



AGENDA
Transportation & Road Improvement Committee
Regular Meeting
Village Hall
1900 Hassell Road, Hoffman Estates, IL 60169

November 10, 2025	Council Chambers	7:00 PM
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1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
 - A. Transportation & Road Improvement Committee 10-13-2025
3. **PUBLIC COMMENT**
4. **NEW BUSINESS**
 - A. Approval of a Resolution authorizing a Joint Funding Agreement with IDOT for the Jones Road Resurfacing project
 - B. Approval of a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Jones Road Resurfacing project in an amount not to exceed \$94,967
 - C. Approval of a Resolution authorizing a Joint Funding Agreement with IDOT for the Gannon Drive Resurfacing and Bicycle Facility project
 - D. Approval of a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Gannon Drive Resurfacing and Bicycle Facility project in an amount not to exceed \$121,965
5. **REPORTS**
 - A. Transportation Division Monthly Report
6. **PRESIDENT'S REPORT**
7. **ITEMS IN REVIEW**
8. **OTHER**
9. **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.

Village of Hoffman Estates

**TRANSPORTATION & ROAD IMPROVEMENT
COMMITTEE MEETING MINUTES**

October 13, 2025

1. ROLL CALL

Members in Attendance:

**Karen Arnet, Chair
Patrick Kinnane, Vice-Chair
Gary Stanton, Trustee
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Mayor William D. McLeod**

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Jana Dickson, Asst. Corp Counsel
Jon Pape, Assistant Village Manager
Jenny Horn, Dir. Of Planning and Transp.
Kasia Cawley, Police Chief
Amy Senior, Production Assistant**

The Transportation & Road Improvement Committee meeting was called to order at 7:04 p.m.

2. APPROVAL OF MINUTES

Motion by Trustee Kinnane, seconded by Trustee Mills, to approve the Transportation & Road Improvement Committee meeting minutes of September 8, 2025. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Mills, seconded by Mayor McLeod, to approve the Special Transportation & Road Improvement Committee meeting minutes of September 15, 2025. Voice vote taken. All ayes. Motion carried.

3. PUBLIC COMMENT

4. NEW BUSINESS

A. Adoption of the *Hoffman In Motion* Multimodal Transportation Plan.

An item summary sheet from Phil Green was presented to Committee.

October 13, 2025

Mr. Green provided an extensive overview of the plan to expand transportation options and increase connectivity between major hubs, businesses, schools, neighborhoods while maximizing safety for pedestrians and bicyclists.

Board members thanked Mr. Green for his work and the work of the staff and project team.

5. REPORTS (INFORMATION ONLY)

A. Transportation Division Monthly Report.

The Transportation Division Monthly Report was received and filed.

6. PRESIDENT'S REPORT

7. ITEMS IN REVIEW

8. OTHER

9. ADJOURNMENT

Motion by Trustee Stanton, seconded by Trustee Pilafas, to adjourn the meeting at 7:27 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations
& Outreach, Office of the Mayor & Board

Date



AGENDA ITEM REPORT

Transportation & Road Improvement Committee
November 10, 2025
ITEM 4A

REQUEST: Approval of a Resolution authorizing a Joint Funding Agreement with IDOT for the Jones Road Resurfacing project

FROM: Sonia Zala, Senior Transportation Engineer

ITEM TYPE: Resolution - Committee

REQUEST SUMMARY

The Jones Road Resurfacing Project includes pavement resurfacing, curb and gutter repairs, and sidewalk improvements.

The Village has received Federal STP-L funding for a portion of the construction and construction engineering costs up to \$543,750. Village approval of the IDOT funding agreement with a local funding resolution is required prior to the project letting.

Phase II engineering is ongoing, with the project currently scheduled for a construction letting in February 2026 with construction expected to occur between June and August 2026.

The IDOT Joint Funding Agreement, which specifies cost sharing terms, is attached. For construction costs, IDOT will pay contractor invoices and send the Village invoices for the required local share as the construction progresses. For construction engineering costs, the Village is required to pay for all costs upfront and request reimbursement from IDOT. A local funding resolution is required as part of the IDOT agreement.

FINANCIAL IMPACT

The estimated local share of \$181,242 is identified in the agreement and resolution. STP funding will be provided for 75% of construction and construction engineering costs up to \$543,750. Actual local share costs will be identified after project bidding and completion in 2026.

RECOMMENDATION

Approve a Resolution authorizing a Joint Funding Agreement with IDOT for the Jones Road Resurfacing project.

ATTACHMENTS

1. RESOLUTION AGREEMENT - Jones Rd IDOT Joint Funding
2. Jones Road Joint Funding Agreement

RESOLUTION 2025-_____

RESOLUTION AUTHORIZING A JOINT FUNDING AGREEMENT WITH IDOT FOR THE JONES ROAD RESURFACING PROJECT

WHEREAS, the Village of Hoffman Estates (“the Village”) is a home-rule municipality located in Cook County, Illinois; and

WHEREAS, the Village is proposing to complete resurfacing improvements on Jones Road from Highland Boulevard to IL 72; and

WHEREAS, the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT) and signee; and

WHEREAS, the use of these funds requires a joint funding agreement (AGREEMENT) with IDOT.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Hoffman Estates, as follows:

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

Section 2: The President and Board of Trustees hereby appropriates \$181,242 or as much as may be needed to match the required funding to complete the proposed improvement from local funds and furthermore agree to pass a supplemental resolution if necessary to appropriate additional funds for the completion of the project.

Section 3: The President and Board of Trustees is hereby authorized to execute an AGREEMENT with IDOT for the above-mentioned project.

Section 4: The resolution will become Attachment 3 of the AGREEMENT

Section 5: The Village Clerk is directed to transmit 3 (three) copies of the AGREEMENT and Resolution to IDOT District 1 Bureau of Local Roads and Streets.

Section 6 EFFECTIVE DATE: This Resolution will be in full force and effect from and after its passage and approval as provided by law.

RESOLVED 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.



LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
Hoffman Estates	Cook	22-00111-00-RS

Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
STP		CMAP	03-22-0036

Construction

State Job Number	Project Number
C-91-149-26	8339(219)

☐ Local Let/Day Labor ☒ Construction on State Letting ☒ Construction Engineering ☐ Utilities ☐ Railroad Work

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
Jones Road	1101	0.58 mi	0.35	0.92

Location Termini
Highland Boulevard to IL Route 72

Current Jurisdiction	Existing Structure Number(s)
Village of Hoffman Estates	N/A

Remove

PROJECT DESCRIPTION

HMA resurfacing of Jones Road from Highland Boulevard to IL Route 72. Propose on-street bicycle accommodations utilizing shared lane. Scope to include spot curb and gutter repair, pavement patching, and sidewalk replacement to ADA (PROWAG) guidelines. New 5 foot sidewalk proposed in the eastern ROW to fill in existing gaps. All improvements proposed to be in existing ROW.

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00111-00-RS	C9114926	8339(219)

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "**LPA**" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as the "**STATE**". The **STATE** and **LPA** jointly proposes to improve the designated location as described in the Location and Project Description sections of this agreement. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA** and approved by the **STATE** using the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereby referred to as "**FHWA**".

I. GENERAL

- 1.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. The **STATE** may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the **LPA** by the **STATE** or the federal funding source, (ii) the Governor or **STATE** reserves funds, or (iii) the Governor or **STATE** determines that funds will not or may not be available for payment. The **STATE** shall provide notice, in writing, to **LPA** of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.
- 1.2 Domestic Steel Requirement. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Build America-Buy America provisions.
- 1.3 Federal Authorization. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
- 1.4 Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.
- 1.5 Termination. This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the **STATE**, the **STATE** must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If the **STATE** determines in the case of a partial termination that the reduced or modified portion of the funding award will not accomplish the purposes for which the funding award was made, the **STATE** may terminate the Agreement in its entirety.

This Agreement may be terminated, in whole or in part, by the **STATE** without advance notice:

- a. Pursuant to a funding failure as provided under Article 1.1.
- b. If **LPA** fails to comply with the terms and conditions of this funding award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any award.

II. REQUIRED CERTIFICATIONS

By execution of this Agreement and the **LPA's** obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules and any and all license requirements or professional certification provisions.

- 2.1 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200). The **LPA** certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference.
- 2.2 Compliance with Registration Requirements. **LPA** certifies that it: (i) is registered with the federal SAM system; (ii) is in good standing with the Illinois Secretary of State, if applicable; (iii) have a valid DUNS Number; (iv) have a valid UEI, if applicable. It is **LPA's** responsibility to remain current with these registrations and requirements.
- 2.3 Bribery. The **LPA** certifies to the best of its knowledge that its officials have not been convicted of bribery or attempting to bribe an officer or employee of the state of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).
- 2.4 Bid Rigging. **LPA** certifies that it has not been barred from contracting with a unit of state or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).
- 2.5 Debt to State. **LPA** certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because the **LPA**, or its affiliate(s), is/are delinquent in the payment of any debt to the **STATE**, unless the **LPA**, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and **STATE** acknowledges the **LPA** may declare the Agreement void if the certification is false (30 ILCS 500/50-11).
- 2.6 Debarment. The **LPA** certifies to the best of its knowledge and belief that its officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or

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commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;

c. are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and

d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.

2.7 Construction of Fixed Works. The **LPA** certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, the **LPA** shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

2.8 Criminal Convictions. The **LPA** certifies that neither it nor any managerial agent of **LPA** has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. The **LPA** further certifies that it is not barred from receiving an funding award under 30 ILCS 500/50-10.5 and acknowledges that **STATE** shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

2.9 Improper Influence. The **LPA** certifies that no funds have been paid or will be paid by or on behalf of the **LPA** to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, the **LPA** certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

2.10 Telecom Prohibition. The **LPA** certifies that it will comply with Section 889 of the FY 2019 National Defense Authorization Act (NDAA) that prohibits the use of telecommunications or video surveillance equipment or services produced or provided by the following companies: Dahua Technology Company, Hangzhou Hikvision Digital Technology Company, Huawei Technologies Company, Hytera Communications Corporation, and ZTE Corporation. Covered equipment and services cannot be used as substantial or essential component or any system, or as critical technology as part of any system.

2.11 Personal Conflict of Interest - (50 ILCS 105/3, 65 ILCS 5/3.1-55-10, 65 ILCS 5/4-8-6) The **LPA** certifies that it shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the **LPA** may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:

- a. the employee, officer, board member, or agent;
- b. any member of his or her immediate family;
- c. his or her partner; or
- d. an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that **LPA's** employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The **STATE** may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the **LPA** relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the **LPA** from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

2.12 Organizational Conflict of Interest - The **LPA** certifies that it will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction on future activities, result in an unfair competitive advantage to the third party contractor or **LPA** or impair the objectivity in performing the contract work.

2.13 Accounting System. The **LPA** certifies that it has an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state and federally funded program. Accounting records must contain information

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pertaining to state and federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. To comply with 2 CFR 200.305(b)(7)(i), the **LPA** shall use reasonable efforts to ensure that funding streams are delineated within **LPA's** accounting system. See 2 CFR 200.302.

III. AUDIT AND RECORD RETENTION

- 3.1 **Single Audits:** The **LPA** shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200.

If, during its fiscal year, **LPA** expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), **LPA** must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. A copy of the audit report must be submitted to the **STATE** (IDOT's Financial Review & Investigations Section, Room 126, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year.

Assistance Listing number (formally known as the Catalog of Federal Domestic Assistance (CFDA) number) for all highway planning and construction activities is **20.205**.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Schedule 2) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- 3.2 **STATE Audits:** The **STATE** may, at its sole discretion and at its own expense, perform a final audit of the Project (30 ILCS 5, the Illinois State Auditing Act). Such audit may be used for settlement of the Project expenses and for Project closeout purposes. The **LPA** agrees to implement any audit findings contained in the **STATE's** authorized inspection or review, final audit, the **STATE's** independent audit, or as a result of any duly authorized inspection or review.
- 3.3 **Record Retention.** The **LPA** shall maintain for three (3) years from the date of final project closeout by the **STATE**, adequate books, records, and supporting documents to verify the amounts, recipient, and uses of all disbursements of funds passing in conjunction with this contract. adequate to comply with 2 CFR 200.334. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.
- 3.4 **Accessibility of Records.** The **LPA** shall permit, and shall require its contractors and auditors to permit, the **STATE**, and any authorized agent of the **STATE**, to inspect all work, materials, payrolls, audit working papers, and other data and records pertaining to the Project; and to audit the books, records, and accounts of the **LPA** with regard to the Project. The **LPA** in compliance with 2 CFR 200.337 shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized **STATE** representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the **STATE's** Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by the **STATE** (including auditors), by the state of Illinois or by federal statute. The **LPA** shall cooperate fully in any such audit or inquiry.
- 3.5 **Failure to maintain the books and records.** Failure to maintain the books, records and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the terms of this contract.

IV. LPA FISCAL RESPONSIBILITIES

- 4.1 To provide all initial funding and payment for construction engineering, utility, and railroad work
- 4.2 **LPA Appropriation Requirement.** By execution of this Agreement the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as Schedule 5.
- 4.3 **Reimbursement Requests:** For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.
- 4.4 **Financial Integrity Review and Evaluation (FIRE) program:** **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- 4.5 **Final Invoice:** The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice

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may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.

- 4.6 **Project Closeout:** The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- 4.7 **Project End Date:** The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

V. THE LPA AGREES

- 5.1 To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
- 5.2 To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
- 5.3 To provide on-site engineering supervision and inspection during construction of the proposed improvement.
- 5.4 To retain jurisdiction of the completed improvement unless specified otherwise by schedule (schedule should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional schedule is required.
- 5.5 To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by schedule) in a manner satisfactory to the **STATE** and the **FHWA**.
- 5.6 To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- 5.7 To regulate parking and traffic in accordance with the approved project report.
- 5.8 To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
- 5.9 To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.
- 5.10 For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **STATE** awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
- 5.12 That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.

VI. THE STATE AGREES

- 6.1 To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
- 6.2 To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
- 6.3 To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Schedule 2.

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- 6.4 For agreements with federal and/or state funds in local let/day labor construction, construction engineering, utility work and/or railroad work:
- To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

SCHEDULES

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

☒	1.	Division of Cost
☒	2.	Location Map
☒	3.	Risk Assessment
☒	4.	Attestations
☒	5.	Resolution*
☐		
☐		
☐		
☐		

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.

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AGREEMENT SIGNATURES EXECUTION

The LPA agrees to accept and comply with the applicable provision set forth in this agreement including attached schedules.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Title of Official

Signature

Date

The above signature certifies the agency's TIN number is

36-243413 conducting business as a Governmental Entity.

DUNS Number 074439308

UEI NNFKXVE96W35

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

Michael Prater, Chief Counsel

Date

Vicki Wilson, Chief Fiscal Officer

Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required and attached as Schedule 5. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution form within this form.

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	State Job Number	Project Number
Hoffman Estates	Cook	22-00111-00-RS	C-91-149-26	8339(219)

DIVISION OF COST

Type of Work	Federal Funds			State Funds			Local Public Agency			Totals
	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	
Construction Engineering	STU	\$71,225.00	75%				Local	\$23,742.00	25%	\$94,967.00
Participating Construction	STU	\$472,500.00	75%				Local	\$157,500.00	25%	\$630,000.00
Total		\$543,725.00		Total			Total		\$181,242.00	\$724,967.00

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

STU Not To Exceed \$543,750

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share _____ divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LPA will pay to the STATE within thirty (30) calendar days of receipt, an amount equal to the LPA's share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

SCHEDULE NUMBER 3

Local Public Agency Hoffman Estates	Section Number 22-00111-00-RS	County Cook	State Job Number 	Project Number
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LRS Federal Funds RISK ASSESSMENT										
Risk Factor	Description	Definition of Scale (time frames are based on LPA fiscal year)	Points							
General History of Performance	Have there been any changes in key organizational staff or leadership, such as Fiscal and Administrative Management, Transportation Related Program/Project Management, and/or Elected Officials?	0 points - no significant changes in the last 4 or more years; 1 point - minor changes, but majority of key staff and officials have not changed in the last 4 years; 2 points - significant key staff or elected leadership changes within the last 3 years; 3 points - significant key staff and elected leadership changes within the last 3 years	0							
	What is the LPA's history with federal-aid funded transportation projects?	0 points - One or more federal-aid funded transportation projects initiated per year; 1 point - At least one project initiated within the past three years; 2 points - AT least one project initiated within the past 5 years; 3 points - None or more than 5 years	0							
	Does LPA have qualified technical staff with experience managing federal-aid funded transportations through IDOT?	0 points - Full-time employee with experience designated as being in "responsible charge"; 1 point - LPA has qualified technical staff, but will be utilizing an engineering consultant to manage day-to-day with LPA technical staff oversight; 2 points - LPA has no technical staff and all technical work will be completed by consultant, but LPA staff has prior experience with federal-aid projects; 3 points - LPA staff have no prior experience or technical expertise and relying solely on consultant	0							
	Has the LPA been untimely in submitting invoicing, reporting on federal-aid projects as required in 2 CFR 200, and or audits as required?	0 points - No; 1 point - Delays of 6 or more months; 2 points - Delays of up to 1 year; 3 points - 1 year or more years of delay	0							
Financial Controls	Are the annual financial statements prepared in accordance with Generally Accepted Accounting Principles or on a basis acceptable by the regulatory agency?	0 points - yes; 3 points - no	0							
	What is the LPA's accounting system?	0 points - Automated accounting software; 1 point - Spreadsheets; 2 points - paper only; 3 points - none	0							
	Does the organization have written policies and procedures regarding proper segregation of duties for fiscal activities that include but are not limited to: a) authorization of transactions; b) recordkeeping for receipts and payments; and c) cash management?	0 points - yes; 3 points - no	0							
	When was the last time a financial statement audit was conducted?	0 points - in the past year; 1 point - in the past two years; 2 points - in the past three years; 3 points - 4 years or more, or never	0							
Audits	What type of financial statement audit has the organization had conducted?	0 points - Single Audit/Program Specific Audit in accordance with 2 CFR 200.501 or Financial audit conducted in accordance with Generally Accepted Auditing Standards or Generally Accepted Government Auditing Standards; 1 point - Financial review; 2 points Other type? or no audit required; 3 points - none	0							
	Did the most recent audit disclose findings considered to be significant deficiencies or material weaknesses?	0 points - no; 3 points - yes, or no audits required	0							
	Have the findings been resolved?	0 points - yes or no findings; 1 point - in progress; 3 points - no	0							
	Summary of Risk <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">General History of Performance</td> <td style="width: 20%; text-align: center;">0</td> </tr> <tr> <td>Financial Controls</td> <td style="text-align: center;">0</td> </tr> <tr> <td>Audits</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: center;">0</td> </tr> </table> District Review Signature & Date Central Office Review Signature & Date 			General History of Performance	0	Financial Controls	0	Audits	0	Total
General History of Performance	0									
Financial Controls	0									
Audits	0									
Total	0									

Additional Requirements? ☐ Yes ☐ No

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00111-00-RS	C9114926	8339(219)

SCHEDULE NUMBER 4
Attestation on Single Audit Compliance

1. In the prior fiscal year, did Hoffman Estates expend more than \$750,000 in federal funds in aggregate from all federal sources?
LPA

☒ Yes ☐ No

2. Does the Hoffman Estates anticipate expending more than \$750,000 in federal funds in aggregate from all federal sources in the current Hoffman Estates fiscal year?
LPA

☒ Yes ☐ No

If answers to question 1 and 2 are no, please proceed to the signature section.

If answer to question 1 is yes, please answer question 3a.

If answer to question 2 is yes, please answer question 3b.

3. A single audit must be conducted in accordance with Subpart F of 2 CFR 200 if \$750,000 or more in federal funds are expended in a single fiscal year.

a. Has the Hoffman Estates performed a single audit for their previous fiscal year?
LPA

☒ Yes ☐ No

i. If yes, has the audit be filed with the Illinois Office of the Comptroller in accordance with 50 ILCS 310 (*see also 55 ILCS 5 & 65 ILCS 5 & 60 ILCS 1/80*)?

☒ Yes ☐ No

b. For the current fiscal year, does the Hoffman Estates intend to comply with Subpart F of 2 CFR 200?
LPA

☒ Yes ☐ No

By completing this attestation, I certify that I have authority to sign this attestation on behalf of the LPA; and that the foregoing information is correct and complete to the best of my knowledge and belief.

Name	Title	LPA
Rachel Musiala	Director of Finance	Hoffman Estates

Signature & Date



AGENDA ITEM REPORT

Transportation & Road Improvement Committee
November 10, 2025
ITEM 4B

REQUEST: Approval of a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Jones Road Resurfacing project in an amount not to exceed \$94,967

FROM: Sonia Zala, Senior Transportation Engineer

ITEM TYPE: Resolution - Committee

REQUEST SUMMARY

The Jones Road Resurfacing Project includes pavement resurfacing, curb and gutter repairs, and sidewalk improvements.

In September 2025, a Request for Qualifications (RFQ) was released by the Village for construction engineering services. In addition to providing construction engineering services for the Jones Road project, the scope of the RFQ also includes construction oversight for Gannon Drive. Located in proximity to Jones Road, the Gannon Drive project is also an STP federally funded project and will have a similar schedule, allowing both projects to align efficiently. Utilizing the same Phase III construction engineering firm for both efforts will also result in improved coordination and cost savings.

In response to the RFQ, 6 proposals were received. Due to the estimated cost of these services and the use of federal funding, the Qualified Based Selection (QBS) process was utilized. As required by QBS, the proposals were evaluated based on their project approach and understanding of the work items, personnel assigned to the required tasks, similar experience on other projects, project schedule, and workload of the firms. Upon review, staff determined that Hampton, Lenzini, and Renwick, Inc. (HLR) provided the best quality proposal. The specific scope of services, staffing plan, estimated hours, salary, and direct costs were then negotiated with HLR to align with Village staff estimates, per QBS policy procedures.

Phase II engineering for the project is nearing completion, with IDOT project letting expected in late February 2026 and construction to start in the spring of next year.

FINANCIAL IMPACT

The estimated cost of the construction engineering services from HLR is not to exceed \$94,967.

This project is an STP federally funded project which will cover 75% of construction engineering and construction. No funds will be expended in 2025, as all work is

scheduled to be completed in 2026. The 2026 budget identifies funding for this project. Full construction costs will be known after the bidding of the construction phase in February 2026.

RECOMMENDATION

Approve a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Jones Road Resurfacing project in an amount not to exceed \$94,967.

ATTACHMENTS

1. RESOLUTION AGREEMENT - Jones Rd Engineering Services
2. Jones Engineering Services Agreement

RESOLUTION 2025-_____

**RESOLUTION AUTHORIZING AN AGREEMENT WITH HAMPTON, LENZINI, AND
RENWICK, INC. FOR CONSTRUCTION INSPECTION SERVICES FOR THE JONES
ROAD RESURFACING PROJECT IN AN AMOUNT NOT TO EXCEED \$94,967**

WHEREAS, the Village of Hoffman Estates (“the Village”) is a home-rule municipality located in Cook County, Illinois; and

WHEREAS, the Village has identified the need for third party construction engineering services for the Jones Road Resurfacing project; and

WHEREAS, the Village utilized a prequalified consultant firm determined by review of open Request for Qualifications

WHEREAS, the Village has identified Hampton, Lenzini, and Renwick, Inc. as the most responsible vendor and able to best meet the needs of the Village; and

WHEREAS, the Corporate Authorities have determined that it is in the public interest for the Village to approve an agreement with Hampton, Lenzini, and Renwick, Inc. for the service of construction inspection in the amount not to exceed \$94,967.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Hoffman Estates, as follows:

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

Section 2 APPROVAL OF AGREEMENT: The President and Board of Trustees hereby approve the selection of Hampton, Lenzini, and Renwick, Inc. to provide construction inspection services for the Jones Road Resurfacing project in an amount not to exceed \$94,967.

Section 3 AUTHORIZATION TO EXECUTE AGREEMENT: The President or Village Manager is hereby authorized to execute the Agreement attached hereto as Exhibit A, incorporated herein and made part hereof by reference, and to execute any other documents in furtherance of this Resolution in accordance with the Village Code and state and federal law.

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

RESOLVED 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.



Using Federal Funds? ☒ Yes ☐ No	Agreement For Federal CE	Agreement Type Original
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LOCAL PUBLIC AGENCY

Local Public Agency Hoffman Estates	County Cook	Section Number 22-00111-00-RS	Job Number C-91-149-26
Project Number 8339(219)	Contact Name Alan Wenderski	Phone Number (847) 252-5802	Email alan.wenderski@vohe.org

SECTION PROVISIONS

Local Street/Road Name Jones Road	Key Route 1101	Length 0.58 mi.	Structure Number N/A
Location Termini Highland Boulevard to IL Route 72			Add Location Remove Location

Project Description
HMA resurfacing of Jones Road from Highland Boulevard to IL Route 72. Propose on-street bicycle accommodations utilizing shared lane. Scope to include spot curb and gutter repair, pavement patching, and sidewalk replacement to ADA (PROWAG) guidelines. New 5 foot sidewalk proposed in the eastern ROW to fill in existing gaps. All improvements proposed to be in existing ROW.

Engineering Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local
Anticipated Construction Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local

AGREEMENT FOR

☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name Hampton, Lenzini and Renwick, Inc.	Contact Name Ryan Livingston	Phone Number (847) 697-6700	Email rlivingston@hlreng.com
Address 1707 North Randall Road, Suite 100	City Elgin	State IL	Zip Code 60123

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

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

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)

☐ _____

☐ _____

☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Construction Engineering Contracts:
 - (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:

- (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Lump Sum

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.
4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statue conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
 - (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
 - (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
 - (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
12. For Construction Engineering Contracts:
 - (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee in Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
 - (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
 - (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
 - (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
 - (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hampton, Lenzini and Renwick, Inc.	36-2555986	\$82,436.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Rubino Engineering, Inc.	80-0450719	\$12,531.00
Subconsultant Total		\$12,531.00
Prime Consultant Total		\$82,436.00
Total for all work		\$94,967.00

AGREEMENT SIGNATURES

Attest: The

Local Public Agency Type
Village

 of

Local Public Agency
Hoffman Estates

By (Signature & Date)

By (Signature & Date)

Local Public Agency
Hoffman Estates

Local Public Agency Type
Village

 Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name
Hampton, Lenzini and Renwick, Inc.

By (Signature & Date)

By (Signature & Date)

Title

Title

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hoffman Estates	Hampton, Lenzini and Renwick,	Cook	22-00111-00-RS

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

PHASE III Construction ENGINEERING

HLR will provide Construction Engineering services for the project to ensure that items in the contract are being constructed in accordance with the plans and bid documents. Since the construction schedule is solely outside of HLR's control, timeframe represented in this agreement are based on the best available information. Based on the anticipated schedule and budget provided by the Client we have included Part Time Construction Observation for a period of 10 weeks. For purposes in this agreement Full Time is considered to be no more than 40 hours per week. Based on the level of on-site construction engineering desired by the Client, increases to the daily operations by the Contractor requiring observation or changes to the duration of construction will constitute additional work. HLR will notify the Client when the contractor is behind schedule since this could cause the need for additional work, not anticipated by the agreement. Final project close-out including punch lists, documentation, agreement to final quantities and final acceptance of the improvements is assumed to require no more than 44 hours. If the contractor is still not in agreement after this effort has been made or stakeholder Agencies have not provided approval HLR will provide final documentation as-is to the Client. Additional efforts requested by the Client to come to an agreement with the contractor or to continue coordination with stakeholder agencies may constitute additional work.

The following is a list of basic project understandings

- This project is anticipated to occur concurrently with Gannon Drive (Section 22-00114-00-CH). If these projects do not occur concurrently the proposed scope of work and budgeted hours will require adjustment.
- Daily Observation of Construction Activities for compliance with the intent of the Plans and Specifications
- Documentation in accordance with IDOT requirements for Federal Aid Improvements for recommendations for payment of the improvements in the scope of the project documents
- Review and routing of contractor submittals to the appropriate agencies for review and approval
- Coordination with Project Stakeholders including the Client and stakeholder agencies (School Districts, First Responders), Contractor, residents and businesses within the project limits and Illinois Department of Transportation for items relating to the scope of this project while on-site performing other duties will be provided, special meetings or additional requests by the Client may constitute additional work
- Coordination with Sub-consultant for material testing services
- Coordination with Client for Construction Layout Services
- Notification will be provided to the contractor for public utilities which require relocation as identified in the project documents. Further coordination or coordination with public utilities not identified in the project documents shall constitute additional work
- Construction observation and documentation of contractor activities for extra or additional work beyond what is identified in the plans or specifications is not included
- Locating of Private or Public Utilities is not included
- Evaluation of excavated materials for presence of contaminants is not included
- Training or mentoring of Village Staff is not included
- It is assumed that the contract plans provide an accurate representation of existing conditions and are accurate representation of the standard of care of Engineering in Illinois
- It is assumed that the awarded contractor will have experience with IDOT policies and procedures and our staff will not be required to train, mentor or assist with required contractor submittals.
- Additional work shall be submitted for approval prior to commencing such work, but shall be considered outside the scope of this contract and may require additional compensation.

Based on anticipated construction activities and the anticipated contractor schedule provided by the Client, HLR will provide the following personnel:

- o Project Manager – Part Time
- 10 Weeks at 4 Hours/Week

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
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o Resident Engineer/Technician – Part Time

- 10 Weeks at 16 Hours/Week

o Inspector – Part Time

- 10 Weeks at 17 Hours/Week

The following items are included in the construction engineering scope of services:

1. Pre-Construction Services

HLR will provide the following pre-construction services in order to be ready for the start of construction activities:

- ☐ Kick-off Meeting: HLR will participate in one(1) kick-off meeting with the Client to discuss desired outcomes, potential issues, and schedule.
- ☐ Federally Funded Project Pre-Construction Meeting: For the federally funded projects, HLR will participate in a pre-construction meeting held by IDOT. We will bring up any issues previously discussed with the Client that we feel need to be brought to attention in order to provide a clear understanding of expectation.
- ☐ Public Relations: HLR will be present on-site the hours approved by the Client during construction, as dictated by the contract, and will coordinate with local residents and business as it directly relates to the project.

In addition, HLR will provide the following additional public relations measures:

- Provide 24-hour contact information to Client and specified Stakeholders
 - Coordinate Construction notifications provided by the Contractor
-
- ☐ Plan and Quantity Review: Our team will perform a site visit to identify any visual inconsistencies in the plans or modifications that may be needed based on bid documents provided or changes to existing conditions.
 - ☐ ADA/PROWAG Coordination: HLR will confirm ADA sidewalks and curbs are installed per the construction layout provided and in accordance with lines and grades provided in the design engineering plans.
 - ☐ Project Setup: We will organize all project files and perform submittal, and catalog cut/shop drawing review. Our geotechnical sub-consultant will review and comment on the contractor-submitted Quality Control Plans for Asphalt and Concrete production.
- #### 2. Construction Services
- ☐ Resident Engineer/Technician: HLR will provide “part-time” (See Project Understandings), on-site resident engineering and inspection services to verify that the improvements are constructed, recorded, and quantified in accordance with the IDOT Project Procedures Guide, IDOT Construction Manual, project standards, Client requirements, engineering plans, and construction documents. This will include recommendation for rejection and non-payment of any work that is deficient or lacking proper material inspection documentation, liaison functions, and coordination with all stakeholders. Resident engineering will be provided as detailed in public relations section above.
 - ☐ Documentation: Daily records of contractor activities in the IDOT format, Inspector Daily Reports, Weekly Reports, and Pay Estimates will be maintained throughout the duration of construction. Prior Authorization forms will be submitted to the Client or stakeholder agencies for any/all work that is encountered that requires budget changes. All documentation will be prepared by staff that is trained in IDOT’s Documentation of Contract Quantities (Class S-14). In addition, BC-635 Extra Work Daily Report forms will be utilized to track any work that does not have an Agreed Unit Price. Observation, Documentation, review of contractor invoices, authorizations and additional pay estimates related to Extra work will be considered additional work.
 - ☐ Progress Meetings/Status Updates: HLR will conduct IDOT required weekly progress meetings on-site during construction activities to discuss project status and look-ahead schedules. Extra time has not been included for these meetings. Additional staff required to observe active construction activities during this meeting will be considered additional work. Updates and minutes will be sent to the approved project stakeholders weekly. If it is determined that the contractor has deviated from the approved project schedule, they will be directed to resubmit a catch-up schedule to ensure that the project completion date is not compromised.
 - ☐ Material Tracking / Yield Checks: HLR will schedule and coordinate with our geotechnical sub-consultant to provide testing concrete and asphalt in accordance with IDOT policies. We will perform yield checks on all materials. HLR will not recommend payment for material that has not been properly inspected and/or does not

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
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meet yield check requirements.

☐ Traffic Control and Site Cleanliness Monitoring: HLR will monitor all traffic control and signage for roadway and sidewalk closures. We will monitor area routes to ensure traffic control is effectively maintained through and around all active work zones without conflict. In addition, we will perform daily checks that include inspection of site cleanliness to ensure that construction dust is kept in check, all debris is removed from driving surfaces, and removed sidewalks and roadways are ramped with temporary aggregate or asphalt depending on the estimated time until they can be replaced. IDOT required nighttime traffic control inspections shall be performed during early mornings when the time required to perform such inspection is anticipated to be within the approved and budgeted hours for our Resident Engineer/Technician or Inspector. Should these inspections require additional time beyond the budgeted hours it will be considered additional work.

3. Post-Construction Services

☐ Final Inspection: HLR will present regular punch lists to the contractor with items requiring correction throughout the work in progress. One(1) additional final punch list will be provided at the end of the improvements. After receiving final confirmation from the contractor that all items have been corrected, we will perform One(1) final inspection with the contractor and Client. Recommendation of final acceptance will occur only after all deficient items have been fixed. Additional punch list items added by the Client after the initial punch list is delivered to the contractor, additional inspections to review status, additional compilation of punch lists shall be considered additional work.

☐ As-Built Drawings: HLR will provide hand drawn final as-built drawings that have changes. The as-built plans will not include survey of critical elevations and pipe inverts.

☐ Final Quantities: HLR will provide measured quantities to the contractor on a regular basis throughout the duration of the contract. HLR will provide Final Quantities One (1) time after the completion of all contract work, and provide a written response One (1) time based on any legitimate and documented written disagreements by the Contractor. If the Contractor has still not agreed to final quantities HLR will provide a written 30 day notice per contract requirements. Additional effort to coordinate with the contractor beyond this time will constitute additional work.

☐ Project Closeout: Our team will submit final pay estimates, change orders and various closeout documentation required by IDOT. We have included time during the IDOT closeout process to respond to inquiries, respond to any material inspection deficiencies list, and respond to any IDOT audit deficiencies accordingly. Any resubmittal of documents due to elements outside of our control on behalf of others, such as changes in staffing, misplaced materials, etc. shall be considered additional work.

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Hoffman Estates	Hampton, Lenzini and Renwick,	Cook	22-00111-00-RS

**EXHIBIT B
PROJECT SCHEDULE**

Letting: 2/27/2026
 Award: 4/13/2026
 Executiun: 4/28/2026
 Preconstruction Meeting: 5/28/2026
 Construction Start: 6/7/2026
 Substantial Completion: 8/14/2026
 Construction Completion: 9/18/2026
 Contract Completion: 7/29/2027

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hoffman Estates	Hampton, Lenzini and Renwick,	Cook	22-00111-00-RS

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes Due date of submittal **09/16/25**

Method(s) used for advertisement and dates of advertisement

Village website
9/2/2025 to 9/16/2025

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Project Understanding	25%
Technical Approach	25%
Firm Experience/Past Performance	20%
Staff Capabilities	20%
Specialized Experience	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

Director of engineering; Village staff

Top three consultants ranked for this project in order	
1	Hampton, Lenzini and Renwick, Inc.
2	Chastain & Associated, LLC
3	BLA, Inc.

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒
14	QBS according to State requirements used?	☐	☐
15	Existing relationship used in lieu of QBS process?	☐	☐

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
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16	LPA is a home rule community (Exempt from QBS).		☐ ☐



AGENDA ITEM REPORT

Transportation & Road Improvement Committee
November 10, 2025
ITEM 4C

REQUEST: Approval of a Resolution authorizing a Joint Funding Agreement with IDOT for the Gannon Drive Resurfacing and Bicycle Facility project

FROM: Sonia Zala, Senior Transportation Engineer

ITEM TYPE: Resolution - Committee

REQUEST SUMMARY

The Gannon Drive Resurfacing and Bicycle Facility Project will reconfigure Gannon Drive from a four-lane to a three-lane roadway, add a 10-foot multi-use path on the east side, improve the west-side sidewalk, and upgrade intersections for ADA accessibility.

The Village has received Federal STP-L funding for a portion of the construction and construction engineering costs up to \$832,500. Village approval of the IDOT funding agreement with a local funding resolution is required prior to the project letting.

Phase II engineering is ongoing, with the project currently scheduled for a construction letting in February 2026 with construction expected to occur between May and August 2026.

The IDOT Joint Funding Agreement, which specifies cost sharing terms, is attached. For construction costs, IDOT will pay contractor invoices and send the Village invoices for the required local share as the construction progresses. For construction engineering costs, the Village is required to pay for all costs upfront and request reimbursement from IDOT. A local funding resolution is required as part of the IDOT agreement.

FINANCIAL IMPACT

The estimated local share of \$277,991 is identified in the agreement and resolution. STP funding will be provided for 75% of construction and construction engineering costs up to \$832,500. Actual local share costs will be identified after project bidding and completion in 2026.

RECOMMENDATION

Approve a Resolution authorizing a Joint Funding Agreement with IDOT for the Gannon Drive Resurfacing and Bicycle Facility project

ATTACHMENTS

1. RESOLUTION AGREEMENT - Gannon Drive IDOT Joint Funding
2. Gannon Drive Joint Funding Agreement

RESOLUTION 2025-_____

**RESOLUTION AUTHORIZING A JOINT FUNDING AGREEMENT WITH IDOT FOR
THE GANNON DRIVE RESURFACING AND BICYCLE FACILITY PROJECT**

WHEREAS, the Village of Hoffman Estates (“the Village”) is a home-rule municipality located in Cook County, Illinois; and

WHEREAS, the Village is proposing to complete resurfacing improvements on Gannon Drive from IL 58 to IL 72; and

WHEREAS, the above stated improvement will necessitate the use of funding provided through the Illinois Department of Transportation (IDOT) and signee; and

WHEREAS, the use of these funds requires a joint funding agreement (AGREEMENT) with IDOT.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Hoffman Estates, as follows:

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

Section 2: The President and Board of Trustees hereby appropriates \$277,991 or as much as may be needed to match the required funding to complete the proposed improvement from local funds and furthermore agree to pass a supplemental resolution if necessary to appropriate additional funds for the completion of the project.

Section 3: The President and Board of Trustees is hereby authorized to execute an AGREEMENT with IDOT for the above-mentioned project.

Section 4: The resolution will become Attachment 3 of the AGREEMENT

Section 5: The Village Clerk is directed to transmit 3 (three) copies of the AGREEMENT and Resolution to IDOT District 1 Bureau of Local Roads and Streets.

Section 6 EFFECTIVE DATE: This Resolution will be in full force and effect from and after its passage and approval as provided by law.

RESOLVED 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.



LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
Hoffman Estates	Cook	22-00114-00-CH

Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
STP		CMAQ	03-24-0010

Construction

State Job Number	Project Number
C-91-209-25	M6GA(936)

☐ Local Let/Day Labor ☒ Construction on State Letting ☒ Construction Engineering ☐ Utilities ☐ Railroad Work

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
Gannon Drive	2409	0.22	0.00	0.22

Location Termini
Higgins Road (IL 72) to Golf Road (IL 53)

Current Jurisdiction	Existing Structure Number(s)
Village of Hoffman Estates	N/A

Remove

PROJECT DESCRIPTION

Gannon Drive will be repaved and narrowed, with the west curb line being maintained. The additional room on the east side will be used to replace the existing 4'5'-wide sidewalk on the east side with a 10-foot wide shared use path. Drainage structures and utilities will be relocated as necessary. The northbound thru/right lane on Gannon Drive at the IL58 intersection will be re-striped as a right-turn-only lane. ADA Ramps will be reconstructed on the northeast corner of Gannon/IL58 and southeast corner of Gannon/IL72. No signal relocations or modifications are proposed.

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00114-00-CH	C9120925	M6GA(936)

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "**LPA**" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as the "**STATE**". The **STATE** and **LPA** jointly proposes to improve the designated location as described in the Location and Project Description sections of this agreement. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the **LPA** and approved by the **STATE** using the **STATE's** policies and procedures approved and/or required by the Federal Highway Administration, hereby referred to as "**FHWA**".

I. GENERAL

- 1.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. The **STATE** may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the **LPA** by the **STATE** or the federal funding source, (ii) the Governor or **STATE** reserves funds, or (iii) the Governor or **STATE** determines that funds will not or may not be available for payment. The **STATE** shall provide notice, in writing, to **LPA** of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.
- 1.2 Domestic Steel Requirement. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Build America-Buy America provisions.
- 1.3 Federal Authorization. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
- 1.4 Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.
- 1.5 Termination. This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the **STATE**, the **STATE** must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If the **STATE** determines in the case of a partial termination that the reduced or modified portion of the funding award will not accomplish the purposes for which the funding award was made, the **STATE** may terminate the Agreement in its entirety.

This Agreement may be terminated, in whole or in part, by the **STATE** without advance notice:

- a. Pursuant to a funding failure as provided under Article 1.1.
- b. If **LPA** fails to comply with the terms and conditions of this funding award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any award.

II. REQUIRED CERTIFICATIONS

By execution of this Agreement and the **LPA's** obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules and any and all license requirements or professional certification provisions.

- 2.1 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200). The **LPA** certifies that it shall adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements, which are published in Title 2, Part 200 of the Code of Federal Regulations, and are incorporated herein by reference.
- 2.2 Compliance with Registration Requirements. **LPA** certifies that it: (i) is registered with the federal SAM system; (ii) is in good standing with the Illinois Secretary of State, if applicable; (iii) have a valid DUNS Number; (iv) have a valid UEI, if applicable. It is **LPA's** responsibility to remain current with these registrations and requirements.
- 2.3 Bribery. The **LPA** certifies to the best of its knowledge that its officials have not been convicted of bribery or attempting to bribe an officer or employee of the state of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).
- 2.4 Bid Rigging. **LPA** certifies that it has not been barred from contracting with a unit of state or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).
- 2.5 Debt to State. **LPA** certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because the **LPA**, or its affiliate(s), is/are delinquent in the payment of any debt to the **STATE**, unless the **LPA**, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and **STATE** acknowledges the **LPA** may declare the Agreement void if the certification is false (30 ILCS 500/50-11).
- 2.6 Debarment. The **LPA** certifies to the best of its knowledge and belief that its officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00114-00-CH	C9120925	M6GA(936)

commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;

c. are not presently indicated for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and

d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.

- 2.7 Construction of Fixed Works. The **LPA** certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, the **LPA** shall comply with the requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.
- 2.8 Criminal Convictions. The **LPA** certifies that neither it nor any managerial agent of **LPA** has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction. The **LPA** further certifies that it is not barred from receiving an funding award under 30 ILCS 500/50-10.5 and acknowledges that **STATE** shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).
- 2.9 Improper Influence. The **LPA** certifies that no funds have been paid or will be paid by or on behalf of the **LPA** to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, the **LPA** certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.
- 2.10 Telecom Prohibition. The **LPA** certifies that it will comply with Section 889 of the FY 2019 National Defense Authorization Act (NDAA) that prohibits the use of telecommunications or video surveillance equipment or services produced or provided by the following companies: Dahua Technology Company, Hangzhou Hikvision Digital Technology Company, Huawei Technologies Company, Hytera Communications Corporation, and ZTE Corporation. Covered equipment and services cannot be used as substantial or essential component or any system, or as critical technology as part of any system.
- 2.11 Personal Conflict of Interest - (50 ILCS 105/3, 65 ILCS 5/3.1-55-10, 65 ILCS 5/4-8-6) The **LPA** certifies that it shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the **LPA** may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:
- the employee, officer, board member, or agent;
 - any member of his or her immediate family;
 - his or her partner; or
 - an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that **LPA's** employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The **STATE** may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the **LPA** relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the **LPA** from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

- 2.12 Organizational Conflict of Interest - The **LPA** certifies that it will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction on future activities, result in an unfair competitive advantage to the third party contractor or **LPA** or impair the objectivity in performing the contract work.
- 2.13 Accounting System. The **LPA** certifies that it has an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state and federally funded program. Accounting records must contain information

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pertaining to state and federal pass-through awards, authorizations, obligations, unobligated balances, assets, outlays, and income. To comply with 2 CFR 200.305(b)(7)(i), the **LPA** shall use reasonable efforts to ensure that funding streams are delineated within **LPA's** accounting system. See 2 CFR 200.302.

III. AUDIT AND RECORD RETENTION

- 3.1 **Single Audits:** The **LPA** shall be subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507) and Subpart F of 2 CFR Part 200.

If, during its fiscal year, **LPA** expends \$750,000 or more in Federal Awards (direct federal and federal pass-through awards combined), **LPA** must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. A copy of the audit report must be submitted to the **STATE** (IDOT's Financial Review & Investigations Section, Room 126, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year.

Assistance Listing number (formally known as the Catalog of Federal Domestic Assistance (CFDA) number) for all highway planning and construction activities is **20.205**.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (federal amounts shown as "Participating Construction" on Schedule 2) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- 3.2 **STATE Audits:** The **STATE** may, at its sole discretion and at its own expense, perform a final audit of the Project (30 ILCS 5, the Illinois State Auditing Act). Such audit may be used for settlement of the Project expenses and for Project closeout purposes. The **LPA** agrees to implement any audit findings contained in the **STATE's** authorized inspection or review, final audit, the **STATE's** independent audit, or as a result of any duly authorized inspection or review.
- 3.3 **Record Retention.** The **LPA** shall maintain for three (3) years from the date of final project closeout by the **STATE**, adequate books, records, and supporting documents to verify the amounts, recipient, and uses of all disbursements of funds passing in conjunction with this contract. adequate to comply with 2 CFR 200.334. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.
- 3.4 **Accessibility of Records.** The **LPA** shall permit, and shall require its contractors and auditors to permit, the **STATE**, and any authorized agent of the **STATE**, to inspect all work, materials, payrolls, audit working papers, and other data and records pertaining to the Project; and to audit the books, records, and accounts of the **LPA** with regard to the Project. The **LPA** in compliance with 2 CFR 200.337 shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized **STATE** representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the **STATE's** Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by the **STATE** (including auditors), by the state of Illinois or by federal statute. The **LPA** shall cooperate fully in any such audit or inquiry.
- 3.5 **Failure to maintain the books and records.** Failure to maintain the books, records and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the terms of this contract.

IV. LPA FISCAL RESPONSIBILITIES

- 4.1 To provide all initial funding and payment for construction engineering, utility, and railroad work
- 4.2 **LPA Appropriation Requirement.** By execution of this Agreement the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as Schedule 5.
- 4.3 **Reimbursement Requests:** For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.
- 4.4 **Financial Integrity Review and Evaluation (FIRE) program:** **LPA's** and the **STATE** must justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- 4.5 **Final Invoice:** The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice

Local Public Agency	Section Number	State Job Number	Project Number
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may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.

- 4.6 Project Closeout: The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- 4.7 Project End Date: The period of performance (end date) for state and federal obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

V. THE LPA AGREES

- 5.1 To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
- 5.2 To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
- 5.3 To provide on-site engineering supervision and inspection during construction of the proposed improvement.
- 5.4 To retain jurisdiction of the completed improvement unless specified otherwise by schedule (schedule should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional schedule is required.
- 5.5 To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by schedule) in a manner satisfactory to the **STATE** and the **FHWA**.
- 5.6 To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- 5.7 To regulate parking and traffic in accordance with the approved project report.
- 5.8 To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
- 5.9 To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.
- 5.10 For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **STATE** awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
- 5.12 That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.

VI. THE STATE AGREES

- 6.1 To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
- 6.2 To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
- 6.3 To provide all initial funding and payments to the contractor for construction work let by the **STATE**. The **LPA** will be invoiced for their share of contract costs per the method of payment selected under Method of Financing based on the Division of Costs shown on Schedule 2.

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Hoffman Estates	22-00114-00-CH	C9120925	M6GA(936)

6.4 For agreements with federal and/or state funds in local let/day labor construction, construction engineering, utility work and/or railroad work:

- a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
- b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

SCHEDULES

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

☒	1.	Division of Cost
☒	2.	Location Map
☒	3.	Risk Assessment
☒	4.	Attestations
☒	5.	Resolution*
☐		
☐		
☐		
☐		

*Appropriation and signature authority resolution must be in effect on, or prior to, the execution date of the agreement.

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00114-00-CH	C9120925	M6GA(936)

AGREEMENT SIGNATURES EXECUTION

The LPA agrees to accept and comply with the applicable provision set forth in this agreement including attached schedules.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Title of Official

Signature

Date

The above signature certifies the agency's TIN number is

36-243413 conducting business as a Governmental Entity.

DUNS Number 074439308

UEI NNFKXVE96W35

APPROVED

State of Illinois
Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

Michael Prater, Chief Counsel

Date

Vicki Wilson, Chief Fiscal Officer

Date

NOTE: A resolution authorizing the local official (or their delegate) to execute this agreement and appropriation of local funds is required and attached as Schedule 5. The resolution must be approved prior to, or concurrently with, the execution of this agreement. If BLR 09110 or BLR 09120 are used to appropriate local matching funds, attach these forms to the signature authorization resolution.

☐ Please check this box to open a fillable Resolution form within this form.

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	State Job Number	Project Number
Hoffman Estates	Cook	22-00114-00-CH	C-91-209-25	M6GA(936)

DIVISION OF COST

Type of Work	Federal Funds			State Funds			Local Public Agency			Totals
	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	
Construction Engineering	STU	\$91,474.00	75%				Local	\$30,491.00	25%	\$121,965.00
Participating Construction	STU	\$742,500.00	75%				Local	\$247,500.00	25%	\$990,000.00
Total		\$833,974.00		Total			Total		\$277,991.00	\$1,111,965.00

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

METHOD OF FINANCING - (State-Let Contract Work Only)

Check One

☐ METHOD A - Lump Sum (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the LPA will pay the STATE within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the LPA's estimated obligation incurred under this agreement. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ METHOD B - _____ Monthly Payments of _____ due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the LPA will pay to the STATE a specified amount each month for an estimated period of months, or until 80% of the LPA's estimated obligation under the provisions of the agreement has been paid. The LPA will pay to the STATE the remainder of the LPA's obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ METHOD C - LPA's Share _____ divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the LPA will pay to the STATE within thirty (30) calendar days of receipt, an amount equal to the LPA's share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

SCHEDULE NUMBER 3

Local Public Agency	Section Number	County	State Job Number	Project Number
Hoffman Estates	22-00114-00-CH	Cook		

LRS Federal Funds RISK ASSESSMENT				
Risk Factor	Description	Definition of Scale (time frames are based on LPA fiscal year)		Points
General History of Performance	Have there been any changes in key organizational staff or leadership, such as Fiscal and Administrative Management, Transportation Related Program/Project Management, and/or Elected Officials?	0 points - no significant changes in the last 4 or more years; 1 point - minor changes, but majority of key staff and officials have not changed in the last 4 years; 2 points - significant key staff or elected leadership changes within the last 3 years; 3 points - significant key staff and elected leadership changes within the last 3 years		0
	What is the LPA's history with federal-aid funded transportation projects?	0 points - One or more federal-aid funded transportation projects initiated per year; 1 point - At least one project initiated within the past three years; 2 points - AT least one project initiated within the past 5 years; 3 points - None or more than 5 years		0
	Does LPA have qualified technical staff with experience managing federal-aid funded transportations through IDOT?	0 points - Full-time employee with experience designated as being in "responsible charge"; 1 point - LPA has qualified technical staff, but will be utilizing an engineering consultant to manage day-to-day with LPA technical staff oversight; 2 points - LPA has no technical staff and all technical work will be completed by consultant, but LPA staff has prior experience with federal-aid projects; 3 points - LPA staff have no prior experience or technical expertise and relying solely on consultant		0
	Has the LPA been untimely in submitting invoicing, reporting on federal-aid projects as required in 2 CFR 200, and or audits as required?	0 points - No; 1 point - Delays of 6 or more months; 2 points - Delays of up to 1 year; 3 points - 1 year or more years of delay		0
Financial Controls	Are the annual financial statements prepared in accordance with Generally Accepted Accounting Principles or on a basis acceptable by the regulatory agency?	0 points - yes; 3 points - no		0
	What is the LPA's accounting system?	0 points - Automated accounting software; 1 point - Spreadsheets; 2 points - paper only; 3 points - none		0
	Does the organization have written policies and procedures regarding proper segregation of duties for fiscal activities that include but are not limited to: a) authorization of transactions; b) recordkeeping for receipts and payments; and c) cash management?	0 points - yes; 3 points - no		0
	When was the last time a financial statement audit was conducted?	0 points - in the past year; 1 point - in the past two years; 2 points - in the past three years; 3 points - 4 years or more, or never		0
Audits	What type of financial statement audit has the organization had conducted?	0 points - Single Audit/Program Specific Audit in accordance with 2 CFR 200.501 or Financial audit conducted in accordance with Generally Accepted Auditing Standards or Generally Accepted Government Auditing Standards; 1 point - Financial review; 2 points Other type? or no audit required; 3 points - none		0
	Did the most recent audit disclose findings considered to be significant deficiencies or material weaknesses?	0 points - no; 3 points - yes, or no audits required		0
	Have the findings been resolved?	0 points - yes or no findings; 1 point - in progress; 3 points - no		0
				0

Summary of Risk		District Review Signature & Date	Central Office Review Signature & Date
General History of Performance	0		
Financial Controls	0		
Audits	0		
Total	0		

Additional Requirements? ☐ Yes ☐ No

Local Public Agency	Section Number	State Job Number	Project Number
Hoffman Estates	22-00114-00-CH	C9120925	M6GA(936)

SCHEDULE NUMBER 4
Attestation on Single Audit Compliance

1. In the prior fiscal year, did Hoffman Estates expend more than \$750,000 in federal funds in aggregate from all federal sources?
LPA

☒ Yes ☐ No

2. Does the Hoffman Estates anticipate expending more than \$750,000 in federal funds in aggregate from all federal sources in the current Hoffman Estates fiscal year?
LPA

☒ Yes ☐ No

If answers to question 1 and 2 are no, please proceed to the signature section.

If answer to question 1 is yes, please answer question 3a.

If answer to question 2 is yes, please answer question 3b.

3. A single audit must be conducted in accordance with Subpart F of 2 CFR 200 if \$750,000 or more in federal funds are expended in a single fiscal year.

a. Has the Hoffman Estates performed a single audit for their previous fiscal year?
LPA

☒ Yes ☐ No

i. If yes, has the audit be filed with the Illinois Office of the Comptroller in accordance with 50 ILCS 310 (*see also 55 ILCS 5 & 65 ILCS 5 & 60 ILCS 1/80*)?

☒ Yes ☐ No

b. For the current fiscal year, does the Hoffman Estates intend to comply with Subpart F of 2 CFR 200?
LPA

☒ Yes ☐ No

By completing this attestation, I certify that I have authority to sign this attestation on behalf of the LPA; and that the foregoing information is correct and complete to the best of my knowledge and belief.

Name	Title	LPA
		Hoffman Estates

Signature & Date



AGENDA ITEM REPORT

Transportation & Road Improvement Committee
November 10, 2025
ITEM 4D

REQUEST: Approval of a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Gannon Drive Resurfacing and Bicycle Facility project in an amount not to exceed \$121,965

FROM: Sonia Zala, Senior Transportation Engineer

ITEM TYPE: Resolution - Committee

REQUEST SUMMARY

The Gannon Drive Resurfacing and Bicycle Facility Project will reconfigure Gannon Drive from a four-lane to a three-lane roadway, add a 10-foot multi-use path on the east side, improve the west-side sidewalk, and upgrade intersections for ADA accessibility.

In September 2025, a Request for Qualifications (RFQ) was released by the Village for construction engineering services. In addition to providing construction engineering services for the Gannon Drive project, the scope of the RFQ also includes construction oversight for Jones Road. Located in proximity to Gannon Drive, the Jones Road project is also an STP federally funded project and will have a similar schedule, allowing both projects to align efficiently. Utilizing the same Phase III construction engineering firm for both efforts will also result in improved coordination and cost savings.

In response to the RFQ, 6 proposals were received. Due to the estimated cost of these services and the use of federal funding, the Qualified Based Selection (QBS) process was utilized. As required by QBS, the proposals were evaluated based on their project approach and understanding of the work items, personnel assigned to the required tasks, similar experience on other projects, project schedule, and workload of the firms. Upon review, staff determined that Hampton, Lenzini, and Renwick, Inc. (HLR) provided the best quality proposal. The specific scope of services, staffing plan, estimated hours, salary, and direct costs were then negotiated with HLR to align with Village staff estimates, per QBS policy procedures.

Phase II engineering for the project is nearing completion, with IDOT project letting expected in late February 2026 and construction to start in the spring of next year.

FINANCIAL IMPACT

The estimated cost of the construction engineering services from HLR is not to exceed \$121,965.

This project is an STP federally funded project which will cover 75% of construction

engineering and construction. No funds will be expended in 2025, as all work is scheduled to be completed in 2026. The 2026 budget identifies funding for this project. Full construction costs will be known after the bidding of the construction phase in February 2026.

RECOMMENDATION

Approve a Resolution authorizing an Agreement with Hampton, Lenzini, and Renwick, Inc. for construction engineering services for the Gannon Drive Resurfacing and Bicycle Facility project in an amount not to exceed \$121,965.

ATTACHMENTS

1. RESOLUTION AGREEMENT - Gannon Dr Engineering Services
2. Gannon Drive Engineering Services Agreement

RESOLUTION 2025-_____

RESOLUTION AUTHORIZING AN AGREEMENT WITH HAMPTON, LENZINI, AND RENWICK, INC. FOR CONSTRUCTION INSPECTION SERVICES FOR THE GANNON DRIVE RESURFACING AND BICYCLE FACILITY PROJECT IN AN AMOUNT NOT TO EXCEED \$121,965

WHEREAS, the Village of Hoffman Estates (“the Village”) is a home-rule municipality located in Cook County, Illinois; and

WHEREAS, the Village has identified the need for third party construction inspection services for the Gannon Drive Resurfacing and Bicycle Facility project; and

WHEREAS, the Village utilized a prequalified consultant firm determined by review of open Request for Qualifications

WHEREAS, the Village has identified Hampton, Lenzini, and Renwick, Inc. as the most responsible vendor and able to best meet the needs of the Village; and

WHEREAS, the Corporate Authorities have determined that it is in the public interest for the Village to approve an agreement with Hampton, Lenzini, and Renwick, Inc. for the service of construction inspection in the amount not to exceed \$121,965.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Hoffman Estates, as follows:

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

Section 2 APPROVAL OF AGREEMENT: The President and Board of Trustees hereby approve the selection of Hampton, Lenzini, and Renwick, Inc. to provide construction inspection services for the Gannon Drive Resurfacing and Bicycle Facility project in an amount not to exceed \$121,965.

Section 3 AUTHORIZATION TO EXECUTE AGREEMENT: The President or Village Manager is hereby authorized to execute the Agreement attached hereto as Exhibit A, incorporated herein and made part hereof by reference, and to execute any other documents in furtherance of this Resolution in accordance with the Village Code and state and federal law.

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

RESOLVED 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.



Agreement For	Agreement Type
Using Federal Funds? ☒ Yes ☐ No Federal CE	Original

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	Job Number
Hoffman Estates	Cook	22-00114-00-CH	C-91-209-25
Project Number	Contact Name	Phone Number	Email
M6GA(936)	Alan Wenderski	(847) 252-5802	alan.wenderski@vohe.org

SECTION PROVISIONS

Local Street/Road Name	Key Route	Length	Structure Number
Gannon Dr	2409	0.22	N/A
Location Termini			Add Location
Higgins Road (IL 72) to Golf Road (IL 53)			Remove Location

Project Description

Gannon Drive will be repaved and narrowed, with the west curb line being maintained. The additional room on the east side will be used to replace the existing 4'/5'-wide sidewalk on the east side with a 10-foot wide shared use path. Drainage structures and utilities will be relocated as necessary. The northbound thru/right lane on Gannon Drive at the IL58 intersection will be re-striped as a right-turn-only lane. ADA Ramps will be reconstructed on the northeast corner of Gannon/IL58 and southeast corner of Gannon/IL72. No signal relocations or modifications are proposed.

Engineering Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local
Anticipated Construction Funding	☒ Federal ☐ MFT/TBP ☐ State ☒ Other	Local

AGREEMENT FOR

☒ Phase III - Construction Engineering

CONSULTANT

Prime Consultant (Firm) Name	Contact Name	Phone Number	Email
Hampton, Lenzi and Renwick, Inc.	Ryan Livingston	(847) 697-6700	rlivingston@hlreng.com
Address	City	State	Zip Code
1707 North Randall Road, Suite 100	Elgin	IL	60123

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

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

Regional Engineer	Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LPA in immediate charge of the engineering details of the

In Responsible Charge	construction PROJECT
Contractor	A full time LPA employee authorized to administer inherently governmental PROJECT activities
	Company or Companies to which the construction contract was awarded

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (CECS) Worksheet (BLR 05513 or BLR 05514)
- ☐ _____
- ☐ _____
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA for Preliminary and/or Design Engineering: The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. To submit a completed BLR 05613, Engineering Payment Report, to the DEPARTMENT within three months of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement. The form shall be submitted with the final invoice.
8. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
9. That none of the services to be furnished by the ENGINEER shall be sublet assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
10. For Construction Engineering Contracts:
 - (a) The ENGINEER shall be prequalified with the STATE in Construction Inspection. All employees of the ENGINEER serving as the onsite resident construction supervisor or providing construction inspection shall have a valid Documentation of Contract Quantities certification.
 - (b) For all projects where testing is required, the ENGINEER shall obtain samples according to the STATE Bureau of Materials. "Manual of Test Procedures for Materials," submit STATE Bureau of Materials inspection reports; and verify compliance with contract specifications.
11. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the following:
 - (a) Professional Services Selection Act (50 ILCS 510), The Brooks Act (40 USC 11), and the Procurement, Management, and Administration of Engineering, and Design Related Services (23 CFR part 172). Exhibit C is required to be completed with this AGREEMENT.
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. For Construction Engineering Contracts:
 - (a) To furnish a full time LPA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
 - (b) To submit approved forms BC 775 and BC 776 to the DEPARTMENT when federal funds are utilized.
4. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final Payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by LPA and DEPARTMENT, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.
5. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Lump Sum

☐ Specific Rate

☒ Cost plus Fixed Fee: Fixed

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

Field Office Overhead Rates: Field rates must be used for construction engineering projects expected to exceed one year in duration or if the construction engineering contract exceeds \$1,000,000 for any project duration.

6. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. No work shall be commenced by the ENGINEER prior to issuance by the IDOT of a written Notice to Proceed.
2. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT, the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
3. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents, and employees from all suits, claims, actions or damage liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error

or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

4. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such material becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.
5. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
6. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
7. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
8. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property,
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State or local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this certification, an explanation shall be attached to this AGREEMENT.

9. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes include but are not limited to: acts of God or a public enemy; act of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

10. This certification is required by the Drug Free Workplace Act (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited or suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

(a) Publishing a statement:

- (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
- (2) Specifying actions that will be taken against employees for violations of such prohibition.
- (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about:

- (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's or contractor's policy to maintain a drug free workplace;
 - (3) Any available drug counseling, rehabilitation and employee assistance program; and
 - (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER, LPA and the Department agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future project. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

11. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).

12. For Construction Engineering Contracts:

- (a) That all services are to be furnished as required by construction progress and as determined by the LPA employee In Responsible Charge. The ENGINEER shall complete all services herein within a time considered reasonable to the LPA, after the CONTRACTOR has completed the construction contract.
- (b) That all field notes, test records and reports shall be turned over to and become the property of the LPA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
- (c) That any difference between the ENGINEER and the LPA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LPA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
- (d) That in the event that engineering and inspection services to be furnished and performed by the LPA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent employed on such work at the expense of the LPA.
- (e) Inspection of all materials when inspection is not provided by the sources by the STATE Central Bureau of Materials, and submit inspection reports to the LPA and STATE in accordance with the STATE Central Bureau of Materials "Project Procedures Guide" and the policies of the STATE.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Hampton, Lenzini and Renwick, Inc.	36-2555986	\$109,102.00

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Rubino Engineering Inc.	80-0450719	\$12,863.00
Subconsultant Total		\$12,863.00
Prime Consultant Total		\$109,102.00
Total for all work		\$121,965.00

AGREEMENT SIGNATURES

Attest: The

Local Public Agency Type
Village

 of

Local Public Agency
Hoffman Estates

By (Signature & Date)

By (Signature & Date)

Local Public Agency
Hoffman Estates

Local Public Agency Type
Village

 Clerk

Title

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name
Hampton, Lenzini and Renwick, Inc.

By (Signature & Date)

By (Signature & Date)

Title

Title

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Hoffman Estates	Hampton, Lenzini and Renwick,	Cook	22-00114-00-CH

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

PHASE III Construction ENGINEERING

HLR will provide Construction Engineering services for the project to ensure that items in the contract are being constructed in accordance with the plans and bid documents. Since the construction schedule is solely outside of HLR's control, timeframe represented in this agreement are based on the best available information. Based on the anticipated schedule and budget provided by the Client we have included Part Time Construction Observation for a period of 12 weeks. For purposes in this agreement Full Time is considered to be no more than 40 hours per week. Based on the level of on-site construction engineering desired by the Client, increases to the daily operations by the Contractor requiring observation or changes to the duration of construction will constitute additional work. HLR will notify the Client when the contractor is behind schedule since this could cause the need for additional work, not anticipated by the agreement. Final project close-out including punch lists, documentation, agreement to final quantities and final acceptance of the improvements is assumed to require no more than 44 hours. If the contractor is still not in agreement after this effort has been made or stakeholder Agencies have not provided approval HLR will provide final documentation as-is to the Client. Additional efforts requested by the Client to come to an agreement with the contractor or continue coordination with stakeholder agencies may constitute additional work.

The following is a list of basic project understandings

- This project is anticipated to occur concurrently with Jones Road (Section 22-00111-00-RS). If these projects do not occur concurrently the proposed scope of work and budgeted hours will require adjustment.
- Daily Observation of Construction Activities for compliance with the intent of the Plans and Specifications
- Documentation in accordance with IDOT requirements for Federal Aid Improvements for recommendations for payment of the improvements in the scope of the project documents
- Review and routing of contractor submittals to the appropriate agencies for review and approval
- Coordination with Project Stakeholders including the Client and stakeholder agencies (School Districts, First Responders), Contractor, residents and businesses within the project limits and Illinois Department of Transportation for items relating to the scope of this project while on-site performing other duties will be provided, special meetings or additional requests by the Client may constitute additional work
- Coordination with Sub-consultant for material testing services
- Coordination with Client for Construction Layout Services
- Notification will be provided to the contractor for public utilities which require relocation as identified in the project documents. Further coordination or coordination with public utilities not identified in the project documents shall constitute additional work
- Construction observation and documentation of contractor activities for extra or additional work beyond what is identified in the plans or specifications is not included
- Locating of Private or Public Utilities is not included
- Evaluation of excavated materials for presence of contaminants is not included
- Training or mentoring of Village Staff is not included
- It is assumed that the contract plans provide an accurate representation of existing conditions and are accurate representation of the standard of care of Engineering in Illinois
- It is assumed that the awarded contractor will have experience with IDOT policies and procedures and our staff will not be required to train, mentor or assist with required contractor submittals.
- Additional work shall be submitted for approval prior to commencing such work, but shall be considered outside the scope of this contract and may require additional compensation.

Based on the budget provided by the Client, HLR will provide the following personnel:

- o Project Manager – Part Time
 - 12 Weeks at 4 Hours/Week
- o Resident Engineer/Technician – Part Time

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- 2 Weeks at 40 Hours/Week
- 10 Weeks at 24 Hours/Week
- o Inspector – Part time
- 10 Weeks at 17 Hours/Week

The following items are included in the construction engineering scope of services:

1. Pre-Construction Services

HLR will provide the following pre-construction services in order to be ready for the start of construction activities:

- ☐ Kick-off Meeting: HLR will participate in one(1) kick-off meeting with the Client to discuss desired outcomes, potential issues, and schedule.
- ☐ Federally Funded Project Pre-Construction Meeting: For the federally funded projects, HLR will participate in a pre-construction meeting held by IDOT. We will bring up any issues previously discussed with the Client that we feel need to be brought to attention in order to provide a clear understanding of expectation.
- ☐ Public Relations: HLR will be present on-site the hours approved by the Client during construction, as dictated by the contract, and will coordinate with local residents and business as it directly relates to the project.

In addition, HLR will provide the following additional public relations measures:

- Provide 24-hour contact information to Client and specified Stakeholders
 - Coordinate Construction notifications provided by the Contractor
-
- ☐ Plan and Quantity Review: Our team will perform a site visit to identify any visual inconsistencies in the plans or modifications that may be needed based on bid documents provided or changes to existing conditions.
 - ☐ ADA/PROWAG Coordination: HLR will confirm ADA sidewalks and curbs are installed per the construction layout provided and in accordance with lines and grades provided in the design engineering plans.
 - ☐ Project Setup: We will organize all project files and perform submittal, and catalog cut/shop drawing review. Our geotechnical sub-consultant will review and comment on the contractor-submitted Quality Control Plans for Asphalt and Concrete production.
- #### 2. Construction Services
- ☐ Resident Engineer/Technician: HLR will provide “part-time” (See Project Understandings), on-site resident engineering and inspection services to verify that the improvements are constructed, recorded, and quantified in accordance with the IDOT Project Procedures Guide, IDOT Construction Manual, project standards, Client requirements, engineering plans, and construction documents. This will include recommendation for rejection and non-payment of any work that is deficient or lacking proper material inspection documentation, liaison functions, and coordination with all stakeholders. Resident engineering will be provided as detailed in public relations section above.
 - ☐ Documentation: Daily records of contractor activities in IDOT format, Inspector Daily Reports, Weekly Reports, and Pay Estimates will be maintained throughout the duration of construction. Prior Authorization forms will be submitted to the Client or stakeholder agencies for any/all work that is encountered that requires budget changes. All documentation will be prepared by staff that is trained in IDOT’s Documentation of Contract Quantities (Class S-14). In addition, BC-635 Extra Work Daily Report forms will be utilized to track any work that does not have an Agreed Unit Price. Observation, Documentation, review of contractor invoices, authorizations and additional pay estimates related to Extra work will be considered additional work.
 - ☐ Progress Meetings/Status Updates: HLR will conduct IDOT required weekly progress meetings on-site during construction activities to discuss project status and look-ahead schedules. Extra time has not been included for these meetings. Additional staff required to observe active construction activities during this meeting will be considered additional work. Updates and minutes will be sent to the approved project stakeholders weekly. If it is determined that the contractor has deviated from the approved project schedule, they will be directed to resubmit a catch-up schedule to ensure that the project completion date is not compromised.
 - ☐ Material Tracking / Yield Checks: HLR will schedule and coordinate with our geotechnical sub-consultant to provide testing concrete and asphalt in accordance with IDOT policies. We will perform yield checks on all materials. HLR will not recommend payment for material that has not been properly inspected and/or does not meet yield check requirements. Requests for material inspection documentation from the contractor required by IDOT will be made during weekly progress meetings and if not provided the contractor will be reminded at

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subsequent weekly progress meetings. Recommendation of payment for items without proper material inspection documentation will not be made unless otherwise directed by the Client or approved stakeholder agency. If the contractor is not responsive to our requests throughout the contract it will significantly delay the closeout process and will require additional effort on our behalf which will be considered additional work.

☐ Traffic Control and Site Cleanliness Monitoring: HLR will monitor all traffic control and signage for roadway and sidewalk closures. We will monitor area routes to ensure traffic control is effectively maintained through and around all active work zones without conflict. In addition, we will perform daily checks that include inspection of site cleanliness to ensure that construction dust is kept in check, all debris is removed from driving surfaces, and removed sidewalks and roadways are ramped with temporary aggregate or asphalt depending on the estimated time until they can be replaced. IDOT required nighttime traffic control inspections shall be performed during early mornings when the time required to perform such inspection is anticipated to be within the approved and budgeted hours for our Resident Engineer/Technician or Inspector. Should these inspections require additional time beyond the budgeted hours it will be considered additional work.

3. Post-Construction Services

☐ Final Inspection: HLR will present regular punch lists to the contractor with items requiring correction throughout the work in progress. One(1) additional final punch list will be provided at the end of the improvements. After receiving final confirmation from the contractor that all items have been corrected, we will perform One(1) final inspection with the contractor and Client. Recommendation of final acceptance will occur only after all deficient items have been fixed. Additional punch list items added by the Client after the initial punch list is delivered to the contractor, additional inspections to review status, additional compilation of punch lists shall be considered additional work.

☐ As-Built Drawings: HLR will provide hand drawn final as-built drawings that have changes. The as-built plans will not include survey of critical elevations and pipe inverts.

☐ Final Quantities: HLR will provide measured quantities to the contractor on a regular basis throughout the duration of the contract. HLR will provide Final Quantities One (1) time after the completion of all contract work, and provide a written response One (1) time based on any legitimate and documented written disagreements by the Contractor. If the Contractor has still not agreed to final quantities HLR will provide a written 30 day notice per contract requirements. Additional effort to coordinate with the contractor beyond this time will constitute additional work.

☐ Project Closeout: Our team will submit final pay estimates, change orders and various closeout documentation required by IDOT. We have included time during the IDOT closeout process to respond to inquiries, respond to any material inspection deficiencies list, and respond to any IDOT audit deficiencies accordingly. Any resubmittal of documents due to elements outside of our control on behalf of others, such as changes in staffing, misplaced materials, etc. shall be considered additional work.

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**EXHIBIT B
PROJECT SCHEDULE**

Letting: 1/16/2026
 Contract Award: 3/2/2026
 Contract Executiun: 3/17/2026
 Preconstruction Meeting: 4/16/2026
 Construction Start: 5/25/2026
 Substantial Completion: 8/14/26
 Construction Completion: 9/18/26
 Contract Completion: 7/29/27

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Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit D. If the value meets or will exceed the threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The threshold is adjusted annually. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes Due date of submittal **09/16/25**

Method(s) used for advertisement and dates of advertisement

Published on Village website from 9/2/2025 to 9/16/2025

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Project Understanding	25%
Technical Approach	25%
Firm Experience/Past Performance	20%
Staff Capabilities	20%
Specialized Experience	10%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

Director of engineering; Village staff

Top three consultants ranked for this project in order	
1	Hampton, Lenzini and Renwick, Inc.
2	Chastain & Associates, LLC
3	BLA, Inc.

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒
14	QBS according to State requirements used?	☐	☒
15	Existing relationship used in lieu of QBS process?	☒	☐

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16	LPA is a home rule community (Exempt from QBS).		☐ ☒



VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF DEVELOPMENT SERVICES
TRANSPORTATION DIVISION MONTHLY REPORT

SUBMITTED TO: TRANSPORTATION & ROAD IMPROVEMENT COMMITTEE

BY: Jennifer Horn, Director of Planning & Transportation

November 2025

GENERAL UPDATES

- Staff participated in several meetings with partners to begin implementation of the newly adopted *Hoffman In Motion* transportation plan.
- Staff attended the 2025 Illinois Traffic Engineering and Safety Conference in Champaign.

TRANSPORTATION PROJECT UPDATES

Roadway and Bike/Ped Projects in Design

PROJECT	STATUS
Barrington Road Widening - Algonquin to Central Road <i>Lead Agency: IDOT</i>	IDOT MYP for 2024-2028. IGA with IDOT approved in 12/16/24. <i>Construction expected in 2026.</i>
Central Road Off-Street Bike Facility (Access to Transit / CMAQ) <i>Lead Agency: Cook County</i> <i>Scope: Off-street path along the north side of Central Rd. between Paul Douglas Forest Preserve path and Pace Park-n-Ride at Barrington Rd.</i>	Phase II Engineering in progress (Ciorba Group). IGA approved 11/4/24. <i>Construction expected to begin in 2026.</i>
Gannon Drive Bicycle and Roadway Resurfacing Project (Invest in Cook) <i>Lead Agency: VOHE</i> <i>Scope: Resurfacing Gannon Dr. with bike lane between Higgins and Golf.</i>	Phase II Engineering in progress. Final plans submitted to IDOT. <i>Construction expected to begin in 2026.</i>
Golf Road / Barrington Road Intersection Improvement Project <i>Lead Agency: IDOT</i>	Phase II Engineering in progress. IGA with IDOT approved 12/16/24. <i>IDOT construction expected in 2026.</i>
Hassell Road Ped/Bike Enhancement Project (ITEP) <i>Lead Agency: VOHE</i> <i>Scope: Ped/bike streetscape and safety enhancements along Hassell Rd., Pembroke and Stonington, leading to Pace Barrington Rd. transit station.</i>	Phase II Engineering in progress. <i>Construction expected to begin in 2027.</i>
Higgins Road / Huntington Blvd. Intersection Study <i>Lead Agency: IDOT</i> <i>Scope: WB right-turn lane, ped crossing on the east leg, traffic signal, ADA ramps, and bike push button at the SEC of intersection.</i>	Phase I Engineering completed. <i>IDOT prefinal plans complete.</i>
Shoe Factory Road Reconstruction and Off-Street Path <i>Lead Agency: Cook County</i> <i>Scope: Widen and reconstruct Shoe Factory Road from Beverly Road to Essex Drive with off-road path north of Shoe Factory Road, west of Beverly.</i>	Phase II Engineering in progress (Civiltech). ROW and utility relocations in progress. Awaiting IGA for Village review.
Jones Road STP Resurfacing (2026) (Highland Boulevard – IL 72) <i>Lead Agency: VOHE</i>	Phase II Engineering underway (Chastain & Associates).

Roadway and Bike/Ped Projects – Under Construction

PROJECT	STATUS
2025 Village Street Revitalization Project <i>Lead Agency: VOHE</i>	Construction ongoing.
Hassell Road STP Resurfacing (2025) (Fairway Court – Rosedale Lane) <i>Lead Agency: VOHE</i>	Construction substantially complete.
Beverly Road Bicycle Facility and Resurfacing (Invest in Cook, STP-L) <i>Lead Agency: VOHE</i> <i>Scope: Resurfacing from Prairie Stone Pkwy to Beacon Pointe Dr. and construction of a barrier-separated off-street path on the west side of Beverly Rd.</i>	Construction complete. Minor punch list work ongoing.

Taxi Discount Program

Program registration is ongoing with identification cards and coupons sent to residents. Since its inception, 850 residents have registered for the program, with 376 current eligible registrants. The graph below shows historical, year-to-date use, and an estimate of the 2025 usage. The most recent coupons turned in covered through mid-September.

