



AGENDA
Village Board of Trustees
Regular Meeting
Village Hall
1900 Hassell Road, Hoffman Estates, IL 60169

August 18, 2025	Council Chambers	Immediately after Standing Committees
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1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **PUBLIC COMMENT**
4. **APPROVAL OF MINUTES**
 - A. Village Board 08-04-2025 Special
 - B. Village Board 08-04-2025
5. **CONSENT AGENDA/OMNIBUS VOTE (Roll Call Vote)**

(All items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Trustee so requests. In that event, the discussion will be the first item of business after approval of the Consent Agenda.)

 - A. Approval of Agenda
 - B. Approval of the schedule of bills for 08-18-25 -\$6,588,826.79
6. **REPORTS**
 - A. President's Report
 1. Board & Commission Appointment(s)/Reappointment(s)/Resignation(s)
 - a. Greg Carroll, Appointment, Commission for People with Disabilities, Term ending April 30, 2027
 - b. Chrissy Christian, Resignation, Sustainability Commission
 - c. Alfredo Izquierdo, Resignation, Sustainability Commission
 - B. Trustee Comments
 - C. Village Manager's Report
 - D. Village Clerk's Report
 - E. Treasurer's Report
7. **PLAN COMMISSION RECOMMENDATIONS**

- A. Approval of an Ordinance granting a Variation for storage shed size for the property located at 1845 W. Shorewood Drive.

8. ADDITIONAL BUSINESS

- A. Approval an Ordinance Establishing Chapter 19 - Procurement and Amending Section 4-7-4 (I) of the Municipal Code.
- B. Authorization to:
 - a. waive formal bidding; and
 - b. purchase one Abbeywood Pump Station Altitude Replacement Valve from Ross Valve Manufacturing Co., Inc., Troy, New York in an amount not to exceed \$86,471; and
 - c. authorize the Village Manager to approve change orders up to \$10,000.
- C. Approval of Change Order #1 with Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in the amount of \$75,941 for a total not to exceed cost of \$1,373,947
- D. Approval of Change Order #1 with Altorfer Industries, Elmhurst, IL for a Portable Generator in an amount not to exceed \$4,800.
- E. Approval of an engineering services agreement with Strand Associates, Inc., of Joliet, IL for the 2025 Water Model Update and System Evaluation, in an amount not to exceed \$80,000.

9. EXECUTIVE SESSION- Sale Of Lease Of Property (5 ILCS 120/2-(c)-(6))

10. ADJOURNMENT

Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office. The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

MEETING: SPECIAL HOFFMAN ESTATES VILLAGE BOARD
DATE: AUGUST 4, 2025
PLACE: COUNCIL CHAMBERS
MUNICIPAL BUILDING COMPLEX
1900 HASSELL ROAD
HOFFMAN ESTATES, ILLINOIS

1. CALL TO ORDER:

Deputy Village President Gary Stanton called the meeting to order at 6:53 p.m. The Village Clerk called the roll. Trustees present: Patrick Kinnane, Anna Newell, Gary Pilafas, Karen Arnet.

Village President William McLeod attended electronically at 6:55 p.m.

A quorum was present.

ADMINISTRATIVE PERSONNEL PRESENT:

E. Palm, Village Manager
D. O'Malley, Deputy Village Manager
J. Pape, Assistant Village Manager
A. Janura, Corporation Counsel
K. Cawley, Chief of Police
A. Wax, Fire Chief
R. Musiala, Finance Director
P. Gugliotta, Development Services Director
J. Nebel, PW Director
P. Seger, HRM Director
M. Saavedra, HHS Director
D. Raszka, Director of IT
M. Brito, Communications Manager
A. Wenderski, Director of Engineering
S. Kapur, Director of Building & Code Enforcement
R. Signorella, Multimedia Production Manager

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was led by Trustee Kinnane.

3. PUBLIC COMMENTS

No one wished to be recognized.

4. ADDITIONAL BUSINESS:**4.A. Boards and Commissions Interviews**

The Board interviewed a volunteer for the Commission for Disabled Citizens. This applicant will be appointed to the Commission for Disabled Citizens at the August 18, 2025 Village Board Meeting.

5. ADJOURNMENT

Motion by Trustee Arnet, seconded by Trustee Pilafas, to adjourn the meeting. Voice vote taken. All ayes. Motion carried. Time: 6:59 p.m.

Patty Richter Village Clerk

Date Approved

MEETING: **HOFFMAN ESTATES VILLAGE BOARD**
DATE: **AUGUST 4, 2025**
PLACE: **COUNCIL CHAMBERS**
 MUNICIPAL BUILDING COMPLEX
 1900 HASSELL ROAD
 HOFFMAN ESTATES, ILLINOIS

1. CALL TO ORDER/ROLL CALL

Deputy Village President Gary Stanton called the meeting to order at 7:27 p.m. The Village Clerk called the roll. Trustees present: Patrick Kinnane, Anna Newell, Gary Pilafas, Karen Arnet.

Village President William McLeod attended electronically.

A quorum was present.

ADMINISTRATIVE PERSONNEL PRESENT

E. Palm, Village Manager
D. O'Malley, Deputy Village Manager
J. Pape, Assistant Village Manager
A. Janura, Corporation Counsel
K. Cawley, Chief of Police
A. Wax, Fire Chief
R. Musiala, Finance Director
P. Gugliotta, Development Services Director
J. Nebel, PW Director
P. Seger, HRM Director
M. Saavedra, HHS Director
D. Raszka, Director of IT
M. Brito, Communications Manager
A. Wenderski, Director of Engineering
S. Kapur, Director of Building & Code Enforcement
R. Signorella, Multimedia Production Manager

2. PLEDGE OF ALLEGIANCE TO THE FLAG

The Pledge of Allegiance was led by Trustee Kinnane.

3. PUBLIC COMMENTS

No one wished to be recognized.

4. APPROVAL OF MINUTES

4.A. Approval of Minutes 07-21-2025 Special

Motion by Trustee Pilafas, seconded by Trustee Kinnane, to approve Item 4.A. Voice vote taken. All ayes. Motion carried.

4.B. Approval of Minutes 07-21-2025

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 4.B. Voice vote taken. All ayes. Motion carried.

5. CONSENT AGENDA/OMNIBUS VOTE:

5.A. Approval of Agenda

Motion by Trustee Pilafas, seconded by Trustee Kinnane, to approve Item 5.A.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

5.B. Approval of the schedule of bills for August 4, 2025 - \$5,283,706.01.

Motion by Trustee Pilafas, seconded by Trustee Kinnane, to approve Item 5.B.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

6. REPORTS

6.A. President's Report

1. Proclamation(s)

a. National Night Out

Trustee Pilafas read the proclamation.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to concur with the proclamation proclaiming August 5, 2025, as National Night Out. Voice vote taken. All ayes. Motion carried.

2. Board & Commission Appointment(s)/Reappointment(s)/Resignations(s)

Motion by Trustee Arnet, seconded by Trustee Kinnane, to accept the appointment of Elizabeth Olcese to the Platzkonzert Commission and the Arts Commission, term ending (Both Commissions) 4/30/2027. Voice vote taken. All ayes. Motion carried.

Mayor McLeod attended several meetings and events including a Transit Round Table with Senator Murphy, the Hope Fore Hoffman Golf Outing, a Northwest Council of Mayors meeting, the Northwest Municipal Conference Technical Committee meeting, the Streamwood Parade, the Barrington Square Improvement Association 55th Anniversary Picnic. He also attended a baby shower for Representative Crespo's grandbaby, the Bank of America Picnic, a Metropolitan Mayors Caucus Transit Task Force meeting, the retirement luncheon for Paul Petrenko who served the Village for 24 years, a National League of Cities Transportation Committee, a Chicago Metropolitan Agency for Planning Transportation Committee meeting, Freezy Friday at South Ridge Park, Gigi's 23rd birthday party, and a block party on Swindon Place.

6.B. Trustee Comments

Trustee Pilafas attended the Hope Fore Hoffman Golf Outing and commented on the great success of the event, and he thanked all that were involved in coordinating and volunteering for the event. He stated that the Arts Commission summer concert was a good event and mentioned the next summer concert coming up this week. He also stated that Tennessee Whiskey has been rescheduled for August 21st.

Trustee Newell participated in the Streamwood Parade and attended several events including the Barrington Square Improvement Association 55th Anniversary Picnic, the Bank of America Picnic, the Summer Sounds on the Green concert, Pack the Bus school supply drive event at Target, a block party on Swindon Place, and Yappy Hour with the Park District. She also thanked Chief Cawley for the VR goggle training that was presented to the Board.

Trustee Kinnane had no report as he just returned from vacation with his family. He thanked Chief Cawley for the VR goggle training that was presented.

Trustee Arnet participated in the Streamwood Parade and attended several events including the Barrington Square Improvement Association 55th Anniversary Picnic, the Pack the Bus school supply drive event at Target, a block party on Swindon Place, and Yappy Hour with the Park District. She thanked Public Works and Village Manager Palm for driving them in the Streamwood Parade and she also thanked Chief Cawley for the VR goggle training.

Trustee Stanton attended the Summer Hang event at South Ridge Park, the Hope Fore Hoffman Golf Outing, the Barrington Square Improvement Association 55th Anniversary Picnic, the Bank of America Picnic, and a block party on Swindon Place. He also thanked Chief Cawley for the VR goggle training.

6.C. Village Manager's Report

Village Manager Palm stated that staff were nearing completion of sections of the revisions to the Village's zoning ordinance that would be brought to the Plan Commission and Village Board

starting in September. He asked the board to consider preferred formats for the discussion and confirmed that these would be official public meetings.

6.D. Village Clerk's Report

The Village Clerk had no report.

7. ADDITIONAL BUSINESS

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve by Omnibus Vote items 7.A. through 7.F. Voice vote taken. All ayes. Motion approved.

7.A. Approval of Ordinance #5179-2025 amending Section 11-7-1-A-5, Fee Schedule, of Chapter 11, Building Requirements, of the Hoffman Estates Municipal Code.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.A.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

7.B. Authorization to waive formal bidding and purchase new Fire Station #21 furniture from Educational Environments, a Cooney Company, of 700 Touhy Ave in Elk Grove Village, IL, under Omnia Purchasing Cooperative pricing, in an amount not to exceed \$37,432.82 and grant the Village Manager authority to approve additional fees that, while currently not anticipated, may be necessary under the Terms and Conditions of the Sale, not to exceed \$5,000.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.B.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

7.C. Authorization to award contract for the 2025 Preventative Maintenance Project to Patriot Pavement Maintenance of Wheeling, IL, in an amount not to exceed \$122,379.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.C.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

7.D. Approval to enter into an amended agreement for a 3-year extension with Andy Frain Managed Crossing Guard Services, located in Hoffman Estates, IL, beginning August 2025 at a cost not to exceed \$243,457.00 for the 2025-2026 academic year.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.D.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

7.E. Approval of 2025-2029 CDBG Consolidated Plan (ConPlan) and 2025 Annual Action Plan (AAP)

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.E.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

7.F. Approval of 2025 CDBG Agreement with Northwest Housing Partnership to carry out Single Family Rehab Program with modified repayment terms.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve Item 7.F.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

Motion carried.

8. EXECUTIVE SESSION

Motion by Trustee Pilafas, seconded by Trustee Kinnane, to adjourn the meeting into Executive Session to discuss Collective Bargaining (5 ILCS 120/2-(c)-(2)). Time: 7:50 p.m.

Roll Call:

Aye: Kinnane, Newell, Pilafas, Stanton, Arnet

Nay:

Mayor McLeod voted aye.

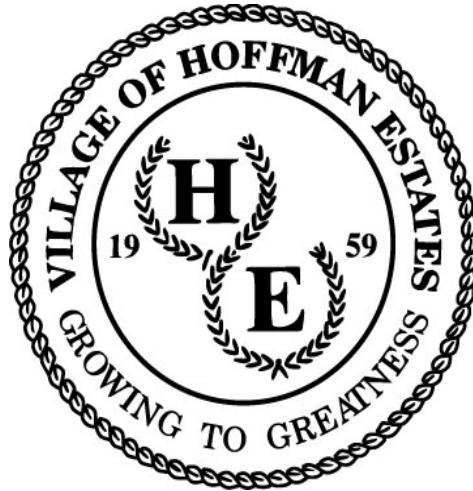
Motion carried.

Patty Richter
Village Clerk

Date Approved

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DRAFT



BILL LIST SUMMARY

BILL LIST AS OF	08/18/2025	\$ 2,675,573.73
MANUAL CHECKS	08/01/2025 - 08/14/2025	\$ 5,966.81
PAYROLL	08/08/25	\$ 1,599,755.79
CREDIT CARDS	06/06/2025 - 07/05/2025	\$ 109,024.55
WIRES	07/01 - 07/31/2025	\$ 2,198,505.91
TOTAL		\$ 6,588,826.79

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT		VENDOR	DESCRIPTION	AMOUNT
GENERAL FUND				
01	0302	ADVANCE AUTO PARTS	STOCK REPAIR PARTS	\$1,001.14
01	0302	BATTERY SERVICE CORPORATION	STOCK REPAIR PARTS	\$497.85
01	0302	BUMPER TO BUMPER/ LEE AUTO	STOCK REPAIR PARTS	\$2.89
01	0302	CAR-ONE TIRE AND AUTO	STOCK REPAIR PARTS	\$1,022.00
01	0302	HERITAGE-CRYSTAL CLEAN	STOCK REPAIR PARTS	\$243.83
01	0302	RUSH TRUCK CENTER OF ILLINOIS, INC	STOCK REPAIR PARTS	\$486.01
CASH AND INVENTORIES				\$3,253.72
01	1408	ENCLAVE APARTMENTS	RESIDENT RENTAL ASSISTANCE	\$600.00
01	1408	HIMANSHU PATEL	RESIDENT RENTAL ASSISTANCE	\$1,550.00
01	1445	MORIZZO FUNERAL HOME & CREMATION	LICENSE #8208 OVERPAYMENT	\$25.00
01	1445.1	IL DEPT HEALTHCARE &FAMILY SERVICES	PAREMEDIC RFND - UNCLAIMED	\$18,293.86
01	1471	HOFFMAN ESTATES PARK DISTRICT	GOLF COURSE	\$16,063.79
PAYMENTS FROM DEPOSITS ON HAND				\$36,532.65
01101122	4301	WINGS PROGRAM,INC.	WINGS ANGEL SPONSORSHIP	\$3,000.00
LEGISLATIVE				\$3,000.00
01101220	4105	NORTHERN ILLINOIS UNIVERSITY	NIU MPA INTERNSHIP	\$18,790.80
01101224	4507	SRSD CONSULTING, LLC	CONSULTING PROJECT	\$1,750.00
01101224	4542	LANGUAGE LINE SERVICES INC	PHONE INTERPRETATION	\$117.70
ADMINISTRATIVE				\$20,658.50
01101324	4542	ARTHUR L JANURA JR	PROFESS SERVICES - JULY	\$12,000.00
01101324	4542	RICHARD A KAVITT ATTORNEY AT LAW	PROFESSIONAL SERVICES	\$1,500.00
01101324	4547	THOMSON REUTERS-WEST	SOFTWARE SUBSCRIPTION	\$782.51
01101324	4567	CLARK BAIRD SMITH LLP	PROFESSIONAL SERVICES	\$3,843.75
01101324	4567	SAUL EWING LLP	PROFESSIONAL SERVICES	\$9,838.40
LEGAL				\$27,964.66
01101424	4542	AZAVAR AUDIT SOLUTIONS	ANNUAL FEE/ QUARTERLY BILL	\$750.00
FINANCE				\$750.00
01101522	4303	MCANNWS	MEMBERSHIP DUES 2025-2026	\$40.00
VILLAGE CLERK				\$40.00
01101622	4301	SRSD CONSULTING, LLC	EMERGING LEADERS PROGRAM	\$5,500.00
HUMAN RESOURCES				\$5,500.00
01102522	4303	ENGAGING LOCAL GOVERNMENT LEADERS	RENEWAL FEE - M. BRITO	\$50.00
COMMUNICATIONS				\$50.00
TOTAL GENERAL GOVERNMENT DEPARTMENT				\$57,963.16

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
POLICE DEPARTMENT			
01202122 4301	KIMBERLY STERKOWICZ	PER DIEM SEMINAR MEALS REIMB	\$123.00
01202123 4414	CDS OFFICE TECHNOLOGIES	LIND ELECTRONICS SDT1230	\$313.33
01202124 4510	NORTHWEST CENTRAL DISPATCH SYSTEM	PORTABLE RADIO REPAIR	\$75.35
01202124 4542	DACRA TECH LLC	SOFTWARE SERVICES JULY	\$1,881.36
01202124 4542	VESTIS FIRST AID	VARIOUS SUPPLIES	\$195.47
01202125 4610	AXON ENTERPRISE INC	IN CAR FLEET CAMERAS	\$77,855.67
PATROL & RESPONSE			\$80,444.18
01202322 4301	LAW ENFORCEMENT RISK MANAGEMENT	SEMINAR - KIM STERKOWICZ	\$350.00
01202322 4301	PHILIP GIACONE	GASOLINE REIMB/ RE-ISSUED	\$38.46
01202323 4414	AT & T	LEA TRACKING NUMBER	\$385.00
01202323 4414	T-MOBILE USA INC	TOWER DUMP	\$50.00
01202323 4414	VERIZON WIRELESS SERVICES LLC	CELL TOWER DUMP	\$90.00
01202324 4542	TRANSUNION RISK & ALTERNATIVE	PROFESSIONAL SERVICES	\$142.70
INVESTIGATIONS			\$1,056.16
01202423 4414	DAN ROGOZ	ANNUAL NIGHT OUT 8/5/25	\$400.00
COMMUNITY RELATIONS			\$400.00
01202524 4542	NORTHWEST CENTRAL DISPATCH SYSTEM	SEP'25 MEMBER ASSESSMENT	\$32,708.23
COMMUNICATIONS			\$32,708.23
01202924 4508	GOLF ROSE PET LODGE	ANIMAL CARE JUL'25	\$113.50
ADMINISTRATIVE SERVICES			\$113.50
TOTAL POLICE DEPARTMENT			\$114,722.07
FIRE DEPARTMENT			
01303023 4414.21	NORTHWEST COMMUNITY HEALTHCARE	HEARTSAVER CPR AED E-CARDS	\$1,560.00
PUBLIC EDUCATION			\$1,560.00
01303123 4408.17	DANIEL G DOTLICH	DIVE BOAT TRANSOM SUPPORT	\$53.99
01303124 4510.11	AIR ONE EQUIPMENT INC	VARIOUS SUPPLIES	\$365.50
SUPPRESSION			\$419.49
01303223 4419	BOUND TREE MEDICAL, LLC	EXAM GLOVES LARGE	\$223.80
01303223 4419	BOUND TREE MEDICAL, LLC	EXAM GLOVES X-LARGE	\$447.60
01303223 4419	BOUND TREE MEDICAL, LLC	EXAM GLOVES, MEDIUM	\$223.80
01303223 4419	BOUND TREE MEDICAL, LLC	SHARPS CONTAINER 1QT	\$20.37
01303223 4419	BOUND TREE MEDICAL, LLC	SHARPS CONTAINER 5QT	\$40.81
01303223 4419	STRYKER MEDICAL	ESTIMATED SHIPPING/HANDLING	\$25.00
01303223 4419	STRYKER MEDICAL	MASIMO PATIENT CABLE	\$1,560.00
01303224 4510	BOUND TREE MEDICAL, LLC	SMART COMMANDER BOARD	\$225.99
01303224 4510	STRYKER MEDICAL	AC POWER CORD	\$81.00
01303224 4510	STRYKER MEDICAL	ESTIMATED SHIPPING/HANDLING	\$3.24
01303224 4542	AIRGAS USA, LLC	MEDICAL SUPPLIES	\$551.40
EMERGENCY MEDICAL SERVICES			\$3,403.01

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
01303324 4507	CHICAGO METRO FIRE PREVENTION CO	MONTHLY MAINTENANCE FEE	\$1,485.00
01303324 4507	CHICAGO METRO FIRE PREVENTION CO	SERVICE CALL RADIO ALARM	\$345.00
01303324 4507	FIRE SAFETY CONSULTANTS INC	FIRE SPRINKLERS INSPECTION	\$365.00
01303324 4507	FIRE SAFETY CONSULTANTS INC	SPRINKLERS REVIEW FEE	\$200.00
PREVENTION			\$2,395.00
01303523 4412	CASE LOTS	CITRA BLAZE SPRAY	\$108.80
01303523 4412	CASE LOTS	CLOROX BLEACH	\$107.60
01303523 4412	CASE LOTS	SANITIZER SPRITZ SPRAY	\$239.60
01303523 4412	CASE LOTS	TRASH CAN LINERS	\$338.70
01303523 4412	MR ACE LLC	VARIOUS SUPPLIES	\$9.98
FIRE STATIONS			\$804.68
TOTAL FIRE DEPARTMENT			\$8,582.18
PUBLIC WORKS			
01401223 4402	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	\$33.35
01401223 4414	CANTEEN REFRESHMENT SERVICES	COFFEE SUPPLIES	\$146.00
ADMINISTRATIVE			\$179.35
01404223 4414	MCMASTER CARR SUPPLY CO	REPAIR PARTS	\$456.93
01404224 4502	COMMONWEALTH EDISON	ELECTRIC 5510 PRAIRIE	\$1,133.16
01404224 4521	BUILDERS PAVING, LLC	HMA SC N50 REC 9.5MM	\$247.80
01404224 4542	PREFORM TRAFFIC CONTROL SYSTEMS LTD	ROADWAY PAVEMENT MARKING	\$69,972.27
TRAFFIC OPERATIONS			\$71,810.16
01404324 4507	ADVANCED TREE CARE	2025 CONTRACT TREE MAINTENANCE	\$760.00
01404324 4507	ADVANCED TREE CARE	2025 SILVER MAPLE / SIBER	\$25,630.00
01404324 4507	V CARDENAS LANDSCAPING	2025 LANDSCAPE MAINTENANCE	\$2,242.07
01404324 4507	V CARDENAS LANDSCAPING	2025 LANDSCAPE SERVICES	\$3,939.39
01404324 4510	RALPH HELM INC	VARIOUS SUPPLIES	\$342.15
FORESTRY			\$32,913.61
01404424 4502	COMMONWEALTH EDISON	ELECTRIC 5105 PRAIRIE	\$3,511.41
01404424 4502	COMMONWEALTH EDISON	ELECTRIC 5323 PRAIRIE	\$103.27
01404424 4503	NICOR GAS	GAS 1300 WESTBURY DR	\$382.41
01404424 4507	ACCURATE DOCUMENT DESTRUCTION INC	SHREDDING SERVICES	\$1,721.17
01404424 4510	MR ACE LLC	VARIOUS SUPPLIES	\$9.99
01404424 4510	WEBMARC DOORS	DOOR SPRINGS & CABLES INTALLAT	\$2,993.22
01404424 4516	AMLINGS INTERIOR LANDSCAPE	INTERIOR LANDSCAPING	\$487.83
01404424 4516	GRAINGER INC	REPAIR PARTS	\$31.62
01404424 4516	H-O-H WATER TECHNOLOGY INC	15 GALLON DRUM	\$1,401.82
01404424 4516	PORTER PIPE & SUPPLY CO	REPAIR PARTS	\$25.62
01404424 4516	THE SHERWIN-WILLIAMS CO	PAINT	\$110.82
01404424 4517	MENARDS - HNVK PARK	VARIOUS SUPPLIES	\$1,187.60
01404424 4518	CINTAS #22	FLOOR MAT RENTAL AND CLEAN	\$116.14
01404424 4518	WEATHERGUARD ROOFING CO.	REPAIR SERVICE	\$2,856.00

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
01404424 4520	BATTERIES PLUS BULBS	REPAIR PARTS	\$47.95
FACILITIES			\$14,986.87

01404522 4301	J J KELLER & ASSOCIATES INC	TMC STANDARD ENROLLMENT	\$500.00
01404522 4304	CINTAS #22	UNIFORM AND MAT RENTAL	\$148.62
01404523 4411	AL WARREN OIL CO INC	FUEL BIO-DIESEL	\$4,216.80
01404523 4411	AL WARREN OIL CO INC	FUEL REGULAR	\$13,409.00
01404523 4414	AMAZON CAPITAL SERVICES INC	VARIOUS SUPPLIES	\$95.46
01404523 4414	MYERS TIRE SUPPLY	VARIOUS SUPPLIES	\$906.86
01404524 4507	VERIZON CONNECT FLEET USA LLC	WIRELESS SERVICES	\$2,213.96
01404524 4510	AIRGAS USA, LLC	MEDICAL SUPPLIES	\$100.00
01404524 4510	BUMPER TO BUMPER/ LEE AUTO	REPAIR PARTS	\$23.82
01404524 4510	STANDARD INDUSTRIAL & AUTO INC	EVALUATION & REPAIR SERVICE	\$1,040.00
01404524 4513	AMAZON CAPITAL SERVICES INC	4PCS LED SWITCH	\$17.32
01404524 4513	CAR-ONE TIRE AND AUTO	TIRE DISPOSAL FEE	\$24.00
01404524 4513	FRIENDLY FORD	P18 REPAIR	\$2,888.57
01404524 4513	RT 62 WASH & LUBE	VEHICLE WASH	\$237.45
01404524 4513	ULTRA STROBE COMMUNICATIONS	VARIOUS SUPPLIES	\$1,473.56
01404524 4514	ADVANCE AUTO PARTS	REPAIR PARTS	\$31.94
01404524 4514	BRISTOL HOSE & FITTING	REPAIR PARTS	\$204.82
01404524 4514	BUMPER TO BUMPER/ LEE AUTO	REPAIR PARTS	\$169.68
01404524 4514	JX TRUCK CENTER WADSWORTH	PUMP - WATER	\$566.19
01404524 4514	MACQUEEN EMERGENCY	REPAIR PARTS	\$426.07
01404524 4514	O'REILLY AUTO PARTS	REPAIR PARTS	\$38.23
01404524 4514	O'REILLY AUTO PARTS	RTN REPAIR PARTS	(\$10.00)
01404524 4514	RUSH TRUCK CENTER OF ILLINOIS, INC	REPAIR PARTS	\$3,086.77
01404524 4534	ADVANCE AUTO PARTS	REPAIR PARTS	\$105.30
01404524 4534	BATTERY SERVICE CORPORATION	REPAIR PARTS	\$143.00
01404524 4534	INTERSTATE POWER SYSTEMS INC.	ANNUAL AERIAL INSPECTION	\$1,616.75
01404524 4534	LIEBOVICH BROS INC	REPAIR PARTS	\$246.42
01404524 4534	MASTER HYDRAULICS & MACHINING CO.	DUMP BODY CYLINDER	\$3,528.00
01404524 4534	WEST SIDE TRACTOR SALES	REPAIR PARTS	\$210.00
FLEET SERVICES			\$37,658.59

01404723 4408	MR ACE LLC	VARIOUS SUPPLIES	\$59.99
STORM SEWERS			\$59.99

TOTAL PUBLIC WORKS DEPARTMENT			\$157,608.57
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DEVELOPMENT SERVICES

01505024 4507	A. EPSTEIN & SONS INTERNATIONAL INC	COMPREHENSIVE MULTIMODAL	\$3,400.75
01505024 4507	ALL TOGETHER	COMPREHENSIVE PLAN PUBLIC	\$12,116.41
01505024 4542	AMERICAN TAXI DISPATCH INC	61 TRIPS @ \$7 + ADMIN FEE	\$469.70
01505024 4542	UNITED DISPATCH	SENIOR COUPONS	\$1,610.00
01505024 4546	PADDOCK PUBLICATIONS INC	PUBLIC HEARINGS	\$35.10
PLANNING AND TRANSPORTATION			\$17,631.96

01505124 4507	GILIO LANDSCAPE CONTRACTORS	MOWING FOR CODE	\$175.00
01505124 4507	THOMPSON ELEVATOR INSPECTION INC	ELEVATOR INSPECTIONS	\$142.00
CODE ENFORCEMENT			\$317.00

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
01505222 4304	BLINK TEES LLC	UNIFORMS/ RE-ISSUED CHECK	\$268.92
01505224 4510	COOK COUNTY TREASURER	ANNUAL TRAFFIC SIGNAL MAINT	\$4,712.42
01505224 4510	ILLINOIS DEPT OF TRANSPORTATION	ANNUAL TRAFFIC SIGNAL MAINT	\$5,166.21
01505224 4510	MEADE ELECTRIC CO., INC.	ANNUAL TRAFFIC SIGNAL & MAINTEN	\$369.45
ENGINEERING			\$10,517.00
TOTAL DEVELOPMENT SERVICES DEPARTMENT			\$28,465.96
HEALTH & HUMAN SERVICES DEPARTMENT			
01556522 4301	GINA MCCAULEY	MILEAGE REIM/ RE-ISSUED CHECK	\$141.40
TOTAL HEALTH & HUMAN SERVICES DEPARTMENT			\$141.40
BOARDS & COMMISSIONS DEPARTMENT			
01605824 4555	LILLIAN MOSIER	SISTER CITIES REIMB/ RE-ISSUED	\$122.63
01605824 4555	LILLIAN MOSIER	SISTER CITIES REIMB	\$202.66
01605824 4575	HOFFMAN ESTATES PARK DISTRICT	ARTS COMM - CHILDRENS CONCERT	\$2,000.00
TOTAL BOARDS & COMMISSIONS DEPARTMENT			\$2,325.29
TOTAL GENERAL FUND			\$409,595.00
ROAD IMPROVEMENT FUND			
29000025 4606	BUILDERS PAVING, LLC	2025 STREET REVITALIZATION	\$851,391.76
29000025 4606	DORSEY UHRICH	ASPHALT DRIVEWAY REPAIR	\$360.00
TOTAL ROAD IMPROVEMENT FUND			\$851,751.76
CAPITAL VEHICLE AND EQUIPMENT FUND			
37000025 4603	ULTRA STROBE COMMUNICATIONS	CCTL7 - WHELEN CONTROL HE	\$350.95
37000025 4603	ULTRA STROBE COMMUNICATIONS	TCRB47 - WHELEN TRACER MO	\$163.00
37000025 4603	ULTRA STROBE COMMUNICATIONS	TCRWX6 - WHELEN TRACER 6	\$2,969.90
37000025 4603	ULTRA STROBE COMMUNICATIONS	VTX615R - WHELEN VERTEX S	\$100.25
37000025 4612	MOTOROLA	MOBILE RADIO PACKAGE	\$10,395.88
TOTAL CAPITAL VEHICLE AND EQUIPMENT FUND			\$13,979.98
WATERWORKS AND SEWERAGE FUND			
40 1445	BEARY LANDSCAPE MANAGEMENT	HYDRANT METER DEPOSIT REFUND	\$83.64
40 1445	BUILDERS PAVING, LLC	HYDRANT METER DEPOSIT REFUND	\$2,000.00
40 1445	INSITUFORM TECHNOLOGIES USA, LLC	HYDRANT METER DEPOSIT REFUND	\$2,660.00
WATER MISCELLANEOUS PAYMENT			\$4,743.64
40400016 3706	BUILDERS PAVING, LLC	PERMIT FEE DEPOSIT REFUND	\$25.00
40406723 4402	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	\$33.36
40406723 4403	DEDICATED GRAPHICS, INC	WINDOW ENVELOPES	\$334.30
40406723 4408	MENARDS - HNVN PARK	VARIOUS SUPPLIES	\$125.97
40406723 4408	MR ACE LLC	VARIOUS SUPPLIES	\$68.58

VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
40406723 4414	CANTEEN REFRESHMENT SERVICES	COFFEE SUPPLIES	\$146.00
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 1355 WESTBURY DR	\$160.12
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 1775 ABBEY-WOOD	\$4,136.69
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 1790 CHIPPENDALE	\$130.48
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 2 N HILLCREST	\$76.81
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 2002 PARKVIEW	\$1,334.88
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 2150 STONINGTON	\$4,303.13
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 2550 BEVERLY RD	\$785.82
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 3451 N WILSHIRE	\$924.61
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 3990 HUNTINGTON	\$118.43
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 4140 CRIMSON	\$531.78
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 4785 W HIGGINS	\$411.89
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 780 HASSELL RD	\$188.64
40406724 4502	COMMONWEALTH EDISON	ELECTRIC 95 ASTER LN	\$875.85
40406724 4503	NICOR GAS	GAS 4690 OLMSTEAD DR	\$108.27
40406724 4507	PACE ANALYTICAL SERVICES LLC	WATER SAMPLE ANALYSIS	\$1,990.00
40406724 4507	SIEMENS INDUSTRY INC	WATER METER PERFORMANCE	\$21,458.33
40406724 4507	VERIZON CONNECT FLEET USA LLC	WIRELESS SERVICES	\$245.99
40406724 4509	ALEXANDER CHEMICAL CORPORATION	CHLORINE	\$264.00
40406724 4510	MR ACE LLC	VARIOUS SUPPLIES	\$2.98
40406724 4510	VERMEER MIDWEST\VERMEER-IL	ESTIMATED SHIPPING/HANDLING	\$35.00
40406724 4510	VERMEER MIDWEST\VERMEER-IL	WATER PUMP, HOSES, BELT	\$1,369.54
40406724 4529	WATER PRODUCTS CO.	REPAIR PARTS	\$330.00
40406724 4542	WATER RESOURCES INC	NEPTUNE 360 ANNUAL SERVICE	\$48,075.39
40406725 4610	CORE & MAIN LP	2025 FIRE HYDRANT PURCHASE	\$42,520.00
WATER DIVISION			\$131,086.84

40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1200 KINGS DALE	\$130.38
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1215 MOON-LAKE	\$1,094.69
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1513 GOLF RD	\$1,088.76
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1775 HUNTINGTON	\$260.69
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1790 CHIPPENDALE	\$195.73
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 1869 HAMPTON RD	\$130.29
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 2094 CARLING RD	\$111.47
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 2364 HIGGINS RD	\$1,731.54
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 2380 GOLF RD	\$326.28
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 6100 SHOE FACTOR	\$747.96
40406824 4502	COMMONWEALTH EDISON	ELECTRIC 897 PARK LN	\$122.57
40406824 4507	SAUL EWING LLP	PROFESSIONAL SERVICES	\$6,533.10
40406824 4530	VCNA PRAIRIE LLC	VARIOUS SUPPLIES	\$832.28
40406824 4541	SANDRA GORR	SEWER BACKUP DAMAGE REIMB	\$600.00
SEWER DIVISION			\$13,905.74

40407024 4542	FIRST BILLING SERVICES LLC	BILLING SERVICES	\$9,366.91
BILLING DIVISION			\$9,366.91

40407325 4608	CIORBA GROUP, INC.	ENGINEERING SERVICES	\$13,514.25
40407525 4609	HR GREEN, INC	HUNTINGTON BLVD WATER MAINT	\$59,968.00
CAPITAL PROJECTS			\$73,482.25

TOTAL WATERWORKS AND SEWERAGE FUND			\$232,610.38
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VILLAGE OF HOFFMAN ESTATES

AUGUST 18, 2025

ACCOUNT	VENDOR	DESCRIPTION	AMOUNT
NOW ARENA OPERATING FUND			
41000023 4414	BUMPER TO BUMPER/ LEE AUTO	RTN REPAIR PARTS	(\$165.97)
TOTAL NOW ARENA OPERATING FUND			(\$165.97)
STORMWATER MANAGEMENT FUND			
42000025 4613	BAXTER & WOODMAN, INC.	NOGALES STREET STORM SEWER	\$16,706.00
42000025 4613	BUILDERS PAVING, LLC	2025 STREET REVITALIZATION	\$25,000.00
42000025 4613	CHASTAIN & ASSOCIATES LLC	BATAVIA LN INFRASTRUCTURE	\$891.51
TOTAL STORMWATER MANAGEMENT FUND			\$42,597.51
INSURANCE FUND			
46 1101	SCOTT LAWRENCE	SICK INCENTIVE REIMB	\$632.00
TOTAL INSURANCE FUND			\$632.00
INFORMATION TECHNOLOGY FUND			
47008524 4507	SERVERCENTRAL LLC	CLOUD STORAGE	\$600.00
47008524 4507	TECHNO CONSULTING INC	PROFESSIONAL SERVICES	\$3,798.65
47008524 4542	SENTINEL TECHNOLOGIES INC	IT AUDIT	\$7,724.13
47008524 4542	SENTINEL TECHNOLOGIES INC	SECURITY AUDIT	\$9,576.00
OPERATIONS			\$21,698.78
47008625 4602	DELL MARKETING LP	LAPTOP DOCKING STATIONS	\$2,990.55
CAPITAL ASSETS			\$2,990.55
TOTAL INFORMATION TECHNOLOGYS FUND			\$24,689.33
ROSELLE ROAD TIF FUND			
62000024 4507	CHRISTOPHER B. BURKE ENGINEERING	PROFESSIONAL SERVICES	\$705.00
TOTAL ROSELLE ROAD TIF FUND			\$705.00
HIGGINS / HASSELL TIF FUND			
72000024 4507	DELISH CAKES	MAKER'S MARKETS REIMB	\$911.32
72000024 4507	SERVICE SANITATION, INC.	SANITATION SERVICE	\$916.83
TOTAL HIGGINS / HASSELL TIF FUND			\$1,828.15
2024 BOND PROJECT			
78000025 4604	CAMOSY INCORPORATED	FIRE STATION NO 21	\$1,091,063.48
78000025 4604	WORKING FIRE FURNITURE & MATTRESS	DUTY-BUILT LADDER PRO 450	\$5,399.94
78000025 4604	WORKING FIRE FURNITURE & MATTRESS	ESTIMATED SHIPPING/HANDLING	\$887.17
TOTAL 2024 BOND PROJECT			\$1,097,350.59
BILL LIST TOTAL			\$2,675,573.73

SUPERION
DATE: 08/14/2025
TIME: 10:33:41

VILLAGE OF HOFFMAN ESTATES
CHECK REGISTER - DISBURSEMENT FUND

PAGE NUMBER: 1
ACCTPA21

SELECTION CRITERIA: transact.t_c='20' and transact.trans_date between '20250801 00:00:00.000' and '20250814 00:00:00.000'
ACCOUNTING PERIOD: 8/25

FUND - 01 - GENERAL FUND

CASH ACCT	CHECK NO	ISSUE DT	VENDOR	NAME	BUDGET UNIT	-----DESCRIPTION-----	SALES TAX	AMOUNT
0102	138368 V	03/04/25	22276	SANDRA GORR	40406824	SEWER BACKUP DAMAGE RE	0.00	-600.00
0102	138974 V	05/06/25	19062	BLINK TEES LLC	01505222	UNIFORM WEAR	0.00	-268.92
0102	139036 V	05/06/25	1231	LILLIAN MOSIER	01605824	SISTER CITIES REIMB	0.00	-122.63
0102	139174 V	05/20/25	18089	PHILIP GIACONE	01202322	CONFERENCE GASOLINE RE	0.00	-38.46
0102	139197 V	05/20/25	19061	GINA MCCAULEY	01556522	MAR & APR MILEAGE REIM	0.00	-141.40
0102	140197	08/01/25	20911	PEERLESS NETWORK INC	01404424	LANDLINES	0.00	2,412.07
0102	140197	08/01/25	20911	PEERLESS NETWORK INC	40406724	LANDLINES	0.00	908.89
0102	140197	08/01/25	20911	PEERLESS NETWORK INC	01556524	LANDLINES	0.00	3.46
TOTAL	CHECK						0.00	3,324.42
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01303124	VARIOUS SUPPLIES	0.00	177.10
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01404224	VARIOUS SUPPLIES	0.00	146.60
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01404423	VARIOUS SUPPLIES	0.00	107.30
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01404424	VARIOUS SUPPLIES	0.00	189.28
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01404523	VARIOUS SUPPLIES	0.00	80.34
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	01505123	VARIOUS SUPPLIES	0.00	299.94
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	40406723	VARIOUS SUPPLIES	0.00	313.97
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	40406723	VARIOUS SUPPLIES	0.00	146.57
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	40406724	VARIOUS SUPPLIES	0.00	253.82
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	40406724	VARIOUS SUPPLIES	0.00	37.42
0102	140198	08/04/25	4065	THE HOME DEPOT #1904	40406824	VARIOUS SUPPLIES	0.00	788.30
TOTAL	CHECK						0.00	2,540.64
0102	140199	08/11/25	19229	JEWEL FOOD STORES	01101123	VARIOUS SUPPLIES	0.00	214.55
0102	140199	08/11/25	19229	JEWEL FOOD STORES	01401223	VARIOUS SUPPLIES	0.00	107.85
TOTAL	CHECK						0.00	322.40
0102	140200	08/12/25	22471	AROUND THE TOWN ENTERTAI	01556524	FACE PAINT COMM EVENT	0.00	685.00
0102	140201	08/12/25	8960	COMCAST	01303324	INTERNET SERVICES	0.00	13.90
0102	140202	08/13/25	8960	COMCAST BUSINESS	01404424	INTERNET SERVICES	0.00	251.86
TOTAL	CASH ACCOUNT						0.00	5,966.81
TOTAL	FUND						0.00	5,966.81
TOTAL	REPORT						0.00	5,966.81

VILLAGE OF HOFFMAN ESTATES
Monthly Credit Card Activity

From: 06/06/2025

To: 7/5/2025

Account Name	Merchant Name	Transaction Date	Accounting Code	Accounting Code	Transaction Amount	Expense Description
ALAN G WAX	AMAZON MKTPL*N61DU6IF1	06/06/2025	01303123	4408.13	\$353.96	EQUIP SUPPLIES
ALAN G WAX	AMAZON MKTPL*NA64V8IN1	06/18/2025	01301223	4402	\$13.97	OFFICE SUPPLIES
ALAN G WAX	AMAZON MKTPL*NH7CO3ZJ1	06/08/2025	01303124	4515.10	\$85.98	APPARATUS SUPPLIES
ALAN G WAX	AMAZON MKTPL*NO03U80D1	06/20/2025	01303523	4412	\$484.93	STATION SUPPLIES
ALAN G WAX	AMAZON MKTPL*NO0VY27R2	06/20/2025	01301223	4402	\$17.09	OFFICE SUPPLIES
ALAN G WAX	AMAZON MKTPL*NQ26W57C0	06/30/2025	01303124	4510.15	\$23.97	IT SUPPLIES
ALAN G WAX	AMAZON MKTPLACE PMTS	06/19/2025	01301223	4402	-\$13.97	OFFICE SUPPLIES
ALAN G WAX	JIMMY JOHNS - 424 - EC	06/05/2025	01301222	4305	\$310.64	LUNCH-DIVE TM RESPONSE
ALAN G WAX	OTC BRANDS *OTC BRAND	06/11/2025	01303023	4414	\$359.96	PUB ED SUPPLIES-PARADE
BEN GIBBS	ADOBE	06/27/2025	01	1445	\$21.99	NOW-SUBSCRIPTION
BEN GIBBS	AMAZON MKTPL*N355N9DO2	07/01/2025	01	1445	\$19.99	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NA13P17Y0	06/18/2025	01	1445	\$359.98	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NA1D02S91	06/17/2025	01	1445	\$8.53	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NA6860AO1	06/14/2025	01	1445	\$15.99	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NA9IJ27L0	06/18/2025	01	1445	\$265.98	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NH5SD8KD1	06/12/2025	01	1445	\$44.75	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NH9WB32T0	06/11/2025	01	1445	\$218.47	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NO2543A31	06/20/2025	01	1445	\$156.93	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NO4732XN2	06/18/2025	01	1445	\$15.99	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPL*NO4C04R00	06/25/2025	01	1445	\$47.97	NOW-SUPPLIES
BEN GIBBS	AMAZON MKTPLACE PMTS	06/22/2025	01	1445	-\$92.17	NOW-CHARGE CREDIT
BEN GIBBS	AMAZON.COM*NH3237AA0	06/09/2025	01	1445	\$6.84	NOW-SUPPLIES
BEN GIBBS	AMAZON.COM*NH7RZ35R1	06/10/2025	01	1445	\$129.99	NOW-SUPPLIES
BEN GIBBS	AMAZON.COM*NH9BJ1A50	06/09/2025	01	1445	\$9.99	NOW-SUPPLIES
BEN GIBBS	AMAZON.COM*NH9YM1YB2	06/09/2025	01	1445	\$18.19	NOW-SUPPLIES
BEN GIBBS	B&H PHOTO 800-606-696	06/10/2025	01	1445	\$343.20	NOW-PHOTO EXP
BEN GIBBS	BOOKEO PTY LTD	07/01/2025	01	1445	\$11.98	NOW-WEB ASSISTANCE
BEN GIBBS	CANVA* 104554-53034681	06/21/2025	01	1445	\$12.99	NOW-GRAPHIC DESIGN TOOL
BEN GIBBS	CHIPOTLE ONLINE	06/26/2025	01	1445	\$645.40	NOW-FOOD EXP
BEN GIBBS	DUNKIN #352141	06/10/2025	01	1445	\$43.65	NOW-FOOD EXP
BEN GIBBS	DUNKIN #352141	06/11/2025	01	1445	\$59.68	NOW-FOOD EXP
BEN GIBBS	DUNKIN #352141	06/12/2025	01	1445	\$54.76	NOW-FOOD EXP
BEN GIBBS	DUNKIN #352141	06/13/2025	01	1445	\$43.14	NOW-FOOD EXP
BEN GIBBS	EXPLORETOCK.COM	07/01/2025	01	1445	\$399.00	NOW-CHIC RESTAURANT APP
BEN GIBBS	EZCATER*JIMMY JOHNS	06/25/2025	01	1445	\$282.96	NOW-FOOD EXP
BEN GIBBS	EZCATER*POTBELLY SANDW	06/29/2025	01	1445	\$567.53	NOW-FOOD EXP
BEN GIBBS	GOOGLE *YOUTUBE TV	06/26/2025	01	1445	\$82.99	NOW-ADVERTISING
BEN GIBBS	KONA ICE OF ARLINGT...	07/01/2025	01	1445	\$847.50	NOW-EVENT EXP
BEN GIBBS	LOSCOMALES	06/10/2025	01	1445	\$208.31	NOW-FOOD EXP
BEN GIBBS	LOSCOMALES	06/17/2025	01	1445	\$186.62	NOW-FOOD EXP
BEN GIBBS	LOSCOMALES	06/24/2025	01	1445	\$229.93	NOW-FOOD EXP
BEN GIBBS	LOSCOMALES	07/01/2025	01	1445	\$173.18	NOW-FOOD EXP
BEN GIBBS	MORETTI'S	06/20/2025	01	1445	\$325.20	NOW-EVENT EXP
BEN GIBBS	MORETTI'S	06/20/2025	01	1445	\$308.44	NOW-EVENT EXP
BEN GIBBS	PAYPAL *DROPBOX	06/30/2025	01	1445	\$11.99	NOW-SUBSCRIPTION
BEN GIBBS	PAYPAL *KMAMANAGEME	06/09/2025	01	1445	\$5,700.00	NOW-SUPPLIES
BEN GIBBS	PAYPAL *KRTYMEC	06/17/2025	01	1445	\$155.93	NOW-SUPPLIES
BEN GIBBS	ROSATIS PIZZA - HOFFMA	06/20/2025	01	1445	\$160.40	NOW-EVENT EXP

VILLAGE OF HOFFMAN ESTATES
Monthly Credit Card Activity

From: 06/06/2025

To: 7/5/2025

Account Name	Merchant Name	Transaction Date	Accounting Code	Accounting Code	Transaction Amount	Expense Description
BEN GIBBS	ROSATIS PIZZA - HOFFMA	06/27/2025	01	1445	\$306.34	NOW-EVENT EXP
BEN GIBBS	ROSATIS PIZZA - HOFFMA	06/29/2025	01	1445	\$325.90	NOW-EVENT EXP
BEN GIBBS	SMOKIN COOP BBQ PIT	06/12/2025	01	1445	\$305.92	NOW-FOOD EXP
BEN GIBBS	SMOKIN COOP BBQ PIT	06/12/2025	01	1445	\$18.74	NOW-FOOD EXP
BEN GIBBS	TARGET 00021220	06/18/2025	01	1445	\$43.70	NOW-SUPPLIES
BEN GIBBS	THE HOME DEPOT 1904	06/06/2025	01	1445	\$99.10	NOW-SUPPLIES
BEN GIBBS	THE WEBSTAUANT STORE	06/14/2025	01	1445	\$7,450.00	NOW-SUPPLIES
BEN GIBBS	THE WEBSTAUANT STORE	07/02/2025	01	1445	\$353.38	NOW-SUPPLIES
BRIAN A RAYMOND	HAMMERHEAD INDUSTRIES	06/26/2025	01303123	4408.13	\$649.90	SAFETY TETHERS
BRIAN A RAYMOND	PACK N MAIL	06/27/2025	01303124	4510.17	\$7.64	SHIPPING
BRIAN A RAYMOND	SAMS CLUB RENEWAL	06/12/2025	01303523	4412	\$110.00	SAMS CLUB RENEWAL
BRIAN A RAYMOND	SAMSClub.COM	06/19/2025	01303523	4412	\$490.54	STATION SUPPLIES
BRYAN ACKERLUND	AMAZON MKTPL*NA45C8XH2	06/11/2025	01401223	4402	\$9.47	BADGE HOLDER
BRYAN ACKERLUND	AMAZON MKTPL*NA45C8XH2	06/11/2025	40406723	4402	\$9.47	BADGE HOLDER
BRYAN ACKERLUND	AMAZON MKTPL*NH44165E0	06/10/2025	40406723	4402	\$80.41	COMPUTER SUPPLIES
BRYAN ACKERLUND	AMAZON MKTPL*NH44165E0	06/10/2025	01401223	4402	\$80.40	COMPUTER SUPPLIES
BRYAN ACKERLUND	AMAZON MKTPL*NH8E83G72	06/06/2025	01401223	4402	\$14.24	OFFICE SUPPLIES
BRYAN ACKERLUND	AMAZON MKTPL*NH8E83G72	06/06/2025	40406723	4402	\$14.24	OFFICE SUPPLIES
BRYAN ACKERLUND	AMAZON MKTPL*NO40Z38Z0	06/23/2025	01605324	4562	\$225.38	PENNANT FLAG
BRYAN ACKERLUND	AMAZON MKTPL*NQ13E8972	06/26/2025	40406723	4408	\$189.00	LAPTOP BACK-UP BATTERY
BRYAN ACKERLUND	AMAZON MKTPL*NQ4E304V1	06/25/2025	01401223	4402	\$9.40	ORGANIZERS
BRYAN ACKERLUND	AMAZON MKTPL*NQ4E304V1	06/25/2025	40406723	4402	\$9.40	ORGANIZERS
BRYAN ACKERLUND	AMAZON.COM*N65RG72O0	06/06/2025	01401223	4402	\$5.14	NAME BADGES
BRYAN ACKERLUND	AMAZON.COM*NA5UY45I2	06/12/2025	01401224	4545	\$14.04	OFFICE SUPPLIES
BRYAN ACKERLUND	AMAZON.COM*NA5UY45I2	06/12/2025	40406723	4402	\$5.70	OFFICE SUPPLIES
BRYAN ACKERLUND	COMCAST / XFINITY	06/15/2025	40406724	4501	\$133.30	SCADA INTERNET
DAN OMALLEY	ICMA ONLINE	06/25/2025	01101222	4301	\$890.00	ANNUAL CONFR
DAN OMALLEY	ILLINOIS CITY COUNTY M	06/23/2025	01101222	4303	\$336.00	ANNUAL DUES
DAREK RASZKA	AMAZON MKTPL*N39VL2P71	07/03/2025	47008525	4602	\$44.68	COMPTER PERIPHERALS
DAREK RASZKA	AMAZON MKTPL*NA9PT5JC2	06/10/2025	47008525	4602	\$249.95	CONFR RM IMPROVEMENTS
DAREK RASZKA	AMAZON MKTPL*NO7SY1YV1	06/24/2025	47001223	4406	\$1,688.00	TONER
DAREK RASZKA	AMAZON.COM*NH2BF8SP0	06/11/2025	47001223	4402	\$59.98	OFFICE SUPPLIES
DAREK RASZKA	COMCAST / XFINITY	06/08/2025	47008524	4542	\$317.40	INTERNET SERVICES
DAREK RASZKA	COMCAST / XFINITY	06/09/2025	47008524	4542	\$351.90	INTERNET SERVICES
DAREK RASZKA	COMCAST / XFINITY	06/19/2025	47008524	4542	\$307.40	INTERNET SERVICES
DAREK RASZKA	COMCAST / XFINITY	06/21/2025	47008524	4542	\$262.35	INTERNET SERVICES
DAREK RASZKA	COMCAST / XFINITY	06/29/2025	47008524	4542	\$122.45	INTERNET SERVICES
DAREK RASZKA	DLS INTERNET SERVICES	06/23/2025	47008524	4542	\$436.60	INTERNET SERVICES
DAREK RASZKA	DMI* DELL K-12/GOVT	06/14/2025	47008625	4602	\$2,689.10	LAPTOP COMPUTER
DAREK RASZKA	DYN*DYN.COM/CHARGE	06/11/2025	47008524	4542	\$20.00	NOW ARENA DNS SER
DAREK RASZKA	FS *TECHSMITH	06/17/2025	47008525	4619	\$133.96	FTPS
DAREK RASZKA	GMIS	06/26/2025	47001222	4301	\$499.00	GMIS INTNL CONFR
DAREK RASZKA	IN *DOCUMENT IMAGING S	06/06/2025	47001223	4406	\$633.00	TONER
DAREK RASZKA	IN *DOCUMENT IMAGING S	06/06/2025	47001223	4406	\$337.00	TONER
DAREK RASZKA	IN *DOCUMENT IMAGING S	06/06/2025	47001223	4406	\$1,818.00	TONER
DAREK RASZKA	IN *DOCUMENT IMAGING S	06/06/2025	47001223	4406	\$179.00	PRINTER REPAIR
DAREK RASZKA	IN *DOCUMENT IMAGING S	06/06/2025	47001223	4406	\$455.00	TONER
DAREK RASZKA	PAESSLER GMBH	06/13/2025	47008524	4507	\$2,149.00	NETWORK MONITORING

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DAREK RASZKA	WEB*NETWORKSOLUTIONS	06/13/2025	47008524	4542	\$236.84	DNS SERVICES
DAREK RASZKA	WEB*NETWORKSOLUTIONS	06/16/2025	47008524	4542	\$11.00	DNS SERVICES
DAREK RASZKA	WEB*NETWORKSOLUTIONS	06/19/2025	47008524	4542	\$5.50	DNS SERVICES
DAREK RASZKA	WEB*NETWORKSOLUTIONS	06/23/2025	47008524	4542	\$5.50	DNS SERVICES
DAREK RASZKA	WEB*NETWORKSOLUTIONS	06/28/2025	47008524	4542	\$5.50	DNS SERVICES
DEBRA SCHOOOP	FUN EXPRESS	06/16/2025	01101123	4414	\$6,299.30	CANDY-PARADE
DR AUDRA MARKS	AMAZON.COM*NA68W9PY0	06/16/2025	01556523	4414	\$8.97	PLAY THERAPY RM
DR AUDRA MARKS	APA* APA CONFERENCE	06/09/2025	01556522	4301	\$180.00	ASST DIRECTOR CONFR
DR AUDRA MARKS	MARIANOS #506	06/17/2025	01556523	4414	\$9.79	OLDER ADULT GROUP
DR AUDRA MARKS	MARIANOS #506	07/01/2025	01556523	4414	\$13.94	OLDER ADULT GROUP
DR AUDRA MARKS	MARIANOS #506	07/01/2025	01556524	4507.1	\$6.79	JULY GRANT EVENT
DR AUDRA MARKS	THEFARMERSDOG.COM	06/30/2025	01556523	4414	\$173.69	THERAPY DOG FOOD
ERIC J PALM	AMAZON MKTPL*NO9N17JC2	06/16/2025	01101223	4402	\$55.34	BOOK
ERIC J PALM	AMAZON MKTPL*NQ7YJ4E50	06/27/2025	01101223	4402	\$9.96	SUPPLIES
ERIC J PALM	HERMAN MILLER	06/06/2025	01404425	4628	\$5,434.73	DESK CHAIRS
JAMES THOMAS	BROWNELLS INC	06/14/2025	08200825	4605	\$691.26	RIFLE EQUIPMENT
JAMES THOMAS	IACP	06/24/2025	01202222	4301	\$410.00	TRAFFIC SAFETY CONF REG-WITT
JAMES THOMAS	MARRIOTT HOTEL & CONFE	06/18/2025	01202122	4301	\$246.40	TRAVL EXP JPAC CONFR-LOWDEN
JAMES THOMAS	MARRIOTT HOTEL & CONFE	06/20/2025	01202122	4301	\$347.20	TRAVL EXP JPAC CONFR-LOWDEN
JAMES THOMAS	SAFE KIDS WORLDWIDE	06/04/2025	01202222	4301	\$95.00	CPS TRAINING-ATKINS
JAMES THOMAS	SAFE KIDS WORLDWIDE	06/18/2025	01202222	4301	\$95.00	CPS TRAINING-MAZZA
JAMES THOMAS	THEIACP	06/25/2025	01202222	4301	\$135.00	MEMBERSHIP DUES-WITT
JAMES THOMAS	WALGREENS #6760	07/03/2025	01201223	4417	\$11.99	PRISONER MEDS-HEP25-002910
JENNIFER DJORDJEVIC	RED ROBIN NO 474	06/26/2025	01101122	4301	\$230.56	WINE WEDNESDAY
JENNIFER DJORDJEVIC	RED ROBIN NO 474	06/26/2025	01101122	4301	\$174.39	WINE WEDNESDAY
JENNIFER DJORDJEVIC	ROSATIS PIZZA HOFFMAN	06/16/2025	01101122	4301	\$22.46	MAYOR
JENNIFER DJORDJEVIC	ROSATIS PIZZA HOFFMAN	07/01/2025	01101122	4301	\$22.46	MAYOR
JENNIFER DJORDJEVIC	TST* NOTHING BUNDT CAK	06/11/2025	01101123	4414	\$30.68	TRUSTEE BIRTHDAY
JENNIFER DJORDJEVIC	TST* PITA PITA - HOFFM	06/11/2025	01101123	4414	\$30.00	VOLUNTEER APPRECIATION
JENNIFER DJORDJEVIC	WWW.VOLGISTICS.COM	06/29/2025	01101123	4403	\$48.00	SUBSCRIPTION
JOHN BENDING	HOLIDAY INN CHAMPAIGN	06/13/2025	01202122	4301	\$440.70	TRAVEL EXP PTI-MEYER
JOHN BENDING	TARGET 00008805	06/20/2025	01202423	4414	\$82.21	JPAC-COMM EVENT SUPPLIES
JOHN JANICKI	ADOBE	06/08/2025	01	1445	\$14.29	NOW-SUBSCRIPTION
JOHN JANICKI	ADOBE	06/28/2025	01	1445	\$21.99	NOW-SUBSCRIPTION
JOHN JANICKI	ADOBE *ADOBE	06/05/2025	01	1445	\$21.99	NOW-SUBSCRIPTION
JOHN JANICKI	EIG*CONSTANTCONTACT.C	06/21/2025	01	1445	\$315.00	NOW-WEB ASSISTANCE
JOHN JANICKI	ENDICIA	06/20/2025	01	1445	\$23.09	NOW-POSTAGE
JOHN JANICKI	FACEBK *5ZKRRSLTB2	06/16/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *FZT32VUSB2	07/03/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *GV9CLSQT2B2	06/21/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *HSKKKSYSB2	06/10/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *JPNY5SLTB2	06/07/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *KUMLRSGTB2	06/25/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *REAL5S8TB2	06/13/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *RX6V2TGTB2	06/29/2025	01	1445	\$2,000.00	NOW-ADVERTISING
JOHN JANICKI	FACEBK *WY562UYSB2	06/30/2025	01	1445	\$150.95	NOW-ADVERTISING
JOHN JANICKI	GOOGLE ADS6015163255	06/14/2025	01	1445	\$500.00	NOW-ADVERTISING
JOHN JANICKI	GOOGLE ADS6015163255	06/28/2025	01	1445	\$500.00	NOW-ADVERTISING

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JOHN JANICKI	GOOGLE ADS6015163255	07/01/2025	01	1445	\$121.13	NOW-ADVERTISING
JOHN JANICKI	INFLUENCY SOFTWARE	06/14/2025	01	1445	\$168.00	NOW-MARKETING SOFTWARE
JOHN JANICKI	TIKTOK ADS	06/06/2025	01	1445	\$80.00	NOW-ADVERTISING
JOHN JANICKI	TIKTOK ADS	06/08/2025	01	1445	\$80.00	NOW-ADVERTISING
JOHN JANICKI	TIKTOK ADS	07/01/2025	01	1445	\$6.58	NOW-ADVERTISING
JONATHON DRUMMER	BC* CONSCIOUSCUPCOFFEE	06/05/2025	01	1445	\$1,131.95	RECURRING COFFEE PURCHASE
JOSEPH CAPIGA	ADVENTURE MANUFACTURIN	07/01/2025	01404524	4510	\$460.04	SHOP SUPPLIES
JOSEPH CAPIGA	APPLE.COM/BILL	06/11/2025	01404524	4501	\$0.99	50GB STOR PLN-CAPIGA
JOSEPH CAPIGA	LIQUIDSPRING LLC	06/06/2025	01404524	4514	\$124.53	A24 PARTS
JOSEPH CAPIGA	MASTER HITCH	06/30/2025	01404524	4513	\$355.08	P57 RECEIVER HITCH
JOSEPH CAPIGA	SOI NEXIQ	06/26/2025	01404524	4510	\$400.00	WEBCO SCAN TOOL RENEWAL
JOSEPH NEBEL	APPLE.COM/BILL	06/30/2025	40406724	4529	\$2.99	50GB STOR PLN-WTR DVCS
JOSEPH NEBEL	APPLE.COM/BILL	07/01/2025	40406722	4301	\$0.99	50GB STOR PLN-NEBEL
JOSEPH NEBEL	IL TOLLWAY-AUTOREPLENI	06/27/2025	40406722	4301	\$40.00	AUTO REPLENISH TRANSPONDER
KATHRYN CAWLEY	AMAZON MKTPL*NA3CM4EB2	06/11/2025	01201223	4421	\$15.99	VETS MEM SYMPATHY CARDS
KATHRYN CAWLEY	AMAZON MKTPL*NA89W5EX2	06/11/2025	01201223	4402	\$156.99	OFFICE SUPPLIES
KATHRYN CAWLEY	AMAZON MKTPL*NA9KE6P52	06/11/2025	01202123	4403	\$268.12	E-TKT PRINTER PAPER
KATHRYN CAWLEY	AMAZON MKTPL*NH3IY5UG1	06/12/2025	01201223	4402	\$143.99	OFFICE SUPPLIES
KATHRYN CAWLEY	AMAZON MKTPL*NO56U21S2	06/17/2025	01202223	4414	\$25.21	4TH OF JULY SUPPLIES EXP
KATHRYN CAWLEY	AMAZON MKTPL*NO6FR7E12	06/17/2025	01202223	4414	\$451.68	4TH OF JULY SUPPLIES EXP
KATHRYN CAWLEY	AMAZON MKTPL*NQ5HD6NX2	06/22/2025	01201223	4402	\$140.39	OFFICE SUPPLIES
KATHRYN CAWLEY	AMAZON MKTPL*NQ5S908U2	06/25/2025	01202225	4628	\$10.99	TRFFC DIRECT NOW ARENA SUPPL
KATHRYN CAWLEY	AMAZON.COM*NH3FK7B01	06/11/2025	01202325	4602	\$51.98	CYBER ROOM EQUIP
KATHRYN CAWLEY	AMAZON.COM*NO2NJ5AT0	06/21/2025	01201223	4402	\$10.99	OFFICE SUPPLIES
KATHRYN CAWLEY	SAMSClub.COM	06/12/2025	01201223	4417	\$163.78	PRISONER MEALS
KATHRYN CAWLEY	SAMSClub.COM	07/01/2025	01202223	4414	\$51.76	4TH OF JULY SUPPLIES EXP
KATHRYN CAWLEY	TST*GARIBALDIS HOFFMAN	06/27/2025	01202423	4414	\$92.93	JPAC-GRAD EXP SUPPLIES
KEVIN D KRAMER	AMAZON MKTPL*N36Q00OR1	07/01/2025	01505923	4414	\$12.31	SUPPLIES
KEVIN D KRAMER	COSTAR GROUP INC	06/30/2025	01505923	4404	\$522.89	MTHLY SUBSCRPTN
KEVIN D KRAMER	FOUR POINTS BY SHERATO	06/12/2025	01505922	4301	\$266.10	IEDA CONFR-GALLOWAY
KEVIN D KRAMER	FOUR POINTS BY SHERATO	06/12/2025	01505922	4301	\$266.10	IEDA CONFR-KRAMER
KEVIN D KRAMER	HYATT REGENCY OHARE PR	06/05/2025	01505922	4301	\$15.00	PARKING-REJOURNALS EVENT
KEVIN D KRAMER	ICSC-NY	06/17/2025	01505922	4301	\$400.00	CHIC EVENT REG-GALLOWAY
KEVIN D KRAMER	ICSC-NY	06/30/2025	01505922	4301	\$340.00	ICSC REG/ANN DUES
KEVIN D KRAMER	ICSC-NY	06/30/2025	01505922	4301	\$165.00	ICSC EVENT REG
KEVIN D KRAMER	IONOS INC.	06/20/2025	01605824	4575	\$10.00	ARTS COMM WEBSITE
KEVIN D KRAMER	IONOS INC.	07/01/2025	01605824	4575	\$22.00	ARTS COMM WEBSITE
KEVIN D KRAMER	SPOTHERO 844-356-8054	06/30/2025	01505922	4301	\$21.45	PARKING-ICSC EVENT
KEVIN D KRAMER	VALLEY INDUSTRIAL ASSO	06/23/2025	01505922	4301	\$20.00	VALLEY INDUST-GOLF OUTNG
KEVIN MCGRW	AMAZON MKTPL*NA6SQ66M2	06/13/2025	01605324	4562	\$35.99	ICE-FOURTH FEST
KEVIN MCGRW	ISA	06/17/2025	01404322	4303	\$190.00	IL ARBORIST MEMB-EDWARDS
KEVIN MCGRW	ISA	06/20/2025	01404322	4301	\$170.00	IL ARBORIST EXAM FEE-CHILTON
KEVIN MCGRW	JIMMY JOHNS - 424	06/09/2025	01401223	4414	\$240.61	LUNCH-FACILITIES ASSES INTERVW
KEVIN MCGRW	SAMS CLUB #6487	06/17/2025	01605324	4562	\$382.08	WATER-FOURTH FEST
KEVIN MCGRW	SQ *FROSTY DOGS	06/27/2025	01401223	4414	\$379.50	CBA EMPLOYEE APPRECTN
KEVIN MCGRW	TACTACAM	06/09/2025	40406723	4408	\$94.46	ANN PLAN-SECURITY CAMERAS
KEVIN MCGRW	TACTACAM	06/09/2025	40406723	4408	\$94.47	ANN PLAN-SECURITY CAMERAS
KEVIN MCGRW	TST*CANTARITTOS TAQUER	06/20/2025	01401223	4414	\$556.20	DEVELP SER PW-LNCH & LRN

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MELISSA A BRITO	TARGET 00013235	07/01/2025	01102523	4402	\$100.18	PARADE CANDY
MELISSA A BRITO	TARGET 00019505	06/29/2025	01102523	4402	\$41.99	PARADE CANDY
MELISSA A BRITO	TARGET 00021220	06/27/2025	01102523	4402	\$19.56	PARADE CANDY/SUPPLIES
MONICA SAAVEDRA	4IMPRINT, INC	06/06/2025	01556524	4507.1	\$3,253.48	HHS GIVEAWAYS
MONICA SAAVEDRA	AMAZON MKTPL*N60EW1YM1	06/07/2025	01556524	4507.1	\$52.59	OUTREACH GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*N67V83IZ1	06/06/2025	01556524	4507.1	\$67.99	OUTREACH GRANT EVENTS
MONICA SAAVEDRA	AMAZON MKTPL*N69S50WU1	06/07/2025	01556524	4507.1	\$44.67	JUNE GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NA0CW5S31	06/17/2025	01556524	4507.1	\$18.99	JUNE GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NA2EK7I81	06/18/2025	01556524	4507.1	\$154.45	JUNE GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NA6EN6RA0	06/19/2025	01556524	4507.1	\$138.67	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NH2K26IZ2	06/09/2025	01556524	4507.1	\$499.00	OUTREACH GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NO1930TD2	06/16/2025	01556524	4507.1	\$22.95	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NO92T9EB2	06/17/2025	01556524	4507.1	\$135.06	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NQ4VK8NT2	06/22/2025	01556524	4507.1	\$17.99	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON MKTPL*NQ93M8A32	06/23/2025	01556524	4507.1	\$117.26	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON.COM*NA6GM7SX1	06/17/2025	01556524	4507.1	\$8.38	JULY GRANT EVENT
MONICA SAAVEDRA	AMAZON.COM*NQ02H59Z2	06/26/2025	01556523	4402	\$54.27	OFFICE SUPPLIES
MONICA SAAVEDRA	APPLE.COM/BILL	06/28/2025	01556524	4507.1	\$219.99	PHOTO BOOTH SUBSCRIP
MONICA SAAVEDRA	AWL*PEARSON EDUCATION	06/28/2025	01556523	4414	\$7.30	TESTING MATERIALS
MONICA SAAVEDRA	GLF*HILLDALEGOLFCLUB	06/24/2025	01556524	4564	\$50.00	FITNESS CHALL PRIZE
MONICA SAAVEDRA	IKEA CHICAGO	06/25/2025	01556523	4402	\$39.99	TABLE-CLINIC RM
MONICA SAAVEDRA	MORETTI'S	06/10/2025	01556524	4564	\$598.00	FITNESS CHALL LUNCH
MONICA SAAVEDRA	MORETTI'S	06/18/2025	01605824	4559	\$2,059.20	SENIOR COMM LUNCH
MONICA SAAVEDRA	MORETTI'S	06/24/2025	01556524	4564	\$125.00	FITNESS CHALL PRIZE
MONICA SAAVEDRA	MORETTI'S	06/27/2025	01556524	4507.1	\$2,421.49	JUNE GRANT EVENT
MONICA SAAVEDRA	SP BARK.CO	07/01/2025	01556523	4414	\$29.00	THERAPY DOG BARK SUBSCRIP
MONICA SAAVEDRA	TANITA *COMPETITVEEDGE	06/16/2025	01556523	4413	\$7,058.47	TANITA-CLINIC RM
MONICA SAAVEDRA	THEFARMERSDOG.COM	06/12/2025	01556523	4414	\$173.69	THERAPY DOG FOOD
MONICA SAAVEDRA	THERANEST MONTHLY SUB	06/15/2025	01556524	4507	\$115.50	EMR ACTIVE CLIENT PLAN
MONICA SAAVEDRA	TST*GARIBALDIS HOFFMAN	06/24/2025	01556524	4564	\$50.00	FITNESS CHALL PRIZE
MONICA SAAVEDRA	VALLI PRODUCE OF HOFFM	07/01/2025	01	1408	\$204.34	HHS FOOD PANTRY
PATRICK J CLARKE	TARGET 00021220	06/11/2025	01301223	4402	\$17.49	OFFICE SUUPLIES
PATRICK J SEGER	BRIDGES POPLAR CREEK C	06/19/2025	01101624	4564	\$500.00	EMPOWER GC RAFFLE
PATRICK J SEGER	CABELA'S ONLINE U.S.	06/18/2025	01101624	4564	\$500.00	EMPOWER GC RAFFLE
PATRICK J SEGER	CABELA'S ONLINE U.S.	06/24/2025	01101624	4564	\$50.00	STAR TRAK CHALL GC
PATRICK J SEGER	CHICAGO PIZZA AUTHORIT	06/20/2025	01101623	4405	\$25.00	ERIC GC GIVEAWAY
PATRICK J SEGER	IN *THE BLUE LINE	07/02/2025	01101624	4546	\$249.00	FIRE MARSHAL JOB POSTG
PATRICK J SEGER	JEWEL OSCO 3316	06/27/2025	01101623	4405	\$67.99	RETIRE CAKE-KURZAWINSKI
PATRICK J SEGER	MARRIOTT PORTLAND OR	06/25/2025	01101622	4301	\$694.32	NPELRA HOTEL-PATRICK
PATRICK J SEGER	PERSONALIZATION MALL	06/19/2025	01101623	4405	\$69.98	RETIRE CLOCK-PETRENKO
PATRICK J SEGER	TARGET.COM	06/23/2025	01101624	4564	\$100.00	STAR TRAK CHALL GC
PATRICK J SEGER	THE ASSEMBLY AMERICAN	06/19/2025	01101623	4405	\$200.00	RETIRE GC-KURZAWINSKI
PATRICK J SEGER	THE SADDLE ROOM LLC	06/19/2025	01101623	4405	\$25.00	ANNV GC-SCHOLE
PATRICK J SEGER	WGC*ACEHARDWARE	06/20/2025	01101623	4405	\$27.50	ANNIV GC-MEYER
PATRICK J SEGER	WGC*BUFFALO WILD WINGS	06/18/2025	01101623	4405	\$27.40	ANNV GC-LINDBLOM
PATTY RICHTER	SPOTHERO 844-356-8054	06/17/2025	01101522	4301	\$15.86	PARKING
PATTY RICHTER	SPOTHERO 844-356-8054	06/17/2025	01101522	4301	\$15.86	PARKING
PAUL W PETRENKO	AMAZON MKTPL*N38YD28W2	07/01/2025	01404424	4510	\$25.64	ROUND CHIMNEY CAP

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To: 7/5/2025

Account Name	Merchant Name	Transaction Date	Accounting Code	Accounting Code	Transaction Amount	Expense Description
PAUL W PETRENKO	AMAZON MKTPL*N67DH9KK0	06/06/2025	01404424	4510	\$36.47	TIE DOWN STRAP
PAUL W PETRENKO	AMAZON MKTPL*NA63N2YA1	06/18/2025	01404424	4516	\$51.80	LAMP HOLDER BRACKET
PAUL W PETRENKO	AMAZON MKTPL*NH8EX5MG0	06/10/2025	01404424	4518	\$175.00	PARKING LOT LIGHT
PAUL W PETRENKO	APPLE.COM/BILL	07/03/2025	01404424	4518	\$0.99	6 HRS TIMER
PAUL W PETRENKO	ROSELLE ACE HARDWARE	06/24/2025	01404424	4520	\$30.76	GLAZING TOOLS
PAUL W PETRENKO	SUNDBERG AMERICA	07/03/2025	01404424	4510	\$58.09	50GB STOR PLN-PETRENKO
PAUL W PETRENKO	SUPPLYHOUSE.COM	06/30/2025	01404424	4518	\$43.88	TORSION FLEX MTD BRACKET
PAUL W PETRENKO	WWP*ROSE PEST SOLUTION	06/24/2025	01404424	4507	\$130.00	PEST CONTROL-411 W HIGGINS
PETER C FERRETTI	AMAZON MKTPL*N33973EG0	07/02/2025	01101223	4402	\$9.99	DRONE REMOTE CNTRL STRAP
PETER C FERRETTI	AMAZON MKTPL*N390M6GG2	06/30/2025	01101223	4402	\$99.00	STREETVIEW CAMERA MOUNT
PETER C FERRETTI	GDIT FAA 34FH9C7	06/24/2025	01101223	4402	\$5.00	FEDERAL DRONE REG FEE
PETER GUGLIOTTA	4 ALL PROMOS	06/27/2025	01505024	4507	\$968.88	HELLO HOFF-EVENT MATERIALS
PETER GUGLIOTTA	APA	06/18/2025	01505022	4303	\$508.00	ANN APA MEMBRSH-PJIM
PETER GUGLIOTTA	BNP MEDIA SUB-ENR AR N	06/18/2025	01505023	4404	\$99.99	ENR CONSTR CST PUB
PETER GUGLIOTTA	DISCOUNTMUGS.COM	06/27/2025	01505024	4507	\$639.10	HELLO HOFF-PICNIC BLANKETS
PETER GUGLIOTTA	JEWEL OSCO 3316	06/23/2025	01505024	4507	\$31.43	HOFF IN MOTION PUB EVENT
PETER GUGLIOTTA	JIMMY JOHNS - 424 - EC	06/17/2025	01505222	4301	\$281.22	ENG/DS LNCH & LRN TRN SESSION
PETER GUGLIOTTA	TARGET 00021220	06/18/2025	01501222	4301	\$25.00	DEV SER & PW TM BLDG EVENT
PETER GUGLIOTTA	TST*GARIBALDIS HOFFMAN	06/19/2025	01501222	4301	\$270.31	DEV SER & PW TM BLDG EVENT
RACHEL E MUSIALA	B2B PRIME*NQ1O89CZ2	06/21/2025	01101422	4303	\$779.00	AMAZON PRIME VLG MBRSH-P
RACHEL E MUSIALA	GOVERNMENT FINANCE OFF	06/27/2025	01101424	4542	\$610.00	CERTF OF EXCELLENCE APPL
RACHEL E MUSIALA	IL TOLLWAY-WEB	06/09/2025	01301222	4301	\$42.00	UNPAID TOLLS-FIRE
RACHEL E MUSIALA	QUADIENT INC ORACLE	06/27/2025	01101423	4414	\$835.00	POSTAGE MTR SUPPLIES
SANYOKTA KAPUR	AMAZON MKTPL*N314194T1	07/01/2025	01505123	4414	\$13.71	STYLUS-STACHKE
SANYOKTA KAPUR	AMAZON MKTPL*N39TJ8QL2	07/01/2025	01501223	4402	\$12.97	LYSOL WIPES
SANYOKTA KAPUR	AMAZON MKTPL*NQ6TQ79H2	06/26/2025	01501223	4402	\$16.14	OFFICE SUPPLIES
SANYOKTA KAPUR	AMAZON MKTPL*NQ6TQ79H2	06/26/2025	01505123	4414	\$25.98	OFFICE SUPPLIES
SANYOKTA KAPUR	INT'L CODE COUNCIL INC	06/26/2025	01505122	4303	\$310.00	ICC MEMBERSHP-KAPUR
SANYOKTA KAPUR	REDWINGIRISHSETTER	07/02/2025	01505124	4545	\$198.40	SAFETY SHOES-DODGE
SUSANA ARROYO	AMAZON MKTPL*NA0CY2D01	06/17/2025	01101423	4414	\$6.50	PHONE CHARGER
SUSANA ARROYO	ILLINOIS GOVERNMENT FI	06/09/2025	01101422	4301	\$100.00	IGFOA UB SEMINAR-JANKOVEC
WILLIAM D MCLEOD	AMERICAN TAXI (NORTH)	06/18/2025	01101122	4301	\$45.60	USCM
WILLIAM D MCLEOD	AMERICAN TAXI (NORTH)	06/22/2025	01101122	4301	\$53.00	USCM
WILLIAM D MCLEOD	CASEYS #3542	06/05/2025	01101122	4301	\$30.52	TRAVEL
WILLIAM D MCLEOD	EXXON FRED'S FUEL 'N F	06/05/2025	01101122	4301	\$21.36	TRAVEL
WILLIAM D MCLEOD	JW MARRIOTT TAMPA W ST	06/22/2025	01101122	4301	\$1,274.48	USCM
WILLIAM D MCLEOD	PHILLIPS 66 - MACH 1 1	06/08/2025	01101122	4301	\$40.55	TRAVEL
WILLIAM D MCLEOD	THE ASSEMBLY AMERICAN	06/14/2025	01101122	4301	\$73.99	MEETING
Total					\$109,024.55	

Detail of Wire/ACH Activity
For the Period 07/01/25 - 07/31/25

Date	Vendor	Description	Source of Funds	Amount
07/01/25	IPBC	Insurance Premium	General	\$ 671,625.16
07/02/25	Payment Express	Credit Card Merchant Fees 06/25	General, Water & Sewer	\$ 194.40
07/09/25	Wex Bank	Fuel Purchases	General	\$ 1,238.98
07/10/25	Verra Mobility American Traffic Solutions	Red Light Cameras	General	\$ 27,002.00
07/14/25	Groot Inc	July Groot Ach Payment	Municipal Waste System	\$ 244,017.56
07/14/25	IMRF	IMRF June 2025 Payroll Costs	Various	\$ 121,049.34
07/17/25	Neopost	Replenish Postage Machine	General, Water & Sewer	\$ 1,600.00
07/22/25	Canon Financial Services Inc	Copier Lease Payment	Capital Vehicle & Equipment	\$ 1,734.00
07/22/25	Leaf	Copier Lease Payment	Capital Vehicle & Equipment	\$ 765.62
07/22/25	SWANCC	Monthly Tipping Fees	Municipal Waste System	\$ 65,577.00
07/22/25	JAWA	Monthly Water Usage	Water & Sewer	\$ 958,292.00
07/22/25	Central States Pension Fund	Liability Withdrawal	NOW Arena Operating	\$ 763.16
07/22/25	Bestco Benefit Plans	Monthly Retiree Premiums	General	\$ 20,629.56
07/25/25	Illinois EPA	Loan Payment	Water & Sewer	\$ 61,400.19
07/28/25	Employer's Claim Service	Workers Comp Claims	Insurance	\$ 687.50
07/28/25	FGM Architects Inc	Professional Services	2024 Bond Proceeds	\$ 11,880.00
07/28/25	DataProse LLC	Printing & Postage for Water Bills	Water & Sewer	\$ 10,049.44
	TOTAL			\$ 2,198,505.91



HOFFMAN ESTATES

GROWING TO GREATNESS

July 18, 2025

To: Mayor and Board of Trustees

TREASURER'S REPORT

June 2025

Attached hereto is the Treasurer's Report for the month of June 2025, summarizing total cash receipts and disbursements for the various funds of the Village.

For the Operating funds, cash disbursements and transfers-out exceeded cash receipts and transfers-in by \$1.2 million, primarily due to general operating expenses. After including these receipts and disbursements, the balance of cash and investments for the operating funds is \$74 million.

For the Operating, Debt Service and Capital Projects funds, cash disbursements and transfers-out exceeded cash receipts and transfers-in by \$274,253, primarily due to general operating expenses and monthly operating transfers.

For the Trust Funds, cash receipts and transfers-in exceeded cash disbursements and transfers-out by \$6.7 million, primarily due to pension fund investment activity.

The total for cash and investments for all funds increased to \$333 million.

Respectfully Submitted,

Rachel Musiala
Assistant Village Treasurer

Attachment

TREASURER'S REPORT
FOR THE MONTH ENDING June 30, 2025

Fund	Beginning Balance	Receipts/ Transfers - In	Disbursements/ Transfers - Out	Amount in Cash	Amount Invested	Ending Balance
General (incl. Veterans' Mem)	\$ 35,962,482	\$ 4,051,735	\$ 6,100,060	\$ 57,625	\$ 33,856,531	\$ 33,914,157
Payroll Account	-	3,150,086	3,150,086	-	-	-
Petty Cash	4,500	-	-	4,500	-	4,500
Foreign Fire Ins. Board	304,645	-	-	304,645	-	304,645
Cash, Village Foundation	15,011	-	-	15,011	-	15,011
Cash, Fire Protection District	40,522	-	-	40,522	-	40,522
Motor Fuel Tax	779,507	194,063	276,458	5,529	691,583	697,112
Comm. Dev. Block Grant	47,230	6	27,407	19,829	-	19,829
Asset Seizure - Federal	60,429	18,418	16,894	61,953	-	61,953
Asset Seizure - State	375,873	385	13,432	298,275	64,551	362,827
Asset Seizure - Battle	1,043	4	-	-	1,047	1,047
Asset Seizure - U.S. Marshall	10,624	-	-	10,624	-	10,624
Municipal Waste System	278,036	310,129	312,413	44,616	231,137	275,753
Roselle Road TIF	3,583,593	13,335	240	96,297	3,500,390	3,596,687
Higgins/Hassell TIF	1,021,660	2,817	385	450,420	573,672	1,024,092
Barrington/Higgins TIF	1,354,497	4,721	-	196,991	1,162,227	1,359,219
Lakewood Center TIF	571,933	1,957	18,385	78,775	476,730	555,505
Higgins/Old Sutton TIF	72,197	268	240	1,610	70,615	72,225
Stonington/Pembroke TIF	1,421	119	240	1,300	-	1,300
Water & Sewer	16,674,840	2,117,085	1,726,539	161,562	16,903,824	17,065,386
NOW Operating	9,232,874	349,438	118,410	1,929,226	7,534,676	9,463,902
Insurance	3,091,677	202,396	21,936	540,564	2,731,573	3,272,137
Information Technology	2,062,911	306,639	93,874	383,168	1,892,508	2,275,676
Total Operating Funds	\$ 75,547,507	\$ 10,723,602	\$ 11,876,998	\$ 4,703,045	\$ 69,691,066	\$ 74,394,110
Debt Service						
2015 A & C G.O. Debt Serv.	\$ 73,461	\$ 280	\$ -	\$ -	\$ 73,740	\$ 73,740
2016 G.O. Debt Serv.	-	407	-	407	-	407
2018 G.O. Debt Serv.	584,563	21,354	-	36,723	569,193	605,916
Total Debt Service Funds	\$ 658,023	\$ 22,041	\$ -	\$ 37,131	\$ 642,934	\$ 680,064
Capital Projects Funds						
Central Road Imp.	\$ 58,897	\$ 65	\$ -	\$ 43,196	\$ 15,766	\$ 58,962
Hoffman Blvd Bridge Maintenance	309,546	1,135	-	10,974	299,707	310,681
Western Corridor	2,752,659	8,283	-	77,450	2,683,492	2,760,942
Traffic Improvement	18,695	-	-	18,695	-	18,695
Prairie Stone Capital	1,899,925	289,516	3,356	1,717,684	468,402	2,186,086
Road Improvements	2,969,672	977,125	233,415	565,900	3,147,482	3,713,382
Western Area Traff. Impr.	14,288	20	2,085	12,223	-	12,223
West Area Rd Impr. Impact Fee	820,076	2,638	108,333	9,367	705,014	714,381
Capital Improvements	1,833,052	193,708	146,369	578,037	1,302,354	1,880,391
Capital Vehicle & Equipment	2,810,818	162,777	32,670	434,252	2,506,672	2,940,924
Capital Replacement	6,225,543	28,626	446,667	87,667	5,719,835	5,807,502
Stormwater Management	118,143	147,576	4,153	261,566	-	261,566
2019 Capital Projects	674,446	2,006	351	162,078	514,023	676,102
2024 Capital Projects	6,122,794	32,906	11,880	-	6,143,820	6,143,820
Total Capital Proj. Funds	\$ 26,628,554	\$ 1,846,382	\$ 989,280	\$ 3,979,090	\$ 23,506,567	\$ 27,485,657
Total Operating, Debt Service and Capital Project Funds	\$ 102,834,084	\$ 12,592,025	\$ 12,866,278	\$ 8,719,265	\$ 93,840,567	\$ 102,559,831
Trust Funds						
Police Pension (May)	\$ 102,771,544	\$ 3,737,863	\$ 829,307	\$ 10,045	\$ 105,670,055	\$ 105,680,100
Firefighters Pension (May)	121,286,789	4,484,746	731,899	23,322	125,016,313	125,039,635
EDA Special Tax Allocation	121	-	121	-	-	-
Total Trust Funds	\$ 224,058,453	\$ 8,222,609	\$ 1,561,327	\$ 33,368	\$ 230,686,368	\$ 230,719,736
GRAND TOTAL	\$ 326,892,538	\$ 20,814,634	\$ 14,427,604	\$ 8,752,633	\$ 324,526,934	\$ 333,279,567



AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 7A

REQUEST: Approval of an Ordinance granting a Variation for storage shed size for the property located at 1845 W. Shorewood Drive.

FROM: Kevin Anderson, Planner II

ITEM TYPE: Ordinance - PC Item

REQUEST SUMMARY

The Petitioner is seeking a Variation to allow a 192-square-foot storage shed which exceeds the maximum allowable shed size of 150 square feet.

FINANCIAL IMPACT

N/A

RECOMMENDATION

The Plan Commission held a public hearing on August 6, 2025, and adopted findings and **recommended approval** as summarized below and included in Exhibit B - Findings & Recommendations Summary:

1. Adopted the Findings of Fact for a Variation as outlined in the attached document.
2. Recommended to the Village Board approval of a Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W. Shorewood Drive, subject to the following conditions:
 - a. The construction shall substantially conform to the plans presented as part of this application.
 - b. A building permit shall be obtained within 6 months of final Village Board action.
 - c. An open space easement release is granted over a portion of the rear yard to accommodate the shed location.

Voting (Findings & Variation): 8 Ayes, 0 Nays, 0 Absent
Motion Passed.

ATTACHMENTS

1. Ordinance - 1845 W Shorewood Dr
2. Exhibit A - Location Map - 1845 W Shorewood Drive
3. Exhibit B - PC Findings and Recommendations Summary
4. PC Staff Report
5. Supporting Documents - 1845 W Shorewood Dr

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE GRANTING A VARIATION
FOR STORAGE SHED SIZE FOR THE PROPERTY LOCATED AT
1845 W. SHOREWOOD DRIVE, HOFFMAN ESTATES, ILLINOIS

WHEREAS, the Plan Commission, at a public hearing duly called and held according to law on August 6, 2025, considered the request by Anthony Fioretto (owner) for a Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W. Shorewood Drive, and shown on Exhibit “A” attached hereto and made a part hereof; and

WHEREAS, the Plan Commission adopted certain Finding of Fact and recommended approval of the Variation as outlined in the Findings and Recommendations Summary attached hereto and made a part hereof as Exhibit "B"; and

WHEREAS, the Village Board has received and considered said Findings of Fact and recommendation; and

WHEREAS, the proposed Variation has met the standards of Section 9-1-15 of the Municipal Code; and

NOW, THEREFORE, BE IT ORDAINED by the Village Board of the Village of Hoffman Estates, Cook County, Illinois, as follows:

Section 1: The Village Board hereby finds that the facts and statements contained in the preamble of this Ordinance are true.

Section 2: A Variation from Section 9-3-6-J of the Municipal Code is hereby granted to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W Shorewood Drive, subject to the following conditions:

- a. The construction shall substantially conform to the attached plans submitted as part of this application.
- b. A permit must be obtained within 6 months of the date of Village Board action
- c. An open space easement release is granted over a portion of the rear yard to accommodate the shed location.

Section 3: The Village Clerk is hereby authorized to publish this Ordinance in pamphlet form.

Section 4: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2025

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Trustee Patrick Kinnane	_____	_____	_____	_____
President William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2025

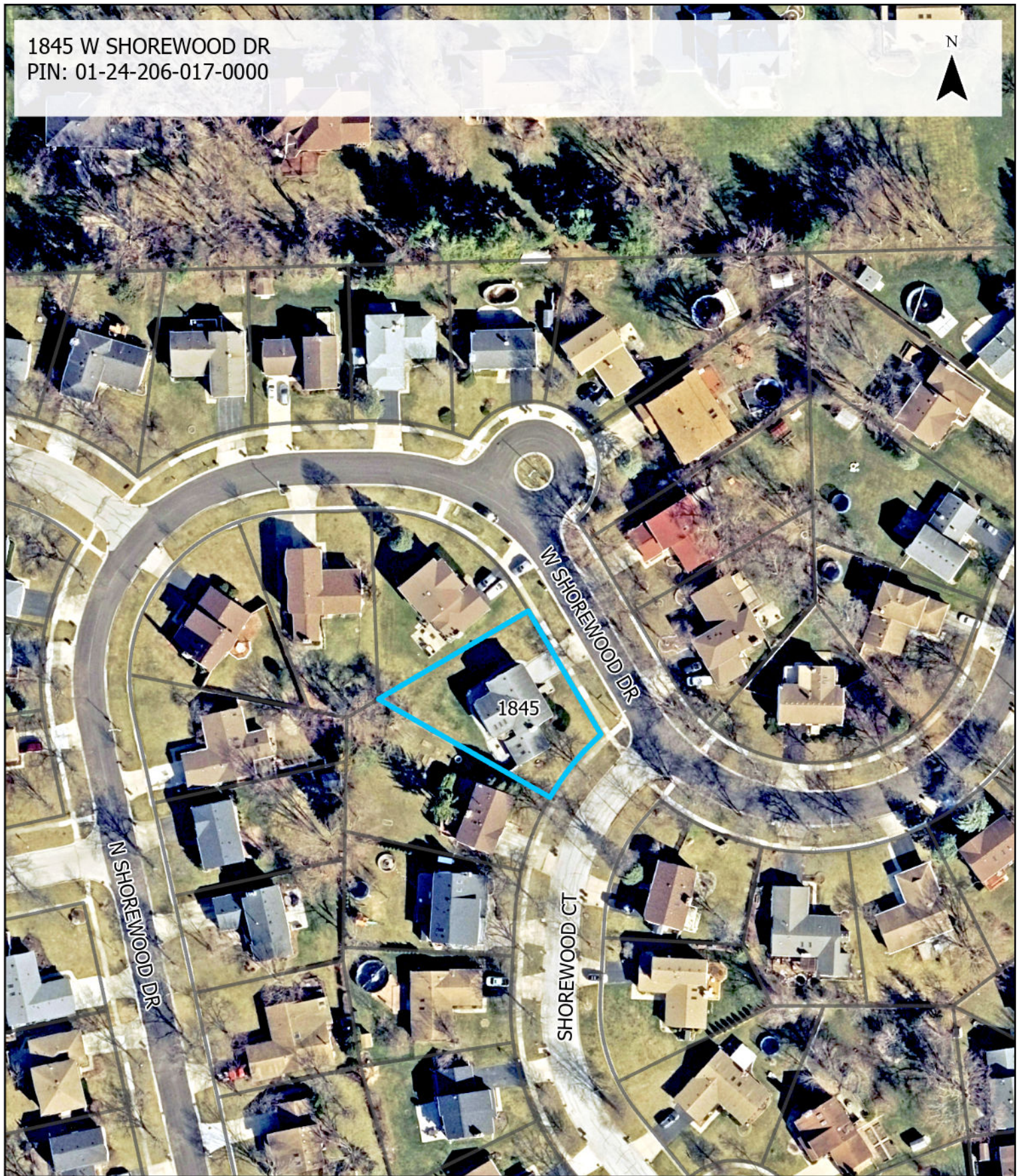
Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2025.

1845 W SHOREWOOD DR
PIN: 01-24-206-017-0000



Legend

-  Subject Property
-  Parcel



Department of Development Services
Village of Hoffman Estates



**PLAN COMMISSION
FINDINGS & RECOMMENDATION SUMMARY**

Meeting Date: 8/6/2025
Prepared By: Kevin Anderson
Project #: PLN25-0026

Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W Shorewood Drive.

Findings of Fact – Variation

Sec. 9-1-15-C: Standards for Variations.

1. The Plan Commission shall not recommend the variation of the regulations of the Code unless it shall first make a finding based upon the evidence presented to it in each specific case that:
 - a. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in the district in which it is located;
 - b. The plight of the owner is due to unique circumstances;
 - c. The variation, if granted, will not alter the essential character of the locality.
2. For the purpose of implementing the above rules, the Plan Commission shall also, in making its determination whether there are practical difficulties or particular hardships, take into consideration the extent to which the following facts favorable to the applicant have been established by the evidence:
 - a. The particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out;
FINDING: No evidence has been presented to support this finding.
 - b. The conditions upon which the petition for a variation is based would not be applicable, generally, to other property within the same zoning classification;
FINDING: No evidence has been presented to support this finding.
 - c. The purpose of the variation is not based exclusively upon a desire to increase the value of the property;
FINDING: The petitioner has indicated that the intent of the variation is to increase practical use of the property and not based exclusively on the desire to increase the value of the property.
 - d. The alleged difficulty or hardship has not been created by any person presently having an interest in the property;
FINDING: The Petitioner's age represents a hardship not created by a person having an interest in the property.

- e. The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; and
FINDING: The variation, if granted, will not be detrimental to public health or injurious to other properties.
 - f. The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fires, or endanger the public safety, or substantially diminish or impair property values in the neighborhood.
FINDING: The variation, if granted, will not impair the supply of light and air, increase congestion, or endanger public safety.
3. The Plan Commission may recommend to the Village Board that such conditions and restrictions be imposed upon the premises benefitted by a variation as may be necessary to comply with the standards set forth in this section to reduce or minimize the injurious effect of such variation upon other property in the neighborhood, and better to carry out the general intent of this Code.

Recommendations

The Plan Commission made the following motions:

1. Adopt the Findings of Fact for a Variation as outlined in the attached document.

Voting: 8 Ayes, 0 Nays, 0 Absent

Motion Passed.

2. Recommend to the Village Board of Trustees approval of a Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W Shorewood Drive, subject to the following conditions:
- a. The construction shall substantially conform to the attached plans submitted as part of this application.
 - b. A permit must be obtained within 6 months of the date of Village Board action
 - c. An open space easement release is granted over a portion of the rear yard to accommodate the shed location.

Voting: 8 Ayes, 0 Nays, 0 Absent

Motion Passed.



PLAN COMMISSION STAFF REPORT

Meeting Date: 8/6/2025

From: Kevin Anderson, Planner II

PLN25-0026

Public Hearing

Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W. Shorewood Drive

REQUEST SUMMARY

The Petitioner is seeking to construct a 192-square-foot storage shed, exceeding the maximum shed size of 150 square feet.

Location:	1845 W. Shorewood Dr.
Property Owner / Applicant:	Anthony Fioretto
Property Size:	~11,200 sf
Zoning / Land Use:	R-5, One-Family Residential
Adjacent Properties:	All surrounding uses: R-5, One-Family Residential

BACKGROUND / ANALYSIS

The subject property is currently improved with a single-family residence including a 2-car attached garage. There are no accessory structures on the property.

Pursuant to the Municipal Code §9-3-6-J, the maximum permitted size for a storage shed is 150 square feet. The Petitioner has submitted plans for a 192 sf. storage shed. The storage shed meets or exceeds the code requirements for height and principal structure and lot line setbacks.

There is an existing permanent open space easement recorded over this subdivision including a 20' easement along the north lot line of the subject property. The Petitioner is seeking the release of a portion of the open space easement to accommodate the shed location. The open space release has been added as a condition of approval. In this subdivision, the Village has previously granted six open space easement releases. Additionally, there is a 5' utility and drainage easement along the north lot line that will not be impacted by the shed.

Public Notice

Standard notification letters were sent to surrounding property owners within 150'. No objections have been received.

MOTIONS

The Plan Commission shall make the following motions (a total of 2 motions are required):

1. Adopt the Findings of Fact for a Variation as outlined in the attached document (as may be amended by the Commission).
2. Recommend to the Village Board approval of a Variation from Section 9-3-6-J of the Municipal Code to permit a storage shed to be 192 square feet instead of the maximum permitted 150 square feet for the property at 1845 W. Shorewood Drive, subject to the following conditions:
 - a. The construction shall substantially conform to the plans presented as part of this application.
 - b. A building permit shall be obtained within 6 months of final Village Board action.
 - c. An open space easement release is granted over a portion of the rear yard to accommodate the shed location.

ATTACHMENTS

1. PC Findings and Recommendations Summary
2. Location Map - 1845 W SHOREWOOD DR
3. Supporting Documents - 1845 W Shorewood Dr



VILLAGE OF HOFFMAN ESTATES PLANNING & ZONING APPLICATION SUMMARY

APPLICATION INFORMATION

Project Number:	PLN25-0026
Project Name:	Shed Size Variation - Open Space Easement Release
Project Application Date:	6/26/2025
Project Manager:	Kevin Anderson

PROJECT TYPE

--

SITE INFORMATION

Property Address:	1845 W SHOREWOOD DR
All Included PINs:	01-24-206-017-0000

PROJECT CONTACTS

Relationship to Project	Name / Firm	Address
APPLICANT	ANTHONY FIORETTO	1845 W SHOREWOOD DR HOFFMAN ESTATES, IL 601921040
AUTHORIZED AGENT	Jillian Fioretto	1983 Windsong Dr Schaumburg, IL 60194
OWNER	ANTHONY FIORETTO	1845 W SHOREWOOD DR HOFFMAN ESTATES, IL 601921040

**VILLAGE OF HOFFMAN ESTATES
REQUEST FOR RELEASE OF OPEN SPACE**

FOR VILLAGE USE ONLY

Hearing Fee \$ _____ Date Paid _____ Received By _____

Hearing Date: _____ Zoning District _____ Project No. _____

Receipt Number _____ Check No. _____ Variations Required? _____

INSTRUCTIONS:

All requests for a release of open space before the Planning, Building and Zoning Committee must be accompanied by the items required according to the nature of the request. All fees must be paid before the Planning, Building and Zoning Committee can hear any case.

PLEASE PRINT OR TYPE

1. Name of Owner(s) Anthony Fioreto

Owner's Address 1845 Shorewood Dr W Phone 847-358-9559

City Hoffman Estates State IL Zip 60192

E-Mail Address [REDACTED]

2. Person applying if other than owner:

Name Jillian Fioreto Company VOHE

Address 1983 Windsong Dr Phone 847-971-5373

City Schaumburg State IL Zip 60194

E-Mail Address j[REDACTED]@[REDACTED]

3. Location of Property if different than #1 above: _____

4. Property Index Number (PIN) 01-24-206-017-0000

5. Plat Original Document Number 85223633

6. Purpose of Request Shed in open easement

7. Required Easement and Present/Proposed Encroachment

	Present	Required	Proposed
Side Yard			5'
Rear Yard			10'
Front Yard			N/A

8. Estimated Cost of Proposal

\$	_____	Building
\$	_____	Driveway
\$	Shed \$6,350	Other
\$	_____	Total

9. Why is the release of open space being requested? This statement should include sufficient detail to justify this request.

The owners are requesting a shed to be built in their backyard. The yard cuts off on an angle in the back so space is limited without going into the open easement

10. Describe existing construction materials and proposed materials indicating if proposed construction will match or blend with the existing structure.

There are no existing construction materials and the proposed shed would not be adjacent to any other structure.

11. Who will construct the proposed use?

The contractor, Tuff Shed.

12. Describe all alternatives considered in locating the proposed construction and describe why they were not selected (i.e. construction of detached garage instead of an attached garage because of steep grades).

The alternative is moving it more towards the house, however, there is now a walkway that cuts through the back of the house, so space is limited.

13. Will the proposed construction require removal/relocation of trees, driveway apron, utilities, other? If yes, please describe.

No.

14. Is the applicant the original owner? Yes How long has the applicant resided at this address? Original Did the condition that instituted this request for a release of open space exist at the time the applicant purchased this property? If yes, please describe.

No.

15. ACKNOWLEDGMENT

Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village.

Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.

7. Signature


Applicant

Date

STANDARDS OF VARIATIONS

COMPLETE RESPONSES

1. If the strict letter of regulations were carried out it would make things difficult for us as owners. We have accumulated over 35 years of items and the home has no basement level. If the shed size is not granted a detached garage was considered but now the backyard is fenced in and the yard itself would be a lot tighter given the remaining space. Visually it would also not be ideal. That would also mean potentially expanding the driveway to accommodate a pathway to the detached garage and expenses alone for the driveway expansion and detached garage are comparably significant compared to a larger shed. Given the existing layout of the yard there is no other location or option to rearrange an alternative storage area that would accommodate the space it is intended for.
2. No zoning classifications would be jeopardized or altered for the property with this proposed project or any neighboring properties within that zone. It would still maintain residential property regulations and applicable zoning requirements. The property is completely fenced in, the majority of which is a 6 foot vinyl privacy fence, so even viewing this shed would be very minimal by any neighboring properties. The way the neighboring landscape is there are quite a lot of larger tree and forestry so viewing the adjacent homes in general is already minimal. It would also in no way hinder any neighboring property from performing any new construction or work of any kind.
3. There is no basement level for this property and, large outdoor snow removal machinery for example, needs a safe place to store. The garage, as is, is overcrowded. We have lived in that house for over 35 years and have zero intention of relocating. We need to be able to safely store and access these stored items. As is has been difficult as we the current owners are getting older. W have also had some severe health issues come up in the past year. Kevin's eye sight has been very much impaired after a tumor removal was unsuccessful. This was always his shed he intended to build for a lot of his machinery that he used to use. He may not be able to fully use most of the machinery for a potentially great length of time but he will certainly maneuver in the shed and even a little extra space would make things easier for him and safer in general when there are bulk machinery items.
4. We as the current and original owners have no interest in selling the property in the near or even distant future. We are the ones who need and want to make use of this proposed project.

5. The granting of this variation is only detrimental to us as senior owners. It would not interfere with any neighboring property. Viewing this shed would be extremely minimal by neighboring properties or even for pedestrians that walk along the public walk due to the privacy fence enclosing the yard.
6. There will be no impairment of any kind. This would not obstruct any light to any neighboring property. Emergency personnel would still be able to maneuver around the shed to safely address any situation. It would not increase the possibility of any fires or hazards. There are no hanging utility poles it would come close to nor would it be close to anything that would not only cause a hazard, but this shed would be mostly surrounded by grass or the fence itself. It would not impair property values for the neighborhood as viewing this for potential buyers for neighboring properties would be very minimal. The only effect would most likely be potential property tax increase for our own property being a type of new construction.

LEGAL DESCRIPTION

LOT 17 IN BLOCK 1 IN CIRPRI ADDITION TO WESTBURY, BEING A SUBDIVISION OF PART OF THE NORTHEAST ¼ OF SECTION 24, TOWNSHIP 42 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PIN: 01-24-206-017-0000

PROJECT NARRATIVE

This shed installation would benefit us as senior citizens accessing large machinery and other storable items that are currently overcrowding our garage making accessibility very difficult. We have a two car garage with two vehicles, so space is limited and we are the original owners of the property. One of us has severe vision impairment that could be permanent so easy access is very much needed especially for such large equipment as they are currently being stored among other household items acquired over the years.

The other option would only be to build a detached garage if the size is not granted to accommodate the items needed storage space. And that would escalate the potential for a simpler solution to a problem to a much more involved planning process as well as a financial obligation that is not considerable at this time. Nor is it something we are interested in getting involved in with the planning and construction process. The remaining space in the yard would also be extremely tight, visually it would not be ideal to us and it would also mean most likely disturbing the paver

patio and walkway that is existing in the backyard as well as the existing paver driveway. This is only a few things we've considered as a result, however, I'm sure once that planning process began there undoubtedly would be other issues that would result due to the layout and remaining space of the yard.

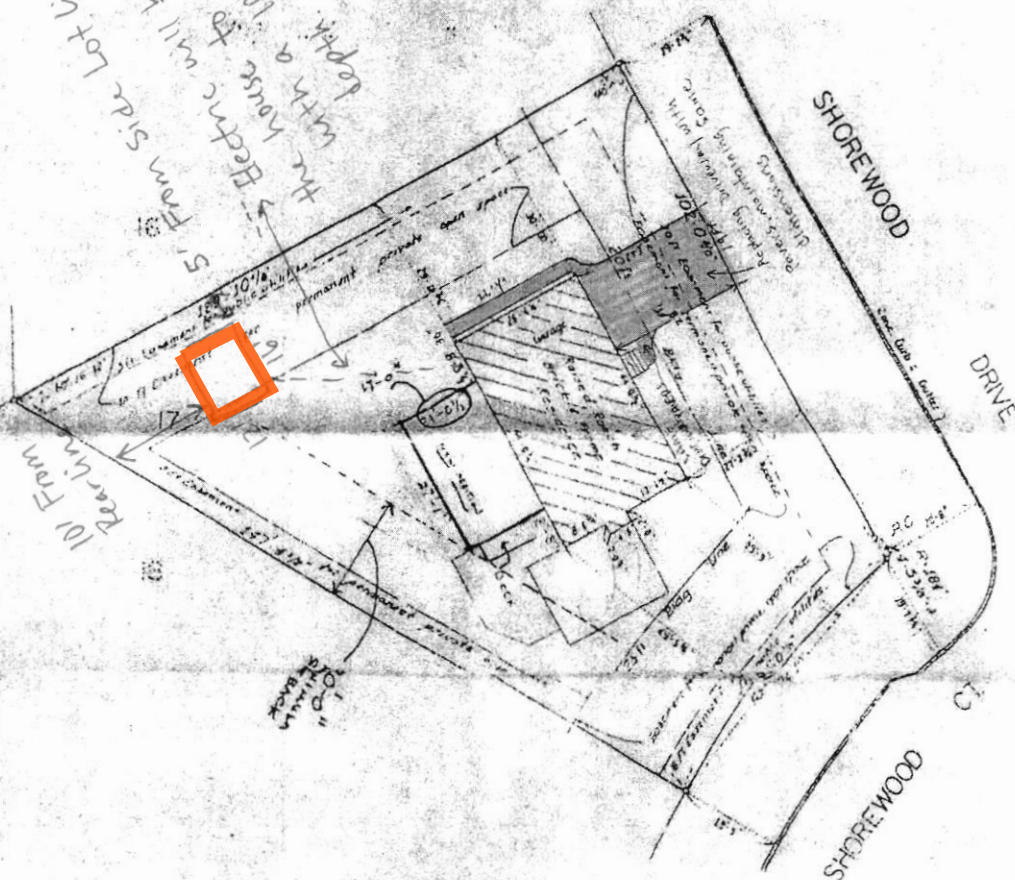


CARL RITZEL SURVEY SERVICE, INC.
REGISTERED LAND SURVEYORS
1715 BURNING BUSH LANE, MT. PROSPECT ILL 60058
(312) 293-2411

OF

LOT 17 IN BLOCK 3 IN CIPRI ADDITION TO WESTBURY, BEING A SUBDIVISION OF PART OF THE NE 1/4 OF SECTION 24, TOWNSHIP 42 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

From Side Lot line
the Electric will be routed
with a 10' dig
depth.



INDICATES 100' PIPE
AT LOT CORNER

SCALE: 1 inch equals 20 feet

STATE OF ILLINOIS
COUNTY OF COOK

Carl Ritzel Survey Service, Inc. hereby certifies that a survey has been made on and under their supervision of a tract of land described in the above caption.

Witness my hand

April 12

A.D. 1983

Carl Ritzel Survey Service, Inc.

By: Carl J. Ritzel
President

NOTE

1. Please check Legal Description with Deed and report any discrepancy immediately.
2. Compare all points before building by same and report any discrepancy at once.
3. Building lines, if any, shown hereon are building lines shown on the recorded subdivision plat.
4. Lines 11' from center line for building lines established by local ordinances.

STATE OF ILLINOIS
COUNTY OF COOK

CARL W. RITZEL

I, CARL W. RITZEL, a registered Illinois Land Surveyor, do hereby certify that I have surveyed the property described above and that the plat shown hereon is a correct representation of said survey.

DATED THIS 12th DAY OF April, A.D. 1983

By: Carl J. Ritzel

Illinois Registered Land Surveyor No. 1627

LOCATION OF BUILDING

DATED THIS 17th DAY OF July, A.D. 1983

By: Carl J. Ritzel

Illinois Registered Land Surveyor No. 1627



Legal Description:

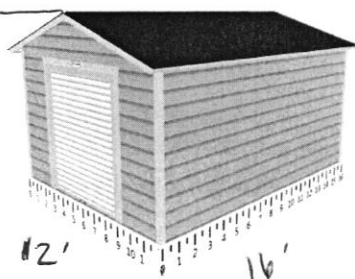
Lot 17 in block 1 in Cipri addition to Wesbury, being a subdivision of part of the Northeast $\frac{1}{4}$ of section 24, township 42 North, Range 9 East of the Third Principal Meridian, in Cook County, Illinois.

01-24-206-017-0000

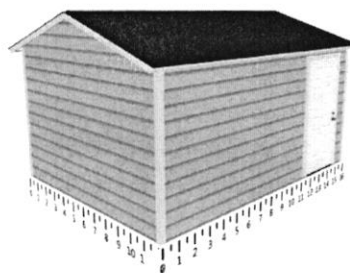


Kevin Fioretto
1845 W Shorewood Dr
Hoffman Estates IL 60192
Q10678528-10645366

Max
Height
11' 6"

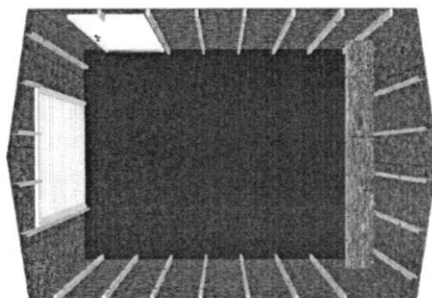


Roof Rise
5"



Wall D

Wall A



Wall C

Wall B

Base Details/Permit Details

Building Size & Style

TR-800 - 12' wide by 16' long

Siding Colors

Base: Vinyl Gray, Trim: Nantucket
White, Accent (Doors): Nantucket
White

Roof Selection

Nickel Gray 3 Tab

Drip Edge

White

Is a permit required for this job?

Yes, Engineering fees still apply

Who is pulling the permit?

Customer

Maximum Shed Height
= 11' 6"

Optional Details

Doors

Roll-Up Canister Door (6' x 7'),
6-Panel Residential Door (Left Hand
Inswing),

Walls

454 Sq Ft House Wrap
454 Sq Ft Vinyl Siding with OSB

Roof

233 Sq Ft Radiant Barrier Roof Decking
24 Lin Ft 6" Gable EW Eave Upgrade
17 Lin Ft Ridge Vent

Floor and Foundation

192 Sq Ft No Floor

Interior

12 Lin Ft Shelving - 16" deep

Roof Rise = 5"

Jobsite/Installer Details

Do you plan to insulate this building after
Tuff Shed installs it?

Yes

Is there a power outlet within 100 feet of
installation location?

Yes

The building location must be level to
properly install the building. How level
is the install location?

Slab provided by customer will be
within 1/2" tolerance on square, level,
exterior dimensions to match the
building size (per customer agreement).

Will there be 18" of unobstructed
workspace around the perimeter of all
four walls?

Yes

Can the installers park their pickup truck &
trailer within approximately 200' of
your installation site?

Yes

Substrate Shed will be installed on?
Concrete without Shed Floor



AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 8A

REQUEST: Approval an Ordinance Establishing Chapter 19 - Procurement and Amending Section 4-7-4 (I) of the Municipal Code.

FROM: Rachel Musiala, Finance Director
Eric Palm, Village Manager
Jana Dickson, Assistant Corporation Counsel

ITEM TYPE: Ordinance - Village Board

REQUEST SUMMARY

From time to time, the Village reviews its policies and procedures and offers changes as appropriate. Recently, the Village reviewed its purchasing and procurement procedures. It has been approximately twenty years since the last set of procedures have been reviewed. As a result, several changes have been made and are available for review in the attached ordinance. The key highlights are as follows:

1. The procurement regulations are now a stand-alone section in the municipal code. Previously, they were an administrative policy approved by the Village Board and referenced throughout the code.
2. The new regulations memorialize and reflect our current policies and procedures. For example, many purchases of vehicles, equipment, computer software and subscriptions, as well as professional services agreements required a "waiver of bids" from the corporate authorities. In practice, those items are rarely "bid," but the Village receives proposals (RFPs) and competitive pricing from multiple sources. The new procedures provide for proposals and quotes as approved means by which to procure items and services. These items that exceed the manager's threshold will still need approval by the corporate authorities; however, the requested action will no longer require a "waiver of bids."
3. The village manager's spending authority has been increased to \$50,000 from \$30,000. A review of neighboring communities found a mix of thresholds: Schaumburg, Palatine: \$75,000; Mount Prospect, Buffalo Grove: \$50,000; EGV: \$40,000.
4. Additionally, the village manager has a separate spending threshold of \$250,000 as it relates to purchases of items for cybersecurity.

These changes were created through a joint effort of Finance, General Government and Corporation Counsel, as well as input from the operating departments.

FINANCIAL IMPACT

None

RECOMMENDATION

Approve an Ordinance Establishing Chapter 19 - Procurement and Amending Section 4-7-4 (I) of the Municipal Code

ATTACHMENTS

1. Ordinance - Procurement
2. Chapter19-Procurement August 2025 final

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE ESTABLISHING CHAPTER 19 – PROCUREMENT AND AMENDING
SECTION 4-7-4 (I), VILLAGE MANAGER PURCHASING AUTHORITY,
OF THE HOFFMAN ESTATES MUNICIPAL CODE

WHEREAS, the Village of Hoffman Estates, as a home rule unit of local government as provided by Article VII, Section 6 of the Illinois Constitution of 1970, has the authority to exercise any power and perform any function pertaining to its government and affairs, except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Village of Hoffman Estates desires to enact certain regulations regarding procurement; and

WHEREAS, the Village of Hoffman Estates finds it is the best interests of the Village to amend the Village’s Municipal Code to provide for same.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook County, Illinois, as follows:

Section 1: That Chapter 19: PROCUREMENT, of the Hoffman Estates Municipal Code, is hereby established and attached as Exhibit “A.”

Section 2: That Section 4-7-4 (I), of Chapter 4, APPOINTED BOARDS, COMMISSIONS AND OFFICERS: MEMBERSHIP, QUALIFICATION AND DUTIES, of the Hoffman Estates Municipal Code, is hereby amended to read as follows:

Purchase all materials, supplies and equipment consistent with Chapter 19 of this Code. ~~for which funds are provided in the budget for amounts up to and including \$30,000.00. For expenditure in excess of \$5,000.00 and up to \$30,000.00, the Village Manager shall secure, when feasible, at least three quotations before making purchases and if called upon by the Board of Trustees be prepared to present the quotations. For expenditures in excess of \$5,000.00 and up to \$30,000.00, where three quotations are not received, the matter shall be presented to the Board of Trustees, except upon an emergency or exigent circumstance but a poll of the corporate authorities with at least four members in support shall be required prior to such emergency or exigent expenditure and presentation to the Board of Trustees. A local business preference of two percent shall be applied to such quotations or any other expenditures less than \$30,000.00. For the purpose of evaluating the lowest responsible quotation, the actual award shall be made in the amount of the original quotation. The Village Manager shall receive sealed bids for purchases or contracts in excess of \$30,000.00 and present them to the Board of Trustees for approval and advise the Board on the advantages or disadvantages of contract and bid proposals. No purchase shall be made, contract let or obligation incurred for any item or service which exceeds the current working budget without prior approval by the Board of Trustees. No contract in excess of \$30,000.00 and no contract for new construction shall be let except by the Board of Trustees. The Village Manager may issue such rules governing purchasing procedures within the administrative organization as the Board of Trustees shall approve.~~

Section 3: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 4: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2025

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Trustee Patrick Kinnane	_____	_____	_____	_____
President William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2025

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2025

CHAPTER 19

PROCUREMENT CODE

Article 1

AUTHORITY

Section 19-1-1. AUTHORITY

The Village hereby exercises the power to contract and be contracted with pursuant to the Illinois Municipal Code 65 ILCS 5/2-2-12. To the extent necessary to comply with the provisions of this Ordinance, and where allowed by law, the Village hereby exercises its home-rule authority found in Article VII, Section 6, of the Illinois Constitution.

Article 2

PURPOSE AND POLICY

Section 19-2-1. PURPOSE AND POLICY

A. Purpose. This Chapter shall be construed and applied to promote its underlying purposes. The underlying purposes of this Chapter are:

To provide Village of Hoffman Estates staff with directions and guidelines for the acquisition of goods and services;

To obtain in a cost effective and responsive manner the supplies, services and construction required by the Village to serve the Village's residents and business;

To provide a system for procurement which complies with the laws and constitution of the State of Illinois and the requirements of any state or federal funding;

To provide safeguards for maintaining a procurement system of fairness, quality and integrity.

B. Application. This Chapter applies to contracts for the procurement of supplies, services, and construction, agreed to by the Village after the effective date of this Chapter. It shall apply to every expenditure of public funds by the Village for public purchasing, irrespective of the source of the funds.

When the Village's procurement involves any expenditure regulated by Illinois State statute, except where otherwise provided by exercise of the Village's home rule powers, by federal regulations or by any other regulatory agency, the procurement shall be conducted in accordance with all applicable laws and regulations. Nothing in this Chapter shall be construed to prohibit the Village from complying with the terms of a grant or gift.

The Finance Director shall promulgate written policies and procedure for all procurements that involve the expenditure of state and federal funds.

C. Public Access to Procurement Information. Procurement information shall be a public record to the extent provided in the Illinois Freedom of Information Act, 5 Illinois Compiled Statutes 140/1 et seq., as amended.

Article 3
CODE OF ETHICS FOR PURCHASING

Section 19-3-1. CODE OF ETHICS FOR PURCHASING

All Village personnel engaged in purchasing and related activities are required to comply with the Village Code of Ethics found in Article 15 of the Village Code of Hoffman Estates as well as all applicable state and federal regulations including but not limited to the Interests in Contracts provisions of the Illinois Municipal Code 65 ILCS 5/3.1-55-10, the Public Officer Prohibited Activities Act 50 ILCS 105/0.01 et seq., and the Interference with Public Contracting provisions of the Illinois Criminal Code 720 ILCS 5/11-39.2-10. Transactions relating to expenditure of public funds require the highest degree of public trust to protect the interests of the Village and the residents of Hoffman Estates. Village employees shall strive to:

1. Ensure that public money is spent efficiently and effectively and in accordance with statutes, regulations, and Village policies.
2. Procure the item needed by the Village that when placed in use will represent the maximum benefit and most economical cost for each dollar spent over the use or service life of the item.
3. Consider cooperative purchasing with other local governments and/or with the state of Illinois.
4. Not accept gifts or favors from current or potential suppliers, which might compromise the integrity of their purchasing function.
5. Specify generic descriptions of goods wherever possible in lieu of brand names when compiling specifications.
6. Purchase orders for identical goods or services should not be split or variations to Village Board approvals be made in order to circumvent established policy.
7. Purchase without favor or prejudice.
8. Ensure that all potential suppliers are provided with adequate and identical information upon which to base their offer or quotation and that any subsequent information is made available to all bidders.

9. Establish and maintain procedures to ensure that fair and equal consideration is given to each offer or quotation received.
10. Offer a prompt and courteous response to all inquiries from potential or existing suppliers.

It shall be the responsibility of the Village Manager to determine if a violation of this Code of Ethics has occurred and if disciplinary action is necessary in accordance with the Village's Personnel Manual.

Article 4

DEFINITIONS

The words defined in this Chapter shall have the meanings set forth below whenever they appear in this Chapter or in any operational procedures promulgated thereunder:

- A. “Change Order” – A change in a contract term other than as specifically provided for in the contract which authorizes or necessitates any increase or decrease in the cost of the contract or the time to completion.
- B. “Construction” – The process of building, altering, repairing, improving or demolishing any public infrastructure facility, including any public improvements of any kind to real property. Construction does not include the routine operation, routine repair, or routine maintenance of any existing public infrastructure facility, including structures, buildings, or real property.
- C. “Emergency” – Emergencies are defined as events where immediate action is necessary to safeguard the public’s health and safety, or to prevent delays in work, contracts, and/or transportation.
- D. “Invitation for Bids” – All documents, whether attached or incorporated by reference, utilized for soliciting bids.
- E. “Procurement” – Buying, purchasing, renting, leasing, or otherwise acquiring any supplies, services or construction. It also includes all functions that pertain to the obtaining of any supply, service, or construction, including description of requirements, selection and solicitation of sources, preparation and award of contract, and all phases of contract administration.
- F. “Public Improvement” – The term “public improvement” shall be given the meaning contemplated in 65 ILCS 8-9-1, and therefore may be subject to interpretation by case law.
- G. “Professional Services” – Services within the scope of a particular area of practice; such as the practice of accounting, architecture, landscape architecture, land surveying, law, medicine, optometry, professional engineering, real estate appraising, or professional nursing or other such area of expertise as defined by State law.

- H. “Public Notice” – The distribution or dissemination of information to interested parties using methods authorized by state law.
- I. “Purchasing Agent” – The Purchasing Agent shall be the Village Manager or his or her designee. The Purchasing Agent may vary from procurement to procurement and may be a Department Director or employee most knowledgeable of the needs of each procurement.
- J. “Request for Proposals” – All documents, whether attached or incorporated by reference, utilized for soliciting proposals.
- K. “Responsible Bidder” – A person who has the capability in all respects to perform fully the contract requirements, and possesses integrity and reliability that will ensure good faith performance.
- L. “Responsive Bidder” – A person who has submitted a bid that conforms in all material respects to the invitation for bids.
- M. “Specification” – Any description of the physical or functional characteristics, or of the nature of a supply, service, or construction item. A specification may include a description of any requirement for inspecting, testing, or preparing a supply, services or construction item for delivery.
- N. “Supplies” – All property, including, but not limited to, equipment and materials excluding land or a permanent interest in land.
- O. “Term Contract” – A contract in which a source or sources of supply are established for a specified period of time for specified services or supplies at an agreed upon unit price(s).
- P. “Unit of Government” – any unit or association of units of federal, state or local government, any public authority which has the power to tax, any other public entity created by statute and any other entity which expends public funds for the procurement of supplies, services or construction.

Article 5
METHODS OF PROCUREMENT

Section 19-5-1. COMPETITIVE SEALED BIDS.

The Village Manager or his or her designee shall be responsible for determining the appropriate method or procurement for each purchase and shall promulgate any policies and forms necessary for achieving the goals and requirements of this Chapter.

Unless otherwise required by law, all Village contracts shall be awarded by one of the following methods:

A. Competitive Sealed Bids. Contracts for construction and public improvement projects in excess of \$50,000 shall be awarded via competitive sealed bids unless a bid waiver is obtained by a two-thirds vote of the Village Board.

1. Invitation For Bids. An invitation for bids shall be issued for contracts and shall include specifications and all contractual terms and conditions applicable to the procurement. The invitation for bids shall set forth the evaluation criteria to be used, including but not limited to inspection, testing, quality, workmanship, delivery, suitability for a particular purpose, and past performance.

2. Public Notice. Adequate public notice of an invitation for bids shall be given at a reasonable time, not less than fourteen (14) calendar days prior to the date set forth therein for the opening of bids. The Purchasing Agent shall designate a means of distribution or determination of information to interested parties using methods that are reasonably available. Such methods may include publication in newspapers of general circulation, electronic or paper mailing lists, and web sites designated and maintained for such notification. Notice shall be made by the Village Clerk. Said notice shall state the place, date, and time of the bid opening.

3. Pre-Bidder's Conference. It is strongly recommended that a pre-bidder's conference be offered to Construction and Service Project vendors prior to the bid opening. Notification and attendance requirements of the pre-bidder's conference will be included with the bid invitation package. This notification should indicate the date, time and location of the conference and who, on Village staff, will be in attendance. The conference should be held early in the bidding process, leaving vendors ample time following the conference to prepare their bids. If at all possible,

the pre-bidder's conference should be held at a reasonable time after the publishing of a bid package, giving vendors enough time to develop questions regarding the bid specifications prior to the conference.

At the pre-bidder's conference, a sign-in sheet should be available for all vendors' signatures. Vendors attending the conference are reminded to sign in and leave business cards if possible. This will provide an accurate and complete list of the vendors in attendance along with their respective addresses and phone numbers. If any questions or comments arise which might materially alter the bid specifications or the way a vendor might respond to an invitation to bid, such information is documented and sent to all bidders on the bidder's list. During the pre-bidder's conference, staff may choose to provide a site visit. If possible, announce that a site visit will be provided in the bid invitation package.

4. Bid Opening. Bids shall be opened publicly in the presence of one or more witnesses at the time and place designated in the invitation for bids. The amount of each bid and any other relevant information shall be recorded by the Village Clerk with the name of each bidder. The record and each bid shall be open to public inspection and maintained by the Village Clerk after bid opening.

5. Bid Evaluation. Bids shall be evaluated and the determination of a responsible bidder based on the requirements set forth in the invitation for bids, which may include criteria to determine acceptability such as inspection, testing, quality, workmanship, delivery, and suitability for a particular purpose. Those criteria affecting bid price, and be considered in evaluation for award, shall be objectively measurable, such as discounts, transportation costs, and total or life cycle costs.

6. Correction or Withdrawal of Bids. Correction or withdrawal of inadvertently erroneous bids before or after bid opening, or cancellation of awards or contracts based on such bid mistakes, may be permitted. All decisions to permit the correction or withdrawal of bids, or to cancel awards or contracts based on bid mistakes, shall be supported by a written determination made by the Purchasing Agent. Mistakes discovered before bid opening may be withdrawn by written or telegraphic notice received in the office of the Purchasing Agent to the time set for bid opening. Any modification prior to the bid opening must be submitted in a sealed envelope prior to the scheduled opening of the bid. After bid opening, no changes in bid prices or other provisions of bids prejudicial to the interest of the

Village or fair competition shall be permitted. In lieu of bid correction, a low bidder alleging a material mistake may be permitted to withdraw its bid if:

The mistake is clearly evident on the face of the bid document, but the intended correct bid is not similarly evident; or

The bidder submits evidence that clearly and convincingly demonstrates that a mistake was made .

7. Award. All contracts shall be awarded by the Corporate Authority, or Village Manager if the contract amount is \$50,000 or less, with reasonable promptness by appropriate written notice to the lowest responsive and responsible bidder whose bid meets the requirements and criteria set forth in the invitation for bids. In the event the low responsive and responsible bid for a construction project exceeds available funds, the Purchasing Agent is authorized, when time or economic considerations preclude re-solicitation of work of a reduced scope, to negotiate an adjustment of the bid price with the low responsive and responsible bidder, in order to bring the bid within the amount of available funds.

8. Bid Waivers. Where competitive sealed bidding is required, the Village Board, by a two-thirds vote of all the Trustees then holding office, may waive the bidding procedures and enter into a contract or agreement. Requests for bid waivers shall be made only when goods or services are proprietary (i.e. sole source), where standardization is necessary or desirable (e.g. furniture), in emergencies as defined in this Ordinance, or when it is in the best interests of the Village to do so. In any instance, a statement justifying the need for a bid waiver shall be included in the department's recommendation.

9. Multistep Sealed and or Design-Build Bidding. When it is considered impractical to prepare a purchase description to support an award based on price, an invitation for bids may be issued requesting the submission of unpriced offers to be followed by an invitation for bids limited to those bidders whose offers have been determined to be technically acceptable under the criteria set forth in the first solicitation.

B. Request For Proposals (RFP). Where the Village Manager determines that the competitive sealed bidding process is not appropriate to meet the needs of the Village for the purchase of supplies or services proposals shall be solicited through a request for proposals.

1. Public Notice. Adequate public notice of the request for proposals shall be given in the same manner as provided for sealed bids, provided such notice shall not be less than fourteen (14) calendar days prior to the date set forth therein for the opening of proposals.

2. Receipt of Proposals. Proposals shall be opened so as to avoid disclosure of the identity of any offeror or the contents of any proposal to competing offerors during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award.

3. Evaluation Factors. The request for proposals shall state the relative importance of price and other evaluation factors.

4. Respondent Negotiations and Revisions to Proposals. As provided in the request for proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors determined to be substantially equivalent shall be accorded fair and equal treatment with respect to any opportunity for discussion and revision of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors or of any information derived from proposals submitted by competing offerors.

5. Award. Award shall be made by the Corporate Authority, or the Village Manager if the contract amount is \$50,000 or less, to the responsible vendor whose proposal is determined to be the most advantageous to the Village, taking into consideration price and the evaluation factors set forth in the request for proposals. The contract file shall contain the basis on which the award is made.

C. Competitive Sealed Proposals. When the Village Manager determines that it is in the best interest of the Village to review proposals for professional services prior to reviewing pricing, a contract may be entered into by the use of the competitive sealed proposals method.

D. Qualification Based Selection (QBS). When required to do so by the source of state or federal funding, the Village is authorized to engage in Qualification Based

Selection for the procurement of engineering, architectural, or land surveying services pursuant to the requirements of the Local Government Professional Services Selection Act 50 ILCS 510/0.01.

E. Small Purchases. Any purchase not exceeding twenty-five thousand dollars (\$50,000.00) may be made in accordance with the small purchase procedures authorized in this Section; provided, however, that procurement requirements shall not be artificially divided so as to constitute a small purchase under this Section.

1. Small Purchases Over \$10,000 but Not Exceeding \$50,000. As much as is practical for small purchases in excess of ten thousand dollars (\$10,000.00) but not exceeding fifty thousand dollars (\$50,000.00), three written quotes shall be required. Emailed or faxed quotes will be accepted. Award shall be made to the responsive, responsible person offering the lowest acceptable quotation. The names of the persons submitting quotations, and the date and amount of each quotation shall be recorded and maintained as a public record.

2. Small Purchases Over \$2,500 but Not Exceeding \$10,000. As much as is practical for small purchases in excess of two thousand, five hundred dollars (\$2,500.00) but not exceeding ten thousand dollars (\$10,000.00), a minimum of two, but three written quotes shall be obtained. Emailed or faxed quotes will be accepted. Award shall be made to the responsive, responsible person offering the lowest acceptable quotation. The names of the persons submitting quotations, and the date and amount of each quotation shall be recorded and maintained as a public record.

3. Small Purchases \$2,500 and Under. The Village Manager shall adopt operational procedures for making small purchases of two thousand, five hundred dollars (\$2,500.00) or less. Such operational procedures shall provide for obtaining adequate and reasonable competition for the supply, service, or construction being purchased.

Small purchases made without the intention to artificially divide in order to meet the small purchase threshold may be made on an individual basis and the cumulative total of small purchases from the same vendor for the year which exceed the small purchase threshold shall not be considered a violation of this Chapter.

F. Sole Source Purchasing. Contracts for parts, supplies, or equipment that are available only from a single source are referred to as sole source purchases. Sole source procurements may arise from the following circumstances:

1. Equipment for which there is no comparable competitive product or is available only from one supplier.
2. Public utility services from natural or regulated monopolies.
3. A component or replacement part for which there is no commercially available substitute, and which can be obtained only from the manufacturer.
4. An item where compatibility is the overriding consideration, such as computer software.
5. A used item, for example, a television transmitter tower, that becomes immediately available and is subject to prior sale.

G. Emergency Purchases. In the event of an emergency, the Village Manager may authorize a vendor to perform work necessary to resolve such emergency without the formal method of procurement being followed. Documentation of the emergency and the need for immediate action shall be presented to the Corporate Authority in a reasonable period of time following the purchase.

H. Cooperative Purchasing:

1. Authority. When deemed by the Village Manager to be in the best interests of the Village, supplies, services or construction may be procured pursuant to a cooperative purchasing agreement made pursuant to the Governmental Joint Purchasing Act, 30 ILCS 525/1 et seq., as amended. Such cooperative purchasing may include, but is not limited to, joint or multiparty contracts between public procurement units and open ended public procurement unit contracts that are made available to other governmental units.
2. State Joint Purchasing Master Contracts. When deemed by the Purchasing Agent to be in the best interest of the Village, purchases may be made off of the Joint Purchasing Master Contract list (JPMC) maintained by the Illinois Chief Procurement Office provided that the appropriate contract is listed as “Joint Purchasing Allowed.” Purchases made off of the JPMC must be reported to the appropriate state chief procurement officer.
3. Competition. All cooperative purchasing conducted under this Section shall be through contracts awarded through full and open competition, including use of source selection methods substantially equivalent to those specified in

Section V, Methods Of Procurement. All contracts shall be awarded pursuant to the requirements of Article 7 “Authority to Award and Execute Contracts and Change Order.”

Article 6

GENERAL PROVISIONS APPLICABLE TO ALL METHODS OF PROCUREMENT

Section 19-6-1. GENERAL PROVISIONS APPLICABLE TO ALL METHODS OF PROCUREMENT.

- A. Preparing Specifications. The Purchasing Agent shall prepare, issue, and revise all specifications for supplies, services and construction required to be used in the procurement process. To the extent applicable, the term "specifications" as used in this Section shall also refer to statements of work for services to be performed.
- B. Maximum Practicable Competition. All specifications shall be drafted so as to promote overall economy for the purposes intended and encourage competition in satisfying the Village's needs, and shall not be unduly restrictive. This Section applies to all specifications, including, but not limited to, those prepared for the Village by third parties.
- C. Evaluation Factors. The following factors may be used in evaluating the responsibility and responsiveness of bids, requests for proposals, and quotes:
1. The ability, capacity, and skill of the bidder to perform the contract to provide the service required.
 2. Whether the vendor can perform the contract or provide the service promptly, or within the time specified, without delay or interference.
 3. The character, integrity, reputation, judgment, experience, and efficiency of the vendor.
 4. The quality of performance of previous contracts of services.
 5. The previous and existing compliance by the vendor with laws and ordinance relating to the contract or service.
 6. The sufficiency of the financial resources and ability of the vendor to perform the contract or provide the service.
 7. The quality, availability, and adaptability of the supplies or contractual service to the particular use required.
 8. The ability of the vendor to provide future maintenance and service for the use of the subject of the contract.
 9. The number and scope of conditions attached to the bid or response.
 10. Whether the vendor has a place of business in the Village.

11. Responsiveness to the exact requirements of the invitation to bid.
12. Ability to work cooperatively with the Village and its administration.
13. Past records of the vendor's transactions with the Village or with other entities as evidence of the bidder's responsibility, character, integrity, reputation, judgment, experience, efficiency and cooperativeness.
14. Contractors submitting bids over \$100,000 should be checked to see if they have been debarred from federal procurement.
15. Contractor's proof of compliance with mandatory disclosures and state law.

D. Non-responsible bidders or respondents. If the lowest responsive bidder is found non-responsible, a written determination of non-responsibility, setting forth the basis of the finding, shall be prepared by the Purchasing Agent. The unreasonable failure of a bidder or respondent to promptly supply information in connection with an inquiry with respect to responsibility may be grounds for a determination of non-responsibility with respect to such bidder or respondent.

E. Evaluation of Revenue Generating Contracts. Revenue generating and concession contracts shall be awarded in accordance with the provision of this Section, except that price shall be evaluated on the basis of the highest bid or offer.

F. Vendor Lists. Departments shall be responsible for maintaining current lists of vendors and for determining prospective vendor's qualifications. When developing the list of vendors, all relevant vendors within the Village of Hoffman Estates will be included on the list.

G. Cancellation Of Invitations for Bids or Requests for Proposals. An invitation for bids, a request for proposals, or other solicitation may be canceled, or any or all bids or proposals may be rejected in whole or in part as may be specified in the solicitation by the Purchasing Agent. Notice of cancellation shall be sent to all solicited and responding vendors. The reason for cancellation shall be made part of the contract file.

Article 7

AUTHORITY TO AWARD AND EXECUTE CONTRACTS AND CHANGE ORDERS

Section 19-7-1. AUTHORITY TO AWARD AND EXECUTE CONTRACTS AND CHANGE ORDERS.

A. Contract Award and Execution - General.

Village Manager: Any procurement for supplies or services of \$50,000 or less may be awarded and executed by the Village Manager.

Corporate Authority: Except as otherwise provided in this Chapter, all contracts in excess of \$50,000 shall be awarded by the Corporate Authority and executed by the Mayor or Village Manager.

B. Contract Award and Execution – Cybersecurity.

Village Manager: Notwithstanding other provisions contained in this ordinance, in relation to the Village's cybersecurity program, all contracts less than two hundred fifty thousand dollars (\$250,000) may be awarded and executed by the Village Manager.

Corporate Authority: In relation to the Village's cybersecurity program, all contracts of two hundred fifty thousand dollars (\$250,00) shall be awarded by the Corporate Authority and executed by the Mayor or the Village Manager.

C. Approval Of Change Orders and Contract Modifications. The Village Manager in conformity with 720 ILCS 5/33E-9 may approve:

1. Any change order less than or equal to \$50,000
2. Any change order or contract modification that extends the time of completion of a project for less than thirty (30) days.

At no time can the aggregate of change orders approved by the Village Manager exceed \$50,000 or 50% of the original contract amount.

Corporate Authority approval shall be required for all change orders and contract modifications not under the Village Manager's authority.

D. Compliance with Statutory Change Order Provisions.

1. All change shall be made in writing and signed by the vendor
2. All change orders which increase the cost of the contract by \$25,000 or the length of time for completion by 180 days or more shall require a written determination that:

- a. the circumstances said to necessitate the change in performance were not reasonable foreseeable at the time the contract was signed; and
- b. the change is germane to the original contract signed; and
- c. the change order is in the best interest of the Village and authorized by law

3. All change orders which increase the contract cost 50% or more of the original contract amount must be resubmitted for award by the method of procurement used for the original contract pursuant to the Illinois Public Works Change Order Act 50 ILCS 525/1 et seq.

E. Budget Approval. Prior to the issuance of any change order or contract modification, the Finance Director shall certify that sufficient budgeted funds are available.

Article 8

CONTRACT TERMS AND ADMINISTRATION

Section 19-8-1. CONTRACT TERMS AND ADMINISTRATION

- A. Form of Contracts. Any contract form appropriate to the procurement and in the best interests of the Village may be used, provided that a cost plus a percentage of cost contract is prohibited. The Village Manager in consultation with Corporation Counsel shall determine the appropriate form of contract for each procurement.
- B. Multiyear Contracts. Unless otherwise provided by law, a contract for supplies or services may be entered into for any period of time deemed to be in the best interests of the Village, provided the term of the contract and conditions of renewal or extension, if any, are included in the solicitation and funds are available for the first fiscal period at the time of contract. Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefor.
- C. Term Contracts. The Village may award one or more term contracts for the supply of any given class or type of supplies or services subject to sufficient appropriation.
- D. Contract Provisions. All Village contracts for supplies, services and construction shall include provisions necessary to define the responsibilities and rights of the parties to the contract and shall be reviewed by the Corporation Counsel prior to award and execution.
- E. Termination of Contracts due to Non-Appropriation of Funds in Future Fiscal Years. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled.
- F. Insurance Requirements. The Village Manager in consultation with the Risk Manager and Corporation Counsel shall determine the types and amounts of insurance coverage that shall be required on each contract.
- G. Right To Audit Records. The Village may, at reasonable times and places, audit the books and records of a contractor or any subcontractor under any negotiated contract, subcontract, change order or contract modification, other than a firm fixed price contract, to the extent that such books and records relate to the performance of such contract, subcontract, change order or contract modification. Such books and records shall be

maintained by the contractor or subcontractor for a period of at least three (3) years from the date of final payment.

H. Commencement Of Work. Unless otherwise authorized by the Purchasing Agent, no work shall be commenced, nor any supplies delivered, under any Village contract until all conditions precedent as specified in the contract documents have been met, including, but not limited to:

The contract has been duly executed by the Village and contractor; and

The contractor has furnished, where required, certificates of insurance, performance bonds and payment bonds.

I. Village Procurement Records.

1. Contract File. All determinations and other written records pertaining to the solicitation, award, or performance of a contract shall be maintained for the Village in a contract file by the Village Clerk for such period as may be defined by the Local Records Commission.

2. Executed Contracts. The originally signed contract with exhibits is routed to the Village Clerk for filing. The Village Clerk's office retains all original contracts for the Village of Hoffman Estates. If the vendor requires an originally signed contract as well, two documents should be executed. The originating department should retain a copy of the contract for future reference.

3. Retention of Procurement Records. All procurement records shall be retained and disposed of by the Village in accordance with records retention guidelines and schedules approved by the Local Records Commission, pursuant to the Local Records Act, 50 Illinois Compiled Statutes 205/1 et seq., as amended.

Article 9

BONDS AND INSURANCE

Section 19-9-1. BONDS, INSURANCE, AND DISCLOSURE

A. Bonds for Construction. When a construction contract is awarded in excess of twenty-five thousand dollars (\$25,000.00), the following bonds or security shall be delivered to the Village.

1. Bid Security. Bid security shall be required for all construction contracts awarded by competitive sealed bidding, in accordance with applicable law. Bid security may be required for construction contracts awarded by competitive sealed proposals or other methods. Bid security shall be a bond provided by a surety company authorized to do business in the state, or the equivalent in cash, or otherwise supplied in a form satisfactory to the Purchasing Agent.

2. Amount. Bid security shall be in an amount equal to at least ten percent (10%) of the amount of the bid. The Village Manager shall have the authority to require a greater or lesser percentage of bid security.

3. Performance Bond. A performance bond in the form of the performance bond at the end of this Chapter executed by a surety company authorized to do business in the State or otherwise secured in a manner satisfactory to the Village, in an amount equal to one hundred percent (100%) of the price specified in the contract; and

4. Payment Bond. A payment bond {in the form found at the end of this chapter}, executed by a surety company authorized to do business in the State or otherwise secured in a manner satisfactory to the Village, for the protection of all persons supplying labor and material to the contractor or its subcontractors for the performance of the work provided for in the contract. The bond shall be in an amount equal to one hundred percent (100%) of the price specified in the contract.

5. Authority To Require Additional Bonds. Nothing in this Section shall be construed to limit the authority of the Village Manager to require other forms of security to ensure timely, faithful, and uninterrupted performance.

6. Bonds for Supplies and Service Contracts. Bid and performance bonds or other security may be required for supply or service contracts as the Purchasing Agent, in consultation with the Corporation Counsel, deems advisable to protect

the Village's interests. Any such bonding requirements shall be set forth in the solicitation. Bid or performance bonds shall not be used as a substitute for a determination of a bidder or offeror's responsibility.

7. Insurance. Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

B. Minimum Scope of Insurance. Coverage shall be as least as broad as:

1. Insurance Service Office Commercial General Liability occurrence form CG 0001 (ED. 11/85) and, if requested, Owners and Contractors Protective Liability policy with the Village named as additional insured; and
2. Insurance Service Office Business Auto Liability coverage form number CA 0001 (ED. 10/90), Symbol 01 "Any Auto" or Business Auto Liability coverage form number CA 0001 (Ed. 1/87) and endorsement CA0029 (Ed. 2/88) changes in Business Auto and Truckers coverage forms: Insured Contract.
3. Workers' Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

C. Minimum Limits of Insurance. Contractor shall maintain limits no less than:

1. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. Minimum General Aggregate shall be no less than \$3,000,000 or a project/contract specific aggregate of \$3,000,000.
2. Business Automobile Liability: \$3,000,000 combined single limit per accident for bodily injury and property damage.
3. Workers' Compensation and Employers' Liability: Workers' compensation coverage with statutory limits and Employers' Liability limits of \$1,000,000 per accident.

D. Deductibles and Self-Insured Retention's. Any deductibles or self-insured retention's must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention's as respects the Village, its officials, agents, employees and volunteers: or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

E. Other Insurance Provisions. The policies of insurance are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Coverage's.

a. The Village, its officials, agents, employees and volunteers are to be covered as insureds as respects: liability arising out of the activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees and volunteers.

b. The Contractor's insurance coverage shall be primary as respects the Village, its officials, agents, employees and volunteers. Any insurance or self-insurance maintained by the Village, its officials, agents, employees and volunteers shall be excess of Contractor's insurance and shall not contribute with it.

c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees and volunteers.

d. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

2. Workers' Compensation and Employers' Liability Coverage. The insurer shall agree to waive all rights of subrogation against the member, its officials, agents, employees and volunteers for losses arising from work performed by the Contractor for the Village.

F. Verification of Coverage. Contractor shall furnish the Village with certificates of insurance naming the Village, its officials, agents, employees and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by the insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the Village before work commences. The Village reserves the right to request full certified copies of the insurance policies and endorsements. Any deviation from these insurance requirements must be made by the Village Manager in consultation with the Risk Manager.

Article 10

USE OF ELECTRONIC METHODS IN PROCUREMENT

Section 19-10-1. USE OF ELECTRONIC METHODS IN PROCUREMENT

A. Electronic Transactions: The Village may conduct procurement transactions, including competitive sealed bids, requests for proposals and quote solicitation, by electronic means or in electronic form. The Village Manager may promulgate operational procedures regarding:

Appropriate security to prevent unauthorized access to the bidding, approval and award processes;

Identification;

Confidentiality; and

Utilization of digital signatures, where applicable.

B. Electronic Posting. The Village may electronically post invitations to bid, requests for proposals, quote solicitations, determinations and other information related to procurement on its website.

C. Electronic Records. In accordance with the Illinois Electronic Commerce Security Act, 5 Illinois Compiled Statutes 175/1-101 et seq., whenever this Chapter requires a record to be "written" or "in writing", an electronic record satisfies that requirement. The Village reserves the right to exclude electronic records for certain purposes.

Article 11
PERFORMANCE REQUIREMENTS

Section 19-11-1. GUARANTEE OF PERFORMANCE

Financial Guarantees shall be as required by law and may include cash deposits, letters of credit, or surety bonds. If surety bonds are accepted by the Village, they will be in the following form:



VILLAGE OF HOFFMAN ESTATES PAYMENT AND PERFORMANCE SURETY BOND

BOND NO.	DATE BOND EXECUTED:
PRINCIPAL:	BOND AMOUNT: (written out & numerically)
CO-PRINCIPAL(S):	CONTRACT DOCUMENTS:
SURETY(IES):	PROJECT:

KNOW ALL MEN BY THESE PRESENTS, that we, the Principal(s) and Surety(ies) hereto, recite and declare that:

1. The Principal(s) and Surety(ies) on this bond agree that all undertakings, covenants, terms, conditions and agreements of the Contract Documents listed above and incorporated herein by reference will be performed and fulfilled and to pay all persons, firms and corporations having contracts with the principal or with subcontractors, all just claims due to them under the provisions of such contracts for labor performed or materials furnished in the performance of the Contract on account of which this bond is given.

2. We are held and firmly bound to the obligee Village of Hoffman Estates, Illinois (hereinafter called "Village"), in the sum written above in lawful money of the United States of America, to be paid to the Village, its successors or assigns, for the payment whereof Principal(s), Co-Principals and Surety(ies) bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by this Bond. a)

3. The condition of this Bond is that if the Principal shall in every respect perform all of its obligations under the Contract Documents identified above, which Contract Documents are incorporated herein by reference, then this Bond shall be void; otherwise, the Bond shall continuously remain in full force and effect until released by the Village. Contract Documents shall also include any agreements, bid documents, specifications, engineering, design, or construction requirements or other Village documents associated with the Project, including any laws, ordinances and/or governmental regulations related to the Project.

4. Surety waives all of its surety defenses including, but not limited to, the following:

a) It shall be the duty of the Principal to notify the Surety of any revision of the plans, profiles and specifications referred to in the Contract Documents. The Surety expressly waives any right to receive notice from the obligee or to review or approve any revisions to the plans, profiles and specifications referred to in the Contract Documents which are required to meet governmental standards. No such revisions of any kind in the work shall in any way affect the obligation of the Surety under this Bond;

b) Any extension or reduction of time beyond the period provided for in the Contract Documents for completion of its obligations under the Agreement shall in no way affect the obligation of the Surety under this Bond;

c) The failure or refusal of Village to take any action, proceeding, or steps to enforce any remedy or exercise any right under the Contract Documents, or that taking of any action, proceeding, or step by

Village, acting in good faith upon the belief that same is permitted by the provisions of the Contract Documents, shall not in any way release Principal or Surety, or either of them, or their respective executors, administrators, successors, or assigns, from liability under this Bond. Surety hereby waives notice of any amendment, indulgence made, granted or permitted;

d) The Principal, Co-Principal and Surety intend that each provision of this Bond be valid and binding upon them and expressly agree to abide thereby;

e) In the event of a default of this Bond, the Village may terminate whatever rights Principal, Co-Principal and/or Surety may have to perform further work on the Project.

f) The requirement of any other entity to perform any obligations contained in the Contract Documents shall in no way affect the obligations of the Surety under this Bond.

4. Default:

A default shall be deemed to have occurred on the part of the Principal if Principal shall fail to complete its obligations under the Contract Documents within the time set forth therein or any extensions thereof; or, prior to the expiration of such period, if in the sole judgment of the Village, the Principal has:

- A) abandoned the performance of its obligations under the Contract Documents; or
- B) failed to pay all persons, firms and corporations having contracts with the principal or with subcontractors, all just claims due to them under the provisions of such contracts for labor performed or materials furnished in the performance of the Contract Documents; or
- C) renounced or repudiated its obligations under the Contract Documents; or
- D) clearly demonstrated through insolvency, or otherwise, that its obligations under the Contract Documents cannot be completed within the time allotted under the Contract Documents.

If the Principal defaults in the performance of all or any part of the obligations specified in the Contract Documents, the Village shall give written notice of the default to the Surety, with a copy to the Principal and Co-Principal, if any. In the event of such default and notice, Surety shall, within 45 days of receipt of the default notice, give written notice to the Village stating whether Surety will assume the Contract Document obligations and the obligations of the Principal, and should it elect to assume said obligations, Surety shall be required to complete the obligations specified in the Contract Documents according to its terms and provisions within 180

days of said notice, but not before expiration of the period provided for under the Contract Documents and approved extensions thereof. In the event that Surety elects to assume the obligations of Principal as provided herein and thereafter fails to faithfully perform all or any part of the work, or should it unnecessarily delay all or any part of the work, then the Village may proceed as provided in Paragraph No. 5 of this Bond.

6. Should Surety following notice of default notify the Village that Surety elects not to assume the obligations of Principal under the Contract Documents, or fails within 45 days of receipt of the default notice as provided in Paragraph No. 4) above to notify the Village whether Surety elects to assume the obligations of Principal under the Contract Documents, or having elected to assume the obligations of Principal, should it then fail to perform, then in any event the Village may elect any of the following procedures or any combination thereof:

a) Terminate whatever rights the Principal, Co-Principal and/or Surety may have to perform further work on the Project;

b) Take over or relet all or any part of the work under the Contract Documents which is not completed and complete the same for the account and at the expense of the Principal and Surety, who shall be jointly and severally liable to Village for the costs incurred in completion of the obligations under the Contract Documents and/or correction thereof. Such costs as identified in the Contract Documents shall include, but not be limited to, construction, engineering, surveying, maintenance, donations, impact fees, deterioration, administration, supervision, reasonable attorney's fees, and any costs associated or related to any litigation of the Bond agreement and shall be adjusted for inflation. The amount of Village's actual costs for completion and/or correction of the work required under the Contract Documents shall be conclusive of the extent of the liability of Principal and Surety and may exceed the Bond Amount;

c) Require the Surety to pay the Bond Amount to the Village as liquidated damages.

7. Should Surety, following notice of default notify the Village within 45 days of the receipt of the default notice choose to pay the Village for completion of the obligation under the Contract Documents, the Surety shall have the right to demand that the Village state a sum constituting the estimated costs at that time, of completion and/or correction of the work required under the Contract Documents, such as costs as defined in Paragraph No. 5b). Surety shall then immediately pay over to the Village the sum so stated and be released from any further obligations under this Bond. If funds

are paid over under this section and the paid over funds are not sufficient to complete the work, the Village's sole remedy shall be to proceed against the Principal(s) and Co-Principals for any deficiency. If there are any paid over funds not necessary for completion of the work, the Village will return the excess to Surety after completion of the work.

8. If any action or proceeding is initiated in connection with this Bond and any and all obligations arising hereunder the venue thereof shall be in State Court in the County of Cook, State of Illinois, it is further understood and agreed that this contract shall be governed by the laws of the State of Illinois, both as to interpretation and performance.

9. All notices sent to the Principal(s), Co-Principals, and Surety(ies) shall be sent to the address set forth on the signature page unless said Principal(s), Co-Principal(s) and Surety(ies) notify the Village in writing of any change. If the addresses of any of the Principal(s), Co-Principal(s) and Surety(ies) change, the Principal(s), Co-Principal(s) or Surety(ies) shall immediately notify the Village in writing of such change. Failure to notify the Village of any change in address is deemed to be a waiver of any requirement for notice under this Bond to the Principal(s), Co-Principal(s) or Surety(ies). All written notices to the Village required under the Bond shall be sent certified mail to the Village Clerk.

10. If any one or more of the provisions of this Bond are determined to be illegal or unenforceable by a court of competent jurisdiction, all other provisions shall remain effective.

11. No party other than the Village shall have any rights under this Bond as against the Surety.

12. As part of the obligation secured hereby and in addition the Bond Amount specified herein, there shall be included costs, interest and reasonable expenses and fees (including, without limitation, attorneys' fees and costs), incurred by the Village in enforcing this agreement, to be awarded by the court.

13. Nonpayment of the premiums associated with this Bond will not invalidate this Bond nor shall Village be obligated for the payment thereof. Surety agrees to deliver written notice of non-payment under this Bond or other actions to the Village.

14. Surety waives its right to trial by jury.

IN WITNESS WHEREOF, the parties have caused this Agreement to be signed and sealed as of the day and year set forth above.

PRINCIPAL

Type of Organization:

State of Incorporation:

Legal Name of Organization:

Address:

Authorized Signature(s):

By: _____

Signature

(Type name and title)

By: _____

Signature

(Type name and title)

ACKNOWLEDGMENT OF PRINCIPAL(S)

STATE OF _____:

COUNTY/CITY OF _____:

I, _____ Notary Public in and for the State and County/City aforesaid,
do hereby certify that _____
_____ whose name is signed to the foregoing bond, this day personally appeared before me in my State and
County/City aforesaid and acknowledged the same.

Given under my hand this _____ day of _____, _____.

My commission expires: _____

NOTARY PUBLIC

Surety: _____

Bond No.: _____

CO-PRINCIPAL(S)

Type of Organization:

State of Incorporation:

Legal Name of Organization:

Address:

Authorized Signature(s):

By: _____

Signature

(Type name and title)

By: _____

Signature

(Type name and title)

ACKNOWLEDGMENT OF CO-PRINCIPAL(S)

STATE OF _____:

COUNTY/CITY OF _____:

I, _____ Notary Public in and for the State and County/City aforesaid,
do hereby certify that _____
_____ whose name is signed to the foregoing bond, this day personally appeared before me in my State and
County/City aforesaid and acknowledged the same.

Given under my hand this _____ day of _____, _____.

My commission expires: _____

NOTARY PUBLIC

Surety: _____

Bond No.: _____

CORPORATE SURETY

Type of Organization:

Liability Limit:

Legal Name and Address:

Address:

Authorized Signature(s):

By: _____

Signature

By: _____

Signature

(Type name and title)

(Type name and title)

ACKNOWLEDGMENT OF CORPORATE SURETY(S)

STATE OF _____:
COUNTY/CITY OF _____:

I, _____ Notary Public in and for the State and County/City aforesaid,
do hereby certify that _____
_____ whose name is signed to the foregoing bond, this day personally appeared before me in my State and
County/City aforesaid and acknowledged the same.

Given under my hand this _____ day of _____, _____.
My commission expires: _____

NOTARY PUBLIC

Surety: _____
Bond No.: _____



AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 8B

REQUEST: Authorization to:

- a. waive formal bidding; and
- b. purchase one Abbeywood Pump Station Altitude Replacement Valve from Ross Valve Manufacturing Co., Inc., Troy, New York in an amount not to exceed \$86,471; and
- c. authorize the Village Manager to approve change orders up to \$10,000.

FROM: Ryan Christensen, Water & Sewer Superintendent
Joseph Nebel, Public Works Director

ITEM TYPE: Contract - Village Board

REQUEST SUMMARY

Abbey Wood Pump Station, constructed in 1972, serves as the primary storage and pumping facility for the Village's south pressure zone, making it essential for maintaining an uninterrupted water supply. Since its original construction, the station and its attached reservoirs have undergone various upgrades and modifications to keep pace with operational needs and technological improvements.

A major change occurred in the late 1980s when the source water supply shifted from Village wells to Lake Michigan water provided by the Northwest Suburban Municipal Joint Action Water Agency (NSMJAWA). This conversion required substantial facility adjustments, including upgrades to controls, pumps, and flow configurations. Over the past decade, the station's original controls and pumps have been modernized, and within the last three years, all three 150-horsepower pumps that draw water from the reservoir, along with their motor controls, have been repaired or replaced.

One critical component of the system is a specialized 24-inch two-way altitude valve, designed to manage bidirectional flow created by the earlier well system and the later NSMJAWA feed. This valve, original to the 1972 construction, has been maintained regularly for more than five decades. However, the internal components have now reached the end of their service life and require replacement.

Staff recommends an in-kind replacement from the original manufacturer, Ross Valve Manufacturing Co., Inc. Using the same manufacturer will allow for direct removal and installation without major piping modifications, a significant benefit given the valve's unique specifications and the site's constraints. The replacement will be challenging

due to limited workspace in the below-grade pump station and the valve's substantial weight, approximately 5,000 pounds. While other manufacturers offer similar two-way altitude valves, each uses different lay lengths and designs, which would necessitate costly piping alterations.

Due to the intricate nature of the work and age of the systems, Staff is also seeking authority for the Village Manager to approve change orders up to \$10,000.

For these reasons, Staff recommends purchasing the replacement valve directly from Ross Valve Manufacturing Co., Inc. and waiving the formal bidding process.

FINANCIAL IMPACT

The proposed cost for the Abbey Wood Pump Station altitude valve replacement is \$86,471, which is below the budgeted allocation of \$125,000. The remaining \$38,529 will be available to cover the contracted installation of the valve.

RECOMMENDATION

Authorization to:

- a. waive formal bidding; and
- b. purchase one Abbeywood Pump Station Altitude Replacement Valve from Ross Valve Manufacturing Co., Inc., Troy, New York in an amount not to exceed \$86,471; and
- c. authorize the Village Manager to approve change orders up to \$10,000.

ATTACHMENTS

1. Hoffman Estates - Village of, QT01040418 replacement of L72498 24inch 40AWR BP SOL, Village of Hoffman Estates, IL
2. IMG_0097



www.rossvalve.com

Ross Valve Manufacturing Co., Inc.

79 102nd Street
Troy, NY 12180-1125
Phone: (518) 274-0961

Attn: Jeremy Jahnke
Fax: Email

Bill To: 2371
Hoffman Estates, Village of
1900 Hassell Rd

Hoffman Estates IL 60195-2308

Phone: (847) 882-9100 Ext. 0000
Fax: (847) 490-6868 Ext. 0000

Job:
Hoffman Estates - Replacement of existing Altitude
Valve Serial Number L72498
Hoffman Estates, IL

Page:	1/3
Quote	QT01040418
Date	7/28/2025
Master No.	93,851
Terms	0%0/NET30
Quoted By	R ANDREW ROSS

Quantity	Item Number	Description	Unit Price	Ext. Price
1.00	24 24A 125 NC	24" 600mm, Model 40AWR-BP-SOL (NC), Throttling Alt, Back Pres, S	\$ 86,471.00	\$ 86,471.00
24" 600 mm Model 40AWR-BP-SOL NC, Single Acting Throttling Style Altitude Valve with Back Pressure Sustaining and Normally Closed Solenoid Override, ANSI Class 125# Flanges, Cast Iron Semi Steel Body and Covers, No Lead Bronze and Stainless Steel Internals, Globe Full Ported Piston Construction with NSF Epoxy Coating on All Internal and External Ferrous Surfaces. Estimated Shipping Weight 5000 pounds				
1.00	700-000-017KIT24	24" Limit Switch (OP-AR) Mounting Assembly Kit, Closed Position	\$ 0.00	\$ 0.00
Limit switch Mounted to indicate a fully closed main valve				
1.00	COMMENT	Comment	\$ 0.00	\$ 0.00
Same Form Fit and Function as the existing valve Serial Number L72498 This valve to be supplied as follows: Dual 40AWR Pilot, Dual Back Pressure Sustaining Piloits, Dual solenoid valves and Dual High Capacity Strainers. Main Valve to be supplied with FLAT SEAT design, Stainless Steel: #20, Ind Rod, #11 - Stem, #22/#24, Seat Ring Fasteners and Seat Ring, #23 Bottom Cylinder and retaining fasteners				
1.00	COMMENT	Comment	\$ 0.00	\$ 0.00



"The Most Trusted Name In The Engineered Control Valves Industry"



Page:	2/3
Quote	QT01040418
Date	7/28/2025
Master No.	93,851
Terms	0%0/NET30
Quoted By	R ANDREW ROSS

www.rossvalve.com

Ross Valve Manufacturing Co., Inc.

79 102nd Street

Troy, NY 12180-1125

Phone: (518) 274-0961

Quantity	Item Number	Description	Unit Price	Ext. Price
Manual By-Pass (Ball valve) shall be piped around the Altitude Pilot Valves to enable / disable the altitude valve function in the field 2 Way Normally Closed Solenoid Valves to be supplied with Manual Operators so that the solenoid can allow flow in power outage / trouble shooting				
1.00	COMMENT	Comment	\$ 0.00	\$ 0.00
Prices listed are YOUR NET COSTS - DELIVERED to the jobsite Submittals: 1 - 3 days upon request Shipment: 14 - 16 weeks subject to change at time of order release Start Up: Is not included unless specifically called out on a line item				
1.00	TERMS DELIVERED	Terms: Delivered to jobsite	\$ 0.00	\$ 0.00
- Price listed is your net cost - DELIVERED TO JOBSITE/YARD - Shipment is via UPS/LTL Truck ground service unless otherwise requested - All LTL Truck shipments via an enclosed trailer with the consignee responsible to unload goods from the nose of a 53 foot trailer. - Tailgate deliveries, flatbed deliveries and 24 /48 hr prior notification are not included and will warrant an additional charge if requested - Payment is due Net 30 days upon invoice date				
1.00	COMMENT	Comment	\$ 0.00	\$ 0.00
Freight will be POINT TO POINT (not LTL) and should be a 1 day delivery. It will be a flat bed shipment.				
1.00	NSF	NSF/ANSI 61 Section 8 and NSF/ANSI 372 No Lead	\$ 0.00	\$ 0.00
The product is Certified NSF / ANSI 61 Section B The product is Certified to NSF / ANSI 372 conforms to the requirements for "Lead Free" plumbing products as defined by California, Vermont, Maryland and Louisiana state laws and by section 1417 of the US SDWA (safe drinking water act).				
1.00	US MFG	Proudly Made in America	\$ 0.00	\$ 0.00



"The Most Trusted Name In The Engineered Control Valves Industry"



www.rossvalve.com

Ross Valve Manufacturing Co., Inc.

79 102nd Street

Troy, NY 12180-1125

Phone: (518) 274-0961

Page:	3/3
Quote	QT01040418
Date	7/28/2025
Master No.	93,851
Terms	0%/NET30
Quoted By	R ANDREW ROSS

Quantity	Item Number	Description	Unit Price	Ext. Price
Thank you for supporting domestic manufacturing. All Ross Valves are 100% Made in the USA - New York State (including all castings).				

F.O.B. Troy, NY. Thank you for supporting US Manufacturing.

Offer valid for 60 days, unless otherwise stated.

RETAINERS NOT ALLOWED.

We accept Visa, Mastercard, Discover & American Express.

**** ISO 9001 CERTIFIED ****

Pricing in U.S. Dollars

Subtotal	\$ 86,471.00
Misc	\$ 0.00
Tax	\$ 0.00
Approx. Freight	\$ 0.00
Trade Discount	\$ 0.00
Total	\$ 86,471.00



"The Most Trusted Name In The Engineered Control Valves Industry"





AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 8C

REQUEST: Approval of Change Order #1 with Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in the amount of \$75,941 for a total not to exceed cost of \$1,373,947

FROM: Oscar Gomez, Civil Engineer II
Alan Wenderski, Director of Engineering

ITEM TYPE: Contract - Village Board

REQUEST SUMMARY

Additional costs were incurred due to quantity increases to contract items, such as heavy cleaning, pipe repairs, and CIPP line, along with some work not initially foreseen at the time of project bidding. Full details of the extra costs are identified in the table below:

Item	Cost
CURED-IN-PLACE PIPE LINER, 30"	\$67,104
HEAVY CLEANING OF STORM SEWERS	\$8,296
TRANSITION - 36" X 26"	\$3,650
BRICK & MORTAR BETWEEN EXISTING 42" TO 30" CIPP PIPE	\$3,150
UTILITY CONFLICT LOST TIME	\$13,176
NEW 8' DIAMETER FLAT TOP & REBUILD OF CB0275	\$3,450
MISC BALANCING OF CONTRACT QUANTITIES	(\$22,885)
Total	\$75,941

The additional costs represent an approximate 5% increase from the awarded contract amount. All contract work has been completed, and project costs are final.

FINANCIAL IMPACT

The total cost of Change Order #1 is \$75,941 for a total contract amount of \$1,373,947. The revised contract amount of \$1,373,947 remains below the budgeted amount for the project; therefore, sufficient funding is available in the Stormwater Utility Fund.

RECOMMENDATION

Approval Change Order #1 with Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in the amount of \$75,941 for a total not to exceed cost of \$1,373,947.

ATTACHMENTS

None



AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 8D

REQUEST: Approval of Change Order #1 with Altorfer Industries, Elmhurst, IL for a Portable Generator in an amount not to exceed \$4,800.

FROM: Joseph Nebel, Public Works Director
Kevin McGraw, Superintendent of Streets

ITEM TYPE: Contract - Village Board

REQUEST SUMMARY

In March 2025, the Village Board authorized the purchase of a portable generator for \$162,825, primarily to support lift stations, wells, and water interconnect facilities during power outages.

Following approval, Staff was notified that the originally selected generator model is no longer scheduled for production in 2025, and no estimated production timeline has been given for 2026. Due to the importance of acquiring this equipment in a timely manner, and to avoid additional delays and further cost escalations, Staff has identified an alternative model that is currently in production and readily available that also meets the Village's operational needs and is similarly configured for deployment across multiple sites.

While the alternative model reflects a modest cost increase, Staff recommends proceeding with the purchase in the current fiscal year due to the generator's critical role in supporting emergency operations. Timely acquisition will ensure that the Village maintains reliable backup power for essential infrastructure in the event of a service interruption.

FINANCIAL IMPACT

The cost of the alternative model is \$167,625, resulting in a change order of \$4,800 over the previously authorized amount. Additional funding will be sourced from Water fund reserves.

RECOMMENDATION

Approval of Change Order #1 with Altorfer Industries, Elmhurst, IL for a Portable Generator in an amount not to exceed \$4,800.

ATTACHMENTS

1. Altorfer Power System Generator Quote
2. CM20240409-5d66b-b0528

ALTORFER POWER SYSTEMS · 615 W LAKE STREET · ELMHURST, IL 60126

Exceptions & Clarifications:

- ✓ No spec was provided at time of quote. If actual job site conditions/local codes require a change in BOM, all such changes will be quoted and billed accordingly.
- ✓ NOTE: Standard Caterpillar trailer mounted generator quoted (see attached technical spec sheet).

Total price for these product and services:

- ✓ One (1) Caterpillar 182kW / 230kVA Diesel Fueled, Multi-Voltage, 3-phase Prime Rated Generator
- ✓ One (1) Caterpillar Sound Attenuated Enclosure (72dBA @ 23ft)
- ✓ One (1) Year Caterpillar Warranty
- ✓ Factory Load Bank Testing included

Caterpillar Item List Price (XQ230 - 230kVA)	\$184,242.00
Sourcewell Discount (21%)	(\$38,691.00)
Services (freight, startup, inspection)	\$3,572.00
100kW Load Bank	\$13,702.00
Adder - Camlock Connection	\$4,800.00
Total Price (plus applicable taxes)	\$167,625.00

(Plus tax)

FOB: Jobsite Tailgate

ACCEPTANCE:

ALTORFER POWER SYSTEMS

Customer Signature_____
Jim SylvesterEmail: Jim.Sylvester@altorfer.com

Mobile 630-360-0228

Sales Engineer, Electric Power Generation

DATE: _____

Should you have any questions or comments on this matter, please do not hesitate to contact us.

This information is intended only for the use of the individual or entity to which it is addressed and may contain information that is privileged, confidential and exempt from disclosure under applicable law. No waiver of applicable privilege and/or protection against disclosure is intended. If you are not the intended recipient, you are hereby notified that any use of, dissemination, distribution or copy of this communication is strictly prohibited. If you receive this communication in error, please notify us immediately by telephone so that we can arrange return of the original message to us at no cost to you.

ALTORFER CAT • 25 STORES • IOWA • ILLINOIS • INDIANA • MISSOURI

Bartonville IL ▪ Bettendorf IA ▪ Cedar Falls IA ▪ Cedar Rapids IA ▪ Champaign IL ▪ Clinton IL ▪ Davenport IA
Decatur IL ▪ Dix IL ▪ Dubuque IA ▪ Dwight IL ▪ East Peoria IL ▪ Elmhurst IL ▪ Hammond IN ▪ Hannibal MO ▪ Joliet IL ▪ Moberly MO
Oglesby IL ▪ Rock Falls IL ▪ Rockford IL ▪ Springfield IL ▪ Urbana IL ▪ Wauconda IL ▪ West Branch IA ▪ West Burlington IA





AGENDA ITEM REPORT

Village Board of Trustees
August 18, 2025
ITEM 8E

REQUEST: Approval of an engineering services agreement with Strand Associates, Inc., of Joliet, IL for the 2025 Water Model Update and System Evaluation, in an amount not to exceed \$80,000.

FROM: Ryan Christensen, Water & Sewer Superintendent
Joseph Nebel, Public Works Director

ITEM TYPE: Agreement - Village Board

REQUEST SUMMARY

The Village's water distribution system is divided into three pressure zones: North (generally north of I-90), South (south of I-90 and east of Barrington Road), and West (west of Bartlett Road). The North and South Zones are interconnected through check valves and inter-zone pumping stations, allowing shared use of emergency wells and storage facilities. The West Zone operates independently, with no interconnection to the other zones. In total, the system includes seven wells for emergency backup supply, two in the South Zone, three in the North Zone, and two in the West Zone.

Over the years, the Village has completed several engineering studies of both individual zones and the system as a whole. The most recent of these, conducted by Burns & McDonnell in 2022, provided a comprehensive system evaluation with an emphasis on backup water supplies, storage capacity, and water main replacement prioritization. The findings of that study have informed the Village's Capital Improvement Program (CIP), which is implemented annually.

As the system continues to age, and the community's water demands evolve, an updated model is needed to provide accurate operational data for capital planning. The updated hydraulic model will support the identification and correction of system deficiencies, improve system reliability, and enhance pressure and flow for current and future users. Building on the 2022 Burns & McDonnell findings, the study will also develop specific options and potential locations for replacing the elevated water storage tank at Aster Lane (T-1), as well as associated ground storage and pumping facilities, with a new 1- to 1.5-million-gallon elevated tank.

An additional component of the project will be migrating the Village's water model to WaterGEMS, a robust software platform that enables on-demand modeling and integrates seamlessly with the Village's GIS system. This upgrade will enhance the model's usability and provide geospatially integrated data for Public Works and other Village departments.

To undertake this work, the Village issued a Request for Proposals (RFP) on June 16, 2025, to pre-qualified engineering consultants. Four proposals were received and evaluated by staff based on project approach and understanding, relevant experience, and proposed schedule. Following this review, Strand Associates was selected as the most qualified firm to complete the project.

FINANCIAL IMPACT

There is \$80,000 budgeted in the FY2025 Water Fund for this project.

RECOMMENDATION

Approval of an engineering services agreement with Strand Associates, Inc., of Joliet, IL for the 2025 Water Model Update and System Evaluation, in an amount not to exceed \$80,000.

ATTACHMENTS

1. 1214.008.ToOwner (002)

VILLAGE OF HOFFMAN ESTATES

This Professional Services Agreement (the “Agreement”) is made and entered into this 18th day of August, 2025, by and between the VILLAGE OF HOFFMAN ESTATES, ILLINOIS, a municipal corporation located at 1900 Hassell Road, Hoffman Estates, IL (“Village”) and Strand Associates, Inc.[®], with a place of business at 1170 South Houbolt Road, Joliet, IL, (“Contractor”) and sets forth the terms and conditions under which Contractor agrees to perform water distribution system modeling services as set forth below.

This Agreement is made pursuant to Hoffman Estates RFQ dated June 16, 2025, and Contractor’s Proposal dated August 8, 2025, attached hereto as Exhibit A and incorporated herein by reference.

1. SERVICES

Contractor will complete services as outlined in Exhibit A.

Other than what is provided in Paragraph 3 below, Village shall not be responsible for the cost of materials and equipment necessary for the performance of the Services.

No claim for services furnished by Contractor, not specifically provided for in this Agreement, shall be allowed by the Village nor shall Contractor perform any services or furnish any material not covered by this Agreement without prior written approval by Village. Such approval shall be considered a modification of this Agreement.

2. TERM AND TERMINATION

This Agreement shall be effective and binding upon execution. The parties agree that the time for completion of the services outlined in Exhibit A is December 31, 2026. Failure to complete the services outlined in Exhibit A by December 31, 2026, shall be considered a breach of this Agreement unless an extension is agreed to in writing by both parties.

3. FEES AND PAYMENT TERMS

The total cost for services shall be \$80,000.

Any fee for additional services must be agreed to in writing by the Village.

Contractor shall not incur any expenses or costs on behalf of the Village or in performing the Services, other than what is provided for above, unless Village specifically authorizes in advance such expenses or costs in writing. Such additional expenses may include, but are not limited to, travel and lodging expenses.

Village shall make monthly payments to Contractor for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at Contractor's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at Contractor's option, result in suspension of Services upon five calendar days' notice to Village. Contractor will have no liability to Village, and Village agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Proposal by Village. Upon receipt of payment in full of all outstanding sums due from Village, or curing of such other breach which caused Contractor to suspend Services, Contractor will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Failure to make payments to Contractor is cause for termination upon two-week notice to Village.

4. RELATIONSHIP OF THE PARTIES

In performing Services hereunder, Contractor shall at all times act as an independent contractor and not as an agent or employee of Village. The Services shall be completed to the satisfaction of Village and in accordance with the Standard of Care; however, the actual details of the Services shall be under Contractor's control. Contractor agrees to comply with all applicable state and federal statutes and the Municipal Code of the Village. Contractor further agrees to indemnify and hold Village harmless for any and all claims made arising out of Contractor's negligence.

Contractor is in no way authorized to make any agreement, warranty or representation on behalf of Village or to incur any expenses or implied obligation on behalf of Village without first obtaining Village's prior written consent.

5. STANDARD OF CARE

The Standard of Care for all Services performed or furnished by Contractor under this Agreement will be the care and skill ordinarily used by members of Contractor's profession practicing under similar circumstances at the same time and in the same locality. Contractor makes no warranties, express or implied, under this Proposal or otherwise, in connection with Contractor's Services.

6. INSURANCE

At Contractor's sole expense, Contractor shall be required to maintain at all times insurance of such types and such amounts, as are necessary to cover responsibilities and liabilities on a project of the character contemplated under this Agreement. All applicable insurance policies obtained for the project shall include the Village of Hoffman Estates and its duly authorized representatives as an additional insured.

Village shall be named as an additional insured and the address for certificate holder must read exactly as:

Village of Hoffman Estates
1900 Hassell Rd.
Hoffman Estates, IL

7. INDEMNIFICATION

Contractor shall indemnify and hold harmless the Village, and all of its officers, directors, partners, officers, agents, representatives and employees of the foregoing from and against any and all losses, claims, liabilities, damages, costs, and expenses (including, without limitation, reasonable attorneys' fees and court costs) arising out of, in connection with or resulting from: (i) the failure to comply with any applicable law or regulation or breach of this Agreement by Contractor or any of its employees, agents or contractors; (ii) negligent performance of Services by Contractor or any of its employees, agents or contractors; (iii) the negligent acts or omissions, including willful misconduct, of Contractor or any of its employees, agents or contractors. Nothing in this Section shall be construed as a waiver of Village's rights to choose its own counsel to defend any claim arising under this Agreement. This Section shall survive the expiration or earlier termination of this Agreement.

8. ASSIGNMENT AND SUBCONTRACTING

This Agreement shall not be assigned by Contractor without prior written approval of the Village, subject to such conditions and provisions as the Village may deem necessary in its sole and absolute discretion. No such approval by the Village of any assignment shall be deemed in any event or in any manner to provide for the incurrence of any obligation of the Village in addition to the total agreed upon price. Approval by the Village of an assignment shall not be deemed a waiver of any right accrued or accruing against Contractor. No assignee of Contractor shall assign this Agreement without prior written approval of the Village. This Agreement shall be binding upon the parties and their respective heirs, successors, and assigns. Furthermore, Contractor shall not enter into any subcontract with any agency or individual with respect to the performance of Services under this Agreement without the written consent of the Village. Such consent Village may grant, condition or withhold in Village's sole discretion.

9. NOTICE

All notices and other communications required to be given under the Agreement shall be in writing and shall be deemed to have been given (i) when personally delivered; (ii) three (3) business days after sending certified mail, or (iii) sending via email to the addresses below.

If to Village: Village of Hoffman Estates
Eric Palm, Village Manager
1900 Hassell Rd.
Hoffman Estates, IL 60169

If to Contractor: Strand Associates, Inc.[®]
Justin Bilskemper, P.E., Project Manager
910 West Wingra Drive
Madison, WI 53715-1943

10. GOVERNING LAW AND VENUE

The parties agree this Agreement has been executed and delivered in Illinois and that their relationship and any and all disputes, controversies or claims arising under this Agreement shall be governed by the laws of the State of Illinois, without regard to conflicts of laws principles. The parties further agree that the exclusive venue for all such disputes shall be the Circuit Court in Cook County, Illinois, and the parties hereby consent to the personal jurisdiction thereof.

11. COMPLIANCE WITH LAWS

Each party hereto covenants and agrees to comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations. Additionally, the Parties acknowledge that this project is a covered public works project under the Illinois Prevailing Wage Act 820 ILCS 130/ and agree to comply with all applicable requirements of said Act.

12. SEVERABILITY

The invalidity or unenforceability of any particular word, phrase, sentence, paragraph or provision of this Agreement shall not affect the other words, phrases, sentences, paragraphs or provisions hereof. This Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted and the remainder construed so as to give them meaningful and valid effect. It is the intention of the parties that if any particular provision of this Agreement is capable of two constructions, one of which would render the provision void and the other of which would render the provision valid, the provision shall have the meaning which renders it valid.

13. WAIVER

Either Party's failure to insist upon strict compliance with any provision hereof or its failure to enforce any rights or remedy in any instance shall not constitute or be deemed to be a waiver of any provision, right or remedy.

14. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement and understanding of the parties with regard to the subject matter contained herein and supersedes all prior agreements and understandings between the parties dealing with such subject matter, whether written or oral. No agreement hereafter made between the parties shall be binding on either party unless reduced in writing and signed by the party sought to be bound thereby.

IN WITNESS WHEREOF, the Parties have executed this contract as of the date first written above.

The Village of Hoffman Estates

By: _____
Printed Name: _____
Title: _____
Date: _____

Strand Associates, Inc.[®]

By: _____
Printed Name: Joseph M. Bunker
Title: Corporate Secretary
Date: _____

August 8, 2025

Mr. Ryan Christensen, Superintendent of Water and Sewer
Village of Hoffman Estates
2305 Pembroke Avenue
Hoffman Estates, IL 60169

EXHIBIT A

Re: Engineering Services
Water System Model Update and System Study for Infrastructure Capital Project Planning

Dear Ryan,

This Proposal presents Strand Associates, Inc.®'s (Contractor) anticipated **Scope of Services** and associated **Compensation** for providing engineering services to the Village of Hoffman Estates, Illinois, (Village) for the Water System Model Update and System Study for Infrastructure Capital Project Planning.

Scope of Services

Village's water system is comprised of the North, South, and West zones. Proposed services will focus on the North and South zones and can be described as follows.

Data Collection and Existing System Details

1. Conduct an initial in-person project meeting with Village to gather data and review scope and schedule. Village shall communicate to Contractor its preferred locations for a new elevated storage tank to replace the existing Aster Lane facilities.
2. Prepare a summary of the existing facility's capacities, pertinent equipment such as pump sizes and capacities, and storage tank styles and capacities.
3. Prepare a drawing that represents the hydraulic profile of the water distribution system.
4. Prepare a figure showing proposed hydrant flow test locations.

Water Demand Analysis and Storage and Pumping Capacity Analysis

1. Document historical use over the last ten years and use this information to estimate average day and maximum day demands for two plan years. Village indicated that the north and south zones are mostly built out and therefore, plan year demands will represent current water usage and a high water usage condition to represent redevelopment with high water use, such as cooling water. Analysis of population trends or site-specific redevelopment plans is not included.
2. Perform a water supply and storage capacity analysis to review the ability of the existing system to meet the water demand estimates.
3. Conduct Progress Meeting No. 1 virtually to review findings.

Steady-State Water Model Development

1. Update Village's calibrated WaterGEMS water distribution system model (water model) using Village's geographic information system (GIS) data and other Village-provided information regarding water system updates from 2022 (the last time the model was calibrated) through 2025.

Mr. Ryan Christensen, Superintendent of Water and Sewer
 Village of Hoffman Estates, Illinois
 Page 2
 August 8, 2025

2. Attend Village-conducted fire flow testing at up to eight locations throughout the three pressure zones and gather flow and pressure readings using Contractor's gauges and equipment. Friction C-factor tests will not be included.
3. Perform an updated steady-state calibration of the water model using field fire flow testing results and Village-provided supervisory control and data acquisition system (SCADA) information, including booster pump flows and storage facility water levels during testing.
4. Report to Village the adequacy of the existing water model for the intended use of this project. Contractor has included up to 30 hours of effort for Items Nos. 1 and 3. Effort beyond this is not included.
5. Review the existing water system performance using the steady-state calibrated water model for current maximum day demands. Generate pressure and available fire flow figures. Fire flow figures will use standard National Fire Protection Associates color-coding based on available fire flow capacity.
6. Review potential system deficiencies based on maximum day demand and maximum day demand available fire flow modeling. Discuss with Village what deficiencies may be further considered in the model beyond the improvements to be considered under Conceptual Design Services.

Extended Period Simulation (EPS) Model Calibration and Analysis

1. Perform an EPS calibration of the water model using Village-provided hourly pumping and storage facility information from a 24-hour period in 2024 or 2025 that represents the maximum day demand condition.
2. Generate figures that represent modeled performance of hourly storage levels and pumping rates that represent existing operations. Water age or water quality modeling is not included.

Elevated Storage Tank Siting Services

1. Review feasibility of up to five Village-indicated sites for a new elevated storage tank. Prepare a scoring matrix that considers site size, acquisition needs, topography, proximity to water mains, Federal Aviation Administration height restrictions, and other factors, as may be appropriate. Prepare a figure that represents tank site and a table of scores for site comparison.
2. Review findings virtually with Village. Village shall select up to two sites for further review in the water model.

Water System Analysis of Future Plan Year and System Modifications

1. Use the water model to review the following Village's alternatives and review infrastructure modifications. Each alternative will be reviewed under steady state maximum day demand, steady state maximum day fire flow availability, and EPS conditions. Only the scenarios that demonstrate a discernable difference in modeled performance will be documented in the report.
 - a. Two alternatives related to proposed new elevated storage tank and sites.
 - b. Two alternatives related to potential modifications to existing emergency interconnections.
 - c. One alternative representing potential modifications to address other modeled deficiencies identified by Village as modifications that Village wishes to include in capital improvement modeling. This will include improvements at up to ten locations and is anticipated to include water main upsizing or looping.

Mr. Ryan Christensen, Superintendent of Water and Sewer
Village of Hoffman Estates, Illinois
Page 3
August 8, 2025

2. Conduct Progress Meeting No. 2 virtually to review findings.
3. Perform one additional iteration of adjustments and analyses of the scenarios in the water model based on Village comments.

Conceptual Design Services

1. Provide the following services for a proposed elevated storage tank based on Village-selected site.
 - a. Prepare design criteria that indicate the proposed volume, overflow elevation, operating range, and tank style.
 - b. Review options for various tank styles such as single pedestal spheroid, composite, and fluted column tank.
 - c. Prepare a preliminary site plan using GIS aerial imagery, topography, and property boundary information that shows the proposed tank location, size, driveway location, and area for cellular service provider buildings. Site survey, title searches, geotechnical services, and AutoCAD drafting are not included.
 - d. Contact up to two tank fabricators to solicit budgetary pricing and schedule information.
 - e. Generate an opinion of probable construction cost (OPCC) and overall schedule related to final design, construction of the proposed elevated storage tank, construction of water main improvements that may be necessary to support tank operations, and demolition of the Aster Lane facilities.
2. Provide the following services for proposed improvements to the emergency interconnection to the Village of Schamburg, Illinois.
 - a. Discuss Village preferences for interconnection operations including valving, SCADA monitoring, facility style (aboveground compared to underground), facility location, and other factors.
 - b. Prepare design criteria that indicate water main, equipment, and facility modifications.
 - c. Prepare a preliminary site plan using GIS aerial imagery, topography, and property boundary information that shows the proposed interconnection improvements. Site survey, title searches, geotechnical services, and AutoCAD drafting are not included.
 - d. Generate an OPCC and schedule for the modifications.

Capital Improvement Plan

1. Prepare a list of proposed modifications that includes those listed under Conceptual Design Services and up to ten other improvements noted in the water model.
2. Prepare OPCC for the water system in accordance with Association for the Advancement of Cost Engineering Cost Estimate Class 5 criteria.
3. Prepare a figure showing project locations and possible year of the modifications.
4. Conduct Progress Meeting No. 3 in person to review findings.

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Report

1. Compile findings into a draft report and submit to Village for review. Attend Progress Meeting No. 4 in person with Village to review the draft report and gather comments.
2. Incorporate Village comments into the report, as appropriate, and prepare a final report. Submit two hard copies and one electronic copy to Village.

Service Elements Not Included

The following services are not included in this Proposal. If such services are required, they shall be provided through an amendment to this Proposal or through a separate Proposal with Village.

1. Additional Model Calibration Services: Additional model calibration services beyond the hours listed under Steady-State Water Model Development.
2. Additional Site Visits and/or Meetings: Additional Village-required site visits or meetings.
3. Archaeological or Botanical Investigations: Contractor will assist Village in engaging the services of an archaeologist or botanist, if required, to perform the field investigations necessary for agency review.
4. Drawings and Specifications: Final design services including drawings and specifications.
5. Flood Studies: Any services involved in performing flood and floodway studies.
6. Land and Easement Surveys/Procurement: Any services of this type including, but not limited to, a record search, field work, preparation of legal descriptions, and/or assistance to Village for securing land rights necessary for the project.
7. Preparation for and/or Appearance in Litigation on Behalf of Village: Any services related to litigation.
8. Revising Designs, Drawings, Specifications, and Documents: Any services required after these items have been previously approved by state or federal regulatory agencies, because of a change in project scope or where such revisions are necessary to comply with changed state and federal regulations that are put in force after Services have been partially completed.

Compensation

Village shall compensate Contractor for Services on an hourly rate basis plus expenses an estimated fee of \$80,000.

Expenses incurred such as those for travel, meals, printing, postage, copies, computer, electronic communication, and long distance telephone calls will be billed at actual cost plus ten percent.

Only sales taxes or other taxes on Services that are in effect at the time this Proposal is submitted are included in the Compensation. If the tax laws are subsequently changed by legislation during the life of this Proposal, this Proposal will be adjusted to reflect the net change.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that anticipates the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

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The estimated fee will not be exceeded without prior notice to and agreement by Village but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**. Any adjustments will be negotiated based on Contractor's increase or decrease in costs caused by delays, extensions, amendments, or changes.

Schedule

Services will begin upon execution of an Agreement, which is anticipated the week of August 11, 2025. Services are scheduled for completion on March 27, 2026, in general accordance with the following project milestones.

Services	Completion Date
Existing System Information, Demand Capacity Analysis, and Progress Meeting No. 1	October 8, 2025
Tank Site Scoring, Water Model Analysis, and Progress Meeting No. 2	November 20, 2025
Conceptual Design, Capital Improvement Plan, and Progress Meeting No. 3	December 18, 2025
Draft Report	January 13, 2026
Final Report	30 days after receiving Village's comments

Standard of Care

The Standard of Care for all Services performed or furnished by Contractor under this Proposal will be the care and skill ordinarily used by members of Contractor's profession practicing under similar circumstances at the same time and in the same locality. Contractor makes no warranties, express or implied, under this Proposal or otherwise, in connection with Contractor's Services.

Village's Responsibilities

1. Assist Contractor by placing at Contractor's disposal all available information pertinent to this project including previous reports, previous drawings and specifications, and any other data relative to the scope of this project.
2. Furnish to Contractor, as required by Contractor for performance of Services as part of this Proposal, data prepared by or services of others obtained or prepared by Village relative to the scope of this project, such as GIS data and calibrated computerized water distribution system model, all of which Contractor may rely upon in performing Services under this Proposal.
3. Provide access to and make all provisions for Contractor to enter upon public and private lands as required for Contractor to perform Services under this Proposal.
4. Examine all reports, sketches, estimates, special provisions, drawings, and other documents presented by Contractor and render, in writing, decisions pertaining thereto within a reasonable time so as not to delay Contractor's performance.
5. Provide all legal services as may be required for the development of this project.
6. Provide operation of all valves and hydrants and all traffic control for the fire flow testing.
7. Pay all permit and plan review fees payable to regulatory agencies.

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Opinion of Probable Cost

Any opinions of probable cost prepared by Contractor are supplied for Village's general guidance only. Contractor has no control over competitive bidding or market conditions and cannot guarantee the accuracy of such opinions as compared to contract bids or actual costs to Village. If Village requires more than general guidance, then OWNER agrees to obtain an independent cost estimate by others.

Changes

1. Village may make changes within the general scope of this Proposal in the Services to be performed. If such changes cause an increase or decrease in Contractor's cost or time required for performance of any Services under this Proposal, an equitable adjustment will be made and this Proposal will be modified in writing accordingly.
2. No services for which additional compensation will be charged by Contractor will be furnished without the written authorization of Village. The fee established herein will not be exceeded without agreement by Village but may be adjusted for time delays, time extensions, amendments, or changes in the **Scope of Services**.
3. If there is a modification of Agency requirements relating to the Services to be performed under this Proposal subsequent to the date of execution of this Proposal, the increased or decreased cost of performance of the Services provided for in this Proposal will be reflected in an appropriate modification of this Proposal.

Extension of Services

This Proposal may be extended for additional Services upon Village's authorization. Extension of Services will be provided for a lump sum or an hourly rate plus expenses.

Payment

Village shall make monthly payments to Contractor for Services performed in the preceding month based upon monthly invoices. Nonpayment 30 days after the date of receipt of invoice may, at Contractor's option, result in assessment of a 1 percent per month carrying charge on the unpaid balance.

Nonpayment 45 days after the date of receipt of invoice may, at Contractor's option, result in suspension of Services upon five calendar days' notice to Village. Contractor will have no liability to Village, and Village agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Proposal by Village. Upon receipt of payment in full of all outstanding sums due from Village, or curing of such other breach which caused Contractor to suspend Services, Contractor will resume Services and there will be an equitable adjustment to the remaining project schedule and compensation as a result of the suspension.

Failure to make payments to Contractor is cause for termination upon two-week notice to Village.

Termination

This Proposal may be terminated with cause in whole or in part in writing by either party subject to a two-week notice and the right of the party being terminated to meet and discuss the termination before the termination takes place. Contractor will be paid for all completed or obligated Services up to the date of termination.

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Data Provided by Others

Contractor is not responsible for the quality or accuracy of data nor for the methods used in acquisition or development of any such data where such data is provided by or through Village, contractor, or others to Contractor and where Contractor's Services are to be based upon such data. Such data includes, but is not limited to, computerized water distribution system model, geographical information system data, soil borings, groundwater data, chemical analyses, geotechnical testing, reports, calculations, designs, drawings, specifications, record drawings, contractor's marked-up drawings, and topographical surveys.

Third-Party Beneficiaries

Nothing contained in this Proposal creates a contractual relationship with or a cause of action in favor of a third party against either Village or Contractor. Contractor's services under this Proposal are being performed solely for Village's benefit, and no other party or entity shall have any claim against Contractor because of this Proposal or the performance or nonperformance of services hereunder. Village and Contractor agree to require a similar provision in all contracts with contractors, subcontractors, subconsultants, vendors, and other entities involved in this project to carry out the intent of this provision.

Dispute Resolution

Except as may be otherwise provided in this Proposal, all claims, counterclaims, disputes, and other matters in question between Village and Contractor arising out of or relating to this Proposal or the breach thereof will be decided first by mediation, if the parties mutually agree, or with a bench trial in a court of competent jurisdiction within the State of Illinois.

Remedies

Neither Contractor nor Village shall be liable to the other for special, indirect, punitive, or consequential damages for claims, disputes, or other matters in question arising out of this or relating to this Proposal. This mutual waiver is applicable, without limitation, due to either party's termination of this Proposal.

Terms and Conditions

The terms and conditions of this Proposal will apply to the Services defined in the **Scope of Services** and represent the entire Proposal and supersede any prior proposals, Requests for Qualifications, or Agreements. Village-supplied purchase order is for processing payment only; terms and conditions on the purchase order shall not apply to these Services.

We thank you for the opportunity to provide our services for this project. If you have any comments or questions, please call me at your convenience at 815-744-4200 extension 3143.

Sincerely,

STRAND ASSOCIATES, INC.®



Justin R. Bilskemper, P.E.