

Village of Forest Park, Illinois  
517 Des Plaines Avenue  
Forest Park, Illinois 60130  
Phone: 708-366-2323 / Fax: 708-488-0361  
Web: [www.forestpark.net](http://www.forestpark.net)

Regular Village Council Meeting Agenda

January 10, 2022 – 7:00 p.m.

Meeting will be conducted In-Person and Via Zoom

You may listen to the meeting by participating in a Zoom conference call as follows:  
Dial-In Number: 312-626-6799; Meeting ID 86214107696; Passcode 945896 or by clicking here:

<https://us02web.zoom.us/j/86214107696?pwd=YmpEaTlVS1Zqb0huSmkrTjdmVWx6QT09>

Public Comments are required to be submitted to the Village Clerk in advance of the meeting:

In-Person Comments: Complete and submit Speaker Sign-In Form to Village Clerk prior to 7:00 p.m.

E-mail Comments: E-mail required to be sent to Village Clerk ([vmoritz@forestpark.net](mailto:vmoritz@forestpark.net)) prior to 6:30 p.m.

1. PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF MINUTES
  - a. December 13, 2021 Public Hearing – Tax Levy
  - b. December 13, 2021 Village Council Meeting
  - c. November 22, 2021 Closed Session Meeting
  - d. December 13, 2021 Closed Session Meeting
4. PUBLIC COMMENT
5. COMMUNICATIONS
6. DEPARTMENT REPORTS
  - a. November 2021 Fire Department Report
  - b. Calendar Year 2021 Activity Summary – Department of Public Health and Safety
7. BILLS BY RESOLUTION
  - a. Resolution Approving Payment of Bills Dated January 10, 2022
8. UNFINISHED BUSINESS
9. NEW BUSINESS
  - a. Presentation by Village's Auditors (Lauterbach & Amen) regarding draft Village Audit Report for Fiscal Year 5/1/20 thru 4/30/21 pursuant to 65 ILCS 5/8-8-10.5
  - b. Resolution Approving a Collective Bargaining Agreement Between the Village of Forest Park and AFSCME Local 3026
  - c. Resolution Authorizing the Waiver of the Hiring Freeze for IMRF Employees Regarding the Hiring of a Full-Time Executive Secretary to the Mayor and a Full-Time Accounts Payable Clerk
  - d. Ordinance Waiving Bids and Authorizing the Acceptance of a Proposal from Griffon Systems, Inc. for the Purchase and Installation of Surveillance Cameras at Various Locations Within the Village of Forest Park
  - e. Ordinance Waiving Bids and Authorizing the Acceptance of a Proposal from Lyons & Pinner Electric Companies for the Electrical Service Required for the Installation of Surveillance Cameras at Various Locations Within the Village of Forest Park
  - f. Resolution Approving the Specifications and Authorizing the Advertising of Bids for the 510 Des Plaines Green Parking Lot Improvements Project

- g. Resolution Authorizing the Execution of Pay Request #1 for the Jackson and Austin Meter Vault Repairs Project to Genco Industries, Inc.
  - h. Resolution Authorizing the Execution of Pay Request #1 for the Jackson and Austin Meter Vault Repairs Project to Burke, LLC
  - i. Resolution Authorizing the Qualified Bidding Section (“QBS”) of Christopher B. Burke Engineering, Ltd. for Phase III Engineering Services for the Jackson Boulevard Resurfacing Project
  - j. Ordinance Authorizing the Sale or Disposition of Surplus Property of the Village of Forest Park (Vehicle and iPad)
  - k. Motion to approve Entertainment License Applications submitted for Short Stop Lounge (7425 Madison) and Pioneer Tap (7445 Randolph)
  - l. Motion to approve Entertainment License Applications submitted for The Lantern Haus (7414 Madison)
  - m. Motion to approve Raffle License Application from the American Legion (500 Circle)
  - n. Motion to approve Black History Month banner requests from the Historical Society of Forest Park
  - o. Motion to approve request from Harlem German Chorus/DANK West (German/American Cultural Society) to host German Fest at The Grove June 24 and 25, 2022
10. ADMINISTRATOR’S REPORT
11. COMMISSIONER REPORTS
12. ADJOURNMENT
- a. Adjourn into Closed Session pursuant to 5 ILCS 120/2(c) – 1: Compensation of Specific Employees; 5: Purchase of Real Estate

**PUBLIC HEARING TO APPROVE A PROPOSED  
PROPERTY TAX LEVY INCREASE FOR THE  
VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS  
FOR 2021  
HELD ON MONDAY EVENING DECEMBER 13, 2021**

**ROLL CALL**

Commissioners Byrnes, Maxham, Voogd and Mayor Hoskins answered the Roll Call.

Mayor Hoskins called the public hearing to order at 6:45 p.m. and stated that the purpose of the hearing was to receive public comments regarding the proposed tax levy ordinance for 2021.

**PUBLIC COMMENT**

Mr. Mark Maroney commented that after reassessment, the valuation of his home has more than doubled, and even after his appeal, the value was increased by 72%. Mr. Maroney further expressed his concern about the increase in his property taxes.

Mr. Chris Harris submitted his comments via email and urged the Village Council to reject the proposed property tax increase.

**ADJOURNMENT**

There being no further business to be addressed, Commissioner Byrnes motioned to adjourn the hearing. Commissioner Maxham seconded the motion. The motion carried. Mayor Hoskins declared the hearing adjourned at 6:52 P.M.

Respectfully submitted,

Vanessa Moritz  
Village Clerk

**THE REGULAR MEETING OF THE COUNCIL OF THE  
VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS  
HELD ON MONDAY EVENING, DECEMBER 13, 2021**

Mayor Hoskins led all assembled in the Pledge of Allegiance at 7:00 p.m.

**ROLL CALL**

Commissioners Byrnes, Maxham, Nero, Voogd and Mayor Hoskins answered the Roll Call.

**APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS**

It was moved by Commissioner Byrnes and seconded by Commissioner Maxham that the minutes from the November 22, 2021, Regular Meeting of the Council be approved without reading as each member has received a copy thereof.

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSTAIN:** Commissioner Nero

The motion carried.

It was moved by Commissioner Maxham and seconded by Commissioner Voogd that the minutes from the November 7, 2021, Special Meeting of the Council be approved without reading as each member has received a copy thereof.

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSTAIN:** Commissioner Nero

The motion carried.

**PUBLIC COMMENT**

None

**COMMUNICATIONS:**

None



**DEPARTMENT REPORTS:**

None

**APPROVAL OF BILLS:**

It was moved by Commissioner Byrnes and seconded by Commissioner Nero that the Resolution for the payment of bills be adopted. The bills totaled \$858,643.13.

**R-99-21  
RESOLUTION APPROVING  
BILLS IN THE AMOUNT OF  
\$858,643.13  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

It was moved by Commissioner Byrnes and seconded by Commissioner Nero that the Annual Tax Levy Ordinance of the Village of Forest Park, Cook County, Illinois for the fiscal year beginning May 1, 2021 and ending April 30, 2022 be adopted.

**O-41-21  
ANNUAL TAX LEVY  
ORDINANCE  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Byrnes and seconded by Commissioner Nero that the Resolution directing the County Clerk to calculate separate limiting rates for the Tax Levy of the Village of Forest Park, Illinois for the 2021 Tax Levy year be adopted.

**R-100-21  
RESOLUTION FOR  
SEPARATE LIMITING  
RATES FOR TAX LEVY  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Byrnes and seconded by Commissioner Maxham that the Ordinance specifying those funds to be reduced by the County Clerk in the event that the Village Annual Tax Levy exceeds a statutory tax limitation be adopted.

**O-42-21  
ORDINANCE SPECIFYING  
FUNDS TO BE REDUCED IN  
2021 TAX LEVY  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Voogd that the Resolution authorizing the Qualified Bidding Selection ("QBS") of Christopher B. Burke Engineering, Ltd. For Phase I/II/III Engineering services for the Forest Park Commuter Bike Facilities Project be adopted.

**R-101-21  
RESOLUTION  
AUTHORIZING QBS OF  
BURKE ENGINEERING FOR  
COMMUTER BIKE  
FACILITIES PROJECT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Voogd and seconded by Commissioner Nero that the Resolution ratifying and approving Change Order No. 1 to the contract with Tecorp, Inc. for the rehabilitation of the South Water Tank Project be adopted.

**R-102-21  
RESOLUTION APPROVING  
CHANGE ORDER NO. 1  
FOR SOUTH WATER TANK  
PROJECT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Voogd and seconded by Commissioner Nero that the Resolution rejecting all bids, waiving bidding requirements and authorizing the award of the contract for the Rehabilitation Project of the North Water Tank in the Village of Forest Park be adopted.

**R-103-21  
RESOLUTION AWARDED  
NORTH WATER TANK  
REHAB CONTRACT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**R-104-21  
RESOLUTION APPROVING  
CHANGE ORDER NO. 1  
FOR NORTH TANK REHAB  
PROJECT  
APPROVED**

It was moved by Commissioner Voogd and seconded by Commissioner Nero that the Resolution approving Change Order No. 1 to the contract with Tecorp, Inc. for the rehabilitation of the North Water Tower Tank Project be adopted.

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**DISCUSSION FOR  
DIRECTION ON BIDDING  
PROCESS FOR PARKING  
LOT AT 510 DES PLAINES**

Administrator Amidei facilitated a discussion regarding the partnership award received from MWRD for the installation of permeable pavers in the employee parking lot located at 510 Des Plaines. The original estimate was \$280,000. MWRD provided \$201,000, leaving \$79,000 contribution by the village. The soil study revealed an additional \$25,000 cost to remove and dispose of contaminated soil. Material and excavation costs have risen significantly and the current engineer's estimate for the project is \$471,000, with the village's share being \$270,000. The village has expended approximately \$50,000 thus far in engineering and other costs. There was support for the village to commence the bid process (approximate cost of \$1,000-\$1,500), to give the village enough information to decide whether to go forward with the project or postpone and reapply to MWRD at a later date.

**R-105-21  
RESOLUTION  
AUTHORIZING PAY  
REQUEST #3 FOR  
ALTENHEIM DEMOLITION  
PROJECT  
APPROVED**

It was moved by Commissioner Voogd and seconded by Commissioner Nero that the Resolution authorizing the execution of Pay Request #3 for the Altenheim Demolition Project to KLF Enterprises be adopted.

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**R-106-21  
RESOLUTION APPROVING  
CHANGE ORDER NO. 6  
FOR ALTENHEIM DEMO  
PROJECT  
APPROVED**

It was moved by Commissioner Voogd and seconded by Commissioner Nero that the Resolution approving the execution of Change Order No. 6 to the contract with KLF Enterprises, Inc. for the Altenheim Buildings Demolition Project be adopted.

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Voogd that the Resolution approving Pay Request #1 (Final) for the 14<sup>th</sup> Street Resurfacing Project (CDBG Project 2006-086) from Chicagoland Paving Contractors, Inc. be adopted.

**R-107-21  
RESOLUTION APPROVING  
PAY REQUEST #1 FOR 14<sup>TH</sup>  
STREET REHAB PROJECT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** Commissioner Nero

The motion carried.

It was moved by Commissioner Nero and seconded by Commissioner Voogd that the Resolution authorizing the execution of Pay Request #4 (Final) for the 2020 Water Main Project (Thomas and Monroe) to Uno Construction Co., Inc. be adopted.

**R-108-21  
RESOLUTION APPROVING  
PAY REQUEST #4 FOR  
2020 WATER MAIN  
PROJECT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Maxham and seconded by Commissioner Nero that the Resolution approving a Calendar Year 2022 Agreement with Edward-Elmhurst Occupational Health Services for a Substance Abuse Random Management Program in the Village of Forest Park be adopted.

**R-109-21  
RESOLUTION APPROVING  
RANDOM DRUG TESTING  
PROGRAM MANAGEMENT  
AGREEMENT WITH  
EDWARD-ELMHURST  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Maxham and seconded by Commissioner Byrnes that the Ordinance amending Title 9, entitled "Forest Park Zoning Ordinance," of the Village Code of Forest Park (Live Music and Dancing) be adopted.

**O-43-21  
ORDINANCE AMENDING  
ZONING CODE  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Maxham to direct the Forest Park Board of Fire and Police Commissioners to appoint one candidate from its current Police Lieutenant Eligibility List, one candidate from its Police Sergeant Eligibility List and three candidates from its Probationary Police Officer Eligibility List to fill vacancies.

**BOARD OF FIRE AND  
POLICE COMMISSIONERS  
DIRECTED TO APPOINT  
ONE POLICE LIEUTENANT,  
ONE SERGEANT AND  
THREE PROBATIONARY  
OFFICERS  
APPROVED BY MOTION**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Voogd to approve the raffle license application submitted by the Oak Park Windmills for their fundraiser to be held at the Windmills facility in Forest Park on January 31, 2022.

**OAK PARK WINDMILLS  
RAFFLE LICENSE  
APPROVED BY MOTION**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Byrnes and seconded by Commissioner Maxham that the Resolution approving the execution of a Release and Settlement Agreement be adopted.

**R-110-21  
RESOLUTION APPROVING  
RELEASE AND  
SETTLEMENT AGREEMENT  
RE: GOMEZ V. VILLAGE OF  
FOREST PARK  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Byrnes that the Resolution authorizing the Village of Forest Park to participate in the National Multistate Opioid Settlement and authorizing execution of related settlement agreements be adopted.

**R-111-21  
RESOLUTION TO  
PARTICIPATE IN  
NATIONAL MULTISTATE  
OPIOID SETTLEMENT  
APPROVED**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**ADMINISTRATOR'S REPORT:**

Administrator Amidei reported that there is a "Build Illinois" grant for capital improvements to public property and he is looking for input and ideas in order to develop our capital improvements program. In addition, ARPA Funds are also available for infrastructure and a plan will be presented in the near future. Mr. Amidei stated that he is looking forward to 2022 and expressed his gratitude for the hospitality, patience and warm welcome he received in his 7 months with Forest Park. Last, staff is working alongside the Chamber, planning events to build the community.

**COMMISSIONER'S REPORTS:**

Commissioner Byrnes reported that he attended the Mayor's Toy Drive for Forest Park's needy families, in addition to the annual toy drive coordinated by Rich "Chubbs" Polfus at Doc Ryan's.

Commissioner Maxham expressed her sympathy to the families of the two Police Officers who passed away recently, as well as to the "Forest Park Police Department Family." This was a profound loss for the village.

Commissioner Nero stated that he would like to see the camera system back on the agenda so it can move forward. The Commissioner further echoed Commissioner Maxham and offered his sympathy to both the Kozak and Flores families. Last, Commissioner Nero urged all to slow down and be cognizant of the people we're with and the time we have together and wished everyone Happy Holidays.

Commissioner Voogd expressed her sympathy to the family, friends, community and the Police Department staff on the loss of Officers Kozak and Flores. The commissioner gave a narrative about the Public Works Department's year in review, including:

- Electronic Recycling event in May
- Planted a lilac tree at Field Stevenson School on Arbor Day
- Submitted an application for Tree City USA, which was accepted
- Managed significant weather events with aging fleet
- Implemented a Fleet Management Software System
- Transitioned the management of our Pocket Parks to the Park District (looking forward to upcoming improvements).

- The Recreation Board is looking for more members and are working on updating their duties and purpose.
- There will be an update on the village's website with regard to the future of the Altenheim property.

Last, the Commissioner thanked the chamber for hosting the recent Holiday Walk and Menorah Lighting and wished all Happy Holidays.

Mayor Hoskins commented that it has been a tough year, especially with the passing of Officers Kozak and Flores, adding that 52 jurisdictions participated in Officer Kozak's funeral and that Officer Flores' funeral is tomorrow. The mayor thanked all who partnered with the village's efforts to provide vaccinations, including the Illinois and Cook County Departments of Public Health, as well as the Living Word Christian Center, who provided space for the mass vaccination center, the Park District who provided vaccinations at the July 4<sup>th</sup> celebration as well as the District 91, the Library, the Chamber and the American Legion. We have had many new businesses open this year, such as Play it Again Sports, Francesca's and Table and Lain. There will be Police Lieutenant and Sergeant promotions and a new Firefighter taking the oath of office on December 30<sup>th</sup> at 11:00. The Police Department rolled out officer body cameras this year, and a new Deputy Fire Chief, Police Chief, Lieutenant and Deputy Chief were appointed this year as well as a new Village Administrator.

It was moved by Commissioner Nero and seconded by Commissioner Byrnes to recess into closed session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body and to review closed session minutes.

**RECESS INTO CLOSED  
SESSION  
8:04 P.M.**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Byrnes and seconded by Commissioner Maxham to reconvene to open session.

**RECONVENE OPEN  
SESSION  
10:06 P.M.**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

It was moved by Commissioner Nero and seconded by Commissioner Maxham to uphold the termination of Tanzla Davis-Rodriguez, effective November 9, 2021.

**TERMINATION OF TANZLA  
DAVIS-RODRIGUEZ  
UPHELD BY MOTION**

**ROLL CALL:**

**AYES:** Commissioners Byrnes, Maxham, Nero, Voogd  
and Mayor Hoskins

**NAYES:** None

**ABSENT:** None

The motion carried unanimously.

**ADJOURNMENT**

There being no further business to be addressed, Commissioner Nero moved and Commissioner Byrnes seconded to adjourn the meeting. The motion carried.

Mayor Hoskins declared the meeting adjourned at 10:09 P.M.

Respectfully submitted,

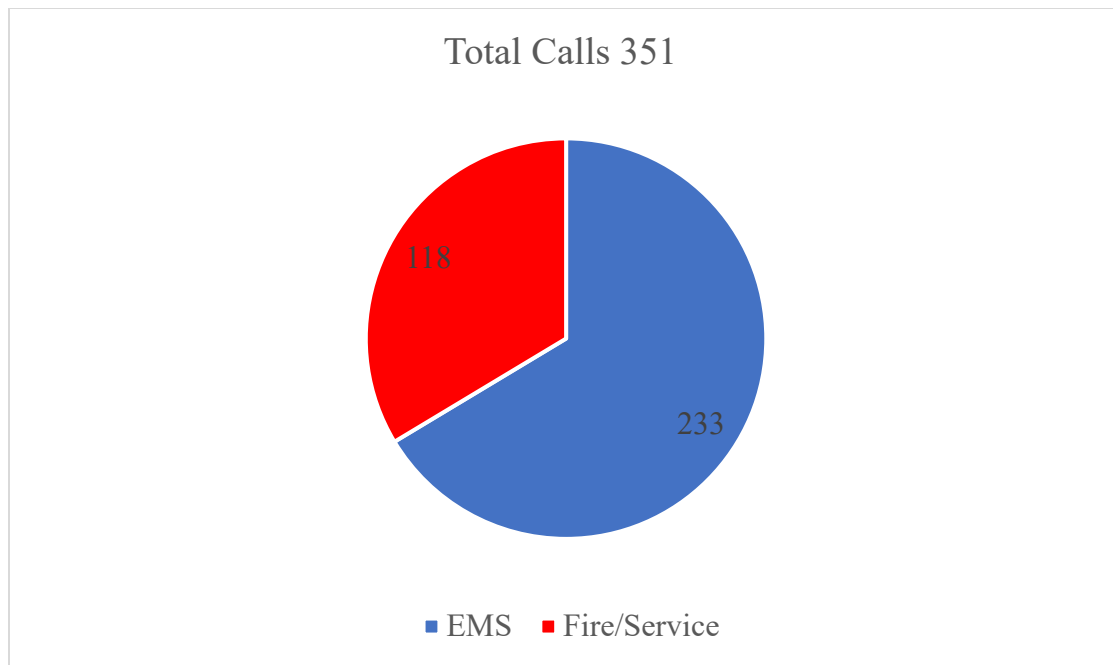
Vanessa Moritz  
Village Clerk



**FOREST PARK  
FIRE DEPARTMENT**



**NOVEMBER 2021**

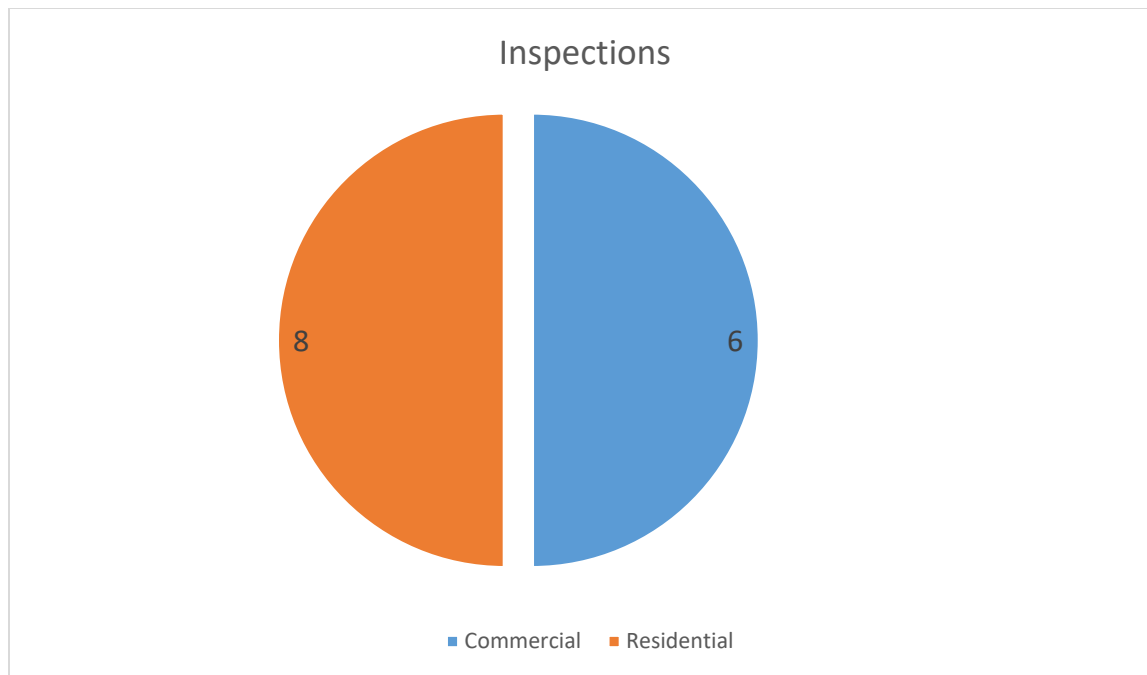


## Calls

The Fire Department responded to 351 calls in the month of November. That is an average of 11.7 calls per day for the month. 66% of the calls were for EMS. 34% were for fire/service calls.

## Fire Department Major Incidents:

- 11-01 Mutual Aid structure Fire- River Forest- 1023 Park**
- 11-17 FP- Vehicle crash into Train Bridge-Extrication**
- 11-21 Mutual Aid structure Fire- Oak Park- 1023 Wesley**
- 11-23 Mutual Aid 2-11 fire – Oak Park- 1034 Lake**
- 11-27 Mutual Aid Structure Fire – Oak Park- 434 s. Taylor**
- 11-30 Kitchen Fire – Forest Park- 7605 Roosevelt Rd.**



## Inspections

Residential inspections performed 8 with 1 re-inspection. Commercial 6 with 3 re-inspections.

## Training

Training for the month of November consisted of CE

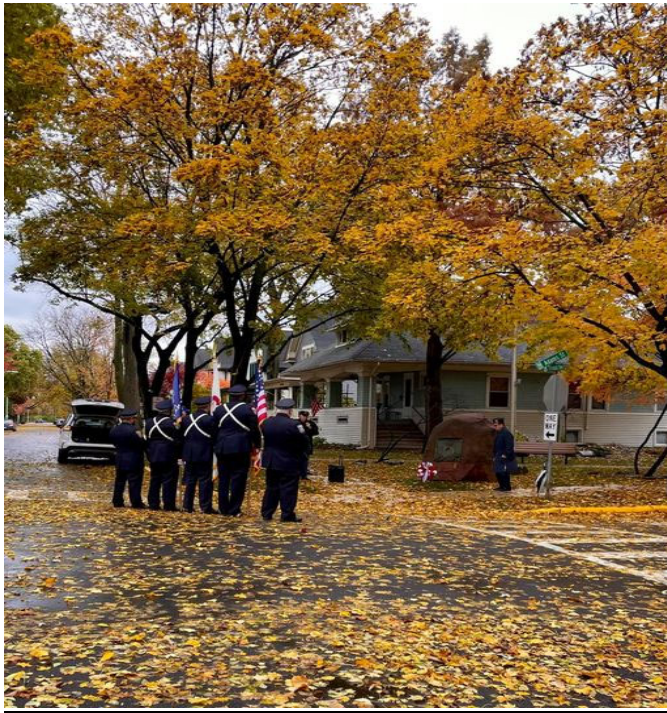
- Tools and Equipment 10.5
- Hoseline Advancement 4
- Ladders 5.5
- SCBA MOD C 9
- ESO Software 6
- Ropes and Knots 2
- RIT 5.5
- FAE 2.75
- Fire Critique 4

**Total = 49.25**

**Child Safety Seat Installations -** None for November

**Community Involvement:** We had 1 station tour. The cub scouts came by for a safety presentation on Saturday the 20<sup>th</sup>. The crews attended the Veterans Day ceremony on the 11<sup>th</sup>.

Veteran's Day Ceremony 11-11



**11-23 Mutual Aid 2-11 fire – Oak Park- 1034 Lake**

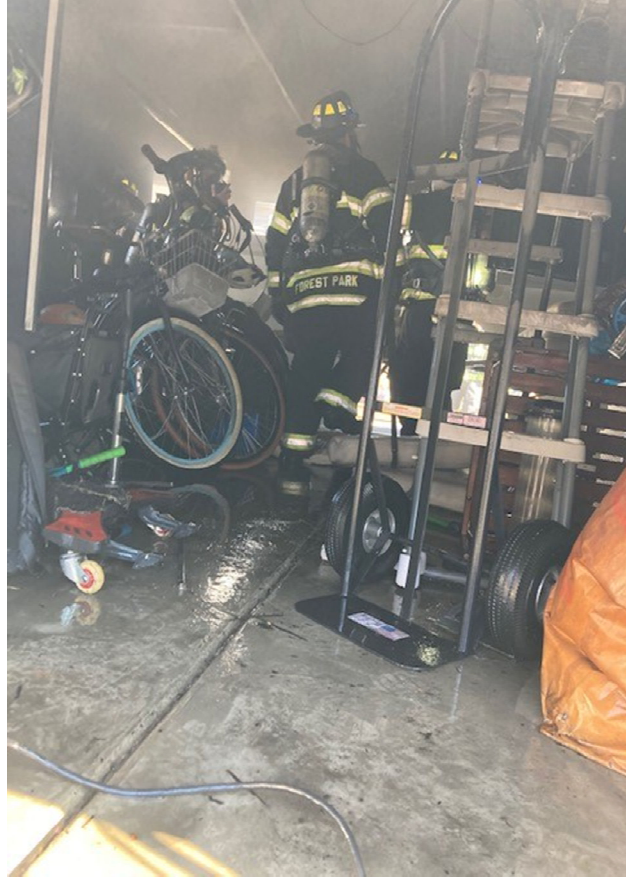
Forest Park Assisted OPFD with extinguishment of a large fire





**11-21 Mutual Aid structure Fire- Oak Park- 1023 Wesley**

Forest Park assisted OPFD with a garage fire





# Calendar Year 2021 – Activity Summary

## Department of Public Health and Safety

Maria Maxham – Commissioner

### Permits Issued

<b>2020</b>	<b>937</b>	
<b>2021</b>	<b>1059</b>	<b>% increase 12%</b>

### Sales Inspection and Certificate(s) of Compliance\*

<b>2020</b>	<b>519</b>	
<b>2021</b>	<b>821</b>	<b>% increase 36%</b>

\*This category includes pre-sale and re-inspection (certificate of compliance).

### \*Inspections - Permit

<b>Plumbing</b>	<b>540</b>
<b>Electrical</b>	<b>240</b>
<b>Office other (pre pour, framing, insulation, hvac, fence, roofing etc.)</b>	<b>1726 (permitted projects generate a minimum number of one field inspection. Some projects such as new construction for a single family dwelling can have as many as 12-15)</b>
<b>*Lakeside Inspectional Services</b>	<b>80</b>
<b>*B and F Technical Services Inc.</b>	<b>127</b>

\*These inspections are thru billed back to the builder/developer/homeowner.

Call out complaints/investigations averaged 3 per business day.



**RESOLUTION No.**

**BE IT RESOLVED** by the Council of the Village of Forest Park, Cook County, Illinois, that we dispense with the reading of the individual bills inasmuch as each department head has approved and signed bills in the following aggregate amount for their respective departments.

Refunds and Allocations	\$ 5,921.59
Public Affairs	\$ 93,909.07
Police Department	\$ 1,419.39
Community Center	\$ 3,033.80
Accounts & Finance (Clerks Office)	\$ 290,982.60
Accounts & Finance (Fire Department)	\$ 114,140.80
Department of Health & Safety	\$ 5,238.74
Street Department	\$ 125,827.69
Public Property	\$ 117,067.92
Seizure	\$ 1,430.61
Federal Custom	\$ 1,591.50
TIF	\$ 13,045.00
VIP	\$ 38.01
Water Department	\$ 310,442.58

<b>TOTAL</b>	<b>\$ 1,084,089.30</b>
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**ADOPTED BY THE Council of the Village of Forest Park this 10th Day of January, 2022.**

Ayes:

Nays:

Absent:

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Rory Hoskins, Mayor

ATTEST:

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Vanessa Moritz, Village Clerk



Account Number	Vendor	Invoice Date	Amount
100-00-000-4111-210	Forest Park Public Library	12/13/2021	3,621.18
100-00-000-4220-300	Total Parking Solutions Inc	12/03/2021	145.00
100-00-000-4230-135	Trivathia Perez	12/08/2021	500.00
100-00-000-4450-121	Passport Labs Inc	11/30/2021	102.12
100-00-000-4450-130	Passport Labs Inc	11/30/2021	1,458.54
100-00-000-4450-140	Passport Labs Inc	11/30/2021	64.75
100-00-000-4510-100	Mark LeFevour	11/16/2021	30.00
Refunds and Allocations			5,921.59



Account Number	Vendor	Invoice Date	Amount
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	11,554.50
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	875.16
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	418.00
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	658.00
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	66.50
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	731.50
100-10-101-6100-100	Storino Ramello & Durkin	11/30/2021	256.50
100-10-101-6100-135	GPG Strategies LLC	12/09/2021	2,000.00
100-10-101-6120-160	Verizon Wireless	12/22/2021	83.01
100-10-101-6120-305	ASCAP	12/20/2021	390.00
100-10-101-6120-305	Forest Pk. Chamber of Commerce	12/15/2021	100.00
100-10-101-6120-305	Illinois State Police	11/04/2021	15.00
100-10-101-6120-305	Illinois State Police	11/04/2021	15.00
100-10-101-6120-305	Illinois State Police	11/09/2021	15.00
100-10-101-6120-305	Illinois State Police	11/12/2021	15.00
100-10-101-6120-305	Proviso Municipal League	12/17/2021	270.00
100-10-101-6120-305	Westgate Flower and Plant Shop	12/23/2021	99.98
100-10-101-6140-100	Ahead Of Our Time Publishing Inc	03/03/2021	500.00
100-10-101-6150-112	Chicago Metropolitan Agency for Planning	12/03/2021	531.51
100-10-101-6150-152	Verizon Wireless	12/22/2021	301.00
100-10-101-6150-152	Verizon Wireless	12/22/2021	84.72
100-10-101-6150-202	C.O.P.S. and F.I.R.E Personnel Testing	12/01/2021	480.00
100-10-101-6150-202	Health Endeavors SC	12/17/2021	745.00
100-10-101-6150-202	Stanard & Associates Inc.	11/30/2021	1,350.00
100-10-101-6150-220	Shavon Wesley	12/08/2021	495.00
100-10-101-6150-220	Shavon Wesley	12/15/2021	371.25
100-10-101-6150-222	Sterling Codifiers Inc	12/09/2021	500.00
100-10-101-6150-300	West Suburban Cons Dispatch Center	12/03/2021	60,829.71
100-10-101-7000-150	Telcom Innovations Group LLC	12/29/2021	145.00
100-11-111-6110-110	Agilant Solutions Inc	07/12/2021	2,170.00
100-11-111-6110-110	ITsavvy LLC	12/28/2021	7,842.73
Public Affairs			93,909.07



Account Number	Vendor	Invoice Date	Amount
100-00-000-2002-006	Municipal Collection Services	11/30/2021	65.25
100-12-121-6120-305	Westgate Flower and Plant Shop	11/11/2021	89.98
100-12-121-6145-305	Metro Mortuary Transport	12/09/2021	410.00
100-12-121-6145-306	Animal Care League	07/31/2021	525.00
100-12-123-6145-291	Illinois Harley-Davidson	12/02/2021	329.16
	Police Department		1,419.39



Account Number	Vendor	Invoice Date	Amount
100-15-152-6170-200	Case Lots Inc	12/14/2021	26.90
100-15-154-6170-110	Aries Charter Transportation Inc	11/09/2021	617.40
100-15-154-6170-110	Aries Charter Transportation Inc	11/09/2021	724.50
100-15-154-6170-110	Rose's Catering	12/28/2021	1,665.00
	Community Center		3,033.80



Account Number	Vendor	Invoice Date	Amount
100-00-000-1201-001	Illinois Counties Risk Management Trust	12/01/2021	0.25
100-00-000-1201-001	Illinois Counties Risk Management Trust	12/01/2021	(202.25)
100-00-000-1201-001	Illinois Counties Risk Management Trust	01/01/2022	55,446.13
100-00-000-1201-001	Illinois Counties Risk Management Trust	01/01/2022	85,299.38
100-21-211-5005-002	Blue Cross-Blue Shield of Ill	12/17/2021	130,379.09
100-21-211-5005-002	Fidelity Security Life Ins Co	12/22/2021	91.95
100-21-211-5005-002	Fidelity Security Life Ins Co	12/22/2021	555.26
100-21-211-5005-002	Guardian - Appleton	12/20/2021	7,583.14
100-21-211-6110-110	Pitney Bowes Inc	12/02/2021	708.50
100-21-211-6110-110	Xerox Financial Services	12/10/2021	119.86
100-21-211-6110-110	Xerox Financial Services	12/10/2021	22.67
100-21-211-6120-300	Elmhurst Occupational Health	11/30/2021	25.00
100-21-211-6140-102	FED EX	12/28/2021	34.28
100-21-211-6140-102	FED EX	12/28/2021	25.52
100-21-211-6140-104	Quill	11/24/2021	54.00
100-21-211-6140-104	Quill	12/01/2021	253.45
100-21-211-6140-104	Quill	12/08/2021	41.26
100-21-211-6140-104	Quill	12/08/2021	137.82
100-21-211-6140-104	Quill	12/08/2021	1.84
100-21-211-6140-104	SOLV Business Solution-Safeguard 233439	12/10/2021	195.64
100-21-211-6140-110	Forest Printing Company	12/10/2021	3,380.23
100-21-211-6140-140	Quill	11/24/2021	27.81
100-21-211-6140-140	Quill	12/08/2021	30.94
100-21-211-6150-100	Growing Community Media NFP	12/01/2021	401.00
100-21-211-6150-114	Natl Public Emp Labor Relations	12/10/2021	230.00
100-21-211-6150-114	Natl Public Emp Labor Relations	12/13/2021	230.00
100-21-211-6150-150	AT&T	12/19/2021	874.20
100-21-211-6150-150	AT&T	12/19/2021	461.57
100-21-211-6150-150	AT&T	12/25/2021	110.66
100-21-211-6150-150	AT&T	12/25/2021	55.32
100-21-211-6150-150	AT&T	12/25/2021	56.31
100-21-211-6150-150	AT&T LONG DISTANCE	12/04/2021	1.38
100-21-211-6191-001	POLICE PENSION FUND	12/15/2021	1,218.43
100-21-211-6191-002	Firefighters Pension Fund	12/13/2021	1,326.86
100-21-211-7000-080	Xerox Financial Services	12/10/2021	120.89
100-21-211-7000-080	Xerox Financial Services	12/10/2021	1,684.21
Accounts & Finance (Clerks Office)			290,982.60



Account Number	Vendor	Invoice Date	Amount
100-30-301-6100-170	HFS Bureau of Fiscal Operations - GEMT	11/30/2021	107,835.50
100-30-302-6110-150	Verizon Wireless	12/22/2021	154.90
100-30-302-6110-200	Air One Equipment Inc	12/06/2021	728.49
100-30-302-6110-200	Midwest Air Pro Inc.	11/29/2021	259.00
100-30-302-6110-200	Reliable Fire & Security	12/06/2021	195.90
100-30-302-6145-100	Witmer Public Safety Group	12/04/2021	295.45
100-30-302-6145-322	National Fire Protection Association	12/18/2021	175.00
100-30-302-6150-122	NIPSTA	12/07/2021	4,095.00
100-30-303-6100-161	Paramedic Services of Illinois	12/01/2021	173.17
100-30-303-6145-300	Stryker Sales Corporation	04/13/2021	228.39
Accounts & Finance (Fire Department)			114,140.80



Account Number	Vendor	Invoice Date	Amount
100-40-401-5000-017	Raymond Traynor	12/28/2021	1,035.00
100-40-402-6100-115	Muse Community + Design	11/30/2021	2,277.50
100-40-402-6150-232	B&F Construction Code Service	12/13/2021	200.00
100-40-402-6150-232	B&F Construction Code Service	12/13/2021	276.24
100-40-402-6150-232	B&F Construction Code Service	12/13/2021	150.00
100-40-402-6150-232	B&F Construction Code Service	12/27/2021	300.00
100-40-403-6150-226	Cook County Dept of Public Health	11/10/2021	1,000.00
Department of Health & Safety			5,238.74





Account Number	Vendor	Invoice Date	Amount
100-50-501-6145-100	Dan Michaels	12/21/2021	100.00
100-50-501-7000-035	CURRIE MOTORS	12/15/2021	36,129.00
100-50-502-6180-160	Com Ed	11/17/2021	3,790.09
100-50-502-6185-102	Greenwood Transfer LLC	12/05/2021	5,249.86
100-50-502-6185-112	Republic Services #551	12/15/2021	934.95
100-50-502-6185-501	Republic Services #551	12/15/2021	35,538.70
100-50-502-6185-502	Republic Services #551	12/15/2021	24,923.00
100-50-502-6185-503	Republic Services #551	12/15/2021	3,445.76
100-50-502-6185-505	West Cook County Solid Waste	11/30/2021	15,716.33
Street Department			125,827.69



Account Number	Vendor	Invoice Date	Amount
100-55-552-6145-100	Paul Richards	12/28/2021	100.00
100-55-552-6180-101	SCHAUERS HARDWARE	11/30/2021	3.59
100-55-552-6180-114	SCHAUERS HARDWARE	11/30/2021	33.66
100-55-552-6180-114	McAdam Landscaping	12/01/2021	3,097.00
100-55-552-6180-114	McAdam Landscaping	12/01/2021	1,594.00
100-55-552-6180-114	McAdam Landscaping	12/13/2021	1,852.00
100-55-553-6180-150	Com Ed	11/24/2021	453.73
100-55-553-6180-150	Lyons Pinner Electric Co	09/26/2021	1,348.90
100-55-553-6180-150	Lyons Pinner Electric Co	12/21/2021	2,365.10
100-55-553-6180-160	AEP Energy	11/18/2021	3,529.28
100-55-553-6180-160	Com Ed	11/22/2021	738.63
100-55-553-6180-160	Com Ed	11/23/2021	169.92
100-55-553-6180-160	Com Ed	11/24/2021	135.84
100-55-555-6180-100	SCHAUERS HARDWARE	11/30/2021	194.29
100-55-555-6180-100	Comcast	12/08/2021	192.00
100-55-555-6180-100	HOME DEPOT CREDIT	11/30/2021	39.92
100-55-555-6180-100	HOME DEPOT CREDIT	12/01/2021	119.76
100-55-555-6180-100	Quill	11/24/2021	307.27
100-55-555-6180-100	Quill	12/01/2021	413.88
100-55-555-6180-100	Quill	12/08/2021	173.98
100-55-555-6180-100	Quill	12/08/2021	90.95
100-55-555-6180-110	SCHAUERS HARDWARE	11/30/2021	16.70
100-55-555-6180-110	Comcast	12/02/2021	50.40
100-55-555-6180-110	Comcast	12/12/2021	2.10
100-55-555-6180-110	Comcast	12/13/2021	128.95
100-55-555-6180-120	Reliable Fire & Security	12/17/2021	84.85
100-55-555-6180-120	West Town Mechanical	12/07/2021	1,341.90
100-55-555-6180-120	West Town Mechanical	12/12/2021	361.00
100-55-555-6180-120	West Town Mechanical	12/12/2021	897.52
100-55-555-6180-130	SCHAUERS HARDWARE	11/30/2021	27.88
100-55-555-6180-130	Case Lots Inc	12/14/2021	427.80
100-55-555-6180-130	Reliable Fire & Security	12/10/2021	254.40
100-55-555-6180-140	SCHAUERS HARDWARE	11/30/2021	27.87
100-55-555-6180-140	Comcast	12/07/2021	2.10
100-55-555-6180-150	SCHAUERS HARDWARE	11/30/2021	27.86
100-55-555-6180-150	Robert R Andreas & Sons Inc	12/23/2021	5,950.00
100-55-560-6110-100	Total Parking Solutions Inc	12/03/2021	26,520.00
100-55-560-6110-100	Total Parking Solutions Inc	12/03/2021	24,480.00
100-55-570-6155-101	Mohr Oil Company	12/10/2021	3,517.58
100-55-570-6155-101	Mohr Oil Company	12/10/2021	12,060.65
100-55-570-6155-105	SECRETARY OF STATE	12/28/2021	301.00
100-55-570-6155-106	ABC Automotive Electronic	10/27/2021	450.00
100-55-570-6155-106	Commercial Tire Service	11/24/2021	604.50



Account Number	Vendor	Invoice Date	Amount
100-55-570-6155-106	Chicago Parts and Sound LLC	12/14/2021	276.30
100-55-570-6155-106	Currie Motors Chevrolet	11/10/2021	376.27
100-55-570-6155-106	Currie Motors Chevrolet	11/18/2021	197.70
100-55-570-6155-106	Currie Motors Chevrolet	11/18/2021	253.56
100-55-570-6155-106	Currie Motors Chevrolet	11/22/2021	59.97
100-55-570-6155-106	Currie Motors Chevrolet	11/22/2021	273.15
100-55-570-6155-106	Currie Motors Chevrolet	11/23/2021	52.04
100-55-570-6155-106	Currie Motors Chevrolet	11/24/2021	22.95
100-55-570-6155-106	Currie Motors Chevrolet	11/30/2021	59.97
100-55-570-6155-106	Factory Motor Parts Co	11/23/2021	578.63
100-55-570-6155-106	Factory Motor Parts Co	11/23/2021	(167.74)
100-55-570-6155-106	Factory Motor Parts Co	11/29/2021	298.40
100-55-570-6155-106	Factory Motor Parts Co	12/02/2021	170.13
100-55-570-6155-106	Freeway Ford Sterling Truck	10/29/2021	340.89
100-55-570-6155-106	Kimball Midwest	12/16/2021	350.82
100-55-570-6155-106	Linde Gas North America LLC	11/22/2021	185.51
100-55-570-6155-106	Linde Gas North America LLC	11/22/2021	42.59
100-55-570-6155-106	Standard Equipment Co.	11/30/2021	532.03
100-55-570-6155-106	Standard Equipment Co.	12/03/2021	157.02
100-55-570-6155-106	Standard Equipment Co.	12/07/2021	15.96
100-55-570-6155-106	Zeigler Ford North Riverside	11/04/2021	279.75
100-55-570-6155-106	Zeigler Ford North Riverside	11/05/2021	54.26
100-55-570-6155-106	Zeigler Ford North Riverside	11/09/2021	395.35
100-55-570-6155-106	Zeigler Ford North Riverside	11/09/2021	157.99
100-55-570-6155-106	Zeigler Ford North Riverside	11/10/2021	(140.97)
100-55-570-6155-106	Zeigler Ford North Riverside	11/11/2021	187.64
100-55-570-6155-106	Zeigler Ford North Riverside	11/16/2021	49.53
100-55-570-6155-106	Zeigler Ford North Riverside	11/16/2021	1,263.60
100-55-570-6155-106	Zeigler Ford North Riverside	11/18/2021	21.74
100-55-570-6155-106	Zeigler Ford North Riverside	11/19/2021	42.50
100-55-570-6155-106	Zeigler Ford North Riverside	11/22/2021	345.00
100-55-570-6155-106	Zeigler Ford North Riverside	11/22/2021	476.23
100-55-570-6155-106	Zeigler Ford North Riverside	11/23/2021	278.66
100-55-570-6155-106	Zeigler Ford North Riverside	11/23/2021	170.19
100-55-570-6155-106	Zeigler Ford North Riverside	12/07/2021	98.50
100-55-570-6155-106	Zeigler Ford North Riverside	12/08/2021	59.79
100-55-570-6155-110	Snap on Industrial	11/23/2021	99.28
100-55-570-6155-110	Snap on Industrial	12/04/2021	534.23
100-55-570-6155-112	Caliber Collision	12/03/2021	5,312.98
100-55-570-6155-112	Berwyn Garage	11/22/2021	291.14
100-55-570-6155-112	Commercial Tire Service	12/15/2021	692.82
100-55-570-6155-112	Commercial Tire Service	12/16/2021	466.94
100-55-570-6155-112	NOBS TOWING	11/16/2021	385.00



Account Number	Vendor	Invoice Date	Amount
100-55-570-6155-112	XTreme Graphics Lettering	12/02/2021	200.00
100-55-570-6155-112	XTreme Graphics Lettering	12/09/2021	320.00
100-55-570-6155-202	Berwyn Garage	11/22/2021	78.03
100-55-570-6155-202	Berwyn Garage	11/30/2021	1,220.83
100-55-580-6180-202	West Central Municipal Conf	12/02/2021	5,162.00
Public Property			117,067.92



Account Number	Vendor	Invoice Date	Amount
230-00-000-6150-152	Verizon Wireless	12/22/2021	211.57
230-00-000-6150-152	Verizon Wireless	12/22/2021	92.12
230-00-000-6900-230	Hawk Chrysler Dodge	10/08/2021	1,126.92
	Seizure		1,430.61



Account Number	Vendor	Invoice Date	Amount
232-00-000-6900-232	CDS Office Technologies	10/28/2021	448.00
232-00-000-6900-232	Thomson Reuters-West	12/01/2021	386.25
232-00-000-6900-232	Motorola Solutions StarCom21 Network	12/01/2021	110.00
232-00-000-6900-232	Ray O'Herron Co Inc	12/02/2021	39.98
232-00-000-6900-232	Ray O'Herron Co Inc	12/03/2021	296.53
232-00-000-6900-232	Ray O'Herron Co Inc	12/06/2021	15.98
232-00-000-6900-232	Ray O'Herron Co Inc	12/08/2021	294.76
Federal Customs			1,591.50



Account Number	Vendor	Invoice Date	Amount
302-00-000-6100-100	Storino Ramello & Durkin	11/30/2021	228.00
304-00-000-6100-100	Storino Ramello & Durkin	11/30/2021	38.00
304-00-000-6100-100	Storino Ramello & Durkin	11/30/2021	474.00
309-00-000-6185-700	McAdam Landscaping	12/14/2021	4,640.00
309-00-000-6185-700	McAdam Landscaping	12/14/2021	2,798.00
309-00-000-6185-700	McAdam Landscaping	12/14/2021	4,867.00
TIF			13,045.00



Account Number	Vendor	Invoice Date	Amount
312-00-000-6150-152	Verizon Wireless	12/22/2021	38.01
	VIP		38.01





Account Number	Vendor	Invoice Date	Amount
501-80-800-6110-105	Verizon Wireless	12/22/2021	36.01
501-80-800-6140-102	Suburban Mailing Services Inc	12/02/2021	2,059.43
501-80-800-6150-112	American Water Works Assoc	10/26/2021	85.00
501-80-800-6150-112	American Water Works Assoc	10/26/2021	85.00
501-80-800-6150-150	AT&T	12/25/2021	59.30
501-80-800-6150-154	Com Ed	11/24/2021	68.61
501-80-800-6150-154	Com Ed	11/24/2021	21.51
501-80-800-6150-154	Com Ed	11/29/2021	49.35
501-80-800-6150-154	Com Ed	12/10/2021	61.55
501-80-800-6150-154	Constellation Energy Services Inc	11/29/2021	2,788.19
501-80-800-6150-156	NICOR	12/03/2021	181.33
501-80-800-6150-156	NICOR	12/06/2021	656.51
501-80-800-6155-110	HOME DEPOT CREDIT	11/16/2021	81.90
501-80-800-6800-100	City of Chicago	12/09/2021	149,608.61
501-80-800-6800-150	Great Lakes Concrete LLC	12/16/2021	571.29
501-80-800-6800-151	Centurion Plumbing Company	12/06/2021	4,744.28
501-80-800-6800-151	Core & Main LP	12/03/2021	336.00
501-80-800-6800-151	Core & Main LP	12/09/2021	784.84
501-80-800-6800-151	Core & Main LP	12/09/2021	337.23
501-80-800-6800-151	Core & Main LP	12/13/2021	(357.18)
501-80-800-6800-152	Clear View	06/28/2021	5,744.70
501-80-800-6800-153	SCHAUERS HARDWARE	11/30/2021	24.72
501-80-800-6800-153	Comcast	12/06/2021	82.40
501-80-800-6800-153	CDC ENTERPRISES INC	12/19/2021	14,120.00
501-80-800-6800-176	Core & Main LP	12/09/2021	1,582.00
501-80-800-7000-020	Burke LLC	12/23/2021	15,750.00
501-80-800-7000-020	Genco Industries Inc	12/23/2021	109,530.00
501-80-800-7000-020	Traffic Control & Protection	12/13/2021	1,350.00
Water Department			310,442.58

RESOLUTION NO. R-\_\_\_\_\_-22

**A RESOLUTION APPROVING A COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE VILLAGE OF FOREST PARK AND AFSCME LOCAL 3026**

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Forest Park, Cook County, Illinois, as follows:

Section 1. That certain collective bargaining agreement between the Village of Forest Park and AFSCME Local 3026, a copy of which is attached hereto as Exhibit “A,” and certain Side Letter Agreement, a copy of which is attached hereto as Exhibit “B,” are hereby approved.

Section 2. The Mayor and the Village Clerk are hereby authorized and directed to execute and attest, respectively, said collective bargaining agreement, subject to the prior execution of said collective bargaining agreement by representatives of AFSCME Local 3026, and said Side Letter Agreement.

ADOPTED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Rory E. Hoskins, Mayor

ATTESTED and filed in my office,  
and published in pamphlet form  
this \_\_\_\_ day of January, 2022.

\_\_\_\_\_  
Vanessa Moritz, Clerk

**EXHIBIT “A”**

**AGREEMENT  
FOR A COLLECTIVE BARGAINING AGREEMENT  
BETWEEN THE VILLAGE OF FOREST PARK  
AND  
AFSCME LOCAL 3026**

**May 1, 2021 to April 30, 2024**

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APPENDIX “C” – WAGE SCHEDULE	

## **I. AGREEMENT**

This Agreement has been made and entered into by and between the VILLAGE OF FOREST PARK, a municipal corporation (hereinafter referred to as “Village” or “Employer”), and the AMERICAN FEDERATION OF STATE, COUNTY AND MUNICIPAL EMPLOYEES Council 31, AFL-CIO, for and on behalf of and with Local 3026 (hereinafter referred to as the “Union”).

## **II. RECOGNITION**

### **A. RECOGNITION**

The Village recognizes the Union as the sole and exclusive bargaining representative in all matters establishing and pertaining to wages and salaries, hours, working conditions and other conditions of employment for employees covered by the Certification of Representative issued by the Illinois State Labor Relations Board in Case No.S.RC98-83. That case established the bargaining unit as follows:

Included: All full-time and permanent part time employees in the classification of Administrative/Switchboard, Administration/Head Cashier, Administration/Accounts Payable, Administration Accounts Receivable, Administration Utility Billing, Civilian Information Management Parking Clerk, Information Management Civilian Records Clerks, Full-time and Part-time Civilian Information Management; Parking Enforcement Officers, Part-time Call Taker, Fire Department Secretary, Assistant Clubhouse Coordinator, Clubhouse Coordinator, Pace Dial-A-Ride Driver, Administrative Secretary, Secretary/Clerk, Building Inspector, Senior Building Inspector, Custodian, Special Events Coordinator and Communication Clerk.

Excluded: All other employees of the Village as well as all supervisory, managerial, and confidential employees as defined by the Illinois Public Labor Relations Act, and all other persons excluded from coverage under the Act.

### **B. NEW JOB TITLES**

The Village shall notify the Union within fifteen (15) working days of its decision to implement any and all new job titles and appropriate rate of pay pertaining to work of a nature performed by employees within the bargaining unit. The Village shall determine an appropriate rate of pay. If the Union does not agree that the rate of pay established by the Village is appropriate, it may, within fifteen (15) days of notification by the Village, as provided above, request in writing to bargain regarding the appropriate rate of pay for such new title, but the Village may immediately implement the new title and pay rate fifteen (15) days or more after its notification to the Union, notwithstanding such bargaining. If the rate mutually agreed on differs from that established by the Village, such rate shall be applied retroactively to the start of work in the new job title/position.

## **III. RESERVED**



## **IV. UNION ACTIVITIES**

### **A. UNION ACTIVITIES DURING WORKING HOURS**

Time spent attending grievance meetings and disciplinary meetings that take place during work hours, as necessary under the Grievance Procedure and Discipline sections of this contract, shall be considered time worked for compensation purposes.

### **B. UNION MEETINGS ON VILLAGE PREMISES**

The Village agrees to make available Village conference or meeting rooms for Union meetings, including new hire orientation, upon prior notification by the designated Union representative, unless to do so would interfere with the operating needs of the Village. Such time would be scheduled during the employees' rest or meal periods or other non-working time. A newly hired employee and one (1) steward may meet, without charge to pay or leave time of the newly hired employee and steward, on the Village's premises at a location mutually agreed to by the Village Administrator or designee, for up to one (1) hour, either within the first two weeks of employment or at a later date mutually agreed upon by the parties. Such orientation shall be conducted in a manner so not to impede normal operations, as determined by the Village Administrator or designee.

### **C. UNION BULLETIN BOARDS**

The Village shall provide reasonable space at each work location of the respective bargaining unit employees' assignments for a Union bulletin board. The boards shall be for the sole and exclusive use of the Union. The items posted shall not be political, partisan or defamatory in nature.

### **D. UNION LEAVE**

The Village shall grant Employees elected or appointed by the Union, time off duty to attend union related conferences, seminars, or conventions.

The Village agrees to permit the employees the use of earned vacation, compensatory time, and/or personal days for attendance at conferences, seminars, and conventions. The granting of such leave will not substantially interfere with the Village's operations.

### **E. CHECK OFF DEDUCTION**

The Employer shall honor employees' individually authorized deduction forms, and shall make such deductions in the amounts certified by the Union for union dues, assessments, or fees, union sponsored benefit programs, and PEOPLE contributions. Authorized deductions shall be irrevocable except in accordance with the terms under which an employee voluntarily authorized said deductions.

Upon notification from the Union to the Village, with the bargaining unit member copied on such transmittal, such authorized deductions shall be made in accordance with law and shall be remitted (semi-monthly) to the Union at the address designated in writing to the Village by the Union.

Notwithstanding the above, an employee may revoke his or her authorization to deduct P.E.O.P.L.E. contributions at any time. The Union shall advise the Village of any increase in dues or other approved deductions in writing at least fifteen (15) days prior to its effective date. The Union may change the fixed dollar amount for Union membership dues, assessment, and fees a maximum of three times each year during the life of this Agreement, by giving the Village at least thirty (30) days' notice of any change in the amount of the uniform dues. The Village agrees to deduct and remit the Union any voluntary P.E.O.P.L.E. donations individually authorized by an employee. An employee may change his or her P.E.O.P.L.E. contribution amount or percentage a maximum of three times each year during the life of this Agreement, by giving the Village at least thirty (30) days' notice of any change in the amount of the P.E.O.P.L.E. contribution amount. Nothing in this paragraph shall prevent an employee from opting out of contributing to P.E.O.P.L.E. at any time.

The Union shall maintain accurate records of the voluntary deductions which have been authorized by represented employees and shall give the Employer timely notice of any changes in such authorizations, with the understanding that the Employer will promptly execute said changes in payroll deductions. The Employer will not cease voluntary dues deductions from a member of the bargaining unit unless the Union notifies the employer of a change in an employee's membership status.

The remittance shall be accompanied by a list that shall include name, address and social security number.

#### **F. INDEMNIFICATION**

The Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit or liability from any action taken by the Employer in complying with the provisions of this Article, or in reliance on any of this Article, or in reliance on any written checkoff authorization furnished under any of such provisions. Furthermore, the Union shall indemnify, defend, and hold the Employer harmless against any claim, demand, suit or liability from any action taken by the Employer prior to July 1, 2018 in complying with its prior obligations regarding fair share fee payments.

#### **G. EMPLOYEE INFORMATION**

The Employer shall continue its practice of notification of new hires in the unit to local leadership and also inform Council 31 Staff Representative, via electronic mail, of the same within the first week of the new employee(s) date of employment.

The Employer shall furnish the Union with an employee roster electronically in Excel at an email address designated by the Union, at least once per month, which shall include employee name, address on file with the employer, job title, worksite location, work telephone numbers, identification number if available, date of hire, work email address, any home and personal cellular telephone numbers on file with the employer, any personal email addresses on file with the Employer, and aggregate deduction of all employees. If the Village does not comply with this paragraph, the Union shall issue a written notice to the Village Administrator and the Village shall have five (5) business days to cure the defect(s), before the Union may take action to enforce the subject matter of this paragraph.

#### **H. PRIVACY**

The Employer will notify the Union of third-party requests for information for active AFSCME union membership/dues authorization deduction cards, authorizations to deduct political contributions, and lists of members and non-members.

#### **V. MANAGEMENT RIGHTS**

- A. The Village retains and reserves unto itself, without limitation, all powers, rights, authority, duties, and responsibilities conferred upon and vested in it by the laws and the Constitution of the State of Illinois and of the United States.
- B. Except as provided in this Agreement, the Village hereby retains and reserves unto itself the following rights:
  - 1. To execute managerial, organizational, and administrative control of the Village of Forest Park and its properties and facilities;
  - 2. To direct the work of its employees, determine the time and hours of operation to assign overtime, and determine the kinds and levels of services to be provided and the methods and means of providing those services, including entering into contracts with private vendors for services;
  - 3. To hire all employees and, subject to the provisions of law, to determine their qualifications and the conditions for their continued employment, discipline, or dismissal, and to review, evaluate, promote, and assign all such employees.
  - 4. Build, move, or modify facilities; establish budget procedures and determine budgetary allocation; and take action on any matter in the event of an emergency; and
  - 5. To establish reasonable standards of employee conduct and maintain supervisory functions which shall, in the interest of the Village and its employees, support and promote effective operations; to require staff to adhere to legitimate established policies and practices.

- C. The exercise of the foregoing powers, rights, authority, duties, and responsibilities by the Village, in adoption of policies, rules, regulations and practices in furtherance thereof, and the use of judgment and discretion in connection therewith, shall be limited only by the specific and express terms of this Agreement.
- D. The Village's failing to exercise any rights hereby reserved to it, or its exercising any such function in a particular way, shall not be deemed a waiver of the Village's right to exercise such functions or preclude the Village from exercising the same in any manner not in conflict with the express provisions of this Agreement.

## **VI. GRIEVANCE PROCEDURE**

A grievance is defined as a written claim by the Union that there has been a violation, misinterpretation, or misapplication of a specific provision of this Agreement.

### **STEP 1**

The Union shall raise the grievance with the employee's Department Head or designee not later than ten (10) work days from the date the grievant became aware of the occurrence giving rise to the complaint.

The grievance shall be reduced to writing and presented to the Department Head or designee. The written grievance shall contain a summary statement of facts, the specific provision(s) of this Agreement which allegedly have been violated, if applicable, and the relief requested. The Department Head shall attempt to resolve the grievance, and shall meet with the employee(s) on whose behalf the grievance has been filed and Union Representative within ten (10) work days after receipt of the grievance. The Department Head shall then render a written decision within ten (10) work days of the meeting.

### **STEP 2**

If the grievance is not settled at Step One, and the Union desires to appeal, it shall be referred in writing by the Union to the Village Administrator within ten (10) working days following the receipt of the answer in Step One. The Village Administrator shall attempt to resolve the grievance, and therefore will schedule a meeting with the employee(s) on whose behalf the grievance has been filed and the Union Representative(s) within ten (10) work days after the receipt of the grievance. The Village Administrator shall then render a written decision within ten (10) work days of the meeting.

### **STEP 3 ARBITRATION**

If the grievance is not settled in Step Two, the matter may be referred for arbitration by written request of the Union to the Village Administrator or designee made within twenty (20) work days of the response in Step Two. Arbitration shall proceed in the following manner:

After the grievance has been referred to arbitration, the parties shall jointly request the Federal Mediation and Conciliation Services to submit a panel of arbitrators. The parties will follow the Federal Mediation and Conciliation Services rules in selecting an arbitrator.

The arbitrator shall have no right to amend, modify, nullify, ignore, add to, or subtract from the provisions of this Agreement. He shall consider and decide only the specific issue submitted to him, and his decision and award shall be based solely upon his interpretation of the meaning or application of the terms of this Agreement to the facts of the grievance presented. The award of the Arbitrator shall be final and binding. The cost of the arbitration, apart from those incurred by each party in the presentation of their case, shall be divided equally between the Village and the Union. The arbitrator shall issue his decision no later than thirty (30) calendar days from the date of closing of any hearing. The decision of the arbitrator shall be in writing and shall set forth the findings of facts, reasoning, and conclusions of the issues submitted.

The failure to file a grievance or appeal a grievance within the time limits set forth in this Article shall act as a bar to the grievance or any further appeal. If the Village fails to provide an answer within the time limits provided in this Article, the Union may appeal immediately to the next step of the grievance procedure. A grievance may be withdrawn at any time during the procedure.

Any time period provided for under the steps in the grievance procedure may be mutually extended and the parties may mutually agree to bypass any of the enumerated steps. If a settlement of a grievance is reached, it shall be reduced to writing and signed by the parties.

In the event that during the ten (10) work day period specified for meetings with or responses by the Village Administrator and that said person is on vacation, out of town on business, or otherwise delayed in their ability to provide a response, that same said person shall be entitled to an additional period of seven (7) work days in which to respond. A statement that this extension is being taken shall be transmitted in writing to the employee and the Union.

### **VII. HOURS OF WORK**

Normal Work Week and Work Day for Full-Time Employees. Except as provided elsewhere in this Agreement, the normal work day for full-time employees shall be nine consecutive hours, including one (1) hours unpaid lunch period except for Monday which shall consist of two (2) rotating shifts. The normal work week shall consist of five (5) work days in a seven (7) consecutive calendar work week. The work week shall be as follows:

Monday:	8:00 a.m. – 7:00 p.m.
Tuesday	8:00 a.m. – 5:00 p.m.
Wednesday	8:00 a.m. – 5:00 p.m.
Thursday	8:00 a.m. – 5:00 p.m.
Friday	8:00 a.m. – 5:00 p.m.

The normal working hours for the Village Hall Custodian will be from 7 a.m. to 4 p.m., Monday through Friday, with a one (1) hour unpaid lunch. The normal working hours for the full-time night parking enforcement officer shall be from 3:00 p.m. to 12:00 a.m., Monday through Friday, with a one (1) hour unpaid lunch.

For employees assigned to the Howard Mohr Community Center, the normal work day for full-time employees shall be eight (8) consecutive hours, including (1) hour paid lunch period. The normal work week shall consist of five (5) consecutive work days (Monday through Friday).

For the full-time Communication Clerks, the normal work day shall be eight consecutive hours, including one (1) hour paid lunch period. The normal work week shall consist of seven (7) work days in a seven (7) consecutive calendar work week from 12:00 a.m. Monday through 11:59 p.m. Sunday. There shall be a midnight shift, day shift, afternoon shift, and a floating shift. Prior to the start of each calendar year, Communication Clerks may submit preferences for their shifts based on classification seniority, defined as the date that the employee was first offered a position as a Communication Clerks. If two or more Communication Clerks have the same classification seniority, AFSCME unit overall seniority shall be the next factor used in the annual shift bidding. In the event that two or more employees have the same classification and overall seniority, the tiebreaker will be based by a coin flip. The Chief of Police shall assign shifts by seniority but reserves the right to make adjustments in order to achieve the Police Department's mission, so long as such adjustments are not arbitrary or capricious.

The current regular work hours, lunch period and overtime procedures as existed prior to the Collective Bargaining Agreement shall remain in effect for the duration of this Agreement.

The employer agrees not to permanently change hours of work or schedules without giving the union and full-time employees affected, thirty(30) calendar days' notice prior to implementation. If such change has a material adverse effect upon the employees of the bargaining unit, the union may request to meet to negotiate over the impact of such changes, provided that nothing herein shall prevent the employer from implementing such change while such negotiations proceed.

For all employees in the bargaining unit, by mutual agreement between the Village and an individual employee, a daily or weekly work schedule may be established which differs from that employees normal daily or weekly work schedule.

## **A. OVERTIME PAYMENT**

All employees shall be paid overtime, unless an employee requests compensatory time off, at the rate of one and one-half (1 1/2) times the employee's straight time hourly rate for all time worked in excess of forty (40) hours in a week. Overtime shall be assigned by seniority by department among employees who normally perform the work for which the overtime is needed. However, reassignment of overtime by means of seniority is not applicable where such employee continues assigned tasks or duties after the end of the work day. In the event that the more senior employee waives or declines the opportunity for overtime, such overtime opportunity shall pass to the less senior employee on the overtime list, continuing the aforesaid procedure until the least senior employee shall be mandated to perform the overtime. Once an employee has accepted an overtime assignment, his name will be moved to the bottom of the overtime list.

Overtime for a vacancy in the Communications Clerk position will first be offered to the Communication Clerks, pursuant to the procedure in the first paragraph of this section. Any remaining overtime for a vacancy in the Communications Clerk position will next be offered to qualified Records Clerks and Evidence Custodians, pursuant to the procedure in the first paragraph of this section. If there is still a need for overtime for a vacancy in the Communications Clerk position, the qualified PEOs will be offered such overtime, pursuant to the procedure in the first paragraph of this section.

Full-time employees not in the position of Communication Clerks who are required to work on one of the Holidays listed in Section XIII (A) of this Agreement will be paid for time worked at two (2) times the employee's regular hourly rate.

An Employee who is called back to work after the completion of his shift and before the scheduled starting time of his next regular shift shall be paid one and one-half (1 1/2) times his regular straight time hourly rate of pay for all hours worked outside his normal working hours, with a two (2) hour guarantee.

For purposes of calculating hours worked for overtime, holidays, sick leave with pay, vacation and personal days shall be included as hours worked.

## **B. COMPENSATORY TIME**

At the option of the employee, in lieu of overtime pay, overtime hours worked may be banked and used as compensatory time off.

The overtime hours thus banked may be taken as compensatory time off in the calendar year in which they are earned at a rate of one and one-half (1 1/2) hours of compensatory time off for each hour worked, subject to scheduling and prior approval of the employee's supervisor. A maximum of fifty (50) hours of compensatory time off may be banked in a calendar year.

## **EMPLOYEES IN THE DEPARTMENT OF POLICE**

At the end of the Village's calendar year, however, all unused compensatory time in excess of twenty (20) hours shall be bought out by the Village at the rate at which such time was earned, thus reducing the employee's compensatory time bank to twenty (20) hours as of the beginning of the next calendar year.

## **ALL OTHER EMPLOYEES**

At the end of the calendar year, however, all unused compensatory time shall be bought out by the Village at the rate applicable on the day of the payout.

## **VIII. SENIORITY, TRANSFERS AND LAYOFFS**

### **Section 1. Definitions:**

Unless stated otherwise, seniority shall, for the purpose of this Agreement, be defined as an employee's length of continuous service with the Village since the employee's last date of hire.

#### **Section 1.1**

Newly hired employees shall serve a probationary period of six (6) months and a permanent part-time employee shall serve a probationary period of five hundred (500) hours. Employees may have their employment terminated without cause during the probationary period without recourse to the grievance and arbitration procedures of this Agreement. Employees who successfully complete the probationary period shall have their seniority date established as of their original date of hire and shall accrue seniority from said date. An employee's probationary period does not restrict or bar an employee union membership, nor does such probationary period bar the contractual application with respect to fair share deduction.

### **Section 2. Termination of Seniority:**

Seniority shall be terminated when an employee:

- (a) quits; or
- (b) retires or is retired; or
- (c) is laid off for a period in excess of two (2) years; or
- (d) is discharged for just cause.

### **Section 3. Seniority List:**

The Village shall maintain and keep current a seniority roster noting the date of hire and current position by job title and/or classification for all employees covered by this Agreement. The Union shall, upon written request to the Village Administrator, be provided a copy of the seniority roster.



#### **Section 4. Job Openings and Transfers:**

All bargaining unit vacancies will be initially announced via an office memorandum to bargaining unit employees prior to filling the vacancy. In addition, such vacancies shall be posted on a bulletin board located at each AFSCME department work site for a period of ten (10) working days. Any bargaining unit employee may apply for a vacancy. The Village shall determine the qualifications necessary for each bargaining unit position. All employees who are determined by the Village to be qualified for the position and have timely applied for the said position shall be interviewed by the Village prior to filling the vacancy. If, in the judgment of the Village, a bargaining unit applicant and an outside applicant are equally qualified, the Village will hire the bargaining unit applicant to fill the vacancy.

In the event a Communication Clerk separates from employment in the Police Department, remaining employees in the classification may submit their preference for the vacant shift. The Chief of Police shall assign a shift vacancy by seniority, but reserves the right to make adjustments in order to achieve the Police Department's mission, so long as such adjustments are not arbitrary or capricious. Classification seniority, defined as the date that the employee was first offered a position as a Communication Clerks, shall be the first factor used in assigning the vacant shift. If two or more Communication Clerks with the same classification seniority bid for the vacant shift, AFSCME unit overall seniority shall be the next factor used in assigning the vacant shift. In the event that two or more employees have the same classification and overall seniority, the tiebreaker will be based by a coin flip. This process may then repeat itself until there are no vacancies or Communication Clerks who bid for a vacancy. If a vacancy in the classification remains, the Village will post the vacancy for that shift.

#### **Section 5. Layoff and Recall:**

If it is determined by the Village that layoffs are necessary, employees will be laid off from their Department in accordance with their seniority. The Village will provide a thirty (30) calendar day notice prior to layoff to the Union and affected full-time employee(s). The Village will provide a ten (10) calendar day notice prior to layoff to the Union and affected part-time employee(s).

Employees who are laid off shall be placed on a recall list in order of seniority for a period of two (2) years. Employees shall be recalled to the Department from which they were laid off by seniority, or to an equal, higher or lower wage rated bargaining unit job title and/or classification within one of the following six (6) departments: Clerk's Office; Code Enforcement; Police (Parking and Records); Police (PEO/Call Takers); Community Center; and Public Property. Provided, however, that no wage increases for a bargaining unit position subject to a layoff shall be increased during the layoff period. The employee must have the present ability to perform the required work as determined by the Commissioner or designee. If the employee accepts the offer of recall to a lower wage rated bargaining unit job title and/or classification, the employee retains his or her full recall rights to his or her previous position. Employees who refuse an offer of recall to a position in the same or higher classification/job title will forfeit their recall rights. Employees are required to

advise the Village Administrator of any change of address and phone number in writing within ten (10) days of such change. Lack of timely, written notification to the Village Administrator of a change in address and phone number will cause the employee's name to be removed from the list, unless the employee provides sufficient evidence of mitigating circumstances that prevented him/her from making timely written notification. Absent the Village implementing the subcontracting provision found on page 26 of the Agreement, no non-bargaining unit employee shall perform a significant portion of the duties and responsibilities which distinguish the bargaining unit position on a permanent basis during lay off. Employees who are eligible for recall shall be given fourteen (14) calendar days' notice of recall and notice to recall shall be sent to the employee by certified mail, with a copy to the Union. The employee must notify the Village Administrator of his/her intention to return to work in writing within seven (7) calendar days after receiving notice of recall. The Village shall be deemed to have fulfilled its obligations under this section by mailing the recall notice by certified mail, return receipt requested, to the mailing address last provided by the employee. If an employee fails to timely respond to a recall notice, his/her name shall be removed from the recall list.

## **IX. DISCIPLINE**

The employer agrees that discipline shall be timely, corrective and progressive. If the Village has reason to discipline an employee, it will impose the disciplinary measures upon an employee in a confidential manner. Disciplinary action may be imposed upon an employee only for just cause and may include the following:

- 1) Oral reprimand;
- 2) Written reprimand;
- 3) Suspension (notice to be given in writing);
- 4) Discharge (notice to be given in writing).

The Village may initiate discipline at any of the above measures if it determines that the seriousness of an incident warrants such action.

In the event that an employee reasonably believes that a meeting with his or her supervisor may lead to discipline, the employee shall be entitled to have a union representative present, provided the responsibility for requesting the presence of the union representative shall rest solely with the employee. This provision shall not apply to informal or impromptu conversations, meetings, or conferences with employees regarding job performance or job duties, including conversations, meetings or conferences related to employee evaluations.

Concluding the investigation and prior to taking any final disciplinary action, the Employer shall notify the employee of the contemplated measure of discipline to be imposed and shall meet with the employee involved and inform him/her of the reason(s) for such contemplated disciplinary action. The employee and the union representative, if so requested by the employee, shall be given the opportunity to rebut or clarify the reasons for such contemplated discipline.

Effective May 1, 2002 documented oral and written reprimands shall be removed from the employee's personnel file if, from the date of the last reprimand, twenty-four (24) months pass without the employee receiving an additional reprimand for such offense. Such removal shall be at the request of the employee but in any case shall not be used against the employee.

## **X. PERSONNEL RECORDS**

Employees may authorize a Union representative to have the right, upon request, to review the contents of their personnel file. A representative of the Village shall be present during any review of an employee's personnel file. The Clerk of the Village shall keep and maintain an official personnel file for employees.

## **XI. JOB DESCRIPTIONS**

The employer agrees to provide each bargaining unit employee and the Union a job description specifying the duties and responsibilities of each bargaining unit position within six (6) months after the date of this Agreement. Each job description will be reasonably related to the position described.

The Village shall give consideration to employee input in the development of the respective bargaining unit's job description.

## **XII. CONTRACTING OR SUBCONTRACTING**

The Village will attempt to have employees perform bargaining unit work where practicable. However, the Village reserves the right to contract out any work it deems necessary in the interest of efficiency and economy. Whenever the Village proposes to subcontract work or service normally performed by bargaining unit employees, the Union will be notified no later than forty-five (45) calendar days prior to the date of subcontracting unless it is deemed an emergency situation. The Union will have the right to meet with the Village to discuss both the in-house and proposed contractor's cost estimates of the work.

This contracting out provision shall not be applicable where a regular incumbent is absent because such employee is utilizing sick leave or accumulated time (vacation, holidays, personal days), or up to six (6) months while a regular incumbent is on an approved contractual leave of absence (FMLA, bereavement, military, jury duty.).

Emergency is defined as including but not limited to war, insurrection, national, state or local emergency, acts of god such as tornado, flood, fire or earthquake.

### **XIII. LEAVE**

#### **A. HOLIDAY PAY**

Full-time permanent employees of the Village of Forest Park will receive the following paid holidays:

New Years Day	Labor Day
Martin Luther King Day	Columbus Day
Presidents Day	Veterans Day
Memorial Day	Thanksgiving Day
Independence Day	Christmas Day

1. Except as provided hereinafter, full-time employees not in the position of Communication Clerk will be scheduled to be off of work on such holidays, and shall receive their normal work day pay at the employee's regular hourly rate of pay, as holiday pay. If one of these holidays falls on a Sunday, it will be observed on the following Monday. If the holiday falls on a Saturday, it will be observed on the preceding Friday.
2. In lieu of the holiday pay in Article VII(A)(Overtime Payment) and XII(A)(Holiday Pay), full-time Communication Clerks who are employed by the Village on January 1 shall receive eighty (80) hours of holiday leave, to be added to a holiday bank, regardless of whether the employee worked on the actual holiday. New hires into the classification of Communication Clerk shall receive eight (8) hours of holiday leave, to be added to a holiday bank, for each holiday on which he/she is employed by the Village on the date of the actual holiday, regardless of whether the employee worked on the actual holiday. Holiday leave is to be utilized with prior permission from the Chief of Police or designee. All holiday leave must be used by December 31 of each year or else forfeited. A Communication Clerk must be employed by the Village on the date of the actual holiday, in order to earn holiday compensation. Any holiday compensation that is paid to or utilized by the Communication Clerk in advance of the actual holiday, but is unearned on account of the Communication Clerk being separated from employment before the actual holiday, shall be reimbursed to the Village by withholding such holiday compensation from the Communication Clerk's final paycheck.
3. To be eligible for holiday pay, an employee, except for an employee on an irregular shift or with pre-approval (which approval shall not be unreasonably denied) of his or her supervisor, must have worked his or her regular hours on the workday preceding and following the holiday. Notwithstanding any past practice to the contrary, the Village shall have the right to fully enforce the provisions of this section during the term of this agreement.

4. If a holiday falls on a employee's regularly scheduled work day during the employee's vacation, the employee will be charged with that holiday and retain the vacation.
5. An eligible employee on sick leave due to job related illness or accident or outside illness or accident shall not accrue an additional day of pay if the holiday occurs during the absence of the employee.

## **B. SICK LEAVE**

Full-time permanent employees shall be entitled to the following compensation due to non-work related illness or disability or illness of a member of an employee's immediate family. For purposes of definition the "immediate family" shall be employee's husband, wife, mother, father, brother, sister, children (including step, foster or adopted), mother-in-law, and father-in-law. In the event that an employee has exhausted all of his/her vacation and personal days, the employee may elect to apply up to ten (10) of his/her current accumulated sick leave days respective to his/her normal work day, where his/her presence is needed to attend to an illness of a member of an employee's immediate family. A newly hired employee's sick leave shall be prorated based upon the respective year hired and date of hire.

The Village will not discipline an employee for legitimate use of sick days. The Village may request evidence, which may be in the form of a written medical certification of use of sick leave for three or more days or if reasonable grounds exist to suspect abuse.

An employee sustaining any illness or injury shall be obligated to secure all reasonably and necessary medical treatment and to exercise appropriate steps to insure a complete and speedy recovery.

Effective January 1, 2022, a full-time employee who does not use any sick leave during a calendar year will receive one (1) additional personal day, subject to the terms of subsection D, Personal Days, of this Article. Such additional personal day shall be awarded on January 1st after the calendar year it was earned.

## **Accrual and Renewal of Benefits.**

1. In the event that an employee exhausts his sick leave, the employee shall receive no further sick pay and shall immediately utilize any other available compensated benefit time (vacation, compensatory, personal), unless permission for such unpaid leave is granted by the Village Administrator, provided such request will not be unreasonably denied.

2. Sick leave shall accrue whereby employees earn eighteen (18) sick leave days per year earned at 1.5 days per month of service.

3. Sick leave may be accumulated up to 240 days. This section shall not impair or limit existing banks of sick leave.

4. No employee while on sick leave or unpaid sick leave shall accept gainful employment from another employer. If an employee who is on sick leave or unpaid sick leave accepts gainful employment from another employer or continues to perform secondary employment, that employee shall be deemed to have resigned from employment with the Village for good cause.

5. An employee cannot earn or accrue vacation, compensatory or personal time during the period when the employee is on unpaid sick leave.

6. Any employee on sick leave who desires to return to work after three (3) consecutive days of illness or injury must submit either a certificate from the treating physician stating that the employee is fit to return to work or, if required by the Village, be examined by a physician designated by the Village to determine the fitness of the employee to return to duty.

### **Reporting.**

An employee seeking sick leave shall contact his immediate supervisor in charge to notify the Village of the employee's illness or disability. An employee seeking sick leave commencing at the beginning on the shift shall make this contact prior to the beginning of the employee's regular workday.

If an employee is hospitalized or house-confined because of a serious illness or injury, the employee shall notify his supervisor of his illness or injury immediately, and a medical statement of disability shall be provided to the employee's supervisor as soon as practicable.

### **C. VACATIONS**

Each employee will have the following vacation schedule. Time of service will start from the day the employee was hired as a Village employee. Vacation is accrued on a monthly basis.

#### **Length of Service**

#### **Available Days Per year**

Less than one 1 year	Nothing
After one (1) year	10 working days
After eight (8) years	15 working days
After fifteen (15) years	20 working days
For each year of service over Fifteen (15) years	1 additional day, up to a Maximum of 25 working days

Vacation must be taken within the calendar year in which the time is awarded and may not be accumulated from year to year except up to five (5) days, but only with approval of Department Head and Village Administrator.

Employees may submit their vacation requests for the calendar year in writing to their supervisor by March 1 of each year. In the event that two or more employees in the same department request vacation time on the same day or days, the more senior employee shall be granted the vacation. However, no employee will be given priority for the same week of vacation time two (2) years in a row. Employees will be notified by their supervisor in writing of the vacation schedule for the year. After the vacation schedule has been established, employees may reschedule previously scheduled vacation days and/or schedule unused vacation days, with the prior approval of their supervisor.

An employee whose employment is terminated shall receive payout for all earned and unused vacation time.

#### **D. PERSONAL DAYS**

Full-time employees who have completed one (1) full year of employment shall be provided two (2) paid personal days each calendar year. Scheduling of personal days shall be approved by the supervisor in advance.

Personal days are not cumulative and cannot be carried over the next calendar year.

#### **E. OTHER LEAVES**

### **FAMILY AND MEDICAL LEAVE ACT**

The Village FMLA leave policy will not be changed and shall continue in effect for the duration of this Agreement, except that in the event the Family and Medical Leave Act is repealed in whole or in part, this provision, as of the date of repeal, shall no longer be in force and effect.

### **BEREAVEMENT LEAVE**

All bargaining unit members shall be granted the following paid leave for the death of a family member:

Immediate Family (spouse, parent, sibling, child) Leave will be granted from the time of death through the day after the funeral, not to exceed three (3) regularly scheduled working days. If an employee needs additional time off, he/she will be granted up to three additional vacation or compensatory time days.

Other Family (Natural grandparent or grandchild, mother-in-law, father-in-law, spouse of brother or sister, spouse's brother or sister, son-in-law or daughter-in-law, aunt, uncle). Leave will be granted for the days of the wake or visitation and funeral, not to exceed a total of two (2) regularly scheduled working days, such days to be used for attendance at such events.

If it is necessary for an employee to travel 200 miles or more to attend a funeral, the employee may request one (1) additional paid leave day for travel time from the Village Administrator or his designee. Requests for additional funeral leave shall not be unreasonably denied.

#### **MILITARY LEAVE**

The Village military leave policy will not be changed and shall continue in effect for the duration of this Agreement.

#### **MATERNITY LEAVE**

The Village maternity leave policy shall be in effect for the duration of this Agreement.

#### **COMPENSATION FOR JURY DUTY**

The Village compensation for jury duty policy shall be in effect for the duration of this Agreement.

### **XIV. INSURANCE**

#### **A. HEALTH INSURANCE**

##### **Hospitalization and Medical Coverage Programs (Full-Time Employees)**

The Village shall keep in force during the life of this contract the current hospitalization, medical and dental programs which are described and which have been distributed to the employees in booklet form as attached Appendix “B”.

Employees shall have a choice between the conventional programs and the HMO programs in accordance with the rules and regulations of those programs.

The Employer shall implement an H.M.O. and P.P.O. programs as attached in Appendix “B” with premium classifications as follows:

H.M.O. Single	P.P.O. Single
H.M.O. Employee & Spouse	P.P.O. Employee & Spouse
H.M.O. Employee & Children	P.P.O. Employee & Children
H.M.O. Family	P.P.O. Family

A bargaining unit member who was enrolled in PPO Plan MPP73426, as designated in Appendix B, in 2021 may continue to participate in PPO Plan MPP73426 for 2022. However, PPO Plan MPP73426 shall not be offered to bargaining unit members for 2023 and subsequent years.



The Union agrees to appoint two (2) bargaining unit members to take part in a Village insurance committee for the purpose of examining the present health insurance plan and to investigate options resulting in cost containment, cost reduction, and/or benefit enhancement. Working in an unpaid capacity, committee members shall meet as requested by the Village Administrator. The Village shall have the right to amend the terms of the HMO and/or PPO and/or HDP programs listed in Appendix “B,” provided that the Village has presented those changes to the Village insurance committee, and upon providing written notice to the employees and the Union at least thirty (30) days prior to the effective date of such changes. The Village shall have the right to introduce an optional high deductible plan (HDP), with employee contributions at the same percentage as set forth for the PPO plan herein below.

### **Health Insurance Employee Cost**

For hospital and medical coverage, each employee shall contribute to the premium cost according to the following schedule:

**Effective: February 1, 2013**

#### **HMO Plan**

Single Coverage	15% of the premium cost
Employee & Spouse Coverage	15% of the premium cost
Employee & Children Coverage	15% of the premium cost
Family Coverage	15% of the premium cost

#### **PPO Plan**

Single Coverage	17% of the premium cost
Employee & Spouse Coverage	17% of the premium cost
Employee & Children Coverage	17% of the premium cost
Family Coverage	17% of the premium cost

Half these monthly amounts will be incurred each pay period.

Effective January 1, 2020, in addition to the employee premium contributions set forth above in Section XIV of this Agreement, employees who are enrolled in the PPO plan shall be required to pay, as additional health insurance premium contributions, an amount equal to any excise tax for high-cost coverage (“Cadillac Tax”) under the Affordable Care Act, or any similar state or federal

legislation or regulation. The Village and Union acknowledge that Congress has delayed the Cadillac Tax until 2022. This paragraph shall be inapplicable if the Cadillac Tax is repealed.

Employees hired on or after January 1, 2016, shall be required to enroll in either the HDP or HMO plan, any time such employee elects to enroll in the Village's group health insurance plan.

The Village shall offer a high deductible plan ("HDP") of health insurance. The Village shall pay 85% of the premium cost and the employee shall pay 15% of the premium cost, for whichever HDP coverage the employee elects. Employees who opt for the HDP shall be required to remain in the HDP for a minimum of three (3) insurance years, and to establish a Health Savings Account ("HSA"). For each employee enrolled in the HDP, the Village shall be required to make the following contributions to such employee's HSA: the Village shall contribute 90% of the difference between the Village's portion of the premium for the PPO plan (calculated at 85% of the premium) and the HDP (calculated at 85% of the premium). For 2022, the Village shall utilize PPO Plan MPP73426 for the calculation of HSA contributions. Employees who enroll in the HDP may not opt out of such HDP for three (3) consecutive insurance years.

#### **B. FLEXIBLE SPENDING ACCOUNT**

The Village agrees to provide a flexible spending program pursuant to Internal Revenue Code for eligible health-related expenses and/or for eligible child or other dependent care expenses.

#### **C. VISION BENEFIT**

The Village agrees to provide all employees a vision reimbursement benefit once every 24 months not to exceed \$225.00 for the following: examination, lenses, eyeglass frames and contact lenses.

#### **D. LIFE INSURANCE**

All full-time, regular employees will be covered by a \$50,000 Life Insurance policy paid by the Village. After 65 years of age, the amount will be as determined by the insurance carrier.

#### **E. HEALTH INSURANCE OPT OUT PROVISIONS**

Any bargaining unit employee (including employees whose spouse is also a Village employee) who does not want to be covered by a Village health insurance plan may decline the coverage and shall be paid 40% of the Village's portion of the premium for the lowest cost plan offered by the Village, comparable to the Village plan in which the employee was last enrolled (e.g., single; family). For new hires or employees who were not enrolled in a Village plan the previous year, the payment shall equal 40% of the Village's portion of the premium for the lowest cost single plan offered by the Village, not to exceed \$5,000.00. This payment shall be made only to those employees who decline all Village health insurance (for example, no single coverage and no family coverage). This payment shall be prorated and paid in equal installments each pay period. Because having health

insurance is vitally important, no employee shall be allowed to decline coverage unless the employee can show proof of coverage under another health insurance policy and sign a Waiver of Health Insurance form.

#### **XV. PENSION PICK-UP PLAN**

The Village will maintain the “pension pick-up plan” whereby employees’ pension contributions are made from pre-tax earnings. This plan will remain in effect so long as it continues to be permitted by the Internal Revenue Code.

#### **XVI. CLOTHING**

The current practice related to providing uniforms and protective equipment for designated employees in the Departments of Public Health and Safety, Public Property and Police shall continue.

#### **XVII. LABOR-MANAGEMENT CONFERENCE**

The Union and the Village mutually agree that in the interest of efficient management and harmonious employee relations, it is desirable that meetings be held between Union representatives and responsible administrative representatives of the Employer. When practical, such meetings may be requested at least seven (7) days in advance by either party by placing in writing a request to the other for a “labor-management conference” and expressly providing the agenda for such meeting. Such meetings and locations, if mutually agreed upon, shall be limited to:

1. Discussion of the implementation and general administration of this agreement.
2. A sharing of general information of interest to the parties.
3. Notifying the Union of changes in conditions of employment contemplated by the Employer which may affect employees.
4. Safety issues.

It is expressly understood and agreed that such meetings shall be exclusive of the grievance procedure. Grievances being processed under the grievance procedure shall not be considered at “labor-management conferences”, nor shall negotiations for the purpose of altering any or all of the terms of this agreement be carried on at such meetings.

Attendance at “labor-management conferences” shall be voluntary on the employee’s part and attendance by employees while on duty shall be considered time worked for compensation purposes. Employees attending “labor-management conferences when off duty shall not be compensated for their time. Normally, three (3) persons from each side shall attend these meetings, schedules permitting.

## **XVIII. RESIDENCY**

During the term of this Agreement, employees in the bargaining unit will be required to reside within the State of Illinois.

## **XIX. NO STRIKE OR LOCKOUT**

### **No Strike**

During the term of this Agreement there shall be no strikes, work stoppages or slow downs. No officer or representative of the Union shall authorize, institute, instigate, aid or condone any such activities.

### **No Lockout**

No lockout of employees shall be instituted by the employer or their representatives during the term of this Agreement.

## **XX. AUTHORITY OF THE CONTRACT**

### **Partial Invalidity**

Should any part of this Agreement or any provisions contained herein be determined to be contrary to law, such invalidation of such part or provision shall not invalidate the remaining portions hereof and they shall remain in full force and effect. The parties shall attempt to renegotiate the invalidated part or provisions. The parties recognize that the provisions of this contract cannot supersede law.

## **XXI. EFFECT OF PERSONNEL HANDBOOK**

Unless specifically covered by this Agreement, the Rules of the Village Personnel Handbook shall control. However the parties agree that the provisions of this Agreement shall supersede any provisions of the Rules of the Village relating to any subjects of collective bargaining contained herein when the provisions of such Rules differ with this Agreement. In the event the Village proposes to change an existing Rule provision of the Village, and such Rules provision does not cover a matter contained in this Agreement, the Union shall be notified of such proposed change and shall have a right to discuss and negotiate over the impact on wages, hours, and conditions of employment, if any, of the change, provided that nothing herein shall prevent the employer from implementing such change while negotiations proceed.

## **XXII. EMPLOYEE DEVELOPMENT AND TRAINING**

The Village of Forest Park is committed to improving the quality of continuous public services. In the interest of enhancing the ability of full-time employees to promote such goals, the Village shall provide employee's education and/or training reimbursement at accredited local institutions, provided that the course of instruction is related to the employee's employment. Prior written approval must be obtained from the employee's respective Department Head and Village Administrator for each course. Three (3) courses per academic semester shall be allowed. The Department will not unreasonably deny such education and/or training, provided sufficient funds have been appropriated for this purpose. A denied request may be grieved, but is not subject to an arbitration proceeding.

Reimbursement of education and/or training shall be based upon the maximum rate credit hour as set by the University of Illinois, Champaign, for in-state students, with a \$1500.00 maximum per fiscal year per employee. All reimbursement will be made after demonstration of course completion and the employee establish receipt of a course of "C" or above. There shall be no reimbursement for a course where a grade of below "C" is received. Where the course grade is "C", fifty percent (50%) of expenses incurred in seeking such education and/or training including tuition and related expenses will be reimbursed. Where the course grade is "B", seventy-five percent (75%) of expenses incurred in seeking such education and/or training including tuition and related expenses will be reimbursed. Where the course grade is "A", one-hundred percent (100%) of expenses incurred in seeking such education and/or training include tuition and related expenses will be reimbursed. If the employee leaves the employment within two years of taking a reimbursed course, the employee shall repay the Village the cost of the course.

## **XXIII. WAGES**

Effective May 1, 2021 members of the bargaining unit shall be compensated in accordance with the wage schedule attached to this contract and marked "Appendix C." The wage schedule reflects a stepped salary schedule for all members with less than 6 years' employment. All steps receive an increase of 1.25% effective May 1, 2021, 0.75% effective January 1, 2022, 2.0% increase effective May 1, 2022, and 2.0% increase effective May 1, 2023. The wage schedule reflects an increase of 1.25% effective May 1, 2021, 0.75% effective January 1, 2022, 2.0% increase effective May 1, 2022, and 2.0% increase effective May 1, 2023 for all other members who are not included in the stepped salary schedule (*i.e.* members with more than 6 years' employment and part-time members).

Any employee who completes the necessary training and who is assigned by the Chief of Police to perform matron duty, shall receive an annual stipend of five hundred dollars (\$500.00) which is added to the base salary, provided the employee is actually performing matron duties. An employee performing matron duty for less than a year shall receive the above stipend, prorated weekly, for the weeks actually spent performing such matron duty. This stipend shall be paid annually in a lump sum no later than December 15th.

The Chief of Police has the discretion to appoint a lead Communications Clerk. The Chief will determine the most qualified employee to serve as lead Communications Clerk. If the Chief determines that two or more employees are the most qualified, the senior most employee shall be appointed Lead Communications Clerk. An employee who is appointed by the Chief of Police as the lead Communications Clerk will be placed at the top of the full-time clerical salary scale, Step 6, as compensation for the candidate's ability to train others, help implement the creation of the program, and to perform duties as the Leads Coordinator.

If the lead Communication Clerk is at the top of the salary scale prior to appointment as lead Communication Clerk, the Communication Clerk shall receive an annual stipend of five hundred dollars (\$500.00) which is added to the base salary. Effective May 1, 2020, such annual stipend shall be seven hundred and fifty dollars (\$750).

An employee performing as the lead Communication Clerk for less than a year shall receive the above stipend, prorated weekly, for the weeks actually appointed by the Chief of Police as the lead Communication Clerk. This stipend shall be paid annually in a lump sum no later than December 15th.

#### **XXIV. COMMENCEMENT AND TERMINATION**

This Agreement shall be effective May 1, 2021 and shall remain in full force and effect until 11:59 p.m. on the 30th day of April, 2024. It shall to continue from year to year thereafter unless either party shall notify the other in writing of its desire to cancel or terminate this Agreement at the date of expiration. In the event that such notice is given, negotiations shall begin no later than sixty (60) days prior to the date of expiration, unless otherwise agreed by the parties.

In the event either party desires to terminate this Agreement, written notice must be given to the other party no less than ninety (90) days prior to the expiration date set forth in the preceding paragraph.

[SIGNATURE PAGE FOLLOWS IMMEDIATELY]

IN WITNESS WHEREOF, the parties hereto have affixed their signatures this

\_\_\_\_\_.

FOR THE EMPLOYER:  
VILLAGE OF FOREST PARK

FOR THE UNION:

\_\_\_\_\_  
Rory E. Hoskins, Mayor

\_\_\_\_\_  
Mr. David Marlow  
AFSCME Council 31

Attest:

\_\_\_\_\_  
Vanessa Moritz, Village Clerk

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPENDIX “A”  
Reserved



## Medical Benefits are Insured By: BlueCross and BlueShield



BluePrint PPO	
PPO Network	
Network	Non-Network**
<b>Plan Deductible (Embedded)</b>	
\$500 Individual	\$1,000 Individual
\$1,500 Family	\$3,000 Family
<b>Coinsurance</b>	
You Pay 20%; Plan 80%	You Pay 40%; Plan 60%
<b>Out-of-Pocket Maximum</b>	
<i>Includes deductible, coinsurance and copays; excludes Rx copays.</i>	
\$2,500 Individual	\$5,000 Individual
\$7,500 Family	\$15,000 Family
<b>Well Care</b>	
<i>Includes annual physical exam, child immunizations and routine diagnostic tests.</i>	
Covered at 100%	60% after deductible
<b>Doctors Office Visit</b>	
<i>applies to consultation only</i>	
Primary: \$20 copay	60% after deductible
Specialist: \$40 copay	
Virtual: \$20 copay	
<b>Medical/Surgical Services</b>	
<i>Coverage for surgical procedures, inpatient visits, therapies, and certain diagnostic procedures as well as other physician services.</i>	
80% after deductible	60% after deductible
<b>Emergency Room Services</b>	
\$150 copay, then 100% <i>(Copay waived if admitted to hospital)</i>	
<b>Inpatient Hospital Services</b>	
80% after deductible	60% after deductible
<b>Outpatient Hospital Services</b>	
80% after deductible	60% after deductible
<b>Prescription Out-of-Pocket Maximum</b>	
\$1,000 Individual \$3,000 Family	
<b>Prescription Drug Card</b>	
<i>Prior authorization may be required. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic is available. Certain women's preventive services will be covered at 100%.</i>	
<b>Retail</b>	
Generic \$10* / \$15 copay	
Formulary Brand: \$40* / \$50 copay	
Non-Formulary Brand : \$60* / \$70 copay	
<i>*Preferred Pharmacy Network. It includes Walgreens, Walmart, Albertsons &amp; Access Health. The first copay in each tier represents the preferred pharmacy copay, the second copay applies to non-preferred pharmacies.</i>	
<b>Mail Order</b>	
<i>up to 90 day supply, specialty home delivery limited to 30 day supply</i>	
2 times the preferred retail copay	

**\*\*Reimbursement of Non-Network providers will be based on the usual and customary fee schedule or the Medicare Reimbursement rate. Non-participating providers do not have a contract or participating agreement and have not agreed to a reimbursement rate for services provided to members. Therefore, in situations where the provider's actual charges are greater than the usual and customary charge, the member will be responsible for the applicable cost sharing amount, plus the difference, if any.**

## Benefits

Carrier

Plan Name	MIBPP1171	MIEEE2041	MIBAH2020
Plan Type	PPO	HSA	HMO
Network	PPO	PPO	Blue Advantage <sup>1</sup>
<b>In-Network (Individual / Family)</b>			IL & NW IN Network <sup>1</sup>
Coinsurance	80%	100%	100%
Deductible	\$5,000/\$12,000	\$2,900 / \$5,800	\$0 / \$0
Maximum Out of Pocket (includes Deductible)	\$0,650/ \$17,100	\$2,900 / \$5,800	\$1,600 / \$3,000
Deductible (Plan or Calendar Year)	Calendar	Calendar	Calendar
Accumulates to OOP Max	Ded + Coins + All Copays	Embedded HSA Deductible	All Copays
Preventive Care	No Charge	No Charge	No Charge
Office Visit - PCP / Specialist	\$40 / \$80	Ded then 100%	\$20 / \$40
Virtual Visit (Telehealth thru Virtual Visit Network Provider)	\$0	Ded then 100%	Not Available
Emergency Room	\$250	Ded then 100%	\$250
Urgent Care	Ded + Coins	Ded then 100%	Applicable copay applies; must be affiliated with member's chosen Medical Group or Referral
Inpatient Hospital Stay	Ded + Coins	Ded then 100%	No Charge; Referral required
Outpatient Surgery	Ded + Coins	Ded then 100%	No Charge; Referral required
<b>Out-of-Network (Individual / Family)</b>			
Coinsurance	80%	100%	Not Covered
Deductible	\$10,000 / \$24,000	\$5,800 / \$11,600	Not Covered
Maximum Out of Pocket (includes Deductible)	\$25,650 / \$51,300	\$5,800 / \$11,600	Not Covered
<b>In-Network Pharmacy</b>			
Pharmacy Network	CVS Pharmacy is Out-of-Network	CVS Pharmacy is Out-of-Network	CVS Pharmacy is In-Network
Formulary Listing	Preferred Pharmacy Network	Advantage Pharmacy Network	HMO Network
	Performance (closed) Drug List	Performance (closed) Drug List	Performance (closed) Drug List
		Ded first then covered at Coins:	
Preferred Retail (30 days) Rx Copays	\$0 / \$10 / \$50 / \$100 / \$150 / \$250		\$0 / \$10 / \$50 / \$100 / \$150 / \$250
Non-Preferred Retail (30 days) Rx Copays <sup>2</sup>	\$10 / \$20 / \$70 / \$120 / N/A / N/A	100%	N/A
Mail Order Copays (up to 90-day supply)	2x Retail Copays		2x Retail Copays
Separate Copay Max (Individual / Family)	N/A	N/A	N/A

### Footnotes:

1. Blue Advantage HMO is available in Chicago, Springfield, Rockford, Peoria, Bloomington and East St. Louis; member must live in the network service area.

2. When members visit a preferred pharmacy, they may pay a lower copay or coinsurance amount for a covered non-specialty prescription drug than when visiting an in-network non-preferred pharmacy. Members can find a preferred pharmacy at [Please note: when a generic equivalent is available and member chooses brand, member will be responsible for copay of the brand + difference in allowable charge between the generic and brand drug.](#)

APPENDIX "C"  
FULL TIME NON-STEP WAGE SCHEDULE

<u>AFSCME Employee</u>	<u>Rank</u>	<u>Anniversary</u>	<u>Current Annual</u>	<u>5/1/2021 1.25%</u>	<u>1/1/2022 0.75%</u>	<u>5/1/2022 2%</u>	<u>5/1/2023 2%</u>
Murphy, Katie	Clerical	10/9/2000	\$49,112.04	\$49,725.94	\$50,098.88	\$51,100.86	\$52,122.88
Riggins, LaShan	Clerical	9/18/2006	\$44,914.68	\$45,476.11	\$45,817.18	\$46,733.53	\$47,668.20
Wilkinson, Margie	Clerical	8/28/2007	\$44,211.91	\$44,764.55	\$45,100.29	\$46,002.29	\$46,922.34
Manor, Claire	Clerical	7/27/2009	\$42,735.75	\$43,269.95	\$43,594.47	\$44,466.36	\$45,355.69
Flanagan, Morna	Clerical	9/8/2009	\$42,735.75	\$43,269.95	\$43,594.47	\$44,466.36	\$45,355.69
Lane, Francis	Non-Clerical	1/16/2013	\$42,713.92	\$43,247.84	\$43,572.20	\$44,443.64	\$45,332.52
Bassaloff, Christie	Clerical	3/1/2011	\$42,373.35	\$42,903.02	\$43,224.79	\$44,089.29	\$44,971.07
Dowdle, Matthew	Non-Clerical	12/1/2012	\$42,669.02	\$43,202.38	\$43,526.40	\$44,396.93	\$45,284.87
Marasco, Frank	Non-Clerical	12/12/2013	\$42,373.35	\$42,903.02	\$43,224.79	\$44,089.29	\$44,971.07
Dowdle, Meghan	Clerical	9/16/2015	\$42,373.35	\$42,903.02	\$43,224.79	\$44,089.29	\$44,971.07
Keohane, Wendy	Non-Clerical	1/9/2017	\$43,224.79			\$44,089.29	\$44,971.07
Zavala, Joel	Clerical	4/16/2017	\$43,224.79			\$44,089.29	\$44,971.07
Nutley, Sandy	Clerical	11/16/2018	\$42,903.02		\$43,224.79	\$44,089.29	\$44,971.07

\*Keohane, Wendy hits last step 1.9.2022, current annual reflects 1.9.2022 step increase  
 \*Zavala, Joel hits last step 4.16.2022, current annual reflects 4.16.2022 step increase  
 \*Nutley, Sandy hits last step 11.16.2021, current annual reflects 11.16.2021 step increase

**APPENDIX "C"**  
**FULL-TIME STEP WAGE SCHEDULE**

**Clerical & Non-Clerical Steps 5/1/2021 - 1.25%**

	<b>Current</b>	<b>5.1.21</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 31,222.47	\$ 31,612.75	\$ 1,317.20
Step 2: After 1 Year	\$ 32,895.10	\$ 33,306.29	\$ 1,387.76
Step 3: After 2 Years	\$ 34,567.73	\$ 34,999.83	\$ 1,458.33
Step 4: After 3 Years	\$ 36,240.36	\$ 36,693.37	\$ 1,528.89
Step 5: After 4 Years	\$ 37,913.00	\$ 38,386.91	\$ 1,599.45
Step 6: After 5 Years	\$ 42,373.35	\$ 42,903.02	\$ 1,787.63

**Clerical & Non-Clerical Steps 1/1/2022 - 0.75%**

	<b>Current</b>	<b>1.1.22</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 31,612.75	\$ 31,849.84	\$ 1,327.08
Step 2: After 1 Year	\$ 33,306.29	\$ 33,556.09	\$ 1,398.17
Step 3: After 2 Years	\$ 34,999.83	\$ 35,262.33	\$ 1,469.26
Step 4: After 3 Years	\$ 36,693.37	\$ 36,968.57	\$ 1,540.36
Step 5: After 4 Years	\$ 38,386.91	\$ 38,674.81	\$ 1,611.45
Step 6: After 5 Years	\$ 42,903.02	\$ 43,224.79	\$ 1,801.03

**Clerical & Non-Clerical Steps 5/1/2022 - 2%**

	<b>Current</b>	<b>5.1.22</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 31,849.84	\$ 32,486.84	\$ 1,353.62
Step 2: After 1 Year	\$ 33,556.09	\$ 34,227.21	\$ 1,426.13
Step 3: After 2 Years	\$ 35,262.33	\$ 35,967.57	\$ 1,498.65
Step 4: After 3 Years	\$ 36,968.57	\$ 37,707.94	\$ 1,571.16
Step 5: After 4 Years	\$ 38,674.81	\$ 39,448.31	\$ 1,643.68
Step 6: After 5 Years	\$ 43,224.79	\$ 44,089.28	\$ 1,837.05

**Clerical & Non-Clerical Steps 5/1/2023 - 2%**

	<b>Current</b>	<b>5.1.23</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 32,486.84	\$ 33,136.58	\$ 1,380.69
Step 2: After 1 Year	\$ 34,227.21	\$ 34,911.75	\$ 1,454.66
Step 3: After 2 Years	\$ 35,967.57	\$ 36,686.92	\$ 1,528.62
Step 4: After 3 Years	\$ 37,707.94	\$ 38,462.10	\$ 1,602.59
Step 5: After 4 Years	\$ 39,448.31	\$ 40,237.27	\$ 1,676.55
Step 6: After 5 Years	\$ 44,089.28	\$ 44,971.07	\$ 1,873.79

**APPENDIX "C"**  
**FULL-TIME STEP WAGE SCHEDULE**

**Inspector Steps 5/1/2021 - 1.25%**

	<b>Current</b>	<b>5.1.21</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 45,718.61	\$ 46,290.10	\$ 1,928.75
Step 2: After 1 Year	\$ 47,391.24	\$ 47,983.64	\$ 1,999.32
Step 3: After 2 Years	\$ 49,063.88	\$ 49,677.18	\$ 2,069.88
Step 4: After 3 Years	\$ 50,736.51	\$ 51,370.72	\$ 2,140.45
Step 5: After 4 Years	\$ 52,409.14	\$ 53,064.26	\$ 2,211.01
Step 6: After 5 Years	\$ 54,081.77	\$ 54,757.80	\$ 2,281.57

**Inspector Steps 1/1/2022 - 0.75%**

	<b>Current</b>	<b>1.1.22</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 46,290.10	\$ 46,637.27	\$ 1,943.22
Step 2: After 1 Year	\$ 47,983.64	\$ 48,343.51	\$ 2,014.31
Step 3: After 2 Years	\$ 49,677.18	\$ 50,049.75	\$ 2,085.41
Step 4: After 3 Years	\$ 51,370.72	\$ 51,756.00	\$ 2,156.50
Step 5: After 4 Years	\$ 53,064.26	\$ 53,462.24	\$ 2,227.59
Step 6: After 5 Years	\$ 54,757.80	\$ 55,168.48	\$ 2,298.69

**Inspector Steps 5/1/2022 - 2%**

	<b>Current</b>	<b>5.1.22</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 46,637.27	\$ 47,570.02	\$ 1,982.08
Step 2: After 1 Year	\$ 48,343.51	\$ 49,310.38	\$ 2,054.60
Step 3: After 2 Years	\$ 50,049.75	\$ 51,050.75	\$ 2,127.11
Step 4: After 3 Years	\$ 51,756.00	\$ 52,791.12	\$ 2,199.63
Step 5: After 4 Years	\$ 53,462.24	\$ 54,531.48	\$ 2,272.15
Step 6: After 5 Years	\$ 55,168.48	\$ 56,271.85	\$ 2,344.66

**Inspector Steps 5/1/2023 - 2%**

	<b>Current</b>	<b>5.1.23</b>	<b>Per Pay Period</b>
Step 1: Start	\$ 47,570.02	\$ 48,521.42	\$ 2,021.73
Step 2: After 1 Year	\$ 49,310.38	\$ 50,296.59	\$ 2,095.69
Step 3: After 2 Years	\$ 51,050.75	\$ 52,071.76	\$ 2,169.66
Step 4: After 3 Years	\$ 52,791.12	\$ 53,846.94	\$ 2,243.62
Step 5: After 4 Years	\$ 54,531.48	\$ 55,622.11	\$ 2,317.59
Step 6: After 5 Years	\$ 56,271.85	\$ 57,397.29	\$ 2,391.55

APPENDIX "C"  
PART TIME WAGE SCHEDULE

	Current	5/1/2021 1.25%	1/1/2022 0.75%	5/1/2022 2.00%	5/1/2023 2.00%
	\$ 17.19	\$ 17.40	\$ 17.54	\$ 17.89	\$ 18.24
Bingham-Walker, Joyce	\$ 17.19		\$ 17.54	\$ 17.89	\$ 18.24
McCormick, Justin	\$ 17.19		\$ 17.54	\$ 17.89	\$ 18.24
PT Call Taker	\$ 17.19	\$ 17.40	\$ 17.54	\$ 17.89	\$ 18.24
PT PEO	\$ 17.19	\$ 17.40	\$ 17.54	\$ 17.89	\$ 18.24
PT Building Department	\$ 17.19	\$ 17.40	\$ 17.54	\$ 17.89	\$ 18.24
Part Time Inspectors					
Popleka, Scott	\$ 21.98	\$ 22.25	\$ 22.42	\$ 22.87	\$ 23.33

**EXHIBIT “B”**

**SIDE LETTER AGREEMENT ENTERED INTO BETWEEN  
THE VILLAGE OF FOREST PARK AND AFSCME COUNCIL 31 FOR AND ON  
BEHALF OF LOCAL 3026**

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This Side Letter Agreement is entered into by and between the Village of Forest Park ("Village") and AFSCME Council 31, for and on behalf of Local 3026 (the "Union").

WHEREAS, the Village and the Union have entered into a collective bargaining agreement which expired on April 30, 2021 (the "Agreement"), but which terms and conditions continue in full force and effect; and

WHEREAS, pursuant to Article XIV(A), Health Insurance, of the Agreement, the Village shall keep in force during the life of the Agreement the current hospitalization and medical programs which are described in Appendix "B" of the Agreement, provided that the Village shall have the right to amend the terms of the HMO and/or PPO and/or HDP programs listed in Appendix "B" if the Village has presented those changes to the Village insurance committee, and upon providing written notice to the employees and the Union at least thirty (30) days prior to the effective date of such changes; and

WHEREAS, upon the Village's receipt of notice of a larger than expected increased cost of the Village of Forest Park annual insurance renewal, the Village's Insurance Committee was convened for the purpose of examining the present health insurance plans and to investigate options that could result in cost containment, cost reduction and/or benefit enhancement; and

WHEREAS, the Village has advised the Union and employees of modifications to its HMO, PPO Plans and High Deductible Plans; and

WHEREAS, the Village will offer a second PPO Plan for 2022.

NOW, THEREFORE, in consideration of the mutual promises set forth hereinafter and other good and valuable consideration, the Village and the Union agree as follows:

1. Effective January 1, 2022, Article XIV(A), Health Insurance, of the Agreement, of the Agreement is amended as follows:

The Village shall keep in force during the life of this contract the current hospitalization, medical and dental programs which are described and which have been distributed to the employees in booklet form as attached Appendix "B".

Employees shall have a choice between the conventional programs and the HMO programs in accordance with the rules and regulations of those programs.

~~Effective May 1, 2012,~~ The Employer shall implement an H.M.O. and a P.P.O. programs as attached in Appendix "B" with premium classifications as follows:

H.M.O. Single

P.P.O. Single



H.M.O. Employee & Spouse  
H.M.O. Employee & Children  
H.M.O. Family

P.P.O. Employee & Spouse  
P.P.O. Employee & Children  
P.P.O. Family

A bargaining unit member who was enrolled in PPO Plan MPP73426, as designated in Appendix B, in 2021 may continue to participate in PPO Plan MPP73426 for 2022. However, PPO Plan MPP73426 shall not be offered to bargaining unit members for 2023 and subsequent years.

The Union agrees to appoint two (2) bargaining unit members to take part in a Village insurance committee for the purpose of examining the present health insurance plan and to investigate options resulting in cost containment, cost reduction, and/or benefit enhancement. Working in an unpaid capacity, committee members shall meet as requested by the Village Administrator. The Village shall have the right to amend the terms of the HMO and/or PPO and/or HDP programs listed in Appendix "B," provided that the Village has presented those changes to the Village insurance committee, and upon providing written notice to the employees and the Union at least thirty (30) days prior to the effective date of such changes. The Village shall have the right to introduce an optional high deductible plan (HDP), with employee contributions at the same percentage as set forth for the PPO plan herein below.

### **Health Insurance Employee Cost**

For hospital and medical coverage, each employee shall contribute to the premium cost according to the following schedule:

**Effective: February 1, 2013**

#### **HMO Plan**

Single Coverage	15% of the premium cost
Employee & Spouse Coverage	15% of the premium cost
Employee & Children Coverage	15% of the premium cost
Family Coverage	15% of the premium cost

#### **PPO Plan**

Single Coverage	17% of the premium cost
Employee & Spouse Coverage	17% of the premium cost
Employee & Children Coverage	17% of the premium cost
Family Coverage	17% of the premium cost

Half these monthly amounts will be incurred each pay period.

Effective January 1, 2020, in addition to the employee premium contributions set forth above in Section XIV of this Agreement, employees who are enrolled in the PPO plan shall be required to pay, as additional health insurance premium contributions, an amount equal to any excise tax for high-cost coverage ("Cadillac Tax") under the Affordable Care Act, or any similar state or federal legislation or regulation. The Village and Union acknowledge that Congress has delayed the Cadillac Tax until 2022. This paragraph shall be inapplicable if the Cadillac Tax is repealed.

Employees hired on or after January 1, 2016, shall be required to enroll in either the HDP or HMO plan, any time such employee elects to enroll in the Village's group health insurance plan.

The Village shall offer a high deductible plan ("HDP") of health insurance. The Village shall pay 85% of the premium cost and the employee shall pay 15% of the premium cost, for whichever HDP coverage the employee elects. Employees who opt for the HDP shall be required to remain in the HDP for a minimum of three (3) insurance years, and to establish a Health Savings Account ("HSA"). For each employee enrolled in the HDP, the Village shall be required to make the following contributions to such employee's HSA: the Village shall contribute 90% of the difference between the Village's portion of the premium for the PPO plan (calculated at 85% of the premium) and the HDP (calculated at 85% of the premium). For 2022, the Village shall utilize PPO Plan MPP73426 for the calculation of HSA contributions. Employees who enroll in the HDP may not opt out of such HDP for three (3) consecutive insurance years.

2. Effective January 1, 2022, Appendix B of the Agreement is hereby amended as follows:

## Appendix B

### Medical Benefits are Insured By: BlueCross and BlueShield



(PPO Plan MPP73426)

BluePrint PPO	
Plan Deductible (Embedded)	
\$500 Individual	\$1,000 Individual
\$1,500 Family	\$3,000 Family
Coinsurance	
You Pay 20%, Plan 80%	You Pay 40%, Plan 60%
Out-of-Pocket Maximum	
<small>Includes deductible, coinsurance and copays; excludes fit devices</small>	
\$2,500 Individual	\$5,000 Individual
\$7,500 Family	\$15,000 Family
Well Care	
<small>Includes annual physical exam, child immunizations and routine diagnostic tests</small>	
Covered at 100%	60% after deductible
Doctors Office Visit	
<small>Applies to consultation only</small>	
Primary \$20 copay	60% after deductible
Specialist \$40 copay	
Virtual \$20 copay	
Medical/Surgical Services	
<small>Coverage for surgical procedures, inpatient visits, therapies, and certain diagnostic procedures as well as other physician services</small>	
80% after deductible	60% after deductible
Emergency Room Services	
\$150 copay, then 100% (Copay waived if admitted to hospital)	
Inpatient Hospital Services	
80% after deductible	60% after deductible
Outpatient Hospital Services	
80% after deductible	60% after deductible
Prescription Out-of-Pocket Maximum	
\$1,000 Individual	
\$3,000 Family	
Prescription Drug Card	
<small>Prior authorization may be required. Payment of the difference between the cost of a brand name drug and a generic may be required if a generic is available. Certain women's preventive services will be covered at 100%.</small>	
Retail	
Generic \$10* / \$15 copay	
Formulary Brand \$40* / \$50 copay	
Non-Formulary Brand \$60* / \$70 copay	
<small>*Preferred Pharmacy Network. Excludes Mail Order, Hospital, Ambulatory &amp; Access Health. The first copay in each tier represents the preferred pharmacy copay; the second copay applies to non-preferred pharmacies.</small>	
Mail Order	
<small>Up to 60 day supply; specialty home delivery limited to 30 day supply</small>	
2 times the preferred retail copay	

**\*\*Reimbursement of Non-Network providers will be based on the usual and customary fee schedule or the Medicare Reimbursement rate. Non-participating providers do not have a contract or participating agreement and have not agreed to a reimbursement rate for services provided to members. Therefore, in situations where the provider's actual charges are greater than the usual and customary charge, the member will be responsible for the applicable cost sharing amount, plus the difference, if any.**

## Carrier

[illegible]

1. Blue Advantage HMO is available in Chicago, Springfield, Rockford, Peoria, Bloomington and East St. Louis; member must live in the network service area.  
2. When members visit a preferred pharmacy, they may pay a lower copay or coinsurance amount for a covered non-specific prescription drug than when visiting an in-network non-preferred pharmacy. Members can find a preferred pharmacy at myblue.com. Preferred pharmacies include Walgreens, Wal-Mart, Albertsons (including Once Upon), and AccessHealth (group of independent pharmacies). Please note: when a generic equivalent is available and member chooses brand, member will be responsible for copay of the brand + difference in allowable charge between the generic and brand drug.

3. Nothing in this Side Letter Agreement shall be construed as a waiver of the parties' right to negotiate changes to Article XIV(A), Health Insurance, and Appendix B.
4. The remaining terms and conditions of the Agreement shall continue in full force and effect.

IN WITNESS WHEREOF, the Village and the Union have executed this Side Letter Agreement on the dates set forth below.

THE VILLAGE OF FOREST PARK

AFSCME COUNCIL 31

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

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

By: Don Morrow - staff rep

Date: 12/22/21

By: [Signature]

Date: 12/22/21

By: Clara M. [Signature]

Date: 12-22-21

By: Christi Bassaloff

Date: 12/22/21

**RESOLUTION NO. R- -22**

**A RESOLUTION AUTHORIZING THE WAIVER  
OF THE HIRING FREEZE FOR IMRF EMPLOYEES REGARDING  
THE HIRING OF A FULL-TIME EXECUTIVE SECRETARY TO THE MAYOR AND A  
FULL-TIME ACCOUNTS PAYABLE CLERK**

WHEREAS, the corporate authorities previously adopted Resolution R-46-06 on September 11, 2006, which Resolution directed that no position of employment which is covered by the Illinois Municipal Retirement Fund be filled unless said Resolution was rescinded or otherwise repealed by action of the corporate authorities of the Village of Forest Park; and,

WHEREAS, the Village has found a need to hire two (2) additional employees in its Village Clerk's Office and Mayor's Office to fill vacancies.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Village of Forest Park, Cook County, Illinois, as follows:

Section 1. The restrictions on hiring imposed by Resolution R-46-06 are hereby waived only to the extent to allow for the Village to hire one (1) full-time Executive Secretary to the Mayor and one (1) full-time Accounts Payable Clerk.

Section 2. The provisions of Resolution R-46-06 shall remain in full force and effect, except as otherwise modified by this Resolution.

Resolved this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Rory E. Hoskins, Mayor

ATTESTED:

\_\_\_\_\_  
Vanessa Moritz, Village Clerk


# Forest Park Police Department

Field Services

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## Memorandum

**TO:** Moses Amidei  
**FROM:** Chief Ken Gross  
**DATE:** 17Nov21  
**SUBJECT:** Griffon Systems Street Cameras and LPR's



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From a policing point of view the street camera and license plate recognition/reader (LPR) system proposed by Griffon Systems would be of benefit to the department and the Forest Park Community.

The proposal includes eleven (11) cameras and four (4) LPR's in strategic places throughout the village at:

Harlem and Circle -- Camera  
Harlem and Jackson -- Camera  
Harlem and Roosevelt -- Camera and LPR  
Harlem and Madison -- Camera and LPR  
Desplaines and Madison -- Camera  
Desplaines and Randolph -- Camera  
Desplaines and Roosevelt -- Camera and LPR  
1<sup>st</sup> Ave and Roosevelt -- Camera and LPR  
Madison and Circle -- Camera  
Franklin North Tower -- Camera

LPR's are a useful tool that can benefit police services in the Village of Forest Park. The LPR system captures license plate information on passing vehicles. The info would be purged after thirty days unless a specific plate is suspected of being involved in a criminal incident.

Officers would be alerted if a vehicle passing an LPR was on a hit list including:

- Stolen Motor Vehicles
- Vehicular Hijacked Vehicles
- Other Felonious Vehicles in LEADS
- Missing Persons
  - Amber Alerts
  - Silver Alerts
- Suspect Vehicles from Open Forest Park PD Criminal Incidents entered into the LPR system (full or partial plates)

The mounted camera system could also prove to be a useful tool for patrol officers and investigators. Officers could monitor the cameras in town via their squad cars or the police station with success likely in monitoring behavior on Madison Street for example or gathering suspect and/or vehicle information and directions of travel in real time during in progress incidents. Detectives could also use the information to gather suspect and vehicle information to bolster their solvability factors. The department overall could use the information to help with prosecution if crimes and/or suspects are captured on video.

The cameras and LPR's could also be a preventative tool with people choosing not to partake in criminal behavior in the Village or Forest Park knowing that their actions are being monitored.

Currently, River Forest has the same system in place and it has been a successful tool for their police department. The system is doing so well that they are adding to the system in their town's southern side in upcoming months. The Forest Park PD has used video and LPR data from River Forest's program to assist with Forest Park incidents.

There are two policies in draft mode that would be issued upon implementation of the camera and LPR systems (Policy 336 – Public Safety Video Surveillance System and Policy 430 – Fixed Automated License Plate Readers (ALPRs)).

Attachments



# Public Safety Video Surveillance System

## 336.1 PURPOSE AND SCOPE

This policy provides guidance for the placement and monitoring of department public safety video surveillance, as well as the storage and release of the captured images.

This policy only applies to public safety video surveillance systems operated by the Department. It does not apply to mobile audio/video systems, covert audio/video systems or any other image-capturing devices used by the Department.

## 336.2 POLICY

The Forest Park Police Department operates a public safety video surveillance system to complement its anti-crime strategy, investigate criminal activity, effectively allocate and deploy personnel, and to enhance public safety and security in public areas. Cameras may be placed in strategic locations throughout the Village to detect and deter crime, to help safeguard against potential threats to the public, to help manage emergency response situations during natural and man-made disasters and to assist Village officials in providing services to the community.

Video surveillance in public areas will be conducted in a legal and ethical manner while recognizing and protecting constitutional standards of privacy.

## 336.3 OPERATIONAL GUIDELINES

Only department-approved video surveillance equipment shall be utilized. Members authorized to monitor video surveillance equipment should only monitor public areas and public activities where no reasonable expectation of privacy exists. The Chief of Police or the authorized designee shall approve all proposed locations for the use of video surveillance technology.

### 336.3.1 PLACEMENT AND MONITORING

Camera placement will be guided by the underlying purpose or strategy associated with the overall video surveillance plan. As appropriate, the Chief of Police should confer with other affected Village divisions when evaluating camera placement. Factors including but not limited to lighting, location of buildings, or other obstructions, should also be evaluated when determining placement.

Cameras shall only record video images and not sound. Recorded images may be used for a variety of purposes, including criminal investigations and monitoring of activity around high-value or high-threat areas. The public safety video surveillance system may be useful for the following purposes:

- (a) To prevent, deter and identify criminal activity.
- (b) To target identified areas of gang and narcotics complaints or activity.
- (c) To respond to critical incidents.
- (d) To assist in identifying, apprehending and prosecuting offenders.

# Forest Park Police Department

## Policies

### Public Safety Video Surveillance System

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- (e) To document officer and offender conduct during interactions to safeguard the rights of the public and officers.
- (f) To augment resources in a cost-effective manner.
- (g) To monitor pedestrian and vehicle traffic activity.

Images from each camera should be recorded in a manner consistent with the underlying purpose of the particular camera. Images should be transmitted to the Supervisors' work stations, Mobile Data Terminals, and the Communications Center. When activity warranting further investigation is reported or detected at any camera location, the available information should be provided to responding officers in a timely manner. Trained Department personnel are authorized to adjust the cameras to more effectively view a particular area for any legitimate public safety purpose.

The Chief of Police or their designee may authorize video feeds from the public safety video surveillance system to be forwarded to a specified location for monitoring by non-police personnel, such as allied government agencies, road or traffic crews, or fire or emergency operations personnel.

Unauthorized recording, viewing, reproduction, dissemination or retention is prohibited.

#### **336.3.2 INTEGRATION WITH OTHER TECHNOLOGY**

The Department may elect to integrate its public safety video surveillance system with other technology to enhance available information. Systems such as gunshot detection, incident mapping, crime analysis, license plate recognition, facial recognition and other video-based analytical systems may be considered based upon availability and the nature of department strategy.

The Department should evaluate the availability and propriety of networking or otherwise collaborating with appropriate private sector entities and should evaluate whether the use of certain camera systems, such as pan-tilt-zoom systems and video enhancement or other analytical technology, requires additional safeguards.

#### **336.4 VIDEO SUPERVISION**

Supervisors should monitor video surveillance access and usage to ensure members are within department policy and applicable laws. Supervisors should ensure such use and access is appropriately documented.

##### **336.4.1 PROHIBITED ACTIVITY**

Public safety video surveillance systems will not intentionally be used to invade the privacy of individuals or observe areas where a reasonable expectation of privacy exists.

Public video surveillance equipment shall not be used in an unequal or discriminatory manner and shall not target protected individual characteristics including, but not limited to race, ethnicity, national origin, religion, disability, gender or sexual orientation.

Video surveillance equipment shall not be used to harass, intimidate or discriminate against any individual or group.

# Forest Park Police Department

## Policies

### Public Safety Video Surveillance System

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#### **336.5 STORAGE AND RETENTION OF MEDIA**

All downloaded media shall be stored in a secure area with access restricted to authorized persons. A recording needed as evidence shall be copied to a suitable medium and booked into evidence in accordance with established evidence procedures. All actions taken with respect to retention of media shall be appropriately documented.

The type of video surveillance technology employed and the manner in which recordings are used and stored will affect retention periods. The recordings should be stored and retained in accordance with the established records retention schedule.

##### **336.5.1 EVIDENTIARY INTEGRITY**

All downloaded and retained media shall be treated in the same manner as other evidence. Media shall be accessed, maintained, stored and retrieved in a manner that ensures its integrity as evidence, including strict adherence to chain of custody requirements. Electronic trails, including encryption, digital masking of innocent or uninvolved individuals to preserve anonymity, authenticity certificates and date and time stamping, shall be used as appropriate to preserve individual rights and to ensure the authenticity and maintenance of a secure evidentiary chain of custody.

#### **336.6 RELEASE OF VIDEO IMAGES**

All recorded video images gathered by the public safety video surveillance equipment are for the official use of the Forest Park Police Department.

Requests for recorded video images from the public or the media shall be processed in the same manner as requests for department public records.

Requests for recorded images from other law enforcement agencies shall be referred to the Chief of Police or their designee for release in accordance with a specific and legitimate law enforcement purpose.

Recorded video images that are the subject of a court order or subpoena shall be processed in accordance with the established department subpoena process.

#### **336.7 VIDEO SURVEILLANCE AUDIT**

The Chief of Police or the authorized designee will conduct an annual review of the public safety video surveillance system. The review should include an analysis of the cost, benefit and effectiveness of the system, including any public safety issues that were effectively addressed or any significant prosecutions that resulted, and any systemic operational or administrative issues that were identified, including those related to training, discipline or policy.

The results of each review shall be appropriately documented and maintained by the Chief of Police or the authorized designee and other applicable advisory bodies. Any recommendations for training or policy should be promptly addressed.

# Forest Park Police Department

## Policies

### *Public Safety Video Surveillance System*

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#### **336.8 TRAINING**

All department members authorized to operate or access public video surveillance systems shall receive appropriate training. Training should include guidance on the use of cameras, interaction with dispatch and patrol operations and a review regarding relevant policies and procedures, including this policy. Training should also address state and federal law related to the use of video surveillance equipment and privacy.

## Fixed Automated License Plate Readers (ALPRs)

### 430.1 PURPOSE AND SCOPE

Automated License Plate Reader (ALPR) technology, also known as License Plate Recognition, provides automated detection of license plates. Fixed ALPRs are used by the Forest Park Police Department to convert data associated with vehicle license plates for official law enforcement purposes including identifying stolen or wanted vehicles, stolen license plates and missing persons. Fixed ALPRs may also be used to gather information related to active warrants, homeland security, electronic surveillance, suspect interdiction and stolen property recovery.

A license plate number identifies a specific vehicle, not a specific person. Although a license plate number may be linked or otherwise associated with an identifiable person, this potential can only be realized through a distinct, separate step (e.g. a LEADS/NLETS inquiry). Absent this extra step, the ALPR data is not personally identifying, and a separate investigative process must be performed to identify an individual pursuant to an official department investigation.

### 430.2 ADMINISTRATION OF ALPR DATA

All installation and maintenance of ALPR equipment, as well as ALPR data retention and access shall be managed by the Chief of Police or their designee. The Chief of Police or their designee will assign personnel under his/her command to administer the day-to-day operation of the ALPR equipment and data.

### 430.3 ALPR OPERATION

Use of an ALPR is restricted to the purposes outlined below. Department personnel shall not use, or allow others to use, the equipment or database records for any unauthorized purpose.

- (a) No member of this department shall operate ALPR equipment or access ALPR data without first completing department-approved training.
- (b) An ALPR shall only be used for official and legitimate law enforcement purposes and in compliance with the laws of the State of Illinois.
- (c) An ALPR may be used in conjunction with any patrol operation or official department investigation. Reasonable suspicion or probable cause is not required before using an ALPR.
- (d) Partial license plates reported during major crimes should be entered into the ALPR system in an attempt to identify suspect vehicles.
- (e) If practicable, the officer should verify an ALPR response through the Illinois Law Enforcement Agencies Data System (LEADS) before taking enforcement action that is based solely upon an ALPR alert.
- (f) No ALPR operator may access LEADS unless otherwise authorized to do so.

# Forest Park Police Department

## Policies

### Fixed Automated License Plate Readers (ALPRs)

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#### **430.4 ALPR DATA COLLECTION AND RETENTION**

All data and images gathered by an ALPR are for the official use of the Forest Park Police Department and because such data may contain confidential LEADS information, it is not open to public review. Data containing confidential LEADS information may not be disseminated in violation of State of Illinois regulations (20 Ill Adm Code 1240.80)). ALPR information gathered and retained by the Forest park Police Department may be used and shared with prosecutors and others only as permitted by law.

The Chief of Police or their designee is responsible to ensure proper collection and retention of ALPR data and for transferring ALPR data stored on the department server on a regular basis, not to exceed 30 days between transfers.

All ALPR data downloaded to the server should be stored for the minimum period established by the department's record retention guidelines and thereafter may be purged unless it has become, or it is reasonable to believe it will become, evidence in a criminal or civil action or is subject to a lawful action to produce records. In such circumstances the applicable data should be downloaded from the server onto portable media and booked into evidence.

#### **430.5 ACCOUNTABILITY AND SAFEGUARDS**

All saved data will be closely safeguarded and protected by both procedural and technological means. The Forest Park Police Department will observe the following safeguards regarding access to and use of stored data:

- (a) All non-law enforcement requests for access to stored ALPR data shall be referred to the Freedom of Information Act (FOIA) and processed in accordance with applicable law.
- (b) All ALPR data downloaded to the mobile workstation and server shall be accessible only through a login/password protected system capable of documenting all access of information by name, date and time.
- (c) Persons approved to access ALPR data under these guidelines are permitted to access the data for legitimate law enforcement purposes only, such as when the data relate to a specific criminal investigation or department-related public safety function.
- (d) Such ALPR data may be disseminated to other authorized and verified law enforcement officials and agencies at any time for legitimate law enforcement purposes.
- (e) ALPR system audits should be conducted on a regular basis.

**AN ORDINANCE WAIVING BID AND AUTHORIZING THE ACCEPTANCE  
OF A PROPOSAL FROM GRIFFON SYSTEMS, INC. FOR THE PURCHASE  
AND INSTALLATION OF SURVEILLANCE CAMERAS  
AT VARIOUS LOCATIONS WITHIN THE VILLAGE OF FOREST PARK**

**WHEREAS**, pursuant to Section 1-8A-7 of the Village Code of the Village of Forest Park, the corporate authorities of the Village of Forest Park (the “Village”) may, by four-fifths vote of all Council members then holding office, waive the competitive bidding requirements of Section 1-8A-7 of the Village Code; and

**WHEREAS**, the Village has solicited and received from Griffon Systems, Inc. a proposal for the purchase and installation of surveillance cameras at various locations throughout the Village; and

**WHEREAS**, the corporate authorities of the Village find it advisable, necessary and in the best interest of the public to waive the requirement of Section 1-8A-7 of the Village Code to waive the competitive bidding requirements, and to accept the proposal from Griffon Systems, Inc. regarding the purchase and installation of surveillance cameras, in the total amount of One Hundred Sixty-Three Thousand Two Hundred Seventy-Five and 00/100 Dollars (\$163,275.00).

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Village Council of the Village of Forest Park, Cook County, Illinois, as follows:

**Section 1.** The foregoing recital clauses to this Ordinance are adopted by the corporate authorities as their findings of fact and are incorporated herein by specific reference.

**Section 2.** The corporate authorities of the Village hereby waive the requirement of Section 1-8A-7 of the Village Code, and hereby accept the proposal from Griffon Systems, Inc., a copy of which are attached hereto as Exhibit “A” (the “Proposal”), subject to execution by Griffon

Systems, Inc. and receipt by the Village of the Proposal Amendment attached hereto as Exhibit “B” to this Ordinance (“Proposal Amendment”).

**Section 2.** The Village Administrator is hereby authorized and directed to execute the Proposal on behalf of the Village of Forest Park, subject to and conditioned upon receipt of the executed Proposal Amendment by Griffon Systems, Inc.

**Section 3.** This Ordinance shall be in full force and effect upon its adoption as provided by law.

PASSED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Rory E. Hoskins, Mayor

**ATTEST:**

\_\_\_\_\_  
Vanessa Moritz, Village Clerk

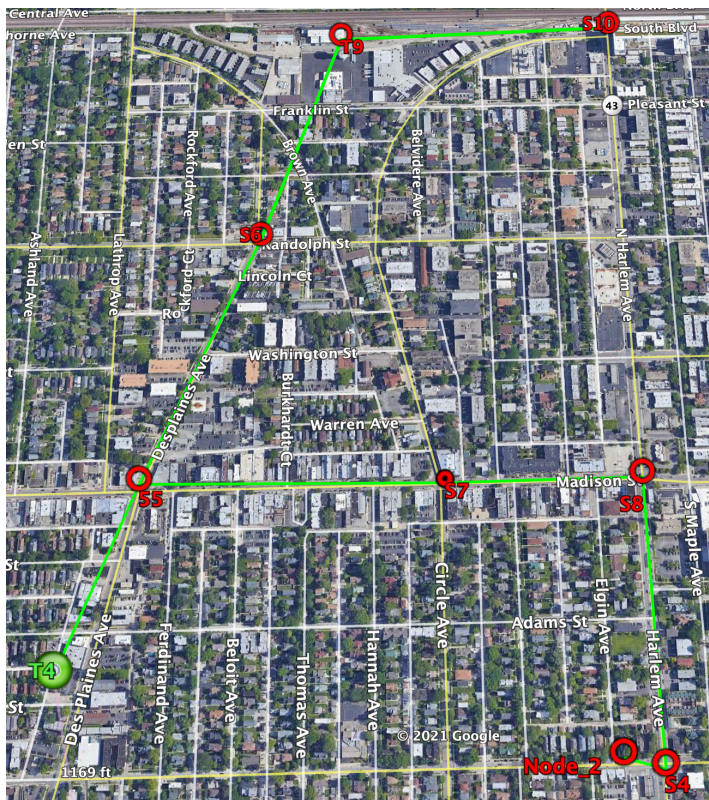


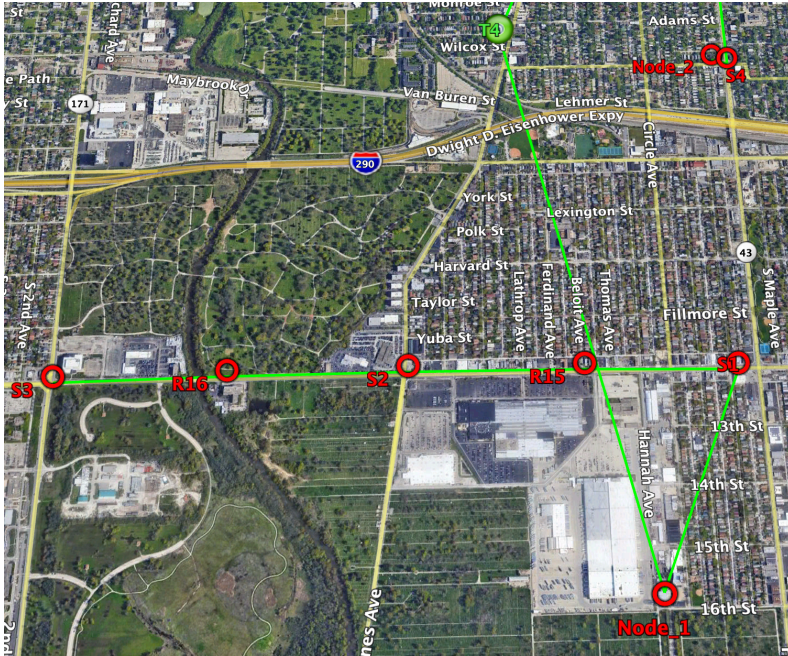
**EXHIBIT “A”**

**PROPOSAL  
GRIFFON SYSTEMS, INC.**

Forest Park Police  
Ken Gross  
Steve Glinke  
517 Des Plaines Ave  
Forest Park, IL 60130

Below is the breakdown of the Avigilon surveillance system for Forest Park Police Department's Street Cameras. Based on the walkthrough and our meetings, I would recommend the following system configuration:





### **Harlem Camera(s);**

Harlem and Circle — PTZ, 6MP Bullet(s), Siklu Wireless Radio

Harlem and Jackson - 6MP Bullet(s), Siklu Wireless Radio (2)

Harlem and Roosevelt – ALPR 3MP, 6MP Bullets(s), Siklu Wireless Radio (2)

Harlem and Madison – ALPR 3MP, 6MP Bullet(s), Siklu Wireless Radio

### **Des Plaines Camera(s);**

Des Plaines and Madison - 6MP Bullet(s), Siklu Wireless Radio (2)

Des Plaines and Randolph - 6MP Bullet(s), Siklu Wireless Radio (2)s

Des Plaines and Roosevelt – ALPR 3MP, 6MP Bullet(s), Siklu Wireless Radio (2)

1st Ave and Roosevelt — ALPR 3MP, 6MP Bullet(s), Siklu Wireless Radio

Madison and Circle - 6MP Bullet(s), Siklu Wireless Radio (2)

Franklin North Tower – PTZ, Siklu Wireless Radio (2)

Forest Park Police Tower – Siklu Wireless Radio, (2)

Hannah South Tower – PTZ, 6MP Bullet, Siklu Wireless Radio

One (1) 64TB Avigilon Video Storage Server will be rack-mounted and configured for local and remote access. Health monitoring will be setup for the cameras and server for remote management by Griffon. TWENTY-SIX (26) Avigilon megapixel ip cameras will be aimed and configured for ~ 30 days of motion-based video storage. End users will be setup and configured based on access rights. Desktop PC clients will be installed for video viewing and recording review. Mobile clients will also be configured and setup for local and remote viewing.

**120VAC constant power at each pole location by others. Public works will assist with a bucket truck to hang hardware (cameras, wireless) on selected poles or a lift will**

**need to be rented for installation.**

Griffon Systems, Inc. will setup end user training for the Avigilon camera system and schedule ongoing support sessions for the first year when new system features are released.

All Avigilon Hardware is covered by the manufacturer for 5 years from purchase date.

QUANTITY	EQUIPMENT	PRICE	EXTENSION
10	AVIGILON 6MP H5 IR BULLET	\$1,200.00	\$ 12,000.00
9	AVIGILON 6MP H5 IR BULLET	\$1,200.00	\$ 10,800.00
3	AVIGILON 2MP PTZ	\$2,500.00	\$ 7,500.00
2	CAT6 CABLE (TOWER)	\$ 500.00	\$ 1,000.00
26	1 CHANNEL ACC V7 ENT LICENSE	\$ 275.00	\$ 7,150.00
4	ACC LPR SOFTWARE LICENSE	\$3,000.00	\$ 12,000.00
4	AVIGILON LPR CAMERA/IR ILLUM	\$3,000.00	\$ 12,000.00
1	64TB AVIGILON STORAGE SERVER		\$ 28,000.00
28	SIKLU WIRELESS BRIDGE	\$ 1,250.00	\$ 35,000.00
5	SIKLU BACKHAUL BAND UPGRADE	\$ 350.00	\$ 1,750.00
13	POLE ENCLOSURES	\$ 250.00	\$ 3,250.00
1	24 PORT POE SWITCH		\$ 1,000.00
LOT	CAMERA INSTALLATION AND MATERIALS		\$ 15,000.00
LOT	TOWER LABOR AND MATERIALS (2)		\$ 6,000.00
LOT	CONFIGURATION LABOR		\$ 9,500.00
	<b>MATERIAL COST</b>		<b>\$ 131,450.00</b>
	<b>INSTALLATION TOTAL</b>		<b>\$ 30,500.00</b>
	<b>TAX (Exempt)</b>		
	<b>TOTAL COST</b>		<b><u>\$ 161,950.00</u></b>

PAYMENT TERMS – 55% down payment due on acceptance. 45% Balance Net 30

A system support program is included in the price for the first year. This will cover only the hardware included in this proposal not the existing cameras or wiring.

A 90-day warranty on labor and a 1-year warranty on parts cover labor and materials for this quotation. All material is guaranteed to be as specified. All work is to be completed during normal business hours Monday-Friday. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. This proposal is valid until 12/31/21.

CUSTOMER SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_  
CITY OF FOREST PARK

Griffon Systems, Inc.

650 West Grand Ave.

#206

Elmhurst, IL 60126

# Estimate

Date	Estimate #
11/29/21	100710-1080

Name / Address
Forest Park Police Steve Glinke 517 Des Plaines Ave Forest Park, IL 60130

			Project
Description	Qty	Rate	Total
AVIGILON 3MP H4SL WDR DOME (FRANKLIN TOWER INSIDE)	1	550.00	550.00
1 CHANNEL AVIGILON NVMS	1	275.00	275.00
CAMERA INSTALLATION	1	500.00	500.00
		<b>Subtotal</b>	\$1,325.00
		<b>Sales Tax (8.0%)</b>	\$0.00
		<b>Total</b>	\$1,325.00

**EXHIBIT “B”**

**PROPOSAL AMENDMENT  
GRIFFON SYSTEMS, INC.**

## **PROPOSAL AMENDMENT**

This Amendment is attached hereto and made a part of that certain Proposal, dated \_\_\_\_\_, 2022, by and between GRIFFON SYSTEMS, INC. (“GRIFFON”), and the VILLAGE OF FOREST PARK (“Village”).

1. **Indemnification.** GRIFFON shall defend, indemnify, keep and save harmless, the VILLAGE and the VILLAGE’s officers, agents and employees, in both individual and official capacities, against all suits, claims, damages, losses and expenses, including reasonable attorneys’ fees, which are solely the result of a negligent act or willful act or omission of GRIFFON or any of its employees or agents arising out of or resulting from the performance of services under this Agreement (an “Indemnifying Act”). If any settlement has been entered into (with express written consent of GRIFFON) or if a final judgment shall be rendered by a court of competent jurisdiction against the VILLAGE solely as the result of an Indemnifying Act, GRIFFON, after all appeals have been exhausted, shall, at its own expense, satisfy and discharge the same. This provision is applicable to the full extent as allowed by the laws of the State of Illinois and not beyond any extent that would render this provision void or unenforceable. In the event any such claim, lawsuit, or action is asserted, any such money due GRIFFON under and by virtue of the Agreement as shall be deemed necessary by the VILLAGE for the payment thereof may be retained by the VILLAGE for said purpose until any such lawsuit, action or claim has been settled or has been fully judicially determined and satisfied. This indemnification shall be limited by the required minimum insurance coverages provided in this Agreement. Notwithstanding anything to the contrary in this Agreement, GRIFFON’s liability for environmental damages shall apply to the extent GRIFFON is grossly negligent or in the event of GRIFFON’s willful misconduct.

2. **Insurance.** GRIFFON shall obtain and thereafter keep in force statutorily required Worker's Compensation and Employer's Liability coverage, Commercial General Liability, \$1,000,000 per occurrence, \$3,000,000 aggregate, Commercial Automobile Liability, with the Village named as an additional insured, as applicable, and provide such Certificate of Insurance evidencing same upon execution of this Agreement. Each party shall agree to waive all rights of subrogation against the other, its officials, agents, employees and volunteers for losses caused from work performed by GRIFFON. No action or failure to act on the part of the VILLAGE shall constitute a waiver of any insurance requirement.

3. **Assumption and Limitation of Liability.** Subject to the terms and conditions of this Agreement and the limitations set forth herein, GRIFFON assumes liability for all injury to or death of any person or persons including employees of GRIFFON, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way caused out of any willful conduct or grossly negligent work performed by GRIFFON under this Agreement.



**3.1 MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES.**  
**NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE TO THE OTHER OR ANY THIRD PARTY FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE OR INDIRECT INJURY, LOSS OR DAMAGE (INCLUDING WITHOUT LIMITATION LOSS OF PROFIT OR ANTICIPATED PROFITS, LOSS OF REVENUE, LOSS OF USE, DOWNTIME COSTS, OR BUSINESS INTERRUPTION) WHATSOEVER RELATED TO, ARISING OUT OF, OR IN CONNECTION WITH THE WORK OR THE AGREEMENT.**

**4. Statutory Requirements**

**4.1 Equal Employment Opportunity.** In the event of GRIFFON's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights, GRIFFON may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations; and this Agreement may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Agreement, GRIFFON agrees as follows:

**4.1.1** That GRIFFON will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

**4.1.2** That, if GRIFFON hires additional employees in order to perform this contract or any portion of this contract, it will determine the availability (in accordance with the Illinois Department of Human Rights Rules and Regulations) of minorities and women in the areas from which GRIFFON may reasonably recruit; and GRIFFON will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

**4.1.3** That, in all solicitations or advertisements for employees placed by GRIFFON or on GRIFFON's behalf, GRIFFON will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.

4.1.4 That GRIFFON will send to each labor organization or representative of workers with which GRIFFON has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of GRIFFON's obligations under the Act and the Illinois Department of Human Rights Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with GRIFFON in GRIFFON's efforts to comply with the Illinois Human Rights Act and Illinois Department of Human Rights Rules and Regulations, GRIFFON will promptly notify the Illinois Department of Human Rights; and the VILLAGE and will recruit employees from other sources when necessary to fulfill its obligations under the Agreement.

4.1.5 That GRIFFON will submit reports as required by the Illinois Department of Human Rights Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting VILLAGE, and in all respects comply with the Illinois Human Rights Act and the Illinois Department of Human Rights' Rules and Regulations.

4.1.6 That GRIFFON will permit access to all relevant books, records, accounts and work sites by personnel of the VILLAGE and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Illinois Department of Human Rights' Rules and Regulations.

4.1.7 That GRIFFON will include verbatim or by reference the provisions of this clause in every subcontract awarded under which any portion of the contract obligations are undertaken or assumed so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, GRIFFON will be liable for compliance with applicable provisions of this clause by subcontractors; and further, it will promptly notify the VILLAGE and the Illinois Department of Human Rights in the event any subcontractor fails or refuses to comply with the provisions. In addition, GRIFFON will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

4.2 Prohibition of Segregated Facilities. GRIFFON will not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise. GRIFFON shall (except where it has obtained identical certifications from proposed subcontractors and material suppliers for specific time periods) obtain certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity Clause, and that GRIFFON will retain such certifications in its files.

4.3 Sexual Harassment Policy. GRIFFON has and will have in place and will enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105(A)(4).

4.4 Certifications. GRIFFON shall submit to the VILLAGE the Certification attached hereto as Exhibit A signed by its president or other authorized officer before a notary public.

4.5 Record Retention. GRIFFON shall maintain its records relating to the performance of the Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 *et seq.*) and the Freedom of Information Act (5 ILCS 140/1 *et seq.*) until written approval for the disposal of such records is obtained from the Local Records Commission. All books and records required to be maintained by GRIFFON shall be available for review and audit by the VILLAGE. GRIFFON shall cooperate with the VILLAGE (a) with any request for public records made pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq.*), (b) with any request for public records made pursuant to any audit, and (c) by providing full access to and copying of all relevant books and records within a time period which allows the VILLAGE to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). Failure by GRIFFON to maintain the books, records and supporting documents required by this section or the failure by GRIFFON to provide full access to and copying of all relevant books and records within a time period which allows the VILLAGE to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*) shall establish a presumption in favor of the VILLAGE for the recovery of any funds paid by the VILLAGE under this Agreement or for the recovery for any penalties or reasonable attorney's fees imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). The obligations imposed by this section shall survive final payment and the termination of the other obligations imposed by this Agreement.

4.6 Prevailing Wages. All wages paid by GRIFFON and each subcontractor shall be in compliance with the Prevailing Wage Act (820 ILCS 130), as amended. The Illinois Department of Labor publishes the prevailing wage rates on its website. If the Illinois Department of Labor revises the prevailing wage rates, the revised prevailing wage rates on the Illinois Department of Labor's website shall apply to this Proposal and GRIFFON will not be allowed additional compensation on account of said revisions. GRIFFON shall review the wage rates applicable to the work of the Proposal at regular intervals in order to ensure the timely payment of current wage rates. No additional notice of a change in wage rates is required. GRIFFON shall be responsible to notify each subcontract of the wage rates set forth in this Proposal and any revisions thereto.

GRIFFON and each subcontractor shall make and keep, for a period of not less than five years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

As part of the documentation for each progress payment, GRIFFON and each subcontractor shall submit to the Village certified payroll and compliance filings with the Illinois Department of Labor.

5. Obligations Survive. The indemnification, confidentiality and record retention obligations or duties imposed upon GRIFFON under the Agreement shall survive any termination of the Agreement.

6. Independent Contractor. GRIFFON is an independent contractor and in providing its work under this Agreement shall not represent to any third party that its authority is greater than that granted to it under the terms of the Agreement.

7. Non-Assignment. This Agreement is exclusive between the VILLAGE and GRIFFON. This Agreement or any right or obligations hereunder may not be assigned by GRIFFON, in whole or in part, to another firm without first obtaining prior permission in writing from the VILLAGE, whose prior permission shall not be unreasonably withheld. The VILLAGE may refuse to accept any substitute contractor for any reason.

Executed by the parties above this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

VILLAGE OF FOREST PARK

GRIFFON SYSTEMS, INC.

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

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

**AN ORDINANCE WAIVING BID AND AUTHORIZING THE ACCEPTANCE  
OF A PROPOSAL FROM LYONS & PINNER ELECTRIC COMPANIES  
FOR THE ELECTRICAL SERVICE REQUIRED FOR THE  
INSTALLATION OF SURVEILLANCE CAMERAS  
AT VARIOUS LOCATIONS WITHIN THE VILLAGE OF FOREST PARK**

**WHEREAS**, pursuant to Section 1-8A-7 of the Village Code of the Village of Forest Park, the corporate authorities of the Village of Forest Park (the “Village”) may, by four-fifths vote of all Council members then holding office, waive the competitive bidding requirements of Section 1-8A-7 of the Village Code; and

**WHEREAS**, the Village has solicited and received from Lyons & Pinner Electric Companies a proposal for the electrical service required for the installation of surveillance cameras at various locations throughout the Village; and

**WHEREAS**, the corporate authorities of the Village find it advisable, necessary and in the best interest of the public to waive the requirement of Section 1-8A-7 of the Village Code to waive the competitive bidding requirements, and to accept the proposal from Lyons & Pinner Electric Companies regarding the electrical service required for the installation of surveillance cameras, in the total amount of Nineteen Thousand Seven Hundred and 00/100 Dollars (\$19,700.00).

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Village Council of the Village of Forest Park, Cook County, Illinois, as follows:

**Section 1.** The foregoing recital clauses to this Ordinance are adopted by the corporate authorities as their findings of fact and are incorporated herein by specific reference.

**Section 2.** The corporate authorities of the Village hereby waive the requirement of Section 1-8A-7 of the Village Code, and hereby accept the proposal from Lyons & Pinner Electric Companies, a copy of which are attached hereto as Exhibit “A” (the “Proposal”), subject to

execution by Lyons & Pinner Electric Companies and receipt by the Village of the Proposal Amendment attached hereto as Exhibit “B” to this Ordinance (“Proposal Amendment”).

**Section 2.** The Village Administrator is hereby authorized and directed to execute the Proposal on behalf of the Village of Forest Park, subject to and conditioned upon receipt of the executed Proposal Amendment by Lyons & Pinner Electric Companies

**Section 3.** This Ordinance shall be in full force and effect upon its adoption as provided by law.

PASSED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED:**

\_\_\_\_\_  
Rory E. Hoskins, Mayor

**ATTEST:**

\_\_\_\_\_  
Vanessa Moritz, Village Clerk

**EXHIBIT “A”**

**PROPOSAL  
LYONS & PINNER ELECTRIC COMPANIES**



## **LYONS & PINNER ELECTRIC COMPANIES**

650 East Elm Avenue, LaGrange, Illinois 60525

Phone: (708) 588-6841 Fax: (708) 588-6845

August 9, 2021

Village of Forest Pk.  
517 Des Plaines Ave.  
Forest Pk. IL 60130

Re: Budget for camera power

Lyons Pinner Electric proposes to install a enclosure for cameras and all necessary power to them. Enclosures will be provided by others. Below is a budget per location.

### **Location-1 Harlem and Circle SW corner street light pole**

Scope of work to include:

- Supply and install a step down transformer on pole.
- Supply and install a new receptacle in enclosure.
- Mount enclosure to street light pole.
- Supply and install wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,500.00

### **Location-2 Harlem and Jackson NW of intersection street light pole**

Scope of work to include:

- Supply and install a step down transformer on pole.
- Supply and install a new receptacle in enclosure.
- Mount enclosure to street light pole.
- Supply and install new wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,500.00

### **Location-3 Harlem and Madison N or S side street light pole**

Scope of work to include:

- Supply and install a new receptacle in enclosure.
- Mount enclosure to street light pole.
- Supply and install new wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,200.00



**Location-4 Des Plains and Madison street light pole *\*\* control box panel required\*\****

Scope of work to include:

- Supply and install a new receptacle in enclosure.
- Mount enclosure to street light pole.
- Supply and install new wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,200.00

**Location-5 Des Plains and Randolph Traffic signal pole**

Scope of work to include:

- Supply and install a new receptacle in enclosure.
- Mount enclosure to traffic signal pole.
- Supply and install breaker in control box.
- Supply and install wire from control box to enclosure.
- Splice and test.

Total Budget: \$2,000.00

**Location-6 Des Plains and Roosevelt *\*\* control box panel required\*\****

Scope of work to include:

- Supply and install a new receptacle in enclosure.
- Mount enclosure to traffic signal pole.
- Supply and install wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,200.00

**Location-7 1<sup>st</sup> Ave and Roosevelt NE corner street light pole *\*LED upgrade required\****

Scope of work to include:

- Supply and install a step down transformer on pole.
- Supply and install a new receptacle in enclosure.
- Mount enclosure to street light pole.
- Supply and install wire and fuses and fuse kits.
- Splice and test.

Total Budget: \$1,500.00

**Location-8 Madison and Circle traffic signal pole**

Scope of work to include:

- Supply and install a new receptacle in enclosure.
- Mount enclosure to traffic signal pole.
- Supply and install breaker in control box.
- Supply and install wire from control box to enclosure.
- Splice and test.

Total Budget: \$2,000.00

**\* LED Upgrade**

An LED upgrade will be needed to provide continuous power for camera.

Scope of work to include:

- Supply and replace 7 HID street light fixtures with LED fixtures.
- New fixtures will be photocell controlled.

Total Budget: \$4,400.00

**\*\* Control Box Panel**

A new Breaker panel will be needed at two locations to segregate the outlet circuits from the lighting circuits.

Scope of work to include:

- Supply and install a new breaker panel in control box.
- Wire all outlet circuits into new breaker panel.

Total Budget: \$3,200.00

**Total project budget: \$19,700.00**

Excluded:

- Permit fees
- Restoration of any kind
- Delays due to unknown conditions
- Any work not listed in scope

If you have any questions, please don't hesitate to call me.  
Sincerely,

Wally Kleinfeldt

**EXHIBIT “B”**

**PROPOSAL AMENDMENT  
LYONS & PINNER ELECTRIC COMPANIES**

## **PROPOSAL AMENDMENT**

This Amendment is attached hereto and made a part of that certain Proposal, dated \_\_\_\_\_, 2022, by and between LYONS & PINNER ELECTRIC COMPANIES ("LP"), and the VILLAGE OF FOREST PARK ("Village").

1. **Indemnification.** LP shall defend, indemnify, keep and save harmless, the VILLAGE and the VILLAGE's officers, agents and employees, in both individual and official capacities, against all suits, claims, damages, losses and expenses, including reasonable attorneys' fees, which are solely the result of a negligent act or willful act or omission of LP or any of its employees or agents arising out of or resulting from the performance of services under this Agreement (an "Indemnifying Act"). If any settlement has been entered into (with express written consent of LP) or if a final judgment shall be rendered by a court of competent jurisdiction against the VILLAGE solely as the result of an Indemnifying Act, LP, after all appeals have been exhausted, shall, at its own expense, satisfy and discharge the same. This provision is applicable to the full extent as allowed by the laws of the State of Illinois and not beyond any extent that would render this provision void or unenforceable. In the event any such claim, lawsuit, or action is asserted, any such money due LP under and by virtue of the Agreement as shall be deemed necessary by the VILLAGE for the payment thereof may be retained by the VILLAGE for said purpose until any such lawsuit, action or claim has been settled or has been fully judicially determined and satisfied. This indemnification shall be limited by the required minimum insurance coverages provided in this Agreement. Notwithstanding anything to the contrary in this Agreement, LP's liability for environmental damages shall apply to the extent LP is grossly negligent or in the event of LP's willful misconduct.

2. **Insurance.** LP shall obtain and thereafter keep in force statutorily required Worker's Compensation and Employer's Liability coverage, Commercial General Liability, \$1,000,000 per occurrence, \$3,000,000 aggregate, Commercial Automobile Liability, with the Village named as an additional insured, as applicable, and provide such Certificate of Insurance evidencing same upon execution of this Agreement. Each party shall agree to waive all rights of subrogation against the other, its officials, agents, employees and volunteers for losses caused from work performed by LP. No action or failure to act on the part of the VILLAGE shall constitute a waiver of any insurance requirement.

3. **Assumption and Limitation of Liability.** Subject to the terms and conditions of this Agreement and the limitations set forth herein, LP assumes liability for all injury to or death of any person or persons including employees of LP, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way caused out of any willful conduct or grossly negligent work performed by LP under this Agreement.

**3.1 MUTUAL WAIVER OF CONSEQUENTIAL DAMAGES.**  
**NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, NEITHER PARTY SHALL BE LIABLE TO THE OTHER OR ANY THIRD PARTY FOR ANY CONSEQUENTIAL, SPECIAL, INCIDENTAL, PUNITIVE OR INDIRECT INJURY, LOSS OR DAMAGE (INCLUDING WITHOUT LIMITATION LOSS OF PROFIT OR ANTICIPATED PROFITS, LOSS OF REVENUE, LOSS OF USE, DOWNTIME COSTS, OR BUSINESS INTERRUPTION) WHATSOEVER RELATED TO, ARISING OUT OF, OR IN CONNECTION WITH THE WORK OR THE AGREEMENT.**

**4. Statutory Requirements**

**4.1 Equal Employment Opportunity.** In the event of LP's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Rules and Regulations of the Illinois Department of Human Rights, LP may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations; and this Agreement may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this Agreement, LP agrees as follows:

4.1.1 That LP will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service; and, further, that he or she will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any underutilization.

4.1.2 That, if LP hires additional employees in order to perform this contract or any portion of this contract, it will determine the availability (in accordance with the Illinois Department of Human Rights Rules and Regulations) of minorities and women in the areas from which LP may reasonably recruit; and LP will hire for each job classification for which employees are hired in a way that minorities and women are not underutilized.

4.1.3 That, in all solicitations or advertisements for employees placed by LP or on LP's behalf, LP will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, sexual orientation, marital status, national origin or ancestry, citizenship status, age, physical or mental disability unrelated to ability, sexual orientation, military status or an unfavorable discharge from military service.

4.1.4 That LP will send to each labor organization or representative of workers with which LP has or is bound by a collective bargaining or other agreement or understanding, a notice advising the labor organization or representative of LP's obligations under the Act and the Illinois Department of Human Rights Rules and Regulations. If any labor organization or representative fails or refuses to cooperate with LP in LP's efforts to comply with the Illinois Human Rights Act and Illinois Department of Human Rights Rules and Regulations, LP will promptly notify the Illinois Department of Human Rights; and the VILLAGE and will recruit employees from other sources when necessary to fulfill its obligations under the Agreement.

4.1.5 That LP will submit reports as required by the Illinois Department of Human Rights Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting VILLAGE, and in all respects comply with the Illinois Human Rights Act and the Illinois Department of Human Rights' Rules and Regulations.

4.1.6 That LP will permit access to all relevant books, records, accounts and work sites by personnel of the VILLAGE and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Illinois Department of Human Rights' Rules and Regulations.

4.1.7 That LP will include verbatim or by reference the provisions of this clause in every subcontract awarded under which any portion of the contract obligations are undertaken or assumed so that the provisions will be binding upon the subcontractor. In the same manner as with other provisions of this contract, LP will be liable for compliance with applicable provisions of this clause by subcontractors; and further, it will promptly notify the VILLAGE and the Illinois Department of Human Rights in the event any subcontractor fails or refuses to comply with the provisions. In addition, LP will not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

4.2 Prohibition of Segregated Facilities. LP will not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its employees to perform their services at any location, under its control, where "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise. LP shall (except where it has obtained identical certifications from proposed subcontractors and material suppliers for specific time periods) obtain certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity Clause, and that LP will retain such certifications in its files.

4.3 Sexual Harassment Policy. LP has and will have in place and will enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105(A)(4).

4.4 Certifications. LP shall submit to the VILLAGE the Certification attached hereto as Exhibit A signed by its president or other authorized officer before a notary public.

4.5 Record Retention. LP shall maintain its records relating to the performance of the Agreement in compliance with the requirements of the Local Records Act (50 ILCS 205/1 *et seq.*) and the Freedom of Information Act (5 ILCS 140/1 *et seq.*) until written approval for the disposal of such records is obtained from the Local Records Commission. All books and records required to be maintained by LP shall be available for review and audit by the VILLAGE. LP shall cooperate with the VILLAGE (a) with any request for public records made pursuant to the Freedom of Information Act (5 ILCS 140/1 *et seq.*), (b) with any request for public records made pursuant to any audit, and (c) by providing full access to and copying of all relevant books and records within a time period which allows the VILLAGE to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). Failure by LP to maintain the books, records and supporting documents required by this section or the failure by LP to provide full access to and copying of all relevant books and records within a time period which allows the VILLAGE to timely comply with the time limits imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*) shall establish a presumption in favor of the VILLAGE for the recovery of any funds paid by the VILLAGE under this Agreement or for the recovery for any penalties or reasonable attorney's fees imposed by the Freedom of Information Act (5 ILCS 140/1 *et seq.*). The obligations imposed by this section shall survive final payment and the termination of the other obligations imposed by this Agreement.

4.6 Prevailing Wages. All wages paid by LP and each subcontractor shall be in compliance with the Prevailing Wage Act (820 ILCS 130), as amended. The Illinois Department of Labor publishes the prevailing wage rates on its website. If the Illinois Department of Labor revises the prevailing wage rates, the revised prevailing wage rates on the Illinois Department of Labor's website shall apply to this Proposal and LP will not be allowed additional compensation on account of said revisions. LP shall review the wage rates applicable to the work of the Proposal at regular intervals in order to ensure the timely payment of current wage rates. No additional notice of a change in wage rates is required. LP shall be responsible to notify each subcontract of the wage rates set forth in this Proposal and any revisions thereto.

LP and each subcontractor shall make and keep, for a period of not less than five years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

As part of the documentation for each progress payment, LP and each subcontractor shall submit to the Village certified payroll and compliance filings with the Illinois Department of Labor.

5. Obligations Survive. The indemnification, confidentiality and record retention obligations or duties imposed upon LP under the Agreement shall survive any termination of the Agreement.

6. Independent Contractor. LP is an independent contractor and in providing its work under this Agreement shall not represent to any third party that its authority is greater than that granted to it under the terms of the Agreement.

7. Non-Assignment. This Agreement is exclusive between the VILLAGE and LP. This Agreement or any right or obligations hereunder may not be assigned by LP, in whole or in part, to another firm without first obtaining prior permission in writing from the VILLAGE, whose prior permission shall not be unreasonably withheld. The VILLAGE may refuse to accept any substitute contractor for any reason.

Executed by the parties above this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

VILLAGE OF FOREST PARK

LYONS & PINNER ELECTRIC  
COMPANIES

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

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



Location	Item		Cost / Total	TIF	Other	
Harlem/Circle	Power		\$ 1,500.00	\$ 1,500.00		
Harlem/Jackson	Power		\$ 1,500.00		\$ 1,500.00	
Harlem/Madison	Power		\$ 1,200.00		\$ 1,200.00	
Des Plaines/Madison	Power		\$ 1,200.00		\$ 1,200.00	
Des Plaines/Randolph	Power		\$ 2,000.00		\$ 2,000.00	
Des Plaines/Roosevelt	Power		\$ 1,200.00	\$ 1,200.00		
1st/Roosevelt	Power		\$ 1,500.00	\$ 1,500.00		
Madison/Circle	Power		\$ 2,000.00		\$ 2,000.00	
	LED Upgrade		\$ 4,400.00		\$ 4,400.00	
	Control Box		\$ 3,200.00	\$ 1,600.00	\$ 1,600.00	
	<b>Lyons Pinner</b>		<b>\$ 19,700.00</b>	<b>\$ 5,800.00</b>	<b>\$ 13,900.00</b>	<b>Lyons Pinner quote</b>
Harlem/Circle	PTZ		\$ 2,500.00	\$ 2,500.00		
	Bullet Camera	\$1,200 x 2	\$ 2,400.00	\$ 2,400.00		
	Wireless Radio	\$1,250 x1	\$ 1,250.00	\$ 1,250.00		\$ 6,150.00
Harlem/Jackson	Bullet Camera	\$1,200 x 2	\$ 2,400.00		\$ 2,400.00	
	Wireless Radio	\$1,250 x 2	\$ 2,500.00		\$ 2,500.00	\$ 4,900.00
Harlem/Roosevelt	ALPR	\$3,000 x 1	\$ 3,000.00	\$ 3,000.00		
	Bullet Camera	\$1,200 x 2	\$ 2,400.00	\$ 2,400.00		
	Wireless Radio	\$1,250 x 2	\$ 2,500.00	\$ 2,500.00		\$ 7,900.00
Harlem/Madison	ALPR	\$3,000 x 1	\$ 3,000.00		\$ 3,000.00	
	Bullet Camera	\$1,200 x 2	\$ 2,400.00		\$ 2,400.00	
	Wireless Radio	1250 x1	\$ 1,250.00		\$ 1,250.00	\$ 6,650.00
Des Plaines/Madison	Bullet Camera	\$1,200 x 2	\$ 2,400.00		\$ 2,400.00	
	Wireless Radio	\$1,250 x 2	\$ 2,500.00		\$ 2,500.00	\$ 4,900.00
Des Plaines/Randolph	Bullet Camera	\$1,200 x 2	\$ 2,400.00		\$ 2,400.00	
	Wireless Radio	\$1,250 x 2	\$ 2,500.00		\$ 2,500.00	\$ 4,900.00
Des Plaines/Roosevelt	ALPR	\$3,000 x 1	\$ 3,000.00	\$ 3,000.00		
	Bullet Camera	\$1,200 x 2	\$ 2,400.00	\$ 2,400.00		
	Wireless Radio	\$1,250 x 2	\$ 2,500.00	\$ 2,500.00		\$ 7,900.00
1st/Roosevelt	ALPR	\$3,000 x 1	\$ 3,000.00	\$ 3,000.00		
	Bullet Camera	\$1,200 x 2	\$ 2,400.00	\$ 2,400.00		
	Wireless Radio	\$1,250 x 2	\$ 2,500.00	\$ 2,500.00		\$ 7,900.00
Madison/Circle	Bullet Camera	\$1,200 x 2	\$ 2,400.00		\$ 2,400.00	
	Wireless Radio	1250 x 2	\$ 2,500.00		\$ 2,500.00	\$ 4,900.00
Franklin Water Tower	PTZ		\$ 2,500.00	\$ 2,500.00		\$ 2,500.00
517 Desplaines	Wireless Radio	\$1,250 x 2	\$ 2,500.00		\$ 2,500.00	\$ 2,500.00
Hannah Water Tower	PTZ		\$ 2,500.00	\$ 2,500.00		
	Bullet Camera	\$1,200 x 1	\$ 1,200.00	\$ 1,200.00		
	Wireless Radio	1250 x1	\$ 1,250.00	\$ 1,250.00		\$ 4,950.00
	64TB Storage		\$ 28,000.00	\$ 28,000.00		\$ 66,050.00
	CAT 6 Tower	\$500 x 2	\$ 1,000.00	\$ 1,000.00		
Configuration Labor			\$ 9,500.00	\$ 9,500.00		
Tower Labor and Materials			\$ 6,000.00	\$ 6,000.00		
Installation			\$ 15,000.00	\$ 15,000.00		
1 channel license		\$275 x 26	\$ 7,150.00	\$ 7,150.00		
backhaul band upgrade		\$350 x 5	\$ 1,750.00	\$ 1,750.00		
pole enclosures		\$250 x 13	\$ 3,250.00	\$ 3,250.00		
port poe switch			\$ 1,000.00	\$ 1,000.00		
LPR software license		\$3,000 x 4	\$ 12,000.00	\$ 12,000.00		
Additional Wireless AP	Wireless Radio	\$1,250 x 9	\$ 11,250.00	\$ 11,250.00		
			<b>\$ 161,950.00</b>	<b>\$ 133,200.00</b>	<b>\$ 28,750.00</b>	<b>Griffon Systems</b>
			<b>\$ 181,650.00</b>	<b>\$ 139,000.00</b>	<b>\$ 42,650.00</b>	<b>Totals</b>
			<b>ADD</b>			
			<b>\$1,325.00</b>			Griffon Systems-WaterTower Camera
		<b>NEW GRAND TOTAL</b>	<b>\$ 182,975.00</b>			

**A RESOLUTION APPROVING THE SPECIFICATIONS  
AND AUTHORIZING THE ADVERTISING OF BIDS FOR THE  
510 DESPLAINES GREEN PARKING LOT IMPROVEMENTS PROJECT**

WHEREAS, the Village of Forest Park ("Village"), as a result of and in conformance with the grant funding provided by the Metropolitan Water Reclamation District ("MWRD Grant"), has undertaken to develop plans and specifications for the reconstruction of the 510 Desplaines Green Parking Lot Improvements Project (the "Project"); and

WHEREAS, the Village desires to approve certain specifications and advertisement for bids for the Project, pursuant to the requirements of the MWRD Grant.

BE IT RESOLVED, by the Mayor and Village Council of the Village of Forest Park, Cook County, Illinois, as follows:

**Section 1.** Finding of the Corporate Authorities

In the opinion of a majority of the corporate authorities of the Village, it is advisable, necessary and in the public interest that the Village approve the specifications, advertise and solicit bids for the Project, pursuant to the requirements of the MWRD Grant.

**Section 2.** Advertisement for Bids

The Village Clerk and Village Engineer, Christopher B. Burke Engineering, Ltd., are hereby authorized and directed to cause an advertisement and to solicit bids, pursuant to the MWRD Grant public bid process and in substantially the form of the contract documents, attached hereto as Exhibit "A" and made a part hereof.

Section 3.      Effective Date

This Resolution shall be in full force and effect from and after its passage and approval in the manner provided by law.

ADOPTED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Rory E. Hoskins, Mayor

ATTESTED and filed in my office,  
and published in pamphlet form  
this \_\_\_\_\_ day of January, 2022.

\_\_\_\_\_  
Vanessa Moritz, Village Clerk

**EXHIBIT "A"**

**510 Desplaines Green Parking Lot  
Project Bid Documents**

# VILLAGE OF FOREST PARK

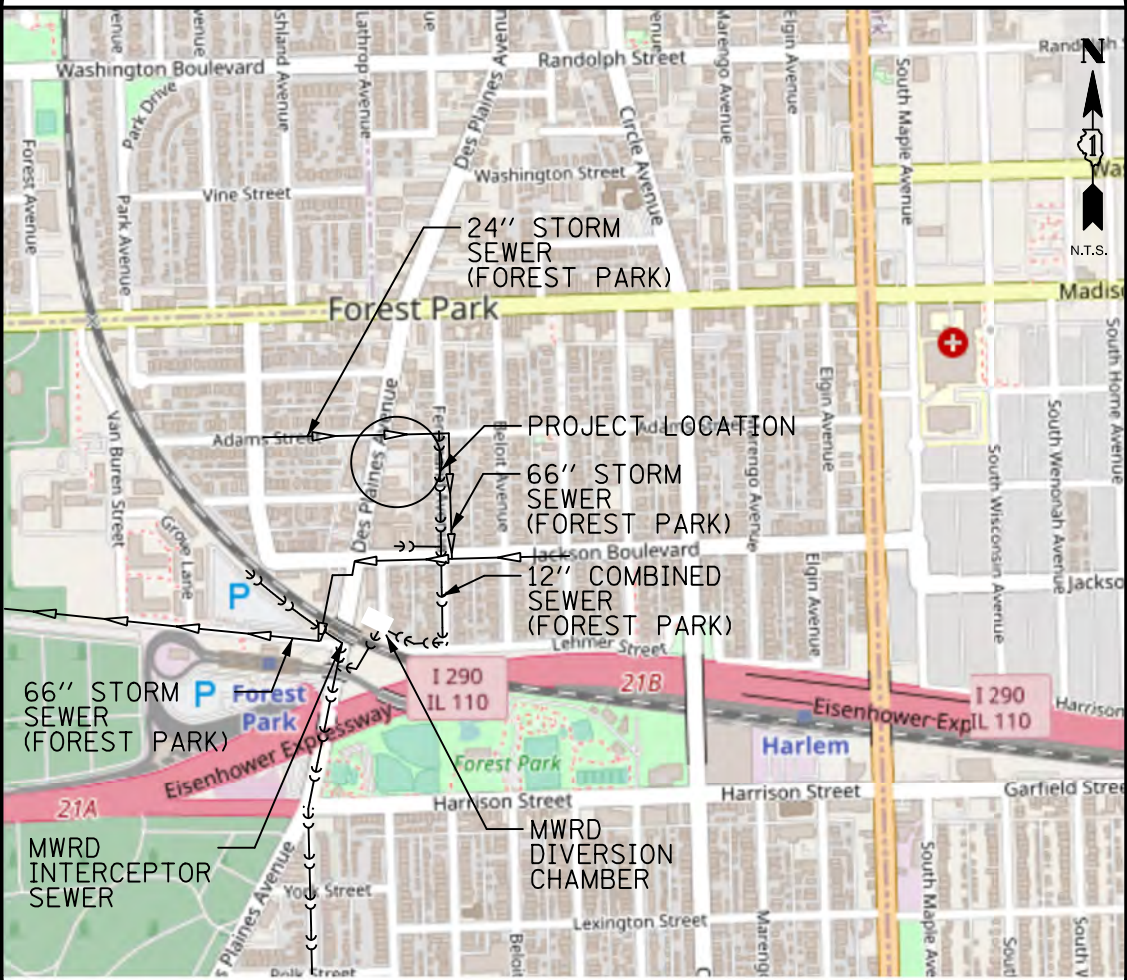
## MWRD GREEN INFRASTRUCTURE PROGRAM

### 510 DES PLAINES GREEN PARKING LOT

#### INDEX

- COVER SHEET
- GENERAL NOTES AND SUMMARY OF QUANTITIES
- TYPICAL SECTIONS
- EXISTING CONDITIONS AND BENCHMARKS
- REMOVAL PLAN
- PROPOSED PLAN
- PARKING SPACE DIMENSION PLAN
- GRADING PLAN
- LANDSCAPING PLAN
- CONSTRUCTION DETAILS
- ELECTRIC GENERAL NOTES AND BILL OF MATERIALS
- ELECTRIC VEHICLE CHARGER SITE PLAN
- ELECTRIC VEHICLE CHARGER DETAILS

#### LOCATION / VICINITY MAP



#### IDOT STANDARDS

- |        |  |
|--------|--|
| 000001 | STANDARD SYMBOLS, ABBREVIATIONS AND PATTERNS                     |
| 424001 | PERPENDICULAR CURB RAMPS FOR SIDEWALKS                           |
| 424026 | ENTRANCE/ALLEY PEDESTRIAN CROSSINGS                              |
| 606001 | CONCRETE CURB TYPE B AND COMBINATION<br>CONCRETE CURB AND GUTTER |
| 701801 | SIDEWALK, CORNER OR CROSSWALK CLOSURE                            |
| 701901 | TRAFFIC CONTROL DEVICES  |

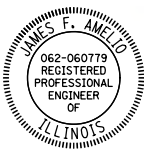
#### LOCATION

510 DES PLAINES  
GREEN PARKING LOT

510 DES PLAINES AVENUE



THE CONTRACTOR SHALL BE SOLELY  
RESPONSIBLE FOR JOB SITE SAFETY  
AS WELL AS SUPERVISION/DIRECTION  
AND MEANS/METHODS OF CONSTRUCTION



ENGINEER  
DATE 12/21/2021  
JAMES F. AMELIO  
ILLINOIS REGISTRATION No. 062-060779  
EXPIRATION DATE: 11/30/23

#### CONSTRUCTABILITY REVIEW BY

REVIEWER DATE

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

PROFESSIONAL DESIGN FIRM NO. 184-001175-0014  
EXPIRATION DATE: 04/30/23



GENERAL NOTES

1.

THE VILLAGE OF FOREST PARK (OWNER) AND CHRISTOPHER B. BURKE ENGINEERING, LTD (OWNER'S REPRESENTATIVE) SHALL BE NOTIFIED IN WRITING AT LEAST TWO (2) FULL WORKING DAYS PRIOR TO COMMENCEMENT OF CONSTRUCTION.
2.

UTILITIES EXIST IN THE AREA WHERE WORK IS PROPOSED. ACTUAL DEPTH OF UTILITIES ARE UNKNOWN. SHOULD ANY GIVEN UTILITY INTERFERE WITH THE PROPOSED WORK, PIPE ROUTING, ETC., THE CONTRACTOR SHALL, AT NO EXTRA COST TO THE OWNER, RESOLVE ANY AND ALL INTERFERENCE PROBLEMS. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF WORK AS REQUIRED.
3.

ALL UTILITY COMPANIES SHALL BE CONTACTED AND THEIR FACILITIES SHALL BE LOCATED PRIOR TO ANY WORK IN ANY EASEMENT, RIGHT-OF-WAY, OR SUSPECTED UTILITY LOCATION.
4.

BEFORE BEGINNING CONSTRUCTION, THE CONTRACTOR SHALL VERIFY THE LINE AND GRADES SHOWN ON THE CONTRACT DRAWINGS. IF THERE ARE ANY DISCREPANCIES FROM WHAT IS SHOWN ON THE CONTRACT DRAWINGS, THE CONTRACTOR SHALL IMMEDIATELY REPORT SAME TO THE OWNER PRIOR TO PERFORMING WORK. CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF WORK AS REQUIRED.
5.

ALL ELEVATIONS SHOWN ON THE CONTRACT DRAWINGS ARE NAVD' 88 UNLESS OTHERWISE SPECIFIED.
6.

ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE FOLLOWING SPECIFICATIONS, WHICH ARE HEREBY MADE A PART HEREOF:

A.

"STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION IN ILLINOIS", AS PREPARED BY IDOT.

B.

"STANDARD SPECIFICATIONS FOR WATER AND SEWER MAIN CONSTRUCTION IN ILLINOIS."

C.

THE VILLAGE OF FOREST PARK STANDARDS.
7.

THE CONTRACT DOCUMENTS ARE NOT INTENDED TO SHOW EVERY AND ALL DETAILS OF WORK TO BE PERFORMED OR EQUIPMENT TO BE SUPPLIED. THE INTENT OF THE CONTRACT DOCUMENTS IS TO ILLUSTRATE THE CONCEPTUAL DESIGN AND LAYOUT. THE CONTRACTOR SHALL BE KNOWLEDGEABLE AND REGULARLY ENGAGED IN THE TYPE OF WORK DESCRIBED BY THESE CONTRACT DOCUMENTS, AND SHALL BE RESPONSIBLE FOR UNDERSTANDING THEIR INTENT. ANY WORK TO BE PERFORMED OR ITEM OF EQUIPMENT TO BE SUPPLIED WHICH IS NOT SPECIFICALLY CALLED FOR BY THESE CONTRACT DOCUMENTS BUT WHICH IS NECESSARY TO PROVIDE A COMPLETE AND SUCCESSFUL WORKING SYSTEM SHALL BE INCLUDED IN THE CONTRACTOR'S SCOPE OF WORK AT NO ADDITIONAL COST TO THE OWNER.
8.

IT IS THE CONTRACTOR'S RESPONSIBILITY TO DETERMINE ALL MATERIAL QUANTITIES AND APPRAISE HIMSELF/HERSELF OF ALL CONDITIONS. THE CONTRACT PRICE SUBMITTED BY THE CONTRACTOR SHALL BE CONSIDERED AS THE TOTAL COST FOR THE COMPLETE PROJECT. NO CLAIMS FOR EXTRA WORK WILL BE RECOGNIZED DUE TO THE CONTRACTOR'S FAILURE TO UNDERSTAND THE SCOPE OF WORK.
9.

IT SHALL BE NECESSARY TO PERFORM WORK ADJACENT TO EXISTING UTILITIES. THE CONTRACTOR SHALL PROVIDE ALL NECESSARY PROTECTION FOR EXISTING UTILITIES IN CONFORMANCE WITH THE AFFECTED UTILITY COMPANIES REQUIREMENTS AS MAY BE REQUIRED TO PERFORM THE WORK OF THIS CONTRACT.
10.

THE WORK PERFORMED UNDER THIS CONTRACT SHALL NOT INTERFERE WITH THE NORMAL OPERATION OF ANY EXISTING UTILITY SERVICE. THE CONTRACTOR SHALL FURNISH ALL NECESSARY ITEMS OF EQUIPMENT REQUIRED TO MAINTAIN SUCH NORMAL OPERATION AT NO ADDITIONAL COST TO THE OWNER. THE COST ASSOCIATED FOR THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE COST OF THE CONTRACT.
11.

ANY AND ALL DEWATERING REQUIRED TO KEEP EXCAVATIONS DRY SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR.
12.

CERTAIN INFORMATION SHOWN ON THESE DRAWINGS HAS BEEN OBTAINED FROM DRAWINGS OF RECORD. CONTRACTOR SHALL VERIFY SUCH INFORMATION PRIOR TO ACTUAL START OF WORK, WHERE DISCREPANCIES ARE DISCOVERED THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE. FAILURE BY THE CONTRACTOR TO IMMEDIATELY NOTIFY THE OWNER'S REPRESENTATIVE OF SUCH DISCREPANCIES SHALL RESULT IN THE CONTRACTOR BEARING THE FULL BURDEN OF ALL RISKS/COSTS ATTRIBUTED TO THE DISCOVERED DISCREPANCY.
13.

SOIL EROSION PROTECTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE ILLINOIS URBAN MANUAL FOR SOIL EROSION AND SEDIMENT CONTROL. ALL DISTURBED AREAS (NOT IMPERVIOUS IN NATURE) SHALL BE FINE GRADED, TOP-SOIL RESTORED (MIN. 4 INCHES), AND SEED/MULCH APPLIED UNLESS OTHERWISE SPECIFIED ON THE PLANS.
14.

BEFORE INSTALLING ANY BURIED PIPE, THE CONTRACTOR SHALL CAREFULLY UNCOVER ALL EXISTING BURIED UTILITY LINES WHICH CROSS NEW CONSTRUCTION SO HE/SHE CAN DETERMINE THEIR EXACT LOCATION AND DEPTH. IF EXISTING BURIED UTILITY LINES ARE ENCOUNTERED THAT CONFLICT WITH NEW CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE OWNER'S REPRESENTATIVE SO THAT THE CONFLICT MAY BE RESOLVED.
15.

ALL IMPROVEMENTS, PLANS, SHOP DRAWINGS, CONSTRUCTION SCHEDULES, TESTING AND FINAL ACCEPTANCE SHALL BE SUBJECT TO REVIEW AND APPROVAL OF THE VILLAGE OF FOREST PARK PER THAT AGENCY'S DISCRETION. ALL CONSTRUCTION SHALL COMPLY WITH ESTABLISHED CONSTRUCTION STANDARDS OF THE VILLAGE OF FOREST PARK.

CONCRETE/STRUCTURAL NOTES

1.

THE MINIMUM ALLOWABLE BEARING CAPACITY ON UNDISTURBED SOIL OR COMPACTED FILL SHALL BE 3000 PSF.
2.

ALL COMPACTED FILL SHALL BE PLACED IN LAYERS NOT EXCEEDING 9", AND COMPACTED TO A MINIMUM DENSITY OF 95% OBTAINED IN ACCORDANCE WITH ASTM D-1557-78 (COHESIVE SOILS) EXCEPT FOR SEWER INSTALLATION.
3.

ALL CONCRETE WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF "AMERICAN CONCRETE INSTITUTE BUILDING CODE" (ACI 318).
4.

ALL CONCRETE SHALL OBTAIN A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3500 PSI.
5.

ALL CONCRETE SHALL BE AIR ENTRAINED 4% TO 6%.
6.

REINFORCING BARS SHALL BE DEFORMED BARS OF NEW BILLET STEEL CONFORMING TO ASTM SPECIFICATION A-615, GRADE 60. ALL REINFORCING AND ACCESSORIES SHALL BE DETAILED AND PLACED IN ACCORDANCE WITH ACI STANDARDS 315-80 AND 315R-80.
7.

ALL DIMENSIONS ON CONTRACT DRAWINGS SHALL BE CHECKED BY THE CONTRACTOR. ANY DISCREPANCIES ARE TO BE REPORTED TO THE OWNER IMMEDIATELY. CONTRACTOR SHALL BE RESPONSIBLE FOR SOLVING SUCH DISCREPANCIES AT NO ADDITIONAL COST TO THE OWNER.
8.

ALL EXISTING DIMENSIONS AND CONDITIONS MUST BE FIELD VERIFIED PRIOR TO EQUIPMENT FABRICATION/ INSTALLATION/ POURING OF CONCRETE/ ETC.

CONSTRUCTION NOTES:

1.

SIDEWALK WILL BE REMOVED AND REPLACED IN KIND. DRIVEWAY PAVEMENT WILL BE REMOVED AND REPLACED IN KIND. DISTURBED PARKWAYS WILL BE RESTORED WITH BIOSOLIDS AND SOD.
2.

CONTRACTOR TO LIMIT CONSTRUCTION DUST, SOIL TRACKING, OR ANY TYPE OF STOCKPILING ON TOP OF PERMEABLE PAVEMENT
3.

CONTRACTOR TO MINIMIZE CONSTRUCTION TRAFFIC AND USE SMALLER EXCAVATOR, IN ORDER TO LIMIT COMPACTION OF THE UNDERLYING SOIL

UTILITIES

1.

COORDINATION OF ALL UTILITY WORK INVOLVED IN THE CONSTRUCTION AREA WILL BE DISCUSSED AT THE PRECONSTRUCTION CONFERENCE.
2.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CONTACTING THE OWNERS OF ALL EXISTING FACILITIES SO THAT THE UTILITIES AND THEIR APPURTENANCES MAY BE LOCATED AND ADJUSTED OR MOVED, IF NECESSARY, PRIOR TO THE START OF CONSTRUCTION OPERATIONS. THE CONTRACTOR SHALL COOPERATE WITH ALL UTILITY OWNERS AS PROVIDED FOR IN THE STANDARD SPECIFICATIONS.
3.

THE LOCATIONS OF EXISTING DRAINAGE STRUCTURES, STORM AND SANITARY SEWERS, WATER SERVICE LINES AND OTHER UTILITY LINES ARE APPROXIMATE, AND THE VILLAGE DOES NOT GUARANTEE THEIR ACCURACY. THERE EXACT HORIZONTAL AND VERTICAL LOCATIONS ARE TO BE DETERMINED IN THE FIELD BY THE CONTRACTOR AT HIS OWN EXPENSE.
4.

THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL UNDERGROUND OR SURFACE UTILITIES EVEN THOUGH THEY MAY NOT BE SHOWN ON THE PLANS. ANY UTILITY THAT IS DAMAGED DURING CONSTRUCTION SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE ENGINEER OR COOK COUNTY. THIS WORK SHALL BE AT THE CONTRACTOR'S EXPENSE.
5.

BEFORE STARTING ANY EXCAVATION, THE CONTRACTOR SHALL CALL "J.U.L.I.E." AT 800-892-0123 FOR FIELD LOCATIONS OF BURIED ELECTRIC, TELEPHONE, CABLE AND GAS FACILITIES AND THE VILLAGE OF FOREST PARK PUBLIC WORKS DEPT. FOR FIELD LOCATIONS OF BURIED WATER, SANITARY AND STORM FACILITIES (48-HOUR ADVANCE NOTIFICATION IS REQUIRED).

LANDSCAPING NOTES

1.

CONTRACTOR TO VERIFY ALL LANDSCAPE MATERIAL QUANTITIES.
2.

ALL MATERIAL MUST MEET INDUSTRY STANDARDS AND THE LANDSCAPE ARCHITECT HAS THE RIGHT TO REJECT AND POOR MATERIAL WORKMANSHIP.
3.

ALL PLANTING SHALL BE INSTALLED AT EQUAL DISTANCES, BACKFILLED WITH AMENDED SOIL, WATERED, FERTILIZED, AND HAVE ALL TAGS, WIRES, AND ROPES REMOVED.
4.

TREES SHALL BE STAKED AND GUYED AND HAVE A WATERING SAUCER CREATED AT THE BASE.
5.

ALL MASS PLANTING BEDS SHALL BE MOUNDED WITH BIOSOLIDS 3" MIN. ABOVE ADJOINING GRADE.
6.

ALL BEDS SHALL BE INSTALLED WITH A DEEP SPADE EDGE, AT THE TIME OF INSTALLATION, CONTRACTOR SHALL INSTALL PRE-EMERGENT WEED HERBICIDE TO ALL MASS PLANTING BEDS AT THE RECOMMENDED RATE.
7.

PROVIDE AND INSTALL 2" MIN SHREDDED HARDWOOD BARK MULCH TO ALL MASS PLANTING BEDS AND INDIVIDUAL TREES.

SUMMARY OF QUANTITIES

SP	ITEM	ITEM DESCRIPTION	UNIT	QUANTITY
*	1	TREE TRUNK PROTECTION	EACH	6
	2	TREE ROOT PRUNING	EACH	6
	3	NITROGEN FERTILIZER NUTRIENT	POUND	1
	4	POTASSIUM FERTILIZER NUTRIENT	POUND	1
	5	PHOSPHORUS FERTILIZER NUTRIENT	POUND	1
	6	SODDING	SQ YD	24
	7	EARTH EXCAVATION	CU YD	854
	8	INLET FILTERS	EACH	2
	9	AGGREGATE SUBGRADE IMPROVEMENT, CA-1 GRADATION	CU YD	22
	10	GRANULAR SUBGRADE, CA-1 GRADATION, 18 INCH	SQ YD	1280
	11	GRANULAR SUBGRADE, CA-7 GRADATION, 6 INCH	SQ YD	1280
*	12	PORTLAND CEMENT CONCRETE PAVEMENT, 8 INCH	SQ YD	45
*	13	PAVEMENT REMOVAL	SQ YD	1280
*	14	COMBINATION CURB AND GUTTER REMOVAL	FOOT	350
*	15	SIDEWALK REMOVAL AND REPLACEMENT	SQ FT	350
*	16	REMOVAL AND DISPOSAL OF WHEEL STOPS	EACH	5
*	17	FURNISH AND INSTALL WHEEL STOPS	EACH	8
*	18	COPPER WATER LINE, 2 INCH	FOOT	7
*	19	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	325
	20	METAL POST, TYPE A	FOOT	60
*	21	WOVEN GEOTEXTILE FABRIC	SQ YD	1280
	22	CONCRETE RETAINING EDGE	FOOT	150
*	23	OBSERVATION WELL	EACH	2
*	24	PIPE UNDERDRAINS 4 INCH, SPECIAL	FOOT	255
*	25	PERMEABLE INTERLOCKING CONCRETE PAVERS, 3 1/8 INCH	SQ FT	11050
*	26	WHITE GRANITE INLAID PAVEMENT MARKING, 4 INCH	SQ FT	290
	27	NON-SPECIAL WASTE DISPOSAL	CU YD	125
	28	SPECIAL WASTE PLANS AND REPORTS	L SUM	1
	29	SOIL DISPOSAL ANALYSIS	EACH	1
*	30	TRAFFIC CONTROL AND PROTECTION, SPECIAL	L SUM	1
*	31	CONSTRUCTION LAYOUT	L SUM	1
*	32	MODIFIED TOPSOIL	CU YD	7
*	33	BIOSOLIDS, DELIVER AND PLACE, 1 1/2 INCH, SPECIAL	SQ YD	180
	34	MULCH	CU YD	20
*	35	EDUCATIONAL SIGNS	EACH	2
*	36	INFORMATIONAL SIGN	EACH	1
*	37	AS-BUILT DRAWINGS	L SUM	1



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

				DSGN.		
				DWN.		
				CHKD.		
				SCALE:	40'	
				PLOT DATE:	12/21/2021	
				CAD USER:	Jamello	
NO.	DATE	NATURE OF REVISION		CHKD.	MODEL:	Default
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TITLE:

**510 DES PLAINES GREEN PARKING LOT  
GENERAL NOTES AND  
SUMMARY OF QUANTITIES**

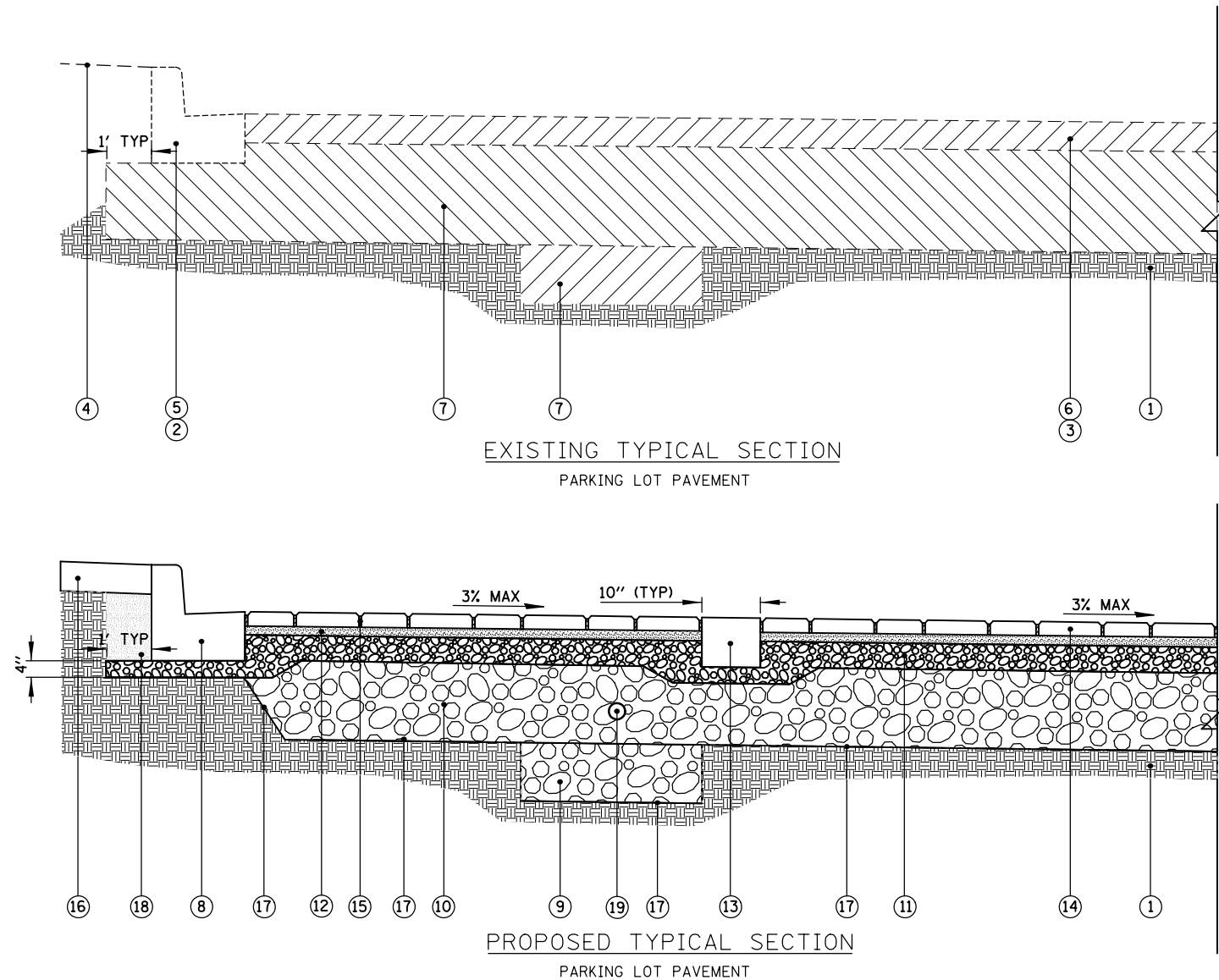
PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 2 OF 15

DRAWING NO.

2



LEGEND

- ITEMS TO BE REMOVED (AS DIRECTED BY THE ENGINEER IN THE FIELD)
- UNDISTURBED SUBGRADE
  - EXISTING CONCRETE CURB
  - EXISTING BITUMINOUS PAVEMENT (VARIES 2.5" TO 3.5", SEE CORE DATA)
  - EXISTING SOIL AND GROUND COVER
  - CURB REMOVAL (AT LOCATIONS DIRECTED BY ENGINEER IN THE FIELD)
  - PAVEMENT REMOVAL - 4"
  - REMOVAL & DISPOSAL OF UNSUITABLE MATERIAL (AT LOCATIONS DIRECTED BY ENGINEER IN THE FIELD)
  - COMBINATION CONCRETE CURB & GUTTER TY. B-6.12 (AT LOCATIONS DIRECTED BY ENGINEER IN THE FIELD)
  - AGGREGATE SUBGRADE IMPROVEMENT, CA-1 GRADATION (AT LOCATIONS DIRECTED BY ENGINEER IN THE FIELD)
  - GRANULAR SUBGRADE, CA-1 GRADATION - 18"
  - GRANULAR SUBGRADE, CA-7 GRADATION - 6"
  - BEDDING STONE, CA-16 GRADATION - 1" (INCLUDED IN THE COST OF PERMEABLE PAVERS)
  - CONCRETE RETAINING EDGE - 10"
  - PERMEABLE INTERLOCKING CONCRETE PAVER - 3 1/8"
  - CA-16 (INCLUDED IN THE COST OF PERMEABLE PAVERS)
  - PARKWAY RESTORATION SHALL CONSIST OF:  
MODIFIED TOPSOIL, 4"  
FERTILIZER NUTRIENTS  
SODDING
  - WOVEN GEOTEXTILE FABRIC
  - SAND BACKFILL (INCLUDED IN THE COST OF CURB)
  - PIPE UNDERDRAIN, 4" - 6" ABOVE BOTTOM

NOTES:  
ALL REMOVAL ITEMS ADJACENT TO PAVEMENT, DRIVEWAY ENTRANCES,  
AND PCC SIDEWALKS SHALL BE SAWCUT FULL DEPTH PRIOR TO REMOVAL  
ALL CA-7, CA-16, CA-1 STONE TO BE WASHED AND FREE OF FINES.



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517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

			DSGN.		
			DWN.		
			CHKD.		
			SCALE:	40'	
			PLOT DATE:	12/21/2021	
			CAD USER:	Jamello	
			MODEL:	Default	
NO.	DATE	NATURE OF REVISION		CHKD.	
FILE NAME		N:\FORESTPARK\0023\BG100\Civil\TYP_0023BG100.SHT			

TITLE:

**510 DES PLAINES GREEN PARKING LOT  
TYPICAL SECTIONS**

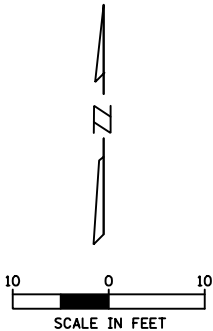
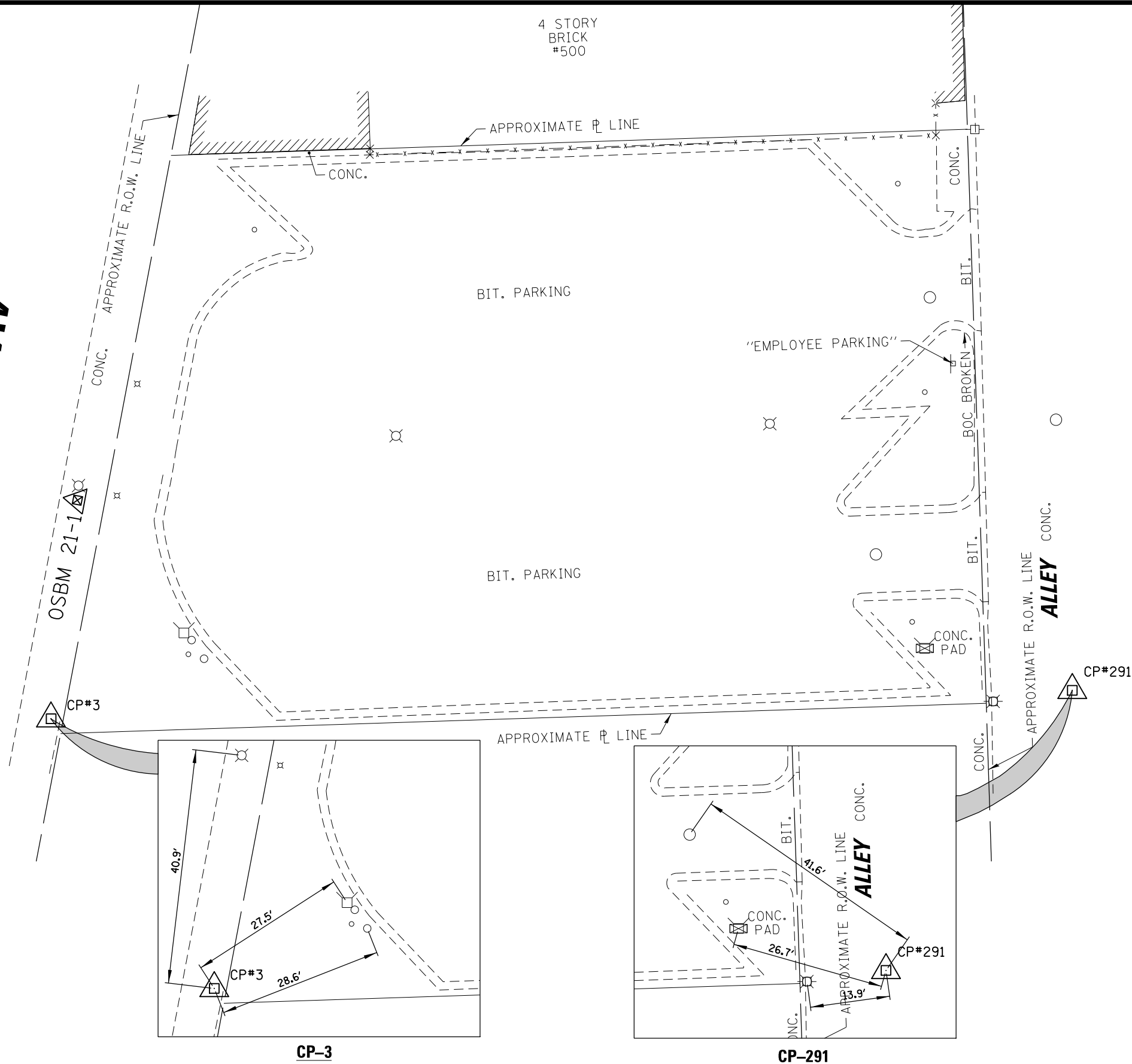
PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 3 OF 15

DRAWING NO.

DESPLAINES AV



	ELEVATION BENCHMARKS DATUM: NAVD'88 (GPS OBSERVED)	
NO.	DESCRIPTION	ELEV.
OSBM	NORTHEAST BOLT OF LIGHT POLE FOR 21-1	627.21
21-1	DESPLAINES AT THE CENTER OF PARKING LOT	

HORIZONTAL CONTROL POINTS			
CONTROL POINTS	NORTHING	EASTING	DESCRIPTION
CP-3	1 898 243.81	1 125 593.50	CP-XCUT
CP-291	1 898 248.76	1 125 771.25	CP-XCUT



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517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

		DSGN.	
		DWN.	
		CHKD.	
		SCALE:	20'
		PLOT DATE:	12/21/2021
		CAD USER:	Jamello
		MODEL:	Default
NO.	DATE	NATURE OF REVISION	
FILE NAME		N:\FORESTPARK\0023\BG100\CIVIL\EXPLN_0023BG100.SHT	

TITLE:

510 DES PLAINES GREEN PARKING LOT  
EXISTING CONDITIONS AND BENCHMARKS

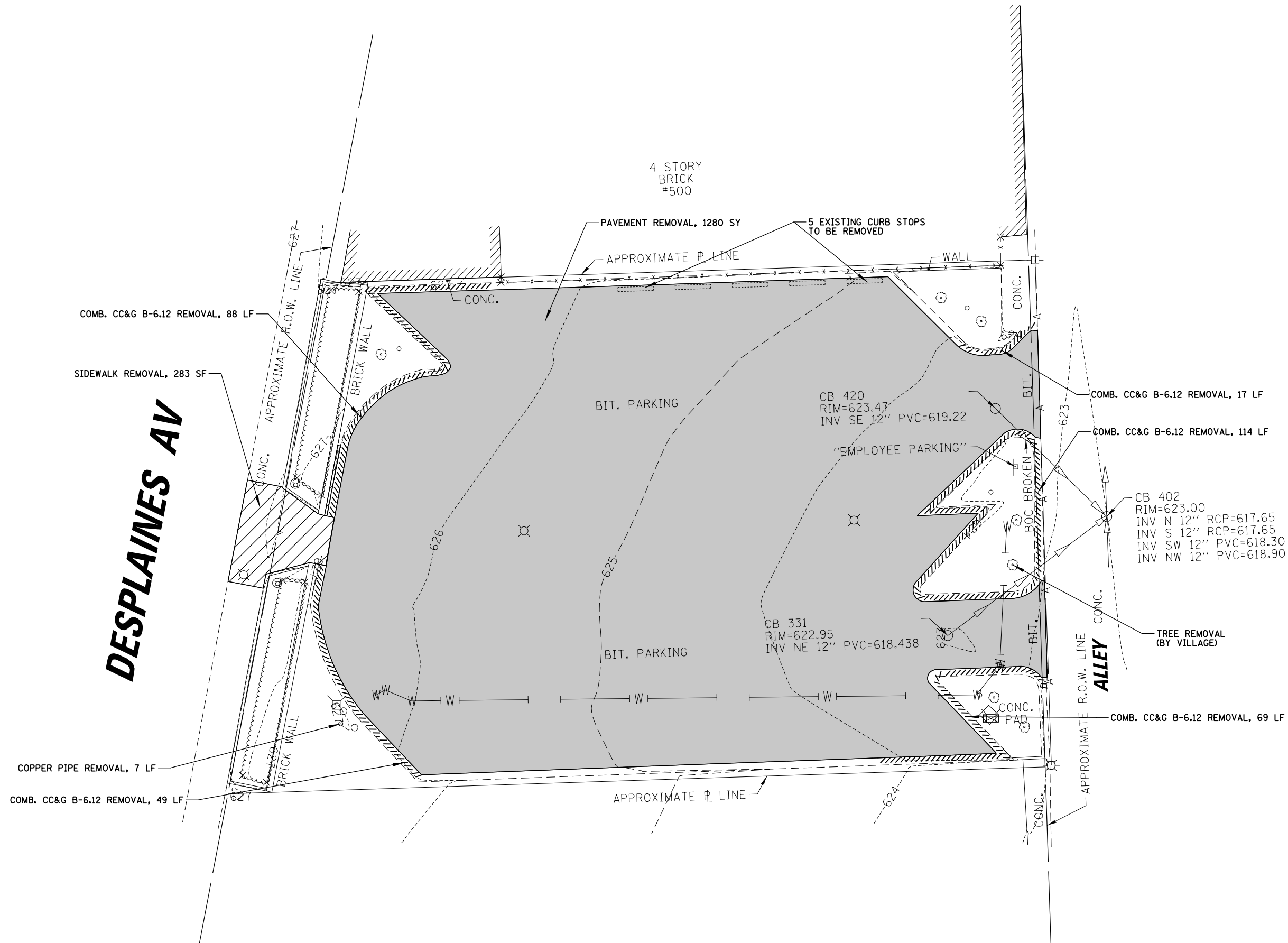
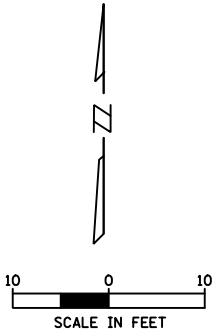
PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 4 OF 15

DRAWING NO.





**LEGEND**

PAVEMENT REMOVAL

SIDEWALK REMOVAL

**NOTES:**  
IN EXCAVATED AREAS THAT WILL REMAIN LANDSCAPING, PRUNE AND TREAT ANY ROOTS ENCOUNTERED. DO NOT DAMAGE LIMBS, WHERE AGREED UPON BY THE ENGINEER, PRUNE LIMBS THAT OBSTRUCT WORK.

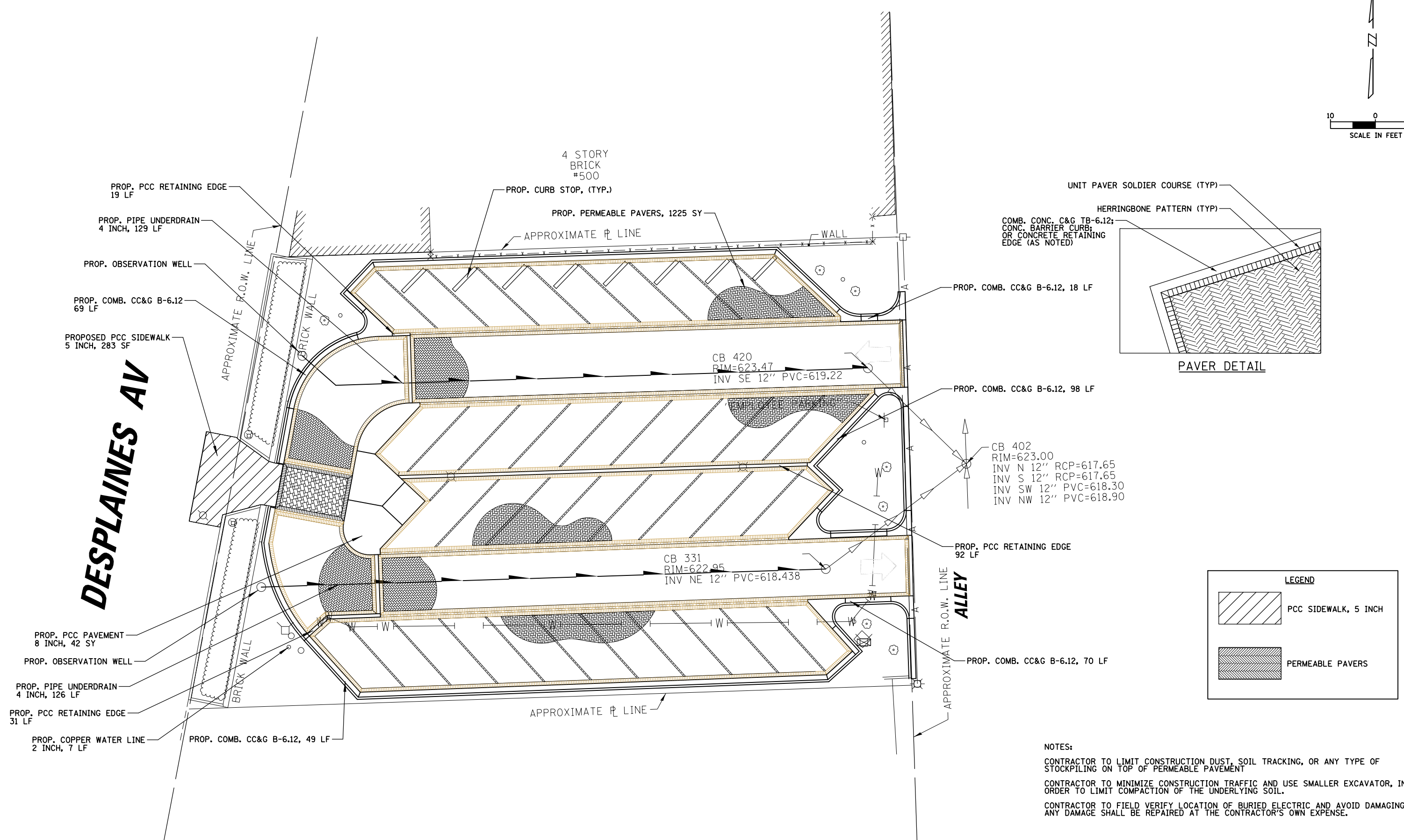
**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

CLIENT: **517 DES PLAINES AVENUE**  
FOREST PARK, ILLINOIS 60130

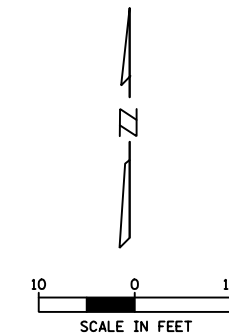
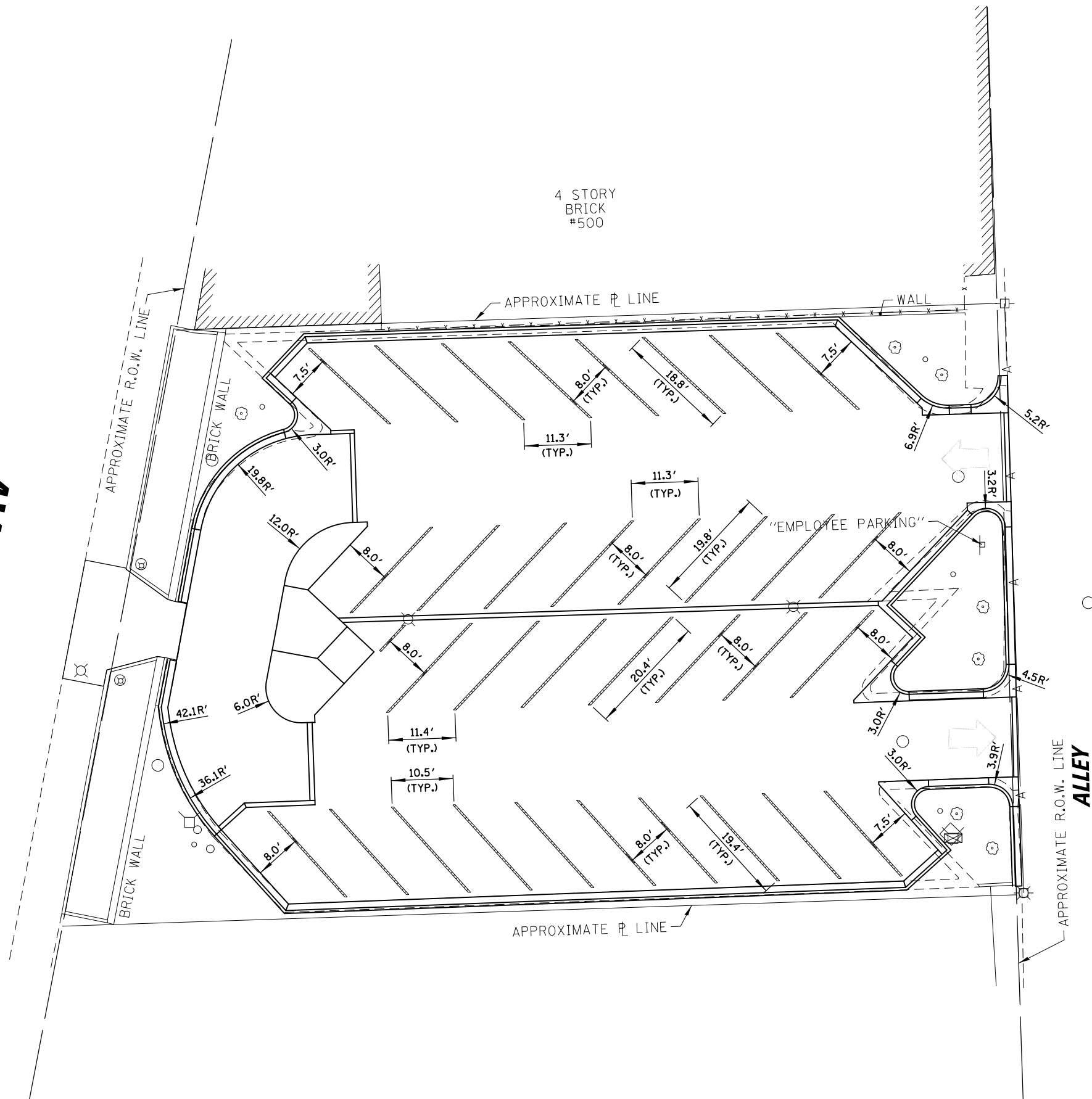
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TITLE: **510 DES PLAINES GREEN PARKING LOT REMOVAL PLAN**

PROJ. NO. 0023BG100  
DATE: 12/21/2021  
SHEET 5 OF 15  
DRAWING NO. **5**



DESPLAINES AV



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(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

				DSGN.		
				DWN.		
				CHKD.		
				SCALE:	20'	
				PLOT DATE:	12/21/2021	
				CAD USER:	Jamello	
				MODEL:	Default	
NO.	DATE	NATURE OF REVISION			CHKD.	
FILE NAME	N:\FORESTPARK\0023\BG100\Civil\DWG_0023BG100.SHT					

TITLE:

**510 DES PLAINES GREEN PARKING LOT**  
**PARKING SPACE DIMENSION PLAN**

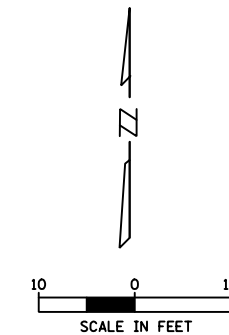
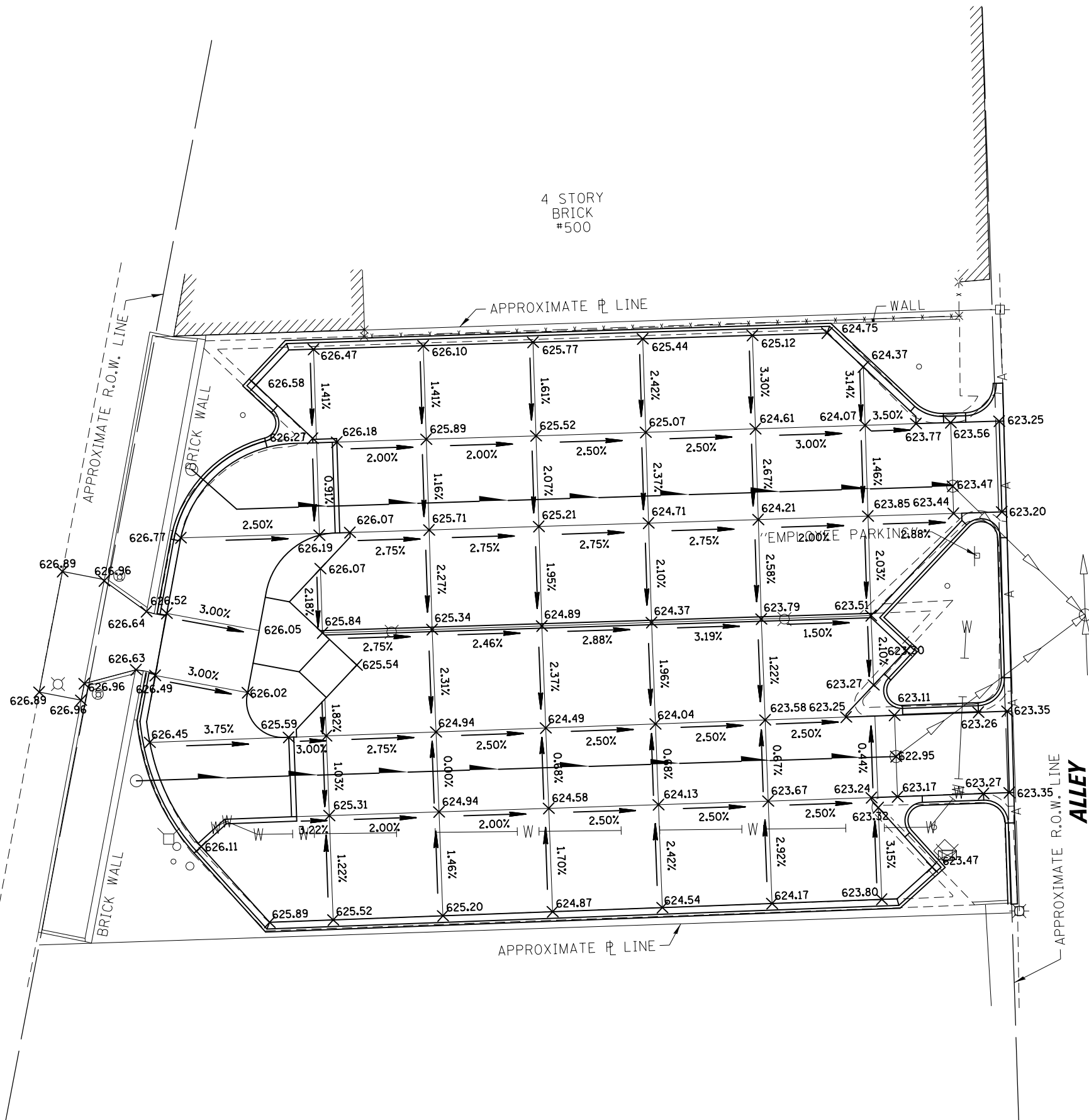
PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 7 OF 15

DRAWING NO.

DESPLAINES AV



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(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

NO.	DATE	NATURE OF REVISION	CHKD.	MODEL
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100	12/21/2021	Final Design	Jamello	Default

TITLE:

510 DES PLAINES GREEN PARKING LOT  
GRADING PLAN

PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 8 OF 15

DRAWING NO.

8



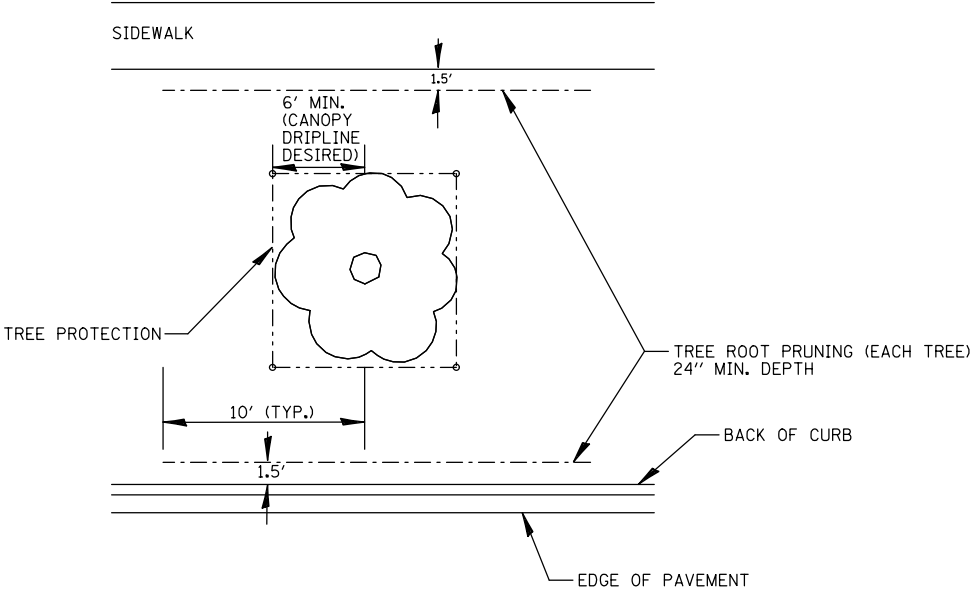
- APPROXIMATE  $\phi$  LINE

“EMPLOYEE PARKING”

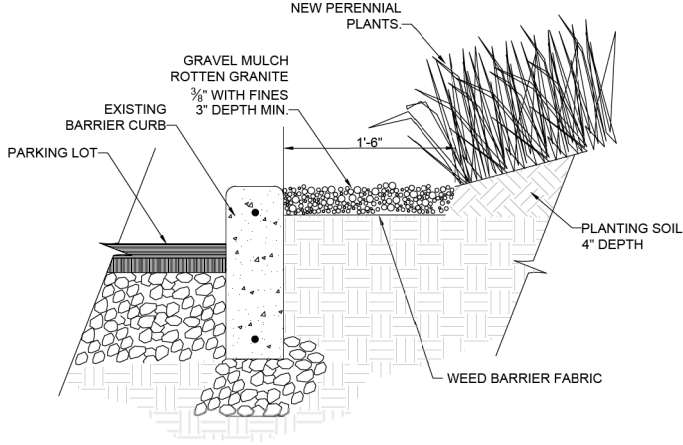
A	Allium 'Millenium'
Ac	Achillea millefolium 'Moonshine'
C	Coreopsis verticallata 'Zagreb'
Ec	Echinacea 'Prairie Splendor'
H	Hosta 'Hadspen Blue'
Md	Monarda didyma 'Raspberry Wine'
Rf	Rudbeckia fulgida 'Goldstrum'
Sn	Symphyotrichum novae-angliae
Sh	Sporobolus heterolepis

NOT INCLUDED  
IN CONTRACT





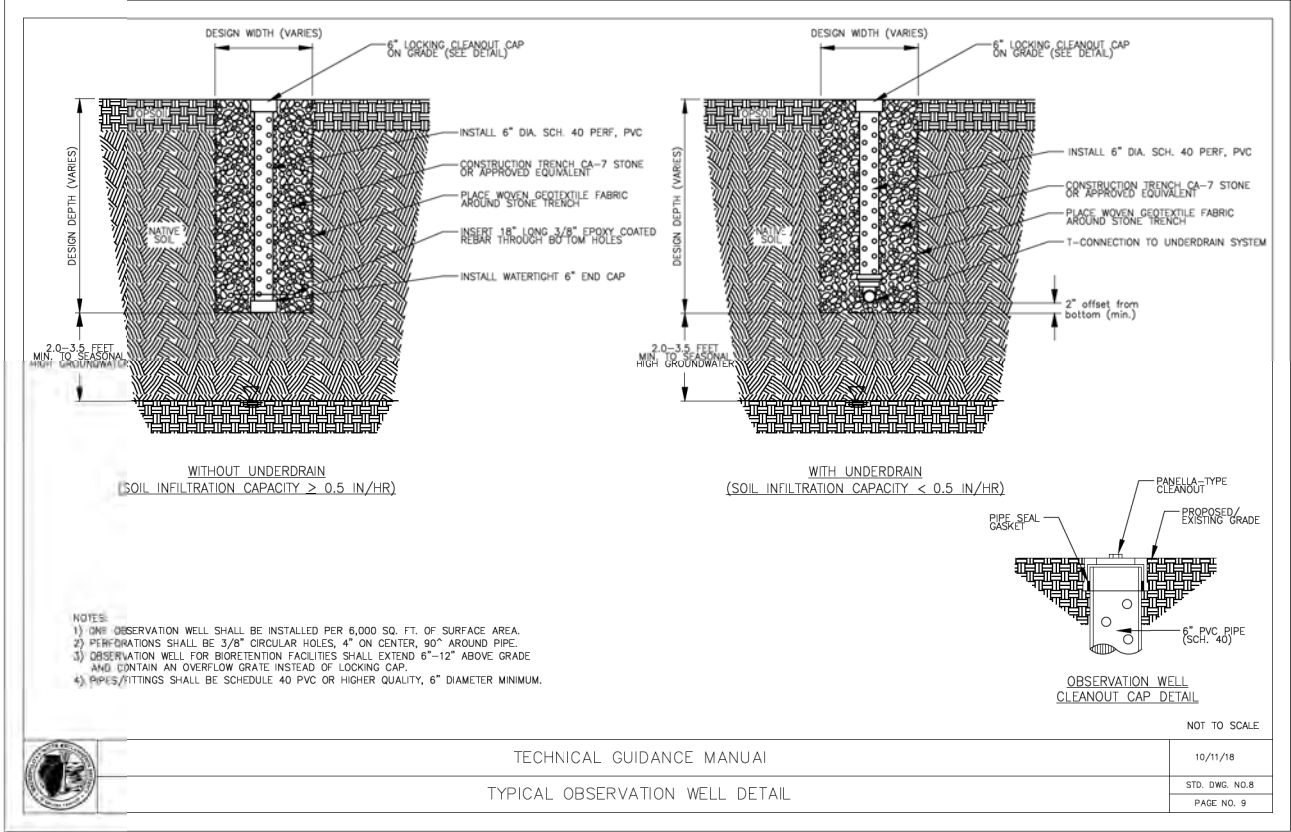
TREE & ROOT PROTECTION



LANDSCAPE DETAIL



EDUCATIONAL DETAIL



LOT OBSERVATION WELL DETAIL IN PARKING



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517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

					DSGN.		
					DWN.		
					CHKD.		
					SCALE:	40'	
					PLOT DATE:	12/21/2021	
					CAD USER:	Jamello	
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NO.	DATE	NATURE OF REVISION			CHKD.		
FILE NAME	N:\FORESTPARK\0023\BG100\CIV\DET_0023BG100_0L.SHT						

TITLE:

**510 DES PLAINES GREEN PARKING LOT  
CONSTRUCTION DETAILS**

PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 10 OF 15

DRAWING NO.

Diagram of a rectangular sign with dimensions and text:

- Overall width: 12"
- Top-left corner radius: 1/8"
- Top-right corner radius: 3/8"
- Overall height: 18"
- Text on the sign: DO NOT STOCKPILE MATERIAL OR SNOW ON PAVERS

Diagram of a 10 inch by 12 inch test specimen. The specimen is composed of two layers: a 4 inch thick base layer of granular material (Type B) and a 16 inch thick layer of Portland cement concrete.

BRICK PAVER PARKING LOT

1" BEDDING STONE

2' (5% MIN SLOPE)

DEPRESSED CURB WHERE SHOWN ON PLANS PAID FOR AS B6.12

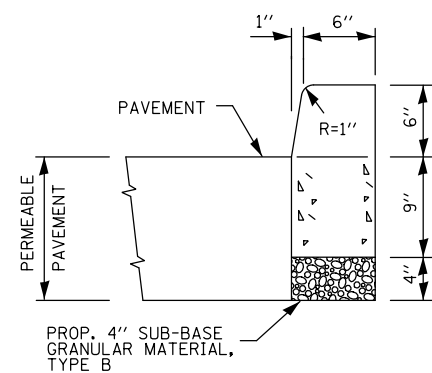
8" - (3-6") JOLIET COBBLES PACKED FIRMLY INTO LIMESTONE SCREENINGS

6" CA-7 GRANULAR SUBGRADE

18" CA-1 GRANULAR SUBGRADE

UNDISTURBED SOIL

NOT INCLUDED  
IN CONTRACT



BITUMINOUS CONCRETE SURFACE COURSE,  
1L-9.5L (LOW ESAL) NON QC/QA. - 1 1/2"

EXIST. FLEXIBLE PAVEMENT

12" 1" VARIES

6"

6"

6"

9"

6"

4"

SAWCUT FULL DEPTH (IF APPLICABLE) - INCLUDED IN THE COST OF SIDEWALK OR DRIVEWAY REMOVAL PAY ITEM

EXIST. SIDEWALK, DRIVEWAY OR GROUND

PROP. SIDEWALK, DRIVEWAY PAVEMENT OR PARKWAY RESTORATION (TO BE PAID FOR SEPARATELY)

SUITABLE BACKFILL MATERIALS, CA-6 IF BENEATH DRIVEWAY OR SIDEWALK \*

PROP. 3/4" PREFORMED EXPANSION JOINT AT CONCRETE SIDEWALKS OR DRIVEWAYS \*

4" EARTH EXCAVATION AND REPLACEMENT WITH SUBBASE GRANULAR MATERIAL, TYPE B 4" \*

GAP BETWEEN EXISTING PAVEMENT AND PROPOSED CURB AND GUTTER TO BE FILLED WITH CLASS SI CONCRETE (HIGH EARLY)\*

PROP. COMBINATION CONC. CURB OR CURB AND GUTTER REMOVAL AND REPLACEMENT, TYPE B-6.12 (SPECIAL) IN ACCORDANCE WITH STATE STANDARD 606001

NOTE:  
LONGITUDINAL BARS, IF ENCOUNTERED IN THE EXISTING CURB OR CURB AND GUTTER, ARE NOT TO BE REPLACED. CUTTING AND REMOVING LONGITUDINAL BARS SHALL BE INCLUDED IN THE COST OF CURB OR CURB AND GUTTER REMOVAL AND REPLACEMENT.

\* INCLUDED IN THE COST FOR COMBINATION CONCRETE CURB AND GUTTER REMOVAL AND REPLACEMENT, TYPE B-6.12 (SPECIAL)



**CLIENT:**



				DSGN.		
				DWN.		
				CHKD.		
				SCALE:	40'	
				PLOT DATE:	12/21/2021	
				CAD USER:	Jamello	
NO.	DATE	NATURE OF REVISION		CHKD.	MODEL:	Default
FILE NAME	N:\FORESTPARK\0023\BGIO0\civil\DET..0023BGIO0..02.SHT					

**510 DES PLAINES GREEN PARKING LOT  
CONSTRUCTION DETAILS**

11

ELECTRICAL GENERAL NOTES

1. THE EXACT LOCATIONS OF ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR BEFORE THE INSTALLATION OF ANY EQUIPMENT. FOR THE LOCATIONS OF THE UTILITIES, CALL JULIE AT (800) 892-0123.
2. BEFORE INSTALLING FOUNDATIONS NEAR OVERHEAD AND UNDERGROUND ELECTRIC UTILITIES SHALL CALL COM ED CONTACT, FOR LOCATION APPROVAL AND MINIMUM CLEARANCE REQUIREMENTS.
3. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR JOB SITE SAFETY AS WELL AS SUPERVISION/DIRECTION AND MEANS/METHODS OF CONSTRUCTION.
4. ALL WORK SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE FOLLOWING SPECIFICATIONS, WHICH ARE HEREBY MADE A PART HEREOF:
- A. "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION", AS PREPARED BY IDOT.
  - B. "THE NATIONAL ELECTRICAL CODE".
  - C. MUNICIPAL CODES & STANDARDS.
5. NO MATERIALS SHALL BE DELIVERED TO THE JOB SITE UNTIL ALL PERTINENT EQUIPMENT SUBMITTALS HAVE BEEN REVIEWED BY THE ENGINEER.
6. ALL UNDERGROUND CONDUITS SHALL BE INSTALLED BY DIRECTIONAL BORING METHOD. SOME LOCATIONS MAY REQUIRE TRENCHING AND/OR HAND DIGGING. CONTRACTOR SHALL PROVIDE PRIOR NOTICE TO ENGINEER BEFORE TRENCHING.
7. ALL UNDERGROUND WIRING SHALL BE XLP TYPE-USE, EXTRA ABRASION RESISTANCE, 600 VOLTS, BURIED A MINIMUM 30 INCHES BELOW FINISHED GRADE, FOLLOWING THE EDGE OF PAVEMENT.
8. NO EQUIPMENT SHALL BE ERECTED UNTIL THE RESPECTIVE FOUNDATIONS HAVE CURED, (IF APPLICABLE) AND HAVE BEEN REVIEWED BY THE ENGINEER.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ESTABLISHMENT OF THE TOP OF FOUNDATION ELEVATION WITH THE FINISHED GRADE.
10. THE CONTRACTOR SHALL LOCATE ALL PROPOSED EQUIPMENT FOR REVIEW BY ENGINEER. ALL UTILITIES SHALL BE LOCATED PRIOR TO MARKING PROPOSED LOCATIONS.
11. THE ELECTRICAL CONTRACTOR SHALL FURNISH TWO SETS OF FULL SIZE RECORD DRAWINGS TO THE ENGINEER UPON COMPLETION OF THE ELECTRICAL IMPROVEMENTS. THE DRAWINGS SHALL SHOW THE INSTALLED LOCATIONS OF ALL LIGHT POLES, UNDERGROUND CONDUITS/WIRING, HANDHOLES, JUNCTION BOXES & CONTROLLER CABINETS. THE DRAWINGS WILL BE REVIEWED BY THE ENGINEER.
12. UPON COMPLETION OF THE PROPOSED IMPROVEMENTS, THE CONTRACTOR SHALL PERFORM ELECTRICAL TESTING START UP AND COMMISSIONING AND VERIFY THAT THE INSTALLATION COMPLIES WITH THE LATEST EDITION OF THE STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION IN ILLINOIS.
13. THE CONTRACTOR SHALL LABEL ALL WIRES WITH WIRE MARKERS INDICATING THE CIRCUIT ID IN EVERY CONTROLLER, HAND HOLE AND SPLICE/CONNECTION POINT. WIRE MARKERS SHALL BE WHITE NYLON WITH INTEGRAL MECHANICAL FASTENER WITH MINIMUM 3/4" X 1" WRITEABLE AREA.
14. THE CHARGING STATION LOCATIONS SHALL COMPLY WITH THE MINIMUM CLEAR WIDTH FOR AN ACCESSIBLE ROUTE FOR SIDEWALKS PER CURRENT AMERICAN WITH DISABILITIES ACT (ADA) REQUIREMENTS.
15. THERE ARE LOCATIONS THROUGHOUT THE PROJECT WHERE EXISTING UNDERGROUND UTILITIES ARE WITHIN CLOSE PROXIMITY TO THE PROPOSED FOUNDATIONS. CONTRACTOR SHALL LOCATE THE EDGE OF THE UTILITY IN THESE LOCATIONS AS DIRECTED BY THE ENGINEER USING THE HYDRO EXCAVATION METHOD (SEE SPECIAL PROVISION FOR "EXPLORATION EXCAVATION (UTILITY)"/).
16. THE CONTRACTOR SHALL USE A STANDARD FOUNDATION WHENEVER POSSIBLE. WHEN UTILITY CONFLICT PROHIBITS USE OF STANDARD FOUNDATION THE CONTRACTOR MAY USE AN OFFSET FOUNDATION AT THE DIRECTION OF THE ENGINEER.
17. ELECTRICAL CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING A PERMIT FROM THE VILLAGE OF FOREST PARK BEFORE THE START OF WORK, ANY COST FOR PERMIT SHALL BE INCIDENTAL.
18. THE EXACT LOCATIONS OF ALL UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR BEFORE THE INSTALLATION OF ANY COMPONENTS OF THE CHARGING SYSTEM. FOR THE LOCATIONS OF THE UTILITIES, CALL JULIE TOLL FREE AT (800) 892-0123.
19. THE WORK PERFORMED UNDER THIS CONTRACT SHALL IN NO WAY INTERFERE WITH THE NORMAL OPERATION OF ANY EXISTING LIGHTING SERVICE. THE CONTRACTOR SHALL FURNISH ALL NECESSARY ITEMS OF EQUIPMENT REQUIRED TO MAINTAIN SUCH NORMAL OPERATION AT NO ADDITIONAL COST TO THE OWNER. THE COST ASSOCIATED FOR THIS WORK SHALL BE CONSIDERED INCIDENTAL TO THE COST OF THE CONTRACT, AND NO ADDITIONAL COMPENSATION SHALL BE AWARDED.
20. ALL DISTURBED AREAS WHERE RESTORATION IS NOT COVERED BY THE CONTRACT DRAWINGS AND/OR APPLICABLE SECTIONS OF THE SPECIAL PROVISIONS MUST BE RESTORED TO THE SATISFACTION OF THE OWNER'S REPRESENTATIVE. THE WORK WILL BE CONSIDERED INCIDENTAL TO THE CONTRACT. SEPARATE PAYMENT WILL NOT BE MADE.
21. THE CONTRACT DRAWINGS AND SPECIFICATIONS ARE NOT INTENDED TO SHOW EVERY AND ALL DETAILS OF WORK TO BE PERFORMED OR EQUIPMENT TO BE SUPPLIED. THE INTENT OF THE CONTRACT DRAWINGS AND SPECIFICATIONS IS TO ILLUSTRATE THE CONCEPTUAL DESIGN AND LAYOUT. THE CONTRACTOR SHALL BE KNOWLEDGEABLE AND REGULARLY ENGAGED IN THE TYPE OF WORK DESCRIBED BY THESE CONTRACT DRAWINGS AND SPECIFICATIONS AND SHALL BE RESPONSIBLE FOR UNDERSTANDING THEIR INTENT. ANY WORK TO BE PERFORMED OR ITEM OF EQUIPMENT TO BE SUPPLIED WHICH IS NOT SPECIFICALLY CALLED FOR BY THESE CONTRACT DRAWINGS AND SPECIFICATIONS, BUT WHICH IS NECESSARY TO PROVIDE A COMPLETE AND SUCCESSFUL WORKING SYSTEM SHALL BE INCLUDED IN THE CONTRACTOR'S SCOPE OF WORK AT NO ADDITIONAL COST TO THE OWNER.
22. EQUIPMENT GROUND CONDUCTORS SHALL BE SPLICED AND BONDED AT EACH PIECE OF EQUIPMENT.
23. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO MARK THE PROPOSED LOCATIONS OF ALL PROPOSED ELECTRICAL EQUIPMENT FOR EXAMINATION AND CONFIRMATION WITH THE OWNER'S REPRESENTATIVE. ALL UTILITIES SHALL BE LOCATED PRIOR TO MARKING PROPOSED ELECTRICAL EQUIPMENT.
24. ALL STEEL SHALL BE FROM DOMESTIC SOURCE.
25. THE INSTALLATION OF BURIED WARNING TAPE, SPECIFIED AS PART OF TRENCH FOR UNDERGROUND CONDUITS, SHALL BE REVIEWED BY THE OWNER'S REPRESENTATIVE PRIOR TO BACKFILLING OR PLOWING OPERATIONS, AS APPLICABLE.

ELECTRIC VEHICLE CHARGING STATIONS BILL OF MATERIALS

IDOT PAY ITEM*	DESCRIPTION	UNIT	QUANTITY
20800150	TRENCH BACKFILL	CU YD	2
81028720	UNDERGROUND CONDUIT, COILABLE NONMETALLIC CONDUIT, 1" DIA.	FOOT	50
81028750	UNDERGROUND CONDUIT, COILABLE NONMETALLIC CONDUIT, 2" DIA.	FOOT	75
81400730	COMPOSITE CONCRETE HANDHOLE	EACH	2
81702130	ELECTRIC CABLE IN CONDUIT, 600V (XLP-TYPE USE) 1/C NO. 8	FOOT	500
Z0033028	* MAINTENANCE OF LIGHTING SYSTEM	LSUM	1
X8950130	* MODIFY EXISTING LIGHTING CONTROLLER	LSUM	1
	* DUAL ELECTRIC VEHICLE CHARGER	EACH	2
	* SEE SPECIAL PROVISION		

NOT INCLUDED  
IN CONTRACT

ABBREVIATIONS

A	AMPS
CKT	CIRCUIT
CNC	COILABLE NON-METALLIC CONDUIT
DIA	DIAMETER
FT	FOOT
FOC	FACE OF CURB
GFCI	GROUND FAULT CIRCUIT INTERRUPTER
GND	GROUND
HDPE	HIGH DENSITY POLYETHYLENE
HH	HAND HOLE
HPS	HIGH PRESSURE SODIUM
PVC	POLYVINYL CHLORIDE
RGS	RIGID GALVANIZED STEEL CONDUIT
ROW	RIGHT OF WAY
SS	STAINLESS STEEL
STA	STATION
V	VOLTS
W	WATTS
WR	WEATHER RESISTANT

NOT INCLUDED  
IN CONTRACT

CAUTION!  
NOTE TO CONTRACTOR:

THE CONTRACTOR IS SPECIFICALLY CAUTIONED TO THE LOCATION AND/OR ELEVATION OF EXISTING AND PROPOSED UTILITIES AS SHOWN ON THESE PLANS. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR MUST CALL THE LOCAL UTILITY LOCATION CENTER AT LEAST 72 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATIONS OF THE UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INFORM ENGINEER OF ANY EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS.

THE VILLAGE OF FOREST PARK WILL OWN AND MAINTAIN  
THE PROPOSED CHARGING SYSTEM.



CHRISTOPHER B. BURKE ENGINEERING, LTD.  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

			DSGN.		
			DWN.		
			CHKD.		
			SCALE:	20'	
			PLOT DATE:	12/21/2021	
			CAD USER:	Jamello	
			MODEL:	Default	
NO.	DATE	NATURE OF REVISION	CHKD.		
FILE NAME	N:\FORESTPARK\0023\BG100\Civil\NOTL_0023BG100.SHT				

TITLE:

510 DES PLAINES GREEN PARKING LOT  
ELECTRICAL NOTES

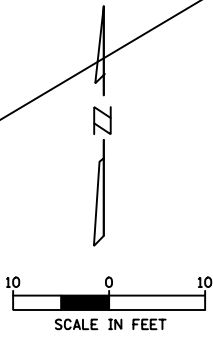
PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 12 OF 15

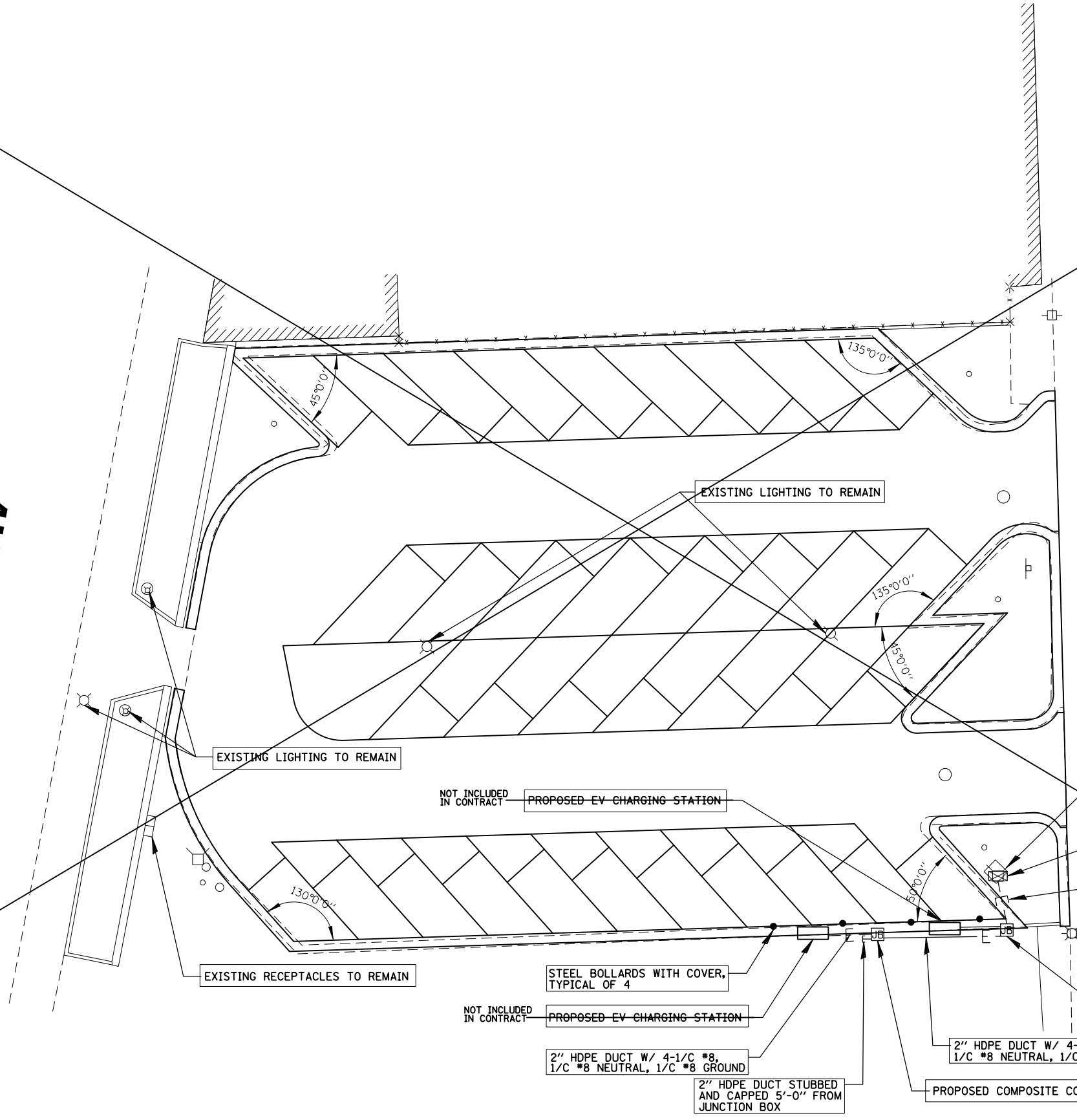
DRAWING NO.





DESPLAINES AV

NOT INCLUDED  
IN CONTRACT



CONTRACTOR TO CORE DRILL EXISTING FOUNDATION TO INSTALL PROPOSED 2" HDPE CONDUIT. THIS WORK SHALL BE INCIDENTAL TO THE PRICE BID FOR "MODIFY EXISTING LIGHTING CONTROLLER."

EXISTING LIGHTING CONTROLLER TO BE MODIFIED

2" HDPE DUCT

EXISTING ELECTRIC SERVICE LOCATION

PROPOSED COMPOSITE CONCRETE JUNCTION BOX

2" HDPE DUCT W/ 4-1/2" #8, 1/2" #8 NEUTRAL, 1/2" #8 GROUND

PROPOSED COMPOSITE CONCRETE JUNCTION BOX

2" HDPE DUCT STUBBED AND CAPPED 5'-0" FROM JUNCTION BOX

2" HDPE DUCT W/ 4-1/2" #8, 1/2" #8 NEUTRAL, 1/2" #8 GROUND

STEEL BOLLARDS WITH COVER, TYPICAL OF 4

PROPOSED EV CHARGING STATION

PROPOSED EV CHARGING STATION

NOT INCLUDED  
IN CONTRACT

EXISTING LIGHTING TO REMAIN

EXISTING LIGHTING TO REMAIN

ALLEY



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

NO.	DATE	NATURE OF REVISION	CHKD.	MODEL
1	12/21/2021	ISSUED FOR PERMIT	Jamello	Default
2	12/21/2021	REVISED TO ADD EV CHARGING STATIONS	Jamello	Default
3	12/21/2021	REVISED TO ADD 2" HDPE DUCT	Jamello	Default
4	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default
5	12/21/2021	REVISED TO ADD 2" HDPE DUCT STUBBED	Jamello	Default
6	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default
7	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default
8	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default
9	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default
10	12/21/2021	REVISED TO ADD 2" HDPE DUCT W/ 4-1/2" #8	Jamello	Default

TITLE:

**510 DES PLAINES GREEN PARKING LOT  
PROPOSED SITE ELECTRICAL PLAN**

PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 13 OF 15

DRAWING NO.



ELECTRIC UTILITY METER TO REMAIN  
(FOR CONTRACTOR INFORMATION ONLY)



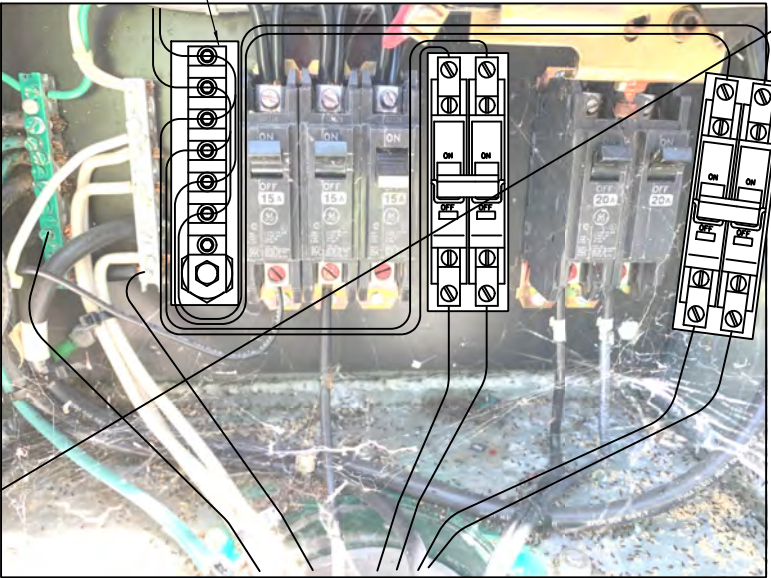
PHOTOCELL FOR OPERATION OF PARKING LOT LIGHTING AND  
ILLUMINATED BOLLARDS AT DES PLAINES AVE PEDESTRIAN ENTRANCE  
(DO NOT CONNECT TO EVC CIRCUIT BREAKERS)

**EXISTING CONDITIONS PHOTOS**

N.T.S.

NOT INCLUDED  
IN CONTRACT

PROPOSED TERMINAL STRIP

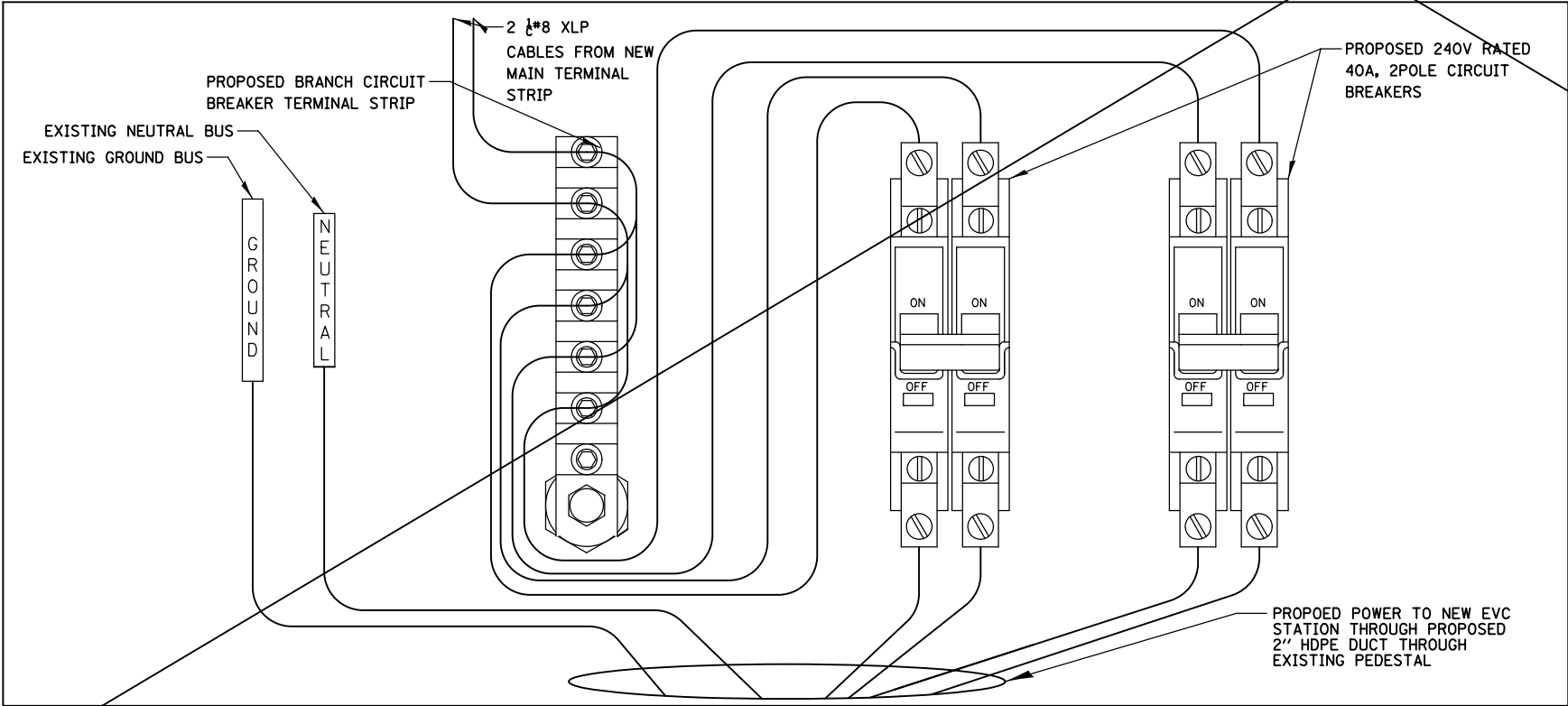


INSTALL 2 NEW 40A 2P 240V  
RATED CIRCUIT BREAKERS FOR  
EACH EVC STATION. CIRCUIT  
BREAKERS ARE TO BE CONNECTED  
OFF OF MAIN SERVICE THROUGH  
NEW TERMINAL STRIPS TO NEW  
BREAKERS (DO NOT POWER  
THROUGH PHOTOCELL &  
CONTACTOR)

2-1/C\*8, 1/C\*8 NEUTRAL AND  
1/C\*8 GROUND XLP TYPE USE  
CONDUCTORS FROM LOAD SIDE  
LUGS OF MAIN CIRCUIT BREAKER  
TO MAIN TERMINAL STRIPS TO  
BRANCH BREAKER TERMINAL STRIP  
TO (2) PROPOSED 240V RATED,  
40AMP, 2-POLE BRANCH BREAKERS  
FOR THE POWER TO ELECTRIC  
VEHICLE CHARGING STATIONS

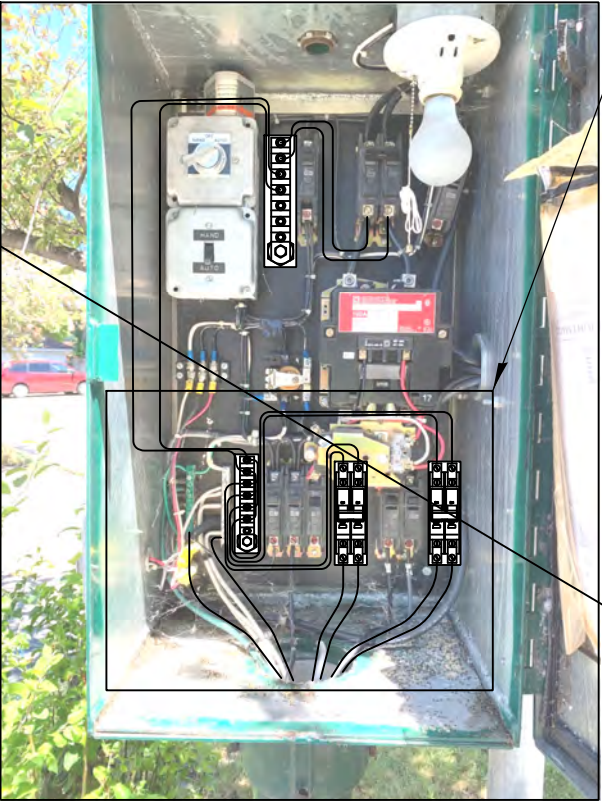
**MODIFY EXISTING LIGHTING CONTROLLER DETAIL – 1**

N.T.S.



**EVC POWER MODIFICATIONS TO EXISTING CONTROLLER**

N.T.S.



SEE EVC POWER  
MODIFICATIONS DETAIL, THIS  
SHEET

**MODIFY EXISTING LIGHTING CONTROLLER DETAIL – 2**

N.T.S.



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**  
9575 W. Higgins Road, Suite 600  
Rosemont, Illinois 60018  
(847) 823-0500

CLIENT:



517 DES PLAINES AVENUE  
FOREST PARK, ILLINOIS 60130

NO.	DATE	NATURE OF REVISION	CHKD.	MODEL
1	12/21/2021	ISSUED FOR PERMIT	Jamello	Default
2	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
3	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
4	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
5	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
6	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
7	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
8	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
9	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default
10	12/21/2021	REVISED FOR EVC POWER MODIFICATIONS	Jamello	Default

TITLE:

**510 DES PLAINES GREEN PARKING LOT  
ELECTRICAL DETAILS (1 OF 2)**

PROJ. NO. 0023BG100

DATE: 12/21/2021

SHEET 14 OF 15

DRAWING NO.



ELECTRICAL SPECIAL PROVISIONS, CONT.  
MAINTAIN EXISTING LIGHTING SYSTEM

**DESCRIPTION.**  
EFFECTIVE THE DATE THE CONTRACTOR'S ACTIVITIES (ELECTRICAL OR OTHERWISE) AT THE JOB SITE BEGIN, THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER OPERATION AND MAINTENANCE OF ALL EXISTING AND PROPOSED LIGHTING SYSTEMS WHICH ARE A PART OF, OR WHICH MAY BE AFFECTED BY THE WORK UNTIL FINAL ACCEPTANCE OR AS OTHERWISE DETERMINED BY THE ENGINEER.

AT LEAST ONE WEEK PRIOR TO THE BEGINNING OF CONSTRUCTION OF THE PROPOSED STREET LIGHTING SYSTEM, THE CONTRACTOR SHALL CONDUCT AN INSPECTION OF THE EXISTING LIGHTING UNITS WITH A REPRESENTATIVE OF THE AGENCY RESPONSIBLE FOR MAINTENANCE. THE INSPECTION SHALL REVEAL DEFECTIVE LIGHTING ITEMS SUCH AS CABLE, MAST ARMS, LUMINAIRES, POLES AND ALL OTHER APPURTENANCES THAT COMBINE FOR A COMPLETE OPERATING UNIT. THE CONTRACTOR SHALL NOT BE RESPONSIBLE FOR THESE ITEMS. IN CASE THE CONTRACTOR FAILS TO CONTACT THE MAINTAINING AGENCY FOR THIS INSPECTION, THE CONTRACTOR SHALL BE HELD RESPONSIBLE FOR ALL ITEMS REMAINING DEFECTIVE AT THE COMPLETION OF THE CONTRACT.

THE CONTRACTOR SHALL BECOME RESPONSIBLE FOR THE MAINTENANCE OF THE EXISTING LIGHTING UNITS WITH TWO LUMINAIRES, THE TWO BOLLARDS, THE RECEPTACLES AND THE LIGHTING CONTROLLER ON A DATE MUTUALLY AGREED UPON BETWEEN THE CONTRACTOR AND THE MAINTAINING AGENCY REPRESENTATIVE BUT NO LATER THAN THE BEGINNING OF ANY CONSTRUCTION WITHIN THE LIMITS OF THIS PROJECT. IF ANY MOBILIZATION AT THAT POINT AND ASSUME ALL DEFICIENCIES AT THEIR OWN EXPENSE. THIS MAINTENANCE SHALL REMAIN IN EFFECT UNTIL WRITTEN NOTICE OF FINAL ACCEPTANCE OF THE PROPOSED LIGHTING SYSTEM IS ISSUED BY THE ENGINEER. ONLY AFTER THIS REQUIREMENT HAS BEEN SATISFIED MAY THE CONTRACTOR BEGIN REMOVAL OPERATIONS OF THE EXISTING LIGHTING UNITS.

MAINTENANCE OF EXISTING LIGHTING SYSTEMS

**EXISTING LIGHTING SYSTEMS.**  
EXISTING LIGHTING SYSTEMS SHALL BE DEFINED AS ANY LIGHTING SYSTEM OR PART OF A LIGHTING SYSTEM IN SERVICE PRIOR TO THIS CONTRACT. THE CONTRACT DRAWINGS INDICATE THE GENERAL EXTENT OF ANY EXISTING LIGHTING, BUT WHETHER INDICATED OR NOT, IT REMAINS THE CONTRACTOR'S RESPONSIBILITY TO ASCERTAIN THE EXTENT OF EFFORT REQUIRED FOR COMPLIANCE WITH THESE SPECIFICATIONS AND FAILURE TO DO SO WILL NOT BE JUSTIFICATION FOR EXTRA PAYMENT OR REDUCED RESPONSIBILITIES

**EXISTING LIGHTING SYSTEMS REQUIRING MAINTINECE.**  
VILLAGE OF FOREST PARK - 510 DESPLAINES GREEN PARKING LOT - ---- MAINTENANCE : EXISTING LIGHTING UNITS WITH TWO LUMINAIRES, THE TWO BOLLARDS, THE RECEPTACLES AND THE LIGHTING CONTROLLER ---

**EXTENT OF MAINTENANCE.**  
**FULL MAINTENANCE.**  
IF THE NUMBER OF CIRCUITS AFFECTED BY THE CONTRACT IS GREATER THAN 40% OF THE TOTAL NUMBER OF CIRCUITS IN A GIVEN CONTROLLER, OR IF THE CONTROLLER IS MODIFIED IN ANY WAY UNDER THE CONTRACT WORK, THE CONTRACTOR SHALL MAINTAIN THE ENTIRE CONTROLLER AND ALL ASSOCIATED CIRCUITS.

MAINTENANCE OF PROPOSED LIGHTING SYSTEMS.

**PROPOSED LIGHTING SYSTEMS.**  
PROPOSED LIGHTING SYSTEMS SHALL BE DEFINED AS ANY LIGHTING SYSTEM OR PART OF A LIGHTING SYSTEM WHICH IS TO BE CONSTRUCTED UNDER THIS CONTRACT. THE CONTRACT SHALL BE FULLY RESPONSIBLE FOR MAINTENANCE OF ALL ITEMS INSTALLED UNDER THIS CONTRACT. MAINTENANCE SHALL INCLUDE, BUT NOT LIMITED TO, ANY EQUIPMENT FAILURES OR MALFUNCTIONS AS WELL AS EQUIPMENT DAMAGE EITHER BY THE MOTORING PUBLIC, CONTRACTOR OPERATIONS, OR OTHER MEANS. THE POTENTIAL COST OF REPLACING OR REPAIRING ANY MALFUNCTIONING OR DAMAGED EQUIPMENT SHALL BE INCLUDED IN THE BID PRICE OF THIS ITEM AND WILL NOT BE PAID FOR SEPARATELY.

**LIGHTING SYSEM MAINTENANCE OPERATIONS.**  
THE CONTRACTOR'S RESPONSIBILITY SHALL INCLUDE ALL APPLICABLE RESPONSIBILITIES OF THE VILLAGE'S ELETRICAL MAINTENANCE CONTRACTOR. THESE RESPONSIBILITIES SHALL INCLUDE THE MAINTENANCE OF LIGHTING UNITS, CABLE RUNS, AND LIGHTING CONTROLS. IN CASE OF A POLE KNOCKDOWN CAUSED BY NORMAL VEHICULAR TRAFFIC, THE CONTRACTOR SHALL PROMPTLY CLEAR THE LIGHTING UNIT AND CIRCUIT DISCONTINUITY AND RESTORE THE SYSTEM TO SERVICE. THE VILLAGE'S LIGHTING MAINTENANCE CONTRACTOR IS LYONS/PINNER ELECTRIC CONTACT WALL KLEINFELDT AT (706)417-2524

RESPONSIBILITIES SHALL ALSO INCLUDE WEEKLY NIGHT-TIME PATROL OF THE LIGHTING SYSTEM, WITH PATROL REPORTS FILED IMMEDIATLY WITH THE OWNER'S REPRESENTATIVE AND WITH DEFICIENCIES CORRECTED WITHIN 24 HOURS OF THE PATROL. PATROL REPORTS SHALL BE PRESENTED ON STANDARD FORMS AS DESIGNATED BY THE OWNER'S REPRESENTATIVE. UNCORRECTED DEFICIENCIES MAY BE DESIGNATED BY THE OWNER'S REPRESENTATIVE AS NECESSITATING EMERGENCY REPAIRS AS DESCRIBED ELSEWHERE HEREIN.

THE FOLLOWING CHART LISTS THE MAXIMUM RESPONSE, SERVICE RESTORATION, AND PERMANENT REPAIR TIME THE CONTRACTOR WILL BE ALLOWED TO PERFORM CORRECTIVE ACTION ON SPECIFIC LIGHTING SYSTEM EQUIPMENT.

**-SERVICE RESPONSE TIME** - AMOUNT OF TIME FROM THE INITIAL NOTIFICATION TO THE CONTRACTOR UNTIL A PATROLMAN PHYSICALLY ARRIVES AT THE LOCATION

**-SERIVCE RESTORATION TIME** - AMOUNT OF TIME FROM THE INITIAL NOTIFIATION TO THE CONTRACTOR UNTIL THE TIME THE SYSTEM IS FULLY OPERATIONAL AGAIN (IN CASES OF MOTORIST CAUSED DAMAGE THE UNDAMAGED PORTIONS OF THE SYSTEM ARE OPERATIONAL.)

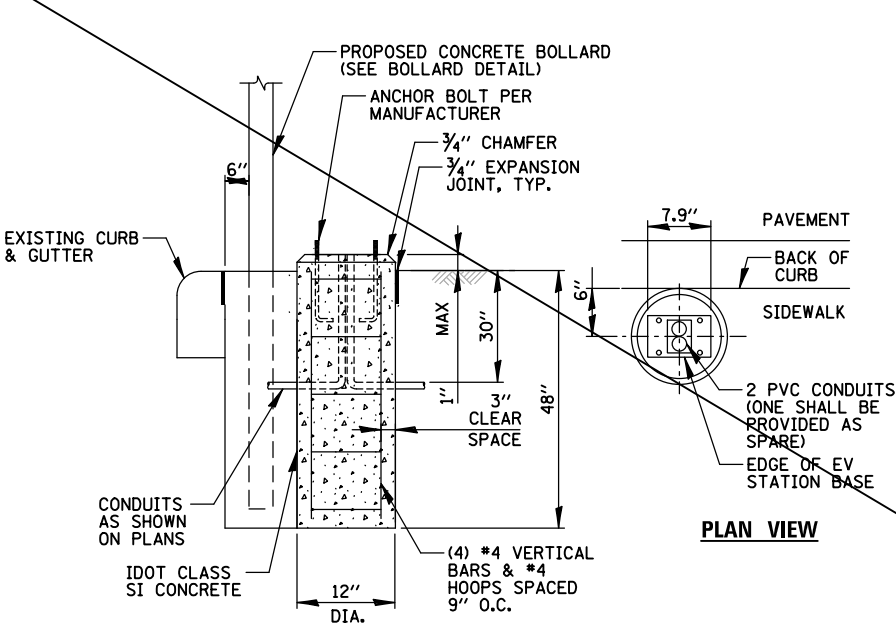
**-PERMANENT REPAIR TIME** - AMOUNT OF TIME FROM INITIAL NOTIFICAION TO THE CONTRACTOR UNTIL THE TIME PERMANENT REPAIRS ARE MADE IF THE CONTRACTOR WAS REQUIRED TO MAKE TEMPORARY REPAIRS TO MEET THE SERVICE RESTORATION REQUIREMENT. FAILURE TO PROVIDE THIS SERVICE WILL RESULT IN LIQUIDATED DAMAGES OF \$500 PER DAY PER OCCURRENCE. IN ADDITION, THE VILLIAGE RESERVES THE RIGHT TO ASSIGN ANY WORK NOT COMPLETED WITHIN THIS TIMEFRAME TO THE VILLAGE ELECTRICAL MAINTENANCE CONTRACTOR. ALL COSTS ASSOCIATED TO REPAIR THIS UNCOMPLETED WORK SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. FAILURE TO PAY THESE COSTS TO THE ELECTRICAL MAINTENANCE CONTRACTOR WITHIN ONE MONTH AFTER THE INCIDENT WILL RESULT IN ADDITIONAL LIQUIDATED DAMAGES OF \$500 PER MONTH OCCURRENCE. UNPAID BILLS WILL BE DEDUCTED FROM THE COST OF THE CONTRACT. REPEATED FAILURES AND/OR A GROSS FAILURE OF MAINTENANCE SHALL RESULT IN THE STATE'S ELECTRICAL MAINTENANCE CONTRACTOR BEING DIRECTED TO CORRECT ALL DEFICIENCIES AND THE RESULTING COSTS DEDUCTED FROM ANY MONIES OWED THE CONTRACTOR.

DAMAGE CAUSED BY THE CONTRACTOR'S OPERATIONS SHALL BE REPAIRED AT NO ADDITIONAL COST TO THE OWNER.

**OPERATION OF LIGHTING.**  
THE LIGHTING SHALL BE OPERATIONAL EVERY NIGHT, DUSK TO DAWN. DUPLICATE LIGHTING SYSTEMS (SUCH AS TEMPORARY LIGHTING AND PROPOSED NEW LIGHTING) SHALL NOT BE OPERATED SIMULTANEOUSLY. LIGHTING SYSTEMS SHALL NOT BE KEPT IN OPERATION DURING LONG DAYTIME PERIODS. THE CONTRACTOR SHALL DEMONSTRATE TO THE SATISFACTION OF THE ENGINEER THAT THE LIGHTING SYSTEM IS FULLY OPERATIONAL PRIOR TO SUBMITTING A PAY REQUEST. FAILURE TO DO SO WILL BE GROUNDS FOR DENYING THE PAY REQUEST.

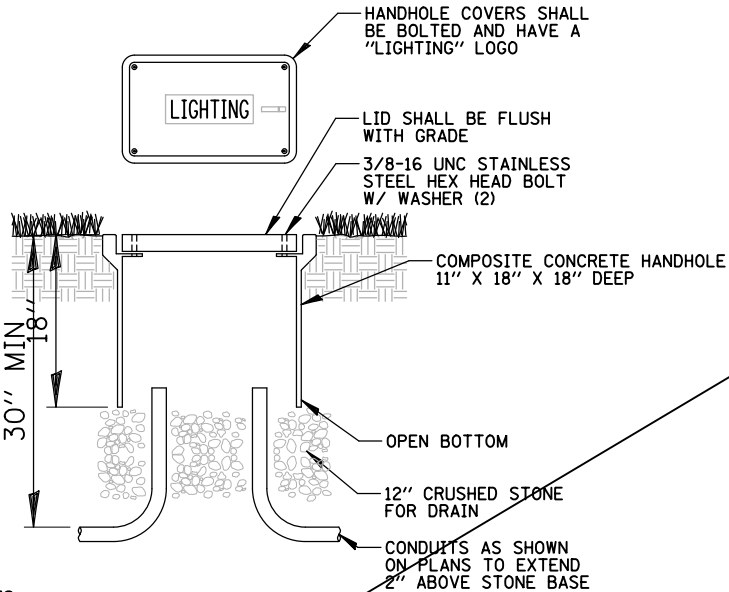
**METHOD OF MEASUREMENT.**  
THIS WORK WILL BE MEASURED FOR PAYMENT AS LUMP SUM.

**BASIS OF PAYMENT.**  
THIS WORK WILL BE PAID FOR AT THE CONTRACT LUMP SUM PRICE FOR MAINTAIN EXISTING LIGHTING SYSTEM WHICH SHALL INCLUDE ALL WORK AS DESCRIBED HEREIN.



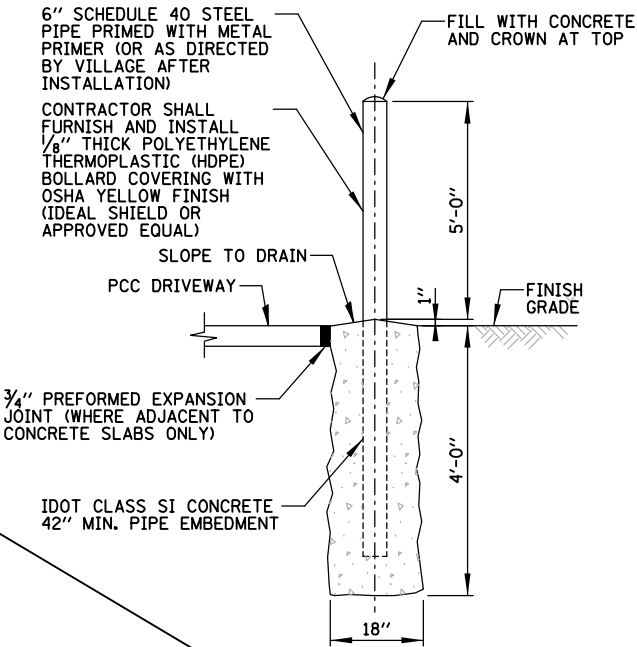
- NOTES:**
1. CONTRACTOR SHALL COORDINATE SIZE AND ORIENTATION OF BOLT CIRCLE, WITH EV STATION MANUFACTURER.
  2. CONCRETE FOUNDATION, ANCHOR BOLTS, SPARE RACEWAYS AND FASTENERS SHALL BE INCLUDED IN THE CONTRACT UNIT PRICE FOR "CLASS II DUAL ELECTRIC ELECTRIC VEHICLE CHARGING STATION, COMPLETE IN PLACE".

EV STATION CONCRETE FOUNDATION DETAIL  
N.T.S.



- NOTES:**
1. NO SPLICING SHALL BE ALLOWED IN HANDHOLE UNLESS OTHERWISE NOTED.
  2. COMPOSITE CONCRETE HANDHOLE AND LID SHALL BE GREEN IN LANDSCAPE AREAS AND MATCH CONCRETE IN PAVED AREAS. LOCATIONS FOR ALL HANDHOLES TO BE APPROVED BY OWNER PRIOR TO INSTALLATION
  3. BOX & LID SHALL MEET/EXCEED ANSI TIER 15 LOADING REQUIREMENTS, AND BE TESTED IN ACCORDANCE WITH THE LATEST EDITION OF THE ANSI/SCFE 77 "SPECIFICATION FOR UNDERGROUND ENCLOSURE INTEGRITY", AND THE PROVISIONS OF PARAGRAPHS 5.2.3 AND 5.2.4 OF WESTERN UNDERGROUND COMMITTEE GUIDE 3.6.

COMPOSITE CONCRETE HANDHOLE  
N.T.S.



BOLLARD DETAIL  
N.T.S.

ELECTRICAL SPECIAL PROVISIONS

DUAL ELECTRIC VEHICLE CHARGER

**DESCRIPTION.**  
THIS WORK SHALL CONSIST OF FURNISHING AND INSTALLING A DUAL ELECTRIC VEHICLE CHARGER

**MATERIALS AND CONSTRUCTION REQUIREMENTS.**  
THE CONTRACTOR SHALL FURNISH/INSTALL NEW NEMA 4X RATED DUAL ELECTRIC VEHICLE CHARGER (BOSH EV 860, OR EQUAL) WITH SAE J1172 CONNECTORS ON A CONCRETE FOUNDATION WHERE SHOWN ON THE CONTRACT DRAWINGS

ALL WORK SHALL BE IN CONFORMANCE WITH THE CONTRACT DRAWINGS, STANDARD SPECIFICATIONS, N.E.C., MANUFACTURER'S RECOMMENDATIONS, AND LOCAL ORDINANCES.

**MEASUREMENT AND PAYMENT.**  
THIS WORK SHALL BE PAID FOR AT THE CONTRACT UNIT PRICE PER EACH FOR DUAL ELECTRIC VEHICLE CHARGER, WHICH SHALL BE PAYMENT IN FULL FOR ALL MATERIAL, LABOR, AND ANY OTHER ITEMS REQUIRED TO COMPLETE THE WORK

MODIFY EXISTING LIGHTING CONTROLLER

**DESCRIPTION.**  
THIS ITEM SHALL CONSIST OF MODIFYING AN EXISTING LIGHTING CONTROLLER IN PLACE TO POWER THE PROPOSED DUAL ELECTRIC VEHICLE CHARGERS WHERE SHOWN ON THE DRAWINGS.

**MATERIALS AND CONSTRUCTION REQUIREMENTS.**  
THE CONTRACTOR SHALL INSTALL NEW TERMINAL BLOCKS, CIRCUIT BREAKERS, LUGS AND CABLING INSIDE OF THE EXISTING LIGHTING CONTROLLER. THE CONTRACTOR SHALL INSTALL A CIRCUIT BREAKER INSIDE THE LIGHTING CONTROLLER.

ALL WORK SHALL BE IN CONFORMANCE WITH THE DRAWINGS, STANDARDS SPECIFICATIONS, N.E.C., LOCAL ORDINANCES, AND LOCAL ELECTRICAL UTILITY STANDARDS. THE CONTRACTOR SHALL BE RESPONSIBLE TO ENSURE THE EXISTING LIGHTING SYSTEM WILL BE OPERATIONAL EVERY NIGHT.

**MEASUREMENT AND BASIS OF PAYMENT.**  
THIS WORK SHALL BE PAID FOR AT THE CONTRACT UNIT PRICE EACH FOR MODIFY EXISTING LIGHTING CONTROLLER WHICH SHALL BE PAYMENT IN FULL FOR ALL WORK LISTED HEREIN OR AS DIRECTED BY THE OWNER.

				DSGN.		
				DWN.		
				CHKD.		
				SCALE:	20'	
				PLOT DATE:	12/21/2021	
				CAD USER:	Jamello	
NO.	DATE	NATURE OF REVISION		CHKD.	MODEL:	Default
FILE NAME	N:\FORESTPARK\0023\BG100\Civil\LD2_0023BG100.SHT					

TITLE:	510 DES PLAINES GREEN PARKING LOT ELECTRICAL DETAILS (2 OF 2)	PROJ. NO. 0023BG100
		DATE: 12/21/2021
		SHEET 15 OF 15
		DRAWING NO.
		15

MEMO

Village Council Meeting

Forest Park, Illinois

January 10, 2022

The following twelve (12) pages is an excerpt of the bid book for the 510 Des Plaines Avenue Permeable Paver Parking Lot Project.

A full copy of same can be obtained, upon request, from the Village Clerk's Office by contacting 708-366-2323 or [contact@forestpark.net](mailto:contact@forestpark.net).

Notice of project letting will be posted in various locations and upon the Village's website in January 2022.

RETURN WITH BID

Formal Contract  
Proposal

PROPOSAL SUBMITTED BY		
Contractor's Name		
Street	P.O. Box	
City	State	Zip Code

STATE OF ILLINOIS

COUNTY OF COOK

VILLAGE OF FOREST PARK

(Name of City, Village, Town or Road District)

FOR THE IMPROVEMENT OF

STREET NAME OR ROUTE NO. 510 Des Plaines Green Parking Lot

SECTION NO. N/A

TYPES OF FUNDS MWRD & LOCAL

☒ SPECIFICATIONS (required)

☒ PLANS (required)

NOT AN IDOT PROJECT

**Note:** All proposal documents, including Proposal Guaranty Checks or Proposal Bid Bonds, should be stapled together to prevent loss when bids are processed.

# RETURN WITH BID

## NOTICE TO BIDDERS

County Cook  
Local Public Agency Forest Park  
Section Number NA  
Route 510 Desplaines

Sealed proposals for the improvement described below will be received at the office of Village of Forest Park,  
517 DesPlaines Ave, Forest Park, IL 60130 until 10:00 AM on February 1, 2022  
Address Time Date

Sealed proposals will be opened and read publicly at the office of Village of Forest Park  
517 DesPlaines Ave, Forest Park, IL 60130 at 10:00 AM on February 1, 2022  
Address Time Date

### DESCRIPTION OF WORK

Name 510 Des Plaines Green Parking Lot Length: NA feet ( NA miles)  
Location 510 Des Plaines Avenue  
Proposed Improvement Removal of existing parking lot pavement and base, installation of stone base, permeable paver installation, landscaping, spot curb/sidewalk removal and replacement, and restoration.

1. Plans and proposal forms can be downloaded from <http://cbbel.com/bidding-info/> or at [www.questcdn.com](http://www.questcdn.com)  
Under Login using Quest CDN #8097602 for a non-refundable charge of \$30.00. A QuestCDN login will be required. Contact QuestCDN at 952-233-1632 or [info@questcdn.com](mailto:info@questcdn.com) for assistance in membership registration and downloading this digital project information. A hard copy of the plans may also be viewed at CBBEL's offices located at 9575 W. Higgins Road, Suite 600, Rosemont, IL 60018. Contractors must purchase bid documents and be shown on the Bidder's Planholder list in order to bid. Bids received from contractors who are not in the Bidder's Planholder List will be rejected
2. ☐ Prequalification  
If checked, the 2 low bidders must file within 24 hours after the letting an "Affidavit of Availability" (Form BC 57), in duplicate, showing all uncompleted contracts awarded to them and all low bids pending award for Federal, State, County, Municipal and private work. One original shall be filed with the Awarding Authority and one original with the IDOT District Office.
3. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.
4. The following BLR Forms shall be returned by the bidder to the Awarding Authority:
  - a. BLR 12200: Local Public Agency Formal Contract Proposal
  - b. BLR 12200a Schedule of Prices
  - c. BLR 12230: Proposal Bid Bond (if applicable)
  - d. BLR 12325: Apprenticeship or Training Program Certification (**do not use for federally funded projects**)
  - e. BLR 12326: Affidavit of Illinois Business Office

## RETURN WITH BID

5. The quantities appearing in the bid schedule are approximate and are prepared for the comparison of bids. Payment to the Contractor will be made only for the actual quantities of work performed and accepted or materials furnished according to the contract. The scheduled quantities of work to be done and materials to be furnished may be increased, decreased or omitted as hereinafter provided.
6. Submission of a bid shall be conclusive assurance and warranty the bidder has examined the plans and understands all requirements for the performance of work. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to conduct an in depth examination. The Awarding Authority will, in no case be responsible for any costs, expenses, losses or changes in anticipated profits resulting from such failure or neglect of the bidder.
7. The bidder shall take no advantage of any error or omission in the proposal and advertised contract.
8. If a special envelope is supplied by the Awarding Authority, each proposal should be submitted in that envelope furnished by the Awarding Agency and the blank spaces on the envelope shall be filled in correctly to clearly indicate its contents. When an envelope other than the special one furnished by the Awarding Authority is used, it shall be marked to clearly indicate its contents. When sent by mail, the sealed proposal shall be addressed to the Awarding Authority at the address and in care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the Notice to Bidders. Proposals received after the time specified will be returned to the bidder unopened.
9. Permission will be given to a bidder to withdraw a proposal if the bidder makes the request in writing or in person before the time for opening proposals.

# RETURN WITH BID

## PROPOSAL

County Cook  
Local Public Agency Forest Park  
Section Number NA  
Route 510 Desplaines

1. Proposal of \_\_\_\_\_  
for the improvement of the above section by the construction of Permeable paver parking lot  
\_\_\_\_\_  
\_\_\_\_\_  
a total distance of NA feet, of which a distance of NA feet, ( NA miles) are to be improved.
2. The plans for the proposed work are those prepared by Christopher B. Burke, Engineering, Ltd.  
and approved by the Department of Transportation on \_\_\_\_\_
3. The specifications referred to herein are those prepared by the Department of Transportation and designated as "Standard Specifications for Road and Bridge Construction" and the "Supplemental Specifications and Recurring Special Provisions" thereto, adopted and in effect on the date of invitation for bids.
4. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Recurring Special Provisions" contained in this proposal.
5. The undersigned agrees to complete the work within 35 working days or by \_\_\_\_\_  
unless additional time is granted in accordance with the specifications.
6. A proposal guaranty in the proper amount, (5% of bid amount), will be required. Bid Bonds will be allowed as a proposal guaranty. Accompanying this proposal is either a bid bond if allowed, on Department form BLR 12230 or a proposal guaranty check, complying with the specifications, made payable to:  
Village of Forest Park Treasurer of \_\_\_\_\_  
The amount of the check is \_\_\_\_\_ ( \_\_\_\_\_ ).
7. In the event that one proposal guaranty check is intended to cover two or more proposals, the amount must be equal to the sum of the proposal guaranties, which would be required for each individual proposal. If the proposal guaranty check is placed in another proposal, it will be found in the proposal for: Section Number \_\_\_\_\_.
8. The successful bidder at the time of execution of the contract \_\_\_\_\_ be required to deposit a contract bond for the full amount of the award. When a contract bond is not required, the proposal guaranty check will be held in lieu thereof. If this proposal is accepted and the undersigned fails to execute a contract and contract bond as required, it is hereby agreed that the Bid Bond or check shall be forfeited to the Awarding Authority.
9. Each pay item should have a unit price and a total price. If no total price is shown or if there is a discrepancy between the product of the unit price multiplied by the quantity, the unit price shall govern. If a unit price is omitted, the total price will be divided by the quantity in order to establish a unit price.
10. A bid will be declared unacceptable if neither a unit price nor a total price is shown.
11. The undersigned submits herewith the schedule of prices on BLR 12200a covering the work to be performed under this contract.
12. The undersigned further agrees that if awarded the contract for the sections contained in the combinations on BLR 12200a, the work shall be in accordance with the requirements of each individual proposal for the multiple bid specified in the Schedule for Multiple Bids below.



SCHEDULE OF PRICES

VILLAGE OF FOREST PARK - 510 DES PLAINES GREEN PARKING LOT

SP	ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT COST	TOTAL COST
*	1	TREE TRUNK PROTECTION	EACH	6		
	2	TREE ROOT PRUNING	EACH	6		
	3	NITROGEN FERTILIZER NUTRIENT	POUND	1		
	4	POTASSIUM FERTILIZER NUTRIENT	POUND	1		
	5	PHOSPHORUS FERTILIZER NUTRIENT	POUND	1		
	6	SODDING	SQ YD	24		
	7	EARTH EXCAVATION	CU YD	854		
	8	INLET FILTERS	EACH	2		
	9	AGGREGATE SUBGRADE IMPROVEMENT, CA-1 GRADATION	CU YD	22		
	10	GRANULAR SUBGRADE, CA-1 GRADATION, 18 INCH	SQ YD	1280		
	11	GRANULAR SUBGRADE, CA-7 GRADATION, 6 INCH	SQ YD	1280		
*	12	PORTLAND CEMENT CONCRETE PAVEMENT, 8 INCH	SQ YD	45		
*	13	PAVEMENT REMOVAL	SQ YD	1280		
*	14	COMBINATION CURB AND GUTTER REMOVAL	FOOT	350		
*	15	SIDEWALK REMOVAL AND REPLACEMENT	SQ FT	350		
*	16	REMOVAL AND DISPOSAL OF WHEEL STOPS	EACH	5		
*	17	FURNISH AND INSTALL WHEEL STOPS	EACH	8		
*	18	COPPER WATER LINE, 2 INCH	FOOT	7		
*	19	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	325		
	20	METAL POST, TYPE A	FOOT	60		
*	21	WOVEN GEOTEXTILE FABRIC	SQ YD	1280		
	22	CONCRETE RETAINING EDGE	FOOT	150		
*	23	OBSERVATION WELL	EACH	2		
*	24	PIPE UNDERDRAINS 4 INCH, SPECIAL	FOOT	255		
*	25	PERMEABLE INTERLOCKING CONCRETE PAVERS, 3 1/8 INCH	SQ FT	11050		
*	26	WHITE GRANITE INLAID PAVEMENT MARKING, 4 INCH	SQ FT	290		
	27	NON-SPECIAL WASTE DISPOSAL	CU YD	125		
	28	SPECIAL WASTE PLANS AND REPORTS	L SUM	1		

	29	SOIL DISPOSAL ANALYSIS	EACH	1		
*	30	TRAFFIC CONTROL AND PROTECTION, SPECIAL	L SUM	1		
*	31	CONSTRUCTION LAYOUT	L SUM	1		
*	32	MODIFIED TOPSOIL	CU YD	7		
*	33	BIOSOLIDS, DELIVER AND PLACE, 1 1/2 INCH, SPECIAL	SQ YD	180		
	34	MULCH	CU YD	20		
*	35	EDUCATIONAL SIGNS	EACH	2		
*	36	INFORMATIONAL SIGN	EACH	1		
*	37	AS-BUILT DRAWINGS	L SUM	1		
Bidder's Proposal for making Entire Improvements						

Total Amount in Words:

## RETURN WITH BID

### CONTRACTOR CERTIFICATIONS

County	COOK
Local Public Agency	FOREST PARK
Section Number	NA
Route	510 Desplaines Parking Lot

The certifications hereinafter made by the bidder are each a material representation of fact upon which reliance is placed should the Department enter into the contract with the bidder.

1. **Debt Delinquency.** The bidder or contractor or subcontractor, respectively, certifies that it is not delinquent in the payment of any tax administered by the Department of Revenue unless the individual or other entity is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of tax. Making a false statement voids the contract and allows the Department to recover all amounts paid to the individual or entity under the contract in a civil action.
2. **Bid-Rigging or Bid Rotating.** The bidder or contractor or subcontractor, respectively, certifies that it is not barred from contracting with the Department by reason of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

A violation of Section 33E-3 would be represented by a conviction of the crime of bid-rigging which, in addition to Class 3 felony sentencing, provides that 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 in behalf of the corporation.

A violation of Section 33E-4 would be represented by a conviction of the crime of bid-rotating which, in addition to Class 2 felony sentencing, provides that 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 in behalf of the corporation.

3. **Bribery.** The bidder or contractor or subcontractor, respectively, certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois or any unit of local government, nor has the firm made an admission of guilt of such conduct which is a matter of record, nor has an official, agent, or employee of the firm committed bribery or attempted bribery on behalf of the firm and pursuant to the direction or authorization of a responsible official of the firm.
4. **Interim Suspension or Suspension.** The bidder or contractor or subcontractor, respectively, certifies that it is not currently under a suspension as defined in Subpart I of Title 44 Subtitle A Chapter III Part 6 of the Illinois Administrative Code. Furthermore, if suspended prior to completion of this work, the contract or contracts executed for the completion of this work may be cancelled.

RETURN WITH BID

SIGNATURES

County COOK  
Local Public Agency FOREST PARK  
Section Number NA  
Route 510 Desplaines Parking Lot

(If an individual)

Signature of Bidder \_\_\_\_\_

Business Address \_\_\_\_\_

(If a partnership)

Firm Name \_\_\_\_\_

Signed By \_\_\_\_\_

Business Address \_\_\_\_\_

Inset Names and Addressed of All Partners



(If a corporation)

Corporate Name \_\_\_\_\_

Signed By \_\_\_\_\_

President

Business Address \_\_\_\_\_

Inset Names of Officers



President

Secretary

Treasurer

Attest: \_\_\_\_\_  
Secretary

**Local Agency  
Proposal Bid Bond**

Route VARIOUS  
County COOK  
Local Agency FOREST PARK  
Section 510 Desplaines Parking Lot

**RETURN WITH BID**

**PAPER BID BOND**

WE \_\_\_\_\_ as PRINCIPAL,

and \_\_\_\_\_ as SURETY,

are held jointly, severally and firmly bound unto the above Local Agency (hereafter referred to as "LA") in the penal sum of 5% of the total bid price, or for the amount specified in the proposal documents in effect on the date of invitation for bids whichever is the lesser sum. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly pay to the LA this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said PRINCIPAL is submitting a written proposal to the LA acting through its awarding authority for the construction of the work designated as the above section.

THEREFORE if the proposal is accepted and a contract awarded to the PRINCIPAL by the LA for the above designated section and the PRINCIPAL shall within fifteen (15) days after award enter into a formal contract, furnish surety guaranteeing the faithful performance of the work, and furnish evidence of the required insurance coverage, all as provided in the "Standard Specifications for Road and Bridge Construction" and applicable Supplemental Specifications, then this obligation shall become void; otherwise it shall remain in full force and effect.

IN THE EVENT the LA determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements set forth in the preceding paragraph, then the LA acting through its awarding authority shall immediately be entitled to recover the full penal sum set out above, together with all court costs, all attorney fees, and any other expense of recovery.

IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_\_ day of \_\_\_\_\_

**Principal**

\_\_\_\_\_  
(Company Name)

\_\_\_\_\_  
(Company Name)

By: \_\_\_\_\_  
(Signature and Title)

By: \_\_\_\_\_  
(Signature and Title)

(If PRINCIPLE is a joint venture of two or more contractors, the company names, and authorized signatures of each contractor must be affixed.)

**Surety**

\_\_\_\_\_  
(Name of Surety)

By: \_\_\_\_\_  
(Signature of Attorney-in-Fact)

STATE OF ILLINOIS,

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for said county,  
do hereby certify that \_\_\_\_\_

( Insert names of individuals signing on behalf of PRINCIPAL & SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL and SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instruments as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_

My commission expires \_\_\_\_\_  
(Notary Public)

**ELECTRONIC BID BOND**

☐ **Electronic bid bond is allowed (box must be checked by LA if electronic bid bond is allowed)**

The Principal may submit an electronic bid bond, in lieu of completing the above section of the Proposal Bid Bond Form. By providing an electronic bid bond ID code and signing below, the Principal is ensuring the identified electronic bid bond has been executed and the Principal and Surety are firmly bound unto the LA under the conditions of the bid bond as shown above. (If PRINCIPAL is a joint venture of two or more contractors, an electronic bid bond ID code, company/Bidder name title and date must be affixed for each contractor in the venture.)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Electronic Bid Bond ID Code

\_\_\_\_\_  
(Company/Bidder Name)

\_\_\_\_\_  
(Signature and Title)

\_\_\_\_\_  
Date

## **RESPONSIBLE BIDDER REQUIREMENTS**

The Village of Forest Park has responsible bidder requirements per the Village Code.

Bidders shall submit with their proposal the following documents:

- a. Documents evidencing compliance with all applicable laws and ordinances prerequisite to doing business in Illinois.
- b. A valid federal employer tax identification number, or, if an individual, a valid social security number.
- c. A statement of compliance with the equal opportunity employer provisions of Section 2000e of Chapter 21, Title 42 of the United States Code and Federal Executive Order Number 11246, as amended, by Executive Order 11375 (known as the Equal Opportunity Employer Provision).
- d. Certificates of insurance indicating minimum insurance coverages as set forth in a bid specification, including general liability workers' compensation, completed operations, automobile, hazardous occupations and products liability.
- e. Evidence of a written sexual harassment policy in compliance with the provisions of the Illinois Human Rights Act.
- f. A statement of compliance with the provisions of the Illinois Prevailing Wage Act.
- g. Evidence of compliance with the Substance Abuse Prevention on Public Works Projects Act.
- h. Evidence of relevant experience that indicates the necessary capacity to perform the project and adequate references verifying the quality of work performed.
- i. For Village public works construction projects (construction of new Village facilities, renovation of existing Village facilities or Village road and/or utility construction projects) over fifty thousand dollars (\$50,000.00), evidence of participation in apprentice and training programs applicable to the work to be performed on the project which are approved by and registered with the United States Department of Labor Office of Apprenticeship and Training.
- j. For Village construction projects (construction of new Village facilities, renovation of existing facilities or Village road and/or utility construction projects), responsible bidders must demonstrate a good faith effort toward providing equal employment opportunities for persons to work as craftpersons, laborers, workers or mechanics consistent with the racial, ethnic and gender demographics of the labor force available in the Illinois Department of Employment Security Chicago-Naperville-Joliet Metropolitan Division which consists of Cook DeKalb, DuPage, Grundy, Kane, Kendall, McHenry and Will Counties.

## **CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION**

The undersigned is an authorized representative of

---

(Name of Company)

and certifies that they will comply with all current Statutes entitled "Drug Free Workplace Act". The undersigned CONTRACTOR hereby certifies to the contracting agency that it will provide a drug-free workplace by:

(a) Publishing a statement:

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

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

- (1) the dangers of drug abuse in the workplace;
  - (2) the grantee's or CONTRACTOR'S policy of maintaining drug free workplace;
  - (3) any available drug counseling, rehabilitation, and employee assistance program; and
  - (4) the penalties that may be imposed upon employees for drug violations.
- (c) Making it a requirement to give a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting agency within 10 days after receiving notice under part (B) of paragraph (3) of subsection (a) from an employee or otherwise receiving actual notice of such conviction.

**CONTRACTOR'S DRUG-FREE WORKPLACE CERTIFICATION (continued)**

- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug assistance or rehabilitation program by any employee who is so convicted, as required by Section 5 (30 ILCS 580/5) of the Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling treatment, and rehabilitation is required and indicating that a trained referral team in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of this Section.

Failure to abide by this certification shall subject the CONTRACTOR to the penalties provided in Section 6 (30 ILCS 580/6) of the Act.

Signed: \_\_\_\_\_

Title/Position: \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_.

\_\_\_\_\_  
Notary Public



**RESOLUTION NO. R-\_\_\_\_\_ -22**

**RESOLUTION AUTHORIZING THE EXECUTION OF  
PAY REQUEST #1 FOR THE JACKSON AND AUSTIN  
METER VAULT REPAIRS PROJECT TO GENCO INDUSTRIES, INC.**

WHEREAS, the Village of Forest Park, Cook County, Illinois ("Village"), awarded the construction contract for the Jackson and Austin Meter Vault Repairs Project ("Project") to Genco Industries, Inc. ("Contractor"); and

WHEREAS, Contractor has submitted its Pay Request #1 for completed for its work to date under the Project, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the Pay Request #1 has been reviewed by the Village Engineer and staff, who have determined that Contractor is entitled to compensation for certain services performed under the Project, pursuant to the Pay Request #1; and

WHEREAS, the Village will be obligated to make a payment on Pay Request #1 to Contractor in the amount of One Hundred Nine Thousand Five Hundred Thirty and 00/100 Dollars (\$109,530.00); and

WHEREAS, it is necessary that the Mayor and Council of the Village approve Pay Request #1 to Contractor under the contract for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Village of Forest Park, Cook County, Illinois, as follows:

Section 1. The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. The Council of the Village hereby approves Pay Request #1 to Contractor in the amount of One Hundred Nine Thousand Five Hundred Thirty and 00/100 Dollars (\$109,530.00) under the contract for the Project with Contractor.

Section 3. The Village Clerk is directed to attest to the Mayor's signature on any and all documents, as necessary.

Section 4. This Resolution shall be in full force and effect upon its passage and adoption in accordance with law.

ADOPTED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Rory E. Hoskins, Mayor

ATTESTED and filed in my office,  
and published in pamphlet form  
this \_\_\_\_\_ day of January, 2022.

\_\_\_\_\_  
Vanessa Moritz, Clerk

**GENCO INDUSTRIES, INC.**  
**JACKSON AND AUSTIN METER VAULT REPAIRS PROJECT**  
**PAY REQUEST #1**



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 W Higgins Road, Suite 600 Rosemont, Illinois 60018-4920 Tel (847) 823-0500 Fax (847) 823-0520

December 23, 2021

Village of Forest Park  
Department of Public Works  
7343 W. 15th Street  
Forest Park, IL 60130

Attention: Salvatore Stella  
Director of Public Works

Subject: Jackson and Austin Meter Vault Repairs  
Pay Request #1  
(CBBEL Project No. R01.150.00176)

Dear Mr. Stella:

Christopher B. Burke Engineering, Ltd. (CBBEL) has reviewed Pay Request #1 submitted by Genco Industries, Inc. in the amount of **\$109,530.00** for the work completed so far. The payment will be:

1.	Contract Amount	\$	173,450.00
2.	Work Completed to Date	\$	121,700.00
3.	Less Previous Payments	\$	0.00
4.	Less Retainage (10%)	\$	12,170.00
5.	Amount Due	\$	<b>109,530.00</b>

We recommend payment in the amount of **\$109,530.00** to Genco Industries, Inc.

Please find enclosed the invoice and waivers of lien. If you have any questions or concerns, please contact me at (847) 823-0500.

Sincerely,

James Amelio, PE  
Senior Project Manager

Genco Industries, Inc.  
13610 Kenton Ave.  
Crestwood, IL 60418

## Invoice/Pay Request

Page 1 of 1

Project: Forest Park - Meter Vault

Period: 12/23/2021

Request No.: 1

Invoice No.: 213201

Engineer: Christopher Burke  
Genco Job No.: 2132

#	Description of Work	Units	Qty	Unit Price	Contract Amount	Previous Qty	Previous Amt	Quantity this Period	Amount this Period	Qty to Date	%	Completed to Date
	PCC sidewalk	SF	50	32.20	1,610.00		0.00	50.000	1,610.00	50.000	100.000	1,610.00
	Sidewalk removal	SF	50	6.90	345.00		0.00	50.000	345.00	50.000	100.000	345.00
	Traffic Control	LS	1	9,300.00	9,300.00		0.00	1.000	9,300.00	1.000	100.000	9,300.00
	Concrete barriers	LS	1	6,100.00	6,100.00		0.00	1.000	6,100.00	1.000	100.000	6,100.00
	Class D Patch, Special	Sy	70	223.00	15,610.00		0.00	70.000	15,610.00	70.000	100.000	15,610.00
	Comb Curb & Gutter	FT	40	130.00	5,200.00		0.00	40.000	5,200.00	40.000	100.000	5,200.00
	Pavement Markings	LS	1	1,610.00	1,610.00		0.00	1.000	1,610.00	1.000	100.000	1,610.00
	Parkway Restoration	LS	1	2,390.00	2,390.00		0.00	1.000	2,390.00	1.000	100.000	2,390.00
	Sump Pump R&R	LS	1	2,350.00	2,350.00		0.00	1.000	2,350.00	1.000	100.000	2,350.00
	10" Meter R&R	LS	1	8,000.00	8,000.00		0.00		0.00	0.000	0.000	0.00
	10" Piping R&R	LS	1	3,350.00	3,350.00		0.00		0.00	0.000	0.000	0.00
	Conduit in Vault	LS	1	3,910.00	3,910.00		0.00	1.000	3,910.00	1.000	100.000	3,910.00
	Vault Lighting	LS	1	1,380.00	1,380.00		0.00	1.000	1,380.00	1.000	100.000	1,380.00
	Check Valve R&R	EA	2	17,000.00	34,000.00		0.00		0.00	0.000	0.000	0.00
	Removal of Pvmt, Slab, Beams	LS	1	18,690.00	18,690.00		0.00	1.000	18,690.00	1.000	100.000	18,690.00
	Reinforced Concrete Slab	LS	1	24,950.00	24,950.00		0.00	1.000	24,950.00	1.000	100.000	24,950.00
	Manhole Access Lid	LS	1	2,975.00	2,975.00		0.00	1.000	2,975.00	1.000	100.000	2,975.00
	Access Hatch	LS	1	5,400.00	5,400.00		0.00	1.000	5,400.00	1.000	100.000	5,400.00
	Temporary Shoring	LS	1	10,230.00	10,230.00		0.00	1.000	10,230.00	1.000	100.000	10,230.00
	Bonds and Insurance	LS	1	3,250.00	3,250.00		0.00	1.000	3,250.00	1.000	100.000	3,250.00
	TOTALS-CONTR				160,650.00		0.00		115,300.00		71.771	115,300.00
	<u>EXTRAS/CREDITS</u>											
	2" Sch 80 PVC Sump Discharge	LS	1	1,200.00	1,200.00		0.00	1.00	1,200.00	1.00	100.00	1,200.00
	Soil Testing	LS	1	5,200.00	5,200.00		0.00	1.00	5,200.00	1.00	100.00	5,200.00
	2 - 10" Gate Valves	LS	1	6,400.00	6,400.00		0.00		0.00	0.00	0.00	0.00
	TOTALS-CHANGES				12,800.00		0.00	2.00	6,400.00		50.00	6,400.00
	GRAND TOTALS				173,450.00		0.00		121,700.00		70.164	121,700.00
	Original Contract	160,650.00				Previous			This Per			Total to Date
	Extras to Contract	12,800.00				Amount Requested			121,700.00			121,700.00
						Less Retn - 10%			12,170.00			12,170.00
	Total Contr & Extras	173,450.00				Net Amount Earned	0.00		109,530.00			109,530.00
	Credits to Contract					Amount of Prev Pmts						
	Net Amount of Contr	173,450.00				Amount Due This Pmt	0.00		109,530.00			109,530.00

**PARTIAL WAIVER OF LIEN**

STATE OF **ILLINOIS**  
COUNTY OF COOK

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by **Village of Forest Park** to furnish **Labor and Materials** for the premises known as **Austin and Jackson Meter Vault Repairs** of which **Village of Forest Park, IL** is the owner.

THE undersigned, for and in consideration of **One Hundred Nine Thousand Five Hundred Thirty and 00/100 (\$109,530.00)** Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of **ILLINOIS** relating to mechanics' liens, with respect to and on said above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations due or to become due from the owner, on account of labor services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-described premises.

Given under my hand and seal this **21st** day of **December**, 2021.

Genco Industries, Inc. / Martin Trokey / President

Signature : \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Martin Trokey", is written over a horizontal line.

**RESOLUTION NO. R-\_\_\_\_\_-22**

**RESOLUTION AUTHORIZING THE EXECUTION OF  
PAY REQUEST #1 FOR THE JACKSON AND AUSTIN  
METER VAULT REPAIRS PROJECT TO BURKE, LLC**

WHEREAS, the Village of Forest Park, Cook County, Illinois ("Village"), awarded the engineering contract for the Jackson and Austin Meter Vault Repairs Project ("Project") to Burke, LLC ("Contractor"); and

WHEREAS, Contractor has submitted its Pay Request #1 for completed for its work to date under the Project, a copy of which is attached hereto and made a part hereof; and

WHEREAS, the Pay Request #1 has been reviewed by the Village Engineer and staff, who have determined that Contractor is entitled to compensation for certain services performed under the Project, pursuant to the Pay Request #1; and

WHEREAS, the Village will be obligated to make a payment on Pay Request #1 to Contractor in the amount of Fifteen Thousand Seven Hundred Fifty and 00/100 Dollars (\$15,750.00); and

WHEREAS, it is necessary that the Mayor and Council of the Village approve Pay Request #1 to Contractor under the contract for the Project.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Village of Forest Park, Cook County, Illinois, as follows:

Section 1. The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2. The Council of the Village hereby approves Pay Request #1 to Contractor in the amount of Fifteen Thousand Seven Hundred Fifty and 00/100 Dollars (\$15,750.00) under the contract for the Project with Contractor.

Section 3. The Village Clerk is directed to attest to the Mayor's signature on any and all documents, as necessary.

Section 4. This Resolution shall be in full force and effect upon its passage and adoption in accordance with law.

ADOPTED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 10<sup>th</sup> day of January, 2022.

\_\_\_\_\_  
Rory E. Hoskins, Mayor

ATTESTED and filed in my office,  
and published in pamphlet form  
this \_\_\_\_\_ day of January, 2022.

\_\_\_\_\_  
Vanessa Moritz, Clerk



**BURKE, LLC**  
**JACKSON AND AUSTIN METER VAULT REPAIRS PROJECT**  
**PAY REQUEST #1**



*Design / Build*

**BURKE, L.L.C.**

9575 West Higgins Road • Rosemont, Illinois 60018-4920 • TEL (847) 823-0500 • FAX (847) 823-0520

December 23, 2021

Village of Forest Park  
517 Des Plaines Avenue  
Forest Park, IL 60130

Attention: Sal Stella, Director of Public Works

Subject: Pay Request No. 1  
Austin and Jackson Meter Vault Repair Project  
**Village of Forest Park**  
(Burke, LLC Project No. 01-150-176)

Dear Mr. Stella:

Enclosed is Burke, LLC's Pay **Request No. 1** for our work on the Austin and Jackson Meter Vault Repair Project. The current pay request totals **\$15,750.00**. The following table summarizes the billing:

DESCRIPTION	AMOUNT
Total Contract Amount	\$ 25,000.00
Total Work Completed To Date	\$ 17,500.00
Less 10% Retention	\$ 1,750.00
Previous Payments	\$ 0.00
<b>Payment This Date</b>	<b>\$ 15,750.00</b>

Please process this pay request at your earliest convenience. If you have any questions, please do not hesitate to contact me.

Sincerely,

James F. Amelio, PE  
Principal

## WAIVER OF LIEN TO DATE

**B** BURKE, LLC  
9575 West Higgins Road, Suite 600  
Rosemont, Illinois 60018  
Tel (847) 823-0500 Fax (847) 823-0520

STATE OF ILLINOIS )  
 )SS  
COUNTY OF COOK )

TO WHOM IT MAY CONCERN:

WHEREAS the undersigned has been employed by Village of Forest Park  
to furnish Construction Management Services  
for the premises know as Austin and Jackson Meter Vault Repair Project  
of which Village of Forest Park is the owner.

The undersigned, for an in consideration of Fifteen Thousand Seven Hundred Fifty Dollars and No Cents  
(\$ 15,750.00 ) Dollars, and other good and valuable considerations, the receipt whereof is hereby acknowledged, do(es)  
hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois, relating to mechanics' liens, with respect to an on said  
above-described premises, and the improvements thereon, and on the material, fixtures, apparatus or machinery furnished, and on the moneys, funds or other considerations  
due or to become due from the owner, on account of all labor, services, material, fixtures, apparatus or machinery, furnished to this date by the undersigned for the above-  
described premises, INCLUDING EXTRAS.\*

DATE December 23, 2021 COMPANY NAME Burke, LLC  
ADDRESS 9575 W. Higgins Road, Rosemont, Illinois 60018  
SIGNATURE AND TITLE [Signature] Principal

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH ORAL AND WRITTEN, TO THE CONTRACT.

STATE OF ILLINOIS )  
 )SS  
COUNTY OF COOK )

### CONTRACTOR'S AFFIDAVIT

TO WHOM IT MAY CONCERN:

THE UNDERSIGNED, (NAME) James Amelio BEING DULY SWORN, DEPOSES  
AND SAYS THAT HE OR SHE IS (POSITION) Principal OF  
(COMPANY NAME) Burke, LLC WHO IS THE  
CONTRACTOR FURNISHING Construction Management WORK ON THE PROJECT  
LOCATED AT Austin and Jackson Meter Vault Repair Project  
OWNED BY Village of Forest Park

That the amount of the contract including extras\* is \$ 25,000.00 on which he or she has received or requested payment of  
\$ 0.00 Prior to this payment. That all waivers are true, correct and genuine and delivered unconditionally and that  
there is no claim either legal or equitable to defeat the validity of said waivers. That the following are the names and addresses of all parties who have furnished material  
or labor, or both, for said work and all parties having contracts or sub contracts for specific portions of said work or for material entering into the construction thereof and  
the amount due or to become due to each, and that the items mentioned include all labor and material required to complete said work according to plans and specifications:

Names & Addresses	What For	Contract Price Inclg Extras*	Amount Paid	This Payment	Balance Due
Burke, LLC, 9575 W. Higgins Rd, Rosemont IL	Construction	\$ 25,000.00	\$ -	\$ 15,750.00	\$ 9,250.00
TOTAL LABOR AND MATERIAL INCLUDING EXTRAS* TO COMPLETE		\$ 25,000.00	\$ -	\$ 15,750.00	\$ 9,250.00

That there are no other contracts for said work outstanding, and that there is nothing due or to become due to any person for material, labor or other work of any kind  
done or to be done upon or in connection with said work other than above stated.

DATE December 23, 2021 SIGNATURE: [Signature]  
SUBSCRIBED AND SWORN TO BEFORE ME THIS 23rd DAY OF December, 2021

\*EXTRAS INCLUDE BUT ARE NOT LIMITED TO CHANGE ORDERS, BOTH  
ORAL, AND BOTH, FOR SAID WORK AND ALL PARTIES HAVING CONTRACTS OR SUB CONTRACTS FOR SPECIFIC PORTIONS OF SAID WORK OR FOR MATERIAL ENTERING INTO THE CONSTRUCTION THEREOF AND  
THE AMOUNT DUE OR TO BECOME DUE TO EACH, AND THAT THE ITEMS MENTIONED INCLUDE ALL LABOR AND MATERIAL REQUIRED TO COMPLETE SAID WORK ACCORDING TO PLANS AND SPECIFICATIONS.

[Signature]  
NOTARY PUBLIC



## AGENDA MEMO

### Village Council Meeting

Forest Park, Illinois

January 10, 2022

#### Issue Statement

Request for Village Council action regarding the selection of Phase III Engineering Consultant related to the 2022 Jackson Boulevard (Des Plaines to Madison) Resurfacing Project

#### Background

In 2022, the Village will be receiving funding from the Federal Surface Transportation Program (STP), via the North Central Council of Mayors, in an amount of \$386,622 to repave Jackson Boulevard from Des Plaines Avenue to Madison Street. Said portion of Jackson Street is on a designated Federal Aid Urban (FAU) Route, as it is an arterial/collector roadway and connects to other FAU routes.

(For more information, please see attached excerpt from North Central Council of Mayors Manual – 5 pages).

The project is ready for bid as Phase I and II engineering due diligence is now complete. Anticipated letting for this project will take place in the month of April.

As federal monies will be used to help fund this resurfacing project, with the local match coming from Village Motor Fuel Tax (MFT) funds (\$113,000), the Village needed to utilize the newly adopted QBS process to procure and select the Phase III Engineering Consultant for the project.

Attached is a copy of the RFQ document (14 pages) that was advertised in efforts to solicit consultant submittals for Phase III engineering services for our Jackson Boulevard Project.

The RFQ was posted on the Village's internet website ([www.forestpark.net](http://www.forestpark.net)); the Illinois Section of the American Society of Civil Engineers website ([www.isasce.org](http://www.isasce.org)); and, sent to twenty-three Illinois civil engineering firms.

By the deadline, the Village received statement of qualifications from four (4) firms.

Per the Village's QBS policy (copy of policy is located within the attached RFQ document), the Village Administrator, Finance Director and Director of Public Works are tasked to review the submitted proposals and evaluate same, individually.

This exercise has been completed; a meeting was held to discuss the proposals by this review committee. The committee was in agreement regarding the ranking order of the proposals that were submitted, both on a qualitative and quantitative basis: it is being recommended that Christopher Burke Engineering shall complete the remainder of the job by providing the Village the necessary Phase III engineering services for this resurfacing project.

The final rankings appear on an attachment to this memo and consist of the following order: 1) Christopher Burke Engineering, 2) Gewalt-Hamilton, 3) ERA and 4) Infrastructure Engineering.

Should the Village Council have any questions regarding the review, please advise.

Finally, in light of the recent learning curve associated with this new selection process, an "engineering agreement" is not being presented to the Village Council at this time. Said agreement needs to be approved by IDOT first – once this is completed, said engineering agreement, as well as other applicable IDOT project

related agreements, will require approval by the Village Council. These agreements will be forthcoming – though the process cannot commence until such time that the Village Council concurs with the selection of the recommended consultant.

For the Council's reference, the following attachments are being provided to you:

1. Resolution approving selection of Christopher Burke Engineering as Phase III consultant;
2. Copy of RFQ advertised by the Village soliciting consultant submittals;
3. Copy of Christopher Burke Engineering proposal;
4. Consultant scoring tables;
5. Excerpt from North Central Council of Mayors Manual.

**RESOLUTION NO. R-\_\_\_\_\_-22**

**RESOLUTION AUTHORIZING THE QUALIFIED BIDDING SELECTION  
("QBS") OF CHRISTOPHER B. BURKE ENGINEERING, LTD.  
FOR PHASE III ENGINEERING SERVICES FOR THE 2022 JACKSON  
BOULEVARD (DESPLAINES TO MADISON) RESURFACING PROJECT**

WHEREAS, the Village of Forest Park ("Village") made application for a Federal Surface Transportation Program ("STP") grant for the 2022 Jackson Boulevard (Desplaines to Madison) Resurfacing ("Project"), with a total Project budget cost of Four Hundred Ninety-Nine Thousand Six Hundred Twenty-Two and 00/100 Dollars (\$499,622.00), and was awarded an amount not to exceed Three Hundred Eighty-Six Thousand Six Hundred Twenty-Two and 00/100 Dollars (\$386,622.00) ("Grant"), with the Village's share of One Hundred Thirteen Thousand and 00/100 Dollars (\$113,000.00) from Village Motor Fuel Tax ("MFT") Funds; and,

WHEREAS, the Village, in accordance with the Village's approved QBS Policy and Procedures pursuant to Section 1-8A-6 of the Village Code, advertised a Request for Qualifications ("RFQ") to procure the necessary Phase III engineering consulting services for the Project; and,

WHEREAS, the Village received four (4) responses in reply to the RFQ; and,

WHEREAS, the Village has reviewed and scored the four (4) responses to the RFQ pursuant to the Village's QBS Policy and Procedures and Christopher B. Burke Engineering, Ltd. ("CBBEL") scored the highest to provide the Phase III engineering consulting services for the Project, subject to negotiating and finalizing with CBBEL the Local Agency Engineering Services Agreement ("LAES Agreement"), for the scope and cost of the required Project engineering services.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Village of Forest Park, Cook County, Illinois, as follows:

Section 1. The facts and statements contained in the preambles to this Resolution are found to be true and correct and are hereby incorporated herein adopted as part of this Resolution.

Section 2. The Village hereby selects CBBEL, pursuant to scoring under the Village's QBS Policy and Procedures, to provide the Phase III engineering consulting services for the Project, subject to finalizing and entering into the LAES Agreement with CBBEL for the Project.

Section 3. The Village Administrator is authorized to execute any and all documents required or as may be necessary for the QBS selection of CBBEL for the Project, pursuant to the Grant.

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

PASSED AND APPROVED by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED:

\_\_\_\_\_  
Mayor Rory E. Hoskins

ATTEST:

\_\_\_\_\_  
Vanessa Moritz, Village Clerk

Village of Forest Park, Illinois  
Request for Qualifications  
Jackson Boulevard Resurfacing Project  
Phase III Engineering Services

The Village of Forest Park hereby invites Statements of Qualifications (SOQs) from IDOT pre-qualified engineering firms to assist the Village in completing Phase III Engineering for the Jackson Boulevard Resurfacing Project in Forest Park, Illinois. Phase III Engineering Services and Construction for the project will be funded through the Federal STP program and a local match using motor fuel tax (MFT) funds. Therefore, all work must be performed in accordance with Federal Highway Administration (FHWA) and Illinois Department of Transportation (IDOT) guidelines. As part of the selection process, interested consultants are required to submit a Statement of Qualifications to perform the requested work.

Information about the project, scope of services requested, SOQ requirements and selection criteria can be found on the homepage of the Village's internet website (Beginning on October 18, 2021):

<https://www.forestpark.net/dfp/village-services/bids-rfps-rfqs/>

Interested firms shall electronically submit (via email) their Statement of Qualifications in PDF format no later than three o'clock pm (3:00 p.m.) on Monday, November 8, 2021. Late submittals will not be considered. Interviews with consultants may be required but are not anticipated at this time.

Based upon review of the Statements of Qualifications, a fee proposal will be requested from the highest-ranked consultant.

The SOQ and any questions shall be sent via email to: Vanessa Moritz, Village Clerk – [vmoritz@forestpark.net](mailto:vmoritz@forestpark.net)



## PROJECT BACKGROUND

The purpose of this project is to resurface the existing pavement along Jackson Boulevard (FAU 1462) between Des Plaines Avenue (FAU 2759) and Madison Street (FAU 1419). The pavement was last resurfaced in 2000 and is showing signs of deterioration such as alligator cracking and transverse cracking. The project will consist of grind and overlay asphalt replacement in accordance with federal guidelines. This will include removal of 4" of asphalt pavement, replacement of pavement with HMA Surface Course 1½" and Level Binder 2 ½", Class D pavement patching, curb and gutter removal and replacement in kind (as necessary), sidewalk replacement in kind, detectable warnings to meet Americans with Disabilities Act (ADA) accessibility, structure adjustments, pavement striping, and detector loop replacement (as necessary). The butt joints from prior projects along Madison Street and Des Plaines Avenue will be used as project limits, which occurs within LPA ROW. The intersections of Jackson Boulevard and Madison Street (State Route) along with Jackson Boulevard and Des Plaines Avenue (State Route) are signalized. There is no work within the State ROW; however, the detector loops will be affected and replaced accordingly. Coordination with Bureau of Traffic may be required. Jackson Boulevard is a two-lane roadway with two parallel street parking lanes. Posted speed limit is 25 mph.

The Village of Forest Park is seeking to engage a qualified consultant to provide Phase III Engineering Services for this project. An exhibit depicting the overall scope and limits of the proposed improvement along with some other background information is included in this Request for Qualifications.

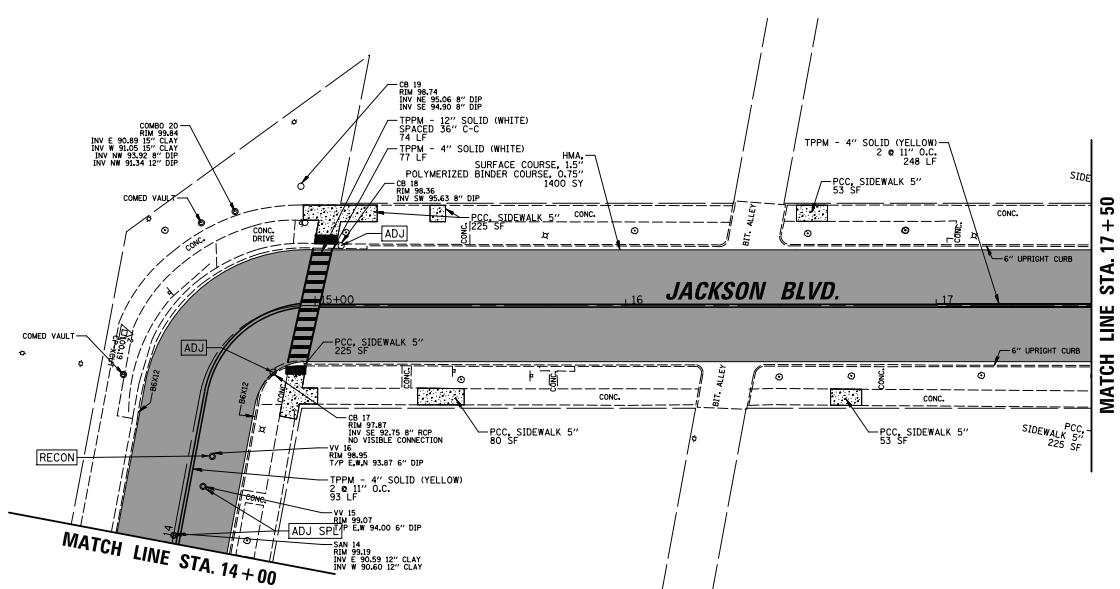
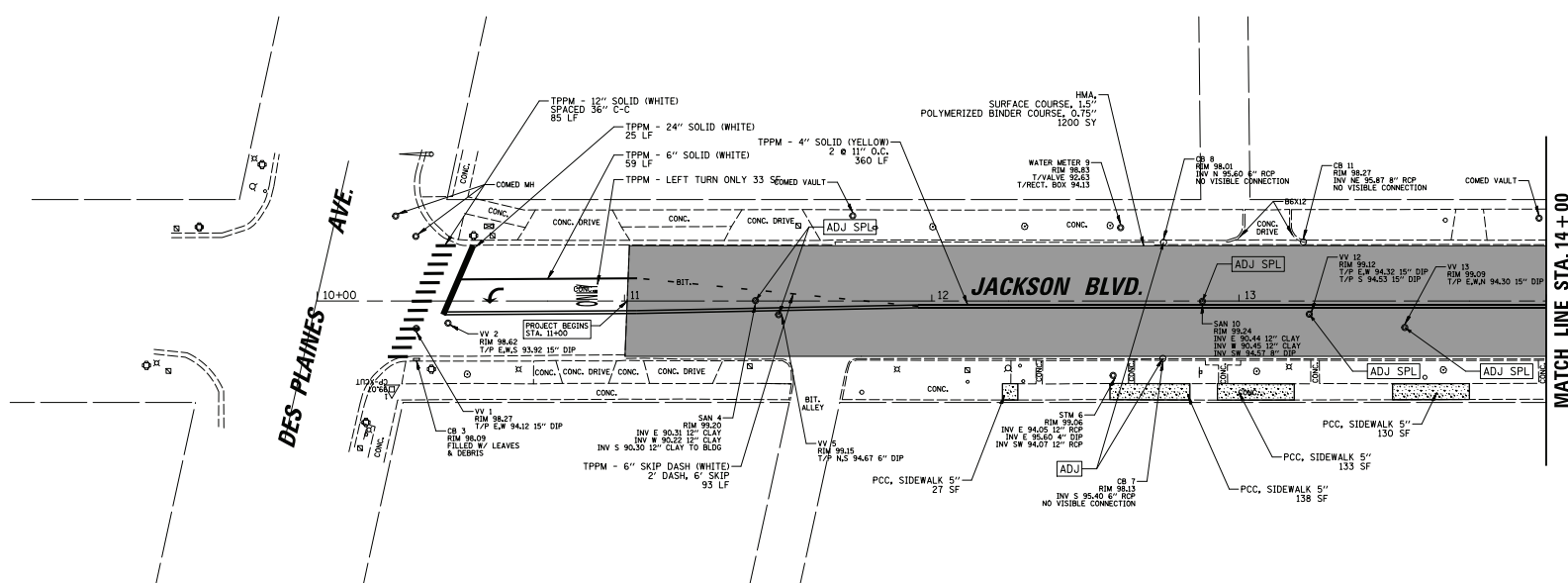
The project is currently targeting a February 2022 letting with construction start anticipated in April or May of 2022.

Estimated Scope of Construction:

Item	Unit of Measure	Quantity
REMOVAL AND DISPOSAL OF UNSUITABLE MATERIAL	CU YD	250
TOPSOIL FURNISH AND PLACE, 4"	SQ YD	1000
SODDING	SQ YD	1000
INLET FILTERS	EACH	25
SUBBASE GRANULAR MATERIAL, TYPE B 2"	SQ YD	600
SUBBASE GRANULAR MATERIAL, TYPE B 4"	SQ YD	900
PREPARATION OF BASE	SQ YD	7000
BITUMINOUS MATERIALS (TACK COAT)	POUND	3790
HOT-MIX ASPHALT SURFACE REMOVAL - BUTT JOINT	SQ YD	50
HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50	TON	1000
HOT-MIX ASPHALT SURFACE COURSE, MIX "D", IL-9.5, N50	TON	620
PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 8 INCH	SQ YD	30
PORTLAND CEMENT CONCRETE SIDEWALK 5 INCH	SQ FT	5350
DETECTABLE WARNINGS	SQ FT	260
HOT-MIX ASPHALT SURFACE REMOVAL, 2 1/4"	SQ YD	7000
DRIVEWAY PAVEMENT REMOVAL	SQ YD	30
COMBINATION CURB AND GUTTER REMOVAL	FOOT	870
SIDEWALK REMOVAL	SQ FT	5350
CLASS D PATCHES, TYPE I, 5 INCH	SQ YD	20
CLASS D PATCHES, TYPE II, 5 INCH	SQ YD	30
CLASS D PATCHES, TYPE III, 5 INCH	SQ YD	90
CLASS D PATCHES, TYPE IV, 5 INCH	SQ YD	60
FRAMES AND LIDS, TYPE 1, OPEN LID	EACH	28
COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	870
MOBILIZATION	L SUM	1
TRAFFIC CONTROL AND PROTECTION, STANDARD 701501	L SUM	1
TRAFFIC CONTROL AND PROTECTION, STANDARD 701701	L SUM	1
TRAFFIC CONTROL AND PROTECTION, STANDARD 701801	L SUM	1
SHORT TERM PAVEMENT MARKING	FOOT	300
SHORT TERM PAVEMENT MARKING REMOVAL	SQ FT	100
SIGN PANEL - TYPE 1	SQ FT	100
METAL POST - TYPE B	SQ FT	225
THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	150
THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	3300
THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	60
THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	910
THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	110
DETECTOR LOOP REPLACEMENT	FOOT	50
DRAINAGE & UTILITY STRUCTURES TO BE ADJUSTED	EACH	19
DRAINAGE & UTILITY STRUCTURE ADJUSTMENT (SPECIAL)	EACH	9
DRAINAGE & UTILITY STRUCTURES TO BE RECONSTRUCTED (SPECIAL)	EACH	5
CONSTRUCTION LAYOUT	L SUM	1
STORM SEWERS TO BE CLEANED 12"	FOOT	2300
STORM SEWERS TO BE CLEANED 15"	FOOT	350
STORM SEWERS TO BE CLEANED 18"	FOOT	350

Project Location in Forest Park, Cook County, Illinois:





NOTES:  
BOTH SIDEWALK AND CURB REMOVAL AND REPLACEMENT  
(IN ADDITION TO WHAT IS DEPICTED ON THE PLANS)  
SHALL BE AT LOCATIONS DIRECTED BY THE ENGINEER

0 10 20 40  
SCALE IN FEET

FILE NAME =	USER NAME = jmeliso	DESIGNED - FM	REVISED - -	STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION	PROPOSED PLAN				F.A.U. RITE	SECTION	COUNTY	TOTAL SHEET NO.
NA\FORSTPARK\0823\BGR\6C\11\07_Plan1	0823.BGR.dgn	DRAWN - FM	REVISED - -		1462	20-00116-00-RS	COOK	17 7				
PLOT SCALE = 28'		CHECKED - JFA	REVISED - -		CONTRACT NO.							
PLOT DATE = 9/16/2021		DATE - 9/16/2021	REVISED - -		[ILLINOIS] FED. AID PROJECT							
					SCALE: 20'	SHEET NO. 7 OF 17 SHEETS	STA. 11+00	TO STA. 17+50				



## SCOPE OF SERVICES

The services to be provided related to this RFQ are described below. The selected consultant will be responsible for all Phase III Engineering Services necessary to construct the project. All work must be in accordance with federal project development procedures and adhere to all applicable municipal, FHWA, IDOT, STP and MFT standards and requirements.

The Phase III Engineering Scope of Services will consist of pre-construction services, construction observation, appropriate IDOT/FHWA/STP/MFT funding documentation, project closeout and all other tasks required to successfully deliver the project in compliance with requirements for federally funded and MFT funded construction projects. Further, the selected Consultant must be familiar with the submittal requirements of IDOT Local Roads. The selected Consultant shall attend with Village staff all appropriate meetings with other agencies (such as IDOT, the West Central Municipal Conference, the North Central Conference of Mayors, etc.) involved to ensure appropriate project coordination, reporting and completion.

Consultant may also be required, where applicable, to assist Village staff, along with Project's Phase I and II Engineering Consultant, to:

- Attend progress meetings with the Village and other stakeholders (ex. IDOT, community groups, private property owners and others) as needed, including preparation of the required agendas, exhibits and minutes.
- Assist with preparation of project as-builts, where applicable and where required.
- Assist with the performance of Quality Control/Quality Assurance (QC/QA) and Constructability Reviews, including materials testing.
- Provide construction phase project administration and management.
- Answer contractor questions and process any required Change Orders during the construction phase.
- Respond to contractor Requests for Information (RFI) as requested by the Village.

The Village anticipates entering into a Phase III Engineering agreement with the selected Consultant immediately upon Village Council approval of the agreement.



## QUALIFICATIONS BASED SELECTION (QBS)

All SOQ submittals shall be a single PDF document no more than 20 pages in length, including cover letter. Resumes do not count toward the 20 pages and tabs and section breaks are not required. The SOQ submittal shall include the following:

1. Cover letter on the letterhead of the firm transmitting the qualifications. Cover letter should include the name of the firm, local address, telephone number, email address and name of contact person.
2. Current IDOT prequalification status. The prime consultant must be prequalified in each of the following (where applicable and required):
  - Highways – Roads and Streets
  - Special Services – Construction Inspection
  - Special Services – Electrical Engineering
  - Special Studies – Lighting: Typical

The submittal must include formal documentation of the prime consultant's current IDOT prequalification status.

3. List of relevant Phase III projects (max of 3) completed in the last five years similar in nature to this project. Provide a description of each project, including location, project team and construction cost for each project.
4. Brief project understanding and approach regarding the proposed project and the firm's abilities to perform the required Phase III Engineering services. Identify any project elements that may require special attention or detail.
5. Organization chart and list of key staff with brief resumes that would be assigned to the project, including the Phase III Project Manager(s) (must be Licensed Professional Engineers in the State of Illinois), Discipline Leads and any other relevant staff. Include any subconsultants that will be required to complete the project, along with relevant IDOT prequalification categories for each subconsultant (documentation of their prequalification status is not required).
6. Detailed schedule for the Phase III Engineering efforts. The Village anticipates awarding the agreement in November 2021.
7. List of three (3) references including name, job title, telephone and email address. References should have worked for a local agency on similar federally-funded projects.

## SELECTION CRITERIA

The selection criteria and weightings for project selection shall be as follows:

- Project Understanding and Technical Approach (30%)
- Demonstrated Qualifications and Capabilities of the Consultant Team (30%)
- Similar Project Experience (20%)
- Specialized Expertise (15%)
- Overall Completeness of Submittal (5%)

A selection committee comprised of Village staff will evaluate SOQs received. No interviews are anticipated to be held. The SOQs will be reviewed, evaluated and scored using the criteria and weights defined above. The SOQ will be used by Village staff to select the most qualified consultants.

The top-ranked firm will be notified, and a final scope of work and staff hours will be negotiated with that firm. If an agreement cannot be reached with the top-ranked firm, the Village will start negotiations with the next highest ranked firm. The engineering agreement format will be Cost Plus Fixed Fee.

The Village anticipates entering into a Phase III Engineering agreement with the selected consultant immediately upon receiving Village Council approval.

The final scoring of the consultant submittals and the selected consultant will be presented to the Village Council for approval. After contract award by the Board, notification will be provided to responding consultants of the final ranking of the three most highly qualified consultants.

The Village will begin reviewing the SOQs immediately, with the firm anticipated to be selected by November 12, 2021. The Village intends to have negotiations completed by November 17, 2021. Staff anticipates presenting the engineering agreement to the Village Council on November 22, 2021, with submittal of the draft agreement to IDOT (and any other applicable agency having jurisdiction over the project) for review and approval thereafter. The Village plans to proceed with the work immediately following Board approval in accordance with IDOT Section 1440 procedures.

The Village reserves the right at any time and for any reason to cancel this consultant procurement process, to reject any or all SOQs or to accept an alternative SOQ. The Village reserves the right to discard any immaterial SOQ. The Village and/or staff may seek clarification from an offer at any time and respond promptly if there is cause for rejection. The Village will not be liable in any way for any costs incurred by consultants in replying to this request.



# Village of Forest Park, Illinois

## Quality Based Selection (QBS) Policy and Procedures

August – 2021

When the Village of Forest Park (Village) receives federal funds for consultant related engineering services, the Village consultant Quality Based Selection (QBS) process will comply with the following written policies and procedures, which meets the requirements of 23 CFR 172 and the Brooks Act. These policies and procedures, as adopted by the Village, substantially follow Section 5-5 of the Illinois Department of Transportation (IDOT) Bureau of Local Roads and Streets (BLRS) Manual, and specifically Section 5-5.06(e) (Federal QBS Requirements), and therefore separate approval from IDOT is not required.

### **I. Responsibility**

The Village QBS policy and procedures assigns responsibility to the following personnel within the Village for the procurement of consultant engineering services, negotiations with the selected consultant engineering firm, and administration of the contract for projects utilizing federal funding, as described herein:

- **Village Clerk:** Posting of public notice for consultant engineering services in the form of a Request for Qualifications (RFQ) on the Village website; Placement of the RFQ in a local newspaper; Recipient of consultant submittals in response to the RFQ.
- **Village Administrator:** Point of contact for questions from potential respondents to the RFQ; Selection Committee member; Lead Negotiator with the selected consultant; and Project Administrator (PA) after IDOT authorization to proceed. Selection Committee member.
- **Director of Public Works:** Selection Committee member; Assistant Negotiator with the selected consultant.
- **Village Council:** Approval of the selection committee results; Approval of the negotiated consultant contract for submittal to IDOT.
- **Mayor:** Administrative oversight.

### **II. Public Notice**

When developing the public notice for consultant engineering services, the Village will include the following information, with additional items as necessary when unique circumstances exist.

- Overall project description including the anticipated need, purpose, and objective of the project;
- The scope of engineering services being requested and any expected unique challenges;
- The desired timetable for the engineering services being requested;
- Identify any specific qualification requirements;
- Minimum submittal requirements from interested consultant engineering firms;
- Submittal instructions and due date;
- Evaluation criteria that will be used for reviewing and scoring the consultant

## Village of Forest Park, Illinois

### Quality Based Selection (QBS) Policy and Procedures

August – 2021

submittals;

- Whether or not interviews will be held;
- Anticipated timeframe for the consultant selection;
- Instructions for retrieving available background information and submitting questions.

The Village will post the public notice on the homepage of the Village website <http://www.forestpark.net> and/or publish an ad in a newspaper with appropriate circulation. The public notice will be advertised for at least 14 days prior to the due date for consultant submittals with the website posting being continuous and the newspaper ad being at least twice.

The Village will require each responding consultant submit one (1) electronic copy and two (2) hard copies of their response to the RFQ for review by the selection committee. For consistency and to facilitate manageable review time, the Village will require that all submittals be single-sided and limited to a maximum of 20 pages, not including front and back covers, table of contents, and tabs.

The Village requires each responding consultant to submit a disclosure statement with their procedures. The Village requires the use of IDOT BDE DISC 2 Template as their conflict of interest form.

### **III. Review of Consultant Submittals**

**Selection Committee:** The Village will appoint a three (3) person selection committee for reviewing all consultant submittals. The selection committee members will include the Finance Director, Director of Public Works, and Village Administrator. The selection committee members must certify that they do not have a conflict of interest prior to completing their review of the consultant submittals, in compliance with the IDOT BLRS Manual, Section 5-5.04. If a replacement member of the selection committee is required, the replacement will be appointed by the Mayor.

**Evaluation Factors:** The PA will establish the evaluation factors for reviewing the consultant submittals for each project. The evaluation factors will typically include the criterion listed below and will comply with the weighting range guidance in Section 5-5.06(d) of the IDOT BLRS Manual.

- Project Understanding and Approach
- Demonstrated Qualifications and Capabilities of the Consultant Team
- Similar Project Experience
- Specialized Expertise
- Overall Completeness of Submittal

## Village of Forest Park, Illinois

### Quality Based Selection (QBS) Policy and Procedures

August – 2021

These evaluation factors may vary from one project to another depending on unique project requirements or conditions that may be present. Any required Disadvantaged Business Enterprise (DBE) participation and local presence combined will not be more than 10% if used as an evaluation factor.

**Scoring of Consultant Submittals:** Each member of the selection committee will provide an independent score for each consultant submittal received using an evaluation table similar to the example below. The project PA will schedule a Selection Committee meeting to review the results of the independent reviews.

For each consultant proposal, the scores will range from 0 (lowest in comparison to others) to 10 (highest in comparison to others) for each criterion, with the overall score based on the weight assigned for each criterion.

**EXAMPLE SCORING TABLE**

<i>Criteria</i>	<i>Weighting</i>	<i>Scores (0-10)</i>		
		<i>Consultant 1</i>	<i>Consultant 2</i>	<i>Consultant X</i>
<i>Project Understanding &amp; Technical Approach</i>	30%			
<i>Demonstrated Qualifications and Capabilities of the Consultant Team</i>	30%			
<i>Similar Project Experience</i>	20%			
<i>Specialized Expertise</i>	15%			
<i>Overall Completeness of Submittal</i>	5%			
<b><i>Total Weighted Score</i></b>	<b>100%</b>			

**Final Scoring of Short-Listed Consultants:** The independent selection committee member scores will be averaged for an overall score which is used to establish a short list of three consultant firms. The overall committee score for the short-listed consultants will be adjusted based on selection committee discussion, and additional information gained from interviews (if held), to determine the final scoring of the consultant submittals and the selected consultant.

The Village reserves the option to hold interviews with the shortlisted firms, depending on the project complexity and other factors. Whether or not interviews will be held will be stipulated in the public notice.

If less than three (3) consultant submittals are received, then the Village will request IDOT approval that the QBS procedures followed are acceptable, before proceeding with final scoring of the consultant submittals.

## Village of Forest Park, Illinois

### Quality Based Selection (QBS) Policy and Procedures

August – 2021

The final scoring of the consultant submittals, and the selected consultant will be presented to the Village Council for approval.

***Suspension and Debarment:*** The Village will ensure the eligibility of the short-listed consultants before the final selection committee scores are prepared, by reviewing SAM Exclusions, IDOT's CPO's website and the three other state CPO's websites for suspensions and/or debarment actions.

#### **IV. Contract Negotiation**

The Village will prepare an independent in-house estimate for the cost of the consultant engineering services being requested, prior to contract negotiation. The estimate is used in the negotiation.

The Village will require a two (2) person team to negotiate with the selected consultant. The Village negotiation team will consist of the Village Administrator and the Director of Public Works, however, members of the negotiation team may delegate this responsibility to staff members. The negotiation team will review the contract costs and the indirect cost rates to assure they are compliant with Federal cost principles prior to submission to IDOT.

#### **V. Project Administration**

The Project Administrator (PA) for the Village will be the Director of Public Works. The PA will monitor work on the project in accordance with the contract and provide status reports with the Mayor and Village Board as required and/or requested. The PA will prepare a written evaluation of the consultant's work at the end of each project. These reports are maintained in the Village consultant information database. The Village will follow IDOT's requirements, including the required submission of BLRS Form 05613 to the IDOT district at contract close-out along with the final invoice.

The PA will be required review and approve all invoices submitted by the consultant prior to payment and submission to IDOT for reimbursement.

## Addendum 1

*Released on October 18, 2021*

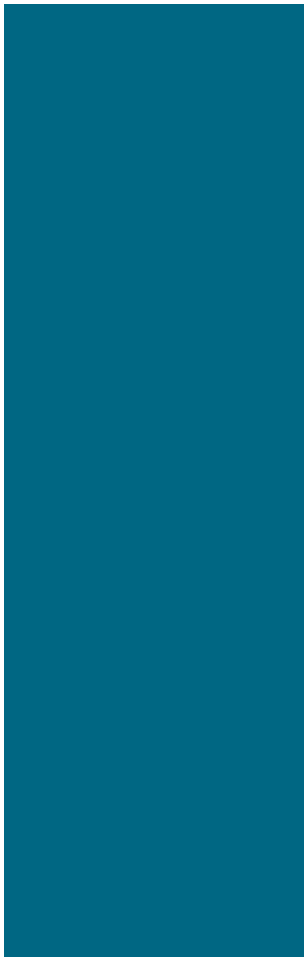
Item 2 on Page 5 (noted at bottom of page – page 8 of 13 of original PDF document) shall now read as follows:

2. Current IDOT prequalification status. The prime consultant must be prequalified in each of the following (where applicable and required):
  - Highways – Roads and Streets
  - Special Services – Construction Inspection
  - ~~— Special Services — Electrical Engineering~~
  - ~~— Special Studies — Lighting: Typical~~

NOVEMBER 8, 2021

PHASE III CONSTRUCTION ENGINEERING SERVICES

# JACKSON BOULEVARD RESURFACING



**SUBMITTED TO:**

MOSES AMIDEI, ICMA-CM  
VILLAGE ADMINISTRATOR  
VILLAGE OF FOREST PARK  
517 DES PLAINES AVENUE  
FOREST PARK, IL 60130

**SUBMITTED BY:**

KEVIN WILSON, PE  
CHRISTOPHER B. BURKE ENGINEERING, LTD.  
9575 WEST HIGGINS ROAD | SUITE 600  
ROSEMONT, IL 60018  
KWILSON@CBBEL.COM



Christopher B. Burke Engineering, Ltd.





**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

November 8, 2021

Village of Forest Park  
517 Des Plaines Avenue  
Forest Park, IL 60130

Attention: Mr. Moses Amidei, ICMA-CM, Village Administrator

Subject: Jackson Boulevard Resurfacing  
Request for Statement of Qualifications  
Phase III Construction Engineering Services

Dear Mr. Amidei:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit our qualifications to provide Construction Engineering Services for the Jackson Boulevard Resurfacing project. The material presented is in accordance with the information requested in your RFQ.

CBBEL is proposing Brad Bahn, PE as Resident Engineer. Brad has previous experience working on Federally Funded roadway and re-surfacing projects and is well versed in CMMS and MISTIC databases. Brad is a civil engineer with 19 years of experience in construction engineering. Brad has an excellent working relationship with Village staff and has developed a great rapport with residents and businesses as well.

Our experience managing the IDOT databases/project paperwork associated with federally funded projects is unparalleled in the industry; 35% of our construction engineering department is currently assigned to a federally funded project. In addition, 2 of our staff members are qualified to train others, including IDOT staff, to use those databases. This knowledge and experience can only be found at CBBEL.

The primary contact person for this submittal is Kevin Wilson, PE, Assistant Department Head, Construction Engineering. He is available to answer any of your questions regarding this submittal and can be reached at [kwilson@cbbel.com](mailto:kwilson@cbbel.com) or on his cell at 847.833.0274. Kevin will act as Project Manager for this project.

If you have any questions or need any additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in green ink, appearing to read 'MKerr', with a long horizontal flourish extending to the right.

Michael Kerr, PE  
President

# CBBEL IDOT PREQUALIFICATION



## Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

June 3, 2021

Subject: PRELIMINARY ENGINEERING  
Consultant Unit  
Prequalification File

Christopher Burke  
BURKE, CHRISTOPHER B. ENG., LTD.  
9575 W. Higgins Road  
Suite 600  
Rosemont, IL 60018

Dear Christopher Burke,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 31, 2019. Your firm's total annual transportation fee capacity will be \$72,000,000.

Your firm's payroll burden and fringe expense rate and general and administrative expense rate totaling 132.36% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 31, 2020. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,  
Jack Elston, P.E.  
Bureau Chief  
Bureau of Design and Environment

### SEFC PREQUALIFICATIONS FOR BURKE, CHRISTOPHER B. ENG., LTD.

CATEGORY	STATUS
Structures - Highway: Advanced Typical	X
Special Studies - Traffic Studies	X
Special Studies - Signal Coordination & Timing (SCAT)	X
Special Plans - Traffic Signals	X
Special Services - Construction Inspection	X
Hydraulic Reports - Waterways: Typical	X
Hydraulic Reports - Pump Stations	X
Hydraulic Reports - Waterways: Complex	X
Special Studies- Location Drainage	X
Special Services - Surveying	X
Location Design Studies - Rehabilitation	X
Special Studies - Feasibility	X
Special Services - Electrical Engineering	X
Special Services - Mechanical	X
Special Services - Sanitary	X
Highways - Roads and Streets	X
Special Studies - Safety	X
Highways - Freeways	X
Location Design Studies - New Construction/Major Reconstruction	X
Location Design Studies - Reconstruction/Major Rehabilitation	X
Special Services - Landscape Architecture	X
Special Plans - Pumping Stations	X
Structures - Highway: Simple	X
Structures - Highway: Typical	X
Special Plans - Lighting: Complex	X
Special Plans - Lighting: Typical	X
Environmental Reports - Environmental Impact Statement	X
Environmental Reports - Environmental Assessment	X

X PREQUALIFIED

Illinois Department of Transportation  
Secretary



State of Illinois  
Governor JB Pritzker

## Engineering Prequalification and Agreement System

[Change Password](#) [Help](#) [Logout](#)

### BURKE, CHRISTOPHER B. ENG., LTD.

Welcome to the Illinois Department of Transportation Consultant Engineering Prequalification and Agreement System (EPAS). All firms that desire to be prequalified with IDOT must submit via the SEFC Application. All firms that desire to be considered for the Professional Transportation Bulletin Items must submit Statements of Interest through the SOI Application. The required data has not changed for prequalification or Statements of Interest. All Prequalification and Statements of Interest are paperless.

### SEFC Applications

**Your renew SEFC is due by 6/30/2021. Failure to submit your renew SEFC by 6/30/2021 will result in loss of your prequalification status.**

App Id	Date Submitted	Fiscal Year Ending Date	Type	Overhead %	Status	Category/Comments	Additional Info	Delete	Approval Letter
SEFC ID: 8465	06/10/2021	12/31/2020	RenewSEFC	126.70	IN_PROGRESS	<a href="#">View</a>	<a href="#">View</a>	<a href="#">Delete</a>	
SEFC ID: 8317	04/28/2021	12/31/2019	AmendSEFC	132.36	APPROVED	<a href="#">View</a>	<a href="#">View</a>		<a href="#">Approval Letter</a>
SEFC ID: 7954	10/19/2020	12/31/2019	AmendSEFC	132.36	APPROVED	<a href="#">View</a>	<a href="#">View</a>		<a href="#">Approval Letter</a>



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# SIMILAR PROJECT EXPERIENCE

Included in this section is our relevant project experience as it relates to the **JACKSON BOULEVARD RESURFACING PROJECT** and the experience of our proposed Resident Engineer, **BRAD BAHN, PE**, and support staff that is proposed to assist on this project. Our Construction Department has recently completed many similar roadway reconstruction projects within the limits of the Village of Forest Park and the surrounding communities. In addition, our Construction Department completes many federally funded projects yearly that have the same documentation requirements as the **JACKSON BOULEVARD RESURFACING PROJECT**. CBBEL has provided services to the Village of Forest Park on multiple federal projects and other similar roadway engineering projects within the past 5 years. Brad, our lead Resident Engineer, is very familiar with Village staff since he has been the Resident Engineer on various Forest Park projects. Brad's previous experience working with the Village will deliver an excellent finished project to the community.

The enclosed projects demonstrate our experience in Phase III – Resident Engineering services, including daily construction observation, IDOT documentation and material inspection, preparation of pay estimates, change orders, and other IDOT documentation, preparation of record drawings, and construction staking.

Our Construction Department's Resident Engineering experience includes the various types of construction projects that the Village of Forest Park awards, including, but not limited to, roadway rehabilitation, bridge reconstruction, sidewalk improvements, storm water improvements, and traffic signal modernizations.

Within this section are examples of similar Phase III projects:

1. Sand Ridge Bike Trail [IDOT Contract #61E95]
2. Wolf Road Resurfacing [IDOT Contract #61E63]
3. Roosevelt Road Streetscape & Resurfacing [IDOT Contract #61D26]

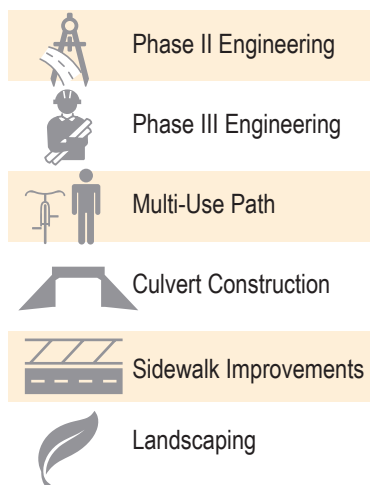






## SAND RIDGE BIKE TRAIL [IDOT CONTRACT #61E95] | CALUMET CITY, ILLINOIS

### PROJECT TYPE



2018

### PROJECT TEAM

W. Daniel Crosson, PE  
Project Manager

Brad Bahn, PE  
Resident Engineer

Thomas Gordon  
Inspector

### CLIENT

Forest Preserve District of  
Cook County

### CONSTRUCTION COST

\$660 thousand

### FEE

\$70 thousand

### FUNDING SOURCE

Federal (80%)  
Cook County (20%)

### IDOT CONTACT

Lien Dastgir

The wetland area adjacent to the Sand Ridge Trail is home to the Blanding's Turtle, a protected (endangered) species. These creatures are said to show minimal signs of aging in their natural habitat.

The Sand Ridge Trail is located in the City of Calumet City in Cook County. The project begins at the Sand Ridge Nature Center off of Paxton Avenue and ends at the Greek Lake Aquatic Center off of River Oaks Drive, a total length of 6,687 feet (1.27 miles). The work consists of multi-use path construction including grading and landscaping, bituminous path pavement, sidewalk construction, culvert construction, curb and gutter removal and replacement, pedestrian traffic signals, pavement markings and all incidental and collateral work necessary to complete the project as shown on the plans.

### SERVICES INCLUDED:

- Shop Drawing Review.
- Preconstruction Services Including Design and Preparation of Plans and Specs.
- Full-time Construction Observation Including Verification that Contractor Conformed to Plans and Specs and Serving as Liaison Between the Forest Preserve District and Contractor.
- Project Documentation of Contract Quantities According to IDOT Standards.
- Preparation of Change Orders, Authorizations, and Pay Estimates using I.C.O.R.S.
- Quality Assurance of Construction Materials (Material Service Testing, Inc.).
- Record Drawings.





## WOLF ROAD RESURFACING [IDOT CONTRACT #61E63] | NORTHLAKE, ILLINOIS

### PROJECT TYPE



Phase III Engineering



Roadway Improvements



Sidewalk Removal and Replacement



Landscape Restoration



Project Documentation

## 2018

### PROJECT TEAM

W. Daniel Crosson, PE  
*Project Manager*

Eric Taraska  
*Resident Engineer*

Brad Bahn, PE  
*Inspector*

### CLIENT

City of Northlake

### CONSTRUCTION COST

\$1.9 million

### FEE

\$201 thousand

### FUNDING SOURCE

FAU

### IDOT CONTACT

Lukasz Brozek

The project consisted of 6,850 LF (1.62 miles) of roadway resurfacing on Wolf Road between North Avenue and Winters Drive. The improvements consisted of curb and gutter removal and replacement, hot-mix asphalt surface removal, PCC sidewalk removal and replacement, driveway removal and replacement, hot-mix asphalt binder course, pavement striping, landscaping restoration, and all collateral work necessary to complete the project as shown on the plans.

### SERVICES INCLUDED:

- Shop Drawing Review
- Preconstruction Services Including Design and Preparation of Plans and Specs
- Full time Construction Observation Including Verification that Contractor Conformed to Plans & Specs and Serving as Liaison Between City and Contractor
- Project Documentation of Contract Quantities According to IDOT Standards
- Preparation of Change Orders, Authorizations, and Pay Estimates using I.C.O.R.S.
- Quality Assurance of Construction Materials (Testing Service Corporation)
- Record Drawings







## ROOSEVELT ROAD STREETScape & RESURFACING [IDOT CONTRACT #61D26] | FOREST PARK, IL

### PROJECT TYPE



Phase III Engineering

Roadway Improvement



Utility Projects



Project Documentation



Agency Coordination

### 2017-2018

#### PROJECT TEAM

W. Daniel Crosson, PE  
*Project Manager*

Scott Soderstrom, PE  
*Resident Engineer*

#### CLIENT

Village of Forest Park

#### CONSTRUCTION COST

\$4 million

#### FEE

\$400 thousand

#### FUNDING SOURCE

Federal / Local

Aesthetic upgrades were constructed on Roosevelt Road including brick sidewalk, decorative crosswalks, median planters, light poles, and monument welcome signs.

The project consisted of removal and replacement of all curb, gutter, sidewalk, and driveways to conform to ADA regulations. New storm sewer was added, and deteriorated structures were replaced to achieve drainage. The roadway was variably milled so that slope corrections could be made. Subsequently, HMA base course, level binder, and surface course were paved. Beautification items included brick paver banner, decorative welcome signs, perennial trees and shrubs, and ornamental light poles. Complexities involved meeting ADA requirements at entrances and intersections while reprofiling the roadway to reduce cross slopes. Roadway, driveway, sidewalk, and business access were always maintained, and coordination between Forest Park Public Works, Metropolitan Water Reclamation District, DuPage Water Commission, AT&T, Nicor, ComEd, IDOT, business owners, and residents was commonplace.

#### SERVICES INCLUDED:

- Full Time Construction Observation
- Field Measurements of Quantities
- Project Documentation as Outlined in IDOT's Construction Manual
- Preparation of Pay Estimates and Authorizations
- Bi-Weekly Meetings Administrator
- Coordination with and between IDOT and Forest Park
- Communication with the Local Business Owners
- Coordination of Material Inspection





## PROJECT UNDERSTANDING

Christopher B. Burke Engineering, Ltd. (CBBEL) understands that the Village of Forest Park (Village) is seeking a qualified consulting firm to provide Construction Engineering Services for the JACKSON BOULEVARD RESURFACING PROJECT. The project will include resurfacing the existing pavement along Jackson Boulevard (FAU 1462) between Desplaines Avenue (FAU 2759) and Madison Street (FAU 1419). The project consists of grind and overlay asphalt replacement in accordance with Federal guidelines. This includes removal of 4" asphalt pavement, replacement of pavement with HMA surface course 1 1/2" and level binder 2 1/2", Class D pavement patching, curb and gutter removal and replacement (as necessary), sidewalk replacement, detectable warnings to meet ADA accessibility, structure adjustments, pavement striping, and detector loop replacement (as necessary). Phase III engineering services and construction for the project will be funded through the Federal STP program and a local match using motor fuel tax (MFT) funds. All work must be performed in accordance with Federal Highway Administration (FHWA) and IDOT guidelines as required. CBBEL understands this project is scheduled for a February 2022 letting with an anticipated construction of April or May 2022. The estimated construction cost is approximately \$475,000; \$380,000 is currently programmed as STP funds, with the remainder as Local/MFT Funds.

CBBEL is a multi-disciplined firm that is dedicated to providing our clients with the personal attention required of constructing projects in public and residential areas. We are committed to providing the Village, upon project completion, a quality product which meets the Village's schedule and budget constraints. Our experience with completing similar roadway projects in residential areas of Forest Park will be invaluable to the Village and their staff because CBBEL understands the local standards required for roadway construction.

### FEDERAL DOCUMENTATION

This project is federally funded and will follow CMMS and MISTIC database management for construction services. CBBEL performed work on 14 Federally Funded projects in 2021 using the IDOT CMMS (Construction Materials Management System) database. We know these procedures well and have great working relationships with IDOT Area Supervisors that will assist us with these projects.

We will ensure that work is being performed at the highest level by requiring a CBBEL QA Manager to perform independent reviews of construction engineering activities. If, during any stage of the project, the QA Manager finds deficiencies with any portion of the resident engineering services, steps will be taken immediately to correct the deficiencies and to prevent any recurrences. CBBEL believes that these independent reviews ensure that construction observation and documentation is up to date, allowing for a quick and accurate closeout with both the Contractor and the Village.





## ACCESS FOR RESIDENTS AND BUSINESSES

CBBEL completes a variety of municipal projects each year. Our engineers make themselves available to answer residents' questions and aim to accommodate special circumstances. CBBEL will distribute flyers detailing construction activities and notify residents of major events such as driveway replacement or paving. CBBEL's proposed Resident Engineer is very familiar with Forest Park and will coordinate activities to residents and the following stakeholders:

- Forest Park Public Library (their lot is located on Desplaines, but access is from the alley off of Jackson Blvd.)
- Howard R. Mohr Community Center
- Dunkin Donuts and other businesses located in the strip mall at SE Jackson and Madison
- Exit Strategy Brewing Company

## COORDINATION AND COMMUNICATION WITH PUBLIC

CBBEL understands construction can be intrusive and communication with the nearby affected residents and businesses is key to minimizing the impact construction has on the public. CBBEL will notify the affected residents and businesses as it pertains to any disruption of utility services (water, sewer, gas, etc.), daily access to Jackson Boulevard, road closures, construction traffic, associated noise and dust and coordination

of garbage pickup and mail delivery. Residents will be notified on a regular basis of the construction activities as they pertain to the items above either by notices.

CBBEL staff make themselves visible on site daily by driving company branded vehicles and vests with the CBBEL logo; we encourage interaction with the public to distinguish our staff from others. Our engineers establish a relationship with residents with direct communication. By introducing themselves and establishing an on-site presence, it allows businesses and residents to feel free to call our site representative with issues; reduce problems on site, and complaints to the Village.

## UTILITY RELOCATIONS

There are no utility relocations anticipated for this project, however there is a potential for Detector Loops to be replaced. The Resident Engineer will need to coordinate with the Village's traffic signal locator (usually, this is Meade Electric) and IDOT Bureau of Traffic to determine if any loops will be disturbed by milling operations at Jackson and Madison or Jackson and Desplaines. This awareness is important because if a loop is disturbed, the traffic signals will go to a flashing red mode. This would create a temporary problem at either intersection due to higher traffic counts on Madison and on Desplaines. CBBEL is aware of this work and plans to coordinate it properly to avoid any unknown outages.

## SCHEDULE

CBBEL understands that this project is scheduled for the March 2022 IDOT Letting, with construction anticipated to begin April or May of 2022. CBBEL will provide the Village with a Resident Engineer to perform full time observation services; an Inspector will fill-in when necessary. Should this project begin while school is still in session, CBBEL will coordinate with the school and local bus companies to minimize disruption to the students and parents.







# SCOPE OF SERVICES

In order to successfully complete this project as outlined in our Project Understanding, CBBEL will perform or be responsible for the performance of the services outlined in the RFQ in connection with this project. CBBEL shall furnish qualified engineers, construction observers and/or technical personnel to perform these services. The following are the tasks that CBBEL will use for the Jackson Boulevard Resurfacing Project.

## TASK 1 – PRE-CONSTRUCTION SERVICES

1. Review of Bidding/Contract Documents and Engineering Drawings.
2. Conduct Pre-Construction Meeting with Contractor, Village Staff, IDOT, School District Staff, Utility Company Representatives; CBBEL shall prepare a project contact list, including 24-hour emergency numbers, for distribution with the meeting minutes. Obtain from the Contractor a list of proposed suppliers and subcontractors.
3. Attend and participate in Village Administered Project Informational Meeting with Impacted Property Owners and other Project Stakeholders (if required).
4. Permit Coordination; Obtain and distribute all permits issued for the construction of the project.
5. Utility Coordination (Nicor, ComEd, AT&T, Comcast, etc.).
6. Review the construction schedule submitted by the Contractor for compliance with the contract.
7. CBBEL shall document all existing conditions with digital photographs and videotapes to insure that all disrupted areas have been restored per the plan or existing conditions.
8. Review the Inspector’s Checklists provided through IDOT for contract line items including Erosion Control, Hot-Mix Asphalt, and concrete items.
9. Provide construction information so the Village will be able to update their website with construction updates.

## TASK 2 – SHOP DRAWING REVIEW

1. Review of all submittals to ensure conformance with the requirements set forth in the Contract Documents and Engineering Drawings;
2. Shop Drawings and Contractor Submittals:
  - Record data received, maintain a file of drawings and submissions, and check construction for compliance with them.
  - Notify the Village of any deviations or substitutions. With the notification, provide the Village with a

recommendation for acceptance or denial, and request direction from the Village regarding the deviation or substitution.

- Alert the Contractor’s field superintendent when materials or equipment are being installed before approval of shop drawings or samples, where such are required, and advise the Village when it is necessary to disapprove work as failing to conform to the Contract Documents.

## TASK 3 – CONSTRUCTION OBSERVATION

### LAYOUT VERIFICATION AND/OR CONSTRUCTION LAYOUT

1. Verify construction layout performed by Contractor.
2. Coordinate with the CBBEL design engineer and Contractor to verify initial geometric controls.
3. Since the Contractor is responsible for construction staking, perform periodic measurements to assure the Contractor’s construction staking and construction layout is accurate per plan.

### CONSTRUCTION OBSERVATION

1. Develop and distribute regular Project Notifications (letters to impacted residents, businesses, schools, refuse and delivery companies, etc.).
2. Full-Time Construction Inspection of all Contract Work to ensure improvements are constructed safely with minimal impact on the public and in accordance with the project specifications; CBBEL shall keep the Village informed of the progress of the work, guard the Village against defects and deficiencies in the work, and advise the Village of all observed deficiencies of the work and disapprove or reject all work failing to conform to the Contract Documents.
3. Identification of Required Spot Curb/Gutter and Sidewalk Repairs within the Project Corridor.
4. Answering of questions and resolving issues and concerns from impacted property owners;
5. Ensure that Construction Completion Schedule is adhered to; review Contractor’s progress on a bi-weekly basis and update the progress schedule. Compare actual progress to the Contractor’s approved schedule. If the project falls 14 calendar days behind schedule, work with the Contractor to determine the appropriate course of action to get back on schedule. The Contractor is required to submit a revised schedule for approval prior to further payments being made.
6. Conduct Weekly Progress Meetings, if necessary.
7. Provide Weekly Progress Updates to Village Staff.



8. Alert the Contractor's field superintendent when materials or equipment are being installed before approval of shop drawings or samples, where such are required, and advise the Village when it is necessary to disapprove work as failing to conform to the Contract Documents.
9. Discuss the truck routes with the Contractor and monitor that the identified routes are being used.
10. All CBBEL personnel and their sub-consultants will comply with the Village's current safety guidelines.

#### TRAFFIC CONTROL INSPECTION

Perform Traffic Control Inspection as outlined in Section 700: Work Zone Traffic Control of IDOT's Construction Manual. At a minimum, CBBEL shall perform the following in accordance with STP procedures:

- One detailed daytime inspection per week and two detailed nighttime inspections per month. These inspections shall be recorded on Form BC 726, Traffic Control Inspection Report.
- In addition, the Resident Engineer will drive through the jobsite daily and document the drive through in the project diary.
- If traffic control is in place during project suspensions, two drive-throughs per week will be performed.

If major deficiencies are observed, the Resident Engineer will notify the Contractor immediately and insure that the Contractor takes the appropriate actions as outlined in the contract documents.

#### TASK 4 – CONSTRUCTION DOCUMENTATION

CBBEL follows all IDOT guidelines and procedures for Construction Engineering, including, but not limited to, IDOT Construction Manual and IDOT Project Procedures Guide.

1. Maintain Daily Project Diary, Daily Inspection Reports, Field Books, Quantity Books, and all other Pertinent Records.
2. Contract Administration/Documentation.
3. Quantity Measurement.
4. Maintain and update CMMS.
5. Field Office: No field office is anticipated for this work. Construction Engineer shall provide his/her own vehicle for use in the field at all times.
6. Review/Process Contractor Progress Pay Requests (review schedule submittal, waivers of lien, sworn statements and certified payroll records and have contractor revise documents as necessary) and provide Village Staff with a Recommendation for Payment.
7. Develop and Process Change Orders as necessary including Final Balancing Change Order.
8. Respond to any Requests for Information from the Contractor.

#### TASK 5 – MATERIAL QA TESTING

1. Performance of Quality Assurance Material Testing in conformance with IDOT requirements for QC/QA Material Testing.

The Resident Engineer provided by CBBEL will be familiar with the frequency of QA testing as required by IDOT as outlined in their Project Procedures Guide. The Resident Engineer will coordinate the QA material testing and review all required reports submitted by both QC and QA subconsultants for compliance with the project specifications.

#### TASK 6 – POST-CONSTRUCTION/PROJECT CLOSE-OUT

1. Develop and ensure completion of "Punch List".
2. Completion of a Warranty Inspection to identify and direct Contractor to address any issues that arise during warranty period (up to 1 year beyond date of final payment to Contractor).
3. Prepare final pay estimate and change order for the Village's approval.
4. Verify all necessary material inspection has been received and documented.
5. Submit the job box to the Village with all pertinent project information, including Record Drawings (see Task 7).

#### TASK 7 – RECORD DRAWINGS

1. Provide five (5) hard copies and one (1) electronic copy of the As-Built Topographical Survey and Engineering Drawings Detailing the "As-Built" conditions.

As detailed in our project understanding and project approach, we believe the CBBEL Team is uniquely qualified to provide Construction Engineering Services for the Village. The CBBEL Team has the specific expertise and commitment required for this resurfacing project. Our on-site team has years of experience inspecting and managing residential construction projects giving us the understanding and knowledge to communicate with the residents to ensure construction is completed with minimal disruptions.

Our Team's broad experience on the various engineering aspects of this project including all reconstruction work, adjacent asphalt roadway replacement, maintenance of traffic, and project documentation and close-out as well as the dedication to communication with affected area parties and agencies, will allow the upcoming project to be undertaken in a comprehensive, efficient, and cost effective manner to the benefit of the Village.



# ORGANIZATIONAL CHART

## JACKSON BOULEVARD RESURFACING PROJECT



**PROJECT MANAGER**  
Kevin Wilson, PE



**RFI's**  
James Amelio, PE



**RESIDENT ENGINEER**  
Brad Bahn, PE



**DOCUMENTATION ENGINEER**  
Nicole Lehmann, PE



**TRAFFIC ENGINEER**  
G. Michael Ziegler, PE, PTOE

**MATERIALS QC/QA**  
Testing Service Corporation



**YEARS EXPERIENCE:** 19  
**YEARS WITH CBBEL:** 19

#### **EDUCATION**

Bachelor of Science, 2002  
Civil Engineering  
University of Illinois at  
Urbana-Champaign

#### **PROFESSIONAL REGISTRATION**

Professional Engineer, IL,  
062.059552, 2006

#### **CERTIFICATIONS**

Documentation of Contract  
Quantities, IDOT, 21-18290

Material Management of  
Job Sites, IDOT

#### **PROFESSIONAL DEVELOPMENT**

IDOT QC/QA Courses:  
Mixture Aggregate Technician  
Course

Bituminous Concrete Level 1  
Technician Course

Bituminous Concrete Level 2  
Technician Course

Portland Cement Concrete  
Level 1

Troxler Nuclear Gauge Safety  
Training Class

STTP-S11 Hot Mix Asphalt  
Field Inspection

STTP-S33 Soils Field Testing  
and Inspection

TT – ADA/PROWAG

## **Kevin Wilson, PE**

### **Assistant Department Head, Construction Engineering**

Civil Engineer experienced in construction engineering serving as the Assistant Department Head of the Construction Department. Responsibilities include construction observation, project reports, documentation of quantities, review of contractor pay estimates, coordination of materials testing and inspection, site surveys and interaction with the contractor and client. Observed activities include roadway, water main, sanitary sewer, storm sewer, streambank stabilization, and retaining wall construction. Civil design experience consists of resurfacing and reconstruction projects which have included water main, storm sewer, sanitary sewer, and combined sewer design.

#### **CONSTRUCTION**

**Neighborhood Storage Project - Phase 1, Wilmette:** Project Manager responsible for the successful delivery of construction engineering services related to the installation of a 20.2 acre-foot StormTrap stormwater storage and detention facility and additional storm sewer ranging in size from 12" diameter to 60" diameter, and 3'x7' and 5'-6' RCP rectangular box storm sewer. Upon completion of the underground utilities, the neighborhood roadways were restored with new PCC curb, sidewalk, and driveways before HMA pavement resurfacing was completed. The proximity of the project to Highcrest Middle School and within Park District property led to a heightened need for communication and coordination with the various stakeholders. Enhanced community outreach included the use of Constant Contact, a project website, and EarthCam streaming video.

**North Shore Avenue Sewer Separation, Lincolnwood:** Resident Engineer responsible for the construction engineering and observation of storm sewer installation ranging in size from 12" to 60"; the purpose was to install a large diameter storm sewer system in a combined sewer area to reduce flooding and resident sewer backups. The project included a 60" storm sewer outfall to North Shore Channel; 256 feet of 60" storm sewer jacked in place under McCormick Boulevard; HMA pavement removal and replacement; and removal and replacement of PCC curb, sidewalk, and driveways. The project was funded by an MWRD grant and local funds.

**Transmission Main Project, Lincolnwood:** Engineering Manager and Resident Engineer (2019) responsible for the construction engineering and observation of the installation of approximately 14,000 lineal feet of 20" ductile iron water main, 4,000 lineal feet of 8" water main, and 387 lineal feet of horizontal directional drilling of 24" HDPE water main. The purpose of the project was to connect to a new water source in the City of Evanston and discontinue purchasing water from City of Chicago. Additional improvements to complete the project included storm sewer repairs; cured-in-place pipe liner; pavement patching and resurfacing; miscellaneous curb, sidewalk, and driveway repairs; landscaping; and mechanical improvements at the Village reservoir. Coordination was required with the City of Evanston, Village of Skokie, CTA, MWRD, and other various stakeholders.

**Sherman Avenue Improvements, Evanston:** Resident Engineer for Sherman Ave Improvements from Church St to Davis St. This streetscape project included ductile iron water main replacement, replacement of brick paver sidewalk with concrete sidewalks and brick ribbon, curb replacement, roadway resurfacing, roadway and decorative lighting replacements in Downtown Evanston. Responsibilities included construction observation, material inspection, public relations with business owners and residents, and contract documentation.

**FAU Route 2853 (Chicago Avenue/Sheridan Road), Evanston:** Resident Engineer for construction of Chicago Ave through downtown Evanston and Sheridan Rd through the Northwestern University Campus to the Wilmette Village limit. Net length of improvements was 1.87 miles; Chicago Ave included HMA resurfacing, Sheridan Rd included 3 to 4 lanes of PCC reconstruction with new protected bike lanes. New items related to protected bike lane included bicycle traffic signals and radar detection. Additional work included new traffic signals, ADA improvements, water main replacement, and landscaping. Project was on an accelerated schedule in order to accommodate Northwestern University school calendar and was funded with Federal, ITEP, and Local funds.

**Twin Lakes Subdivision Sidewalk Improvements, Villa Park:** Resident Engineer for construction of a new sidewalk in a subdivision with an existing rural ditch typical section. Sidewalk construction included approx. 74,000 SF of new PCC Sidewalk with ADA accessible crossings. Additional improvements included installation of pipe culverts, driveway replacements, and ditch regrading to accommodate new drainage patterns. A retaining wall was installed adjacent to the sidewalk in front of Target due to ROW space restrictions. Project was funded with Federal and Local Funds.

**2016 Road Program, Wilmette:** Resident Engineer responsible for construction engineering and observation for resurfacing or rehabilitation of 5,050 LF of roadways throughout the Village. Roadway construction included approx. 14,000 SY of HMA partial depth resurfacing, and approx. 1,300 SY of brick pavement reusing existing brick pavers. Additional improvements included reconstruction of sidewalks, curb and gutter, and additional drainage improvements as necessary. Project was funded with MFT and Local Funds.



**FAP Route 326 (IL 47), IDOT, Yorkville:** Providing Phase III assistance to IDOT Resident Engineer and Inspectors from 2012-2015. Serving as Assistant Resident Engineer responsible for construction documentation and observation; managed CBBEL and subconsultant staff that assisted with documentation and observation. Project included 5.04 km of pavement reconstruction, lane additions, storm sewer, traffic signals, and other work along IL Route 47 from just north of IL Route 71 continuing northerly to just north of US Route 34.

**ADA Ramp Program, CDOT:** Resident Engineer responsible for construction engineering and observation of replacement of previously constructed ADA ramp locations not meeting CDOT ADA requirements. Far South Area included 12 ramp locations and South Area included 40 locations. CDOT QC/QA requirements for ADA ramp replacements were followed. Engineering responsibilities included submittal review, daily observation, measurement of quantities, pay estimates, coordination of material inspection, and documentation on CDOT's online web system.

**Book Road LAPP Resurfacing, Naperville:** Resident Engineer responsible for construction engineering and observation for resurfacing of Book Rd from 111<sup>th</sup> St to 87<sup>th</sup> St Roadway construction included 3.07 miles of partial-depth asphalt pavement. Resurfacing required approx. 2,700 tons of Polymer HMA N50 Leveling Binder and 6,300 tons of Polymer HMA N90 Surface Course "F" Mix. Additional roadway improvements included curb and gutter spot repairs, utility structure adjustments, and thermoplastic pavement markings. Sidewalk improvements were completed where necessary, including new sidewalk ramps meeting ADA standards at all roadway crossings within the project limits.

**Road and Relief Sewer Project, Wilmette:** Project Engineer and Resident Engineer responsible for construction engineering and observation including: verifying that contractor was in conformance with plans and specifications, preparing pay estimates and change orders. Project consisted of partial depth resurfacing of over 1.1 total miles of various residential roadway improvements. Utility construction included 600' of 18" sanitary sewer removal and replacement, 396' of 18" Relief Sewer, 768' of 24" Relief Sewer, 984' of 42" Relief Sewer, 14 Relief Sewer manholes and a 10' diameter junction chamber. Project was funded using MFT and Local Funds.

**Conway Park Sidewalk Improvements, Conway Park Owners Association, Lake Forest:** Resident Engineer responsible for construction engineering and observation including: verifying that contractor was in conformance with plans and specifications, preparing pay estimates and change orders. Project consisted of constructing a 36,000 SF sidewalk to provide a continuous walking path throughout the Conway Park office park corridor. Additional improvements included removing and replacing curb and gutter, improving handicap accessibility, pavement markings, and landscaping regarding and restoration.

**Glenview Road Resurfacing, Wilmette:** Resident Engineer responsible for construction engineering and observation including: verifying that contractor was in conformance with plans and specifications, preparing pay estimates and change orders. Project consisted of resurfacing over 0.5 miles asphalt pavement. Additional improvements included curb and gutter spot repairs, sidewalk replacement, and PCC Driveway replacement. Detector loop replacement was coordinated with CCHD. Project was funded using ERP funds.

**95<sup>th</sup> Street LAPP Resurfacing, Naperville:** Resident Engineer responsible for construction engineering and observation for resurfacing of 95<sup>th</sup> St from Plainfield-Naperville Rd to IL Route 59. Roadway construction included approx. 67,100 SY of partial-depth asphalt pavement. Resurfacing required approx. 3,600 tons of Polymer

HMA N50 Leveling Binder, and 6,200 tons of Polymer HMA N90 Surface Course "F" Mix. Additional roadway improvements included curb and gutter spot repairs, utility structure adjustments, and thermoplastic pavement markings. Sidewalk improvements were completed where necessary, including new ramps meeting ADA standards.

**2010 Road Program, Wilmette:** Resident Engineer responsible for construction engineering, layout, and observation for reconstruction and resurfacing of various streets. Roadway construction included approx. 1.03 total miles of various residential roadway improvements. Utility construction included 845 LF of combination sewer removal and replacement, reconnecting existing sewer services, and manhole removal and replacement. Roadway improvements included curb and gutter removal and replacement, driveway removal and replacement, landscaping and pavement markings.

**10<sup>th</sup> Street/Wilmette Avenue ARA Resurfacing, Wilmette:** Resident Engineer responsible for construction engineering and observation for resurfacing of 10<sup>th</sup> St and Wilmette Ave. Roadway construction included approx. 12,000 SY of HMA resurfacing, curb and gutter spot repairs, sidewalk improvements with new ramps meeting ADA standards, and various other roadway improvements.

**Arrowhead Subdivision Roadway Improvements, Algonquin:** Resident Engineer responsible for construction engineering and observation. Roadway construction included approx. 18,000 SY of full-depth asphalt pavement, curb and gutter construction, and various other roadway improvements. Utility construction included approx. 6,000 LF of storm sewer, 2,500 LF of water main, and additional drainage improvements where necessary.

**Huntington Drive North Resurfacing (ARRA), Algonquin:** Resident Engineer responsible for construction engineering and observation. Roadway construction included approx. 15,500 SY of partial depth resurfacing, and approx. 1,900 SY of HMA pavement patching. Additional improvements included reconstruction of sidewalks, curb and gutter, and additional drainage improvements as necessary.

**2009 LAPP Program (Various Streets), Algonquin:** Resident Engineer responsible for construction engineering and observation for resurfacing and reconstruction of various streets throughout the Village. Roadway construction included approx. 64,000 SY of partial depth resurfacing, 6,400 SY of full-depth reconstruction, and HMA pavement patching. Additional improvements included reconstruction of driveways, sidewalks, curb and gutter, and detector loop installation. Reconstruction of Bunker Hill Dr was completed at night in order to minimize impact to the traveling public.

**Randall Road and Huntington Drive Traffic Signal Modernization, Algonquin:** Resident Engineer responsible for construction engineering and observation for installation of timed pedestrian signals and crosswalk improvements at the intersection of Randall Rd and Huntington Dr. Project was located within McHenry County ROW and required coordination between the Village and the County.

**2009 MFT Street Program, Algonquin:** Resident Engineer responsible for construction engineering and observation for resurfacing of Butterfield Dr and Providence Dr. Roadway construction included HMA pavement patching, and approx. 4,700 SY of hot-in-place heater scarifying of existing pavement before HMA surface course placement.



**YEARS EXPERIENCE:** 18  
**YEARS WITH CBBEL:** 18

#### **EDUCATION**

Bachelor of Science, 2003  
Civil Engineering  
University of Illinois at  
Urbana-Champaign

#### **PROFESSIONAL REGISTRATION**

Professional Engineer, IL,  
062.060779, 2008

#### **CERTIFICATIONS**

Documentation of Contract  
Quantities, IDOT, 16-12215

ICORS Training  
Seminar, IDOT

Material Management of  
Job Sites, IDOT

#### **PROFESSIONAL DEVELOPMENT**

IDOT QC/QA Courses:

Mixture Aggregate  
Technician Course

Portland Cement Concrete  
Level 1

Hot Mix Asphalt Level 1

Bituminous Concrete  
Density Tester Course

## **James Amelio, PE**

### **Senior Project Manager**

Professional Civil Engineer experienced in design and construction engineering. Civil Design experience includes roadway and streetscape design, storm and sanitary sewer design, water distribution design, and the preparation of State and Municipal plans, specifications and estimates. Construction Engineering experience includes on-site construction observation, project coordination, scheduling, and documentation of quantities, coordination and/or verification of materials testing and inspection, preparation of change orders, review of contractor pay requests, coordination of as-built drawing preparation, and finalization of contracts. Proficient in documentation for various types of funding including FAU, STP, LAPP, MFT, MWRD, DCEO, ERP, EECBG and CDBG grants. James also serves as Village Engineer and main point-of-contact for the municipalities of Forest Park and Lincolnwood.

Software Experience: Microsoft Project/Word/Excel/Access, ICORS, MicroStation, Geopak

**Village Engineer, Lincolnwood (2014-present):** Currently oversees all municipal engineering responsibilities and serves as Village Engineer. Regularly works with the Village in a variety of capacities including administration and design of municipal programs and projects, coordination of development reviews and construction inspections, and attendance at Village Board meetings as well as staff meetings.

**Village Engineer, Forest Park (2003-present):** Currently oversees all municipal engineering responsibilities and serves as Village Engineer. Regularly works with the Village in a variety of capacities including administration and design of municipal programs and projects, coordination of development reviews and construction inspections, and attendance at Village Board meetings as well as staff meetings.

#### **MUNICIPAL**

**Annual Capital Projects, Forest Park:** Responsible for the programming, design and oversight of the Village's annual capital projects. Projects consist of: Water Main Replacement Project, 50/50 Sidewalk Program, Alley Reconstruction Program, Pavement Marking Program, CDBG Program, and various FAU, ERP, MFT and locally funded resurfacing projects.

**Annual Capital Projects, Lincolnwood:** Responsible for the programming, design and oversight of the Village's annual capital projects. Projects consist of: Water Main Replacement and Resurfacing Projects.

**10-Year Plan, Lincolnwood:** Project Manager responsible for data collection and rating of existing roadway, water main and alley infrastructure in order to create a 10-year plan for the Village's future public improvements projects.

**Forest Park Annual Alley Improvements, Forest Park:** Project Manager responsible for design and construction oversight of the annual alley program. To date, over 100 alleys have been reconstructed with an inverted crown, storm sewer, and drainage structures.

**Village Improvement Program Stages 1 & 2, Forest Park:** Construction Manager/Resident Engineer for roadway, alley and water main improvements. An infrastructure assessment identified areas most in need of repair and compared project delivery alternatives. Stage 1 included water main replacement and sewer spot repair improvements for 8 streets and 19 alleys. Stage 2 included sewer spot improvements and curb repairs for 7 streets and 24 alleys. Pavement upgrades included brick street reconstruction and asphalt resurfacing and all areas were made ADA compliant. Alleys were reconstructed with new driveways and storm sewers. Traffic calming measures were installed at two intersections to reduce vehicle speeds, improve safety, and enhance quality of life. Improvements also included benches, ornamental lighting, and decorative landscaping.

**Jackson Boulevard and Harvard Street Reconstruction, Forest Park:** Resident Engineer for this federally funded streetscape reconstruction project which included traffic calming bump outs, pedestrian lighting, landscaping enhancements, sewer point repairs, upgrading the water main, and pavement reconstruction.

**Brown Street TIF, Forest Park:** Project Manager responsible for design, bid, and construction management services. Project included traffic calming bump outs, pedestrian lighting, landscaping enhancements, sewer point repairs, upgrading water main, roadway resurfacing, alley reconstruction, and installation of a ROAM lighting system.

**Randolph, Ferdinand and Beloit Parking Lots, Forest Park:** Project Manager responsible for design, bid, and resident engineering services. Project consisted constructing 3 parking lots including storm sewer, pavement, electrical, and signage.

**Union Pacific Railroad Parking Lot, Lincolnwood:** Project Manager responsible for design and construction oversight of a new 120 stall parking lot within the former Union Pacific Railroad ROW. Project involved stormwater detention, volume control measures and special waste management.

**Pratt Avenue Resurfacing, Lincolnwood:** Project Manager responsible for design engineering services. Project consisted of 2 miles of roadway resurfacing and received FAU funding.

**Fairway Stages 1, 2, 3 & 4 Water Main Replacement, Orland Park:** Project Manager for construction of the Fairway Stages 1, 2, 3 & 4 Drainage and Water Main Improvements. Project involved the construction of approximately 25,000 LF of new 8-inch ductile iron water main throughout the Fairway neighborhood, including new water services, valves, and fire hydrants. Also included in this project were miscellaneous drainage improvements, including installation of rear yard drainage structures which were tied into the existing storm sewer system.

**Fairway Stages 1 & 2 Roadway Improvements, Orland Park:** Project Manager for full depth reconstruction of nearly 40,000 square yards of roadway. Project also included curb and gutter and sidewalk removal and replacement (as necessary), storm sewer improvements, and ADA sidewalk ramps. Duties included coordination with contractor, Village staff, and residents, project scheduling, material submittals, contract administration, processing of pay estimates, and project closeout.

**Salt Storage Facility, West Chicago:** Project Manager responsible for design, bidding and construction management services. Project consisted of constructing a salt barn, associated parking lot and utilities.

**Tollway Access Road (TAR) Removal, Conway Park Owners Association, Lake Forest:** Project Manager responsible for design, bid, and construction management services. Project consisted of removal of an existing roadway and mass grading to build a berm.

**Commuter Parking Lot, Oak Forest:** Resident Engineer of new 480 space parking lot. This \$2M project consisted of new lighting, reconstruction of adjacent roads, pedestrian walkway and pay box/shelter. Coordinated 3 separate contracts and subcontractors on a tight schedule. Completed on time and under budget.

**LAPP Project, Oak Lawn:** Performed pavement condition ratings and recommended streets for LAPP project. Assisted in completing IDOT forms and contracts. Designed and Bid project.

**163rd and Gougar Traffic Signal, Lockport:** Project Manager responsible for design, bid and construction management services. Project included signalization of a stop controlled intersection along with intersection pavement improvements.

**CTA Blue Line Parking Lot Rehabilitation, Forest Park:** Project Manager responsible for the grant coordination, design and construction management of the parking lot. Project consisted of resurfacing and ADA sidewalk improvements.

## STREETSCAPES

**Devon Avenue Streetscape, Lincolnwood:** Project Manager responsible for design. Project consists of 0.33 mile of improvements including pedestrian pavement, roadway/pedestrian lighting, ADA route improvements, site furnishings, and general enhancements to the aesthetics of 6 blocks. Received FAU funding and coordination will be required with IDOT and CDOT.

**Madison Street Streetscape, Forest Park:** Project Manager for preparation of design plans for 0.25 mile of roadway reconstruction and streetscape. Improvements included pavement removal and replacement, curb and gutter removal and replacement, sidewalk removal and replacement, drainage improvements, replacement of water main, roadway lighting, and landscape medians. Coordination was required with River Forest as the north side of Madison St borders River Forest. Construction of the \$3M improvement received FAU funding.

**Roosevelt Road Streetscape, Forest Park:** Project Manager responsible for design. This State funded project consisted of 0.75 mile of roadway resurfacing and streetscape. Improvements consisted of ornamental street lighting, parkway enhancements, site furniture, landscaping, bump outs, and medians. Opportunity for bike lanes or paths were also investigated.

**Summit Avenue and Prospect Avenue Streetscape, Park Ridge:** Resident Engineer. This ITEP funded project consisted of improvements along Prospect Ave and Summit Ave; a continuation of recent adjacent streetscape improvements. Specific elements included: curb and gutter, sidewalks, brick pavers, raised planter boxes, a concrete planter wall, site furniture, ornamental lighting, irrigation system, landscaping, trees, precast modular retaining wall, ornamental fence, specialty paved crosswalk, and roadway resurfacing.

## FLOOD CONTROL AND FLOOD IMPROVEMENT

**Saylor/Swain/Vallette Stormwater Improvements, Elmhurst:** Project Manager responsible for design and construction management of 7.27 ac-ft of stormwater improvements comprised of a 6.15 ac-ft storm trap and a 1.12 ac-ft box culvert. ***Awarded the APWA Chicago Metro Chapter (Suburban Branch) Public Works Project of the Year in the Environmental Category less than \$5 M.***

**Circle Avenue Sewer Separation, Forest Park:** Project Manager responsible for the successful grant application (MWRD Stormwater), design and construction management of the Circle Avenue Sewer Separation project. The project consisted of new 60" diameter storm sewer, new sanitary sewer, CIPP lining of existing combination sewer, new 20"/12"/6" water main, and pavement resurfacing. Coordination with utilities and negotiation and acquisition of a permanent easement from the United States Postal Service.

**Street Storage Program Stages 1 & 2, Lincolnwood:** Project Manager responsible for design which consisted of constructing roadway and driveway berms in conjunction with sewer restrictions to alleviate basement backups within a combined sewer area.

**North Shore Channel Storm Sewer Outfall, Lincolnwood:** Project Manager responsible for successful MWRD funding application, design and construction oversight. Project consisted of installing a 60" diameter sewer outfall into the north shore channel and tributary sewer network.

**Forest Park Sewer Separation Evaluation:** Project Manager overseeing the hydrologic and hydraulic analysis of 3 study areas consisting of 325 acres, 275 acres, and 80 acres. The existing Village drains through a hybrid of combined sewers and separate sewers. Responsibilities include supervising hydrologic and hydraulic analysis of existing drainage system, analysis of multiple alternatives for each of the 3 areas to mitigate street and basement flooding by draining separate sewers to Des Plaines River. Alternatives include potential converting existing large diameter combined interceptors to separate storm sewers. Responsibilities also include cost analysis of proposed improvements, preparation of presentation to Village Board.

**Maycliff Subdivision Drainage and Water Main Improvements, Orland Park:** Project Manager responsible for design and construction oversight of flood control project for a 290-acre watershed which consisted of installing a large (60") diameter sewer trunk line and associated connections to provide additional storm water protection. The water main within the entire subdivision was lined.





**YEARS EXPERIENCE:** 19  
**YEARS WITH CBBEL:** 3

#### **EDUCATION**

Bachelor of Science, 2002  
Civil Engineering  
University of Illinois at  
Urbana-Champaign

#### **PROFESSIONAL REGISTRATION**

Professional Engineer, IL,  
062.064138, 2011

#### **CERTIFICATIONS**

Documentation of Contract  
Quantities, IDOT, 19-15163

ICORS Training  
Seminar, IDOT

Material Management of  
Job Sites, IDOT

#### **PROFESSIONAL DEVELOPMENT**

Illinois Tollway Construction  
Managers Workshop, ACEC

OSHA 30-Hour Construction  
Safety and Health,  
ClickSafety

ACI Level I Concrete

CTA 3rd Rail Safety Training

#### **IDOT QC/QA Courses:**

STTP-S33 Soils Field Testing  
and Inspection Course

Level I Concrete

Level I Aggregate

## **Brad Bahn, PE**

### **Construction Engineer**

Civil Engineer experienced in construction engineering. Responsibilities include construction observation, project reports, documentation of quantities, review of contractor pay estimates, coordination of materials testing and inspection, site surveys and interaction with the contractor and client. Observed activities include roadway, bridge, sanitary sewer, storm sewer, traffic signal, erosion control, and various utility construction.

Software Experience: E-Builder, Microsoft Word and Excel, ICORS

**Water Main Resurfacing (Thomas & Monroe), Forest Park:** Resident Engineer. This project involved the installation of nearly 2,000 feet of new 8-inch ductile water main and 80 new copper water services. Additionally, four blocks of Village streets were resurfaced (1,250 tons) as part of these efforts. The contract also allocated funding to sidewalk (7,000 SF), curb and gutter (2,200 feet), ADA improvements, and parkway restoration (1,600 SY).

**Circle Avenue Sewer Separation Improvements, Forest Park:** Resident Engineer. This project, in conjunction with IGA funding from MWRD, included the separation of the existing combined sewer system into a storm sewer and sanitary sewer system to alleviate localized flooding within the affected area. The project included 3,300 feet of new storm sewers, 1,400 feet of new sanitary sewer and 1,000 feet of new water main improvements. The project was substantially complete within five months.

**CTA Blue Line Parking Lot Improvements, Forest Park:** Resident Engineer. This grant funded project included the removal and replacement of the asphalt surface of the existing CTA Blue Line Parking Lot. The improvements also consisted of 3,100 tons of hot-mix asphalt; 5,700 SF of PCC sidewalk replacement; 770 feet of curb and gutter replacement; and 26 drainage structure adjustments over the entire 390-space capacity parking lot. This project was completed in two stages over 16 working days with minimal adverse affects to local residents.

**Sand Ridge Bike Trail (IDOT Contract No. 61E95), FPDCC:** Resident Engineer. Located in Calumet City, this contract included the construction of a new, multi-use path adjacent to 159th Street between the Sand Ridge Nature Center and Green Lake Aquatic Center. The contract bid value was \$608,000. CBBEL's responsibilities included both on-site inspection and construction management of the project, including, but not limited to, oversight of daily construction activities, submission of project pay applications, utilities coordination, QC/QA compliance, erosion control, inspection of HMA, concrete & electrical, client correspondence, project schedule review & submission of weekly reports to IDOT.

**Jane Addams Memorial Tollway (I-90) Roadway & Bridge Reconstruction, Illinois Tollway\*:** Assistant Resident Engineer.

**Corridor Repairs & Bridge Rehabilitation (I-294/I-94), Illinois Tollway\*:** Resident Engineer.

**Belvidere Road over I-94 Bridge Reconstruction, Illinois Tollway\*:** Resident Engineer.

**I-294 South Tri-State CCTV Installation, Illinois Tollway\*:** Resident Engineer.

**I-294 North Tri-State CCTV & RTMS Installation, Illinois Tollway\*:** Resident Engineer.

**North Avenue Pedestrian Bridge over Lake Shore Drive, CDOT\*:** Resident Engineer.

**Clark-LaSalle/Division Subway Renovation Project, CDOT\*:** Field Inspector.

**2014 Pavement Maintenance Program (North Region), DCDOT\*:** Field Inspector.

**Huntley Road Traffic Signal Interconnect, KDOT\*:** Resident Engineer.

**I-394 over Plum Creek, IDOT\*:** Field Inspector.

*\*prior experience*



**YEARS EXPERIENCE:** 20  
**YEARS WITH CBBEL:** 19

#### EDUCATION

Bachelor of Science, 2001  
Civil Engineering  
University of Illinois at  
Urbana-Champaign

#### PROFESSIONAL REGISTRATION

Professional Engineer, IL,  
062.058749, 2006

#### CERTIFICATIONS

Documentation of Contract  
Quantities, IDOT, 19-16089

ICORS Training Seminar, IDOT

Material Management of  
Job Sites, IDOT

eBuilder Training Seminar,  
Illinois Tollway

CMMS Training Seminar,  
IDOT

## Nicole Lehmann, PE

### Construction Engineer

Professional Engineer experienced in civil and construction engineering. Responsibilities include daily inspections, measurement of quantities, material inspection, required paperwork such as pay estimates, daily reports, extra work reports, etc., as well as interaction with the contractor and client. Activities observed involve watermain, storm and sanitary sewer installation, road resurfacing and reconstruction, traffic signals and lighting, and retaining wall construction. Proficient in documentation for various types of work including FAU, STP, LAPP, MFT, CDBG, Illinois Tollway and City of Chicago projects. Performs in-house audits of IDOT, Illinois Tollway, and City of Chicago projects before final review and submittal. Assists with closeout of various IDOT and CDOT projects throughout the Construction Department. Also responsible for the design portion of various projects by doing quantity take-offs, compiling contract documents and designing the grading, utility and site plans.

Performed Material Inspection, Documentation and Closeout Assistance to the RE for the following IDOT Contracts:

- **Euclid/Roselle Bike Path, Palatine**
- **US 14 at Virginia, Crystal Lake**
- **Reed Road, Huntley**
- **US 52 / River Road, Shorewood**
- **Roy Avenue Resurfacing, Northlake**
- **21st & 29th Street, Zion**
- **Euclid Bike Path, Rolling Meadows**
- **Kirchoff Road Resurfacing, Rolling Meadows**
- **Barker Ave Bridge Replacement, Rolling Meadows**
- **Main Street Bridge Replacement, Algonquin**
- **IL Route 47 MUP, Huntley**
- **Sheridan Road, Evanston**
- **Schwerman Road, Hawthorne Woods**
- **Oketo Ave & Wilson Ave Resurfacing, Harwood Heights**
- **Main Street (Commuter Station), Maywood**
- **Des Plaines River Road, Rosemont**
- **Highland Ave, Algonquin**
- **Madison St, Forest Park**
- **Lorelei Drive Resurfacing, Zion**
- **23rd St/Edina Blvd/29th St Resurfacing, Zion**
- **Army Trail Road Resurfacing, Wayne**
- **IL Route 58 & New Wilke Road Intersection Improvement, Rolling Meadows**
- **Church St/Crawford Ave STP Intersection Improvement, Skokie**
- **Lake Cook Road Multi-Use Path, FPDCC**

**Ridgeland Avenue Access to Transit, Chicago Ridge:** Documentation Engineer for contract to remove and replace sidewalks and install pedestrian signals at multiple intersections along Ridgeland Avenue. Project included sidewalk removal and replacement, installation of pedestrian signals and pushbuttons at signalized intersections, wayfinding signing, pavement markings, curb and gutter removal and replacement, pavement patching, median planter installation, railroad signal crossing improvements, and roadway lighting. Coordination with Metra was required. Responsibilities included checking of daily quantities and diary in CMMS; assisting with pay estimates, authorizations, and weekly reports; and completion of material inspections, final papers, and project closeout with IDOT.

**Old Orchard Road Bike and Pedestrian Path, Skokie:** Joint Resident Engineer position with Skokie inspector. Project included the construction of an HMA bike and pedestrian path including sidewalks, ADA ramp improvements, forest preserve aggregate path, signage, landscaping, and pavement markings along Old Orchard Road from Harms Drive to Woods Drive; and traffic signal improvements at Old Orchard Road and Woods Drive. The path runs adjacent to Cook County Forest Preserve property and Cook County owns the traffic signals at Old Orchard and Woods Drive. Responsibilities included checking of documentation sent from Village field inspector and entering daily quantities and diary in ICORS, processing of pay estimates, authorizations, weekly reports, material inspection, final papers and project closeout with IDOT, and coordination with Cook County for permits and acceptance.

**Black Road Resurfacing, Shorewood:** Took over Resident Engineer responsibilities during finalization and closeout. Project included HMA surface removal and replacement, PCC sidewalk and curb and gutter removal and replacement, driveway removal and replacement, striping and landscaping. Responsibilities included agreement to final quantities, checking of documentation, material inspection documentation, authorizations, final papers submittal and audit coordination with IDOT.



**Skokie Valley Trail Multi-Use Path, Skokie:** Closeout Documentation Engineer. Project included the construction of a HMA multi-use path including sidewalks, signage, ADA ramp improvements, landscaping, and pavement markings along the Skokie Valley Trail Corridor ComEd easement. Responsibilities included organization of job box, checking of all documentation work done by Village field inspector, material inspection documentation, final quantity determination, and final papers submittal and audit coordination with IDOT.

**South Main Street (Route 14 to Rakow Road) Widening and Resurfacing, Crystal Lake/IDOT/MCDOT:** Documentation Engineer for contract to widen and resurface South Main Street and Virginia Road, and Pyott Road from 3 lanes to 5 lanes. Improvement consisted of installation of storm sewers from 48" to 12" RCP, structures and lateral piping; removal of existing pavement, full depth and milled; earth excavation, PCC curbs, HMA base course and surface course; and traffic signal modernization at 2 intersections and replacement of McHenry County interconnect system between 3 intersections. Responsibilities included checking of IDRs and quantity book entries, materials inspection documentation, and assistance with closeout documentation.

**Cumberland Avenue Bridge at I-90, IDOT:** Aided in closeout documentation. Project included full reconstruction of Cumberland Avenue Bridge over I-90, roadway reconstruction and resurfacing, traffic signal modernization, traffic signal interconnect, retaining walls, and lighting. Responsibilities included coordination of material inspection, final quantity determination, and documentation as outlined in IDOT's Construction Manual.

**Reconstruction of Ashland Avenue at Pershing Road, CDOT:** Reconstruction included removal of existing Ashland Ave viaduct over Pershing Rd, reconstruction of roadway intersection and approaches, sewer installation, traffic signal modernization, and roadway lighting. As Documentation Engineer, duties included checking of project IDRs, review and entry of documented quantities, verification and entry of material certifications, submittal of CDOT paperwork, assistance with generation of PCMs, RONs, LICs and pay estimates, and project closeout.

**IDOT Work Order Contract – Refining Closeout of CDOT Projects with IDOT Funding:** Created a booklet of checklists and procedures to be used by the RE, CDOT PM, CDOT Records and Estimates, and IDOT Engineer during construction and closeout of CDOT projects, specifically ones with IDOT funding. Goal is to significantly decrease the time it takes from significant construction completion in the field to final closeout of contract on the books.

**Retaining Wall, Noise Wall and Drainage Improvements on I-90 (Arlington Heights Road to East of Oakton Street), Illinois Tollway:** Documentation Engineer for installation of retaining and noise walls along I-90 corridor, drainage system improvements, sign installation and relocation, striping and temporary lighting. Duties included review of submittals and RFIs, documentation in eBuilder system, checking daily reports and review material documentation.

**Arterial Street ADA Ramps – 2011 (Central), CDOT:** Documentation Engineer for improvements of 535 ADA Ramps in the Sedgwick Avenue, Central Avenue, and Pulaski Road Station priority areas. Duties included daily construction documentation, checking QC paperwork for all ADA ramps, review and approval of materials, submittal of required CDOT paperwork, assistance with generation of pay estimates and PCMs, and project closeout.

**Arterial Street ADA Ramps – 2011 (North), CDOT:** Documentation Engineer for improvements of 338 ADA Ramps in the Kimball Avenue and Logan Square Station priority areas. Duties included daily construction documentation, checking QC paperwork for all ADA

ramps, review and approval of materials, submittal of required CDOT paperwork, assistance with generation of pay estimates and PCMs, and project closeout.

**Jeffery Boulevard Bus Rapid Transit – Pilot Project, CDOT:** Project included accessibility improvements at bus stops along the route, roadway improvements along south portion of the #14 Jeffery Express CTA Route and traffic signal improvements. Roadway improvements included roadway surface rehabilitation, curb and gutter modifications, sidewalk improvements, ADA curb ramps, sewer and utility relocations, roadway lighting relocations, traffic signal controller replacement, pavement markings, and signage. As Documentation Engineer, duties included checking project IDRs, review and entry of documented quantities, verification and entry of material certifications, and assistance with change orders, force accounts, pay estimates and other CDOT required paperwork. Also assisted with entries in and use of CDOT websites.

**Edgewood Drive Roadway Reconstruction and Widening (Hanson Road to IL Route 31), Algonquin:** Documentation Engineer. Project included demolition and replacement of a simple span steel beam and concrete deck bridge structure, replacement of culverts at Ratt Creek Tributary, installation of new storm sewer and sanitary sewer systems, roadway reconstruction and widening, bike path installation, striping, and landscape restoration. Duties included checking daily inspection reports, coordination of IDOT paperwork and ICORS documentation, material inspection documentation, assistance with change orders and pay estimates, and project closeout.

**NB I-294 Exit Ramp at Balmoral, Rosemont:** Construction of a NB I-294 exit ramp at Balmoral, reconstruction of SB entrance ramp and widening of Balmoral Bridge over I-294. In addition, Balmoral Ave was widened and resurfaced, new lighting installed and new traffic signals. Contract required coordination with Illinois Tollway including Authorizations to Proceed, shop drawing review, mainline lane closures and toll plaza electrical equipment installation. As Documentation Engineer, duties included checking project IDRs, review and entry of documented quantities, verification of material certifications, and assistance with change orders, force accounts and pay estimates.

**Elgin O'Hare Expressway, IDOT:** 2.25 miles of milling, HMA pavement and striping on the Elgin O'Hare Expressway and interchange ramps at I-290. Worked as sub-engineer to Thomas Engineering Group; reported directly to IDOT Resident Engineer. Responsibilities included daily inspection and coordination, measurement of quantities and material documentation. All field work was completed during night shift.

## PROFESSIONAL DEVELOPMENT

ITE - IDOT ADA Compliance for Local Agencies

SWS - MS4 Permit Challenges - Picking BMPs for Treating Storm Water

S33 Geotechnical Field Testing and Inspection, IDOT

Lakeland College/IDOT

- Hot Mix Asphalt Level I
- Mixture Aggregate Technician Course
- PCC 1/IDOT/ACI Technician Course
- Bituminous Concrete Level II Technician Course
- PCC Level II Technician Course

Illinois Tollway 's Proliance Training Course

Catalyst's Primavera Contractor Introduction Course

Erosion Control 007, Joliet Junior College



**YEARS EXPERIENCE:** 36  
**YEARS WITH CBBEL:** 26

#### EDUCATION

Bachelor of Science, 1984  
Civil Engineering  
North Carolina State  
University

#### PROFESSIONAL REGISTRATION

Professional Engineer, IL  
062.045853, 1990

Professional Engineer, IN  
PE10910736, 2009

Professional Engineer, WI  
40597-006, 2009

#### CERTIFICATIONS

Professional Traffic  
Operations Engineer

Traffic Signal Technician  
Level II, IMSA

Fiber Optics Technician,  
Level I

#### PROFESSIONAL DEVELOPMENT

2009 IDOT/ACEC Traffic  
Signal Design Guidelines  
(Developed and Presented)

2002 IDOT District 1 Traffic  
Signal Design Guidelines  
Seminar, CECI  
(Developed and Presented)

1999 IDOT District 1 Traffic  
Signal Design Guidelines  
Seminar, CECI  
(Developed and Presented)

#### PROFESSIONAL AFFILIATIONS

American Society of  
Civil Engineers

Institute of Transportation  
Engineers

International Municipal  
Signal Association

## G. Michael Ziegler, PE, PTOE

Vice President, Head, Traffic Operations Department

Mr. Ziegler is a Professional Engineer experienced in transportation engineering. His background includes transportation studies and the design of numerous infrastructure improvements for State agencies, Counties and several local Municipalities. In addition, his experience includes serving as an adviser to our municipal clients on various traffic and transportation committees. Through his municipal experience, he understands the dynamics associated with municipal transportation systems and the need to balance modal demands. This includes accommodating pedestrian and bicyclists as well as a robust public transportation system.

### ILLINOIS DEPARTMENT OF TRANSPORTATION

#### Signal Coordination and Timing (SCAT):

- Central Office, PTB 184-037
- Central Office, PTB 172-029 Various/Variou
- Central Office, PTB 162-035
- Central Office, PTB 158-038

#### Traffic Signal Design Services:

- District 1, PTB 164-010: Various/Variou

**Specialty Engineering Reports, District 1:** Land Acquisition, Various/Variou

**HSIP Pedestrian and Bicyclists Assessment, McHenry and Kane Counties:** PTB 149-004

**Wood Street Reconstruction and Traffic Signal Modernization:** PTB 173-001; 138th Street to 159th Street

### CHICAGO DEPARTMENT OF TRANSPORTATION

**Lawrence Avenue Road Diet**

**Michigan Avenue Road Diet**

**111th Street & Doty Avenue Traffic Signal Modernization**

**103rd Street & Woodlawn Traffic Signal Modernization**

### COOK COUNTY DEPARTMENT OF TRANSPORTATION AND HIGHWAYS

#### Traffic Signal and Electrical Engineering Design Services:

- 15-8TSDS-11-ES
- 12-8TSDS-12-ES
- 09-8TSDS-08-ES

### LAKE COUNTY DIVISION OF TRANSPORTATION

**Gilmer Road (Midlothian Road to IL Route 176):** Phase I and II Adaptive Traffic Signal System, Traffic Signal Modernization and Ethernet System Improvements (PASSAGE)

**Aptakisic Road (Brandywyn Lane to Park):** Phase II Adaptive Traffic Signal System

**Cedar Lake Road (Hart Road to Rollins Road):** Phase I and II Traffic Signal System, Traffic Signal Modernization and Ethernet System Improvements (PASSAGE)

**IL Route 83 (North Avenue to Millstone Drive):** Phase I and II Traffic Signal System Fiber Optic Interconnect and Ethernet System Improvements (PASSAGE)

**Peterson Road (Midlothian Road to IL Route 60):** Phase I and II Roadway, Traffic Signal and Fiber Optic Interconnect and Ethernet System Improvements (PASSAGE)

**US Route 12 (Rand Road) – IL 176 to Miller Road:** Phase I and II Traffic Signal System and Ethernet System Improvements (PASSAGE)

**IL Route 120 (Belvidere Road) – IL 134 to US 45:** Phase I and II Traffic Signal System and Ethernet System Improvements (PASSAGE)

**Wadsworth Road and Green Bay Road:** Phase I and II, Intersection Design Studies, Temporary and Permanent Signal Improvements, Video Detection System and Ethernet System Improvements

## DUPAGE COUNTY DIVISION OF TRANSPORTATION TRAFFIC ENGINEERING SERVICES

Trombone Mast Arm Replacement, Pedestrian Signal Upgrades and UPS Design Plans

Advance Flashers and Weather Monitoring Station Design Plans

75th Street and Naper Boulevard: Traffic Signal Modernization Design Plans

## KANE COUNTY DIVISION OF TRANSPORTATION

**Stearns Road (McLean Rd to IL Route 25) Contract 4:** Traffic signal plans in accordance with the Intersection Design Study

**Randall Road (Dean Street to Main Street):** Traffic Signal Modifications, Fiber Optic Interconnect and Ethernet Improvements

**Randall Road (Red Haw to Binnie Road):** Traffic Signal Modifications, Fiber Optic Interconnect and Ethernet Improvements

**Randall Road Highway Safety Improvements:** Traffic Signal Modernization Plans and ADA Improvements

## MCHENRY COUNTY DIVISION OF TRANSPORTATION

**Algonquin Road:** Flashing Yellow Arrow Design and Evaluation, Phase I and Phase II Engineering

**Randall Road (Harnish Drive to Miller Road):** Signal Coordination and Timing Study

**Traffic Signal Timing Assistance and Review:** Various

## OTHER PROJECTS

**Algonquin Road Bike Path and Sidewalk Improvements, Mount Prospect:** Phase I and II traffic signal modifications.

**Balmoral Avenue (Des Plaines River Road to N. Pearl Street), Rosemont:** New Traffic Signal Installations, Fiber Optic Interconnect and Video Monitoring Improvements

**Des Plaines River Road and I-90 WB Ramps/CTA Station Entrance, Rosemont:** Phase I and II Intersection Design and Traffic Signal Modernization

**Coordinated Signal System Upgrade, DeKalb:** Phase I and II Traffic Signal System Replacement

**Finley Road and IL Route 38 (Mariano's Entrance), Lombard:** Phase I and II Intersection Design and Traffic Signal Modernization

**Fountain Square Traffic Signal Modernization, Evanston:** Sherman Avenue, Orrington Avenue, Davis Street, & Grove Street

**Village-wide EVP Improvements, Crestwood**

**Central Traffic Management Systems (Washington Street), Naperville:** Phase I and II

**Adaptive Traffic Signal System (Washington Street and Aurora Avenue), Naperville:** Phase I and II

## TRAFFIC IMPACT STUDIES

**Holly Brook Court Senior Living Center, Brazil, IN**

**Road Ranger, Tipton, IN**

**ComEd Site Redevelopment, Chicago**

**Downtown Bartlett Traffic Assessment**

**Downtown Algonquin IL 31 Bypass Traffic Study**

**Fashion Outlets of Chicago Traffic Analysis and Assessment, Rosemont**

**Nowell Park Recreation Center, Joliet**

## RAILROAD QUIET ZONE STUDIES

- Bartlett – Spaulding Road (Milwaukee District West Service)
- Chicago Ridge – Ridgeland Avenue to Chicago Ridge Metra Station (Metra Southwest Service)
- Elmwood Park – Harlem Avenue to Grand Avenue (Metra Milwaukee District West Service)
- North Riverside/Riverside/Berwyn – 1st Avenue to Riverside Drive (Chicago Central and Pacific Line)
- New Lenox – Gougar Road to School House Road (EJ&E Line)
- Oak Lawn – Central Avenue to Kilbourn Avenue (Metra Southwest Service)
- Roselle – Rodenburg Road (Metra Milwaukee District West Service)
- Wayne – Army Trail Road (EJ&E Line)

## SPECIALTY STUDIES

**Parcel 1DS0010: IL Route 53, Itasca**

**Parcel 1DS0050TE: IL Route 53, Addison**

**Parcel 1DS0106TE: IL Route 53, Addison**

**Parcel 1DS0126-DED: IL Route 53, Itasca**

**Parcel 0DU0049: Des Plaines River Road**

**Parcel 0DU0064: Des Plaines River Road**

**Parcel 0DU0073: Des Plaines River Road**

**Parcel 0DU0304: Des Plaines River Road**

**Parcel EO-1A-12-048: IL Route 53/Elgin-O'Hare**

**Parcel NW-7A-12-011: I-90 & Elmhurst Road**

**Parcel NW-7A-12-036: I-90 & Elmhurst Road**

**Parcel NW-7A-12-071: I-90 & Elmhurst Road**

**Parcel OH40002 & TE: US 45**

**Parcel OH40003 & TE: US 45**

**Parcel OH40009: US 45**

**Parcel OH40013: US 45**

# SUBCONSULTANT



Testing Service Corporation (TSC) has a recognized reputation for provision of professional engineering services. Since our 1954 incorporation, the firm has completed more than 80,000 projects, primarily throughout Central and Northern Illinois. The corporate project list includes large scale residential, commercial, retail and industrial development, as well as medium to large scale structures. Public infrastructure items such as roadways, bridges, tunnels, underground and earth retention systems are also included.

TSC operates from its corporate headquarters in Carol Stream, Illinois. Our firm has branch facilities in Bloomington, DeKalb, Gurnee, Rockford and Shorewood, Illinois. TSC employs a staff of more than 125 people, including 15 Professional Engineers and Geologists. Our Geotechnical Engineering and Material Engineering operational groups are supported by Laboratory and Drilling departments. These four departments can operate together or independently depending on client/project specific needs.

**GEOTECHNICAL ENGINEERING (GEO)** - TSC has practiced geotechnical engineering since its 1954 incorporation. Our professional engineers have developed recommendations for standard spread footings, as well as deep foundations including driven piles and caissons. Lateral earth pressure criteria has been developed for evaluation and design of temporary and permanent support systems for deep excavations and tunnels. Data from inclinometers and Menard pressuremeters is regularly employed by TSC's geotechnical staff. In addition, our geotechnical staff is well experienced in roadway/ infrastructure projects.

**CONSTRUCTION MATERIALS ENGINEERING (CME)** - Our CME department is staffed by about 80 personnel including eight (8) Professional Engineers. TSC technicians provide testing, observation and sampling services for soils, Portland cement and bituminous concrete, structural steel and roofing materials on construction projects. The following list highlights major field and laboratory construction materials services that are routinely provided by TSC's Construction Materials Engineering group:

Technicians receive appropriate training for the services they are required to perform. Field technicians assigned to various projects are certified and well versed in project specific requirements and information. TSC has in-house capability to provide technicians with the radiation safety training necessary for Nuclear/Moisture Density Gauge operators. Regular training for Structural Steel NDT Technicians (Certified to SNT-TC-1A for UT, Mt and PT), Illinois Department of Transportation QC/QA - Levels 1, 2 & 3, and Portland cement concrete testing using American Concrete Institute materials are elements of the continuing training provided our technicians.

TSC maintains and operates a dedicated pick-up van service for field samples. The personnel who perform this function are trained in ACI standards for handling of freshly cast concrete samples. There is a charge for this service. However, responsible and expedient treatment of sample materials makes this service a value.

**LABORATORY** - The physical materials testing laboratory at TSC's location in Carol Stream is the largest of its type in the state of Illinois. TSC's Bloomington branch office is also equipped with a full-service physical materials testing laboratory. TSC's laboratory is an active participant in the National Voluntary Laboratory Accreditation program. The firm is a member of the American Council of Independent Laboratories.

**DRILLING** - TSC owns, operates and maintains a drill fleet of 13 units. These drills have a wide range of configurations and access capacity including truck, rubber tire and track mounted All-Terrain Vehicle (ATV), skid and tripod. Drill supervisors are licensed, well drillers and crews have the OSHA 40-Hour Health & Safety training.



# SCHEDULE

Below is the anticipated schedule for the Jackson Boulevard Resurfacing Project.

JACKSON BOULEVARD RESURFACING	
Task	Estimated Working Days
Mobilization	1
Traffic Control and Protection	1
Sidewalk and Curb Removal	4
Curb&Gutter Placement	3
PCC Sidewalk Placement	5
HMA Removal	2
Class D Patches, 5"	2
HMA Binder Course	1
Detector Loop Replacement	1
Structure Adjustments	3
HMA Surface Course	1
Thermoplastic Pavement Markings	1
Estimated Total	25



# REFERENCES

## CITY OF NORTHLAKE

55 E. North Avenue  
Northlake, IL 60164

Contact: Mayor Jeffrey Sherwin  
northlakemayor@comcast.net | 708.343.8700

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## VILLAGE OF ALGONQUIN

2200 Harnish Drive  
Algonquin, IL 60102

Contact: Bob Mitchard, Public Works Director  
bobmitchard@algonquin.org | 847.658.2700

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## VILLAGE OF ROSEMONT

9501 W. Devon Avenue  
Rosemont, IL 60018

Contact: Mayor Bradley Stephens  
stephensb@villageofrosemont.org | 847.825.4404

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*Wolf Road Resurfacing  
[IDOT Contract #61E63]  
City of Northlake*



**PUBLIC WORKS DIRECTOR**

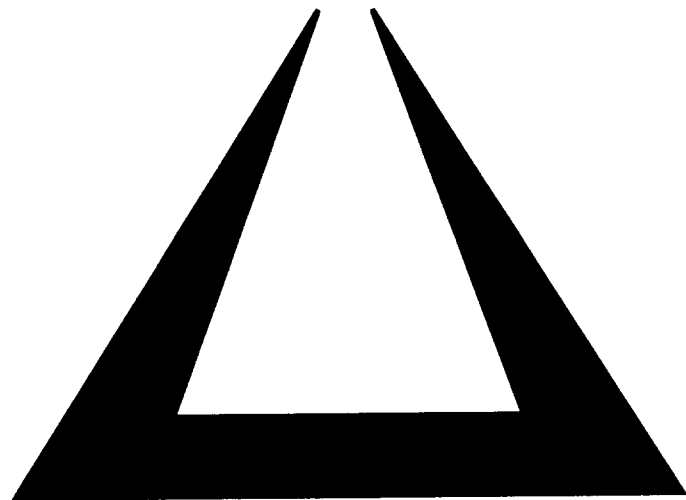
<b>Criteria</b>	<b>Weighting</b>	<b>Scores (0-10)</b>			
		CBBEL	GHA	ERA	Infrastructure Engineering
Project Understanding & Technical Approach	30%	10	10	8	8
Demonstrated Qualifications & Capabilities Of The Consultant Team	30%	10	9	9	8
Similar Project Experience	20%	10	10	10	8
Specialized Expertise	15%	10	9	8	9
Overall Completeness Of Submittal	5%	9	9	9	9
<b>Total Weighted Score</b>	100%	9.95	9.5	8.75	8.2

**VILLAGE ADMINISTRATOR**

<b>Criteria</b>	<b>Weighting</b>	<b>Scores (0-10)</b>			
		CBBEL	GHA	ERA	Infrastructure Engineering
Project Understanding & Technical Approach	30%	10	9	8	8
Demonstrated Qualifications & Capabilities Of The Consultant Team	30%	10	10	10	10
Similar Project Experience	20%	10	10	10	9
Specialized Expertise	15%	10	10	10	9
Overall Completeness Of Submittal	5%	9	10	9	8
<b>Total Weighted Score</b>	100%	9.95	9.7	9.35	8.95

**FINANCE DIRECTOR**

<b>Criteria</b>	<b>Weighting</b>	<b>Scores (0-10)</b>			
		CBBEL	GHA	ERA	Infrastructure Engineering
Project Understanding & Technical Approach	30%	10	10	6.67	8.33
Demonstrated Qualifications & Capabilities Of The Consultant Team	30%	10	10	8.33	8.33
Similar Project Experience	20%	10	10	10	7.5
Specialized Expertise	15%	10	10	9.33	8
Overall Completeness Of Submittal	5%	8	6	6	6
<b>Total Weighted Score</b>	100%	9.9	9.8	8.1995	7.998



NORTH CENTRAL  
COUNCIL OF MAYORS

# **Surface Transportation Program Methodology and Active Program Management Policies**

Approved Final Sep 25, 2019  
Edited by Staff – Dec 2021



## North Central Council of Mayors Member Communities

Bellwood  
Berkeley  
Broadview  
Elmwood Park  
Forest Park  
Franklin Park  
Harwood Heights  
Hillside  
Maywood  
Melrose Park  
Norridge  
Northlake  
North Riverside  
Oak Park  
River Forest  
River Grove  
Rosemont  
Schiller Park  
Stone Park  
Westchester

## STP Overview

Federal surface transportation funding operates under multiyear congressional authorizations and is administered through the U.S. DOT's Federal Highway Administration (FHWA). The current federal authorization is the Fixing America's Surface Transportation Act (FAST Act). The FAST Act provides federal funding, guidelines and requirements for federally funded transportation projects. Under the FAST Act, the Surface Transportation Block Grant Program (STBG) provides funding to state departments of transportation.

STBG provides flexible funding that states and localities can use for projects on any federal aid eligible roadways, bridge projects on any public road, transit capital projects, or intracity and intercity bus terminals and facilities. A portion of the Illinois Department of Transportation's (IDOT) STBG funding, known locally as STP funding, is designated for northeast Illinois through the Chicago Metropolitan Planning Organization, which is housed at the Chicago Metropolitan Agency for Planning (CMAP). Programming authority for a portion of the region's STP funding is delegated to the regional Councils of Mayors and City of Chicago by the MPO Policy Committee. Additional STP funds are programmed by CMAP for regional projects from the STP – Shared Fund. The distribution of funding and programming procedures is outlined in an [agreement](#) between the Council of Mayors and the City of Chicago.

Made up of units of local governments located within West Cook County, the North Central Council of Mayors (the Council hereinafter) is one of eleven sub regional Councils of Mayors in the Chicago metropolitan region that have been delegated STP programming authority. Each council and the City of Chicago is responsible for programming an annual allocation of STP funds. Allocations by council are based on system needs, as defined in the agreement between the Council of Mayors and the City of Chicago.

Local agencies that wish to participate in the local STP program must do so through their designated sub-regional council, according to the methodology of that council.

## North Central Council Implementation Policy

### Eligible Routes

The functional classification (FAU) of a road determines its eligibility for federal funding. The routes eligible for STP funding should be routes which promote regional and/or sub-regional travel. Roads classified as arterials (principal or minor) or collectors (major or minor) are eligible to receive funding. Federal-aid eligible routes must serve more than a local land access function. Recognizing that the function of a roadway may change as land development and travel patterns change over time, Council members may propose additions or deletions to the system (along with justification for the addition or deletion). Additions or deletions to the system will be considered by Council members via a written request from the local agency sponsor with jurisdiction over the route. The Council will forward its recommendations for additions and deletions to IDOT for a final determination in consultation with FHWA. The final determination of a route must be approved by IDOT and FHWA for a project application to be submitted for the route during a call for projects. The functional classification of a route must be federally eligible at the time of application to be considered for STP funding.

Further, depending upon IDOT and FHWA approval, the Council will consider projects along active primary purpose bike routes and alternative transportation projects. Such projects may be in forest preserves and connecting several municipalities.

The Council will not fund projects that are under the jurisdiction of IDOT or any private entity.

### Eligible Projects

The improvement of federal-aid eligible routes and facilities will require strict adherence to federal and state standards and policies. For example, a project adding capacity may be required to go through a regional air quality conformity analysis by CMAP before the project can be added to the Transportation Improvement Program (TIP). The below list of eligible projects is subject to change and may be revised based on subsequent interpretation of the current federal transportation, clean air, or other related Acts and the priorities of the Council. In support of addressing federal performance targets, the Council has determined the following categories of projects and project elements are eligible for STP funding through Central Council:

- Resurfacing
- Local Agency Functional Overlay (LAFO)
- Reconstruction
- Rehabilitation
- Signing and Pavement Markings as part of larger project
- Safety Enhancements
- Pedestrian Improvements as part of larger project
- Bikeway Improvements as part of larger project

## North Central Council of Mayors

- Intersection Improvements
- Traffic Flow Improvements
- Traffic Signals – installation, modification, or modernization
- Storm sewer inlets, additional treatments on a case by case basis

In order to focus on the above priority project types, the Council has deemed the following work types to be ineligible as stand-alone projects for council STP funding, though they may be eligible for the STP – Shared Fund, or other federal programs administered by CMAP, IDOT, and/or FHWA:

- 
- Enhancements such as potters, plants, lighting, or decorative installations
- New Roadway Construction
- Parking Lots, vertical or horizontal
- Storm Sewer retention, sanitary, and water related infrastructure
- Bus facilities
- Wetland mitigation

\*The above list is in not in any particular order or priority

### Phase Eligibility

#### Phase I Engineering

This phase is only available for projects with total construction costs exceeding \$7.5 million dollars, exclusive of construction engineering, storm and fresh water infrastructure, and rail and utility movements, or for projects with 4 or more municipal sponsors. If STP funding is used for this phase, Construction and Construction Engineering will be ineligible. If STP funding is used or in the active program for this phase prior to October 1, 2021, Construction and Construction Engineering will be ineligible. Funding for this phase may not exceed \$1,000,000 in STP Funding.

#### Phase II Engineering

This phase is only available for projects with total construction costs exceeding \$7.5 million dollars, exclusive of construction engineering, storm and fresh water infrastructure, and rail and utility movements, or for projects with 4 or more municipal sponsors. If STP funding is used for this phase, Construction and Construction Engineering will be ineligible. If STP funding is used or in the active program for this phase prior to October 1, 2021, Construction and Construction Engineering will be ineligible. Funding for this phase may not exceed \$1,000,000 in STP Funding.

#### Construction and Construction Engineering

Funding for these phases combined may not exceed \$2,800,000 in STP funding for an entire project.

**Forest Park Police Department**

Field Services


**Memorandum**

**TO: Mayor Rory Hoskins**  
**Village Administrator Moses Amidei**

**FROM: Chief Ken Gross #2900**

**DATE: 20Dec21**

**SUBJECT: Surplus Property – One (1) Police Vehicles**



I request that the Forest Park Village Council authorize the Forest Park Police Department to dispose of one (1) police vehicle that had been utilized by the Village of Forest Park.

This vehicle is old, has high mileage, and is listed below:

2005 Cadillac Escalade; VIN 1GYEK63N5R156974

If approved, I request that the funds from the sale of the Cadillac be deposited into Seizure Fund since this was a vehicles seized by and awarded to the Forest Park PD.

cc: Lt. Chris Chin  
Dora Murphy

**VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS**

**ORDINANCE NO. O - \_\_\_\_ - 22**

**AN ORDINANCE AUTHORIZING THE SALE OR DISPOSITION OF  
SURPLUS PROPERTY OF THE VILLAGE OF FOREST PARK**

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Forest Park, Cook County, Illinois as follows:

**Section 1:** Pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the corporate authorities of the Village find that the personal property, identified and itemized in Exhibit "A" attached hereto and incorporated herein, is no longer necessary, or useful to, or for the best interests of the Village, and further find that it is in the best interest of the Village to dispose of said property.

**Section 2:** The corporate authorities hereby authorize the Village Administrator to sell or otherwise dispose of the items of surplus property enumerated in Exhibit "A." The Village Administrator is authorized to sell such items at a public or private sale, or otherwise dispose of such property, in the discretion of the Village Administrator. The Village Administrator shall, in his discretion, determine a minimum price for such items, if such items are to be sold.

**Section 3:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in accordance with the applicable law.

**PASSED** by the Council of the Village of Forest Park, Cook County, Illinois this 10<sup>th</sup> day of January, 2022.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

APPROVED by me this 10<sup>th</sup> day of January, 2022.

---

Rory E. Hoskins, Mayor

ATTEST:

---

Vanessa Moritz, Village Clerk

EXHIBIT “A” – JANUARY 10, 2022

**ELECTRONICS**

1. iPad Model Number A1709; Serial Number DMPV9EFRJ2D1

**VEHICLES**

1. 2005 Cadillac Escalade; VIN 1GYEK63N5R156974





Village of Forest Park  
517 Des Plaines Avenue  
Forest Park, IL 60130  
Fax: 708-488-0361  
[www.forestpark.net](http://www.forestpark.net)

Office Use Only

License # \_\_\_\_\_

Fee (If Applicable): \_\_\_\_\_

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

Cash: \_\_\_\_\_ Check: \_\_\_\_\_

Charge: \_\_\_\_\_

Initial: \_\_\_\_\_

Village Council Approval Date: \_\_\_\_\_

**Amusement Establishment License Application**  
**Pursuant to Section 3-3-12 of Forest Park Liquor Code**

Date of Application: 12/8/2021

Name of Liquor License Establishment: Pioneer Tap

Class of Forest Park Liquor License: A4

Name of Applicant(s): Lynn Sorice

Business Address: 7445 Randolph

Telephone Number(s): 708-366-8333 708-421-8332

E-mail Address(es): LCSORICE@hotmail.com

Square Footage of Licensed Premises: 2500

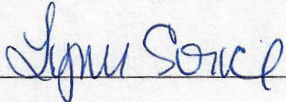
Please describe in detail the type of amusement (as defined below) that will be offered on the premises. Be sure to include the location of the amusement(s), dates and times that the amusement(s) will be offered and efforts that will be made to ensure that the amusement(s) will not have noise or other types of impacts outside of the licensed premises. You are welcome to attach/use additional documentation to this application in efforts to provide the Local Liquor Commissioner and Village Council a better understanding of what type(s) of amusement(s) will be offered at the licensed premises.

We would like to have a KJ/DJ, using our own equipment and employees. KJ (karaoke jockey) will play music when no one is singing, as is standard for karaoke shows.

We would like to run this Wed, Thurs, Friday, Saturday and Sunday 5 PM - 11 PM. We will keep windows and doors closed during these shows and as we normally do, will police the outside of the business for any problems.



I hereby certify I am the owner of the above-described liquor license establishment. I understand that the issuance and continuation of this license is conditional upon compliance with all applicable Village Codes and Ordinances and the result of any inspection of the above premises at this time or any subsequent inspection while this license is in force. I acknowledge that I am signing this application under the penalty of perjury and that all information is true and correct.

Signature: 

Date: 1/5/2022

**FOREST PARK LIQUOR CODE**

*As of 10/12/2021*

**3-3-12: ENTERTAINMENT LICENSE:**

- A. "Entertainment" as used herein shall include, but not be limited to, any public show, theatrical, animate or inanimate exhibition, live bands performing music (maximum of 5 performers), DJ's, karaoke, or any other amusement, diversion, production, etc. offered, operated, presented or exhibited to the public.
- B. No licensee shall sponsor, conduct, or permit entertainment (as defined above) in any licensed premises unless the application for a license therefor has been submitted to and approved by the local liquor commissioner and the village council.
- C. Indoor entertainment shall cease at 11:00 p.m.

3-3-9-F: Live Music: In any premises upon which the sale of alcoholic liquor is licensed, all exterior windows and doors to the licensed premises shall remain closed during the playing or performing of any live music.

3-3-5-M-2: No amplified live entertainment shall be permitted on the patio area (beer garden) of the licensed premises. Acoustic entertainment shall be permitted, subject to the premises being issued an Entertainment License by the Village Council, in accordance with Section 3-3-12 of this Chapter 3.

3-3-5-M-5: Permitted live entertainment on the patios of liquor licensed establishments shall cease at 9:00 p.m. on each permitted day.





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Office Use Only

License # \_\_\_\_\_

Fee (If Applicable): \_\_\_\_\_

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

Cash: \_\_\_\_\_ Check: \_\_\_\_\_

Charge: \_\_\_\_\_

Initial: \_\_\_\_\_

Village Council Approval Date: \_\_\_\_\_

**Amusement Establishment License Application**  
**Pursuant to Section 3-3-12 of Forest Park Liquor Code**

Date of Application: 12/8/2021

Name of Liquor License Establishment: Shortstop

Class of Forest Park Liquor License: A1

Name of Applicant(s): Lynn Sorice

Business Address: 7425 Madison St. Forest Park 60130

Telephone Number(s): 708-732-8460 708-421-8332

E-mail Address(es): LCSORICE@hotmail.com

Square Footage of Licensed Premises: 2100

Please describe in detail the type of amusement (as defined below) that will be offered on the premises. Be sure to include the location of the amusement(s), dates and times that the amusement(s) will be offered and efforts that will be made to ensure that the amusement(s) will not have noise or other types of impacts outside of the licensed premises. You are welcome to attach/use additional documentation to this application in efforts to provide the Local Liquor Commissioner and Village Council a better understanding of what type(s) of amusement(s) will be offered at the licensed premises.

We would like to run a KJ/DJ using our own equipment and employees on Monday, Thurs, Fri, Sat & Sunday from 6 pm till 11 pm.

All windows and doors will remain closed during these shows and we will constantly fine tune our policies when needed.  
We will police our customers outside as well.



I hereby certify I am the owner of the above-described liquor license establishment. I understand that the issuance and continuation of this license is conditional upon compliance with all applicable Village Codes and Ordinances and the result of any inspection of the above premises at this time or any subsequent inspection while this license is in force. I acknowledge that I am signing this application under the penalty of perjury and that all information is true and correct.

Signature: Yvonne Sorice

Date: 1/5/2022

**FOREST PARK LIQUOR CODE**

*As of 10/12/2021*

**3-3-12: ENTERTAINMENT LICENSE:**

- A. "Entertainment" as used herein shall include, but not be limited to, any public show, theatrical, animate or inanimate exhibition, live bands performing music (maximum of 5 performers), DJ's, karaoke, or any other amusement, diversion, production, etc. offered, operated, presented or exhibited to the public.
- B. No licensee shall sponsor, conduct, or permit entertainment (as defined above) in any licensed premises unless the application for a license therefor has been submitted to and approved by the local liquor commissioner and the village council.
- C. Indoor entertainment shall cease at 11:00 p.m.

**3-3-9-F: Live Music:** In any premises upon which the sale of alcoholic liquor is licensed, all exterior windows and doors to the licensed premises shall remain closed during the playing or performing of any live music.

**3-3-5-M-2:** No amplified live entertainment shall be permitted on the patio area (beer garden) of the licensed premises. Acoustic entertainment shall be permitted, subject to the premises being issued an Entertainment License by the Village Council, in accordance with Section 3-3-12 of this Chapter 3.

**3-3-5-M-5:** Permitted live entertainment on the patios of liquor licensed establishments shall cease at 9:00 p.m. on each permitted day.



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Office Use Only

License # \_\_\_\_\_

Fee (If Applicable): \_\_\_\_\_

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

Cash: \_\_\_\_\_ Check: \_\_\_\_\_

Charge: \_\_\_\_\_

Initial: \_\_\_\_\_

Village Council Approval Date: \_\_\_\_\_

**Entertainment License Application**

*Pursuant to Section 3-3-12 of Forest Park Liquor Code*

Date of Application: January 6, 2022

Name of Liquor License Establishment: The Lantern Haus

Class of Forest Park Liquor License: A1

Name of Applicant(s): Patrick Jacknow

Business Address: 7414 Madison Street

Telephone Number(s): 708-705-3375

E-mail Address(es): jacknow@yahoo.com

Square Footage of Licensed Premises: 1,456

Please describe in detail the type of entertainment (as defined below) that will be offered on the premises. Be sure to include the location of the entertainment being offered, dates and times that the entertainment will be offered and efforts that will be made to ensure that the entertainment will not have noise or other types of impacts outside of the licensed premises. You are welcome to attach/use additional documentation to this application in efforts to provide the Local Liquor Commissioner and Village Council a better understanding of what type(s) of entertainment will be offered at the licensed premises.

I am looking for an entertainment license for a DJ  
on the dates: January 9<sup>th</sup>, 11<sup>th</sup>, 12<sup>th</sup>, 15<sup>th</sup>, 16<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup> & 30<sup>th</sup>.  
Our business is mindful of the volume and has been  
to date with zero tickets for noise violations.  
I installed sound proofing when I rehabbed the  
bar space.



I hereby certify I am the owner of the above-described liquor license establishment. I understand that the issuance and continuation of this license is conditional upon compliance with all applicable Village Codes and Ordinances and the result of any inspection of the above premises at this time or any subsequent inspection while this license is in force. I acknowledge that I am signing this application under the penalty of perjury and that all information is true and correct.

Signature: Patrick J. Jackson

Date: 1-6-2022

**FOREST PARK LIQUOR CODE**

*As of 10/12/2021*

**3-3-12: ENTERTAINMENT LICENSE:**

- A. "Entertainment" as used herein shall include, but not be limited to, any public show, theatrical, animate or inanimate exhibition, live bands performing music (maximum of 5 performers), DJ's, karaoke, or any other amusement, diversion, production, etc. offered, operated, presented or exhibited to the public.
- B. No licensee shall sponsor, conduct, or permit entertainment (as defined above) in any licensed premises unless the application for a license therefor has been submitted to and approved by the local liquor commissioner and the village council.
- C. Indoor entertainment shall cease at 11:00 p.m.

3-3-9-F: Live Music: In any premises upon which the sale of alcoholic liquor is licensed, all exterior windows and doors to the licensed premises shall remain closed during the playing or performing of any live music.

3-3-5-M-2: No amplified live entertainment shall be permitted on the patio area (beer garden) of the licensed premises. Acoustic entertainment shall be permitted, subject to the premises being issued an Entertainment License by the Village Council, in accordance with Section 3-3-12 of this Chapter 3.

3-3-5-M-5: Permitted live entertainment on the patios of liquor licensed establishments shall cease at 9:00 p.m. on each permitted day.

2021 DEC 21 PM 5:10  
VILLAGE OF FOREST PARK



PH 5:10  
VILLAGE OF FOREST PARK

**RAFFLE LICENSE APPLICATION  
IN THE VILLAGE OF FOREST PARK, COOK COUNTY, ILLINOIS**

**APPLICATION INFORMATION**

- Type of Organization:**
- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Business    | <input type="checkbox"/> Charitable          |
| <input type="checkbox"/> Educational | <input type="checkbox"/> Fraternal           |
| <input type="checkbox"/> Nonprofit   | <input type="checkbox"/> Religious           |
|                                      | <input checked="" type="checkbox"/> Veterans |

Name of Organization: FOREST PARK AMERICAN LEGION Post 414

Address: 500 CIRCLE F.P. 60130

Applicant's Name: MICHAEL THOMPSON

Email Address: [REDACTED] Phone: (708) 846-8788

Length of time organization has been in existence: 100 yrs

Place and date of organization's charter, if applicable:

Place: 500 CIRCLE F.P. Date: APR 15, 1921

**Items required (no later than 30 days prior to the start of all raffle sales):**

- ☐ Application Fee
  - Class A if aggregate prize value does not exceed \$500.00 - \$25.00
  - Class B if aggregate prize value is between \$500.00 and \$5,000.00 - \$25.00
  - Class C if aggregate prize value is between \$5,000.00 and \$50,000.00 - \$25.00
  - Class D if aggregate prize value is greater than \$50,000.00 - \$25.00
- ☐ Articles of Incorporation and/or Charter
- ☐ Organization's Raffle Rules
- ☐ Organization's IRS Letter of Determination (if applicable)
- ☐ Fidelity Bond



### OFFICER INFORMATION

President/Chairperson's Name:

Tim Hogan

Address:

Telephone #:

Email:

Secretary's Name (if applicable):

Address:

Telephone #:

Email:

Treasurer's Name:

Address:

Telephone #:

Email:

Raffle Manager's Name:

Michael Thompson

Address:

Telephone #:

Email:

### RAFFLE INFORMATION

☐ Traditional

☒ 50/50

☐ Progressive

#### **Ticket Sales:**

Date(s) of Raffle Ticket Sales (must not exceed 365 days):

FEB 13, 22 to FEB 13, 22

Area(s) where Raffle Tickets will be sold:

500 CIRCLE

Raffle Ticket Price:

\$5.00 PER

Maximum number of tickets to be sold:

100

#### **Drawing(s):**

Date(s) and time(s) of raffle drawing:

FEB 13, 22

Location of raffle drawing(s):

5:00pm to 1000PM

### BOND INFORMATION

All operation of and the conduct of raffles shall be under the supervision of a single raffle manager designated by the organization. The raffle manager shall give a fidelity bond in the sum of the aggregate retail value of the prizes as set out on the application. The bond shall be in favor of the organization conditioned upon the raffle manager's honesty in the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the village not less than thirty (30) days prior to its cancellation. The village clerk or his/her designee(s), may waive this bond requirement by including a waiver provision in the license.

### AFFIDAVIT

The undersigned hereby attest that all statements made herein are true and correct to the best of our knowledge. The undersigned further certify that they have read Chapter 3-16 of the Village of Forest Park Code, and that the organization which they represent is qualified and eligible to obtain a raffle license in the Village of Forest Park according to the requirements as set forth in 230 ILCS 15-0.01 et seq. (State of Illinois Raffles Act) and the Village of Forest Park Municipal Code Section 3-16, and further certify that we will abide by all rules and regulations as set forth by the State of Illinois and the Village of Forest Park. Our Audit information will be returned no later than 30 business days from the conclusion of the raffle.

The undersigned also understands and agrees that failure to comply with any of the requirements of the Raffle Ordinance constitutes a violation, and that whoever violates any section of the provisions of this article is guilty of a misdemeanor and may be punished as provided in Section 3-16-13 of the Village of Forest Park Code of Ordinances.

[Redacted Signature]

Applicant

[Redacted Signature]

President/Chairman

Secretary

*Michael Thompson*

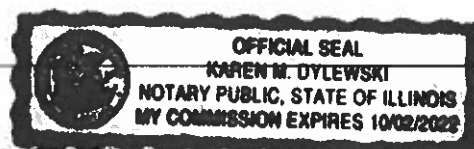
Raffle Manager

Subscribed and sworn to me this 20 day of

December, 20  

[Redacted Signature]

Notary Public



(SEAL)





Dear Village Council,

The Historical Society of Forest Park, Forest Park Against Racism, the Forest Park Public Library, and the Midwest Juneteenth Committee is hoping to have banners for our joint Black History Month programming hung from January 24 until February 28th. I know this is a little longer than usual but the programming does run for the entire month of February and we would greatly appreciate if the banners could hang longer.

We would like to hang them at:

Circle/Madison  
Des Plaines/Madison

These banners would help get the word out to the community about our free family friendly event. The events will be both virtual and in person

Sincerely,

Alexis Ellers  
Executive Director  
Historical Society of Forest Park

**446 Hannah Avenue**

September 20, 2021

Mayor Rory Hoskins  
Village of Forest Park  
517 Des Plaines Avenue  
Forest Park IL 60130

Ref. GERMAN FEST 2022; Friday/Saturday, June 24/25 - 2022

Dear Mayor Hoskins,

Our last (fifth) GERMAN FEST in June of 2019 attracted an increased number of visitors and we were happy to receive many positive comments about this community festival. Unfortunately because of the Covid-19 Pandemic, we had to cancel the festival the last two years. Hopefully the conditions will improve by next Spring. The Harlem German Chorus, together with D.A.N.K. West (a German/American cultural society) would like to continue with "GERMAN FEST", an "Oktoberfest-like" festival in Forest Park.

Our preliminary plans are the following:

Dates/Times:	Friday, June 24 - 2022	12:00 noon to 11:00 pm
	Saturday, June 25 - 2022	12:00 noon to 11:00 pm
Location:	"The Grove", Madison Street/Van Buren Street, Forest Park	
Facilities:	Festival Tent 30 x 80 ft. with tables, chairs, stage (Rental)	
	Bar with small trailer to serve draft beer and wine	
	Pavilions (2 Existing) to serve German food (Bratwurst, potato pancakes, Pretzel) and American food (Hot Dogs, cakes)	
	Portable toilets (Rental)	
Activities:	Festival Tent: Live German/American bands, dance groups	
	Festival Grounds: Games, children activities	
Participation:	Plans are to invite all not-for-profit organizations in Forest Park, e.g. fraternal, cultural, school and church groups.	

We would like to ask the Mayor and the Village Council for permission to have the above stated outdoor festival at "The Grove", Madison Street/Van Buren Street, Forest Park on Friday, June 24 and Saturday, June 25 – 2022.

Sincerely,

Peter Herdeg  
President  
Harlem Männer- und Damenchor  
Phone: 630-545-1015 (Mobile)  
E-mail: [HerdegTech@aol.com](mailto:HerdegTech@aol.com)

Fred Leinweber  
President  
D.A.N.K. West  
Phone: 630-805-1504  
E-mail: [fgleinweber@gmail.com](mailto:fgleinweber@gmail.com)