



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

March 24, 2025	Council Chambers	7:00 PM
-----------------------	-------------------------	----------------

1. CALL TO ORDER/ROLL CALL

2. APPROVAL OF MINUTES

A. Public Works & Utilities Committee 02-24-2025

3. PUBLIC COMMENT

4. NEW BUSINESS

- A. Approval of design engineering agreement with Baxter & Woodman, Inc., of Chicago, IL, for the Nogales Street Storm Sewer Replacement, in an amount not to exceed \$72,400.
- B. Approval for the Village to participate in the State of Illinois Central Management Services joint purchase of road salt for 2026, in the amount of 3,400 tons.
- C. Authorization to:
 - a. waive formal bidding (due to government master contract pricing); and
 - b. purchase four Ford F-150 Lightnings from Sutton Ford, Matteson, IL (State of Illinois Joint Purchase Contract) in an amount not to exceed \$210,372.
- D. Authorization to award a three-year (2025-2027) contract for Turf Restoration to Uno Mas Landscaping, Elgin, IL (low bid), in a total amount not to exceed \$75,000.
- E. Authorization to award a contract for Village Hall Shingled Roof Replacement to All American Exterior Solutions, Lake Zurich, IL (lowest qualified bidder) in an amount not to exceed \$41,990.

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 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**

February 24, 2025

1. Roll call

Members in Attendance:

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

Electronic Attendance:

Gary Pilafas, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Arthur Janura, Corporation Counsel
Jon Pape, Assistant Village Manager
Jana Dickson, Asst. Corporation Counsel
Alan Wenderski, Director of Engineering
Kasia Cawley, Police Chief
Alan Wax, Fire Chief
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Darek Raszka, Director of IS
Rachel Musiala, Director of Finance
Ben Gibbs, NOW Arena
Paul Petrenko, Supt. Of Facilities
Bryan Ackerlund, Asst. Director of PW
Jacob Cuthbert, Civil Engineer
Ric Signorella, Multimedia Production Mgr.**

The Public Works and Utilities meeting was called to order at 7:14 p.m.

2. APPROVAL OF MINUTES

Motion by Trustee Mills, seconded by Trustee Arnet, to approve the Public Works & Utilities Committee meeting minutes of January 27, 2025. Roll call vote taken. All ayes. Motion carried.

3. PUBLIC COMMENTS

4. NEW BUSINESS

- A. Authorization to approve Change Order #1 for construction services for Pfizer Lift Station improvements to Martam Construction Inc., Elgin, IL, in an amount not to exceed \$10,199 and a time extension of 77 days.**

An item summary sheet from Ryan Christensen and Joseph Nebel was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Arnet, to approve Change Order #1 for construction services for Pfizer Lift Station improvements to Martam Construction Inc., Elgin, IL, in an amount not to exceed \$10,199 and a time extension of 77 days. Roll call vote taken. All ayes. Motion carried.

- B. Authorization to award a contract for the Children's Advocacy Center renovation project to Total Pro Construction, Chicago, IL (low bid) in an amount not to exceed \$84,770.**

An item summary sheet from Bryan Ackerlund and Paul Petrenko was presented to Committee.

The Children's Advocacy Center was awarded a \$100,000 grant from DCEO. There will be no financial impact to the Village.

Motion by Trustee Arnet, seconded by Mayor McLeod, to award a contract for the Children's Advocacy Center renovation project to Total Pro Construction, Chicago, IL (low bid) in an amount not to exceed \$84,770. Roll call vote taken. All ayes. Motion carried.

- C. Authorization to:**
- a. Waive formal bidding (due to cooperative purchasing program; and**
 - b. Purchase one Caterpillar XQ230 generator from Altorfer Power Systems, Elmhurst, IL (Sourcewell Cooperative Purchasing Program) in an amount not to exceed \$162,825.**

An item summary sheet from Kevin McGraw and Joseph Nebel was presented to Committee.

This generator will be primarily used for emergency power at lift stations during power outages.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to waive formal bidding and purchase one Caterpillar XQ230 generator from Altorfer Power Systems, Elmhurst, IL (Sourcewell Cooperative Purchasing Program) in an amount not to exceed \$162,825. Roll call vote taken. All ayes. Motion carried.

5. REPORTS (INFORMATION ONLY)**A. Department of Public Works Monthly Report**

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

B. Engineering Division Monthly Report

The Engineering Division Monthly Report was received and filed.

6. President's Report**7. Other****8. Items in Review****9. Adjournment**

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

Minutes submitted by:

Debbie Schoop, Executive Asst.

Date



AGENDA ITEM REPORT
Public Works & Utilities Committee
March 24, 2025
ITEM 4A

REQUEST: Approval of design engineering agreement with Baxter & Woodman, Inc., of Chicago, IL, for the Nogales Street Storm Sewer Replacement, in an amount not to exceed \$72,400.

FROM: Alan Wenderski, Director of Engineering

ITEM TYPE: Agreement - Committee

REQUEST SUMMARY

The need for storm sewer improvements between Nogales Street and Lincoln Street has been identified as part of the multi-year stormwater rehabilitation program for corrugated metal pipe (CMP). These improvements will be coordinated with street improvements on Nogales Street and Lincoln Street planned for 2026 within the current CIP.

Due to concerns with some existing conditions, which include sufficient cover depth of the pipe and site constraints within a side yard easement, the method of rehabilitation is unknown at this time. The purpose of utilizing consultant assistance for this project design is to identify alternatives for rehabilitation and complete the design in time to coordinate with the projected 2026 street improvements. Some of the alternatives include the need to utilize specialized technical expertise that cannot be completed by staff.

A request for proposals (RFP) was released on January 30, 2025, to pre-qualified engineering consultants. Six proposals were received and were reviewed by staff. The proposals were evaluated based on project approach and understanding, experience on comparable projects, and proposed project schedule.

Upon review, it was determined that Baxter & Woodman was the best firm for this project based on staff evaluation of the criteria above. After selection, staff received and reviewed the detailed scope, hours, and fee proposed by Baxter & Woodman. The scope, hours, and fee were revised per staff comment and are included in the attached engineering agreement. The full scope can be completed at the not-to-exceed cost of \$72,400 and by February 2026 to meet the street improvement bidding schedule. The not-to-exceed cost represents a worst-case scenario for the efforts required to complete the design. Depending on the preferred alternative, the full scope of design tasks may not be needed.

A summary of the scope of design engineering services includes:

1. Data Gathering
2. Preliminary Design and Alternatives Analysis

3. Permitting (as needed)
4. Final Plans, Specifications, and Estimate

FINANCIAL IMPACT

The proposed not-to-exceed cost of \$72,400 is below the \$150,000 budgeted for storm sewer improvement engineering. It is expected that in-house staff will complete the remaining stormwater program design needs for 2025/2026.

RECOMMENDATION

Approve the design engineering agreement with Baxter & Woodman, Inc., of Chicago, IL, for the Nogales Street Storm Sewer Replacement, in an amount not to exceed \$72,400.

ATTACHMENTS

1. Design Engineering Agreement w/B&W - Nogales

Village of Hoffman Estates Engineering Services Agreement

This Professional Services Agreement (the “Agreement”) is made and entered into this ____ day of April 2025, by and between the VILLAGE OF HOFFMAN ESTATES, ILLINOIS, a municipal corporation located at 1900 Hassell Road, Hoffman Estates, IL (“Village”) and Baxter & Woodman, Inc., with a principal place of business at 8430 W Bryn Mawr Road, Chicago, IL (“Contractor”) and sets forth the terms and conditions under which Contractor agrees to perform certain services as set forth below.

This Agreement is made pursuant to Hoffman Estates RFP dated January 30, 2025 and Contractor’s Proposals dated March 14, 2025 attached hereto as Exhibit A and incorporated herein by reference.

1. SERVICES

Contractor shall perform engineering services detailed in scope of services, attached hereto as Exhibit A and incorporated herein by reference, at various locations within the Village of Hoffman Estates, Illinois.

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

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

2. TERM AND TERMINATION

This Agreement shall be effective and binding upon execution. The parties agree that the time for completion of the services outlined in Exhibit A is February 28, 2026. Failure to complete the services outlined in Exhibit A by the completion date shall be considered a breach of this Agreement unless an extension is agreed to in writing by both parties.

3. FEES AND PAYMENT TERMS

The total cost for services shall not exceed cost of \$72,400.

Costs include all mobilization, equipment and labor charges incurred throughout the duration of the services. Traffic control, heavy clearing, root cutting, waste hauling and disposal, structure location, municipal water usage license, fees, permits, and or deposits are not considered part of the fee.

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

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

4. RELATIONSHIP OF THE PARTIES

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

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

5. INSURANCE

At Contractor's sole expense, Contractor shall be required to maintain at all times insurance of such types and such amounts, as are necessary to cover responsibilities and liabilities on a project of the character contemplated under this proposal. The Consultant shall meet all insurance requirements as stated in Article 107.27 of the "Standard Specifications for Road and Bridge Construction" adopted January 1, 2022. All insurance policies obtained for the project shall include the Village of Hoffman Estates and its duly authorized representatives as an additional insured.

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

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

6. THIRD PARTY MATERIALS

Contractor will not prepare any deliverables or other material for Village that contains any limitations by third parties on its use without first securing either (i) Village's prior written approval of such limitations, or (ii) the third party's prior written waiver of such limitations. Contractor will not use any materials produced or provided by any third party ("Third Party Materials") having said limitations without having secured the appropriate licenses or prior written approval of each said third party. In addition, Contractor will not, without Village's prior

written approval, use any Third Party Materials pursuant to licenses or agreements that limit or prohibit the assignment of Contractor's rights in and to such Third Party Materials to Village or Village's designee. Contractor shall maintain a copy of all such licenses and agreements and provide copies to Village upon Village's request.

7. OWNERSHIP OF WORK PRODUCT

Contractor agrees that all work product produced by Contractor hereunder, including, without limitation, all reports and other documents ("Work Product") shall be deemed to be works made for hire under U.S. copyright laws and that all right, title, and interest in and to the Work Product shall be the sole property of Village and Village shall have the exclusive right to the copyrights on the Work Product. To the extent that the Work Product is not deemed to satisfy the requirements for a work made for hire under U.S. copyright laws, Contractor hereby assigns to Village all copyrights the Work Product and agrees to execute any additional documents requested by Village to further such assignment at no additional cost to Village. Contractor warrants that the Work Product shall not infringe the patent, copyright or other intellectual property or proprietary right of any third party and agrees to defend, indemnify and hold Village harmless against any such third party claim.

8. ASSIGNMENT AND SUBCONTRACTING

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

9. NOTICE

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

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

If to Contractor: Sean O'Dell
Baxter & Woodman, Inc.
8430 W Bryn Mawr Ave, Suite 400
Chicago, IL 60631
Email: sodell@baxterwoodman.com
Phone: 815-482-7853

10. GOVERNING LAW AND VENUE

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

11. COMPLIANCE WITH LAWS

Each party hereto covenants and agrees to comply with all applicable federal, state, and local laws, codes, ordinances, rules and regulations.

12. SEVERABILITY

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

13. WAIVER

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

14. ENTIRE AGREEMENT

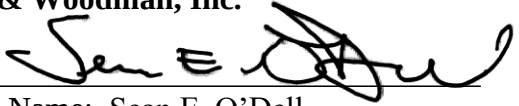
This Agreement constitutes the entire agreement and understanding of the parties with regard to the subject matter contained herein and supersedes all prior agreements and understandings between the parties dealing with such subject matter, whether written or oral. No agreement hereafter made between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

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

The Village of Hoffman Estates

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

Baxter & Woodman, Inc.

By:  _____
Printed Name: Sean E. O'Dell
Title: Executive Vice President
Date: March 14, 2025

March 14, 2025

Ms. Melanie Carollo, PE
Civil Engineer II
Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169

Subject: Village of Hoffman Estates – Nogales Street Storm Sewer Replacement – Design Engineering

Dear Ms. Carollo, PE:

Baxter & Woodman, Inc. is pleased to submit the following proposal. This proposal outlines our scope of services and engineering fee. The work includes alternatives analysis and engineering design for the rerouting of a 27-inch diameter storm sewer from residential side yards to reach a new, lower outfall. As this would require easement work within the boundaries of the Village of Schaumburg, development of easements is included as an optional item.

Scope of Services

1. PROJECT COORDINATION AND DATA COLLECTION – **Schedule: throughout project**

1.1. PROJECT MANAGEMENT

- A. Plan, schedule, and control the activities that must be performed to complete the project including budget, schedule, and scope.
- B. Coordinate with OWNER and project team to confirm the goals of the project are achieved.
- C. Prepare and submit monthly invoices, coordinate invoices from sub-consultants, and provide a monthly status report via email describing tasks completed the previous month and outlining goals for the subsequent month.

1.2. PROJECT MEETINGS

- A. The following meetings are anticipated for this project:
 - 1. Meetings with OWNER (4 total)
 - a) Kickoff Meeting
 - b) Alternatives Analysis Meeting
 - c) Meeting with the Village of Schaumburg
 - d) Pre-final (90%) Meeting

1.3. COLLECT EXISTING DATA

A. Obtain, review, and evaluate the following information provided by the OWNER for use in design:

1. Utility Atlases
2. Maintenance and flooding records
3. Drainage Studies
4. Geotechnical Data
5. Create lists of missing or conflicting data.

1.4. SITE VISITS FOR DESIGNERS

A. Conduct site visits to familiarize the designer(s) with the site, clarify any discrepancies, and identify the horizontal and vertical alignment of the storm sewer pipe.

1.5. UTILITY LOCATES AND COORDINATION

- A. Complete a Design Stage Request with JULIE, which consists of obtaining names and phone numbers of utilities located within the work area.
- B. Obtain names and phone numbers of all utilities located within the work area. Contact utilities, obtain atlases where available, and provide preliminary plan sheets to utility companies for their markup and return.
- C. Record and maintain documentation of communications with utilities.

2. ALTERNATIVES ANALYSIS – **Schedule: Delivered to OWNER by August, 2025**

2.1. ANALYSIS

- A. Develop design criteria to clearly identify goals of the proposed improvements.
- B. Develop three (3) alternatives to address the identified project needs. Alternatives will focus on storm sewer alignments between Nogales Street and the depressional area on Garden Way, west of Mallard Pond (up to 600 linear feet). Concept plans will be prepared for each viable alternative evaluated.
- C. Determine easement requirements for each alternative.
- D. Prepare preliminary cost estimates of the three (3) alternatives.

2.2. TECHNICAL MEMORANDUM

- A. Complete a draft technical memorandum summarizing alternatives that includes concept plans, preliminary cost estimates, and recommendations.
- B. Complete final technical memo following meeting with OWNER.

3. ADDITIONAL DATA COLLECTION – **Schedule: Completed following Alternatives Analysis**

3.1. TOPOGRAPHIC SURVEY

- A. Topographic Survey: Perform additional topographic survey, supplementing existing survey data, following alternative selection. Survey to collect natural and man-made features in

order to develop base sheets for Project plan drawings. State plane coordinates and NAVD 88 will be used for horizontal and vertical controls.

- B. Develop base sheets of natural and man-made features from topographic survey data, including creating lists of deficient items for clarification at future site visits.
- C. Right of Way: Field-locate existing property corners and utilize available tax parcel information to establish an approximate right-of-way.

3.2. WETLAND DELINEATION

- A. Identify Wetlands according to the multi-parameter approach as detailed in the Corps of Engineers Wetlands Delineation Manual and Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest. This task includes the collection of background data such as National Wetlands Inventory and Wetland Inventory maps, soil survey, topographic maps, and available aerial photographs, to investigate the potential for the existence of wetlands on site. Wetland boundaries are flagged approximately every 50 feet. Flags are recorded with a Trimble R1 GNSS receiver (+/- one foot, which is industry standard); and data points are uploaded into GIS.
- B. Prepare a Wetland Delineation Report and Exhibits that summarize the methodology used, site description, and results of survey.

4. PRELIMINARY DESIGN – **Schedule: Delivered to OWNER by November, 2025**

4.1. EASEMENT & ROW ANALYSIS

- A. Refine the preferred improvement easement requirements and potential need for acquisition as analyzed during alternatives analysis.
- B. Recommend and identify necessary temporary construction easements, permanent easements, or right-of-way acquisition to complete the proposed improvements.

4.2. PRELIMINARY PLAN AND PROFILE

- A. Prepare plan and profile sheets for the horizontal and vertical alignment of the preferred alternative.
- B. Identify design constraints including clear zone, obstructions, drainage limitations, and potential design exceptions.
- C. Plan and profile sheets will include improvement limits, label construction limit locations, utility adjustments, restoration areas, and wetland locations and impacts.

4.3. PRELIMINARY DESIGN DOCUMENTS

- A. Develop base sheets of natural and man-made features from topographic survey data.
- B. Indicate the location of all utilities that can be obtained from the best available records, including utility company atlases.
- C. Prepare preliminary plan sheets (60%) that indicate the proposed layout of design elements.
- D. Create lists of deficient items for clarification at future site visits.

- 4.4. PRELIMINARY ENGINEER'S OPINION OF PROBABLE COST - Prepare Opinion of Probable Costs (OPC) for the Project including: construction cost; contingencies; construction engineering services.
- 4.5. PEER AND CONSTRUCTABILITY REVIEWS
 - A. Conduct engineering QA/QC peer reviews of drawings.
 - B. Conduct constructability review of drawings.
 - C. Make revisions to Drawings based on comments from both engineering and construction reviews.
- 4.6. DELIVERABLES - Digital copy of plan sheets and EOPC.
- 5. ENVIRONMENTAL COORDINATION AND PERMITTING – **Schedule: Completed by January, 2026**
 - 5.1. PERMITS AND AGENCY COORDINATION
 - A. Submit the design documents to obtain permits from MWRD, the Village of Schaumburg and USACE.
 - B. Obtain a historic preservation consultation from IHPA.
 - C. Submit an EcoCAT information request through the IDNR website to identify potentially impacted natural resources. Should potential impacts be identified, consultation may be required. Providing additional project information and fees as may be required for consultation, are not included in the scope of this project and would be a separate expense to the OWNER if required. Unique design measures to mitigate impacts from the EcoCAT will also be considered additional services.
- 6. FINAL DESIGN AND PLAN DEVELOPMENT – **Schedule: Delivered to Owner by January, 2026**
 - 6.1. FINAL DESIGN
 - A. Review and respond to Preliminary (60%) plan sheets comments.
 - B. Finalize the preferred geometric layout throughout the Project.
 - 6.2. BIDDING DOCUMENTS
 - A. Provide detailed drawings design elements and construction requirements.
 - B. Create all legends, general notes, and designer instructions to contractors, to create a final set of construction drawings.
 - C. Prepare Design Documents consisting of Drawings and Specifications detailing the general scope, extent, and character of construction work to be furnished and performed by the Contractor(s). Specifications will consist of all special provisions not already included in OWNER's street project.
 - D. Both Pre-final (95%) and Final (100%) plan sheets and contract documents submittals are anticipated for this Project.

6.3. ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COST – Prepare Opinion of Probable Costs (OPC) for the Project including: construction cost; contingencies; construction engineering services; and, on the basis of information furnished by the OWNER, allowances for legal services, financial consultants, and any administrative services or other costs necessary for completion of the Project.

6.4. PEER AND CONSTRUCTABILITY REVIEWS

- A. Conduct engineering QA/QC peer reviews of Final drawings and specifications.
- B. Conduct constructability review of Final drawings and specifications.
- C. Revise Drawings and Specifications based on comments from both engineering and construction reviews.

6.5. DELIVERABLES

- A. The following is a list of anticipated final deliverables to the OWNER for this project:
 - 1. Digital copy of plan sheets
 - 2. Engineer's Opinion of Probable Cost
 - 3. Digital copy Special Provisions for project
 - 4. Digital copy of CAD files.

7. ROW, EASEMENT AND PLAT WORK – **Schedule: Delivered to Owner by January, 2026**

7.1. EASEMENTS

- A. Utilize in-house registered land surveyor to investigate existing property ownership, existing easements, and dedicated rights-of-way.
- B. Prepare preliminary plats of easement for the OWNER to use in obtaining easements.
- C. Prepare final plats of easements when directed by the OWNER.

8. NOT INCLUDED

- A. The following items are not included within the scope of this project, but can be provided as additional services to the contract:
 - 1. Hydrologic and hydraulic modeling
 - 2. Storm sewer sizing
 - 3. Permit Review fees
 - 4. IEPA LPC-663 Certification
 - 5. Soil and Water Conservation District approvals or inspections; not anticipated to be needed.
 - 6. Permits from IEPA, IDNR-OWR, or IDOT; not anticipated to be needed.
 - 7. Environmental Studies (PESA, PSI, etc.)
 - 8. Wetland Banking Fees

Fee

The Owner shall pay the Engineer for the services performed or furnished, based upon the Engineer's standard hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses including travel, which in total will not exceed **\$72,400**.

A complete fee breakdown is included as an attachment.

This proposal is valid for 90 days from the date issued.

Schedule

The Alternatives Analysis Technical Memo will be delivered to the Owner during the summer of 2025. The project will go out to bid in February, 2026.

Acceptance

If you find this proposal acceptable, please sign and return one copy for our files. If you have any questions or need additional information, please do not hesitate to contact Corey Van Dyk at 815-444-3258 or cvandyk@baxterwoodman.com.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Sean E. O'Dell, PE
Executive Vice President

Village of Hoffman Estates

ACCEPTED BY: _____

TITLE: _____

DATE: _____

P:\HOFFE\2500327-Nogales Street Storm Sewer Replace\Contract\Work\2500327_Nogales Street Storm Sewer
Repl_Proposal.docx

Nogales Street Storm Sewer Replacement Village of Hoffman Estates, IL	Siegfried	Van Dyk	Lee	Williamson	2 Survey	Nacino	Melone	Jansen	Bianchin	Townson	Total Hours	Task Totals
	QA/QC	PM	PE	PE	SURVEY	CAD	ENVS	ENVS	PLS	ADMIN		
	\$ 242	\$ 205	\$ 205	\$ 160	\$ 275	\$ 155	\$ 135	\$ 242	\$ 210	\$ 100		
1 Project Coordination and Data Collection											56	\$ 10,490
a Project Management		12									12	\$ 2,460
b Project Meetings (4)		6	8								14	\$ 2,870
c Collect Existing Data			2	2							4	\$ 730
d Site Visit for Designers		4		4							8	\$ 1,460
e Utility Locates and Coordination			2	16							18	\$ 2,970
2 Alternatives Analysis											46	\$ 8,980
a Analysis		6	16	10							32	\$ 6,110
b Technical Memorandum		2	12								14	\$ 2,870
3 Collect Additional Data											56	\$ 9,650
a Topographic Survey				2	12	18					32	\$ 6,410
b Wetland Delineation							24				24	\$ 3,240
4 Preliminary Design											104	\$ 19,474
a Easement & ROW Analysis		2	2	4					4		12	\$ 2,300
b Preliminary Plan and Profile		4	12	14							30	\$ 5,520
c Preliminary Design Documents		4	8	12		12					36	\$ 6,240
d Preliminary EOPC		2	4	8							14	\$ 2,510
e Peer and Constructability Reviews	6							6			12	\$ 2,904
5 Environmental Coordination and Permitting											52	\$ 8,910
a MWRD		2	8	10							20	\$ 3,650
b Village of Schaumburg		2	8								10	\$ 2,050
c USACE		2					16				18	\$ 2,570
d IHPA Consultation				2							2	\$ 320
e EcoCAT Consultation				2							2	\$ 320
6 Final Design and Plan Development											68	\$ 12,186
a Final Design		4	10	10							24	\$ 4,470
b Bidding Documents		2	4	4		8				8	26	\$ 3,910
c Final EOPC		2	4	4							10	\$ 1,870
d Peer and Constructability Reviews	4							4			8	\$ 1,936
7 ROW, Easement, and Plan Work (Optional)											12	\$ 2,520
a Easement Development									12		12	\$ 2,520
Total Hours =	10	56	100	104	12	38	40	10	16	8	394	
Total Direct Labor =	\$ 2,420	\$ 11,480	\$ 20,500	\$ 16,640	\$ 3,300	\$ 5,890	\$ 5,400	\$ 2,420	\$ 3,360	\$ 800	\$ 72,210	
Total Reimbursables =											\$ 140	

Total **\$ 72,400**



AGENDA ITEM REPORT
Public Works & Utilities Committee
March 24, 2025
ITEM 4B

REQUEST: Approval for the Village to participate in the State of Illinois Central Management Services joint purchase of road salt for 2026, in the amount of 3,400 tons.

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

ITEM TYPE: Agreement - Committee

REQUEST SUMMARY

The Village has participated in the State joint purchasing program for road salt for over 30 years. To participate in this program, the Village must submit a request for a specified tonnage of salt each year. As a requirement, the Village must purchase and take ownership of no less than 80%, and is allowed to purchase up to 120%, of this request.

In February 2025, the Village received notification from the State that bids will soon be solicited for this year's joint purchase. Government units wishing to participate are required to submit requested quantities no later than April 7, 2025. With consideration for salt currently in storage (estimated 4,000 tons at the conclusion of the 2024/25 snow season) and past usage per season, Staff recommends a request of 3,400 tons of salt for the 2025/26 joint purchase (2,720 tons minimum to 4,080 tons maximum).

Pricing is typically not provided to the Village until September-October each year. Given current economic conditions, Staff anticipates the price per ton to be comparable to or less than that of the 2024/25 program.

A table of historic salt request quantities is provided below.

Year	Amount (tons)	Cost per ton
2024-2025	3,400	\$67.84
2023-2024	3,800	\$75.38
2022-2023	4,000	\$76.53
2021-2022	3,600	\$52.18
2020-2021	4,000	\$89.33
2019-2020	5,500	\$89.33
2018-2019	3,500	\$48.97

FINANCIAL IMPACT

There is \$74,000 remaining in the 2025 General Fund operating budget to purchase road salt. As this joint purchase agreement spans multiple budget years, funding in the

2026 operating budget will also be used to purchase salt through the upcoming joint purchasing contract.

RECOMMENDATION

Approval for the Village to participate in the State of Illinois Central Management Services joint purchase of road salt, in the amount of 3,400 tons.

ATTACHMENTS

1. Blank Certificate of Authority Template no-Macro 02 28 25
2. State of IL CY25-26 Rock Salt Joint Participation Agreement

Certificate of Authority by Vote

I, Enter Name of Certifier/Attest., hereby certify that I am duly (**Choose an item** *appointed, designated, elected or selected*) (**Choose an item** *Administrator, Clerk or Secretary*). Of Enter Name of Governmental Unit. ("Governmental Unit"). I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors (or equivalent governing body), duly called and held on **Enter a date.**, at which a quorum of the Members was present and voting.

Voted: That Enter Name of Person with Authority and Title. (may list more than one person) is duly authorized to enter into contracts, to include joint participation agreements, on behalf of Enter Name of Governmental Unit with the State of Illinois and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to affect the purpose of this vote.

I hereby certify that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract or joint participation agreement to which this certificate is attached. I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the Governmental Unit. To the extent that there are any limits on the authority of any listed individual to bind the Governmental Unit in contracts with the State of Illinois, all such limitations are expressly stated herein.

Dated: _____

Attest: _____

(Written signature & Title)

Certificate of Authority by Bylaws

I, Enter Name of Certifier/Attest., hereby certify that I am duly (**Choose an item** *appointed, designated, elected or selected*). (**Choose an item** *Administrator, Clerk or Secretary*). Of Enter Name of Governmental Unit. I hereby certify the following is a true copy of the current Bylaws (or equivalent law or ordinance) and that the Bylaws authorize the following person or position to bind the Governmental Unit for contractual obligations, to include joint participation agreements: Enter title or position.

I further certify that the following individuals currently hold the office or position(s) authorized: Enter Name of Person Authorized.

I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Governmental Unit for contractual obligations, to include joint participation agreements with the State of Illinois.

Dated: _____

Attest: _____
(Written Signature & Title)

Certificate of Authority

I, Enter Name of Certifier/Attest., hereby certify that I am Enter title or position. of Enter Name of Entity.

I further certify that Enter Name of Entity. authorized the following person(s) and position(s) to bind the entity for contractual obligations, to include joint participation agreements with the State of Illinois:

Enter title(s) or position(s) of authorized person.

Enter Name of Person(s) Authorized.

I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person listed above currently occupies the position indicated and that they have full authority to bind the Enter Name of Governmental Unit. for contractual obligations, to include joint participation agreements with the State of Illinois.

Dated: _____

Attest: _____
(Written Signature & Title)

Kevin McGraw

From: Eck, Jack <Jack.Eck2@illinois.gov>
Sent: Tuesday, February 25, 2025 1:19 PM
Subject: State of IL CY25-26 Rock Salt Joint Participation Agreement Contract
Attachments: Blank Certificate of Authority Template no-Macro 02 28 25.doc

Follow Up Flag: Follow up
Flag Status: Flagged

Some people who received this message don't often get email from jack.eck2@illinois.gov. [Learn why this is important](#)

Dear State of Illinois Rock Salt Joint Purchasing Participant:

The Illinois Department of Central Management Services is inviting your governmental unit to participate in the solicitation for the CY2025-CY2026 Joint Purchase Master Contract(s) for Rock Salt. The resulting joint purchase master contract(s) will be for a one (1) year contract with no options to renew.

IMPORTANT NOTE: BY SUBMITTING THE ROCK SALT CONTRACT JOINT PARTICIPATION AGREEMENT FORM WITH A ROCK SALT TONNAGE AMOUNT, YOU ARE OBLIGATING YOUR GOVERNMENTAL UNIT TO TAKE DELIVERY OF THAT SPECIFIED AMOUNT DURING THE RESULTING CONTRACT TERM. YOU MUST READ THROUGH ALL TERMS OF THE AGREEMENT FORM, INCLUDING THE SIGNATORY'S CERTIFICATIONS, PRIOR TO SUBMISSION. IF YOU HAVE QUESTIONS ABOUT THE CERTIFICATIONS CONTAINED IN THE AGREEMENT FORM, OR QUESTIONS ABOUT COMPLIANCE WITH APPLICABLE PURCHASING AND CONTRACT REQUIREMENTS SET FORTH BY YOUR GOVERNMENTAL UNIT, CONTACT YOUR GOVERNMENTAL UNIT'S LEGAL COUNSEL.

Please complete the form below **by close of business April 07, 2025**. This submission date is firm and if you do not respond by this date, you will not be included in the new solicitation for Rock Salt for the CY2025-CY2026 season.

<<Participation Agreement Form Link>>

<https://forms.gle/HxhDRbR1CGnsAmAL6>

If you are not the person in your entity who should be receiving this Participation Agreement Form, please forward this to the correct person, if known. You may respond to this email if you have any questions regarding the State of Illinois' Rock Salt Purchase.

Note 1: CMS has added a question (question #3) requesting your Federal Employee Identification Number (FEIN). This request will help CMS link your governmental unit to your governmental name. This will provide CMS with consistent tracking capability for future Rock Salt Contracts as well as accurate historical data reporting.

NOTE 2: The attached Blank Certificate of Authority is for your entity to download, complete and upload to question #20 of the Participation Agreement Form Link. The word document has three (3) pages ("Certificate of Authority by Vote", "Certificate of Authority Bylaws" and "Certificate of Authority"). We just need one of the pages that is applicable and there should be two different names and one signature on the form so that it can be verified that the authorized person is who they say they are.

NOTE 3: A saved copy of your submission will be sent to your inbox and will be from "Google Forms".

Thank you,



Jack Eck

Buyer, BOSS

Central Management Services

300 W. Jefferson St, Springfield, IL 62702

Phone: 217-785-1659

jack.eck2@illinois.gov

State of Illinois - CONFIDENTIALITY NOTICE: The information contained in this communication is confidential, may be attorney-client privileged or attorney work product, may constitute inside information or internal deliberative staff communication, and is intended only for the use of the addressee. Unauthorized use, disclosure or copying of this communication or any part thereof is strictly prohibited and may be unlawful. If you have received this communication in error, please notify the sender immediately by return e-mail and destroy this communication and all copies thereof, including all attachments. Receipt by an unintended recipient does not waive attorney-client privilege, attorney work product privilege, or any other exemption from disclosure.



AGENDA ITEM REPORT
Public Works & Utilities Committee
March 24, 2025
ITEM 4C

REQUEST: Authorization to:

- a. waive formal bidding (due to government master contract pricing); and
- b. purchase four Ford F-150 Lightnings from Sutton Ford, Matteson, IL (State of Illinois Joint Purchase Contract) in an amount not to exceed \$210,372.

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

ITEM TYPE: Contract - Committee

REQUEST SUMMARY

In December 2024, the Village was approved for an Energy Efficiency and Conservation Block Grant (EECBG) Program Equipment Rebate Voucher for the purchase of EV vehicles. The Equipment Rebate Voucher can be used to reimburse EV vehicle purchases up to \$150,000. These items will be purchased through the Illinois State Purchasing Contract, ensuring favorable pricing for the Village.

The purchase of four EV vehicles will replace existing vehicles in the Village fleet. One EV is included in the 2025 budget to replace unit E95. The three additional EVs will replace units C99, E94 and E75 in Development Services. Infrastructure for additional charging units exclusive for Village vehicles will be installed as part of the parking lot upgrades this summer to accommodate these vehicles. Vehicles are anticipated to arrive later this year.

FINANCIAL IMPACT

The current 2025 budget includes one replacement vehicle (Unit E95) for \$55,000 in the Capital Vehicle & Equipment Fund. The remaining three vehicles will be funded by the general fund's fund balance for \$155,372 and will be reimbursed up to \$150,000 via the EECBG equipment voucher.

RECOMMENDATION

Waive formal bidding (due to government master contract pricing); and purchase four Ford F-150 Lightnings from Sutton Ford, IL of Matteson, IL (State of Illinois Joint Purchase Contract) in an amount not to exceed \$210,372.

ATTACHMENTS

1. Sutton Ford F150 LIGHTNING QUOTE
2. 2025 - E95 CIP Sheet
3. 2025 Vehicle Replacement Description C99 E75 E94 E95



COMMERCIAL
& FLEET

SUTTON FORD INC.

21315 CENTRAL AVE.
MATTESON IL 60443

INVOICE

Wednesday, March 12, 2025

DATE

PURCHASER'S NAME

VILLAGE OF HOFFMAN ESTATES

STREET ADDRESS

2405 PEMBROKE AVE

CITY

HOFFMAN ESTATES

STATE

IL

ZIP

60169

BUS PHONE

847-781-2719

PLEASE ENTER MY ORDER FOR THE FOLLOWING

NEW ☒

USED ☐

SUV ☐

TRUCK ☒

CAR ☐

YEAR	MAKE	MODEL	BODY TYPE	COLOR	TRIM	STOCK NO.
2025	FORD	F150	LIGHTNING	WHITE	PRO	ORDER
VIN NO.			MILES	SALES REP		Scott Ourednik
2025 FORD F150 LIGHTNING PRO CC 4X4 5.5' BOX			\$52,420.00	TRADE-IN INFORMATION		
				MAKE OF USED VEHICLE		
				YEAR		
				MODEL		
				VEHICLE IDENT. NO.		
				MILEAGE		
				TRADE VALUE		
SUBTOTAL			\$52,420.00	FLEET SALES INFORMATION		
ELECTRONIC FILING FEE			\$0.00	ORDERING FIN	QA337	
DOCUMENTATION FEE			\$0.00	END USER FIN	QA337	
ILLINIOS SALES TAX 7.25%			\$0.00	SALES TYPE	3	
COUNTY TAX- COOK 1.00%			\$0.00	GPC DISCOUNT		
CITY OF CHICAGO TAX 1.25%			\$0.00	GPC REF #		
COOK COUNTY WHEEL TAX			\$0.00	56A/CPA DISCOUNT		
LICENSE, TRANSFER, TITLE			\$173.00	56M DISCOUNT		
EXTENDED SERVICE CONTRACT			\$0.00	RETAIL REBATE #		
TOTAL PRICE			\$52,593.00			
CASH DOWN PAYMENT			\$0.00			
REBATE			\$0.00			
TOTAL DOWN PAYMENT			\$0.00			
UNPAID CASH BALANCE DUE ON DELIVERY			\$52,593.00			

Purchaser agrees that this Order includes all of terms and conditions on both the face and reverse side hereof, that this Order cancels and supersedes any price agreement and as of the date hereof comprises the complete and exclusive statement of the terms of the agreement relating to the subject matters covered hereby **THIS ORDER IS NOT A BINDING CONTRACT. DEALER SHALL NOT BE OBLIGATED TO SELL UNTIL APPROVAL OF THE TERMS HEREOF IS GIVEN BY A BANK OR FINANCE COMPANY WILLING TO PURCHASE A RETAIL INSTALLMENT CONTRACT BETWEEN THE PARTIES HERETO BASED ON SUCH TERMS. ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OR MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALERS; AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS-NOT EXPRESSLY WARRANTED OR GUARANTEED." TO THE NEGOTIATED CASH SALE PRICE OF EACH VEHICLE. THERE WILL BE ADDED THE SUM OF \$303.60 FOR DEALER COSTS AND OVERHEAD FOR ITEM RELATING TO PREPARING, HANDLING AND PROCESSING DOCUMENTS FOR THE MOTOR VEHICLE AND THE CLOSING OF THE TRANSACTION. THE ONLY OTHER ADDITIONAL CHARGES PERMITTED ARE DEALER-ADDED OPTIONS. WARRANTY AND SERVICE CONTRACTS, INSURANCE AND THE ACTUAL COST OF LICENSE AND TITLE REGISTRATION AND TAXES.**

ACCEPTED BY:

PURCHASER'S SIGNATURE

DATE

3/12/2025

ACCEPTED BY:

Scott Ourednik

DEALER OR HIS AUTHORIZED REPRESENTATIVE

DATE

3/12/2025

Unit E95 -

Replacement Costs	2024 Budget	2024 Est	2025	2026	2027	2028	2029	Total 2025-2029
General Fund (37000025-4603):	-	-	55,000	-	-	-	-	55,000



This vehicle is used by the Engineering Department to conduct field investigations, meet with contractors and developers, and other responsibilities that result in higher mileage. While this vehicle is in generally fair condition, it is recommended for replacement in anticipation of continued heavy usage.

Repairs and Maintenance to Date				
# of Repairs	Mileage	Labor Cost	Parts Cost	Contract Cost
17	38,407	\$ 4,030	\$ 5,814	\$ -
(46 labor hours)				
Total Repair/Maintenance Cost to Date:				\$ 9,844

C99 - 2015 Ford Focus



This vehicle is utilized primarily by the Code Department

E75 - 2013 Ford Escape



This vehicle is utilized primarily by the Engineering Department

E95 - 2016 Ford F150



This vehicle is utilized primarily by the Engineering Department

E94 - 2013 Ford Escape



This vehicle is utilized primarily by the Engineering Department



AGENDA ITEM REPORT
Public Works & Utilities Committee
March 24, 2025
ITEM 4D

REQUEST: Authorization to award a three-year (2025-2027) contract for Turf Restoration to Uno Mas Landscaping, Elgin, IL (low bid), in a total amount not to exceed \$75,000.

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

ITEM TYPE: Contract - Committee

REQUEST SUMMARY

The Village removes approximately 200 trees annually, requiring black dirt and seed restoration after stump grinding. To prevent backlogs, and maintain high-quality service, contractor assistance is utilized to support in-house efforts, ensuring efficient and consistent restorations. Outsourcing this work also allows Forestry Division staff to focus on resident service requests and essential operations, improving response times and prioritizing resident needs.

While primarily for parkway turf restoration after tree removals, the contract may also cover other Forestry and Grounds-related restorations, such as post-construction landscaping, storm damage repairs, and improvements to Village-owned properties, depending on staff direction and funding. Staff will coordinate all turf restorations to be performed by contractors.

Bidders submitted unit price proposals per square yard, with options for seed matting and watering to ensure successful growth. Restoration size varies by site, and the number of sites depends on removals and budget. Uno Mas Landscaping has performed comparable projects for other local municipalities with positive references, including from the villages of Schaumburg, Lombard, and Addison. Staff is confident that Uno Mas Landscaping has the ability to complete the work as planned and to a high standard.

FINANCIAL IMPACT

There is a total of \$25,000 in the 2025 Forestry General Fund operating budget for this program. The Village received favorable pricing, and staff is confident that the three-year total should not exceed \$75,000.

RECOMMENDATION

Authorization to award three-year contract for the 2025-2027 Contract Turf Restoration Program to Uno Mas Landscaping, Elgin IL (low bid), in an amount not to exceed \$75,000.

ATTACHMENTS

1. Restorations Agenda back up docs

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

**Bid opening Date: March 24, 2025
Project coordinator: Nick Lackowski / Forestry**

Firm:		Uno Mas Landscaping	Apex Landscaping		
City:		Elgin , IL	Hawthorn Woods, IL		
Bid Deposit:		\$1,000.00 Check	\$1,000.00 Bond		
		Unit Price	Unit Price	Unit Price	Unit Price
2025 Season					
Top soil & Seed installation	Per Square yard	\$12.00	\$100.00		
Protective Matting	Per Square yard	\$2.00	\$5.00		
Watering	Labor hour	\$60.00	\$85.00		
2026 Season					
Top soil & Seed installation	Per Square yard	\$12.00	\$100.00		
Protective Matting	Per Square yard	\$2.00	\$5.00		
Watering	Labor hour	\$60.00	\$85.00		
2027 Season					
Top soil & Seed installation	Per Square yard	\$12.00	\$100.00		
Protective Matting	Per Square yard	\$2.00	\$5.00		
Watering	Labor hour	\$60.00	\$85.00		
Combined Totals 2025-2027					
Top soil & Seed installation	Per Square yard	\$36.00	\$300.00		
Protective Matting	Per Square yard	\$6.00	\$15.00		
Watering	Labor hour	\$180.00	\$255.00		

2025,2026, AND 2027 PARKWAY TURF RESTORATION PROGRAM
PROPOSAL FORM

The undersigned, having examined all documents related to this proposal and having become familiar with the extent, nature, and local conditions affecting the cost and performance of the proposed work, hereby proposes to furnish all supervision, labor, equipment, and materials and to perform the work herein described at the proposal prices as included in this document. It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

It is understood that these bid documents, and any subsequent contract, is for the 2025 season, with 2026 and 2027 options to be exercised at the request of the Village. Either party may cancel the whole or any part of this contract with the delivery of 30 days written notice to the other party.

The Village intends to enter into an agreement with the selected firm for the period beginning in April 2025 and ending in December 2027. Either party reserves the right to cancel all or part of the agreement with written notice provided within the required notice period. All bid prices for the project must remain firm throughout the contract duration. By submitting a bid, the firm agrees to provide all necessary labor, tools, equipment, and materials to complete the specified work at the proposed pricing.

Site restoration, as outlined in this request, includes the removal and disposal of any remaining wood chip material or debris, the installation of black dirt or topsoil to the finished grade, the grading and raking of black dirt or topsoil to match the existing grade, and the installation and incorporation of the specified grass seed at the prescribed rate.

FIRM NAME:

Uno mas landscaping

NAME:

Ignacio Rodriguez

TITLE:

Operations Manager

PHONE:

815-943-6912

EMAIL:

uno.mas.landscaping@yahoo.com

SIGNATURE:



DATE:

3/10/25

2025,2026 and 2027 BID PRICING

NOTE: THIS FORM MUST BE NOTARIZED

RETURN WITH BID

VILLAGE OF HOFFMAN ESTATES
BID CERTIFICATE FORM

RE: Certification of bidder, compliance with the Illinois Criminal Code

I/We hereby certify that, Uno mas landscapers (name of bidding firm) by bidding on this contract, no action has occurred that would result in a violation of 720 ILCS 5/33E, Public Contracts of the Illinois Criminal Code.

Signed: [Signature]

Name/Title: Owner / President (please print)

Date: 3/1/25

Attest: Adriana Chagoya (Notary Public)

Commission Expiry: 01/31/2027

Date: 03/12/2025



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATE

RETURN WITH BID

The undersigned, upon being first duly sworn, hereby certifies to the Village of Hoffman Estates that the undersigned has in place a written Substance Abuse Prevention Program that meets or exceeds the requirements of the State of Illinois P.A. 095-0635, or has a collective bargaining agreement in effect dealing with the subject matter of P.A. 095-0635. The Contractor and Subcontractors will file a copy of the Substance Abuse Prevention Program, or collective bargaining agreement, with the Client prior to any work being conducted on the project.

MD

(Name of Contractor)

Owner / President

(Title)

Subscribed and sworn to before me this 12th day of March, 2025.

My Commission expires: 01/31/2027

Adriana ChagoYA

(Notary Public)



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

2025

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ 12.00

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ 2.00

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ 60

2026

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ 12.00

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ 2.00

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ 60

2027

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ 12.50

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ 2.50

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ 60

2025/26/27 PARKWAY TURF RESTORATION PROGRAM EQUIPMENT FORM

NOTE: This form can be utilized or a form of the vendor's choice (must be included with bid)

[illegible]

**PERFORMANCE SURETY BOND
VILLAGE OF HOFFMAN ESTATES**

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

PRINCIPAL

Type of Organization:

S Corp

State of Incorporation:

IL

Legal Name of Organization:

Uno mas landscaping

Address:

1326 Spaulding Rd
Elgin, IL, 60120

Authorized Signature(s):

By: _____

Signature

(Type name and title)

By: [Signature]

Signature

Nelson Rodriguez / owner
(Type name and title)

ACKNOWLEDGMENT OF PRINCIPAL(S)

STATE OF Illinois
COUNTY/CITY OF Cook

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

Given under my hand this 12th day of March, 2025
My commission expires: 01/31/2027

[Signature]
NOTARY PUBLIC

Surety: _____
Bond No.: _____



CO-PRINCIPAL(S)

Type of Organization:

S corp

Legal Name of Organization:

One max lanxapng Inc

State of Incorporation:

IL

Address:

1326 Spaulding Rd.
Elgin, IL, 60120

Authorized Signature(s):

By: Maira Rodriguez
Signature

Maira Rodriguez
(Type name and title)

By: [Signature]
Signature

(Type name and title)

ACKNOWLEDGMENT OF CO-PRINCIPAL(S)

STATE OF ILLINOIS
COUNTY/CITY OF COOK

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

Given under my hand this 12th day of March 2025.
My commission expires: 01/31/2027
Adriana Chagoza
NOTARY PUBLIC

Surety:
Bond No.:



CORPORATE SURETY

Type of Organization:

Liability Limit:

Legal Name and Address:

Address:

Authorized Signature(s):

2025/26/27 PARKWAY TURF RESTORATION PROGRAM
REFERENCES

NOTE: A list of references is required at the time a bid for this service is submitted. Please provide as many customer references as possible for identical services to that which is proposed in this bid.

BUSINESS: Village of Addison
ADDRESS: 1491 W. Jeffrey Dr., Addison, IL 60101
CONTACT PERSON: Rick Russo
PHONE NUMBER: (630) - 620 - 2020
APPROXIMATE DATE: 2022-2024

BUSINESS: Village of Lombard
ADDRESS: 255 E Wilson Ave., Lombard, IL
CONTACT PERSON: Eric Hendrickson
PHONE NUMBER: (630) - 620 - 5740
APPROXIMATE DATE: 2016-2024

BUSINESS: Village of Schaumburg
ADDRESS: 714 S. Plum Grove Rd, Schaumburg, IL 60193
CONTACT PERSON: Justin C. Briski
PHONE NUMBER: (847) - 923 - 6608
APPROXIMATE DATE: 2023-2024

BUSINESS: City of Saint Charles
ADDRESS: 2 E. Main Street, St. Charles IL, 60174
CONTACT PERSON: Ryan Sebulaskey
PHONE NUMBER: (630) - 762 - 6923
APPROXIMATE DATE: 2023

BUSINESS: Haverford Colony COA
ADDRESS: Schaumburg IL, 60193
CONTACT PERSON: Karla Schneck
PHONE NUMBER: 847-985-6464

2025-2027 TREE MAINTENANCE PROGRAM



HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

CONTRACT

1. THIS AGREEMENT, made and concluded the _____ day of _____ (month, year) between the Village of Hoffman Estates, acting by and through its Mayor and Board of Trustees, known as the party of the first part, and _____ (name of firm), their executors, administrators, successors, or assigns, known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Bid/Proposal Documents hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Village Representative under it.
3. The party of the second part agrees to abide by all OSHA, IDOL, and MUTCD safety requirements and all laws and statutes of the State of Illinois including but not limited to the Prevailing Wage Act (if applicable). Prevailing rates of wages are revised by the Illinois Department of Labor and are available on the Department's official website.
4. And it is also understood and agreed that the Instructions to Bidders, General Conditions, Specifications, Scope of Services, Site Maps, and Contract Proposal hereto attached are essential documents of this contract and are a part hereof.
5. IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

Attest:

Clerk
(Seal Below)

The Village of Hoffman Estates

By: Nelson Rodriguez
Party of the First Part

(If a corporation)

Uno mas landscaping
Corporate Name

[Signature]

President, Party of the Second Part

(If a Co-Partnership)

Maira Rodriguez
Co-Partner

Attest:

Secretary

Co-Partner

Doing business under the firm name,
Party of the Second Part

(If an individual)

Party of the Second Part

THIS CONTRACT FORM IS MANDATORY. PLEASE INCLUDE THREE SIGNED COPIES WITH YOUR BID DOCUMENTS. VILLAGE OF HOFFMAN ESTATES

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK

CASHIER'S CHECK

HOLD DOCUMENT AT ANGLE TO VIEW ARTIFICIAL WATERMARK ON BACK

CHASE 

Date 03/05/2025

9471804098 25-3
Void after 1 year 440

Remitter: UNO MAS LANDSCAPING INC

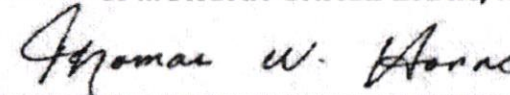
Pay To The VILLAGE OF HOFFMAN ESTATES
Order Of:

Pay: ONE THOUSAND DOLLARS AND 00 CENTS

\$** 1,000.00 **

Do not write outside this box

Drawer: JPMORGAN CHASE BANK, N.A.

Thomas W Horne, Chief Administrative Officer
JPMorgan Chase Bank, N.A.
Columbus, OHMemo: _____
Note: For information only. Comment has no effect on bank's payment.

⑈9471804098⑈ ⑆044000037⑆ 758661359⑈

2025,2026, AND 2027 PARKWAY TURF RESTORATION PROGRAM
PROPOSAL FORM

The undersigned, having examined all documents related to this proposal and having become familiar with the extent, nature, and local conditions affecting the cost and performance of the proposed work, hereby proposes to furnish all supervision, labor, equipment, and materials and to perform the work herein described at the proposal prices as included in this document. It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities. It is understood that these bid documents, and any subsequent contract, is for the 2025 season, with 2026 and 2027 options to be exercised at the request of the Village. Either party may cancel the whole or any part of this contract with the delivery of 30 days written notice to the other party.

The Village intends to enter into an agreement with the selected firm for the period beginning in April 2025 and ending in December 2027. Either party reserves the right to cancel all or part of the agreement with written notice provided within the required notice period. All bid prices for the project must remain firm throughout the contract duration. By submitting a bid, the firm agrees to provide all necessary labor, tools, equipment, and materials to complete the specified work at the proposed pricing. Site restoration, as outlined in this request, includes the removal and disposal of any remaining wood chip material or debris, the installation of black dirt or topsoil to the finished grade, the grading and raking of black dirt or topsoil to match the existing grade, and the installation and incorporation of the specified grass seed at the prescribed rate.

FIRM NAME: Apex Landscaping
NAME: Sean Gordon
TITLE: Client Representative
PHONE: 847-847-1505
EMAIL: sean@apexlandscaping.com
SIGNATURE: 
DATE: 3/11/2025

2025,2026 and 2027 BID PRICING

2025

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ \$100.00

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ \$5.00

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ \$85.00

2026

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ \$100.00

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ \$5.00

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ \$85.00

2027

Seeding: Unit price per square yard for black dirt/topsoil, seed and installation:

\$ \$110.00

PROTECTIVE MATTING: unit price per square yard for excelsior mating material and installation
(REMINDER: erosion mating will not be required at all restoration sites):

\$ \$5.00

WATERING: Provide a supplemental unit price per labor hour for equipment and labor (there is no charge for water used under Village permit):

\$ \$90.00

NOTE: THIS FORM MUST BE NOTARIZED

RETURN WITH BID

**VILLAGE OF HOFFMAN ESTATES
BID CERTIFICATE FORM**

RE: Certification of bidder, compliance with the Illinois Criminal Code

I/We hereby certify that, Apex Landscaping (name of bidding firm) by bidding on this contract, no action has occurred that would result in a violation of 720 ILCS 5/33E, Public Contracts of the Illinois Criminal Code.

Signed: [Signature]

Name/Title: Sean Gordon, Client Rep (please print)

Date: 3/11/2025

Attest: Elizabeth Menoni (Notary Public)

Commission Expiry: 11/8/2025

Date: 3/11/25



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATE

RETURN WITH BID

The undersigned, upon being first duly sworn, hereby certifies to the Village of Hoffman Estates that the undersigned has in place a written Substance Abuse Prevention Program that meets or exceeds the requirements of the State of Illinois P.A. 095-0635, or has a collective bargaining agreement in effect dealing with the subject matter of P.A. 095-0635. The Contractor and Subcontractors will file a copy of the Substance Abuse Prevention Program, or collective bargaining agreement, with the Client prior to any work being conducted on the project.

Apex Landscaping
(Name of Contractor)

Client Representative
(Title)

Subscribed and sworn to before me this 11th day of March, 2025.

My Commission expires: 11/8/2025.

Elizabeth Menoni
(Notary Public)



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

2025/26/27 PARKWAY TURF RESTORATION PROGRAM EQUIPMENT FORM

NOTE: This form can be utilized or a form of the vendor's choice (must be included with bid)

[illegible]



Equipment to be used, final qty tbd, also additional equipment available as needed:

- 2 - 96" Toro Groundsmaster
- 2 - 71" Wright Stander
- 2 - 61" Wright Stander
- 2 - 48" Wright Stander
- 2 - 48" Scag Walk Behind
- 2 - Echo Line Trimmer
- 2 - Echo Backpack Leaf Blower
- 1 - Little Wonder Push Blower

2025/26/27 PARKWAY TURF RESTORATION PROGRAM
REFERENCES

NOTE: A list of references is required at the time a bid for this service is submitted. Please provide as many customer references as possible for identical services to that which is proposed in this bid.

BUSINESS: SEE ATTACHED
ADDRESS: _____
CONTACT PERSON: _____
PHONE NUMBER: _____
APPROXIMATE DATE: _____

BUSINESS: _____
ADDRESS: _____
CONTACT PERSON: _____
PHONE NUMBER: _____
APPROXIMATE DATE: _____

BUSINESS: _____
ADDRESS: _____
CONTACT PERSON: _____
PHONE NUMBER: _____
APPROXIMATE DATE: _____

BUSINESS: _____
ADDRESS: _____
CONTACT PERSON: _____
PHONE NUMBER: _____
APPROXIMATE DATE: _____

BUSINESS: _____
ADDRESS: _____
CONTACT PERSON: _____
PHONE NUMBER: _____

2025-2027 TREE MAINTENANCE PROGRAM



References

Village of Arlington Heights

Ashley Karr & Brian Crawford

(847) 368-5849

akarr@vah.com

bcrawford@vah.com

Addison Park District

John Baczek

630-233-7275

jhermonson@addisonpark.org

Village of Lombard

Erick Hendrickson

630-620-5740

hendricksonE@villageoflombard.org

Village of Northbrook

Terry Cichocki

847-664-4125

Terry.cichocki@northbrookil.us

Village of North Barrington

John Lobaito

(847) 381-6000

jlobaito@northbarrington.org

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

Bond No. B 1330942

BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That Apex Landscaping, Inc.

24414 North Old McHenry Road Hawthorn Woods, IL 60047 (hereinafter called the Principal)
as Principal, and the SELECTIVE INSURANCE COMPANY OF AMERICA, a corporation created and existing under
the laws of the State of New Jersey, with its principal office in Branchville, New Jersey (hereinafter called the Surety),
as Surety, are held and firmly bound unto Village of Hoffman Estates
2305 Pembroke Ave Hoffman Estate, IL 60169 (hereinafter called the Oblige)
in the full and just sum of One thousand and 00/100----- Dollars
(\$1,000.00) good and lawful money of the United States of America, to the payments of which sum of
money well and truly to be made, the said Principal and Surety bind themselves, their and each of their heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 13th day of March, 2025 A.D.

THE CONDITION OF THIS OBLIGATION IS SUCH, That, if the Oblige shall make any award within 60 days to
the Principal for

Turf Restoration throughout the village

according to the terms of the proposal or bid made by the Principal therefor, and the Principal shall duly make and
enter into a contract with the Oblige in accordance with the terms of said proposal or bid and award and shall give
bond for the faithful performance thereof with Surety or Sureties approved by the Oblige; or if the Principal shall,
in case of failure so to do, pay to the Oblige the damages which the Oblige may suffer by reason of such failure, not
exceeding the penalty of this bond, then this obligation shall be null and void; otherwise it shall be and remain in full
force and effect.

When this Bond has been furnished to comply with a statutory, regulatory or other legal requirement in the location where
the construction is to be performed, any provision in this Bond conflicting with said statutory, regulatory or legal
requirement shall be deemed deleted from this form and provisions conforming to such statutory, regulatory or other
legal requirement shall be deemed incorporated herein. The intent is that this Bond shall be construed as a statutory
bond and not as a common-law bond.

In Testimony Whereof, the Principal and Surety have caused these presents to be duly signed and sealed.

Apex Landscaping, Inc.

WITNESS: _____, PRINCIPAL

(If individual or firm) By: _____ (SEAL)

ATTEST:


(If Corporation)

SELECTIVE INSURANCE COMPANY OF AMERICA, SURETY

By: Veronica O'Connor
Veronica O'Connor, Attorney-in-fact



SURETY DISCLOSURE STATEMENT AND CERTIFICATION

Selective Insurance Company of America, surety on the attached bond, hereby certifies the following:

- (1) The surety meets the applicable capital and surplus requirements of R.S.17:17-6 or R.S.17:17-7 as of the surety's most current annual filing with the New Jersey Department of Banking and Insurance.
- (2) The capital and surplus, as determined in accordance with the applicable laws of the State of New Jersey, of the surety issuing the attached bond are in the following amounts as of the calendar year ended December 31, 2023, which amounts have been certified by certified public accountants:

<u>Company</u>	<u>Capital</u>	<u>Surplus</u>	<u>CPA</u>
Selective Insurance Company of America	\$4,400,000	\$938,765,178	KPMG LLP 345 Park Avenue New York, NY 10154

- (3) With respect to the surety issuing the attached bond that has received from the United States Secretary of the Treasury a certificate of authority pursuant to 31 U.S.C. sec 9305, the underwriting limitation established therein and the date as of which the limitation was effective is as follows:

<u>Company</u>	<u>Underwriting Limitation</u>	<u>Effective Date</u>
Selective Insurance Company of America	\$93,877,000	July 1, 2024

- (4) The amount of the bond to which this statement and certification is attached is
\$ 3,000,000.00

CERTIFICATE

(To be completed by an authorized certifying agent/officer for each surety on the bond)

I, Timothy A. Marchio, as Vice President, Bond SBU for Selective Insurance Company of America, a corporation domiciled in New Jersey, DO HEREBY CERTIFY that, to the best of my knowledge, the foregoing statements made by me are true, and ACKNOWLEDGE that, if any of those statements are false, this bond is VOIDABLE.



(Signature of certifying agent/officer)

Timothy A. Marchio

(Printed name of certifying agent/officer)

Vice President, Bond SBU

(Title of certifying agent/officer)

Dated: 03/11/2025
(month, day, year)

**SELECTIVE
INSURANCE®**

Selective Insurance Company of America
40 Wantage Avenue
Branchville, New Jersey 07890
973-948-3000

BondNo.B 1330942

POWER OF ATTORNEY

SELECTIVE INSURANCE COMPANY OF AMERICA, a New Jersey corporation having its principal office at 40 Wantage Avenue, in Branchville, State of New Jersey ("SICA"), pursuant to Article VII, Section 1 of its By-Laws, which state in pertinent part:

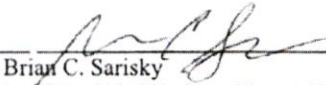
The Chairman of the Board, President, Chief Executive Officer, any Executive Vice President, any Senior Vice President or any Corporate Secretary may, from time to time, appoint attorneys in fact, and agents to act for and on behalf of the Corporation and they may give such appointee such authority, as his/her certificate of authority may prescribe, to sign with the Corporation's name and seal with the Corporation's seal, bonds, recognizances, contracts of indemnity and other writings obligatory in the nature of a bond, recognizance or conditional undertaking, and any of said Officers may, at any time, remove any such appointee and revoke the power and authority given him/her.

does hereby appoint: **Veronica O'Connor**

, its true and lawful attorney(s)-in-fact, full authority to execute on SICA's behalf fidelity and surety bonds or undertakings and other documents of a similar character issued by SICA in the course of its business, and to bind SICA thereby as fully as if such instruments had been duly executed by SICA's regularly elected officers at its principal office, in amounts or penalties not exceeding the sum of: **\$3,000,000.00**

Signed this 11th day of March, 2025

SELECTIVE INSURANCE COMPANY OF AMERICA

By: 

Brian C. Sarisky
Its SVP, Chief Underwriting Officer, Commercial Lines

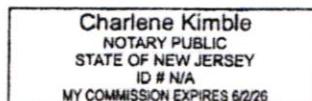


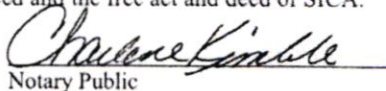
STATE OF NEW JERSEY :

:ss. Branchville

COUNTY OF SUSSEX :

On this 11th day of March, 2025 before me, the undersigned officer, personally appeared Brian C. Sarisky, who acknowledged himself to be the Sr. Vice President of SICA, and that he, as such Sr. Vice President, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Sr. Vice President and that the same was his free act and deed and the free act and deed of SICA.




Notary Public



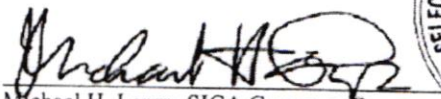
The power of attorney is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of SICA at a meeting duly called and held on the 6th of February 1987, to wit:

"RESOLVED, the Board of Directors of Selective Insurance Company of America authorizes and approves the use of a facsimile corporate seal, facsimile signatures of corporate officers and notarial acknowledgements thereof on powers of attorney for the execution of bonds, recognizances, contracts of indemnity and other writing obligatory in the nature of a bond, recognizance or conditional undertaking."

CERTIFICATION

I do hereby certify as SICA's Corporate Secretary that the foregoing extract of SICA's By-Laws and Resolution is in full force and effect and this Power of Attorney issued pursuant to and in accordance with the By-Laws is valid.

Signed this 11th day of March, 2025


Michael H. Lanza, SICA Corporate Secretary



Important Notice: If the bond number embedded within the Notary Seal does not match the number in the upper right-hand corner of this Power of Attorney, contact us at 973-948-3000.

B91 (5-21)

CERTIFIED COPY



AGENDA ITEM REPORT
Public Works & Utilities Committee
March 24, 2025
ITEM 4E

REQUEST: Authorization to award a contract for Village Hall Shingled Roof Replacement to All American Exterior Solutions, Lake Zurich, IL (lowest qualified bidder) in an amount not to exceed \$41,990.

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

ITEM TYPE: Contract - Committee

REQUEST SUMMARY

The Village Hall shingled roofing is due for replacement in 2025 with the flat roof portion to be replaced in 2026. Bid specifications were assembled, and a pre-bid meeting held on site. At the bid close, four bids were received. The bid tab has been provided as a supporting document to this memorandum. Only one bidder, All American Exterior Solutions, submitted all required forms with their bid. The lowest 2 bidders offered shorter than expected warranties (5 and 10 years respectively) and Staff felt that selecting them would not be in the Village's best interest. The other two bidders have offered a 40-year warranty.

Due to the length of warranty and bid that satisfied all requirements, Staff recommends that All American Exterior Solutions is awarded a contract as the lowest qualified bidder.

FINANCIAL IMPACT

There is \$60,000 budgeted in Capital Building Improvements (36000025-4604) for the roof replacement.

RECOMMENDATION

Authorization to award a contract for Village Hall Shingled Roof Replacement to All American Exterior Solutions, Lake Zurich, IL (lowest qualified bidder) in an amount not to exceed \$41,990.

ATTACHMENTS

1. Bid Tab - Village Hall Roof Replacement
2. VH Roof Replacement 2025 - final
3. Contract
4. Bidders Documents

VILLAGE OF HOFFMAN ESTATES, ILLINOIS

TABULATION OF BIDS

VILLAGE HALL SHINGLED ROOF REPLACEMENT

Bid Opening Date:	Monday, March 10, 2025	All American Exterior Solutions		Filotto Roofing, Inc.		Roberts Restorations, Inc.		Select Roofing & Gutter, Inc.	
Bid Opening Time:	10:00 a.m.	Lake Zurich, IL		Crest Hill, IL		Antioch, IL		Elgin, IL	
Attended By:	Paul Petrenko								
Title:	Supt. of Facilities & Arena Maint.								
Proposal Guarantee:	10% of proposed amount	Bid bond	10%	Bid bond	10%	Bid bond	10%	Bid bond	10%
	Completed Required Forms:	Yes		no contract		no addendum		unsigned contract	
Service									
All-inclusive sum for roof replacement		\$	41,990.00	\$	49,700.00	\$	37,576.00	\$	37,900.00
Price per sq. ft. of plywood installation, including materials and labor		\$	5.25	\$	5.50	\$	2.50	\$	5.00
Length of Warranty - Materials			40 years		40 years		5 years		10 years
Length of Warranty - Labor			5 years		2 years		5 years		2 years
Approx. number of weeks for work to start construction following award of contract			2 weeks		2 weeks		4 weeks		3 weeks
Approx. number of weeks for completion of construction			1 week		2 weeks		2 weeks		1 week



VILLAGE OF HOFFMAN ESTATES

Department of Public Works

BID DOCUMENTS

for:

VILLAGE HALL SHINGLED ROOF REPLACEMENT

BID OPENING DATE:	March 10, 2025
BID OPENING TIME:	10:00 a.m.
BID DEPOSIT:	Cashier's/Certified check or Bid Bond in the amount of 10% of proposed cost (required)
PERFORMANCE BOND:	100% of total bid award (upon award of contract)
PRE-BID MEETING:	February 18, 2025, at 10:00am (mandatory)

PREPARED BY
Village of Hoffman Estates
Department of Public Works
2305 Pembroke Avenue, Hoffman Estates IL. 60169
847.490.6800

TABLE OF CONTENTS

Introduction Letter	2
Bid Notice	3
Bid Certificate Form	4
Substance Abuse Prevention Certificate	5
Contract	6
Performance Surety Bond Form	7
Proposal Form	13
Reference Form	14
Instructions to Bidders	15
Scope of Work	28
Special Provisions	30



HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

Prospective Bidder,

The Village of Hoffman Estates is now soliciting bids for the replacement of a shingled roof at Village Hall, 1900 Hassell Road, Hoffman Estates, IL. On behalf of our residents, I appreciate your interest in participating in the bid process. I call your special attention to the Instructions to Bidders section of the attached bid documents. Please be sure that you read thoroughly and fully understand these instructions prior to the preparation of your bid. Note that instructions call for no deviation from the bid specifications except for those deviations which are listed as such on the vendor's bid detail sheet and which are expressly approved as part of the Village's acceptance of the bid.

All of the equipment described in the bid notice and specified herewith must meet the performance required for heavy duty municipal, utility, or construction type usage. Unless denoted "No Substitution", the Village minimum required specifications may be exceeded. This is an attempt to ensure the non-exclusion of any manufacturer's product from the bid effort. Remember, however, to list all deviations and provide a description of the upgraded item in the proper space provided. Minimum specification requirements must be met or exceeded.

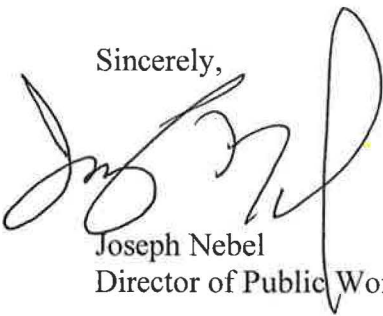
Please note the following:

- a) A Cashier's/Certified check or Bid Bond in the amount of 10% of proposed cost is required.
- b) A performance bond is required from the successful bidder using the performance bond template in this document. (See special provisions)

The Village reserves the right to reject and/or award any and all bids or parts thereof and to waive formalities and technicalities according to the best interests of the Village.

If you have any questions with regards to these bid documents, please contact Paul Petrenko, Superintendent of Facilities and Arena Maintenance, Paul.Petrenko@vohe.org or 847.490.6800.

Sincerely,



Joseph Nebel
Director of Public Works

VILLAGE OF HOFFMAN ESTATES
NOTICE TO BID

The Village of Hoffman Estates Department of Public Works is soliciting bids, as described in these documents, for:

VILLAGE HALL SHINGLED ROOF REPLACEMENT

Sealed bids will be received at the Office of the Village Clerk of the Village of Hoffman Estates (1900 Hassell Road) Cook County, Illinois, until **March 10, 2025, at 10:00 a.m.** All bids will be publicly opened immediately thereafter.

It is the responsibility of the bidder to meet the specified opening time; and any bid not so received will be returned unopened. Bids must be identified as such on the outside of the sealed envelope. This can be done by marking the envelope "SEALED BID" and with the following information:

Company's Name
Company Address
Name of Bid ("VILLAGE HALL SHINGLED ROOF REPLACEMENT")
Date and Time of Bid Opening

Specifications and complete bid documents may be obtained from the Office of the Village Clerk or website. Further information regarding this bid may be obtained by contacting Paul Petrenko, Superintendent of Facilities and Arena Maintenance, at Paul.Petrenko@vohe.org.

A mandatory pre-bid meeting will be held at the job site located at the Village Hall, 1900 Hassell Road, Hoffman Estates, IL on February 18, 2025 at 10:00 a.m.

The Village of Hoffman Estates strongly encourages minority firms and women's business enterprises to apply. If subcontracts are to be let, the primary contractor shall take these same affirmative steps to solicit bids from minority and women's firms.

The Village reserves the right to reject and/or award any and all bids, or parts thereof, and to waive formalities and technicalities according to the best interest of the Village.

By the Order of the Mayor and Board of Trustees of the Village of Hoffman Estates.

1/31/25
DATE


Patty Richter, Village Clerk

TO BE PUBLISHED ON 2/4/25 PADDOCK PUBLICATIONS
(DATE)

NOTE: THIS FORM MUST BE NOTARIZED

RETURN WITH BID

**VILLAGE OF HOFFMAN ESTATES
BID CERTIFICATE FORM**

RE: Certification of bidder, compliance with the Illinois Criminal Code

I/We hereby certify that, _____ (name of bidding firm) by bidding on this contract, no action has occurred that would result in a violation of 720 ILCS 5/33E, Public Contracts of the Illinois Criminal Code.

Signed: _____

Name/Title: _____ (please print)

Date: _____

Attest: _____ (Notary Public)

Commission Expiry: _____

Date: _____

(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATE
RETURN WITH BID

The undersigned, upon being first duly sworn, hereby certifies to the Village of Hoffman Estates that the undersigned has in place a written Substance Abuse Prevention Program that meets or exceeds the requirements of the State of Illinois P.A. 095-0635, or has a collective bargaining agreement in effect dealing with the subject matter of P.A. 095-0635. The Contractor and Subcontractors will file a copy of the Substance Abuse Prevention Program, or collective bargaining agreement, with the Client prior to any work being conducted on the project.

(Name of Contractor)

(Title)

Subscribed and sworn to before me this _____ day of _____, 2023.

My Commission expires: _____

(Notary Public)

(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.



HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

CONTRACT

1. THIS AGREEMENT, made and concluded the ____ day of _____ (month, year) between the Village of Hoffman Estates, acting by and through its Mayor and Board of Trustees, known as the party of the first part, and _____ (name of firm), their executors, administrators, successors, or assigns, known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Bid/Proposal Documents hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Village Representative under it.
3. The party of the second part agrees to abide by all OSHA, IDOL, and MUTCD safety requirements and all laws and statutes of the State of Illinois including but not limited to the Prevailing Wage Act (if applicable). Prevailing rates of wages are revised by the Illinois Department of Labor and are available on the Department's official website.
4. And it is also understood and agreed that the Instructions to Bidders, General Conditions, Specifications, Scope of Services, Site Maps, and Contract Proposal hereto attached are essential documents of this contract and are a part hereof.
5. IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

Attest:

Clerk
(Seal Below)

Attest:

Secretary

The Village of Hoffman Estates

By: _____
Party of the First Part
(If a corporation)

Corporate Name

President, Party of the Second Part
(If a Co-Partnership)

Co-Partner

Co-Partner

Doing business under the firm name,
Party of the Second Part
(If an individual)

Party of the Second Part

THIS CONTRACT FORM IS MANDATORY. PLEASE INCLUDE THREE SIGNED COPIES WITH YOUR BID DOCUMENTS.

**VILLAGE OF HOFFMAN ESTATES
PERFORMANCE SURETY BOND FORM**

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

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

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

2. The condition of this Bond is that if the Principal shall in every respect perform all of its obligations under the Contract Documents identified above, which Contract Documents are incorporated herein by reference, then this Bond shall be void; otherwise, the Bond shall continuously remain in full force and effect until released by the Village. Contract Documents shall also include any contracts, annexation agreements, development agreements, plats, zoning approvals, engineering plans, site plans or other Village documents associated with the Project, including any laws, ordinances or governmental regulations related to the Project.

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

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

b) The addition or reduction in subdivision lots or area to those shown in the original plat of subdivision, site plan or construction plan referred to in the Development Document shall in no way affect the obligation of the Surety under this Bond;

c) Any extension of time beyond the period provided for in the Development Document for completion of its obligations under the Agreement shall in no way affect the obligation of the Surety under this Bond;

d) The failure or refusal of Village to take any action, proceeding, or steps to enforce any remedy or exercise any right under the Development Document, or that taking of any action, proceeding, or step by Village, acting in good faith upon the belief that same is permitted by the provisions of the Contract Documents, shall not in any way release

Principal or Surety, or either of them, or their respective executors, administrators, successors, or assigns, from liability under this Bond. Surety hereby waives notice of any amendment, indulgence made, granted or permitted;

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

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

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

Default:

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

1) abandoned the performance of its obligations under the Contract Documents; or

2) renounced or repudiated its obligations under the Contract Documents; or

3) clearly demonstrated through insolvency, or otherwise, that its obligations under the Contract Documents cannot be completed within the time allotted under the Contract Documents.

b) If the Principal defaults in the performance of all or any part of the obligations specified in the Contract Documents, the Village shall give written notice of the default to the Surety, with a copy to the Principal and Co-Principal, if any. In the event of such default and notice, Surety shall, within 45 days of receipt of the default notice, give written notice to the Village stating whether Surety will assume the Development Document obligations and the obligations of the Principal, and should it elect to assume said obligations, Surety shall be required to complete the obligations specified in the Contract Documents according to its terms and provisions within 180 days of said notice, but not before expiration of the period provided for under the Contract Documents and approved extensions thereof. In the event that Surety elects to assume the obligations of Principal as provided herein and thereafter fails to faithfully perform all or any part of the work, or should it unnecessarily delay all or any part of the work, then the Village may proceed as provided in Paragraph No. 5 of this Bond.

5. Should Surety following notice of default

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

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

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

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

6. Should Surety, following notice of default notify the Village within 45 days of the receipt of the default notice choose to pay the Village for completion of the obligation under the Contract Documents, the Surety shall have the right to demand that the Village state a sum constituting the estimated costs at that time, of completion and/or correction of the work required under the Contract Documents, such as costs as defined in Paragraph No. 5b). Surety shall then immediately pay over to the Village the sum so stated and be released from any further obligations under this Bond. If funds are paid over under this section and the paid over funds are not sufficient to complete the work, the Village's sole remedy shall be to proceed against the Principal(s) and Co-Principals for any deficiency. If there are any paid over funds not necessary for completion of the work, the Village will return the excess to Surety after completion of the work.

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

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

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

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

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

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

13. Surety waives its right to trial by jury.

**VILLAGE OF HOFFMAN ESTATES
PERFORMANCE SURETY BOND FORM**

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

PRINCIPAL

Type of Organization: _____

Legal Name of Organization: _____

State of Incorporation: _____

Address: _____

Authorized Signature(s): _____

By: _____
Signature

By: _____
Signature

(Type name and title)

(Type name and title)

ACKNOWLEDGMENT OF PRINCIPAL(S)

STATE OF _____:
COUNTY/CITY OF _____:

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

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

My commission expires: _____

NOTARY PUBLIC

Surety: _____

Bond No.: _____

CO-PRINCIPAL(S)

Type of Organization:

Legal Name of Organization:

State of Incorporation:

Address:

Authorized Signature(s):

By: _____

Signature

By: _____

Signature

(Type name and title)

(Type name and title)

ACKNOWLEDGMENT OF CO-PRINCIPAL(S)

STATE OF _____:

COUNTY/CITY OF _____:

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

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

My commission expires: _____

NOTARY PUBLIC

Surety: _____

Bond No.: _____

CORPORATE SURETY

Type of Organization:

Legal Name and Address:

Liability Limit:

Address:

Authorized Signature(s):

By: _____

Signature

By: _____

Signature

(Type name and title)

(Type name and title)

ACKNOWLEDGMENT OF CORPORATE SURETY(S)

STATE OF _____:
COUNTY/CITY OF _____:

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

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

NOTARY PUBLIC

Surety: _____
Bond No.: _____

**VILLAGE OF HOFFMAN ESTATES
PROPOSAL FORM**

VILLAGE HALL SHINGLED ROOF REPLACEMENT

The undersigned, having examined all documents related to this proposal and having become familiar with the extent, nature, and local conditions affecting the cost and performance of the proposed work, hereby proposes to furnish all supervision, labor, equipment, and materials and to perform the work herein described at the proposal prices as included in this document. It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

Name of Bid: _____

Company Name: _____

Bidder Name (print): _____

Title: _____

Business Address: _____

Email Address: _____

Telephone _____

Signature _____ Date _____

A) All-inclusive proposed sum for replacement of the Village Hall roofing: \$ _____

B) Price per square foot of any plywood installation including materials and labor. \$ _____

C) Length of Warranty for:

Materials: _____

Labor: _____

D) Approximate number of weeks for start of construction: _____ weeks.

E) Approximate number of weeks for completion of construction: _____ weeks

NOTE: all proposed work under the terms of this bid must be completed on or before June 1, 2025 unless delayed by supply chain constraints.

Information on this form is mandatory. Please include three copies of this form with your bid documents.

VILLAGE HALL SHINGLED ROOF REPLACEMENT

REFERENCES

BIDDER NOTE: List five (5) references where like-services have been performed in comparable scope. Like-services would include other municipalities, park districts, county and state agencies, large companies, etc. References are mandatory.

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

VILLAGE OF HOFFMAN ESTATES INSTRUCTIONS TO BIDDERS

The general rules and conditions which follow apply to all bids requested and accepted by the Village of Hoffman Estates unless otherwise specified. Bidders are expected to fully inform themselves as to the conditions, requirements, and specifications prior to submitting bids. Failure to do so will be at the bidder's own risk. By submitting a bid, it is assumed by the Village that the vendor has familiarized themselves with all conditions and intends to comply with them unless otherwise noted.

FORMS

All bids must be submitted on the forms provided, complete and intact, properly signed in ink in the appropriate spaces, and submitted in a sealed envelope. All bids must be delivered to the Village Clerk, 1900 Hassell Road, Hoffman Estates, IL. 60169 prior to the bid opening date and time published on the cover of this bid packet. Bidders should reference the Notice to Bid for instructions on preparing their bid proposal.

ALTERNATE/MULTIPLE BIDS

The specifications contained within this bid packet are not intended to eliminate or exclude any bidder due to minor deviations, alternates, or changes. Bidders that desire to deviate from these specifications in their proposal are permitted to submit alternate/multiple bids. However, alternate bids must be clearly indicated as such with deviations from the applicable specifications clearly noted. The bid must be accompanied by complete specifications for the items offered. Any questions regarding the specifications, drawings, etc. shall be referred to that individual so referenced in the Specifications section. Vendors wishing to submit a secondary bid must do so as an alternate bid. Only one bid will be accepted per envelope.

The Village shall be the sole and final judge unequivocally as to whether any substitute is of sufficient quality. This decision is final and will not be subject to recourse by any person, firm, or corporation.

RECEIVING OF BIDS

Bids received prior to the time of opening will be securely kept unopened. The Village Clerk, whose duty it is to open them, will decide when the specified time has arrived. No bid received thereafter will be considered. No responsibility will be assumed by the Village or the Village Clerk for premature or non-opening of bids not properly addressed and identified, except otherwise provided by law.

LATE BIDS

Bids arriving after the specified time, whether sent by mail, courier, or in person, will not be accepted. These bids will either be refused or returned unopened. It is the Bidder's responsibility for timely delivery of bid proposals. Mailed bids which are delivered after the specified time will not be accepted regardless of post marked time on the envelope.

BIDS BY FAX

Bids transmitted by fax will not be accepted, nor will the Village transmit bid documents to prospective bidders by way of fax machine.

ERROR IN BIDS

When an error is made in extending total prices, the unit bid price will govern. Otherwise, the Bidder will not be relieved from errors in bid preparation. Erasures in bids must be explained over signature of Bidder.

WITHDRAWAL OF BIDS

A written request for the withdrawal of a bid, or any part thereof, may be granted if the request is received by the Village Clerk prior to the specified time of opening. After opening, the Bidder cannot withdraw or cancel their bid for a period of sixty (60) calendar days or such longer time as stated in the bid documents.

CONSIDERATION OF BIDS

No bid will be accepted from, or contract awarded to, any person, firm, or corporation that is in arrears or default to the Village upon any debt or contract, or that is a defaulter upon any obligation to the Village, or had failed to perform faithfully any previous contract with the Village. If requested, the Bidder shall present, within 48 hours, evidence satisfactory to the Village of performance ability and possession of necessary facilities, pecuniary resources, and adequate insurance to comply with the terms of these specifications and contract documents.

PRICES

Unit prices shall be shown for each unit on which there is a bid and shall include all equipment, fuel charges, packing, crating, freight, and shipping/unloading charges unless otherwise stated in this bid packet. Unit prices shall not include any local, state, or federal taxes. The Village is exempt, by law, from paying State and Village Retailer's Occupation Tax, State Service Occupation Tax, and Federal Excise Tax. The Village will supply the successful bidder with the current tax exempt number.

Cash discounts will not be considered in determining contract price but may be used in the overall evaluation of bids.

AWARD OR REJECTION OF BIDS

The Village reserves the right to award and/or reject any and all bids, or parts thereof, and to waive formalities and technicalities in the best interest of the Village. Any bid submitted will be binding for sixty (60) days subsequent to the date of the bid opening.

Bidders shall make all investigations necessary to thoroughly inform themselves regarding the supplies and/or services to be furnished in accordance with this bid. No plea of ignorance by the Bidder of conditions that exist or that may hereafter exist as a result of the Bidder's failure to make the necessary examinations and investigations will be accepted as a basis for varying the requirements of the Village of the compensation to the Bidder. **Any exceptions not taken by the Bidder shall be assumed by the Village to be included.**

A contract will be awarded to the lowest responsible bidder complying with the conditions of the contract documents only when it is in the best interest of the Village to accept such a bid. The Village shall be the sole judge of compliance with the specifications and reserves the right to accept or reject any and/or all bids or parts thereof.

PAYMENT

Payment will be made within thirty (30) days after acceptance of the equipment or services by the Village representative and Bidder's compliance with all stipulations relating to the bid/contract.

REQUIREMENTS OF BIDDER

The successful bidder shall, within ten (10) days after notification of award: enter into a contract, in writing, with the Village covering all matters as are set forth in the specifications of this bid; and carry insurance acceptable to the Village covering public liability, property damage, and workmen's compensation.

COMPLIANCE WITH ALL LAWS

All work under contract must be executed in accordance with all applicable local, state, and federal laws, ordinances, rules, and regulations.

CONTRACT ALTERATIONS

No amendment of a contract shall be valid unless made in writing and signed by the Village Manager or their authorized designee.

NOTICES

All notices required by the contractor shall be given in writing.

NON-ASSIGNABILITY

The contractor shall not assign the contract, or any part thereof, to any other person, firm, or corporation without the previous written consent of the Village Manager or their authorized designee. Such assignment shall not relieve the contractor from their obligations or change the terms of the contract.

INDEMNITY

The contractor shall indemnify and save harmless the Village, its officers, and its employees from any and all liability, losses, or damages, including attorney's fees and costs of defense, the Village may suffer as a result of claims, demands, suits, actions, or proceedings of any kind of nature, including workers' compensation claims, in any way resulting from or arising out of the operations of the contractor under this contract, including operations of subcontractors; and the contractor shall, at their own expense, appear, defend, and pay all fees of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and, if any judgments shall be rendered against the Village in any such action, the contractor shall, at their own expense, satisfy and discharge same. The contractor expressly understands and agrees that any performance bond or insurance protection required by the contract, or otherwise provided by the contractor, shall in no way limit the responsibility to indemnify, keep and save harmless, and defend the Village as herein provided.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of the contract and/or supplying of materials, equipment, and supplies, the Bidder must be in full compliance with all provisions of the Acts of the General Assembly of the State of Illinois relating to employment, including equal opportunity requirements.

REQUIRED INSURANCE

In submission of a bid, the Bidder is certifying that they have all insurance coverages required by law or would normally be expected for Bidder's type of business. In addition, the Bidder is certifying that they have at least the following insurance coverage:

<u>Type of Insurance</u>	<u>Occurrence</u>	<u>Aggregate</u>
GENERAL LIABILITY		
Bodily Injury	\$1,000,000	\$3,000,000
Property Damage	\$1,000,000	\$3,000,000
Contractual Insurance – Broad Form	\$1,000,000	\$3,000,000

AUTOMOBILE LIABILITY

Bodily Injury	\$1,000,000	\$1,000,000
Property Damage	\$1,000,000	\$1,000,000

This insurance must include non-owned, hired, or rented vehicles, as well as owned vehicles.

WORKMEN’S COMPENSATION AND OCCUPATIONAL DISEASES

Statutory for Illinois

Employer’s Liability Coverage	\$1,000,000 per accident
-------------------------------	--------------------------

NOTE: the specifications may require higher limits or additional types of insurance coverages than shown above. The contractor will be required to furnish a certificate proof of insurance coverages.

The Bidder further agrees to indemnify the Village and save it harmless against and from all loss, damage, expense, liability, or claim of liability arising out of the performance of the contractor, any subcontractors, or their employees in connection with the contract. Contracts and subcontractors are to grant the Village an “additionally insured” status on all applicable insurance policies and provide the Village with original endorsements affecting coverage required by this clause. Said policies will not be canceled unless the Village is provided a thirty (30) day written notice. Any deductibles or self-insured retentions as respects the Village or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration, and defense expenses. Nothing contained in the insurance requirement shall be construed as limiting the extent of the contractor’s responsibilities for payment of damages resulting from operations under this agreement.

BID PERFORMANCE DEPOSIT

When it is required, it will be so stated elsewhere within this bid package along with the amount required. In all cases where a deposit is required, it must accompany the bid. The deposit is to be in the form of a bid bond or certified/cashier’s check. All bid performance deposit checks will be retained by the Village until the bid award is made, at which time the checks will be promptly returned to the unsuccessful bidders. The bid performance deposit check of the successful bidder will be retained until the goods or services have been received or completed/installed and found to be in compliance with the specification or until surety bonding requirements have been satisfied and proof of insurance coverage is provided in accordance with the Special Provisions section of these specifications.

ACCEPTANCE

After acceptance and award of the bid, and upon receipt of a written purchase order executed by the proper officials of the Village, this instruction to bidders, and all other portions of the bid documents, including specifications, will constitute part of the legal contract between the Village of Hoffman Estates and the successful bidder.

DEFAULT

The Village may terminate a contract by written notice of default to the contractor if:

- a. The contractor fails to make delivery of the materials or perform the services within the time specified in the proposal.
- b. The contractor fails to make progress so as to endanger performance of the contract.
- c. The contractor fails to provide or maintain, in full force and effect, the liability and indemnification coverages or performance bond as is required.

If the Village terminates the contract, the Village may procure supplies or services similar to those so terminated, and the Contractor shall be liable to the Village for any excess costs for similar supplies and services, unless the Contractor provides acceptable evidence that failure to perform the contract was due to causes beyond the control and without the fault or negligence of the Contractor.

SPECIAL CONDITIONS

Wherever special conditions /requirements are written into the Specifications or Special Provisions which conflict with conditions stated in these instructions to bidders, the conditions stated in the Specifications or Special Provisions/Requirements shall take precedence.

PERMITS AND LICENSES

The successful bidder shall obtain, at their own expense, all permits and licenses which may be required to complete the contract (where applicable).

GENERAL GUARANTY

Neither the final certificate of payment nor any provision in the contract nor partial or entire use of the equipment embraced in this contract by the Village or the Public shall constitute an acceptance of work not done in accordance with the contract or relieve the Contractor of liability in respect to any express warranties or responsibility for failure to comply with the terms of those Contract Documents.

It is expressly agreed by the parties hereto that in the event any defects or imperfections in the materials or workmanship to be furnished by the Contractor herein appear within the period of one year from the date of completion of all the work mentioned herein and acceptance thereof by the Village of Hoffman Estates, the Contractor will, upon notice from the said Village (which notice may be given by letter to said Contractor to the business address of the Contractor shown in the Proposal), repair and make good at his own cost any such defects or imperfections and replace any defective or imperfect materials or workmanship with other materials or workmanship satisfactory to said Village, and furnish all such new materials and labor as may be necessary to do so; and in the event of the failure, refusal or delay of said workmanship or materials said Village may do so or have same done by others, and said Contractor and surety or sureties on their bond given for the faithful performance of this contract shall be liable to the Village of Hoffman Estates for all damages and expenses occasioned by such failure, refusal or delay.

MINIMUM WAGES

All laborers and mechanics employed by Contractors and Subcontractors on construction work for this project shall be paid wages at rates no less than those prevailing on similar construction in the locality as determined by the Secretary of Labor in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), and shall receive overtime compensation in accordance with and subject to the provisions of the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), and the Contractors and Subcontractors shall comply with all regulations issued pursuant to these Acts and with other applicable Federal laws and regulations pertaining to labor standards. The Secretary of Labor has, with respect to the labor standards specified in this Section, the 1950 (5 U.S.C. 133z-15) and Section 2 of the Act of June 13, 1934, as amended (40 U.S.C. 276c).

No less than the prevailing wage shall be paid for labor on the work to be done as required by law.

HIRING OF ILLINOIS WORKERS

The Illinois Department of Labor provided notice that due to the high unemployment rate caused by the ongoing COVID-19 pandemic, the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/3, will take effect beginning July 1, 2020. The state law requires the workforce on all public works projects to be comprised of a minimum of 90% Illinois residents.

If Illinois' rate of unemployment falls below 5%, this statute will no longer be in effect.

(30 ILCS 570/3) (from Ch. 48, par. 2203)

Sec. 3. Employment of Illinois laborers. Whenever there is a period of excessive unemployment in Illinois, if a person or entity is charged with the duty, either by law or contract, of (1) constructing or building any public works, as defined in this Act, or (2) the clean-up and on-site disposal of hazardous waste for the State of Illinois or any political subdivision of the State, and that clean-up or on-site disposal is funded or financed in whole or in part with State funds or funds administered by the State of Illinois, then that person or entity shall employ at least 90% Illinois laborers on such project. Any public works project financed in whole or in part by federal funds administered by the State of Illinois is covered under the provisions of this Act, to the extent permitted by any applicable federal law or regulation. Every public works contract let by any such person shall contain a provision requiring that such labor be used: Provided, that other laborers may be used when Illinois laborers as defined in this Act are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the contracting officer. (Source: P.A. 96-929, eff. 6-16-10.)

ILLINOIS WORKS JOBS PROGRAM ACT APPRENTICESHIP INITIATIVE

Pursuant to the Illinois Works Jobs Program Act, 30 ILCS 559/20-1 et seq., for public works projects estimated to cost \$500,000 or more, the goal of the Illinois Works Apprenticeship Initiative is that apprentices will perform either 10% of the total hours worked in each prevailing wage classification or 10% of the estimated labor hours in each prevailing wage classification, whichever is less.

For projects with an estimated total project cost of \$500,000 or more and for which 50% or more of the project is being funded by appropriated capital funds, the 10% apprenticeship goal applies to all prevailing wage eligible work on the project. For projects receiving \$500,000 or more of appropriated capital funds but for which the appropriated capital funds are less than half of the total project costs, the 10% apprenticeship goal only applies to prevailing wage eligible work being funded by the appropriated capital funds. The 10% apprenticeship goal does not apply to projects with an estimated total project cost of less

than \$500,000 or to projects with an estimated total project cost of \$500,000 or more but for which the appropriated capital funds for the project are both less than \$500,000 and less than 50% of the estimated total project costs.

BIDDER QUALIFICATIONS

All bidders must submit the following information on or before the time at which the proposal is required to be submitted:

- a. The location and description of the Bidder's permanent place of business.
- b. Evidence of ability to provide an efficient and adequate plan for executing the work.
- c. A list of similar projects carried out by the Bidder.
- d. A list of projects the Bidder presently has under contract.
- e. Any additional evidence tending to show that the Bidder is adequately prepared to fulfill the contract.

BID CERTIFICATION FORM

All bid submittals must include a signed Bid Certification Form (copy included within this document) certifying that Bidder is in compliance with Section 33E-3 or 33E-4 of the Illinois Criminal Code of 1961 regarding bid rigging/rotating.

Illinois State Law Article 33E-3 and 33E-4 states that it is unlawful to participate in bid rigging and/or rotating. State law further states that it is unlawful to award a contract to any individual or entity that is delinquent in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting the amount and/or liability through proper procedures. Therefore, all bidders must certify that they are not barred from bidding on the contract as a result of a violation of State Law 33E-3 and 33E-4, prohibiting bid rigging and/or rotation, and that the bidder is not delinquent in the payment of any tax, unless it is contests in accordance with the procedures established by the appropriate revenue act. It is necessary that this be done under oath; therefore, **the form included with bid submittals must be notarized.**

DEVIATIONS

Unless denoted "no substitution", the Village's minimum required specifications may be exceeded. However, **vendors must list all specification deviations and provide a description and/or catalog sheet that fully describes that which they propose to furnish in lieu of the specification.** Final bid acceptance shall be based upon that bid deemed most favorable to the interests of the Village after all bids have been examined and canvassed.

INFORMATION MAINTAINED BY THE LEGISLATIVE REFERENCE BUREAU

Updating the database of the Illinois Compiled Statutes (ILCS) is an ongoing process. Recent laws may not yet be included in the ILCS database, but they are found on this site as Public Acts soon after they become law.

For information concerning the relationship between statutes and Public Acts, refer to the Guide.

Because the statute database is maintained primarily for legislative drafting purposes, statutory changes are sometimes included in the statute database before they take effect. If the source note at the end of a Section of the statutes includes a Public Act that has not yet taken effect, the version of the law that is currently in

effect may have already been removed from the database and you should refer to that Public Act to see the changes made to the current law.

ARTICLE 33E. PUBLIC CONTRACTS (720 ILCS 5/Art. 33E heading)

Sec. 33E-1. Interference with public contracting

It is the finding of the General Assembly that the cost to the public is increased and the quality of goods, services, and construction paid for by public monies is decreased when contracts for such goods, services, or construction are obtained by any means other than through independent non-collusive submission of bids or offers by individual contractors or suppliers, and the evaluation of those bids or offers by the governmental unit pursuant only to criteria as publicly announced in advance. (Source: P.A. 85-1295.) (720 ILCS 5/33E-1) (from Ch. 38, par. 33E-1).

Sec. 33E-2. Definitions

In this Act:

- a. "Public contract" means any contract for goods, services, or construction let to any person with or without bid by any unit of State or local government.
- b. "Unit of State or local government" means the State, any unit of state government or agency thereof, any county or municipal government or committee or agency thereof, or any other entity which is funded by or expends tax dollars or the proceeds of publicly guaranteed bonds.
- c. "Change order" means a change in a contract term other than as specifically provided for in the contract which authorizes or necessitates any increase or decrease in the cost of the contract or the time to completion.
- d. "Person" means any individual, firm, partnership, corporation, joint venture or other entity, but does not include a unit of State or local government.
- e. "Person employed by any unit of State or local government" means any employee of a unit of State or local government and any person defined in subsection (d) who is authorized by such unit of State or local government to act on its behalf in relation to any public contract.
- f. "Sheltered market" has the meaning ascribed to it in Section 8b of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act; except that, with respect to State contracts set aside for award to service-disabled veteran-owned small businesses and veteran-owned small businesses pursuant to Section 45-57 of the Illinois Procurement Code, "sheltered market" means procurements pursuant to that Section.
- g. "Kickback" means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to any prime contractor, prime contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a subcontract relating to a prime contract.
- h. "Prime contractor" means any person who has entered into a public contract.
- i. "Prime contractor employee" means any officer, partner, employee, or agent of a prime contractor.
- j. "Stringing" means knowingly structuring a contract or job order to avoid the contract or job order being subject to competitive bidding requirements.
- k. "Subcontract" means a contract or contractual action entered into by a prime contractor or subcontractor for the purpose of obtaining goods or services of any kind under a prime contract.
- l. "Subcontractor" (1) means any person, other than the prime contractor, who offers to furnish or furnishes any goods or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract; and (2) includes any person who offers to furnish or furnishes goods or services to the prime contractor or a higher tier subcontractor.

m. "Subcontractor employee" means any officer, partner, employee, or agent of a subcontractor.

(Source: P.A. 100-391, eff. 8-25-17.) (720 ILCS 5/33E-2) (from Ch. 38, par. 33E-2)

Sec. 33E-3. Bid-rigging

A person commits the offense of bid-rigging when he knowingly agrees with any person who is, or but for such agreement would be, a competitor of such person concerning any bid submitted or not submitted by such person or another to a unit of State or local government when with the intent that the bid submitted or not submitted will result in the award of a contract to such person or another and he either (1) provides such person or receives from another information concerning the price or other material term or terms of the bid which would otherwise not be disclosed to a competitor in an independent non-collusive submission of bids or (2) submits a bid that is of such a price or other material term or terms that he does not intend the bid to be accepted.

Bid-rigging is a Class 3 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be barred for 5 years from the date of conviction from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty; or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer, or a high managerial agent on behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code. (Source: P.A. 86-150.) (720 ILCS 5/33E-3) (from Ch. 38, par. 33E-3)

Sec. 33E-4. Bid rotating

A person commits the offense of bid rotating when, pursuant to any collusive scheme or agreement with another, he engages in a pattern over time (which, for the purposes of this Section, shall include at least 3 contract bids within a period of 10 years, the most recent of which occurs after the effective date of this amendatory Act of 1988) of submitting sealed bids to units of State or local government with the intent that the award of such bids rotates, or is distributed among, persons or business entities which submit bids on a substantial number of the same contracts. Bid rotating is a Class 2 felony. Any person convicted of this offense or any similar offense of any state or the United States which contains the same elements as this offense shall be permanently barred from contracting with any unit of State or local government. No corporation shall be barred from contracting with any unit of State or local government as a result of a conviction under this Section of any employee or agent of such corporation if the employee so convicted is no longer employed by the corporation and: (1) it has been finally adjudicated not guilty or (2) if it demonstrates to the governmental entity with which it seeks to contract and that entity finds that the commission of the offense was neither authorized, requested, commanded, nor performed by a director, officer, or a high managerial agent on behalf of the corporation as provided in paragraph (2) of subsection (a) of Section 5-4 of this Code. (Source: P.A. 86-150.) (720 ILCS 5/33E-4) (from Ch. 38, par. 33E-4)

Sec. 33E-5. Acquisition or disclosure of bidding information by public official

- a. Any person who is an official of or employed by any unit of State or local government who knowingly opens a sealed bid at a time or place other than as specified in the invitation to bid or as otherwise designated by the State or unit of local government, or outside the presence of witnesses required by the applicable statute or ordinance, commits a Class 4 felony.

- b. Any person who is an official of or employed by any unit of State or local government who knowingly discloses to any interested person any information related to the terms of a sealed bid whether that information is acquired through a violation of subsection (a) or by any other means except as provided by law or necessary to the performance of such official's or employee's responsibilities relating to the bid, commits a Class 3 felony.
- c. It shall not constitute a violation of subsection (b) of this Section for any person who is an official of or employed by any unit of State or local government to make any disclosure to any interested person where such disclosure is also made generally available to the public.
- d. This Section only applies to contracts let by sealed bid.

(Source: P.A. 86-150.) (720 ILCS 5/33E-5) (from Ch. 38, par. 33E-5)

Sec. 33E-6. Interference with contract submission and award by public official

- a. Any person who is an official of or employed by any unit of State or local government who knowingly conveys, either directly or indirectly, outside of the publicly available official invitation to bid, pre-bid conference, solicitation for contracts procedure or such procedure used in any sheltered market procurement adopted pursuant to law or ordinance by that unit of government, to any person any information concerning the specifications for such contract or the identity of any particular potential subcontractors, when inclusion of such information concerning the specifications or contractors in the bid or offer would influence the likelihood of acceptance of such bid or offer, commits a Class 4 felony. It shall not constitute a violation of this subsection to convey information intended to clarify plans or specifications regarding a public contract where such disclosure of information is also made generally available to the public.
- b. Any person who is an official of or employed by any unit of State or local government who, either directly or indirectly, knowingly informs a bidder or offerer that the bid or offer will be accepted or executed only if specified individuals are included as subcontractors commits a Class 3 felony.
- c. It shall not constitute a violation of subsection (a) of this Section where any person who is an official of or employed by any unit of State or local government follows procedures established (i) by federal, State or local minority or female owned business enterprise programs or (ii) pursuant to Section 45-57 of the Illinois Procurement Code.
- d. Any bidder or offerer who is the recipient of communications from the unit of government which he reasonably believes to be proscribed by subsections (a) or (b), and fails to inform either the Attorney General or the State's Attorney for the county in which the unit of government is located, commits a Class A misdemeanor.
- e. Any public official who knowingly awards a contract based on criteria which were not publicly disseminated via the invitation to bid, when such invitation to bid is required by law or ordinance, the pre-bid conference, or any solicitation for contracts procedure or such procedure used in any sheltered market procurement procedure adopted pursuant to statute or ordinance, commits a Class 3 felony.
- f. It shall not constitute a violation of subsection (a) for any person who is an official of or employed by any unit of State or local government to provide to any person a copy of the transcript or other summary of any pre-bid conference where such transcript or summary is also made generally available to the public.

(Source: P.A. 97-260, eff. 8-5-11.) (720 ILCS 5/33E-6) (from Ch. 38, par. 33E-6)

Sec. 33E-7. Kickbacks

- a. A person violates this Section when he knowingly either:
 - i. provides, attempts to provide or offers to provide any kickback;

- ii. solicits, accepts or attempts to accept any kickback; or
 - iii. includes, directly or indirectly, the amount of any kickback prohibited by paragraphs (1) or (2) of this subsection (a) in the contract price charged by a subcontractor to a prime contractor or a higher tier subcontractor or in the contract price charged by a prime contractor to any unit of State or local government for a public contract.
- b. Any person violates this Section when he has received an offer of a kickback, or has been solicited to make a kickback, and fails to report it to law enforcement officials, including but not limited to the Attorney General or the State's Attorney for the county in which the contract is to be performed.
- c. A violation of subsection (a) is a Class 3 felony. A violation of subsection (b) is a Class 4 felony.
- d. Any unit of State or local government may, in a civil action, recover a civil penalty from any person who knowingly engages in conduct which violates paragraph (3) of subsection (a) of this Section in twice the amount of each kickback involved in the violation. This subsection (d) shall in no way limit the ability of any unit of State or local government to recover monies or damages regarding public contracts under any other law or ordinance. A civil action shall be barred unless the action is commenced within 6 years after the later of (1) the date on which the conduct establishing the cause of action occurred or (2) the date on which the unit of State or local government knew or should have known that the conduct establishing the cause of action occurred.

(Source: P.A. 85-1295.) (720 ILCS 5/33E-7) (from Ch. 38, par. 33E-7)

Sec. 33E-8. Bribery of inspector employed by contractor

- a. A person commits bribery of an inspector when he offers to any person employed by a contractor or subcontractor on any public project contracted for by any unit of State or local government any property or other thing of value with the intent that such offer is for the purpose of obtaining wrongful certification or approval of the quality or completion of any goods or services supplied or performed in the course of work on such project. Violation of this subsection is a Class 4 felony.
- b. Any person employed by a contractor or subcontractor on any public project contracted for by any unit of State or local government who accepts any property or other thing of value knowing that such was intentionally offered for the purpose of influencing the certification or approval of the quality or completion of any goods or services supplied or performed under subcontract to that contractor, and either before or afterwards issues such wrongful certification, commits a Class 3 felony. Failure to report such offer to law enforcement officials, including but not limited to the Attorney General or the State's Attorney for the county in which the contract is performed, constitutes a Class 4 felony.

(Source: P.A. 85-1295.) (720 ILCS 5/33E-8) (from Ch. 38, par. 33E-8)

Sec. 33E-9. Change orders

Any change order authorized under this Section shall be made in writing. Any person employed by and authorized by any unit of State or local government to approve a change order to any public contract who knowingly grants that approval without first obtaining from the unit of State or local government on whose behalf the contract was signed, or from a designee authorized by that unit of State or local government, a determination in writing that (1) the circumstances said to necessitate the change in performance were not reasonably foreseeable at the time the contract was signed, or (2) the change is germane to the original contract as signed, or (3) the change order is in the best interest of the unit of State or local government and authorized by law, commits a Class 4 felony. The written determination and the written change order resulting from that determination shall be preserved in the contract's file which shall be open to the public for inspection. This Section shall only apply to a change order or series of change orders which authorize or necessitate an increase or decrease in either the cost of a public contract by a total of \$10,000 or more or

the time of completion by a total of 30 days or more. (Source: P.A. 86-150; 87-618.) (720 ILCS 5/33E-9} (from Ch. 38, par. 33E-9)

Sec. 33E-10. Rules of evidence

- a. The certified bid is prima facie evidence of the bid.
- b. It shall be presumed that in the absence of practices proscribed by this Article 33E, all persons who submit bids in response to an invitation to bid by any unit of State or local government submit their bids independent of all other bidders, without information obtained from the governmental entity outside the invitation to bid, and in a good faith effort to obtain the contract.

(Source: P.A. 85-1295.) (720 ILCS 5/33E-10) (from Ch. 38, par. 33E-10)

Sec. 33E-11

- a. Every bid submitted to and public contract executed pursuant to such bid by the State or a unit of local government shall contain a certification by the prime contractor that the prime contractor is not barred from contracting with any unit of State or local government as a result of a violation of either Section 33E-3 or 33E-4 of this Article. The State and units of local government shall provide the appropriate forms for such certification.
- b. A contractor who knowingly makes a false statement, material to the certification, commits a Class 3 felony.

(Source: P.A. 97-1108, eff. 1-1-13.) (720 ILCS 5/33E-11) (from Ch. 38, par. 33E-11)

Sec. 33E-12

It shall not constitute a violation of any provisions of this Article for any person who is an official of or employed by a unit of State or local government to (1) disclose the name of any person who has submitted a bid in response to or requested plans or specifications regarding an invitation to bid or who has been awarded a public contract to any person or, (2) to convey information concerning acceptable alternatives or substitute to plans or specifications if such information is also made generally available to the public and mailed to any person who has submitted a bid in response to or requested plans or specifications regarding an invitation to bid on a public contract or, (3) to negotiate with the lowest responsible bidder a reduction in only the price term of the bid. (Source: P.A. 86-150.) (720 ILCS 5/33E-12) (from Ch. 38, par. 33E-12)

Sec. 33E-13

Contract negotiations under the Local Government Professional Services Selection Act shall not be subject to the provisions of this Article. (Source: P.A. 87-855.) (720 ILCS 5/33E-13) (from Ch. 38, par. 33E-13)

Sec. 33E-14. False statements on vendor applications

- a. A person commits false statements on vendor applications when he or she knowingly makes any false statement or report with the intent to influence in any way the action of any unit of local government or school district in considering a vendor application.
- b. Sentence. False statements on vendor applications is a Class 3 felony.

(Source: P.A. 99-78, eff. 7-20-15.) (720 ILCS 5/33E-14)

Sec. 33E-15. False entries

- a. An officer, agent, or employee of, or anyone who is affiliated in any capacity with any unit of local government or school district commits false entries when he or she makes a false entry in any book, report, or statement of any unit of local government or school district with the intent to defraud the unit of local government or school district.
- b. Sentence. False entries is a Class 3 felony.

(Source: P.A. 97-1108, eff. 1-1-13.) (720 ILCS 5/33E-15)

Sec. 33E-16. Misapplication of funds

- a. An officer, director, agent, or employee of, or affiliated in any capacity with any unit of local government or school district commits misapplication of funds when he or she knowingly misapplies any of the moneys, funds, or credits of the unit of local government or school district.
- b. Sentence. Misapplication of funds is a Class 3 felony.

(Source: P.A. 97-1108, eff. 1-1-13.) (720 ILCS 5/33E-16)

Sec. 33E-17. Unlawful participation

Whoever, being an officer, director, agent, or employee of, or affiliated in any capacity with any unit of local government or school district participates, shares in, or receiving directly or indirectly any money, profit, property, or benefit through any contract with the unit of local government or school district, with the intent to defraud the unit of local government or school district is guilty of a Class 3 felony. (Source: P.A. 90-800, eff. 1-1-99.) (720 ILCS 5/33E-17)

Sec. 33E-18. Unlawful stringing of bids

- a. A person commits unlawful stringing of bids when he, or she, with the intent to evade the bidding requirements of any unit of local government or school district, knowingly strings or assists in stringing or attempts to string any contract or job order with the unit of local government or school district.
- b. Sentence. Unlawful stringing of bids is a Class 4 felony.

(Source: P.A. 97-1108, eff. 1-1-13; 98-756, eff. 7-16-14.) (720 ILCS 5/33E)

VILLAGE HALL SHINGLED ROOF REPLACEMENT SCOPE OF WORK

Provide all necessary labor and materials to complete the following work during normal business hours as indicated within this scope and specification. Permit fees will be waived by the Village. The village is tax exempt and will furnish the awarded contractor with the exemption tax letter for the purchase of project materials.

EXECUTION

1. Install all materials according to manufacturer's written instructions.
2. Provide all cut sheets on materials to Owner.
3. Remove and dispose of existing shingle roofing; ~5,500 square feet (see attached map with red marked area).
4. Provide and install GAF Weather Watch ice and water shield underlayment 72" wide at all bottom edges of the roof.
5. Provide and install GAF Shingle-Mate 30 lb. shingling felt over entire roof surface.
6. Provide and install aluminum drip edge flashing at all rake edges.
7. Provide and install TPO GAF Timberline Lifetime architectural shingles (Pewter Grey) over the entire roof section.
8. Shingles will be nailed with 1 1/4" galvanized roofing nails per manufacturer's specifications.
9. Provide and install new GAF Timbertex ridge cap flashing at all hips and ridges.
10. Provide and install new lead flashings on all bathroom vent soil stack pipes if applicable.
11. Provide and install all necessary flashing.
12. All necessary plywood replacements must be approved by the Owners Representative before installation.
13. Cleaning
 - a. Remove and dispose of all debris upon completion of work.
 - b. Triple roll all grounds and flat roof section over garage with a heavy-duty magnet to remove nails and other metal debris.
14. Provide Owner with labor and manufacturers roof warranty.
15. Final payment request to be made to Village when work is completed to the Village's satisfaction and all work passes code inspection. All payment requests must be accompanied by certified payroll.

SITE OVERVIEW:



**VILLAGE OF HOFFMAN ESTATES
SPECIAL PROVISIONS**

All Inclusive Bid Sums

The bid sums shall include everything specified and/or otherwise required in order to complete the project in its entirety. No claim for additionally required materials and/or labor shall be honored by the Village what-so-ever.

Mandatory Pre-Bid Meeting and Walk-Through

A mandatory pre-bid meeting will be held at the job site located at the Village Hall, 1900 Hassell Road, Hoffman Estates, IL on February 18, 2025 at 10:00 a.m. weather permitting. This will give all contractors an opportunity to see the site conditions and to ask questions in group about specifications and bid requirements. Contact the Village representative, Paul Petrenko, at (847) 490-6800 if there are any questions about this meeting.

Bid Security Deposit Requirements

Cashier's/Certified check or Bid Bond in the amount of 10% of proposed cost (required)

Performance Bond Requirements

100% of Total Bid Award (Upon Award of Contract only using the performance bond template included in this document. No AIA bond documents will be accepted.



HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

CONTRACT

1. THIS AGREEMENT, made and concluded the 10th day of March 2025 (month, year) between the Village of Hoffman Estates, acting by and through its Mayor and Board of Trustees, known as the party of the first part, and All American Exterior Solutions (name of firm), their executors, administrators, successors, or assigns, known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Bid/Proposal Documents hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Village Representative under it.
3. The party of the second part agrees to abide by all OSHA, IDOL, and MUTCD safety requirements and all laws and statutes of the State of Illinois including but not limited to the Prevailing Wage Act (if applicable). Prevailing rates of wages are revised by the Illinois Department of Labor and are available on the Department's official website.
4. And it is also understood and agreed that the Instructions to Bidders, General Conditions, Specifications, Scope of Services, Site Maps, and Contract Proposal hereto attached are essential documents of this contract and are a part hereof.
5. IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

Attest:

[Signature]

Clerk

(Seal Below)



Attest:

[Signature]

Secretary

The Village of Hoffman Estates

By: _____

Party of the First Part

(If a corporation)

All American Exterior Solutions

Corporate Name

Dale Pole

President, Party of the Second Part

(If a Co-Partnership)

Co-Partner

Co-Partner

Doing business under the firm name,
Party of the Second Part

(If an individual)

Party of the Second Part

THIS CONTRACT FORM IS MANDATORY. PLEASE INCLUDE THREE SIGNED COPIES WITH YOUR BID DOCUMENTS.

2014-2015

All American Textile Solutions



**VILLAGE OF HOFFMAN ESTATES
PROPOSAL FORM**

VILLAGE HALL SHINGLED ROOF REPLACEMENT

The undersigned, having examined all documents related to this proposal and having become familiar with the extent, nature, and local conditions affecting the cost and performance of the proposed work, hereby proposes to furnish all supervision, labor, equipment, and materials and to perform the work herein described at the proposal prices as included in this document. It is understood that the Village reserves the right to reject any and all proposals (including alternate proposals) and to waive any technicalities.

Name of Bid: Village Hall Shingle Roof Replacement
Company Name: All American Exterior Solutions
Bidder Name (print): Dale Pole
Title: Vice President
Business Address: 150 Oakwood Rd
LAKE ZURICH IL 60047
Email Address: d.pole@AAEXS.com
Telephone: 847-438-4131
Signature: Dale Pole Date: 3/10/25

- A) All-inclusive proposed sum for replacement of the Village Hall roofing: \$ 41,990⁰⁰
B) Price per square foot of any plywood installation including materials and labor. \$ 5⁰⁰
C) Length of Warranty for:
Materials: 40 yr
Labor: 5 yr
D) Approximate number of weeks for start of construction: 2 weeks.
E) Approximate number of weeks for completion of construction: 1 weeks

NOTE: all proposed work under the terms of this bid must be completed on or before June 1, 2025 unless delayed by supply chain constraints.

Information on this form is mandatory. Please include three copies of this form with your bid documents.

CENTRAL ELEMENTARY SCHOOL

COMMUNITY UNIT SCHOOL DISTRICT 202

JASON KHUEN : DIRECTOR OF FIELD OF FACILITIES 815-693-6530

CONTRACT AMOUNT: \$ 300,300.00

COMPLETED AUGUST 2024

SCOPE: 44,000 SF OF CERTAINTED IKO SHINGLE REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

LOTUS ELEMENTARY SCHOOL

FOX LAKE SCHOOL DISTRICT 114

EMILIO GARCIA : PREFORMANCE SERVICES PROJECT MANAGER- 224-500-9365

CONTRACT AMOUNT: \$ 350,700.00

COMPLETED AUGUST 2024

SCOPE: 12,000 SF GAF TIMBERLINE HDZ SHINGLE REMOVAL AND REPLACEMENT

GAF GOLDEN PLEDGE WARRANTY

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

HUNTLEY FIRE STATION #3

HUNTLEY FIRE PROTECTION DISTRICT

CHIEF SCOTT RAVAGNIE 847-833-7038

CONTRACT AMOUNT: \$ 83,800.00

COMPLETE: AUGUST 2024

SCOPE: 11,300 SF OF CERTAINTED LANDMARK SHINGLE REMOVAL AND REPLACEMENT

CERTAINTED 4 STAR WARRANTY

500 LF OF 6" .032 ALUMINUM GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

GENEVA FIRE DEPARTMENT HEADQUARTERS

CITY OF GENEVA

PETE ADAMS: CITY OF GENEVA FACILITY MANAGER 224-828-9000

CONTRACT AMOUNT: \$ 90,400.00

COMPLETE: JULY 2024

SCOPE: 18,000 SF OF GAF TIMBERLINE HDZ SHINGLE REMOVAL AND REPLACEMENT

GAF GOLDEN PLEDGE WARRANTY

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

ROB ROY CLUBHOUSE

RIVER TRAILS PARK DISTRICT

TOM POPE : PROJECT MANAGER 847-878-6140

CONTRACT AMOUNT: \$ 127,035.00

COMPLETE: NOVEMBER 2024

SCOPE: 11,800 SF OF GAF TIMBERLINE HDZ SHINGLE REMOVEL AND REPLACEMENT.

2,400 SF OF GAF TPO MEMBRANE REPLACEMENT

400 LF OF 6" ALUMINUM GUTTER & GUTTER GUARD SYSTEM REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

RIVER BEND CLUB HOUSE & OPERATIONS BUILDING

LISLE PARK DISTRICT

AARON CERUTTI: SUPERINTENDENT OF PARKS & FACILITIES 630-353-4381

CONTRACT AMOUNT: \$ 104,850.00

COMPLETE: NOVENBER 2024

SCOPE: 18,000 SF OF GAF TIMBERLINE HDZ SHINGLE REMOVEL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

NELSON RIDGE & NELSON PRAIRIE SCHOOLS

NEW LENOX SCHOOL DISTRICT 122

JASON STERRITT: SCHOOLDISTRICT 122 815-485-2169

MARK SIWIK: LEGAT ARCHITECS 630-990-3535

CONTRACT AMOUNT: \$ 859,000.00

COMPLETE: AUGUST 2023

**SCOPE: 160,000 SF OF CERTAINTED LANDMARK SHINGLE REMOVAL
AND SHEET METAL REPLACEMENT**

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

ROSLYN & COUNTRYSIDE ELEMNTARY SCHOOLS

BARRINGTON SCHOOL DISTRICT 220

TOM HUTCHINSON: HUTCHINSON DESIGN 847-756-4450

CONTRACT AMOUNT: \$ 391,190.00

COMPLETED: AUGUST 2023

**SCOPE: 57,000 SF OF CERTAINTED LANDMARK PRO SHINGLE REMOVAL
AND SHEET METAL REPLACEMENT**

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

MUNDELEIN POLICE STATION

VILLAGE OF MUNDELEIN

JOHN LOPEZ 224-602-6287

CONTRACT AMOUNT: \$ 145,000.00

COMPLETED: DECEMBER 2023

SCOPE: 202,000 SF OF CERTAINTED LANDMARK REMOVAL AND REPLACEMENT

1700 LF OF 7" GUTTER AND DOWNSPOUT REPACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

IRON OAKS

FLOSSMOOR PARK DISTRICT

PATRICK McANENEY SUPERINTENDENT OF PARKS 708-491-8795

CONTRACT AMOUNT: \$ 45,579.00

COMPLETED: DECEMBER 2023

SCOPE: 7,700 SF OF GAF HDZ SHINGLE & SKYLIGHT REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

ALGONQUIN FIRE STATION #2

ALGONQUIN LAKE IN THE HILLS FIRE PROTECTION DISTRICT

ERIC BUSBY: BATTALION CHIEF 847-658-8233

CONTRACT AMOUNT: \$ 81,830.00

COMPLETE: AUGUST 2023

SCOPE: 15,700 SF OF CERTAINTED LANDMARK SHINGLE REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

HIGHLAND PARK CUNIFF PARK MAINTENANCE BUILDING

PARK DISTRICT OF HIGHLAND PARK

MIKE EVANS: PARK DISTRICT OF HIGHLAND PARK 847-579-4085

CONTRACT AMOUNT: \$ 81,830.00

COMPLETE: OCTOBER 2023

SCOPE: 2,700 SF OF GAF TIMBERLINE HDZ SHINGLE REMOVAL AND REPLACEMENT, GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

MUNDELEIN METRA STATION

VILLAGE OF MUNDELEIN

JOHN LOPEZ 224-602-6287

CONTRACT AMOUNT: \$ 51,000.00

COMPLETED DECEMBER 2022

SCOPE: 3,200 SF OF GAF CAMELOT REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

MORTON GROVE PUBLIC LIBRARY

MORTON GROVE PUBLIC LIBRARY

JASON PERKUNAS : SMC CONSTRUCTION MANAGER 847-224-629-0008

CONTRACT AMOUNT: \$ 169,200.00

COMPLETE: NOVEMBER 2022

**SCOPE: 10,000 SF OF CERTAINTED LANDMARK PRO SHINGLE REMOVAL
AND REPLACEMENT**

980 LF OF 6" GUTTER REPLACEMENT

2,400 SF OF R30 BLOWN FIBERGLASS INSULATION

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

LAKE FOREST PLACE

PRESBYTERIAN HOMES MID-RISE

1100 PEMBRIGE DR. LAKE FOREST

HUTCHINSON DESIGN GROUP, LTD TOM HUTCHINSON 847-756-4450

RON PAWLIK FACILITY MANAGER

CONTRACT AMOUNT: \$ 893,100.00

COMPLTETED SEPTEMBER 2022

**SCOPE OF WORK: 35,000 SF OF CERTAINTED GRAND MANOR SHINGLE REMOVAL
3,000 LF OF 6" GUTTER REPLACEMENT**

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

MUNDELEIN FIRE STATION # 2

VILLAGE OF MUNDELEIN

JOHN LOPEZ 224-602-6287

CONTRACT AMOUNT: \$ 117,000.00

COMPLETED SEPTEMBER 2022

SCOPE: 15,400 SF OF GAF TIMBERLINE HD REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

HOMER GLEN VILLAGE HALL

VILLAGE OF HOMER GLEN

JOE BABER CHIEF BUILDING OFFICIAL 708-301-1301

CONTRACT AMOUNT: \$ 102,355.00

COMPLETED SEPTEMBER 2022

SCOPE: 2,100 SF OF GAF SHINGLE REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

ALGONQUIN LAKE IN THE HILLS FIRE STATION

ALGONQUIN LAKE IN THE HILLS FIRE PROTECTION DISTRICT

ERIC BUSBY: BATTALION CHIEF 847-658-8233

CONTRACT AMOUNT: \$ 180,750.00

COMPLETE: NOVEMBER 2022

SCOPE:

LANDMARK SHINGLE REMOVAL AND REPLACEMENT

1250 LF OF 6" GUTTER REPLACEMENT

NEW THRU-WALL FLASHING & TUCKPOINTING OF MASONRY

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

LAKE FOREST PLACE

PRESBYTERIAN HOMES MID-RISE

1100 PEMBRIGE DR. LAKE FOREST

HUTCHINSON DESIGN GROUP, LTD TOM HUTCHINSON 847-756-4450

RON PAWLIK FACILITY MANAGER

CONTRACT AMOUNT: \$ 1,938,050.00

COMPLETED OCTOBER 2021

**SCOPE OF WORK: 49,000 SF OF CERTAINTED GRAND MANOR SHINGLE REMOVAL
4,100 LF OF 6" GUTTER REPLACEMENT**

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

MUNDELEIN FIRE STATION # 1

VILLAGE OF MUNDELEIN

JOHN LOPEZ 224-602-6287

CONTRACT AMOUNT: \$ 103,900.00

COMPLETED OCTOBER 2021

SCOPE: 23,000 SF OF GAF TIMBERLINE HD REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

JACKSON CREEK PARK

VILLAGE OF FRANKFORT

VILLAGE OF FRANKFORT: MARINA ZAMBRANO 815-469-2177

CONTRACT AMOUNT: \$ 28,545.00

COMPLETED SEPTEMBER 2021

SCOPE: 7,300 SF OF GAF TIMBERLINE HD SHINGLE REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

SOUTH ELGIN FIRE STATION

SOUTH ELGIN & COUNTRYSIDE FIRE PROTECTION DISTRICT

SCOTT GOEHRING 847-312-8646

CONTRACT AMOUNT: \$ 90,900.00

COMPLETED OCTOMBER 2021

**SCOPE OF WORK: 18,100 SF OF GAF TIMBERLINE HD SHINGLE REMOVAL
AND REPLACEMENT.**

1,015 LF OF 6" GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

CENTENNIAL COMMUNITY CENTER

LEMONT PARK DISTRICT

CRAIG MEADOWS STUDIO GC ARCHITECTURE 312-253-3400

CONTRACT AMOUNT: \$ 197,000

COMPLETED SEPTEMBER 2020

SCOPE OF WORK: 24,000 SF OF GAF TIMBERLINE HD SHINGLE REMOVAL AND REPLACEMENT.

ALUMINUM SOFFIT AND FASCIA REPLACEMENT.

900 LF OF 6" GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

PRAIRIE AVENUE METRA STATION

VILLAGE OF BROOKFIELD

CARL MUELL DIRECTOR OF PUBLIC WORKS 708-485-2540

CONTRACT AMOUNT: \$ 58,800.00

COMPLETED APRIL 2020

SCOPE OF WORK: 3,100 SF OF CERTAINTED LANDMARK REMOVAL AND REPLACEMENT

CUPOLA REPLACEMENT

SIDING REPLACEMENT

270 LF OF 5" GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

WATERS EDGE GOLF CLUB

VILLAGE OF WORTH

VILLAGE OF WORTH: BONNIE PRICE 708-923-7508

CONTRACT AMOUNT: \$ 66,450.00

COMPLETED MARCH 2020

SCOPE OF WORK: 13,500 SF OF CERTAINTED LANDMARK SHINGLE REMOVAL AND REPLACEMENT

400 LF OF 6" GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

DRAUDEN POINT MIDDLE SCHOOL

PLAINFIELD COMMUNITY CONSOLIDATED SCHOOL DISTRICT #202

PAUL GONZALEZ DIRECTOR OF FACILITIES 815-693-6971

CONTRACT AMOUNT: \$ 272,875.00

SCOPE OF WORK: 53,000 SF OF IKO CAMBRIDGE SHINGLE REMOVAL AND REPLACEMENT.

COMPLETED JULY 2020

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

WESTCHESTER ELEMENTARY SCHOOL

WESTCHESTER SCHOOL DISTRICT 92.5

CRAIG MEADOWS STUDIO GC ARCHITECT 312-253-3400

CONTRACT AMOUNT \$ 82,000.00

COMPLETED AUGUST 2019

SCOPE; 7,500 SF OF GAF TIMBERLINE HD SHINGLES REMOVAL AND REPLACEMENT

2,500 SF OF DANINCI BELAFORTE SLATE REMOVAL AND REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTION

STEEPLE CHASE GOLF CLUB HOUSE

MUNDELEIN PARK DISTRICT

200 LA VISTA DRIVE MUNDELIEN

DEREK SOLBERG SUPERINTENDENT OF PARKS 847-388-5463

CONTRACT AMOUNT: \$ 76,145.00

COMPLETED DECEMBER 2019

SCOPE: 7,500 SF OF GAF TIMBERLINE HD SHINGLE REMOVAL AND REPLACEMENT

535 LF OF 6" GUTTER REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

STRATFORD ELEMENTARY SCHOOL

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 93

BRIAN McELMEEL: ARCON ASSOCIATES 630-881-1738

CONTRACT AMOUNT: \$ 649,700.00

COMPLETE: AUGUST 2018

SCOPE: 955,000 SF OF CERTAINTED LANDMARK SHINGLE REMOVAL AND REPLACEMENT.

700 SF OF TECTUM PANEL REPLACEMENT

800 LF of 7" BOX GUTTER

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY SCHOOL

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY, GAGES LAKE

WOLD/RUCK PATE ARCHITECTS: MANUEL OCON 847-241-6100

CONTRACT AMOUNT: \$ 193,500.00

COMPLETED SEPTEMBER 2018

SCOPE: 38,400 SF OF GAF TIMBERLINE HD SHINGLE REMOVAL AND REPLACEMENT

REPLACEMENT OF VELUX SKYLIGHTS

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

OLD POST ELEMENTARY SCHOOL

COMMUNITY UNIT SCHOOL DISTRICT 308

KLUBER ARCHITECTS + ENGINEERS: CHARLI JONES 630-406-1213

CONTRACT AMOUNT: \$ 496,800.00

COMPLETED AUGUST 2018

SCOPE: 26,000 SF OF CERTAINTED LANMARK SHINGLE REMOVAL AND REPLACEMENT

23,600 SF OF EPDM ROOF SYSTEM WITH 5.5" OF INSULATION

1,200 LF OF 6" ALUMINUM GUTTER SYSTEM REPLACEMENT

300 LF OF ALUMINUM THRU-WALL FLASHING

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

MARTIN ELEMENTARY SCHOOL

CONSOLIDATED SCHOOL DISTRICT # 158

DOUG RENKOSIK: DIRECTOR OF OPERATIONS AND MAINTENANCE 847-659-6161

CONTRACT AMOUNT: \$ 1,499,000.00

COMPLETED AUGUST 2017

SCOPE: 145,000 SF OF CERTAINTED LANDMARK PREMIUM SHINGLES REMOVAL AND REPLACEMENT

15,000 SF OF TREMCO ALGHA GUARD FLAT ROOF COATING

2,500 LF OF PETERSEN PAC-CLAD 750 SOFFIT REPLACEMENT

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

LAKE FOREST PLACE

PRESBYTERIAN HOMES COTTAGES

1100 PEMBRIGE DR. LAKE FOREST

HUTCHINSON DESIGN GROUP, LTD TOM HUTCHINSON 847-756-4450

MATT DZIK FACILITY MANAGER

CONTRACT AMOUNT: \$ 2,495,000.00

COMPLTETED OCTOBER 2018

**SCOPE OF WORK: 280,000 SF OF GAF TIMBERLINE ULTRA HD SHINGLE REMOVAL
22,000 LF OF 6" GUTTER REPLACEMENT**

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

AC NIELSEN TENNIS CENTER

WINNETKA PARK DISTRICT

AARON WOESSNER ARCHITECT: GREEN ASSOCIATES 847-317-0852

CONTRACT AMOUNT: \$ 361,900.00

COMPLETED SEPTEMBER 2018

SCOPE OF WORK: 7,800 SF OF GAF TIMBERLINE HDZ SHINGLE REROOF.

100% OF WORK COMPLETED BY ALL AMERICAN EXTERIOR SOLUTIONS

VILLAGE HALL SHINGLED ROOF REPLACEMENT

REFERENCES

BIDDER NOTE: List five (5) references where like-services have been performed in comparable scope. Like-services would include other municipalities, park districts, county and state agencies, large companies, etc. References are mandatory.

BUSINESS NAME: SEE ATTACHMENT

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

BUSINESS NAME: _____

ADDRESS: _____

CONTACT PERSON: _____

PHONE NUMBER: _____

APPROXIMATE DATE: _____

NOTE: THIS FORM MUST BE NOTARIZED

RETURN WITH BID

**VILLAGE OF HOFFMAN ESTATES
BID CERTIFICATE FORM**

RE: Certification of bidder, compliance with the Illinois Criminal Code

I/We hereby certify that, All American Exterior Solutions (name of bidding firm) by bidding on this contract, no action has occurred that would result in a violation of 720 ILCS 5/33E, Public Contracts of the Illinois Criminal Code.

Signed: Dale Pole

Name/Title: Dale Pole Vice President (please print)

Date: 3/10/25

Attest: Ky Ky (Notary Public)

Commission Expiry: 10-1-28

Date: 3-10-25



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATE
RETURN WITH BID

The undersigned, upon being first duly sworn, hereby certifies to the Village of Hoffman Estates that the undersigned has in place a written Substance Abuse Prevention Program that meets or exceeds the requirements of the State of Illinois P.A. 095-0635, or has a collective bargaining agreement in effect dealing with the subject matter of P.A. 095-0635. The Contractor and Subcontractors will file a copy of the Substance Abuse Prevention Program, or collective bargaining agreement, with the Client prior to any work being conducted on the project.

All American Exterior Solutions

(Name of Contractor)

Dale Pole Vice President

(Title)

Subscribed and sworn to before me this 10 day of March, 2025.

My Commission expires: 10-1-28



(Notary Public)



(SEAL)

THIS FORM IS MANDATORY. PLEASE INCLUDE THREE COPIES OF THIS FORM WITH YOUR BID DOCUMENTS.

**THE VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF PUBLIC WORKS
BID SPECIFICATION ADDENDUM ACKNOWLEDGMENT FORM**

Concerning: **Village Hall Shingled Roof Replacement**

To Whom It May Concern:

Please be advised of five (5) items which constitute Addendum No.1, specific to the above-referenced bid item.

Also be advised that you must show that you received Addendum No. 1, via your placement of the signed addendum within the bid document package.

Addendum No. 1

A) Safe Debris Disposal. Contractor must legally remove and dispose of roofing material in accord with:

OSHA Regulations 1926.252(a)-

“Whenever materials are dropped more than 20 feet to any point lying outside the exterior walls of the building, an enclosed chute of wood, or equivalent material, shall be used. For the purpose of this paragraph, an enclosed chute is a slide, closed in on all sides, through which material is moved from a high place to a lower one”.

A crane/boom truck, or forklift with a box can also be utilized. All such material shall be removed from the roof as soon as is practicable, but in any event no later than the end of the work shift.

B) The contractor who is awarded the job is required to be registered with the Village as a commercial roofing contractor.

C) The Village of Hoffman Estates is not responsible for safety. The awarded contractor shall maintain the project in accordance with all Federal OSHA and State regulations. **The attached Exhibit B must be returned with this acknowledgement page, fully filled out and signed.**

D) The Village has verified that the roof deck is metal, **NOT** wood. Please adjust your bid numbers accordingly.

E) Project must be completed by June 1, 2025.

The above Addendum No. 1; items A through E are presented for clarification. The Village also desires to insure that when you prepare your bid, you base your proposal sum upon the identical service scope that all others will.

Please direct any questions to Paul Petrenko, Superintendent of Facilities and Arena Maintenance, at (847) 490-6800.

I/We hereby acknowledge receipt of the addendum as it applies to the above stated Bid Specifications.

Firm Name: All American Exterior Solutions
Address: 150 Oakwood Rd Lake Zurich IL 60047
Telephone: 847-438-4131
Signature: Dale Pol Title: Vice President

THIS FORM AND THE FOLLOWING ONE MUST ACCOMPANY YOUR FIRM'S BID PROPOSAL !

EXHIBIT B

Safety Form

Please complete by printing the person's name responsible to perform the function or the responsible party who is acknowledging the item listed.

Name of your competent person/responsible person who will be onsite at all times when your employees are performing work functions:

Name: Eddie Perez; Office Phone: 847-438-4131

Mobile Phone: 847-812-1622; Pager:

In addition to compliance with the terms and conditions of the Contract, Contractor hereby acknowledges and agrees that Contractor shall:

- be responsible for its personal protective equipment and employee training in its use, including hard hats, safety shoes, tools, equipment, etc.;
- inform the Owner immediately of any employee injured and shall take corrective action as required by the Contract;
- train its employees as required by regulatory authorities and/or manufacturer requirements with emphasis on employee's rights, personal protective equipment, fire safety, hazcom, fall protection, electrical, scaffold, ladder, excavations, fork lifts and equipment/tool safety; AND
- have present at Site meetings competent representation who will inform Contractor's employees of items discussed at such meetings.

Init.

Document A310™ – 2010

Conforms with The American Institute of Architects AIA Document 310

Bid Bond

CONTRACTOR:

(Name, legal status and address)

All American Exterior Solutions
150 Oakwood Road
Lake Zurich, IL 60047

OWNER:

(Name, legal status and address)

Village of Hoffman Estates
1900 Hassell Rd.
Hoffman Estates, IL 60169

SURETY:

(Name, legal status and principal place of business)

Harco National Insurance Company
4200 Six Forks Road, Suite 1400
Raleigh, NC 27609

Mailing Address for Notices

1411 Opus Place Suite 450
Downers Grove, IL 60515

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

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

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

PROJECT:

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

Village of Hoffman Estates - Village Hall - 1900 Hassell Rd., Hoffman Estates, IL 60169

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

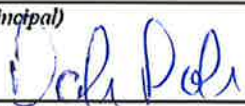
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

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

Signed and sealed this 8th day of March, 2025


(Witness)

All American Exterior Solutions
(Principal)

By: 
(Title) Vice president

Harco National Insurance Company
(Surety)

By: 
(Title) James I. Moore Attorney-in-Fact



State of Illinois
County of DuPage

SURETY ACKNOWLEDGEMENT (ATTORNEY-IN-FACT)

I, Sherry L Bacskai **Notary Public of** DuPage **County, in the State of** Illinois ,
do hereby certify that James I. Moore **Attorney-in-Fact, of the** Harco National Insurance
Company **who is personally known to me to be the same person whose**
name is subscribed to the foregoing instrument, appeared before me this day in person, and
acknowledged that he signed, sealed and delivered said instrument, for and on behalf of the
Harco National Insurance Company **for the uses and purposes therein set forth.**

Given under my hand and notarial seal at my office in the City of Downers Grove **in**
said County, this 8th **day of** March , 2025 .





Notary Public Sherry L Bacskai
My Commission expires: September 8, 2027

**POWER OF ATTORNEY
HARCO NATIONAL INSURANCE COMPANY
INTERNATIONAL FIDELITY INSURANCE COMPANY**

Member companies of IAT Insurance Group, Headquartered: 4200 Six Forks Rd, Suite 1400, Raleigh, NC 27609

Bond # Bid Bond
Principal All American Exterior Solutions
Obligee Village of Hoffman Estates

KNOW ALL MEN BY THESE PRESENTS: That **HARCO NATIONAL INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of Illinois, and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, a corporation organized and existing under the laws of the State of New Jersey, and having their principal offices located respectively in the cities of Rolling Meadows, Illinois and Newark, New Jersey, do hereby constitute and appoint

James I. Moore

their true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise, and the execution of such instrument(s) in pursuance of these presents, shall be as binding upon the said **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**, as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by their regularly elected officers at their principal offices.

This Power of Attorney is executed, and may be revoked, pursuant to and by authority of the By-Laws of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** and is granted under and by authority of the following resolution adopted by the Board of Directors of **INTERNATIONAL FIDELITY INSURANCE COMPANY** at a meeting duly held on the 13th day of December, 2018 and by the Board of Directors of **HARCO NATIONAL INSURANCE COMPANY** at a meeting held on the 13th day of December, 2018.

"**RESOLVED**, that (1) the Chief Executive Officer, President, Executive Vice President, Senior Vice President, Vice President, or Secretary of the Corporation shall have the power to appoint, and to revoke the appointments of, Attorneys-in-Fact or agents with power and authority as defined or limited in their respective powers of attorney, and to execute on behalf of the Corporation and affix the Corporation's seal thereto, bonds, undertakings, recognizances, contracts of indemnity and other written obligations in the nature thereof or related thereto; and (2) any such Officers of the Corporation may appoint and revoke the appointments of joint-control custodians, agents for acceptance of process, and Attorneys-in-fact with authority to execute waivers and consents on behalf of the Corporation; and (3) the signature of any such Officer of the Corporation and the Corporation's seal may be affixed by facsimile to any power of attorney or certification given for the execution of any bond, undertaking, recognizance, contract of indemnity or other written obligation in the nature thereof or related thereto, such signature and seals when so used whether heretofore or hereafter, being hereby adopted by the Corporation as the original signature of such officer and the original seal of the Corporation, to be valid and binding upon the Corporation with the same force and effect as though manually affixed."

IN WITNESS WHEREOF, **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** have each executed and attested these presents
on this 31st day of December, 2023



STATE OF NEW JERSEY
County of Essex

Michael F. Zurcher

Executive Vice President, Harco National Insurance Company
and International Fidelity Insurance Company

STATE OF ILLINOIS
County of Cook



On this 31st day of December, 2023, before me came the individual who executed the preceding instrument, to me personally known, and, being by me duly sworn, said he is the therein described and authorized officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY**; that the seals affixed to said instrument are the Corporate Seals of said Companies; that the said Corporate Seals and his signature were duly affixed by order of the Boards of Directors of said Companies.



IN TESTIMONY WHEREOF, I have hereunto set my hand affixed my Official Seal, at the City of Newark, New Jersey the day and year first above written.

Cathy Cruz a Notary Public of New Jersey
My Commission Expires April 16, 2029

CERTIFICATION

I, the undersigned officer of **HARCO NATIONAL INSURANCE COMPANY** and **INTERNATIONAL FIDELITY INSURANCE COMPANY** do hereby certify that I have compared the foregoing copy of the Power of Attorney and affidavit, and the copy of the Sections of the By-Laws of said Companies as set forth in said Power of Attorney, with the originals on file in the home office of said companies, and that the same are correct transcripts thereof, and of the whole of the said originals, and that the said Power of Attorney has not been revoked and is now in full force and effect.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 8th day of March, 2025

Irene Martins, Assistant Secretary



HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

CONTRACT

1. THIS AGREEMENT, made and concluded the 10th day of March 2025 (month, year) between the Village of Hoffman Estates, acting by and through its Mayor and Board of Trustees, known as the party of the first part, and All American Exterior Solutions (name of firm), their executors, administrators, successors, or assigns, known as the party of the second part.
2. Witnesseth: That for and in consideration of the payments and agreements mentioned in the Bid/Proposal Documents hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring to these presents, the party of the second part agrees with said party of the first part at his/their own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this agreement and the requirements of the Village Representative under it.
3. The party of the second part agrees to abide by all OSHA, IDOL, and MUTCD safety requirements and all laws and statutes of the State of Illinois including but not limited to the Prevailing Wage Act (if applicable). Prevailing rates of wages are revised by the Illinois Department of Labor and are available on the Department's official website.
4. And it is also understood and agreed that the Instructions to Bidders, General Conditions, Specifications, Scope of Services, Site Maps, and Contract Proposal hereto attached are essential documents of this contract and are a part hereof.
5. IN WITNESS WHEREOF, the said parties have executed these presents on the date above mentioned.

Attest:

[Signature]
Clerk
(Seal Below)



Attest:

[Signature]
Secretary

The Village of Hoffman Estates

By: _____

Party of the First Part

(If a corporation)

All American Exterior Solutions

Corporate Name

Dale Pole
President, Party of the Second Part

(If a Co-Partnership)

Co-Partner

Co-Partner

Doing business under the firm name,
Party of the Second Part

(If an individual)

Party of the Second Part

THIS CONTRACT FORM IS MANDATORY. PLEASE INCLUDE THREE SIGNED COPIES WITH YOUR BID DOCUMENTS.



VILLAGE OF HOFFMAN ESTATES

DEPARTMENT OF PUBLIC WORKS

MARCH 2025 MONTHLY REPORT

Joseph Nebel
Director of Public Works

Bryan Ackerlund
Bryan Ackerlund
Assistant Director of Public Works

MAJOR PROJECT UPDATES:

Pfizer Lift Station Improvements

Summary: Martam Construction was awarded the contract 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: Substantial construction activities have commenced and will continue through to the spring and summer months.

CUSTOMER SERVICE - Supervisor: Casey Wintz

Fast Action Service Team (FAST)

Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
130	94											224

Customer Service

Water Billing Customer Service Appointments												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
26	26											52

Finance-Generated Water Meter Readings												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
144	100											244

Delinquent Water Accounts												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
88	91											179

Water Meter Repair/Replace Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
7	5											12

MIU Installations/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
5	5											10

B-box Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
4	2											6

Utility Locates

JULIE Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
319	261											580

Emergency Locates												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
42	32											74

Utility Joint Meets												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
7	5											12

FACILITIES - Superintendent: Paul Petrenko

- 1 Installed a new water heater at 640 Illinois Boulevard (CAC).
- 2 Installed new radiator, belts, and block heater at Village Hall.
- 3 Installed new water pump on Public Works generator.

Preventative Maintenance Program Labor Hours												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
228	182											410

FLEET SERVICES - Supervisor: Joe Capiga

- 1 Continued preparing new/replacement vehicles for up-fitting.
- 2 Continued repairs on fire apparatus and police vehicles.
- 3 Continued maintenance of snow and ice vehicles and equipment.

Total Preventative Maintenance Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
44	18											62

Vehicles Sent for Warranty Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3	1											4

FORESTRY - Supervisor: Nick Lackowski

- 1 Performed routine tree maintenance at Arbor Day Park.
- 2 Continued training of new staff members.
- 3 Collected and entered tree inventory data.
- 4 Participated in stump grinder equipment maintenance training.

Customer Service Requests												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
5	1											6

MAINTENANCE AND CONSTRUCTION - Supervisor: Tyler Wintz

- 1 Continued replacing and repairing out of service fire hydrants.
- 2 Preparing for hydrant flushing program to begin the week of 04/07/25.
- 3 Continue potholing for water main/sanitary and storm sewers at various locations to assist with an engineering project.

B-box Repairs/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	3											3

Hydrant Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	0											0

Valve Repairs/Replacements												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
1	4											5

Water Main/Service Line Leak Repairs												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
9	4											13

TRAFFIC OPERATIONS - Supervisor: John Kovaka**Pavement Maintenance**

- 1 Assisted streetlight crew at NOW Arena performing various repairs.

Tons of Hot Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
0	0											0

Tons of Cold Asphalt Installed												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
3	2											5

Sign Shop

- 1 Continued sign clearance brush trimming.
- 2 Continued sign inspections and performed straightening at various locations.
- 3 Installed new street name signs on West Thacker onto a recently installed street light pole.
- 4 Assisted FD at a house fire on Jefferson by salting roads in the area and transporting a frozen hose to be thawed.
- 5 Fabricated and assembled salt delivery signs.
- 6 Fabricated and installed (3) "No Climbing Police Order" signs at the lake storm structure in Westbury Park, near Haman Rd.

Sign Repairs/Replacements													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
0	12											12	

Signs Fabricated and Installed													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
767	34											801	

Street Lights

- 1 Re-connected ComEd light at Illinois & Norridge Lane.
- 2 Assisted with electrical improvements at the Village salt dome.
- 3 Cleaned and secured one streetlight knockdown at Spring Mill & Bode.
- 4 Removed a streetlight pole on Thornbark to assist with a nearby water main repair.
- 5 Assisted with wire installation for the tornado/EMA siren at water tower T-6.

Customer Service Requests													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
8	5											13	

Street Lights Repaired													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
15	8											23	

Storm Sewers

- 1 Replaced frozen service line at 1455 Bedford.
- 2 Performed annual storm sewer inspection of Jones/Heather/S. Twin system.
- 3 Replaced water service at 540 Durham (at Gentry).
- 4 Alleviated flooding of Westbury Drive at Cipri Park.

Feet of Storm Sewers Flushed													
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total	
0	0											0	

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

WATER OPERATIONS - Supervisor: Jeremy Jahnke

Operations Team

- 1 Pulled Abbey Wood pumping station motor due to a short and brought it in for inspection.
- 2 Upgraded existing wiring at Abbey Wood pump house in the motor control cabinets.
- 3 Coordinated boring for a temporary sanitary line and new transformer at Pfizer Lift Station.

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

Sanitary Sewer Flow Management

- 1 Continued flushing and root cutting in the north parcels.
- 2 Televised Flagstaff and FH21 to find all service taps and located a nearby sewer line.
- 3 Applied microbe treatments at various lift stations to break down fats, oils, and grease.

Sewer Lines Flushed (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
8,390	11,104											19,494

Sewer Mains CCTV Inspected (feet)												
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
625	400											1,025

ACTIVE RIGHT-OF-WAY PERMITS

Location	Company/Contractor	Description of Work	Est. Start Date	Status
Beverly Road b/n Trillium and I-90	ComEd	Test holes for Compass development.	2.3.2025	In Progress
Beverly Road b/n Trillium and I-90	ComEd	Soil boring along Beverly Road in various locations.	12.2.2024	In Progress
2925 S. Barrington Road	Comcast/Directional Construction	Running new fiber to building at this location.	4.25.2024	Site Meet Required
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.	3.1.2024	In Progress
Red Roof Inn/Pembroke	ComEd	Directional boring for vehicle charging stations.	TBD	In Review
1910 Dogwood Drive	Comcast/Directional Construction	Failed line replacement.	TBD	In Review
1180 Ash Road	Nicor	New construction service installation.	TBD	In Review
750 North Salem Drive	ComEd	Service upgrades.	TBD	In Review
4847 Hoffman Boulevard	Comcast/Directional Construction	New construction service installation.	TBD	In Review
4319 Sandlewood Lane	Comcast/Directional Construction	Failed line replacement.	TBD	In Review
5250 Prairie Stone Parkway	Comcast/American Cable & Telephone	New service to Arena to increase bandwidth.	4.21.25	Site Meet Required
2501 Barrington Road	ComEd	ComEd pole installation near Village utilities.	4.14.25	Site Meet Required

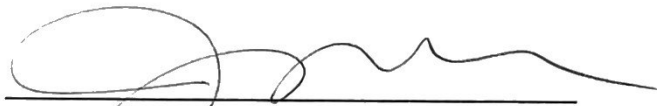


VILLAGE OF HOFFMAN ESTATES
Public Works Department

MEMORANDUM

TO: B. Ackerlund, R. Christensen, K. McGraw, J. Nebel, P. Petrenko
FROM: Jennifer Taylor
RE: **Compliment for Karl Pogorzelski & Brian Wayton**
DATE: February 4, 2025

Mr. Paul Cohen of 1000 W Firestone Drive called to compliment the Village for responding quickly to repair a broken b-box in his yard. The crew (Brian Wayton & Karl Pogorzelski) was required to dig a hole in the yard utilizing a large machine and he was very impressed they were able to restore the area so well. He stated the crew did a magnificent job and wanted to be sure they were aware of his satisfaction.



Jennifer Taylor, Administrative Assistant

cc: Tyler Wintz
Karl Pogorzelski
Brian Wayton
Employee File

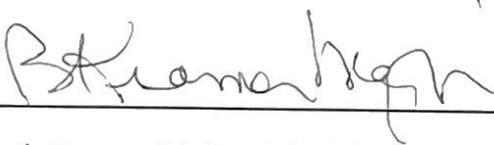


VILLAGE OF HOFFMAN ESTATES
Public Works Department

MEMORANDUM

TO: B. Ackerlund, R. Christensen, K. McGraw, J. Nebel, P. Petrenko
FROM: Beth Kramer-Major
RE: Compliment for Tyler Wintz
DATE: February 13, 2025

Frank Doroba of 1394 Westbury Dr left a message this morning as he was concerned with the way the plows handled the snow removal for his cul-de-sac. He called back to compliment Tyler Wintz for responding so quickly. He was impressed with the way Tyler presented himself as well as the fact he was willing to speak with him for over ten minutes and listen to his concerns. Mr. Doroba feels that "Tyler is one of the good guys and the Village should be thankful he is on their staff".



Beth Kramer-Major, Administrative Assistant

cc: Tyler Wintz
Employee File



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

March 2025

VILLAGE PROJECT UPDATES

2024 Storm Sewer Rehabilitation

Pre cleaning and televising work complete. Staff reviewing televising and CIPP design. Awaiting schedule for installation.

2024 Street Revitalization – Contract 1 and 2

Contract 1: Work complete.

Contract 2: Work complete.

2025 Street Revitalization

Contract 1: Contract awarded to Builders Paving. Preconstruction meeting was held on March 12. Work scheduled to begin the week of March 24.

Contract 2: Bid opening held on March 17. A Lamp Concrete was the low bidder in the amount of \$6,248,229. Recommendation to award contract scheduled for April 7 Special Transportation & Road Improvement Committee and Village Board.

2026 Street Revitalization

Preliminary design work 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, 2024.

Barrington Square Town Center Sanitary Sewer

Pre cleaning and televising work complete. Awaiting submittal of televising and CIPP design.

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

Work substantially complete. Civiltech contracted for construction engineering services.

Bridge Inspections

Agreement with Czaplicki Lopez for 2025/2026 NBIS Program Manager approved.

Collector Street Lighting

Project substantially complete. Removal of redundant ComEd lights currently being coordinated.

Floodplain Elevation Surveying Services

Elevation certificates complete and sent to property owners. V3 contracted for surveying services.

Gannon Drive (Golf Road – Higgins Road)

Draft Project Development Report (PDR) submitted to IDOT for review. TranSystems contracted for Phase I engineering services.

Phase II kick-off meeting with IDOT was held on March 5. TranSystems contracted for Phase II engineering services.

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

Bid opening (IDOT) was held on March 7. A Lamp Concrete was the low bidder in the amount of \$1,163,964. Work expected to begin in early June, pending IDOT award of contract and preconstruction meeting. Civiltech contracted for construction engineering services.

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)

Water main installation complete and in service. Project substantially complete. Final restoration to be completed in spring. HR Green contracted for construction engineering services.

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

Phase II kick-off meeting with IDOT was held on March 18. Chastain & Associates contracted for design engineering.

NOW Arena Loading Dock Retaining Wall

Staff completed review of pre-final plans. Bid release is expected in spring with construction expected in August. Civiltech contracted for design engineering.

Village Hall Parking Lot Improvements

IGA with MWRD approved and fully executed. Project out to bid on March 24 with bid opening scheduled for April 14. Construction expected to start in late May. Construction engineering agreement awarded to Gonzalez Companies.

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

Project complete. Public acceptance documents provided to developer.

Belle Tire – 1165 W Higgins Road

Site development permit issued on March 17. Preconstruction meeting was held on March 19.

Compass – 3333 Beverly Road

Demolition, mass grading, and site work ongoing. Site development permit was issued on February 27. Preconstruction meeting held on March 4.

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

Site work for Substation complete. Construction of underground electric between 2480 Pembroke substation and Microsoft substation is underway. Permit issued for CHI06 site. Plan reviews ongoing for CHI07 site.

Roselle TIF Culvert Replacement

Work complete. LOMR documents submitted to FEMA.

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

Site development permit issued on March 14. Preconstruction meeting held on March 13.

Kensington Fields – Kensington Lane & Hassell Road

Building demolition ongoing. Site development permit issuance awaiting contractor registration.

Seasons – SE Corner of IL 72 & Moon Lake Boulevard

Final inspections of public utility items complete. Public acceptance documents provided to developer.

Walnut Pond Estates – NE Corner of Rohrsen 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.

Project	Grant Funding	Status	Term
Batavia Ln Infrastructure Improvements	\$250,000	Grant agreement fully executed; partial reimbursement received	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	Final reimbursement received	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 submitted by staff	TBD

Meetings and Training Attended

- Employee Wellness Committee (March 5) – Andy LoBosco
- Dementia Training (March 13) – Melanie Carollo, Josh Kasper, Sonia Zala
- Bridge Deck Sealing and Thin Overlays (March 19) – Alan Wenderski, Oscar Gomez
- UKG Ready Working Session (March 19) – Marquelle Cnota

Engineering Site Plan Reviews

- 5333 Prairie Stone Parkway
- 2360 W Higgins Road
- Forest View Estates (South Barrington)

Floodplain Inquiries

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2024	0	0	0	0	0	0	2	0	0	1	0	0	3
2025	0	1	1										2

Freedom of Information Requests

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2024	1	1	1	2	0	1	2	0	1	6	0	2	17
2025	2	1	2										5

Permit Inspections

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2024	22	8	13	45	67	57	68	77	83	81	64	19	604
2025	36	104	40										180

Permit Reviews

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2024	13	10	31	63	39	34	42	37	57	47	46	19	438
2025	19	18	6										43

Residential Drainage Investigations

	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
2024	0	1	1	13	10	3	5	3	3	2	0	0	41
2025	0	0	2										2