211	MOTOR FUEL TAX	2,689,659	4,223,483	5,049,700	5,049,730	3,923,700	(1,126,030)	(22.3%)
215	CDBG	428,167	365,031	448,000	602,256	380,700	(221,556)	(36.8%)
217	AFFORDABLE HOUSING FUND	0	0	25,000	25,000	30,000	5,000	20.0%
225	ZERO INTEREST LOAN FUND	0	44,965	48,700	322,200	449,500	127,300	39.5%
227	FOREIGN FIRE INSURANCE TAX	164,801	243,034	250,000	259,647	350,000	90,353	34.8%
231	CRIMINAL INVESTIGATIONS	177,243	433,547	214,900	286,954	376,900	89,946	31.3%
235	MUNICIPAL PARKING	1,197,138	2,605,210	1,670,400	2,143,944	2,212,900	68,956	3.2%
263	TIF IV	95,541	23,593	50,000	3,514,313	3,350,000	(164,313)	(4.7%)
264	TIF V	1,371,836	1,482,579	1,786,500	2,588,143	1,927,600	(660,543)	(25.5%)
266	HICKORY/KENSINGTON TIF	15,000	975,450	2,130,000	3,776,301	2,505,000	(1,271,301)	(33.7%)
267	S AH RD TIF	107,199	69,364	1,196,200	1,240,174	1,240,000	(174)	(0.0%)
301	DEBT SERVICE	7,481,782	7,192,104	7,190,800	7,190,800	7,191,200	400	0.0%
401	CAPITAL PROJECTS	10,800,355	8,119,454	31,188,600	40,569,431	17,617,700	(22,951,731)	(56.6%)
426	STORM WATER CONTROL	3,947,624	1,844,922	4,475,200	6,292,176	5,620,700	(671,476)	(10.7%)
505	WATER & SEWER	18,530,514	18,616,468	30,529,000	33,346,374	30,042,700	(3,303,674)	(9.9%)
506	LEAD SERVICE LINE REPLACEMENT	0	570,812	3,000,000	3,602,872	4,500,000	897,128	24.9%
511	SOLID WASTE DISPOSAL	2,159,483	2,330,568	2,805,300	2,805,300	2,251,400	(553,900)	(19.7%)
515	ARTS, ENTERTAINMENT & EVENTS	947,630	1,270,552	1,368,900	1,393,000	1,252,500	(140,500)	(10.1%)
605	HEALTH INSURANCE	14,959,478	16,382,832	15,703,200	16,039,100	17,453,700	1,414,600	8.8%
611	GENERAL LIABILITY INSURANCE	564,247	468,282	682,000	682,000	693,600	11,600	1.7%
615	WORKERS' COMPENSATION	2,485,209	2,636,556	2,638,900	3,232,800	3,047,300	(185,500)	(5.7%)
621	FLEET OPERATIONS	4,464,252	4,124,035	11,507,200	11,572,118	8,561,500	(3,010,618)	(26.0%)
625	TECHNOLOGY	2,600,355	3,225,114	3,780,600	3,866,177	2,644,500	(1,221,677)	(31.6%)
705	POLICE PENSION	10,706,296	10,915,732	11,298,500	11,298,500	11,951,100	652,600	5.8%
711	FIRE PENSION	8,705,182	9,006,099	9,230,600	9,230,600	9,779,000	548,400	5.9%
TOTAL EXPENDITURES		185,156,436	185,990,674	235,558,900	259,764,367	232,254,500	(27,509,867)	(10.6%)



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
12/2/2024

Item: Chapter 28 Text Amendments - Permitted Use Table - PC#24-016

Department: Planning & Community Development

Item Description:

The Plan Commission has recommended a set of amendments to Chapter 28 Zoning Regulations of the Municipal Code. This includes Section 3, Definitions; Section 5.5-1 Permitted Use Table; and Section 10, Off Street Parking and Loading. The amendments address several conflicts between terms used between these sections of the Zoning Regulations, ensuring the same land use terms are used consistently throughout Chapter 28.

A public hearing was held by the Plan Commission on October 23, 2024, where Commissioner Drost moved and Commissioner Green seconded:

A motion to recommend to the Village Board of Trustees, approval of PC#24-016, Amendments to Chapter 28, Section 3, Section 5.5-1, and Section 10.

Roll Call Vote: Commissioners Drost, Ennes, Green, Jensen, Lorenzini, Sigalos, and Chair Cherwin voted in favor. Motion carried.

ATTACHMENTS:

1. Staff Memo_VB_11.25.24
2. Chapter 28 Definitions Amendments 11.25.24
3. Chapter 28 Permitted Use Table Amendments 11.25.24
4. Chapter 28 Parking Code Amendments 11.25.2024
5. 10-23-24 PC Minutes - DRAFT
6. Ordinance Review Committee Minutes 10-17-2024 - Permitted Use Table, Definitions, Parking



VILLAGE OF ARLINGTON HEIGHTS

INC. 1887

Date: November 19, 2024

To: Village Board

From: Michael Lysicatos, Assistant Director of Planning & Community Development

Attachments: 1) Draft Final Amendments to Chapter 28, Sections 3, 5.5-1, & 10
2) Plan Commission Meeting Minutes – 10/23/2024

Memorandum Proposed Chapter 28 Amendments

Purpose

The Plan Commission has recommended a set of amendments to Chapter 28 Zoning Regulations of the Municipal Code. This includes Section 3, Definitions; Section 5.5-1 Permitted Use Table; and Section 10, Off Street Parking and Loading. The amendments address several conflicts between terms used between these sections of the Zoning Regulations, ensuring the same land use terms are used consistently throughout Chapter 28.

Staff review the permitted use table sections to determine if land uses could be consolidated into a broader category such as music conservatories and art galleries into Schools, Arts and Health. Uses were also eliminated if they were no longer applicable such as Auction Rooms. Lastly, new uses were added or existing ones modified to clarify the intention or the zone that use would be allowed. Before finalizing any recommendations uses were cross-referenced with existing business licenses to ensure the changes would not create new non-conforming uses.

The definitions section was updated to include land use categories that were missing, modified, or added to the permitted used table. Additional definitions were changed to provide clarify the intended use within the zones they are to be permitted.

The parking section was updated to match the updated terms in the permitted use table and parking section with existing and updated parking requirements. Additional text amendments are proposed to clarify parking standards and provisions when practically applied. These amendments clarify requirements for the public and allow staff to efficiently and consistently review parking requirements such as driveway widening, calculation parking need and allowing for flexibility in green infrastructure strategies

The Plan Commission held a public hearing on October 23, 2024 to review the proposed text amendments. The Plan Commission recommended approval of the amendments through a unanimous vote. The code amendment shows all the final recommended amendments highlighted in yellow with red text. Any text amendments that were altered from the Plan Commission recommendation show the original version in gray highlight and the final recommendation in yellow.

(Ord. #17-027, #18-010, #18-020, #19-030, #2021-038, #2022-035, #2022-058)

Section 28-3 - Definitions.

For the purposes of this Chapter, the following words shall have the meanings set forth in this Section:

1. **Accessory Structure.** An accessory structure is one which meets all of the following criteria:
 - a. Is subordinate to and serves a principal building;
 - b. Is subordinate in area, extent, or purpose to the principal building served;
 - c. Contributes to the comfort, convenience or necessity of occupants of the principal building; and
 - d. Is located in the rear yard and on the same zoning lot as the principal building served, except as otherwise indicated in this Code.
2. **Acupuncture.** A medical practice or procedure that treats illness or provides local anesthesia by the insertion of needles at specified sites on the body.
3. **Adult Business.** Any or all of the following businesses:
 - a. **Adult Bookstore**—A business establishment having a substantial or significant portion of its stock in trade, books, magazines, films for sale, rent or other distribution, and other periodicals which are distinguished or characterized by their emphasis on matter depicting, describing or relating to "Specified Sexual Activities" or "Specified Anatomical Areas."
 - b. **Adult Live Entertainment Establishment**—A nightclub, theater, or other business establishment, which permits live performances by topless and/or bottomless dancers, gogo dancers, strippers or similar entertainers, where such performances are distinguished or characterized by an emphasis on "Specified Sexual Activities" or "Specified Anatomical Areas."
 - c. **Adult Theater**—A business establishment in an enclosed building that as a substantial or significant portion of its business regularly features for presentation films, motion pictures, video or audio cassettes, slides, or other visual representation or recordings of any kind that are distinguished or characterized by an emphasis on the exposure, depiction or description of "Specified Anatomical Areas" or the conduct or simulation of "Specified Sexual Activities."
4. **Adult Use Cannabis Business Establishments.** Adult use cannabis businesses, including, but not limited to: Adult use cannabis cultivation centers, adult use cannabis dispensaries, cannabis craft growers, cannabis infusers, and cannabis processors.

5. Adult Use Cannabis Cultivation Centers. A facility operated by an organization or business that is licensed by the Department of Agriculture to cultivate, process, transport, and perform other necessary activities to provide cannabis and cannabis-infused products to adult use cannabis business establishments.
6. Adult Use Cannabis Dispensary. A facility operated by an organization or business that is registered by the Illinois Department of Financial and Professional Regulation to acquire cannabis from a cannabis cultivation center, cannabis craft grower, cannabis processor, or another cannabis dispensary for the purpose of selling or dispensing cannabis, cannabis-infused products, cannabis seeds, paraphernalia, or related supplies for recreational, non-medicinal purposes to purchasers other than registered qualifying patients under the Illinois compassionate use of medical cannabis program act (410 ILCS 130/1 et seq.).
7. Alley. A public or private thoroughfare not more than 30 feet wide which affords only a secondary. of access to abutting property.

8. Amusement Facility. A facility that provides indoor activities for kids or adults including video arcades, games or other recreational type amusements such as play equipment, trampolines, laser tag, etc. Large facilities are 5,000 square feet or larger; small facilities are less than 5,000 square feet.

Amusement Facility. A commercial establishment providing indoor activities for kids or adults including video arcades, games or other recreational type amusements such as play equipment, trampolines, laser tag, etc. Large facilities are 5,000 square feet or larger; small facilities are less than 5,000 square feet.

9. Animal Hospital. A place where animals are given medical or surgical treatment and the boarding of animals is limited to short term care incidental to the hospital use.
10. Antenna Structure. Any structure, mast, pole, tripod or tower utilized for the purpose of either transmission or reception purposes, or both:
 - a. A commercial antenna is any antenna structure that is intended for transmitting or receiving television, radio or telephone communications, excluding those used exclusively for dispatch communication.
 - b. A non-commercial antenna is any antenna that is used for private radio and/or television reception, for licensed amateur operators, citizens band facilities, and governmental and non-profit organizations.
11. Apartment. A room or suite of rooms in a multiple-family structure, which is arranged, designed, used or intended to be used as a single housekeeping unit and which includes permanently installed complete kitchen and bathroom facilities in each apartment.
12. Automobile Repair.
 - a. Major repair is work that is of a significant nature, such as engine rebuilding or major reconditioning of worn or damaged motor vehicles or trailers; collision service, including body, frame or fender straightening or repair; and overall painting of vehicles.

- b. Minor repair is work that is not of a significant nature, including incidental repairs, replacement of parts, and motor service to motor vehicles, but not including any operation specified as major repair in paragraph a above.
13. Automobile Service Station. Any building or premises used for dispensing, sale or offering for sale at retail to the public, gasoline stored only in underground tanks, kerosene, lubricating oil or grease for the operation of automobiles and including the sale and installation of tires, batteries and other minor accessories and service for automobiles, but not including major automobile repairs; and including washing of automobiles where no production line methods are employed.
14. Awning. A roof like shelter extended over a doorway or window, which is supported entirely from the exterior wall of the building and provides protection from the weather.
15. Basement. A story having all or part of its height below grade.
16. Banquet Halls. A commercial establishment or portion of a building which is rented or contracted by individuals or groups to accommodate functions including, but not limited to, banquets, weddings, and other similar events. Such a use must include: 1) kitchen facilities; and/or 2) the sale or consumption of alcoholic beverages for on-premises consumption during scheduled events.
- Banquet Halls - A commercial establishment, including one which operates in a portion of a building, which is rented or contracted by individuals or groups to accommodate functions including, but not limited to, banquets, weddings, and other similar events, and that must include: 1) kitchen facilities or 2) the sale or consumption of alcoholic beverages for on-premises consumption during scheduled events.
17. Block. A tract of land bounded by streets or, in lieu of streets, by public parks, cemeteries, railroad rights-of-way, lines of waterways, or a corporate boundary line of the Village.
18. Brewery. A place that manufactures beer and is licensed as such by the State of Illinois.
19. Brew pub. A restaurant that includes a brewery as an accessory use and is licensed as a brew pub by the State of Illinois.
20. Buildable Area. The space remaining on a zoning lot after the minimum open space requirements of this Code have been complied with.
21. Building. Any structure with substantial walls and roof securely affixed to the land and entirely separated on all sides from any other structure by space or by walls in which there are no communicating doors, windows or openings; and which is designed or intended for the shelter, enclosure or protection of persons, animals or chattels. Any structure with interior areas not normally accessible for human use, such as oil tanks, water tanks, and other similar structures, are not considered as buildings.

22. **Building Height.** The vertical distance measured from the sidewalk level or its equivalent established grade opposite the middle of the front of the building to the highest point of the roof in the case of a flat roof; to the deck line of a mansard roof; and to the mean height level between eaves and ridge of a gable, hip or gambrel roof; provided that where buildings are set back from the street line, the height of a building may be measured from the average elevation of the finished lot grade at the front of the building.
23. **Building Line.** The line nearest the front of and across a zoning lot, establishing the minimum open space to be provided between the front line of a building or structure and the street right-of-way line.
24. **Building Lot Coverage.** The area of a zoning lot occupied by the principal building or buildings and accessory buildings.
25. **Bulk.** The three-dimensional space within which a structure is permitted to be built on a lot and which is defined by maximum height regulations, yard setbacks, and sky exposure plane regulations.
26. **Business Establishment.** A separate place of business having the following three characteristics:
 - a. The ownership and management of all operations conducted within such establishment are separate and distinct from the ownership and management of operations conducted within other establishments on the same or adjacent zoning lots.
 - b. Direct public access to such "business establishment" is separate and distinct from direct access to any other "business establishment."
 - c. There is no direct public access from within such establishment to any other such establishment.

Where adjacent places of business lack any one of the above-listed characteristics with respect to one another, they shall then be considered as a single business establishment for the purposes of this Chapter.

27. **Camper Trailer (Pop-up).** A partially collapsible structure designed to provide temporary living quarters primarily for recreational use, constructed with integral wheels to make it mobile and/or towable by motor vehicle.
28. **"Cannabis"** has the meaning set forth in the Illinois Cannabis Regulation and Tax Act.
29. **Cannabis Craft Grower.** A facility operated by an organization or business that is licensed by the Department of Agriculture to cultivate, dry, cure, and package small quantities of cannabis and perform other necessary activities to make small quantities of cannabis available for sale at an adult use or medicinal cannabis dispensary or use at a cannabis processor or infuser.
30. **Cannabis Infuser.** A facility operated by an organization or business that is licensed by the Department of Agriculture to directly incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis-infused product.
31. **Cannabis Processor.** A facility operated by an organization or business that is licensed by the Department of Agriculture to either extract constituent chemicals or compounds to produce cannabis concentrate or incorporate

cannabis or cannabis concentrate into a product formulation to produce a cannabis product.

32. Cannabis Transporter. An organization or business that is licensed by the Department of Agriculture to transport cannabis on behalf of a cannabis business establishment or a community college licensed under the Community College Cannabis Vocational Training Pilot Program.
33. Canopy. A structure other than an awning with a frame, which is wholly or partially supported by columns, poles or braces extending from the ground.
34. Care Facility. A facility providing care to individuals. There are three primary types of care facilities:
 - a. Ambulatory—A facility which provides care to individuals without hospitalization or other institutionalization.
 - b. Extended Care or Skilled Nursing Home—A facility or part of a facility which is licensed or approved to provide health care under medical supervision for 24 or more consecutive hours to two or more patients.
 - c. Intermediate—A facility which provides, on a regular basis, health-related care and services to individuals who do not require the degree of care and treatment which a hospital or skilled nursing facility is designated to provide but who, because of their mental or physical condition, require care and services which can be made available to them only through institutional facilities such as these.
35. Catering Establishments. A facility whose primary purpose is to provide food, generally in large quantities, for banquets or for special events which are held off the premises not including a carry-out restaurant or a sit-down restaurant.
36. Cemeteries / Mausoleums. Land or structures used or intended to be used for the burial of the dead.

Cemeteries / Mausoleums. Land or structures used for the burial of deceased persons.

37. Commercial Recreation Facilities. Physical recreation establishments such as tennis or racquet clubs or gymnasiums or fitness facilities.
38. Commercial School. A school which principally offers, for profit, specific courses of instruction in business, trade, industry or other trained skills, but does not offer academic instruction equivalent to the standards prescribed by the School Code of Illinois.
39. Community Center. A building for recreational, educational, or entertainment purposes.

40. Community Residence. A group home or specialized residential care home serving persons with disabilities which is licensed, certified, or accredited by appropriate local, state or national bodies. A community residence is deemed small when the number of unrelated disabled persons living in the residence is less than five and deemed large when the number of unrelated disabled persons living in the residence is between five and eight.

Community Residence does not include a residence which serves persons as an alternative to incarceration for a criminal offense, or persons whose primary reason is substance abuse.

41. Compassionate Use of Medical Cannabis Program Act. The Illinois Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/1 et seq.
42. Conference Room/Meeting Hall. A facility with space available for lease by private parties primarily for meetings.
43. Construction Yard. An establishment with space used for bulk storage of landscape and building material, heavy construction equipment and machinery, and which may include the provision of services, the fabrication of building related products, the operating of machinery, and the construction yard's business office.
44. Contractor's Design Showroom. A room or group of rooms used for conducting administrative, clerical and general office affairs, which includes a design showroom but does not include on-site storage of contractor's vehicles, equipment and materials.
45. Contractor's Office. A room or group of rooms used for conducting administrative, clerical and general office affairs but not including design showrooms or any on-site storage of contractor's vehicles, equipment and materials.
46. Contractor's Shop. An establishment used for conducting administrative, clerical and general office (business) affairs, indoor repair, maintenance and/or storage of a contractor's vehicles, equipment and materials, and may include the contractor's business office and may include a design showroom.
47. Convenience Store. A small retail establishment solely for the purpose of selling food, tobacco, periodicals, beverages, and other household items, in limited size and produce choices with the intent of quick service. Reheating and/or selling of already prepared/prepackaged food for consumption off the premises does not make a convenience store a restaurant.
48. Court. An open area unobstructed from the ground to the sky. An inner court is bounded on more than three sides by the exterior walls of one or more buildings. An outer court is bounded on not more than three sides by the exterior walls of one or more buildings.
49. Cultivation Center. "Cultivation Center" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
50. Curb Level. The level of the established curb in front of the building measured at the center of such front. Where a building faces on more than one street, the "curb level" shall be the average of the levels of the curbs at the center of the front of each street. Where no curb elevation has been established, the mean level of the land immediately adjacent to the building shall be considered the "curb level."
51. Day Care Center. Any institution or place in which are received three or more children, apart from their parents or guardian, under the age of six years, for care during part or all of a day between 6:00 a.m. and 9:00 p.m. The term is further construed to include similar units operating under any other name whatsoever with or without stated educational purposes.

This definition does not include "Group Care Home," "Group Day Care Home," "Foster Family Home," "Centers for Mental Retarded," licensed by the State of Illinois, bona fide kindergartens or "Day Nursery Schools," established in connection with grade schools supervised or operated by a private or public Board of Education or approved by the State Department of Public Instruction.

52. Day Care Facility. Any facility operated for the purpose of providing care, protection and guidance to more than eight adults during only part of a 24-hour day. This term excludes public and private educational facilities or any facility offering care to individuals for a full 24-hour period.
53. Day Care Home. A day care home means a family home which receives more than three up to a maximum of 12 children for less than 24 hours per day. The number counted includes the family's natural or adopted children and all other persons under the age of 12. The term does not include facilities which receive only children from a single household.
54. Deck. A raised platform over 16" above grade directly attached to the principal building. The height of any deck shall not exceed the height of the first full story above grade.
55. Debilitating Medical Condition. "Debilitating Medical Condition" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
56. Dispensing Organization. "Dispensing Organization" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
57. Dispensing Organization Agent. "Dispensing Organization Agent" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
58. Dormitory. A building or portion thereof, which contains living quarters for students, staff or members of an accredited college, university, boarding school, theological school, hospital, religious order or comparable organization; provided that the building is owned and managed by the organization and contains common cooking and eating areas.
59. Drive-Through Facility. A facility, establishment, or portion thereof, such as a bank or restaurant, that is designed, intended or used for transacting business with customers who remain in their vehicles.
60. Driveway. A private motor vehicle access way between the roadway and a parking area within a lot. A Shared Driveway is a private roadway providing access from a street to two or more dwellings on the same lot.
61. Dwelling. A building or portion thereof, designed or used exclusively for residential occupancy, including one family dwelling units, two-family dwelling units, and multiple-family dwelling units, but not including hotels or motels. Kitchens and bathrooms must be permanently installed. An Attached Dwelling is one which is joined to another dwelling or dwellings at one or more sides by a party wall or walls and designed exclusively for the occupancy by one family. A detached dwelling is one which is entirely surrounded by open space on the same lot designed exclusively for occupancy by one family. There may be one family dwellings, two family dwellings or multiple-family dwellings. a multiple family dwelling consists of a building or portion thereof

designed or altered for occupancy by three or more families living in individual apartments with separate kitchen and bath facilities for each apartment.

62. Dwelling Unit. One or more rooms in a dwelling designed for occupancy by one family for living purposes and having its own permanently installed cooking and sanitary facilities. An efficiency dwelling unit is one which consists of not more than one habitable room together with kitchen or kitchenette and sanitary facilities.
63. Earth Station. Any disc antenna with an essentially solid surface, whether flat, concave, or parabolic, which is designed for receiving television, radio, or data microwave signals from satellites. There are two kinds of earth stations:
 - a. Commercial Earth Station is any earth station used in conjunction with communication facilities for use in commerce or industry.
 - b. Non-Commercial Earth Station is any earth station used for private radio and television reception only.
64. Floor Area (for determining off-street parking and loading requirements). The sum of the gross horizontal areas of the several floors of the building, or portion thereof, devoted to such use, measured from the exterior faces of the exterior walls or from the center line of walls separating two buildings.
65. Floor Area (for determining compliance with dwelling standards). The floor area shall be measured from the interior walls, excluding utility rooms, cellars, basements, open porches, breezeways, garages, and other spaces that are not used frequently or during extended periods of living, eating or sleeping purposes. Enclosed spaces intended for habitable rooms which are to be completed within a reasonable time may be considered in computing such floor area.
66. Floor Area Ratio (F.A.R.). The total floor area of the building or buildings on that zoning lot divided by the area of such zoning lot, or in the case of planned unit developments, by the net site area. F.A.R. is measured from the exterior faces of the exterior walls or from the centerline of walls separating buildings.

For determining floor area ratio, the floor area of a building is the sum of the gross horizontal areas of the several floors of the building measured from the exterior faces of the exterior walls or from the centerline of walls separating two buildings.

The "Floor Area" of a building shall include basement floor area when more than one-half of the basement height is above the established curb level or above the finished lot grade level where curb level has not been established; that floor area of attached and/or detached garage in excess of 400 square feet for a single-family residential unit; elevator shafts and stairwells at each floor; floor space used for mechanical equipment, open or enclosed, located on the roof; penthouses; attic or volume space having headroom of seven feet or more; interior balconies and mezzanines; and enclosed porches, and floor area devoted to accessory uses. However, any space, except a single-family attached or detached garage, that is devoted to off-street parking or loading shall not be included in "Floor Area."

In determining the floor area ratio for lots having detached garages, 100 percent of the total floor area of the detached garage shall be excluded from the FAR

calculation if there are no other garages on site, if the structure is architecturally compatible with the principal dwelling unit, and if 50 percent or more of the existing homes that both front on the same side of the street and are contained between two adjacent streets which intersect that street also have detached garages.

- 67. Food Store. A place of business where food such as meats, dairy products, frozen foods, produce, and dry goods are sold for retail trade.
- 68. Foot Massage. A place of business which provides any method of pressure on or friction against or stroking, kneading, rubbing, tapping, pounding, vibrating or stimulating the external soft parts of the foot, ankle and lower leg below the knee only, to be performed in an open space as opposed to individual rooms.
- 69. Frontage. All the property on one side of a street between two intersecting streets (crossing or terminating) measured along the line of the street, or if the street is dead-ended, then all property abutting on one side between an intersecting street and the dead-end of the street.

70. Funeral Parlor. A commercial establishment where ceremonies are held in connection with embalming or burial of deceased person.

Funeral Parlor – A commercial establishment at which preparations are made, and ceremonies are held, in connection with embalming, cremation, or burial of deceased persons.

- 71. Garage. A building or structure or part thereof used or intended to be used for the parking and storage of vehicles.
- 72. Garage, Private Customer and Employee. A structure (above or below ground) which is accessory to a commercial, institutional or manufacturing establishment, building or use utilized for the parking and storage of vehicles operated by the customers, visitors, and employees of such building.
- 73. Garden Center. A place of business where plants, nursery products, fertilizers, potting soil, tools, and garden utensils are sold to the customer.
- 74. Gazebo or Pergola. An accessory building that is a detached, covered, freestanding, open air structure.
- 75. Geothermal Energy System. A renewable energy system using equipment that circulates relatively constant ground temperatures throughout buildings using an underground based piping system and a heat pump.
- 76. Grade. The degree of rise or descent of a sloping surface.
 - a. For buildings having walls adjoining one street only, the elevation of the sidewalk at the center of the wall adjoining the street.
 - b. For buildings having walls adjoining more than one street, the average of the elevation of the sidewalk at the center of all walls adjoining street.
 - c. For buildings having no wall adjoining the street, the average level of the finished surface of the ground adjacent to the exterior walls of the building.

Any wall approximately parallel to and not more than five feet from a street line shall be considered as adjoining the street. Where no sidewalk exists, the grade shall be established by the Village Engineer.

~~77. Health Clubs. A facility designed for the major purpose of physical fitness or weight reducing which includes, but is not limited to, such equipment as weight resistance machines, whirlpools, saunas, showers, and lockers. This shall not include municipal or privately owned recreation buildings.~~
A commercial facility designed for the major purpose of physical sports and fitness or weight reducing which includes, but is not limited to, such equipment as weight resistance machines, whirlpools, saunas, showers, and lockers. This use may include large rooms equipped for physical exercise or sports clubs such as tennis or racquet clubs. This shall not include owned recreation buildings.

Health Clubs. A commercial establishment designed for the purpose of physical sports and fitness, which includes, but is not limited to, equipment such as weight resistance machines, whirlpools, saunas, showers, and lockers. Health clubs may include large rooms equipped for physical exercise or sports clubs such as tennis or racquet clubs. "Health Clubs" does not include government owned recreation facilities.

- 78. Home Occupation. A use of a dwelling unit carried on by members of the immediate family residing on the premises.
- 79. Hospital/Health Care Facility. An institution providing primary health services and medical or surgical care to persons, primarily as in-patients suffering from illness, disease, injury, and other physical or mental conditions and including as an integral part of the institution, related facilities such as laboratories, out-patient facilities or training facilities.
- 80. Hotel. A building primarily designed for transient occupancy containing lodging rooms or suites accessible from a common hall or entrance, providing living, sleeping and bathroom facilities. A central kitchen, meeting rooms, dining rooms and recreation rooms may also be provided.
- 81. Impervious Surface Coverage. Any hard-surfaced, man-made area that does not readily absorb or retain water, including but not limited to buildings, patios, paved parking and driveway areas, walkways, sidewalks and paved recreation areas (e.g. basketball court, tennis court, swimming pool).
- 82. Incidental Use. A use which is associated with and subordinate to the principal permitted use.
- 83. Institution, Residential. A housing facility owned, managed, supervised or controlled by an organization such as a place of worship, public school, hospital, intermediate care facility or municipal owned or operated building. Such housing facility shall be used for dwelling purposes only and be limited to members of, or persons under the supervision or control of the institutional organization such as, but not limited to, elderly, students, clergy, and disabled.
- 84. Kennel. Any lot or premises or portion thereof on which more than four dogs, cats, and other household domestic animals, over four months of age, are kept, or on which more than two such animals are boarded for compensation or kept for sale.

85. **Library, Museum or Other Similar Building.** A commercial building that is used for exhibitions such as aquariums, arboretums, art, botanical gardens, historic sites and exhibits, planetariums, and libraries.

Library, Museum or Other Similar Building – A commercial establishment used as a planetarium, library, or for exhibitions such as aquariums, arboretums, art, botanical gardens, historic sites and exhibits.

86. **Lodging Room.** A room rented in a facility having three or more rented rooms as sleeping and living quarters, but without cooking facilities and which may have individual bathrooms. In a suite of rooms without cooking facilities, each room which provides sleeping accommodations shall be counted as one "lodging room" for the purposes of this Code.
87. **Lot.** A designated parcel, tract or area of land established by plat, subdivision or as otherwise permitted by law, to be used, developed or built upon as a unit. The following are the different types of lots:
- a. **Corner Lot.** A parcel of land situated at the intersection of two or more streets or adjoining a curved street at the end of a block.
 - b. **Reversed Corner Lot.** A corner lot, the rear of which abuts upon the side of another lot.
 - c. **Double Frontage Lot.** A lot having frontage on two non-intersecting streets.
 - d. **Flag Lot.** A substandard lot of record that does not have its full "frontage" abutting a street. The lot width shall be measured at the required setback line for the building.
 - e. **Interior Lot.** A lot other than a corner or reversed corner lot.
 - f. **Substandard Lot of Record.** Any lot lawfully existing at the time of adoption or amendment of this Zoning Code that is not in conformance with the dimensional and/or area provisions of this Zoning Code.
 - g. **Through Lot.** A lot having frontage on two parallel or approximately parallel streets but which is not a corner lot.
 - h. **Zoning Lot.** A tract of land which is designated or required as a tract to be used to attain compliance with the regulations of the zoning district in which it is located, or developed or built upon as a unit, under single ownership or control. A "zoning lot" may or may not coincide with a lot of record.
88. **Lot Area.** The area bounded by the lot lines, the right-of-way line of any street adjoining the lot, and the centerline of the right-of-way of any private access road adjoining the lot. For the purpose of determining the lot area per dwelling unit, the total lot area shall be measured with the exclusion of land in the public or private streets right-of-way and land dedicated for park or school purposes.
89. **Lot Depth.** The mean horizontal distance between the front and rear lot lines measured within the lot boundaries.
90. **Lot Frontage.** The frontage of a lot shall be that boundary of a lot along a public street excluding lot access areas.

91. Lot Width. The horizontal distance between the side lot lines measured at right angles to the lot depth at the established front building line.
92. Manufacturing. The mechanical or chemical transformation of materials or substances into new products including the assembling of components, parts, the manufacturing of products and the blending of materials.
93. Marquee or Canopy. A roof-like structure of a permanent nature that projects from the wall of a building and overhangs the public way.
94. Massage/Accu-Pressure Establishment. A place of business which provides any method of pressure on or friction against or stroking, kneading, rubbing, tapping, pounding, vibrating, or stimulating of the external soft parts of the body with the hands or with the aid of any mechanical or electrical apparatus or appliance, with or without rubbing alcohol, liniments, antiseptics, oils, powder, creams, lotions, ointments, or other similar preparations used in this practice, under such circumstance that it is reasonably expected that the person to whom treatment is provided, or some third party on such person's behalf, will pay money or give other consideration or any gratuity therefore.
95. Medical or Dental Laboratory. A place of business devoted to the testing and analysis for the medical profession or to the preparation of dentures and similar items for dental preparation.
96. Medical Cannabis Infused Product. "Medical Cannabis Infused Product" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
97. Microbrewery. A brewery that produces no more than 930,000 gallons of beer per year and which is licensed as a Class 1 brewer by the State of Illinois.
98. Motel. A building or buildings designed for transient occupancy containing lodging rooms or suites accessible through a common hall or separate outside entrances, providing living, sleeping, and bathroom facilities. No room shall be equipped with kitchen facilities.
99. Motor Home. A portable dwelling designed and constructed as an integral part of a self-propelled vehicle.
100. Nameplate. A sign indicating the name and/or address of a building, or the name of an occupant thereof and/or the practice of a permitted occupation therein.
101. Non-Conforming Building. A building or structure, or portion thereof, lawfully existing at the time of the adoption of this Code, which was designed, erected or structurally altered for a use that does not conform to the use regulations of the district in which it is located.
102. Non-Conforming Use. A use which lawfully occupied a building or land at the time of adoption of this Code but which no longer conforms with the use regulations or the district in which it is located.
103. Nursing Home. An extended or intermediate care facility licensed or approved to provide fulltime convalescent or chronic care to individuals who by reason of advanced age, chronic illness or infirmity are unable to care for themselves.
104. Off-Street Loading Space. An open, hard-surfaced area of land other than a street or a public way, the principal use of which is for the standing, loading

- and unloading of motor trucks, tractors and trailers to avoid undue interference with the public use of streets and alleys.
105. Office, Medical or Dental. The office of a member of the medical or dental profession requiring licensing by the State and maintenance of professional standards applicable to the field for which services are provided on an out-patient basis.
 106. Office, Non-Medical and Non-Dental. A use or structure other than a medical use where business or professional activities are conducted and/or business or professional services are made available to the public, including, but not limited to, tax preparation, accounting, architecture, legal services, real estate and securities brokering, and professional consulting services. "Office" shall not include any use that is otherwise listed specifically in a zoning district as a permitted or special use.
 107. Overlay Zoning District. An overlay-zoning district is a mapped area with restrictions beyond those in the underlying zoning. An overlay district is used to achieve planning objectives, which may not be achieved through the underlying zoning. Where conflicts arise between the overlay district and the underlying zoning, the overlay district restrictions apply.
 108. Parcel Delivery and Pick-Up Service. An establishment where parcels, not exceeding 120 inches in length or girth and not exceeding 125 pounds, are being received for the shipment and delivery to other destinations or are available for pick-up after arriving from other locations.
 109. Parking Area. An open or covered, hard-surfaced area, other than street, alley or public right-of-way, used for the parking of vehicles.
 - a. A private parking area is for private vehicles only, of occupants of the building or buildings for which the parking area is developed and is accessory.
 - b. A public parking area is for the storage of vehicles of occupants of the building or buildings for which the parking area is developed and is accessory.
 110. Patio. A level landscaped and/or surfaced area.
 111. Pawn Shop/Cash Converter Facility. A building or use, the principal purpose of which is the lending of money on deposit or pledge of personal property, or dealing in the purchase of personal property on condition of selling the same back at a stipulated price.
 112. Personal Trainer. A physical fitness trainer who provides individual fitness counseling.
 113. Pervious Surface. A surface that presents an opportunity for precipitation to infiltrate into the ground.
 114. Pet Grooming Establishments. Any place or establishment, public or private, where animals are bathed, clipped, or combed for the purpose of enhancing their aesthetic value and/or health and for which a fee is charged.
 115. Pet Shops and Supply Stores. A retail sales establishment primarily involved in the sale of domestic animals, such as dogs, cats fish, birds, reptiles, and related pet supplies, but excluding exotic animals and farm animals such as horses, goats, sheep and poultry.

116. Physical Rehabilitation Center. A facility licensed by the State of Illinois providing treatment on an out-patient basis to remove or reduce the risk of injury, impairment, functional limitation or disability, including the promotion and maintenance of fitness, health and wellness through a rehabilitation plan of therapeutic intervention.
117. Pickup Camper. A structure designed for recreational use, designed primarily to be mounted on a pickup or truck chassis and with sufficient equipment to render it suitable for use as a temporary dwelling.

118. Places of Worship. A building, together with its accessory buildings and uses, that is primarily used as a place where persons regularly assemble for religious worship. This term includes uses such as synagogues, churches, temples, mosques or similar uses. Worship service and related religious activities in buildings primarily used for residential purposes that have not undergone any interior or exterior structural modification to accommodate group assembly, and with no external evidence that advertises the activity, shall not be considered a place of worship.

Places of Worship - A building, together with its accessory buildings and uses, that is primarily used as a place where persons regularly assemble for religious worship. "Places of Worship" includes uses such as synagogues, churches, temples, mosques, and similar buildings. Buildings primarily used for residential purposes that have not undergone any interior or exterior structural modification to accommodate group assembly, and with no external evidence that advertises non-residential activities, and in which worship services and related activities occur, are not places of worship.

119. Playhouse. A freestanding structure, with a maximum height not to exceed 12 feet in a side yard and 15 feet in a rear yard.
120. Porch. A covered protection from a wall of a building that may or may not use columns or other ground supports for structural purposes and which is primarily used to provide an extension of the living area.
121. Portico. A roofed structure projecting from the building which has no enclosures of any kind and which has an entry surfaced area that does not exceed eight feet in width and does not extend more than four feet out from the building.
122. Principal Building. A building in which the residence or permitted primary use of the lot is conducted.
123. Principal Use. The main use of land or buildings, as distinguished from a subordinate or accessory use, to which premises are devoted comprising at least 80 percent of the floor area and the primary purpose for the premises.
- ~~124. Private Library, Museum or Other Similar Building — (moved to #82)~~
124. Private Roadway. The paved area, exclusive of sidewalks, driveways or related uses, on private property, used or intended to be used for circulation, passage or travel of motor vehicles from a street to two or more adjacent parcels.
125. Public Utility. Any person, firm, corporation or municipal department duly authorized to furnish, under public regulation, to the public, electricity, gas,

steam, telephone, telegraph, transportation, cable television, water, and other data transmission services.

126. Qualifying Patient. "Qualifying Patient" has the meaning set forth in the Compassionate Use of Medical Cannabis Program Act.
127. Railroad Right-of-Way. A strip of land with tracks and auxiliary facilities for track operation, but not including depots, loading platforms, stations, train sheds, warehouses, car shops, car yards, locomotive shops or water towers.
128. Research Laboratory. A place devoted to experimental study such as testing and analyzing but which does not include manufacturing, assembly or packaging of products.
129. Repair, Major. Includes any action which fixes, mends, or restores products other than motor vehicles:
 - a. Major Repair is repair of products such as furniture, refrigerators, or similar products which generally require storage yards or storage area.
 - b. Minor Repair is repair of products such as shoes, watches, jewelry, and electronics.
130. Restaurant. Any building or part thereof where food is cooked or prepared for compensation, for the general public and for immediate consumption on or off the premises.
131. Restaurant-Amusement Device Arcade. An establishment primarily devoted to the sale of food and beverage and partially devoted to the use of more than ten coin-operated amusement devices.
132. School. An institution conducting regular academic instruction at the kindergarten, elementary, middle school and high school levels.
 - a. Public School. A public institution which offers general academic instruction equivalent to the standards prescribed by the School Code of Illinois.
 - b. Private School. A non-public institution which offers programs accepted by the State of Illinois in lieu of public instruction.
133. School, Arts and Health. Commercial establishments used for the teaching of children and adults including dance, aerobics, art, martial arts, yoga, music, photographic studio or classrooms, and other similar activities, but does not offer academic instruction equivalent to the standards prescribed by the School Code of Illinois.

School, Arts and Health – A commercial establishment used for the teaching of dance, aerobics, art, martial arts, yoga, music, photography, or other similar activities to children and adults, but which does not offer academic instruction equivalent to the standards prescribed by the Illinois School Code.

134. School, Trade or Commercial. Commercial establishments used for the teaching of children and adults including dance, aerobics, art, martial arts, yoga, music, photographic studio or classrooms, and other similar activities, but does not offer academic instruction equivalent to the standards prescribed by the School Code of Illinois.

School, Trade or Commercial. A commercial establishment which principally offers specific courses for instruction in business, trade, or industry, or specific supplemental academic instruction courses but does not offer academic instruction equivalent to the standards prescribed by the Illinois School Code.

135. Salon. Any establishment where cosmetology services are provided including hair care, nail care, and skin care on a regular basis for compensation.
136. Seating Area. Areas used to consume food or beverages on the customer side and which provide access to areas such as buffets, bars, or serving tables.
137. Senior Living Facility. A building or group of buildings intended for individuals 62 years of age or older, or couples at least one member of which is 62 years of age or older, in which food, shelter, or personal assistance or supervision are provided for a period exceeding 24 consecutive hours for one or more adults who are not relatives of the operator and who require assistance or supervision in matters such as dressing, bathing, diet or medication prescribed for self-administration, but do not require hospitalization or care in a nursing home.
138. Sheltered Care. An establishment licensed to provide assistance, supervision or oversight to residents, usually short term. A sheltered care home may not provide skilled or intermediate nursing services nor care for those cases for which hospitalization is generally required.
139. Solar Energy System. A renewable energy system consisting of a collection of parts including any base, mounts, tower, solar collectors and accessory equipment such as utility interconnections and solar storage batteries in such a configuration as necessary to convert solar radiation into thermal or electrical energy. There are three types of solar energy systems:
 - a. Roof Mounted. A renewable energy system consisting of equipment installed on the roof of a principal or accessory building located between the eave and ridge used for the conversion of sunlight into a usable form of electrical energy or to heat water.
 - b. Wall Mounted. A renewable energy system consisting of equipment installed on a wall of a principal or accessory building below the eave, or where there is a flat roof the space below the top of a parapet, used for the conversion of sunlight into a usable form of electrical energy or to heat water.
 - c. Ground Based. A renewable energy system consisting of equipment used for the conversion of sunlight into a usable form of electrical energy placed on the ground of a zoning lot and which is not attached to any principal or accessory building.
140. Sports Wagering Facility. A facility at which wagering is conducted with respect to the outcome or portions of a professional sport or athletic event, a collegiate sport or athletic event, a motor race event, or other event or competition of skill, or with respect to the individual performance statistics of athletes in a sports event or combination of sports events, or with respect to any other events upon which wagering is permitted under the Illinois Sports Wagering Act, 230 ILCS 45/25-1 et seq., as it may be amended.

141. Stadium. A commercial building that is either open, enclosed, or with a retractable roof that is used primarily for spectator sports and major events, and partly or completely surrounded by ticketed or reserved spectator seating. Permitted accessory land uses include offices, concessions, sale or consumption of alcoholic beverages for on-premises consumption during scheduled events, merchandise standards, and parking garages.

Stadium - A commercial building that is either open, enclosed, or with a retractable roof that is used primarily for spectator sports and major events, and partly or completely surrounded by ticketed or reserved spectator seating.

142. Storage Facility. A place where goods, materials, or personal property is placed and kept for more than 24-consecutive hours.
143. Story. That portion of a building included between the surface of any floor and the surface of the floor next above it, or if there be no floor above it, then the space between the floor and the ceiling next above it. Any portion of a story exceeding 14 in height shall be considered as an additional story for each 14 or fraction thereof.
144. Story, Half. That portion of a building under a gable, hip or mansard roof, the wall plates of which, on at least two opposite exterior walls, are not more than four and one-half feet above the finished floor of such story. In the case of one family dwellings, two-family dwellings and multiple-family dwellings less than three stories in height, a half story in a sloping roof shall not be counted as a story for the purposes of this Code. In the case of multiple-family dwellings three or more stories in height, a half story shall be counted as a story.
145. Structure. Anything constructed or erected which requires location on the ground or is attached to something having location on the ground, including a fence or freestanding wall, television antenna towers, earth stations, or other devices receiving electronic signals. A sign, billboard or other advertising medium, detached or projecting, shall be construed to be a structure.
146. Structural Alterations. Any change except those required by law or ordinance, which would prolong the life of the supporting members of a building or structure, such as bearing walls, columns, beams or girders, not including openings in bearing walls as permitted by other ordinances.
147. Theatre. A commercial establishment open to the public in which plays, movies, choirs, comedy acts or other dramatic performances for a fee or admission charge. Accessory uses may include: 1) concessions; 2) kitchen facilities, or 3) the sale or consumption of alcoholic beverages for on-premises consumption during scheduled performances.

Theatre – A commercial establishment open to the public in which plays, movies, choirs, comedy acts, or dramatic performances for a fee or admission charge.

148. Travel Trailer. A rigid, non-collapsible structure designed to provide temporary living quarters primarily for recreational use, constructed with integral wheels to make it mobile land/or towable by a motor vehicle.
149. Tree House. An accessory structure which utilizes one or more trees for structural support and/or incorporates the tree into the design.
150. Used Car Lot. A zoning lot on which used cars are displayed for sale or trade.
151. Vehicle. Any device in, upon or by which any person or property is or may be transported or drawn upon a highway, excepting devices moved by human power or used exclusively upon stationary rails or tracks.
- a. Commercial Vehicle. Any type of vehicle used or maintained for commercial purposes, primarily to transport material or operate a power attachment or tool, such as a snowplow or any vehicle containing cargo for commercial purposes. For purposes of this Chapter, any vehicle with advertising or a business designation affixed to it shall be considered a commercial vehicle.
 - b. Recreational Vehicle (RV). An RV shall include, but not be limited to, camper trailer (pop-up), motor home, off-road vehicle, open trailer, pickup camper, snowmobile, travel trailer and water craft.
152. Trade or Commercial School - An establishment which principally offers, for profit, specific courses for instruction in business, trade, or industry, or specific supplemental academic instruction courses but does not offer academic instruction equivalent to the standards prescribed by the School Code of Illinois. (Moved to 131)
153. Trailer. Any motorized or non-motorized vehicle intended to carry or store a recreational vehicle. An open trailer or a trailer not carrying or storing an RV shall be considered an RV for the purposes of this Code.
154. Window Wells. A space maintained between a below grade window and the surrounding soil. The window well provides drainage or air or light around the window and in some cases, an egress route from the structure.
155. Yard. An open space on the same zoning lot with a principal building or group of buildings, which is unoccupied and unobstructed from its lowest level upward, except as otherwise permitted in this Code, and which extends along a lot line and at right angles thereto to a depth or width specified in the yard regulations for the district in which the zoning lot is located. The following are the specific definitions for each type of yard:
- a. Exterior Side Yard. That part of the yard on a corner lot, lying between the exterior side lot line and the nearest line of the principal building and extending from the front yard (or from the front lot line, if there is no required front yard) to the rear yard (or from the rear lot line, if there is no required rear yard). On a corner lot, the larger of the two lot dimensions adjacent to the street shall be considered the exterior side yard.
 - b. Front Yard. A yard extending across the full width of the zoning lot and lying between the lot line which fronts on a street and the nearest line of the principal building. On a corner lot, the smaller of the two dimensions adjacent to a street shall be considered the front yard.

- c. Rear Yard. A yard extending across the full width of the zoning lot and lying between the rear line of the lot and the nearest line of the principal building.
- d. Side Yard. That part of the yard lying between the nearest line of the principal building and a side lot line, and extending from the front yard (or from the front lot line, if there is no front yard) to the required rear yard (or from the rear lot line, if there is no required rear yard).

Residential Uses	RE	R1	R2	R3	R4	R5	R6	R7	I	B1	B2	B3	B4	B5	PL
Antenna Non Commercial	P	P	P	P	P	P	P								
Community Residence, Small and Large	P	P	P	P	P	P	P	P	P						
Shelter Care Homes	S	S	S	S	S	S	S		S						
Apartment-Multi Family Buildings						P	P	P	S						
Day Care Homes	P	P	P	P	P	P	P	P	P						
Dwelling Units and lodging rooms (if business uses for such uses occupy the ground floor										P	P	P		P	
One Family Attached Dwellings					P	P	P	P							
One Family Detached Dwellings	P	P	P	P	P	P	P	P							
Golf Course	S	S	S	S	S	P									S

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Retail Stores/Sales (not otherwise listed)	P	P	P	P	P					
Adult Business			P							
Adult Use Cannabis Business Establishments other than Adult Use Cannabis Dispensaries										
Adult Use Cannabis Dispensary (see Section 6.1-18)		P	P							
Agricultural Implement Sales and Service within wholly enclosed building			P							
Amusement Facility, Large		S	S							
Amusement Facility, Small		P	P							
Animal Hospitals		P	P							
Antenna Commercial	S	S	S	S	S	S	S	S	S	S
Arts and Craft Studios/Galleries	P	P	P	P	P					
Auction Rooms		P	P	P	P					
Auditorium, Stadium, Meeting Hall, Gymnasium or other similar places for public events		S	S		S					
Auto Car Wash			S							
Auto Service Station, with or without convenience marts		S	S							
Bakery	P	P	P		P					
Banks and Financial Institutions	P	P	P	P	P					
Banquet Halls		S	S		S					
Barber, Beauty Salon	P	P	P	P	P					
Brew Pubs	S	S	S		S					
Broadcasting Station TV, Radio	P	P	P	P	P				P	
Bowling Alleys		P	P		S					
Building Material Sales		P	P							
Carpet Cleaning and Service				P						
Catering Establishments	S	P	P	P						
Clubs and Lodges, Private		S	S		S					
Community Center, Recreation Building Municipal or Non-Profit	S	S	S		S			S	S	
Construction Yard										P
Contractor Office and Design Showroom (no vehicle storage)	P	P	P	P	P				P	P
Convenient Mart and Food Store	P	P	P	P	P					
Contractor Shops				P					P	P
Currency Exchanges	P	P	P	P						
Dance Halls		S	S							
Day Care Centers	S	S	S	S	S				S	
Drive-Through when used in conjunction with uses otherwise permitted		S	S		S					
Drug Store and Pharmacy	P	P	P		P					
Electrical Equipment Sales		P	P							
Fairgrounds Kiddie Parks			S							
Food Stores	P	P	P	P	P					
Foot Massage	P	P	P	P	S					
Funeral Parlor, Mortuary		P S	P	P						
Garden Center		P	P	P						
Health Club		P	P		P					
Hotel		S	S		S					
Interior Decorator Shops	P	P	P	P	P					
Kennel, Commercial			S							
Laundry Dry Cleaning up to 5,000 sf	P	P	P	P	P					
Library, Museum or Other Similar Buildings								S		

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Liquor Stores, Package Goods Only	P	P	P		P					
Machinery Sales and Service			P	P						
Medical Dental Orthopedic Appliance and Instrument Supply Sales		P	P	P						
Microbrewery, 2,500 square feet or less Note: the retail portion shall not exceed 35% of the total floor area of the unit or building occupied and shall be segregated from the remainder of the premises		P	P		P					
Microbrewery, more than 2,500 square feet but less than 4,000 square feet Note: the retail portion shall not exceed 35% of the total floor area of the unit or building occupied and shall be segregated from the remainder of the premises		S	S		S					
Monuments Sales			P							
Motor Vehicle Rental		S	P							P
Motor Vehicle Repair Major			P							P
Motor Vehicle Repair Minor		S	P							
Motor Vehicle Sales, including auxiliary service		S	P							
Motor Vehicle Sales Lots when contiguous to and adjoining auto sales room under same owners		S	P							
Music Conservatories or Instruction	P	P	P	P	P					
Offices, Business and Professional	P	P	P	P	P	P	P	P	P	P
Offices, Medical and Dental including labs	P	P	P	P	P	P	P		P	
Pawn Shop Cash Converter		P	P							
Personal Trainer (limited to 2 clients at a time per trainer; and no more than 4 personal trainers on site at one time)	P	P	P	P	P				P	P
Photographers	P	P	P	P	P		P			
Photographers, including photo developing processing	P	P	P	P	P					
Physical Rehabilitation Center	P	P	P	P	S	P	P			
Post Office not including bulk distribution		P	P							
Printing Services Retail	P	P	P	P	P					
Private Library, Museum or Other Similar Buildings	S	S	S		S					
Railroad Passenger Stations			S		S					
Recreation Facilities Commercial including Health Club		P	P	P	P				P	P
Recreational Vehicles and Boats, Sales/Supplies			P							
Repair Major				P						P
Repair Minor	P	P	P	P						
Restaurant	S	S	S		S					
Restaurant Amusement Device Arcade		S	S							
School, Commercial School, Trade or Commercial	P	P	P	P	P				P	P
School, Arts and Health	P	P	P	P	P				P	P
Secondhand Store		P	P	P	P					
Security and Guard Firms				P	P				P	P
Sign Painting Shop (enclosed)			P	P						
Stadium			S							
Studios Recording		P	P	P					P	P
Tailor, Dressmaking Shop	P	P	P	P	P					
Taxicab Dispatching Office			P	P						P
Theaters, Excluding Drive-Ins Theatre		P	P S		P S					
Ticket Agencies	P	P	P	P	P					
Tool and Die Shop			P	P					P	P

Commercial Uses	B1	B2	B3	B4	B5	I	OT	PL	M1	M2
Travel Bureau and Transportation Ticket Offices	P	P	P	P	P		P		P	P

Manufacturing/Processing Uses	M1	M2	B3
Products made from fabrics and similar materials and textile mill products		P	
Bakery Products, Wholesale and Production		P	
Beverages Bottling and Distributing	P	P	
Beverages—Non Alcoholic		P	
Brewery (including microbreweries) up to 20,000 square feet Note: The retail portion shall not exceed 10% of the total floor area of the unit or building occupied and shall be segregated from the remainder of the premises. Facilities greater than 4,000 square feet shall not be permitted on a zoning lot contiguous to a residential district.	P	P	
Carpet Cleaning on Premises		P	
Canned Food Products		P	
Ceramic Products	P	P	
Computers	P	P	
Concrete Gypsum and Plaster Products		P	
Containers, Pallets and other similar products		P	
Cosmetics, Perfumes and other similar products		P	
Dairy Products		P	
Drugs	P	P	
Dwelling Unit for Caretaker located on premises	P	P	
Electronic Components and Lighting and Wiring Equipment	P	P	
Furniture/Fixtures		P	
Glass Products made of purchased glass		P	
Household Appliances		P	
Instruments and Supplies—Medical, Dental, Engineering	P	P	
Jewelry, Silverware and Plated Ware	P	P	
Leather (not including tanning) and Vinyl Products		P	
Metal Products, Fabricated—except machinery and transportation equipment		P	
Musical Instruments	P	P	
Office and Art Supplies		P	
Paper Products from converted paper-paperboard		P	
Photographic Equipment and Supplies, Developing/Processing	P	P	
Plastic Products, Fabricated		P	
Pottery and Related Products	P	P	
Printing Ink		P	
Printing, Publishing	P	P	
Radio and Television/Communication Equipment	P	P	
Rubber Products, Fabricated		P	
Signs and Advertising Displays		P	
Silver Plating and Repairing	P	P	
Structural Clay Products, Cut Stone and Stone Products		P	
Sugar and Confectionary Products		P	
Tool and Die Shops	P	P	
Toys; Sporting Goods		P	

Watches, Clocks, Clockwork Operated Devices and Parts	P	P	
Storage Facility (not located along major or secondary arterial streets)	P	P	
Wholesale and Warehouse Facility	P	P	
Wholesale Offices (including warehouses and storerooms)	P	P	P

Institutional Uses	RE	R1	R2	R3	R4	R5	R6	R7	I
Cemeteries/Mausoleums	S	S	S	S					
Places of Worship	P	P	P	P	P	P	P	P	P
Care Facility, Ambulatory									P
Care Facility, Longer, Intermediate, Extended									P
Health and Medical Institutions, Hospitals									P
Institution Residential					S	S	S	S	P
Schools	S	S	S	S	S	S	S		S
Senior Living Facility									P

Other Uses	I	OT	B1	B2	B3	B4	B5	PL	M1	M2
Facilities Owned and Operated by the Village of Arlington Hts., AH Memorial Library and branches thereof and the AH Park Dist.								S		
Parking Garage, Private Customer/Employee	S	S	S	S	S	S	S	S	S	S
Private and Public Utility Facilities										
Heliport	S		S	S	S	S	S	S	S	S

NEW ZONING PARKING REQUIREMENT CODE TEXT

10.1

a) For all buildings and structures erected and all uses of land established after the effective date of this Section, accessory parking and loading facilities shall be provided as required by the regulations of the districts in which such buildings or uses are located. However, where a building permit has been issued prior to the effective date of this Section, and provided that construction is begun within six months of such effective date and diligently pursued to completion, parking and loading facilities as required hereinafter need not be provided.

~~b) **Prior to completion of any construction, structural alterations, or new or expanded land use,** Off-street parking facilities shall **must** be provided as required **in this Chapter** hereinafter if constructing, structurally altering, enlarging or increasing the capacity of any structure, or initiating or extending any land use.~~

b) Prior to completion of any construction, structural alterations, or new or expanded land use, off-street parking facilities must be provided as required in this Chapter.

10.2-6 Collective Provision

Off street parking facilities for separate uses **within a single development** may be provided collectively if the total number of spaces so provided collectively is not less than the sum of the separate requirements for each **such** use and provided that all regulations governing location of accessory parking spaces in relation to the use served are adhered to. Further, no parking space or portion thereof shall serve as a required space for more than one use unless otherwise authorized by the Plan Commission in accordance with Section 10.1-3.

10.2-9 - Access

Each required off street space shall open directly upon an aisle or driveway of such width and design as to provide safe and efficient means of vehicular access to such parking space. All off street parking facilities shall be designed with appropriate means of vehicular access to a street or alley in a manner which will least interfere with traffic movement.

No driveway across public property or requiring a curb cut shall exceed a width of 25 feet, except when, in the opinion of the **Director of Engineering Village Engineer**, safe and efficient design principals require an increase, in which case the **Director of Engineering Village Engineer** may authorize a minimum driveway width of 36 feet. Furthermore, no access from a street or alley to off street parking facilities shall be located less than 35 feet from the intersection of the right-of-way of two intersecting streets.

10.2-11.1 - In Yards

In R-E, R-1, R-2, and R-3 Districts, off street parking spaces ~~shall~~ **are permitted** ~~be allowed~~ based on the following:

a. Off street parking spaces may be located in any yards but only on concrete or asphalt surfaces. **Green infrastructure applications for parking surfaces may be ~~substituted~~ utilized in lieu of concrete or asphalt surfaces subject to compliance with acceptable engineering standards and may be Village Engineer approval.**

a. **Off street parking spaces may be located in any yards but only on concrete or asphalt surfaces. Green infrastructure applications for parking surfaces may be utilized in lieu of concrete or asphalt surfaces subject to compliance with acceptable engineering standards and Village Engineer approval.**

b. Except as set forth in subsection c. below, no driveway and/or parking area shall exceed a width of 22 feet.

c. For three car garages, a driveway and/or parking area ~~shall is permitted be allowed to be~~ a maximum of 32 feet in width, within 18 feet of the garage's front elevation when, in the opinion of the **Director of Engineering Village Engineer**, the installation of such driveway ~~will is not be~~ detrimental to drainage or alter the character of the area. Driveway apron widening would be required as part of any driveway widening.

c. For three car garages, a driveway and/or parking area is permitted to be a maximum of 32 feet in width, within 18 feet of the garage's front elevation when, in the opinion of the Village Engineer, the installation of such driveway is not detrimental to drainage or alter the character of the area.

d. When the garage is located to the rear of the residence, the side drive shall be a minimum of nine feet wide. Projections (chimneys, awnings, etc.) shall not be allowed to overhang within this measurement.

e. For a zoning lot with a lot width of 70 feet or greater, all driveway pavement must be setback at least three feet from the side or rear lot line (whichever lot line applies).

f. For side-loaded garages (when the garage door(s) face a side lot line), the driveway pavement dimension shall be a minimum of 22 feet from the face of the garage to the edge of the driveway pavement along the side lot line.

g. Driveway aprons must be an adequate width to accommodate the driveway.

Nothing contained herein, however, shall permit the parking of any vehicle in a portion of yard where such parking would otherwise be prohibited by any provision of Arlington Heights Village Code, nor shall this Section be construed to eliminate any requirements for the installation of driveways otherwise imposed by the Code, including specifications for the construction and character of such driveways. Parking upon grass, dirt or other non-hard surface of any vehicle except towed vehicles is prohibited.

10.2-11.2

a. In "R-4", "R-5", "R-6" and "R-7" and "M-1" off street parking spaces may be located in any yard except required front yards, except for a front-loading garage.

a. In "R-4", "R-5", "R-6" and "R-7" and "M-1" off street parking spaces may be located in any yard except required front yards, except for a residential lot with a front-loading garage.

b. In "R-4", "R-5", "R-6" and "R-7" Districts, residential properties that contain duplexes or townhomes that share a driveway for access to separate front loaded garages shall be allowed a driveway to be a maximum of 34 feet in width (17 feet per duplex or townhome unit), within 18 feet of the garage's front elevation, when, in the opinion of the Village Engineer, the installation of such driveway will not be detrimental to drainage or alter the character of the area. Driveway apron widening would be required as part of any driveway widening.

b. In "R-4", "R-5", "R-6" and "R-7" Districts, residential properties that contain duplexes or townhomes that share a driveway for access to separate front loaded garages may have allowed a

driveway up to a total of 34 feet in width, at the ratio of (17 feet in width per duplex or townhome unit), within 18 feet of the garage's front elevation, when, in the opinion of the Village Engineer, the installation of the driveway will not be detrimental to drainage or alter the character of the area.

c. Driveway aprons must be an adequate width to accommodate the driveway.

10.2-12.2 - Surfacing and Drainage

All off street parking areas ~~except those accessory to one family dwellings~~, shall be improved with a compacted base, surfaced with asphaltic concrete or some comparable all-weather dustless material of a design and thickness in accordance with prescribed engineering standards, and shall be so graded and drained as to dispose of surface water accumulation by means of a positive storm water drainage system connected directly or indirectly to a public drainage way. ~~Green infrastructure applications for parking surfaces may be substituted subject to compliance with acceptable engineering standards and as may be approved by the Village Engineer.~~ **Green infrastructure applications for parking surfaces may be utilized in lieu of concrete or asphalt surfaces subject to compliance with acceptable engineering standards and Village Engineer approval.**

10.4 Schedule of Parking Requirements. Accessory off-street parking spaces for the following uses shall be provided as required herein.

USE		REQUIREMENTS
Housing for Elderly	-	One space for each multi-family dwelling unit. Single-Family detached and attached dwelling units require two parking spaces per unit.
Dormitories	-	Two spaces per three residents, plus one space for each staff member

10.4-1 RESIDENTIAL USES

USE

Multiple Family Dwellings in the R-5
and R-6 Zoning Districts

REQUIREMENTS

Two spaces for each dwelling unit

Multiple Family Dwellings in the R-7
Zoning District

One and one-half spaces for each dwelling unit

One & Two Family Dwellings

Two spaces for each dwelling unit

Senior Living Facility	Please review section 10.2-6 (Collective Provision) in order to determine the cumulative off-street parking requirement. See Section 10.2-6 (Collective Provision) in order to determine the cumulative off-street parking requirement.
- Independent Living (Single Story)	2 space for each unit
- Independent Living (Multi-Story)	1 space for each unit
- Assisted Living	1 space for each unit
- Memory Care	1 space for each 2 beds
- Nursing	1 space for each 2 beds
- Multi-Use Space / Event Space	1 space for every five seats, or parking equal in number to 30% of the capacity in persons, whichever is greater
- Other (Example: Office Space)	Per use category

10.4-2 RETAIL - COMMERCIAL AND SERVICES USES

USE**REQUIREMENTS**

Adult Use Cannabis Dispensary

One space for each 200 square feet of floor area

Amusement Device Arcades

One space for each 300 square feet of floor area

Amusement Facility, Large***One space for each 300 square feet of floor area******Amusement Facility, Small******One space for each 300 square feet of floor area******Automobile Service Stations******One space for each employee plus three spaces for each service bay plus one space for each 300 square feet of retail / commercial space***

Banks

One space for each 300 square feet of floor area

Banquet Hall***Parking equal in number to 30% of the capacity in persons***

Beauty Shop

One space for each 250 square feet of floor area

Bowling Alleys

Three spaces for each alley plus the required spaces for restaurants that are provided

<i>Cemeteries / Mausoleums</i>	<i>Parking spaces shall be as determined by Plan Commission - to serve person employed or residing on the premises, as well as the visiting public</i> <i>Parking spaces will be determined by the Plan Commission based on the number of spaces necessary to serve employees and residents of premises, as well as the visiting public.</i>
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<i>Dance Studio</i>	<i>One space for each 250 square feet of floor area</i>
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<i>Funeral Parlor, Mortuary</i>	<i>30% capacity in persons, plus 1 per each vehicle used in the conduct of business</i>
--	--

Furniture and Appliance Stores One space for each 600 square feet of floor area

Health Clubs One space for each 250 square feet of floor area

<i>Hotels & Motels</i>	<i>One space for each lodging room plus spaces as required for any restaurant that is included</i>
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Motor Vehicle Sales and Machinery Sales One space for each 600 square feet of floor area

Offices - Business, Professional & Governmental One space for each 300 square feet of floor area

Offices - Medical or Dental Clinics One space for each 200 square feet of floor area

Medical Center (Refer to State of Illinois Accessibility Standards for additional requirements.)

Personal Trainer	One space for each 250 square feet of floor area
Restaurant - Carry-Out	One space for each 300 square feet of floor area
Restaurant - Sit-Down	One space for each 45 square feet of seating area
Retail Stores - Not Otherwise Specified	One space for each 300 square feet of floor area

<i>School, Arts and Health</i>	<i>One space for each 250 square feet of floor area, or parking equal in number to 30% of the capacity in persons, whichever is greater</i>
<i>School, Trade or Commercial</i>	<i>One space for each employee plus parking equal in number to 30% of the capacity in persons.</i>
<i>Stadiums</i>	<i>Parking equal in number to 30% of the capacity in persons</i>
<i>Theaters (Indoor) Theatre</i>	<i>One space for each four fixed seats, or parking equal in number to 30% of the capacity in persons, whichever is greater</i>

Undertaking Establishments, Funeral Parlors	25 spaces for each chapel or parlor
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10.4-3 WHOLESALE, STORAGE & PRODUCTION

USE

Establishments Engaged in Production, Processing, Cleaning, Servicing, or Repair of Materials, Goods or Products, or Engaged in Research and Development

REQUIREMENTS

One space for each two employees plus one space for each vehicle used in the Testing the conduct of the enterprise

Warehouse and Storage

One space for each two employees plus one space for each vehicle used in the conduct of the enterprise

Wholesale Establishments

One space for each two employees plus one space for each vehicle used in the conduct of the enterprise

10.4-4 COMMUNITY SERVICE USES**USE**

Colleges & Universities

REQUIREMENTS

One space for every five students at maximum enrollment

Community Centers, <i>Public</i>	Spaces equal in number to 30% of capacity
Church -	One space for each five seats
Day Care Centers and Schools	Three spaces for each two employees
<i>Dormitories</i>	<i>One space for each three residents plus one space for the manager thereof</i>
Hospital	Three spaces for each hospital bed

Libraries, Art Galleries Museums Private	One space for each 1,000 feet of gross floor space
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Places of Assembly as follows: Stadiums, Arenas, Auditoriums (other than Church, College or Institutional School), Convention Halls, Skating Rinks, and other similar places of assembly	Parking equal in number to 30% of the capacity in persons
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Places of Worship	<i>Please review Section 10.2-6 (Collective Provision) in order to determine the cumulative off-street parking requirement.</i> <i>See Section 10.2-6 (Collective Provision) in order to determine the cumulative off-street parking requirement.</i>
<i>- Multi-Use Space</i>	<i>1 space for every five seats, or parking equal in number to 30% of the capacity in persons, whichever is greater</i>
<i>- Offices</i>	<i>One space for each 300 square feet of floor area</i>
<i>- Assembly Hall or Sanctuary</i>	<i>One space for each five seats</i>
<i>- Classrooms</i>	<i>One space per employee plus one space per every five classrooms</i>
<i>- Other (Example: Seminary)</i>	<i>Per use category</i>

Public Utility and Public Service Uses

Spaces as required for similar office, retail uses or industrial

Recreational Facilities	-	Spaces equal in number of 30% of capacity
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Schools, Commercial	-	One space for each employee plus spaces equal in number to one half of the maximum number of students projected to be in attendance at any one time
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Schools, Elementary One space per employee plus one space per every five classrooms

Schools, High Two spaces per each employee plus one space per ten students at maximum

10.4-5 MISCELLANEOUS USES

USE

REQUIREMENTS

Fraternities, Sororities, & Dormitories	-	One space for each three active member residents plus one space for the manager thereof
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Hotels & Motels	-	One space for each lodging room plus spaces as required for any restaurant that is included
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Nursing Homes	-	One space for each two bed
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Private Clubs and Lodges	-	One space for each lodging room plus parking spaces equal in number to 30% of the capacity in person (exclusive of lodging room capacity)
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Crematories, Mausoleums and Fraternal and Religious Institutions	-	Parking spaces shall be as determined by Plan Commission to serve person employed or residing on the premises, as well as the visiting public
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Other Uses		For uses not listed heretofore in this schedule of parking requirements, parking spaces shall be provided on the same basis as required for the most similar listed uses. <i>All parking calculations will be based upon standard parking and land use industry data as determined by the Village.</i> For uses not listed heretofore in this schedule of parking requirements, parking spaces will be provided on the same basis as required for the most similar listed uses. <i>All parking calculations will be based upon standard parking and land use data as determined by the Village.</i>
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10.5 PARKING IN THE DOWNTOWN DISTRICT

10.5-1 Furniture and Appliance Store (B-5)

USE

First Floor

REQUIREMENTS

One space for each 1,000 square feet of floor area

Other than First Floor

One space for each 1,500 square feet of floor area

Nursing Homes	-	One space for each two bed
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10.5-2 Multiple Family Dwellings (B-5)

(Including Apartment Hotels)

USE

Efficiency and One Bedroom
Apartments

REQUIREMENTS

One space for each unit

Two Bedroom Apartments

One and one-fourth spaces for each unit

Three Bedroom Apartments

One and one-half spaces for each unit

10.5-3 Office - Business, Professional and Governmental (B-5)

USE

First Floor

REQUIREMENTS

One space for each 600 square feet in excess of 1,500
square feet of floor area

Second Floor or basement

One space for each 750 square feet in excess of 2,000
square feet of floor area

Above Second Floor

One space for each 1,250 square feet in excess of
2,500 square feet of floor area

10.5-4 Office - medical or Dental and Medical Centers (B-5)

USE

First Floor

REQUIREMENTS

Three spaces for each examination room

Other Than First Floor

Two spaces for each examination room

10.5-5 Retail Stores and Banks (B-5)

USE

First Floor

REQUIREMENTS

One space for each 500 square feet in excess of 1,500 square feet of floor area

Second Floor or basement

One space for each 750 square feet in excess of 2,000 square feet of floor area

Above Second Floor

One space for each 1,000 square feet in excess of 2,500 square feet of floor area

10.5-56 Restaurants - Sit Down (B-5)**USE**

First Floor or Basement

REQUIREMENTS

One space for each 200 square feet of public seating area

Above the First Floor

One space for each 250 square feet of public seating area

Other uses (B-5)

For uses not listed heretofore in the above schedule of parking requirements for the B-5 zoning district, parking spaces shall be provided at 50% in number as required elsewhere

PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
 BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
 PLAN COMMISSION

COMMISSION

RE: CHAPTER 28 TEXT AMENDMENTS - PERMITTED USE TABLE - PC #24-016

REPORT OF PROCEEDINGS had before the Village of
 Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
 Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
 Illinois on the 23rd day of October, 2024 at the hour of 7:30 p.m.

MEMBERS PRESENT:

JAY CHERWIN, Chairperson
 LYNN JENSEN
 JOE LORENZINI
 BRUCE GREEN
 GEORGE DROST
 TERRY ENNES
 JOHN SIGALOS

ALSO PRESENT:

MICHAEL LYSICATOS, Assistant Director of Planning and Community Development
 DANIEL OSOBA, Planner I
 RACHEL HITZEMANN, Planner II

CHAIRPERSON CHERWIN: All right, so the next public hearing up is the Chapter 28 Text Amendments that the Staff is going to be presenting.

Dan, are you on that, or Michael?

MR. LYSICATOS: Both of us.

CHAIRPERSON CHERWIN: Oh, tag team, very nice. All right, what have we got?

MR. LYSICATOS: Yes, so do we have that up? Great.

Thank you, everyone, for bearing with us for our second application for tonight. We're putting forward a number of text amendments to Chapter 28. The overall purpose of this is to include edits to Section 3, Definitions; Section 5.5-1, which is the Permitted Use Table; and Section 10, which is the Off-Street Parking and Loading standards.

We brought together a tranche of recommendations to clarify some of the applicable terms throughout Chapter 28 for the various land uses. Some of the terms aren't even synonymous between the three pieces, the permitted use table and especially in the parking. We also looked at some of the land uses to simplify some of the definitions where there were very similar uses that could be put under one new definition. In addition, there were many definitions that were just clearly missing from the ordinance.

So, we decided to bring a number of recommendations to bring everything into conformance and, in addition, to solve some of the issues that we've encountered, specifically in the parking, and I'll get into that in a little bit more detail later, to solve some of the issues that we've encountered with residents and applying our parking standards. One of the fixes will be familiar to the case we just heard.

CHAIRPERSON CHERWIN: Yes. So, interesting timing.

MR. OSOBA: So, as far steps in the process and kind of where we started and where we're at now, so Staff kind of began researching this in the spring and really kind of winter of 2024, leading up into the summer. We held an Ordinance Review Committee last week on October 16th and received an affirmative that we can go forward to the Plan Commission from the Ordinance Review Committee. There were some changes that were recommended by members of that committee, and we can go through those if need be, but those changes have either been made or corrections made for clarity purposes and those can be found in either the minutes or in the actual backup that we have here. Then we're tentatively scheduled for November 4th Village Board, which would be the first one in November.

So, then as far as kind of a very brief summary of these text amendments, so again it's to Chapter 28, Section 3 for Definitions, Section 5.5-1 for the Permitted Use Table, and Section 10 for Off-Street Parking and Loading.

So, for Definitions, new definitions were added for uses that already exist within the Village but we do not have existing definitions for which makes it difficult for Staff to review business licenses or new applications for land uses. So, we want to make sure that's clear and consistently applied throughout the Village. There's also modified or deleted definitions for uses that may fit into a broader category or are deleted due to a lack of relevance, that may be a little bit antiquated.

Then, the Permitted Use Table, this essentially is the pivot section of the code or the master section of the code used for these changes. If a use is listed on the permitted use table, we wanted to make sure that it does have a definition and an associated parking requirement. So, any changes that we made to the permitted use table should be reflected in both the Definitions section and the associated parking requirements added as well.

Then, in a similar fashion to Definitions, new uses were added and others were modified and deleted in a very similar way to the Definitions.

MR. LYSICATOS: Right, thank you.

When it came to parking, we've mentioned that we had to make sure that there was a corresponding parking requirement to go with especially the permitted use table specifically. Some of the standards were modified or updated. There weren't many changes to the requirements because those require a little bit more of a deep thought that we talked about, specific issues and types of uses, but there were a few matters that we addressed in those changes.

One of them was clarity added for when off-street parking facilities shall be provided. So, we basically changed the language that off-street parking shall be provided during any construction, structural alteration, enlarging or changing capacity of the land use. So, no grandfather provisions. That's something we had heard numerous times. To just kind of clarify, we think that language was essentially left over from previous ordinances. We wanted to provide clarity on that.

We also added how Staff calculates parking as a collective sum. We just tried to crystallize that a little bit more for when applicants look through the code.

Then there was also modifications from the Public Works Department, that they requested some changes to us, specifically in how we allow driveways for duplexes that are bordering each other. So, this allows the combined driveway to go up to, I believe it was 32 feet?

MR. OSOBA: 4. 34.

MR. LYSICATOS: Oh, 34 feet, so that they could have two cars in the driveway as well as two into the garage. We've had a couple of subdivisions where that issue has come up numerous times. There's no on-street parking, so it becomes a real issue with capacity.

I think there was also, I think those pretty much were the big issues that we addressed along with just clarifying the parking requirements along with the permitted use table.

MR. OSOBA: That's all we've got.

CHAIRPERSON CHERWIN: All right, is there a motion to --

COMMISSIONER DROST: Any discussion or anybody --

CHAIRPERSON CHERWIN: No, I was going to say to submit the Staff report.

COMMISSIONER DROST: Oh, yes, I'll make the motion to submit it.

CHAIRPERSON CHERWIN: Is there a second for that?

COMMISSIONER GREEN: I'll second that.

CHAIRPERSON CHERWIN: All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: Okay, so the Staff report is submitted to the record. We'll also recognize that we would open it up for public comment, but there's nobody here from the public, so no need to do that. So, I'll close public comment.

Any comments or questions from Commissioners? Over here?

None here? Yes?

COMMISSIONER ENNES: I have a question.

CHAIRPERSON CHERWIN: Of course.

COMMISSIONER ENNES: So, this parking requirement, this relates to businesses downtown I believe, and their staff having to have, or the business to have to pay for parking permits for these employees. How evenly is that being enforced? Are we just doing that to new businesses coming in or are we going to go back to all businesses out there and say you have to have permits for your X number of employees to park in the garages so as not to block the streets?

MR. LYSICATOS: So, we're looking at it. We went back and actually did a look-back on all of the businesses in the downtown. There is a provision one way or another where they have to accommodate their employees with those passes, it's just that they're worded in different ways. We've tried to make the language more consistent over the last several years. The last one that we saw in Spent Grain mimic some of the language in one of the most recent ones, and we tried to make that language flexible because the parking garage itself changes how it's governed over time. The parking rules change, the capacity changes, so we're trying to keep that language consistent.

But we went back, and most of them have some sort of provision in the ordinances already. For ones that don't --

COMMISSIONER ENNES: I'm sorry, what you said was most of the businesses downtown currently have --

MR. LYSICATOS: That have been approved, there's a provision in the ordinance that says, worded one way or another that says they have to buy parking.

COMMISSIONER ENNES: Do they in fact actually buy parking?

MR. LYSICATOS: Some of them do, some of them don't. So, we are keeping on top of it. That's going to be, what we did find out was there are provisions. It's varied how many people are buying them. Also, it depends on the demand. That was kind of the open-ended sort of --

COMMISSIONER ENNES: I don't think the demand is, they don't want to have to pay for them; am I wrong?

MR. LYSICATOS: Well, it also depends on the demand in the garage, right? Demand in the garage and from their employees. So, we are going to have to be continually monitoring this probably a couple of times a year just to see where people are with it and how it's impacting the garage as well. So, it is going to have to be something that is managed by Staff. So, we did see that with the last go-around with our most recent businesses in the downtown, and it's something that we've added to our ledger of things to monitor, especially in the summer months when we've got events, we've got Al Fresco.

COMMISSIONER ENNES: Yes. My biggest concern though, somehow it can be done fairly with all the businesses.

MR. LYSICATOS: Yes, and it might be just a, you know, how many employees need to actually drive to work. We get a sense of what the actual park garage demand is which we can meter. We have active sensors in our parking garage, so we can get very detailed reporting on that utilization, especially in the summer months, and go from there.

That's why we keep the condition relatively general. It addresses the issue. It doesn't say exactly how many number it is because we know that number can fluctuate based on how the garage is being used and also how many people actually need passes. You know, if they only operate until let's say noon, they probably don't need them because that's not

when the pay parking starts. So, a lot of variables there.

COMMISSIONER DROST: Yes, with Spent Grain, that was a pretty good example, a recent example.

MR. LYSICATOS: Yes, and we're going to work with them individually to see what the actual need is as opposed to just the number of employees.

COMMISSIONER ENNES: Is that the new microbrewery?

COMMISSIONER DROST: Yes, yes.

MR. LYSICATOS: So, we want to put a number on it. We want to actually figure out the actual need so we're not over-subscribing those things to them.

COMMISSIONER ENNES: Okay.

CHAIRPERSON CHERWIN: Thank you.

Any other questions?

COMMISSIONER ENNES: No, that's all I had.

CHAIRPERSON CHERWIN: I had, I just had the one. I was looking through these uses, and some of them, you know, on the parking side, like I see you have, you know, like stadiums and churches and stuff. I guess, you know --

COMMISSIONER DROST: Stadiums? Where?

CHAIRPERSON CHERWIN: We had a stadium, I guess I just don't, like how do we come to a number like 30 percent? Are we saying like, what's the basis for that? That just seems so random to me.

MR. OSOBA: So, in general, for a lot of the new parking requirements that were added, Staff did research on what other municipalities kind of regulate or require for specific land uses. Oftentimes, they're not like a one-to-one comparison. Oftentimes, with stadiums in particular, they're included in a category that has a bunch of different uses including gymnasiums or smaller things that might still require that. But 30 percent is kind of the middle ground and kind of also what a lot of the traffic studies or parking studies would typically require for that type of land use.

CHAIRPERSON CHERWIN: Okay, so I guess if we have a bigger stadium that comes to town or whatever, we address it when the time comes, but I don't know who else this is going to apply to. I mean, Hersey, you know, if they have --

MR. LYSICATOS: Yes, so I don't think it would fall within the provision of a stadium. So, it's a very unique --

CHAIRPERSON CHERWIN: Like Hersey's football field, if they --

COMMISSIONER DROST: Viater, too.

CHAIRPERSON CHERWIN: Or Viater.

COMMISSIONER DROST: Yes.

CHAIRPERSON CHERWIN: Or whoever else is in, who else is in --

COMMISSIONER DROST: In town? The Christian --

CHAIRPERSON CHERWIN: Christian Liberty. Like if Christian Liberty wanted to put a football stadium in or something, I should just say stadium, like if Christian Liberty wanted to redo their backyard, you know, and they got a track out there, it used to be a football field with people walking and parking and everything, does Christian Liberty have to come? Is that a stadium or is that just a football field?

MR. LYSICATOS: We'd have to look at whether it's a recreational facility. We created a modification to the definitions on that, correct?

MR. OSOBA: Correct, yes.

COMMISSIONER ENNES: Are we creating a problem where there isn't one?

CHAIRPERSON CHERWIN: Well, I'm just, I don't know what that means, and that was the one that stuck out to me, like if you were like Arlington High School back in the day, everybody just, there was no parking. You just walked to there and you parked on the street or you parked across at the park. You know, there wasn't, Christian Liberty is not going to have, you know, a 30 percent on-site parking if they ever decide to do that.

So, that's it. I mean, I don't need an answer, guys. I'm just saying it just seems --

MR. LYSICATOS: That kind of example, we'll run it back just to make sure that it doesn't fall with it or if that's even appropriate. I mean, it might be, you know, if their grandstand holds X number of people and we know a parking lot can easily accommodate that, that's fine. You know, you look at an example like Rolling Meadows, like their parking lot is for the high school, it's also for the athletic fields --

CHAIRPERSON CHERWIN: Yes. Yes, I mean, like if I go --

MR. LYSICATOS: -- accommodates it.

CHAIRPERSON CHERWIN: If I go to a Hersey football game, I'm parking like four blocks away because everybody is stacked on the streets, which is totally fine, I mean, it's three hours a night, you know, four times a year but, you know, I don't --

MR. LYSICATOS: We'll take a look at that one specifically because we did kind of break it out. That was part of a definition that had a lot of things in it, and we did kind of break those pieces out --

CHAIRPERSON CHERWIN: Okay.

MR. LYSICATOS: -- because they weren't working in concert with each other based on the zones especially. That was one of the other pieces to break out some of the permitted use table and the definitions was they were really in zones that were exclusive to each other that we needed to start cleaning that up because there were those non-conformities. We didn't want to just sort of grandfather more of that in.

CHAIRPERSON CHERWIN: Right, okay. Okay, well, I don't have any comments.

Is there a motion?

COMMISSIONER DROST: No, I just wanted to add that the work that Staff did was very impressive. Also, Bruce was there, but Commissioner Dawson actually really jumped on a lot of these issues so, you know, advanced the program here.

CHAIRPERSON CHERWIN: Nice work.

MR. LYSICATOS: The ORC was in full swing.

COMMISSIONER GREEN: Yes, absolutely.

COMMISSIONER DROST: Yes.

COMMISSIONER GREEN: It's the leadership of the chairman.

COMMISSIONER DROST: Yes.

CHAIRPERSON CHERWIN: Yes, it's your leadership. Hopefully nobody was watching that last one, although I guess there is a record.

COMMISSIONER DROST: Yes, I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #24-016, Amendments to Chapter 28, Section 3, Section 5.5-1, and Section 10.

COMMISSIONER GREEN: I'll second that.
 CHAIRPERSON CHERWIN: All right, the motion is up with a second for approval.

Can we do a roll call vote please?

MR. OSOBA: Commissioner Drost.
 COMMISSIONER DROST: Aye.
 MR. OSOBA: Commissioner Ennes.
 COMMISSIONER ENNES: Yes.
 MR. OSOBA: Commissioner Green.
 COMMISSIONER GREEN: Yes.
 MR. OSOBA: Commissioner Jensen.
 COMMISSIONER JENSEN: Yes.
 MR. OSOBA: Commissioner Lorenzini.
 COMMISSIONER LORENZINI: Yes.
 MR. OSOBA: Commissioner Sigalos.
 COMMISSIONER SIGALOS: Yes.
 MR. OSOBA: Chair Cherwin.
 CHAIRPERSON CHERWIN: Yes.

All right, the motion passes. Congratulations.

And I get it, Bruce, you're talking about the subcommittee chair. Well, you run a tighter ship than I do.

COMMISSIONER GREEN: And I just found out I was chairman.

COMMISSIONER DROST: Any new business?

CHAIRPERSON CHERWIN: Yes, well, that's a good question. I was just going to get to that, George. That's the next item. I do not believe we have any other business.

COMMISSIONER DROST: Oh, well, what about the Herald article about paid positions for Village officials? We usually have a discussion as to whether we should get compensation. Was there any notice by any of the Commissioners of the article?

CHAIRPERSON CHERWIN: I saw the article.

MR. LYSICATOS: I just want, before we go, I think everybody got a chance to say hello to our new Planner II.

CHAIRPERSON CHERWIN: Oh, yes, Rachel.

MR. LYSICATOS: Rachel. Rachel Hitzemann. She just joined us this week.

COMMISSIONER DROST: What's your last name?

MS. HITZEMANN: Hitzemann.

COMMISSIONER DROST: Hitzeman.

CHAIRPERSON CHERWIN: We are glad to have you, Rachel.

COMMISSIONER DROST: That's interesting.

MS. HITZEMANN: Thank you.

CHAIRPERSON CHERWIN: I think the Staff is also glad to have you.

MR. LYSICATOS: Yes. We're very happy. We're very happy to welcome her from the City of St. Charles.

CHAIRPERSON CHERWIN: Great city.

MR. LYSICATOS: Where she spent the last number of years running their Plan Commission, their Zoning Board of Appeals, their Historic.

MS. HITZEMANN: Yes, the whole gamut.

MR. LYSICATOS: Yes. So, she has a great background and she's already getting along well with all the Staff. We're happy to have her on the ground here.

CHAIRPERSON CHERWIN: And thank you for reminding me. I'm glad you brought that up, Michael.

Welcome, Rachel, we're happy to have you.

Then I guess the only other thing would be public comment in general, but again, since there's no members of the public here, we'll close that public comment.

Anyone like to --

COMMISSIONER GREEN: I'd like to make a motion to adjourn.

COMMISSIONER DROST: And I'll second.

CHAIRPERSON CHERWIN: All right, we have a motion to adjourn.

All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, well, the motion passes and the meeting is adjourned.

(Gavel pounded.)

(Whereupon, at 9:31 p.m., the public hearing on the above-mentioned petition was adjourned.)

STATE OF ILLINOIS)

REPORT OF THE PROCEEDINGS OF
ORDINANCE REVIEW COMMITTEE
 OF THE VILLAGE OF ARLINGTON HEIGHTS PLAN COMMISSION
 HELD IN THE VILLAGE MUNICIPAL BUILDING ON:

October 16, 2024

Project Title: Chapter 28 Text Amendment-Definitions, Permitted Use Table, Parking
Petitioner: Village of Arlington Heights
Attendees: Bruce Green, ORC Chairman
 Susan Dawson, ORC Commissioner
 George Drost, ORC Commissioner
 Michael Lysicatos, Planning
 Dan Osoba, Planning

DISCUSSION:

Mr. Lysicatos gave an overview of the proposed amendments to Chapter 28, Section 3, Definitions; Section 5.5-1, Permitted Use Table; and Section 10, Off Street Parking and Loading. The purpose of these amendments is to clarify applicable terms throughout Chapter 28 for various land uses. The terms differ between the definitions, permitted use table, and schedule of off-street parking requirements. Some of the land uses were reviewed for applicability and relevance. Some were deleted and some were consolidated into broader categories for today's standards. There are minimal proposed changes to off-street parking requirements; however, there are amendments to reorganize the categories of the schedule of parking requirements to better fit the associated land uses and reduce ambiguity.

Mr. Osoba provided an overview of the changes to Section 3, Definitions and Section 5.5-1 Permitted Use Table. There are several new definitions for uses that exist and are already in the Permitted Use Table or the schedule of parking requirements. The uses include banquet halls, stadiums and theatres. Uses such as these exist within the Village but were never formally defined by Section 3, Definitions. There are also definitions that have been modified from previous definitions already in code or from another land use. These modified definitions also include combinations of previously included definitions to create a broader land use. One of these such uses is health clubs. There were several definitions that fit into the broader category of health club, so health club was refined to include those uses and the repetitive land uses were deleted. Additionally, there were uses that were too broad, such as the case with Commercial Schools, which could be a yoga studio, martial arts studio, or a trade school. Those uses are separated out to allow separate use restrictions or requirements for land uses that operate in different ways. There are several definitions that were deleted as staff found they were not relevant or the land use would more appropriately fit into a broader land use category. Section 5.5-1, Permitted Use Table is the master document or the portion of code that pivots to both the definitions section and the parking section. If a use is listed in the permitted use table, that same term should be defined and should have a parking requirement for consistency throughout Chapter 28. New items have been added to the permitted use table, which match the definitions section as discussed. There are also some uses that have been removed as staff found the land use to be more antiquated or if there were no active business licenses for such a use within the Village.

Mr. Lysicatos gave an overview of the changes to Section 10, Off Street Parking and Loading. The purpose of the changes is to come into conformance with the new definitions and the permitted use table terms, and provide clarity towards parking requirements and reduce ambiguity on how they are applied. Additional modifications include how parking is calculated as a collective provision or sum of all the parts or land uses within a development. Staff worked with Public Works on changes to this section and open up some flexibility to green infrastructure such as pervious pavers. Lastly, there is a change for duplex development to allow a shared driveway between the two units to allow for additional space for off-street parking within the driveway space and not just the garages.

Commissioner Dawson asked if staff has a database for business licenses to see how many land uses are used and unused?

Mr. Osoba indicated that staff does have a business license directory that contains license records and their associated land

use that runs back several years.

Commissioner Dawson asked regarding Section 10.2-11.2(b) for a point of clarification on how the text was written. The text says, “In R-4, R-5, R-6 and R-7 Districts, residential properties that contain duplexes or townhomes that share a driveway for access to separate front-loaded garages shall be allow to be...”. It seems that a clarification of “for driveways” when referring to what shall be allowed to be a maximum of 34-feet in width. Additionally, Commissioner Dawson asked for clarity in Section 10.2-11.2(a), which reads, “...except for those residential properties that have access to separate front-loading garages”. Commissioner Dawson also asked if by the new definition of “Health Club”, the Village’s intent is that a health club has to have whirlpools, saunas and showers to be a health club?

Mr. Lysicatos responded that the definition indicates it includes, but is not limited to.

Commissioner Dawson commented that the definition is written to say, “which includes, but is not limited to”, which could be construed as it must include, but is not limited to whirlpools, saunas and showers.

Mr. Lysicatos provided that staff would consider different language that may provide more clarity.

Commissioner Dawson asked which land use category a business would fit into if they had several personal trainers, but they are not a health club?

Mr. Lysicatos indicated that may fall into another category. Health club is generally a larger use, typically dictated by where they are allowed.

Commissioner Dawson commented that she had no questions or comments and the remainder of the changes are well written and recognized staff’s effort in making the number of changes to provide more clarity.

Commissioner Drost asked if these changes are not solutions to problems that do no exist. That these are actual items that come up as issues.

Mr. Lysicatos indicated that these changes are mainly to ensure that there is a match between the permitted use table, parking requirements and definitions because a lot of it was missing. Many of the changes are a result of what we see on a regular basis.

Chair Green asked if the three-car garage width was changed to 32 in Section 10.2-11.1(c)?

Mr. Osoba indicated that he would get a clarification on the existing and proposed language.

Mr. Lysicatos commented that staff will verify and ensure this is clear and add a strikethrough on the text if necessary before it is brought to Plan Commission.

Mr. Lysicatos indicated that as far as process, we would ask for a recommendation to the Plan Commission, then the Plan Commission would make a recommendation to Village Board. We are tentatively set for October 23, 2024 for Plan Commission and November 4th for Village Board.

Chair Green asked if there was any public comment. There was no public comment.

RECOMMENDATION:

The Ordinance Review Committee by voice vote recommends to the full Plan Commission approval of the amendments to Chapter 28, Section 3, Section 5.5-1, and Section 10. All were in favor, motion approved.

Bruce Green, Chair

ORDINANCE REVIEW COMMITTEE

Michael Lysicatos, Deputy Director Planning and Community Development
Recorder



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
12/2/2024

Item: Proceed at Own Risk Request - ICON Studio - 3375 N.
Arlington Heights Rd, Units A, B, G, H

Department: Planning & Community Development

Item Description:

Please find attached a request for a "Proceed At Own Risk" Declaration with Artemiy Novik, Inha Sankevich, and NRF IV – Arlington Heights, LLC regarding the issuance of building permits to proceed with construction of Icon Studio, a beauty salon at 3375 N. Arlington Heights Road, Suites A, B, G, and H within the office complex located at 3335 – 3385 N. Arlington Heights Road. The letter is from Artemiy Novik, Founder of Icon Studio and the petitioner, who is seeking an Amendment to the existing Planned Unit Development (PUD) for a land use variation to allow for a beauty salon in the M-1 district and a parking variation. The attached Proceed At Own Risk Declaration has been reviewed and approved by the petitioner as well as the building owner who has entered into a contingent lease with Icon Studio for the project.

Project Background

Icon Studio, as an agent for NRF IX – Arlington Heights, LLC, has submitted the request for the Proceed At Own Risk Declaration as their Plan Commission application to amend the existing PUD for a land use and parking variation in advance to a public hearing in front of the Plan Commission. The petitioner applied for a building permit to remodel units A, B, G & H of 3375 N. Arlington Heights Road to outfit a beauty salon and were informed they would need to submit a Plan Commission application before any building permits can be processed. They have already received a permit for interior demolition, but cannot receive their interior build out permit until they receive zoning approval. The petitioner states, in their attached request, that their contractors have been fully compensated for their services and are unable to remain on hold indefinitely while they complete the zoning approval process which has led to the Proceed At Own Risk request.

The Village staff has reviewed the Plan Commission application and has recommended approval with draft conditions to the Plan Commission which have been shared with the petitioner and the property owner of the building which is part of the lease. The petitioner and owner and in general support

of the conditions at this time. There is a second property owner within the PUD which the petitioner is still coordinating with to review the staff recommendations and comments.

The land use that is being proposed is similar to an existing medical spa, wellness center, and other non-general office uses that already exist at 3335 – 3385 N. Arlington Heights Road. As a result, staff believes the necessary standards for approval have been met.

A previous PUD amendment approved through Ordinance 19-002 allowed a reduction in the required number of off-street parking spaces from 266 spaces to 238 spaces. In addition, the approval limited the medical uses in the office spaces within the PUD to 14,419 square feet. The proposed mix of uses submitted in the Plan Commission application does not exceed the threshold set in 2019 for medical office spaces, but it does increase the code required parking demand from 266 spaces to 268 spaces. Staff has no concerns about the additional parking variation after reviewing the existing pattern of parking utilization, occupying vacant office space, and the proposed mix of uses.

Staff also considered if the proposed 16,807 square feet of medical office and non-general office space were utilized as purely medical office. This would create a parking requirement of 273 spaces with which staff has no concerns. Modifying the petitioner's request to allow for this variation would provide flexibility to the property owner and eliminate the need to modify the PUD for different mixes of uses up to the 16,807 square foot threshold. The petitioner and owner were supportive of this condition, which accounts for the majority of the staff recommendations. The petitioner is awaiting response from the second property owner on a response to these conditions before appearing before the Plan Commission at a public hearing.

Recommendation

It is recommended that the Village Board approve authorizing the Village Manager to execute a Proceed At Own Risk Declaration for NRF IX – Arlington Heights, LLC, Artemiy Novik, and Inha Stankevich to “Proceed At Own Risk” with construction for the beauty salon use at 3375 N. Arlington Heights Road, Suites A, B, G, and H.

This approval shall be subject to the conditions outlined in the attached Proceed at Own Risk Declaration, including but not limited to:

1. The Preliminary Construction Work will not commence unless the Village Plan Commission makes a recommendation in support of the Requested Approvals.
2. The Preliminary Construction Work is limited to those constructed-related

activities authorized by Village-issued building permits, and the Preliminary Construction Work does not include operation of the Use at the Leased Premises.

3. The Preliminary Construction Work is proceeding at Owner's and Tenants' sole and absolute risk.

4. Owner and Tenants must comply with all provisions of the "Municipal Code of Arlington Heights, Illinois, 1995," as amended, and the Zoning Code with respect to the Preliminary Construction Work, including, without limitation, obtaining Village-issued building permits.

5. Tenants are not entitled to the Requested Approvals from the Village, regardless of expenditures incurred by Owner and Tenants in proceeding prior to the date of, or pursuant to, this Declaration, unless and until Tenants have satisfied all of the terms and conditions of this Declaration, or imposed in connection with the approval of any of the Requested Approvals, or required by all other applicable Village codes and ordinances.

ATTACHMENTS:

1. Staff Memo_VB Icon Studio
2. ICON Proceed At Risk Request
3. Proceed at Own Risk Declaration
4. Project description
5. Icon Studio Proposed Floor Plan
6. Plat of Survey
7. Ord. 19-002



VILLAGE OF ARLINGTON HEIGHTS

INC. 1887

Date: November 22, 2024

To: Village Board

From: Michael Lysicatos, Assistant Director of Planning & Community Development

Attachments:

- 1) ICON Proceed At Risk Request
- 2) Draft Proceed At Risk Declaration
- 3) Icon Studio Proposed Floor Plan

Proceed at Own Risk Request – ICON Studio, 3375 N. Arlington Heights Road, Suites A, B, G, H

Please find attached a request for a "Proceed At Own Risk" Declaration with Artemiy Novik, Inha Sankevich, and NRF IV – Arlington Heights, LLC regarding the issuance of building permits to proceed with construction of Icon Studio, a beauty salon at 3375 N. Arlington Heights Road, Suites A, B, G, and H within the office complex located at 3335 – 3385 N. Arlington Heights Road. The letter is from Artemiy Novik, Founder of Icon Studio and the petitioner, who is seeking an amendment to the existing Planned Unit Development (PUD) for a land use variation to allow for a beauty salon in an M-1 district and a parking variation. The attached Proceed At Own Risk Declaration has been reviewed and approved by the petitioner as well as the building owner who has entered into a contingent lease with Icon Studio for the project.

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The petitioner applied for a building permit to remodel units A, B, G & H of 3375 N. Arlington Heights Road to outfit a beauty salon and were informed they would need submit a Plan Commission application before any building permits could be processed. They have already received a permit for interior demolition, but cannot receive their interior build out permit until they receive zoning approval. The petitioner states, in their attached request, that their contractors have been fully compensated for their services and are unable to remain on hold indefinitely while they complete the zoning approval process which has led to the Proceed At Own Risk request.

The Village staff has reviewed the Plan Commission application and has recommended approval with draft conditions to the Plan Commission which have been shared with the petitioner and the property owner for the building that issued the lease. The petitioner and owner are in general support of the conditions at this time. There is a second property owner within the PUD which the petitioner is still coordinating with to review the staff recommendations and comments.

The land use that is being proposed is similar to an existing medical spa, wellness center, and other non-general office uses that already existing at 3335 – 3385 N. Arlington Heights Road. As a result, staff believes the necessary standards for approval have been met.

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Staff also considered if the proposed 16,807 square feet of medical office and non-general office space were utilized as purely medical office. This would create a parking requirement of 273 spaces with which staff has no concerns. Modifying the petitioner request to allow for this variation would provide flexibility to the property owner and eliminate the need to modify the PUD for different mixes of uses up to the 16,807 square foot threshold. The petitioner and owner were supportive of this condition which accounts for the majority of the staff recommendations. The petitioner is awaiting response from the second property owner on a response to these conditions before appearing before the Plan Commission at a public hearing.

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It is recommended that the Village Board approve authorizing the Village Manager to execute a Proceed At Own Risk Declaration for NRF IX – Arlington Heights, LLC, Artemiy Novik, and Inha Stankevich to "Proceed At Own Risk" with construction for the beauty salon use at 3375 N Arlington Heights Road, Suites A, B, G, and H.

This approval shall be subject to the conditions outlined in the attached Proceed at Own Risk Declaration, including but not limited to:

1. The Preliminary Construction Work will not commence unless the Village Plan Commission makes a recommendation in support of the Requested Approvals.
2. The Preliminary Construction Work is limited to those constructed-related activities authorized by Village-issued building permits, and the Preliminary Construction Work does not include operation of the Use at the Leased Premises.
3. The Preliminary Construction Work is proceeding at Owner's and Tenants' sole and absolute risk.
4. Owner and Tenants must comply with all provisions of the "Municipal Code of Arlington Heights, Illinois, 1995," as amended, and the Zoning Code with respect to the Preliminary Construction Work, including, without limitation, obtaining Village-issued building permits.
5. Tenants are not entitled to the Requested Approvals from the Village, regardless of expenditures incurred by Owner and Tenants in proceeding prior to the date of, or pursuant to, this Declaration, unless and until Tenants have satisfied all of the terms and conditions of this Declaration, or imposed in connection with the approval of any of the Requested Approvals, or required by all other applicable Village codes and ordinances.

August 26, 2024

Artemiy Novik
Founder, ICON Studio

To Jorge Torres,

I am writing to formally request authorization to proceed with the construction work at [3375 N Arlington Heights Rd, Arlington Heights, STE A](#), B, G, H, while our zoning change application is under review. We have obtained several permits from your office and initiated the construction based on this authorization. However, the cessation of construction has resulted in significant delays and financial losses.

Our contractors have been fully compensated for their services and are unable to remain on hold indefinitely while we complete the zoning approval process. This delay is causing considerable disruption to our business operations, and without permission to resume work, our project is at risk of substantial harm.

We respectfully request your consideration and approval to continue the construction to prevent further detriment to our business. Should you require any additional information or documentation, please feel free to contact me.

Thank you for your prompt attention to this matter. We anticipate your favorable response and appreciate your support in addressing this urgent issue.

Sincerely,
Artemiy Novik
Founder, ICON Studio
Phone: +1 224-392-8853
Email: novart90co@gmail.com

Prepared by and return to:

Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, Illinois 60005
Attention: Village Clerk

PROCEED AT OWN RISK DECLARATION

BY

NRF IX – ARLINGTON HEIGHTS, LLC, ARTEMIY NOVIK, AND INHA STANKEVICH

(3335-3385 N. Arlington Heights Road, (Leased premises located at 3375 N. Arlington Heights Road, Suites A, B, G, and H) Arlington Heights, Illinois
Being a Part of Property Index Numbers 03-08-100-036 and 03-08-100-040)

PROCEED AT OWN RISK DECLARATION

THIS PROCEED AT OWN RISK DECALARATION ("Declaration") is made this ____ day of December, 2024, by **NRF IX – ARLINGTON HEIGHTS, LLC**, a Delaware limited liability company ("**Owner**"), the owner of property located in the Village of Arlington Heights, Cook County, Illinois ("**Village**") commonly known as 3335-3385 N. Arlington Heights Road and legally described in **Exhibit A** attached to and, by this reference, made a part of this Declaration ("**Property**"), and **ARTEMIY NOVIK** and **INHA STANKEVICH** (collectively, the "**Tenants**"), the tenants of that portion of the Property that is commonly known as Suites A, B, G and H at 3375 N. Arlington Heights Road (collectively, the "**Leased Premises**").

WITNESSETH:

WHEREAS, the Property includes a building ("**Building**") which contains the Leased Premises; and

WHEREAS, Tenants desire to construct and operate a beauty salon ("**Use**") in the Leased Premises; and

WHEREAS, the Property is located in the M-1 Research, Development, and Light Manufacturing District ("**M-1 District**"); and

WHEREAS, Tenants desire to obtain certain Village-issued building permits and modify the Leased Premises to make them ready for the Use, as generally depicted in the plans listed in **Exhibit B** attached hereto and made a part of this Declaration, with modifications as directed by Village staff (collectively, the "**Preliminary Construction Work**"); and

WHEREAS, in order to carry out the Use, Tenants filed an application with the Village requesting relief from "The 2002 Comprehensive Amendment of the Zoning Ordinance of the Village of Arlington Heights," as amended ("**Zoning Code**"), including, without limitation, an amendment to a planned unit development, a land use variation, and an off-street parking variation (collectively, the "**Requested Approvals**"); and

WHEREAS, as of the date of this Declaration, Tenants' application for the Requested Approvals has not been adjudicated by the Village Plan Commission or the President and Board of Trustees, as required pursuant to the Zoning Code; and

WHEREAS, Owner and Tenants voluntarily desire to execute this Declaration in order to secure a temporary Zoning Code allowance to permit the Preliminary Construction Work to proceed at the Leased Premises at Owner's and Tenants' own risk;

NOW, THEREFORE, Owner and Tenants voluntarily agree that the Leased Premises will be used, improved, and occupied subject to the following restrictions and provisions:

1. Owner and Tenants acknowledge and agree that: (a) the Preliminary Construction Work is limited to those constructed-related activities authorized by Village-issued building permits, and the Preliminary Construction Work does not include operation of the Use at the Leased Premises; (b) the Preliminary Construction Work is proceeding at Owner's and Tenants' sole and absolute risk; (c) Owner and Tenants must comply with all provisions of the "Municipal Code of Arlington Heights, Illinois, 1995," as amended, and the Zoning Code with respect to the Preliminary Construction Work, including, without limitation, obtaining Village-issued building

permits; (d) Tenants are not entitled to the Requested Approvals from the Village, regardless of expenditures incurred by Owner and Tenants in proceeding prior to the date of, or pursuant to, this Declaration, unless and until Tenants have satisfied all of the terms and conditions of this Declaration, or imposed in connection with the approval of any of the Requested Approvals, or required by all other applicable Village codes and ordinances; and (e) the Preliminary Construction Work will not commence unless the Village Plan Commission makes a recommendation in support of the Requested Approvals.

2. Owner and Tenants acknowledge and agree that the Village's consent to this Declaration is not to be deemed or construed as requiring the Village to either: (a) issue any further approvals for operation of the Preliminary Construction Work at the Leased Premises; or (b) approve any or all of the Requested Approvals.

3. The Preliminary Construction Work may not be carried out except in strict compliance with: (a) the terms of any and all Village approvals including, without limitation, a special use permit, issued therefor; and (b) this Declaration.

4. The Village has the right to enter the Property at all times from and after the execution of this Declaration to ascertain compliance with the terms, conditions, restrictions, and limitations contained in this Declaration.

5. Tenants must continuously and promptly apply for and pursue every approval required for the Preliminary Construction Work including, without limitation, the Requested Approvals.

6. If the Requested Approvals are not granted by February 4, 2025, or such later date as the Village Manager, in his sole and absolute discretion, may approve, the Preliminary Construction Work must cease.

7. When the Preliminary Construction Work is required to cease, Tenants and Owner at their sole cost and expense, must perform, or cause to be performed, all remedial actions necessary to return the Leased Premises to a safe and clean condition which is in compliance with the Zoning Code, in a manner satisfactory to the Village, and if the Village President and Board of Trustees approve the Requested Approvals with modifications or conditions, Tenants or Owner will comply with such modifications and conditions, which may include, without limitation, modifying previously completed Preliminary Construction Work.

8. Owner and Tenants acknowledge and agree that the remedial actions that may be required pursuant to Paragraph 7 of this Declaration will include, without limitation, the ceasing of the Preliminary Construction Work and removal from the Leased Premises of all equipment, fixtures, and improvements related to the Preliminary Construction Work.

9. In the event that Owner or Tenants fail to perform, or cause to be performed, all remedial actions that may be required pursuant to Paragraph 7 of this Declaration, the Village will have the right, but not the obligation, to: (a) enter the Property and the Leased Premises and cause to be performed all such remedial actions; (b) charge Owner and Tenants for all costs incurred by the Village in the course of such remediation, plus an administrative fee of 20% of such costs, which sum will be owed jointly and severally by Owner and Tenants (collectively, the **"Remediation Costs"**); and (c) record and enforce a lien against the Property for the Remediation Costs.

10. Owner and Tenants expressly acknowledge and agrees that they are jointly and severally and absolute liable and responsible, and the Village has no liability or responsibility whatsoever, for the costs and expenses incurred in connection with the remediation that may be required pursuant to Paragraph 7 of this Declaration.

11. Owner and Tenants each hereby agree to release, indemnify, defend, and hold harmless the Village, its agents, servants, officials, attorneys, and employees from and against any and all injuries, damages, claims, liabilities, demands, causes of action, losses, suits, expenses, liabilities, and judgments of any and all nature and kind whatsoever, including without limitation costs, expenses, and attorneys' fees, arising out of, occasioned by, connected with, or in any way attributable to: (a) this Declaration; (b) any action taken by the Village pursuant to or in connection with this Declaration; or (c) the review and approval by the Village of the Requested Approvals.

12. Owner and Tenants agree to reimburse the Village, promptly upon receipt of an invoice therefor, for the costs and expenses incurred by the Village, including specifically legal fees, in connection with the drafting and execution of this Declaration.

13. This Declaration may not be modified, amended, or annulled without the express, prior written approval of the Village Manager.

14. The provisions of this Declaration run with and bind the Property, and are binding upon Owner and Tenants, and their respective heirs, successors, assigns, agents, licensees, invitees, and representatives, including, without limitation, all subsequent owners of any portion of the Property, and all persons claiming under them. If any of the rights or restrictions imposed by this Declaration would otherwise be unlawful or void for violation of (a) the rule against perpetuities or some analogous statutory provision, (b) the rule restricting restraints on alienation, or (c) any other statutory or common law rules imposing time limits, then such provision will continue only until 21 years after the death of the survivor of the now living lawful descendants of the current President of the United States as of the date of this Declaration.

15. The Village may record this Declaration against the Property with the Cook County Clerk's Recording Division, Illinois, and all conveyances of the Property, or any part thereof, are subject to the provisions of this Declaration.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Owner and Tenants have caused this Declaration to be executed by a duly authorized representative on the date first above written.

OWNER:

NRF IX – ARLINGTON HEIGHTS, LLC

By: **NRF IX Manager, LLC**, a Delaware limited liability company

By: _____
Andrew S. Hochberg, Manager

TENANTS:

ARTEMIY NOVIK

INHA STANKEVICH

Accepted this ____ day of December, 2024.

Randall R. Recklaus
Village Manager
Village of Arlington Heights

ACKNOWLEDGEMENT – OWNER

STATE OF _____)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for the County and State aforesaid, DO
HEREBY CERTIFY that **ANDREW S. HOCHBERG**, who is personally known to me to be the
person who signed the foregoing instrument on behalf of Owner, appeared before me this day in
person and acknowledged to me that he, being thereunto duly authorized, signed and delivered
said instrument as his own free and voluntary act, for the uses and purposes set forth therein.

GIVEN under my hand and notarial seal this _____ day of _____, 2024.

Notary Public

My Commission expires: _____

ACKNOWLEDGEMENT – TENANTS

STATE OF _____)
) SS
COUNTY OF _____)

I, _____, a Notary Public, in and for the County and State aforesaid, DO HEREBY CERTIFY that **ARTEMIY NOVIK** and **INHA STANKEVICH**, who are personally known to me to be the same persons whose names are subscribed to the foregoing instrument as the Tenants, appeared before me this day in person and acknowledged to me that they signed and delivered said instrument as their own free and voluntary acts, for the uses and purposes set forth therein.

GIVEN under my hand and notarial seal this _____ day of _____, 2024.

Notary Public

My Commission expires: _____

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

PARCEL 1:

LOT 3 IN NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS.

PARCEL 2:

LOT 3 IN TSCHURTZ'S SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 3

NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF LOTS 2 AND 3 IN NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS, BEING A SUBDIVISION OF PART OF THE NORTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN IN COOK COUNTY, ILLINOIS, OVER THAT PART OF LOT 1 IN SAID SUBDIVISION AS SHOWN IN EXHIBIT B OF AN AGREEMENT RECORDED DECEMBER 29, 1981 AS DOCUMENT 26096810 AND LABELED "OLD FRONTAGE ROAD" AND "NORTHERN ACCESS TO OLD FRONTAGE ROAD".

PARCEL 4:

NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF PARCELS 1 AND 2 AS SET FORTH IN AND CREATED BY THE EASEMENT AND OPERATING AGREEMENT RECORDED APRIL 7, 2005 AS DOCUMENT NUMBER 0509719072.

Property Index Numbers 03-08-100-036 and 03-08-100-040

Commonly known as: 3335-3385 N. Arlington Heights Road, Arlington Heights, Illinois

EXHIBIT B
PRELIMINARY CONSTRUCTION WORK PLANS
(attached)



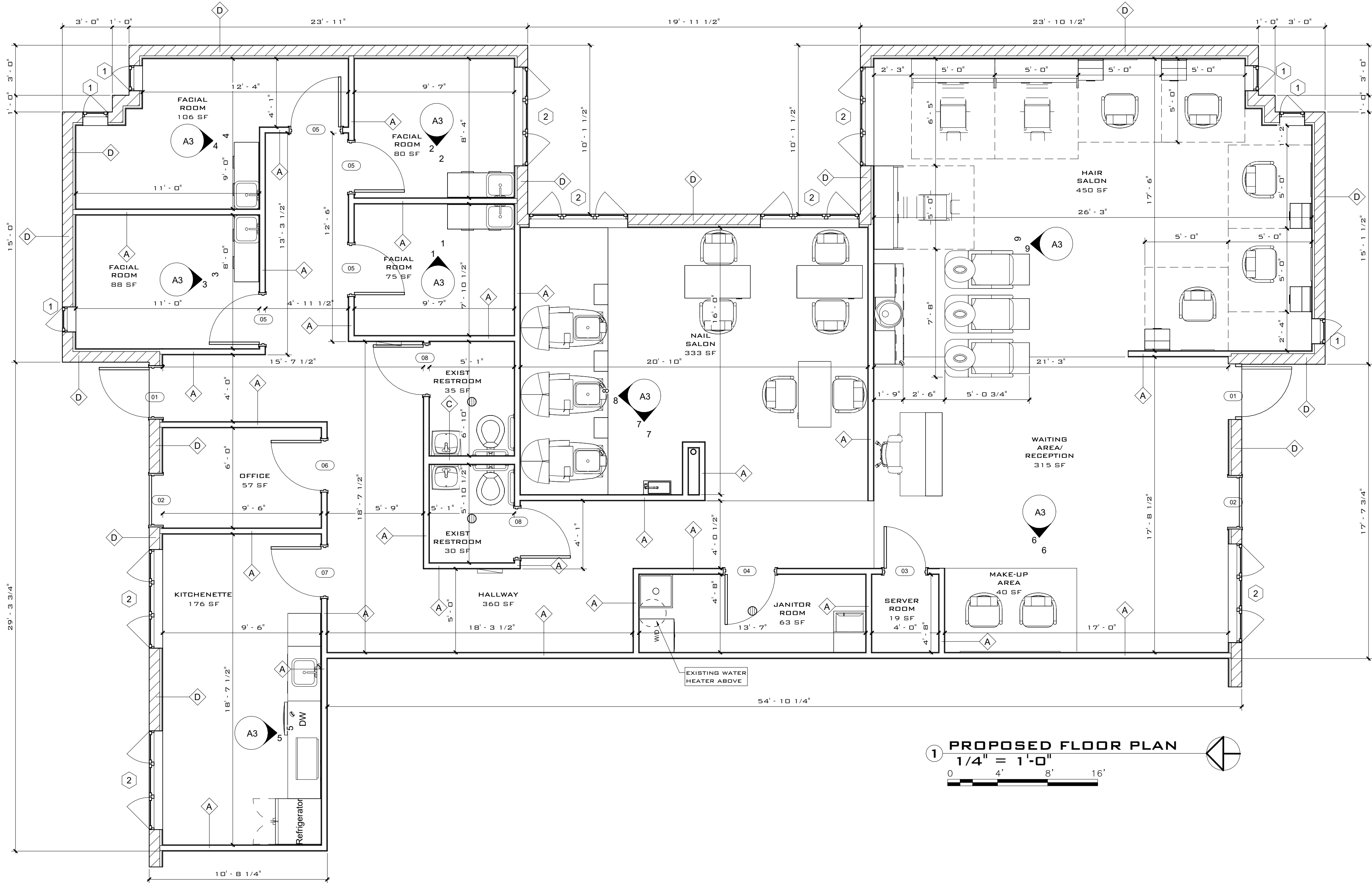
Project description:

3375 N Arlington Heights ,
STE A,B,G,H

We are planning to remodel 4 unit space into one spa salon space. Total working area after all the construction is done 2,496sq ft.

Including waiting/reception area, 4 fascial rooms, 2 make up stations, 3 manicure and 3 pedicure stations, 5 hairstylist working area , 2 barber working area and 3 washing stations, 1 small office space, kitchenette, 2 restrooms and 1 janitor room, 1 server room .

All construction work will be completed in accordance with the new Arlington Heights codes.



1 PROPOSED FLOOR PLAN
1/4" = 1'-0"

WALL PARTITION SCHEDULE			
MARK	SYMBOL	SECTION/DETAIL	DESCRIPTION
A			EXISTING NON-BEARING PARTITION 2x4 METAL STUDS@ 16" O.C.; 5/8" GYPSUM BOARD EACH SIDE - PATCH AND PAINT
C			EXISTING PLUMBING PARTITION 2x6 METAL STUDS@ 16" O.C.; 5/8" GYPSUM BOARD EACH SIDE - PATCH AND PAINT
D			EXISTING EXTERIOR MASONRY WALL - PATCH AND PAINT ON THE INTERIOR

NOTE:
ALL INTERIOR WALL AND CEILING
FINISHES SHALL HAVE CLASS 'B'
FINISH CLASSIFICATION

DOOR SCHEDULE												
DOOR NUMBER	DOOR SIZE			COUNT	THICKNESS	MATERIAL	FINISH	FRAME MATERIAL	FRAME FINISH	HARDWARE	U-FACTOR	REMARKS
	TYPE	WIDTH	HEIGHT									
01	SWING	3'-0"	7'-0"	2	1 3/4"	GLASS	CLEAR	ALUMINIUM	INODIZED	1,2,3,4,9	0.3	A,B,C
02	SWING	3'-0"	7'-0"	2	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	1,2,3,4,9	0.3	A,C,D
03	SWING	2'-6"	7'-0"	1	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	10	N/A	C
04	SWING	3'-0"	7'-0"	1	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	10	N/A	C
05	SWING	3'-0"	7'-0"	4	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	10	N/A	C
06	SWING	3'-0"	7'-0"	1	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	10	N/A	C
07	SWING	3'-0"	7'-0"	1	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	10	N/A	C
08	SWING	3'-0"	7'-0"	2	1 3/4"	HOLLOW METAL	PAINT	HOLLOW METAL	PAINT	5,6,11	N/A	C

GENERAL DOOR NOTES:
• ALL REQUIRED EXIT DOORS SHALL NOT EXCEED 8.5 LBS PUSH PULL FORCE.
• ALL REQUIRED EXIT DOORS SHALL SWING IN THE DIRECTION OF EGRESS.
• ALL REQUIRED EXIT DOORS SHALL BE KEYLESS IN THE DIRECTION OF EGRESS.

NOTE:
THE FORCE FOR PUSHING OR PULLING OPEN INTERIOR SWINGING EGRESS DOORS, OTHER THAN FIRE DOORS, SHALL NOT EXCEED 5 POUNDS.

HARDWARE SCHEDULE:
FURNISH ALL ITEMS OF FINISH HARDWARE FOR THE DOORS AS HEREINAFTER SPECIFIED. TRIM DESIGN SHALL BE AS SELECTED BY THE OWNER FROM THE MANUFACTURER'S STANDARD RANGE. ALL LOCKS SHALL BE MASTER KEYED. ALL DOORS TO HAVE 1-1/2" PAIR HINGES TO MATCH FINISH LOCKSET. PROVIDE WALL OR FLOOR BUMPERS FOR ALL DOORS. PROVIDE THRESHOLD FOR ALL EXTERIOR DOORS. NEOPRENE WEATHER-STRIPPING, TYPICAL HEAD JAMB SEAL. THE FOLLOWING HARDWARE SHALL BE PROVIDED FOR DOORS WHERE INDICATED:

1. KEY CYLINDER
2. PUSH PADDLE HANDLE
3. PULL PADDLE HANDLE
4. CLOSER LCN 1070 ALUMINUM FINISH
5. PUSH PLATE
6. PULL PLATE
7. PUSH BAR PANIC EXIT DEVICE
8. KEY CYLINDER W/OUTSIDE TRIM
9. PUSH BAR
10. OFFICE LOCKSET
11. PRIVACY LOCKSET

WINDOW SCHEDULE					
TYPE MARK	COUNT	ROUGH OPENING		TYPE	COMMENTS
		WIDTH	HEIGHT		
FLOOR LEVEL					
1	6	1' - 6"	6' - 0"	CASEMENT	EXISTING
2	7	5' - 11"	5' - 11"	CASEMENT	EXISTING

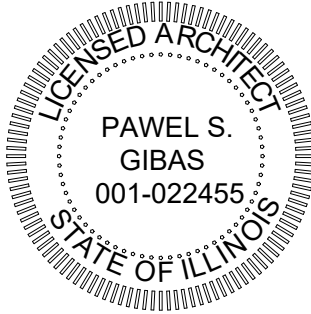
ALL NEW WINDOWS AND DOORS WITH GLAZING SHALL HAVE A MAXIMUM 0.3 U-FACTOR.

NOTES:
ALL MATERIALS, OTHER THAN FOAM PLASTIC, USED AS INTERIOR IN NEW AND EXISTING BUILDINGS HAS A MINIMUM CLASS C FLAME SPREAD AND SMOKE-DEVELOPED INDICES, WHEN TESTED IN ACCORDANCE WITH ASTM E 84 OR UL 723

REVISIONS:		
No.	Date	Revision Description
1	07.11.2024	Review 1

3375 ARLINGTON HEIGHTS RD.,
UNIT A
ARLINGTON HEIGHTS IL 60004

info@studiogarchitectsllc.com
ph. 773.677.6655



3375 ARLINGTON HEIGHTS RD.,
UNIT A
ARLINGTON HEIGHTS IL 60004

JOB NAME:
24BT399

DATE:
23.05.2024

SCALE:
As indicated

DRAWING TITLE:
PROPOSED
FLOOR PLAN,
NOTES AND
SCHEDULES

SHEET NUMBER:
A1

PROFESSIONAL LAND SURVEYORS

4505 NORTH ELSTON AVENUE, CHICAGO, IL 60630
TELEPHONE: (773) 685-5102 FAX: (773) 286-4184 EMAIL: INFO@PLCS-SURVEY.COM

SURVEY NOTE:

THE EASEMENT AND OPERATING AGREEMENT RECORDED APRIL 7, 2005 AS DOCUMENT NUMBER 0509719072 AFFECTS THE SUBJECT PROPERTY AND LOT 2 IN NORTH RIDGE SUBDIVISION, WHICH IS NORTH AND ADJOINING THE SUBJECT PROPERTY.

SAID AGREEMENT CONTAINS NON-EXCLUSIVE EASEMENTS FOR PEDESTRIAN AND VEHICULAR INGRESS AND EGRESS, PARKING AND OTHER EASEMENTS OVER THE CIRCULATION AISLES, ENTRY DRIVES AND DRIVEWAYS ON THE SUBJECT PROPERTY AS WELL AS ON SAID LOT 2.

ADDITIONAL EASEMENT RIGHTS WERE GRANTED OVER THE SIDEWALK PARCEL WHICH IS DESCRIBED AS THE SOUTH 7 FEET OF SAID LOT 2.

REGARDING TABLE A ITEM 3, THE PROPERTY APPEARS IN "OTHER AREAS" ZONE X, AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, PER FLOOD INSURANCE RATE MAP COOK COUNTY, ILLINOIS, MAP NO. 17031C0063J, EFFECTIVE DATE AUGUST 19, 2008.

REGARDING TABLE A ITEM 9 THERE ARE 197 REGULAR PARKING SPACES AND 6 HANDICAPPED.

REGARDING TABLE A ITEM 16 THERE IS NO OBSERVED EVIDENCE OF RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION, OR BUILDING ADDITIONS.

REGARDING TABLE A ITEM 17 WE HAVE NO INFORMATION ABOUT PROPOSED CHANGES IN STREET RIGHT OF WAY LINES. THERE IS NO OBSERVED EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.

REGARDING TABLE A ITEM 21 THERE IS NO OBSERVED EVIDENCE OF RAILROAD SPURS, TRACKS OR SIDINGS EXISTING ON OR SERVING THE SURVEYED PROPERTY.

SURVEY NOTE:

THIS SURVEY WAS PREPARED BASED ON CHICAGO TITLE INSURANCE COMPANY TITLE COMMITMENT NO. 18015327LFE REVISION 2, COMMITMENT DATE: DECEMBER 20, 2018 AS TO MATTERS OF RECORD.
SCHEDULE B ITEMS:

H 15. A 50 FOOT BUILDING LINE ALONG THE WEST LINE OF THE LAND AS CREATED BY THE PLAT OF SUBDIVISION RECORDED AS DOCUMENT NO. 24013352. (AFFECTS PARCEL 1)
PLOTTED

1 16. (A) TERMS, PROVISIONS, AND CONDITIONS RELATING TO THE EASEMENT
DESCRIBED AS PARCEL 3 CONTAINED IN THE INSTRUMENT CREATING SAID
EASEMENT. (B) RIGHTS OF THE ADJOINING OWNER OR OWNERS TO THE
CONCURRENT USE OF SAID EASEMENT.
PLOTTED APPROXIMATELY

J 17. NOTHING CONTAINED HEREIN SHOULD BE CONSTRUED AS INSURING THE EXACT LOCATION OR DIMENSIONS OF THE EASEMENT DESCRIBED AS PARCEL 3 OF SCHEDULE A.
PLOTTED APPROXIMATELY

K 18. GRANT OF EASEMENT RECORDED FEBRUARY 10, 1977 AS DOCUMENT 23817285, MADE BY MOUNT PROSPECT STATE BANK, AS TRUSTEE UNDER TRUST AGREEMENT DATED DECEMBER 30, 1974 AND AS KNOW AS TRUST NUMBER 430, GRANTS TO THE VILLAGE OF CLINTON, OHIO RIGHTS, A PERPETUAL EASEMENT TO CONSTRUCT AND MAINTAIN ON THE LAND SANITARY SEWERS, WATER MAINS AND APPURTENANCES THERETO, WITH RIGHT TO CONSTRUCT, MAINTAIN, AND PERMIT THE CONSTRUCTION AND MAINTENANCE OF CONNECTIONS WITH SAID SANITARY SEWERS AND WATER MAINS, AND CARRY THE STRIPS OF LAND THEREIN DESCRIBED, (AFFECTS THE WESTLY 20 FEET OF PARCEL 1)

L 19. A 40 FOOT AND 50 FOOT BUILDING LINE AS SHOWN ON THE PLAT OF SUBDIVISION RECORDED OCTOBER 23, 1979 AS DOCUMENT 25205154. (AFFECTS THE SOUTHERLY 40 FEET OF PARCEL 2 (EXCEPT THE WEST 232.18 FEET THEREOF) AND ALSO AFFECTS THE NORTHERLY, EAST AND WEST 50 FEET OF PARCEL 2 AND ALSO AFFECTS THE WEST 232.18 FEET OF THE SOUTH 50 FEET OF PARCEL 2)
PLOTTED

M 20, A 20 FOOT UTILITY AND DRAINAGE EASEMENT ON THE SOUTH AND WEST LINES OF LAND, AS SHOWN ON THE PLAT OF SUBDIVISION RECORDED OCTOBER 23, 1979 AS DOCUMENT 25205154, AND A 10 FOOT UTILITY AND DRAINAGE EASEMENT ON THE EAST, (AFFECTS THE WEST 232.18 FEET OF THE SOUTH 20 FEET OF PARCEL 2, THE WEST 20 FEET OF PARCEL 2 AND THE EAST 10 FEET OF PARCEL 1) PLOTTED. DOCUMENT DOES NOT APPEAR TO INVOLVE PARCEL 1.

O 22. PRIVATE ROADWAY, AS CREATED BY PLAT OF SUBDIVISION RECORDED JULY 14, 1977 AS DOCUMENT 24013352, ACROSS THE EAST 24 FEET OF THE WEST 35 FEET OF LOT 3 AND OTHER PROPERTY, FOR THE USE OF THE OWNERS OF LOTS 1 TO 4 IN SAID SUBDIVISION. (AFFECTS PARCEL 1)
PLOTTED

P 23. EASEMENT FOR PROVIDING THE SUBDIVISION AND OTHER LAND WITH ELECTRIC AND COMMUNICATIONS SERVICE, CREATED BY THE PLAT OF SUBDIVISION RECORDED JULY 14, 1977 AS DOCUMENT 24013352, TO THE COMMONWEALTH EDISON COMPANY AND THE ILLINOIS BELL TELEPHONE COMPANY AND THEIR RESPECTIVE SUCCESSORS AND ASSIGNS, JOINTLY AND SEVERALLY, TO INSTALL, OPERATE, MAINTAIN AND REMOVE, FROM TIME TO TIME, FACILITIES USED IN CONNECTION WITH OVERHEAD AND UNDERGROUND TRANSMISSION AND DISTRIBUTION OF ELECTRICITY AND SOUNDS AND SIGNALS, TOGETHER WITH THE RIGHT TO INSTALL REQUIRED SERVICE CONNECTIONS OVER OR UNDER THE SURFACE OF THE LAND TO SERVE IMPROVEMENTS THEREON, THE RIGHT TO OVERHANG ALL LOTS WITH AERIAL SERVICE WIRES TO SERVE ADJACENT LOTS, RIGHT TO CUT, TRIM OR REMOVE TREES, BUSHES AND ROOTS AS MAY BE REASONABLY REQUIRED INCIDENT TO THE RIGHTS HERETO GIVEN, AND THE RIGHT TO ENTER UPON THE LAND FOR ALL SUCH PURPOSES, OBSTRUCTIONS SHALL NOT BE PLACED OVER SAID FACILITIES OR IN, UPON OR OVER THE FACILITIES WITHOUT THE WRITTEN CONSENT OF THE OWNER OF SAID FACILITIES, THE INSTALLATION OF ANY SUCH FACILITIES, THE GRADE OF THE LAND, SHALL NOT BE ALTERED IN A MANNER SO AS TO INTERFERE WITH THE PROPER OPERATION AND MAINTENANCE THEREOF. (AFFECTS THE WESTERLY 20 FEET OF PARCEL 1)

PLOTTED

Q 24. EASEMENT RESERVED FOR, AND GRANTED TO THE NORTHERN ILLINOIS GAS COMPANY, ITS SUCCESSORS AND ASSIGNS, FOR THE INSTALLATION, MAINTENANCE, REPAIR, REPLACEMENT, REMOVAL AND REPAIR OF GAS MAINS AND APPURTENANCES, FOR THE PURPOSE OF SERVING ALL AREAS SHOWN ON THE PLAN, NO BUILDINGS OR OTHER STRUCTURES SHALL BE CONSTRUCTED OR ERRECTED IN ANY SUCH EASEMENT AREA, NOR SHALL ANY OTHER USE BE MADE THEREOF WHICH WILL INTERFERE WITH THE EASEMENTS RESERVED AND GRANTED HEREBY, AS CREATED BY THE PLAT OF SURVEY DATED AND RECORDED JULY 14, 1977 AS DOCUMENT 24013332, (AFFECTS THE WESTLY 20 FEET OF PARCEL 1.)

PLOTTED

R 25. EASEMENT, IN, UPON, UNDER, OVER AND ALONG LOT 3 IN NORTH RIDGE SUBDIVISION OF THE LAND, TO INSTALL AND MAINTAIN ALL EQUIPMENT FOR THE PURPOSE OF SERVING THE LAND AND OTHER PROPERTY WITH TELEPHONE AND ELECTRIC SERVICE, TOGETHER WITH RIGHT OF ACCESS TO SAID EQUIPMENT, AS CREATED BY GRANT TO THE COMMONWEALTH EDISON COMPANY AND THE ILLINOIS BELL TELEPHONE COMPANY, RECORDED MARCH 5, 1981 AS DOCUMENT 25795940. (AFFECTS THAT PART OF PARCEL 2 AS SHOWN ON EXHIBIT A TO DOCUMENT NO. 25795940)

S 26. GRANT RECORDED APRIL 14, 1981 AS DOCUMENT 25837698 MADE BY AMERICAN NATIONAL BANK AND TRUST COMPANY OF CHICAGO, AS TRUSTEE UNDER TRUST NUMBER 50809, TO THE NORTHERN ILLINOIS GAS COMPANY, FOR AN EASEMENT 10 FEET IN WIDTH, 5 FEET ON EITHER SIDE OF THE GAS MAIN, OVER THE LAND AND OTHER PROPERTY, A PERPETUAL EASEMENT AND RIGHT WAY FOR PURPOSES OF LAYING, MAINTAINING, OPERATING, RENEWING, REPLACING AND REMOVING GAS MAINS AND NECESSARY GAS FACILITIES APPURTENANT THERETO, TOGETHER WITH RIGHT OF ACCESS IN, UPON, ALONG AND ACROSS THE LAND, PLOTTED

AA 32. TERMS AND CONDITIONS OF THE EASEMENT AND OPERATING AGREEMENT
PURPOSE OF INGRESS AND EGRESS RECORDED APRIL 7, 2005 AS DOCUMENT NO.
0509719072 TOGETHER WITH FURTHER COVENANTS, CONDITIONS, RESTRICTIONS
AND PROVISIONS AS THEREIN CONTAINED AS SHOWN ON SCHEDULE A OF THIS
POLICY.

REMAINING SCHEDULE B ITEMS ARE NOT MATTERS OF SURVEY.

ZONING SUMMARY

REVISED SCHEDULE "B" 1/16/19
REVIEWED WITH TITLE 1/14/19 PER #2018-26299 [RJT]
REVIEWED WITH TITLE 1/8/19 PER #2018-26299 [RJT]

ORDERED BY: SEBS ARLINGTON, L.L.C.	CHECKED:	DRAWN:
ADDRESS: 3335-3365 NORTH ARLINGTON HEIGHTS ROAD	RL	PLG/JMP



GREMLY & BIEDERMANN
PLCS, CORPORATION
LICENSE NO. 184-005332
PROFESSIONAL LAND SURVEYORS
4505 NORTH ELSTON AVENUE, CHICAGO, IL 60630
TELEPHONE: (773) 685-5102 FAX: (773) 286-4184 EMAIL: INFO@PLCS-SURVEY.COM



ORDER NO. 2018-25946-001	DATE: SEPTEMBER 27, 2018	PAGE NO. 2 OF 2
	SCALE: 1 INCH = 30 FEET	

**AN ORDINANCE AMENDING PLANNED UNIT DEVELOPMENT
ORDINANCE NUMBERS 79-166, 80-105, 81-028 AND 81-035 AND
GRANTING A VARIATION FROM CHAPTER 28 OF THE
ARLINGTON HEIGHTS MUNICIPAL CODE**

WHEREAS, the President and Board of Trustees of the Village of Arlington Heights have approved Ordinance Numbers 79-166, 80-105, 81-028 and 81-035, approving and amending a planned unit development for the property located at 3335-3395 N Arlington Heights Rd, Arlington Heights, Illinois, commonly known as Arlington Executive Plaza; and

WHEREAS, on December 12, 2018, in Petition Number 18-022, the Plan Commission of the Village of Arlington Heights conducted a public hearing on a request to amend Planned Unit Development Ordinance Numbers 79-166, 80-105, 81-028 and 81-035 and for a variation from Chapter 28 of the Arlington Heights Municipal Code; and

WHEREAS, the President and Board of Trustees of the Village of Arlington Heights have considered the report and recommendation of the Plan Commission and have determined that authorizing and granting said request, subject to certain conditions hereinafter described, is in the best interest of the Village,

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: The Planned Unit Development previously approved and amended by Ordinance Numbers 79-166, 80-105, 81-028 and 81-035, for the property legally described as:

Lots 2 and 3 in North Ridge Subdivision in Arlington Heights being a subdivision of part of the Northwest quarter of the Northwest quarter of Section 8, Township 42 North, Range 11, East of the Third Principal Meridian, in Cook County, Illinois.

and

Lot 3 in Tschurtz's Subdivision of part of the Northwest quarter of Section 8, Township 42 North, Range 11, East of the Third Principal Meridian in Cook County, Illinois.

PIN 03-08-100-035, -036, -040

commonly known as 3335-3395 N Arlington Heights Rd, Arlington Heights, Illinois, is hereby amended in substantial compliance with the following plans:

The following plans, dated June 7, 2018, have been prepared by Carlson Architecture:

Cover Sheet, consisting of sheet G101;

Demolition Plan, consisting of sheet D101;

Proposed Floor Plan, consisting of sheet A101;

Electrical Power and Lighting Plan, consisting of sheet A121;

copies of which are on file with the Village Clerk and available for public inspection.

SECTION TWO: That a variation from Section 10.4-2 Schedule of Parking Requirements – Retail, Commercial and Service Uses, in Chapter 28 Zoning Regulations of the Arlington Heights Municipal Code is hereby granted to allow a reduction in the required number of off-street parking spaces from 266 spaces to 238 spaces.

SECTION THREE: That approval of the amendment to Planned Unit Development Ordinance Numbers 79-166, 80-105, 81-028 and 81-035 and the variation from Chapter 28 of the Arlington Heights Municipal Code granted by this Ordinance are subject to the following conditions, to which the Petitioner has agreed:

1. The property owner shall install a 15-space bicycle rack on the east side of the 3385 North Arlington Heights Road building, per the submitted documentation, by March 15, 2019.

2. The square footage of all medical uses within the planned unit development shall be limited to 14,419 square feet. Any future expansion of medical uses beyond the total 14,419 square feet shall require a planned unit development amendment and parking variation.

3. The Petitioner shall comply with all applicable Federal, State and Village codes, regulations, and policies.

SECTION FOUR: Except as amended by this Ordinance, the provisions in Ordinance Numbers 79-166, 80-105, 81-028 and 81-035 shall remain in full force and effect.

SECTION FIVE: That the approval of the amendment to the Planned Unit Development granted in SECTION ONE of this Ordinance shall be effective for a period no longer than 24 months from the date of this Ordinance, unless construction has begun or such approval has been extended by the President and Board of Trustees during that period.

SECTION SIX: The Director of Building and Life Safety is hereby authorized to issue a permit upon proper application, in accordance with the provisions of this Ordinance and all applicable ordinances of the Village of Arlington Heights.

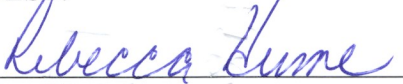
SECTION SEVEN: This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law and shall be recorded by the Village Clerk in the Office of the Recorder of Cook County, Illinois.

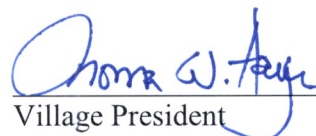
AYES: BALDINO, TINAGLIA, BLACKWOOD, ROSENBERG, LABEDZ, SIDOR, SCALETTA, HAYES

NAYS: NONE

PASSED AND APPROVED this 7th day of January, 2019.

ATTEST:


Village Clerk


Village President

PUD:Arlington Executive Plaza Amendment