



**AGENDA**  
**Public Works & Utilities Committee**  
**Regular Meeting**  
**Village Hall**  
**1900 Hassell Road, Hoffman Estates, IL 60169**

---

**October 28, 2024**

**Council Chambers**

**Immediately following Finance  
Committee**

---

1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
  - A. Public Works & Utilities Committee 09-23-2024
3. **PUBLIC COMMENT**
4. **NEW BUSINESS**
  - A. Ratification of the Village Manager's Authorization of an Emergency Expenditure for the replacement of 2 boilers at Fire Station 24 to Moltree Mechanical, Johnsburg, IL in an amount not to exceed \$33,700
  - B. Authorization to approve Change Order #3 for engineering services for Pfizer Lift Station improvements to Ciorba Group, Chicago, IL in an amount not to exceed \$5,633.60
  - C. Authorization to approve a Change Order for the concrete restoration program contract with Schroeder & Schroeder Inc., Skokie, IL in an amount not to exceed \$23,265.74
  - D. Authorization to award contract to Insituform Technologies USA, LLC of Chesterfield, MO for the Barrington Square Town Center Sanitary Sewer Rehabilitation Project in an amount not to exceed \$175,850
  - E. Authorization to award contract to Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in an amount not to exceed \$1,298,006
  - F. Authorization to:
    - a. waive formal bidding;
    - b. purchase one replacement heavy-duty dump truck chassis from JX Truck Center, Wadsworth, IL (via Sourcewell Purchasing Consortium) in an amount not to exceed \$152,250; and
    - c. grant the Village Manager authority to approve change orders associated with this request, as needed, in a total amount not to exceed \$30,000
  - G. Authorization to:
    - a. waive formal bidding; and
    - b. purchase two snow plows from Lindco Equipment Sales, Merrillville, IN (via Sourcewell Purchasing Consortium) in an amount not to exceed \$64,000
  - H. Authorization to:

- a. waive formal bidding;
- b. purchase replacement chassis from Friendly Ford, Roselle, IL (low quote) in an amount not to exceed \$348,584; and
- c. grant the Village Manager authority to approve change orders, as needed, in an amount not to exceed \$24,000

5. **REPORTS**

- A. Public Works Department Monthly Report
- B. Engineering 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](http://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.*

**PUBLIC WORKS & UTILITIES COMMITTEE  
MEETING MINUTES**

September 23, 2024

**I. Roll call**

**Members in Attendance:**

**Anna Newell, Chairperson  
Karen Mills, Vice Chairman  
Gary Pilafas, Trustee  
Gary Stanton, Trustee  
Karen Arnet, Trustee  
Pat Kinnane, Trustee  
William McLeod, Mayor**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Jana Dickson Blake, Asst. Corp. Counsel  
Rachel Musiala, Finance Director  
Monica Saavedra, Director of HHS  
Alan Wax, Fire Chief  
Joe Nebel, Director PW  
Paul Petrenko, Superintendent PW  
Kasia Cawley, Police Chief  
Darek Raszka, Director of IS  
Alan Wenderski, Dir. Of Engineering  
Ric Signorella, Multimedia Production Mgr.**

The Public Works and Utilities meeting was called to order at 7:00 p.m.

**II. Approval of Minutes –**

- A. Public Works & Utilities Committee 08-19-2024
- B. Public Works & Utilities Committee 09-09-2024 Special

Motion by Trustee Arnet, seconded by Trustee Mills, to approve the Public Works & Utilities Committee meeting minutes of August 19, 2024. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Mayor McLeod, to approve the Special Public Works & Utilities Committee meeting minutes of September 9, 2024. Voice vote taken. All ayes. Motion carried.

**III. Public Comment**

**REPORTS (INFORMATION ONLY)**

**1. Department of Public Works Monthly Report**

The Department of Public Works Monthly Report was received and filed.

**2. Engineering Division Monthly Report**

The Engineering Division Monthly Report was received and filed.

**IV. President’s Report** – Mayor McLeod reported on his activities and wished Trustee Kinnane a Happy Birthday (September 28<sup>th</sup>). Mayor attended the NW Municipal Conference event and Wine Wednesday on September 18<sup>th</sup>, on September 19<sup>th</sup> he attended the Senate hearing on transportation, on September 20<sup>th</sup> he participated in the Legislative Luncheon held at Ascension and on the 21<sup>st</sup> attended the Village’s 65<sup>th</sup> birthday party led by historian Pat Barch.

**V. Other**

**VI. Items in Review**

**VII. Adjournment**

Motion by Trustee Arnet, seconded by Trustee Stanton, to adjourn the meeting at 7:03 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**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4A

**REQUEST:** Ratification of the Village Manager's Authorization of an Emergency Expenditure for the replacement of 2 boilers at Fire Station 24 to Moltree Mechanical, Johnsburg, IL in an amount not to exceed \$33,700

**FROM:** Paul Petrenko, Superintendent of Facilities & Arena Maintenance  
Joseph Nebel, Public Works Director

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

In the 2025 Capital Improvements Program, there is funding allocated to replace the two boilers at Fire Station 24, which are nearing their end of life. However, one of the boilers has since been removed from service due to a cracked heat exchanger that is irreparable. In order to maintain control and communications between the two redundant boilers, and due to the age and condition of each unit, both are recommended for replacement at this time. Facilities staff are not confident in having a single boiler, which is also nearing its end of life, heating this facility. Also, long lead times for the boiler equipment make the immediate purchase of them prudent.

Staff received 3 quotes from mechanical contractors (attached), the lowest from Moltree Mechanical at \$33,700 to replace both boilers. Due to the critical nature of this equipment, the Village Manager authorized the emergency purchase. This request will ratify that authorization.

**FINANCIAL IMPACT**

While this project was not budgeted in 2024, funds will be allocated from the General Fund maintenance of fire stations account to allow the work to begin as soon as possible.

**RECOMMENDATION**

Ratification of the Village Manager's Authorization of an Emergency Expenditure for the replacement of 2 boilers at Fire Station 24 to Moltree Mechanical, Johnsburg, IL in an amount of \$33,700.

**ATTACHMENTS**

1. Image\_051

**VILLAGE OF HOFFMAN ESTATES  
OFFICE OF CORPORATION COUNSEL**

**REVIEW AND APPROVAL PROCEDURES  
FOR A CONTRACT**

Budget # 01404424-4518

Project Title:	<u>Emergency Boiler Purchase and Installation</u>
Contact Person:	<u>Paul Petrenko</u>
Department:	<u>Public Works</u>
Amount of Contract:	<u>\$33,700.00</u>
Mgr./Bd. Approval Req. By:	<u>To be presented to the Board at a future date</u>
Village Signature Required:	over \$30,000 – Village President _____ Under \$30,000 – Village Manager _____

**1. DEPARTMENT DIRECTOR OR  
COMMISSION LIAISON**

**APPROVE      DISAPPROVE      COMMENT**

- A. As to Amount Budgeted \_\_\_\_\_  
B. As to Purpose & Content \_\_\_\_\_

Signed \_\_\_\_\_

*[Handwritten Signature]*

10 / 7 / 24  
Date

**2. DIRECTOR OF FINANCE**

**APPROVE      DISAPPROVE      COMMENT**

- A. As to Budget \_\_\_\_\_

Signed \_\_\_\_\_

*[Handwritten Signature]*  
Director of Finance

10 / 7 / 24  
Date

**3. RISK MANAGER**

**APPROVE      DISAPPROVE      COMMENT**

- A. As to Liability \_\_\_\_\_  
B. As to Insurance Coverage Req. \_\_\_\_\_

Signed \_\_\_\_\_

*[Handwritten Signature]*  
Risk Manager

10 / 8 / 24  
Date

**4. CORPORATION COUNSEL**

**APPROVE      DISAPPROVE      COMMENT**

- A. As to Legality \_\_\_\_\_  
B. As to Form \_\_\_\_\_

Signed \_\_\_\_\_

*[Handwritten Signature]*  
Corporation Counsel

10 / 7 / 24  
Date

**5. VILLAGE MANAGER**

**FOR SIGNATURE      FOR BOARD TRANSMITTAL      COMMENT**

- A. Accepted \_\_\_\_\_  
B. Not Accepted \_\_\_\_\_

Signed \_\_\_\_\_

*[Handwritten Signature]*  
Village Manager

10 / 8 / 24  
Date

Procedures:

- The Department Director or Commission Liaison is responsible for initiating this form for each contract.
- The original contract and this form shall be filed with the Village Clerk.



# MOLTREE Mechanical

Heating  
Boilers

Air Conditioning  
Ventilation

## Boiler Replacement

September 16th, 2024

Attn. Robert Melhuish  
Village of Hoffman Estates  
Pembroke Ave.  
Estates, IL. 60195  
Robert.Melhuish@vohe.org  
847-815-3114  
Marc Marcelo  
Marc.marcelo@vohe.org  
847-975-0237

### PROJECT LOCATION

Hoffman Estates Fire Station 24 2305  
5775 Beacon Point Dr. Hoffman  
Hoffman Estates, IL. 60192

### Work to be performed:

- Remove and replace (2) Munchkin Boilers ( 399M R2 )
- Remove Vision lead/lag controller
- Install (2) Lochinvar KBX0400 KNIGHT XL Boilers
- Include lead/lag header sensor, LWCO w/ manual reset, High temp limit w/manual reset.
- Reconnect to flue pipes
- Reconnect to gas and electric
- Reinsulate piping
- BUILDING AUTOMATION TIE IN BY OTHERS

5909 Crosswind Ct.,  
Johnsburg, IL. 60051  
[Moltreemechanical@gmail.com](mailto:Moltreemechanical@gmail.com)  
(815) 354 - 5763

- Start up and test operation
- 1-2 week lead time
- 1-year labor warranty
- NOTE BOILERS WILL BE DOWN FOR 1-2 DAYS AND AIRHANDLER DISCHARGE TEMPS. WILL NEED TO BE ADJUSTED BY BAS

Total Amount Installed \$33,700.00

Excludes: Permits, asbestos removal, painting, drywall repair

Payment due upon completion of work.

Contract void after 30 days if not accepted. If accepted, please sign and initial options on the proposal and return (1) copy. The undersigned agrees to pay collection fees, attorney fees, court costs, and other expenses incurred by Moltree Mechanical LLC in the event of collection services or legal action. Payment due within 30 days from completion date or as described above. Should the amount be referred to a collection agency or attorney, the customer agrees to pay all collection costs, reasonable attorney fees, 18% interest annually or 1.5% per month until the date of full payment. It is understood and agreed that unforeseen conditions and/or changes in the scope of work may result in additional cost and/or time extensions to this proposal.

Thank you for the opportunity. We look forward to doing quality work for you. Please contact me with any questions you may have at 815-814-6097.

Kindly,

**Brett Bullamore**

**Owner**

**815-354-5673 office**

**815-814-6097 cell**

[Brettbmoltree@gmail.com](mailto:Brettbmoltree@gmail.com)

Accepted By: *William D. McLeod* Date: *10-9-2024*

5909 Crosswind Ct.,  
Johnsburg, IL. 60051  
[Moltreemechanical@gmail.com](mailto:Moltreemechanical@gmail.com)  
(815) 354 - 5763

# Oak Brook Mechanical Services

961 S. Route 83  
Elmhurst, IL 60126  
Voice: 630-941-3555 Fax: 630-941-0294  
OMSHVAC.com  
mikeh@omshvac.com

To: Hoffman Estates Public Works From: Mike Hoy  
Attn: Robert Melhuish Pages: 1  
Phone: (847)815-5113 Date: July 31, 2024  
Re: Replace Boilers Fire Station 24 Email: Robert.Melhuish@HoffmanEstates.org

---

Comments: Replace 2-Munchkin Boilers-Fire Station 24

Oak Brook Mechanical Services Inc proposes on disconnecting and removing the existing two Munchkin 399MR2 hydronic heating boilers at fire station 24 and replacing them with two Lochinvar KBX0400 boilers complete with new pump for each boiler. Includes reconnecting to existing combustion air and flue exhaust piping, existing gas piping, existing hot water supply and return piping, electrical, and installing new condensate neutralizers and drain piping and insulating new piping complete with start-up of new boilers. Munchkin no longer makes this boiler.

Total Lot Price: \$48,061.00

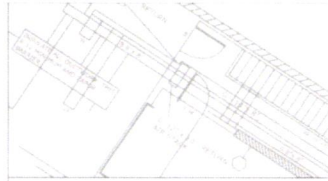
Mike Hoy

Service Estimator

Oak Brook Mechanical Services Inc.



**Advantage Mechanical**  
Commercial HVAC Services



765 Ridgeview Dr  
McHenry, IL 60050  
Office: 815-363-7035  
Fax: 815-363-7045

[www.advantagemechanicalinc.com](http://www.advantagemechanicalinc.com)

August 16 2024

**Mr. Robert Melhuish**

Village of Hoffman of Hoffman Estates  
2305 Pembroke Ave  
Hoffman Estates, Illinois 60195

RE: Station 24 Boiler Replacement

Bob,

As per your request AMI proposes to replace 2 boilers at station 24. The scope of work is as follows:

- Remove and dispose of existing boilers
- Install 2 KBX400 Knight Boilers
- Install 2 LWCO manual reset
- Install 2 neutralizing kits
- Pipe and reinsulate
- Remove existing control panel
- ALC controls by others
- Provide complete start up

**Work to be performed for the sum of...\$33,827.00**

Prices are good for 30 days

Accepted: \_\_\_\_\_

Date: \_\_\_\_\_



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/3/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Aleckson Insurance Agency, 1155 Ensell Rd. Lake Zurich, IL 60047
CONTACT NAME:
PHONE (A/C, No, Ext): (847) 566-7200 FAX (A/C, No): (847) 566-1750
INSURER(S) AFFORDING COVERAGE: INSURER A: Pekin Insurance Company NAIC #: 24228
INSURED: Moltree Mechanical LLC, 5909 Crosswind Court Johnsbury, IL 60051
INSURER B: Employers Preferred Insurance 25402

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation and Employers' Liability.

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

CERTIFICATE HOLDER: Village of Hoffman Estates, 1900 Hassell Road Hoffman Estates, IL 60169
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]



**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4B

**REQUEST:** Authorization to approve Change Order #3 for engineering services for Pfizer Lift Station improvements to Ciorba Group, Chicago, IL in an amount not to exceed \$5,633.60

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

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

Ciorba Group was awarded the Pfizer Lift Station Improvements design contract on 8/15/2022 for a contract price of \$76,578.06 with Village Board approval not to exceed amount of \$95,500.00.

Ciorba Group presented the Village a request for supplement including fees related to additional design efforts to the original contract for “Pfizer Lift Station Improvement Project”. The original contract assumed extra services would be required, but the extent was only estimated at the time the original contract was awarded. This project timing was critical in improving sanitary sewer capacity and infrastructure ahead of the Microsoft Data Center construction and operation. The extra work completed in "Change Order No. 3" had a significant impact on accurate pump sizing, safety impacts for operations staff working in the station, and potentially expensive changes after the project was awarded for construction.

After reviewing the request, discussions with staff, and discussions with the Ciorba representative, we found “Change Order No. 3” to be warranted. The change order request for “Change Order No. 3” is \$5,633.60 and brings the total cost of the contract to \$99,257.30 after two previous change orders.

**FINANCIAL IMPACT**

The original Village Board Authorization for this contract was \$95,500. The supplement requested is for \$5,633.60 and increases the Village Board Authorization for this project to \$99,257.30. There will be no additional change orders to this contract.

**RECOMMENDATION**

Authorization to approve Change Order No. 3 for engineering services for Pfizer Lift Station improvements to Ciorba Group, Chicago, IL in an amount not to exceed \$5,633.60.

**ATTACHMENTS**

1. Supplement No. 3 - Additional Work\_091224

2. Change Order 2 signed

**Supplemental Agreement for Engineering Services  
Village of Hoffman Estates  
Pfizer Lift Station Improvements  
(Ciorba Project Number 0021536.01)**

This is a SUPPLEMENTAL AGREEMENT between the Village of Hoffman Estates, (hereinafter referred to as the "CLIENT", and CIORBA GROUP, INC. located at 8725 W. Higgins Road, Suite 600 in Chicago, Illinois, a firm of Consultants (hereinafter referred to as "CIORBA"). The CLIENT and CIORBA previously entered into an AGREEMENT hereinafter referred to as the PRIME AGREEMENT, dated August 29, 2022, for the Pfizer Lift Station Improvements (hereinafter referred to as the PROJECT).

The CLIENT now proposes that CIORBA provides the additional engineering services described in Section Two - Scope of Work in connection with the PROJECT.

The CLIENT has determined that this change is in the best interest of the CLIENT and is authorized by law.

NOW THEREFORE, the CLIENT and CIORBA, in consideration of the mutual covenants hereinafter set forth, agree to as follows:

**SECTION ONE - GENERAL PROVISIONS**

All work completed under this SUPPLEMENTAL AGREEMENT and any remaining work under the PRIME AGREEMENT shall be bound by the provisions of the PRIME AGREEMENT except as amended hereinafter.

**SECTION TWO - SCOPE OF WORK**

CIORBA agrees to perform certain enumerated services in connection with the PROJECT hereinafter stated as described in EXHIBIT A—SCOPE OF SERVICES.

**SECTION THREE - PROJECT SCHEDULE**

There is no change in the Project Schedule due to the additional work described in this SUPPLEMENTAL AGREEMENT.

**SECTION FOUR - COMPENSATION**

The PROJECT FEE shown in the PRIME AGREEMENT, and two previous supplements, is increased as outlined in the attached EXHIBIT B by \$5,633.60 to a total of \$ 99,257.03.

IN WITNESS WHEREOF, the parties have caused this SUPPLEMENTAL AGREEMENT to be executed on the date shown below.

Executed by the:

Village of Hoffman Estates of the State of Illinois, acting by and through its Board of Trustees.

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

ATTEST: \_\_\_\_\_  
Village Clerk

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Date: \_\_\_\_\_

**Ciorba Group, Inc.**

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

ATTEST: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Supplemental No. 3 - Scope of Work  
For  
Additional Design Effort  
For  
Pfizer Lift Station Improvement Project  
August 5, 2024  
*Revised September 12, 2024*

### DESCRIPTION OF WORK

Additional design effort was required during the plan and contract development that was not included in the design engineering services proposal. Due to the accelerated nature of the design, work was completed as required to meet the project deadlines. See the following scope of services for a detailed description of the additional design efforts.

Additional work effort included the following:

### SCOPE OF SERVICES

#### **Task 1 - Existing Lift Station Drawdown Testing**

Ciorba reviewed the Village's Drawdown Testing Results, to confirm existing pump operation point and review pump on/off setpoints. The Drawdown Test was performed by the Village on 3/6/2023, due to multiple forms and reports indicating differing pump operational requirements/rates.

Ciorba used drawdown tests to refine Existing Pump System Head & Pump Curves, included in the submittal to MWRDGC, to justify proposed pump calculations, since the actual operational point of the existing pumps was 1,700 gpm versus the 1,200 gpm pump listed on the nameplates. It was anticipated that this difference was due to approximately half of the total length of forcemain flowing by gravity, which resulted in the actual pump operating point being so much farther to the right.

The drawdown testing also confirmed wet well bench dimensions as there were numerous discrepancies between existing conditions, original permit application, and design drawings.

#### **Task 2 - Valve Vault Exhaust Fan**

Ciorba sized the exhaust fan for the proposed valve vault as requested in written comments received on 5/2/2023 from the Village. Ciorba coordinated size, material, and accessories required for mounting to the structure. This work included:

- Researching various manufacturers to verify the smallest exhaust fan size available, since most manufacturer's smallest fan sizes exceeded the project requirements.
- Ciorba also coordinated with one of the manufacturers to confirm which accessories would be required for mounting to a concrete structure, exterior applications, and installation.

# Exhibit B

Cost Estimate of  
Consultant Services  
(Direct Labor Multiple)

Firm	Ciorba Group, Inc
Project	Pfizer Lift Station Improvements
	Supplement No. 3

Date 09/11/24

ITEM	MANHOURS	PAYROLL	(2.8+R) TIMES PAYROLL	DIRECT COSTS	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
	(A)	(B)	(C)	(D)	(E)	(C+D+E)	
Existing Lift Station Drawdown Testing	17	\$ 1,024.00	\$ 2,867.20	\$ -		\$ 2,867.20	51%
Valve Vault Exhaust Fan	13	\$ 988.00	\$ 2,766.40	\$ -		\$ 2,766.40	49%
<b>TOTALS</b>	30	\$ 2,012.00	\$ 5,633.60			\$ 5,633.60	100%

Activity		Grand Total	Project Manager II	WR Engineer II
<b>TOTAL</b>		<b>30</b>	<b>22</b>	<b>8</b>
<b>1.</b>	<b>Existing Lift Station Drawdown Testing</b>	<b>Task Total:</b>	<b>17</b>	<b>9</b>
	0110 Existing Lift Station Drawdown Testing	Meetings	17	9
	Review Results		2	2
	Calculations and Revise Existing Pump/System Curves		3	3
	Revise Permit Submittal To Include Results and Coordinate with MWRDGC		12	4
				8
<b>2.</b>	<b>Valve Vault Exhaust Fan</b>	<b>Task Total:</b>	<b>13</b>	<b>13</b>
	0210 Valve Vault Exhaust Fan	Subtotal:	13	13
	Sizing Exhaust Fan and Coordination		6	6
	Adding Exhuast Fan to Contract Plans and Specifications		7	7

**VILLAGE OF HOFFMAN ESTATES  
OFFICE OF CORPORATION COUNSEL  
REVIEW AND APPROVAL PROCEDURES  
FOR CHANGE ORDERS**

1. Project Title:	<u>Pfizer Lift Station improvements Engineering Service</u>
2. Project Manager:	<u>Haileng Xiao</u>
3. Department:	<u>Public Works</u>
4. Amount of Original Contract:	<u>\$76,578.06</u> (Board Authorized \$95,500)

5. Amount of Change Order: \$ 5,266.80

6. Has there been a prior Change Order?  Yes  No

6a. If yes, how much for all total change orders including this one? \$ 17,005.37

7. What is this Change Order number? Change Order No. 2

8. Does the Change Order(s) extend the time of completion by 30 days or more?  Yes  No

9. If the Change Order(s) is more than \$10,000 or extends the time of completion by 30 days or more:

a) Were the circumstances necessitating the change not reasonably foreseeable?  N/A  Yes  No

b) Was the change germane to the original contract?  N/A  Yes  No

c) Is the Change Order in the best interest of the Village of Hoffman Estates?  N/A  Yes  No

Change Order No. 2 is approved:

\_\_\_\_\_  
Department Director

I have reviewed the matter and concur:

\_\_\_\_\_  
Village Manager

I have reviewed the matter and concur:

\_\_\_\_\_  
Corporation Counsel

Is the amount of Change Order (s) over \$7,500:  Yes  No

If yes, Board Approval Required: Board Approved: 8/15/2022

20        
\_\_\_\_\_  
Village Clerk

If No, Village Manager Approves: Approved: \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
Village Manager

**VILLAGE OF HOFFMAN ESTATES  
OFFICE OF CORPORATION COUNSEL  
REVIEW AND APPROVAL PROCEDURES  
FOR CHANGE ORDERS**

1. Project Title:	<u>Pfizer Lift Station improvements Engineering Service</u>		
2. Project Manager:	<u>Haileng Xiao</u>		
3. Department:	<u>Public Works</u>		
4. Amount of Original Contract:	<u>\$76,578.06</u>	<u>(Board Authorized \$95,500)</u>	

5. Amount of Change Order: \$ 11,778.57

6. Has there been a prior Change Order?  Yes  No

6a. If yes, how much for all total change orders including this one? \$ \_\_\_\_\_

7. What is this Change Order number? Change Order No. 1

8. Does the Change Order(s) extend the time of completion by 30 days or more?  Yes  No

9. If the Change Order(s) is more than \$10,000 or extends the time of completion by 30 days or more:

a) Were the circumstances necessitating the change not reasonably foreseeable?  N/A  Yes  No

b) Was the change germane to the original contract?  N/A  Yes  No

c) Is the Change Order in the best interest of the Village of Hoffman Estates?  N/A  Yes  No

Change Order No. 1 is approved:

\_\_\_\_\_  
Department Director

I have reviewed the matter and concur:

\_\_\_\_\_  
Village Manager

I have reviewed the matter and concur:

\_\_\_\_\_  
Corporation Counsel

Is the amount of Change Order (s) over \$7,500:  Yes  No

If yes, Board Approval Required: 20 8/15/2022

\_\_\_\_\_  
Village Clerk

If No, Village Manager Approves:

Approved: FEBRUARY 3 2023  
  
\_\_\_\_\_  
Village Manager

**VILLAGE OF HOFFMAN ESTATES  
OFFICE OF CORPORATION COUNSEL  
REVIEW AND APPROVAL PROCEDURES  
FOR A CONTRACT**

Agreement Amendment

Budget # 40407325-4608

Project Title:	Engineering Services for Pfizer Lift Station improvements
Contact Person:	Haileng Xiao <i>[Signature]</i>
Department:	Public Works
Amount of Contract:	\$76,578.06 (\$95,500 Board Approved)
Mgr./Bd. Approval Req. By:	Village Board (8/15/2022)
Village Signature Required:	Over \$20,000 - Village President <u>X</u> Under \$20,000 - Village Manager _____

**1. DEPARTMENT DIRECTOR OR COMMISSION LIAISON**

- A. As to amount budgeted
- B. As to purpose & content

APPROVE    DISAPPROVE    COMMENT

\_\_\_\_\_  
 \_\_\_\_\_  
 Signed *[Signature]* \_\_\_\_\_ Date 8/19/22

**2. DIRECTOR OF FINANCE**

- A. As to budget

APPROVE    DISAPPROVE    COMMENT

\_\_\_\_\_  
 Signed *Rachel Rosale* \_\_\_\_\_ Date 8/27/2022  
 Director of Finance

**3. RISK MANAGER**

- A. As to Liability
- B. As to Insurance Coverage Req.

APPROVE    DISAPPROVE    COMMENT

\_\_\_\_\_  
 \_\_\_\_\_  
 Signed *[Signature]* \_\_\_\_\_ Date 8/22/22  
 Risk Manager

**4. CORPORATION COUNSEL**

- A. As to legality
- B. As to form

APPROVE    DISAPPROVE    COMMENT

\_\_\_\_\_  
 \_\_\_\_\_  
 Signed *[Signature]* \_\_\_\_\_ Date 8/25/22  
 Corporation Counsel

*501 CCS 5/10/22*  
*Public Street should advise completion with St. Stahl*

**5. VILLAGE MANAGER**

- A. Accepted
- B. Not accepted

FOR SIGNATURE    FOR BOARD TRANSMITTAL    COMMENT

\_\_\_\_\_  
 Signed *[Signature]* \_\_\_\_\_ Date 8/25/22  
 Village Manager

Procedures:

- 1. The Department Director or Commission Liaison is responsible for initiating this form for each contract.

# AGENDA

*Village of Hoffman Estates  
Second Meeting of the Month  
Village Board of Trustees*

*1900 Hassell Road  
Hoffman Estates, IL 60169  
847/882-9100*

**Board Room**

**August 15, 2022**

*(Immediately Following Public Health & Safety Committee)*

1. **CALL TO ORDER/ROLL CALL**
2. **PLEDGE OF ALLEGIANCE TO THE FLAG**
3. **RECOGNITION OF AUDIENCE**
  - A. Presentation from ComEd regarding reliability issues in the Village.
4. **APPROVAL OF MINUTES - August 1, 2022**
5. **CONSENT AGENDA/OMNIBUS VOTE (Roll Call Vote)**

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

  - A. Approval of Agenda.
  - B. Approval of the schedule of bills for August 15, 2022 - \$4,114,037.42.
6. **REPORTS (INFORMATION ONLY)**
  - A. **President's Report**
    - ... Proclamation(s)
      - Peter Edgar Day (25 Years' Service)
      - National Overdose Awareness Day
      - National Senior Citizens Day
      - Never Give Up Day
  - B. **Trustee Comments**
  - C. **Village Manager's Report**
  - D. **Village Clerk's Report**
  - E. **Treasurer's Report**
7. **ADDITIONAL BUSINESS**
  - A. Request Board approval of an Intergovernmental Agreement between the Village of Hoffman Estates and the Illinois State Toll Highway Authority for emergency response services on Interstate 90.
  - B. Request Board approval of an Intergovernmental Agreement between the Village of Hoffman Estates and Hanover Township for emergency services mutual aid.
  - C. Request Board approval to enter into an Intergovernmental Agreement with the Board of Trustees of Northern Illinois University, DeKalb, Illinois, on behalf of the Northern Illinois University Division of Information Technology.

7. **ADDITIONAL BUSINESS - Continued**

- D. Request Board approval of an amended Memorandum of Agreement with Andy Frain Services, Inc. to provide contractual services for events at the NOW Arena.
- E. Request Board authorization to:
  - 1) waive formal bidding (due to utilization of a government master agreement); and
  - 2) purchase 50 desktop computers, 50 monitors, and 9 laptop computers from Dell EMC, Round Rock, TX, in an amount not to exceed \$67,301.81.
- F. Request Board authorization to award contract for Fire Station 23 roofing overlay to Solaris Roofing Solutions, Inc., Elburn, IL, (low bid) in an amount not to exceed \$37,000.
- G. Request Board authorization to award contract to Ciorba Group, Chicago, IL, for engineering services for Pfizer Lift Station improvements in an amount not to exceed \$95,500.

8. **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](http://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.*

**COMMITTEE AGENDA ITEM  
VILLAGE OF HOFFMAN ESTATES**

**SUBJECT:** Request authorization to award contract to Ciorba Group, Chicago, IL, for engineering services for Pfizer Lift Station improvements in an amount not to exceed \$95,500.

**MEETING DATE:** August 15, 2022

**COMMITTEE:** Public Works & Utilities

**FROM:** Joseph Nebel, Director of Public Works  
Haileng Xiao, Superintendent of Water and Sewer

---

**PURPOSE:** To award contract for engineering and design services for the replacement or rehabilitation of Pfizer Lift Station, located at 2090 Central Road.

**BACKGROUND:** Pfizer Lift Station was originally constructed in 1975 and is a dry well/wet well prefabricated steel duplex-style underground pumping station with two pumps rated at 1,200 gpm each. This station discharges sewage through a 10-inch diameter force main that runs south under the tollway and connects to an 18-inch diameter gravity sewer.

This station's service area was originally zoned for warehouse and light industrial use. In recent years, changes in the service area include the Bell Works development at the former AT&T site, to include residential and commercial/office space, and the upcoming datacenter.

Due to the anticipated increase in sanitary sewer volume as a result of these projects, a preliminary capacity analysis and independent inspection of the station was completed in July 2021. Both reports indicated the station requires rehabilitation or replacement, due to the station's age and condition, with an additional recommendation to increase pumping capacity.

**DISCUSSION:** In 2022, staff prepared an RFP for engineering and design services for the replacement or rehabilitation of Pfizer Lift Station including preparation of plans, bid documents, and other related materials. The goal of this study is to evaluate the existing system's configuration, assess current condition, and identify potential solutions. Possible options include rehabilitation of the existing station with pumping capacity upgrades or a full replacement with a higher capacity station at a new location, among other alternatives.

**DISCUSSION (Continued):**

The RFP was sent to seven firms on the Village's list of prequalified engineering firms in June 2022. The Village received five proposals, ranging from \$65,493 to \$227,100. Staff evaluated each proposal based on a number of criteria, including the firm's: understanding of the project scope; technical approach; relevant experience; capacity to complete the work; and estimated staff hours dedicated to the project. Ciorba Group's proposal was deemed to be the most thoughtful, innovative, and comprehensive, providing project specific responses that illustrated a high level of commitment to project success. In addition, Ciorba has been awarded the Cook County Department of Transportation and Highway's contract for Central Road Phase II design and drainage improvements, which will give Ciorba unique opportunities to coordinate these projects and avoid potential conflicts. While cost was not a primary determining factor, Ciorba's proposal was also the lowest, a base cost of \$65,493.

Ciorba's proposal included some optional add-on services such as subsurface utility investigation (\$7,185), third party flow testing of the existing station (\$16,900), and inspection of the existing wet well structure (\$3,190), among other additions. Staff believes these optional services may be advisable to produce the highest quality final design and to minimize unknowns before design begins. The final decision to include these services may be made after additional field work is completed. There also remains the potential for additional work as unknown field conditions are discovered.

**FINANCIAL IMPACT:**

Funding for this project has been contributed by the project developer. The cost of this project includes \$65,500 for the base proposal with contingency funds (\$30,000) reserved for additional services that may be added/necessary as the work progresses, for a total of \$95,500.

**RECOMMENDATION:**

Request authorization to award contract to Ciorba Group, Chicago, IL, for engineering services for Pfizer Lift Station improvements in an amount not to exceed \$95,500.

*NOTE: Complete proposal documents are available in the white Public Works & Utilities binder in the Trustees' Ante Room.*

**Supplemental Agreement for Engineering Services  
Village of Hoffman Estates  
Pfizer Lift Station Improvements  
Design Engineering Services**

This is a SUPPLEMENTAL AGREEMENT between the Village of Hoffman Estates (hereinafter referred to as the VILLAGE, and CIORBA GROUP, INC located at 8725 W. Higgins Road, Suite 600 in Chicago, Illinois, a firm of Consultants (hereinafter referred to as "CIORBA"). The VILLAGE and CIORBA previously entered into an AGREEMENT (hereinafter referred to as the PRIME AGREEMENT), dated August 29, 2022, in which CIORBA agreed to provide certain professional engineering services for the Pfizer Lift Station Improvements (hereinafter referred to as the PROJECT).

The VILLAGE now proposes that CIORBA provides additional preliminary design engineering services in connection with the PROJECT.

The VILLAGE has determined that this change is in the best interest of the VILLAGE and is authorized by law.

NOW THEREFORE, the VILLAGE and CIORBA, in consideration of the mutual covenants hereinafter set forth, agree to as follows:

**SECTION ONE - GENERAL PROVISIONS**

All work completed under this SUPPLEMENTAL AGREEMENT and any remaining work under the PRIME AGREEMENT shall be bound by the provisions of the PRIME AGREEMENT except as amended hereinafter.

**SECTION TWO - SCOPE OF WORK**

CIORBA agrees to perform the following additional work as described in Exhibit A.

**SECTION THREE - PROJECT SCHEDULE**

There is no change in the Project Schedule due to the additional work described in this SUPPLEMENTAL AGREEMENT.

**SECTION FOUR - COMPENSATION**


The upper limit of compensation shown in the PRIME AGREEMENT (Section 2 of BASIC AGREEMENTS OF THE VILLAGE is increased as outlined in the attached EXHIBIT B - COST ESTIMATE OF CONSULTANT SERVICES and IN-HOUSE DIRECT COSTS by \$11,778.57 to a total of \$ 88,356.63.

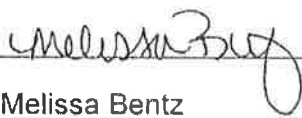
IN WITNESS WHEREOF, the parties have caused this SUPPLEMENTAL AGREEMENT to be executed on the date shown below.

Executed by the:

Village of Hoffman Estates of the State of Illinois, acting by and through its Board of Trustees. Issuance of a purchase order shall be deemed acceptance of the terms of the Supplemental Agreement for Engineering Services.

**Ciorba Group, Inc.**

By:   
Name: Duane O'Laughlin, PE  
Title: Chief Operating Officer  
Date: 1/26/2023

ATTEST:   
Name: Melissa Bentz  
Title: CFO

**Supplemental Scope of Work  
For  
Temporary Electric Service  
For  
Pfizer Lift Station Improvements  
January 6, 2023**

DESCRIPTION OF WORK

Ciorba is proposing a temporary electric service solution for the Pfizer Lift Station to address current equipment lead times and Com Ed policies regarding distribution of pad mounted transformers for new services. The temporary electric service installation would allow existing 120/240V, 3-phase, electrical equipment to operate when connected to a 277/480V, 3-phase, pad mounted transformer.

Once the new equipment has been installed and inspected by the Village Inspector, Com Ed will then begin the process of assigning a new Com Ed pad mounted transformer for the lift station improvement project.

The following describes the work that Ciorba Group will provide as part of the project.

SCOPE OF SERVICES

*Task 1 - Meetings and Coordination*

Ciorba will coordinate installing a temporary 277/480V, 3-phase electric service and step-down transformer at the lift station with a maximum of three Contractors. Contractors will provide proposals to perform this work ahead of the lift station improvements. Ciorba will setup one meeting with Com Ed to coordinate the temporary electric service.

*Task 2 - Temporary Electric Service Design*

Ciorba will select equipment, prepare detail(s) for work to be performed, and written scope necessary to provide the contractors for the work. This will ensure that the Village receives consistent bids.

*Task 3 - Construction Assistance*

Ciorba will organize a pre-bid meeting with the Contractors and the Village to discuss the proposed work. Ciorba will collect proposals, review, and provide a recommendation to the Village.

Ciorba will review Contractor shop drawing and catalog cut submittals for conformance with the proposed scope. Ciorba will also provide part-time construction observation assistance to monitor construction progress as necessary. Construction services will include:

- Review equipment layout



- Assist with coordination with Com Ed
- Final walkthrough
- Measure quantities
- Review final pay estimate

**Task 4 - Project Management and Administration**

Ciorba will track project status, schedule, and budget. Also included in this task is reviewing invoice(s) and prepare project status report.

# Exhibit B

Cost Estimate of  
Consultant Services  
(Direct Labor Multiple)

Firm	Corba Group, Inc
Client	Hoffman Estates
County	Cook
Project	Pfizer Sanitary Sewer LHL Station

Date 01/05/23

DBE	ITEM	MANHOURS (A)	PAYROLL (B)	(L+R) TIMES PAYROLL (C)	DIRECT COSTS (D)	SERVICES BY OTHERS (E)	DBE TOTAL (C+D+E)	TOTAL (C+D+E)	% OF GRAND TOTAL
	Meetings and Coordination	10	\$ 694.60	\$ 1,944.88	\$ 42.12		\$ -	\$ 1,987.00	17%
	Temporary Electric Service Design	23	\$ 1,404.30	\$ 3,932.04	\$ -		\$ -	\$ 3,932.04	33%
	Construction Engineering / Administration	27	\$ 1,839.18	\$ 5,149.70	\$ 126.36		\$ -	\$ 5,276.06	45%
	Project Management & Administration	3	\$ 208.38	\$ 583.46	\$ -		\$ -	\$ 583.46	5%
							\$ -	\$ -	0%
							\$ -	\$ -	0%
	<b>TOTALS</b>	<b>63</b>	<b>\$ 4,146.46</b>	<b>\$ 11,610.09</b>	<b>\$ 168.48</b>			<b>\$ 11,778.57</b>	<b>100%</b>

DBE 0.00%



Activity		Grand Total	WR Project Manager	WR Project Engineer
<b>TOTAL</b>		<b>63</b>	<b>44</b>	<b>19</b>
<b>1. Meetings and Coordination</b>	<b>Task Total:</b>	10	10	
0100 Meetings	Subtotal:	3	3	
Site Meeting with Com Ed		3	3	
0120 Coordination	Subtotal:	7	7	
Coordination with Village		2	2	
Preliminary Coordination with Contractors		5	5	
<b>2. Temporary Electric Service Design</b>	<b>Task Total:</b>	23	7	16
0210 Electrical Selection and Design	Subtotal:	23	7	16
Equipment Selection		2	2	
Electrical Detail - Conduit/Cable Plan		9	1	8
Electrical Detail - One-Line Diagram		2	2	
Electrical Detail - Elevation View		5	1	4
Written Scope of Work for Bidding Purposes		5	1	4
<b>3. Construction Engineering / Administration</b>	<b>Task Total:</b>	27	24	3
0310 Construction Assistance	Subtotal:	27	24	3
Pre-Bid Meeting with Village Staff and Contractors		4	4	
Review Contractor Proposals & Letter of Recommendation		2	2	
Electrical Shop Drawing Review (Assume one submittal)		4	1	3
Site Visit - Equipment Layout		3	3	
Site Visits - Part-time (Assume 3 Visits)		9	9	
Site Visit - Final Walkthrough		3	3	
Review Pay Request		2	2	
<b>4. Project Management &amp; Administration</b>	<b>Task Total:</b>	3	3	
0400 Management Subtotal	Subtotal:	3	3	
Project Management		3	3	

**Supplemental Scope of Work  
For  
Easement Acquisition Assistance  
For  
Pfizer Sanitary Sewer Lift Station Rehabilitation Project**

January 9, 2024

DESCRIPTION OF WORK

The Village is requesting assistance with a new utility easement for the relocation of a 15” sanitary sewer as part of the proposed Pfizer lift station project. The Village will negotiate with the property owner(s) of 2000 Ameritech Drive, PINs #01-36-401-0005/0006, for the easement acquisition.

American Surveying & Engineering, Ltd. (ASE), who performed easement and right-of-way acquisition as part of the Central Road Improvement project, will prepare a plat of survey showing the location of the proposed easement and legal description of the easement to be attached to the court paperwork. See detailed Scope of Work prepared by ASE included in Exhibit C.

Assumptions used to prepare the scope of services is that an appraisal will not be required since the Village is pursuing the easement as a donation from the property owner.

The following describes the work that Ciorba Group will provide as part of the project.

SCOPE OF SERVICES

**Task 1 - Meetings and Coordination**

Ciorba will schedule a kickoff meeting with the Village and ASE to discuss project scope and schedule. Ciorba will share all files with ASE to assist with exhibit preparation.

Ciorba will review submittals and assist with easement coordination to ensure that all work being performed along Central Road is included in the coordination efforts.

**Task 2 - Project Management**

Ciorba will review agreements, provide project oversight, and prepare project progress reports to the Village.

Activity		Grand Total	Project Manager
<b>TOTAL</b>		<b>6</b>	<b>6</b>
1. Meetings and Coordination	<b>Task Total:</b>	<b>4</b>	<b>4</b>
0110 Preliminary Submittal	<b>Meetings</b>	<b>4</b>	<b>4</b>
Kickoff Meeting		<b>1</b>	<b>1</b>
Coordination		<b>2</b>	<b>2</b>
QAQC Review		<b>1</b>	<b>1</b>
2. Project Management	<b>Task Total:</b>	<b>2</b>	<b>2</b>
0210 Project Management	<b>Subtotal:</b>	<b>2</b>	<b>2</b>
Project Management		<b>2</b>	<b>2</b>

# Exhibit B

Cost Estimate of  
Consultant Services  
(Direct Labor Multiple)

Firm: Ciorba Group, Inc. Date: 01/09/24  
 Project: Prizer Sanitary Sewer Lift Station Complexity Factor: \_\_\_\_\_  
 Rehabilitation Project - Supplement No. 2  
 Easement Acquisition Assistance

ITEM	MANHOURS (A)	PAYROLL (B)	(2.8+R) TIMES PAYROLL (C)	DIRECT COSTS (D)	SERVICES BY OTHERS (E)	TOTAL (C+D+E)	% OF GRAND TOTAL
Meetings and Coordination	4	\$ 304.00	\$ 851.20	\$ -		\$ 851.20	16%
Project Management	2	\$ 152.00	\$ 425.60	\$ -		\$ 425.60	8%
American Surveying & Engineering, Ltd.					\$ 3,990.00	\$ 3,990.00	76%
<b>TOTALS</b>	<b>6</b>	<b>\$ 456.00</b>	<b>\$ 1,276.80</b>		<b>\$ 3,990.00</b>	<b>\$ 5,266.80</b>	<b>100%</b>

# Scope of Work



**AMERICAN**  
SURVEYING & ENGINEERING, LTD.

## PROJECT SUMMARY

**Project Name:** Central Road – Survey & Land Acquisition Services      ASE Proposal No.: 223110

**Owner:** Village of Hoffman Estates      Date: January 2, 2024

**Agent:** Ciorba      Revision Date

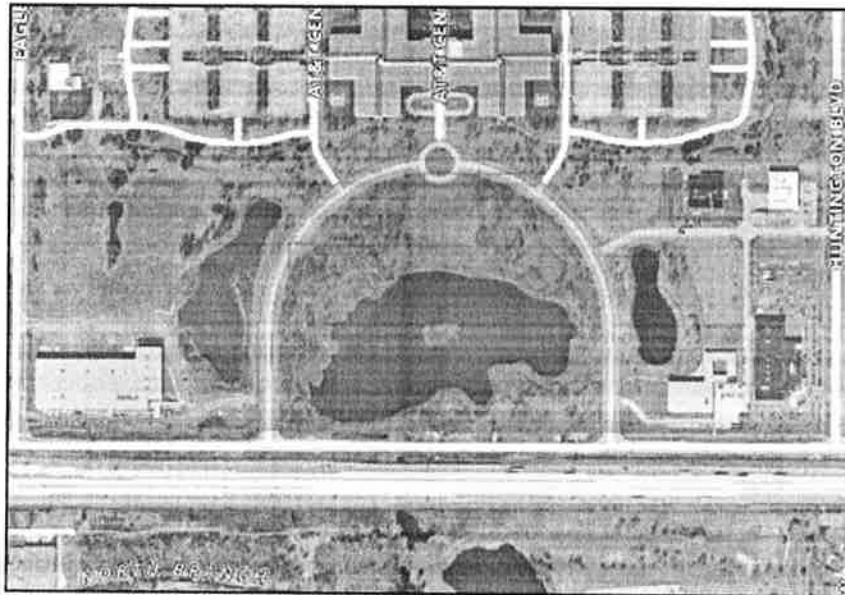
**Project Description** – ASE will prepare the appropriate plat and legal description for the proposed permanent easement for the installation of a sanitary sewer line along Central Road in Hoffman Estates. For this project, there are two affected PINs with one (1) Permanent Easement to be acquired.

### Affected PIN:

PIN 01-36-401-005/006-0000 (Hoffman Estates Acquisition LLC, A Delaware limited liability company; Hoffman Estates Acquisition II, LLC, A Delaware limited liability company) – 1 Permanent Easement required for the location of a new sanitary sewer line.

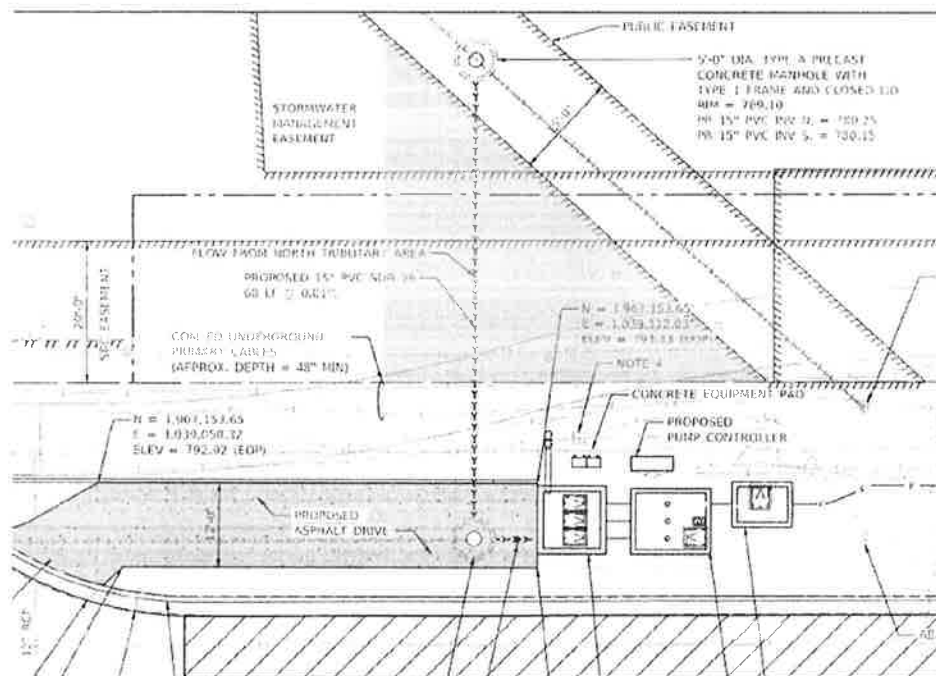
**Project Location** – The subject property is located along the Central Ave corridor in Hoffmann Estates as shown in blue shading below.

**Subject Property Aerial Map**



Source: Cook Viewer, property outline is approximate.

The proposed easement limits will be approximately 20' west of the proposed sanitary sewer line on the west, the southwesterly line of the existing sanitary easement on the northeast, and the existing Right of Way line of Central Road on the south as shown in the area in green shading below.



## GENERAL CONDITIONS AND SCOPE ASSUMPTIONS

1. All professional services will be performed to appropriate Minimum Standards of practice and Section 1270.56, Minimum Standards of Practice for surveys in Illinois.
2. All previous and relevant survey information will be provided to ASE at no cost prior to commencement of survey.
3. Owner/Agent will provide a Letter of Introduction to facilitate field operations.
4. Hazardous Waste sites designated as requiring protective equipment "Class D" or greater will not be entered unless provided for otherwise in the Scope of Work Tasks.
5. American Surveying & Engineering is not signatory to any organized labor agreements. We will not provide services in any capacity where labor disputes may exist. We will not be responsible for costs or delays associated with labor disputes relevant to work on this project.
6. Field work performed on this project is subject to the vagaries of weather. In the event weather impairs our ability to perform any specified professional services, we will contact the Owner/Agent to determine changes in schedule or cost. No additional work will be performed until the owner/agent has reviewed and approved a revised cost or schedule.
7. ASE will commence work at a mutually agreed to timeframe after NTP.
8. This SOW shall become part of the contract between Owner/Agent and ASE.

## PROPOSAL TASKS

1. Administration
  - 1.1. Meetings with Owner or Agent, including in-house meetings. Progress Reports, scheduling, invoicing and other project administrative tasks.
  - 1.2. Technical direction of staff.
  - 1.3. Project Management, resource coordination.

2. Document Compilation
  - 2.1. Obtain relevant project documents from Owner/Agent.
  - 2.2. Order current Title Commitment.
  - 2.3. Compile, review and index information.
  - 2.4. Prepare compiled information for field and office tasks.
  
3. Land Acquisition Survey (1 affected parcels with 1 Permanent Easement)
  - 3.1. Review boundary information provided/obtained by ASE.
  - 3.2. Search and locate property boundary monumentation and evidence.
  - 3.3. Calculate property boundaries and Existing Right-of-Way for 1 parcel.
  - 3.4. Calculate area for proposed permanent easement.
  - 3.5. Prepare legal description
  - 3.6. Prepare Parcel Plat
  - 3.7. Prepare and provide draft donation letter language to City Attorney for their use. It is assumed that the City will prepare the donation letter, and also the conveyance documents for execution and recording.
  
4. QA/QC
  - 4.1. Review QA/QC plan.
  - 4.2. Periodic project review.
  - 4.3. Final review and report of QA/QC compliance.

Scope of  
Change order

## ASE WILL DELIVER TO CLIENT:

---

- A. Easement Plat/Exhibit and Legal Description of proposed acquisition.

## DIRECT COST ITEMS

---

- A. One (1) title commitment will be ordered for the affected property from Wheatland Title (assume \$1,000).

## ITEMS SUPPLIED BY OTHERS

---

- A. Record plans, including any previous survey information (if available).
- B. All pertinent site information including, but not limited to previous horizontal and vertical survey control survey information, existing aerial photography, ROW plans, centerline alignment, construction plans, plats of highway and original easements will be furnished to ASE, at no cost to ASE, prior to commencement of field operations.
- C. Permission and access to closed or locked areas requiring access to complete the survey.
- D. Letter of Introduction and written authorization for access to subject property for ASE's services on subject site.



PROJECT: Central Road Plat

LOCATION: Hoffman Estates

CLIENT: Clorba

PROPOSAL No.: 223110

DATE: 1/3/2024

TASK 1.0 Administration		Man Hours																					
ITEM	Description	PC	PM	PSE 4	PSE 3	PSE 2	PSE 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 3	SUE 2	SUE 1	AC 3	AC 2	TOTAL	
1.1	Meetings, reports, scheduling, etc.		0.5																				0.5
1.2	Technical Direction of Staff		0.5																				0.5
1.3	Project management & coordination		0.5																				0.5
1.4																							0
1.5																							0
1.6																							0
1.7																							0
1.8																							0
1.9																							0
TOTAL HOURS			0	1.5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1.5

TASK 2.0 Document Compilation		Man Hours																					
ITEM	Description	PC	PM	PSE 4	PSE 3	PSE 2	PSE 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 3	SUE 2	SUE 1	AC 3	AC 2	TOTAL	
2.1	Obtain relevant documents					1																	1
2.2	Order current Title Commitment					1																	1
2.3	Compile, review, index info					1																	1
2.4	Prepare info																						0
2.5																							0
2.6																							0
2.7																							0
2.8																							0
2.9																							0
TOTAL HOURS			0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3

TASK 3.0 Land Acq Survey		Man Hours																					
ITEM	Description	PC	PM	PSE 4	PSE 3	PSE 2	PSE 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 3	SUE 2	SUE 1	AC 3	AC 2	TOTAL	
3.1	Review boundary information provided/obtained by ASE					1		2															3
3.2	Search and locate property boundary monumentation and evidence					1	1																2
3.3	Calculate property boundaries and Existing Right-of-Way for 1 parcel							2															2
3.4	Calculate area for proposed permanent easement							1															1
3.5	Prepare legal description							2															2
3.6	Prepare Parcel Plat							4															4
3.7	Prepare/provide draft letter language																						0
3.8																							0
3.9																							0
TOTAL HOURS			0	0	0	2	1	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14

TASK 4.0 QA/QC		Man Hours																					
ITEM	Description	PC	PM	PSE 4	PSE 3	PSE 2	PSE 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 3	SUE 2	SUE 1	AC 3	AC 2	TOTAL	
4.1	Review QA/QC plan		0.5																				0.5
4.2	Parallel Project review																						0
4.3	Final review and report		0.5																				0.5
4.4																							0
4.5																							0
4.6																							0
4.7																							0
4.8																							0
4.9																							0
TOTAL HOURS			0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1



PROJECT: Central Road Plat

LOCATION: Hoffman Estates

CLIENT: Ciorba

PROPOSAL No. : 223110

DATE: 1/3/2024

SUMMARY OF TASKS	MANHOURS																				
TASK	PIC	PM	P S/E 4	P S/E 3	P S/E 2	P S/E 1	CADD	ST4	ST3	ST2	ST1	ROW 4	ROW 3	ROW 2	ROW 1	SUE 3	SUE 2	SUE 1	A/C 3	A/C 2	TOTAL
1.0 Administration	0	1.5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1.5
2.0 Document Compilation	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	3
3.0 Land Acq Survey	0	0	0	0	2	1	11	0	0	0	0	0	0	0	0	0	0	0	0	0	14
4.0 QA/QC	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
15	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
17	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
18	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Hours</b>	<b>0</b>	<b>2.5</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>20</b>

**PAYROLL ESCALATION TABLE  
 FIXED RAISES**

**FIRM NAME**  
**PRIME/SUPPLEMENT**  
 Prepared By

American Surveying & Engine  
 PRIME  
 Dan Woessner

**DATE** 01/03/24  
**PTB-ITEM#** 0

**CONTRACT TERM** 2 MONTHS  
**START DATE** 1/1/2024  
**RAISE DATE** 1/1/2025  
**END DATE** 2/29/2024

**OVERHEAD RATE** 160.80%  
**COMPLEXITY FACTOR** 0  
**% OF RAISE** 3%

**ESCALATION PER YEAR**

year	First date	Last date	Months	% of Contract
0	1/1/2024	2/29/2024	2	100.00%

The total escalation = 0.00%

## PAYROLL RATES

FIRM NAME American Surveying & E DATE 01/03/24  
 PRIME/SUPPLEMENT PRIME  
 PTB-ITEM # 0

ESCALATION FACTOR 0.00%

*Note: Rates should be capped on the AVG 1 tab as necessary*

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
PRINCIPAL IN CHARGE	\$89.44	\$89.44
PROJECT MANAGER	\$84.45	\$84.45
PROJECT SURVEYOR/ENGINEER 4	\$79.96	\$79.96
PROJECT SURVEYOR/ENGINEER 3	\$68.15	\$68.15
PROJECT SURVEYOR/ENGINEER 2	\$50.77	\$50.77
PROJECT SURVEYOR/ENGINEER 1	\$38.43	\$38.43
CADD TECHNCIANS	\$45.52	\$45.52
ENGINEERING/SURVEY TECHNICIAN	\$67.12	\$67.12
ENGINEERING/SURVEY TECHNICIAN	\$43.72	\$43.72
ENGINEERING/SURVEY TECHNICIAN	\$33.04	\$33.04
ENGINEERING/SURVEY TECHNICIAN	\$22.79	\$22.79
RIGHT-OF-WAY SPECIALIST 4	\$65.04	\$65.04
RIGHT-OF-WAY SPECIALIST 3	\$44.75	\$44.75
RIGHT-OF-WAY SPECIALIST 2	\$35.11	\$35.11
RIGHT-OF-WAY SPECIALIST 1	\$22.50	\$22.50
SUBSURFACE UTILITY ENGINEER 3	\$47.36	\$47.36
SUBSURFACE UTILITY ENGINEER 2	\$31.04	\$31.04
SUBSURFACE UTILITY ENGINEER 1	\$25.69	\$25.69
ADMINISTRATIVE/CLERICAL 3	\$32.00	\$32.00
ADMINISTRATIVE/CLERICAL 2	\$21.63	\$21.63







**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4C

**REQUEST:** Authorization to approve a Change Order for the concrete restoration program contract with Schroeder & Schroeder Inc., Skokie, IL in an amount not to exceed \$23,265.74

**FROM:** Kevin McGraw, Supervisor Customer Service  
Joseph Nebel, Public Works Director

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

The sidewalk replacement program is designed to address public sidewalk deviations throughout the Village in locations that are otherwise not corrected during the annual Road Reconstruction Program. The process for replacing sidewalk squares includes several components and considerations that vary from location to location, including sidewalks that bisect resident driveways, sections that have been impacted by nearby tree growth, ADA accessibility criteria, and other factors. While Public Works and Engineering staff make every effort to account for these factors during inspections and while obtaining pricing for the work, actual field conditions may vary.

In 2024, this program was greatly expanded to eliminate a large backlog of locations with identified deficiencies. This program was also restructured to accommodate a 2-year inspection cycle, reduced from the previous 3-year cycle, to assist staff in capturing a more accurate depiction of system-wide condition on a more frequent basis. These adjustments also included more stringent inspection criteria than has been used in previous years. As a result, a total of over 6,000 sidewalk squares were replaced in 2024 via this program.

At the conclusion of the project, the total program cost exceeded the previously Board-approved not-to-exceed amount. Primarily due to larger quantities of tree root pruning and other site-specific corrections that were necessary to properly replace/install sidewalks at a variety of locations. At the direction of the Village Manager, the additional work was completed to ensure the success of the project and provide maximum benefit to the residents. The requested change order will permit staff to process the full invoice amount and conclude the 2024 replacement program.

**FINANCIAL IMPACT**

The Village Board approved a total budget of \$1,250,000 in February 2024. With the requested change order, the total project cost for the program in 2024 will be \$1,273,265.74. The additional \$23,265.74 will be covered by the General Fund.

**RECOMMENDATION**

Request authorization to approve a change order for the concrete restoration program contract with Schroeder & Schroeder Inc., Skokie, IL in an amount not to exceed \$23,265.74.

**ATTACHMENTS**

None



**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4D

**REQUEST:** Authorization to award contract to Insituform Technologies USA, LLC of Chesterfield, MO for the Barrington Square Town Center Sanitary Sewer Rehabilitation Project in an amount not to exceed \$175,850

**FROM:** Alan Wenderski, Director of Engineering

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

The project is located in Barrington Square Town Center, see location map attached. The existing 27-inch public sanitary sewer serves an area generally bound by Barrington Road to the west, Huntington Boulevard to the east, and Lakewood Boulevard to the north and is tributary to the Barrington Square Lift Station (2364 W. Higgins Road). Within the project area the existing sewer is located within a public utility easement and has been in service since the early 1970's.

The current alignment of the sewer is located underneath the commercial building at 2332-2348 W. Higgins Road. This location encumbers the existing building with an easement and does not allow for any Village access for future maintenance that would require excavation. Additionally, the existing sewer alignment runs through the middle of 2360 W. Higgins (undeveloped parcel) limiting the developable area.

In 2023, the Village hired an engineering consultant to study and evaluate the area to achieve the following goals: (1) remove the easement encumbrance on the existing building, (2) eliminate a sewer maintenance obstacle, (3) rehabilitate a critical, aging Village sewer, (4) increase the developable area on parcels targeted for future development.

The conclusion of the engineering study determined that the most economical solution was to maintain the existing sewer alignment under the building and rehabilitate the sewer through cured-in-place pipe (CIPP) lining. This project includes CIPP rehabilitation for 740 feet of 27" sanitary sewer. Design was completed for the realignment and replacement of additional sewer downstream of the project area. That realignment was designed to facilitate potential future redevelopment of the vacant site adjacent to the lift station. Staff does not recommend proceeding with the realignment work in advance of a redevelopment project at this time. Easement rights have been provided by the property owner to allow for future sewer alignment changes throughout the site.

Five bids were received on October 7, 2024 - see the bid summary in Table 1 below. The engineer's estimate was \$475,000.

**Table 1 - Bid Summary**

Bidder	Bid Cost
Insituform Technologies USA, LLC	\$175,850
Visu-Sewer of Illinois	\$180,660
National Power Rodding Corporation	\$211,040
Hoerr Construction, Inc.	\$280,740
Inliner Solutions, LLC	\$298,765

All bids were well below the engineer's estimate as it was anticipated that the project complexities of sewer size, depth, flow, and accessibility would be more impactful to overall costs. Insituform Technologies USA, LLC submitted the lowest qualified bid of \$175,850. Insituform is fully qualified to perform the work as specified and has worked on previous Village CIPP projects. Village contract and payment/performance bond forms will be executed by Insituform after authorization to award contract is provided by the Village Board.

**FINANCIAL IMPACT**

Due to project timing uncertainty, funds were not budgeted in 2024. However, the improvements are eligible to utilize Higgins-Hassell TIF funds and a sufficient balance is available to cover the low bid amount of \$175,850.

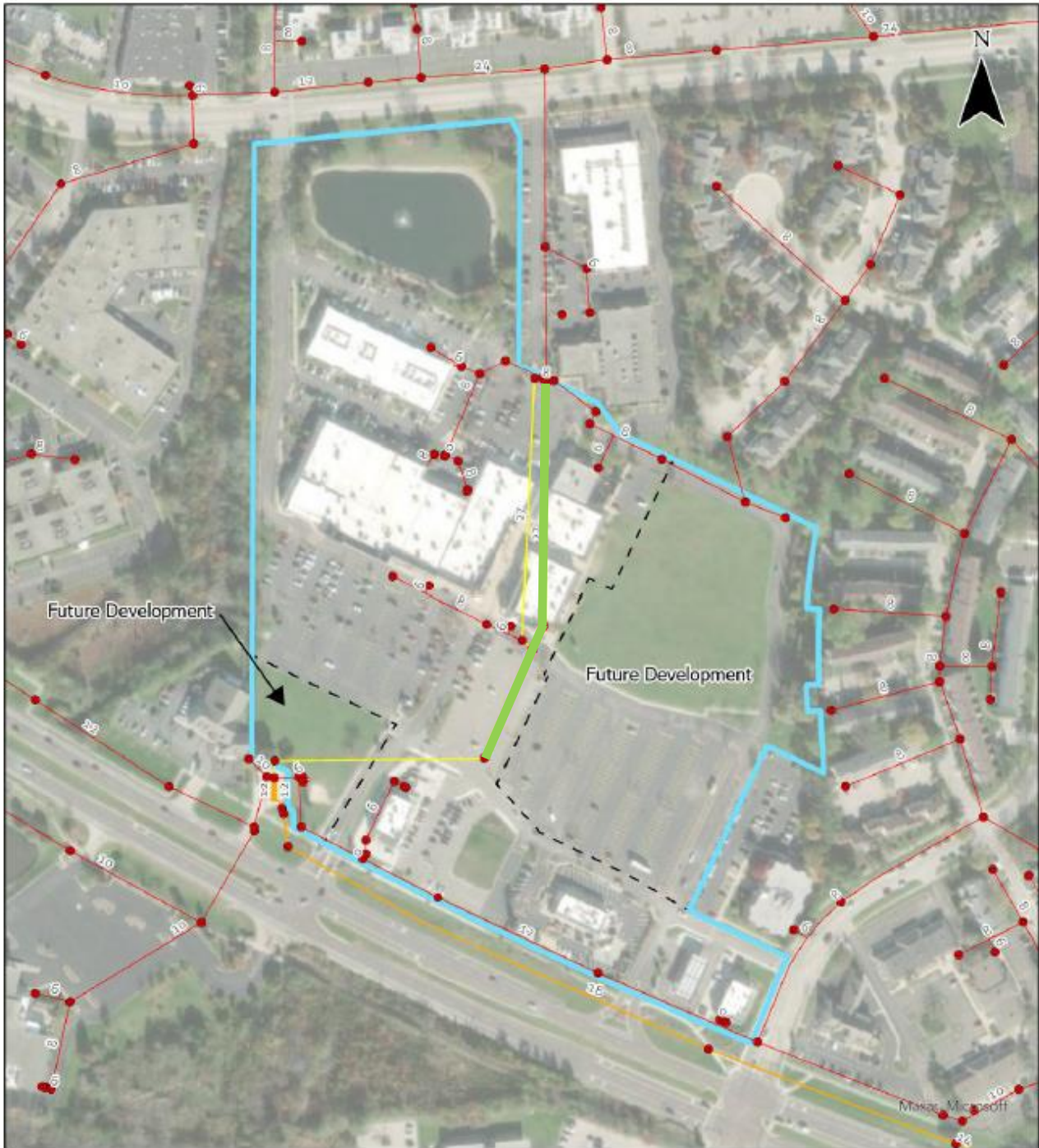
**RECOMMENDATION**

Authorization to award contract to Insituform Technologies USA, LLC of Chesterfield, MO for the Barrington Square Town Center Sanitary Sewer Rehabilitation Project in an amount not to exceed \$175,850.

**ATTACHMENTS**

1. Project Location Map

# Barrington Square Resubdivision #3 Sanitary Sewer Project



 Proposed CIPP



**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4E

**REQUEST:** Authorization to award contract to Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in an amount not to exceed \$1,298,006

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

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

The project is located in various locations throughout the Village (see attached location map). The project involves trenchless rehabilitation of approximately 6,900 feet of deteriorated corrugated metal pipe (CMP) between 24-inch and 42-inch diameter. This project is the second in a multi-year program to rehabilitate approximately 20,000 feet of end of life CMP throughout the Village.

The rehabilitation method for this project uses Cured-in-place Pipe Liner (CIPP) which should support 50 years of additional service life for the pipes. The rehabilitation methods provide a cost-effective alternative to removal and replacement of pipe, especially in areas with limited side yard and rear yard easement accessibility.

Five bids were received on October 7, 2024; the bid summary is shown in Table 1 below. The engineer's estimate was \$2,265,022.

**Table 1 - Bid Summary**

Bidder	Bid Cost
Hoerr Construction, Inc.	\$1,298,006
Visu-Sewer of Illinois, LLC	\$1,675,098
Inliner Solutions, LLC.	\$1,698,765
Insituform Technologies, USA, LLC.	\$1,699,998
Benchmark Construction Co., Inc.	\$1,788,000

All bids were well below the engineer's estimate as unit costs for most items were below the low bid prices from last year's project. Hoerr Construction, Inc. submitted the lowest qualified bid of \$1,298,006. Hoerr is fully qualified to perform the work and has completed work of similar scope for the Villages of Streamwood and Mount Prospect.

Village contract and payment/performance bond forms will be executed by Hoerr after authorization to award the contract is provided by the Village Board.

**FINANCIAL IMPACT**

The 2024 budget allocated \$2,520,000 from the Stormwater Management Fund for various improvements that were included within several different projects this year. Table 2 summarizes the estimated stormwater expenses.

**Table 2 - Budget Summary**

Project	Budget	Cost	(Over)/Under
Storm Sewer - Batavia Lane		\$445,000	
Storm Sewer - Street Revitalization		\$450,000	
Storm Sewer Rehabilitation		\$1,298,006	
Total	\$2,520,000	\$2,193,006	\$326,994

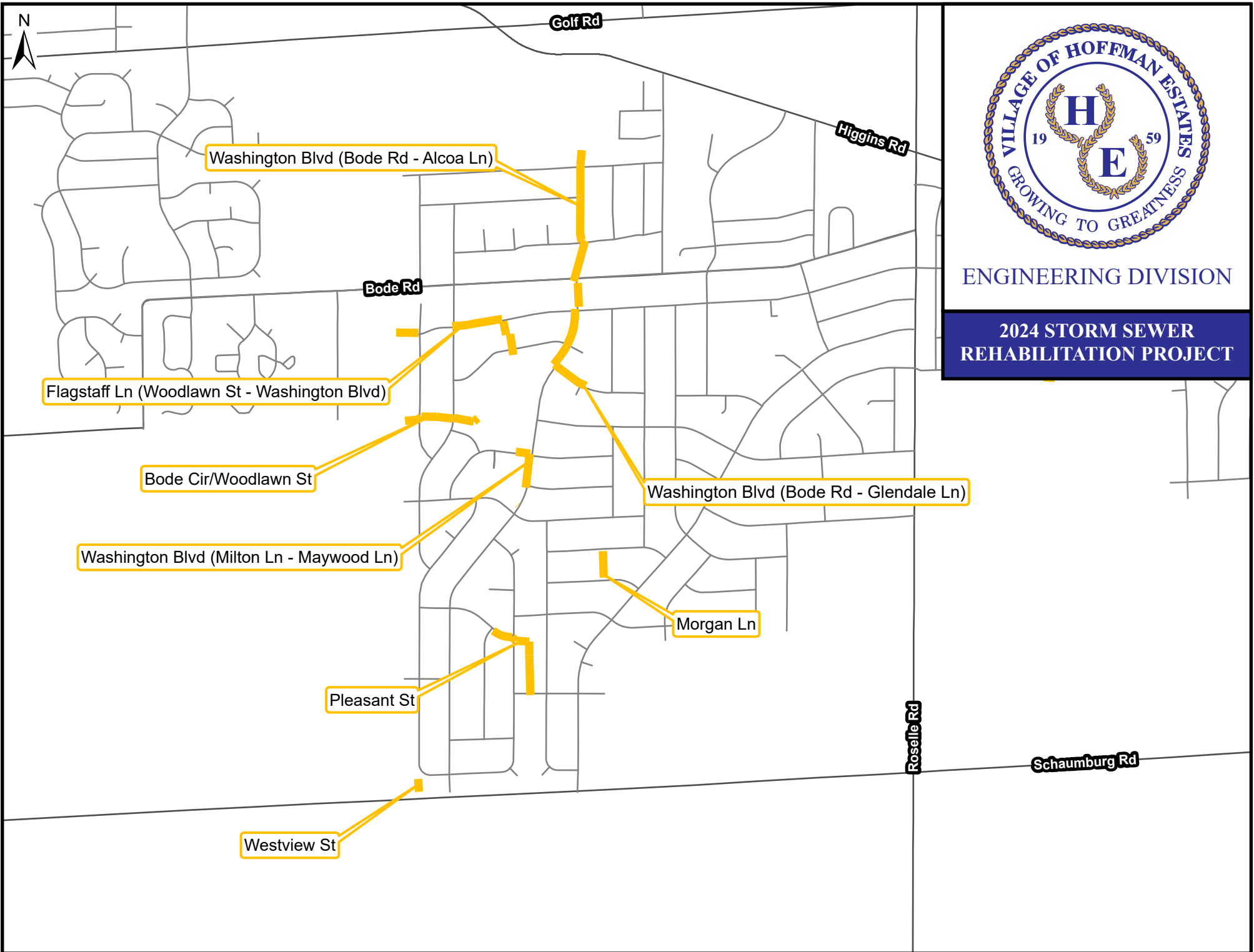
With the low bid amount of \$1,298,006 for the 2024 Stormwater Rehabilitation Project, total stormwater capital project expenses are expected to be under budget by \$326,994 for 2024.

**RECOMMENDATION**

Authorization to award contract to Hoerr Construction, Inc. of Goodfield, IL for the 2024 Storm Sewer Rehabilitation Project in an amount not to exceed \$1,298,006.

**ATTACHMENTS**

1. 2024 Lining - Overall Map



ENGINEERING DIVISION

**2024 STORM SEWER  
REHABILITATION PROJECT**



**REQUEST:** Authorization to:  
a. waive formal bidding;  
b. purchase one replacement heavy-duty dump truck chassis from JX Truck Center, Wadsworth, IL (via Sourcewell Purchasing Consortium) in an amount not to exceed \$152,250; and  
c. grant the Village Manager authority to approve change orders associated with this request, as needed, in a total amount not to exceed \$30,000

**FROM:** Joe Capiga, Supervisor Fleet Services  
Joseph Nebel, Public Works Director

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

JX Truck Center is the currently awarded supplier of the 2025 Peterbilt 528 tandem-axle dump truck chassis that has been requested, as competitively bid through the Sourcewell Cooperative Purchasing Program. The Village has purchased Peterbilt manufactured dump trucks for the past several years with positive results. This request is for the chassis only; upon delivery, the chassis will be sent to a selected up-fitter for installation of snow and ice equipment and various other components.

Due to market volatility and raw material availability, staff currently anticipates this chassis to be delivered in late 2025.

**FINANCIAL IMPACT**

There is \$360,000 in the Capital Improvements Program – General Fund for the replacement of this frontline plow vehicle, to include chassis, snow and ice equipment, and up-fitting. Following the allocation of \$152,250 for the chassis purchase, the remaining \$207,750 will be used for those other components. Authorization to purchase the plow for this vehicle has also been requested in a separate action item on this agenda.

**RECOMMENDATION**

Authorization to:  
a. waive formal bidding;  
b. purchase one replacement heavy-duty dump truck chassis from JX Truck Center, Wadsworth, IL (via Sourcewell Purchasing Consortium) in an amount not to exceed \$152,250; and  
c. grant the Village Manager authority to approve change orders associated with this request, as needed, in a total amount not to exceed \$30,000.

## **ATTACHMENTS**

1. Tandem Axle 548 - QuoteSM (003)



**Peterbilt Illinois Joliet, Inc dba JX Truck Center**

535 E. South Frontage Road  
 Bolingbrook IL 60440  
 (262) 709-3446

**PURCHASE CONTRACT**

Date: 5/29/24 - 3rd unit  
 Quote #: DE-01774  
 Type: Cash  
 Salesperson: Darren Simon  
 PO #: \_\_\_\_\_

Bill To: **32347**  
 Village of Hoffman Estates  
 2305 PEMBROKE AVE  
 HOFFMAN ESTATES IL 60169-2010  
 P:(847) 815-3874

Ship To:  
 Village of Hoffman Estates  
 2305 PEMBROKE AVE  
 HOFFMAN ESTATES, IL 60169-2010

<b>Stock#: TBD</b>	<b>VIN:TBD</b>	<b>0 PETERBILT 548</b>	<b>Price:</b>	<b>\$150,374.51</b>
		HEATED WIPERS/INSTL - SOURCED GOODS		\$1,250.00
		PDI & DELIVERY - SOURCED GOODS		\$420.00
			<b>Per Unit:</b>	<b>\$152,044.51</b>
			<b>Total Price</b>	<b>\$152,044.51</b>
			Title Fee	\$165.00
			Plate Fee	\$8.00
			<b>Total</b>	<b>\$152,217.51</b>

\*\*\*\*\* Peterbilt Motors Company Sourcewell Contract #060920-PMC. \*\*\*\*\*

- Order Requirements:
- Signed specs w/ each page initialed
  - Signed Purchase Contract
  - Customer PO

No Flooring is included, payment is expected upon delivery/inspection.

Price is not protected.  
 Delivery timeframe is not guaranteed.  
 Trade values subject to change depending on usage/condition.

IMPORTANT BUYER INFORMATION

- 1. AS IS SALE. Any warranties from a Manufacturer or other supplier, including warranties on any Dealer-installed Non-Manufacturer accessories, are direct from such Manufacturer or supplier, not Dealers, and only such Manufacturer or other supplier will be liable for performance under those warranties. All goods, services and Vehicles sold by Dealer are sold "AS IS." SEE TERMS AND CONDITIONS SECTION 10 ON REVERSE SIDE.
- 2. TERMS AND CONDITIONS. The terms and conditions for this purchase and sale are attached.
- 3. NO ORAL AGREEMENTS. There are no oral agreements regarding the Vehicle(s). Employees, salespersons and managers are not authorized to make any oral representations, agreements or promises about the Vehicle that are not in writing. Any oral representation, agreement or promise not in writing is not a part of this Order and is not binding on Dealer.
- 4. NON-CANCELLABLE. This transaction is non-cancellable after the Dealer and Buyer sign this Order except as otherwise provided herein.

\_\_\_\_\_  
Purchaser's Initials

\_\_\_\_\_  
Date

**BUYER'S REPRESENTATIONS**

I have read all terms printed on the front and back of this Order, and I understand and agree to them as part of this Order. I understand that the front and back of this Order, including the Terms and Conditions, comprise the entire agreement for this purchase, and no other agreement or understanding of any nature concerning the same has been made or entered into, or will be recognized. I also certify that there are no unwritten agreements or understandings and that no credit has been extended by Dealer nor arranged by Dealer for the cash down payment unless it appears in writing on the face of this Order. There are no blanks on this Order. I certify that I am at least 18 years old and acknowledge receipt of a copy of this Order. By signing below, I authorize outside parties to release financial information to the Dealer that includes, but is not limited to, information regarding lien amounts and details regarding the financing of the equipment listed on the face of this Order.

\_\_\_\_\_  
Purchaser's Initials

\_\_\_\_\_  
Date

## TERMS AND CONDITIONS OF SALE

The Order on the reverse side hereof includes, and is subject to, the following terms and conditions:

1. **DEFINITIONS AND RELATIONSHIP:** As used in this Order, the terms (a) "Dealer" means the dealership that owns or has a right to sell the Vehicle being sold; (b) "Buyer" means the party(ies) named on the reverse side as Buyer; (c) "Manufacturer" means the company that manufactured the Vehicle or chassis; and (d) "Vehicle(s)" shall mean the vehicle(s) being purchased by Buyer listed on the reverse side of this Order. Dealer is not the agent of Manufacturer. Dealer and Buyer are the only parties to this Order. Reference to Manufacturer is for the purpose of explaining generally the contractual relationships between Dealer and Manufacturer regarding new vehicles.
2. **PRICE CHANGES; MANUFACTURER, BODY-BUILDER OR UPFITTER FEES, COSTS OR SURCHARGES:** Manufacturer, and certain body-builders and upfitters, have reserved the right to change the price to Dealer of new vehicles and or to impose fees, costs or surcharges, without notice. In the event the price to Dealer of the Vehicle(s) is increased by Manufacturer, or a body-builder or upfitter, if applicable, prior to delivery of the Vehicle(s) ordered by Buyer, or Manufacturer, a body-builder or upfitter imposes fees, costs or surcharges, Dealer reserves the right to change the total delivered price of the Vehicle(s) to Buyer to pass thru such fees, costs or surcharges, accordingly, but without markup, overhead or profit to Dealer. Dealer will use reasonable efforts to promptly notify Buyer on receipt of notice of such increase, or imposition of fees costs or surcharges. Any such increase, or imposition of fees, costs or surcharges will not give rise to any right to cancel the Order, provided, however, that as a courtesy, and not as a matter of contractual obligation, Dealer may work with Buyer, and the applicable Manufacturer, bodybuilder or upfitter, regarding any available opportunity to cancel the Order.
3. **TRADE-IN REAPPRAISAL:** If a trade-in for the Vehicle(s) ordered by Buyer is not delivered to Dealer until delivery to Buyer of the ordered Vehicle(s), the trade-in will be reappraised at that time, and such reappraised value will determine the allowance made for the trade-in. If the reappraised value is lower than the original trade-in allowance shown on the front of this Order, Buyer may, if dissatisfied, cancel this Order, provided, however, that the right to cancel must be exercised prior to both the delivery to Buyer of the Vehicle(s) ordered and the surrender of the trade-in Vehicle to Dealer.
4. **EVIDENCE OF TITLE FOR TRADE-IN; REQUIREMENTS FOR TRADE:** Buyer agrees to deliver to Dealer evidence of unrestricted title to any trade-in as a part of the down payment for the Vehicle(s) ordered. Buyer warrants and represents any trade-in to be Buyer's property free and clear of all liens and encumbrances, except as expressly noted on the front of this Order. Buyer warrants and represents that the trade-in was not in a prior accident or has not incurred any frame damage nor is it a municipal, salvage, damaged, rebuilt or flood vehicle, nor has it been the subject of any "lemon" claim. The Buyer further warrants and represents that the odometer of the trade-in was not altered or tampered with prior to its transfer to the Dealer. Additionally, the buyer certifies that all emissions including, but not limited to, the diesel particulate filter, EGR valves, and EGR coolers function properly and will pass industry tests and inspections. When equipped, model year 2008 and newer trade-ins must have a fully functional particulate filter capable of regeneration at normal factory intervals.
5. **TRADE-IN ALLOWANCE.** The trade-in allowance shown on the reverse side may not represent the actual cash value of the Buyer's trade-in(s). Buyer acknowledges that such allowance may be an over allowance for said trade-in(s) in lieu of an additional discount on the purchase price of the Vehicle(s). In the event of any dispute between Buyer and Dealer as it may relate to any trade-in(s) or return of any trade-in or rescission of this Order, Dealer's only obligation as to the trade-in(s) shall be the actual amount received from the sale of the trade-in, less a selling commission of 15% and any expenses incurred in storing, insuring, conditioning or advertising the trade-in for sale, will be returned to Buyer.
6. **TRADE IN PAYOFF.** Dealer has relied on information from Buyer and/or the lien holder of Buyer's trade-in(s) to determine the "Est. Lien Payoff" shown. Buyer understands that the such payoff is only an estimate and may not be the actual amount owed. Buyer directs Dealer to pay off the lien on the trade-in as soon as practical after closing on this transaction. If the payoff balance on the trade-in is greater than the estimated payoff shown, Buyer agrees upon demand to promptly pay the difference to Dealer. If the payoff balance is less than the estimated payoff shown, Dealer shall promptly pay the difference, in Dealer's sole discretion, to either Buyer's lender or Buyer. Buyer acknowledges and agrees that as of the date of this Order that Buyer is or will be transferring title to and ownership of the trade-in(s) to Dealer but that Buyer, and not Dealer, will remain responsible for amounts due to Buyer's lender or lien holder for the trade-in(s) until paid in full, which may be after the date of this Order. Buyer will indemnify and hold Dealer, and any of its shareholders, directors, officers, members, managers, employees, agents, representatives, attorneys, insurers, affiliates, parents, successors and assigns, from any and all claims arising out of, or relating to, amounts that are or become due to Buyer's trade-in lender or lien holder after the date of this Order and prior to the lender or lienholder being paid in full.
7. **BUYER INDEMNITY.** Buyer agrees to indemnify and hold Dealer, its directors, officers, agents, and employees harmless from any and all claims of liability and expenses, including but not limited to, injury to person or property, loss of profit, and reasonable attorney fees, arising out of or in connection with any breach of this Order, or of the Buyer's warranties, representations, and agreements contained in this Order, including but not limited to the representations concerning any trade-ins.
8. **BUYER DEFAULT PRIOR TO DELIVERY; LIQUIDATED DAMAGES:** Unless this Order is canceled by Buyer as allowed by these Terms and Conditions, upon failure or refusal of Buyer to accept delivery of the Vehicle(s) ordered or to otherwise comply with the terms of this Order, Dealer may, at its sole option and discretion cancel the Order and either: a) assess against Buyer liquidated damages of the greater of (i) 5% of the total price which would have been chargeable to Buyer at delivery, or (ii) the actual amount of any cash deposit made by Buyer; or b) decline such liquidated damages and to reserve its claims against Buyer for actual damages and for such other expenses and losses as Dealer may incur or suffer as a result of such default by Buyer, including consequential damages and lost profits. On either election, Dealer will be entitled to offset any cash deposit made by Buyer and, may further sell any trade-in and may offset the proceeds against the amounts due from Buyer. Buyer agrees and acknowledges that it has ordered the Vehicle(s) based on its own needs and for its own purposes and that such Vehicle(s) may not be subject to prompt resale, and that as such determination of actual damages may be delayed or difficult, and that as such the above stated liquidated damages are reasonable and appropriate for this transaction. Buyer further acknowledges and agrees that based on market conditions, such liquidated damages may prove insufficient to compensate Dealer for Buyer's failure to take delivery or other breach and that as such, Buyer has agreed to the above election of remedies as additional consideration to Dealer in agreeing to the Order.
9. **DESIGN CHANGES:** Manufacturer has reserved the right to change the design of any new Vehicle, chassis, accessory, or part at any time without notice, without the obligation to make the same or any similar change upon any Vehicle, chassis, accessory, or part previously purchased by or shipped to Dealer or being manufactured or sold in accordance with Dealer's orders. In the event of any such change by Manufacturer, Dealer has no obligation to Buyer to make the same or any similar change in any Vehicle, chassis, accessory, or part covered by this Order, either before or after delivery to Buyer.
10. **DELIVERY LIABILITY LIMITATION:** Dealer will not be liable for failure to deliver or delay in delivering the Vehicle(s) where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer. Buyer agrees that Buyer is not entitled to recover from Dealer any consequential damages, damages to property, damages for the loss of use of the Vehicle(s), loss of time, loss of profits or income, or any other incidental damages which may result from failure to deliver or delay in delivery of the Vehicle(s) where such failure or delay is due, in whole or in part, to any cause beyond the control or without the fault or negligence of Dealer, including, but not limited to, Manufacturer's failure to produce or deliver the Vehicle(s).

11. TAXES: The total taxable price for the Vehicle(s) ordered does not include sales, use, excise, or other taxes (Federal, State or local). Buyer assumes and agrees to pay, unless prohibited by law, any such taxes imposed on or applicable to the transaction covered by this Order, regardless of which party may have primary tax liability.

12. WARRANTY DISCLAIMER:

A. IN THE EVENT A VEHICLE IS EITHER A NEW VEHICLE, DEMONSTRATOR, OR A USED VEHICLE STILL SUBJECT TO A MANUFACTURER'S WARRANTY, DEALER EXPRESSLY DISCLAIMS ALL WARRANTIES, EXPRESS AND IMPLIED (INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE) ON SUCH VEHICLE. FURTHER, DEALER NEITHER MAKES NOR AUTHORIZES ANY OTHER PERSON TO MAKE ON DEALER'S BEHALF, ANY WARRANTY IN CONJUNCTION WITH THE SALE OF ANY VEHICLE. AS TO ANY MANUFACTURER'S WARRANTY WHICH MAY BE EXTENDED TO BUYER BY MANUFACTURER, DEALER SPECIFICALLY DISCLAIMS ANY LIABILITY THEREUNDER, SUCH MANUFACTURER'S WARRANTY BEING BETWEEN BUYER AND MANUFACTURER ONLY.

B. UNLESS A SEPARATE WRITTEN INSTRUMENT SHOWING THE TERMS OF ANY DEALER WARRANTY OR SERVICE CONTRACT IS FURNISHED BY DEALER TO BUYER, ALL VEHICLES ARE SOLD "AS IS," AND THE DEALER DISCLAIMS ALL WARRANTIES, EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

C. IN THE EVENT A VEHICLE IS A USED VEHICLE SUBJECT TO FEDERAL TRADE COMMISSION RULES REQUIRING THE POSTING OF A "BUYER'S GUIDE" THE INFORMATION ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT, INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THIS ORDER.

D. Buyer has selected the Vehicle(s) and any configuration or options, and has not relied on the Dealer for such selection.

E. Dealer is not part of any aftermarket or third-party service contract or warranty which may be sold by Dealer. Buyer will look only to the third-party seller of any such aftermarket service contract or warranty, and not to Dealer, for any remedy or recourse.

13. DAMAGE DISCLOSURE:

A. NEW VEHICLE. DEMONSTRATOR. EXECUTIVE OR MANUFACTURER'S VEHICLE OR PROGRAM VEHICLE: Damage to a new Vehicle (including to all mechanical components, electrical components, sheet metal, paint, trim or other appearance items) may occur either at the factory during assembly, while the Vehicle is being transported to Dealer, or while in Dealer's possession awaiting sale. Normally, any damage which occurs during assembly is detected and corrected at the factory during the inspection process. Damage which has been repaired by the Manufacturer prior to delivery to Dealer, since generally unknown to Dealer, will not be disclosed.

B. USED VEHICLES: Since a used Vehicle has been subject to use and possibly to body and mechanical damages, the Vehicle may have been subject to repairs for mechanical reasons or to enhance appearance for sale. Such repairs may include body work and painting of the Vehicle. Since (i) Buyer has the right to inspect the Vehicle, (ii) Dealer generally lacks knowledge of all prior repairs, and (iii) there is uncertainty as to what may be deemed material to Buyer. Dealer makes no representations as to former damage or as to whether the Vehicle was in a prior accident, bad frame damage or incurred any other damage that would affect the condition of the vehicle or its value.

14. ODOMETER DISCLAIMER: The mileage shown on the odometer of the Vehicle(s) sold or leased is believed by Dealer to be the actual mileage of the Vehicle(s) unless otherwise disclosed. However, Dealer makes no warranties or representations as to the actual mileage that the Vehicle has been driven, and expressly disclaims any liability for damages which may be asserted by Buyer, or Buyer's transferees or assigns, in the event the mileage shown is incorrect. Should the vehicle subject to this Agreement be subject to the Federal Odometer Statute, the Odometer Statement provided by the Dealer shall control.

15. COLOR OR EQUIPMENT CHANGE: If the Vehicle(s) ordered is received by Dealer with a different color or equipment, Buyer will be notified. If Dealer and Buyer reach an agreement as to purchase of the Vehicle(s), a new Order shall be completed by Dealer and Buyer covering the Vehicle(s) received; and the new Order will take the place of this Order and this Order will be null and void.

16. OTHER DOCUMENTS: The Buyer, before or at the time of delivery of the Vehicle, will sign such other documents as may be required by the terms and conditions of payment indicated on the front of this Order.

17. SAVINGS CLAUSE. GOVERNING LAW AND VENUE: Any provisions of this Order prohibited by State or Federal Law will be ineffective to the extent of such prohibition, but shall not invalidate the remaining provisions of this Order. This Order shall be governed by the laws of the State in which it is written, and Buyer agrees that the state court of the county in which the Dealer is located shall be the court of exclusive jurisdiction and venue with respect to any disputes arising from or related to this Order.

18. ARBITRATION: Any dispute arising out of or relating to this Order shall be resolved by binding arbitration before a single arbitrator pursuant to the Arbitration Rules of Resolute Systems, Inc. in effect on the date of this Order. Buyer acknowledges that in partial consideration for the agreements, covenants and representations of the parties hereto that he/she/it has or shall upon signing this Order or thereafter upon presentment by Dealer sign a separate arbitration agreement with Dealer, the terms and conditions of which are incorporated in this Order and made a part hereof.

19. FINANCING. Dealer intends to assign to a third-party lender any retail installment contract executed by Buyer for the purchase of the Vehicle(s). Buyer understands and agrees that Dealer SHALL NOT BE OBLIGATED TO SELL the Vehicle(s) to him/her/it unless a third-party lender accepts the assignment of the retail installment contract signed by the Buyer. The Order and retail installment contract may be cancelled at any time by Dealer, if Dealer determines in its sole discretion that it cannot obtain third party lender approval and may be cancelled by either party within twenty-one (21) days hereafter if such approval is not obtained on the agreed terms within such time. Additional terms may apply as set out in the retail installment contract and/or a finance rider. Buyer agrees to provide Dealer with a true, correct and complete credit application and cooperates fully in obtaining financing, including providing supporting documentation and Buyer acknowledges that Dealer is solely relying on the accuracy of such information. In the event the Order is terminated as provided herein, Dealer shall return any monetary deposit made by Buyer to Dealer and Buyer agrees to return the Vehicle(s) to Dealer upon demand. In the event that Buyer does not return the Vehicle(s) as required herein, the Dealer may repossess the Vehicle(s) and Buyer shall be liable for all costs, expenses and reasonable attorneys' fees incurred by Dealer related to such repossession and any damages to the Vehicle(s).

20. FAILURE TO DELIVER TRADE-IN VEHICLE OR TITLE. If Buyer fails to deliver any trade-in or good title to such Vehicle(s) on or before the time of delivery of the Vehicle(s) to Buyer, this Order shall remain in full force and effect unless cancelled by the Dealer, except that at the election of the Dealer, there shall be immediately due and payable from the Buyer to Dealer the amount of the gross-trade in allowance plus all applicable taxes.

21. SECURITY INTEREST IN TRADE-IN. By signing this Order, Buyer grants to Dealer a security interest in the trade-in Vehicle(s) to secure Buyer's obligations under this Order and the other documents executed herewith. In the event of a breach of the Order by the Buyer, Dealer may exercise all rights of a secured party under the Uniform Commercial Code with respect to the trade-in. Buyer agrees to execute any and all documents reasonably required by Dealer to perfect Dealer's security interest granted herein.

22. **PROMISSORY NOTE/ADDITIONAL CHARGES.** Any additional sums due pursuant to the terms of this transaction may be evidenced by a promissory note executed by Buyer in favor of Dealer. In the event any payment made by Buyer to Dealer is in the form of a check which is dishonored for any reason, Buyer shall pay a service charge to Dealer in the amount of \$100.00 plus any and all other compensatory and any other credit related costs under applicable law.

23. **SUCCESSION.** This Order is binding and shall inure to the benefit of the parties hereto and their respective heirs, executors, personal representatives, successors, and assigns, except that Buyer may not assign this Order or any interest therein, in whole or in part, without the prior written consent of Dealer.

24. **REBATE.** If a rebate from the Manufacturer is reflected on the reverse side of this Order, Buyer understands that such rebate is being subtracted from the total amount due as a courtesy to the Buyer. If Buyer does not qualify for the Manufacturer's rebate indicated on this Order, Buyer agrees to pay the amount of the rebate plus applicable taxes to Dealer within three (3) days after demand by Dealer.

25. **OTHER DOCUMENTS; CORRECTION.** The Buyer shall at any time upon demand by Dealer, even if such demand is after the date of this Order, execute such forms, agreements, or other documents as may be reasonably required to complete the transaction contemplated by this Order, or to evidence correction of mathematical or scrivener's errors.

26. **REPOSSESSION.** In addition to any other remedies that may be available to Dealer, in the event Buyer is unable to secure financing to purchase the Vehicle(s), Buyer's down payment check(s) do not clear or are not honored, or Buyer is otherwise in default of this Order or other written agreement related hereto, prior to full payment to dealer, and Buyer refuses to return the Vehicle(s) as required herein, Buyer authorizes Dealer to repossess the Vehicle(s) with or without legal process pursuant to applicable law.

27. **RIGHT TO INSPECT-FINAL ACCEPTANCE OF VEHICLE.** The Buyer acknowledges that he/she/it has been given an opportunity to thoroughly inspect the Vehicle(s) prior to taking delivery and that by taking delivery the Buyer accepts the Vehicle(s) in the condition on the date of this Order with all defects or non-conformities. For pre-owned Vehicle(s), except as otherwise required by law, Buyer accepts the Vehicle(s) in an "AS IS" condition. Receipt of delivery of the Vehicle(s) hereunder constitutes the Buyer's acknowledgment that the Vehicle(s) conforms to this Order and constitutes the Buyer's unqualified acceptance of the Vehicle(s), including pursuant to Section 2-606 of the Uniform Commercial Code.

28. **LIMITATIONS ON TIME PERIOD IN WHICH BUYER CAN FILE A LAWSUIT OR ARBITRATION CLAIM (AS APPLICABLE) AGAINST THE DEALER:** Buyer agrees that any arbitration claim (if applicable) or lawsuit arising out of or related to the purchase or lease of the Vehicle(s) described herein against the Dealer must be filed no more than 365 days after the date of the delivery of the Vehicle. While Buyer understands that the statute of limitations for claims arising out of the purchase of the Vehicle(s) may be longer than 365 days, Buyer agrees to be bound by the 365 day period of limitations as set forth herein, and BUYER WAIVES ANY STATUTE OF LIMITATIONS TO THE CONTRARY. This provision shall not apply to any action to enforce any retail installment contract, if any, executed in connection herewith.

29. **NOTICE TO DEALER OF DEFECTS OR CLAIM.** Buyer agrees to give Dealer prompt written notice, but in no event more than twenty-one (21) days after discovery, of any alleged defect or nonconformity related to the Vehicle(s) and afford Dealer, in its sole discretion, the reasonable opportunity to correct or repair such defect or nonconformity.

30. **TITLE.** The parties hereto agree that the title to the Vehicle(s) shall not pass to the Buyer until such time as Buyer has fully performed all of his/hers/its obligations contained herein.

31. **VEHICLE EMISSION LAW.** Dealer makes no representations or warranty that the Vehicle(s) sold hereunder passed, or will pass, any inspection required by any state vehicle emission inspection law. Compliance is the responsibility of the Buyer.

32. **CONSEQUENTIAL DAMAGES.** Buyer shall not be entitled to recover from Dealer any consequential or incidental damages for loss of use, loss of time, loss of profit or income, or any other incidental damages including, without limitations, any damages arising from liability on breach of warranty, contract, tort, strict liability or any other statutory or common law theory of liability or punitive damages.

33. **ATTORNEYS FEES.** In the event of any breach of this Order or default by Buyer, Dealer shall be entitled to collect all costs and expenses incurred by Dealer, including, but not limited to, reasonable attorneys' fees from Buyer, in addition to any other damages permitted by law, related to the enforcement of this Order.

34. **SEVERABILITY.** Buyer and Dealer agree that if any portion of this Order is deemed unenforceable, or is contrary to any applicable statute, administrative code, or state mandated form of agreement or contract, then only that portion of the Order shall fail, the remainder of the Order shall remain in force.

35. **WAIVER OF CLASS ACTION.** TO THE EXTENT PERMITTED BY LAW, BUYER AGREES NOT TO BRING, JOIN, OR PARTICIPATE IN ANY CLASS ACTION AS TO ANY CLAIM, DISPUTE, OR CONTROVERSY AGAINST DEALER, ITS EMPLOYEES, OFFICERS, DIRECTORS, AND ASSIGNS. BUYER AGREES TO THE ENTRY OF INJUNCTIVE RELIEF BARRING ANY SUCH ACTION AND TO PAY ALL OF DEALER'S ATTORNEYS' FEES AND COURT COSTS INCURRED IN SEEKING SUCH RELIEF. THIS PROVISION DOES NOT CONSTITUTE A WAIVER OF BUYER'S RIGHTS AND REMEDIES TO PURSUE A CLAIM INDIVIDUALLY AS OTHERWISE AGREED TO BETWEEN THE PARTIES.

36. **WAIVER OF JURY TRIAL.** THE PARTIES WAIVE ANY RIGHT TO TRIAL BY JURY IN ANY ACTION OR PROCEEDING TO ENFORCE OR DEFEND ANY RIGHTS UNDER THIS ORDER OR RELATED, DIRECTLY OR INDIRECTLY, TRANSACTION HEREUNDER AND AGREES THAT ANY ACTION OR PROCEEDING SHALL BE TRIED BEFORE A COURT AND NOT BEFORE A JURY.

THIS ORDER SHALL NOT BECOME BINDING UNTIL ACCEPTED BY THE MANAGER.

Village of Hoffman Estates

Purchaser's Name

Sales Representative

Purchaser's Signature

Date

Manager

**AGREEMENT AND ACKNOWLEDGMENT**  
**REGARDING PRICE INCREASES, SURCHARGES, FEES AND COSTS**

Vehicle Order: DE-01774

Buyer: Village of Hoffman Estates

Dealer: Peterbilt Illinois Joliet, Inc dba JX Truck Center

Date: 5/29/24 - 3rd unit

Dealer, and its manufacturers, bodybuilders, upfitters and other suppliers are experiencing unprecedented cost increases resulting from global supply shortages, including the pandemic, increased demand for electronic chips, and scarcity of certain raw materials. Dealer is faced with incredible volatility in its business, accordingly, particularly for non-commodity units and chassis. In order to manage that volatility, and to enter into the above vehicle order, Dealer requires the right to pass such increases through to the Buyer. Accordingly, and as additional consideration to Dealer relative to the above-referenced sale, the parties agree that Manufacturer, and certain bodybuilders and upfitters, have reserved the right to change the price to Dealer of new vehicles and or to impose fees, costs or surcharges, without notice. In the event the price to Dealer of the Vehicle(s) is increased by Manufacturer, or a body-builder or upfitter, if applicable, prior to delivery of the Vehicle(s) ordered by Buyer, or Manufacturer, a body-builder or upfitter imposes fees, costs or surcharges, Dealer reserves the right to change the total delivered price of the Vehicle(s) to Buyer to pass thru such fees, costs or surcharges, accordingly, but without markup, overhead or profit to Dealer. Dealer will use reasonable efforts to promptly notify Buyer on receipt of notice of such increase, or imposition of fees costs or surcharges. Any such increase, or imposition of fees, costs or surcharges will not give rise to any right to cancel the Order, provided, however, that as a courtesy, and not as a matter of contractual obligation, Dealer may work with Buyer, and the applicable Manufacturer, body-builder or upfitter, regarding any available opportunity to cancel the Order.

This Agreement and Acknowledgment Regarding Price Increases, Surcharges, Fees and Costs will govern over any other or conflicting document on the issue of pricing and price increases.

**DEALER:**  
**Peterbilt Illinois Joliet, Inc dba JX Truck Center**  
535 E. South Frontage Road  
Bolingbrook IL 60440

**BUYER:**  
**Village of Hoffman Estates**  
2305 PEMBROKE AVE  
HOFFMAN ESTATES, IL 60169-2010

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

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



**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4G

**REQUEST:** Authorization to:  
a. waive formal bidding; and  
b. purchase two snow plows from Lindco Equipment Sales, Merrillville, IN (via Sourcewell Purchasing Consortium) in an amount not to exceed \$64,000

**FROM:** Joe Capiga, Supervisor Fleet Services  
Joseph Nebel, Public Works Director

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

The Village purchases heavy-duty dump trucks, also used as frontline snow plow vehicles, as replacements for units that are in poor condition and/or have excessive mileage. These purchases include individual components such as a chassis, snow and ice equipment (including plows), and up-fitting. This request will provide plows for two frontline vehicles.

Wausau Equipment is the currently awarded supplier and manufacturer of the snowplows that will be purchased as competitively bid through the Sourcewell cooperative purchasing program. The Village has installed Wausau equipment on all frontline plow vehicles for the past several years with positive results.

The local distributor for Wausau plows is Lindco Equipment Sales. The purchased plows will be shipped directly to an up-fitter, once the Village has ultimately selected one. Lindco will store the plows until that time.

**FINANCIAL IMPACT**

There is \$720,000 in the Capital Improvements Program – General Fund for the replacement of the two referenced frontline plow vehicles. Staff anticipates a combined total of \$304,500 to be allocated towards the purchase of the two chassis. There remains sufficient funding (\$415,500) for the requested purchase of two snow plows (\$63,547 combined). Staff has requested additional funding to account for estimated shipping costs, which may differ slightly from what has been quoted. A request for up-fitting of these vehicles will be made at a later date, utilizing the remaining funds (\$351,953).

Authorization to purchase the chassis for one of the two referenced frontline vehicles has also been requested in a separate action item on this agenda.

**RECOMMENDATION**

Authorization to:

a. waive formal bidding

b. purchase two snow plows from Lindco Equipment Sales, Merrillville, IN (Sourcewell) in an amount not to exceed \$64,000.

**ATTACHMENTS**

1. Lindco Viking-Cives-Sourcewell-Quote # 240393-SWL-Hoffman Estates Flat Plate Hitch & Plow Shipout



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



Viking-Cives #062222-VCM

# QUOTATION

Quote Number: 240393-SWL

Quote Date: Oct 17, 2024

Page: 1

**Quoted To:**

Hoffman Estates, Village of  
1900 Hassell Rd  
Hoffman Estates, IL 60196  
USA

**TERMS & CONDITIONS OF QUOTE**

- > Quotes are only valid for 30 days from date of quote.
- > Quotes past 30 days must be requested.
- > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
HE-01	11/16/24	Net 30 Days	51622

Quantity	Item	Description
		<p>SOURCEWELL CONTRACT:</p> <hr/> <p>CONTRACT HOLDER: Viking-Cives            CONTRACT NUMBER: 062222-VCM            CONTRACT MATURITY DATE: 08/15/2026            CONTRACT NUMBERS: NJ2400, SW-SP0370</p> <hr/> <p>SOURCEWELL MEMBER:</p> <hr/> <p>MEMBER NUMBER: 36488            MEMBER: Village of Hoffman Estates            CONTACT: Joe Capiga            PHONE: 847-781-2719            E-MAIL: joe.capiga@hoffmanestates.org</p> <hr/> <p>TERMS OF QUOTE:</p> <hr/> <p>***Due to the supply chain issues the following applies.***            * All quotes are only valid for thirty (30) days from date of quote.</p> <hr/> <p>EQUIPMENT PAYMENT TERMS:</p> <hr/> <p>* Net 30 days payment after equipment arrives at your location.            * Will be subject to all price increases up until time of completion.</p>

25% Restock Fee on All Cancelled and Returned Orders

Subtotal	Continued
Sales Tax	Continued
<b>TOTAL</b>	<b>Continued</b>



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



# QUOTATION

Quote Number: 240393-SWL

Quote Date: Oct 17, 2024

Page: 2

Viking-Cives #062222-VCM

**Quoted To:**

Hoffman Estates, Village of  
1900 Hassell Rd  
Hoffman Estates, IL 60196  
USA

**TERMS & CONDITIONS OF QUOTE**

- > Quotes are only valid for 30 days from date of quote.
- > Quotes past 30 days must be requested.
- > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
HE-01	11/16/24	Net 30 Days	51622

Quantity	Item	Description
		ESTIMATED DELIVERY TIME FRAME: _____ * Allow approximately 400+ days for all equipment to arrive at your location after receiving your purchase order. ***Based on supply chain issues all of the above estimated time frames are subject to change.*** _____ SUMMARY OF QUOTE: _____ ***** SOURCEWELL TOTAL PRICE: ***** Equipment per below items mounted and fully operational. ***** _____ PLOW: _____ 2.00 43R12JP,SSTE Wausau 43"H X 12'L reversible snow plow. MOLDBOARD: * 6273212 Homesafe Snow Plow * 12' long, 43" blue poly inverted "J" style moldboard * Top Angle: 3" x 2-1/2" x 3/8" * Ribs: (10) 1/2" with two horizontal supports for added rigidity * (4) Moldboard connection points with bushings STANDARD ITEMS: * 6201758 Rubber shield

Subtotal	Continued
Sales Tax	Continued
<b>TOTAL</b>	<b>Continued</b>

25% Restock Fee on All Cancelled and Returned Orders



2168 East 88th Drive  
Merrillville, Indiana 46410

Voice: (219)795-1448

Fax: (219)736-0892



# QUOTATION

Quote Number: 240393-SWL

Quote Date: Oct 17, 2024

Page: 3

Viking-Cives #062222-VCM

**Quoted To:**

Hoffman Estates, Village of  
1900 Hassell Rd  
Hoffman Estates, IL 60196  
USA

**TERMS & CONDITIONS OF QUOTE**

- > Quotes are only valid for 30 days from date of quote.
- > Quotes past 30 days must be quoted.
- > 25% restocking fee on all cancelled and returned orders.

Customer ID	Good Thru	Payment Terms	Sales Rep
HE-01	11/16/24	Net 30 Days	51622

Quantity	Item	Description
2.00	6237120	* 6094000 Dual stabilizer bars with (3) adjustable layback positions * 7300030 Rod markers PLOW - BACK HALF: * WH601-0102-400 Homesafe Plow Back Half (PLPM Pushframe, Hydraulics, Swivel, and Hitch) RUNNING GEAR: * 6089022 Parallel lift system dual parking stands that keep the plow in position for easy on and off the truck CUTTING EDGE: * 6211031 1/2" x 8" SAE 1084 high carbon steel cutting edge PAINT: * 7182102 Blue poly moldboard with black painted framework _____ HITCH: _____ Wausau truck side flat plate hitch: accepts all parallel lift plows & adapter hitches (SQH). Includes locking lever with spring * 62373 FPH Sideplates
1,075.00	FREIGHT	FREIGHT * Estimate Only *

Subtotal	63,547.00
Sales Tax	
<b>TOTAL</b>	<b>63,547.00</b>

25% Restock Fee on All Cancelled and Returned Orders



**AGENDA ITEM REPORT**  
Public Works & Utilities Committee  
October 28, 2024  
ITEM 4H

**REQUEST:** Authorization to:  
 a. waive formal bidding;  
 b. purchase replacement chassis from Friendly Ford, Roselle, IL (low quote) in an amount not to exceed \$348,584; and  
 c. grant the Village Manager authority to approve change orders, as needed, in an amount not to exceed \$24,000

**FROM:** Joe Capiga, Supervisor Fleet Services  
 Joseph Nebel, Public Works Director

**ITEM TYPE:** Contract - Committee

---

**REQUEST SUMMARY**

In the 2024 and 2025 Capital Improvements Program (CIP), pickup truck units #29, #44, #47, #62, #64 (CIP 2025) and #FC08 (CIP 2024) are due for replacement. However, Ford F-series pickup trucks are unavailable to be ordered until late October 2025. Staff has requested authorization to place the order for these units now as the ordering window has just opened.

Friendly Ford has offered to include the Village in a limited-time ordering window with Ford that provides these vehicles at a lower cost than what has been offered through the Suburban Purchasing Cooperative (SPC) low bid price.

**FINANCIAL IMPACT**

There is a combined \$765,000 identified in the 2024 and 2025 Capital Improvements Program for this request. The following table details what has been budgeted for each vehicle, the current quote to order each vehicle through Friendly Ford, and the funding that would remain for up-fitting for each vehicle after purchasing at the listed price.

	Unit 29	Unit 44	Unit 47	Unit 62	Unit 64	FC08	Total
Budget	\$140,000	\$110,000	\$200,000	\$85,000	\$100,000	\$130,000	\$765,000
Proposed Purchase	\$58,728	\$60,182	\$57,548	\$50,236	\$63,272	\$58,618	\$348,584
Remaining for Up-fitting	\$81,272	\$49,818	\$142,452	\$34,764	\$36,728	\$71,382	\$416,416

This request is for a total amount not to exceed the combined purchase price of these vehicles, \$348,584. However, change orders, pricing adjustments, or additional fees have become common with recent vehicle purchases. Included in this memorandum is a request to authorize the Village Manager to approve change orders in a total

combined amount not to exceed \$24,000. Staff will return with a separate request for up-fitting at a future meeting of the Committee.

## **RECOMMENDATION**

Authorization to:

- a. waive formal bidding;
- b. purchase replacement chassis from Friendly Ford, Roselle, IL (low quote) in an amount not to exceed \$348,584; and
- c. grant the Village Manager authority to approve change orders, as needed, in an amount not to exceed \$24,000.

## **ATTACHMENTS**

1. 29 - F-550 Super Cab 4x2 Chassis - Preview Order E63G - X5G 4x2 Super Chas Cab DRW- Hoffman Estat
2. 44 - F-550 Reg Cab 4x4 Chassis - Preview Order E62G - F4H 4x4 Reg Chas Cab DRW- Hoffman Estat
3. 47 - F-550 Reg Cab 4x2 Chassis - Preview Order E61G - F5G 4x2 Reg Chas Cab DRW- Hoffman Estat
4. 64 - F-550 Crew Cab 4x4 Chassis - Preview Order E60G - W5H 4x4 Crew Chas Cab DRW- Hoffman Estat
5. F-350 - Preview Order E930 - W3B 4x4 Crew Cab SRW- Hoffman Estat
6. Updated F-250 - Preview Order E05G - F2B 4x4 Reg Cab SRW- Hoffman Estat



Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep. Erik Grimmer	Type Fleet	Vehicle Line Superduty	Order Code E63G
Customer Name Hoffman Estat	Priority Code M1	Model Year 2025	Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X2 SUPERCAB CHAS CAB/168	\$57635	40 GAL AFT OF AXLE FUEL TNK	\$0
168 INCH WHEELBASE	\$0	410 AMP ALTERNATOR	\$115
TOTAL BASE VEHICLE	\$57635	EXTERIOR BACKUP ALARM	\$220
OXFORD WHITE	\$0	PRICE CONCESSION INDICATOR	\$0
VINYL 40/20/40 SEATS	\$0	REMARKS TRAILER	\$0
MEDIUM DARK SLATE	\$0	DUAL BATTERY	\$0
PREFERRED EQUIPMENT PKG.660A	\$0	REAR VIEW CAMERA & PREP KIT	\$415
.XL TRIM	\$0	XL CHROME PACKAGE	\$225
.AIR CONDITIONING -- CFC FREE	\$0	.BACKGLASS DEFROST	\$0
.AM/FM STEREO MP3/CLK	\$0	.POWER SLIDING REAR WINDOW	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.FOG LAMPS	\$0
10-SPEED AUTO TORQSHIFT	\$0	.REMOTE START SYSTEM	\$0
225/70R19.5G BSW ALL POSITION	\$0	.PRIVACY GLASS	\$0
4.88 RATIO LIMITED SLIP AXLE	\$395	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
PLATFORM RUNNING BOARDS	\$445	NET INVOICE FLEET OPTION (B4A)	\$0
18000# GVWR PACKAGE	\$0	PRICED DORA	\$0
50 STATE EMISSIONS	\$0	ADVERTISING ASSESSMENT	\$0
120V/400W OUTLET	\$175	DESTINATION & DELIVERY	\$1995
SNOW PLOW PREP PACKAGE	\$250		

MSRP:	\$61,870.00	
Gov Discount:	\$100.00	MSRP
Friendly Discount:	\$3,574.00	\$61870
Total:	\$58,196.00	NA
		\$61870
Title & License:	\$531.03	
Out the Door:	\$58,727.03	

ORDERING FIN: QA337 END USER FIN: QA337

INCENTIVES Acc. Code ID :10 Contract/Ref # :08-0815 Bid Date :07/30/24State : IL

DISCOUNTS: \$-100.00

Customer Name:	Customer Email:
Customer Address:	Customer Phone:
Customer Signature	Date

**This order has not been submitted to the order bank.  
This is not an invoice.**



Preview Order E62G - F4H 4x4 Reg Chas Cab DRW: Order Summary Time of Preview: 10/04/2024 10:58:49 Receipt: NA

Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep. Erik Grimmer	Type Fleet	Vehicle Line Superduty	Order Code E62G
Customer Name Hoffman Estat	Priority Code M1	Model Year 2025	Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F450 4X4 CHASSIS CAB DRW/169	\$59070	120V/400W OUTLET	\$175
169 INCH WHEELBASE	\$0	SNOW PLOW PREP PACKAGE	\$250
TOTAL BASE VEHICLE	\$59070	JOB #1 ORDER	\$0
OXFORD WHITE	\$0	410 AMP ALTERNATOR	\$115
VINYL 40/20/40 SEATS	\$0	EXTERIOR BACKUP ALARM	\$220
MEDIUM DARK SLATE	\$0	PRICE CONCESSION INDICATOR	\$0
PREFERRED EQUIPMENT PKG.650A	\$0	REMARKS TRAILER	\$0
.XL TRIM	\$0	DUAL BATTERY	\$0
.AIR CONDITIONING -- CFC FREE	\$0	REAR VIEW CAMERA & PREP KIT	\$415
.AM/FM STEREO MP3/CLK	\$0	XL CHROME PACKAGE	\$225
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.FOG LAMPS	\$0
10-SPEED AUTO TORQSHIFT	\$0	.REMOTE START SYSTEM	\$0
225/70R19.5G BSW MAX TRAC TIRE	\$215	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
4.88 RATIO LIMITED SLIP AXLE	\$395	SPECIAL FLEET ACCOUNT CREDIT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	FUEL CHARGE	\$0
FRONT LICENSE PLATE BRACKET	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
PLATFORM RUNNING BOARDS	\$320	PRICED DORA	\$0
16500# GVWR PACKAGE	\$0	ADVERTISING ASSESSMENT	\$0
50 STATE EMISSIONS	\$0	DESTINATION & DELIVERY	\$1995

TOTAL BASE AND OPTIONS	MSRP:	\$63,395.00	MSRP
DISCOUNTS	Gov Discount:	\$100.00	\$63395
TOTAL	Friendly Discount:	\$3,645.00	NA
	Total:	\$59,650.00	\$63395

ORDERING FIN: QA337 END USER FIN: QA337

Title & License: \$531.03  
Out the Door: \$60,181.03

INCENTIVES  
Acc. Code ID :10 Contract/Ref # :08-085S Bid Date :07/30/24State : IL DISCOUNTS: \$-100.00

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.  
This is not an invoice.*



Preview Order E61G - F5G 4x2 Reg Chas Cab DRW: Order Summary Time of Preview: 10/04/2024 10:54:00 Receipt: NA

Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep. Erik Grimmer	Type Fleet	Vehicle Line Superduty	Order Code E61G
Customer Name Hoffman Estat	Priority Code M1	Model Year 2025	Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X2 CHASSIS CAB DRW/169	\$56520	120V/400W OUTLET	\$175
169 INCH WHEELBASE	\$0	SNOW PLOW PREP PACKAGE	\$250
TOTAL BASE VEHICLE	\$56520	40 GAL AFT OF AXLE FUEL TNK	\$0
OXFORD WHITE	\$0	410 AMP ALTERNATOR	\$115
VINYL 40/20/40 SEATS	\$0	EXTERIOR BACKUP ALARM	\$220
MEDIUM DARK SLATE	\$0	PRICE CONCESSION INDICATOR	\$0
PREFERRED EQUIPMENT PKG.660A	\$0	REMARKS TRAILER	\$0
.XL TRIM	\$0	DUAL BATTERY	\$0
.AIR CONDITIONING -- CFC FREE	\$0	REAR VIEW CAMERA & PREP KIT	\$415
.AM/FM STEREO MP3/CLK	\$0	XL CHROME PACKAGE	\$225
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.FOG LAMPS	\$0
10-SPEED AUTO TORQSHIFT	\$0	.REMOTE START SYSTEM	\$0
225/70R19.5G BSW ALL POSITION	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
4.88 RATIO LIMITED SLIP AXLE	\$395	SPECIAL FLEET ACCOUNT CREDIT	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	FUEL CHARGE	\$0
FRONT LICENSE PLATE BRACKET	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
PLATFORM RUNNING BOARDS	\$320	PRICED DORA	\$0
18000# GVWR PACKAGE	\$0	ADVERTISING ASSESSMENT	\$0
50 STATE EMISSIONS	\$0	DESTINATION & DELIVERY	\$1995

TOTAL BASE AND OPTIONS	MSRP:	\$60,630.00	MSRP
DISCOUNTS	Gov Discount:	\$100.00	\$60630
TOTAL	Friendly Discount:	\$3,514.00	NA
	Total:	\$57,016.00	\$60630

ORDERING FIN: QA337 END USER FIN: QA337

Title & License: \$531.03  
Out the Door: \$57,547.03

INCENTIVES DISCOUNTS:  
Acc. Code ID :10 Contract/Ref # :08-085S Bid Date :07/30/24State : IL \$-100.00

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.*

*This is not an invoice.*



Preview Order E60G - W5H 4x4 Crew Chas Cab DRW: Order Summary Time of Preview: 10/04/2024 10:47:00 Receipt: NA

Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep. Erik Grimmer	Type Fleet	Vehicle Line Superduty	Order Code E60G
Customer Name Hoffman Estat	Priority Code M1	Model Year 2025	Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F550 4X4 CREW CHAS CAB DRW/179	\$62190	40 GAL AFT OF AXLE FUEL TNK	\$0
179 INCH WHEELBASE	\$0	410 AMP ALTERNATOR	\$115
TOTAL BASE VEHICLE	\$62190	EXTERIOR BACKUP ALARM	\$220
OXFORD WHITE	\$0	PRICE CONCESSION INDICATOR	\$0
VINYL 40/20/40 SEATS	\$0	REMARKS TRAILER	\$0
MEDIUM DARK SLATE	\$0	DUAL BATTERY	\$0
PREFERRED EQUIPMENT PKG.660A	\$0	REAR VIEW CAMERA & PREP KIT	\$415
.XL TRIM	\$0	XL CHROME PACKAGE	\$225
.AIR CONDITIONING -- CFC FREE	\$0	.BACKGLASS DEFROST	\$0
.AM/FM STEREO MP3/CLK	\$0	.POWER SLIDING REAR WINDOW	\$0
.7.3L DEVCT NA PFI V8 ENGINE	\$0	.FOG LAMPS	\$0
10-SPEED AUTO TORQSHIFT	\$0	.REMOTE START SYSTEM	\$0
225/70R19.5G BSW MAX TRAC TIRE	\$215	.PRIVACY GLASS	\$0
4.88 RATIO LIMITED SLIP AXLE	\$395	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FORD FLEET SPECIAL ADJUSTMENT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
FRONT LICENSE PLATE BRACKET	\$0	FUEL CHARGE	\$0
PLATFORM RUNNING BOARDS	\$445	NET INVOICE FLEET OPTION (B4A)	\$0
18000# GVWR PACKAGE	\$0	PRICED DORA	\$0
50 STATE EMISSIONS	\$0	ADVERTISING ASSESSMENT	\$0
120V/400W OUTLET	\$175	DESTINATION & DELIVERY	\$1995
SNOW PLOW PREP PACKAGE	\$250		
		MSRP:	\$66,640.00
		Gov Discount:	\$100.00
		Friendly Discount:	\$3,800.00
		Total:	\$62,740.00
TOTAL BASE AND OPTIONS			MSRP \$66640
DISCOUNTS			NA
TOTAL		Title & License:	\$531.03
		Out the Door:	\$63,271.03
			\$66640

ORDERING FIN: QA337 END USER FIN: QA337

INCENTIVES DISCOUNTS:  
 Acc. Code ID :10 Contract/Ref # :08-0855 Bid Date :07/30/24State : IL \$-100.00

Customer Name: Customer Address:	Customer Email:  Customer Phone:
<hr/> Customer Signature <span style="float: right;">Date</span>	
<p><b><i>This order has not been submitted to the order bank.</i></b></p> <p><b><i>This is not an invoice.</i></b></p>	



Preview Order E930 - W3B 4x4 Crew Cab SRW: Order Summary Time of Preview: 10/16/2024 15:03:09 Receipt: 9/30/2024

Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep.	Erik Grimmer	Type	Fleet	Vehicle Line	Superduty	Order Code	E930
Customer Name	Hoffman Estat	Priority Code	M1	Model Year	2025	Price Level	515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F350 4X4 CREW CAB PICKUP/160	\$53200	TRAILER BRAKE CONTROLLER	\$300
160 INCH WHEELBASE	\$0	INTERIOR WORK SURFACE	\$140
RACE RED	\$0	BLIS (BLIND SPOT INFO SYSTEM)	\$0
VINYL 40/20/40 SEATS	\$0	JACK	\$0
MEDIUM DARK SLATE	\$0	WHEEL WELL LINERS FRONT & REAR	\$325
PREFERRED EQUIPMENT PKG.610A	\$0	SPLASH GUARDS - FRONT	\$130
.XL TRIM	\$0	SPLASH GUARDS - REAR	\$0
.AIR CONDITIONING -- CFC FREE	\$0	STEEL ROAD WHEELS-18"	\$455
.AM/FM STEREO MP3/CLK	\$0	UPFITTER SWITCHES	\$165
.6.8L DEVCT NA PFI V8 ENGINE	\$0	REAR PARKING SENSORS	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	TAILGATE STEP	\$375
LT275/70R18E BSW ALL TERRAIN	\$265	DUAL BATTERY	\$210
3.73 ELECTRONIC-LOCKING AXLE	\$430	360-DEGREE CAMERA PACKAGE	\$1150
JOB #1 ORDER	\$0	XL DRIVER ASSIST PACKAGE	\$730
FORD FLEET SPECIAL ADJUSTMENT	\$0	XL CHROME PACKAGE	\$225
FLEET ADVERTISING CREDIT	\$0	.FOG LAMPS	\$0
FRONT LICENSE PLATE BRACKET	\$0	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
FX4 OFF-ROAD PACKAGE	\$495	FUEL CHARGE	\$0
.SKID PLATES	\$0	NATIONAL FLEET INCENTIVE (56M)	\$0
PLATFORM RUNNING BOARDS	\$445	NET INVOICE FLEET OPTION (B4A)	\$0
11499# GVWR PACKAGE	\$0	PRICED DORA	\$0
50 STATE EMISSIONS	\$0	ADVERTISING ASSESSMENT	\$0
PRO POWER ONBOARD - 2KW	\$985	DESTINATION & DELIVERY	\$1995
SNOWPLOW PREP/CAMPER PACKAGE	\$305		
		<b>MSRP:</b>	<b>\$62,325.00</b>
		<b>Gov Discount:</b>	<b>\$1,300.00</b>
		<b>Friendly Discount:</b>	<b>\$2,939.00</b>
		<b>Total:</b>	<b>\$58,086.00</b>
TOTAL BASE AND OPTIONS			MSRP \$62325
DISCOUNTS			NA
TOTAL		<b>Title &amp; License:</b>	<b>\$531.03</b>
		<b>Out the Door:</b>	<b>\$58,617.03</b>

ORDERING FIN: QA337 END USER FIN: QA337 PO NUMBER: E930

Customer Name:  
Customer Address:

Customer Email:  
Customer Phone:

Customer Signature

Date

*This order has not been submitted to the order bank.  
This is not an invoice.*



Preview Order E05G - F2B 4x4 Reg Cab SRW: Order Summary Time of Preview: 10/15/2024 11:58:21 Receipt: 10/15/2024

Dealership Name: Friendly Ford, Inc.

Sales Code : F41078

Dealer Rep. Erik Grimmer	Type Fleet	Vehicle Line Superduty	Order Code E05G
Customer Name Hoffman Estat	Priority Code M1	Model Year 2025	Price Level 515

DESCRIPTION	MSRP	DESCRIPTION	MSRP
F250 4X4 STYLESIDE PICKUP/142	\$48090	PRO POWER ONBOARD - 2KW	\$985
142 INCH WHEELBASE	\$0	SNOWPLOW PREP/CAMPER PACKAGE	\$305
TOTAL BASE VEHICLE	\$48090	SPARE TIRE AND WHEEL	\$0
OXFORD WHITE	\$0	INTERIOR WORK SURFACE	\$140
VINYL 40/20/40 SEATS	\$0	JACK	\$0
MEDIUM DARK SLATE	\$0	SPLASH GUARDS - FRONT	\$130
PREFERRED EQUIPMENT PKG.600A	\$0	SPLASH GUARDS - REAR	\$0
.XL TRIM	\$0	LED BOX LIGHTING	\$60
.AIR CONDITIONING -- CFC FREE	\$0	UPFITTER SWITCHES	\$165
.AM/FM STEREO MP3/CLK	\$0	PRICE CONCESSION INDICATOR	\$0
.6.8L DEVCT NA PFI V8 ENGINE	\$0	REMARKS TRAILER	\$0
10-SPEED AUTO TORQSHIFT-G	\$0	TOUGH BED SPRAY IN BEDLINER	\$595
JOB #1 ORDER	\$0	DUAL BATTERY	\$210
FORD FLEET SPECIAL ADJUSTMENT	\$0	XL CHROME PACKAGE	\$225
FRONT LICENSE PLATE BRACKET	\$0	.FOG LAMPS	\$0
XL OFF-ROAD PACKAGE	\$995	SPECIAL DEALER ACCOUNT ADJUSTM	\$0
.33" OFF ROAD LT285/70R17 AT	\$0	SPECIAL FLEET ACCOUNT CREDIT	\$0
.3.73 ELECTRONIC-LOCKING AXLE	\$0	FUEL CHARGE	\$0
.SKID PLATES	\$0	NET INVOICE FLEET OPTION (B4A)	\$0
PLATFORM RUNNING BOARDS	\$320	PRICED DORA	\$0
10000# GVWR PACKAGE	\$0	ADVERTISING ASSESSMENT	\$0
50 STATE EMISSIONS	\$0	DESTINATION & DELIVERY	\$1995

TOTAL BASE AND OPTIONS	MSRP:	\$54,215.00	MSRP
DISCOUNTS	Gov Discount:	\$1,300.00	\$54215
TOTAL	Friendly Discount:	\$3,211.00	NA
	Total:	\$49,704.00	\$54215

ORDERING FIN: QA337 END USER FIN: QA337	Title & License:	\$531.03	
	Out the Door:	\$50,235.03	
INCENTIVES			DISCOUNTS:
Acc. Code ID :10 Contract/Ref # :07-9005 Bid Date :07/30/24State : IL			-\$1300.00

Customer Name: \_\_\_\_\_ Customer Email: \_\_\_\_\_

Customer Address: \_\_\_\_\_ Customer Phone: \_\_\_\_\_

\_\_\_\_\_  
Customer Signature Date

**This order has not been submitted to the order bank.**

Page 72 of 86



**VILLAGE OF HOFFMAN ESTATES  
DEPARTMENT OF PUBLIC WORKS**

SEPTEMBER 2024 MONTHLY REPORT

*[Signature]*  
Joseph Nebel  
Director of Public Works

*[Signature]*  
Bryan Ackerlund  
Assistant Director of Public Works

**MAJOR PROJECT UPDATES:**

**Well #10 Rehabilitation**

*Summary:* Well #10 is the backup supply well for the South Pressure Zone which produces approximately 1,000 gallons per minute when fully operational. This well is being rehabilitated to ensure sufficient and redundant emergency backup water supply for the north and south zones, which are interconnected.

*Status Update:* This project is complete. Well #10 is available for use.

**Water Tower Painting - T-5**

*Summary:* LC United Painting Company was awarded the contract to paint the water tower located on Olmstead Drive. Painting work is anticipated to begin after May 1, 2024 and be completed no later than July 19, 2024.

*Status Update:* Minor punchlist items remain from this painting project. Cellular antenna installations are ongoing with one of two carriers complete. The lease for the second carrier has recently been finalized. Once complete, the temporary antenna pole will be removed and the site fully restored.

**Engineering for Pfizer Lift Station Improvements**

*Summary:* Ciorba Group is providing engineering services in preparation for the replacement of Pfizer Lift Station. The scope of work will include demolition and abandonment of the existing station, construction of a new submersible-style station, above-grade electrical and controls, and installation of a new upstream manhole.

*Status Update:* Construction is in progress. Temporary electrical service, tree removal, and utility locating has started.

**CUSTOMER SERVICE - Supervisor: Kevin McGraw**

**Fast Action Service Team (FAST)**

Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
121	111	116	191	186	124	158	114	164				1,285

Customer Service

Water Billing Customer Service Appointments												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
36	36	44	27	18	36	24	29	25				275
Finance-Generated Water Meter Readings												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
186	136	86	97	71	127	78	134	113				1,028
Delinquent Water Accounts												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
154	121	119	123	116	116	131	112	144				1,136
New Construction Permits												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2	0	2	0	2	3	1	1	1				12
Water Meter Repair/Replace Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
9	7	10	9	12	13	11	10	12				93
MIU Installations/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
7	8	8	3	5	8	6	15	4				64
B-box Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2	3	6	11	2	4	8	5	7				48

Utility Locates

JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
229	402	487	548	510	922	1,502	779	607				5,986
Emergency Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
31	32	31	27	36	47	62	55	40				361
Utility Joint Meets												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3	6	12	11	16	21	18	13	15				115

**FACILITIES - Superintendent: Paul Petrenko**

- 1 Coordinated upgrades and testing of the Fleet Services fire alarm panel.
- 2 Replaced the generator water pump and block heater at Fire Station 22.
- 3 Completed installation and testing of the UPS at Village Hall.

Preventative Maintenance Program Labor Hours												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
90	111	162	159	195	148	174	172	170				1,381

**FLEET SERVICES - Supervisor: Joe Capiga**

- 1 Continued preparing new/replacement vehicles for up-fitting.
- 2 Continued repairs on fire apparatus and police vehicles.

Total Preventative Maintenance Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
27	21	26	25	27	13	38	23	28				228

Vehicles Sent for Warranty Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4	4	5	1	5	2	1	2	0				24

**FORESTRY - Supervisor: Nick Lackowski**

- 1 Continued oversight of contractual Silver Maple and Siberian Elm removals.
- 2 Continued brush clearing on sidewalks and paths along state routes.
- 3 Completed the Fall brush pick-up program - a total of 2,720 piles of brush were collected.

Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4	9	5	29	29	102	51	70	40				339

**MAINTENANCE AND CONSTRUCTION - Supervisor: Tyler Wintz**

- 1 Continued replacing and repairing out of service fire hydrants.
- 2 Assisted the Water Operations Team with sanitary sewer flushing at various locations.
- 3 Continued oversight of the Village-wide leak detection survey with M.E. Simpson - north and west Hoffman Estates is complete.

B-box Repairs/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4	6	5	4	0	6	8	6	4				43

Hydrant Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	0	0	0	4	0	3	3	2				13

Valve Repairs/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	6	1	1	0	4	3	1	3				20

Water Main/Service Line Leak Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
5	5	2	4	3	4	2	3	7				35

**TRAFFIC OPERATIONS - Supervisor: John Kovaka**

**Pavement Maintenance**

- 1 Performed driveway restorations related to the Road Reconstruction Program.
- 2 Performed asphalt restorations at multiple water/sewer dig and sidewalk replacement sites.
- 3 Applied pavement markings in-house at various sites.
- 4 Assisted Storm Sewer team with inlet repairs and concrete restorations.

Tons of Hot Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	0	0	31	35	31	8	52	24				181

Tons of Cold Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
13	18	3	2	1	2	1	1	0				40

**Sign Shop**

- 1 Continued sign clearance brush trimming.
- 2 Set-up/take down barricades and signage for Platzkonzert.
- 3 Fabricated and assembled old-style HE population sign for Village Historian Pat Barch.

Sign Repairs/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
10	14	9	17	4	8	7	1	6				76

Signs Fabricated and Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
49	303	114	187	193	159	136	174	158				1,473

**Street Lights**

- 1 Assisted Storm Sewers with inlet repairs and concrete restorations.
- 2 Secured streetlight knockdowns on Mumford and Gannon Drive.
- 3 Installed street light pole across from 4437 Mumford.
- 4 Attended lead trainer program for the new forklift.
- 5 Built concrete base for street light pole knockdown on Huntington Boulevard.
- 6 Installed a special order street light pole on Spring Mill Drive.

Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	17	0	0	1	2	5	7	4				37

Street Lights Repaired												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3	0	1	8	34	4	7	10	4				71

**Storm Sewers**

- 1 Cleared debris from inlets while performing inspections.
- 2 Assisted Pavement Team with asphalt removal and hot patching.
- 3 Restored concrete at water/sewer excavations sites.
- 4 Assisted Street Light crew repairing a concrete street light pole base.

Feet of Storm Sewers Flushed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1,972	2,465	1,104	126	0	0	0	0	0				5,667

Storm Structures Rebuilt/Repaired												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	0	1	0	1	0	5	2	0				10

**WATER OPERATIONS - Supervisor: Jeremy Jahnke**

Operations Team

- 1 Coordinated chlorination of Well #10's column pipe and subsequent sampling.
- 2 Repaired and reinstalled Pfizer Lift Station pump #1.
- 3 Assisted with Platzkonzert preparation and clean up.
- 4 Coordinated SCADA upgrades to the master PLC and programming of the VFDs at Abbey Wood Pumping Station.

Resident-Requested Water Quality Tests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
2	3	2	3	1	2	3	3	4				23

Sanitary Sewer Flow Management

- 1 Continued flushing and root cutting in the north parcels.
- 2 Applied microbe treatments at various lift stations to break down fats, oils, and grease.
- 3 Televised four residential lines for possible sewer issues at the main.
- 4 Root cut and flushed sanitary sewers on restaurant list and quarterly trouble spots.

Sewer Lines Flushed (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
800	15,000	7,000	33,000	26,000	12,000	31,000	17,500	36,000				178,300

Sewer Mains CCTV Inspected (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	150	120	0	150	80	130	100	300				1,030

## ACTIVE RIGHT-OF-WAY PERMITS

Location	Company/Contractor	Description of Work	Est. Start Date	Status
Beverly Road b/n Trillium and I-90	ComEd	Soil boring along Beverly Road in various locations.	11.1.2024	In Progress
2555 Hassell Road and 4680 Hoffman Boulevard	Flock Safety	Camera installations for Hoffman Estates PD.	10.15.2024	In Progress
Red Roof Inn, Pembroke	ComEd	Directional boring for vehicle charging station(s).	TBD	In Review
1655 Airdrie Lane	Nicor	Gas service installation to new home in Airdrie Estates.	4.15.2024	Complete
2925 S. Barrington Road	Comcast/Directional Construction	Running new fiber to building at this location.	4/25/2024	Site Meet Required
Ash Road and Higgins Road	ComEd	Ash Road streetlight pole replacement.	4/9/2024	In Progress
Bradley Lane and Batavia Lane	Nicor/NPL Construction	Gas line work coinciding with ongoing Village project.	4/1/2024	In Progress
2260 W Higgins Road	AT&T/Pirtano	Replace failing fiber line to building.	3/15/2024	Site Meet Required
Beverly Road - Beacon Point to I-90	MCI/Western Utility	Move handholes and lower fiber for Village bike path project.	TBD	In Review



VILLAGE OF HOFFMAN ESTATES  
Public Works Department

---

**MEMORANDUM**

---

Date: October 17, 2024

To: B. Ackerlund, R. Christensen, K. McGraw, J. Nebel, P. Petrenko

From: Beth Kramer-Major

Subject: Compliment for A. Beese, K. Deihs, and K. Edwards,

---

Ms. Carol Callard of 1595 W. Hundley St. called and wanted to say what a wonderful job the crew (Art Beese, Kyle Deihs and Ken Edwards) did when they came out and trimmed up her tree. They were professional and cleaned up after themselves and did an overall outstanding job. She wanted to make sure we knew what a great representation of the Village they were.

Beth Kramer-Major, Administrative Staff Assistant

cc: Beese, Art  
Deihs, Kyle  
Edwards, Ken  
Lackowski, Nick  
Employee Files



VILLAGE OF HOFFMAN ESTATES  
DEPARTMENT OF DEVELOPMENT SERVICES  
**ENGINEERING DIVISION MONTHLY REPORT**

**SUBMITTED TO: PUBLIC WORKS & UTILITIES COMMITTEE**  
BY: Alan Wenderski, P.E. Director of Engineering 

**October 2024**

---

**VILLAGE PROJECT UPDATES**

**2024 Preventative Maintenance**

Work began week of October 21. Work scheduled to be completed by the end of October.

**2024 Storm Sewer Rehabilitation**

Bid opening held on October 7. Recommendation to award contract to Hoerr Construction in low bid amount of \$1,298,006 scheduled for October 28 Public Works & Utilities Committee.

**2025 Storm Sewer – Illinois Boulevard and Grand Canyon Parkway**

Design engineering agreement with Hey & Associates for the Grand Canyon Parkway and Illinois Boulevard locations approved on September 16. Kick-off meeting held on September 24.

**2023 Street Revitalization**

Completion of minor punch list items ongoing.

**2024 Street Revitalization – Contract 1 and 2**

Contract 1: All locations complete. Punch list work ongoing. See attached project update.

Contract 2: Work ongoing. See attached project update.

**2025 Street Revitalization**

Design ongoing.

**925 Grand Canyon Parkway Basin**

Living Waters Consultants is contracted to complete conceptual design and evaluate alternatives to address shoreline erosion concerns at this location. Concept plan has been completed and reviewed by staff. Grant application for IEPA Section 319 funding submitted on May 1.

**Barrington Square Town Center Sanitary Sewer**

Bid opening held on October 7. Recommendation to award contract to Insituform Technologies in low bid amount of \$175,850 scheduled for October 28 Public Works & Utilities Committee.

**Beverly Road Path & Resurfacing (Beacon Pointe Drive – Prairie Stone Parkway) (STP-L funding)**

Bridge deck work complete. Paving scheduled for the week of October 28. Full-time lane closures have been removed and daytime lane closures are expected for the duration of work. Project scheduled for completion in mid-November. Civiltech contracted for construction engineering services.

**Bridge Inspections**

Agreement with Czaplicki Lopez for remainder of 2024 program management approved. Required 2024 inspections completed, staff is awaiting inspection reports.

**Collector Street Lighting**

All light installations complete. Awaiting ComEd to schedule power connection for the system to be energized.

**Floodplain Elevation Surveying Services**

Elevation certificates currently being revised per staff comments. V3 contracted for surveying services.

**Gannon Drive (Golf Road – Higgins Road)**

FHWA Local Coordination Meeting was held on June 4. Received IDOT Traffic Section Review Comments. Environmental Survey Request (ESR) review by IDOT ongoing. Completion of Phase 1 and design approval expected in January 2025. Funding for construction/construction engineering has been included in the Northwest Council of Mayors Proposed FFY 2025-2029 STP-L Program that was approved on April 29. Draft Project Development Report (PDR) submitted to IDOT for review. TranSystems contracted for Phase I engineering services.

Staff completing review of proposals for Phase II engineering.

**Hassell Road STP Resurfacing (2025) (Fairway Court – Rosedale Lane)**

Agreement for Phase II design engineering approved and executed in October 2023. Project kick-off meeting was held in December 2023. IDOT Phase II kick-off meeting was held on February 22. Pre-final plans submitted to IDOT for review. RFP for construction engineering to be released at end of September. Environmental Survey Request (ESR) sent to IDOT for review and approval. Design ongoing. Civiltech contracted for design engineering.

Staff completing review of proposals for construction engineering.

**Hoffman Boulevard Bridge Deck Resurfacing**

Design engineering contract was awarded to Civiltech. Kick-off meeting was held in September 2023. Staff submitted funding request to IDOT.

**Huntington Boulevard Water Main Replacement (South of Lakewood Boulevard – Mundhank Road)**

Project currently out to bid. Bid opening scheduled for November 4. HR Green contracted for design engineering.

**Jones Road STP Resurfacing (2026) (Highland Boulevard – IL 72)**

Phase II engineering agreement approved in October 2024. Awaiting scheduling the kick-off meeting. Chastain & Associates contracted for design engineering.

**Village Hall Parking Lot Improvements**

MWRD Green Infrastructure Partnership kick-off meeting was held on May 30. Review of draft IGA complete and comments sent to MWRD. Site survey work completed, and final design is ongoing. 30% plan submittal to MWRD completed at end of August. Staff completing review of 60% plan submittal. Construction will be required to be completed in 2025. Hey & Associates contracted for design engineering services.

**COMMERCIAL PROJECT UPDATES****Advocate Outpatient Center – 4847 Hoffman Boulevard**

Site work near completion. Final inspections expected to be completed in early November.

**Compass – 3333 Beverly Road**

Demolition ongoing. Mass grading permit issued, and preconstruction meeting held on October 17. Staff reviewing site final engineering plans.

**Microsoft Data Center – 2190-2200 Lakewood Boulevard  
Substation – 2200 Lakewood Boulevard  
Underground Electric Installation (Pembroke – Lakewood)**

Site work for Substation complete. MWRD final inspection complete. Construction of underground electric between 2480 Pembroke substation and Microsoft substation is underway. Staff completed review of CHI06 building permit. Plans reviews ongoing for CHI07 site.

**Roselle TIF Culvert Replacement**

Work substantially complete. Staff reviewing record drawings for LOMR submittal to FEMA. Final inspections with MWRD being scheduled.

**RESIDENTIAL PROJECT UPDATES**

**Bell Works Townhomes – SW Corner of Lakewood Boulevard & Huntington Boulevard**

Site development permit preconstruction meeting held on September 6. Awaiting performance guarantee and payment of fees prior to site development permit issuance.

**Seasons – SE Corner of IL 72 & Moon Lake Boulevard**

Final inspection for site development permit complete but not approved. Punch list items are ongoing.

**Walnut Pond Estates – NE Corner of Rohrssen Road & McDonough Road (Formerly Airdrie Estates)**

Staff completed review of underground utility CCTV and awaiting response from comments. Several lots are under construction. Detention basin improvements complete, record drawing reviewed and approved by staff.

**MISCELLANEOUS UPDATES**

**Rebuild Illinois Capital Plan Funds**

The Village has received notification that six grants have been released. To receive funds, grant applications must first be submitted. Once the grant application has been received and reviewed the state will provide a Grant Agreement for execution. Each grant requires completion of the corresponding project within a 2-year term starting on the date of state bond release of the funding. See below for the status of the four active grants.

<b>Project</b>	<b>Grant Funding</b>	<b>Status</b>	<b>Term</b>
Batavia Ln Infrastructure Improvements	\$250,000	Grant agreement fully executed	12/1/23 – 11/30/25
Huntington Blvd Water Main	\$1,000,000	Grant agreement fully executed	7/1/23 – 6/30/25
Storm Sewer Improvements	\$300,000	NOSA Issued	7/1/23 – 6/30/25
Flagstaff Lane Infrastructure Improvements	\$300,000	Grant application submitted by staff	7/1/23 – 6/30/25
2023 Stormwater Improvements	\$250,000	Grant application submitted by staff	TBD
Village Green Improvements	\$250,000	Grant application being prepared by staff	TBD

**Meetings and Training Attended**

- Employee Wellness Committee (September 25) – Andy LoBosco
- Nature Ignores Design That Ignores (September 26) – Andy LoBosco
- Stormwater Permits and Discharge Management for Construction Activities (October 2) – Andy LoBosco

- Shoe Factory/Beverly Road with County (October 4) – Alan Wenderski
- Capital Improvements Board (October 8) – Alan Wenderski/Andy LoBosco
- IDOT T2 – Open-Source AI (October 9) – Andy LoBosco
- Soil Compaction and Stability (October 16) – Andy LoBosco
- PMG Pilot Kick-Off (October 17) – Alan Wenderski/Andy LoBosco
- Illinois Traffic Engineering and Safety Conference (October 23 & 24) – Sonia Zala

**Engineering Site Plan Reviews**

- Microsoft CHI07
- Compass
- Bell Works Apartments
- 1180/1190 Apple Street
- 1260 W Higgins Road

**Floodplain Inquiries**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2023	0	1	2	1	0	1	0	0	5	2	2	0	14
<b>2024</b>	0	0	0	0	0	0	2	0	0	1			<b>3</b>

**Freedom of Information Requests**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2023	1	0	2	0	0	0	0	0	0	0	1	0	4
<b>2024</b>	1	1	1	2	0	1	2	0	1	<b>2</b>			<b>11</b>

**Permit Inspections**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2023	58	15	22	32	26	45	53	44	54	100	72	56	577
<b>2024</b>	22	8	13	45	67	57	68	77	83	<b>69</b>			<b>509</b>

**Permit Reviews**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2023	5	11	15	27	41	37	22	49	36	32	12	13	300
<b>2024</b>	13	10	31	63	39	34	42	37	57	<b>37</b>			<b>363</b>

**Residential Drainage Investigations**

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2023	1	0	5	25	13	2	4	1	4	2	0	0	57
<b>2024</b>	0	1	1	13	10	3	5	3	3	<b>2</b>			<b>41</b>

## 2024 Street Revitalization Project Schedule Update: (Week of October 21, 2024)

RECONSTRUCTION STREETS	Start Date <sup>1</sup>	Pre-Construction			Construction													Landscaping		Percent Complete
		Layout	Tree Root Pruning	Sawcutting	Concrete Removal	Asphalt Removal	Earth Excavation	Sub base Backfill	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Fine Grading	Asphalt Binder	Asphalt Surface	Striping	Backfill Topsoil	Sod & Seed		
<b>ALMOND LANE</b> Higgins Rd to End of Street	9/24/2024	P	P	P	P		P	P	C			P								20%
<b>ASH ROAD</b> Batavia Ln to Arizona Blvd	7/8/2024	C	N/A	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>ASH ROAD</b> Arizona Blvd to Higgins Rd	7/8/2024	C	N/A	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>BATAVIA LANE</b> Ash Rd to Bradley Ln	4/3/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	N/A	C	C	100%
<b>GOLDENROD LANE</b> Mumford Dr to Sumac Tr	4/2/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%

<sup>1</sup>Tentative / Actual

P	In Progress		C	Completed
---	-------------	--	---	-----------

**Definition of Construction Steps:**

- Layout: Village engineers evaluate existing conditions, determine removals, and complete construction staking.
- Tree Root Pruning: A circular saw machine cuts tree roots to reduce damage to the tree during construction.
- Sawcutting: A circular saw machine cuts the concrete and asphalt at construction joints.
- Concrete Removal: The contractor removes existing sidewalk, curb and gutter, and driveway aprons that will be replaced.
- Asphalt Removal: The contractor uses either a backhoe or milling machine to remove existing asphalt layers.
- Earth Excavation: Removal of all materials located below the existing road to a stabilized subgrade.
- Sub base Backfill: The installation of stone to a depth of 8" – 12" with a layer of geotextile fabric.
- Storm Sewer: Repair and replacement of existing storm sewer structures and pipes.
- Curb & Gutter: The installation of concrete curb and gutter utilizing mechanical equipment or hand tools.
- Driveway Aprons: The replacement of asphalt and concrete driveway aprons.
- Sidewalks: The replacement of concrete public sidewalks.
- Fine Grading: The shaping of the stone sub base to ensure drainage, compaction, and elevation.
- Asphalt Binder: The first layer of asphalt.
- Asphalt Patching: Repair of localized pavement failures on resurfacing streets.
- Asphalt Surface: The final layer of asphalt.
- Striping: Completion of permanent pavement striping.

## 2024 Street Revitalization Project Schedule Update: (Week of October 21, 2024)

RESURFACING STREETS	Start Date <sup>1</sup>	Pre-Construction		Construction										Landscaping		Percent Complete
		Layout	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Binder	Asphalt Patching	Asphalt Surface	Striping	Backfill Topsoil	Sod & Seed	
<b>ARIZONA BOULEVARD</b> Roselle Rd to Higgins Rd	6/28/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>ARLINGTON STREET</b> Thacker St to Alhambra Ln	5/16/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>ASCOT COURT</b> Partridge Hill Dr to End of Street	4/19/2024	C	C	C	C	N/A	C	N/A	C	C	C	C	N/A	C	C	100%
<b>ASHLEY ROAD</b> Cambridge Ln to Evergreen Ln	8/15/2024	C	C	C	C	N/A	C	C	C	C	C	C	P	C	C	99%
<b>BICEK COURT</b> Bicek Dr to End of Street	3/20/2024	C	C	C	C	N/A	C	C	C	C	C	C	C	C	C	100%
<b>BICEK DRIVE</b> Huntington Blvd to Sapphire Dr	3/20/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>CAMERON COURT</b> Rochester Dr to End of Street	3/18/2024	C	C	C	C	N/A	C	C	C	C	C	C	N/A	C	C	100%
<b>CANDLEWOOD LANE</b> Kingsdale Rd to Darlington Cir	4/22/2024	C	C	C	C	C	C	C	C	C	N/A	C	N/A	C	C	100%
<b>CARMEL COURT</b> Pebble Beach Dr to End of Street	5/14/2024	C	C	C	C	C	C	C	C	C	C	C	N/A	C	C	100%
<b>CHIPPENDALE ROAD</b> Hassell Rd to End of Street	6/13/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>COOPER ROAD</b> Cambridge Ln to Durham Ln	8/12/2024	C	C	C	C	N/A	C	C	C	C	C	C	N/A	C	C	100%
<b>CRESCENT LN</b> Brookside Dr to Volid Dr	4/23/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>CUMBERLAND STREET</b> Bradley Ln to Berkley Ln (E)	5/29/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>DEXTER LANE N</b> Wainsford Dr to Dovington Dr	4/11/2024	C	C	C	C	N/A	C	C	C	C	C	C	C	C	C	100%
										P	In Progress		C	Completed		

<sup>1</sup>Tentative / Actual

## 2024 Street Revitalization Project Schedule Update: (Week of October 21, 2024)

RESURFACING STREETS	Start Date <sup>1</sup>	Pre-Construction		Construction										Landscaping		Percent Complete
		Layout	Sawcutting	Concrete Removal	Asphalt Removal	Storm Sewer	Curb & Gutter	Driveway Aprons	Sidewalks	Asphalt Binder	Asphalt Patching	Asphalt Surface	Striping	Backfill Topsoil	Sod & Seed	
<b>DOUGLAS COURT</b> Decatur St to End of Street	8/9/2024	C	C	C	C	C	C	C	C	C	C	C	N/A	C	C	100%
<b>EVANSTON STREET</b> Illinois Blvd to Bode Rd	8/28/2024	C	C	C	C	N/A	C	C	C	C	C	C	P	C	C	99%
<b>EXETER COURT</b> Kingston Dr to End of Street	3/20/2024	C	C	C	C	N/A	C	C	C	C	C	C	N/A	C	C	100%
<b>FAIRMONT ROAD</b> Golf Rd to Higgins Rd	5/1/2024	C	C	C	C	N/A	C	C	C	C	C	C	C	C	C	100%
<b>FLAGSTAFF LANE</b> Woodlawn St to Western St	5/20/2024	C	C	C	C	C	C	N/A	C	C	C	C	C	C	C	100%
<b>LICHFIELD DRIVE (S)</b> Chambers Dr to Somerton Dr	3/19/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>MAYWOOD LANE</b> Washington Blvd to Olive St	9/5/2024	C	C	C	C	N/A	C	C	C	C	C	C	P	C	C	99%
<b>MORGAN LANE</b> Payson St to Illinois Blvd	8/21/2024	C	C	C	C	N/A	C	C	C	C	C	C	P	C	C	99%
<b>NEWTON STREET</b> Mohave St to End of Street	6/7/2024	C	C	C	C	C	C	C	C	C	C	C	N/A	C	C	100%
<b>PEBBLE BEACH DRIVE</b> Moon Lake Blvd to Volid Dr	5/6/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>RED OAK DRIVE</b> Essex Dr to Rohrssen Rd	4/1/2024	C	C	C	C	N/A	C	N/A	N/A	C	C	C	C	C	C	100%
<b>ROCHESTER DRIVE</b> Chambers Dr to Kingston Dr	3/18/2024	C	C	C	C	C	C	C	C	C	C	C	C	C	C	100%
<b>WARWICK CIRCLE (S)</b> Gannon Dr to Worthington Dr	4/12/2024	C	C	C	C	N/A	C	C	C	C	C	C	C	C	C	100%
<b>WILDWOOD COURT</b> Westbury Dr to End of Street	4/1/2024	C	C	C	C	N/A	C	C	C	C	C	C	C	C	C	100%

<sup>1</sup>Tentative / Actual

P	In Progress	C	Completed
---	-------------	---	-----------