



**TENTATIVE A g e n d a**  
**President and Board of Trustees**  
**Monday, March 19, 2012**  
**Village Hall**  
**123 Madison Street**

**Open Meeting/Regular Meeting at 6:30 p.m. The Board is expected to immediately adjourn into Executive Session (Closed Session) in Room 130 at approximately 6:30 p.m. and will return to Open Session in the Council Chambers at 7:30 p.m.**

- I. Call to Order
- II. Roll Call
- III. Consideration of Motion to Adjourn to Executive Session to Discuss Sale of Property, Labor, Personnel and Litigation in Room 130 at 6:30 p.m.
- IV. Return to Open Session at 7:30 p.m. in Council Chambers

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The President and Board of Trustees welcome you. Statements may be made by citizens at the beginning of the meeting, as well as when agenda items are reviewed. If you wish to make a statement, please complete the “Instructions to Address the Village Board” form which is available at the back of the Chambers, and present it to the staff table at front. When recognized, approach the podium, state your name and address first, and please limit your remarks to three minutes.

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**Instructions for Non-Agenda Public Comment**  
**(3 minutes per person; 30 minutes maximum)**

Non-Agenda Public Comment is a time set aside at the beginning of each Regular Meeting for citizens to make statements about an issue or concern that is not on that meeting’s Agenda. It is not intended for a dialogue with the Board. You may also communicate with the Board via the Village Board voicemail at 708-358-5784 or email [Board@oak-park.us](mailto:Board@oak-park.us).

Non-agenda public comment will be limited to 30 minutes with a limit of 3 minutes per person. If comment requests exceed 30 minutes, public comment will resume after the items listed under the Regular Agenda are complete.

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**Instructions for Agenda Public Comment**  
**(3 minutes per person; 3 items per person maximum)**

Comments are 3 minutes per person per agenda item, with a maximum of 3 agenda items to which you can speak. In addition, the Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body. These items are noted with a (\*).

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- V. **Agenda Approval**
- VI. **Minutes – Special Meeting Minutes of February 27, 2012, Special Meeting Minutes of March 1, 2012 and Special Meeting Minutes of March 12, 2012**
- VII. **Non-Agenda Public Comment – *Please refer to instructions above.***
- VIII. **Proclamation – Commemorating the 100<sup>th</sup> Anniversary of the Park District of Oak Park, April 2, 2012**
- IX. **Proclamation – Earth Month**
- X. **Proclamation – Arbor Day**
- XI. **Village Manager Reports**
- XII. **Village Board Committees**  
**Overview:** This section is intended to be informational. If there are approved minutes from a recent Committee meeting of the Village Board, the minutes will be posted in this section.
- XIII. **Citizen Commission Vacancies**  
**Overview:** This is an ongoing list of current vacancies for the Citizens Involvement Commissions. Residents are encouraged to apply through the Village Clerk’s Office.
- XIV. **Citizen Commission Appointments, Reappointments, Removal, Resignation and Chair Appointments**  
**Overview:** Names are forwarded from the Citizens Involvement Commission to the Village Clerk and then forwarded to the Village President for recommendation. If any appointments are ready prior to the meeting, the agenda will be revised to list the names.
  - 1. **Public Art Advisory Commission – Lorenza Perelli, Appoint as Member**
  - 2. **Transportation Commission – Michael Stewart, Appoint as Member**
- XV. **Second Reading**
  - B. **Second Readings Related to Teen Alcohol, Cannabis and Tobacco Use**  
**Overview:** This item was previously discussed by the Board at a prior meeting. Comments were provided to staff to further refine the issues. This is a Second Reading. Final adoption is also proposed on the Regular Agenda.
    - 1. **Ordinance Amending Chapter 8, Article 6 of the Village Code Entitled “Comprehensive Regulation of Tobacco Products” and**
    - 2. **Ordinance Creating Chapter 17, Article 2, “Offenses Relating to Underage Drinking and Illicit Drug Use” and Amending Section 3-5-9(A) of the Village Code**
    - 3. **Ordinance Amending Chapter 29, Article 1 of the Village Code Related to the Scope of Authority of Administrative Law Judges to Authorize Administrative Law Judges**

**XVI. Regular Agenda**

- D. Ordinances Related to Teen Alcohol, Cannabis and Tobacco Use**  
**Overview:** This item was previously discussed by the Board at a prior meeting. Comments were provided to staff to further refine the issues. This is final adoption of the ordinances.
- 1. Ordinance Amending Chapter 8, Article 6 of the Village Code Entitled “Comprehensive Regulation of Tobacco Products” and**
  - 2. Ordinance Creating Chapter 17, Article 2, “Offenses Relating to Underage Drinking and Illicit Drug Use” and Amending Section 3-5-9(A) of the Village Code**
  - 3. Ordinance Amending Chapter 29, Article 1 of the Village Code Related to the Scope of Authority of Administrative Law Judges to Authorize Administrative Law Judges**
- E. Discussion and Public Comment Regarding the Village Manager Search**  
**Overview:** Formal steps to hire a new Village Manager will begin Monday, as the Village Board discusses the process and votes on releasing a request for qualifications to hire a consultant to manage the national search. Residents are invited to share their views at Monday's regular board meeting. In addition, ample future opportunities for public input are planned.
- 1. Motion to Release the RFQ for Consultant Services for Assistance with the Village Manager Search**
- G. Resolution Authorizing the Implementation of a Sewer Backup Protection Grant Program in an Amount of \$225,000.00 for Fiscal Year 2012**  
**Overview:** At the March 1, 2012 Village Board meeting direction was given to staff to prepare program guidelines for the implementation of a Sewer Backup Protection Grant Program for Fiscal Year 2012. The program will be managed by the Housing Programs Division with support from the Public Works Department.
- H. Consideration of a Recommendation from the Public Art Advisory Commission (PAAC) to Approve the Development of a Temporary Sculpture Exhibition in the Greater Downtown Area**  
**Overview:** This is a temporary exhibit of 12 sculptures proposed to be placed in the Greater Downtown Area from June 2, 2012 to October 13, 2012.
- 1. Motion to Accept the Recommendation from the PAAC and Area and Direct Staff to Prepare the Necessary Documents and Budget Amendment.**
- X. Presentation and Discussion of the Village of Oak Park 2012 TIGER Grant Application**  
**Overview:** A presentation will be made by staff and discussion held regarding the Transportation Investment Generating Economic Recovery (TIGER) grant application being submitted by the Village. The purpose of the grant application is to fund

infrastructure reinvestments as identified in Oak Park's Greater Downtown Master Plan, adopted in 2005.

- T. **Resolutions Authorizing the Terms and Conditions of the Village Manager Separation**
- XVII. **Consent Agenda**
- J. **Resolution Authorizing the Execution of an Amended Agreement between the Village of Oak Park and the Oak Park Regional Housing Center for 2012 in an Amount Not to Exceed \$385,000**  
**Overview:** On January 18, 2012 the Board approved an agreement with the Oak Park Regional Housing Center with funding of \$365,000 for 2012. This is an amendment to the annual agreement reflecting additional funding of \$20,000 recommended by the Finance Committee.
- K. **Resolution Authorizing the Execution of a Purchase Price Agreement with HD Supply Waterworks of Carol Stream, IL for Materials for Installation and Repair of Fire Hydrants, Water Services, Water mains and Sewers in an Amount Not to Exceed \$62,000.00 in Fiscal Year 2012**  
**Overview:** Authorization is requested to purchase materials for repairs to the Village's water and sewer system from HD Supply Waterworks in 2012. Competitive quotes were received and HD Supply Waterworks provided the lowest pricing. This is the only vendor where it is anticipated spending more than \$25,000.00. Staff recommends entering into a material purchase agreement in an amount not to exceed \$62,000.00.
- L. **Resolution Authorizing the Execution of a One-Year Contract Extension with DisposAll Waste Services, LLC of Forest View, IL for Village Wide Refuse/Recycling Container Pick Up Services in an Amount Not to Exceed \$132,000.00**  
**Overview:** The Village utilizes contract services for maintenance of approximately 250 refuse and recycling containers throughout the Village. DisposAll Waste Services has provided the Village this service for the past three years. DisposAll has offered to the Village a one year contract extension maintaining the current pricing. Staff recommends approval of this contract extension for one year until May 31, 2013.
- M. **Resolution Authorizing the Execution of a Cooperative Agreement between the Village of Oak Park and IFF in the Amount of \$2,215,666 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant**  
**Overview:** The Agreement provides that IFF as the West Cook County Housing Collaborative Coordinator will use the HUD funds to set up a revolving loan fund to create an acquisition and predevelopment fund to support affordable housing activities near transit.
- N. **Resolution Authorizing Execution of a Contract with Cerniglia Company for Project 12-5, Harlem Avenue Sewer Improvements in an Amount Not to Exceed \$177,197.00**  
**Overview:** Bids were opened for the Harlem Avenue Sewer Improvements project. This project will repair portions of the Village's sewer in preparation for the resurfacing of Harlem Avenue by the Illinois Department of Transportation. It is



recommended to award a contract to Cerniglia Company in the amount of their low bid.

**O. Motion Authorizing the Release of an Amendment to the 2011 US HUD Annual Action Plan for a 30-Day Public Comment Period**

**Overview:** The Board is being asked to make a motion to release the amendment, which incorporate the new US HUD Emergency Solutions Grant program into the Village's 2011 Annual Action Plan, for a 30-day public comment period.

**Q. Resolution Declaring a Distribution of \$619,917 in Tax Incremental Revenues from the Madison Street TIF District to Taxing Districts Based upon 2010 Tax Rates**

**Overview:** The Village entered into a settlement agreement in March of 1995 relating to the Madison Street TIF District which requires that an amount to be paid to District 97 is based upon 25% of the deficiency amount as calculated on the amount of the increment not available for taxation by the School District.

**R. Resolution Authorizing a One Year Agreement with Downtown Oak Park for the Installation and Maintenance of Seasonal Plantings in Village Landscaping for the Year 2012**

**Overview:** Downtown Oak Park desires to take on the responsibility of the planter maintenance and landscaping within their business district and in doing so the landscaping in this area will have a coordinated plan. A one year trial agreement has been proposed.

**S. Resolution Authorizing the Execution of a One Year Agreement with Christy Webber & Company of Chicago, Illinois for the 2012 Commercial District Planter Program in an amount not to exceed \$53,595.00**

**Overview:** The Village has received bids for maintenance of the 480 commercial district planters. Christy Webber & Company has provided the lowest responsible bid for this work in 2012. Staff is seeking approval of a one year agreement for this work.

**U. Resolution Authorizing a Professional Service Contract for an Employee Lease Agreement with GovTemps**

**Overview:** This is a temporary contract to fill the vacant Interim Parking Manager Position.

**V. Technical Corrections to Ordinance Further Amending Ordinance 2010-0-14, as Previously Amended by Ordinance 2010-0-91 and 2011-0-15, Authorizing Issuance of an Amended Special Use Permit to Permit a Planned Development for a Mixed Use Residential and Commercial Development with Residential Apartments, Retail Space and Public Parking**

**Overview:** This action is to recognize minor legal technical corrections to the ordinance.

**W. Resolution Authorizing the Village of Oak Park to Enter into a Collective Bargaining Agreement with the Teamsters, Local 705 Concerning Terms and Conditions of Employment for Equipment Operators and Related Job Classifications for a Term Commencing April 1, 2012 and ending March 31, 2014**

**Overview:** This is the formal adoption of this collective bargaining agreement for the employees represented by the Teamsters Local 705.

**XVIII. Motion to Approve the Bills for the weeks beginning March 5<sup>th</sup> through March 16<sup>th</sup> in an amount of \$896,317.09**

**Call to Board and Clerk**

**Adjourn**

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(\*) The Village Board permits a maximum of three persons to speak to each side of any one topic that is scheduled for or has been the subject of a public hearing by a designated hearing body.

For more information regarding Village Board meetings and agendas, please contact the Village Manager's Office at 708.358.5770. If you require assistance to participate in any Village program or activity, contact the ADA Coordinator at 708.358,5430 or e-mail [adacoordinator@oak-park.us](mailto:adacoordinator@oak-park.us) at least 48 hours before the scheduled activity.

Agendas and agenda materials are now available electronically on the village web site. Visit [www.oak-park.us](http://www.oak-park.us), mouse-over News, then click on Board Agendas and Minutes.

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**DRAFT MINUTES - SPECIAL BOARD MEETING  
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK  
HELD ON MONDAY, FEBRUARY 27<sup>TH</sup>, 2012 AT 7:00 P.M.  
IN ROOM 101 OF OAK PARK VILLAGE HALL**

**I. CALL TO ORDER**

President Pope called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

PRESENT: Trustees Hedges, Johnson, Lueck, and Tucker; President Pope  
ABSENT: Trustees Brewer and Salzman

**III. AGENDA APPROVAL**

It was moved and seconded to approve the agenda for the meeting. A voice vote was taken and the agenda was approved as presented.

**IV. PUBLIC COMMENT**

There was no public comment.

*All Ordinances and Resolutions adopted herein are  
herewith ordered filed in the Office of the Village Clerk*

- V. It was moved and seconded that Resolution 2012-R-44 entitled **RESOLUTION DESIGNATING CARA PAVLICEK AS INTERIM VILLAGE MANAGER** be adopted.

The roll call on the vote was as follows:

AYES: Trustees Hedges, Johnson, Lueck and Tucker; President Pope

NAYS: None

ABSENT: Trustees Brewer and Salzman

The resolution was adopted.

**VI. ECONOMIC DEVELOPMENT DISCUSSION**

Business Services Manager Loretta Daly gave an historic overview of the development of the commercial corridors within Oak Park.

Village Planner Craig Failor referred to the Comprehensive Plans for each of the Business Districts and discussed accomplishments to date as well as clarification regarding moving forward with those plans.

Ms. Daly, Mr. Failor and Sara Faust of OPDC answered questions from the Board.

Vacant properties were discussed. President Pope questioned how long one Village owned property should be held onto in order to achieve what's in the plan or does the plan need to be reexamined. He noted that the current economic climate differs from when the plan was created. There was discussion regarding options for this property.

Ms. Faust spoke about the current business environment including occupancy, business mixes and sales tax revenue.

Ms. Faust presented the Retention Plan Matrix, which described strategies to maintain existing businesses.

Ms. Daly presented the Recruitment Plan Matrix, which described strategies to bring new businesses to Oak Park.

Mr. Failor gave an Infrastructure Status Review, describing a history of infrastructure improvements such as streetscape and sewer work done within the Business Districts.

Ms. Daly, Mr. Failor and Ms. Faust answered question from the Board.

#### **VII. ADJOURN**

It was moved and seconded to adjourn. A voice vote was taken and the motion was approved. The meeting adjourned at 10:13 P.M. Monday, February 27, 2012.

#### **SUBMITTED AND RECORDED IN THE OFFICE OF:**

By: MaryAnn Schoenneman  
Interim Deputy Village Clerk

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Teresa Powell, Village Clerk

**DRAFT MINUTES - SPECIAL BOARD MEETING  
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK  
HELD ON THURSDAY, MARCH 1<sup>ST</sup>, 2012 AT 7:00 P.M.  
IN THE COUNCIL CHAMBERS OF OAK PARK VILLAGE HALL**

**I. CALL TO ORDER**

President Pro Tem Lueck called the meeting to order at 7:00 p.m.

**II. ROLL CALL**

PRESENT: Trustees Hedges, Johnson (7:10), Salzman and Tucker; President Pro Tem Lueck

ABSENT: Trustee Brewer and President Pope

**III. AGENDA APPROVAL**

It was moved and seconded to approve the agenda for the meeting. A voice vote was taken and the agenda was approved as presented.

**IV. PUBLIC COMMENT**

Eric Davis, 1112 N. Lombard Ave. Mr. Davis spoke in favor of a Village cost sharing grant program to assist homeowners affected by flooding.

Zerrin Bulut, 1105 N. Harvey. Ms. Bulut urged the Board to take measures on improving the sewer system as well as offering grants to homeowners for flood prevention improvements in their homes.

Jeff Danielski, 122 Le Moyne Parkway. Mr. Danielski also spoke in favor of a cost sharing program for flood prevention.

Joseph Meyer, 805 Gunderson. Mr. Meyer noted that addressing flood concerns should be a priority of the Village.

**V. STATUS REPORT ON POTENTIAL FLOOD MITIGATION EFFORTS AS OUTLINED  
IN THE MWH CONSULTING ENGINEERS REPORT**

President Pro Tem Lueck stated that topics to be discussed will include downspout disconnection, overhead sewer systems, Village-wide study of the sewers, inlet restrictions, bioswales on Le Moyne and hazard mitigation.

Downspout Disconnection

Public Works Director John Wielebnicki gave an overview of the recent storm events and subsequent discussions that followed. He stated that several opportunities for improvements were suggested in this report and noted that downspout disconnection ranked highest. This could be incorporated as part of Building and Property Standards' neighborhood walk inspection program. The downspout disconnection program is currently

being proposed as voluntary but can be changed to mandatory. He referred to the brochure drafted, stating that it will be distributed to homeowners and describes the benefits of disconnection as well as step-by-step instructions.

Trustee Johnson asked that the section in the brochure regarding disconnecting and extending the downspout be clarified. Mr. Wielebnicki explained that the downspout should be disconnected from the pipe going into the sewer and extended away from the building to prevent seepage. He noted the need for clarification.

Trustee Johnson added that some distinction between single family and multi-family residences should be addressed in the language, as the increased runoff from multi-family buildings may create additional problems. Mr. Wielebnicki agreed, adding that this is why they must be cautious in regards to making this a mandatory program.

It was moved and seconded to direct the Department of Public Works to pursue a voluntary downspout disconnection program as presented with the suggested changes discussed.

The roll call on the vote was as follows:

AYES: Trustees Hedges, Johnson, Salzman and Tucker; President Pro Tem Lueck

NAYS: None

ABSENT: Trustee Brewer and President Pope

The motion was approved.

#### Overhead Sewers and Backflow Prevention

The next topic of discussion was overhead sewers and backflow prevention. Mr. Wielebnicki acknowledged that these types of systems give residents almost 100 percent protection from Village sewer backup. He gave a presentation that described how gravity and overhead sewers and backflow prevention valves operate. Mr. Wielebnicki stated that a grant versus loan program was discussed at length with the Finance Committee. Their recommendation is to move forward with a loan program of 50 percent reimbursement up to a maximum of \$2,500; \$225,000 would be dedicated towards this program.

President Pro Tem Lueck confirmed that the Board was in agreement that it is an appropriate action to support the overhead sewer and backflow prevention program in some way. She stated that the Village has a history of investing in private property for the public good and noted that the flooding is a public infrastructure failure, although not entirely Oak Park's. Changes on the individual property are the most effective and efficient way of dealing with the flooding issue and it's in the public interest to maintain property values. Trustee Johnson added that this impacts the household and the health and well-being and the quality of life of residents, based on an impact from somewhere else.

President Pro Tem Lueck stated that the two major issues to be decided are the dollar amount to be invested in individual households and whether it be a grant, loan, or a combination of the two.

Trustee Salzman asked for a recap of what was discussed by the Finance Committee and how they arrived at their recommendation. Trustee Hedges stated that other communities provide matching funds. Also, this would be consistent with some of the Village's other loan programs, given that the money would come due when the house is sold. He added that this would not cause an immediate financial burden and be interest free, unlike a home equity

loan. Trustee Tucker was in favor of a grant program and noted that there are problems with the loan program, such as hurting one's credit or placing a secondary loan on a property when its principal does not support the loan.

Housing Services Manager Tammie Grossman spoke about the current grant and loan programs that her department administers, adding that the flood mitigation program, whether it be loans or grants, should coordinate with those programs.

Trustee Hedges suggested a means test. Ms. Grossman noted that Housing Services at one time had a garage grant program with a means test associated with that program. Different levels of grants were given based on the homeowner's income.

There was a discussion regarding whether this program should be grants or loans. Trustee Johnson spoke in favor of grants, and at a higher level than what was proposed by the Finance Committee. Trustee Tucker agreed and referred to Ms. Grossman's comments and stated that should they move forward with a grant program, those of lower income status should also still be eligible to participate in the grant program as well as the current Housing Services loan program.

With the consensus of the Board favoring a grant, the discussion focused on determining what amount should be offered. Trustees Johnson and Tucker were in favor of \$4000 - \$5000, which would cover half the cost of installing a flood mitigation system. President Pro Tem Lueck pointed out that the higher the amount given out, the fewer people it would benefit. Trustee Salzman agreed, stating that this should be available to the largest amount of people possible and suggested \$1500. President Pro Tem Lueck suggested \$3500 as a compromise between the highest and lowest figures discussed.

Trustee Hedges stated that those with financial difficulty should be considered first. Ms. Grossman recommended that people under a certain income threshold be allowed to apply first, by a specific date. Once those applications are processed, grants can be offered to other applicants.

Trustee Tucker raised the issue of a retroactive component; those who were already issued a permit could retroactively apply and be reimbursed. The Board agreed to a two year retroactivity. President Pro Tem Lueck added that these residents would then be in line before anybody else, except for those who meet the income criteria.

There was discussion regarding the means test as well as documentation of prior flooding.

It was moved and seconded to create a \$3500 grant program with a means test and instruct staff to prepare the necessary documents for the Board's finalization and the retroactivity component.

The roll call on the vote was as follows:

AYES: Trustees Hedges, Johnson, Salzman and Tucker; President Pro Tem Lueck

NAYS: None

ABSENT: Trustee Brewer and President Pope

The motion was approved.

### Sewer Study Update

Village Engineer Jim Budrick spoke about the next step being considered; a combined sewer system modeling project. The first phase, to be completed in 2012, is the development of a detailed GIS map of the existing sewer system that will give three dimensional information regarding locations and elevations. The cost for this is \$100,000. The next phase, to be completed in 2013, consists of creating a working model of the sewer system to be used for future planning and designs, for working out a more detailed inlet restriction program, as well as focus around capital improvements as improvements are made to the sewer system. The cost for this is \$150,000. He added that the Finance Committee supported this proposal and is moving ahead with an RFP.

Trustee Johnson expressed concern regarding how beneficial and appropriate this system would be and asked if other communities were using this type of software. Civil Engineer Bill McKenna explained how this will address the needs of the Village.

It was moved and seconded to direct staff to prepare an RFP.

The roll call on the vote was as follows:

AYES: Trustees Hedges, Johnson, Salzman and Tucker; President Pro Tem Lueck

NAYS: None

ABSENT: Trustee Brewer and President Pope

The motion was approved.

### Inlet Restriction

Mr. Wielebnicki stated that Inlet restriction is another opportunity that was recommended regard to dealing with flooding. He was proposing to begin a pilot program to test the effectiveness of that on one block in the Northwest portion of the Village. The Finance Committee recommended allocating \$25,000, which includes surveying, the cost of the restrictors and monitoring afterwards. The work would be done in-house.

It was moved and seconded to move forward with the pilot program and the Finance Committee's recommendation of up to \$25,000 for the inlet restriction initiative.

The roll call on the vote was as follows:

AYES: Trustees Hedges, Johnson, Salzman and Tucker; President Pro Tem Lueck

NAYS: None

ABSENT: Trustee Brewer and President Pope

The motion was approved.

Mr. Wielebnicki and Mr. McKenna gave an update on the sewer system inspection.

### Bioswales

Mr. Wielebnicki commented that the construction of bioswales was also included in the recommendations. He added that the Village had applied for a Green Infrastructure Grant for Le Moyne Parkway, from Lombard to Austin and Harvey to Austin, to convert what is currently a grass parkway and the highest point on the street, to a bioswale, which would become the lowest part of the street. The grant is for 40 percent of a total estimated cost of \$1.9 million; this work would be completed in 2013. He added that should this go forward, a public meeting with the residents of that area would be held, as this will change the overall look of



that whole section of the Village. Mr. Wielebnicki and Mr. McKenna explained the construction process and function of bioswales.

Mr. Wielebnicki stated that infrastructure grant application has been submitted for a Green alley project, which will convert eight alleys to permeable pavement. This would be a 2013 capital improvement project for 2013 as well.

Mr. Wielebnicki gave an update on discussions regarding approaching FEMA with a multi-hazard mitigation plan.

**VII. ADJOURN**

It was moved and seconded to adjourn. A voice vote was taken and the motion was approved. The meeting adjourned at 9:30 P.M. Thursday, March 1, 2012.

**SUBMITTED AND RECORDED IN THE OFFICE OF:**

By: MaryAnn Schoenneman  
Interim Deputy Village Clerk

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Teresa Powell, Village Clerk

**DRAFT MINUTES - SPECIAL BOARD MEETING  
PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF OAK PARK  
HELD ON THURSDAY, MARCH 12<sup>th</sup>, 2012 AT 6:30 P.M.  
IN ROOM 130 OF OAK PARK VILLAGE HALL**

**I. CALL TO ORDER**

President Pope called the meeting to order at 6:32 p.m.

**II. ROLL CALL**

PRESENT: Trustees Brewer, Hedges, Johnson, Lueck, Salzman and Tucker; President Pope

ABSENT: None

**III. AGENDA APPROVAL**

It was moved and seconded to approve the agenda for the meeting. A voice vote was taken and the agenda was approved as presented.

**IV. PUBLIC COMMENT**

There was no Public Comment.

**V. Resolution Authorizing Resolution Authorizing the Execution of a Contract with DeKalb Mechanical for Design/Build Services for a Geothermal HVAC System for Village Hall Council Chambers in an Amount to Exceed \$305,000.00**

It was moved and seconded that a Resolution Authorizing Resolution Authorizing the Execution of a Contract with DeKalb Mechanical for Design/Build Services for a Geothermal HVAC System for Village Hall Council Chambers in an Amount to Exceed \$305,000.00 be adopted.

Interim Village Manager Cara Pavlicek introduced Public Works Director John Wielebnicki and Building Maintenance Superintendent Vic Sabalauskas to discuss this proposal. Mr. Wielebnicki explained that this proposal was a follow-up to the Board discussion of February 21 regarding a new geothermal HVAC system for Council Chambers and reviewed the options and costs discussed earlier. The Board also reviewed the recommendations from the Historic Preservation Commission prepared at the request of the Board.

It was also noted that eligibility for a \$72,000 grant requires approval of a contract to obligate funds by 4:00 pm on Monday, March 19<sup>th</sup>. A new proposal raised for a below-ground option in the space beneath Council Chambers would require about two weeks to get pricing. Acting Village Attorney Simone Boutet proposed contract language to fund digging of the wells for a geothermal system for \$82,000 as an alternative which would obligate the required funds.

Christina Morris, Chair of the Historic Preservation Commission, explained that local ordinance requires that a building be 50 years old to be designated as a local landmark, but that the design by a noted architect, its size and prominent location make this building of potential interest for designation. She noted that all Federal grants require consideration of whether the building may be designated as a landmark. If they meet this requirement, any work must consider mitigation of the impact of any new construction. She clarified that eligibility effectively equals designation. Ms. Boutet noted that this information must be compiled before spending Federal funds to alter a building. Trustee Brewer asked if we can obligate funds without completing the designation process. Mr. Wielebnicki noted that work would not begin until August, providing time for the designation review to be completed.

There was further discussion of creating a new underground vault below Council Chambers to house the equipment which would not alter the architecture. Trustee Hedges noted that a reflecting pool in that location has already been removed due to leaking. Trustee Lueck noted that the University of Illinois campus was also designed by a noted architect but that elements of the structure which were determined not to be functional were later removed.

The motion was withdrawn.

Trustee Johnson asked whether any trees would be removed for the wells. One tree may be affected. Trustees Johnson and Salzman expressed concern about this process and incomplete information. Mr. Wielebnicki noted that if we move forward with this contract for only \$82,000, the contractor may decline to sign it. Ms. Boutet asked for clarification that a forced air solution is off the table.

Trustee Hedges noted that, according to the Village contract with Commonwealth Edison, we do not pay for this energy, so this solution, while it will save energy use, costs \$200,000-\$300,000 and has a negative economic impact. Trustee Lueck noted that if we approve the contract for \$82,000, it will cost an additional \$90,000, a greater amount than was anticipated. President Pope noted that with the grant, the Village would spend an additional \$18,000 beyond the cost of an outside structure without the grant.

Ms. Boutet proposed new language for the motion, and President Pope repeated the language of the motion.

It was moved and seconded that Resolution 2012-R-54 entitled **RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND DEKALB MECHANICAL, FOR INSTALLATION OF GEOTHERMAL WELLS FOR GEOTHERMAL HVAC SYSTEM FOR VILLAGE HALL COUNCIL CHAMBERS IN AN AMOUNT NOT TO EXCEED \$82,000** be adopted.

The roll call on the vote was as follows:

AYES: Trustees Brewer, Hedges, Johnson, Lueck, Salzman, Tucker, President Pope

NAYS: None

ABSENT: None

The motion was approved.

**VI. ADJOURN TO EXECUTIVE SESSION TO DISCUSS LITIGATION**

In compliance with the Open Meetings Act, it was moved and seconded to adjourn to Executive Session to discuss litigation in Room 130.

The roll call on the vote was as follows:

AYES: Trustees Brewer, Hedges, Johnson, Lueck, Salzman and Tucker; President Pope

NAYS: None

ABSENT: None

The motion was approved.

The Special Meeting was adjourned at 7:45 PM.

**SUBMITTED AND RECORDED IN THE OFFICE OF:**

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Teresa Powell, Village Clerk

# PROCLAMATION

## COMMEMORATING THE 100<sup>TH</sup> ANNIVERSARY OF THE PARK DISTRICT OF OAK PARK

APRIL 2, 2012

**WHEREAS**, the Park District of Oak Park, since formed by voter referendum on April 2, 1912, has provided quality parks, green space and recreational opportunities for both residents and guests from around the world; and

**WHEREAS**, the Park District has become a multi-faceted organization that includes 18 parks, nine recreation centers, two historic mansions, and a horticulture conservatory, all devoted to serving its residents with exceptional programs and recreational opportunities; and

**WHEREAS**, the Park District has created strong relationships with numerous sports, conservation, cultural and recreational organizations, as well as service agencies and sister government agencies, that use Park District resources to the great benefit of residents; and

**WHEREAS**, the Park District offers over 3,000 cultural, recreational and sports programs that enhance the lives of over 44,000 participants annually, building individual self esteem and strong family bonds; and

**WHEREAS**, the Park District preserves and protects parks and open spaces, which are vital to Oak Park's recognition as a great place to live, work and play.

**NOW THEREFORE**, I, David G. Pope, President of the Village of Oak Park and the Board of Trustees, do hereby commemorate the 100<sup>th</sup> Anniversary of the Park District of Oak Park and congratulate its Board of Commissioners, staff and citizen volunteers for 100 years of providing many opportunities and excellent service to the community.

DATED this 19<sup>th</sup> day of March, 2012.

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David G. Pope  
Village President

ATTEST:

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Teresa Powell  
Village Clerk

# PROCLAMATION

## EARTH MONTH

APRIL 2012

**WHEREAS**, in 1970, Senator Gaylord Nelson proposed to the Congress of the United States that a special day be set aside to celebrate and promote environmental awareness, called Earth Day, which is observed on April 22<sup>nd</sup>; and

**WHEREAS**, the Village of Oak Park has made a commitment to preserving and enhancing the quality of the environment by appointing residents to serve on the Environment and Energy Commission; and

**WHEREAS**, the Village of Oak Park and the Oak Park Environment & Energy Commission support the "Green Tuesdays" environmental lecture series to be held at the Oak Park Public Library on April 3<sup>rd</sup>, April 10<sup>th</sup>, April 17<sup>th</sup> and April 24<sup>th</sup>; and

**WHEREAS**, the Village of Oak Park in partnership with the Oak Park Environment & Energy Commission and the Oak Park Board of Health will host an Unused Medication collection sponsored by the Cook County Department of Environment during Earth Fest at the Oak Park Public Works Center on Saturday, April 21<sup>st</sup>; and

**WHEREAS**, the Village of Oak Park will sponsor a shredded paper recycling event at the Oak Park Public Works Center on Saturday, April 14<sup>th</sup> and "The Great Paint Exchange" at the Oak Park Public Works Center on Saturday, April 28<sup>th</sup>; and

**WHEREAS**, the Village of Oak Park will implement a pilot program for food scrap composting collections; and

**WHEREAS**, the Village of Oak Park will host the 3<sup>rd</sup> Annual Oak Park Earth Fest event to be held at the Public Works Center on Saturday, April 21<sup>st</sup>; and

**WHEREAS**, the Village of Oak Park has long been recognized as a leader in providing recycling opportunities for residents, schools and public institutions.

**NOW, THEREFORE, I**, David G. Pope, President of the Village of Oak Park and Board of Trustees, do hereby proclaim the Month of April, 2012, as EARTH MONTH and ask citizens, businesses, government agencies and other organizations to strive to recycle whenever possible, encourage environmental responsibility and promote environmental awareness, not only during this month but throughout the year.

DATED this 19<sup>th</sup> day of March, 2012.

\_\_\_\_\_  
David G. Pope, Village President

ATTEST:

\_\_\_\_\_  
Teresa Powell, Village Clerk

# PROCLAMATION

## ARBOR DAY

APRIL 27, 2012

**WHEREAS**, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world and specifically in Illinois since 1887; and

**WHEREAS**, trees reduce erosion, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and are a renewable resource giving us paper, wood for construction, fuel for our fires and countless other wood products; and

**WHEREAS**, trees in the Village increase property values, enhance the economic vitality of business areas, beautify our community, and whenever they are planted, provide a source of enjoyment; and

**WHEREAS**, Oak Park has been recognized as a Tree City USA by the National Arbor Day Foundation for twenty-seven years and recognized as a Tree city USA Growth Award designee for eleven years and desires to emphasize tree-planting by focusing on tree planting and related activities; and

**WHEREAS**, the Forestry commission will sponsor a commemorative tree planting at the West Cook YMCA in Oak Park on Friday, April 27<sup>th</sup>,

**NOW, THEREFORE, I**, David G. Pope, President of the Village of Oak Park and Board of Trustees, do hereby proclaim Friday, April 27<sup>th</sup>, 2012, as Arbor Day, commemorated by a ceremonial tree planting at the West Cook YMCA in Oak Park, and urge all citizens to support efforts to protect our existing trees, assist the Village's Forestry Program, and plant trees to gladden the hearts and promote the well-being of present and future generations.

DATED, this 19<sup>th</sup> day of March, 2012.

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David G. Pope, Village President  
Village President

ATTEST:

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Teresa Powell, Village Clerk

**Citizen Boards and Commissions  
Vacancies**

UPDATED: 3/12/2012

Committee Name	Total Members	Number of Vacancies	Expired but Serving*	Total # Needed
<b>BUILDING CODES ADVISORY COMMISSION</b>	9	2	0	2
<b>CITIZEN INVOLVEMENT COMMISSION</b>	9	1	0	1
CIVIC INFORMATION SYSTEMS COMMISSION	7	0	0	0
<b>COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE</b>	9	2	0	2
<b>COMMUNITY RELATIONS COMMISSION</b>	9	1	0	1
<b>CITIZEN POLICE OVERSIGHT COMMITTEE</b>	7	1	1	2
<b>COMMUNITY DESIGN COMMISSION</b>	13	3	0	3
<b>DISABILITY ACCESS COMMISSION</b>	7	1	0	1
<b>ENVIRONMENT &amp; ENERGY COMMISSION</b>	9	2	0	2
<b>FARMERS MARKET COMMISSION</b>	11	1	0	1
FIRE AND POLICE COMMISSION	3	0	0	0
HEALTH, BOARD OF	7	0	0	0
HISTORIC PRESERVATION COMMISSION	11	0	0	0
<b>HOUSING PROGRAMS ADVISORY COMMITTEE</b>	7	2	0	2
LIQUOR CONTROL REVIEW BOARD	5	0	0	0
PLAN COMMISSION	9	0	0	0
<b>PUBLIC ART ADVISORY COMMISSION</b>	11	1	0	1
<b>TRANSPORTATION COMMISSION</b>	7	1	0	1
<b>ZONING BOARD OF APPEALS</b>	7	2	0	2
<b>TOTAL</b>	<b>157</b>	<b>20</b>	<b>1</b>	<b>21</b>

Bolded CBACs need members

CHAIR EXPIRATION DATE

BUILDING CODES ADVISORY COMMISSION	9/7/2008	(2nd Term)
HISTORIC PRESERVATION COMMISSION	4/20/2012	(1st Term)
HOUSING PROGRAMS ADVISORY COMMITTEE	5/11/2012	(1st Term)
PUBLIC ART ADVISORY COMMISSION	5/11/2012	(1st Term)
CITIZEN POLICE OVERSIGHT COMMITTEE	10/17/2012	(1st Term)
CITIZEN INVOLVEMENT COMMISSION	6/20/2014	(1st Term)
LIQUOR CONTROL REVIEW BOARD	2/5/2013	(2nd Term)
COMMUNITY RELATIONS COMMISSION	1/19/2013	(1st Term)
ENVIRONMENT & ENERGY COMMISSION	9/7/2013	(1st Term)
PLAN COMMISSION	9/18/2013	(2nd Term)
FARMERS MARKET COMMISSION	2/4/2014	(2nd Term)
FIRE AND POLICE COMMISSION	2/7/2014	(2nd Term)
COMMUNITY DESIGN COMMISSION	5/16/2014	(1st Term)
DISABILITY ACCESS COMMISSION	6/6/2014	(1st Term)
CIVIC INFORMATION SYSTEMS COMMISSION	8/4/2014	(1st Term)
TRANSPORTATION COMMISSION	11/7/2014	(1st Term)
HEALTH, BOARD OF	12/5/2014	(1st Term)
COMMUNITY DEVELOPMENT CITIZENS ADVISORY COMMITTEE	2/6/2015	(1st Term)
ZONING BOARD OF APPEALS	7/18/2016	(1st Term)



# APPOINTMENTS

## 19 MARCH 2012

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### Public Art Advisory Commission

Appoint as Member:

Lorenza Perelli  
325 S. Oak Park Ave.  
773-517-2127

Term expires 3-19-15

### Transportation Commission

Appoint as Member:

Michael Stewart  
1187 S. Grove  
708-386-3801

B, D

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

Item Titles: 1. Second Reading and adoption of an Ordinance Amending Chapter 8, Article 6 of the Village Code Entitled "Comprehensive Regulation of Tobacco Products;"  
2. Second Reading and adoption of an Ordinance Creating Chapter 17, Article 2, "Offenses Relating to Underage Drinking and Illicit Drugs," and Amending Section 3-5-9(A) of the Village Code Entitled "Sales to Minors, Habitual Drunkards, and Mental Incompetents"; and  
3. Second Reading and adoption of an Ordinance Amending Chapter 29, Article 1 of the Village Code Related to the Scope of Authority of Administrative Law Judges.

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: March 19, 2012

Staff Review:

Department Director Name: [Signature]

Village Manager's Office: [Signature]

Item History:

This is the second reading of a group of ordinances related to underage drinking, possession of tobacco, cannabis and cannabis paraphernalia. Attached is a redlined version of the ordinances reflecting the comments made by the Board during first reading. Also attached is a clean copy of the ordinance for easier reading. The attached agenda commentary from the first reading sets forth the history of these ordinances.

As requested by the Board during the first reading, the Police Chief, the Acting Village Attorney, the Director of Adjudication and Health Department held a meeting with representatives from OPRF School District 200, Oak Park Township, the Village of River Forest, District 97 and District 90 to discuss implementation of these ordinances.

Item Policy Commentary:

Following the first reading, the following changes have been made:

- 1. The definition of "Host" and the ordinance prohibiting Social Hosting have been amended so that the prohibition against Social Hosting only applies to events held at the Host's residence or premises. These changes correct the first draft of the ordinance which could have been read to make anyone responsible for an underage drinking party regardless of whether the person owned or was in control

of the residence or premises where the event occurred.

2. As a technical matter, the definition of Host has been changed to include both a noun and a verb, as it is referred to in both contexts in the body of the ordinance.
3. The penalty provision on each ordinance and the authority of the Administrative Law Judges section of the Adjudication Code have all been changed to allow an Administrative Law Judge to order that a violator "complete" a community based education, counseling or treatment program, rather than just be referred to the program.
4. The manner in which the ordinance lays out the exceptions to enforcement of offenses related to alcohol has been changed. Because our Village Code allows minors to serve alcohol in connection with their employment provided they are at least 18 years old, the ordinance against possession of alcohol contains that specific exception. For the other alcohol related offenses, there is now a single Exceptions section applicable to each of those offenses. The Exceptions include alcohol served in the performance of a religious ceremony, and alcohol served, possessed or consumed in the presence of and with the approval of the Underage Person's parent or legal guardian. This incorporates current law and also covers those family events, such as weddings and other gatherings referenced by the Board at the last discussion.
5. The old ordinance regulating Sales to Minors "*Habitual Drunkards and Mental Incompetents*" has been amended to delete reference to any class of individuals other than Minors. The Village has not historically enforced a prohibition on selling alcohol to individuals who suffer from any type of mental or psychological impairment. Any such prohibition would be difficult to identify or prove in court. Additionally, a liquor license holder who sells alcohol to an impaired purchaser risks civil liability with much higher consequences than an ordinance violation proceeding. That civil liability should be a sufficient deterrent to address any remaining concerns.

Staff expects that the enforcement of these ordinances will not begin until the community has been informed of their existence, the officers have been trained, and the Administrative Law Judges have been trained in the existence and scope of the available community based education programs.

Because these ordinances apply to school aged persons, to the fullest extent possible, Adjudication will schedule hearings on these violations during night court or other times when school is not in session.

**Intergovernmental Cooperation Opportunities:**

These ordinances have been developed in cooperation with staff from the Oak Park Township, the Village of River Forest and interested citizens. While the Oak Park ordinances do not mimic the River Forest ordinances word for word, they embody the same concepts.

At the inter governmental staff discussion on March 16, all parties agreed that there will be no conflict between the school's enforcement of school rules through the disciplinary process and the police enforcement of the same type of conduct through the ordinance violation process. School rules are only enforced when the conduct occurs on school premises. The school will have the option, if it so chooses, to contact the police to enforce any of these offenses if they occur on school property. This is discretionary not mandatory.

**Item Budget Commentary:**

**Item Action Options/Alternatives:**

If the Board is interested in any further changes to these ordinances, the ordinance may be further amended to reflect the will of the Board.

**Proposed Recommended Action: Adopt the Ordinances**

**ORDINANCE AMENDING CHAPTER 8, ARTICLE 6  
OF THE VILLAGE CODE ENTITLED  
"COMPREHENSIVE REGULATION OF TOBACCO PRODUCTS"**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Oak Park, County of Cook, State of Illinois, in accordance with the Home Rule Powers granted to it under Article VII, Section 6 of the Constitution of the State of Illinois (1970), as amended, that Chapter 8, Article 6 of the Village Code entitled "Comprehensive Regulation of Tobacco Products" is hereby amended as follows:

**8-6-7: PURCHASE OR POSSESSION OF TOBACCO PRODUCTS BY MINORS PROHIBITED:**

A. It shall be unlawful for any person under the age of eighteen (18) years to purchase or possess any tobacco products as defined in Section 8-6-1 of this Article, or to misrepresent their identity or age, or to use any false or altered identification for the purpose of purchasing or possessing a tobacco products.

B. Any law enforcement officer who finds a person under the age of eighteen (18) years of age to be in possession of a tobacco product is authorized to seize and destroy the tobacco product.

**8-6-13: PENALTIES:**

A. Any person convicted of violating Section 8-6-7 of this Article shall be fined not less than ~~twenty-five~~ thirty dollars (~~\$25.00~~ \$30.00) nor more and not more than ~~two~~ three hundred dollars (~~\$200~~ \$300.00) for each the first offense, and not less than fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) for any subsequent offense. In addition to, or, in lieu of a fine, violators may be ordered to perform some reasonable public service work or be ordered to complete a community based education, counseling or treatment program.

B. Any person convicted of violating any section of this Article other than Section 8-6-7 of this Article, shall be fined not less than fifty dollars

(\$50.00) and not more than ~~five~~ seven hundred and fifty dollars  
(~~\$500~~750.00) for each offense.

**THIS ORDINANCE** shall be in full force and effect from and after its  
adoption and publication in pamphlet form as required by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 19<sup>th</sup> day of March, 2012.

---

David G. Pope  
Village President

ATTEST:

---

Teresa Powell  
Village Clerk

Published by me in pamphlet form this \_\_\_\_\_ day of March, 2012.

---

Teresa Powell, Village Clerk

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OF THE VILLAGE CODE ENTITLED  
"COMPREHENSIVE REGULATION OF TOBACCO PRODUCTS"**

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B. Any law enforcement officer who finds a person under the age of eighteen (18) years of age to be in possession of a tobacco product is authorized to seize and destroy the tobacco product.

**8-6-13: PENALTIES:**

A. Any person convicted of violating Section 8-6-7 of this Article shall be fined not less than twenty-five dollars (\$25.00) nor more than three hundred dollars (\$300.00) for the first offense, and not less than fifty dollars (\$50.00) nor more than five hundred dollars (\$500.00) for any subsequent offense. In addition to, or, in lieu of a fine, violators may be ordered to perform some reasonable public service work or be ordered to complete a community based education, counseling or treatment program.

B. Any person convicted of violating any section of this Article other than Section 8-6-7 of this Article, shall be fined not less than fifty dollars (\$50.00) and not more than seven hundred and fifty dollars (\$750.00) for each offense.

**THIS ORDINANCE** shall be in full force and effect from and after its adoption and publication in pamphlet form as required by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 19<sup>th</sup> day of March, 2012.

---

David G. Pope  
Village President

ATTEST:

---

Teresa Powell  
Village Clerk

Published by me in pamphlet form this \_\_\_\_\_ day of March, 2012.

---

Teresa Powell, Village Clerk



**ORDINANCE CREATING CHAPTER 17, ARTICLE 2, "OFFENSES  
RELATING TO UNDERAGE DRINKING AND ILLICIT DRUGS" AND  
AMENDING SECTION 3-5-9(A) OF THE VILLAGE CODE ENTITLED  
"SALES TO MINORS, HABITUAL DRUNKARDS, AND MENTAL  
INCOMPETENTS"**

**BE IT ORDAINED** by the President and Board of Trustees of the  
Village of Oak Park, County of Cook, State of Illinois, acting pursuant to its  
Home Rule powers as set forth in Article VII Section 6 of the Illinois  
Constitution (1970), as follows:

**SECTION ONE:** That Chapter 17 of the Village Code is amended to  
add a new Article 2, entitled "Offenses Relating to Underage Drinking and  
Illicit Drugs" to read as follows:

**17-2-1: DEFINITIONS.** For purposes of this Article 2, the following words  
shall have the following meanings:

**Alcohol:** Ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey,  
rum, brandy, gin, or any other distilled spirits including dilutions and  
mixtures thereof from whatever source or by whatever process produced.

**Alcoholic Beverage:** Alcohol, spirits, liquor, wine, beer, and every liquid or  
solid containing alcohol, spirits, wine, or beer, and which contains one-half of  
one percent or more of alcohol by volume and which is fit for beverage  
purposes either alone or when diluted, mixed, or combined with other  
substances.

**Cannabis:** The definition of Cannabis shall be that set forth in the  
Cannabis Control Act, 720 ILCS 550/3(a).

**Cannabis Paraphernalia:** Cannabis Paraphernalia is defined as articles or  
equipment commonly used in the consumption or ingestion of cannabis or  
synthetic cannabis including but not limited to pipes, water pipes, roach  
clips, cannabis grinders, or rolling papers.

**Event or Gathering:** A group of three or more Underage Persons who have  
assembled or gathered together for a social occasion or other activity.

**Host:** (v). 1) To knowingly authorize or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at the Host's Residence or Premises by failing to control access to the Residence or Premises or access to the Alcoholic Beverages or Illicit Drugs in the Residence or Premises; or 2) to conduct, supervise, control, suffer or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at an Event or Gathering at the Host's Residence or Premises regardless of whether or not the Host is present. (n). A person who Hosts.

**Illicit Drugs:** Any drug, substance, or compound prohibited by law, including drugs prescribed by a physician that are in the possession of or used by someone other than the person to whom the drug was prescribed.

**Minor:** A minor is any person under the age of 18.

**Reasonable Steps:** Steps taken to prevent Underage Persons from possessing or consuming Alcoholic Beverages or Illicit Drugs, including, but not limited to:

- a. Controlling access to Alcoholic Beverages and Illicit Drugs at the Event or Gathering in such a manner that no Underage Person has access to them at the Event or Gathering;
- b. Verifying the age of persons attending the Event or Gathering by inspecting drivers licenses or other government-issued identification cards to ensure that minors do not consume Alcoholic Beverages or Illicit Drugs while at the Event or Gathering;
- c. Supervising the activities of Underage Persons at the Event or Gathering either in person or through a responsible adult;
- d. Calling for police assistance in the event Underage Persons are in possession of Alcoholic Beverages or Illicit Drugs at the Event or Gathering;
- e. Terminating the Event or Gathering because the Host has been unable to prevent Underage Persons from consuming Alcoholic Beverages or Illicit Drugs;
- f. Advising law enforcement in advance of departing one's Residence or Premises for any length of time that no Underage Person is authorized to be present and consume Alcoholic Beverages or Illicit Drugs at the Residence or Premises

**Residence or Premises:** Any location, including a home, yard, land, apartment, condominium, hotel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private,

whether occupied i) on a temporary or permanent basis, ii) as a dwelling or specifically for a Event, Gathering or other social function; and whether owned, leased, rented, or used with or without permission or compensation.

**Underage Person:** A person under the age of 21.

**17-2-2: POSSESSION OF ALCOHOLIC BEVERAGES BY UNDERAGE PERSONS**

It is unlawful for an Underage Person to be in possession of any Alcoholic Beverage, except in connection with the Underage Person's employment and except as provided in Section 17-2-6 below

**17-2-3: PROVIDING ALCOHOLIC BEVERAGES TO UNDERAGE PERSONS**

It is unlawful for any person, after purchasing or otherwise obtaining any Alcoholic Beverage, to sell, give or deliver such Alcoholic Beverage to an Underage Person

**17-2-4: SOCIAL HOSTING PROHIBITED**

A. It is unlawful for any person to Host an Event or Gathering when the Host knows or should reasonably know that an Underage Person:

1. Is consuming or will consume any Alcoholic Beverage or Illicit Drugs; or
2. Possesses any Alcoholic Beverage or Illicit Drug with the intent to consume it; and
3. The Host fails or has failed to take Reasonable Steps to prevent possession or consumption by the Underage Person.

B. It is also unlawful for any person to fail to take Reasonable Steps to prevent possession or consumption of Alcoholic Beverages or Illicit Drugs by an Underage Person at an Event or Gathering held at his or her Residence or Premises.

**17-2-5: ATTENDANCE AT AN EVENT WHERE ALCOHOLIC BEVERAGES OR ILLICIT DRUGS ARE CONSUMED**

It is unlawful for an Underage Person to attend any Event or Gathering where the person knows or reasonably should know that Alcoholic Beverages or Illicit Drugs are being consumed.

For purposes of this Ordinance, an Underage Person is presumed to know that Alcoholic Beverages or Illicit Drugs are being consumed at an Event or Gathering if Illicit Drugs or open containers of Alcoholic Beverages are so conspicuous that a reasonable person of the same age would have knowledge of their presence.

It shall be a defense to a charge of violating this ordinance that the Underage Person was not present at the Residence for a sufficient length of time to have an opportunity to observe the presence of Illicit Drugs or open containers of Alcoholic Beverages.

It shall be a defense if the Underage Person lives at the Residence and is not the Host of the Event or Gathering.

**17-2-6: EXCEPTIONS**

The prohibitions set forth in Sections 17-2-2, 17-2-3, 17-2-4 and 17-2-5 of this Code shall not apply in the following situations:

1. When the Underage Person is in the presence of his or her parent or legal guardian, with the supervision and approval of the parent or legal guardian; or
2. In connection with the performance of a religious ceremony or service in observation of a religious holiday.

**17-2-7: POSSESSION OR SALE OF CANNABIS AND CANNABIS PARAPHERNALIA BY MINORS:**

**A. Possession of Cannabis:**

It is unlawful for a Minor to be in possession of Cannabis in any amount which does not exceed thirty grams. Nothing in this ordinance shall be construed to prohibit the Village from enforcing cannabis offenses under the Illinois Criminal Code.

**B. Possession of Cannabis Paraphernalia:**

It shall be unlawful for a Minor to be in possession of any Cannabis Paraphernalia.

**C. Sale To Minors:**

It is unlawful for any person to sell or offer to sell Cannabis in an amount less than thirty grams, or Cannabis Paraphernalia, to a Minor.

**17-2-8: PENALTY:**

The maximum fine for a violation of this Article shall not exceed Seven Hundred and Fifty dollars (\$750.00). In addition to, or, in lieu of a fine, any person found to be in violation of any provision of this Article may be ordered to perform some reasonable public service work, or be ordered to complete a community based education, counseling or treatment program.

**SECTION TWO:** That Section 3-5-9 entitled "Sales to Minors,

Habitual Drunkards, and Mental Incompetents" shall be amended as follows:

**SALES TO MINORS.**

A. No licensee or officer, associate, agent or employee of such licensee shall sell, give or deliver alcoholic liquor to any person under the age of twenty one (21) years. It shall be unlawful for any person under the age of twenty one (21) years to misrepresent his or her age for the purpose of purchasing or obtaining alcoholic liquor. In any place in the Village where alcoholic liquor is sold, including at each cash register at which alcoholic liquor may be sold, there shall be displayed at all times in a prominent place a printed card which shall be supplied by the Village Clerk and which shall read substantially as follows:

***WARNING TO PERSONS UNDER THE AGE OF 21 YEARS:***

*You are subject to a fine up to \$750.00 under the ordinances of the Village of Oak Park, if you purchase alcoholic liquor, or misrepresent your age for the purpose of purchasing or obtaining alcoholic liquor.*

B. It shall be unlawful for any holder of a liquor license, or the licensee's agent or employee, to suffer or permit any minor to be in, or remain in, any room or compartment adjoining or adjacent to or situated in the room or place where such licensed premises is located; provided that this subsection shall not apply to any minor who is accompanied by his or her parent or guardian, or to any licensed premises which derives its principal business from the sale of service or other commodities than alcoholic

liquor. In addition to all other fines and penalties, the Local Liquor Control Commissioner may revoke the liquor dealer's license for any violation of the preceding subsection. It shall be unlawful for any parent or guardian to permit any minor child of whom he or she be parent or guardian to violate any provisions of this section.

- C. It shall be unlawful for any holder of a liquor license or the licensee's agent or employee to employ any persons under the age of twenty one (21) years for the purpose of drawing, pouring, mixing or selling any alcoholic liquor or employ any person under the age of eighteen (18) years for the purpose of serving alcoholic liquor.

**SECTION 3:** Each section, paragraph, clause and provision of this Ordinance is severable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 4:** This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 19<sup>th</sup> March, 2012.

---

David G. Pope  
Village President

ATTEST:

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Teresa Powell  
Village Clerk

Published by me in pamphlet form this \_\_\_\_\_ day of March, 2012.

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Teresa Powell, Village Clerk

**ORDINANCE CREATING CHAPTER 17, ARTICLE 2, "OFFENSES  
RELATING TO UNDERAGE DRINKING AND ILLICIT DRUGS" AND  
AMENDING SECTION 3-5-9(A) OF THE VILLAGE CODE ENTITLED  
"SALES TO MINORS, HABITUAL DRUNKARDS, AND MENTAL  
INCOMPETENTS"**

**BE IT ORDAINED** by the President and Board of Trustees of the  
Village of Oak Park, County of Cook, State of Illinois, acting pursuant to its  
Home Rule powers as set forth in Article VII Section 6 of the Illinois  
Constitution (1970), as follows:

**SECTION ONE:** That Chapter 17 of the Village Code is amended to  
add a new Article 2, entitled "Offenses Relating to Underage Drinking and  
Illicit Drugs" to read as follows:

**17-2-1: DEFINITIONS.** For purposes of this Article 2, the following words  
shall have the following meanings:

**Alcohol:** Ethyl alcohol, hydrated oxide of ethyl, or spirits of wine, whiskey,  
rum, brandy, gin, or any other distilled spirits including dilutions and  
mixtures thereof from whatever source or by whatever process produced.

**Alcoholic Beverage:** Alcohol, spirits, liquor, wine, beer, and every liquid or  
solid containing alcohol, spirits, wine, or beer, and which contains one-half of  
one percent or more of alcohol by volume and which is fit for beverage  
purposes either alone or when diluted, mixed, or combined with other  
substances.

**Cannabis:** The definition of Cannabis shall be that set forth in the  
Cannabis Control Act, 720 ILCS 550/3(a).

**Cannabis Paraphernalia:** Cannabis Paraphernalia is defined as articles or  
equipment commonly used in the consumption or ingestion of cannabis or  
synthetic cannabis including but not limited to pipes, water pipes, roach  
clips, cannabis grinders, or rolling papers.

**Event or Gathering:** A group of three or more Underage Persons who have  
assembled or gathered together for a social occasion or other activity.



**Host:** (v).- 1) To knowingly authorize or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at ~~any the Host's Residence or Premises~~ by failing to control ~~either access to the Residence or Premises or access to the Alcoholic Beverages or Illicit Drugs in the Residence or Premises;~~ or 2) to conduct, supervise, control, suffer or permit Underage Persons to consume Alcoholic Beverages or Illicit Drugs at an Event or Gathering at ~~any the Host's Residence or Premises~~ ,regardless of whether or not the ~~H~~host is present. -(n). A person who Hosts.

**Illicit Drugs:** Any drug, substance, or compound prohibited by law, including drugs prescribed by a physician that are in the possession of or used by someone other than the person to whom the drug was prescribed.

**Minor:** ~~\_\_\_\_\_~~A minor is any person under the age of 18.

**Reasonable Steps:** Steps taken to prevent Underage Persons from possessing or consuming Alcoholic Beverages or Illicit Drugs, including, but not limited to:

- a. Controlling access to Alcoholic Beverages and Illicit Drugs at the Event or Gathering in such a manner that no Underage Person has access to them at the Event or Ggathering ~~or event;~~
- b. Verifying the age of persons attending the Event or Gathering by inspecting drivers licenses or other government-issued identification cards to ensure that minors do not consume Alcoholic Beverages or Illicit Drugs while at the Event or Gathering;
- c. Supervising the activities of Underage Persons at the Event or Gathering either in person or through a responsible adult;
- d. Calling for police assistance in the event Underage Persons are in possession of Alcoholic Beverages or Illicit Drugs at the Event or Gathering;
- e. Terminating the Event or Gathering because the Hhost has been unable to prevent Underage Persons from consuming Alcoholic Beverages or Illicit Drugs;
- f. Advising law enforcement in advance of departing one's Residence or Premises for any length of time that no Underage Person is authorized to be present and consume Alcoholic Beverages or Illicit Drugs at the Residence or Premises.

**Residence or Premises:** Any location, including a home, yard, land, apartment, condominium, hotel room, or other dwelling unit, or a hall or meeting room, park, or any other place of assembly, public or private,

whether occupied: i) on a temporary or permanent basis; ii) as a dwelling or specifically for a Event, Gathering or other social function; and iii) whether owned, leased, rented, or used with or without permission or compensation.

**Underage Person:** A person under the age of 21.

**17-2-2: POSSESSION OF ALCOHOLIC BEVERAGES BY UNDERAGE PERSONS**

~~A. — It is unlawful for an Underage Person to be in possession of any Alcoholic Beverage, except:~~

~~B. — This prohibition does not apply to the following situations:~~

- ~~1. — Possession in connection with the Underage Person's employment and except as provided in Section 17-2-6 below;~~
- ~~2. — Possession in the presence of the Underage Person's parent or legal guardian in the parent's or guardian's Residence; or~~
- ~~3. — Possession in the performance of a religious ceremony or service in observation of a religious holiday~~

**17-2-3: PROVIDING ALCOHOLIC BEVERAGES TO UNDERAGE PERSONS**

~~It is unlawful for any person, after purchasing or otherwise obtaining any Alcoholic Beverage, to sell, give or deliver such Alcoholic Beverage to an Underage Person, provided, however, that this prohibition does not apply to parents or legal guardians in the parent's or guardian's residence, or in the performance of a religious ceremony or service in observation of a religious holiday.~~

~~**17-2-4: POSSESSION OR SALE OF CANNABIS AND CANNABIS PARAPHERNALIA BY MINORS:**~~

~~A. — Possession of Cannabis:~~

~~It is unlawful for a Minor to be in possession of Cannabis in any amount which does not exceed thirty grams. Nothing in this ordinance shall be construed to prohibit the Village from enforcing cannabis offenses under the Illinois Criminal Code.~~

~~B. — Possession of Cannabis Paraphernalia:~~

~~It shall be unlawful for a Minor to be in possession of any Cannabis Paraphernalia.~~

~~C. Sale To Minors:~~

~~It is unlawful for any person to sell or offer to sell Cannabis in an amount less than thirty grams, or Cannabis Paraphernalia to a Minor.~~

**17-2-45: SOCIAL HOSTING PROHIBITED**

A. It is unlawful for any person to Host an Event or Gathering at any Residence or Premises where Alcoholic Beverages or Illicit Drugs are present when the person Host knows or should reasonably know that an Underage Person:

1. Is consuming or will consume any Alcoholic Beverage or Illicit Drugs; or
2. Possesses any Alcoholic Beverage or Illicit Drugs with the intent to consume it; and
3. ~~The person fails~~Host fails or has failed to take Reasonable Steps to prevent possession or consumption by the Underage Person.

B. It is ~~is~~ unlawful for any person to fail to take Reasonable Steps to prevent possession or consumption of Alcoholic Beverages or Illicit Drugs by an Underage Person at any such Event or Gathering held at his or her Residence or Premises.

~~C. Exceptions: This prohibition shall not apply to:~~

- ~~1. Consumption of Alcoholic Beverages by an Underage Person in the presence of and with the permission of his or her parent or legal guardian in the parent's or guardian's residence.~~
- ~~2. Consumption of Alcoholic Beverages by an Underage Person in the performance of a religious ceremony or service in observation of a religious holiday.~~

**17-2-56: ATTENDANCE AT AN EVENT WHERE ALCOHOLIC BEVERAGES OR ILLICIT DRUGS ARE CONSUMED**

It is unlawful for an Underage Person to attend any Event or Gathering where the person knows or reasonably should know that Alcoholic Beverages or Illicit Drugs are being consumed.

For purposes of this Ordinance, an Underage Person is presumed to know that Alcoholic Beverages or Illicit Drugs are being consumed at an Event or Gathering if Illicit Drugs or open containers of Alcoholic Beverages are so conspicuous that a reasonable Underage Person of the same age would have knowledge of their presence.

It shall be a defense to a charge of violating this ordinance that the Underage Person was not present at the Residence for a sufficient length of time to have an opportunity to observe the presence of Illicit Drugs or open containers of Alcoholic Beverages.

It shall be a defense if the Underage Person lives at the Residence and is not the Host of the Event or Gathering.

**17-2-6: EXCEPTIONS**

The prohibitions set forth in Sections 17-2-2, 17-2-3, 17-2-4 and 17-2-5 of this Code shall not apply in the following situations:

1. When the Underage Person is in the presence of his or her parent or legal guardian, with the supervision and approval of the parent or legal guardian; or
2. In connection with the performance of a religious ceremony or service in observation of a religious holiday.

**17-2-7: POSSESSION OR SALE OF CANNABIS AND CANNABIS PARAPHERNALIA BY MINORS:**

**A. Possession of Cannabis:**

It is unlawful for a Minor to be in possession of Cannabis in any amount which does not exceed thirty grams. Nothing in this ordinance shall be construed to prohibit the Village from enforcing cannabis offenses under the Illinois Criminal Code.

**B. Possession of Cannabis Paraphernalia:**

It shall be unlawful for a Minor to be in possession of any Cannabis Paraphernalia.

**C. Sale To Minors:**

It is unlawful for any person to sell or offer to sell Cannabis in an amount less than thirty grams, or Cannabis Paraphernalia, to a Minor.

**17-2-87: PENALTY:**

The maximum fine for a violation of this Article shall not exceed Seven Hundred and Fifty dollars (\$750.00). In addition to, or, in lieu of a fine, any person found to be in violation of any provision of this Article may be ordered to perform some reasonable public service work, or be ordered to complete ~~referred to~~ a community based education, counseling or treatment program.

**SECTION TWO: That Section 3-5-9 entitled "Sales to Minors,**

Habitual Drunkards, and Mental Incompetents" shall be amended as follows:

**SALES TO MINORS. ~~Habitual Drunkards, and Mental Incompetents.~~**

A. —No licensee or officer, associate, agent or employee of such licensee shall sell, give or deliver alcoholic liquor to any person under the age of twenty one (21) years. ~~or to any intoxicated person, or to any person known by such person to be an habitual drunkard or mentally incompetent. No person after purchasing or otherwise obtaining alcoholic liquor shall sell, give or deliver such alcoholic liquor to another person under the age of twenty one (21) years except in the performance of a religious ceremony or service.~~ It shall be unlawful for any person under the age of twenty one (21) years to misrepresent his or her age for the purpose of purchasing or obtaining alcoholic liquor. In any place in the Village where alcoholic liquor is sold, including at each cash register at which alcoholic liquor may be sold, there shall be displayed at all times in a prominent place a printed card which shall be supplied by the Village Clerk and which shall read substantially as follows:

***WARNING TO PERSONS UNDER THE AGE OF 21 YEARS:***

*You are subject to a fine up to ~~\$500.00~~\$750.00 under the ordinances of the Village of Oak Park, if you purchase alcoholic liquor, or misrepresent your age for the purpose of purchasing or obtaining alcoholic liquor.*

B. It shall be unlawful for any holder of a liquor license, or the licensee's agent or employee, to suffer or permit any minor to be in, or remain in, any room or compartment adjoining or adjacent to or situated in the room or place where such licensed premises is located; provided that this

subsection shall not apply to any minor who is accompanied by his or her parent or guardian, or to any licensed premises which derives its principal business from the sale of service or other commodities than alcoholic liquor. In addition to all other fines and penalties, the Local Liquor Control Commissioner may revoke the liquor dealer's license for any violation of the preceding subsection. It shall be unlawful for any parent or guardian to permit any minor child of whom he or she be parent or guardian to violate any provisions of this section.

- C. It shall be unlawful for any holder of a liquor license or the licensee's agent or employee to employ any persons under the age of twenty one (21) years for the purpose of drawing, pouring, mixing or selling any alcoholic liquor or employ any person under the age of eighteen (18) years for the purpose of serving alcoholic liquor.

**SECTION 3:** Each section, paragraph, clause and provision of this Ordinance is ~~separable~~severable, and if any provision is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision.

**SECTION 4:** This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 19<sup>th</sup> March, 2012.

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David G. Pope  
Village President

ATTEST:

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Teresa Powell  
Village Clerk

Published by me in pamphlet form this \_\_\_\_\_ day of March, 2012.

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Teresa Powell, Village Clerk

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

<b>Item Title: Motion to Release RFQ for Consultant Services for Assistance with the Village Manager Search</b>	
<b>Resolution or Ordinance No.</b> _____	
<b>Date of Board Action:</b>	<b>Monday March 19, 2012</b>
<b>Submitted By:</b>	<b>Personnel Committee of the Board</b>
<b>Item History (Previous Board Review, Related Action, History):</b> The Personnel Committee of the Board met on Thursday March 15 <sup>th</sup> and recommended the Board release an RFQ in order to obtain qualifications of consultants who are experienced to assist the Village with the Village Manager Search.	
<b>Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):</b> The Village is about to begin the process for the formal search of a new Village Manager. The former Village Manager, Tom Barwin, resigned effective February 29, 2012.	
<b>Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):</b>	
<b>Item Budget Commentary: (Account #; Balance; Cost of contract)</b>	
<b>Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):</b>	
<b>Proposed Recommended Action: Approve the Motion</b>	



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**From:** VOPENews@muniweb.com  
**Sent:** Friday, March 16, 2012 3:34 PM  
**To:** VOP E-News (VOPENews@muniweb.com)  
**Subject:** Official News from the Village of Oak Park



Oak Park

**official news & information**

**March 16, 2012**

**Search for new Village manager to begin**

Formal steps to hire a new Village Manager will begin Monday, as the Village Board discusses the process and votes on releasing a request for qualifications to hire a consultant to manage the national search. Residents are invited to share their views at Monday's regular board meeting, scheduled to begin at 7:30 p..m. in Council Chambers of Village Hall, 123 Madison St. Ample future opportunities for public input are planned, officials say. Village Board meetings are streamed live and archived at [www.oak-park.us/boardtv](http://www.oak-park.us/boardtv). Cable television subscribers can view meetings on Comcast channel 6 and AT&T Uverse channel 99. For more information on Village Board activities, e-mail [board@oak-park.us](mailto:board@oak-park.us).

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**VILLAGE OF OAK PARK  
REQUEST FOR QUALIFICATIONS  
CONSULTANT SERVICES FOR ASSISTANCE WITH A  
VILLAGE MANAGER RECRUITMENT PROCESS**

The President and Board of Trustees of the Village of Oak Park, Illinois is requesting a Statement of Qualifications (RFQ) and cost proposal from qualified consulting firms specializing in public sector recruitments to assist with the recruitment and selection process of a new Village Manager. An Interim Village Manager has been appointed and will continue to serve until the recruitment process has been completed and a successful candidate is appointed as Village Manager by the Village Board.

The Village Board is seeking a professional firm with experience in public sector executive recruitments that is expected to assist in key phases of the process including development and execution of a recruitment strategy, candidate screening and assessment, and assistance with the final selection process. Demonstrated experience and expertise in recruitment strategies, candidate outreach, assessment, and selection is required.

Firms interested in submitting a response to the RFQ should submit ten (10) copies of the Statement of Qualifications responding to the submittal requirements. Submittals will be reviewed by the Village Board followed by interviews of selected firms on [insert date] at which the lead consultant assigned to the project must be present. No phone interviews will be considered. Final selection will occur after the interviews are complete. Negotiations will be conducted and a contract will be finalized with the selected firm, after which all firms who submitted qualifications will be informed of the selection.

Response to the RFQ must be received by 5:00 p.m. (CDT) on **Monday April 2, 2012** to:

Frank Spataro, Human Resources Director  
Village of Oak Park  
123 Madison  
Oak Park, Illinois 60302  
Attn: Village Manager Recruitment RFQ Submittal

The Village of Oak Park reserves the right to reject any or all responses, and to accept in whole or in part, the response which, in the judgment of the Village Board, is the most responsive and responsible submittal.

#### COMMUNITY PROFILE

Typical of most Midwestern communities, what is now Oak Park traces its origins to Native American Indian tribes. Beginning in the mid 1830s, however, the growing town of Chicago brought new residents and merchants to the area. By 1848, the first train to run west of Chicago passed through what eventually became known as Oak Park.

The real spur to growth came immediately after the 1871 Chicago Fire when Chicago residents left the city to build in the suburbs. The population was about 500 the year of the fire and was listed as 4,589 in 1890.

The period 1892-1950 saw the construction of almost all of the housing stock in Oak Park, and most of the village's current buildings. During the 1920s, the community became the host of major Chicago retailers and entertainment venues. By 1930, the Village had a population of 64,000, larger than the current population.

Impossible to know at the time, Oak Park was becoming an artistic, business, and cultural incubator. More than 300 former and present citizens have shaped American culture in the 20<sup>th</sup> Century, including some very well-known names. Some of the celebrated citizens of Oak Park include: **Frank Lloyd Wright** who, at age 22, started his home and studio in Oak Park. During his 20 years in Oak Park, he designed dozens of structures in the community and founded the Prairie School of architecture. Today, the area surrounding his home and studio is a National Historic District, and contains the greatest concentration of Prairie-style houses in the world; **Edgar Rice Burroughs**, while born in Chicago, moved to Oak Park in 1910 where he wrote 22 of the subsequent books to "Tarzan" which he wrote in 1912 while living in Chicago briefly; **Doris Batchelder Humphrey**, born in Oak Park in 1895, who, as a young woman early in the last century, became a celebrated dancer and choreographer influencing American dance for many years; **Ernest Hemingway**, born and raised in Oak Park where he remained in the community until leaving for the war in Spain and beginning his subsequent writing career; **Ray Kroc**, the founder of McDonald's, was born in Oak Park and lived there for 55 years before moving to California; **Betty White**, winner of seven Emmy Awards for her various roles in television, was born in Oak Park in 1922; and **Percy Lavon Julian**, an African American researcher, was responsible for discoveries in the manufacture of drugs, hormones, vitamins, paint and paper resulting in over 100 patents. He and his family are symbols of the integration of Oak Park for the last half-century.

Today, Oak Park is a thriving, transit-rich community of about 52,000 people located immediately west of Chicago on a major interstate/expressway, only 20 minutes from the downtown "Loop" and "Magnificent Mile". While a first-ring suburb with two light-rail lines and one heavy-rail line to Chicago, Oak Park offers miles of tree-lined streets with a growing bikeway system, a thriving business community clustered into twelve business areas, a sense of history in a distinctive urban/suburban lifestyle that is a mix of architecturally significant homes and buildings, very high quality municipal services, expansive parks managed by an independent board, two excellent school districts, and an educated (over two-thirds hold a Master's degree or higher) and very involved citizenry that expects to be heard and respected.

Oak Park has four principal traits that must be embraced and encouraged by any public official:

- **Oak Park respects, embraces and celebrates diversity of all types.** The first paragraph of the Village of Oak Park's Diversity Statement adopted by the Village President and Board of Trustees May 2, 2011 states:

The people of Oak Park choose this community, not just as a place to live, but as a way of life. Oak Park has committed itself to equality not only because it is legal, but because it is right; not only because equality is ethical, but because it is desirable for us and for our children. Ours is a dynamic community that encourages the contributions of all citizens regardless of race, color, ethnicity, ancestry, national origin, religion, age, sex, sexual orientation, gender identity or expression, marital and/or familial status, mental and/or physical impairment and/or disability, military status,

economic status, political affiliation, or any other distinguishing characteristics that all too often divide people in society.

- **Oak Park has an involved citizenry.** There are more than 30 volunteer citizen boards and commissions and numerous neighborhood groups which advise the Board of Trustees and provide input into governing the community. At the present time, there is heightened citizen awareness and participation in shaping the future of the community to protect and enhance its character, resources, and quality of life.
- **Oak Park has a diverse housing stock.** Supported through a wide range of housing programs that include historic preservation and assistance for eligible applicants to purchase homes, the Village has a mix of single and multi-family homes, condominiums, townhomes and apartments representing a variety of architectural styles.
- **Oak Park is strongly committed to the environment and sustainability.** Oak Park has become the first municipality in Illinois and possibly the nation to choose an all-green power program where electricity for its residents and small business operators who participate in a new community electricity aggregation is from 100-percent green sources like wind and solar. Oak Park has the area's first electric car charging stations, and demonstrates its commitment to sustainability with signs throughout the Village bearing the number **350** representing the amount of carbon dioxide in the air measured in parts per million that must be achieved to avoid runaway climate change

## GOVERNANCE AND ORGANIZATIONAL STRUCTURE

The Village of Oak Park, established in 1902, has Home Rule Powers under the Illinois Constitution and is governed by a seven-member, nonpartisan Board of Trustees elected to four-year staggered terms. All members are elected at-large. The Village President is directly elected.

The Village of Oak Park offers a wide range of municipal services relying on a full-time workforce of 365 employees, down from 450 employees in 2006 without reducing the number or quality of services, and an annual operating and capital budget of approximately \$106 million in all funds, excluding schools and parks which are separate entities from the Village. Employees of the village are represented by 9 collective bargaining units, including one bargaining unit that represents approximately ninety police officers and another representing seventy-five non-public safety employees. Seventy-five percent of the workforce is unionized.

The Village Manager is appointed by the Board of Trustees to an indefinite term. There have been nine managers since the creation of the Council-Manager form of government in 1952; four have served since 1986. The Manager oversees a management team consisting of the directors of Administrative Adjudication, Building and Property Standards, Finance, Human Resources, Community Relations, Planning and Economic Development, Public Health, Information Technology, Public Works, the Police and Fire Chiefs, Village Attorney, Communications Director, Deputy Village Manager, Assistant Village Manager, Housing Programs Manager, Sustainability Manager, Village Planner, Grants Manager, and the Secretary to the Village Manager. In addition, the Village organization includes the Office of the Village Clerk that is led by an elected Village Clerk and staffed by Village employees.

The governance structure for the village is complex given its small geographic size. In addition to the Village there are the following independent jurisdictions with which it is important to maintain close working ties and relationships:

- School District Number 97 is coterminous with the Village. Its facilities include eight K-5 schools and two middle schools.
- High School District Number 200 serves the Village and the adjacent Village of River Forest.
- Oak Park Township, also coterminous with the Village, offers a range of human services to residents.
- The Park District of Oak Park, also independent and coterminous with the Village, provides a range of leisure time activities and manages its own facilities. There are sixteen parks and eight facilities that include a conservatory, two outdoor pools, and an enclosed ice rink.
- The Oak Park Public Library provides a range of services to residents. Facilities include the Main Library, a new facility that opened in 2003 and two branches.

#### **ANTICIPATED SCOPE OF SERVICES:**

The successful firm will be required to assist the Village as described below in the scope of services with the recruitment and selection process including developing a recruitment strategy, marketing the Village and the position to attract a highly qualified group of candidates, identifying candidates that best meet the qualifications and selection criteria set forth by the Village, and confirming and verifying the background and qualifications of selected finalists, resulting in the successful appointment of a new Village Manager. The anticipated scope of services to be conducted in various phases includes:

##### **Development of Recruitment Strategy**

Work with the Village Board to help define and develop a position profile utilizing criteria that meets the needs of the Village including a recruitment schedule, the geographic scope of candidate search and recommended compensation ranges. This phase is anticipated to include:

- o Gaining familiarity with the Village by gathering information such as budget, organizational structure, community information, and desired village manager strengths and opportunities.
- o Conduct interviews with other community stakeholders to identify their desired criteria for a Village Manager.
- o Consult with the Village President and Trustees to determine an appropriate recruitment scope and recommended compensation parameters.
- o Identify and develop a position profile, recruitment strategy and schedule for review and approval by the Village Board.

##### **Recruitment Materials and Outreach**

On behalf of the Village, publicize and market the position through targeted advertisements in key publications and websites and recruit from various sources including the firm's personal contacts to potential candidates:

- o Obtain the necessary information provided by the Village to assist in developing recruitment collateral materials (such as a summary of the Village's benefit package).
- o Develop a recruitment packet with information about the position (Position Description), the Village (Community Profile), and Village Board's goals and upcoming priorities.
- o Conduct strategic placement of advertisements in key targeted publications and websites with needed emphasis on diverse populations.
- o Coordinate recruitment of targeted candidates through personal contact, mailings, emails, telephone calls and other means of communication.

#### **Candidate Recruitment and Assessment**

- o Assist in reviewing applications received to identify a first out of those candidates determined to be most qualified.
- o Conduct screening of these first cut candidates including performing background checks to verify education, past employment, criminal history checks, credit checks and all other due diligence verification regarding previous work performance.
- o If directed by the Village Board, administer a behavioral assessment tool for management and personality tendencies, stating in the response which tool will be used and for what it is intended to measure or assess.
- o Provide a recommended short list of candidates to be considered by Village Board for further consideration, including a written report on each finalist detailing the Consultant's assessment of the candidate.
- o Arrange and facilitate interviews and any follow-up interviews between the Village Board and finalists.
- o Work with the Village Board to develop suggested interview questions and evaluation forms.

#### **Facilitate Selection Process and Wrap Up**

- o Conduct further background/reference checks and other due diligence directed by the Village Board on final candidate(s).
- o Assist in negotiating an employment agreement with the selected candidate including compensation and other terms and conditions of employment
- o Provide the Village with a report documenting the recruitment and selection process as well as all pertinent information collected on the candidate selected for appointment.
- o Conduct any necessary follow-up actions.

### **STATEMENT OF QUALIFICATIONS AND FORMAT**

Interested firms are strongly encouraged to submit qualifications that are as comprehensive and complete as possible, so as to ensure a proper evaluation of the firm's capabilities. The Statement of Qualifications shall contain the following response items arranged in order, tabbed and with a table of contents. In order to ensure a uniform review process and to obtain the maximum degree of comparability, it is required that the submittal be organized in the manner specified. The Statement of Qualifications will be considered public information upon opening following the deadline.

1. Name of firm, owners and brief history of the firm.
2. Key personnel: specific qualifications of the individual proposed for this project, including a listing of his/her past seven years experience with Village/City Manager recruitment. The geographic location of this individual should be indicated as well as major current assignments and availability of this individual. Personnel should not be proposed unless they will be available to fulfill proposed project commitments. The individual proposed for this project will be required to interview with the Village Board as well as any other individuals designated by the firm to work on this engagement.
3. Firm capabilities and experience: a detailed description of the firm's technical capabilities as they relate to providing executive search services in the public sector, including:
  - a. Firm's experience filling executive level positions with public sector employers including a description of recruitment strategies and the processes employed in other engagements to successfully seek and obtain highly qualified candidates for Village/City Manager.
  - b. Listing of the past seven years experience with Village/City Manager recruitments stating the length of service each has provided in their respective communities.
  - c. Identification of lead consultant on each project and whether lead consultant is still with the company.
  - d. Firm's experience utilizing a participatory process involving the community including a description of that process.
  - e. A detailed description of three (3) Village/City Manager searches the firm has conducted using the above Scope of Services as a guide for responding, including timetables and outcomes.
  - f. For the three Village/City Manager searches, copies of the community profiles and position descriptions developed as part of the firm's recruitment strategy.
  - g. A detailed description of the firm's methodology and process for evaluating applications, resumes and other submitted information to identify the most highly qualified candidates from among all of the respondents.
4. References: references should be for Village/City Manager searches that best demonstrate the firm's ability to complete the proposed project successfully. For each reference provide a brief description of the project, the client name, year completed, and the portion of work for which your firm was responsible. The responsibilities of any personnel on those projects who are proposed for work on this project should also be included. The Village of Oak Park reserves the right to contact references other than, and/or in addition to, those furnished.
5. Other information the firm wishes to have considered during the evaluation of professional qualifications may also be included.

6. Anticipated schedule: a schedule reflective of the anticipated time necessary for a Village Manager search leading to an appointment. An anticipated schedule that would reflect reasonable time periods necessary for the development of the Village Manager recruitment strategy and job description/posting information, outreach, candidate assessment, and facilitation with the search and selection process. Also please include a statement on the availability of your firm to begin Recruitment Strategy development phase of the process within **14** days of notice.
7. Provide a cost description and estimated cost proposal for the recruitment process, broken down and detailed by the major work elements (see Anticipated Scope of Services section) including all anticipated reimbursement costs and fees as well as the hourly rate of personnel expected to be utilized for the process. This information is to be submitted in a separate, sealed envelope from the other **RFQ** response documentation.

### **METHOD OF EVALUATION, SELECTION AND RETENTION**

In general, the submittals will be evaluated based on, but not limited to, the general evaluation criteria stated below and the completeness, clarity and content of the document.

- Qualifications and Experience
- Experience of Key Personnel assigned to this project
- Experience utilizing community involvement in the process
- Feedback from References
- Cost Effectiveness
- Company Responsiveness to RFP
- Total scope of services offered
- Understanding of and the proposed approach to the project
- Responses to overall proposal and compliance with submission guidelines
- Proposal presentation (completeness, organization, appearance, etc.)

Selected firms will be invited to interview with the Village Board in open session. Following the interviews the Village Board will select and work with a firm to determine the terms of the contract. This allows both parties to have a dialog and discuss the project thoroughly, resulting in a mutual understanding of the expectations and the type of and scope of work and commitment required.

Once a firm has been selected, the firm and the Village will discuss the firm's cost proposal as described above in #7. In the event the negotiations between the selected firm and the Village are unsuccessful in producing a contract as a result of an inability to reach agreement on the fee for services or the scope of services to be performed, then at the option of the Village, a different firm will be selected for the work and the negotiations will proceed to another firm. After the Village accepts the fee proposal, the parties shall enter a written contract which shall be approved by resolution of the Village Board.

### **ANTICIPATED TIMELINE FOR RFQ PROCESS:**

Release of RFQ	3/19/2012
RFQ response due date	4/2/2012
Review of submittals	4/9/2012
<b>Tentative dates for interview of finalists</b>	<b>[week of 4/30, 5/7, tbc]</b>



Anticipated Village Board consideration of firm retained for  
the Village Manager search  
Recruitment and Selection Period for Village Manager

[insert date]  
July 1<sup>st</sup>- August 31<sup>st</sup> 2012

## RIGHTS RESERVED BY THE VILLAGE OF OAK PARK

The rights reserved by the Village include, but are not limited to the following:

- o The Village reserves the right to select, and subsequently recommend for award the firm that best meets the needs of the Village including quality levels and budget constraints.
- o The Village reserves the right to require further documentation prior to award of a contract. The Village reserves the right to reject any or all submittals. The Village further reserves the right to waive technicality and formalities in submittals, as well as to accept in whole or part such submittals where it is deemed in the best interest of the Village.
- o The Village reserves the right to enter into discussions with firms regarding their qualifications to supplement information submitted in response to the RFQ.
- o The Village reserves the right to rescind its acceptance of a submittal at any time in the event the scope of services and work products furnished do not meet the service quality or the firm fails to properly fulfill its service and delivery obligations. All such determinations shall be made solely at the discretion of the Village and shall be without penalty to the Village.

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

G

Item Title: Resolution Authorizing the Implementation of a Sewer Backup Protection Grant Program in an amount of \$225,000.00 for Fiscal Year 2012

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: March 19, 2012

Staff Review:

Public Works Director

  
\_\_\_\_\_  
John P. Wielebnicki

Village Manager's Office:

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

Item History):

As a result of several large storms in recent years, the Village has been discussing possible mitigating measures the Village can offer to reduce sewer backup damage of private residents.

The installation of overhead sewers and backflow prevention valves by homeowners provides a high level of protection against sewer backups. When installed and working properly, these systems stop sewers from backflowing into a home. The level of protection provided by this home improvement exceeds the level of protection typically provided by the public sewer system.

Many communities have implemented cost sharing sewer backup protection grant programs as a cost effective means in protecting homeowners from sewer backup.

The Finance Committee met with Public Works staff on two occasions in February 2012 to discuss potential flood mitigation efforts the Village can take to reduce basement flooding within the Village. The Village Board discussed potential flood mitigation efforts on March 1, 2012. At that March 1, 2012 meeting, the Village Board voted in favor of moving forward with a Grant reimbursement program to assist homeowners with the cost of installing sewer backup protection systems. The details of the program are outlined in the attached document titled "Sewer Backup Protection Grant Program, March 2012".

Item Policy Commentary:

Highlights of the program include:

1. Eligible homeowners may receive a Grant of 50% of the total cost of the improvements, up to a maximum of \$3,500.00, for installation of either an Overhead Sewer System or a Backflow Prevention Valve System.
2. The program is open to those single- family owner-occupied homes (defined as a structure of 1-4 units) that are susceptible to sewer backup by way of a gravity sewer line.
3. Starting April 2, 2012, the program will begin by being eligible to income qualifying

homeowners – households with incomes below 150% of the Area Median Income or \$113,700.00. This restricted application period will run until June 1, 2012. It will then be open to all homeowners regardless of income.

4. Homeowners who installed flood protection systems in calendar years 2010, 2011 and 2012 and meet the above criteria will also be eligible.
5. Applications will be processed on a first come, first serve basis.
6. Homeowners will not be eligible if they owe back taxes, have delinquent water bills or have any Village liens or unpaid judgments from the Office of Adjudication or are nonresponsive to prior notices of code violations. They may reapply after becoming compliant with those requirements.
7. Applicants will be required to establish income eligibility by providing a copy of the first page of the tax return for the year the work was completed.
8. Applications will be submitted to the Housing Programs Division and they will manage the program consistent with their expertise in operating other housing programs.
9. A Grant agreement must be signed by the applicant. A copy of that agreement is provided together with the guidelines.
10. Work shall meet all applicable Village and State Codes. Permits and inspections will be required.
11. Applicants complete reimbursement form and provide copy of detailed paid receipt for Grant reimbursement.

The Housing Programs Division will administer the Grant Program with assistance from the Engineering Division.

**Intergovernmental Cooperation Opportunities:**

There are no opportunities for intergovernmental cooperation with this program.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The 2012 Sewer Fund provides \$225,000.00 for this program in account no. 5050-43750-781-570707, Capital Improvements. Using a maximum of \$3,500.00 per grant application, 64 homeowners can be assisted with this Grant program.

**Item Action Options/Alternatives**

The Village Board discussed several other flood mitigation strategies in addition to this program. Downspout disconnection, sewer modeling, inlet restriction, development of a Hazard Mitigation Plan, continued Capital sewer improvements were also discussed in an effort to develop a multi faceted approach to mitigation.

**Proposed Recommended Action: Approve the Resolution.**

**RESOLUTION**

**RESOLUTION AUTHORIZING THE IMPLEMENTATION OF A SEWER BACKUP PROTECTION GRANT  
PROGRAM IN AN AMOUNT OF \$225,000.00 FOR FISCAL YEAR 2012**

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to implement a Sewer backup Protection Grant Program for the fiscal year 2012, in an amount not to exceed \$225,000.00 which will operate in accordance with the Program Guidelines attached as Exhibit A.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 19<sup>th</sup> day of March, 2012.

\_\_\_\_\_  
David G. Pope  
Village President

ATTEST:

\_\_\_\_\_  
Teresa Powell  
Village Clerk

**SEWER BACKUP PROTECTION GRANT PROGRAM GUIDELINES**  
**MARCH 2012**

**I. WHAT IS IT?**

The Village of Oak Park Sewer Backup Protection Grant Program was established to provide financial assistance to homeowners who desire to protect their home from sewer backup during a heavy rain event. The program's intent is to offset a portion of the expense that a homeowner will incur to modify the building's plumbing system such that sewage cannot backflow in to the building when the Village sewers are full. Eligible homeowners may qualify for a Grant of 50% of the total cost of sewer backup prevention improvements, up to a maximum of \$3,500.00, to install either an Overhead Sewer System or a Backflow Prevention Valve System.

**II. HOW DO THESE SYSTEMS WORK?**

The typical layout of an existing home plumbing system is shown on Figure 1. This program will fund modifications to residential plumbing systems to provide sewer backup protection. There are three basic options:

1. Modify the sewer piping and inside plumbing that goes out to the Village sewer in a new Overhead Sewer System and eliminate all gravity drainage below the basement floor (See Figure 2).
2. Modify the inside plumbing by disconnecting all basement level plumbing fixtures from the gravity drainage system and redirect their discharge to an ejector pump. The pump then discharges into an existing soil stack. This is referred to as a Modified Overhead Sewer System (See Figure 3).
3. Install a Backflow Prevention Valve System and bypass the sewer line in an underground manhole (See Figure 4).

Each of the above approaches has different costs, degrees of disruption and levels of protection.

Please note that the Village strongly recommends installation of a new Overhead Sewer System because it provides the greatest protection under all weather conditions and storm events to prevent sewage from entering the building.

This Program is designed to assist homeowners in reducing the risk of basement flooding due to sewer backups. However, there is always a risk of a sewer backup as a result of unexpected sewer collapse, obstruction, power failure, extreme environmental or weather conditions or other unforeseen factors, as well as basement flooding due to seepage and other causes. Homeowners assume the risk of loss of any future property damage due to flooding.

Homeowners are required to disconnect roof drainage/downspouts from directly draining into the sewers as part of this program, unless the Director of the Building and Property Standards Department grants an exemption.

### III. WHAT ELSE SHOULD I DO TO PROTECT MY BASEMENT?

In order to fully protect a basement from flooding, in addition to installing overhead sewers, homeowners should make sure foundation drains are operating properly to prevent seepage of ground water through walls below grade. (This Program does not cover existing foundation drains, and the Village will not test them for proper operation under this Program.) The homeowner has the responsibility for all testing, inspections and any corrective work that may become necessary.

Homeowners should also make sure their sump/ejector pump(s) operates reliably. The continuous operation of sump/ejector pumps is necessary for the proper functioning of overhead sewers, backflow prevention valves and foundation drains. The homeowner is responsible to check the operation of the pumps regularly. The homeowner is responsible for all testing, inspections and any corrective work that may become necessary after the improvements covered by this Program are installed.

Homeowners should also install a battery backup system to provide protection in the event of power failure.

### IV. WHAT WORK IS COVERED UNDER THIS GRANT PROGRAM?

This Program covers Sewer Backup Protection measures. The following are Eligible costs which may be covered as part of this program:

- Cost of location, excavation and exposure of the building sewer, including the support of existing structures, for reconnection to a new overhead sewer to the existing sewer line.
- Cost of a new pump pit, ejector pump and associated electrical and plumbing works needed to lift the drainage from basement plumbing fixtures to an overhead sewer or existing soil stack.
- Cost of trenching and concrete floor replacement.
- Cost of installing a backflow prevention valve with a bypass (new sump and sump pump in an underground vault) and associated electrical and plumbing work.
- Cost of grass seeding or sod to restore disrupted landscape.
- Battery backup system.
- Applicable permit fees.

The following are Non-Eligible costs which will not be covered by this program:

- Removal and replacement of interior basement walls and finishes.
- Use of materials not meeting the requirements of the Village's Specifications or Codes.
- Ancillary homeowner improvements not necessary to provide sewer backup protection of the basement.
- Planting of new or replacement landscaping (bushes and trees) other than grass seeding or sod.
- New electrical panels and/or upgrading the house electrical supply.
- Costs associated with disconnecting downspouts and roof drains from the Village's sewer system.

## V. WHO IS ELIGIBLE TO PARTICIPATE IN THIS PROGRAM?

This program is open to owner occupied single-family homes that are susceptible to sewer backup by way of a gravity sewer line. Single family is defined as both traditional single family homes as well as multi-family residences of 1-4 units where the owner occupies at least one unit. Homeowners who installed sewer backup protection systems in calendar years 2010 and 2011 and who otherwise meet the eligibility criteria will may also participate in this Program, provided the work passed final inspection by the Building and Property Standards Department and the permit for the work was issued after January 1, 2010. Homeowners will only be eligible for this program once.

Applications will be received starting April 2, 2012. The program will be open until the \$225,000 funds dedicated to this purpose have been expended, or December 31, 2012, whichever is sooner.

The program will first be made available to applicants who have an annual adjusted gross income below 150% of the Area Median Income or \$113,700.00 at the time of the installation. This restricted application period will begin on April 2, 2012 and end on June 1, 2012. Thereafter, all households regardless of income level will be eligible to apply.

Homeowners will be considered ineligible if:

- They owe any unpaid taxes or water bills or other debt to the Village.
- If the homeowner has any unpaid final judgments of liability from the office of Adjudication which are due and owing.
- If there are any unpaid Village liens on any property owned by the applicant.
- If there are outstanding Code violations which the homeowner has been advised of and had not corrected.
- If the homeowner is not current on any other Village obligations, or otherwise not in compliance with requirements of the Village Code, including but not limited to multi-family licensing, alarm permitting, or vacant building registration.
- If they have received a grant under this Program before.

### **Eligibility of Village Employees**

Otherwise eligible homeowners who are also Village Employees are eligible for the program in accordance with the Village's Conflict of Interest and Ethics Ordinance.

### **Eligibility For Other Housing Programs**

Participants in the Sewer Backup Protection Grant Program continue to be eligible for other Village Housing Programs provided they meet the eligibility criteria for those programs.

## **VI. HOW DO I APPLY?**

### **A. Steps**

The following are the basic steps to take to participate in the Program:

1. Homeowners must complete an application and submit it to the Housing Programs Division.
2. Homeowners must provide detailed drawings and a proposal from an Illinois licensed plumbing contractor, including all technical information on pumps, valves, electrical work, etc. The Village encourages homeowners to obtain at least three estimates from qualified contractors for this work. All contractors must register with the Village to do work in Oak Park in accordance with existing Building and Property Standards procedures.
3. During the restricted income application time period, from April 2, 2012 to June 1, 2012, homeowners wishing to apply must provide a copy of the first page of their federal income tax return for the prior year. Eligible homeowners who completed work prior to June 2, 2012 must provide a copy of the first page of their federal income tax return for the year in which the work was completed.

### **B. Priority**

Applications will be processed on a first come, first served basis. The program will expire when the Grant Funds in the amount of \$225,000 are expended, or December 31, 2012, whichever is sooner.

## **VII. PROGRAM MANAGEMENT**

### **A. Application and Eligibility Review**

The Housing Programs Division will review the completed application with Village staff for an initial determination of eligibility. If the homeowner meets the eligibility criteria, the Housing Programs Division will forward the application to the Village Engineer for review. Once the Village Engineer has reviewed the request, the Grant application will be submitted to the Housing Programs Division for review.

### **B. Ineligibility**

If the homeowner is not eligible, the Housing Programs Division will notify the homeowner of the reason for the ineligibility. If the reason for the ineligibility is due to an outstanding debt, judgment or code compliance issue, the homeowner will be allowed to satisfy those obligations, come into compliance with the Village Code and re-apply. For purposes of determining priority, the homeowner's place in line will be based upon the date of reapplication.

### **C. Agreement**

Upon approval of the application, the homeowner will be required to sign a Grant Agreement substantially in conformance with the Agreement provided with this Program Document.

### **D. Building Permits**

The homeowner must obtain a permit from the Building and Property Standards Department before the contractor may begin work. All work shall be performed in accordance with the Village's Building and Electrical Codes and the Illinois Plumbing Code. The contractor shall



schedule necessary inspections by the Building and Property Standards Department throughout the construction.

**E. Disconnect Downspouts**

As part of the Program, all participants must disconnect any downspouts from the Village's combined sewer system and must take all corrective action necessary to prevent the discharge of roof drainage into the Village's combined sewer systems, unless an exemption is obtained from the Director of the Building and Property Standards Department.

**F. Payment of Requests for Reimbursement**

Upon completion of the work, the homeowner must submit a Request for Reimbursement Form. The form must be accompanied by the following:

1. Contractor's mechanics lien waiver;
2. A copy of the homeowner's proof of payment to the contractor;
3. A certification from the contractor that the homeowner paid for the work; and
4. A certification from the Building and Property Standards Division that the work was completed in accordance with all applicable codes and passed final inspection.
5. In those cases where the homeowner requests that payment be made directly to the contractor, the homeowner must sign a Payment Authorization form and provide mechanics lien waivers. The Village will agree to pay the contractor directly upon proof that the Village's payment is the only outstanding payment to be made to the contractor.

If the Request for Reimbursement is in conformance with the program requirements, the Request will be forwarded to the Village's Finance Department for payment. Payment will be made within 30 days of approval of the invoice.

Note: Requests for reimbursement for work completed in 2010 or 2011, require the homeowner to show proof of permit, final inspection from the Village and a detailed paid receipt of the work completed.

**VILLAGE OF OAK PARK**  
**SEWER BACKUP PROTECTION GRANT PROGRAM**  
**HOMEOWNER PARTICIPATION AGREEMENT**  
(Submit in Duplicate)

THIS AGREEMENT made on this \_\_\_\_\_ day of \_\_\_\_\_, 2012 between the VILLAGE OF OAK PARK, 123 Madison Street, Oak Park, Illinois (hereinafter referred to as "Village") and \_\_\_\_\_ (name) and \_\_\_\_\_ (name) at \_\_\_\_\_ (address) in Oak Park, Illinois (hereinafter referred to collectively as "Homeowner(s)").

**WITNESSETH:**

WHEREAS, the Village has adopted a Sewer Backup Protection Grant Program to assist residents in their efforts to protect their homes from sewer backup. This Program provides a grant to Homeowners for certain basic costs of upgrading their plumbing in order to minimize sewage backflow. A copy of the Program Guidelines is incorporated in to this Agreement as Exhibit A; and

WHEREAS, Homeowner is the owner and occupant of the residence indicated above which has been the subject of occasional sewer backup; and

WHEREAS, the Homeowner has applied to participate in this Program and the Village has determined Homeowner to be eligible to participate.

NOW, THEREOFRE, in consideration of the above and the terms and conditions set forth below, the parties hereto agree as follows:

Section 1: The findings set forth above are expressly made a part of this Agreement as if fully set forth in this Section 1.

Section 2: Definitions. The following terms shall have the following meanings when used in this Agreement unless the context clearly indicates a contrary meaning.

"Contractor" shall mean an Illinois Licensed Plumbing Contractor who is registered to do work in the Village of Oak Park and who has obtained the necessary licenses and permits from the Village to do work under this Program.

"Permit" is a Village permit which the Homeowner must obtain before any improvements can be installed by a Contractor.

"Program" is the Village's Sewer Backup Protection Grant Program, operated in accordance with the Program Guidelines adopted by the Board of Trustees of the Village of Oak Park.

"Proposal" shall mean a Contractor's detailed bid for equipment, material and labor, with quantities itemized.

**Section 3: Village Approval.** The Homeowner will submit all documentation required under the Program to the Village prior to the installation of any plumbing facilities, including the specific plans, Proposal, and an application for the necessary permits. No work shall begin until the Village approves the plans, the Homeowner pays the permit fee and the Village issues a building permit. If any work is done without Village permits, Homeowner will not be entitled to reimbursement for that work.

**Section 4: Installation.** Homeowner agrees to install the approved plumbing facilities in accordance with the Program within 6 months of application approval. The time may be extended upon written request of the Homeowner and written permission by the Village if the work is delayed because of weather, unavailability of a Contractor or other factors beyond the Homeowner's control where Homeowner has exercised reasonable diligence to timely complete the installation of the facilities.

**Section 5: Contract for Work.** The Homeowner's contract for the work shall be based on a Proposal approved by the Village. That proposal shall be attached to this Agreement and made part hereof as **Exhibit B.**

The contract for the installation will be between the Contractor and the Homeowner. The Village shall not be a party to such contract and has no liability for breach of contract or damages as a result of work improperly performed. Homeowner agrees that by operating this Grant Program, the Village does not assume any duty to the Homeowner or the Contractor for the performance of the work, the quality of the work or the condition of private property. The Village's only responsibility will be to make payment when there has been strict compliance with the Program Guidelines and this Agreement.

**Section 6: Permit Required.** The installation of the plumbing and electric facilities will require a permit issued by the Village's Department of Building and Property Standards.

**Section 7: Inspections.** The Homeowner must notify the Building and Property Standards Department to inspect the plumbing and electric work as required by that Department.

**Section 8: Reimbursement Items.** The Village will reimburse the Homeowner for those items which are considered eligible costs at their actual cost. The maximum amount of reimbursement is \$3,500.00 per property.

**Section 9: Payment of Reimbursement.** The Village will make reimbursement of eligible items at approved amounts when all work is completed, inspected and approved by the Village. To receive a reimbursement, Homeowner must follow all requirements of this Agreement and submit a claim on the Request for Reimbursement Form. Eligible costs include the following:

- a. Cost of location, excavation and exposure of the building sewer, including the support of existing structures, for reconnection to a new overhead sewer to the existing sewer line.
- b. Cost of a new pump pit, ejector pump and associated electrical and plumbing works needed to lift the drainage from basement plumbing fixtures to an overhead sewer or existing soil stack.
- c. Cost of trenching and concrete floor replacement.

- d. Cost of installing a backflow prevention valve with a bypass (new sump and sump pump in an underground vault) and associated electrical and plumbing work.
- e. Cost of grass seeding or sod to restore disrupted landscape.
- f. Battery backup system.
- g. Applicable permit fees.

**Section 10: Homeowner's Responsibility.** The Village will not reimburse the Homeowner for any of the following costs:

- a. Correction of subsidence in the excavated area. Settling of excavated soils is common. The Homeowner will be responsible for any future filling and reseeding.
- b. Future maintenance of ejector pump, backflow valve, overhead sewer, associated electrical equipment and all other related equipment and improvements. Like all equipment, this equipment and related items may require checking, service or repair in the future. The Homeowner is responsible for this future maintenance.
- c. Removal and replacement of interior basement walls and finishes.
- d. Use of materials not meeting the requirements of the Village's Specifications or Codes.
- e. Ancillary homeowner improvements not necessary to provide backup protection of the basement.
- f. Planting of new or replacement landscaping (bushes and trees) other than grass seeding or sod.
- g. New electrical panels and/or upgrading the house electrical supply.

**Section 11: Liability Waiver.** The Village of Oak Park, its officers and employees, are statutorily immune from liability for failing to inspect the condition of property that it does not own. In addition, the Village of Oak Park, by simply providing the funding for these improvements, is not undertaking to oversee the quality or the performance of the work. Inspections done by the Village under this program shall be the same as inspections the Village performs on any other permitted work in the Village. As such, the Village shall have no liability for the performance or non-performance of the work, or the quality of the work performed by contractors, or the condition of private property. The Village is not a party to the agreement between the Homeowner and its selected contractor and therefore will not be liable for breach of contract or damages caused by the contractor. The Village is not assuming any fiduciary or other duty to the Homeowner under this program. The Homeowner, by signing this agreement agrees, accepts and understands this and therefore, agrees to waive any claims against the Village of Oak Park, its employees, officers and agents ("the Village") and to indemnify, defend and hold the Village harmless against any and all claims whether in tort, contract or under any other theory of liability for any property damage, personal injury, economic, contractual damages or other damages or loss of any other kind which the Homeowner may acquire as a result of participating in this Program.

**Section 12: Disclaimer.** The Program is designed to assist homeowners in reducing the risk of basement flooding due to sewer backups. However, there is always a risk of a sewer backup as a result of unexpected sewer collapse, obstruction, power failure, extreme environmental or weather conditions or other unforeseen factors. Homeowner agrees to assume the risk of loss of any future property damage even after installation of these funded improvements.

In addition to overhead sewers, Homeowners should make sure their foundation drains are operated properly to prevent seepage of ground water through walls below grade. Existing foundation drains will not be tested for proper operation in the Program – the Homeowner has the responsibility for all testing, inspections and any corrective work that may become necessary.

Further, in order for overhead sewers, backflow prevention valves and foundation drains to function properly, the sump/ejector pump(s) must be reliable and function continuously. The Homeowner has the responsibility to check the operation of those pumps regularly. The Homeowner has the responsibility for all testing, inspections and any corrective work that may become necessary.

Homeowners should also install a battery backup system to provide protection in the event of power failure.

**Section 13 Disconnection of Downspouts.** As a requirement of this Program, Homeowner must disconnect any downspouts from the Village's combined sewer system and must take all corrective action necessary to prevent the discharge of roof drainage into the Village's combined sewer systems, unless an exemption is obtained from the Director of the Building and Property Standards Department.

**Section 14: Breach.** If the Homeowner fails to comply with all requirements of this Agreement or to complete installation as provided in this Agreement, the Village shall have no obligation to reimburse the Homeowner for eligible expenses.

VILLAGE OF OAK PARK

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

Cara Pavlicek, Interim Village Manager

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

Teresa Powell, Village Clerk

Subscribed to and Sworn

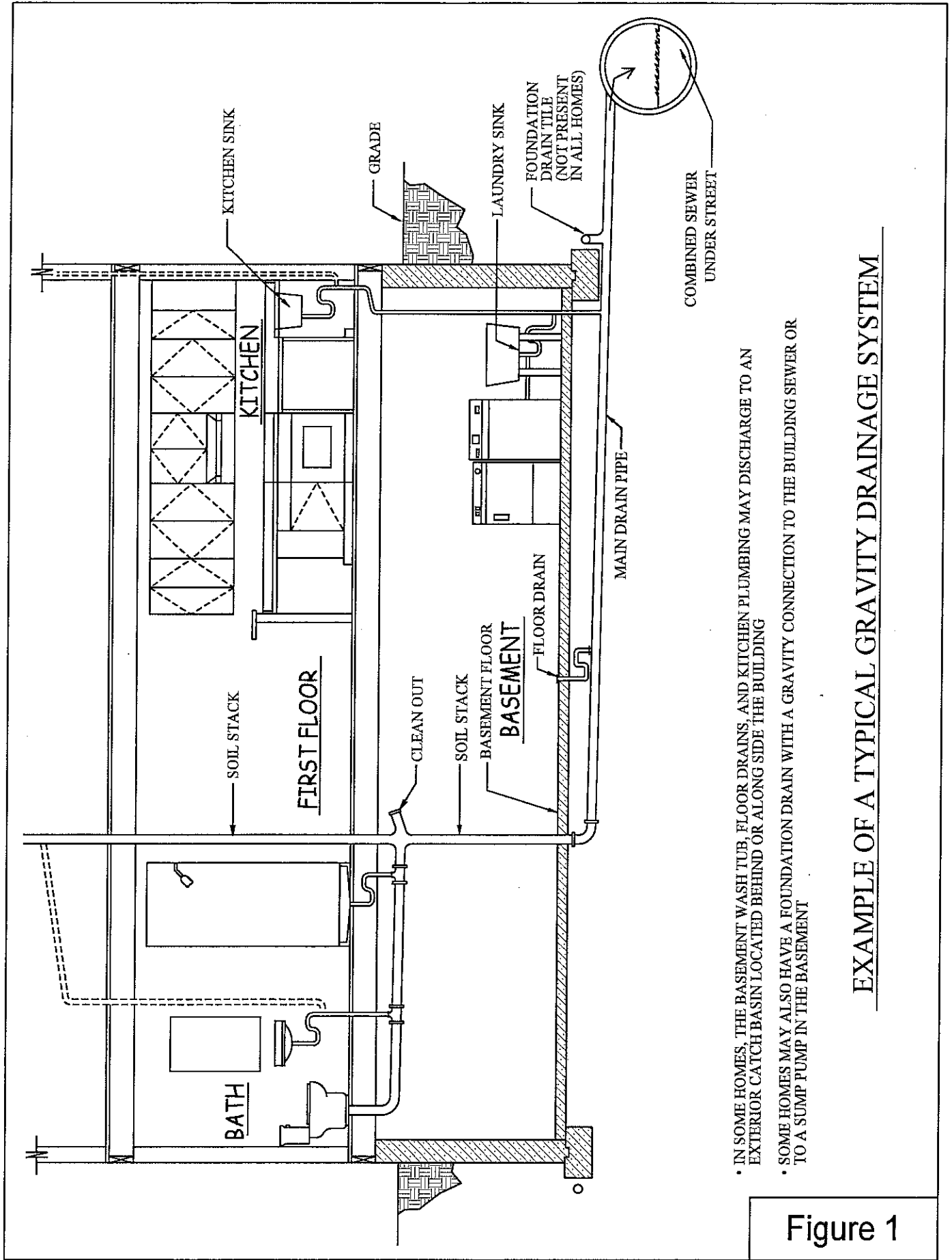
HOMEOWNER(S)

Before me on \_\_\_\_\_

\_\_\_\_\_, 2012

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

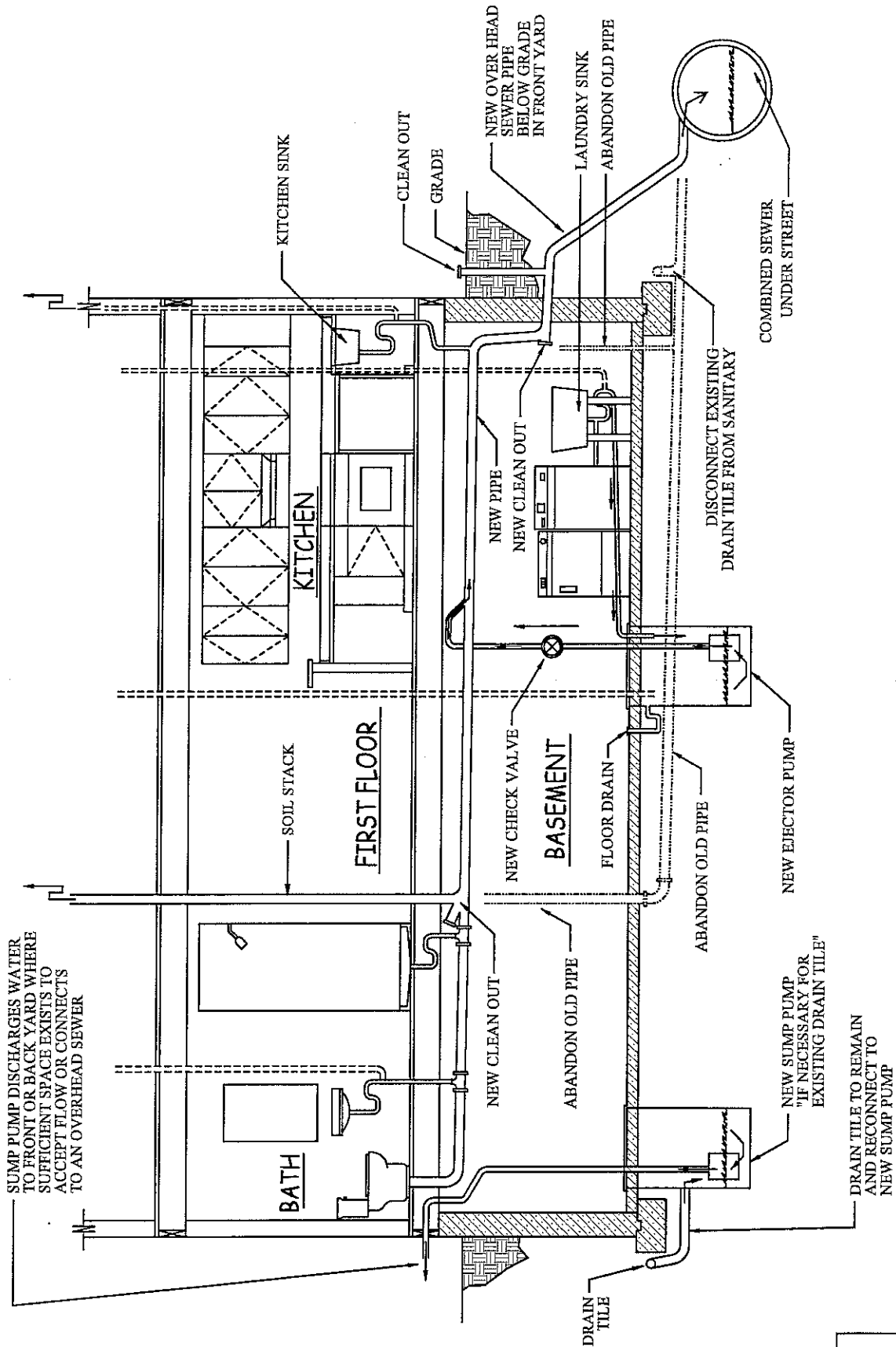
\_\_\_\_\_  
Notary Public



- IN SOME HOMES, THE BASEMENT WASH TUB, FLOOR DRAINS, AND KITCHEN PLUMBING MAY DISCHARGE TO AN EXTERIOR CATCH BASIN LOCATED BEHIND OR ALONG SIDE THE BUILDING
- SOME HOMES MAY ALSO HAVE A FOUNDATION DRAIN WITH A GRAVITY CONNECTION TO THE BUILDING SEWER OR TO A SUMP PUMP IN THE BASEMENT

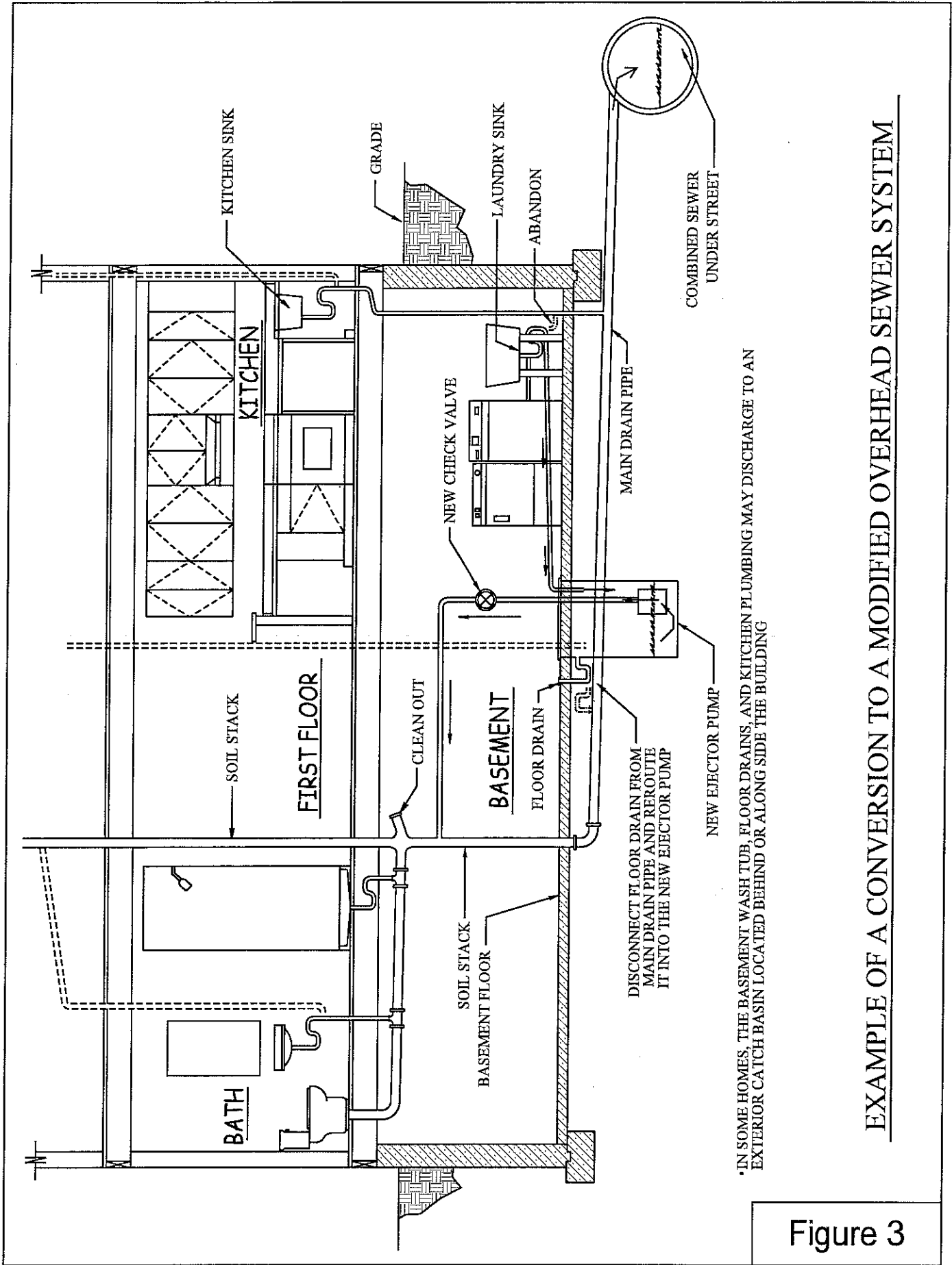
EXAMPLE OF A TYPICAL GRAVITY DRAINAGE SYSTEM

Figure 1



EXAMPLE OF A CONVERSION TO AN OVERHEAD SEWER SYSTEM

Figure 2

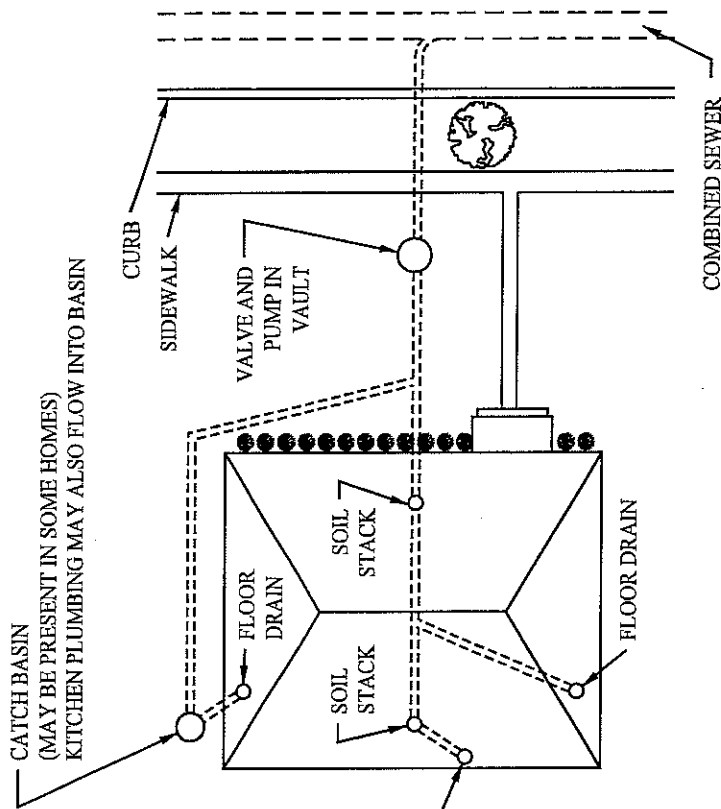


• IN SOME HOMES, THE BASEMENT WASH TUB, FLOOR DRAINS, AND KITCHEN PLUMBING MAY DISCHARGE TO AN EXTERIOR CATCH BASIN LOCATED BEHIND OR ALONG SIDE THE BUILDING

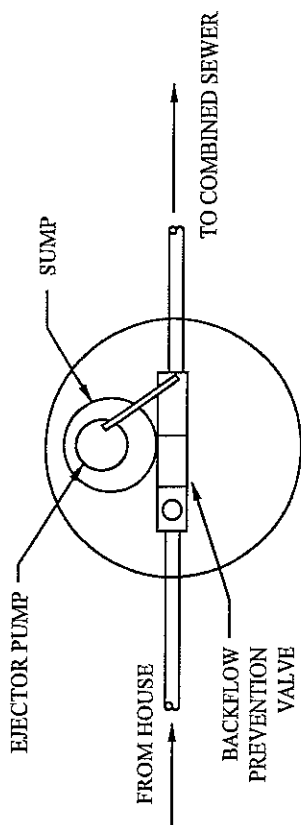
**EXAMPLE OF A CONVERSION TO A MODIFIED OVERHEAD SEWER SYSTEM**

**Figure 3**

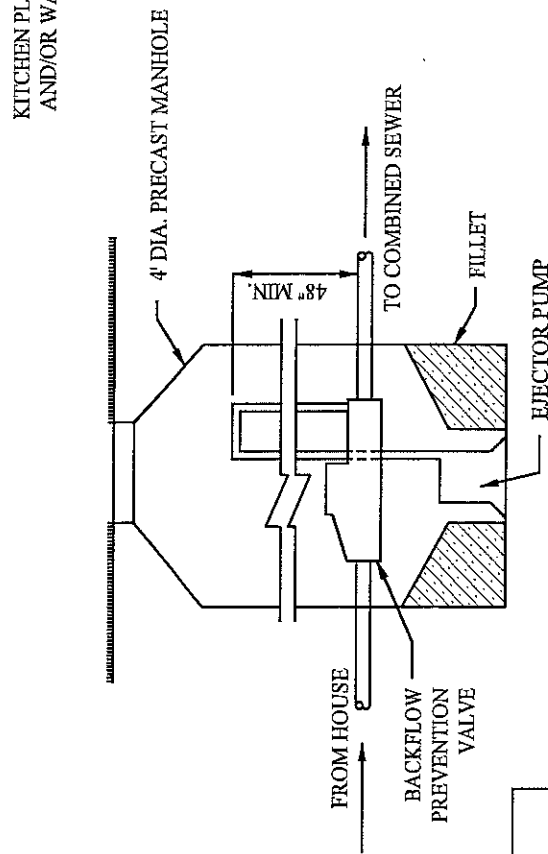




PLAN VIEW



TOP VIEW



SIDE VIEW

**EXAMPLE OF A TYPICAL INSTALLATION OF  
A BACKFLOW PREVENTION VALVE**

**Figure 4**

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

H

**Item Title: Consideration of a Recommendation from the Public Art Advisory Commission to approve the development of a Temporary Sculpture Exhibition in the Greater Downtown Area and direct staff to prepare the necessary documents and budget amendment.**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: *March 19<sup>th</sup>, 2012*

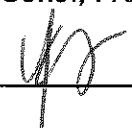
Staff Review:

Loretta Daly 

Commission Chairperson:

David Sokol, PAAC Chair

Village Manager's Office:

  
\_\_\_\_\_

**Citizen Advisory Board or Commission Issue Processing (Dates of Related Commission Meetings):** At the request of a former Public Art Advisory Commission Member, Margot McMahon the PAAC has explored the potential to develop the temporary installation of multiple sculpture pieces throughout the Greater Downtown Area which would be scheduled to coincide with The International Sculpture Commissions Annual Meeting being held in Chicago from October 6<sup>th</sup> – 9<sup>th</sup>, 2012.

Upon review and discussion, the PAAC at their February 1<sup>st</sup>, and March 12<sup>th</sup>, 2012 meetings determined that this type of installation while not specified on their 2012 Work Plan met the objectives of the PAAC enabling ordinance. Additionally, the PAAC found that this exhibition could provide benefit to the visitors and residents of Oak Park if placed in concert with traditional architectural attractions along the Lake & Forest Historic Corridor.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The PAAC is recommending that the Board of Trustees authorize development of a temporary installation of multiple sculpture pieces as follows:

- 12 Sculpture Pieces placed throughout the Greater Downtown Area and along Forest between Lake & Chicago Ave.
- Exhibit to Run from June 2<sup>nd</sup>, 2012 to October 13<sup>th</sup>, 2012.
- Budget amendment in the amount of \$25,250

This recommendation is coming to the Board in compliance with section 2 – 22-2 A of the Public Art Advisory Commissions enabling ordinance which states; A: “To make recommendations to the President and Board of Trustees with regard to the acceptance, placement and maintenance of such art on Village Property.

The recommended sculpture exhibit schedule, and implementation strategy is attached.

**Staff Commentary (If applicable or different than Commission):**

Staff is in agreement with the Commissions recommendation

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

Account # 3095-43700-101-530656 will be utilized for this program. There is currently \$100,000 in this account.

A budget amendment will be prepared to modify the Public Art CIP Fund. The Finance Committee reviewed this concept and recommended shifting funds for the Performing Arts Grants for this purpose.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

- Instruct the Commission to revise the program structure: This could result in a delay in implementation beyond June 2<sup>nd</sup>
- Do not authorize the program.

**Proposed Recommended Action: Approve the recommendation**

**SCULPTURE PROGRAM OAK PARK**  
**June 2<sup>nd</sup> – October 13<sup>th</sup>, 2012 (Installed for FLW House Walk & Day in Our Village)**

<b>May 23<sup>rd</sup> – May 31<sup>st</sup></b>	<b>Art Installation</b>
<b>March 23<sup>rd</sup> – Mid April</b>	<b>Selection Process</b>
<b>March 23<sup>rd</sup> – May 4<sup>th</sup></b>	<b>Marketing Development &amp; Execution</b>
<b>March 21<sup>st</sup> – April 1<sup>st</sup></b>	<b>Coordinator Selection/Contract</b>

**VOP BOARD APPROVAL**

March 19 Board Meeting

**COORDINATOR SELECTION – BUDGET \$4,000.00**

A temporary position responsible for the coordination and execution of all aspects of the Summer Sculpture walk including management of the selection process, marketing development, and arts installation and removal. Position reports directly to the PAAC Staff Liaison in coordination with the Public Art Advisory Commission.

**Position Hours & Salary - Salary \$20/Hour**

March 23 <sup>rd</sup> – March 31 <sup>st</sup>	40 Hours
April 1 <sup>st</sup> – April 30 <sup>th</sup>	60 Hours
May 1 <sup>st</sup> – May 31 <sup>st</sup>	60 Hours
June 1 <sup>st</sup> – Oct 10 <sup>th</sup>	20 Hours (Position mostly dormant during exhibit)
Oct 10 <sup>th</sup> – Oct 13 <sup>th</sup>	<u>20 Hours</u>
	200 Hours

**SELECTION PROCESS – BUDGET \$250.00**

PAAC Sub-Committee – 5 Members

- Identify & Secure Sites – March 7<sup>th</sup> – 11<sup>th</sup>
- Develop a Call for Artists – March 7<sup>th</sup> – March 19<sup>th</sup>
- Send Out Call to Artists – March 20<sup>th</sup> / Submittals due April 13<sup>th</sup>)
- Sub Committee Selection – April 16<sup>th</sup>
- Special Meeting PAAC – April 18<sup>th</sup>
- Selection Process (site specific) PAAC Approval by Mid-April

**MARKETING DEVELOPMENT – BUDGET \$3,000**

PAAC Sub-Committee – 5 Members

- Develop Marketing Strategies – March 23 – April 4<sup>th</sup>
- Execute Marketing Strategies – April 4<sup>th</sup>.....

**INSTALLATION = BUDGET \$18,000 – 12 Pieces \$1,500**

PAAC Sub-Committee – 2 Members

- Inform Artists – April
- Installation Complete – May 23<sup>rd</sup>

**TOTAL BUDGET: \$25,250**

J

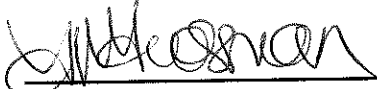
**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Resolution Authorizing the Execution of an Amended Agreement between the Village of Oak Park and the Oak Park Regional Housing Center for 2012 in an amount not to exceed \$385,000.**

Resolution or Ordinance No. \_\_\_\_\_  
Date of Board Action: *March 19, 2012*

**Staff Review:**

Department Director Name:



Tammie Grossman, Housing Programs Manager

Village Manager's Office:



**Item History (Previous Board Review, Related Action, History):**

The Village supports the Oak Park Regional Housing Center (Housing Center) utilizing General Revenue Funds and Community Development Block Grant (CDBG) funds to fund specific projects of the Center relating to the Multi-family Housing Incentives Program and also its general administration. Because the Housing Center provides services for CDBG and non-CDBG funded activities, it is necessary for the Village and Housing Center to have separate agreements for the use of CDBG and General funds. This agreement is for the non-CDBG funded programs. However, the attached Scope of Services delineates duties and responsibilities for all funded programs, both CDBG and non-CDBG alike. The CDBG projects will be presented to you in a separate agreement after it is finalized by HUD.

On January 18, 2012 the Village President and Board of Trustees approved an agreement with the Housing Center funding in the amount of \$365,000. The Housing Center requested an additional \$20,000. The Board referred this request to the Finance Committee. On February 9, 2012 the Finance Committee recommended approval of the request for an additional \$20,000. This Resolution amends the previously approved agreement to reflect the additional \$20,000.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The Village has funded the Housing Center since its creation in the 1970's. The contract presented in 2012 has been revised to reflect an additional \$20,000 in funding approved by the Board on January 18, 2012. The chart attached as Exhibit 1 indicates the schedule of monthly payments to be made for the remainder of 2012.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

The Oak Park Regional Housing Center has been a housing partner agency of the Village of Oak Park since its creation.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The 2012 budget assumed expenditures of General Revenue Funds and CDBG Funds totaling \$552,311, which was the same level of funding as in 2011. The amended contract on this

agenda covers the monthly General Revenue Fund dollars. The Board budgeted \$365,000 for this item in 2012. This amendment will increase the contact amount to \$385,000. This increase in funding will be offset by a reduction in the funding for the Multi-Family Housing Incentives Program.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The Oak Park Regional Housing Center is the only entity that does affirmative rental housing marketing in the Village of Oak Park. If the Housing Center was not funded by the Village it would not be able to carry out its mission.

**Proposed Recommended Action: Approve the Resolution**

**RESOLUTION AUTHORIZING EXECUTION OF AN AMENDED AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND THE OAK PARK REGIONAL HOUSING CENTER FOR 2012**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, Illinois that the Village Manager is hereby authorized and directed to enter into an amended funding and service agreement with the Oak Park Regional Housing Center. The amended agreement shall conform substantially to the Agreement attached hereto as Exhibit C and made a part hereof.

**THIS RESOLUTION** shall be in full force from and after its adoption as provided by law.

**ADOPTED** this 19<sup>th</sup> day of **March, 2012** pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** by me this 19<sup>th</sup> day of **March, 2012**.

---

David G. Pope  
Village President

**ATTEST:**

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Teresa Powell  
Village Clerk

**AMENDED CONTRACT FOR SERVICES BETWEEN  
THE VILLAGE OF OAK PARK AND  
OAK PARK REGIONAL HOUSING CENTER**

THIS AGREEMENT is entered into by the Village of Oak Park, a municipal corporation (hereinafter referred to as the "Village") and the Oak Park Regional Housing Center (hereinafter referred to as "Contractor").

**Whereas**, on November 4, 1984, the VILLAGE adopted Ordinance Number 1984-0-68 "Providing Incentives to Discourage Unlawful Steering Practices to Counteract the Effects of Discrimination, and to Provide Prospective Renters with Information Concerning Available Housing to Expand Their Housing Choices;" and

**Whereas**, the Ordinance, in part, provides for the VILLAGE to contract with an agent or agents of its choice to affirmatively market the rental units of those owners of multiple-family dwellings with four or more units within the VILLAGE who have contracted with the VILLAGE for this service; and

**Whereas**, the CONTRACTOR, a community service agency in existence since 1972, has the overall goal of achieving racially diverse housing patterns and encouraging the quality maintenance and management of rental housing within the VILLAGE and has the capability of providing the affirmative marketing services required by the VILLAGE at this time; and

**Whereas**, the parties desire to enter into agreement to provide funding for the CONTRACTOR'S program to achieve racial diversity in Oak Park's housing market. Through implementation of the Marketing Plan and the provision of the Services set forth below, which take into account both stimulating housing supply and creating housing demand, measurable results will be achieved.

**Now Therefore**, the parties agree as follows:



### **1. Length of Contract**

This contract shall commence January 1, 2012, and shall terminate December 31, 2012, and may be terminated by either party with ninety (90) days written notice.

### **2. Contract Amount and Payment Schedule**

In consideration of the Contractor undertaking to provide the services set forth in this agreement, and subject to approval of invoices and other required documentation including, but not limited to, all reports required herein, the Village agrees to pay the Contractor the amount listed as General Revenue Fund, Administrative Support on the Funding Schedule attached hereto as Exhibit 1 for the term of this contract. The CDBG payments listed in Exhibit I are excluded from this agreement, and shall be paid pursuant to a separate agreement as further detailed in Paragraph 4 below.

### **3. Scope of Services.**

The Contractor shall perform the services and make a good faith effort to achieve the goals set forth in the Scope of Services, Program Goals and Measurement, attached hereto as Exhibit 2.

### **4. C.D.B.G. Agreement**

The Contractor, as a CDBG sub-recipient, will enter into a separate agreement with the Village of Oak Park for Community Development Block Grant (C.D.B.G.) Funds received by the Village from the United States Department of Housing and Urban Development ("HUD"), as provided by the Housing and Community Development Act of 1974, as amended (P.L. 93-383) ("ACT"). Any existing C.D.B.G. agreement shall remain in full force and effect and shall not be changed, modified or amended in any way by this agreement. In the event the Village does not receive CDBG money from HUD for this purpose for the 2012 budget year, the Village will not be obligated to make the CDBG payments included in Exhibit 1.

### **5. Compliance With Laws**

The Contractor, in performing this agreement, shall:

a) Not discriminate against any worker, employee, or applicant, or any member of the public because of race, religion, disability, creed, color, sex, age, sexual orientation, status as a disabled veteran or Vietnam era veteran, or national origin, nor otherwise commit an unfair employment practice; and

b) Take affirmative action to ensure that applicants are employed without regard to race, religion, handicap, creed, color, sex, age, sexual orientation, status as a disabled veteran or Vietnam era veteran, or national origin, with such affirmative action, including but not limited to the following: employment, upgrading, demotion or transfer, termination, rates of pay, other forms of compensation, or selection for training, including apprenticeship.

c) Agree and authorize the Village to conduct reviews and conduct other procedures or practices to assure compliance with these provisions. The Contractor agrees to post, in conspicuous places available to employees and applicants for employment or distribute to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.

d) Agree not to violate any laws, State or Federal rules or regulations regarding a direct or indirect illegal interest on the part of any employee or elected official of the Contractor in the agreement or payments made pursuant to this agreement.

## **6. Adherence to Village Policies**

The Contractor hereby agrees that for the term of this agreement, the Contractor will adhere to the policies set forth in the Addendum to the Agreement, attached hereto as Exhibit 3, or, in the alternative, that it will have adopted policies of its own which are in substantial compliance with the policies set forth in the Addendum, attached hereto as Exhibit 3.

All such Contractor policies require prior review and approval by the Village before the Contractor can substitute adherence to its own policies for adherence to the Village policies set forth in Exhibit 3. Such policies may be submitted to the Village for review and

approval prior to the execution of this agreement or at any time during the term of this agreement.

The Village shall provide the Contractor with timely written approval or disapproval of all such policies submitted by the Contractor. Disapproval shall be accompanied by the specific reasons why the submitted policy is not in substantial compliance with the Village policy set forth in Exhibit 3. The Contractor may revise and resubmit policies to the Village for review and approval. Approval shall not be unreasonably withheld by the Village.

The Contractor shall be obligated to adhere to the policies set forth in Exhibit 3 until such time as its own written equivalent policy or policies have been filed with and approved by the Village.

The Contractor shall be obligated to submit any change in, or amendment to, such approved policy during the term of this agreement to the Village for its approval in the same manner as if it were submitting an entire new policy to the Village for its review and approval.

## **7. Personnel**

The Contractor represents that it has or will secure all personnel and consultants necessary to perform the services required of it under this agreement. All of the services required hereunder will be performed by the Contractor, or under its supervision, and all personnel engaged in the work shall be fully qualified to perform such services.

## **8. Approval of Budget**

The Contractor shall submit to the Village for review, at least one hundred twenty (120) days prior to the end of each calendar year, the Contractor's proposed budget for the following calendar year. Any request for funding from the Village must receive approval from the Village Board of Trustees. The budget submitted shall conform to the program budget format established by the Village. The annual budget request shall be accompanied by an updated organizational chart listing positions filled and vacant and reflecting the internal reporting structure of the organization.

## **9. Audits and Inspections**

a) Upon reasonable request, during normal business hours, the Village may examine, and the Contractor shall make available, all of its records used in the preparation of its progress and activity reports to the Village with regard to all programs which are funded in total or in part by the Village or through the Village as funding agent. The Contractor shall permit the Village to audit, examine, and make excerpts or transcripts from such records, and to make audits of all payroll and other expenses of the Contractor with regard to such programs. The Contractor shall also provide, upon reasonable request, documentation of such program expenditures as the Village deems necessary.

b) The Contractor shall provide the Village with an annual audited financial statement. The report shall be prepared by an independent accounting firm and shall be conducted in accordance with generally accepted auditing standards.

The audited annual statement shall be due within six (6) months after the end of the Contractor's fiscal year.

The Contractor shall provide such additional information as the Finance Director may require after the Finance Director's review of the submitted audited annual statement.

Upon the timely request of the Contractor, the Director of Finance for the Village will provide the Contractor with any direction and guidance the Contractor may require with regard to the preparation of the annual audited financial statement.

## **10. Reports**

The Contractor will submit written reports as set forth in Exhibit 2 attached hereto and made a part hereof. Such reports shall be addressed to the Housing Programs Manager and the Village Manager and shall describe the activities it has undertaken to fulfill the Scope of Services and goals set forth in Exhibit 2

## **11. Indemnification**

a) The Village agrees to save and hold harmless, protect and defend the Contractor, its employees, Board Members and other agents, from any and all costs, losses, suits for damage or other relief, damages, rights, claims, demands or actions resulting from or in any

way arising out of the actions or operations of the Contractor or its agents in approving or carrying out or fulfilling the terms of the agreement and to pay all costs, including attorneys' fees, of any involvement in any litigation or administrative proceedings or other legal actions based, in whole or in part, on the Incentives Ordinance or the Contractor's status as designated marketing agent under the terms of any Marketing Services Agreement between the Village and any owner.

b) The Contractor agrees that the Village shall have control over any litigation, administrative proceedings or other legal action, including any settlement of any claim, suit or legal action as the Village deems expedient, provided that the Village shall not be authorized to make any admissions of wrongdoing or illegal activity or liability on behalf of the Contractor, or enter any plea of or in the nature of "nolo contendere," without the prior approval of the Contractor. Provided further that nothing in this paragraph or agreement shall prevent the Village and the Contractor from agreeing to submit for defense and/or indemnification any matter which might otherwise be defended and/or indemnified by the Village under this paragraph, to any insurance carrier of the Contractor.

c) All provisions of the agreement requiring the Village to save and hold harmless, defend the Contractor, its employees, Board members and other agents, and to pay all costs of any involvement in legal actions shall survive any termination of the agreement and, if the Contractor, or its employees, Board members or other agents, is or becomes involved in any proceeding or litigation by reason of the Contractor having been the Village's agent through this agreement, such provisions shall apply as if this agreement were still in effect.

## **12. Termination of Agreement or Suspension of Payment**

a) The Contractor hereby acknowledges that the Village Board of Trustees will review the performance criteria of the various agencies receiving funds from the Village during the term of this agreement which may result in amendment to the agreement. This agreement may be terminated without cause by either party upon providing ninety (90) days written notice of its intention to terminate said agreement.

b) During the term of the agreement, the Village may terminate the agreement for cause or suspend payments of grant funds due to: 1) use of funds in a manner inconsistent

with the scope of services, 2) failure by Contractor in submitting required documentation, 3) submission by Contractor of incorrect or incomplete reports, or 4) Contractor's failure to perform in accordance with the agreement.

c) In the event the Village elects to terminate this agreement for cause or to suspend payments under this agreement for any reason stated in this Agreement, the Village shall provide written notice to Contractor of its intention to terminate the agreement for cause or suspend payments if the Contractor fails to cure the noted deficiency within thirty (30) days after receipt of the notice of deficiency. The written notice shall provide the Contractor with a description of the alleged deficiency, and shall state a time and place wherein Contractor shall be afforded the opportunity to refute the statement of deficiency set forth in the notice prior to the Village's termination of suspension of payments. The Village Manager or his designee shall be present at this meeting and shall make the determination as to whether or not the Village will terminate the agreement or will continue, suspend, or terminate payments. If Contractor fails to adequately refute the alleged deficiencies, or fails to correct the deficiency(ies) within thirty (30) days of receipt of the notice or within such other time frame agreed upon by the Village and Contractor, or if the same deficiency continues to reoccur, the Village may terminate or suspend the payment of funds.

### **13. Notices**

All notices required by this agreement shall be delivered either personally or by certified and regular mail to the Village by delivering or mailing same to the Village Manager at 123 Madison Street, Oak Park, Illinois 60302 and to the Contractor by delivering or mailing same to the Contractor's Executive Director at 1041 South Boulevard, Oak Park, Illinois 60302. Notice by mail shall be deemed to be delivered three business days after the day of mailing.

### **14. Return of Unused Funds to Village After Termination of Agreement or Dissolution of the Contractor's Corporation**

Upon the dissolution of the Contractor's corporation or termination of this agreement any unused funds of the Contractor originally provided by the Village shall be immediately

returned to the Village. Funds which have already been obligated by the Contractor at the time of the dissolution of the Corporation or at the time of the Contractor's receipt of the Village's notice to terminate the agreement, shall not be considered as "unused funds" for purposes of this section. Upon dissolution, the Contractor will provide the Village with the name of the individual or entity responsible for winding up its affairs.

### **15. Assignment**

The Contractor shall not assign this agreement or any part thereof and the Contractor shall not transfer or assign any Funds provided hereunder or claims due or to become due hereunder without the written approval of the Village having first been obtained.

### **16. Conflict of Interest**

The Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of the services required to be performed under this agreement. The Contractor further covenants that in the performance under this agreement, no person having such a conflicting interest shall be employed by the Contractor.

### **17. Amendments**

This agreement constitutes the entire agreement between parties hereto. No modifications, additions, deletions, or the like, to this agreement shall be effective unless and until such changes are agreed to in writing by the parties.

### **18. Headings**

The section headings of this agreement are for convenience and reference only and in no way define or describe the scope of intent of this agreement and should be ignored in construing or interpreting this agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first written above.

**VILLAGE OF OAK PARK**

**Attest:**

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Cara Pavlicek  
Interim Village Manager

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Teresa Powell  
Village Clerk

**OAK PARK REGIONAL HOUSING CENTER**

REVIEWED AND APPROVED  
AS TO FORM

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Rob Breymaier, Executive Director

MAR 12 2012  
*Simon M. Rals*  
LAW DEPARTMENT

Witness

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**AMENDED FUNDING SCHEDULE - 2012 BUDGET**

**Oak Park Regional Housing Center**

Monthly Bills are Paid in Arrears and Submitted and Paid the Following Month

Month	CDBG Fund		General Revenue Funds	TOTAL
	Public Services	Administrative Support/Cap Funds	Administrative Support	
January	(1)	(1)	\$ 45,625.00	\$ 45,625.00
February	(1)	(1)	\$ 49,625.00	\$ 95,250.00
March	(1)	(1)	\$ 49,625.00	\$ 144,875.00
April	(1)	(1)	\$ 49,625.00	\$ 194,500.00
May	(1)	(1)	\$ 49,625.00	\$ 244,125.00
June	(1)	(1)	\$ 49,625.00	\$ 293,750.00
July	(1)	(1)	\$ 15,208.34	\$ 308,958.34
August	(1)	(1)	\$ 15,208.34	\$ 324,166.68
September	(1)	(1)	\$ 15,208.34	\$ 339,375.02
October	(1)	(1)	\$ 15,208.34	\$ 354,583.35
November	(1)	(1)	\$ 15,208.34	\$ 369,791.69
December	(1)	(1)	\$ 15,208.32	\$ 385,000.00
<b>Total Monthly Payments</b>	\$ -	\$ -	\$ 385,000.00	
Reimbursed Program Costs (Subject to Actual Costs Incurred and Federal CDBG funding levels. Could be 11-13% less)	\$ 111,571.00	\$ 75,740.00		
<b>TOTALS</b>	\$ 111,571.00	\$ 75,740.00	\$ 385,000.00	\$ 572,311.00

**All payments subject to Reimbursement Requests of Actual Costs Incurred by Agency**

**EXHIBIT 1**

EXHIBIT 2

**OAK PARK REGIONAL HOUSING CENTER**

**SCOPE OF SERVICES**

**PROGRAM GOALS AND MEASURES**

- A. Conduct a comprehensive marketing program to attract racially diverse clients to the Village of Oak Park by advertising in accordance with the Marketing Plan:
1. Conduct outreach efforts to attract/counsel clients from all racial groups through marketing to area employers/institutions;
  2. Provide counseling services to clients and listings of apartments to encourage affirmative moves to Oak Park;
  3. Escort clients to available apartments;
  4. Refer home seekers to area realtors;
  5. Provide an evaluation of potential buildings/building owners to participate in the Multi-family Housing Incentives Program for review by the Village's Housing Programs Advisory Committee; and
  6. Work with the Village to promote and attract building owners into the Multi-family Housing Incentives Program.
- B. Serve as a designated marketing agent for the Multi-Family Housing Incentives Program fostering racial diversity in the apartment buildings that are participants.
1. Each Marketing Services Agreement entered into between the VILLAGE and an owner participating in the Multi Family Incentive Program authorized by the Incentives Ordinance (Ordinance Number 1984-0-68) shall specify the CONTRACTOR as the VILLAGE'S designated marketing agent and the CONTRACTOR will be promptly provided with a copy of that Agreement by the VILLAGE.
  2. The Marketing Services Agreement shall specify the CONTRACTOR as the VILLAGE'S designated marketing agent, such that whenever the owner has a unit which the owner knows is or will become vacant in any of his/her buildings

included in the Marketing Services Agreement, the owner shall immediately notify the Village of Oak Park Housing Programs Division which shall in turn notify the CONTRACTOR immediately of such a vacancy. Both the VILLAGE and the CONTRACTOR shall then inspect the unit within five (5) working days of the owner's notification or within five (5) working days after a vacancy actually occurs, whichever is later, to determine if the unit is in proper condition to rent. Both the VILLAGE and the CONTRACTOR must concur that the unit is "available" in accordance with the Incentives Ordinance and the Marketing Services Agreement between the VILLAGE and the owner.

3. Upon concurrence that the unit is available for rental, the VILLAGE shall execute a written authorization for the CONTRACTOR to begin marketing the unit for rental. The authorization shall state the date of execution and shall be delivered by the VILLAGE to the CONTRACTOR with a copy to the owner. The CONTRACTOR shall date the authorization when it is received and shall maintain a dated copy of the authorization on file. The authorization shall clearly identify the unit and shall contain the date upon which the unit will be available, the rent for the unit, the maximum number of occupants, and any other restriction placed on the unit by the owner. The time period specified in the Incentives Ordinance shall begin to run either upon the execution of authorization by the VILLAGE or upon the date the unit becomes available, whichever is later.
4. The CONTRACTOR will implement its Marketing Plan to affirmatively promote all the units in the program, following at all times the provisions and purposes of the Incentives Ordinance in cooperation with the VILLAGE Housing Programs Manager.
5. In connection with its marketing of units in the program, the CONTRACTOR shall employ special outreach efforts for all buildings in the program, including inspecting and previewing units prior to showing them to prospective tenants, counseling clients, distributing the Village of Oak Park Model Lease Addendum to all clients, using escort services where appropriate, recording showings, and performing other services to aid the affirmative marketing of units in the program.

The CONTRACTOR shall advise clients as prospective tenants for units in the program as to the reasonable qualifications set forth by the owner in the VILLAGE'S written authorization to the CONTRACTOR.

6. The CONTRACTOR shall show units to counseled clients and shall refer all counseled clients who wish to apply to rent any unit in the program to the owner or owner's agent and shall keep records on inspections and showings, but shall have no duties or obligations with regard to the actual rental process.

C. The Contractor shall provide the same services as listed in section B above for the Village's Small Rental Rehab Program.

D. During the term of this Agreement between the VILLAGE and the CONTRACTOR, the CONTRACTOR shall cooperate with evaluation in regard to its services under the Agreement. The evaluation will be quantitative and descriptive and available to both parties. The VILLAGE will refer to the CONTRACTOR any inquiry from program participants concerning the Diversity Assurance Marketing Services provided by the CONTRACTOR. If the inquiry from a program participant is not resolved to his/her satisfaction, then the VILLAGE and the CONTRACTOR will address the matter jointly with the program participant.

E. During the term of this Agreement between the VILLAGE and CONTRACTOR, the CONTRACTOR will report on its progress toward achieving the following program goals on a semi-annual basis:

1. The CONTRACTOR will register 2500 individuals for its services and will provide the VILLAGE with information on those individuals based on race and community of origin.
2. The CONTRACTOR will effectuate 750 moves within the Village of Oak Park. For each move, the CONTRACTOR will report on the race of the individual, community of origin and if the move involved a unit enrolled in the Multi-family Housing Incentives Program.

3. The CONTRACTOR will effectuate 450 affirmative moves within the Village of Oak Park. An affirmative move will be defined as a move of any African-American household in any building west of Ridgeland Avenue or north of Garfield (counseling location #1) and any other move east of Ridgeland or south of Garfield (counseling location #2). By January 30<sup>th</sup> of each year, the Housing Programs Division shall prepare a map at the block level showing which blocks within each counseling location in which the Housing Center should focus its affirmative marketing efforts. The map shall be prepared using occupancy data obtained from multi-family owners as part of the owner's annual licensing requirements. For each affirmative move, the CONTRACTOR will report on the race of the individual, community of origin and if the move involved a unit enrolled in the Multi-family Housing Incentives Program.

F. The CONTRACTOR shall also provide the VILLAGE during the term of this Agreement with the Housing Center's customary monthly reports covering VILLAGE funded activities. These reports and any other service delivery program items pertinent to our mutual working relationship will be discussed in monthly coordination meetings between the VILLAGE and the CONTRACTOR. The requested C.D.B.G. Program quarterly reports are due within 30 days of the end of each quarter ending on March 31, June 30, September 30, and December 31, in accordance with HUD requirements.

Specific content and formats for these reports will be agreed upon by the CONTRACTOR and the VILLAGE and will be provided as indicated:

1. Monthly reporting forms for CDBG and Multi-family Housing Incentives Program.
2. Weekly activity reports that demonstrate the activity for each building in the Multi-Family Housing Incentives Program including the date of listing; date inspected and approved; and the number of showings.
3. Monthly draw requests that include actual expenditures, as well as applicable receipts and invoices of expenses for the draw-down of all Village funds.

4. On a semi-annual basis, the CONTRACTOR shall provide the VILLAGE with year-to-date financial statements including statement of income and expenses and a balance sheet. The CONTRACTOR shall also submit any amended budgets approved by its Board of Directors. The year-to-date financial statements shall breakdown expenses by administration, program and capital expenditures.
5. List of all funded positions of the agency with appropriate job descriptions.
6. On a semi-annual basis, the CONTRACTOR shall submit documentation of its operating hours.
7. On an annual basis, the CONTRACTOR shall submit its Marketing plan.
8. On an annual basis, the CONTRACTOR shall submit a statement setting forth the parameters and rates for escort fees and rental bonuses.

G. The CONTRACTOR shall not become involved in landlord-tenant disputes and shall refer any dispute to the VILLAGE'S Community Relations Department.

H. During the term of this Agreement between the VILLAGE and THE CONTRACTOR, CONTRACTOR and the VILLAGE shall cooperate with evaluation in regard to its services under the Agreement. Any evaluation may be quantitative and descriptive and available to both parties.

Revised February 11, 1999

### Addendum to Agreement

The Contractor agrees to comply with the terms and conditions set forth hereinbelow. Any violation of the terms or conditions set forth hereinbelow by the Contractor shall subject the Contractor, at the Village's discretion, to possible contract termination or suspension of payments in accordance with Section 10 of the Agreement, entitled "Termination of Agreement or Suspension of Payment."

1. **Conflicts of Interest and Standards of Conduct.** The Contractor shall adhere to the provisions relating to Ethics and Conflicts of Interest, set forth hereinbelow, or such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with ~~Paragraph~~ Section 65 of the Agreement, entitled "Adherence to Village Policies."

#### Conflicts of Interest and Standards of Conduct

1. Members of the Board of Directors shall serve without salary, but the Board of Directors may authorize the payment by the Corporation of the reasonable expenses incurred by Directors in the performance of their duties.
2. **Impartiality:** Every Director and employee shall perform his or her duties with impartiality and without prejudice or bias in furtherance of the goals, objectives and contractual obligations of the Corporation. No Director or employee shall, in the performance of his or her duties on behalf of the Corporation, grant or make available to any person or entity, including other directors or employees of the Corporation, any consideration, treatment or service beyond that which is available to every other similarly situated person or entity served by the Corporation.
3. No Director or employee shall engage in any business transaction or

shall have any financial or other personal interest, direct or indirect, which is incompatible with the proper discharge of the Director's official duties in the interests of the Corporation or which may tend to impair his/her independence of judgment or action in the performance of his/her official duties.

4. No Director or employee shall have any financial or personal interest, directly or indirectly, in any contract, work or business of with the Corporation, except that a Director may provide materials, merchandise, property, services or labor under the following circumstances:
  - A. The contract does not exceed \$2,000, and the aggregate of any contracts awarded to the Director or the Director's firm, association, partnership or corporation under this subsection (A) during the same fiscal year does not exceed \$4,000; or
  - B. The contract is with a person, firm, partnership, association, or corporation in which the Director has less than a 7.5% share in the ownership, and the aggregate ~~of~~ any contracts awarded to the Director or the Director's firm, association, partnership or corporation under this subsection (B) during the same fiscal year does not exceed \$25,000; or
  - C. The contract is with a person, firm, partnership, association or corporation in which the Director has less than a 1% share in ownership; or
  - D. The Corporation is not a party to the contract, and the contract is rather with a person or entity served by the Corporation as a part of its corporate purpose.

Any contract awarded under this sSection 4 must comply with the Corporation's policies concerning competitive bidding and outreach to women and minority business enterprises. <sup>1</sup>

5. In the event that the Board of Directors considers taking any action, including but not limited to entering into a contract in which any Director has any financial or person interest, direct or indirect, which

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<sup>1</sup>NOTE: The exceptions in Section 4 are drawn from 65 ILCS 5/3.1-55-10.



may reasonably tend to impair the Director's independence of judgment or action in the best interests of the Corporation, that the Director shall:

- A. Before or during consideration of the proposed action, disclose any such interest to the Board of Directors, and
- B. Abstain from voting on the proposed action.

For purposes of this Section, personal interest shall include the financial interest of the spouse and minor children of the Director, but shall not include any interest that a Director may have in a proposed general policy of the Corporation solely by virtue of his business or profession.<sup>2</sup>

- 6. Disclosure and/or Use of Confidential Information: No Director or employee shall, without proper legal authorization, disclose confidential information concerning the property, government or affairs of the Corporation or use such information to advance the financial or other private interest of the Director, or employee or others.
- 7. Corporate Property: No Director or employee shall request, permit or engage in the unauthorized use of Corporate-owned funds, vehicles, equipment, materials or property for personal convenience or profit.

2. Procurement Policy. The Contractor agrees to adhere to the provisions set forth hereinbelow relating to the procurement of goods and services which are funded, in whole or in part, by the Village or through the Village as funding agent, or such equivalent policy of the Contractor as has been reviewed and approved by the Village in

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<sup>2</sup>NOTE: The final sentence in Section 5 is intended to ensure that board members who may be landlords, realtors, bankers, etc. are not prevented from voting on general corporate policies that may have some impact, direct or indirect, on all members of that profession. ~~(i.e., size of asset bonuses, preview policies, etc.)~~

accordance with Section 5 of the Agreement, entitled "Adherence to Village Policies."

1. **All Contracts For Goods and Services Require the Approval of the Board of Directors; Exceptions:** No contract shall be made for goods or services when the total cost exceeds ten thousand dollars (\$10,000.00), unless such contract shall have been authorized by the Board of Directors. Whenever the total cost of such contract shall not exceed, in any one case, one thousand dollars (\$1,000.00), the Executive Director or his/her designee (hereinafter "Executive Director"), without such previous authorization, shall cause the same to be purchased upon his/her written order; and further provided that when the total cost thereof shall exceed one thousand dollars (\$1,000.00) but shall not exceed ten thousand dollars (\$10,000.00), the Executive Director may cause the same to be purchased without previous authorization in like manner, but the Executive Director shall first obtain in writing, whenever possible, at least three (3) informal quotes to furnish same, which quotes shall be attached in every case to the accounts payable vouchers authorizing payment for such goods or services and filed with the financial records of the Contractor. All contracts shall be let to the lowest responsible bidder, provided that any and all informal quotes for equipment, supplies or repair work may be rejected by the Executive Director if the character or quality of the goods or services do not conform to requirements. In determining the lowest responsible bid or quote, other factors, in addition to cost, such as experience, availability, expertise, resources, work history with the Corporation, work history with others, quality of work and ability to meet all specifications and/or requirements of the Corporation may be taken into consideration and may form the basis for an award of contract. Many of these factors will have increased significance when considering the award of contracts for professional services.
  
2. **Contracts Which Require the Use of the Formal Bidding Process.** Except as set forth in Paragraph 3 below, when the total cost of a contract for goods, materials, equipment, supplies or construction work is expected to exceed ten thousand dollars (\$10,000.00), the Executive Director or his/her agent shall issue a call for bids which shall be formally advertised. All such bids for construction work shall require a bond for the faithful performance of the work.

All contracts for which bids are required shall be let to the lowest responsible bidder within the judgment of the Board of Directors,

provided that any and all bids received in response to an advertised call for bids may be rejected by the Board of Directors if the character or quality of goods, materials, equipment, supplies or construction work does not conform to the specifications and/or requirements set forth in the call for bids.

3. **Exception to Bid Requirements for Urgent Materials or Repairs; Lack of Competition and Inability to Draft Adequate Specifications; Bid Waiver:** In cases of urgently needed materials or urgently needed repairs which are expected to exceed ten thousand dollars (\$10,000.00), the Executive Director is authorized to obtain such materials and/or services through a negotiated contract without formal advertising when it is in the best interest of the Corporation and it is impractical to convene a meeting of the Board of Directors. If it is practical to convene a meeting, the Board of Directors shall be required to waive the bidding requirement and approve such a negotiated agreement.

Such negotiated contracts may also be approved by the Board of Directors when (1) the contract is for professional services, (2) it is impractical to secure competition, or (3) it is impossible to draft adequate bid specifications. The Executive Director or his/her designee shall, however, whenever possible, obtain in writing at least three (3) informal quotes to furnish same.

Bidding in all instances may be waived by a two thirds (2/3) vote of the Board of Directors.

4. **Procedure for Advertising for Bids:** Whenever any formal bids are required, as stated above, the Executive Director or his/her authorized agent shall advertise in some newspaper published in the Village and/or in such other newspapers of general circulation as, in his/her judgment, may be desirable. A plan or profile of the work to be done, accompanied by specifications for doing the same and specifications for material, supplies or equipment to be furnished, shall be first placed on file in the office of the Executive Director or his/her authorized agent before any such advertisement shall be made, which plan, profile and specifications for goods, material, supplies, equipment or construction work shall at all times be open for public inspection. Such advertisement shall be published not less

than ten (10) days before the day fixed for opening such bid, and shall state the work to be done, or material, supplies or equipment to be furnished, and the time and place for the filing and the opening of the sealed bids.

5. **Filing of Bids; Deposit Accompanying Bids, Preservation and Opening of Bids:** In all cases, the formal bids under the preceding section shall be sealed bids and directed to the Executive Director. A bid deposit may be required, the amount of which shall be fixed by the Executive Director but which shall not exceed five percent (5%) of the estimated cost of the work or material to be furnished, not less than the sum of twenty five dollars (\$25.00). Such bid deposit shall be in the form of a cashier's check, a certified check, or at the discretion of the Executive Director, a bid bond. Checks shall be drawn upon a bank in good standing, payable to the order of the Corporation and shall be forfeited to the Corporation in the event the bidder shall neglect or refuse to enter into a contract and bond when required, with approved sureties, to execute the work or furnish the material for the price mentioned in his/her bid and according the plans and specifications in case the contract shall be awarded to him/her. Bids shall be opened at the hour and place mentioned in the notice.
  
6. **Contracts to be Executed in Writing:** All contracts, whether for work or materials, shall be executed in writing and in duplicate by the President of the Board of Directors or the Executive Director and shall be signed by the contractor. One original so executed shall be kept and filed in the Corporate offices and the other shall be given to the contractor. All contracts and bonds so taken shall be in the name of, and run to, the Corporation.
  
7. **Contractors' Bonds:** Whenever any construction work, expected to be in excess of ten thousand dollars (\$10,000.00), is let by contract to any person or entity, the Corporation shall, in all cases, take a bond from such person or entity with good and sufficient sureties, licensed in the State of Illinois to be approved by the Board of Directors, in such amount as shall not only be adequate to insure the performance of the work in the time and manner required in such contract, but also to save and indemnify and keep harmless the Corporation

against all liabilities, judgments, costs and expenses which may in any manner accrue against the Corporation in consequence of granting such contract or which may in any manner result from the carelessness or neglect of such person, or entity or its agents, employees or workers in any respect whatever.

The Contractor shall prepare a spreadsheet for each separate contract over ten thousand dollars (\$10,000.00) for goods or services awarded by it. Each spreadsheet shall name and identify all entities submitting bids or proposals on specific contracts by name and address, describe the goods provided or the work performed, set forth the cost, fee or amount proposed by each such entity in response to the call for bids or request for proposals or quotes, the name and address of the entity who was awarded the contract, and the reasons therefor.

The Contractor shall submit copies of all such spreadsheets to the Village on a quarterly basis as a part of the general quarterly reporting process required under this agreement.

3. Diversity Statement. Twenty years ago the Village of Oak Park first adopted what is now known as the Village's "Diversity Statement". Every new Village Board elected since that time has readopted this Diversity Statement incorporating amendments over time which have added to the Statement's scope and strength.

Attached hereto as Exhibit "A", and made a part hereof, is the Diversity Statement adopted by the President and Board of Trustees of the Village of Oak Park in 1997.

The Contractor, as a Partner Agency of the Village of Oak Park, agrees to adhere to the Diversity Statement, attached hereto as Exhibit "A" with regard to diversity, or

such equivalent policy of the Corporation as is reviewed and approved by the Village in accordance with Section 5 of the Agreement, entitled "Adherence to Village Policies." In carrying out its commitment to diversity, as set forth in the Diversity Statement, the Contractor agrees to use its best efforts to affirmatively recruit qualified women and minority candidates to fill vacant positions within its organization and to use its best efforts to affirmatively recruit qualified MBE and WBE businesses to participate in the Contractor's process of contracting for goods and services.

The Village shall, upon request, provide the Contractor with the names of known minority and women-owned businesses and business referral agencies.

The Contractor shall annually submit to the Village an E.E.O. Report, the format of which is attached as Exhibit "B", showing the breakdown of its employees by race, sex and job classification. In addition, the Contractor will report the race, sex and job classification for any new employees hired during the preceding year and indicate the general efforts which were made by the Contractor during the course of the previous year to recruit qualified women and minority candidates for such position(s).

The Contractor shall also provide a report to the Village, on an annual basis, which indicates the number of contracts and the dollar value of contracts for goods and services which it let during the preceding year and the number of contracts, the dollar value of contracts and the percentage of the total dollar value of contracts for goods and services which have been let to women and minority contractors.

This report shall also contain a section setting forth the general efforts made by the

Contractor/Partner Agency during the course of the previous year to affirmatively recruit women and minority businesses to participate in the contracting process.

Said E.E.O. employment and contracting reports for the entire preceding year shall be submitted as a part of the regular quarterly report submitted for the fourth quarter of the year.

4. Drug Free Work Place. The Contractor agrees to adhere to the following policy related to a drug free work place or such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with Section 5 of the agreement, entitled "Adherence to Village Policies."

~~The Contractor shall identify itself and the individual or position which fulfills the "human resources director" function for the Contractor in the following posted notice.~~  
The content of said the notice set forth hereinbelow also sets forth the policy of the Village with regard to the Village as a drug free work place. The Contractor shall post the following notice or its equivalent policy in a conspicuous location on the Contractor's premises where it will be visible to all employees, or provide a copy of the following notice or its own equivalent policy to each employee. Any such notice or policy posted or provided to employees shall name the Contractor and the individual or position which fulfills the "human resources director" position, where indicated.

#### NOTICE OF A DRUG-FREE WORK PLACE

PURSUANT TO 24 C.R.F. 540.303

All employees should be aware pursuant to Illinois and United States law

and the personnel manual that the (Name of Contractor) is a drug-free work place. The unlawful manufacture, distribution, dispensing, possession or use of a controlled substance as defined in Illinois law at 720.I.L.C.S. 570/201 et.seq. and United States law at 21 C.F.R. 108-11 through 1308-15 is prohibited at the work place and by any employee of (Name of Contractor). Any violation will subject the employee to dismissal from employment. As a condition of employment, an employee convicted of any drug statute occurring at the work place, must notify the (Human Resources Director) within (5) days of the conviction. Failure to so notify the (Human Resources Director) is grounds for dismissal from employment.

~~Said notice shall be posted in a conspicuous location on the Contractor's premises where it will be visible to all employees of the Contractor.~~

5. **Sexual Harassment Policy.** The Contractor agrees to adhere to the sexual harassment policy set forth hereinbelow or to such equivalent policy of the Contractor as has been reviewed and approved by the Village in accordance with Section 5 of the agreement, entitled "Adherence to Village Policies."

#### **SEXUAL HARASSMENT POLICY**

Sexual harassment is illegal and against the employment policy of the (Name of Contractor).



Any employee found by the (Name of Contractor) to have engaged in sexual harassment of another employee will be subject to appropriate disciplinary action, up to and including termination.

"Sexual harassment" means any unwelcome sexual advances or requests for sexual favors or any conduct of a sexual nature when (1) submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment, (2) submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual, or (3) such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile or offensive working environment.

Examples of sexual harassment may include, but are not limited to:

- Verbal: Sexual innuendo, suggestive comments, insults, threats, jokes about gender specific traits, or sexual propositions;
- Non-Verbal: Making suggestive or insulting noises, gestures, leering, whistling or obscene gestures; and
- Physical: Touching, pinching, brushing the body, coercing sexual intercourse or assault.

An employee who believes he or she had been the subject of sexual harassment shall report the alleged conduct immediately to the (Human Resources Director). The information will then be forwarded to the (CEO/Manager/Director). A confidential investigation of any complaint

will be undertaken by the (Human Resources Director).

Retaliating or discriminating against an employee for complaining about sexual harassment is prohibited. Any employee found by the Village to have retaliated or discriminated against an employee for complaining about sexual harassment will be subject to appropriate disciplinary action, up to and including termination.

The (Name of Contractor) recognizes that the issue of whether sexual harassment has occurred requires a factual determination based on all the evidence received. The (Name of Contractor) also recognizes that false accusations of sexual harassment can have serious effects on innocent men and women. We trust that all employees will continue to act in a responsible and professional manner to establish a working environment free of sexual harassment.

6. Domestic Partnership Program. The Contractor/Partner Agency agrees to adhere to the Domestic Partnership Program attached hereto as Exhibit "C" and made a part hereof as a program for the benefit of employees of the Contractor or to such equivalent Contractor policy as has been reviewed and approved by the Village in accordance with Paragraph Section 5 of the agreement, entitled "Adherence to Village Policies."

The Village will assist the Contractor with the implementation of the Program at the Contractor's request.

The Village agrees to save and hold harmless, protect and defend the Contractor, its employees, Board Members and other agents, from any and all costs, losses, suits for damage or other relief, damages, rights, claims, demands or actions resulting from or in any way arising out of the actions or operations of the Contractor or its agents in approving or carrying out or fulfilling the terms of the Domestic Partnership Program required herein and to pay all costs, including attorneys' fees, of any involvement in any litigation or administrative proceedings or other legal actions based thereon. The obligations of the Village, set forth hereinabove, shall survive any termination of the agreement between the Contractor and the Village.

7. Compliance with Americans with Disabilities Act (ADA). The Contractor hereby certifies that it is in compliance with the Americans with Disabilities Act (ADA) and has submitted to the Village a checklist or comparable self-evaluation together with a brief plan for maintaining compliance with ADA.

8. Compliance with H.U.D. Guidelines. In the event that the Contractor is a recipient of Community Development Block Grant (C.D.B.G.) money under the terms of this agreement, the Contractor hereby confirms its adherence to and compliance with all Department of Housing and Urban Development rules, regulations, and guidelines adopted in relation to the administration of such C.D.B.G. funds.

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## **Diversity Statement**

The people of Oak Park choose this community, not just as a place to live, but as a way of life. Oak Park has committed itself to equality not only because it is legal, but because it is right; not only because equality is ethical, but because it is desirable for us and our children. Ours is a dynamic community that encourages the contributions of all citizens, regardless of race, color, ethnicity, ancestry, national origin, religion, age, sex, sexual orientation, gender identity or expression, marital and/or familial status, mental and/or physical impairment and/or disability, military status, economic class, political affiliation, or any of the other distinguishing characteristics that all too often divide people in society.

Oak Park's proud tradition of citizen involvement and accessible local government challenge us to show others how such a community can embrace change while still respecting and preserving the best of the past. Creating a mutually respectful, multicultural environment does not happen on its own; it must be intentional. Our goal is for people of widely differing backgrounds to do more than live next to one another. Through interaction, we believe we can reconcile the apparent paradox of appreciating and even celebrating our differences while at the same time developing consensus on a shared vision for the future. Oak Park recognizes that a free, open, and inclusive community is achieved through full and broad participation of all its citizenry. We believe the best decisions are made when everyone is represented in decision-making and power is shared collectively.

Oak Park is uniquely equipped to accomplish these objectives, because we affirm all people as members of the human family. We reject the notion of race as a barrier dividing us and we reject prejudicial behavior towards any group of people.

We believe residence in this Village should be open to anyone interested in sharing our benefits and responsibilities.

To achieve our goals, the Village of Oak Park must continue to support the Board's fair housing philosophy that has allowed us to live side-by-side and actively seek to foster unity in our community. We believe that mutual understanding among individuals of diverse backgrounds can best be attained with an attitude of reciprocal good will and increased association.

The Village of Oak Park commits itself to a future ensuring equal access, full participation in all of the Village's institutions and programs, and equality of opportunity in all Village operating policies. The success of this endeavor prepares us to live and work in the twenty-first century.

It is our intention that such principles will be a basis for policy and decision making in Oak Park. The President and Board of Trustees of the Village of Oak Park reaffirm their dedication and commitment to these precepts.

**DOMESTIC PARTNERSHIPS  
FOR EMPLOYEES OF THE VILLAGE OF OAK PARK**

**A. DEFINITIONS.** When used in the Ordinance, the following terms have the following meanings:

**AFFIDAVIT OF DOMESTIC PARTNERSHIP:** A form, provided by the Director of Human Resources, in which two people agree to be jointly responsible for the necessities of life incurred during the domestic partnership and state under oath that all qualifications for domestic partnership as set forth in this Article are met when the Affidavit is signed.

The form shall set forth all the requirements for a domestic partnership as defined herein. The form shall indicate that the fraudulent misrepresentation of information set forth therein by the Village employee executing same shall be considered cause for the termination of the employee's employment with the Village. The affidavit shall further state that the persons executing such affidavit may be held civilly liable for the misstatement of any information set forth therein and that such affidavit may further be construed by a court of law as creating enforceable, legal obligations between the persons executing the affidavit.

**DEPENDENT:** One who lives with a domestic partner and is a biological, adopted or step child of a domestic partner, a dependent of a domestic partner as defined by Internal Revenue Service regulations, or a ward of a domestic partner as determined under the laws of guardianship or agency.

**DOMESTIC PARTNER:** Each adult in a domestic partnership.

**DOMESTIC PARTNERSHIP:** Two unrelated adults of the same sex, one of whom is an employee of the Village of Oak Park who is otherwise eligible for employee benefits, who have chosen to share one another's lives in an intimate and committed relationship of mutual caring, who also:

1. share the same primary, regular and permanent residence and have lived together for the previous six (6) months;
2. agree to be jointly obligated and responsible for the necessities of life for each other;
3. are not married to anyone;
4. are each eighteen (18) years of age or older;

5. are competent to enter into a contract;
6. are and have been each other's sole domestic partner for at least six (6) months prior to execution of the Affidavit of Domestic Partnership required under this Article;
7. agree to file a Termination of Domestic Partnership within 30 days if any of the above facts change;
8. have filed the required notice of Termination of any prior domestic partnership acknowledged under the provision of this Article in the manner required herein and no less than six (6) months prior to the execution of the current Affidavit of Domestic Partnership; and
9. execute an Affidavit of Domestic Partnership, indicating compliance of the persons executing such affidavit with all the requirements for a domestic partnership set forth in this Article.

**LIVE TOGETHER:** Two people claiming domestic partnership status share the same primary, regular and permanent residence. It is not necessary that both domestic partners have the legal right to possess the residence. Domestic partners do not cease to live together if one leaves the shared residence for a period not to exceed one (1) year, but intends to return.

**NECESSITIES OF LIFE:** Basic food, shelter, clothing, medical care and the costs associated therewith. The domestic partners need not contribute equally or jointly to the cost of these expenses as long as they agree that both are responsible and obligated for the cost.

**TERMINATION OF DOMESTIC PARTNERSHIP:** Any change in the domestic partnership which causes the partnership not to satisfy any one of the requirements for a domestic partnership, set forth herein.

**B. AFFIDAVIT OF DOMESTIC PARTNERSHIP: EXECUTION AND ACCOMPANYING DOCUMENTATION.** An Affidavit of Domestic Partnership must be signed, under oath, by both parties seeking recognition by the Village as a domestic partnership. The Director of Human Resources shall, within thirty (30) days of the effective date of this ordinance, make such forms available.

The signatures of both persons must be witnessed and notarized. The affiants will also be required to indicate that they have thoroughly read the affidavit and that they understand the content thereof at the time of execution. The Director of Human Resources, or the Director's designee, shall receive executed affidavits of domestic partnership and may require reasonable documentation verifying the truth and accuracy of any statements contained in the

affidavit, including verification of the primary, regular and permanent residence address of the persons seeking recognition as a domestic partnership.

Once the affidavit has been properly executed by both individuals seeking recognition as a domestic partnership by the Village and presented to the Director of Human Resources, or the Director's designee, along with all supporting documentation requested by the Director, or the Director's designee, and the Director is satisfied that the individuals seeking recognition as a domestic partnership have satisfied the requirements for same, the Director, or the Director's designee, shall provide those individuals with a letter under the Director's signature, recognizing the domestic partnership, identifying the parties to same and identifying the benefits to which the domestic partners are then entitled. The letter shall further indicate that the domestic partners must comply with the provisions of Section Four herein and notify the Director, or the Director's designee, of the termination of the domestic partnership within thirty (30) days of the termination and the possible consequences for the failure to do so.

**C. EMPLOYMENT BENEFITS.** The Village of Oak Park shall provide the same family sick leave, funeral leave benefits and H.M.O. health and dental benefits available to any Village employee, and the spouse and dependents of any Village employee, to any Village employee and any other person with whom the employee has formed a domestic partnership and the dependents of such domestic partnership as defined herein. The Village shall, however, not extend health insurance benefits to a domestic partner, or the domestic partner's dependents, if the domestic partner who is not a Village employee is otherwise eligible for health insurance benefits through his or her employer.

**D. TERMINATION OF DOMESTIC PARTNERSHIP: NOTICE REQUIRED.** Any employee of the Village who is receiving employment benefits as a member of a domestic partnership and whose domestic partnership terminates as defined herein, shall notify the Director of Human Resources of the termination of the employee's domestic partnership within thirty (30) days of such termination.

**E. FRAUDULENT MISREPRESENTATION: REIMBURSEMENT TO VILLAGE AND CAUSE FOR TERMINATION.** Any employee who fraudulently misrepresents information in the Affidavit of Domestic Partnership executed by such employee, or fails to inform the Village of the termination of his or her domestic partnership, shall reimburse the Village for any expenditures made by the Village in reliance on such misrepresentations or for expenditures made due to the employee's failure to notify the Village of the termination of a domestic partnership. Such fraudulent misrepresentations shall also constitute cause for the termination of the employee's employment with the Village.

**SECTION THREE:** If any provisions or sections of this ordinance or any application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions, sections or applications of this ordinance which can be given effect without the

invalid provisions, sections or applications, and are to this end declared to be severable.

**SECTION FOUR:** All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**SECTION FIVE:** THIS ORDINANCE shall be in full force and effect from and after its adoption and publication in accordance with law.




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**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title:** Resolution Authorizing the Execution of a Purchase Price Agreement with HD Supply Waterworks of Carol Stream, IL for Materials for Installation and Repair of Fire Hydrants, Water Services, Watermains and Sewers in an amount not to exceed \$62,000.00 in fiscal year 2012.

**Resolution or Ordinance No.** \_\_\_\_\_  
**Date of Board Action:** March 19, 2012

**Staff Review:**

**Public Works Director:**   
John P. Wielebnicki

**Village Manager's Office:** 

**Item History (Previous Board Review, Related Action, History):**  
The Water and Sewer Division of the Department of Public Works is responsible for maintaining the water and sewer distribution systems in the Village. This includes the repair and installation of fire hydrants, water services, and watermain and sewer failures. The Department annually seeks competitive bids for watermain and sewer parts and materials.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**  
Five vendors provided price bids for 2012. The materials are purchased from the lowest qualified vendor based on the availability and quality of material. Attached is a summary of the price list.  
  
Staff is bringing forward the bid from the vendor that could exceed \$25,000.00 annually. Based on the bid summary and the estimate of materials needed, staff anticipates spending up to \$62,000.00 on materials with HD Supply Waterworks company for 2012.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**  
There are no opportunities with any joint purchasing programs for these materials.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**  
The 2012 Water Fund budget provides \$75,000.00 for these materials in the Operational Supplies account no. 5040-777-43730-560631 and 5040-778-43730-560631.  
  
The 2012 Sewer Fund budget provides \$15,000.00 for these materials in the Operational Supplies account no. 5050-781-43750-560631.  
  
The only vendor where it is anticipated in spending more than \$25,000.00 is HD Supply Waterworks. Staff seeks authorization to the purchase of these materials from HD Supply Waterworks in the amount not to exceed \$62,000.00 for fiscal year 2012.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

Purchasing materials from the lowest vendor for each watermain and sewer category is the most cost effective way to purchase these materials.

**Proposed Recommended Action: Approve the Resolution**

**RESOLUTION**

**RESOLUTION AUTHORIZING THE EXECUTION OF A PURCHASE PRICE AGREEMENT WITH HD SUPPLY WATERWORKS OF CAROL STREAM, IL FOR MATERIALS FOR INSTALLATION AND REPAIR OF FIRE HYDRANTS, WATER SERVICES, WATERMAINS AND SEWERS IN AN AMOUNT NOT TO EXCEED \$62,000.00 IN FISCAL YEAR 2012.**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to purchase materials for the installation and repair of fire hydrants, water services, watermain and sewer failures from HD Supply Waterworks in Carol Stream, IL for the fiscal year 2012, for an amount not to exceed \$62,000.00.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**ADOPTED AND APPROVED** by me, this 19<sup>th</sup> day of March, 2012.

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David G. Pope  
Village President

**ATTEST:**

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Teresa Powell  
Village Clerk

**Watermain and Sewer Materials Purchase Price Agreement**

This agreement is between the Village of Oak Park, 123 Madison Street, Oak Park, IL 60302 and HD Supply Waterworks, 220 South Westgate Drive, Carol Stream, IL 60188-2243.

The Village of Oak Park Department of Public Works operates a Water and Sewer Division that from time to time utilizes materials for the installation and repair of fire hydrants, water services, watermain and sewer failures and related repairs to public facilities in the Village.

HD Supply Waterworks is a supplier of watermain and sewer materials. HD Supply Waterworks has provided the Village with a 2012 price for these materials, attached as Exhibit A. The Village of Oak Park accepts these prices and agrees to purchase from HD Supply Waterworks such watermain and sewer materials as it from time to time finds necessary, at the quoted rates. This agreement does not commit the Village to purchase any specific quantity of materials.

This agreement is valid for purchases from January 1, 2012 through December 31, 2012. The total amount of materials to be purchased pursuant to this agreement will not exceed \$62,000.00.

Village of Oak Park

HD Supply Waterworks

\_\_\_\_\_  
Cara Pavlicek  
Interim Village Manager

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

\_\_\_\_\_  
Title

REVIEWED AND APPROVED  
AS TO FORM

MAR 12 2012

  
LAW DEPARTMENT

## Bid Tab for Water and Sewer Materials 2012

Part Group	HD Supply	Mid American Water	Water Products	Ziebell	Underground Pipe and Valve
Fire Hydrants - 20 (each)	\$2,378.00	\$2,499.00	\$2,438.00	\$2,810.00	no bid
Cut-In Sleeves - 25 (each)	\$330.00	\$410.00	\$470.00	\$335.75	\$189.00
Water Main Repair Sleeves (total)	\$7,198.50	\$5160.70 (did not meet spec)	\$7,748.00	\$7,595.70	\$5060 (did not meet spec)
Water Main Tapping Sleeves (total)	\$10,026.00	\$7286.75 (did not meet spec)	\$10,850.00	\$11,776.15	\$6470 (did not meet spec)
Valve Boxes (total)	\$2,960.00	\$2,735.00	\$3,250.00	\$3,930.00	\$3,047.50
Brass Roundways (total)	\$7,210.00	\$6205 (did not meet spec)	\$7,450.00	\$7,374.00	\$6575 (did not meet spec)
Brass Corporations (total)	\$4,430.00	\$3635 (did not meet spec)	\$4350 (did not meet spec)	\$4,546.40	\$4067.50 (did not meet spec)
Lead Packs (total)	\$1,584.25	\$1,417.25	\$1,725.00	\$1,829.10	\$1,597.50
Copper Tubbing (total)	\$15,012.00	\$16,260.00	\$16,569.00	\$17,865.00	\$14,826.00
B-boxes (total)	\$4,215.00	\$3,510.00	\$6,249.00	\$8,745.00	\$9,100.00
Sewer Pipe (total)	\$1,675.00	\$1,782.50	\$1,954.50	\$1,774.50	\$1,830.00
Sewer Repair Couplings (total)	\$1,590.00	\$2,390.00	\$1,574.12	\$2,214.50	\$1,190.00
Totals	\$78,099.50	\$7,662.25	\$0.00	\$0.00	\$20,741.00
2012 Budget Amount (\$90,000)	\$62,000.00	\$7,662.25			\$20,741.00

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012												
PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under - ground Pipe Each	Under - ground Pipe total
<b>FIRE HYDRANT</b>	6' bury hydrant with auxiliary valve attached										No Route	
	The hydrant shall be American Flow Control's Waterous Pacer Hydrant Traffic Model WB-67-250. The hydrants shall come painted, with the nozzle section painted Waterous Standard red - M4104. The hydrant shall have a 6-inch internal connection, and a 6-inch flanged base connection. The Village of Oak Park requires two 2 1/2" hose nozzles with one 4" pumper nozzle with no cap chains. The nozzles shall open counter clockwise. The bury depth shall be 6'-0" unless otherwise shown on plans.	20	\$2,378.00	\$47,560.00	\$2,499.00	\$49,980.00	\$2,438.00	\$48,760.00	\$2,810.00	\$56,200.00		\$0.00
	The auxiliary valve shall be the American Flow Control's 6-inch diameter Resilient Wedge Gate Valve rated for 250 p.s.i.g. cold water working pressure, have a ductile iron body with a modified wedge disc, have flanged and mechanical joint ends, and be a non-rising stem type valve. The valve shall be manufactured in accordance with AWWA Standard C515. Both mechanical joint ends shall comply with AWWA Standard C111 and ANSI Standard A21.11 specifications. Epoxy coatings shall comply with AWWA C550.											
<b>CUT-IN SLEEVE</b>												
6"	MJ w/duck tip gasket with bolts	25	\$330.00	\$8,250.00	\$410.00	\$10,250.00	\$470.00	\$11,750.00	\$335.75	\$8,393.75	\$189.00	\$4,725.00
<b>WATER MAIN REPAIR SLEEVE</b>	Full circle stainless steel cast/ductile O.D. range - sizes may vary depending on manufacturer											
					Ford		CASCADE MFG - does not meet spec		SMITH / BLAIR		Power Seal does not meet spec	

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012												
PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under-ground Pipe Each	Under-ground Pipe total
6" x 8"		10	\$61.60	\$616.00	\$48.15	\$481.50	\$65.00	\$650.00	\$63.90	\$639.00	\$48.25	\$482.50
6" x 12"		5	\$98.00	\$490.00	\$67.20	\$336.00	\$103.00	\$515.00	\$104.15	\$520.75	\$65.50	\$327.50
6" x 15"		5	\$107.50	\$537.50	\$74.35	\$371.75	\$114.00	\$570.00	\$115.42	\$577.10	\$93.75	\$468.75
8" x 8"		5	\$72.00	\$360.00	\$49.30	\$246.50	\$76.00	\$380.00	\$76.50	\$382.50	\$61.00	\$305.00
8" x 12"		5	\$115.00	\$575.00	\$79.00	\$395.00	\$121.00	\$605.00	\$122.15	\$610.75	\$70.00	\$350.00
8" x 15"		5	\$132.00	\$660.00	\$90.35	\$451.75	\$138.00	\$690.00	\$140.50	\$702.50	\$99.50	\$497.50
10" x 8"		3	\$94.00	\$282.00	\$67.90	\$203.70	\$99.00	\$297.00	\$99.55	\$298.65	\$74.00	\$222.00
10" x 12"		3	\$147.00	\$441.00	\$106.60	\$319.80	\$155.00	\$465.00	\$156.25	\$468.75	\$83.50	\$250.50
10" x 15"		3	\$168.00	\$504.00	\$122.70	\$368.10	\$180.00	\$540.00	\$180.90	\$542.70	\$111.75	\$336.25
12" x 8"		3	\$110.00	\$330.00	\$77.20	\$231.60	\$114.00	\$342.00	\$117.80	\$353.40	\$79.00	\$237.00
12" x 12"		3	\$175.00	\$525.00	\$123.45	\$370.35	\$183.00	\$549.00	\$188.65	\$565.95	\$95.25	\$285.75
12" x 15"		3	\$201.00	\$603.00	\$139.60	\$418.80	\$205.00	\$615.00	\$214.60	\$643.80	\$116.00	\$348.00
16" x 20"		3	\$425.00	\$1,275.00	\$321.95	\$965.85	\$510.00	\$1,530.00	\$429.95	\$1,289.85	\$316.75	\$950.25
				<b>\$7,198.50</b>		\$5,160.70		\$7,748.00		\$7,595.70		\$5,060.00
<b>WATERMAIN TAPPING SLEEVE</b>												
	Full circle stainless steel cast/ductile O.D. range - sizes may vary depending on manufacturer	15	\$80.00	\$1,200.00	Ford	\$922.50	CASCADE MFG - does not meet spec.	\$1,365.00	SMITH / BLAIR	\$92.60	Power Seal does not meet spec	\$59.50
6" x 8" - 1" tap				\$1,200.00	\$61.50	\$922.50	\$91.00	\$1,365.00	\$92.60	\$1,389.00	\$59.50	\$892.50

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE  
QUOTE LIST for 2012**

PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under - ground Pipe Each	Under - ground Pipe total
6" x 12" - 1.5" tap		15	\$128.00	\$1,920.00	\$92.30	\$1,384.50	\$139.00	\$2,085.00	\$151.85	\$2,277.75	\$86.00	\$1,290.00
6" x 12" - 2" tap			\$133.00	\$0.00	\$98.35	\$0.00	\$145.00					
8" x 8" - 1" tap		5	\$93.00	\$465.00	\$68.75	\$343.75	\$101.00	\$505.00	\$104.25	\$621.25	\$61.00	\$305.00
8" x 12" - 1" tap			\$136.00	\$0.00	\$98.50	\$0.00	\$146.00				\$86.00	
8" x 12" - 1.5" tap		5	\$144.00	\$720.00	\$104.10	\$520.50	\$157.00	\$785.00	\$178.85	\$894.25	\$98.75	\$493.75
8" x 12" - 2" tap		5	\$150.00	\$750.00	\$110.00	\$550.00	\$163.00	\$815.00	\$186.75	\$933.75	\$98.75	\$493.75
10" x 12" - 1" tap		3	\$167.00	\$501.00	\$126.00	\$378.00	\$181.00	\$543.00	\$191.00	\$573.00	\$93.50	\$280.50
10" x 12" - 1.5" tap		3	\$174.00	\$522.00	\$131.70	\$395.10	\$191.00	\$573.00	\$219.50	\$658.50	\$107.00	\$321.00
10" x 12" - 2" tap		3	\$182.00	\$546.00	\$137.75	\$413.25	\$197.00	\$591.00	\$231.25	\$693.75	\$107.00	\$321.00
12" x 12" - 1" tap		3	\$197.00	\$591.00	\$142.90	\$428.70	\$209.00	\$627.00	\$221.00	\$663.00	\$104.50	\$313.50
12" x 12" - 1.5" tap		3	\$202.00	\$606.00	\$148.55	\$445.65	\$218.00	\$654.00	\$250.75	\$752.25	\$119.00	\$357.00
12" x 12" - 2" tap		3	\$210.00	\$630.00	\$154.60	\$463.80	\$225.00	\$675.00	\$263.95	\$791.85	\$119.00	\$357.00
16" x 20" - 1" tap		1	\$510.00	\$510.00	\$341.00	\$341.00	\$535.00	\$535.00	\$519.50	\$519.50	\$337.75	\$337.75
16" x 20" - 1.5" tap		1	\$525.00	\$525.00	\$347.00	\$347.00	\$545.00	\$545.00	\$550.80	\$550.80	\$351.75	\$351.75
16" x 20" - 2" tap		1	\$540.00	\$540.00	\$353.00	\$353.00	\$552.00	\$552.00	\$557.50	\$557.50	\$355.50	\$355.50
				<b>\$10,026.00</b>		<b>\$7,286.75</b>		<b>\$10,850.00</b>		<b>\$11,776.15</b>		<b>\$6,470.00</b>
<b>VALVE BOXES</b>												
	two (2) piece - 5 1/4 shaft screw type											
complete box		20	\$142.00	\$2,840.00	\$130.50	\$2,610.00	\$155.00	\$3,100.00	\$189.00	\$3,780.00	\$146.00	\$2,920.00
standard 5 1/4 drop lid		10	\$12.00	\$120.00	\$12.50	\$125.00	\$15.00	\$150.00	\$15.00	\$150.00	\$12.75	\$127.50
				<b>\$2,960.00</b>		<b>\$2,735.00</b>		<b>\$3,250.00</b>		<b>\$3,930.00</b>		<b>\$3,047.50</b>



VILLAGE OF OAK PARK WATER and SEWER PART PRICE  
QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under - ground Pipe Each	Under - ground Pipe total
<b>BRASS</b>												
roundways	full ball valve - Mueller compression fittings											
		30	\$72.00	\$2,160.00	\$60.85	\$1,825.50	\$73.00	\$2,190.00	\$73.69	\$2,210.70	\$64.50	\$1,935.00
		20	\$145.00	\$2,900.00	\$129.00	\$2,580.00	\$155.00	\$3,100.00	\$148.69	\$2,973.80	\$136.75	\$2,735.00
		10	\$215.00	\$2,150.00	\$180.00	\$1,800.00	\$216.00	\$2,160.00	\$218.95	\$2,189.50	\$190.50	\$1,905.00
				<b>\$7,210.00</b>		\$6,205.50		\$7,450.00		\$7,374.00		\$6,575.00
<b>BRASS Continued</b>												
corporation cocks	full ball valve - Mueller compression fittings											
		30	\$42.00	\$1,260.00	\$27.50	\$825.00	\$35.00	\$1,050.00	\$43.19	\$1,295.70	\$38.75	\$1,162.50
		20	\$87.00	\$1,740.00	\$75.00	\$1,500.00	\$90.00	\$1,800.00	\$89.39	\$1,787.80	\$79.50	\$1,590.00
		10	\$143.00	\$1,430.00	\$131.00	\$1,310.00	\$150.00	\$1,500.00	\$146.29	\$1,462.90	\$131.50	\$1,315.00
				<b>\$4,430.00</b>		\$3,635.00		\$4,350.00		\$4,546.40		\$4,067.50
<b>LEAD PACKS</b>												
	Ford Fittings											
		15	\$16.00	\$240.00	\$17.70	\$265.50	\$38.00	\$570.00	\$33.69	\$505.35	\$26.50	\$397.50
		10	\$33.50	\$335.00	\$31.40	\$314.00	\$16.00	\$160.00	\$32.90	\$329.00	\$31.00	\$310.00
		5	\$38.60	\$193.00	\$32.20	\$161.00	\$35.00	\$175.00	\$36.60	\$183.00	\$34.25	\$171.25

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012												
PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under - ground Pipe Each	Under - ground Pipe total
1.5" XS x 1.5" copper		5	\$62.25	\$311.25	\$51.75	\$258.75	\$63.00	\$315.00	\$62.40	\$312.00	\$55.00	\$275.00
2" XS x 2" copper		5	\$101.00	\$505.00	\$83.60	\$418.00	\$101.00	\$505.00	\$99.95	\$499.75	\$88.75	\$443.75
				\$1,584.25		\$1,417.25		\$1,725.00		\$1,829.10		\$1,597.50
<b>COPPER TUBING</b>												
	copper will be in rolls TYPE K		per 60 ft roll		per foot		per foot		per foot		per foot	
1"	per foot* (60 ft rolls)	15	\$280.80	\$4,212.00	\$5.05	\$4,545.00	\$5.25	\$4,725.00	\$5.70	\$5,130.00	\$4.67	\$4,203.00
1.5"	per foot* (60 ft rolls)	15	\$468.00	\$7,020.00	\$8.65	\$7,785.00	\$8.50	\$7,650.00	\$8.90	\$8,010.00	\$7.78	\$7,002.00
2"	per foot* (60 ft rolls)	5	\$756.00	\$3,780.00	\$13.10	\$3,930.00	\$13.98	\$4,194.00	\$15.75	\$4,725.00	\$12.07	\$3,621.00
				\$15,012.00		\$16,260.00		\$16,569.00		\$17,865.00		\$14,826.00
* copper pricing shall be good for 30 days, after 30 days call for pricing												
<b>B-BOXES</b>												
	plastic adjustable 60" - 84" with threaded bushing	100	\$40.00	\$4,000.00	\$33.80	\$3,380.00	\$60.00	\$6,000.00	\$39.95	\$3,995.00	\$43.00	\$4,300.00
	Minneapolis Style											
	2" x 1.5" Black Hex Bushing	100	\$2.15	\$215.00	\$1.30	\$130.00	\$2.49	\$249.00	\$47.50	\$4,750.00	\$48.00	\$4,800.00
<b>SEWER PIPE</b>												
	per foot											
6"	SDR -26 ASTM - 3034	300	\$2.70	\$810.00	\$2.95	\$885.00	\$3.15	\$945.00	\$2.95	\$885.00	\$2.94	\$882.00

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE  
QUOTE LIST for 2012**

PART	SPEC	Approx number for year 2012	HD Supply each	HD Supply total	Mid American Water each	Mid American Water Total	Water Products each	Water Products Total	Ziebell each	Ziebell Total	Under - ground Pipe Each	Under - ground Pipe total
8"	SDR -26 ASTM - 3034	100	\$4.85	\$485.00	\$5.05	\$505.00	\$5.65	\$565.00	\$5.15	\$515.00	\$5.32	\$532.00
10"	SDR -26 ASTM - 3034	50	\$7.60	\$380.00	\$7.85	\$392.50	\$8.89	\$444.50	\$7.49	\$374.50	\$8.32	\$416.00
				<b>\$1,675.00</b>		<b>\$1,782.50</b>		<b>\$1,954.50</b>		<b>\$1,774.50</b>		<b>\$1,830.00</b>
<b>RUBBER SEWER REPAIR COUPLINGS</b>												
6"	clay to plastic or CI	60	\$9.25	\$555.00	\$14.00	\$840.00	\$9.40	\$563.76	\$12.25	\$735.00	\$7.00	\$420.00
6"	plastic to plastic or CI	20	\$9.25	\$185.00	\$14.00	\$280.00	\$9.40	\$187.92	\$12.25	\$245.00	\$7.00	\$140.00
8"	clay to plastic or CI	20	\$14.00	\$280.00	\$23.00	\$460.00	\$14.40	\$288.08	\$19.95	\$399.00	\$10.50	\$210.00
8"	plastic to plastic or CI	10	\$14.00	\$140.00	\$23.00	\$230.00	\$14.40	\$144.04	\$19.95	\$199.50	\$10.50	\$105.00
10"	clay to plastic or CI	10	\$21.50	\$215.00	\$29.00	\$290.00	\$19.52	\$195.16	\$31.80	\$318.00	\$15.75	\$157.50
10"	plastic to plastic or CI	10	\$21.50	\$215.00	\$29.00	\$290.00	\$19.52	\$195.16	\$31.80	\$318.00	\$15.75	\$157.50
				\$1,590.00		\$2,390.00		\$1,574.12		\$2,214.50		<b>\$1,190.00</b>
		<b>Total</b>		<b>\$111,710.75</b>		<b>\$110,612.70</b>		<b>\$122,229.62</b>		<b>\$132,244.10</b>		<b>\$58,488.50</b>
<b>Estimated purchases from each vendor for 2012</b>						<b>\$78,099.50</b>						<b>\$20,741.00</b>

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

*\* HD Supply \**  
 220 South Westgate Drive  
 Carol Stream, IL 60188

Approx  
 number for  
 year 2012

PART SPEC Cost Each

6' bury hydrant with auxillary valve attached

**FIRE HYDRANT**

The hydrant shall be American Flow Control's Waterous Pacer Hydrant Traffic Model WB-67-250. The hydrants shall come painted Waterous Standard Red - M4104. The hydrant shall have a 6-inch internal connection, and a 6-inch flanged base connection. The Village of Oak Park requires two 2 1/2" hose nozzles with one 4" pumper nozzle with no cap chains. The nozzles shall open counter clockwise. The bury depth shall be 5'-6" unless otherwise shown on plans.

20	2378
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The auxiliary valve shall be the American Flow Control's 6-Inch diameter Resilient Wedge Gate Valve rated for 250 p.s.i.g. cold water working pressure, have a ductile iron body with a modified wedge disc, have flanged and mechanical joint ends, and be a non-rising stem type valve. The valve shall be manufactured in accordance with AWWA Standard C515. Both mechanical joint ends shall comply with AWWA Standard C111 and ANSI Standard A21.11 specifications. Epoxy coatings shall comply with AWWA C650.

**CUT-IN SLEEVE**

6" MJ w/duck lip gasket with bolts no set screw

25	330
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**WATER MAIN REPAIR SLEEVE** Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand

*Smith Blair*

6" x 8"

10	61.60
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6" x 12"

5	98.00
---	-------

6" x 15"

5	107.50
---	--------

8" x 8"

5	72.00
---	-------

8" x 12"

5	115.00
---	--------

8" x 15"

5	132.00
---	--------

10" x 8"

5	94.00
---	-------

10" x 12"

5	147.00
---	--------

10" x 15"

5	168.00
---	--------

12" x 8"

5	110.00
---	--------

12" x 12"

5	175.00
---	--------

12" x 15"

5	201.00
---	--------

16" x 20"

5	425.00
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## VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	Cost Each
<b>WATERMAIN TAPPING SLEEVE</b> Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand			
6" x 8" - 1" tap		15	80.00
6" x 12" - 1.5" tap		15	128.00
6" x 12" - 2" tap			133.00
8" x 8" - 1" tap		5	93.00
8" x 12" - 1" tap			136.00
8" x 12" - 1.5" tap		5	144.00
8" x 12" - 2" tap		5	150.00
10" x 12" - 1" tap		5	167.00
10" x 12" - 1.5" tap		5	174.00
10" x 12" - 2" tap		5	182.00
12" x 12" - 1" tap		5	197.00
12" x 12" - 1.5" tap		5	202.00
12" x 12" - 2" tap		5	210.00
16" x 20" - 1" tap		2	510.00
16" x 20" - 1.5" tap		2	525.00
16" x 20" - 2" tap		2	540.00
<b>VALVE BOXES</b>			
complete box	6 / LID		
standard 5 1/4 drop lid			
	two (2) piece - 5 1/4 shaft screw type	20	142.00
		10	12.00

## VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	Cost Each
<b>BRASS</b>			
<u>roundways</u>	full ball valve - Mueller compression fittings preferred		
1"		30	72.00
1.5"		20	145.00
2"		10	215.00
<b>BRASS Continued</b>			
<u>corporation cocks</u>	full ball valve - compression fittings preferred	Mueller	
1"		30	42.00
1.5"		20	87.00
2"		10	143.00
<b>LEAD PACKS</b> Ford Fittings			
5/8" S x 1" copper		15	16.00
3/4" XS x 1" copper		10	33.50
1" XXS x 1" copper		5	38.60
1.5" XS x 1.5" copper		5	62.25
2" XS x 2" copper		5	101.00
<b>COPPER TUBING</b> copper will be in rolls TYPE K			
1"	per foot* (60 ft rolls)	15	280.80
1.5"	per foot* (60 ft rolls)	15	468.00
2"	per foot* (60 ft rolls)	5	756.00

\* copper pricing shall be good for 30 days, after 30 days call for pricing

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012**

<u>PART</u>	<u>SPEC</u>	<u>Approx number for year 2012.</u>	<u>Cost Each</u>
<b><u>B-BOXES</u></b>			
plastic adjustable 50" - 84" with threaded bushing		100	40.00
Minneapolis Style 2" x 1.5" Black Hex Bushing		100	2.15
<b><u>SEWER PIPE</u></b> per foot.			
6"	SDR -26 ASTM - 3034	300	2.70'
8"	SDR -26 ASTM - 3034	100	4.85'
10"	SDR -26 ASTM - 3034	50	7.60'
<b><u>RUBBER SEWER REPAIR COUPLINGS</u></b>			
6"	clay to plastic or CI	60	9.25
6"	plastic to plastic or CI	20	9.25
8"	clay to plastic or CI	20	14.00
8"	plastic to plastic or CI	10	14.00
10"	clay to plastic or CI	10	21.50
10"	plastic to plastic or CI	10	21.50

END

*cc/Chris Camps*

*Mark Hansen  
HD Supply  
2/16/12*

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

MID AMERICAN WATER

PART	SPEC	Approx number for year 2012	Cost Each
<b>6' bury hydrant with auxillary valve attached</b>			
<b>FIRE HYDRANT</b>			
<p>The hydrant shall be American Flow Control's Waterous Pacer Hydrant Traffic Model WB-67-250. The hydrants shall come painted Waterous Standard Red - M4104. The hydrant shall have a 6-inch internal connection, and a 6-inch flanged base connection. The Village of Oak Park requires two 2 1/2" hose nozzles with one 4" pumper nozzle with no cap chains. The nozzles shall open counter clockwise. The bury depth shall be 5'-6" unless otherwise shown on plans.</p>			
		20	2499. <sup>-</sup>
<p>The auxiliary valve shall be the American Flow Control's 6-Inch diameter Resilient Wedge Gate Valve rated for 250 p.s.i.g. cold water working pressure, have a ductile iron body with a modified wedge disc, have flanged and mechanical joint ends, and be a non-rising stem type valve. The valve shall be manufactured in accordance with AWWA Standard C515. Both mechanical joint ends shall comply with AWWA Standard C111 and ANSI Standard A21.11 specifications. Epoxy coatings shall comply with AWWA C550.</p>			
<b>CUT-IN SLEEVE</b>			
6"	MJ w/duck tip gasket with bolts no set screw	25	410. <sup>-</sup>
<b>WATER MAIN REPAIR SLEEVE</b> Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand			
6" x 8"		10	48.15
6" x 12"		5	67.20
6" x 15"		5	74.35
8" x 8"		5	49.30
8" x 12"		5	79. <sup>-</sup>
8" x 15"		5	90.35
10" x 8"		5	67.90
10" x 12"		5	106.60
10" x 15"		5	122.70
12" x 8"		5	77.20
12" x 12"		5	123.45
12" x 15"		5	139.60
16" x 20"		5	321.95



# VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	Cost Each
<b>WATERMAIN TAPPING SLEEVE</b> Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand			
6" x 8" - 1" tap		15	61.50
6" x 12" - 1.5" tap		15	92.30
6" x 12" - 2" tap			98.35
8" x 8" - 1" tap		5	68.75
8" x 12" - 1" tap			98.50
8" x 12" - 1.5" tap		5	104.10
8" x 12" - 2" tap		5	110.5
10" x 12" - 1" tap		5	126.5
10" x 12" - 1.5" tap		5	131.70
10" x 12" - 2" tap		5	137.75
12" x 12" - 1" tap		5	142.90
12" x 12" - 1.5" tap		5	148.55
12" x 12" - 2" tap		5	154.60
16" x 20" - 1" tap		2	341.5
16" x 20" - 1.5" tap		2	347.5
16" x 20" - 2" tap		2	353.5
<b>VALVE BOXES</b>			
	two (2) piece - 5 1/4 shaft screw type		
complete box		20	130.50
standard 5 1/4 drop lid		10	12.50

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	Cost Each
<b>BRASS</b>			
<u>roundways</u>	full ball valve - Mueller compression fittings preferred		
1"		30	60.85
1.5"		20	129.-
2"		10	180.-
<b>BRASS Continued</b>			
<u>corporation cocks</u>	full ball valve - compression fittings preferred		
			<b>Mueller</b>
1"		30	27.50
1.5"		20	75.-
2"		10	131.-
<b>LEAD PACKS</b>			
	Ford Fittings		
5/8" S x 1" copper		15	17.70
3/4" XS x 1" copper		10	31.40
1" XXS x 1" copper		5	32.20
1.5" XS x 1.5" copper		5	51.75
2" XS x 2" copper		5	83.60
<b>COPPER TUBING</b>			
	copper will be in rolls TYPE K		
1"	per foot* (60 ft rolls)	15	5.05
1.5"	per foot* (60 ft rolls)	15	8.65
2"	per foot* (60 ft rolls)	5	13.10

\* copper pricing shall be good for 30 days, after 30 days call for pricing

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

PART	SPEC	Approx number for year 2012	Cost Each
<b>B-BOXES</b>			
plastic adjustable 50" - 84" with threaded bushing		100	33.90
Minneapolis Style 2" x 1.5" Black Hex Bushing		100	1.30
<b>SEWER PIPE</b> per foot			
6"	SDR -26 ASTM - 3034	300	2.95
8"	SDR -26 ASTM - 3034	100	5.05
10"	SDR -26 ASTM - 3034	50	7.85
<b>RUBBER SEWER REPAIR COUPLINGS</b>			
6"	clay to plastic or CI	60	14.-
6"	plastic to plastic or CI	20	14.-
8"	clay to plastic or CI	20	23.-
8"	plastic to plastic or CI	10	23.-
10"	clay to plastic or CI	10	29.-
10"	plastic to plastic or CI	10	29.-

END



# Underground Pipe & Valve, Co.

**YARD ADDRESS:**  
211 Amendodge Dr.  
Shorewood, IL 60404  
(815) 730-1180

1-800-228-6574

**MAILING ADDRESS:**  
P.O. BOX 279  
Plainfield, IL 60544-0279  
Fax(815) 730-1270

FROM

SEND TO  
Company name Oak Park, Vls of  
Attention Brian Jack  
Fax number 708-358-5711

Total pages, including cover: 5

MESSAGE: Unless marked on quote item prices  
good for 180 Days. 2-17-12

Thanks,

SIGNED: Jason G/O Tim North

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

2-17-12

PART	SPEC	Approx number for year 2012	Cost Each
<b>6' bury hydrant with auxillary valve attached</b>			
<b>FIRE HYDRANT</b>			
<p>The hydrant shall be American Flow Control's Waterous Pacer Hydrant Traffic Model WB-67-250. The hydrants shall come painted Waterous Standard Red - M4104. The hydrant shall have a 6-inch internal connection, and a 6-inch flanged base connection. The Village of Oak Park requires two 2 1/2" hose nozzles with one 4" pumper nozzle with no cap chains. The nozzles shall open counter clockwise. The bury depth shall be 5'-6" unless otherwise shown on plans.</p>			
		20	N/A
<p>The auxillary valve shall be the American Flow Control's 6-Inch diameter Resilient Wedge Gate Valve rated for 250 p.s.i.g. cold water working pressure, have a ductile iron body with a modified wedge disc, have flanged and mechanical joint ends, and be a non-rising stem type valve. The valve shall be manufactured in accordance with AWWA Standard C515. Both mechanical joint ends shall comply with AWWA Standard C111 and ANSI Standard A21.11 specifications. Epoxy coatings shall comply with AWWA C550.</p>			
<b>CUT-IN SLEEVE</b>			
	<i>Powerseal Model # 3520</i>		
6"	MJ w/duck tip gasket with bolts no set screw	25	189.00
<b>WATER MAIN REPAIR SLEEVE</b>			
	Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand		
	<i>Powerseal Brand</i>		
	<i>Quoted</i>		
6" x 8"		10	48.25
6" x 12"		5	65.50
6" x <del>12</del> 16"		5	93.75
8" x 8"		5	61.00
8" x 12"		5	70.00
8" x <del>12</del> 16"		5	99.50
10" x 8"		5	74.00
10" x 12"		5	83.50
10" x <del>12</del> 16"		5	111.75
12" x 8"		5	79.00
12" x 12"		5	95.25
12" x <del>12</del> 16"		5	116.00
16" x 20"		5	316.75

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

2.17.12

PART	SPEC	Approx number for year 2012	Cost Each
<b>WATERMAIN TAPPING SLEEVE</b> Full circle stainless steel cast/ductile O.D. range - SMITH -			
	BLAIR preferred brand		
	<i>Powerseal Brand</i>		
	<i>Quote ↓</i>		
6" x 8" - 1" tap		15	59.50
6" x 12" - 1.5" tap		15	86.00
6" x 12" - 2" tap			
8" x 8" - 1" tap		5	61.00
8" x 12" - 1" tap			86.00
8" x 12" - 1.5" tap		5	98.75
8" x 12" - 2" tap		5	98.75
10" x 12" - 1" tap		5	93.50
10" x 12" - 1.5" tap		5	107.00
10" x 12" - 2" tap		5	107.00
12" x 12" - 1" tap		5	104.50
12" x 12" - 1.5" tap		5	119.00
12" x 12" - 2" tap		5	119.00
16" x 20" - 1" tap		2	337.75
16" x 20" - 1.5" tap		2	351.75
16" x 20" - 2" tap		2	355.50
<b>VALVE BOXES</b>			
	two (2) piece - 5 1/4 shaft screw type		
complete box		20	146.00
standard 5 1/4 drop lid		10	12.75

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

2-17-12

**PART**                      **SPEC**                      **Approx number for year 2012**                      **Cost Each**

**BRASS**

<u>roundways</u>	full ball valve - Mueller compression fittings preferred		
	<i>A.Y. McDonald</i>		
	<i>Quoted</i>		
1"		30	64.50
1.5"		20	136.75
2"		10	190.50

**BRASS Continued**

<u>corporation cocks</u>	full ball valve - compression fittings preferred	Mueller	
	<i>A.Y. McDonald</i>		
	<i>Quoted</i>		
1"		30	38.75
1.5"		20	79.50
2"		10	131.50

**LEAD PACKS**

	Ford Fittings		
	<i>A.Y. McDonald</i>		
	<i>Quoted</i>		
5/8" S x 1" copper		15	26.50
3/4" XS x 1" copper		10	31.00
1" XXS x 1" copper		5	34.25
1.5" XS x 1.5" copper		5	55.00
2" XS x 2" copper		5	88.75

**COPPER TUBING**

	copper will be in rolls TYPE K		
1"	per foot* (60 ft rolls)	15	4.67
1.5"	per foot* (60 ft rolls)	15	7.78
2"	per foot* (60 ft rolls)	5	12.07

\* copper pricing shall be good for 30 days, after 30 days call for pricing

VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012

2-17-12

PART	SPEC	Approx number for year 2012	Cost Each
<b>B-BOXES</b>			
plastic adjustable 50" - 64" with threaded bushing		100	43.00
Minneapolis Style 2" x 1.5" Black Hex Bushing		100	48.00
<b>SEWER PIPE</b>	per foot - <i>Good For 90 Days</i>		
6"	SDR -26 ASTM - 3034	300	2.94
8"	SDR -26 ASTM - 3034	100	5.32
10"	SDR -26 ASTM - 3034	50	8.32
<b>RUBBER SEWER REPAIR COUPLINGS</b>			
6"	clay to plastic or CI	60	7.00
6"	plastic to plastic or CI	20	7.00
8"	clay to plastic or CI	20	10.50
8"	plastic to plastic or CI	10	10.50
10"	clay to plastic or CI	10	15.75
10"	plastic to plastic or CI	10	15.75
<b>END</b>			



<b>T O</b>	VILLAGE OF OAK PARK 1 VILLAGE HALL PLAZA OAK PARK, IL  60302	<b>F R O M</b>	WATER PRODUCTS-AURORA 3255 EAST NEW YORK AURORA, IL  60504
<b>Q U O T A T I O N</b>		FAX NO.: 630-898-1067 Telephone: 630-898-5100	

2/14/12 Bid ID: 5042971 2012 ANNUAL BID

Page 1

	Quantity	Sell Per	Description	Net Price	Extended Price
	20	EA	PACER 6'BURY 5.25VO 6FL 3WAY OL 2-2.5/1-4.5NST RED	2,438.000	48,760.00
	20	EA	OAK PARK SPECIAL, 4" PUMPER 6 FLANGE ACCESSORY KIT SS BOLT	N/C	.00
	20	EA	6 MJ X FL RW GATE VALVE  *** VALVE TO BE ATTACHED TO HYDRANT. ***	N/C	.00
	25	EA	6 CUTTING IN SLEEVE	470.000	11,750.00
	10	EA	6X8 SS SGL BAND REPAIR CLAMP RANGE 6.84-7.24	65.000	650.00
	5	EA	6X12 SS SGL BAND REPAIR CLAMP RANGE 6.84-7.24	103.000	515.00
	5	EA	6X16 SS SGL BAND REPAIR CLAMP RANGE 6.84-7.24	114.000	570.00
	5	EA	8X8 SS SGL BAND REPAIR CLAMP RANGE 9.00-9.40	76.000	380.00
	5	EA	8X12 SS SGL BAND REPAIR CLAMP RANGE 9.00-9.40	121.000	605.00
	5	EA	8X16 SS SGL BAND REPAIR CLAMP RANGE 9.00-9.40	138.000	690.00
	5	EA	10X8 SS SGL BAND REPAIR CLAMP RANGE 11.04-11.44	99.000	495.00
	5	EA	10X12 SS SGL BAND REPAIR CLAMP RANGE 11.04-11.44	155.000	775.00
	5	EA	10X16 SS SGL BAND REPAIR CLAMP	180.000	900.00

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WATER PRODUCTS-AURORA  
3255 EAST NEW YORK  
AURORA, IL  
60504

Q U O T A T I O N

FAX NO.: 630-898-1067  
Telephone: 630-898-6100

2/14/12 Bid ID: 5042971 2012 ANNUAL BID

Page 2

		RANGE 11.04-11.44		
5	EA	12X8 SS SGL BAND REPAIR CLAMP	114.000	570.00
		RANGE 13.10-13.50		
5	EA	12X12 SS SGL BAND REPAIR CLAM	183.000	915.00
		RANGE 13.10-13.50		
5	EA	12X16 SS SGL BAND REPAIR CLAM	205.000	1,025.00
		RANGE 13.10-13.50		
5	EA	16X20 SS DBL BAND REPAIR CLAM	510.000	2,550.00
		RANGE 17.15-17.90		
15	EA	6X8-1CC SGL BAND TAPT CLAMP	91.000	1,365.00
15	EA	6X12-150CC SGL BAND TAPT CLAM	139.000	2,085.00
1	EA	6X12-2CC SGL BAND TAPT CLAMP	145.000	145.00
5	EA	8X8SS SGL BAND TAP RPR CLAMP	101.000	505.00
		RANGE 9.00-9.40		
		1.0CC TAPPED OUTLET		
5	EA	8X12-1CC SGL BAND TAPT CLAMP	146.000	730.00
5	EA	8X12-150CC SGL BAND TAPT CLAM	157.000	785.00
5	EA	8X12-2CC SGL BAND TAPT CLAMP	163.000	815.00
5	EA	10X12-1CC SGL BAND TAPT CLAMP	181.000	905.00
5	EA	10X12-1.5CC SGL BAND TAPT CLM	191.000	955.00
5	EA	10X12-2CC SGL BAND TAPT CLAMP	197.000	985.00
5	EA	CRT1-1340-12-1.0CC	209.000	1,045.00
5	EA	CRT1-1340-12-1.50CC	218.000	1,090.00

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WATER PRODUCTS-AURORA  
3255 EAST NEW YORK  
AURORA, IL  
  
60504

Q U O T A T I O N

FAX NO.: 630-898-1067  
Telephone: 630-898-6100

2/14/12 Bid ID: 5042971 2012 ANNUAL BID

Page 3

	5	EA CRT1-1340-12-2.0CC	225.000	1,125.00
	5	EA 16 X 20 X 1"CC TAPPED CLAMP	535.000	2,675.00
	5	EA 16 X 20 X 1.5" CC TAP	545.000	2,725.00
	5	EA 16 X 20 X 2" CC TAP	552.000	2,760.00
	20	EA 664S VALVE BOX W/LID	155.000	3,100.00
	10	EA 5.25 DROP LID 664S BOX	15.000	150.00
	30	EA 1"COMP CURB STOP	73.000	2,190.00
	20	EA 1-1/2 COMP CURB STOP	155.000	3,100.00
	10	EA 2"COMP CURB STOP	216.000	2,160.00
	30	EA 1"COMP CORP	35.000	1,050.00
	20	EA 1-1/2 COMP CORP	90.000	1,800.00
	10	EA 2"COMP CORP	150.000	1,500.00
	1	EA 1 XXS X 1 CTS	38.000	38.00
	1	EA 5/8 XS X 1 CTS	16.000	16.00
	1	EA 1 COM X 3X4 X STRONG LEAD	35.000	35.00
	1	EA 1-1/2 XS X 1-1/2 CTS	63.000	63.00
	1	EA 2 XS X 2 CTS	101.000	101.00
	900	FT 1 X 60' TYPE K COPPER TUBE	5.250	4,725.00
	900	FT 1.5 X 60' TYPE K COPPER TUBE	8.500	7,650.00
	300	FT 2 X 60' TYPE K COPPER TUBE	13.980	4,194.00

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WATER PRODUCTS-AURORA  
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AURORA, IL  
  
60504

Q U O T A T I O N

FAX NO.: 630-898-1067  
Telephone: 630-898-6100

2/14/12 Bid ID: 5042971 2012 ANNUAL BID

Page 4

100	EA	PLASTIC ADJ. B-BOXES	60.000	6,000.00
100	EA	2X1.5 BLACK BUSHING	2.490	249.00
300	FT	6 SDR26/ 3034 HEAVY WALL SEWE	3.150	945.00
100	FT	8 SDR26/ 3034 HEAVY WALL SEWE	5.650	565.00
50	FT	10 SDR26/ 3034 HVY WALL SEWER	8.890	444.50
60	EA	6 CLAY X 6 PVC/CI MISSION BAN	9.396	563.76
20	EA	6 PVC/CI X 6 PVC/CI MISSION	9.396	187.92
20	EA	8 CLAY X 8 PVC/CI MISSION BAN	14.404	288.08
10	EA	8 PVC/CI X 8 PVC/CI MISSION	14.404	144.04
10	EA	10 CLAY X 10 PVC/CI MISSION	19.516	195.16
10	EA	10 PVC/CI X 10 PVC/CI MISSION	19.516	195.16

Our best efforts have been made to determine the city specifications. However, no guarantee is made as to the accuracy. It is the contractor's responsibility to determine specifications with the city or engineer before ordering.

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012**

PART	SPEC	Approx number for year 2012	Cost Each
<b>6' bury hydrant with auxiliary valve attached</b>			
<b>FIRE HYDRANT</b>			
<p>The hydrant shall be American Flow Control's Waterous Pacer Hydrant Traffic Model WB-67-250. The hydrants shall come painted Waterous Standard Red - M4104. The hydrant shall have a 6-inch internal connection, and a 6-inch flanged base connection. The Village of Oak Park requires two 2 1/2" hose nozzles with one 4" pumper nozzle with no cap chains. The nozzles shall open counter clockwise. The bury depth shall be 5'-6" unless otherwise shown on plans.</p>			
		20	2810.00
<p>The auxiliary valve shall be the American Flow Control's 6-Inch diameter Resilient Wedge Gate Valve rated for 250 p.s.i.g. cold water working pressure, have a ductile iron body with a modified wedge disc, have flanged and mechanical joint ends, and be a non-rising stem type valve. The valve shall be manufactured in accordance with AWWA Standard C515. Both mechanical joint ends shall comply with AWWA Standard C111 and ANSI Standard A21.11 specifications. Epoxy coatings shall comply with AWWA C550.</p>			
<b>CUT-IN SLEEVE</b>			
6"	MJ w/duck tip gasket with bolts no set screw	25	335.75
<b>WATER MAIN REPAIR SLEEVE</b> Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand			
6" x 8"		10	63.90
6" x 12"		5	104.15
6" x 15"		5	115.42
8" x 8"		5	76.50
8" x 12"		5	122.15
8" x 15"		5	140.50
10" x 8"		5	99.55
10" x 12"		5	156.25
10" x 15"		5	180.90
12" x 8"		5	117.80
12" x 12"		5	188.65
12" x 15"		5	214.60
16" x 20"		5	429.95

Ziebell Co (1)

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012**

PART	SPEC	Approx number for year 2012	Cost Each
<b><u>WATERMAIN TAPPING SLEEVE</u></b>			
	Full circle stainless steel cast/ductile O.D. range - SMITH - BLAIR preferred brand		
6" x 8" - 1" tap		15	92.60
6" x 12" - 1.5" tap		15	151.85
6" x 12" - 2" tap			
8" x 8" - 1" tap		5	104.25
8" x 12" - 1" tap			
8" x 12" - 1.5" tap		5	178.85
8" x 12" - 2" tap		5	186.75
10" x 12" - 1" tap		5	191.00
10" x 12" - 1.5" tap		5	219.50
10" x 12" - 2" tap		5	231.25
12" x 12" - 1" tap		5	221.00
12" x 12" - 1.5" tap		5	250.75
12" x 12" - 2" tap		5	263.95
16" x 20" - 1" tap		2	519.50
16" x 20" - 1.5" tap		2	550.80
16" x 20" - 2" tap		2	557.50
<b><u>VALVE BOXES</u></b>			
	two (2) piece - 5 1/4 shaft screw type		
complete box		20	189.00
standard 5 1/4 drop lid		10	15.00

Ziebell Co. (2)

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012**

<u>PART</u>	<u>SPEC</u>	Approx number for year 2012	Cost Each
<b>BRASS</b>			
<u>roundways</u>	full ball valve - Mueller compression fittings preferred		
1"		30	73.69
1.5"		20	148.69
2"		10	218.95
<b>BRASS Continued</b>			
<u>corporation cocks</u>	full ball valve - compression fittings preferred	Mueller	
1"		30	43.19
1.5"		20	89.39
2"		10	146.29
<b>LEAD PACKS</b> Ford Fittings			
5/8" S x 1" copper		15	33.69
3/4" XS x 1" copper		10	32.90
1" XXS x 1" copper		5	36.60
1.5" XS x 1.5" copper		5	62.40
2" XS x 2" copper		5	99.95
<b>COPPER TUBING</b> copper will be in rolls TYPE K			
1"	per foot* (60 ft rolls)	15	5.70'
1.5"	per foot* (60 ft rolls)	15	8.90'
2"	per foot* (60 ft rolls)	5	15.75'

\* copper pricing shall be good for 30 days, after 30 days call for pricing

Ziebell Co. (3)

**VILLAGE OF OAK PARK WATER and SEWER PART PRICE QUOTE LIST for 2012**

PART	SPEC	Approx number for year 2012	Cost Each
<b><u>B-BOXES</u></b>			
plastic adjustable 50" - 84" with threaded bushing		100	39.95
Minneapolis Style 2" x 1.5" Black Hex Bushing		100	47.50
<b><u>SEWER PIPE</u></b> per foot			
6"	SDR -26 ASTM - 3034	300	2.95'
8"	SDR -26 ASTM - 3034	100	5.15'
10"	SDR -26 ASTM - 3034	50	7.49'
<b><u>RUBBER SEWER REPAIR COUPLINGS</u></b>			
6"	clay to plastic or CI	60	12.25
6"	plastic to plastic or CI	20	12.25
8"	clay to plastic or CI	20	19.95
8"	plastic to plastic or CI	10	19.95
10"	clay to plastic or CI	10	31.80
10"	plastic to plastic or CI	10	31.80

END

Ziebell Co. (4)

02-17-2012  
*Robert Mroz*  
 Ziebell Co.



VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

L


**Item Title: Resolution Authorizing the Execution of a One-Year Contract Extension with DisposAll Waste Services, LLC of Forest View, IL, for Village Wide Refuse/Recycling Container Pick Up Services in an amount not to exceed \$132,000.00**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: March 19, 2012

Staff Review:

Public Works Director:

  
John P. Wielebnicki

Village Manager's Office:



**Item History (Previous Board Review, Related Action, History):**

The Department of Public Works is responsible for maintaining approximately 300 refuse and recycling containers throughout the Village. Within the Village are twelve (12) separate Business District areas which require regular refuse/recycling container pick up. There are also several containers at the parking structures that require collection.

On October 1, 2008, the Village issued an RFP for Refuse/Recycling Container Pick Up. The low bid for Refuse/Recycling Pick Up was submitted by DisposAll Waste Services, LLC of Forest View, IL. The DisposAll contract allowed the Village the right to renew the agreement under the same terms and conditions, upon mutual agreement, for an additional two contract periods, which the Village has done.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The current contract for this work ends May 31, 2012. The period from June 1, 2011 to May 31, 2012 is the second of two one year extensions. Contract increases have been based on the previous year's Consumer Price Index (CPI), up to a maximum of five percent (5%). Last year's published index showed a 2.8% increase.

In an effort to manage the costs for this contract, staff works with DisposAll by adjusting the frequency of collection depending on the time of year and location. The frequency has been reduced during winter months and is increased in the warmer months due to higher usage.

DisposAll has provided an excellent level of service for this work. Per the attached letter, DisposAll has indicated they are willing to enter into a fourth year of this contract with no price increase. Staff recommends that the contract be extended for another year for the period from June 1, 2012 thru May 31, 2013 in the amount of \$132,000.00.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

There currently are no cost savings available through intergovernmental joint participation. The Park District also empties refuse containers within the parks but they complete this work

in-house.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The FY 2012 budget, for Street Services, provides \$135,000.00 to perform refuse/recycling container pick up in the General Contractuals account no., 1001-43740-761-530660.

Approximately \$2,000.00 of the contract total will be charged to the Parking Fund for weekly collection of refuse in the parking structures, in account nos. 5060-43770-(784,785 or 788)-530660.

The cost for Refuse/recycling container pick up by DisposAll Waste Services, LLC for 2012-2013 contract year shall not exceed \$132,000.00

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

An alternative action would be to bring the refuse container pick up back in-house, but that would require the hiring of additional staff to perform that task, and possibly the purchase of a new refuse truck to replace the current older refuse truck.

**Proposed Recommended Action: Approve the Resolution**

**RESOLUTION**

**AUTHORIZING THE EXECUTION OF A ONE-YEAR CONTRACT EXTENSION WITH DISPOSALL WASTE SERVICES, LLC OF FOREST VIEW, IL FOR VILLAGE WIDE REFUSE/RECYCLING CONTAINER PICK UP SERVICES IN AN AMOUNT NOT TO EXCEED \$132,000.00**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute an agreement with DisposAll Waste Services, LLC of Forest View, IL for Village Wide Refuse/Recycling Container Pick Up Services for a cost not to exceed \$132,000.00.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**ADOPTED AND APPROVED** by me, this 19<sup>th</sup> day of March, 2012.

**Attest:**

\_\_\_\_\_  
Teresa Powell  
Village Clerk

\_\_\_\_\_  
David G. Pope  
Village President



**Contract**

1. THIS AGREEMENT is made and concluded on March 19, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302 acting by and through its President & Board of Trustees and **DisposAll Waste Services LLC, 6201 Canal Bank Road, Forest View, IL 60402**, its executors, administrators, successors or assigns (hereinafter "Contractor".)
2. The following documents set forth the terms of this contract and are incorporated herein:
  - a. The Village of Oak Park's Notice to Bidders and detailed Specifications for Project 08-119, Village Wide Refuse/Recycling Container Pick Up
  - b. Contractor's Proposal dated October 17, 2008, revised January 29, 2009
  - c. Contractor's Letter dated February 16, 2012 Proposing no price increase in for the contract period June 1, 2012 through May 31, 2013.

Where the terms of the Proposal conflict with the terms set forth in the Village's Notice to Bidders, Special Provisions and Plans, the Village's Notice to Bidders and Detailed Specifications will control.

3. Contractor agrees, at its own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract and the requirements of the Department of Public Works Streets Superintendent under it.
4. Contractor affirms that the individual signing this contract is authorized to execute agreements on behalf the Contracting entity.
5. IN WITNESS WHEREOF, the parties have executed this contract on the date above mentioned.

Attest:

**Village of Oak Park**

\_\_\_\_\_  
**Teresa Powell**  
**Village Clerk**  
**(Seal)**

By \_\_\_\_\_  
**Cara Pavlicek**  
**Interim Village Manager**

**DisposAll Waste Services, LLC**

REVIEWED AND APPROVED  
AS TO FORM

MAR 12 2012

  
LAW DEPARTMENT

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

\_\_\_\_\_  
Printed Name

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

# DISPOSALL WASTE SERVICES, LLC

5817 West Ogden Avenue  
Cicero, Illinois 60804  
Phone 708-458-9800 Fax 708-477-6154

## VIA US MAIL

February 16, 2012

Mr. Mike Fenwick  
Streets Superintendent  
Village of Oak Park  
201 South Boulevard  
Oak Park, IL 60302-2702

**RE: Village Wide Refuse/Recycling Container Pick-up  
Contract Extension**

Dear Mr. Fenwick:

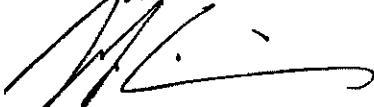
As we discussed, our Company's contract to perform the above-referenced services for the Village of Oak Park is set to expire on May 31, 2012. The original Contract for these services provided for two (2) optional one-year extensions, both of which have been exercised by the Village.

Although no further extension is provided for under the Contract, we would like to continue to perform these services.

As an inducement for granting a further extension of the Contract for an additional one-year term, we would agree to hold the current pricing through May 31, 2013.

Please feel free to call me if you have any questions.

Sincerely,



Joseph Volini  
DisposAll Waste Services, LLC



M

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Resolution Authorizing the Execution of A Cooperative Agreement Between the Village of Oak Park and IFF in the amount of \$2,215,666 as a Sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant**

Resolution No. \_\_\_\_\_

Date of Board Action: *March 19, 2012*

Staff Review: *Tammie Grossman, Housing Programs Manager*

Department Director Name: \_\_\_\_\_

*Tammie Grossman*

Village Manager's Office: \_\_\_\_\_

*VS*

**Item History (Previous Board Review, Related Action, History):**

On November 21, 2011, the US Department of Housing and Urban Development (HUD) awarded the Village of Oak Park, on behalf of the West Cook County Housing Collaborative (Collaborative) a \$2,916,272 Community Challenge Planning Grant. The Village of Oak Park will act as the administering agency for the Collaborative. The Challenge Grant will allow the communities of Oak Park, Bellwood, Forest Park and Maywood to update their comprehensive plans and will provide funds to IFF (formerly known as the Illinois Facilities Fund), as the Collaborative Coordinator, to set up a revolving loan fund to create an acquisition and predevelopment fund to support affordable housing activities near transit.

IFF was selected by the Collaborative to act as Coordinator. IFF is nonprofit lender and real estate consultant dedicated to strengthening the communities they serve. With total assets of more than \$235 million, IFF is able to help finance, plan, and build facilities. On behalf of the Collaborative, IFF has secured cash funds which will be used as match to the HUD grant in the amount of \$4,257,467 from the Illinois Department of Commerce and Economic Opportunity (DCEO). IFF will use the DCEO funds to establish a Housing Restoration Loan Fund, the purpose of which is to purchase and rehab foreclosed homes in the Collaborative communities. The funds must first be expended in Forest Park, Bellwood, and Maywood since those communities were hardest hit by the 2008 flooding caused by Hurricane IKE. Once the initial homes are sold, the sale proceeds will be deposited into the revolving loan fund and will be available for use in the entire Collaborative service area. IFF has also agreed to contribute cash support in the amount of \$1,000,000 for the transit oriented revolving loan fund that will be created using HUD funds under the Sustainable Communities Challenge Grant.

By the attached Agreement IFF's performance of these tasks is governed by the same HUD Cooperative Agreement that the Board previously authorized the Village Manager to execute on February 6, 2012. Pursuant to the terms of the Cooperative Agreement, HUD will only

release funds on a cost reimbursement basis for work previously approved by HUD. The attached agreement provides that the Village is not responsible for payment of costs incurred by IFF unless and until HUD has approved IFF's invoice and released the funds to the Village. IFF is also required to report to HUD on the expenditure of the match funds detailed above in order to satisfy the match requirement by HUD. IFF is governed by the same terms as the Village of Oak Park. The agreement has been reviewed and approved by HUD and IFF.

Staff will be presenting additional sub-recipient agreements for the comprehensive plans for the Villages of Oak Park, Forest Park, Maywood and Bellwood and other Challenge Grant Partners.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

The Housing Programs Manager will oversee the administration of the Grant. Funds will be disbursed to third parties upon HUD approval and after sub-recipient contracts are signed.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

The West Cook County Housing Collaborative was formed in 2008 to encourage better coordination between the member communities related to housing policy and opportunities. Since its formation and including this HUD Grant, the Collaborative has received over \$11 million dollars in private, state, county and federal investment into the five municipalities. Additionally, the Collaborative allows for coordinated housing policy to ensure the strength of the region.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

There is no impact on the General Fund other than staff time to administer the program. The Grant provides \$150,000 to the Village of Oak Park to hire a consultant to update the Village's Comprehensive Plan.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

If the Resolution is not approved, the Collaborative will lose the HUD funding.

**Proposed Recommended Action: Approve the Resolution**

## RESOLUTION

### AUTHORIZING THE EXECUTION OF A COOPERATIVE AGREEMENT BETWEEN THE VILLAGE OF OAK PARK AND IFF IN THE AMOUNT OF \$2,215,666 AS A SUB-RECIPIENT OF THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT COMMUNITY CHALLENGE PLANNING GRANT

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Interim Village Manager is authorized to execute a Cooperative Agreement between the Village of Oak Park and IFF in the amount of \$2,215,666 as a sub-recipient of the Department of Housing and Urban Development Community Challenge Planning Grant, which Cooperative Agreement shall substantially conform to the one attached hereto as Exhibit A.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 19th day of March 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 19th day of March 2012.

Attest:

\_\_\_\_\_  
David G. Pope  
Village President

\_\_\_\_\_  
Teresa Powell  
Village Clerk



**COOPERATIVE AGREEMENT  
BY AND BETWEEN THE VILLAGE OF OAK PARK  
AND IFF  
FOR PROVISION OF SERVICES UNDER  
THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
SUSTAINABLE COMMUNITIES CHALLENGE GRANT**

**Whereas**, the Village of Oak Park, as a member community of the West Cook County Housing Collaborative, applied for and received a Sustainable Communities Challenge Grant from the U.S Department of Housing and Urban Development in the amount of \$2,916,272; and

**Whereas**, the Grant was awarded by a Cooperative Agreement between the Village of Oak Park and U.S Department of Housing and Urban Development on a HUD-1044 Form, which, together with all its attachments, is attached hereto as Exhibit A and incorporated into this agreement. That document and all its attachments shall be referred to herein as (“the Grant”); and

**Whereas**, the Grant contains a cash and in-kind services matching requirement of \$5,752,825.00; and

**Whereas**, IFF is a not for profit lender and real estate consultant capable of assisting the Village in achieving the deliverables.

**Now Therefore**, the Village of Oak Park, 123 Madison, Oak Park, Illinois 60302 and IFF (**formerly known as the Illinois Facilities Fund**), One North LaSalle, Suite 700, Chicago, Illinois 60602 enter into this Cooperative Agreement (“Cooperative Agreement”) on the 15<sup>th</sup> day of March 2012, for the provision of services under the Grant.

1. Contract Documents

This Cooperative Agreement is governed by the terms set forth herein and by the Grant. If the terms of this Agreement conflict with the terms of the Grant, any such conflict shall be resolved in favor of the terms of the Grant.

2. Scope of Services/ Responsibilities to the Program

IFF will work closely with the Village of Oak Park and participating municipalities in West Cook County Housing Collaborative and other stakeholders to achieve the deliverables set forth in the Grant. The scope of services, deliverables and responsibilities of both parties shall be controlled by the terms of the Grant.

3. Term

IFF shall begin providing the services immediately. The services will terminate on **January 31, 2015**. Adherence to the dates of service in the Grant is a material

term of this agreement. The Village will not compensate IFF for any services it provides beyond the dates of this Cooperative Agreement. However this Cooperative Agreement shall also cover services performed by IFF since February 1, 2012, provided those services fall within the scope of the Grant. The term of this Cooperative Agreement can be extended in writing and upon mutual consent of both parties. Time is of the essence in delivering any services with a strict grant deadline.

4. Payment

IFF shall submit monthly invoices to the Village documenting the services completed. IFF must include the hours worked per task on its monthly invoices and otherwise comply with all HUD billing and payment requirements including the use of HUD forms if required by HUD. The Village will review IFF's monthly invoices and submit them to HUD for approval and payment. Upon Village and HUD approval of the expenditures, HUD will provide the Village with sufficient funds to cover the invoices and the Village of Oak Park will remit those funds to IFF within thirty (30) days. Should HUD deny the expenditures set forth in the monthly invoice, the Village of Oak Park is under no obligation to pay IFF. The Village of Oak Park will not use Village General Funds for purposes of paying for IFF's services. All services shall be paid for by HUD grant funds, subject to HUD requirements. The total amount for all IFF services under this Cooperative Agreement shall not exceed \$2,215,666 as listed on the HUD 424-CBW, Total Budget Summary referenced on the face of the HUD-1044 and incorporated into Exhibit A.

5. Level and Type of Commitment

A. As part of the HUD Grant, a Transit Oriented Development Fund (TOD Fund) will be developed in accordance with the terms of the Grant. IFF will match the HUD funds with an additional **\$1,000,000** that will be made available to that TOD Fund. The TOD funds will be used as Grant matching funds.

B. IFF will create and administer a Housing Restoration Fund using DCEO Grant funds from the Illinois IKE Community Stabilization Program in the amount of \$4,257,467. The use of those Funds will be dedicated to the DCEO and HUD Grant deliverables. The Village, in cooperation with the other member communities in the Collaborative will create guidelines, policies and procedures to regulate the use of that Fund.

IFF agrees that the Housing Restoration Fund will be used as matching funds required under the Grant. IFF will report their expenditure of the DCEO Grant funds to the Village. The Village will report those expenditures to HUD as matching funds for HUD's approval.

C. If IFF's total match contribution is less than **\$5,257,646**, the Village reserves the right to negotiate a new budget with IFF subject to HUD's approval. IFF shall notify the Village of Oak Park at any time it believes that it will not

meet the above match requirement. In addition, IFF understands that the Village of Oak Park is required to obtain HUD approval regarding any changes concerning the intended use of matching funds. IFF will notify the Village of Oak Park if there is a change to the intended use of matching funds so that the Village of Oak Park may seek HUD's approval.

6. This Cooperative Agreement is subject to OMB Circular A-87, A-133 and A-102, which is incorporated at 24 CFR Part 85 and the Notice of Funding Availability (Federal Register/Vol. 75. 121/page 36246, Dock No. FR-5415-N-12).

7. IFF is required to obtain a DUNS number (or update its existing DUNS record) and register with the Central Contractor Registration (CCR; [www.ccr.gov](http://www.ccr.gov)) no later than 120 days after executive of this agreement.

8. This Cooperative Agreement contains the entire agreement between the parties concerning the subject matter hereof, and supersedes and replaces any previous oral and/or written communication, representation, understandings, or agreements.

9. No portion of this Cooperative Agreement may be assigned by IFF without prior written permission. The Village of Oak Park may assign all or part of the Cooperative Agreement without permission of IFF; however, the Village of Oak Park will notify IFF prior to any assignment.

10. If any provision of this Cooperative Agreement is unenforceable or invalid for any reason whatsoever, such provision will be severed from the remainder of this Cooperative Agreement and the validity of the remainder will continue in full force and effect and be construed as if this Cooperative Agreement had been executed without the invalid or unenforceable provision.

11. At any time, this Cooperative Agreement may be terminated by either party by giving at least thirty (30) days written notice prior to the effective date of such termination.

12. Unless expressly stated otherwise, the warranties, representations, indemnities, covenants, and agreements contained herein which are capable of surviving the termination of this Cooperative Agreement shall survive the termination of this Cooperative Agreement and shall be separate and distinct covenants and agreements enforceable after the termination hereof in accordance with their terms. Any reference herein to the termination of this Cooperative Agreement shall not include the termination of such covenants and agreements unless expressly stated herein or specifically agreed to by the parties in writing.

13. Any notice, acceptance or other documents required or permitted hereunder to be given, will be considered well and sufficiently given by hand

delivery or by prepaid first class mail, certified return receipt requested, addressed and sent to the parties as follows:

A. If to Village of Oak Park  
Attention: Tammie Grossman  
Housing Programs Manager  
Village of Oak Park  
123 Madison  
Oak Park, IL 60302

B. If to IFF:  
Attention: Ms. Michelle Hoereth  
One North LaSalle, Suite 700  
Chicago, Illinois 60602

or such address as either party may from time to time appoint by notice in writing to the other party in accordance with this paragraph. Any notice delivered by hand and addressed as above will be deemed to have been delivered on the day of delivery, and any notice mailed by first class prepaid mail and addressed as above will be deemed to have been received four (4) business days after posting; but if at the time of posting or between the time of posting and the fourth (4<sup>th</sup>) business day thereafter there is a lockout or labor disturbance affecting postal service, then such notice will not be effectively given until actually received.

14. In this Cooperative Agreement, words importing the singular number only shall include the plural and vice-versa, words importing gender shall include all genders, and words importing persons shall include individuals, corporations, partnerships, associations, and other legal or business entities.

15. IFF shall be deemed to be and shall be an independent contractor and as such IFF shall not be entitled to any benefits applicable to employees of the Village of Oak Park. Neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty or representation as to any matter. Neither party shall be bound by the acts or conduct of the other.

16. IFF will not use the name of the Village of Oak Park, or any entity related to the Village of Oak Park, in any publicity, advertising or news release without the prior written approval of the Village of Oak Park.

17. This Cooperative Agreement shall be governed by and construed according to the laws of the State of Illinois.

18. This Cooperative Agreement shall be binding upon the parties hereto and their respective heirs, successors, executors, and personal representatives.

IN WITNESS WHEREOF the parties hereto have executed this Cooperative Agreement as of the day and year first above written.

**IFF**

**Village of Oak Park**

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

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


\_\_\_\_\_  
Printed Name

Cara Pavlicek  
Interim Village Manager

\_\_\_\_\_  
Title

REVIEWED AND APPROVED  
AS TO FORM

MAR 13 2012

  
LAW DEPARTMENT

## Exhibit A

February 1, 2012 Cooperative Agreement between Village of Oak Park and HUD including all attachments.



**U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT**  
**Office of Sustainable Housing and Communities**  
WASHINGTON, DC 20410-0050

February 8, 2012

Mr. Tom Barwin  
The Village of Oak Park, IL  
123 Madison Street  
Oak Park, IL 60302-4272

Reference: Ratified Cooperative Agreement number CCPIL0052-11

Dear Mr. Barwin:

Enclosed is the ratified grant agreement of your Community Challenge Planning Grant. Your period of performance begins on February 1, 2012 and ends on January 31, 2015. Please keep in mind that the first deliverables are due 60 days following the effective date of the award, or April 1, 2012. If there are any questions or concerns, please contact your Government Technical Representative, Stephen A. Cerny, at 202-402-5097 or by email at [Stephen.A.Cerny@hud.gov](mailto:Stephen.A.Cerny@hud.gov).

Thank you for your continued cooperation and we look forward working with you implementing a successful program.

Sincerely,

A handwritten signature in black ink, appearing to read "Zuleika K. Morales-Romero".

Zuleika K. Morales-Romero  
Grants and Budget Division Director

cc: Stephen A. Cerny  
Tammie Grossman, Housing Programs Manager

**Assistance Award/Amendment**

U.S. Department of Housing and  
Urban Development  
Office of Administration

1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant		2. Type of Action <input checked="" type="checkbox"/> Award <input type="checkbox"/> Amendment	
3. Instrument Number CCPL0052-11	4. Amendment Number 1	5. Effective Date of this Action	6. Control Number
7. Name and Address of Recipient The Village of Oak Park, IL 123 Madison Street Oak Park, IL: Illinois 60302-4272  Phone: 708-358-5411 Fax: 708-358-5114		8. HUD Administering Office HUD, Office of Sustainable Housing and Communities 451 Seventh Street, S.W., Room 10180 Washington, DC 20410	
10. Recipient Project Manager Tammie Grossman, Housing Programs Manager		8a. Name of Administrator J. Malcom Smith	8b. Telephone Number 202-402-6472
11. Assistance Arrangement <input checked="" type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input type="checkbox"/> Fixed Price		9. HUD Government Technical Representative Stephen A. Cerny, <a href="mailto:Stephen.A.Cerny@hud.gov">Stephen.A.Cerny@hud.gov</a>	
12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse		13. HUD Payment Office CFO Accounting Center Administrative Accounting Division, 6AFF, P.O. Box 901013, Fort Worth, TX 76101	
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount	\$0.00	15a. Appropriation Number	15b. Reservation number
HUD Amount this action	\$2,916,272.00	861/30162	CCPL0052-11
Total HUD Amount	\$2,916,272.00	Amount Previously Obligated	\$0.00
Recipient Amount	\$5,752,825.00	Obligation by this action	\$2,916,272.00
Total Instrument Amount	\$8,669,097.00	Total Obligation	\$2,916,272.00

16. Description

Employer Identification Number: 36-6006027

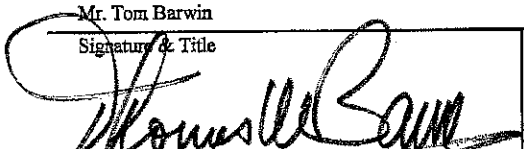

Program Code: CCP

This instrument (the HUD-1044, HUD-1044 Continuation Sheet) sets forth a legally binding agreement between the parties as to all amounts, deliverables, tasks, period of performance, terms and conditions, here within, whether implicitly stated or referenced. The Recipient certifies that all administrative and financial provisions of this instrument are in and will continue to be in compliance for the duration of the period of performance. All covenants, referenced or stated, are agreed to by the recipient upon signing this instrument.

This grant instrument consists of the following, some of which are incorporated by reference:

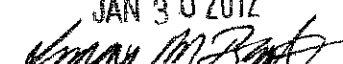
1. HUD-1044 and HUD-1044 Continuation Sheet(s)
2. Grant Agreement Terms and Conditions
3. HUD 424-CBW, Total Budget Summary
4. Grant Deliverables (See HUD 1044 Continuation Sheet)
5. Work Plan/Logic Model (Tasks within Work Plan are considered deliverables)
6. OMB Circulars A-87, A-133 and A-102, which is incorporated in 24 CFR Part 85
7. Office of Sustainable Housing and Communities (OSHC) Program Policy Guidance.
8. Notice of Funding Availability (FR-5500-N-33)

Period of Performance is 36 months from February 1, 2012 to January 31, 2015.

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office		18. <input type="checkbox"/> Recipient is not required to sign this document.	
19. Recipient (By Name) Mr. Tom Barwin Signature & Title		20. HUD (By Name) J. Malcom Smith Signature & Title	
			
Date (mm/dd/yyyy)	Date (mm/dd/yyyy)	Date (mm/dd/yyyy)	Date (mm/dd/yyyy)
1-30-2012		02/08/2012	

REVIEWED AND APPROVED  
AS TO FORM

form HUD-1044 (8/90)  
ref. Handbook 2210.17

JAN 30 2012  
  
LAW DEPARTMENT



## HUD CONTINUATION SHEET

Instrument No: CCPIL0052-11

### 1. BUDGET

	HUD Amount	Match /Leverage Amount	Total
Direct Labor	\$0.00	\$55,518.00	\$55,518.00
Fringe Benefits	\$0.00	\$19,985.00	\$19,985.00
Travel	\$7,389.00	\$0.00	\$7,389.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies/Materials	\$0.00	\$0.00	\$0.00
Consultants	\$0.00	\$0.00	\$0.00
Contracts	\$2,908,883.00	\$5,677,322.00	\$8,586,205.00
Construction	\$0.00	\$0.00	\$0.00
Other Direct Cost	\$0.00	\$0.00	\$0.00
Indirect Cost	\$0.00	\$0.00	\$0.00
<b>Total</b>	<b>\$2,916,272.00</b>	<b>\$5,752,825.00</b>	<b>\$8,669,097.00</b>

If the grantee's match/leverage contribution is less than **\$5,752,825.00** the Government reserves the right to negotiate new line items and/or amounts to satisfy the grantee's requirement or to reduce the Government's share proportionally. The grantee shall notify HUD at any time it believes it will not meet its match requirement. In addition, the grantee shall obtain HUD approval regarding any changes concerning the intended use of matching funds. If the grantee exceeds the dollar amount shown above, there will be no impact on the Federal share.

### 2. AMOUNT OF COST SHARE

The estimated cost for the performance of this grant is **\$8,669,097.00**. HUD shall not be obligated to reimburse the Village of Oak Park in excess of **\$2,916,272.00**. The Grantee agrees to bear without reimbursement from HUD **\$5,752,825.00** of the total costs. However, in the event that the Grantee incurs cost in excess of the total estimated project cost of **\$8,669,097.00**; all such excess costs shall be borne entirely by the Grantee.

### 3. KEY PERSONNEL

The personnel specified below are considered to be essential to the work being performed hereunder:

Name	Title	% of time on the grant
Tammie Grossman	Housing Programs Manager	10%
Craig Lesner	Chief Finance Officer	1%
Rob Cole	Assistant Village Manager	1%

### 4. SUBSTANTIAL INVOLVEMENT

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:  
Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to semi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

## HUD CONTINUATION SHEET

Instrument No: CCPIL0052-11

### Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

### Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

### 5. INDIRECT COSTS/PROVISIONAL RATE

N/A

### 6. AUDIT INFORMATION

The Village of Oak Park submitted an audit report conducted by the SIKICH, LLP for the year ending December 31, 2009. The audit report attests to Village of Oak Park practice of generally accepted accounting principles and compliance with laws and regulations relating to government auditing standards. The internal control structure has been reviewed in accordance with OMB Circular A-133 and found to be in compliance with requirements that are applicable to certain of its major federal programs.

### 7. REPORTS AND DELIVERABLES

#### List of Deliverables:

1. Final Workplan and Logic Model: 60 calendar days
2. Updated comprehensive plan that incorporates the Collaborative's transit-oriented and affordable housing development analyses for the following communities: Oak Park, Forest Park, Bellwood and Maywood
3. Create an acquisition and predevelopment fund to support affordable housing.

#### Reports:

4. Bi-Annual Reporting.
5. Additional Reporting Requirements: Additional reporting requirements as outlined in the NOFA (FR-5500-N-33), FY11 HUD General Section (FR-5500-N-01) and 2 CFR 85.40.

### 8. SPECIAL CONDITIONS

N/A

## Grant Application Detailed Budget Worksheet

**Name and Address of Applicant:** The Village of Oak Park, IL (on behalf of the West Cook County Housing Collaborative)  
 123 Madison St.  
 Oak Park, IL 60302-4272

(Exp. 03/31/2011)

Public reporting burden for this collection of information is estimated to average 3 hours 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency will not collect this information and you are not required to respond to it unless it displays a currently valid OMB control number. Send comments regarding this burden estimate or any aspect of this collection of information, including suggestions for reducing this burden, to Washington Headquarters Office, Paperwork Project Director (0304-0188). Send comments on this information to the collection of information, to the Office of Management and Budget, Paperwork Project Director (0304-0188). Response to this request for information is required in order to receive the benefits to be derived. The information requested does not land itself to confidentiality.

Category		Detailed Description of Budget (for full grant period)					HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
Position or Individual	Estimated Hours	Rate per Hour	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income			
<b>1. Personnel (Direct Labor)</b>														
Housing Programs Manager	220	\$45.25	\$9,955		\$9,955									
Village Planner	168	\$69.11	\$11,610		\$11,610									
Business Services Manager	60	\$40.80	\$2,448		\$2,448									
Community Relations	60	\$51.17	\$3,070		\$3,070									
Sustainability Manager (environmental)	60	\$45.20	\$2,712		\$2,712									
Fire Chief	60	\$64.35	\$3,861		\$3,861									
Director Health Department	60	\$47.55	\$2,853		\$2,853									
Historic Preservation	60	\$32.60	\$1,956		\$1,956									
Assistant Village Manager	60	\$60.52	\$3,631		\$3,631									
Police Chief	60	\$68.15	\$4,089		\$4,089									
Director Public Works	60	\$71.38	\$4,283		\$4,283									
Zoning Officer	60	\$22.00	\$1,320		\$1,320									
CDBG Grant Administrator	20	\$40.30	\$806		\$806									
Chief Financial Officer	20	\$95.20	\$1,904		\$1,904									
Parking Manager	20	\$51.00	\$1,020		\$1,020									
<b>Total Direct Labor Cost</b>			<b>\$55,519</b>											
<b>2. Fringe Benefits</b>														
Housing Programs Manager	36.00%	\$9,955	\$3,584		\$3,584									
Village Planner	36.00%	\$11,610	\$4,180		\$4,180									
Business Services Manager	36.00%	\$2,448	\$881		\$881									
Community Relations	36.00%	\$3,070	\$1,105		\$1,105									
Sustainability Manager (environmental)	36.00%	\$2,712	\$976		\$976									
Fire Chief	36.00%	\$3,861	\$1,390		\$1,390									
Director Health Department	36.00%	\$2,853	\$1,027		\$1,027									
Historic Preservation	36.00%	\$1,956	\$704		\$704									
Assistant Village Manager	36.00%	\$3,631	\$1,307		\$1,307									
Police Chief	36.00%	\$4,089	\$1,472		\$1,472									
Director Public Works	36.00%	\$4,283	\$1,542		\$1,542									
Zoning Officer	36.00%	\$1,320	\$475		\$475									
CDBG Grant Administrator	36.00%	\$806	\$290		\$290									
Chief Financial Officer	36.00%	\$1,904	\$685		\$685									
Parking Manager	36.00%	\$1,020	\$367		\$367									
<b>Total Fringe Benefits Cost</b>			<b>\$19,986</b>											
<b>3. Travel</b>														
<b>3a. Transportation - Local Private Vehicle</b>														
	Mileage	Rate per Mile	Estimated Cost											
			\$0											
			\$0											
			\$0											
			\$0											
			\$0											
<b>Subtotal - Trans - Local Private Vehicle</b>			<b>\$0</b>											

Grant Application Detailed Budget Worksheet

Detailed Description of Budget		Grant Application Detailed Budget Worksheet															
		HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>3b. Transportation - Airfare (show destination)</b> Washington, D.C. (2ppt, 3trips)	Trips	6	Fare	\$350.00	Estimated Cost	\$2,100											
					\$0												
					\$0												
					\$0												
					\$0												
	Subtotal - Transportation - Airfare					\$2,100											
<b>3c. Transportation - Other</b> Washington, D.C. (2ppt, 3 trips, 3 nights each trip)	Quantity	18	Unit Cost	\$211.00	Estimated Cost	\$3,798											
					\$0												
					\$0												
					\$0												
					\$0												
	Subtotal - Transportation - Other					\$3,798											
<b>3d. Per Diem or Subsistence (indicate location)</b> Washington, D.C.Meals and Incidentals (first last day) Washington, D.C.Meals and Incidentals	Days	12	Rate per Day	\$71.00	Estimated Cost	\$852											
		12	\$53.25	\$639													
				\$0													
				\$0													
				\$0													
	Subtotal - Per Diem or Subsistence					\$1,491											
	<b>Total Travel Cost</b>					<b>\$7,389</b>											
<b>4. Equipment (Only items over \$5,000 Depreciated value)</b>	Quantity		Unit Cost		Estimated Cost												
					\$0												
					\$0												
					\$0												
					\$0												
	<b>Total Equipment Cost</b>					<b>\$0</b>											

form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
5. Supplies and Materials (Items under \$5,000 Depreciated Value)											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
5a. Consumable Supplies			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Consumable Supplies			\$0								
5b. Non-Consumable Materials			Estimated Cost								
	Quantity	Unit Cost	Estimated Cost								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Subtotal - Non-Consumable Materials			\$0								
Total Supplies and Materials Cost			\$0								
6. Consultants (Type)	Days	Rate per Day	Estimated Cost								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
			\$0								
Total Consultants Cost			\$0								
7. Contracts and Sub-Grantees (List individually)	Quantity	Unit Cost	Estimated Cost								
Village of Bellwood	1	\$33,690	\$33,690								
City of Berwyn	1	\$22,520	\$22,520								
Village of Forest Park	1	\$47,342	\$47,342								
Village of Maywood	1	\$9,619	\$9,619								
Metropolitan Planning Council	1	\$132,858	\$132,858								
Metroquest - Computer based public engagement survey tool	1	\$60,000	\$60,000								
Chicago Metropolitan Agency for Planning - TOD analysis	1	\$11,000	\$11,000								
Comprehensive Plan Consultants (Oak Park)	1	\$200,000	\$200,000								
Comprehensive Plan Consultants (Forest Park, Maywood, Bellwood)	3	\$100,000	\$300,000								
UJC Voorhees Center - Evaluation	1	\$50,000	\$50,000								
IFF	1	\$7,530,118	\$7,530,118								
Metropolitan Mayors Caucus	1	\$10,260	\$10,260								
Neighborhood Housing Services	1	\$134,470	\$134,470								
Woodstock Institute	1	\$15,178	\$15,178								
Housing Action Illinois	1	\$8,548	\$8,548								
Oak Park Regional Housing Center	1	\$19,999	\$19,999								
RTA	1	\$3,000	\$3,000								
Center for Neighborhood Technology	1	\$5,903	\$5,903								
Total Subcontracts Cost			\$8,696,205								

HUD Share \$0, Applicant Match \$5,257,467, Other HUD Funds \$110,000, Other Federal Share \$0, State Share \$0, Local/Tribal Share \$0, Other \$0, Program Income \$0

Form HUD-424-CBW (2/2003)

Grant Application Detailed Budget Worksheet

**Detailed Description of Budget**

B. Construction Costs		Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8a. Administrative and legal expenses</b>				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
Subtotal - Administrative and legal expenses				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>8b. Land, structures, rights-of way, appraisal, etc</b>												
Subtotal - Land, structures, rights-of way, ...					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>8c. Relocation expenses and payments</b>												
Subtotal - Relocation expenses and payments					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>8d. Architectural and engineering fees</b>												
Subtotal - Architectural and engineering fees					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>8e. Other architectural and engineering fees</b>												
Subtotal - Other architectural and engineering fees					\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Grant Application Detailed Budget Worksheet

Detailed Description of Budget											
	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8f. Project inspection fees</b>			\$0								
			\$0								
			\$0								
Subtotal - Project inspection fees			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8g. Site work</b>			\$0								
			\$0								
			\$0								
Subtotal - Site work			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8h. Demolition and removal</b>			\$0								
			\$0								
			\$0								
Subtotal - Demolition and removal			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8i. Construction</b>			\$0								
			\$0								
			\$0								
Subtotal - Construction			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8j. Equipment</b>			\$0								
			\$0								
			\$0								
Subtotal - Equipment			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8k. Contingencies</b>			\$0								
			\$0								
			\$0								
Subtotal - Contingencies			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>8l. Miscellaneous</b>			\$0								
			\$0								
			\$0								
Subtotal - Miscellaneous			\$0	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>Total Construction Costs</b>			\$0								

Grant Application Detailed Budget Worksheet

**Detailed Description of Budget**

9. Other Direct Costs	Item	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
				\$0								
<b>Total Other Direct Costs</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

<b>Subtotal of Direct Costs</b>					<b>\$2,916,272</b>	<b>\$5,752,825</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
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10. Indirect Costs	Type	Rate	Base	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Tribal Share	Other	Program Income
<b>Total Indirect Costs</b>				<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Total Estimated Costs (Subtotal Direct + Total Indirect)</b>				<b>\$8,779,099</b>	<b>\$2,916,272</b>	<b>\$5,752,825</b>	<b>\$110,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

form HUD-424-CBW (2/2003)



**Grant Application Detailed Budget Worksheet**  
**Detailed Description of Budget**

Analysis of Total Estimated Costs	Estimated Cost	Percent of Total
1 Personnel (Direct Labor)	\$ 55,518.68	1%
2 Fringe Benefits	\$ 19,986.48	0%
3 Travel	\$ 7,389.00	0%
4 Equipment	\$ -	0%
5 Supplies and Materials	\$ -	0%
6 Consultants	\$ -	0%
7 Contracts and Sub-Grants	\$ 8,696,205.00	99%
8 Construction	\$ -	0%
9 Other Direct Costs	\$ -	0%
10 Indirect Costs	\$ -	0%
<b>Total:</b>	<b>\$ 8,779,099.16</b>	<b>100%</b>
<b>HUD Share:</b>	<b>\$ 2,916,272.00</b>	
(as percentage of HUD Share)		
<b>Match:</b>	<b>\$ 5,752,825.00</b>	<b>197%</b>

form HUD-424-CBW (2/2003)

# Grant Application Detailed Budget Worksheet

OMB Approval No. 2591-0017  
Form HUD-52A-CRM (2/2003)  
(Exp. 08/31/2011)

Name and Address of Applicant: The Village of Oak Park, IL on behalf of West Cook County Housing Collaborative  
123 Madison St  
Oak Park, IL 60302-4272  
Subgrantee: IFF, Administrator of TOD Fund

Public reporting burden for this collection of information is estimated to average 3 hours 12 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB control number. Information collected will provide proposed budget data for multiple programs. HUD will use this information in the selection of applicants. Response to this request for information is required in order to receive the benefits to be derived. The information requested does not need to be confidential.

Category	Detailed Description of Budget (for full grant period)	Estimated Hours	Rate per Hour	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/ Tribal Share	Other	Program Income
1. Personnel (Direct Labor)	Real Estate Senior Project Manager	1,500	43.05	64,575								
	Real Estate Program Associate	750	22.93	17,198								
	Accounting Manager	105	41.21	4,327								
	Staff Accountant	250	29.54	7,385								
	Financial Manager	435	21.54	9,370								
	Finance Director	40	72.00	2,880								
	<b>Total Direct Labor Cost</b>				<b>105,734</b>							
2. Fringe Benefits	IFF Personnel	20.0%	105,734.45	21,147								
	<b>Total Fringe Benefits Cost</b>											
3. Travel	Site Inspection	Mileage	Rate per Mile	Estimated Cost								
	Construction Oversight	500	0.51	255								
3b. Transportation - Local Private Vehicle	Subtotal - Trans - Local Private Vehicle			510								
	<b>Total Transportation - Airfare (if over destination)</b>											
3c. Transportation - Airfare	Subtotal - Transportation - Airfare											
	<b>Total Transportation - Other</b>											
3d. Per Diem or Subsistence (indicate location)	Site Inspection - Rental Car	Quantity	Unit Cost	Estimated Cost								
	Subtotal - Transportation - Other	10	50.00	500								
4. Equipment (only items over \$5,000 depreciated value)	Subtotal - Per Diem or Subsistence	Quantity	Unit Cost	Estimated Cost								
	<b>Total Equipment Cost</b>											
5. Supplies and Materials (items under \$5,000 depreciated value)	General Office Supplies	Quantity	Unit Cost	Estimated Cost								
	Publications and Printing	1	303	303								
6. Consumable Supplies	Subtotal - Consumable Supplies	1	1,000	1,000								
	<b>Total Equipment and Supplies</b>											
7. Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
8. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
9. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
10. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
11. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
12. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
13. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
14. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
15. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
16. Total Supplies and Materials	Subtotal - Consumable Supplies											
	<b>Total Supplies and Materials</b>											
17. Total Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
18. Total Consumable Supplies	Subtotal - Consumable Supplies											
	<b>Total Consumable Supplies</b>											
19. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
20. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
21. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
22. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
23. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
24. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
25. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
26. Total Supplies and Materials	Subtotal - Consumable Supplies											
	<b>Total Supplies and Materials</b>											
27. Total Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
28. Total Consumable Supplies	Subtotal - Consumable Supplies											
	<b>Total Consumable Supplies</b>											
29. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
30. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
31. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
32. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
33. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
34. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
35. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
36. Total Supplies and Materials	Subtotal - Consumable Supplies											
	<b>Total Supplies and Materials</b>											
37. Total Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
38. Total Consumable Supplies	Subtotal - Consumable Supplies											
	<b>Total Consumable Supplies</b>											
39. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
40. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
41. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
42. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
43. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
44. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
45. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
46. Total Supplies and Materials	Subtotal - Consumable Supplies											
	<b>Total Supplies and Materials</b>											
47. Total Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
48. Total Consumable Supplies	Subtotal - Consumable Supplies											
	<b>Total Consumable Supplies</b>											
49. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
50. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
51. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
52. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
53. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
54. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
55. Total Equipment Cost	Subtotal - Consumable Supplies											
	<b>Total Equipment Cost</b>											
56. Total Supplies and Materials	Subtotal - Consumable Supplies											
	<b>Total Supplies and Materials</b>											
57. Total Publications and Printing	Subtotal - Consumable Supplies											
	<b>Total Publications and Printing</b>											
58. Total Consumable Supplies	Subtotal - Consumable Supplies											
	<b>Total Consumable Supplies</b>											
59. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
60. Total Personnel (Direct Labor)	Subtotal - Consumable Supplies											
	<b>Total Personnel (Direct Labor)</b>											
61. Total Fringe Benefits Cost	Subtotal - Consumable Supplies											
	<b>Total Fringe Benefits Cost</b>											
62. Total Transportation - Airfare	Subtotal - Consumable Supplies											
	<b>Total Transportation - Airfare</b>											
63. Total Transportation - Other	Subtotal - Consumable Supplies											
	<b>Total Transportation - Other</b>											
64. Total Per Diem or Subsistence	Subtotal - Consumable Supplies											
	<b>Total Per Diem or Subsistence</b>											
65. Total Equipment Cost	Subtotal - Consumable Supplies											



# Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017  
 Form HUD-424-CBW (2/2003)  
 (Exp. 08/31/2011)

8. Construction	Quantity	Unit Cost	Estimated Cost	HUD Share	Applicant Match	Other HUD Funds	Other Federal Share	State Share	Local/Federal Share	Other	Program Income
Subtotal - Construction											
8.1. Equipment	Quantity	Unit Cost	Estimated Cost								
Subtotal - Equipment											
8.2. Contingencies	Quantity	Unit Cost	Estimated Cost								
Subtotal - Contingencies											
8.3. Miscellaneous	Quantity	Unit Cost	Estimated Cost								
Subtotal - Miscellaneous											
<b>Total Construction Costs</b>											
9. Other Direct Costs	Quantity	Unit Cost	Estimated Cost								
Item											
TOD Fund	1	3,041,272.00	3,041,272	2,041,272	1,000,000						
Housing Restoration Loan Fund (Illinois DCEO CDBG)	1	4,257,467.00	4,257,467		4,257,467						
Policy Analysis and Dissemination	1	20,000.00	20,000	20,000							
<b>Total Other Direct Costs</b>			<b>7,318,739</b>	<b>2,061,272</b>	<b>5,257,467</b>						
<b>Subtotal of Direct Costs</b>			<b>7,473,133</b>	<b>2,215,866</b>	<b>5,257,467</b>						
10. Indirect Costs	Rate	Base	Estimated Cost								
IFF Professional Overhead											
legal review of policies & employment issues, general audit & tax return preparation fees, and IT support	1.25%	2,279,393.95	28,492	28,492							
IFF Occupancy & Office	1.25%	2,279,393.95	28,492	28,492							
<b>Total Indirect Costs</b>			<b>56,985</b>	<b>56,985</b>							
<b>Total Estimated Costs (Subtotal Direct + Total Indirect)</b>			<b>7,530,118</b>	<b>2,272,651</b>	<b>5,257,467</b>						

# Grant Application Detailed Budget Worksheet

OMB Approval No. 2501-0017  
 Form HUD-424-CBW (2/2003)  
 (Exp. 06/30/2011)

## Grant Application Detailed Budget Worksheet

Detailed Description of Budget	Estimated Cost	Percent of Total
<b>Analysis of Total Estimated Costs</b>		
1 Personnel (Direct Labor)	105,734	1.4%
2 Fringe Benefits	21,147	0.3%
3 Travel	1,010	0.0%
4 Equipment		0.0%
5 Supplies and Materials	1,303	0.0%
6 Consultants	-	0.0%
7 Contracts and Sub-Grantees	25,200	0.3%
8 Construction		0.0%
9 Other Direct Costs	7,318,739	97.2%
10 Indirect Costs	56,885	0.8%
<b>Total:</b>	<b>7,550,118</b>	<b>100.0%</b>
<b>HUD Share:</b>	<b>2,272,651</b>	
(as percentage of HUD Share)		
<b>Match:</b>	<b>5,257,467</b>	<b>231.3%</b>

form HUD-424-CBW (2/2003)

U.S. Department of Housing and Urban Development  
Office of Sustainable Housing And Communities

**COOPERATIVE AGREEMENT PROVISIONS**

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## A. GENERAL

### 1. Overview of Award Implementation

This cooperative agreement/grant (also referred to as *Agreement*) is between the Grantee (*Recipient*) identified in Block 7 of the form HUD-1044, and the U.S. Department of Housing and Urban Development. The award agreement consists of the form HUD-1044, any special conditions, and these Cooperative Agreement Terms and Conditions.

In signing this *Agreement*, the Grantee agrees to comply with all the requirements and conditions contained herein.

The provisions of the Notice of Funding Availability (NOFA) are hereby incorporated into this *Agreement*.

The Grantee's rights under this *Agreement* may not be assigned without the prior written approval of HUD.

The Grantee shall complete and submit a revised management and work plan, deliverables outcomes and budget within 60 calendar days after the effective date of the grant. These revisions shall update the general/basic plan submitted with the proposal and include any changes to the proposed work plan, budget, performance measures and deliverables, negotiated between HUD and the grantee. These revisions should be developed according to the instructions provided by the HUD Government Technical Representative identified on the form HUD-1044. Should you not address these specific issues, your grant may be terminated on the basis of failure to conclude negotiations or to provide HUD with requested information, in accordance with the General Section of the NOFA for which you applied.

### 2. Purpose

The purpose of this *Agreement* is as stated in the "Purpose of the Program" section of the NOFA.

### 3. Definitions

- a. "Cooperative Agreement" means an agreement in which the Federal Government provides funding authorized by public statute where the government plays a substantial role in assisting the funding recipient.
- b. "Equipment" means a tangible, non-expendable, personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. A grantee may use its own definition of equipment provided that such definition would at least include all equipment defined above.
- c. "DUNS" means Dun and Bradstreet Data Universal Numbering System.



- d. "Grant Officer (GO)" means the HUD individual who is responsible for processing and executing grant award, change in key personnel, change of scope, budget transfers, change of period of performance, and other administrative changes that would require a modification to the agreement. This term also refers to designated HUD Officials authorized to execute and/or administer this grant.
- e. "Government Technical Representative (GTR)" means the HUD individual who is responsible for the technical administration of the grant, the evaluation of performance under the grant, the acceptance of technical reports or projects, and other such specific responsibilities as may be stipulated in the grant.
- f. "Government Technical Monitor (GTM)" means the individual responsible for assisting a Government Technical Representative (GTR) in the latter's performance of his/her duties. The GTM is also the responsible individual that will comply with the Office of Sustainable Housing and Communities devolution of authority under our Continuity of Operations Plan (COOP). Should the National Capital Region become non-operational due to emergency conditions, the approval of vouchers and the authority to pay vouchers will transfer to the GTM until such time as the designation is lifted. The Government Technical Representative (GTR) will continue to be the point of contact for day-to-day management issues and responsibilities described above. In a state of emergency, HUD reserves the right to designate a GTR for COOP purposes.
- g. "Grantee" as used herein refers to the recipient of this cooperative agreement.
- h. "NOFA" means the Notice of Funding Availability, which announced the availability of funding for this grant.
- i. "NOPI" means Notice of Public Interest
- j. "OSHC" means the HUD Office of Sustainable Housing and Communities, or its successor Office, if any.
- k. "Publication" includes:
  - (1) Any document containing information for public consumption; or
  - (2) The act of, or any act which may result in, disclosing information to the public.
- l. "Recipient" Any entity other than an individual that received grant funds in the form of a grant, cooperative agreement or loan directly from the Federal government.

m. "Subaward" means:

(1) A legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that:

(a) The recipient awards to an eligible sub-recipient; or

(b) The sub-recipient at one tier awards to a sub-recipient at the next lower tier.

(2) The term does not include the recipient's procurement of property and services needed to carry out the project or program (see, generally, § .210 of the attachment to OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations").

(3) A subaward may be provided through any legal agreement, including an agreement that the recipient or a sub-recipient considers a contract.

n. "Sub-recipient" means a non-Federal entity that expends Federal awards received from a pass-through entity to carry out a Federal program, but does not include an individual that is a beneficiary to such a program. The sub-recipient may also be a recipient of other Federal awards directly from the Federal awarding agency. Guidance on distinguishing between a sub-recipient and a vendor is provided in § .210 of OMB Circular A-133 (2 CFR Part 180).

o. "Total Instrument Amount" is the amount under line item 14 of the HUD Form-1044 (Total Instrument Amount). This is the sum of the federal award and grantee match.

p. "Work Plan" refers to the Grantee's plan for addressing a specific service delivery need, and consists of designated work activities including tasks and subtasks as required by the program office; a timeline for completing the work; performance measures; outputs and outcomes identified to achieve the performance measures/goals; budget; and resources designated to complete the work.

## **B. PROGRAM REQUIREMENTS**

### **1. Allowable Costs**

a. This is a cost reimbursement award; the Grantee shall be reimbursed for certain costs, as described below, incurred in the performance of work in an amount not to exceed the obligated amount shown in block 15 on the Assistance Award Form (form HUD-1044). In the event the Grantee incurs costs in excess of the prescribed amount, the excess shall be borne entirely by the Grantee.

- b. HUD shall reimburse the Grantee for costs incurred in the performance of this award which are determined by the GTR and the Grant Officer to be allowable, allocable, and reasonable in accordance with applicable Federal cost principles as follows:

Cost Principles for State, Local, and Indian Tribal Governments	OMB Circular A-87	Relocated to 2 CFR, Part 225; <a href="http://www.whitehouse.gov/omb/circulars/a087/a87_2004.html">http://www.whitehouse.gov/omb/circulars/a087/a87_2004.html</a>
Cost Principles for Non-profit Organizations	OMB Circular A-122	Relocated to 2 CFR, Part 230; <a href="http://www.whitehouse.gov/omb/fedreg/2005/083105_a122.pdf">http://www.whitehouse.gov/omb/fedreg/2005/083105_a122.pdf</a>
Cost Principles for Educational Institutions	OMB Circular A-21	Relocated to 2 CFR, Part 220; <a href="http://www.whitehouse.gov/omb/fedreg/2005/083105_a21.pdf">http://www.whitehouse.gov/omb/fedreg/2005/083105_a21.pdf</a>
Audits of States, Local Governments, and Non-Profit Organizations	OMB Circular A-133	Relocated to 2 CFR Part 180; <a href="http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf">http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf</a>
Cost Principles for Commercial/For-profits	Federal Acquisition Regulations at 48 CFR Part 31.2	<a href="http://www.access.gpo.gov/cgi-bin/cfrassemble.cgi?title=200948">http://www.access.gpo.gov/cgi-bin/cfrassemble.cgi?title=200948</a>

- c. Direct Costs are the allocable portion of allowable costs incurred directly for the purposes of the grant. Detailed explanations of direct costs are provided in applicable OMB Circulars (A-21 (2 CFR Part 220), Cost Principles for Educational Institutions, A-87 (2 CFR Part 225), Cost Principles for State, Local, and Indian Tribal Governments, or A-122 (2 CFR Part 230), Cost Principles for Nonprofit Organizations, as applicable) that can be accessed at the White House website, [www.whitehouse.gov/omb/circulars\\_default](http://www.whitehouse.gov/omb/circulars_default)

**2. Administrative Requirements**

The grantee must adhere to all respective uniform administrative rules for Federal grants and cooperative agreements and subawards as follows:

Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Education, Hospitals, and Other Non-Profit Organizations	24 CFR Part 84	<a href="http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_36446.doc">http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_36446.doc</a>
Administrative Requirements for Grants	24 CFR Part 85	<a href="http://www.hud.gov/offices/lead/librar">www.hud.gov/offices/lead/librar</a>

and Cooperative Agreements to State, Local, and Federally Recognized Indian Tribal Governments		y/lead/24_CFRPART_85.pdf
Grants and Cooperative Agreements with State and Local Governments	OMB Circular A-102	<a href="http://www.whitehouse.gov/omb/circulars_a102">http://www.whitehouse.gov/omb/circulars_a102</a>
Uniform Administrative Requirements for Grants and Other Agreements with Institutions of Higher Education, Hospitals and Other Non-Profit Organizations	OMB Circular A-110 (Relocated to 2 CFR Part 215)	<a href="http://www.whitehouse.gov/omb/fedreg/2005/083105_a110.pdf">http://www.whitehouse.gov/omb/fedreg/2005/083105_a110.pdf</a>
Audits of States, Local Governments, and Non-Profit Organizations; and	OMB Circular A-133 (Relocated to 2 CFR Part 180),	<a href="http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf">http://www.whitehouse.gov/omb/fedreg/2005/083105_a133.pdf</a>

### **3. Advance Payment By Treasury Check Or Electronic Funds Transfer**

Advance payments by Treasury check or electronic funds transfer are hereby authorized under this grant. A Grantee that is subject to existing State program accreditation requirements may request an advance payment in writing, if applicable. HUD may provide to the Grantee a one-time cash advance that shall not exceed 10 percent of the grant amount, and shall be limited to the minimum amount needed for the actual, immediate cash requirements of the Grantee in carrying out the start up activities of this agreement and as agreed to by the Grant Officer. Neither these HUD funds nor non-HUD funds may be used for conducting interventions, remediation, rehabilitation, renovation or other activities that would physically alter any structure or property in any way. Refer to 24 CFR 58.34(a) for a list of exempt activities.

### **4. Amendments**

This grant may be modified at any time by written amendment. Amendments, which reflect the rights and obligations of either party, shall be executed by both HUD (the Grant Officer) and the Grantee. Administrative amendments, such as changes in appropriation data, may be issued unilaterally by the Grant Officer.

### **5. Amount of Cost Share (Estimated Cost And Payment – Leveraging) (See Block 14 of form HUD-1044)**

The estimated cost for the performance of this grant is the “**Total Instrument Amount**”.

The Grantee shall be reimbursed by HUD for costs incurred in the performance of this grant. HUD shall not be obligated to reimburse the Grantee in excess of the “**Total HUD Amount**”. HUD reserves the right to withhold five-percent (5%) of the Federal grant amount pending the receipt and approval of a final progress report. See clause entitled “Final Report” for

more information. The proposed contribution to supplement HUD funds is the "Recipient Amount." The Grantee agrees to bear without reimbursement by HUD the "**Recipient Amount**" of the total costs. The Grantee is not obligated to contribute more than the "**Recipient Amount**". However, the Grantee shall be solely responsible for any costs in excess of the estimated cost of the "**Total Instrument Amount**".

The Grantee must satisfy all leveraging requirements in the NOFA. If the Grantee's actual leveraging contribution is less than "**Recipient Amount**" under Block 14 of the HUD 1044, the Government reserves the right to negotiate new line items and/or amounts to satisfy the Grantee's leveraged funds requirement, or to reduce the Government's share proportionally. The Grantee shall notify the Government at any time it believes it will not meet its leveraged funds requirement by the completion of the grant. If the Grantee exceeds the leveraged amount, there will be no impact on the Federal share. HUD reserves the right to withhold payments if leveraged funds are not spent.

Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line Of Credit Control System (LOCCS)."

HUD reserves the right to withhold payment if leveraged resources are not spent.

## 6. Budget

The Grantee shall incur costs in conformance with the original or negotiated budget, presented with the proposal for this grant. The Grantee shall not commingle any funds computed under this grant with any other existing or future operating accounts held by the Grantee.

If the Grantee has been contacted to submit documents to support the application that were not received prior to the execution of this grant, the Grantee will not be allowed to draw down funds in excess of 10% of the federal amount, until such time that the requirements have been met. HUD reserves the right to terminate an award if the required documents are not provided within 1 month from the date the written request was made.

Standard Form 425, Federal Financial Report (24 CFR Part 84.52 and/or 85.52), detailing leveraged funds or in-kind contributions shall be submitted on a bi-annual basis. As part of the closeout process a final narrative and a final Standard Form 425 detailing the progress made in achieving the purpose of the grant and adequate documentation of the total federal funds expended in support of the activities to achieve this purpose are due to the GTR 90 days after the end of the period of performance (See clause entitled "Closeout").

The Federal Financial Report (Standard Form 425) shall be submitted on a bi-annual basis and is due 30 days after the reporting period.

## **7. Central Contractor Registration (CCR)**

Recipients and their first-tier sub-recipients must maintain current registrations in the Central Contractor Registration ([www.ccr.gov](http://www.ccr.gov)) at all times during which they have active federal awards.

## **8. Certifications and Assurances**

The certifications and assurances submitted in the Grantee's application are hereby incorporated into this agreement. They include:

- a. Standard Form 424 or HUD 424, Application for Federal Assistance
- b. Certification and Disclosure Form Regarding Lobbying (SF-LLL)
- c. Applicant/Recipient Disclosure Update Report (HUD-2880)
- d. Certification Regarding Parties Excluded From Procurements
- e. Certification Prohibiting Excessive Force Against Non-Violent Civil Rights Demonstrators
- f. Certification/Disclosure Regarding federal Debt
- g. Certification Regarding a Drug-Free Workplace
- h. Codes of Conduct and Conflict of Interest

A grantee must notify the GTR of any changes in the status or information on the above items.

## **9. Changes**

In accordance with 24 CFR 85.30 or 84.25, as applicable, Grantees or sub-grantees must obtain the prior approval of the awarding agency whenever any programmatic changes are anticipated, including but not limited to the following:

- a) Any revision of the scope or objectives of the project (regardless of whether there is an associated budget revision requiring prior approval).
- b) Budget revisions that are 10% or more of the total HUD amount among direct cost categories, or, if applicable, among separately budgeted programs, projects, functions, or activities which exceed or are expected to exceed 10% of the current total approved budget, whenever the awarding agency's share exceeds \$100,000.
- c) Changes in key persons in cases where specified in an application or a grant award. In research projects, a change in the project director or principal investigator shall always require approval unless waived by the awarding agency.
- d) Under non-construction projects, contracting out, subgranting (if authorized by law) or otherwise obtaining the services of a third party to perform activities, which are central to the purposes of the award.

### **10. Closeout**

The Grantee shall provide the Grant Officer with closeout documentation 90 days after to the end of the performance period, consisting of the following five elements:

- Narrative Final Report summarizing activities conducted under the award, including significant outcomes resulting from the activities and problems encountered during the performance period;
- Federal Financial Report (SF-425) of the total Federal Funds expended;
- Completed Inventions, Patents, and Copyright Statement; and
- Completed Closeout Certification.

HUD will notify the Grantee in writing when the grant is closed. The Grantee has three areas of continuing responsibility after closeout of the grant:

- Records and materials must be kept in a safe place and be accessible to auditors and other government officials for three years after the grantee and all subgrantees/subcontractors make final payments and all other pending matters are closed. (If the grant is covered by 24 CFR Part 84, see related record retention requirements in 24 CFR 84.85(c)(2).) This requirement also extends to all subcontracts the Grantee has executed.
- Accountability for property continues as long as the Grantee holds the property, or for the period of time established by the agreement. Disposal of property must be in accordance with the rules established in the Property Management Standards referred to in the award. Program income, including royalties, must be used to support eligible activities.
- Notification to the Grant Officer if, at any time during the three-year period after project completion, the Grantee organization is discontinued or changes location. The Grant Officer should be notified immediately of the new address or the address of the party retaining all records.

### **11. Collection Of Data**

Collection of data from ten or more respondents and sponsored by HUD shall be subject to the Paperwork Reduction Act (44 U.S.C. 3501— 3520). If a survey instrument for a collection of data sponsored by HUD is proposed, it will be subject to review and approval by the Office of Management and Budget (OMB). Such review and approval must be obtained prior to the use of the survey instrument. Also, a time element is involved here, which may considerably lengthen the time required for completion of the project proposed. Careful consideration should be given to any proposal, which requires the use of a survey or other information collection sponsored by HUD. The collection of data is deemed to be sponsored by HUD only under the following conditions (5 CFR 1320.3):

- a) The Grantee is conducting the collection of information at the specific request of HUD; or

- b) The terms and conditions of the grant require specific approval by HUD of the collection of information or collection procedures. Note that if the Grantee decides on its own to collect information and it does not need HUD approval to do so, then HUD is not the “sponsor” of the information collection.

## **12. Compliance with the Federal Funding Accountability and Transparency Act of 2006 (Pub. L. 109-282) (Transparency Act)**

Applicants receiving an award from HUD should be aware of the requirements of the Transparency Act. The Transparency Act requires the establishment of a central website that makes information available to the public regarding entities receiving federal financial assistance, by not later than January 1, 2008. In fulfillment of the requirements of the Act, OMB launched <http://www.USAspending.gov> in December 2007. The website makes information available to the public on the direct awards made by the federal government. The Transparency Act also requires, beginning not later than January 2009, that data on subawards be made available on the same website.

In anticipation of the implementation of this requirement, HUD is placing awardees of its FY2010 competitive funding on notice of these requirements and that, once implemented, grantees will be required to report their subaward data to HUD or a central federal database. The only exceptions to this requirement under the Transparency Act are:

- 1) Federal transactions below \$25,000;
- 2) Credit card transactions prior to October 1, 2008;
- 3) Awards to entities that demonstrate to the Director of OMB that the gross income of such entity from all sources did not exceed \$300,000 in the previous tax year of such entity; and
- 4) Awards to individuals. Guidance for receiving an exception under item (3) above has not been finalized by OMB.

HUD is responsible for placing award information for direct grantees on the government website. The reporting of subaward data is the responsibility of the grantee. Grantees should be aware that the law requires the information provided on the federal website to include the following elements related to all subaward transactions, except as noted above:

- 1) The name of the entity receiving the award;
- 2) The amount of the award;
- 3) Information on the award, including the transaction type, funding agency, the North American Industry Classification System (NAICS) code or Catalog of Federal Domestic Assistance (CFDA) number (where applicable), program source, and an award title descriptive of the purpose of each funding action;
- 4) The location of the entity receiving the award and primary location of performance under the award, including the city, state, congressional district, and country;



- 5) A unique identifier of the entity receiving the award and of the parent entity of the recipient (the DUNS number), should the entity be owned by another entity; and
- 6) Any other relevant information specified by OMB.

### **13. Conduct of Work**

During the effective period of this grant, the GTR and/or the GTM identified in Block 9 of the HUD-1044 shall be responsible for monitoring the technical effort of the Grantee, unless the Grantee is notified in writing by the Grant Officer of a replacement.

Only the Grant Officer has the authority to authorize deviations from this grant, including deviations from the Work Plan. In the event the Grantee does deviate without written approval of the Grant Officer, such deviation shall be at the risk of, and any costs related thereto shall be borne by, the Grantee.

### **14. Confidentiality**

The service provider (e.g., the Grantee and any subgrantees, subcontractors or vendors) must maintain confidential files on individual program beneficiaries served. Recipient staff must keep paper files in a locked filing cabinet and protect all electronic files related to individual beneficiaries with a personal password.

The service providers shall maintain primary access to individual beneficiary files. Other project management staff may have access to these files only if they contain a "release of information" consent form signed by the individual beneficiary. A release of information form must clearly indicate which parties may have access to an individual beneficiary's file. Such parties might include the management staff and HUD staff. Recipient staff must only share individual beneficiary files with those parties listed on the signed form. If an individual beneficiary has not signed the consent form the parties listed may not read that individual beneficiary's file.

These categories serve as guidelines to recipient staff and management staff. The recipient must determine if the individual beneficiary's confidential information will significantly affect the safety and security of that individual or the recipient organization itself.

### **15. Contact Information Updates**

The Grantee shall inform the Grant Officer and GTR of any changes in contact information, including the organization's name, address, telephone, e-mail, and key personnel.

### **16. Copyrights**

HUD reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use for Federal government purposes: (a) the copyright in any work developed under this award, sub-award, or contract awarded under this

grant; and (b) any rights of copyright to which a Grantee or sub-grantee or a contractor purchases ownership with award funds.

### **17. Default and Disputes**

The Grantee is in default if one or more of the following occurs:

1. Any use of award agreement funds for a purpose other than as authorized by this Agreement;
2. Any material noncompliance with Federal, State, or local laws or regulations as determined by HUD;
3. Any other material breach of this award agreement, or
4. Any misrepresentation in the application submissions which, if known to HUD, would have resulted in this award not being provided.
5. Failure to meet any reporting requirement.

If HUD determines preliminarily that the recipient is in default as described in items 1-5, above, HUD will give the recipient notice of this determination and the corrective or remedial action proposed by HUD. The recipient shall have an opportunity to demonstrate, within the time prescribed by HUD (not to exceed 30 days from the date of the notice), and on the basis of facts and data, that it is not in default, or that the proposed corrective or remedial action is inappropriate, before HUD implements the corrective or remedial action.

Where HUD determines that corrective or remedial actions by the recipient have not been undertaken as instructed, or will not be effective to correct the default and to prevent further default, HUD may take the following additional corrective and remedial actions under this award agreement:

1. Reduce the award in the amount affected by the default.
2. Take action against the recipient under 24 CFR Part 24 and Executive Order 12549 with respect to future HUD or Federal grant awards.
3. Demand repayment of all award amounts.
4. Initiate litigation or other legal proceedings designed to require compliance with the statute, regulations, any terms or conditions of this award agreement, or other pertinent authorities.
5. Temporarily withhold cash payments pending correction of the deficiency by the grantee or subgrantee.
6. Withhold further payments.
7. Take any other remedial action legally available.

During performance of the grant, disagreements may arise between the Grantee and the Grant Officer on various issues. If a dispute concerning a question of fact arises, the Grant Officer shall prepare a final decision, taking into account all facts and documentation presented. The decision shall be mailed to the Grantee. The Grantee may appeal the decision in writing within thirty (30) days to the Deputy Secretary of HUD, or his or her designated representative,

the Director, Office of Sustainable Housing and Communities.

Failure to comply with the requirements established in the award and these provisions, including failure to submit reports on time and in accordance with the requirements contained in these provisions, may result in HUD taking action to limit access to program funds. Actions by HUD may include, but are not limited to: requiring that reports and financial statements be submitted to the Grant Officer/GTR for approval before drawing down any funds; removing the Grantee from the eLOCCS; suspending the ability to incur costs or draw funds; and/or suspending or terminating the Grant for non-performance.

HUD may, on reasonable notice to the Grantee, temporarily suspend the award and withhold further payments pending corrective action by the Grantee. The award may be terminated in whole or in part before the end of the performance period for cause when the Grantee has failed to comply with the terms, conditions, standards, or provisions of this award. The award may be terminated for convenience when both parties agree that the continuation of the award would not produce beneficial results.

#### **18. Deliverable Products**

During the performance period, the recipient is required to submit to the GTR Official Work Products. These include but are not limited to progress reports; financial reports, closeout documentation; products specified in the Work Plans, such as reports for HUD and the public on activities conducted and results achieved, etc. Failure to submit required documents on time may cause the Grant Officer to take action to suspend or terminate the award.

#### **19. Equipment**

When acquiring equipment, the Grantee shall comply with the requirements set forth in 24 CFR 84.34 or 24 CFR 85.32, whichever is applicable, OMB Circular A-87 (2 CFR Part 225), and OMB Circular A-122 (2 CFR Part 230).

#### **20. Estimated Cost and Payment - Line Of Credit Control System (LOCCS/eLOCCS)**

The Grantee shall be reimbursed for costs incurred in the performance of work under this grant in an amount not-to-exceed "Total HUD Amount" in Block 14 of the HUD 1044. In the event the Grantee incurs cost in excess of this amount, the excess shall be borne entirely by the Grantee.

Incurred costs shall be reimbursed through HUD's Line of Credit Control System (LOCCS) using the eLOCCS web based system. Each day LOCCS generates a payment tape for the Department of the Treasury, which disburses the payments via the Automated Clearinghouse (ACH) Payment System and a Voucher and Schedule of Payments. All payments are certified by HUD and forwarded to Treasury for processing.

Before receiving funds from the eLOCCS, the Grantee must designate a financial institution for HUD to make direct deposit payments through the ACH system. In the event the Grantee, during the performance of this grant, elects to designate a different financial institution for the receipt of any payments, notification of such change and the related information must be received by the Grant Officer 30 days prior to the date such change is to become effective.

To have access to LOCCS and the eLOCCS, the Grantee shall obtain a Security ID and Password from HUD's LOCCS Security Officer, using the form HUD-27054, LOCCS Voice Response /eLOCCS Access Authorization Form.

The Grantee shall submit the original vouchers for work performed to the GTR identified in Block 9 of the form HUD-1044. The voucher shall be supported by a detailed breakdown of the cost(s) claimed (Grantees are to use the Part 3 Financial Reporting Attachment included in Policy Guidance 2001-03). In order to assure proper payment, it is important that the voucher is in accordance with the payment amount requested through the eLOCCS. Payment requires the Grantee to go to eLOCCS and provide the Security ID number and requested information. Detailed instructions for using the LOCCS/eLOCCS were provided in HUD's Transmittal Letter for your award.

Funds advanced to the Grantee shall be maintained in an interest bearing account. Any interest earned by the Grantee as a result of the advanced funds shall be promptly returned to HUD.

All check remittances should be sent to the new Miscellaneous Lockbox as follows:

Bank of America  
DHUD P.O. Box 277303  
Atlanta, GA 30384-7303

If the Grantee is a State, local government or Indian Tribe, the Grantee may retain up to \$100.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 85.21).

If the Grantee is a University, non-profit or for profit organization, the Grantee may retain up to \$250.00 of interest earned per Grantee's fiscal year for administrative expenses (24 CFR 84.22).

State universities and hospitals shall comply with the Cash Management Improvement Act (CMIA), as it pertains to interest.

Other funds due to HUD after the end date of the grant or close-out, as a result of internal audit or other reasons, will be returned to the GTR identified in Block 9 of the form HUD-1044 of this grant.

Should the Grantee demonstrate an unwillingness or inability to establish procedures that will minimize the time elapsing between advances and disbursements, or fail to provide any

required progress report in a timely manner, the authorization for advance payments may be revoked. The Grantee may then be required to finance the project with its own working capital and payment to the Grantee may be made by Treasury check to reimburse it for actual cash disbursements that are approved by the GTR.

## **21. Environmental Review**

This Environmental Review section applies to grantees that will conduct site control or land acquisition (Category 2- Detailed Execution Plans and Programs), as described in the NOFA.

Activities that involve site control or acquisition are subject to HUD environmental review under 24 CFR Part 50. For projects involving these activities, HUD's notification of award constituted only a preliminary approval by HUD subject to the completion of an environmental review of the proposed site(s). Selection for participation and the execution of this Agreement do not constitute approval of the proposed site(s). Each proposal involving site control or acquisition is subject to a HUD environmental review, and the Grantee's proposal may be modified or the proposed sites rejected as a result of that review.

The Grantee shall not acquire, rehabilitate, demolish, convert, lease, repair, or construct property, nor commit or expend HUD or local funds for these program activities with respect to any eligible property, until HUD approval of the property is received. An option agreement on a proposed site or property is allowable prior to the completion of the environmental review if the option agreement is subject to a determination by HUD on the desirability of the property for the project as a result of the completion of the HUD environmental review and the cost of the option is a nominal portion of the purchase price.

The Grantee shall assist HUD in complying with 24 CFR Part 50; shall supply HUD with all available, relevant information necessary for HUD to perform an environmental review for each property, as requested by HUD; and, shall carry out mitigating measures required by HUD or select alternate eligible property if required by HUD..

## **22. Fair Housing and Civil Rights Laws**

- a) The Grantee represents, warrants, and certifies to HUD that it shall comply with all applicable Federal statutes, regulations, and requirements relating to non-discrimination and equal opportunity identified in HUD's regulations at 24 CFR § 5.105(a), and assure such compliance of any of its sub-grantees under this Agreement, including the following:
  1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d-2000d-4) and implementing regulations at 24 CFR part 1, Nondiscrimination in Federally Assisted Programs of the Department of Housing and Urban Development - Effectuation of Title VI of the Civil Rights Act of 1964;

2. Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681:1683, 1685:1688) and implementing regulations at 24 CFR part 3, Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance;
  3. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 794) and implementing regulations at 24 CFR part 8, Nondiscrimination Based on Handicap in Federally Assisted Programs and Activities of the Department of Housing and Urban Development;
  4. Title II of the Americans with Disabilities Act of 1990 (42 U.S.C. § 12101 *et seq.*) and implementing regulations at 28 CFR part 35;
  5. The Fair Housing Act (42 U.S.C. §§ 3601-19) and implementing regulations at 24 CFR Part 100, Discriminatory Conduct Under the Fair Housing Act;
  6. Executive Order 11063, as amended by Executive Order 12259, and implementing regulations at 24 CFR part 107, Nondiscrimination and Equal Opportunity in Housing Under Executive Order 11063; and
  7. The Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-6107) and implementing regulations at 24 CFR part 146, Nondiscrimination on the Basis of Age in HUD Programs or Activities Receiving Federal Financial Assistance.
- b) The Grantee represents, warrants, and certifies to HUD that it shall administer its grant in a manner that affirmatively furthers fair housing and that, at a minimum, it shall carry out all actions to affirmatively further fair housing as proposed in its application for financial assistance under the Sustainable Communities Initiative Grant Programs.
- c) The Grantee represents, warrants, and certifies to HUD that it shall ensure that employment, contracting, and other economic opportunities generated by the Sustainable Communities Initiative Grant Programs shall, to the greatest extent feasible, be directed to low- and very low-income persons pursuant to Section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and HUD's implementing regulations at 24 CFR part 135.
- d) Grantees are required to cooperate and assist HUD in its nondiscrimination and equal opportunity compliance activities and are required to maintain and submit racial, ethnic, disability, and other demographic data pursuant to HUD's nondiscrimination and equal opportunity regulations including those at 24 CFR §§ 1.6, 8.55, 107.30, and 121.2.

### **23. Flow Down Provisions**

If the Grantee contracts or subawards funds under this agreement with a person or entity to perform work under this award, the Grantee shall include in the contract or subaward agreement such provisions as may be necessary to ensure that all contractors and subgrantees comply with the requirements of the grant and reporting provisions as set forth in these terms and conditions or as established by HUD and the Office of Management and Budget (OMB)

The Terms and Conditions of this agreement flow down to all tiers of subgrantees. First tier subgrantees are required to obtain a DUNS numbers (or update its existing DUNS record), and register with the Central Contractor Registration (CCR; [www.ccr.gov](http://www.ccr.gov)) no later than 120 days after execution of this agreement.

### **24. HUD's Right to Audit and Disallow and Recover Funds**

The government reserves the right to seek recovery of any funds that were not expended in accordance with the requirements or conditions of this agreement based upon HUD review, the final audit, or any other special audits or reviews undertaken. HUD has the right to order a special audit, even if the Grantee's auditor or a cognizant agency has already conducted one.

### **25. HUD's SUBSTANTIAL INVOLVEMENT**

HUD's Office of Sustainable Housing and Communities will work in partnership with its grantees to advance the program objectives of the grant program. The Cooperative Agreement allows for substantial involvement of HUD staff to enhance the performance of the grantee in the completion of their deliverables.

Anticipated substantial involvement by HUD staff may include, but will not be limited to:  
Studies and Reports

- Review potential amendment recommendations to the study design and/or Workplan.
- Review and provide recommendations in response to bi-annual progress reports (e.g., amendments to study design based on preliminary results).
- Review and provide recommendations on the final report/study, including final interpretation of study results.

Approvals and Reviews

- Authority to halt activity if specifications or work statements are not met;
- Review and approval of one stage of work before another can begin;
- Review and approval of substantive provisions of proposed sub-grants or contracts beyond existing Federal policy;
- Approval of workplan adjustments based on changing conditions and needs documented in the cohort targeted for capacity building.
- Review and approval of key personnel

Participation and Monitoring

- Monitoring to permit specified kinds of direction or redirection of the work because of interrelationships with other projects;
- HUD and recipient collaboration or joint participation;
- Implementing HUD requirements which limit recipient discretion;
- Coordination of complementary activities from respective capacity building intermediaries, including determining if workplans require adjustments based on changing conditions;
- Where appropriate substantial, direct HUD operational involvement or participation during the assisted activity.

#### **26. Incurrence of Costs**

The Grantee is allowed to incur costs for activities beginning the effective date of the award as stated on the HUD-1044 under period of performance. Any costs incurred before the date are not allowable unless specifically authorized in writing by the Grant Officer or GTR.

At a minimum, grantees are required to drawdown funds on a quarterly basis. An e-LOCCS Request Voucher for Grant Payment (HUD form 27053) must be used to be reimbursed for award funds. Any funds requested by the Grantee shall be requested in accordance with the clause entitled, "Estimated Cost and Payment - Line of Credit Control System (LOCCS)."

#### **27. Indirect Costs**

For grantees without a federally approved indirect cost rate, a provisional indirect cost rate, pending establishment of a final rate, will be applied to this grant. Reimbursement will be made on the basis of the provisional rate. By accepting this agreement, the Grantee agrees to bill at the provisional indirect cost rate until an approved indirect rate agreement becomes effective. Adjustments will be made from the provisional rate to the final rate. However, such adjustments must be within the total amount of the award as stated in Block #15 of the HUD-1044.

#### **28. Inspection and Acceptance**

Inspection, review, correction, and acceptance of all deliverables under this award shall be the responsibility of the GTR. The GTR may receive recommendations from assigned GTMs.

#### **29. Inspector General Referrals**

The Grantee or any subgrantee, subcontractor or other sub-recipient awarded funds shall promptly refer to an appropriate inspector general any credible evidence that a principal, employee, agent, contractor, sub-grantee, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds.

#### **30. Limitation on Consultant Payments**



Per the requirements of the NOFA, federal funds may not be used to pay or to provide reimbursement for payment of the salary of a consultant, whether retained by the federal Government or the Grantee, at a rate more than the equivalent of General Schedule 15, Step 10 base pay rate. See the Office of Personnel Management Website, [www.opm.gov](http://www.opm.gov), and its Salaries and Wages link for the current base rate, which may be lower than the local rate.

### **31. Limitation on Payments to Influence Certain Federal Transactions**

Section 1352 of Title 31 of the U.S. Code provides in part that no appropriated funds may be expended by the recipient of a Federal contract, grant, loan, or cooperative agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any of the following covered Federal actions: the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

### **32. Lobbying Activities Prohibition**

The Grantee is subject to the provisions of section 319 of the Department of Interior and Related Agencies Appropriation Act for Fiscal Year 1991, 31 U.S.C. 1352 (the Byrd Amendment), implemented in HUD regulations at 24 CFR Part 87 and to the provisions of the Lobbying Disclosure Act of 1995, P.L. 104-65 (December 19, 1995).

### **33. Management and Work Plan**

The management and work plan, deliverables and budget revisions shall comply with the requirements established by the NOFA. The Grantee shall complete and submit a detailed management and work plan within 60 days after the effective date of the grant; this plan is subject to review and approval by HUD. The revisions to the general plan submitted in the proposal shall include any negotiated changes of the work plan or budget if applicable. The plan shall be developed according to the instructions that will be provided by the GTR.

The management and work plan consist of the goals and time-phased objectives and deliverables for each of the major tasks to be undertaken by the program. A revised budget, in accordance with the final negotiation, shall be submitted (if necessary).

### **34. Monitoring**

The responsible Departmental official, GTR, or designee may review and monitor the practices of the Grantee to determine whether it is in compliance with this Agreement or other requirements that arise as a result of the Grant Award. The GTR will also provide performance monitoring by tracking Grantee's progress in meeting the goals and objectives of the program.

**35. Order of Precedence**

In the event of any inconsistency among any provisions of this grant, the following order of precedence shall apply:

- a) HUD 1044 Cooperative Agreement
- b) NOFA
- c) Management and Work Plan.
- d) Uniform Administrative Requirements.
- e) Grantee's Proposal (if incorporated)

**36. Patent Rights (Small Business Firms And Nonprofit Organizations)**

Patent rights are as specified in 37 CFR Part 401, entitled "Rights to Inventions made by Nonprofit Organizations and Small Business Firms under Government Grants, Contracts and Cooperative Agreements." Inquiries regarding this Patent Rights clause should be in writing and directed to:

Grant Officer  
Office of Sustainable Housing and Communities  
U.S. Department of Housing and Urban Development  
451 Seventh Street SW, Room 10180  
Washington, DC 20410-3000

**37. Period of Performance and Extensions and Incurring Costs or Obligating Federal Funds Beyond the Expiration Date**

a) The Grantee shall provide all services stipulated in this cooperative agreement for the period of months specified in the form HUD 1044, "Assistance Award/Amendment," or its Continuation Sheet, from the effective date stipulated in Block #5 of the HUD 1044. Grantees are to comply with the requirements of 24 CFR 84.28 or 24 CFR 85.23 (Period of availability of funds), as applicable, in charging costs to the grant. All obligations incurred under the award must be liquidated within the period of performance.

b) The Grantee shall not incur costs or obligate federal funds for any purpose pertaining to the operation of the project or program, 30 days prior to the end of the period of performance. The only costs which are authorized during the last 30 days of the period of performance are those strictly associated with closeout activities. Closeout activities are normally limited to the preparation of final progress, financial, and required project audit reports unless otherwise approved in writing by the Grant Officer.

The Office of Sustainable Housing and Communities has no obligation to provide any additional prospective funding. Any amendment of the award to increase funding is at the sole discretion of that Office.

**38. Personnel**

The personnel, specified as key personnel in the original or amended HUD form 2010 (Rating Factor Form), Factor 1, Capacity of the Applicant and Relevant Organizational Experience, are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified individuals to other work, the Grantee shall notify the Grant Officer and GTR reasonably in advance in writing and shall submit justification (including proposed substitutions (with the qualifications and experience of the substitute personnel)) in sufficient detail to permit evaluation of the impact on the work effort. No diversion shall be made by the Grantee without the written consent of the Grant Officer.

**39. Profit/Fee**

No increment above cost, fee, or profit may be paid to the Grantee or any subgrantee under this award.

**40. Program Income**

Any program income derived as a result of this award shall be added to funds committed under the award to further activities eligible for assistance under this agreement. If not contained in the Work Plan or under Special Conditions itemized in these provisions, prior to using program income to further the objectives of the grant program, the parties shall mutually agree by written amendment on the use of program income. Program income received after the period of performance must be used to further the objectives of the applicable grant program for which this grant is awarded in accordance with 24 CFR 84.24 or 85.25, as applicable.

**41. Prohibited Use of Funds**

You may not use funds for the following ineligible activities:

- (a) Ineligible administrative activities under OMB Circular A-102 (24 CFR Part 85), Grants and Cooperative Agreements with States and Local Governments; OMB Circular A-110 (2 CFR Part 215) Uniform Administrative Requirements for Grants and Cooperative Agreement with Institutions of Higher Education, Hospitals and other Non-Profit Organizations;
- (b) Ineligible costs under OMB Circular A-87 (2 CFR Part 225), Cost Principles for State and Local and Indian Tribal Governments; and OMB Circular A-122 (2 CFR Part 230), Cost Principles for Non-Profit Organizations;
- (c) Developing plans that would assist business or industry to relocate to an area to the detriment of communities where the business or industry is currently located. This funding restriction does not apply to businesses that are displaced as a result of Category 2 projects. The requirements of the Uniform Relocation Assistance and Real

Property Acquisition Policies Act of 1970 (42 U.S.C. 4601) (codified at 49 CFR Part 24) cover any person who moves permanently from real property or moves personal property from real property as a result of direct acquisition, rehabilitation, or demolition for a program or project receiving HUD assistance (See the General Section).

- (d) Substitution of Sustainable Communities funds for funding already pledged to support community development; housing; watershed, air and water quality; transportation planning; food production and distribution planning; and other planning activities eligible under the sustainable communities planning program.

#### **42. Publications and News Releases and Social Media**

The results of work conducted under the award may be made available to the public through dedication, assignment by HUD, or other means, as HUD shall determine.

All interim and final reports and any other specified deliverables shall be owned by the government and held for the benefit of the public which shall include Grantee and Grantee's sub-recipients.

Interim and final reports (including, if applicable, scientific manuscripts) may not be published by the Grantee or any sub-recipients participating in the work for a period of sixty days after acceptance of the deliverables by the GTR.

All deliverables, or any part thereof, and any independent products and special products arising from this award, when published by the Grantee or other participants in the work shall contain the following acknowledgment and disclaimer:

The work that provided the basis for this publication was supported by funding under an award with the U.S. Department of Housing and Urban Development. The substance and findings of the work are dedicated to the public. The author and publisher are solely responsible for the accuracy of the statements and interpretations contained in this publication. Such interpretations do not necessarily reflect the views of the Government."

Copies of all press releases, formal announcements, and other planned, written issuances containing news or information concerning work products or activities of this award that may be made by the Grantee or its staff, or any sub-grantee or other person or organization participating in the work of the award, shall, be provided to the GTR for review and comment before the planned release. Whenever possible, these should be provided to the GTR for review and comment at least two weeks before the planned release, but in no event simultaneously with the release.

The use of Social Media, such as web feeds, wikis, blogs, photo and video-sharing, podcasts, and microblogs is acceptable under OSHC grant programs. Information to be released

through Social Media must be provided to the GTR for review and comment at least 2 business days before the planned release.

### **43. Reporting**

#### **a) Deliverables**

The Grantee shall include a schedule listing all significant project milestones, and dates for submission of all project deliverables including biannual project reports, interim reports where appropriate, the final report, and financial reports utilizing Standard Form 425, the Federal Financial Report. Upon approval of the Work Plan, the Grantee should ensure all deliverables identified in the Work Plan are delivered on time.

#### **b) Bi-Annual Progress Reports**

A template to be used in the preparation of each biannual report will be provided by HUD after grant award. Bi-annual reports must reflect activities undertaken, obstacles encountered and solutions achieved, and accomplishments. Contracts, training materials and protocols, rosters of persons trained, outreach and educational materials prepared, and other significant products developed to implement, analyze or control the project or disseminate information are to be submitted with the biannual reports as attachments.

Grantees shall submit reports as specified in this clause. The reports submitted to HUD require the submission of a work plan with specific, time phased, and realistic goals, objectives established. Bi-annual status reports that show progress and measure performance of the program in meeting approved work plan goals, objectives are to be submitted.

Grantees are advised that failure to submit timely biannual progress reports will result in not having their "eLOCCS Request Voucher for Grant Payment" processed and also may result in a low performance rating, which could result in grant termination. Reports are due 30 days after the reporting period.

#### **c) Required Reports**

- Grantees are required to submit biannual progress reports. Reporting requirements are specified in the Notice of Funding Availability and these Terms and Conditions. In case of conflict, the more-stringent provisions apply.
- Economic Opportunities for Low- and Very Low-Income Persons (Section 3). The HUD Form 60002, Economic Opportunities for Low- and Very Low-Income Persons (Section 3) must be submitted by January 10th, and yearly thereafter.
- Federal Financial Report (Standard Form 425)

**d) Final Report**

A final report shall be submitted. The final report shall summarize the applicant's plans, execution of the plans, achievements noted, and lessons learned. The report need not be lengthy, but should be of a quality and detail to provide freestanding description to any outside reader of all of the applicant's work and achievement under the grant. See clause entitled "Closeout" for the specific elements to be included with your final report. Specific and detailed guidance on preparing the forms and the narratives may be obtained from the GTR.

**44. Reproduction of Reports****BRANCH PROCUREMENT OF CERTAIN KINDS OF PRINTING; "PRINTING" DEFINED**

Pub. L. 102-392, title II, Sec. 207(a), Oct. 6, 1992, 106 Stat. 1719, as amended by Pub. L. 103-283, title II, Sec. 207, July 22, 1994, 108 Stat. 1440; Pub. L. 104-201, div. A, title XI, Sec. 1112(e)(1), Sept. 23, 1996, 110 Stat. 2683, provided that:

- 1) None of the funds appropriated for any fiscal year may be obligated or expended by any entity of the executive branch for the procurement of any printing related to the production of Government publications (including printed forms), unless such procurement is by or through the Government Printing Office.
- 2) Paragraph (1) does not apply to (A) individual printing orders costing not more than \$1,000, if the work is not of a continuing or repetitive nature, and, as certified by the Public Printer, if the work is included in a class of work which cannot be provided more economically through the Government Printing Office, (B) printing for the Central Intelligence Agency, the Defense Intelligence Agency, National Imagery and Mapping Agency, or the National Security Agency, or (C) printing from other sources that is specifically authorized by law.

As used in this section, the term "printing" includes the processes of composition, platemaking, presswork, duplicating, silkscreen processes, binding, microform, and the end items of such processes.

**45. Review of Deliverables**

- a) Definition - For the purpose of this clause, "Deliverables" include:
  - 1) All interim and final reports;
  - 2) Survey instruments required by Work Plan, if applicable;
  - 3) Other physical materials and products produced directly under the Work Plan of this grant, if applicable; and
  - 4) In-kind and leverage commitments, if applicable.
- b) General

- 1) The GTR shall have the sole responsibility for HUD review, correction, and acceptance of the deliverables of this grant. Such review(s) shall be carried out promptly by the GTR, so as not to impede the work of the Grantee.
- 2) The Grantee shall carry out the required corrections, if any, provided by the GTR and shall promptly return a revised copy of the product to the GTR.
- 3) The basis for acceptance shall be the Grantee's good faith efforts to complete the deliverables of this grant.
- 4) The GTR's review, correction, and acceptance of deliverables shall be limited to: (i) corrections of omissions or errors of fact, methodology, or analysis; ii) deletion of irrelevant materials; and (iii) improvements in style readability.
- 5) In the review and acceptance of deliverables, the GTR may not require any change in the Grantee's stated views, opinions, or conclusions.
- 6) Should there be any disagreement between the Grantee and the GTR as to any correction, or the methodology or analysis on which any conclusion is based, the GTR may require the Grantee to insert a Government dissent(s) in the appropriate place(s). The inclusion of such dissent(s) in an Official Product of Work, otherwise found acceptable by GTR, and the return to the GTR of a revised copy containing the dissent(s), shall satisfy the requirements for acceptance of the Official Product of Work under this clause. Such dissent(s) shall not apply to any independent publication by the Grantee of Independent Products that may arise from the work or findings of this grant.

#### **46. Scope of Services**

The Grantee shall furnish the necessary personnel, materials, services, equipment, facilities (except as otherwise specified herein) and otherwise do all things necessary for or incidental to the performance of the work set forth in the original/revised application under the this NOFA, as well as the subsequent Management and Work Plan schedule.

#### **47. Section 508 Compliance**

Section 508 of the Rehabilitation Act of 1973 requires all Federal electronic and information technology to be accessible by people with disabilities. All Products of Work that will be posted on HUD's website must meet HUD's Web Publication Standards and Procedures at [www.hud.gov/assist/webpolicies.cfm](http://www.hud.gov/assist/webpolicies.cfm).

#### **48. Single Audit Transparency Transactions Listed in Schedule of Expenditures of Federal Awards and Recipient Responsibilities for Informing Sub-recipients.**

a) Uniform Administrative Requirements for Grants and Agreements" and OMB A-102 (24 CFR Part 85) Common Rules provisions, recipients agree to maintain records that identify adequately the source and application of funds.

b) For recipients covered by the Single Audit Act Amendments of 1996 and OMB Circular A-133 (2 CFR Part 180), "Audits of States, Local Governments, and Non-Profit Organizations," recipients agree to separately identify the expenditures for Federal awards on the Schedule of Expenditures of Federal Awards (SEFA) and the Data Collection Form (SF-SAC) required by OMB Circular A-133 (2 CFR Part 180).

c) Recipients agree to separately identify to each sub-recipient, and document at the time of sub-award and at the time of disbursement of funds, the Federal award number, CFDA number, and amount of funds.

d) Recipients agree to require their sub-recipients to include on their SEFA. This information is needed to allow the recipient to properly monitor sub-recipient expenditure of as well as oversight by the Federal awarding agencies, Offices of Inspector General and the Government Accountability Office.

#### **49. Special Conditions**

Special Conditions to this award are listed in the form HUD-1044 Continuation Sheets.

#### **50. Sub-recipient Monitoring and Management**

Recipients will be responsible for the monitoring and management of all sub-recipient awards. Management and reporting requirements applied to direct recipients tier-down to employees, affiliates, sub-recipients, and subcontractors, and recipients will be responsible for ensuring compliance and submitting required reports to HUD. Recipients may incorporate all sub-recipient reporting into a consolidated report with the exception of the requirements established for compliance with the Federal Funding Accountability and Transparency Act of 2006 (Public Law 109-282) also known as FFATA or the Transparency Act.

#### **51. Whistleblower Protection**

Each grantee or sub-grantee awarded funds made available shall promptly refer to the HUD Office of Inspector General any credible evidence that a principal, employee, agent, contractor, sub-recipient, subcontractor, or other person has submitted a false claim under the False Claims Act or has committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving those funds. Complaints can be made to the HUD Office of Inspector General through any of the following means:

Calling toll-free at 1-800-347-3735; persons who have hearing or speech disabilities may reach this number from the Federal Relay Service, at 1-800-877-8339.

Faxing at (202) 708-4829

E-mailing to [hotline@hudoig.gov](mailto:hotline@hudoig.gov)

Writing to HUD OIG Hotline (GFI), 451 7th Street, SW, Washington, DC 20410



VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

N

**Item Title: Resolution Authorizing Execution Of A Contract With Cerniglia Company For Project 12-5, Harlem Avenue Sewer Improvements In An Amount Not To Exceed \$177,197.00.**

Resolution or Ordinance No. \_\_\_\_\_  
Date of Board Action: March 19, 2012

**Staff Review:**

Department Director Name: Jim Budrick, Village Engineer

*Jim Budrick*

Village Manager's Office: \_\_\_\_\_

**Item History (Previous Board Review, Related Action, History):**  
Bids were opened on Thursday, March 8, 2012 for the Harlem Avenue Sewer Improvements project. A total of 6 contractors picked up bid documents and 3 submitted bids. The low bid was submitted by Cerniglia Company of Melrose Park, Illinois, in the amount of \$177,197.00.  
This project was developed in anticipation of the State of Illinois' plan to resurface Harlem Avenue later this year. Earlier this year the sewers were televised to determine the final scope of work. The plans call for repairs to 8 sections of sewer main and relining one entire block of main.  
The advertisements for the project were placed in the Wednesday Journal and McGraw Hill – Dodge. Other services that post the bid notices are Construction Research Technology, Reed Construction Data, Legal Video Services, Precision Blue, Inc., Black Contractors United, Federation of Women Contractors, and Hispanic Contractors Industry. A copy of the bid tabulations along with the EEO Report for the lowest bidder is attached for the Board's information.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**  
Cerniglia Company is pre-qualified by the Illinois Department of Transportation to perform work of this type. This means that IDOT has verified that this contractor has the necessary resources to carry out this type of contract. They have also worked for the Village in the past on other sewer projects. It is recommended that a contract be awarded to Cerniglia Company in the amount of their low bid.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**  
Given that the State of Illinois is resurfacing Harlem Avenue this year it is an opportune moment for the Village to do any necessary utility work ahead of the States work. There are anticipated savings related to final surface repairs since the State will be doing the final pavement.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

A total of \$740,000 had been authorized for this project. The funds for this project come primarily from Capital Improvement Account 3095-43780-802-570951. Given that the scope of work anticipated for this project was well below the budget, funding from this project was transferred to other projects. The following table summarizes the projects and funding used:

Project	Amount Used	Balance Remaining
Sidewalk Repairs on Harlem	\$24,000	\$716,000
Sewer Repairs on Harlem	\$177,197	\$538,803
Greater Downtown Planning	\$108,000	\$430,803
Local Street Resurfacing		\$0.00

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

There are no alternatives related to this action other than to cancel the project. This project is aimed at making needed repairs and improvements to the sewer main on Harlem Avenue.

**Proposed Recommended Action: Approve the Resolution**

**Note:** A complete set of bid documents are available in both the Village Clerks Office as well as the Office of the Village Engineer.

# **RESOLUTION**

## **AUTHORIZING EXECUTION OF A CONTRACT WITH CERNIGLIA COMPANY FOR PROJECT 12-5 HARLEM AVENUE SEWER IMPROVEMENTS**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute a contract with Cerniglia Company of Melrose Park, Illinois for Project 12-5, Harlem Avenue Sewer Improvements in the amount not to exceed \$177,197.00. Said contract shall conform substantially to the contract attached hereto as Exhibit A and made part hereof.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19th day of March, 2012, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**ADOPTED AND APPROVED** by me this 19th day of March, 2012.

---

David G. Pope  
Village President

**ATTEST:**

---

Teresa Powell  
Village Clerk



**Contract**

1. THIS AGREEMENT is made and concluded on \_\_\_\_\_, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302 acting by and through its President & Board of Trustees and **Cerniglia Company, 3421 W. Lake St., Melrose Park, IL 60160**, its executors, administrators, successors or assigns (hereinafter "Contractor".)
2. The following documents set forth the terms of this contract and are incorporated herein:
  - a. The Village of Oak Park's Notice to Bidders, Special Provisions and Plans for **12-5 Harlem Avenue Sewer Improvements**
  - b. Contractor's Proposal dated March 8, 2012 ; and
  - c. The Contract Bond

Where the terms of the Proposal conflict with the terms set forth in the Village's Notice to Bidders, Special Provisions and Plans, the Village's Notice to Bidders, Special Provisions and Plans will control.

3. Contractor agrees, at its own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract and the requirements of the **Village Engineer** under it.
4. The Contractor agrees to pay not less than the general prevailing rate of hourly wages for work of a similar character on public works in Cook County, Illinois, and not less than the general prevailing rate of hourly wages for legal holiday and overtime work, to all laborers, workers and mechanics employed on this project and to otherwise comply with the Illinois Prevailing Wage Act, if applicable to this job.
5. Contractor affirms that the individual signing this contract is authorized to execute agreements on behalf the Contracting entity.
6. IN WITNESS WHEREOF, the parties have executed this contract on the date above mentioned.

Attest:

**Village of Oak Park**

\_\_\_\_\_  
**Teresa Powell**  
Village Clerk  
(Seal)

By \_\_\_\_\_

**Cara Pavlicek**  
Interim Village Manager

**Cerniglia Company**

REVIEWED AND APPROVED  
AS TO FORM

MAR 12 2012  
  
LAW DEPARTMENT

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

Signature

\_\_\_\_\_  
Printed Name

Its: \_\_\_\_\_

Title



## Contract Bond

Cerniglia Company, 3421 W. Lake St., Melrose Park, IL 60160, as PRINCIPAL, and

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

is held and firmly bound unto the Village of Oak Park (hereafter referred to as "Village") in the penal sum of **One Hundred Seventy Seven Thousand One Hundred Ninety Seven Dollars (\$177,197.00)**, well and truly to be paid to the Village, for the payment of which its heirs, executors, administrators, successors and assigns, are bound jointly to pay to the Village under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the Village, acting through its President and Board of Trustees, for the construction of work, which contract is hereby referred to and made a part hereof as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work, including paying not less than the prevailing rate of wages in Cook County, where the work is for the construction of any public work subject to the Prevailing Wage Act, and has further agreed to save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

**NOW THEREFORE**, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in the contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation will be void; otherwise it will remain in full force and effect.

IN WITNESS WHEREOF, the PRINCIPAL and the SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_ day of \_\_\_\_\_, 2012.

**NAME OF PRINCIPAL**

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

By: \_\_\_\_\_  
Printed Name

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Public

**NAME OF SURETY**

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Public

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**VILLAGE OF OAK PARK**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Cara Pavlicek  
Interim Village Manager

Attest:

\_\_\_\_\_  
Teresa Powell  
Village Clerk  
(Seal)

REVIEWED AND APPROVED  
AS TO FORM

MAR 12 2012  
*Kimberly M. Powell*  
LAW DEPARTMENT





### **Minority Business and Women Business Enterprises Requirements:**

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of contractors and subcontractors in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

### **Reporting Requirements:**

The following forms must be completed in their entirety, notarized and included as part of the bid proposal document. Failure to respond truthfully to any question on this list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your bid.

- VI. Fair Employment Practices Affidavit of Compliance
- VII. Village of Oak Park E.E.O. Report (2 Pages)

### **Disadvantaged Business Participation Reporting**

In an effort to reaffirm its commitment to DBE participation the Village of Oak Park asks each general contractor bidding on Public Works Projects to report on their utilization of Minority and Women Business Enterprises. Please list the MBE/WBE companies working as sub-contractors and/or suppliers on the DBE participation statement included herewith. Feel free to make additional copies of this form if necessary and include with your bid.



VI

**FAIR EMPLOYMENT PRACTICES  
AFFIDAVIT OF COMPLIANCE**

NOTE: Their affidavit must be executed and submitted with the signed proposal form. No proposals can be accepted by the Board of Trustees of the Village of Oak Park unless said affidavit is submitted concurrently with the proposal.

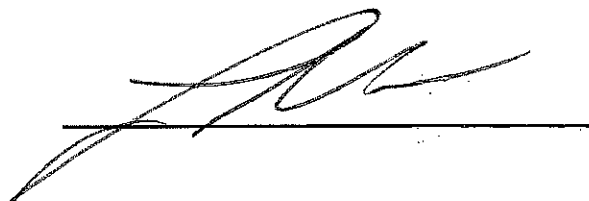
LOUIS NAPOLITANO, being first duly sworn, deposes and says that  
(name of person making the Affidavit)

PRESIDENT of CERNIGLIA CO and that he/she  
(Title or Office) (Name of Company)

has the authority to make the following affidavit; that he/she has the knowledge of the Village of Oak Park Ordinance relating to Fair Employment Practices and knows and understands the contents thereof; that he/she certifies hereby that CERNIGLIA CO

(Name of  
\_\_\_\_\_ is an "Equal Opportunity Employer" as defined by Section 2000  
company)

(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference.



Subscribed and sworn to before

me their 8<sup>th</sup> day of

MARCH, 2012



Ralph Cimino  
Notary Public

**RETURN THIS PAGE WITH BID**

VII

VILLAGE OF OAK PARK  
E.E.O. REPORT

Please fill out the form completely. Failure to respond truthfully to any questions on their form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of proposal. An incomplete form will disqualify your proposal. For assistance in completing their form, contact Jim Budrick (708) 358-5722.

1. Vendor Name: CERNIGLIA CO

2. Check here if your firm is:

- MBE  
 WBE  
 DBE  
 Non-MBE/WBE

*\*Note if your firm is an M/WBE please fill out the attached affidavit (copies of all certification letters must be included)*

3. What is the size of the firm's current stable work force?

- 12 Number of full-time employees  
 Number of part-time employees

4. Similar information will be requested of all subcontractors working on their contract. Forms will be furnished to the low responsible bidder or contractor with the notice of contract award, and these forms must be completed and submitted to the Village before the execution of the contract by the Village.

**RETURN THIS PAGE WITH BID**

**VII (Continued)  
VILLAGE OF OAK PARK  
EEO REPORT**

Vendor Name CERNIGLIA CO  
Total Employees

Job Categories	Total Employees	Males				Females				Total Minorities
		Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	
Officials & Managers	1									
Professionals	1									
Technicians										
Sales Workers										
Office & Clerical	1									
Semi-Skilled										
Laborers	9	1	2							3
Service Workers										
TOTAL	12	1	1							
Management Trainees										
Apprentices										

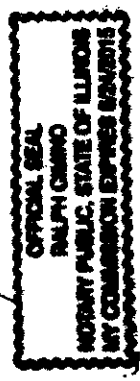
This completed and notarized report must accompany your bid. It should be attached to your Affidavit of Compliance. Failure to include it with your bid will be disqualify you from consideration.

**An EEO-1 Report may be submitted in lieu of this report.**

Louis Napolitano, being first duly sworn, deposes and says that he/she is the PRESIDENT (Title or Officer) of CERNIGLIA CO and that the above EEO Report information is true and accurate and is submitted with the intent that it be relied upon. Subscribed and sworn to before me this 8<sup>th</sup> day of MARCH, 2012.

Ralph Cimino (Signature) 3-8-2012 (Date)  
Notary Public

LOUIS NAPOLITANO  
PRESIDENT  
CERNIGLIA CO



**RETURN THIS PAGE WITH BID**

## Participation Statement

### (1) Instructions

Refer to: Minority and Women Business Enterprise Participation Program Vendor Handbook.

**Submit: Schedule C and Schedule D with Bid Documents, see pages 23-26 of the Vendor Handbook).**

SCHEDULE C:

VILLAGE OF OAK PARK LETTER OF INTENT FROM MBE/WBE  
TO PERFORM AS A SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT

M/WBE Firm: H.J. Mohr + Sons Co. Contract #: 12-5

Address: 915 S. Maple Ave City/State/Zip: Oak Park, IL 60304

Contact Person: Karen Phone: 708-366-0329 Fax: 708-386-2881

Certification Expiration Date: 06/05/12 Race/Gender: Females - wh.

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?  
 No  Yes - Please attach explanation.

Proposed Subcontractor:

The undersigned M/WBE is prepared to provide the following Commodities and or Services for the above named Project/Contract:

Ready mix Concrete - C/S M

Indicate the Total Dollar Amount, the Percentage, and the Terms of Payment for the above-described Commodities/Services:

\$ 13,000.00

(If more space is needed to fully describe the M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets.)

Prime Bidder/Proposer declares and affirms that the facts and representations set forth herein are true and correct and no material facts have been omitted.

Karen J. Richards

Signature (M/WBE)  
Karen J. Richards

Print Name  
H.J. Mohr + Sons Co.

Firm Name

Date  
3/7/12

[Signature]

Signature (Prime Bidder/Proposer)  
LOUIS NAPOLITANO

Print Name  
CERNIGLIA CO

Firm Name

Date  
3-8-12

Subscribed and sworn before me this 8<sup>th</sup> day of MARCH, 20 12.

Ralph Cimino  
Signature of Notary Public

(SEAL)



My Commission expires on 8-24-15

RETURN THIS PAGE WITH BID

**SCHEDULE D:  
VILLAGE OF OAK PARK  
M/WBE PARTICIPATION AFFIDAVIT**

Contract #: 12-5 Contract Value: \$ 1,171,197.00  
LOUIS 708 708  
Contact Person: NAPOLITANO Phone: 3438586 Fax: 3433451

Description of Commodities/Services to be provided by the Bidder/Proposer on this Contract:  
SEWER IMPROVEMENTS

Any questions regarding compliance with these requirements should be directed to:

Finance Department  
The Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302  
PHONE: 708.358.5460, FAX: 708.358.5105.

I, LOUIS NAPOLITANO (print name) hereby agree to comply with and be bound by the provisions to submit, as part of this bid/proposal, a detailed M/WBE Participation Plan with and at the time and place of the submissions of this bid/proposal; that the M/WBE Participation Plan is an element of bidder/proposer responsiveness and responsibility; and are incorporated as part of the contract; that heirs, executors, and administrators or assigns and any other persons or entities claiming by or through the bidder/proposer including but not limited to insurance companies, bonding companies, or sureties are bound by this agreement; and do declare and affirm that, to the best of my knowledge, information and belief, the facts and representations set forth in this M/WBE Participation Affidavit are true and correct, and that no material facts have been omitted.

Signed

CERAGLIA CO

Firm Name (Print)

708 343 8586

Phone

708 343 3451

Fax

LOUIS NAPOLITANO, PRESIDENT

Name and Title (Print)

3421 LAKE ST

Firm Address (Print)

MELROSE PARK IL 60160

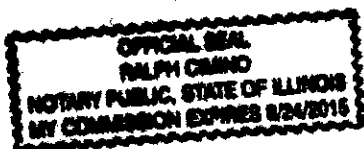
City/State/Zip

SUBSCRIBED AND SWORN before me this 8<sup>th</sup> day of MARCH, 2012

Ralph Cerino

Signature of Notary Public

(SEAL)



RETURN THIS PAGE WITH BID

**SCHEDULE D:  
M/WBE PARTICIPATION AFFIDAVIT**

M/WBE firms may participate in the performance of this contract, either DIRECTLY or INDIRECTLY, as:  
Prime Bidders/Proposers; Joint Venture Partners; Subcontractors; and/or Suppliers.

Name of M/WBE Firm: <u>H. J. MOHR &amp; SONS CO</u>		Race / Gender: <u>WHITE / FEMALE</u>	
Address: <u>915 So MAPLE AVE</u>			
City/State/Zip: <u>OAK PARK, IL 60304</u>			
Telephone No.: <u>708 366 0339</u>		Fax: <u>708 386 2881</u>	
Contact Person: <u>KAREN RICHARDS</u>			
Dollar Amount: \$	<u>13,000</u>	%	Schedule C attached? [ <input checked="" type="checkbox"/> ] Yes [ ] No
Description of Commodity/Service: <u>SUPPLIER - CONCRETE PRODUCTS</u>			

Name of M/WBE Firm:		Race / Gender:	
Address:			
City/State/Zip:			
Telephone No.:		Fax:	
Contact Person:			
Dollar Amount: \$		%	Schedule C attached? [ ] Yes [ ] No
Description of Commodity/Service:			

Name of M/WBE Firm:		Race / Gender:	
Address:			
City/State/Zip:			
Telephone No.:		Fax:	
Contact Person:			
Dollar Amount: \$		%	Schedule C attached? [ ] Yes [ ] No
Description of Commodity/Service:			

Total MBE \$	_____	_____	%
Total WBE \$	<u>13,000</u>	<u>7.3</u>	%
Grand Total MBE \$	_____	_____	%
Grand Total WBE \$	<u>13,000</u>	<u>7.3</u>	%

**RETURN THIS PAGE WITH BID**

The undersigned affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of our joint venture and the intended participation of each partner in the undertaking. Further, the undersigned covenants and agrees to provide to the Village of Oak Park current, complete and accurate information regarding actual joint venture work and the payment therefore, and any proposed changes in any provision of the joint venture agreement, and to permit the audit and examination of the books, records and files of the joint venture, or those of each partner relevant to the joint venture by authorized representatives of the Village of Oak Park.

Any material misrepresentation will be grounds for terminating any contract which may be awarded and for initiating action under federal and state laws concerning false statements.

Note: If after filing this Schedule B and before the completion of the joint venture's work on the project, there is any change in the information submitted, the joint venture must submit a revised version of this document to the Village of Oak Park either directly, or through the prime contractor if the joint venture is a subcontractor.

_____ Name of MBE/WBE Partner Firm	_____ Name of non-MBE/WBE Partner Firm
_____ Signature of Affiant	_____ Signature of Affiant
_____ Name and Title of Affiant	_____ Name and Title of Affiant
_____ Date	_____ Date

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above signed  
officers \_\_\_\_\_,  
(names of affiants)

personally appeared and, known to me are the persons described in the foregoing Affidavit, acknowledged that they executed the same in the capacity therein stated and for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and seal.

\_\_\_\_\_  
Signature of Notary Public

(SEAL)

Commission Expires: \_\_\_\_\_

**RETURN THIS PAGE WITH BID**





**BIDDERS NEED NOT RETURN THE ENTIRE PROPOSAL**

Project Name: Harlem Avenue Sewer Improvements

Project Number: 12-5

Location: VILLAGE OF OAK PARK ILLINOIS  
Harlem Avenue (IL Route 43) various locations  
between Ontario St. and Greenfield St.

Submitted to the President and Board of Trustees

By: CERNIGLIA CO  
Contractor's Name

3421 LAKE STREET  
Address

MELROSE PARK, ILL 60160  
City



## Notice to Bidders

**RETURN WITH BID**

### Time and Place of Opening of Bids

Sealed proposals for the improvement described below will be received at the Office of the Village Engineer, Monday through Friday, 8:30 A.M. to 5:00 P.M. at 201 South Boulevard Oak Park, Illinois 60302 until **11:00 A.M. Thursday, March 8, 2012** at which time the proposals shall be publicly opened and read.

### Description of Work

Name: Harlem Avenue Sewer Improvements

Location: Various locations on Harlem Avenue (IL Rte 43) between Ontario St. and Greenfield St.

Proposed Improvement: Constructing eight point repairs to the combined sewer main on Harlem Ave., installing one block of cured in place pipe sewer liner, pavement patching associated with sewer repairs, and all appurtenant work thereto.

### Bidders Instructions

1. Plans and proposal forms will be available in the Office of the Village Engineer, 201 South Boulevard, Oak Park, Illinois 60302 upon payment of **\$20.00** (non-refundable). No plans will be issued to prospective bidders after **5 P.M.** on the working day preceding the opening of bids.
2. At the bid opening, all proposals must be accompanied by a proposal guaranty, executed by a corporate surety company (bid bond) or a bank cashier's check in the amount of 10% of the amount bid.
3. The awarding authority reserves the right to waive technicalities and to reject any or all proposals as provided in Article 102.01 of the "Standard Specifications for Road and Bridge Construction," prepared by the Department of Transportation.

4. Bidders need not return the entire proposal when bids are submitted. Portions of the proposal that must be returned include the following:

- a. Proposal Cover
- b. Notice to Bidders
- c. Contract Proposal (I)
- d. Contract Schedule of Prices Form (II) (if required)
- e. Proposal Bid Bond (III) (if required)
- f. Contractor's Certification (IV)
- g. Tax Compliance Affidavit (V)
- h. Fair Employment Practices Affidavit of Compliance (VI)
- i. Village of Oak Park EEO Report (VII)
- j. Participation Statement
  - SCHEDULE C: Village of Oak Park Letter of Intent From MBE/WBE to Perform as a Subcontractor, Supplier, and/or Consultant
  - SCHEDULE D: Village of Oak Park M.WBE Participation
- k. Affidavit of Availability

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

By Order of

**RETURN WITH BID**

---

Jim Budrick, Village Engineer



## Proposal

**RETURN WITH BID**

1. Proposal of CERNIGLIA CO  
3421 LAKE ST MELROSE PARK IL 60160  
for the improvement of sidewalks and curbs as noted herein and perform all appurtenant work thereto.
1. The plans for the proposed work are those prepared by the Engineering Division of the Village of Oak Park, 201 South Boulevard, Oak Park, Illinois on February 17, 2012
2. 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" there to, adopted and in effect on the date of invitation of bids.
3. The undersigned agrees to accept, as part of the contract, the applicable Special Provisions indicated on the "Check Sheet for Supplemental Specifications and Recurring Special Provisions" contained in this proposal.
4. The undersigned agrees to complete the work before May 11, 2012 unless additional time is granted in accordance with the specifications.
5. Accompanying this proposal is either a bid bond on the Village Bond form or a proposal guaranty check, complying with the specifications, made payable to the Village of Oak Park. The amount of the check is 100% Bid Bond (\$ \_\_\_\_\_).
6. 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.
7. Each pay item should have a unit price and a total price.
8. The unit price shall govern if no total price is shown or if there is a discrepancy between the results of unit price multiplied by the quantity.
9. 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 firm certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, 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. The



Oak Park

Village of Oak Park, IL  
Proposal Bid Bond

**RETURN WITH BID**

WE Cerniglia Company, Inc., 3421 W. Lake Street, Melrose Park, IL 60160

as PRINCIPAL, and Travelers Casualty and Surety Company  
of America, One Tower Square, Hartford, CT 06183 as SURETY,

are held and firmly bound unto the Village of Oak Park, IL (hereafter referred to as "VOP") in the penal sum of 10% of the total bid price, or for the amount specified in Article 102.09 of the "Standard Specifications for Road and Bridge Construction" in effect on the date of invitation for bids. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly to pay to the VOP 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 VOP 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 VOP 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 VOP determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements set forth in the preceding paragraph, then the VOP 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

8th day of March A.D. 20 12

PRINCIPAL

Cerniglia Company, Inc.

(Company Name)

(Company Name)

By:

By: LOUIS NAPOLITANO, PRESIDENT

(Signature & Title)

(Signature & Title)

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

SURETY

Travelers Casualty and Surety Company of America

(Name of Surety)

(Signature of Attorney-in-Fact) Oscar F. Rincon

STATE OF ILLINOIS,

COUNTY OF DuPage

I, Brenda D. Hockberger, a Notary Public in and for said county, do hereby certify

that LOUIS NAPOLITANO and Oscar F. Rincon

(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 instrument as their free and voluntary act for the uses and purposes therein set forth.

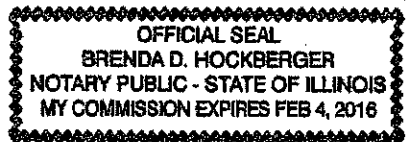
Given under my hand and notary seal this 8th day of March A.D. 20 12

NOTICE

1. Improper execution of this form (i.e. missing signatures or seals or incomplete certification) will result in bid being declared irregular.
2. If bid bond is used in lieu of proposal guaranty check, it must be on this form and must be submitted with bid.

My commission expires February 4, 2016

Brenda D. Hockberger  
Notary Public





POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 224616

Certificate No. 004707007

KNOW ALL MEN BY THESE PRESENTS: That St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company and St. Paul Mercury Insurance Company are corporations duly organized under the laws of the State of Minnesota, that Farmington Casualty Company, Travelers Casualty and Surety Company, and Travelers Casualty and Surety Company of America are corporations duly organized under the laws of the State of Connecticut, that United States Fidelity and Guaranty Company is a corporation duly organized under the laws of the State of Maryland, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin. (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Carol F. Tasciotti, Evonne Brown, Adele M. Korczak, Grace Villarreal, Gail Schroeder, Cindy Genslinger, Gina M. Damato, Thomas A. Pictor, Michael Damewood, Rosemary Muliere, Kathy Anderson, Vacnessa Sims, Luisa Seymour, Thomas N. Tague, Brenda D. Hockberger, Carlina A. Petersen, Tara S. Petersen, Todd D. Baraniak, Dale F. Poquette, Oscar F. Rincon, Heather Seguin, Moises Alcantar, James P. Fagan, Heather J. Meneghetti, Stephanie Miller, Grace Lawrence, David Letcher, Andrew Stontz, Ann Mulder, Matthew Donovan, Joanna L. Leggett, Matthew Tobias, Nenad Osmanovic, Launa Reidenbach, William Matthews, and Mary-D. Thomas

of the City of Naperville/Chicago, State of Illinois, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 24th day of January, 2012

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
George W. Thompson, Senior Vice President

On this the 24th day of January, 2012, before me personally appeared George W. Thompson, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.



[Signature]
Marie C. Tetreault, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, which resolutions are now in full force and effect, reading as follows:

**RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

**FURTHER RESOLVED**, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

**FURTHER RESOLVED**, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

**FURTHER RESOLVED**, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary, of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 8th day of March, 20 12.

WARNING: THIS POWER OF ATTORNEY IS INVALID WITHOUT THE RED BORDER

*Kevin E. Hughes*  
Kevin E. Hughes, Assistant Secretary



To verify the authenticity of this Power of Attorney, call 1-800-421-3880 or contact us at [www.travelersbond.com](http://www.travelersbond.com). Please refer to the Attorney-In-Fact number, the above-named individuals and the details of the bond to which the power is attached.

undersigned firm further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.

12. This Contract is subject to "An act regulating wages of laborers, mechanics, and other workers employed in any public works by the State, County, City or any other public body or any political subdivision or by anyone under contract for public works". (see Special Provision for details).

**Special Note: The Prevailing Wage Act / Federal Requirements require maintaining and submitting Certified Payroll records monthly for all entities working on this project.**

13. Proposal Guaranty Check:

**Attach Cashier's Check or Certified Check Here**

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 that would be required for each individual proposal.

If the proposal guaranty check is placed in another proposal; state below where it can be found.

The proposal guaranty check will be found in the proposal for: Village of Oak Park

**Project 12-5 Harlem Avenue Sewer Improvements**

14. The undersigned submits herewith this schedule of prices covering the work to be performed under this contract:



SCHEDULE OF PRICES

12-5 Harlem Avenue Sewer Improvements

See Plans and Specifications for Information Regarding Pay Items

ITEM NO.	PAY ITEM	QUANTITY	UNIT	UNIT PRICE \$	TOTAL PRICE \$
1	COMBINED SEWER REPAIR #1	1	L SUM	9200-	9200-
2	COMBINED SEWER REPAIR #2	1	L SUM	9600-	9600-
3	COMBINED SEWER REPAIR #3	1	L SUM	10600-	10600-
4	COMBINED SEWER REPAIR #4	1	L SUM	6800-	6800-
5	COMBINED SEWER REPAIR #5	1	L SUM	9600-	9600-
6	COMBINED SEWER REPAIR #6	1	L SUM	11000-	11000-
7	COMBINED SEWER REPAIR #7	1	L SUM	6650-	6650-
8	COMBINED SEWER REPAIR #8	1	L SUM	7000-	7000-
9	CURED IN PLACE PIPE LINER, 12 INCH	674	FOOT	45-	30330-
10	BITUMINOUS MATERIALS (PRIME COAT)	10	GALLON	10-	100-
11	HOT MIX ASPHALT REPLACEMENT OVER PATCHES, BINDER COURSE, IL-19.0, N70	30	TON	200-	6000-
12	PORTLAND CEMENT CONCRETE SIDEWALK, 5 INCH	175	SQ FT	6-	1050-
13	COMBINATION CURB AND GUTTER REMOVAL	70	FOOT	7-	490-
14	SIDEWALK REMOVAL	175	SQ FT	1-	175-
15	HOT MIX ASPHALT REMOVAL OVER PATCHES, 4 1/2 INCH	115	SQ YD	19-	2185-
16	COMBINATION CONCRETE CURB AND GUTTER	70	FOOT	23-	1610-
17	PROTECTIVE COAT	36	SQ YD	4-	144-
18	CLASS C PATCH, TYPE II, 9 INCH	40	SQ YD	90-	3600-
19	CLASS C PATCH, TYPE III, 9 INCH	40	SQ YD	85-	3400-
20	CLASS C PATCH, TYPE IV, 9 INCH	35	SQ YD	85-	2975-
21	TEMPORARY INFORMATION SIGNING	52	SQ FT	14-	728-
22	TRAFFIC CONTROL AND PROTECTION	1	L SUM	20600-	20600-
23	TEMPORARY CONCRETE BARRIER	1	L SUM	5050-	5050-
24	MAINTENANCE OF TRAFFIC SIGNAL INSTALLATION	3	WEEKS	700-	2100-
25	PARKWAY RESTORATION	110	SQ YD	11-	1210-
26	ENVIRONMENTAL CONTINGENCY	1	L SUM	\$ 25,000.00	\$ 25,000.00

TOTAL BID =

# 177,197.00

TOTAL (ITEMS 1-26)

RETURN THIS PAGE WITH BID

**SCHEDULE OF PRICES**

15. The undersigned further agrees that if awarded the contract for the sections contained in the following combinations, will perform the work in accordance with The requirements of each individual proposal for the multiple bid specified in the schedule below.

**Schedule of Multiple Bids**

Combination Letter	Sections Included in Combination	Total



CONTRACTOR

CERTIFICATIONS

- A. The undersigned hereby certifies that said vendor is not barred from bidding on the aforementioned contract as a result of a violation of either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park - Village Code relating to "Bidding Requirements".
  
- B. The individual or entity making the foregoing proposal of bid certifies that he/she is not barred from contracting with the Village of Oak Park because of any delinquency in the payment of any tax administrated by the Department of Revenue unless the individual or entity is contesting, in accordance with procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or bid understands that making a false statement regarding delinquency in taxes is a Class A misdemeanor and, in addition, voids the contract and allows the Municipality to recover all amounts paid to the individual or entity under the Contract in Civil action.
  
- C. The undersigned firm certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois and the Village of Oak Park, 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. The undersigned firm further certifies that it is not barred from bidding on this contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid-rotating.
  
- D. The undersigned firm certifies that it is in compliance with House Bill 3337 which creates a Drug Free Workplace Act for Illinois with an effective date of January 1, 1992.

Organization Name

(Seal - If Corporation)

By: [Signature]  
Authorized Signature

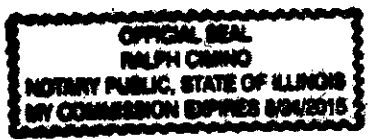
CERNIGLIA CO 3421 LAKE ST MELROSE IL 60160  
Address

708 343 8586  
Telephone

Subscribed and sworn to before me their 8th day of MARCH, 2012  
~~2010~~.

[Signature]  
Notary Public

In the State of ILLINOIS



My Commission Expires: 8-24-15

(Complete Applicable Paragraph Below)

(a) Corporation  
The Vendor is a corporation, which operates under the legal name of  
CERNIGLIA CO and is organized and existing  
under the laws of the State of ILLINOIS

The full names of its Officers are:  
President LOUIS NAPOLITANO  
Secretary RALPH CIMINO  
Treasurer BARBARA NAPOLITANO

The corporation does have a corporate seal. (In the event that their proposal is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

**RETURN THIS PAGE WITH BID**

(b) Partnership  
Name, Signature and Addresses of all Partners

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

The partnership does business under the legal name of \_\_\_\_\_, which name is registered with the office of \_\_\_\_\_ in the county of \_\_\_\_\_.

(c) Sole Proprietor  
The Vendor is a Sole Proprietor whose full name is

\_\_\_\_\_. If the Vendor is operating under a trade name, said trade name is \_\_\_\_\_, which name is registered with the office of \_\_\_\_\_ in the county of \_\_\_\_\_.

Signed: \_\_\_\_\_  
Sole Proprietor

**Owner and / or Company Officer Information:**

The Village may require additional information in the way of social security numbers and drivers license numbers of company officials for the purposes of performing background checks. The officers names and titles should be listed below:

Name	Title
LOUIS NAPOLITANO	PRESIDENT
RALPH CIMINO	SECRETARY

-----  
**RETURN THIS PAGE WITH BID**

IV

**CONTRACTOR'S CERTIFICATION**

CERNIGLIA CO, as part of its proposal on a contract for  
(name of contractor)

PROJECT 12-5 to the Village of Oak Park, hereby  
(general description of item(s) proposal on)

certifies that said contractor is not barred from proposing on the aforementioned contract as a result of a violation to either Section 33E-3 or 33E-4 of Article 33E of Chapter 38 of the Illinois Revised Statutes or Section 2-6-12 of the Oak Park Village Code relating to "Proposing Requirements".

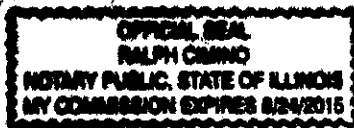
By: [Signature]  
(Authorized Agent of Contractor)

Subscribed and sworn to

before me their 8<sup>th</sup> day of

MARCH, 2012.

[Signature]  
Notary Public



**RETURN THIS PAGE WITH BID**

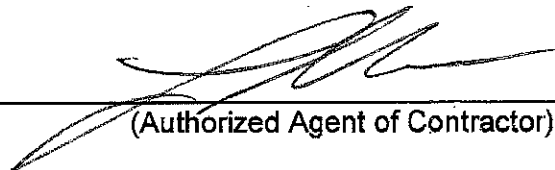
IV

CONTRACTOR'S CERTIFICATION (cont.)

CERNIGLIA Co, as part of its proposal on a contract for  
(name of contractor)

PROJECT 12-5 to the Village of Oak Park, hereby  
(general description of item(s) proposal on)

certifies that said contractor is in compliance with House Bill 3337 which creates a Drug Free Workplace Act for Illinois with an effective date of January 1, 1992.

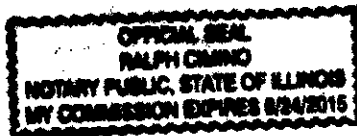
By:   
(Authorized Agent of Contractor)

Subscribed and sworn to

before me their 8<sup>th</sup> day of

MARCH, 2012.

  
Notary Public



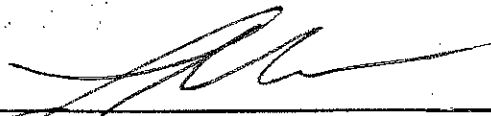
RETURN THIS PAGE WITH BID

V

**TAX COMPLIANCE AFFIDAVIT**

LOUIS NAPOLITANO, being first duly sworn, deposes and  
says: that he/she is PRESIDENT of  
(partner, officer, owner, etc.)  
CERVISIA CO  
(contractor)

The individual or entity making the foregoing proposal or proposal certifies that he/she is not barred from contracting with the Village of Oak Park because of any delinquency in the payment of any tax administered by the Department of Revenue unless the individual or entity is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. The individual or entity making the proposal or proposal understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

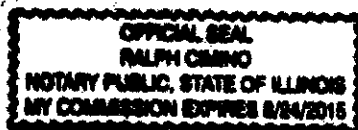


(Name of Contractor if the Contractor is an Individual)  
(Name of Partner if the Contractor is a Partnership)  
(Name of Officer if the Contractor is a Corporation)

The above statement must be subscribed and sworn to before a notary public.

Subscribed and sworn to their 8<sup>th</sup> day of MARCH, 2012.

Ralph Cimino  
Notary Public



**RETURN THIS PAGE WITH BID**





**Minority Business and Women Business Enterprises Requirements:**

The Village of Oak Park in an effort to reaffirm its policy of non-discrimination, encourages and applauds the efforts of contractors and subcontractors in taking affirmative action and providing Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

**Reporting Requirements:**

The following forms must be completed in their entirety, notarized and included as part of the bid proposal document. Failure to respond truthfully to any question on this list or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of your bid.

- VI. Fair Employment Practices Affidavit of Compliance
- VII. Village of Oak Park E.E.O. Report (2 Pages)

**Disadvantaged Business Participation Reporting**

In an effort to reaffirm its commitment to DBE participation the Village of Oak Park asks each general contractor bidding on Public Works Projects to report on their utilization of Minority and Women Business Enterprises. Please list the MBE/WBE companies working as sub-contractors and/or suppliers on the DBE participation statement included herewith. Feel free to make additional copies of this form if necessary and include with your bid.

VI

**FAIR EMPLOYMENT PRACTICES  
AFFIDAVIT OF COMPLIANCE**

NOTE: Their affidavit must be executed and submitted with the signed proposal form. No proposals can be accepted by the Board of Trustees of the Village of Oak Park unless said affidavit is submitted concurrently with the proposal.

LOUIS NAAPOLITANO, being first duly sworn, deposes and says that  
(name of person making the Affidavit)

PRESIDENT of CERNIGLIA CO and that he/she  
(Title or Office) (Name of Company)

has the authority to make the following affidavit; that he/she has the knowledge of the Village of Oak Park Ordinance relating to Fair Employment Practices and knows and understands the contents thereof; that he/she certifies hereby that CERNIGLIA CO  
(Name of

\_\_\_\_\_ is an "Equal Opportunity Employer" as defined by Section 2000  
company)

(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal

Executive Orders #11246 and #11375 which are incorporated herein by reference.



Subscribed and sworn to before

me their 8<sup>th</sup> day of

MARCH, 2012

Ralph Cimino  
Notary Public



**RETURN THIS PAGE WITH BID**

VII

VILLAGE OF OAK PARK  
E.E.O. REPORT

Please fill out the form completely. Failure to respond truthfully to any questions on their form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of proposal. An incomplete form will disqualify your proposal. For assistance in completing their form, contact Jim Budrick (708) 358-5722.

1. Vendor Name: CERNIGLIA CO
2. Check here if your firm is:  
 MBE  
 WBE  
 DBE  
 Non-MBE/WBE

*\*Note if your firm is an M/WBE please fill out the attached affidavit (copies of all certification letters must be included)*

3. What is the size of the firm's current stable work force?  
12 Number of full-time employees  
\_\_\_\_\_ Number of part-time employees

4. Similar information will be requested of all subcontractors working on their contract. Forms will be furnished to the low responsible bidder or contractor with the notice of contract award, and these forms must be completed and submitted to the Village before the execution of the contract by the Village.

**RETURN THIS PAGE WITH BID**

**VII (Continued)  
VILLAGE OF OAK PARK  
EEO REPORT**

Vendor Name CERNIGLIA CO  
Total Employees

Job Categories	Total Employees	Males				Females				Total Minorities
		Total Males	Black	Hispanic	American Indian & Alaskan Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaskan Native	
Officials & Managers	1	1								
Professionals	1	1								
Technicians										
Sales Workers										
Office & Clerical	1									
Semi-Skilled										
Laborers	9	9	1	2						3
Service Workers										
TOTAL	12	11	1							
Management Trainees										
Apprentices										

This completed and notarized report must accompany your bid. It should be attached to your Affidavit of Compliance. Failure to include it with your bid will be disqualify you from consideration.

**An EEO-1 Report may be submitted in lieu of this report.**

LOUIS NAPOLITANO, being first duly sworn, deposes and says that he/she is the PRESIDENT (Title or Officer) of CERNIGLIA CO and that the above EEO Report information is true and accurate and is submitted with the intent that it

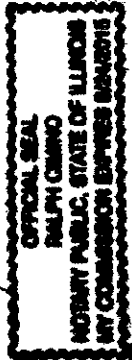
be relied upon. Subscribed and sworn to before me this 8<sup>th</sup> day of MARCH, 2012.

Rafael Cimino  
(Signature)

Notary Public

3-8-2012  
(Date)

LOUIS NAPOLITANO  
PRESIDENT  
CERNIGLIA CO



**RETURN THIS PAGE WITH BID**

## Participation Statement

### (1) Instructions

Refer to: Minority and Women Business Enterprise Participation Program Vendor Handbook.

**Submit: Schedule C and Schedule D with Bid Documents**, see pages 23-26 of the Vendor Handbook).

**SCHEDULE C:**

**VILLAGE OF OAK PARK LETTER OF INTENT FROM MBE/WBE  
TO PERFORM AS A SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT**

M/WBE Firm: H. J. Mohr + Sons Co. Contract #: 12-5

Address: 915 S. Maple Ave City/State/Zip: Oak Park, IL 60304

Contact Person: Karen Phone: 708-366-0329 Fax: 708-386-2881

Certification Expiration Date: 06/05/12 Race/Gender: Females - Wh.

Will the M/WBE firm be subcontracting any of the performance of this contract to another firm?  
 No  Yes - Please attach explanation.

Proposed Subcontractor:

The undersigned M/WBE is prepared to provide the following Commodities and or Services for the above named Project/Contract:

Ready Mix Concrete - CHSM

Indicate the Total Dollar Amount, the Percentage, and the Terms of Payment for the above-described Commodities/Services:

\$ 13,000

(If more space is needed to fully describe the M/WBE Firm's proposed scope of work and/or payment schedule, attach additional sheets.)

Prime Bidder/Proposer declares and affirms that the facts and representations set forth herein are true and correct and no material facts have been omitted.

Karen J. Richards  
Signature (M/WBE)

Karen J. Richards  
Print Name

H. J. Mohr + Sons Co.  
Firm Name

3/7/12  
Date

[Signature]  
Signature (Prime Bidder/Proposer)

LOUIS NAPOLITANO  
Print Name

CERNIGLIA CO  
Firm Name

3-8-12  
Date

Subscribed and sworn before me this 8<sup>th</sup> day of MARCH, 2012.

Ralph Cimino  
Signature of Notary Public

(SEAL)



My Commission expires on 8-24-15

**RETURN THIS PAGE WITH BID**

**SCHEDULE D:  
VILLAGE OF OAK PARK  
M/WBE PARTICIPATION AFFIDAVIT**

Contract #: 12-5 Contract Value: \$ 177,197<sup>00</sup>  
LOUIS 708 708  
Contact Person: NAPOLITANO Phone: 3438586 Fax: 3433451

Description of Commodities/Services to be provided by the Bidder/Proposer on this Contract:  
SEWER IMPROVEMENTS

Any questions regarding compliance with these requirements should be directed to:

Finance Department  
The Village of Oak Park, 123 Madison Street, Oak Park, Illinois 60302  
PHONE: 708.358.5460, FAX: 708.358.5105.

I, LOUIS NAPOLITANO (print name) hereby agree to comply with and be bound by the provisions to submit, as part of this bid/proposal, a detailed M/WBE Participation Plan with and at the time and place of the submissions of this bid/proposal; that the M/WBE Participation Plan is an element of bidder/proposer responsiveness and responsibility; and are incorporated as part of the contract; that heirs, executors, and administrators or assigns and any other persons or entities claiming by or through the bidder/proposer including but not limited to insurance companies, bonding companies, or sureties are bound by this agreement; and do declare and affirm that, to the best of my knowledge, information and belief, the facts and representations set forth in this M/WBE Participation Affidavit are true and correct, and that no material facts have been omitted.

Signed

CERNIGLIA CO

Firm Name (Print)

708 343 8586

Phone

708 343 3451

Fax

LOUIS NAPOLITANO, PRESIDENT

Name and Title (Print)

3421 LAKE ST

Firm Address (Print)

MELROSE PARK IL 60160

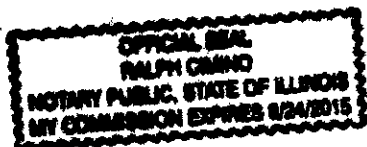
City/State/Zip

SUBSCRIBED AND SWORN before me this 8<sup>th</sup> day of MARCH, 2012

Ralph Cerniglia

Signature of Notary Public

(SEAL)



RETURN THIS PAGE WITH BID

**SCHEDULE D:  
M/WBE PARTICIPATION AFFIDAVIT**

M/WBE firms may participate in the performance of this contract, either DIRECTLY or INDIRECTLY, as:  
Prime Bidders/Proposers; Joint Venture Partners; Subcontractors; and/or Suppliers.

Name of M/WBE Firm: <u>H.J. MOHR &amp; SONS CO</u>		Race / Gender: <u>WHITE/FEMALE</u>	
Address: <u>915 So MAPLE AVE</u>			
City/State/Zip: <u>OAK PARK, IL 60304</u>			
Telephone No.: <u>708 366 0339</u>		Fax: <u>708 386 2881</u>	
Contact Person: <u>KAREN RICHARDS</u>			
Dollar Amount: \$ <u>13000 -</u>	%	Schedule C attached? [ <input checked="" type="checkbox"/> ] Yes [ ] No	
Description of Commodity/Service: <u>SUPPLIER - CONCRETE PRODUCTS</u>			

Name of M/WBE Firm:		Race / Gender:	
Address:			
City/State/Zip:			
Telephone No.:		Fax:	
Contact Person:			
Dollar Amount: \$	%	Schedule C attached? [ ] Yes [ ] No	
Description of Commodity/Service:			

Name of M/WBE Firm:		Race / Gender:	
Address:			
City/State/Zip:			
Telephone No.:		Fax:	
Contact Person:			
Dollar Amount: \$	%	Schedule C attached? [ ] Yes [ ] No	
Description of Commodity/Service:			

Total MBE \$	_____	_____ %
Total WBE \$	<u>13000 -</u>	<u>7.3</u> %
Grand Total MBE \$	_____	_____ %
Grand Total WBE \$	<u>13000 -</u>	<u>7.3</u> %

**RETURN THIS PAGE WITH BID**



The undersigned affirms that the foregoing statements are true and correct and include all material information necessary to identify and explain the terms and operations of our joint venture and the intended participation of each partner in the undertaking. Further, the undersigned covenants and agrees to provide to the Village of Oak Park current, complete and accurate information regarding actual joint venture work and the payment therefore, and any proposed changes in any provision of the joint venture agreement, and to permit the audit and examination of the books, records and files of the joint venture, or those of each partner relevant to the joint venture by authorized representatives of the Village of Oak Park.

Any material misrepresentation will be grounds for terminating any contract which may be awarded and for initiating action under federal and state laws concerning false statements.

Note: If after filing this Schedule B and before the completion of the joint venture's work on the project, there is any change in the information submitted, the joint venture must submit a revised version of this document to the Village of Oak Park either directly, or through the prime contractor if the joint venture is a subcontractor.

_____ Name of MBE/WBE Partner Firm	_____ Name of non-MBE/WBE Partner Firm
_____ Signature of Affiant	_____ Signature of Affiant
_____ Name and Title of Affiant	_____ Name and Title of Affiant
_____ Date	_____ Date

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the above signed  
officers \_\_\_\_\_,  
(names of affiants)

personally appeared and, known to me are the persons described in the foregoing Affidavit, acknowledged that they executed the same in the capacity therein stated and for the purpose therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and seal.

\_\_\_\_\_  
Signature of Notary Public

(SEAL)

Commission Expires: \_\_\_\_\_

**RETURN THIS PAGE WITH BID**

Project 12-5  
**Harlem Avenue Sewer Improvements**

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Special Provisions



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## **SPECIAL PROVISIONS**

General Requirements: The contract and work shall be carried out in conformance with the Ordinances of the Village of Oak Park, the attached Plans and Special Provisions, and the Illinois Department of Transportation "Standard Specifications for the Road and Bridge Constructions," Adopted January 1, 2012 (hereinafter referred to as the "Standard Specifications"), the "Supplemental Specifications and Recurring Special Provisions," adopted January 1, 2012 (as indicated on the check sheet included herein), the "Standard Specifications for Traffic Control Items", and the latest edition of the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways" in effect on the date of invitation for bids. Plan notes shall take precedence over specifications. Special Provisions are supplemental to said specifications, and in case of conflict with any part or parts of said specifications, said special provisions shall take precedent and shall govern.

Completion of Contract: All work, as specified, shall be completed by May 11, 2012.

Alterations, Omissions and Extra Work: The Village reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work, as may be deemed necessary.

SPECIAL PROVISION  
GENERAL REQUIREMENTS

1. EXISTING MATERIALS:

During the progress of work involving this contract, certain existing structures, equipment and material shall be removed from service. All items deemed of value by the Engineer such as street furniture, brick pavers, lighting units, frames and covers, hydrants, roundways, valve boxes and other such salvageable material shall remain the property of the Village of Oak Park. The contractor shall collect and store said material on the job site for pick-up by the Village or as otherwise specified herein.

2. SPRINKLING SYSTEMS

The contractor shall be careful not to damage sprinkling systems that may be located in parkways or lawns adjacent to the curbs and sidewalks, and any damage done to the sprinkling systems due to his negligence shall be repaired by the contractor at his/her expense to the satisfaction of the Engineer.

If adjustments to the sprinkling systems are needed due to pavement widening or change to the parkway grade, the Contractor shall retain a licensed irrigation contractor to make such adjustments. This work will be paid for separately as specified in this contract.

3. STORAGE OF MATERIALS AND EQUIPMENT

At no time shall the contractor store material and equipment in areas other than specified by the Engineer. Any damage to sidewalks, curbs and parkways due to the negligence of the contractor shall be restored by the contractor at his/her own expense. No additional compensation shall be allowed the contractor for compliance with this requirement.

The contractor shall maintain during the entire construction period barricades and warning lights at all material storage areas and around parked construction equipment.

4. EXAMINATION OF PLANS, SPECIFICATIONS, SPECIAL PROVISION AND WORK:

The bidder shall comply with Sections 102 and 104 of the Standard Specifications relative to examination of the Plans, Specifications, Special Provisions and site of work and hereby is advised that due to the nature of the contract, he/she would place special emphasis on inspection in detail of the site of the proposed work and familiarization with all local conditions, traffic and otherwise, affecting the contract and the detailed requirements for construction.

5. EXISTING UTILITIES

The **contractor** shall call JULIE at telephone number: 1 (800) 892-0123 for location of underground utilities prior to beginning of construction so that buried services in the

location of construction may be located and staked. Where adjustments of the utility frames are necessary, the contractor shall contact the respective utility company and make arrangements for their adjustments.

The contractor shall also notify the Water and Sewer Division of the Village of Oak Park as well as the Street Lighting Division prior to the start of construction at any location. Any damage by the contractor to street light cables and water services shall be repaired or replaced by the contractor at his/her own expense.

The contractor shall make his own investigation to determine the existence, nature and location of all utility lines and appurtenances within the limits of the improvement.

The contractor shall be held responsible for any damage to existing utility lines and appurtenances resulting from the operations of his/her equipment or crew. No extra compensation will be allowed to the contractor for any expense incurred because of delays, inconvenience or interruption to his/her work resulting from compliance with the above requirements.

#### 6. CLEANING EXISTING STRUCTURES:

- All existing drainage structures shall be inspected by the contractor, together with the Engineer prior to starting construction and a record kept of their condition. All debris which accumulates in these structures during the time the contract is in force shall be removed and disposed of by the contractor at his own expense.
- All debris and foreign material found in the existing drainage structures before construction operations start shall remain in place unless ordered removed by the Engineer. If the contractor is required to remove and dispose of this material, he will be paid in accordance with the provision of Article 109.04 of the Standard Specifications.

#### 7. FIELD OFFICE AND FIELD LABORATORY:

Engineer's field office and field laboratory will not be required for this improvement.

#### 8. USE OF PESTICIDES IN LANDSCAPING WORK:

The contractor is hereby notified that in the event pesticides are to be used in any of the landscape operations of this project, he and/or his subcontractors shall comply with the requirements of Village Code, Chapter 20, Section 10. This code requires the applicator to be licensed in the Village, that the area treated shall be posted at time of application, and the time and location be logged by the applicator.

The work necessary to fulfill these requirements as well as any license fees shall be considered incidental to the Landscaping Pay Items.

#### 9. STAGING AND COMPLETION OF CONTRACT

The contractor shall stage his/her work in such a way as to cause the least amount of disruption to local traffic access. Close attention shall be paid to the proposed schedule included in these Special Provisions. Specific Pay Items have been included in this project for the contractor to provide the necessary protection to the pavements so that safe and sufficient access to the area is not hampered.

The contractor is hereby reminded of the deadline for completion of this project. The contractor shall pay close attention to this completion date. All work under this contract must be completed by this date.

The completion date pertains to the work items outlined in this contract. Any "Punch List" work that is required shall be completed within 30 days of the completion date of this project. Failure to complete any/all punch list work will result in forfeiture of any retainer held in this contract.

As indicated in Article 108.02 of the Standard Specifications, the contractor shall provide the Engineer with a progress schedule prior to starting work, preferably at the time of the pre-construction meeting.

#### 10. MAINTENANCE OF ROADWAYS:

Beginning on the date that the contractor begins work on this project, he/she shall assume responsibility for the normal maintenance of all existing roadways with the limits of the improvement. This normal maintenance shall include all repair work deemed necessary by the Engineer. (e.g. pot hole patching, street sweeping, placing stone for temporary sidewalks and driveways, etc.)

Specific Pay Items have been included in this contract to assure that this maintenance work is performed to the satisfaction of the Village. We strongly urge the contractor to utilize these resources so as to reduce the inconvenience of the residents living in these construction areas.

#### 11. CONCRETE BREAKERS:

When removing pavement, curb and gutter, shoulder, and/or any other structures, the use of any type of concrete breakers which might damage underground public or private utilities will not be permitted. Under no circumstances will the use of a frost ball be permitted.

#### 12. FINE AGGREGATE FOR PORTLAND CEMENT CONCRETE AND CLASS SI CONCRETE:

The gradation for fine aggregate for Portland Cement Concrete and Class SI Concrete shall conform to gradation FA 1 as called for under Article 1003.02(c) of the Standard Specifications.

#### 13. PROVISIONS FOR CURING TEST SAMPLES:

The contractor will be required to provide storage space, meeting the approval of the Engineer for the initial curing of quality control test specimens made on the project. The storage space shall be such that it will give full protection against direct sunlight, the elements, pilfering and damage. When requested by the Engineer, heat shall be provided by the contractor, with a minimum temperature of 60 degrees Fahrenheit maintained for as long as required.

#### 14. COOPERATION BY CONTRACTOR AND WEEKLY PROGRESS MEETINGS:

Attention is hereby focused on Article 105.06 of the Standard Specifications with regards to the Contractor having on site at all times "A competent English Speaking

Superintendent". This superintendent shall be able to be reached at all times including the days subcontractors are only working on the site. All work instructions shall be channeled through the superintendent.

Weekly progress meetings will be conducted in the Engineer's office. These meetings will focus on the work slated for the upcoming week and highlight of work completed the prior week. If work is found to be progressing smoothly, these meetings may be scheduled on a bi-weekly basis.

#### 15. WORK HOURS AND SCHEDULING LAYOUT OF LINES AND GRADES

The Village of Oak Park Code restricts construction to the hours of 7:00 A.M. and 6:00 P.M., 7 days a week. No equipment may be started on any part of the project prior to 7:00 A.M. Violations of this code are subject to Police enforcement and subsequent fines as outlined in the code. Also, the contractor shall notify the Resident Engineer a full 48 hours in advance of any layout and/or grade requests. Any requests for layout and grades that are made less than 48 hours in advance will require payment of premium time for the Resident Engineer and Engineering Technician. Such costs will be billed directly to the contractor at a rate of \$75.00 per hour for the two staff members.

#### 16. WORKING IN THE AREA OF EXISTING PARKWAY TREES:

No nails or tacks of any sort shall be used for installing temporary "No Parking" signs on any trees. The contractor shall notify the Village Forester of any potential conflicts between their equipment and parkway trees. The Forester will determine the course of action necessary to reduce such conflict. Also, any excavation that disturbs tree roots shall be brought to the attention of the Village Forester. In the event roots need to be trimmed a rotary saw capable of making a clean, smooth cut shall be used to trim such roots. This work shall be considered incidental to the contract.

#### 17. STREET CLOSURES AND PARKING CONFLICTS

The Village of Oak Park requires a notice of a street closure. The **contractor** must notify the Police Dept. and Fire Dept. of these closures. Phone numbers may be found on the cover sheet of the plan set for the project.

When the Contractor will be working on a block that requires closure and/or changes to parking restrictions they must coordinate with the Parking Dept. to develop an alternate parking plan for permitted parkers and provide information and notice so residents/permitted parkers are aware of their alternatives.

#### 18. USE OF FIRE HYDRANTS

If the Contractor desires to use water from fire hydrants, meters and keys shall be obtained from the Water and Sewer Department with a deposit. Upon return of his/her equipment, the Contractor shall be billed for the water used at the current rate. This applies to all pay items which require using water, including but not limited to parkway restoration, watering plants, dust control, maintenance of roadways, trench jetting, asphalt cold milling operations, asphalt rolling operations, etc.

Fire hydrants shall be accessible at all times to the Fire Department. No materials or other obstructions shall be placed closer to a fire hydrant than 15 (fifteen) feet. Any arrangements of less than 15 feet must be approved by the Fire Department.



## **SCHEDULING and PERMITS**

### **Permits**

IDOT utility permits and Traffic Control Authorizations shall be required for work on Harlem Ave. Utility permit bonds will be required by IDOT for all utility and pavement work on their ROW. Bond amounts have not yet been determined by IDOT. Coordination, permitting, and bonding for IDOT permits shall be considered incidental to this contract.

MWRD permits are currently pending as of the bid opening date. The Contractor shall not start construction until permits are received.

### **Scheduling**

All work under this contract shall be coordinated with the IDOT resurfacing project. The contract is anticipated to be awarded on March 19, 2012. The Contractor shall start work within two weeks of award. The Contractor shall complete all combined sewer repairs, pavement patching, and curb replacement by April 20, 2012. All contract items except for PARKWAY RESTORATION shall be completed by April 27, 2012. The entire contract shall be complete by May 11, 2012. Liquidated damages shall be assessed according to article 108.09 for any portion of the project that fails to complete work according to the contract schedule.

State of Illinois  
Department of Transportation  
Bureau of Local Roads and Streets

SPECIAL PROVISION  
FOR  
INSURANCE

Effective: February 1, 2007  
Revised: August 1, 2007

All references to Sections or Articles in this specification shall be construed to mean specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

The Contractor shall name the following entities as additional insured under the Contractor's general liability insurance policy in accordance with Article 107.27:

- Illinois Department of Transportation

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- The Village of Oak Park

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The entities listed above and their officers, employees, and agents shall be indemnified and held harmless in accordance with Article 107.26.

### **ENVIRONMENTAL CONTINGENCY**

The ENVIRONMENTAL CONTINGENCY cash allowance is included to fund contaminated soil removal and disposal and compliance with Clean Construction Demolition Debris (CCDD) Regulations. It shall be used as necessary for professional services, permit costs, additional material handling, exploration trenches and additional work approved by the Village of Oak Park which cannot be precisely determined prior to contract bidding. The Lump Sum price of \$25,000 must be included in all contract bids.

The Village of Oak Park will supply IEPA Uncontaminated Soil Certification Form LPC-663 certifying clean soils for combined sewer repairs number 1,2,7, and 8 as shown on the contract plans upon award of the contract.

Combined sewer repairs 3-6 are assumed contaminated as shown on the contract plans and a LPC-663 form will not be supplied. Soils from these excavations shall be sampled at the time of excavation by the Village of Oak Park's environmental consultant. The Contractor shall stockpile all contaminated material on adjacent side streets or as directed by the Engineer according to applicable regulations and shall have polyethylene sheeting below and completely covering material.

The contract price for COMBINED SEWER REPAIRS 1-8 shall include the cost for removal and disposal of clean soils which shall include the earth excavation, hauling, and disposal. Earth Excavation shall be included in the unit price for all COMBINED SEWER REPAIRS regardless of contamination. The Contractor shall be paid according to article 109.04 for all additional work required for stockpiling, additional material handling, hauling, and disposal of soils which are determined to be contaminated.

The Village of Oak Park will contract with an environmental consultant to oversee the sampling, perform soil testing, and work with the Contractor to facilitate disposal. This professional service will be paid for directly by the Village of Oak Park from the contract ENVIRONMENTAL CONTINGENCY pay item.

The Contractor shall prepare a cost estimate prior to hauling special wastes. The Village of Oak Park reserves the right to accept or reject the contractor's cost estimates.

## **TREE PROTECTION SPECIFICATIONS FOR CONSTRUCTION**

**Definitions:** The following definitions are for clarification of terms used in the tree protection guidelines:

**Limits of construction:** A boundary line, not necessarily the right of way line, shown on plans or implied by the scope of the work, to include all areas disturbed or excavated during construction

**Root Zone:** An area around the trees extending at least as far as the longest horizontal branches (Also Drip Line).

**DBH:** The diameter of the tree measured at a point 4.5' above ground

Prior to construction, the Forestry Supervisor or his designee will conduct a preliminary inspection of the construction site. This inspection will inventory trees to determine their size, species, health, pruning needs, protection requirements, removal considerations, and any special concerns.

If construction is to occur within the root zone of existing parkway trees, root pruning and/or special care may be required. A Certified Arborist approved by the Village shall administer or supervise the administration of all cultural treatments. The general contractor upon approval may install physical barriers and trunk protection. All required root zone protection, root pruning, top pruning, trunk protection, and barrier installation shall be completed prior to any delivery of material or equipment, and before construction work begins. All protection measures shall be the responsibility of the contractor and implemented in the following manner:

**Root Protection Zone:** An approved, highly visible, physical barrier (e.g. snow fencing) shall be constructed at the drip line of ALL trees within the construction zone, with a minimum radius of one foot (1') per one inch (1") DBH; or at the limits of construction when within the drip line, or as directed by the Engineer. Construction debris, material, fittings, equipment, etc. shall not be placed within the root protection zone. No construction vehicles or equipment shall be permitted to park or operate within the root protection zone without prior written approval of the forestry supervisor or his designee. Metal channel posts or approved equivalent posts should be placed at a maximum of every eight feet. Poles must be at least six feet in length, two feet of which must be set in the ground. The minimum height of the fence is four feet. A one-inch by two-inch top rail is required. Plastic snow fence or similar material should be attached to posts and secured with a minimum of four nylon locking ties per eight foot span, one at the top corner of each post and the others spaced evenly across the top rail to form a barrier.

If construction equipment must cross the parkway outside the root protection area, the parkway must be protected with a six-inch layer of wood mulch or chips, or one-inch sheets of plywood or similar approved material sufficient to protect the entire parkway where equipment crosses.

Root Pruning Specification: Root pruning shall be accomplished through use of an approved mechanical root pruning device which cuts to a minimum depth of eighteen inches (18") and is mandatory for any excavation that occurs in the public right-of-way within the drip line of a public tree. Root pruning is conducted to minimize damage to the root system and to allow a healthy regrowth once construction is completed.

1. Root pruning shall be completed and backfilled before beginning of construction or delivery of materials
2. Root pruning must occur no more than six-inches (6") outside the limits of excavation and be continuous within the drip line of the tree. For excavations bisecting the parkway such as utility connections, the root pruning cut must also bisect the parkway corresponding to the length of the excavation.
3. Root pruning will occur to a depth of four-inches (4") below the lowest point of excavation up to a depth of twenty-four inches (24").
4. Once excavation begins, if any roots greater than one-inch (1") in diameter are encountered below the twenty-four inch depth, said root will be trimmed flush with a sharp saw to eliminate any ragged edges.
5. Root pruning can occur no earlier than one (1) month prior to excavation commencing.
6. Root pruning trench shall be backfilled within 48 hours of excavation.

Top pruning: Existing trees may be pruned to allow equipment access at the direction of the Forestry Supervisor or his designee. Crown reduction may not exceed 25% in any case. Limbs may be temporarily tied back with an approved material to allow access at the direction of the Forestry Supervisor or his designee. Removal and disposal of the material used to tie back branches will be the responsibility of the contractor. Top pruning must also be completed prior to the beginning of construction or the delivery of material.

Tree Damage During construction: During the course of construction, the Forestry Supervisor or his designee will conduct periodic inspections to determine if any damage has occurred as a result of construction activity. All associated costs, including repair and reimbursement for damages are at the contractor's expense. Value of parkway trees will be calculated at the ISA evaluation based on the latest Village of Oak Park tree inventory. Reimbursement for damages will be assessed as a percentage of that total value based on the amount of damage to the tree. Repair work will be charged at a time and material rate based on necessary labor and equipment costs.

Sod Removal: where sod is to be removed from the parkway as a part of the construction process, approved mechanical sod cutter shall remove sod within the dripline of parkway trees. Sod removal by backhoe or Grade-All type of equipment will not be permitted within the root protection zone. When the parkway is restored, a ring a minimum of three feet (3') will be left unsodded at the base of each parkway tree. The contractor will mulch this ring with an approved material at a depth not to exceed three inches (3"). No mulch will be placed directly at the base of the tree or mounded around the trunk.

Replacement Policy: the contractor, on an inch for diameter inch basis, shall replace Village trees determined by the Forestry Supervisor or his designee to be damaged beyond repair as a result of construction activities. Diameter will be measured at DBH (a point 4.5' above ground) for trees greater than six inches (6") in diameter. For trees equal or less than 6" DBH, trees will be measured at a point six inches (6") above ground.

## **COMBINED AND STORM SEWER INSTALLATION**

This work includes the construction of combination storm and sanitary sewers and appurtenances, furnishing and installation of all Tee, Wye, and Tee/Wye fittings for house service and storm sewer connections, together with all joint materials and the dewatering of trench, temporary fluming, by-passing, diversion pumping, testing, video inspection, and all other work as may be deemed necessary for the complete installation.

This work shall be in accordance with applicable paragraphs of Sections 208, 550, and 1000 of the Standard Specifications, applicable sections of Standard Specifications for Water and Sewer Main Construction in Illinois, plan details and as revised or amended in this special provision as follows:

### **GENERAL DESCRIPTION OF WORK AND PROCEDURES**

#### **A. Maintenance of Existing Sewers:**

Flow in existing sewers that are to be repaired, abandoned or connected to the sewer system shall be maintained without interruption during the work. The contractor shall maintain in service all house sewer and water service connections, and temporary service shall be provided at all times. Facilities for fluming and diversion shall be provided as required or directed. No sewage shall be pumped to the ground. Sewage shall not be permitted to back up into house services and cause nuisance or damage to connected buildings.

The cost of temporary fluming, bypassing, diversion pumping and related work shall not be paid for separately, but shall be considered incidental to the sewer installation work.

The removal and disposal of the existing combined, storm, or sanitary sewer within the proposed sewer trench is considered incidental to this item.

#### **B. Trench Excavation:**

During any one working day, the contractor shall excavate such trenches that will have the sewer installed and backfilled during the day. No such trenches shall be left open at the end of the working day. It shall be temporarily backfilled until construction resumes. Immediately following the backfilling of trenches, all excavation material shall be hauled off the job site and disposed of by the contractor at his own expense.

#### **C. House Sewer and Storm Sewer Connections**

Where a house sewer connection is to be made to a proposed sewer, a pre-formed Tee/Wye or Tee branch pipe section of proper diameter shall be installed in the sewer at the junction. The branch shall have an inside diameter of 6 inches unless otherwise specified on the plans or by the Engineer in the field. The main run of the fitting shall be the same inside diameter as the proposed sewer. The use of saddle Tees and saddle Wyes will not be permitted unless otherwise approved by the Engineer. No core cutting of the proposed sewer main will be allowed unless otherwise approved by the Engineer.

Where an existing or proposed storm sewer or drain connection is to be made to a proposed sewer, a pre-formed Wye branch pipe section of proper diameter shall be installed in the sewer at the junction. The branch shall have an inside diameter of 6 inches unless otherwise specified on the plans or by the Engineer in the field. The main run of the fitting shall be the same inside diameter as the proposed sewer. The use of saddle Tees and saddle Wyes will not be permitted unless otherwise approved by the Engineer. No core cutting of the proposed sewer main will be allowed unless otherwise approved by the Engineer.

Abandoned sewers and drains, as designated by the Engineer, shall be plugged with class SI concrete or brick and suitable mortar to the satisfaction of the Engineer. This work will not be paid for separately, but shall be considered as included in the contract unit price for storm sewers.

### MATERIAL SPECIFICATIONS

Note: Where sewers cross water mains, the pipe material used shall be water main grade PVC SDR 25 AWWA C-900, PVC SDR 26 ASTM-D2241, or as shown on plans, meeting IEPA requirements. This material will be used in lieu of Ductile Iron Sewer Pipe.

#### House Connections and Storm Sewer Connections:

Pre-formed Tees/Wyes or Tees for house sewer connections and preformed Wyes for storm sewer connections shall be of the same material as the proposed sewer main. Branch sizes shall be 6 inches for house sewer connections and 8 inches for storm sewer connections unless otherwise specified on the plans or by the Engineer. All fittings shall be free from cracks and shall adhere tightly to each joining surface. No coring of the proposed sewer main will be allowed unless approved by the Engineer.

#### Bedding Material:

Pipe bedding shall be provided for all Sewer and Water Main Installation  $\frac{1}{4}$  of the outside diameter of the pipe **but not less than four inches (4")** below the bottom of the pipe. For PVC pipe, the backfill material to a level twelve inches (12") over the



top of the pipe shall be of the same material as the bedding material specified above, and shall be carefully placed in eight-inch (8") layers, loose measurement and compacted. Bedding other than concrete embedment shall consist of crushed stone, ¼" to 1" in size. As a minimum, the material shall conform to the requirements of Article 1004.01 of the "Standard Specifications of Road and Bridge Construction" of the State of Illinois or ASTM C-33. The gradation shall conform to gradation CA 11 or CA 13 of the Illinois Standard Specifications or to ASTM Gradation No. 67. **This material will not be paid for separately, nor will separate payment be made for excavation.**

### INFILTRATION LIMITATIONS

The maximum allowable infiltration shall not exceed 100 gallons per inch of internal diameter for 24 hours per mile of sewer.

If any section failed to meet the infiltration test, it shall be repaired at the contractor's expense and re-tested until it meets the leakage limitation.

### METHOD OF MEASUREMENT

Sewer pipe of different types and sizes shall not be measured for payment but shall be included in the contract price for COMBINED SEWER REPAIRS #1-8.

Trench backfill and CONTROLLED LOW STRENGTH MATERIAL, BACKFILL shall not be measured for payment but shall be included in the contract price for COMBINED SEWER REPAIRS #1-8.

### BASIS OF PAYMENT

This work shall be included in the contract price for COMBINED SEWER REPAIRS #1-8.

### **CONNECTION TO EXISTING MANHOLES**

This work shall consist of making a connection to an existing manhole structure at locations shown on the plans in accordance with the applicable portions of Section 602 and 550 of the Standard Specifications.

The Contractor shall core cut the existing structure to the size necessary to insert a flexible manhole connector meeting ASTM C-923 for the connecting pipe.

The Contractor shall notify the Engineer when the existing structure cannot be cored due to existing openings or conditions. The Contractor shall saw cut and remove portions of the existing structure to provide a minimum of 6-inches of clearance on all sides of the proposed pipe. The Contractor shall install a waterstop grout ring according to manufactures instructions as manufactured by

Trelleborg Pipe Seals Milford, Inc.  
250 Elm Street  
P.O. Box 301  
Milford, NH 03055  
U.S.A.  
Tel: 800-626-2180  
Fax: 603-673-7271

or approved equal. A rubber repair coupling shall be placed around the pipe adjacent to the waterstop grout ring and secured with stainless steel clamps. The Contractor shall frame and pour class SI portland cement concrete to completely fill the void and encase the rubber repair coupling with a minimum of 6" outside of the wall of the structure. Class SI concrete shall also be used to reconstruct the existing bench in accordance with the new connection.

The proposed sewer pipe shall be placed at the invert as shown on the plans. The proposed sewer pipe shall have a bell end within 3 feet of the connection to the existing manhole.

The contractor shall construct the sewer connection to the existing manhole and maintain flow from the existing sewers as necessary until the new installation is completed or as otherwise noted on the plan.

### **BASIS OF PAYMENT**

This work will be paid for at the contract unit price per each "CONNECTION TO EXISTING MANHOLES" which price shall be payment in full for all labor, equipment and material necessary to render the connection complete.

**CURED IN PLACE PIPE LINER (CIPP)**

1. INTENT

- 1.1 It is the intent of this specification to provide for the reconstruction of pipelines by the installation of a resin-impregnated flexible tube, which is formed to the original conduit by use of a hydrostatic head. The resin is cured using hot water under hydrostatic pressure within the tube. The Cured-In-Place Pipe (CIPP) will be continuous and tight fitting.

2. REFERENCED DOCUMENTS

- 2.1 This specification references ASTM F1216 (Rehabilitation of pipelines by the inversion and curing of a resin-impregnated tube), ASTM F1743 (Rehabilitation of pipelines by pulled-in-place installation of a cured-in-place thermosetting resin pipe), and ASTM D790 (Test methods for flexural properties of non-reinforced plastics) which are made a part hereof by such reference and shall be the latest edition and revision thereof. In case of conflicting requirements between this specification and these referenced documents, this specification will govern.

3. PRODUCT, MANUFACTURER, CONTRACTOR QUALIFICATION REQUIREMENTS

3.1 All trench-less rehabilitation products and installers must be pre-approved by the Village of Oak Park prior to receiving bid documents. The contractor must submit documentation and specifications showing that the product meets this specification's requirements. The contractor must submit references and footage of the product successfully installed. Sewer rehabilitation products submitted for approval must provide third party test results supporting the long term performance and structural strength of the product and such data shall be satisfactory to the Owner. Test samples shall be prepared so as to simulate installation methods and trauma of the product. No product will be approved without independent third party testing verification.

4. MATERIALS

- 4.1 Tube - The sewn Tube shall consist of one or more layers of absorbent non-woven felt fabric and meet the requirements of ASTM F1216 or ASTM F1743, Section 5. The tube shall be constructed to withstand installation pressures, have sufficient strength to bridge missing pipe, and stretch to fit irregular pipe sections.
- 4.1.1 The wet out Tube shall have a uniform thickness that when compressed at installation pressures will meet or exceed the Design thickness.
- 4.1.2 The Tube shall be sewn to a size that when installed will tightly fit the internal circumference and length of the original pipe. Allowance should be made for circumferential stretching during inversion. Overlapped layers of felt in longitudinal seams that cause lumps in the final product shall not be utilized.

- 4.1.3 The outside layer of the Tube (before wet out) shall be coated with an impermeable, flexible membrane that will contain the resin and facilitate monitoring of resin saturation during the resin impregnation (wet out) procedure.
- 4.1.4 The Tube shall be homogeneous across the entire wall thickness containing no intermediate or encapsulated elastomeric layers. No material shall be included in the Tube that may cause delamination in the cured CIPP. No dry or unsaturated layers shall be evident.
- 4.1.5 The wall color of the interior pipe surface of CIPP after installation shall be a light reflective color so that a clear detailed examination with closed circuit television inspection equipment may be made.
- 4.1.6 Seams in the Tube shall be stronger than the non-seamed felt.
- 4.1.7 The outside of the Tube shall be marked for distance at regular intervals along its entire length, not to exceed 5 ft. Such markings shall include the Manufacturers name or identifying symbol. The tubes must be manufactured in the USA.
- 4.2 Resin - The resin system shall be a corrosion resistant polyester, vinyl ester, or epoxy and catalyst system that when properly cured within the tube composite meets the requirements of ASTM F1216 and ASTM F1743, the physical properties herein, and those which are to be utilized in the Design of the CIPP for this project. The resin shall produce CIPP which will comply with the structural and chemical resistance requirements of this specification.
5. STRUCTURAL REQUIREMENTS
  - 5.1 The CIPP shall be designed as per ASTM F1216, Appendix X.1. The CIPP design shall assume no bonding to the original pipe wall.
  - 5.2 The Contractor must have performed long-term testing for flexural creep of the CIPP pipe material installed by his Company. Such testing results are to be used to determine the Long-term, time dependent flexural modulus to be utilized in the product design. This is a performance test of the materials (Tube and Resin) and general workmanship of the installation and curing. A percentage of the instantaneous flexural modulus value (as measured by ASTM D-790 testing) will be used in design calculations for external buckling. The percentage, or the long-term creep retention value utilized, will be verified by this testing. Values in excess of 50% will not be applied unless substantiated by qualified third party test data. The materials utilized for the contracted project shall be of a quality equal to or better than the materials used in the long-term test with respect to the initial flexural modulus used in Design.
  - 5.3 The Enhancement Factor 'K' to be used in 'Partially Deteriorated' Design conditions shall be assigned a value of 7. Application of Enhancement (K) Factors in excess of 7 shall be substantiated through independent test data.
  - 5.4 The layers of the cured CIPP shall be uniformly bonded. It shall not be possible to separate any two layers with a probe or point of a knife blade so that the layers separate cleanly or the probe or knife blade moves freely between the layers. If separation of the layers occurs during testing of

field samples, new samples will be cut from the work. Any reoccurrence may cause rejection of the work.

5.5 The cured pipe material (CIPP) shall conform to the structural properties, as listed below.

### MINIMUM PHYSICAL PROPERTIES

<u>Property</u>	<u>Test Method</u>	<u>Cured Composite min. per ASTM F1216</u>	<u>Cured Composite (400,000 psi Resin)</u>
Modulus of Elasticity	ASTM D-790 (short term)	250,000 psi	400,000 psi
Flexural Stress	ASTM D-790	4,500 psi	4,500 psi

5.6 The required structural CIPP wall thickness shall be based as a minimum, on the physical properties in Section 5.5 and in accordance with the Design Equations in the appendix of ASTM F 1216, and the following design parameters:

Design Safety Factor	= <u>2.0</u>
Retention Factor for Long-Term Flexural Modulus to be used in Design <i>(as determined by Long-Term tests described in paragraph 5.2)</i>	= <u>1% - 60%</u>
Ovality*	= <u>2%</u>
Enhancement Factor, k	= <u>See Section 5.3</u>
Groundwater Depth (above invert)*	= <u>0</u>
Soil Depth (above crown)*	= <u>7.5ft</u>
Soil Modulus**	= <u>Psi</u>
Soil Density**	= <u>120 pcf</u>
Live Load**	= <u>H20 Highway</u>
Design Condition (partially or fully deteriorated)***	= <u>PARTIALLY</u>

\* Denotes information which can be provided here or in inspection video tapes or project construction plans. Multiple line segments may require a table of values.

\*\* Denotes information required only for fully deteriorated design conditions.

\*\*\* Based on review of video logs, conditions of pipeline can be fully or partially deteriorated.

(See ASTM F1216 Appendix) The Owner will be sole judge as to pipe conditions and parameters utilized in Design.

5.7 Refer to the attached Dimensional Ratio table for specific pipe section requirements, based on the pipe condition, depth, ovality, etc. as computed for the conditions shown, using ASTM F 1216 Design Equations.

5.8 Any layers of the tube that are not saturated with resin prior to insertion into the existing pipe shall not be included in the structural CIPP wall thickness computation.

## 6. TESTING REQUIREMENTS

6.1 Chemical Resistance - The CIPP shall meet the chemical resistance requirements of ASTM F1216, Appendix X2. CIPP samples for testing shall be of tube and resin system similar to that

proposed for actual construction. It is required that CIPP samples with and without plastic coating meet these chemical testing requirements.

6.2 Hydraulic Capacity - Overall, the hydraulic profile shall be maintained as large as possible. The CIPP shall have a minimum of the full flow capacity of the original pipe before rehabilitation. Calculated capacities may be derived using a commonly accepted roughness coefficient for the existing pipe material taking into consideration its age and condition.

6.3 CIPP Field Samples - When requested by the Owner, the Contractor shall submit test results from field installations in the USA of the same resin system and tube materials as proposed for the actual installation. These test results must verify that the CIPP physical properties specified in Section 5.5 have been achieved in previous field applications. Samples for this project shall be made and tested as described in Section 10.1.

## 7. INSTALLATION RESPONSIBILITIES FOR INCIDENTAL ITEMS

7.1 Cleaning of Sewer Lines - The Contractor, when required, shall remove all internal debris out of the sewer line that will interfere with the installation of CIPP.

7.2 Bypassing Sewage - The Contractor, when required, shall provide for the flow of sewage around the section or sections of pipe designated for repair. The bypass shall be made by plugging the line at an existing upstream manhole and pumping the flow into a downstream manhole or adjacent system. The pump and bypass lines shall be of adequate capacity and size to handle the flow. The Village of Oak Park will require a detail of the bypass plan to be submitted.

7.3 Inspection of Pipelines - The Village of Oak Park will provide video inspection tapes of the pipelines scheduled for lining. Additional inspection of pipelines prior to the installation of the liner shall be performed by experienced personnel trained in locating breaks, obstacles and service connections by close circuit television. The interior of the pipeline shall be carefully inspected to determine the location of any conditions which may prevent proper installation of CIPP into the pipelines, and it shall be noted so that these conditions can be corrected. A video tape and suitable log shall be kept for later reference by the Village of Oak Park.

7.4 Line Obstructions - It shall be the responsibility of the Contractor to clear the line of obstructions such as solids and roots that will prevent the insertion of CIPP. If pre-installation inspection reveals an obstruction such as a protruding service connection, dropped joint, or a collapse that will prevent the inversion process, that was not evident on the pre-bid video and it cannot be removed by conventional sewer cleaning equipment, then the Contractor shall make a point repair excavation to uncover and remove or repair the obstruction. Such excavation shall be approved in writing by the ENGINEER prior to the commencement of the work and shall be paid for separately.

7.5 Public Notification - The Contractor shall make every effort to maintain service usage throughout the duration of the project. In the event that a service will be out of service, the maximum amount of time of no service shall be 8 hours for any property served by the sewer. A public notification program shall be implemented, and shall as a minimum, require the Contractor to be responsible for contacting each home or business connected to the sewer and informing them of the work to be conducted, and when the sewer will be off-line. The Contractor shall also provide the following:

- A. Written notice to be delivered to each home or business the day prior to the beginning of work being conducted on the section, and a local telephone number of the Contractor they can call to discuss the project or any problem which could arise.
- B. Personal contact with any home or business, which cannot be reconnected within the time stated in the written notice.

7.6 The Contractor shall be responsible for confirming the locations of all branch service connections prior to installing and curing the CIPP.

## 8. INSTALLATION

8.1 CIPP installation shall be in accordance with ASTM F1216, Section 7, or ASTM F1743, Section 6, with the following modifications:

8.1.1 Resin Impregnation - The quantity of resin used for tube impregnation shall be sufficient to fill the volume of air voids in the tube with additional allowances for polymerization shrinkage and the loss of resin through cracks and irregularities in the original pipe wall. A vacuum impregnation process shall be used. To insure thorough resin saturation throughout the length of the felt tube, the point of vacuum shall be no further than 25 feet from the point of initial resin introduction.

After vacuum in the tube is established, a vacuum point shall be no further than 75 feet from the leading edge of the resin. The leading edge of the resin slug shall be as near to perpendicular as possible. A roller system shall be used to uniformly distribute the resin throughout the tube. If the Installer uses an alternate method of resin impregnation, the method must produce the same results. Any alternate resin impregnation method must be proven.

8.1.2 Tube Insertion – The wet out tube shall be positioned in the pipeline using either inversion or a pull-in method. If pulled into place, a power winch should be utilized and care should be exercised not to damage the tube as a result of pull-in friction. The tube should be pulled-in or inverted through an existing manhole or approved access point and fully extend to the next designated manhole or termination point.

8.1.3 Temperature gauges shall be placed inside the tube at the invert level of each end to monitor the temperatures during the cure cycle.

8.1.4 Curing shall be accomplished by utilizing hot water under hydrostatic pressure in accordance with the manufacturer's recommended cure schedule.

## 9. REINSTATEMENT OF BRANCH CONNECTIONS

9.1 It is the intent of these specifications that branch connections to buildings be reopened without excavation, utilizing a remote controlled cutting device, monitored by a video TV camera. The Contractor shall certify he has a minimum of 2 complete working cutters plus spare key components on the site before each inversion. Unless otherwise directed by the owner or his authorized representative, all laterals will be reinstated. No additional payment will be made for excavations for the purpose of reopening connections and the Contractor will be responsible for all costs and liability associated with such excavation and restoration work.

10. INSPECTION

- 10.1 For each work order released, one CIPP sample for each diameter shall be prepared and physical properties tested in accordance with ASTM F1216 or ASTM F1743, Section 8, using either method proposed. The flexural properties must meet or exceed the values listed in Table 1 of the applicable ASTM.
- 10.2 Wall thickness of samples shall be determined as described in paragraph 8.1.6 of ASTM F1743. The minimum wall thickness at any point shall not be less than 87½% of the design thickness as calculated in paragraph 5.6 of this document.
- 10.3 Visual inspection of the CIPP shall be accomplished by closed-circuit televising in accordance with ASTM F1743, Section 8.6.
- 10.4 Pressure Pipe testing shall be preformed in accordance with ASTM F1743, Section 8.3.

11. CLEAN-UP

- 11.1 Upon acceptance of the installation work and testing, the Contractor shall restore the project area affected by the operations to a condition at least equal to that existing prior to the work.

12. PAYMENT

- 12.1 This work shall be included in the contract unit price per linear foot of the diameter specified for "CURED IN PLACE PIPE LINER". This price shall include the cost of all materials, labor, & equipment for a complete installation including reinstatement of lateral connections, pressure testing, and video inspection.



**CIPP WALL THICKNESS**

**PARTIALLY DETERIORATED DESIGN ( PD )**

		Required DR ( D / t )			
		Ei = 250,000 psi		Ei = 400,000 psi	
		Ground Water Depth			
Ovality	Range of Depth to invert (feet)	50% Depth	Full Depth	50% Depth	Full Depth
2 % *	4 - 8	78	62	92	73
	8 - 12	69	55	80	64
	12 - 16	62	50	73	58
	16 - 20	58	46	68	54
	20 - 24	55	44	64	51
5 %	4 - 8	72	57	84	67
	8 - 12	63	50	73	58
	12 - 16	57	46	67	53
	16 - 20	53	42	62	49
	20 - 24	50	40	58	47
8 %	4 - 8	66	52	77	61
	8 - 12	58	46	67	54
	12 - 16	52	42	61	49
	16 - 20	49	39	57	45
	20 - 24	46	37	54	43

PD wall thickness varies with the height of the groundwater above the invert of the host pipe. The table assumes the height of the groundwater equal to half or full depth to the pipe invert. The table represents CIPP pipe wall thickness for a host pipe range of 8 to 48 inches. This is a guideline only. Specific calculations should refer to ASTM F-1216, Appendix X.1.

**Design Parameters:**

Poisson's Ratio = 0.3

Factor of Safety = 2.0

Enhancement Factor = 7

DR = Dimension Ratio = Diameter / thickness  $\Rightarrow t = D / DR$

Effective reduction of Ei modulus to approximate effects of creep = 50 %

Ovality % = 100 x ( Mean Dia. - Minimum Dia. ) / Mean Dia.

- 2% ovality is typically assumed when the host pipe measurements have not been field verified.

**CIPP WALL THICKNESS**

**FULLY DETERIORATED DESIGN ( FD )**

		Required DR ( D / t )			
		Ei = 250,000 psi		Ei = 400,000 psi	
		Ground Water Depth			
Ovality	Range of Depth to invert (feet)	50% Depth	Full Depth	50% Depth	Full Depth
2 % *	4 - 8	49	43	58	51
	8 - 12	49	43	58	51
	12 - 16	44	39	52	46
	16 - 20	40	36	47	41
	20 - 24	37	33	44	38
5 %	4 - 8	41	37	48	43
	8 - 12	41	36	48	43
	12 - 16	37	33	44	38
	16 - 20	34	30	40	35
	20 - 24	31	27	37	32
8 %	4 - 8	35	31	40	36
	8 - 12	35	30	41	36
	12 - 16	31	27	37	32
	16 - 20	28	25	33	29
	20 - 24	26	23	31	27

FD wall thickness considers groundwater, soil and live loads upon the CIPP pipe. The table assumes two heights of groundwater, 120-lbs/cu. ft. of soil density and an AASHTO H20 highway load. The table represents CIPP pipe wall thickness for a host pipe range of 8 to 48 inches. This is a guideline only. Specific calculations should refer to ASTM F-1216, Appendix X.1.

**Design Parameters:**

Factor of Safety = 2.0

DR = Dimension Ratio = Diameter / thickness  $\Rightarrow t = D / DR$

Effective reduction of Ei-modulus to approximate effects of creep = 50 %

Soil Modulus = 1,000 psi, assumed for highway loads or depths  $\geq 10$  feet (all others 700 psi).

Ovality % =  $100 \times (\text{Mean Dia.} - \text{Minimum Dia.}) / \text{Mean Dia.}$

\* 2% ovality is typically assumed when the host pipe measurements have not been field verified.

**MAINTENANCE OF ROADWAYS**

Effective: September 30, 1985

Revised: November 1, 1996

Beginning on the date that work begins on this project, the Contractor shall assume responsibility for normal maintenance of all existing roadways within the limits of the improvement. This normal maintenance shall include all repair work deemed necessary by the Engineer, but shall not include snow removal operations. Traffic control and protection for maintenance of roadways will be provided by the Contractor as required by the Engineer.

If items of work have not been provided in the contract, or otherwise specified for payment, such items, including the accompanying traffic control and protection required by the Engineer, will be paid for in accordance with Article 109.04 of the Standard Specifications.

## **TRAFFIC CONTROL AND PROTECTION**

### **Description**

This work shall consist of furnishing, installation, maintenance, relocations, and removal of work zone traffic control and protection.

### **General**

Traffic Control shall be according to Section 701 of the IDOT Standard Specifications for Road and Bridge Construction, IDOT Local Roads and Streets Recurring Special Provision Flaggers in Work Zones, applicable sections the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", included IDOT Standards, and as revised or amended in this special provision.

Special attention is called to Article 107.09 of the Standard Specifications and the following Highway Standards, Details, Quality Standard for Work Zone Traffic Control Devices, Recurring Special Provisions and Special Provisions contained herein, relating to traffic control.

The Contractor shall contact the Village of Oak Park at least 72 hours in advance of beginning work. "No Parking" signs shall be posted at least 24 hours in advance.

Coordination and permitting for any IDOT permits and authorizations shall be considered incidental to this contract. Traffic control and Protection shall be installed and maintained by an IDOT licensed traffic control company.

The Contractor shall provide public notice of lane closures two weeks in advance of work. Contractor shall use message boards or install notification signage according to detail TC-22 Arterial Road Information Sign. Arterial Road Information Sign shall be paid for separately per square foot as TEMPORARY INFORMATION SIGNING.

The Contractor shall use TEMPORARY CONCRETE BARRIERS at all trenching locations adjacent to traffic lanes (Combined Sewer Repairs #1-6). TEMPORARY CONCRETE BARRIERS shall be used on the sides of excavation facing approaching traffic and on the sides of excavation adjacent to traffic lanes. TEMPORARY CONCRETE BARRIERS shall be paid for separately and shall be according to standard 704001 and section 704 except work will be measured and paid for on a lump sum basis for the entire contract.

The Contractor shall install "No Left Turn" signs at all driveways, alleys, or side streets, within work zone areas. All driveway entrances and exists shall remain open during construction unless otherwise indicated on the contract drawings. The Contractor shall notify owners a minimum of 24 hours in advance of any driveway closure. The Contractor shall install driveway entrance signing at all commercial driveway entrances

within the work zones according to detail TC-26. Driveway entrance sign shall be included in the contract unit price for TRAFFIC CONTROL AND PROTECTION.

### Construction Requirements

The locations of the work zones and stages on Harlem Ave (IL43) are shown on the project plans and as describe below.

Stage 1: Ontario to Chicago Ave.

Combined Sewer Repairs #1-3:

Traffic control and protection shall be according to standard 701606-08 sheet 2 during construction activities between the hours of 9 AM to 3 PM. Outside of the hours of 9 AM to 3 PM the Contractor shall install traffic control according to standard 701606-08 sheet 1. Steel plates shall be used to maintain all traffic lanes whenever the size of pavement patches permits their use.

Stage 2: Augusta Boulevard intersection.

Combined Sewer Repair #4:

Traffic control and protection on Harlem Ave. shall be according to standard 701602 Case II and standard 701701-08 on Augusta Blvd. during trenching activities between the hours of 9 AM to 3 PM. Traffic Control and Protection shall be according to standard 701606-08 sheet 1 and 701707-08 during pavement patching operations. Steel plates shall be used to maintain all traffic lanes outside the hours of 9 AM to 3 PM.

Stage 3: Thomas St. to north of Division St.

Combined Sewer Repair #5-6:

Traffic control and protection on Harlem Ave. shall be according to standard 701606-08 Sheet 1 south of Division St. Traffic control and protection shall be according to 701602 Case II during trenching activities north of Division St. between the hours of 9 AM to 3 PM. Traffic Control and Protection shall be according to standard 701606-08 sheet 1 during pavement patching operations and outside the hours of 9 AM to 3 PM.

Stage 4: Berkshire St. to Greenfield St.

Combined Sewer Repair #5-6:

The Contractor shall close the parking lane on northbound Harlem Ave. "No Parking" signs shall be installed a minimum of 24 hours in advance of any parking closure and signs shall clearly indicate day and dates of anticipated closure. The parking lane shall be closed with barricades or drums with flashing lights. Traffic control and protection on Harlem Ave. shall be according to standard 701006-08 for all work which does not encroach within two feet of the driving lane. Traffic Control and Protection shall be according to standard 701606-08 sheet 1 during any construction activities which encroach within two feet of the driving lane and shall be between the hours of 9 AM to 3 PM. The Contractor shall close the adjacent side streets of Berkshire and Greenfield to all traffic immediately west of the alley east of Harlem Ave. according to standard BLR17-4.

STANDARDS: 701006-03, 701301-04, 701602-08, 701606-08, 701701-08, 701901-02,  
704001-07

DETAILS: TC-10 Traffic Control and protection for Side Roads Intersections and  
Driveways, TC-22 Arterial Road Information Sign, TC-26 Driveway Entrance Signing

SPECIAL PROVISIONS: "Maintenance of Roadways"

RECURRING LOCAL ROADS AND STREETS SPECIAL PROVISIONS:  
FLAGGERS IN WORK ZONES

Method of Measurement

The work will be measured for payment as Lump Sum.

Basis of Payment

The work shall be paid at the contract Lump Sum price for TRAFFIC CONTROL AND  
PROTECTION.

### **PARKWAY RESTORATION**

This work shall consist of preparing the ground surface, furnishing and applying topsoil to a 4" depth, fertilizing the areas to be sodded as specified in the plans and furnishing and placing the sod. All work shall be in accordance with the applicable Articles of Sections 251.03, 252, 1081.03 and 1081.08 of the Standard Specifications.

- A. Excavated areas shall be backfilled up to 4" below the proposed grade with suitable materials from the job site or materials hauled in by the contractor. Such fill materials shall consist of clay, fine granular materials or other materials approved by the Engineer, but in no case shall those materials contain broken concrete, rocks or stones larger than one (1) inch in gradation. The balance of fill up to proposed grade line shall consist of topsoil.
- B. Areas damaged by any construction equipment or storage of materials shall be raked to remove any foreign materials and shall be cultivated to a depth of 3" by roto-tilling. Excessive vegetation shall be raked out and topsoil shall be placed over these areas as necessary to meet the proposed grade.

In all cases, whether shown on plan cross section or not, the proposed grade of the parkway shall be a true line from the sidewalk to the top of the adjacent street curb. If a change at the sidewalk or curb line occurs, the parkway shall be re-graded in accordance with procedures defined in B. above.

After topsoil has been placed and graded, it shall be rolled with hand rollers to a firm density and fertilizer shall be applied at a rate of 180 lbs. per acre by means of mechanical spreader.

180 pounds of fertilizer nutrients per acre shall be applied at a 1:1:1 ratio as follows:

Nitrogen Fertilizer Nutrients:	60 lbs./acre
Phosphorus Fertilizer Nutrients:	60 lbs./acre
Potassium Fertilizer Nutrients:	60 lbs./acre

When the parkway is restored, a ring a minimum of three feet (3') will be left unsodded at the base of each parkway tree. The contractor will mulch this ring with an approved material at a depth not to exceed three inches (3"). No mulch will be placed directly at the base of the tree or mounded around the trunk.

All work shall be accomplished in accordance with applicable specifications of Section 252 and Articles 1081.03 and 1081.08 of the Standard Specifications.

BASIS OF PAYMENT

This work shall be measured in place and the area calculated in square yards and shall be paid for at the contract unit price per square yard for PARKWAY RESTORATION, which price shall be full consist all labor, equipment and material to complete the work as specified in these Special Provisions.



**TRAFFIC SIGNAL SPECIFICATIONS**

Effective: May 22, 2002

Revised: January 1, 2007

These Traffic Signal Special Provisions and the "District One Standard Traffic Signal Design Details" supplement the requirements of the State of Illinois "Standard Specifications for Road and Bridge Construction." The intent of these Special Provisions is to prescribe the materials and construction methods commonly used for traffic signal installations. All material furnished shall be new. The locations and the details of all installations shall be as indicated on the Plans or as directed by the Engineer. The work to be done under this contract consists of furnishing and installing all traffic signal work as specified in the Plans and as specified herein in a manner acceptable and approved by the Engineer.

**SECTION 720 SIGNING****MAST ARM SIGN PANELS.**

Add the following to Section 720.02 of the Standard Specifications:

Signs attached to poles or posts (such as mast arm signs) shall have mounting brackets and sign channels which are equal to and completely interchangeable with those used by the District Sign Shops. Signfix Aluminum Channel Framing System is currently recommended, but other brands of mounting hardware are acceptable based upon the Department's approval.

**DIVISION 800 ELECTRICAL****INSPECTION OF ELECTRICAL SYSTEMS.**

Add the following to Article 801.10 of the Standard Specifications:

All cabinets including temporary traffic signal cabinets shall be assembled by an approved equipment supplier in District One. The Department reserves the right to request any controller and cabinet to be tested at the equipment supplier facilities prior to field installation, at no extra cost to this contract. All railroad interconnected (including temporary railroad interconnect) controllers and cabinets shall be new, built, tested and approved by the controller equipment vendor, in the vendor's District One facility, prior to field installation. The vendor shall provide the technical equipment and assistance as required by the Engineer to fully test this equipment.

**DAMAGE TO TRAFFIC SIGNAL SYSTEM.**

Add the following to Article 801.12(b) of the Standard Specifications to read:

Any damaged equipment or equipment not operating properly from any cause whatsoever shall be repaired with new equipment provided by the Contractor at no additional cost to the Contract and or owner of the traffic signal system, all as approved by the Engineer. Final repairs or replacement of damaged equipment must meet the approval of the Engineer prior to or at the time of final inspection otherwise the traffic signal installation will not be accepted. Cable splices outside the controller cabinet shall not be allowed.

**RESTORATION OF WORK AREA.**

Add to Section 801 of the Standard Specifications:

Restoration of the traffic signal work area shall be included in the related pay items such as foundation, conduit, handhole, trench and backfill, etc. All roadway surfaces such as shoulders, medians, sidewalks, pavement, etc. shall be replaced in kind. All damage to mowed lawns shall be replaced with an approved sod, and all damage to unmowed fields shall be seeded. Restoration of the work area shall be included in the contract without any extra compensation allowed to the Contractor.

**SUBMITTALS.**

Revise Article 801.05 of the Standard Specifications to read:

The Contractor shall provide:

- a. All material approval requests shall be submitted at the preconstruction meeting, including major traffic signal items listed in the table in Article 801.05.
- b. All material or equipment which are similar or identical shall be the product of the same manufacturer, unless necessary for system continuity. Traffic signal materials and equipment shall bear the U.L. label whenever such labeling is available.
- c. Seven (7) copies of a letter from the Traffic Signal Contractor on company letterhead listing the contract number or permit number, project location/limits, pay item description, pay code number, manufacturer's name and model numbers of the proposed equipment and stating that the proposed equipment meets all contract requirements. The letter will be reviewed by the Traffic Design Engineer to determine whether the equipment to be used is approvable.
- d. Seven (7) copies of shop drawings for mast arm poles and assemblies, including combination mast arm poles, are required. A minimum of two (2) copies of all other material catalog cuts are required. Submittals for equipment and materials shall be complete. Partial or incomplete submittals will be returned without review.
- e. Certain non-standard mast arm poles and assemblies will require additional review from IDOT's Central Office. Examples include ornamental/decorative and non-standard length mast arm pole assemblies. The Contractor shall account for the additional review time in his schedule.
- f. The contract number or permit number, project location/limits and corresponding pay code number must be on each sheet of the letter, material catalog cuts and mast arm poles and assemblies drawings.
- g. Where certifications and/or warranties are specified, the information submitted for approval shall include certifications and warranties. Certifications involving inspections, and/or tests of material shall be complete with all test data, dates, and times.
- h. After the Engineer reviews the submittals for conformance with the design concept of the project, the Engineer will stamp the drawings indicating their status as 'Approved', 'Approved-As-Noted', 'Disapproved', or 'Information Only'. Since the Engineer's review is for conformance with the design concept only, it is the Contractor's responsibility to coordinate the various items into a working system as specified. The Contractor shall not be relieved from responsibility for errors or omissions in the shop, working, layout drawings, or other documents by the Department's approval thereof. The Contractor must still be in full compliance with contract and specification requirements.

- i. All submitted items reviewed and marked 'APPROVED AS NOTED', or 'DISAPPROVED' are to be resubmitted in their entirety, unless otherwise indicated within the submittal comments, with a disposition of previous comments to verify contract compliance at no additional cost to the contract.
- j. Exceptions, Deviations and Substitutions. In general, exceptions to and deviations from the requirements of the Contract Documents will not be allowed. It is the Contractor's responsibility to note any deviations from Contract requirements at the time of submittal and to make any requests for deviations in writing to the Engineer. In general, substitutions will not be acceptable. Requests for substitutions must demonstrate that the proposed substitution is superior to the material or equipment required by the Contract Documents. No exceptions, deviations or substitutions will be permitted without the approval of the Engineer.

#### MAINTENANCE AND RESPONSIBILITY.

Revise Article 801.11 of the Standard Specifications to read:

- a) Existing traffic signal installations and/or any electrical facilities at all or various locations may be altered or reconstructed totally or partially as part of the work on this Contract. The Contractor is hereby advised that all traffic control equipment, presently installed at these locations, may be the property of the State of Illinois, Department of Transportation, Division of Highways, County, Private Developer, or the Municipality in which they are located. Once the Contractor has begun any work on any portion of the project, all traffic signals within the limits of this contract or those which have the item "Maintenance of Existing Traffic Signal Installation," "Temporary Traffic Signal Installation(s)" and/or "Maintenance of Existing Flashing Beacon Installation," shall become the full responsibility of the Contractor. The Contractor shall supply the engineer and the Department's Electrical Maintenance Contractor a 24-hour emergency contact name and telephone number.
- b) When the project has a pay item for "Maintenance of Existing Traffic Signal Installation," "Temporary Traffic Signal Installation(s)" and/or "Maintenance of Existing Flashing Beacon Installation," the Contractor must notify both the Area Traffic Signal Maintenance and Operations Engineer at (847) 705-4424 and the Department's Electrical Maintenance Contractor, of their intent to begin any physical construction work on the Contract or any portion thereof. This notification must be made a minimum of seven (7) working days prior to the start of construction to allow sufficient time for inspection of the existing traffic signal installation(s) and transfer of maintenance to the Contractor. If work is started prior to an inspection, maintenance of the traffic signal installation(s) will be transferred to the Contractor without an inspection. The Contractor will become responsible for repairing or replacing all equipment that is not operating properly or is damaged at no cost to the owner of the traffic signal. Final repairs or replacement of damaged equipment must meet the approval of the Engineer prior to or at the time of final inspection otherwise the traffic signal installation will not be accepted.
- c) Contracts such as pavement grinding or patching which result in the destruction of traffic signal loops do not require maintenance transfer, but require a notification of intent to work and an inspection. A minimum of seven (7) working days prior to the loop removal, the Contractor shall notify the Area Traffic Signal Maintenance and Operations Engineer at (847) 705-4424 and the Department's Electrical Maintenance Contractor, at which time arrangements will be made to adjust the traffic controller timing to compensate for

the absence of detection. See additional requirements in these specifications under Inductive Loop Detector.

- d) The Contractor is advised that the existing and/or temporary traffic signal installation must remain in operation during all construction stages, except for the most essential down time. Any shutdown of the traffic signal installation, which exceeds fifteen (15) minutes, must have prior approval of the Engineer. Approval to shutdown the traffic signal installation will only be granted during the period extending from 10:00 a.m. to 3:00 p.m. on weekdays. Shutdowns shall not be allowed during inclement weather or holiday periods.
- e) The Contractor shall be fully responsible for the safe and efficient operation of the traffic signals. Any inquiry, complaint or request by the Department, the Department's Electrical Maintenance Contractor or the public, shall be investigated and repairs begun within one hour. Failure to provide this service will result in liquidated damages of \$500 per day per occurrence. In addition, the Department reserves the right to assign any work not completed within this timeframe to the 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 per occurrence. Unpaid bills will be deducted from the cost of the Contract. The District's Electrical Maintenance Contractor may inspect any signaling device on the Department's highway system at any time without notification.

#### **TRAFFIC SIGNAL INSPECTION (TURN-ON).**

Revise Article 801.15(b) of the Standard Specifications to read:

It is the intent to have all electric work completed and equipment field tested by the vendor prior to the Department's "turn-on" field inspection. If in the event the Engineer determines work is not complete and the inspection will require more than two (2) hours to complete, the inspection shall be canceled and the Contractor will be required to reschedule at another date. The maintenance of the traffic signals will not be accepted until all punch list work is corrected and re-inspected.

When the road is open to traffic, except as otherwise provided in Section 850 of the Standard Specifications, the Contractor may request a turn-on and inspection of the completed traffic signal installation at each separate location. This request must be made to the Area Traffic Signal Maintenance and Operations Engineer at (847) 705-4424 a minimum of seven (7) working days prior to the time of the requested inspection. The Department will not grant a field inspection until notification is provided from the Contractor that the equipment has been field tested and the intersection is operating according to Contract requirements. The Department's facsimile number is (847) 705-4089. The Contractor must invite local fire department personnel to the turn-on when Emergency Vehicle Preemption (EVP) is included in the project. The Contractor must notify the SCAT Consultant of the turn-on schedule, as well as stage changes and phase changes during construction.

The Contractor must have all traffic signal work completed and the electrical service installation connected by the utility company prior to requesting an inspection and turn-on of the traffic signal installation. The Contractor shall be responsible to provide a police officer to direct traffic at the time of testing.

The Contractor shall provide a representative from the control equipment vendor's office to attend the traffic signal inspection for both permanent and temporary traffic signal turn-ons. Upon demonstration that the signals are operating and all work is completed in accordance with the Contract and to the satisfaction of the Engineer, the Engineer will then allow the signals to be placed in continuous operation. The Agency that is responsible for the maintenance of each traffic signal installation will assume the maintenance upon successful completion of this inspection.

The District requires the following from the Contractor at traffic signal turn-ons.

1. One set of signal plans of record with field revisions marked in red ink.
2. Notification from the Contractor and the equipment vendor of satisfactory field testing.
3. A knowledgeable representative of the controller equipment supplier shall be required at the traffic signal turn-on. The representative shall be knowledgeable of the cabinet design and controller functions.
4. A copy of the approved material letter.
5. One (1) copy of the operation and service manuals of the signal controller and associated control equipment.
6. Five (5) copies 11" x 17" (280 mm X 430 mm) of the cabinet wiring diagrams.
7. The controller manufacturer shall supply a printed form, not to exceed 11" x 17" (280 mm X 430 mm) for recording the traffic signal controller's timings; backup timings; coordination splits, offsets, and cycles; TBC Time of Day, Week and Year Programs; Traffic Responsive Program, Detector Phase Assignment, Type and Detector Switching; and any other functions programmable from the keyboard. The form shall include a location, date, manufacturer's name, controller model and software version. The form shall be approved by the Engineer and a minimum of three (3) copies must be furnished at each turn-on. The manufacturer must provide all programming information used within the controller at the time of turn-on.

Acceptance of the traffic signal equipment by the Department shall be based upon inspection results at the traffic signal "turn on." If approved, traffic signal acceptance shall be verbal at the "turn on" inspection followed by written correspondence from the Engineer. The Contractor shall be responsible for all traffic signal equipment and associated maintenance thereof until Departmental acceptance is granted.

All equipment and/or parts to keep the traffic signal installation operating shall be furnished by the Contractor. No spare traffic signal equipment is available from the Department.

All punch list work shall be completed within two (2) weeks after the final inspection. The Contractor shall notify the Electrical Maintenance Contractor to inspect all punch list work. Failure to meet these time constraints shall result in liquidated damage charges of \$500 per month per incident.

All cost of work and materials required to comply with the above requirements shall be included in the pay item bid prices, under which the subject materials and signal equipment are paid, and no additional compensation will be allowed. Materials and signal equipment not complying with the above requirements shall be subject to removal and disposal at the Contractor's expense.

**LOCATING UNDERGROUND FACILITIES.**

Revise Section 803 to the Standard Specifications to read:

If this Contract requires the services of an Electrical Contractor, the Contractor shall be responsible at his/her own expense for locating existing IDOT electrical facilities prior to performing any work. If this Contract does not require the services of an Electrical Contractor, the Contractor may request one free locate for existing IDOT electrical facilities from the District One Electrical Maintenance Contractor prior to the start of any work. Additional requests may be at the expense of the Contractor. The location of underground traffic facilities does not relieve the Contractor of their responsibility to repair any facilities damaged during construction at their expense.

The exact location of all utilities shall be field verified by the Contractor before the installation of any components of the traffic signal system. For locations of utilities the local Counties or Municipalities may need to be contacted, in the City of Chicago contact D.I.G.G.E.R. at (312) 744-7000 and for all other locations contact J.U.L.I.E. at 1-800-892-0123.

**ELECTRIC SERVICE INSTALLATION.**

Revise Section 805 of the Standard Specifications to read:

**Description.**

This work shall consist of all materials and labor required to install, modify, or extend the electric service installation. All installations shall meet the requirements of the details in the "District One Standard Traffic Signal Design Details" and applicable portions of the Specifications.

**General.**

The electric service installation shall be the electric service disconnecting means and it shall be identified as suitable for use as service equipment.

The electric utility contact information is noted on the plans and represents the current information at the time of contract preparation. The Contractor must request in writing for service and/or service modification within 10 days of contract award and must follow-up with the electric utility to assure all necessary documents and payment are received by the utility. The Contractor shall forward copies of all correspondence between the contractor and utility company. The service agreement and sketch shall be submitted for signature to the Traffic Program's engineer.

**Materials.**

- a. General. The completed control panel shall be constructed in accordance with UL Std. 508A, Industrial Control Panel, and carry the UL label. Wire terminations shall be UL listed.
- b. Enclosures.
  1. Pole Mounted Cabinet. The cabinet shall be UL 50, NEMA Type 4X, unfinished single door design, fabricated from minimum 0.080-inch (2.03 mm) thick Type 5052 H-32 aluminum. Seams shall be continuous welded and ground smooth. Stainless steel screws and clamps shall secure the cover and assure a watertight seal. The cover shall be removable by pulling

the continuous stainless steel hinge pin. The cabinet shall have an oil-resistant gasket and a lock kit shall be provided with an internal O-ring in the locking mechanism assuring a watertight and dust-tight seal. The cabinet shall be sized to adequately house all required components with extra space for arrangement and termination of wiring. A minimum size of 14-inches (350 mm) high, 9-inches (225 mm) wide and 8-inches (200 mm) in depth is required. The cabinet shall be channel mounted to a wooden utility pole using assemblies recommended by the manufacturer.

Deleted: u

2. Ground Mounted Cabinet. The cabinet shall be UL 50, NEMA Type 3R unfinished single door design with back panel. The cabinet shall be fabricated from Type 5052 H-32 aluminum with the frame and door 0.125-inch (3.175 mm) thick, the top 0.250-inch (6.350 mm) thick and the bottom 0.500-inch (12.70 mm) thick. Seams shall be continuous welded and ground smooth. The door and door opening shall be double flanged. The door shall be approximately 80% of the front surface, with a full length tamperproof stainless steel .075-inch (1.91 mm) thick hinge bolted to the cabinet with stainless steel carriage bolts and nylocks nuts. The locking mechanism shall be slam-latch type with a keyhole cover. The cabinet shall be sized to adequately house all required components with extra space for arrangement and termination of wiring. A minimum size of 40-inches (1000 mm) high, 16-inches (400 mm) wide and 15-inches (375 mm) in depth is required. The cabinet shall be mounted upon a square Type A concrete foundation as indicated on the plans. The foundation is paid for separately.
- c. Surge Protector. Overvoltage protection, with LED indicator, shall be provided for the 120 volt load circuit by the means MOV and thermal fusing technology. The response time shall be <math>< 5n</math> seconds and operate within a range of  $-40C$  to  $+85C$ . The surge protector shall be UL 1449 Listed.
  - d. Circuit Breakers. Circuit breakers shall be standard UL listed molded case, thermal-magnetic bolt-on type circuit breakers with trip free indicating handles. 120 volt circuit breakers shall have an interrupting rating of not less than 65,000 rms symmetrical amperes. Unless otherwise indicated, the main disconnect circuit breaker for the traffic signal controller shall be rated 60 amperes, 120 V and the auxiliary circuit breakers shall be rated 10 amperes, 120 V.
  - e. Fuses, Fuseholders and Power Indicating Light. Fuses shall be small-dimensional cylindrical fuses of the dual element time-delay type. The fuses shall be rated for 600 V AC and shall have a UL listed interrupting rating of not less than 10,000 rms symmetrical amperes at rated voltage. The power indicating light shall be LED type with a green colored lens and shall be energized when electric utility power is present.
  - f. Ground and Neutral Bus Bars. A single copper ground and neutral bus bar, mounted on the equipment panel shall be provided. Ground and neutral conductors shall be separated on the bus bar. Compression lugs, plus 2 spare lugs, shall be sized to accommodate the cables with the heads of the connector screws painted green for ground connections and white for neutral connections.
  - g. Utility Services Connection. The Contractor shall notify the Utility Company marketing representative a minimum of 30 working days prior to the anticipated date

of hook-up. This 30 day advance notification will begin only after the Utility Company marketing representative has received service charge payments from the Contractor. Prior to contacting the Utility Company marketing representative for service connection, the service installation controller cabinet and cable must be installed for inspection by the Utility Company.

- h. Ground Rod. Ground rods shall be copper-clad steel, a minimum of 10 feet (3.0m) in length, and 3/4 inch (20mm) in diameter. Ground rod resistance measurements to ground shall be 25 ohms or less. If necessary additional rods shall be installed to meet resistance requirements at no additional cost to the contract.

Installation.

- a. General. The Contractor shall confirm the orientation of the traffic service installation and its door side with the engineer, prior to installation. All conduit entrances into the service installation shall be sealed with a pliable waterproof material.
- b. Pole Mounted. Brackets designed for pole mounting shall be used. All mounting hardware shall be stainless steel. Mounting height shall be as noted on the plans or as directed by the Engineer.
- c. Ground Mounted. The service installation shall be mounted plumb and level on the foundation and fastened to the anchor bolts with hot-dipped galvanized or stainless steel nuts and washers. The space between the bottom of the enclosure and the top of the foundation shall be caulked at the base with silicone.

Basis of Payment.

The service installation shall be paid for at the contract unit price each for SERVICE INSTALLATION of the type specified which shall be payment in full for furnishing and installing the service installation complete. The type A foundation which includes the ground rod shall be paid for separately. SERVICE INSTALLATION, POLE MOUNTED shall include the 3/4 inch (20mm) grounding conduit, ground rod, and pole mount assembly. Any charges by the utility companies shall be approved by the engineer and paid for as an addition to the contract according to Article 109.05 of the Standard Specifications.

GROUNDING OF TRAFFIC SIGNAL SYSTEMS.

General.

All traffic signal systems, equipment and appurtenances shall be properly grounded in strict conformance with the NEC. See IDOT District One Traffic Signal detail plan sheets for additional information.

The grounding electrode system shall include a ground rod installed with each traffic signal controller concrete foundation and all mast arm and post concrete foundations. An additional ground rod will be required at locations where measured resistance exceeds 25 ohms. Ground rods are included in the applicable foundation pay item and will not be paid for separately.

Testing shall be according to Article 801.13 (a) (4) and (5).



- (a) The grounded conductor (neutral conductor) shall be white color coded. This conductor shall be bonded to the equipment grounding conductor only at the Electric Service Installation. All power cables shall include one neutral conductor of the same size.
- (b) The equipment grounding conductor shall be green color coded. The following is in addition to Article 801.04 of the Standard Specifications.
1. Equipment grounding conductors shall be bonded to the grounded conductor (neutral conductor) only at the Electric Service Installation. The equipment grounding conductor is paid for separately and shall be continuous. The Earth shall not be used as the equipment grounding conductor.
  2. Equipment grounding conductors shall be bonded, using a Listed grounding connector, to all traffic signal mast arm poles, traffic signal posts, pedestrian posts, pull boxes, handhole frames and covers and other metallic enclosures throughout the traffic signal wiring system, except where noted herein. Bonding shall be made with a splice and pigtail connection, using a sized compression type copper sleeve, sealant tape, and heat-shrinkable cap. A Listed electrical joint compound shall be applied to all conductors' terminations, connector threads and contact points.
  3. All metallic and non-metallic raceways containing traffic signal circuit runs shall have a continuous equipment grounding conductor, except raceways containing only detector loop lead-in circuits, circuits under 50 volts and/or fiber optic cable will not be required to include an equipment grounding conductor.
  4. Individual conductor splices in handholes shall be soldered and sealed with heat shrink. When necessary to maintain effective equipment grounding, a full cable heat shrink shall be provided over individual conductor heat shrinks.
- (c) The grounding electrode conductor shall be similar to the equipment grounding conductor in color coding (green) and size. The grounding electrode conductor is used to connect the ground rod to the equipment grounding conductor and is bonded to ground rods via exothermic welding, listed pressure connectors, listed clamps or other approved listed means.

#### HANDHOLES.

Add the following to Section 814 of the Standard Specifications:

All handholes shall be concrete, poured in place, with inside dimensions of 21-1/2 inches (549mm) minimum. Frames and lid openings shall match this dimension. The cover of the handhole frame shall be labeled "Traffic Signals" with legible raised letters.

For grounding purposes the handhole frame shall have provisions for a 7/16 inch (15.875mm) diameter stainless bolt cast into the frame. The covers shall have a stainless steel threaded stint extended from the eye hook assembly for the purpose of attaching the grounding conductor to the handhole cover.

The minimum wall thickness for heavy duty hand holes shall be 12 inches (300mm).

All conduits shall enter the handhole at a depth of 30 inches (760mm) except for the conduits for detector loops when the handhole is less than 5 feet (1.52 m) from the detector loop. All

conduit ends should be sealed with a waterproof sealant to prevent the entrance of contaminants into the handhole.

Steel cable hooks shall be coated with hot-dipped galvanization in accordance with AASHTO Specification M111. Hooks shall be a minimum of 1/2 inch (12.7 mm) diameter with two 90 degree bends and extend into the handhole at least 6 inches (150 mm). Hooks shall be placed a minimum of 12 inches (300 mm) below the lid or lower if additional space is required.

#### FIBER OPTIC TRACER CABLE.

The cable shall meet the requirements of Section 817 of the "Standard Specifications," except for the following:

Add the following to Article 817.03 of the Standard Specifications:

In order to trace the fiber optic cable after installation, the tracer cable shall be installed in the same conduit as the fiber optic cable in locations shown on the plans. The tracer cable shall be continuous, extended into the controller cabinet and terminated on a barrier type terminal strip mounted on the side wall of the controller cabinet. The barrier type terminal strip and tracer cable shall be clearly marked and identified. The tracer cable will be allowed to be spliced at the handholes only. All tracer cable splices shall be kept to a minimum and shall incorporate maximum lengths of cable supplied by the manufacturer. The tracer cable splice shall use a Western Union Splice soldered with resin core flux. All exposed surfaces of the solder shall be smooth. Splices shall be soldered using a soldering iron. Blow torches or other devices which oxidize copper cable shall not be allowed for soldering operations. The splice shall be covered with WCSMW 30/100 heat shrink tube, minimum length 4 inches (100 mm) and with a minimum 1 inch (25 mm) coverage over the XLP insulation, underwater grade.

Add the following to Article 817.05 of the Standard Specifications:

#### Basis of Payment.

The tracer cable shall be paid for separately as ELECTRIC CABLE IN CONDUIT, TRACER, NO. 14 1C per foot (meter), which price shall include all associated labor and material for installation.

#### GROUNDING CABLE.

The cable shall meet the requirements of Section 817 of the "Standard Specifications," except for the following:

Add to Article 817.02 (b) of the Standard Specifications:

Unless otherwise noted on the Plans, traffic signal grounding conductor shall be one conductor, #6 gauge copper, with a green color coded XLP jacket.

The traffic signal grounding conductor shall be bonded, using a Listed grounding connector (Burdny type KC/K2C, as applicable, or approved equal), to all proposed and existing traffic signal mast arm poles and traffic/pedestrian signal posts, including push button posts. The grounding conductor shall be bonded to all proposed and existing pull boxes, handhole frames and covers and other metallic enclosures throughout the traffic signal wiring system and noted herein and

detailed on the plans. Bonding to existing handhole frames and covers shall be paid for separately.

Add the following to Article 817.05 of the Standard Specifications:

Basis of Payment.

Grounding cable shall be measured in place for payment in foot (meter). Payment shall be at the contract unit price for ELECTRIC CABLE IN CONDUIT, GROUNDING, NO. 6, 1C, which price includes all associated labor and material including grounding clamps, splicing, exothermic welds, grounding connectors, and other hardware.

RAILROAD INTERCONNECT CABLE.

The cable shall meet the requirements of Section 817 of the "Standard Specifications," except for the following:

Add to Article 817.02 of the Standard Specifications:

The railroad interconnect cable shall be three conductor stranded #14 copper cable in a clear polyester binder, shielded with #36 AWG tinned copper braid with 85% coverage, and insulated with .016" polyethylene (black, blue, red). The jacket shall be black 0.045 PVC or polyethylene.

Add the following to Article 817.05 of the Standard Specifications:

Basis of Payment.

This work shall be paid for at the contract unit price per foot (meter) for ELECTRIC CABLE IN CONDUIT, RAILROAD, NO. 14 3C, which price shall be payment in full for furnishing, installing, and making all electrical connections in the traffic signal controller cabinet. Connections in the railroad controller cabinet shall be performed by railroad personnel.

MAINTENANCE OF EXISTING TRAFFIC SIGNAL INSTALLATION.

Revise Section 850 of the Standard Specifications to read:

The energy charges for the operation of the traffic signal installation shall be paid for by others. Full maintenance responsibility shall start as soon as the Contractor begins any physical work on the Contract or any portion thereof.

The Contractor shall have on staff electricians with IMSA Level II certification to provide signal maintenance.

This item shall include maintenance of all traffic signal equipment at the intersection, including emergency vehicle pre-emption equipment, master controllers, uninterruptible power supply (UPS and batteries), telephone service installations, communication cables and conduits to adjacent intersections.

The maintenance shall be according to District One revised Article 801.11 and the following contained herein.

The Contractor shall check all controllers every two (2) weeks, which will include visually inspecting all timing intervals, relays, detectors, and pre-emption equipment to ensure that they are functioning properly. This item includes, as routine maintenance, all portions of emergency vehicle pre-emption equipment. The Contractor shall maintain in stock at all times a sufficient amount of materials and equipment to provide effective temporary and permanent repairs.

The Contractor shall provide immediate corrective action when any part or parts of the system fail to function properly. Two far side heads facing each approach shall be considered the minimum acceptable signal operation pending permanent repairs. When repairs at a signalized intersection require that the controller be disconnected, and power is available, the Contractor shall place the traffic signal installation on flashing operation. The signals shall flash RED for all directions unless a different indication has been specified by the Engineer. The Contractor shall be required to place stop signs (R1-1-36) at each approach of the intersection as a temporary means of regulating traffic. The Contractor shall furnish and equip all their vehicles assigned to the maintenance of traffic signal installations with a sufficient number of stop signs as specified herein. The Contractor shall maintain a sufficient number of spare stop signs in stock at all times to replace stop signs which may be damaged or stolen.

The Contractor shall provide the Engineer with a 24 hour telephone number for the maintenance of the traffic signal installation and for emergency calls by the Engineer.

Traffic signal equipment which is lost or not returned to the Department for any reason shall be replaced with new equipment meeting the requirements of these Specifications.

The Contractor shall respond to all emergency calls from the Department or others within one hour after notification and provide immediate corrective action. When equipment has been damaged or becomes faulty beyond repair, the Contractor shall replace it with new and identical equipment. The cost of furnishing and installing the replaced equipment shall be borne by the Contractor at no additional charge to the contract. The Contractor may institute action to recover damages from a responsible third party. If at any time the Contractor fails to perform all work as specified herein to keep the traffic signal installation in proper operating condition or if the Engineer cannot contact the Contractor's designated personnel, the Engineer shall have the State's Electrical Maintenance Contractor perform the maintenance work required. The State's Electrical Maintenance Contractor shall bill the Contractor for the total cost of the work. The Contractor shall pay this bill within thirty (30) days of the date of receipt of the invoice or the cost of such work will be deducted from the amount due the Contractor. The Contractor shall allow the Electrical Maintenance Contractor to make reviews of the Existing Traffic Signal Installation that has been transferred to the Contractor for Maintenance.

Basis of Payment.

This work shall be paid for at the contract unit price each for MAINTENANCE OF EXISTING TRAFFIC SIGNAL INSTALLATION.

TRAFFIC ACTUATED CONTROLLER.

Add the following to Article 857.02 of the Standard Specifications:

Controllers shall be NEMA TS2 Type 1, Econolite ASC/2S-1000 or Eagle/Siemens M41 unless specified otherwise on the plans or elsewhere on these specifications. Only controllers supplied by one of the District One approved closed loop equipment manufacturers will be allowed. The controller shall be the most recent model and software version supplied by the manufacturer at

the time of the approval. The traffic signal controller shall provide features to inhibit simultaneous display of a circular yellow ball and a yellow arrow display. Individual load switches shall be provided for each vehicle, pedestrian, and right turn over lap phase. The controller shall prevent phases from being skipped during program changes and after all preemption events.

#### MASTER CONTROLLER.

Revise Articles 860.02 - Materials and 860.03 - Installation of the Standard Specifications to read:

Only controllers supplied by one of the District approved closed loop equipment manufacturers will be allowed. Only NEMA TS 2 Type 1 Eagle/Siemens and Econolite closed loop systems shall be supplied. The latest model and software version of master controller shall be supplied.

Functional requirements in addition to those in Section 863 of the Standard Specification include:

The system commands shall consist of, as a minimum, six (6) cycle lengths, five (5) offsets, three (3) splits, and four (4) special functions. The system commands shall also include commands for free or coordinated operation.

Traffic Responsive operation shall consist of the real time acquisition of system detector data, data validation, and the scaling of acquired volumes and occupancies in a deterministic fashion so as to cause the selection and implementation of the most suitable traffic plan.

Upon request by the Engineer, each master shall be delivered with up to three (3) complete sets of the latest edition of registered remote monitoring software with full manufacturer's support. Each set shall consist of software on CD, DVD, or other suitable media approved by the Engineer, and a bound set of manuals containing loading and operating instruction. One copy of the software and support data shall be delivered to the Agency in charge of system operation, if other than IDOT. One of these two sets will be provided to the Agency Signal Maintenance Contractor for use in monitoring the system.

The approved manufacturer of equipment shall loan the District one master controller and two intersection controllers of the most recent models and the newest software version to be used for instructional purposes in addition to the equipment to be supplied for the Contract.

The Contractor shall arrange to install a standard voice-grade dial-up telephone line to the master controller. This shall be accomplished through the following process utilizing District One staff. This telephone line may be coupled with a DSL line and a phone filter to isolate the dial-up line. An E911 address is required.

The cabinet shall be provided with an Outdoor Network Interface for termination of the telephone service. It shall be mounted to the inside of the cabinet in a location suitable to provide access for termination of the telephone service at a later date.

Full duplex communication between the master and its local controllers is recommended, but at this time not required. The data rate shall be 1200 baud minimum and shall be capable of speeds to 38,400 or above as technology allows. The controller, when installed in an Ethernet topology, may operate non-serial communications.

The cabinet shall be equipped with a 9600 baud, auto dial/auto answer modem. It shall be a US robotics 33.6K baud rate or equal.

As soon as practical or within one week after the contract has been awarded, the Contractor shall contact (via phone) the Administrative Support Manager in the District One Business Services Section at (847) 705-4011 to request a phone line installation.

A follow-up fax transmittal to the Administrative Support Manager (847-705-4712) with all required information pertaining to the phone installation is required from the Contractor as soon as possible or within one week after the initial request has been made. A copy of this fax transmittal must also be faxed by the Contractor to the Traffic Signal Systems Engineer at (847) 705-4089. The required information to be supplied on the fax shall include (but not limited to): A street address for the new traffic signal controller (or nearby address); a nearby existing telephone number; what type of telephone service is needed; the name and number of the Contractor's employee for the telephone company to contact regarding site work and questions.

The usual time frame for the activation of the phone line is 4-6 weeks after the Business Services Section has received the Contractor supplied fax. It is, therefore, imperative that the phone line conduit and pull-string be installed by the Contractor in anticipation of this time frame. On jobs which include roadway widening in which the conduit cannot be installed until this widening is completed, the Contractor will be allowed to delay the phone line installation request to the Business Services Section until a point in time that is 4-6 weeks prior to the anticipated completion of the traffic signal work. The contractor shall provide the Administrative Support Manager with an expected installation date considering the 4-6 week processing time.

The telephone line shall be installed and activated one month before the system final inspection.

All costs associated with the telephone line installation and activation (not including the Contract specified conduit installation between the point of telephone service and the traffic signal controller cabinet) shall be paid for by the District One Business Services Section (i.e., this will be an IDOT phone number not a Contractor phone number).

#### **FIBER OPTIC CABLE.**

Add the following to Articles 871.01, 872.02, 871.04, and 871.05 of the Standard Specifications:

This work shall consist of furnishing and installing Fiber Optical cable in conduit with all accessories and connectors according to Section 871 of the Standard Specifications. The cable shall be of the type, size, and the number of fiber specified.

The control cabinet distribution enclosure shall be CSC FTWO12KST-W/O 12 Port Fiber Wall Enclosure or an approved equivalent. The fiber optic cable shall provide six fibers per tube for the amount of fibers called for in the Fiber Optic Cable pay item in the Contract. A minimum of six multimode fibers from each cable shall be terminated with approved mechanical connectors at the distribution enclosure. Fibers not being used shall be labeled "spare." Fibers not attached to the distribution enclosure shall be capped and sealed. A minimum of 13.0 feet (4m) of extra cable length shall be provided for the controller cabinet. The controller cabinet extra cable length shall be stored as directed by the Engineer.

Fiber Optic cable may be gel filled or have an approved water blocking tape.

Basis of Payment.

The work shall be paid for at the contract unit price for FIBER OPTIC CABLE IN CONDUIT, NO. 62.5/125, MM12F SM12F, per foot (meter) for the cable in place, including distribution enclosure and all connectors.

CONCRETE FOUNDATIONS.

Add the following to Article 878.03 of the Standard Specifications:

All anchor bolts shall be according to Article 1006.09, except all anchor bolts shall be hot dipped galvanized the full length of the anchor bolt including the hook.

Concrete Foundations, Type "A" for Traffic Signal Posts shall provide anchor bolts with the bolt pattern specified within the "District One Standard Traffic Signal Design Details." All Type "A" foundations shall be a minimum depth of 48 inches (1.22 m).

Concrete Foundations, Type "C" for Traffic Signal Cabinets with Uninterruptible Power Supply (UPS) cabinet installations shall be a minimum of 48 inches (1.22 m) long and 31 inches (790 mm) wide. All Type "C" foundations shall be a minimum depth of 48 inches (1.22 m). An integral concrete pad to support the UPS cabinet shall be constructed a minimum of 20 inches (510 mm) long and a minimum depth of 10 inches (250 mm). The concrete apron in front of the Type IV or V cabinet shall be 36 in. x 48 in. x 5 in. (910 mm X 1220 mm X 130 mm). The concrete apron in front of the UPS cabinet shall be 36 in. x 31 in. x 5 in. (910 mm X 790 mm X 130 mm). Anchor bolts shall provide bolt spacing as required by the manufacturer.

Concrete Foundations, Type "D" for Traffic Signal Cabinets shall be a minimum of 48 inches (1.22 m) long and 31 inches (790 mm) wide. All Type "D" foundations shall be a minimum depth of 48 inches (1.22 m). The concrete apron shall be 36 in. x 48 in. x 5 in. (910 mm X 1220 mm X 130 mm). Anchor bolts shall provide bolt spacing as required by the manufacturer.

Concrete Foundations, Type "E" for Mast Arm and Combination Mast Arm Poles shall meet the following requirements:

Table 1  
DESIGN TABLE FOR MAST ARM FOUNDATIONS

MAST ARM LENGTH	FOUNDATION DEPTH*	FOUNDATION DIAMETER	SPIRAL DIAMETER	QUANTITY OF NO. 15 (NO. 5) BARS
Less than 9.1m (30')	10'-0" (3.0m)	30" (750mm)	24" (600mm)	8
Greater than or equal to 9.1m (30') and less than 12.2m (40')	13'-6" (4.1m)	30" (750mm)	24" (600mm)	8
	11'-0" (3.4m)	36" (900mm)	30" (750mm)	12
Greater than or equal to 12.2m (40') and less than 15.2m (50')	13'-0" (4.0m)	36" (900mm)	30" (750mm)	12
Greater than or equal to 15.2m (50') and up to 16.8m (55')	15'-0" (4.6m)	36" (900mm)	30" (750mm)	12

Foundation depths specified are for sites which have cohesive soils (clayey, silt, sandy clay, etc.) along the length of the shaft, with an average Unconfined Compressive strength of  $(Q_u) > 1.0$  tsf (100kPa). This strength shall be verified by boring data prior to construction or with testing by the Engineer during foundation drilling. The Bureau of Bridges & Structures should be contacted for a revised design if other conditions are encountered.

Concrete Foundations, Type "E" for Combination Mast Arm Poles shall be 36 inch (900 mm) diameter, regardless of mast arm length. Foundations used for Combination Mast Arm Poles shall provide an extra 2-1/2 inch (65 mm) raceway.

No foundation is to be poured until the Resident Engineer gives his/her approval as to the depth of the foundation.

### DETECTOR LOOP.

Revise Section 886 of the Standard Specifications to read:

A minimum of seven (7) working days prior to the Contractor cutting loops, the Contractor shall have the proposed loop locations marked and contact the Area Traffic Signal Maintenance and Operations Engineer (847) 705-4424 to inspect and approve the layout. When preformed detector loops are installed, the Contractor shall have them inspected and approved prior to the pouring of the Portland cement concrete surface, using the same notification process as above.

Loop detectors shall be installed according to the requirements of the "District One Standard Traffic Signal Design Details." Saw-cuts (homeruns on preformed detector loops) from the loop to the edge of pavement shall be made perpendicular to the edge of pavement when possible in order to minimize the length of the saw-cut (homerun on preformed detector loops) unless directed otherwise by the Engineer or as shown on the plan.

The detector loop cable insulation shall be labeled with the cable specifications.

Each loop detector lead-in wire shall be labeled in the handhole using a Panduit 250W175C water proof tag, or an approved equal, secured to each wire with nylon ties.

Resistance to ground shall be a minimum of 100 mega-ohms under any conditions of weather or moisture. Inductance shall be more than 50 and less than 700 microhenries. Quality readings shall be more than 5.

- (a) Type I. All loops installed in new asphalt pavement shall be installed in the binder course and not in the surface course. The edge of pavement, curb and handhole shall be cut with a 1/4 inch (6.3 mm) deep x 4 inches (100 mm) saw cut to mark location of each loop lead-in.

Loop sealant shall be a two-component thixotropic chemically cured polyurethane either Chemque Q-Seal 295, Percol Elastic Cement A/C Grade or an approved equal. The sealant shall be installed 1/8 inch (3 mm) below the pavement surface, if installed above the surface the overlap shall be removed immediately.

Detector loop measurements shall include the saw cut and the length of the loop lead-in to the edge of pavement. The lead-in wire, including all necessary connections for proper operations, from the edge of pavement to the handhole, shall



be included in the price of the detector loop. Unit duct, trench and backfill, and drilling of pavement or handholes shall be included in detector-loop quantities.

- (b) **Preformed.** This work shall consist of furnishing and installing a rubberized heat resistant preformed traffic signal loop in accordance with the Standard Specifications, except for the following:

Preformed detector loops shall be installed in new pavement constructed of Portland cement concrete using mounting chairs or tied to re-bar or the preformed detector loops may be placed in the sub-base. Loop lead-ins shall be extended to a temporary enclosure near the proposed handhole location with ends capped and sealed against moisture and other contaminants.

Handholes shall be placed next to the shoulder or back of curb when preformed detector loops enter the handhole. Non-metallic coilable duct, included in this pay item, shall be used to protect the preformed lead-ins from back of curb to the handhole.

Preformed detector loops shall be factory assembled. Homeruns and interconnects shall be pre-wired and shall be an integral part of the loop assembly. The loop configurations and homerun lengths shall be assembled for the specific application. The loop and homerun shall be constructed using 11/16 inch (17.2 mm) outside diameter (minimum), 3/8 inch (9.5 mm) inside diameter (minimum) Class A oil resistant synthetic cord reinforced hydraulic hose with 250 psi (1,720 kPa) internal pressure rating. Hose for the loop and homerun assembly shall be one continuous piece. No joints or splices shall be allowed in the hose except where necessary to connect homeruns or interconnects to the loops. This will provide maximum wire protection and loop system strength. Hose tee connections shall be heavy duty high temperature synthetic rubber. The tee shall be of proper size to attach directly to the hose, minimizing glue joints. The tee shall have the same flexible properties as the hose to insure that the whole assembly can conform to pavement movement and shifting without cracking or breaking. The wire used shall be #16 THWN stranded copper. The number of turns in the loop shall be application specific. Homerun wire pairs shall be twisted a minimum of four turns per foot. No wire splices will be allowed in the preformed loop assembly. The loop and homeruns shall be filled and sealed with a flexible sealant to insure complete moisture blockage and further protect the wire. The preformed loops shall be constructed to allow a minimum of 6.5 feet of extra cable in the handhole.

Basis of Payment.

This work shall be paid for at the contract unit price per foot (meter) for DETECTOR LOOP, TYPE I or PREFORMED DETECTOR LOOP as specified in the plans, which price shall be payment in full for furnishing and installing the detector loop and all related connections for proper operation.

**EMERGENCY VEHICLE PRIORITY SYSTEM.**

Revise Section 887 of the Standard Specifications to read:

It shall be the Contractor's responsibility to contact the municipality or fire district to verify the brand of emergency vehicle pre-emption equipment to be installed prior to the contract bidding. The equipment must be completely compatible with all components of the equipment currently in-use by the Agency.

All new installations shall be equipped with Confirmation Beacons as shown on the "District One Standard Traffic Signal Design Details." The Confirmation Beacon shall consist of a 6 watt Par 38 LED flood lamp with a 30 degree light spread, maximum 6 watt energy consumption at 120V, and a 2,000 hour warranty for each direction of pre-emption. The lamp shall have an adjustable mount with a weatherproof enclosure for cable splicing. All hardware shall be cast aluminum or stainless steel. Holes drilled into signal poles, mast arms, or posts shall require rubber grommets. In order to maintain uniformity between communities, the confirmation beacons shall indicate when the control equipment receives the pre-emption signal. The pre-emption movement shall be signaled by a flashing indication at the rate specified by Section 4D-11 of the "Manual on Uniform Traffic Control Devices." The stopped pre-empted movements shall be signaled by a continuous indication.

All light operated systems shall include security and transit preemption software and operate at a uniform rate of 14.035 Hz  $\pm$ 0.002, or as otherwise required by the Engineer, and provide compatible operation with other light systems currently being operated in the District.

**Basis of Payment.**

The work shall be paid for at the contract unit price each for furnishing and installing LIGHT DETECTOR and LIGHT DETECTOR AMPLIFIER. Furnishing and installing the confirmation beacon shall be included in the cost of the Light Detector. The preemption detector amplifier shall be paid for on a basis of (1) one each per intersection controller and shall provide operation for all movements required in the pre-emption phase sequence.

**RE-OPTIMIZE TRAFFIC SIGNAL SYSTEM****Description.**

This work shall consist of re-optimizing a closed loop traffic signal system according to the following Levels of work.

LEVEL I applies when improvements are made to an existing signalized intersection within an existing closed loop traffic signal system. The purpose of this work is to integrate the improvements to the subject intersection into the signal system while minimizing the impacts to the existing system operation. This type of work would be commonly associated with the addition of signal phases, pedestrian phases, or improvements that do not affect the capacity at an intersection.

LEVEL II applies when improvements are made to an existing signalized intersection within an existing closed loop traffic signal system and detailed analysis of the intersection operation is desired by the engineer, or when a new signalized or existing signalized intersection is being added to an existing system, but optimization of the entire system is not required. The purpose of this work is to optimize the subject intersection, while integrating it into the existing signal

system with limited impact to the system operations. This item also includes an evaluation of the overall system operation, including the traffic responsive program.

For the purposes of re-optimization work, an intersection shall include all traffic movements operated by the subject controller and cabinet.

After the signal improvements are completed, the signal shall be re-optimized as specified by an approved Consultant who has previous experience in optimizing Closed Loop Traffic Signal Systems for District One of the Illinois Department of Transportation. The Contractor shall contact the Traffic Signal Engineer at (847) 705-4424 for a listing of approved Consultants. Traffic signal system optimization work, including fine-tuning adjustments of the optimized system, shall follow the requirements stated in the most recent IDOT District 1 SCAT Guidelines, except as note herein.

A listing of existing signal equipment, interconnect information, phasing data, and timing patterns may be obtained from the Department, if available and as appropriate. The existing SCAT Report is available for review at the District One office and if the Consultant provides blank computer disks, copies of computer simulation files for the existing optimized system and a timing database that includes intersection displays will be made for the Consultant. The Consultant shall confer with the Traffic Signal Engineer prior to optimizing the system to determine if any extraordinary conditions exist that would affect traffic flows in the vicinity of the system, in which case, the Consultant may be instructed to wait until the conditions return to normal or to follow specific instructions regarding the optimization.

(a) LEVEL I Re-Optimization

1. The following tasks are associated with LEVEL I Re-Optimization.
  - a. Appropriate signal timings shall be developed for the subject intersection and existing timings shall be utilized for the rest of the intersections in the system.
  - b. Proposed signal timing plan for the new or modified intersection(s) shall be forwarded to IDOT for review prior to implementation.
  - c. Consultant shall conduct on-site implementation of the timings at the turn-on and make fine-tuning adjustments to the timings of the subject intersection in the field to alleviate observed adverse operating conditions and to enhance operations.
2. The following deliverables shall be provided for LEVEL I Re-Optimization.
  - a. Consultant shall furnish to IDOT a cover letter describing the extent of the re-optimization work performed.
  - b. Consultant shall furnish an updated intersection graphic display for the subject intersection to IDOT and to IDOT's Traffic Signal Maintenance Contractor.

(b) LEVEL II Re-Optimization

1. In addition to the requirements described in the LEVEL I Re-Optimization above, the following tasks are associated with LEVEL II Re-Optimization.
  - a. Traffic counts shall be taken at the subject intersection after the traffic signals are approved for operation by the Area Traffic Signal Operations Engineer. Manual turning movement counts shall be conducted from 6:30 a.m. to 9:30 a.m., 11:00 a.m. to 1:00 p.m., and 3:30 p.m. to 6:30 p.m. on a typical weekday from midday Monday to midday Friday. The turning movement counts shall identify cars, and single-unit, multi-unit heavy vehicles, and transit buses.

- b. As necessary, the intersections shall be re-addressed and all system detectors reassigned in the master controller according to the current standard of District One.
  - c. Traffic responsive program operation shall be evaluated to verify proper pattern selection and lack of oscillation and a report of the operation shall be provided to IDOT.
2. The following deliverables shall be provided for LEVEL II Re-Optimization.
- a. Consultant shall furnish to IDOT one (1) copy of a technical memorandum for the optimized system. The technical memorandum shall include the following elements:
    - (1) Brief description of the project
    - (2) Printed copies of the analysis output from Synchro (or other appropriate, approved optimization software file)
    - (3) Printed copies of the traffic counts conducted at the subject intersection
  - b. Consultant shall furnish to IDOT two (2) CDs for the optimized system. The CDs shall include the following elements:
    - (1) Electronic copy of the technical memorandum in PDF format
    - (2) Revised Synchro files (or other appropriate, approved optimization software file) including the new signal and the rest of the signals in the closed loop system
    - (3) Traffic counts conducted at the subject intersection
    - (4) New or updated intersection graphic display file for the subject intersection
    - (5) The CD shall be labeled with the IDOT system number and master location, as well as the submittal date and the consultant logo. The CD case shall include a clearly readable label displaying the same information securely affixed to the side and front.

Basis of Payment.

This work shall be paid for at the contract unit price each for RE-OPTIMIZE TRAFFIC SIGNAL SYSTEM – LEVEL I or RE-OPTIMIZE TRAFFIC SIGNAL SYSTEM – LEVEL II, which price shall be payment in full for performing all work described herein per intersection. Following completion of the timings and submittal of specified deliverables, 100 percent of the bid price will be paid.

**OPTIMIZE TRAFFIC SIGNAL SYSTEM**

Description.

This work shall consist of optimizing a closed loop traffic signal system.

OPTIMIZE TRAFFIC SIGNAL SYSTEM applies when a new or existing closed loop traffic signal system is to be optimized and a formal Signal Coordination and Timing (SCAT) Report is to be prepared. The purpose of this work is to improve system performance by optimizing traffic signal timings, developing a time of day program and a traffic responsive program.

After the signal improvements are completed, the signal system shall be optimized as specified by an approved Consultant who has previous experience in optimizing Closed Loop Traffic Signal Systems for District One of the Illinois Department of Transportation. The Contractor shall contact the Traffic Signal Engineer at (847) 705-4424 for a listing of approved Consultants. Traffic signal system optimization work, including fine-tuning adjustments of the optimized system, shall follow the requirements stated in the most recent IDOT District 1 SCAT Guidelines, except as note herein.

A listing of existing signal equipment, interconnect information, phasing data, and timing patterns may be obtained from the Department, if available and as appropriate. The existing SCAT Report is available for review at the District One office and if the Consultant provides blank computer disks, copies of computer simulation files for the existing optimized system and a timing database that includes intersection displays will be made for the Consultant. The Consultant shall confer with the Traffic Signal Engineer prior to optimizing the system to determine if any extraordinary conditions exist that would affect traffic flows in the vicinity of the system, in which case, the Consultant may be instructed to wait until the conditions return to normal or to follow specific instructions regarding the optimization.

(a) The following tasks are associated with OPTIMIZE TRAFFIC SIGNAL SYSTEM.

1. Appropriate signal timings and offsets shall be developed for each intersection and appropriate cycle lengths shall be developed for the closed loop signal system.
2. Traffic counts shall be taken at all intersections after the permanent traffic signals are approved for operation by the Area Traffic Signal Operations Engineer. Manual turning movement counts shall be conducted from 6:30 a.m. to 9:30 a.m., 11:00 a.m. to 1:00 p.m., and 3:30 p.m. to 6:30 p.m. on a typical weekday from midday Monday to midday Friday. The turning movement counts shall identify cars, and single-unit and multi-unit heavy vehicles.
3. As necessary, the intersections shall be re-addressed and all system detectors reassigned in the master controller according to the current standard of District One.
4. A traffic responsive program shall be developed, which considers both volume and occupancy. A time-of-day program shall be developed for used as a back-up system.
5. Proposed signal timing plan for the new or modified intersection shall be forwarded to IDOT for review prior to implementation.
6. Consultant shall conduct on-site implementation of the timings and make fine-tuning adjustments to the timings in the field to alleviate observed adverse operating conditions and to enhance operations.
7. Speed and delay studies shall be conducted during each of the count periods along the system corridor in the field before and after implementation of the proposed timing plans for comparative evaluations. These studies should utilize specialized electronic timing and measuring devices.

(b) The following deliverables shall be provided for OPTIMIZE TRAFFIC SIGNAL SYSTEM.

1. Consultant shall furnish to IDOT one (1) copy of a SCAT Report for the optimized system. The SCAT Report shall include the following elements:

<b>Cover Page in color showing a System Map</b>
<b>Figures</b>
1. System overview map – showing system number, system schematic map with numbered system detectors, oversaturated movements, master location, system phone number, cycle lengths, and date of completion.
2. General location map in color – showing signal system location in the metropolitan area.
3. Detail system location map in color – showing cross street names and local controller addresses.
4. Controller sequence – showing controller phase sequence diagrams.
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<b>Tab 2. Turning Movement Counts</b> <ol style="list-style-type: none"> <li>1. Turning Movement Counts (Showing turning movement counts in the intersection diagram for each period, including truck percentage)</li> </ol>
<b>Tab 3. Synchro Analysis</b> <ol style="list-style-type: none"> <li>1. AM: Time-Space diagram in color, followed by intersection Synchro report (Timing report) summarizing the implemented timings.</li> <li>2. Midday: same as AM</li> <li>3. PM: same as AM</li> </ol>
<b>Tab 4: Speed and Delay Studies</b> <ol style="list-style-type: none"> <li>1. Summary of before and after runs results in two (2) tables showing travel time and delay time.</li> <li>2. Plot of the before and after runs diagram for each direction and time period.</li> </ol>
<b>Tab 5: Electronic Files</b> <ol style="list-style-type: none"> <li>1. Two (2) CDs for the optimized system. The CDs shall include the following elements: <ol style="list-style-type: none"> <li>a. Electronic copy of the SCAT Report in PDF format</li> <li>b. Copies of the Synchro files for the optimized system</li> <li>c. Traffic counts for the optimized system</li> <li>d. New or updated intersection graphic display files for each of the system intersections and the system graphic display file including system detector locations and addresses.</li> </ol> </li> </ol>

**Basis of Payment.**

The work shall be paid for at the contract unit each for OPTIMIZE TRAFFIC SIGNAL SYSTEM, which price shall be payment in full for performing all work described herein for the entire traffic signal system. Following the completion of traffic counts, 25 percent of the bid price will be paid. Following the completion of the Synchro analysis, 25 percent of the bid price will be paid. Following the setup and fine tuning of the timings, the speed-delay study, and the TRP programming, 25 percent of the bid price will be paid. The remaining 25 percent will be paid when the system is working to the satisfaction of the engineer and the report and CD have been submitted.

**TEMPORARY TRAFFIC SIGNAL TIMINGS**

**Description.**

This work shall consist of developing and maintaining appropriate traffic signal timings for the specified intersection for the duration of the temporary signalized condition.

All timings and adjustments necessary for this work shall be performed by an approved Consultant who has previous experience in optimizing Closed Loop Traffic signal Systems for District One of the Illinois Department of Transportation. The Contractor shall contact the Traffic Signal Engineer at (847) 705-4424 for a listing of approved Consultants.

The following tasks are associated with TEMPORARY TRAFFIC SIGNAL TIMINGS.

- (a) Consultant shall attend temporary traffic signal inspection (turn-on) and conduct on-site implementation of the traffic signal timings. Make fine-tuning adjustments to the timings in the field to alleviate observed adverse operating conditions and to enhance operations.
- (b) Consultant shall provide monthly observation of traffic signal operations in the field.
- (c) Consultant shall provide on-site consultation and adjust timings as necessary for construction stage changes, temporary traffic signal phase changes, and any other conditions affecting timing and phasing, including lane closures, detours, and other construction activities.
- (d) Consultant shall make timing adjustments and prepare comment responses as directed by the Area Traffic Signal Operations Engineer.

Basis of Payment.

The work shall be paid for at the contract unit price each for TEMPORARY TRAFFIC SIGNAL TIMINGS, which price shall be payment in full for performing all work described herein per intersection. When the temporary traffic signal installation is turned on, 50 percent of the bid price will be paid. The remaining 50 percent of the bid price will be paid following the removal of the temporary traffic signal installation.

TEMPORARY TRAFFIC SIGNAL INSTALLATION.

Revise Section 890 of the Standard Specifications to read:

General.

Only an approved equipment vendor will be allowed to assemble the temporary traffic signal cabinet. Also, an approved equipment vendor shall assemble and test a temporary railroad traffic signal cabinet. (Refer to the "Inspection of Controller and Cabinet" specification). A representative of the approved control equipment vendor shall be present at the temporary traffic signal turn-on inspection.

Construction Requirements.

(a) Controllers.

1. Only controllers supplied by one of the District approved closed loop equipment manufacturers will be approved for use at temporary signal locations. All controllers used for temporary traffic signals shall be fully actuated NEMA microprocessor based with RS232 data entry ports compatible with existing monitoring software approved by IDOT District 1, installed in NEMA TS1 or TS2 cabinets with 8 phase back panels, capable of supplying 255 seconds of cycle length and individual phase length settings up to 99 seconds. On projects with one lane open and two way traffic flow, such as bridge deck repairs, the temporary signal controller shall be capable of providing an adjustable all red clearance setting of up to 30 seconds in length. All controllers used for temporary traffic signals shall meet or exceed the requirements of Section 857 of the Standard Specifications with regards to internal time base coordination and preemption.

2. All control equipment for the temporary traffic signal(s) shall be furnished by the Contractor unless otherwise stated in the plans. On projects with multiple temporary traffic signal installations, all controllers shall be the same manufacturer brand and model number with current software installed.
- (b) Cabinets. All temporary traffic signal cabinets shall have a closed bottom made of aluminum alloy. The bottom shall be sealed along the entire perimeter of the cabinet base to ensure a water, dust and insect-proof seal. The bottom shall provide a minimum of two (2) 4 inch (100 mm) diameter holes to run the electric cables through. The 4 inch (100 mm) diameter holes shall have a bushing installed to protect the electric cables and shall be sealed after the electric cables are installed.
  - (c) Grounding. Grounding shall be provided for the temporary traffic signal cabinet meeting or exceeding the applicable portions of the National Electrical Code, Section 807 of the Standard Specifications and shall meet the requirements of the District 1 Traffic Signal Specifications for "Grounding of Traffic Signal Systems".
  - (d) Traffic Signal Heads. All traffic signal sections and pedestrian signal sections shall be 12 inches (300 mm). Traffic signal sections shall be LED with expandable view, unless otherwise approved by the Engineer. The temporary traffic signal heads shall be placed as indicated on the temporary traffic signal plan or as directed by the Engineer. The Contractor shall furnish enough extra cable length to relocate heads to any position on the span wire or at locations illustrated on the plans for construction staging. The temporary traffic signal shall remain in operation during all signal head relocations. Each temporary traffic signal head shall have its own cable from the controller cabinet to the signal head.
  - (e) Interconnect.
    1. Temporary traffic signal interconnect shall be provided using fiber optic cable or wireless interconnect technology as specified in the plans. The Contractor may request, in writing, to substitute the fiber optic temporary interconnect indicated in the contract documents with a wireless interconnect. The Contractor must provide assurances that the radio device will operate properly at all times and during all construction staging. If approved for use by the Engineer, the Contractor shall submit marked-up traffic signal plans indicating locations of radios and antennas and installation details. If wireless interconnect is used, and in the opinion of the engineer, it is not viable, or if it fails during testing or operations, the Contractor shall be responsible for installing all necessary poles, fiber optic cable, and other infrastructure for providing temporary fiber optic interconnect at no cost to the contract.
    2. The existing system interconnect and phone lines are to be maintained as part of the Temporary Traffic Signal Installation specified for on the plan. The interconnect shall be installed into the temporary controller cabinet as per the notes or details on the plans. All labor and equipment required to install and maintain the existing interconnect as part of the Temporary Traffic Signal Installation shall be included in the item Temporary Traffic Signal Installation. When shown in the plans, temporary traffic signal interconnect equipment shall be furnished and installed. The temporary traffic signal



interconnect shall maintain interconnect communications throughout the entire signal system for the duration of the project.

3. Temporary wireless interconnect, compete. The radio interconnect system shall be compatible with Eagle or Econolite controller closed loop systems. This item shall include all materials, labor and testing to provide the completely operational closed loop system as shown on the plans. The radio interconnect system shall include the following components:
  - a. Rack or Shelf Mounted RS-232 Frequency Hopping Spread Spectrum (FHSS) Radio
  - b. Software for Radio Configuration (Configure Frequency and Hopping Patterns)
  - c. Antennas (Omni Directional or Yagi Directional)
  - d. Antenna Cables, LMR400, Low Loss. Max. 100-ft from controller cabinet to antenna
  - e. Brackets, Mounting Hardware, and Accessories Required for Installation
  - f. RS232 Data Cable for Connection from the radio to the local or master controller
  - g. All other components required for a fully functional radio interconnect system

All controller cabinet modifications and other modifications to existing equipment that are required for the installation of the radio interconnect system components shall be included in this item.

The radio interconnect system may operate at 900Mhz (902-928) or 2.4 Ghz depending on the results of a site survey. The telemetry shall have an acceptable rate of transmission errors, time outs, etc. comparable to that of a hardwire system.

The proposed master controller and telemetry module shall be configured for use with the radio interconnect at a minimum rate of 9600 baud.

The radio interconnect system shall include all other components required for a complete and fully functional telemetry system and shall be installed in accordance to the manufacturers recommendations.

The following radio equipment is currently approved for use in Region One/District One: Encon Model 5100 and Intuicom Communicator II.

- (f) Emergency Vehicle Pre-Emption. All emergency vehicle preemption equipment (light detectors, light detector amplifiers, confirmation beacons, etc.) as shown on the temporary traffic signal plans shall be provided by the Contractor. It shall be the Contractor's responsibility to contact the municipality or fire district to verify the brand of emergency vehicle preemption equipment to be installed prior to the contract bidding. The equipment must be completely compatible with all components of the equipment currently in use by the Agency. All light operated systems shall operate at a uniform rate of 14.035 hz  $\pm$ 0.002, or as otherwise required by the Engineer, and provide compatible operation with other light systems currently being operated in the District. All labor and material required to install and

maintain the Emergency Vehicle Preemption installation shall be included in the item Temporary Traffic Signal Installation.

- (g) Vehicle Detection. All temporary traffic signal installations shall have vehicular detection installed as shown on the plans or as directed by the Engineer. Pedestrian push buttons shall be provided for all pedestrian signal heads/phases as shown on the plans or as directed by the Engineer. All approaches shall have vehicular detection provided by Video Vehicle Detection System as shown on the plans or as directed by the Engineer. The microwave vehicle sensor or video vehicle detection system shall be approved by IDOT before furnishing and installing. The Contractor shall install, wire, and adjust the alignment of the microwave vehicle sensor or video vehicle detection system in accordance to the manufacturer's recommendations and requirements. The Contractor shall be responsible for adjusting the alignment of the microwave vehicle sensor or video vehicle detection system for all construction staging changes and for maintaining proper alignment throughout the project. A representative of the approved control equipment vendor shall be present and assist the contractor in setting up and maintaining the microwave vehicle sensor or video vehicle detection system. An in-cabinet video monitor shall be provided with all video vehicle detection systems and shall be included in the item Temporary Traffic Signal Installation.
- (h) Signs. All existing street name and intersection regulatory signs shall be removed from existing poles and relocated to the temporary signal span wire. If new mast arm assembly and pole(s) and posts are specified for the permanent signals, the signs shall be relocated to the new equipment at no extra cost.
- (i) Energy Charges. The electrical utility energy charges for the operation of the traffic signal installation shall be paid for by others if the installation replaces an existing signal. Otherwise charges shall be paid for under 109.05 of the Standard Specifications.
- (j) Maintenance. Maintenance shall meet the requirements of the Traffic Specifications and District Specifications for "Maintenance of Existing Traffic Signal Installation." Maintenance of temporary signals and of the existing signals shall be included to the cost of this item. When temporary traffic signals are to be installed at locations where existing signals are presently operating, the Contractor shall be fully responsible for the maintenance of the existing signal installation as soon as he begins any physical work on the Contract or any portion thereof. Maintenance responsibility of the existing signals shall be included to the item Temporary Traffic Signal Installation(s). In addition, a minimum of seven (7) days prior to assuming maintenance of the existing traffic signal installation(s) under this Contract, the Contractor shall request that the Resident Engineer contact the Bureau of Traffic (847) 705-4424 for an inspection of the installation(s).
- (k) Temporary Traffic Signals for Bridge Projects. Temporary Traffic Signals for bridge projects shall follow the State Standards, Standard Specifications, District 1 Traffic Signal Specifications and any plans for Bridge Temporary Traffic Signals included in the plans. The installation shall meet the above requirements for "Temporary Traffic Signal Installation". In addition all electric cable shall be aerially suspended, at a minimum height of 18 feet (5.5m), on temporary wood poles (Class 5 or better) of 45 feet (13.7 m), minimum height. The signal heads shall be span wire mounted or bracket mounted to the wood pole or as directed by the Engineer. The Controller

cabinet shall be mounted to the wood pole or as directed by the Engineer. Microwave vehicle sensors or video vehicle detection may be used in place of the detector loops as approved by the Engineer.

(l) Temporary Portable Traffic Signal for Bridge Projects.

1. Unless otherwise directed by the Engineer, temporary portable traffic signals shall be restricted to use on roadways of less than 8000 ADT that have limited access to electric utility service, shall not be installed on projects where the estimated need exceeds ten (10) weeks, and shall not be in operation during the period of November through March. The Contractor shall replace the temporary portable traffic signals with temporary span wire traffic signals noted herein at no cost to the contract if the bridge project or Engineer requires temporary traffic signals to remain in operation into any part of period of November through March. If, in the opinion of the engineer, the reliability and safety of the temporary portable traffic signal is not similar to that of a temporary span wire traffic signal installation, the Contractor shall replace the temporary portable traffic signals with temporary span wire traffic signals noted herein at no cost to the contract.
2. The controller and LED signal displays shall meet the above requirements for "Temporary Traffic Signal Installation".
3. Work shall be according to Article 701.18(b) of the Standard Specifications except as noted herein.
4. General.
  - a. The temporary portable bridge traffic signals shall be trailer-mounted units. The trailer-mounted units shall be set up securely and level. Each unit shall be self-contained and consist of two signal heads. The left signal head shall be mounted on a mast arm capable of extending over the travel lane. Each unit shall contain a solar cell system to facilitate battery charging. There shall be a minimum of 12 days backup reserve battery supply and the units shall be capable of operating with a 120 V power supply from a generator or electrical service.
  - b. All signal heads located over the travel lane shall be mounted at a minimum height of 17 feet (5m) from the bottom of the signal back plate to the top of the road surface. All far right signal heads located outside the travel lane shall be mounted at a minimum height of 8 feet (2.5m) from the bottom of the signal back plate to the top of the adjacent travel lane surface.
  - c. The long all red intervals for the traffic signal controller shall be adjustable up to 250 seconds in one-second increments.
  - d. As an alternative to detector loops, temporary portable bridge traffic signals may be equipped with microwave sensors or other approved methods of vehicle detection and traffic actuation.

- e. All portable traffic signal units shall be interconnected using hardwire communication cable. Radio communication equipment may be used only with the approval of the Engineer. If radio communication is used, a site analysis shall be completed to ensure that there is no interference present that would affect the traffic signal operation. The radio equipment shall meet all applicable FCC requirements.
- f. The temporary portable bridge traffic signal system shall meet the physical display and operational requirements of conventional traffic signals as specified in Part IV of the Manual on Uniform Traffic Control Devices (MUTCD). The signal system shall be designed to continuously operate over an ambient temperature range between -30 °F (-34 °C) and 120 °F (48 °C). When not being utilized to inform and direct traffic, portable signals shall be treated as nonoperating equipment according to Article 701.11.
- g. Basis of Payment: This work will be paid for according to Article 701.20(c).

Basis of Payment.

This work shall be paid for at the contract unit price each for TEMPORARY TRAFFIC SIGNAL INSTALLATION, TEMPORARY BRIDGE TRAFFIC SIGNAL INSTALLATION, or TEMPORARY PORTABLE BRIDGE TRAFFIC SIGNAL INSTALLATION. The price of which shall include all costs for the modifications required for traffic staging, changes in signal phasing as required in the Contract plans, microwave vehicle sensors, video vehicle detection system, any maintenance or adjustment to the microwave vehicle sensors/video vehicle detection system, all material required, the installation and complete removal of the temporary traffic signal.

REMOVE EXISTING TRAFFIC SIGNAL EQUIPMENT.

Add the following to Article 895.05 of the Standard Specifications:

The traffic signal equipment which is to be removed and is to become the property of the Contractor shall be disposed of outside the right-of-way at the Contractor's expense.

All equipment to be returned to the State shall be delivered by the Contractor to the State's Traffic Signal Maintenance Contractor's main facility. The Contractor shall contact the State's Electrical Maintenance Contractor to schedule an appointment to deliver the equipment. No equipment will be accepted without a prior appointment. All equipment shall be delivered within 30 days of removing it from the traffic signal installation. The Contractor shall provide 5 copies of a list of equipment that is to remain the property of the State, including model and serial numbers, where applicable. He shall also provide a copy of the Contract plan or special provision showing the quantities and type of equipment. Controllers and peripheral equipment from the same location shall be boxed together (equipment from different locations may not be mixed) and all boxes and controller cabinets shall be clearly marked or labeled with the location from which they were removed. If equipment is not returned with these requirements, it will be rejected by the State's Electrical Maintenance Contractor. The Contractor shall be responsible for the condition of the traffic signal equipment from the time he takes maintenance of the signal installation until the acceptance of a receipt drawn by the State's Electrical Maintenance Contractor indicating the items have been returned in good condition.

The Contractor shall safely store and arrange for pick up of all equipment to be returned to agencies other than the State. The Contractor shall package the equipment and provide all necessary documentation as stated above.

Traffic signal equipment which is lost or not returned to the Department for any reason shall be replaced with new equipment meeting the requirements of these Specifications.

### TRAFFIC SIGNAL PAINTING.

#### Description.

This work shall include surface preparation, powder type painted finish application and packaging of new galvanized steel traffic signal mast arm poles and posts assemblies. All work associated with applying the painted finish shall be performed at the manufacturing facility for the pole assembly or post or at a painting facility approved by the Engineer. Traffic signal mast arm shrouds and post bases shall also be painted the same color as the pole assemblies and posts.

#### Surface Preparation.

All weld flux and other contaminates shall be mechanically removed. The traffic mast arms and post assemblies shall be degreased, cleaned, and air dried to assure all moisture is removed.

#### Painted Finish.

All galvanized exterior surfaces shall be coated with a urethane or triglycidyl isocyanurate (TGIC) polyester powder to a dry film thickness of 2.0 mils. Prior to application, the surface shall be mechanically etched by brush blasting (Ref. SSPC-SP7) and the zinc coated substrate preheated to 450 degrees F for a minimum one (1) hour. The coating shall be electrostatically applied and cured by elevating the zinc-coated substrate temperature to a minimum of 400 degrees F.

The finish paint color shall be one of the manufacturer's standard colors and shall be as selected by the local agency responsible for paint costs. The Contractor shall confirm, in writing, the color selection with the local responsible agency and provide a copy of the approval to the Engineer and a copy of the approval shall be included in the material catalog submittal.

Traffic signal heads, pedestrian signal heads and controller cabinets are not included in this pay item.

Any damage to the finish after leaving the manufacturer's facility shall be repaired to the satisfaction of the Engineer using a method approvable by the Engineer and manufacturer. If while at the manufacturer's facility the finish is damaged, the finish shall be re-applied.

#### Warranty.

The Contractor shall furnish in writing to the Engineer, the paint manufacturer's standard warranty and certification that the paint system has been properly applied.

#### Packaging.

Prior to shipping, the poles and posts shall be wrapped in ultraviolet-inhibiting plastic foam or rubberized foam.

Basis of Payment.

This work shall be paid for at the contract unit price each for PAINT NEW MAST ARM POLE, UNDER 40 FEET (12.19 METER); PAINT NEW MAST ARM POLE, 40 FEET (12.19 METER) AND OVER; PAINT NEW COMBINATION MAST ARM POLE, UNDER 40 FEET (12.19 METER); PAINT NEW COMBINATION MAST ARM POLE, 40 FEET (12.19 METER) AND OVER; or TRAFFIC SIGNAL POST of any height, which shall be payment in full for painting and packaging the traffic signal mast arm poles and posts described above including all shrouds, bases and appurtenances.

## DIVISION 1000 MATERIALS

### PEDESTRIAN PUSH-BUTTON.

Revise Article 1074.02 of the Standard Specifications to read:

- (a) General. Push-button assemblies shall be ADA compliant, highly vandal resistant, be pressure activated with minimal movement and cannot be stuck in a closed or constant call position. A red LED and audible tone shall be provided for confirmation of an actuation call.
- (b) Housing. The push-button housing shall be solid 6061 aluminum and powder coated yellow, unless otherwise noted on the plans.
- (c) Actuator. The actuator shall be stainless steel with a solid state electronic Piezo switch rated for a minimum of 20 million cycles with no moving plunger or moving electrical contacts. The operating voltage shall be 12-24 V AC/DC.
- (d) Pedestrian Station. Stations shall be designed to be mounted directly to a post, mast arm pole or wood pole. The station shall be aluminum and accept a 3-inch round push button assembly and 5 X 7 3/4 -inch R10-3b or R10-3d sign. A larger station will be necessary to accommodate the sign, R10-3e, for a count-down pedestrian signal.

### CONTROLLER CABINET AND PERIPHERAL EQUIPMENT.

Add the following to Article 1074.03 of the Standard Specifications:

- (a) Cabinets shall be designed for NEMA TS2 Type 1 operation. All cabinets shall be pre-wired for a minimum of eight (8) phases of vehicular, four (4) phases of pedestrian and four (4) phases of overlap operation.
- (b)(5) Cabinets – Provide 1/8" (3.2 mm) thick unpainted aluminum alloy 5052-H32. The surface shall be smooth, free of marks and scratches. All external hardware shall be stainless steel.
- (b) (6) Controller Harness – Provide a TS2 Type 2 "A" wired harness in addition to the TS2 Type 1 harness.
- (b) (7) Surge Protection – EDCO Model 1210 IRS with failure indicator.
- (b) (8) BIU – Containment screw required.
- (b) (9) Transfer Relays – Solid state or mechanical flash relays are acceptable.
- (b) (10) Switch Guards – All switches shall be guarded.
- (b) (11) Heating – Two (2) porcelain light receptacles with cage protection controlled by both a wall switch and a thermostat or a thermostatically controlled 150 watt strip heater.
- (b) (12) Plan & Wiring Diagrams – 12" x 16" (3.05mm x 4.06mm) moisture sealed container attached to door.
- (b) (13) Detector Racks – Fully wired and labeled for four (4) channels of emergency vehicle pre-emption and sixteen channels (16) of vehicular operation.
- (b) (14) Field Wiring Labels – All field wiring shall be labeled.
- (b) (15) Field Wiring Termination – Approved channel lugs required.
- (b) (16) Power Panel – Provide a nonconductive shield.
- (b) (17) Circuit Breaker – The circuit breaker shall be sized for the proposed load but shall not be rated less than 30 amps.

- (b) (18) Police Door – Provide wiring and termination for plug in manual phase advance switch.
- (b) (19) Railroad Pre-Emption Test Switch – Eaton 8830K13 SHA 1250 or equivalent.

#### **RAILROAD, FULL-ACTUATED CONTROLLER AND CABINET.**

Add the following to Article 857.02 of the Standard Specifications:

Controller shall comply with Article 1073.01 as amended in these Traffic Signal Special Provisions.

Controller Cabinet and Peripheral Equipment shall comply with Article 1074.03 as amended in these Traffic Signal Special Provisions.

Add the following to Articles 1073.01 (c) (2) and 1074.03 (a) (5) (e) of the Standard Specifications:

Controllers and cabinets shall be new and NEMA TS2 Type 1 design.

A method of monitoring and/or providing redundancy to the railroad preemptor input to the controller shall be included as a component of the Railroad, Full Actuated Controller and Cabinet installation and be verified by the traffic signal equipment supplier prior to installation.

Railroad interconnected controllers and cabinets shall be assembled only by an approved traffic signal equipment supplier. The equipment shall be tested and approved in the equipment supplier's District One facility prior to field installation.

#### **ELECTRIC CABLE.**

Delete "or stranded, and No. 12 or" from the last sentence of Article 1076.04 (a) of the Standard Specifications.

#### **MAST ARM ASSEMBLY AND POLE.**

Add the following to Article 1077.03 (a) of the Standard Specifications:

Traffic signal mast arms shall be one piece construction, unless otherwise approved by the Engineer. All poles shall be galvanized. If the Department approves painting, powder coating by the manufacturer will be required over the galvanization.

This work shall consist of furnishing and installing a galvanized steel or extruded aluminum shroud for protection of the mast arm pole base plate similar to the dimensions detailed in the "District One Standard Traffic Signal Design Details." The shroud shall be of sufficient strength to deter pedestrian and vehicular damage. The shroud shall allow air to circulate throughout the mast arm but not allow infestation of insects or other animals. The shroud shall be constructed, installed and designed not to be hazardous to probing fingers and feet. All mounting hardware shall be stainless steel. The shroud shall not be paid for separately but shall be included in the cost of the mast arm assembly and pole.



**TRAFFIC SIGNAL POST.**

Add the following to Article 1077.01 (b) of the Standard Specifications:

All posts and bases shall be steel and hot dipped galvanized. If the Department approves painting, powder coating by the manufacturer will be required over the galvanization.

**SIGNAL HEADS.**

Add the following to Section 1078 of the Standard Specifications to read:

All signal and pedestrian heads shall provide 12" (300 mm) displays with glossy yellow or black polycarbonate housings. All head housings shall be the same color (yellow or black) at the intersection. For new signalized intersections and existing signalized intersections where all signal and/or pedestrian heads are being replaced, the proposed head housings shall be black. Where only selected heads are being replaced, the proposed head housing color (yellow or black) shall match existing head housings. Connecting hardware and mounting brackets shall be polycarbonate (black). A corrosion resistant anti-seize lubricant shall be applied to all metallic mounting bracket joints, and shall be visible to the inspector at the signal turn-on. Post top mounting collars are required on all posts, and shall be constructed of the same material as the brackets.

Pedestrian signal heads shall be furnished with the international symbolic "Walking Person" and "Upraised Palm" lenses. Egg crate sun shields are not permitted.

Signal heads shall be positioned according to the "District One Standard Traffic Signal Design Details."

**SIGNAL HEAD, BACKPLATE.**

Delete 1<sup>st</sup> sentence of Article 1078.03 of the Standard Specifications and add "All backplates shall be aluminum and louvered".

**INDUCTIVE LOOP DETECTOR.**

Add the following to Article 1079.01 of the Standard Specifications:

Contracts requiring new cabinets shall provide for card mounted detector amplifiers. Loop amplifiers shall provide LCD displays with loop frequency, inductance, and change of inductance readings.

**ILLUMINATED SIGN, LIGHT EMITTING DIODE.**

Revise Sections 891 of the Standard Specifications to read:

**Description.**

This work shall consist of furnishing and installing an illuminated sign with light emitting diodes.

General.

The light emitting diode (LED) blank out signs shall be manufactured by National Sign & Signal Company, or an approved equal and consist of a weatherproof housing and door, LEDs and transformers.

(a) Display.

1. The LED blank out sign shall provide the correct symbol and color for "NO LEFT TURN" OR "NO RIGHT TURN" indicated in accordance with the requirements of the "Manual on Uniform Traffic Control Devices". The message shall be formed by rows of LEDs.
2. The message shall be clearly legible. The message shall be highly visible, anywhere and under any lighting conditions, within a 15 degree cone centered about the optic axis.

The sign face shall be 24 inches (600 mm) by 24 inches (600 mm). The sign face shall be completely illegible when not illuminated. No symbol shall be seen under any ambient light condition when not illuminated.

3. All LEDs shall be T-1 3/4 (5mm) and have an expected lamplife of 100,000 hours. Operating wavelengths will be Red-626nm, Amber-590nm, and Bluish/Green-505nm. Transformers shall be rated for the line voltage with Class A insulation and weatherproofing. The sign shall be designed for operation over a range of temperatures from -35F to +165 F (-37C to +75C).
4. The LED module shall include the message plate, high intensity LEDs and LED drive electronics. Door panels shall be flat black and electrical connections shall be made via barrier-type terminal strip. All fasteners and hardware shall be corrosion resistant stainless steel.

(b) Housing.

1. The housing shall be constructed of extruded aluminum. All corners and seams shall be hell-arc welded to provide a weatherproof seal around the entire case. Hinges shall be continuous full-length stainless steel. Signs shall have stainless steel hardware and provide tool free access to the interior of the sign. Doors shall be 0.125-inch thick extruded aluminum with a 3/16-inch x 1-inch neoprene gasket and sun hood. The sign face shall have a polycarbonate, matte clear, lexan face plate. Drainage shall be provided by four drain holes at the corners of the housing. The finish on the sign housing shall include two coats of exterior enamel applied after the surface is acid-etched and primed with zinc-chromate primer.
2. Mounting hardware shall be black polycarbonate or galvanized steel and similar to mounting Signal Head hardware and brackets specified herein.

Basis of Payment.

This work shall be paid for at the unit price each for ILLUMINATED SIGN, L.E.D.

**GROUNDING EXISTING HANDHOLE FRAME AND COVER.****Description.**

This work shall consist of all materials and labor required to bond the equipment grounding conductor to the existing handhole frame and handhole cover. All installations shall meet the requirements of the details in the "District One Standard Traffic Signal Design Details" and applicable portions of the Specifications.

The equipment grounding conductor shall be bonded to the handhole frame and to the handhole cover. Two (2) ½-inch diameter x 1 ¼-inch long hex-head stainless steel bolts, spaced 1.75-inches apart center-to-center shall be fully welded to the frame and to the cover to accommodate a heavy duty Listed grounding compression terminal (Bumdy type YGHA or approved equal). The grounding compression terminal shall be secured to the bolts with stainless steel split-lock washers and nylon-insert locknuts.

Welding preparation for the stainless steel bolt hex-head to the frame and to the cover shall include thoroughly cleaning the contact and weldment area of all rust, dirt and contaminants. The Contractor shall assure a solid strong weld. The welds shall be smooth and thoroughly cleaned of flux and spatter. The grounding installation shall not affect the proper seating of the cover when closed.

The grounding cable shall be paid for separately.

**Method of Measurement.**

Units measured for payment will be counted on a per handhole basis, regardless of the type of handhole and its location.

**Basis of Payment.**

This work shall be paid for at the contract unit price each for GROUNDING EXISTING HANDHOLE FRAME AND COVER which shall be payment in full for grounding the handhole complete.

**UNIT DUCT.**

All installations of Unit Duct shall be included in the contract and not paid for separately. Polyethylene unit duct shall be used for detector loop raceways to the handholes. On temporary traffic signal installations with detector loops, polyethylene unit duct shall be used for detector loop raceways from the saw-cut to 10 feet (3m) up the wood pole, unless otherwise shown on the plans. Unit duct shall meet the requirements of NEC Article 343.

**UNINTERRUPTIBLE POWER SUPPLY (UPS).****Description.**

This work shall consist of furnishing and installing an uninterruptible power supply (UPS).

The UPS shall have the power capacity to provide normal operation of a signalized intersection that utilizes all LED type signal head optics, for a minimum of six hours.

The UPS shall include, but not be limited to the following: inverter/charger, power transfer relay, batteries, battery cabinet, a separate manually operated non-electronic bypass switch, and all

necessary hardware and interconnect wiring according to the plans. The UPS shall provide reliable emergency power to the traffic signals in the event of a power failure or interruption. The transfer from utility power to battery power and visa versa shall not interfere with the normal operation of traffic controller, conflict monitor/malfunction management unit, or any other peripheral devices within the traffic controller assembly.

The UPS shall be designed for outdoor applications, and shall meet the environmental requirements of, "NEMA Standards Publication No. TS 2 – Traffic Controller Assemblies", except as modified herein.

Materials.

The UPS shall be line interactive and provide voltage regulation and power conditioning when utilizing utility power. The UPS shall be sized appropriately for the intersection's normal traffic signal operating connected load, plus 20 percent (20%). The total connected traffic signal load shall not exceed the published ratings for the UPS. The UPS shall provide a minimum of six (6) hours of normal operation run-time for signalized intersections with LED type signal head optics at 77 °F (25 °C) (minimum 700 WVA active output capacity, with 90 percent minimum inverter efficiency).

The maximum transfer time from loss of utility power to switchover to battery backed inverter power shall be 65 milliseconds.

The UPS shall have a minimum of three (3) sets of normally open (NO) and normally closed (NC) single-pole double-throw (SPDT) relay contact closures, available on a panel mounted terminal block or locking circular connectors, rated at a minimum 120 V/1 A, and labeled so as to identify each contact according to the plans. Contact closures shall be energized whenever the unit:

- Switches to battery power. Contact shall be labeled or marked "On Batt".
- Has been connected to battery power for two (2) hours. Contact shall be labeled or marked "Timer".
- Has an inverter/charger failure. Contact shall be labeled or marked "UPS Fail".

Operating temperature for the inverter/charger, power transfer relay, and manual bypass switch shall be -35 to 165 °F (-37 to +74 °C).

Both the power transfer relay and manual bypass switch shall be rated at 240 VAC/30 amps, minimum.

The UPS shall use a temperature-compensated battery charging system. The charging system shall compensate over a range of 1.4 – 2.2 mV/°F (2.5 - 4.0 mV/°C) per cell. The temperature sensor shall be external to the inverter/charger unit. The temperature sensor shall come with 6.5 ft (2 m) of wire.

Batteries shall not be recharged when battery temperature exceeds 122 °F ± 5 °F (50 °C ± 3 °C).

The UPS shall bypass the utility line power whenever the utility line voltage is outside of the following voltage range: 85 VAC to 135 VAC (± 2 VAC).

When utilizing battery power, the UPS output voltage shall be between 110 and 125 VAC, pure sine wave output, ≤ 3 percent THD, 60 Hz ± 3 Hz.

The UPS shall be compatible with the District's approved traffic controller assemblies utilizing NEMA TS 1 or NEMA TS 2 controllers and cabinet components for full time operation.

When the utility line power has been restored at above 90 VAC  $\pm$  2 VAC for more than 30 seconds, the UPS shall dropout of battery backup mode and return to utility line mode.

When the utility line power has been restored at below 130 VAC  $\pm$  2 VAC for more than 30 seconds, the UPS shall dropout of battery backup mode and return to utility line mode.

The UPS shall be equipped to prevent a malfunction feedback to the cabinet or from feeding back to the utility service.

In the event of inverter/charger failure, the power transfer relay shall revert to the NC state, where utility line power is reconnected to the cabinet. In the event of an UPS fault condition, the UPS shall always revert back to utility line power.

Recharge time for the battery, from "protective low-cutoff" to 80 percent or more of full battery charge capacity, shall not exceed twenty hours.

The manual bypass switch shall be wired to provide power to the UPS when the switch is set to manual bypass.

When the intersection is in battery backup mode, the UPS shall bypass all internal cabinet lights, ventilation fans, service receptacles, any lighted street name signs, any automated enforcement equipment and any other devices directed by the Engineer.

As the battery reserve capacity reaches 50 percent, the intersection shall automatically be placed in all-red flash. The UPS shall allow the controller to automatically resume normal operation after the power has been restored. The UPS shall log an alarm in the controller for each time it is activated.

A blue LED indicator light shall be mounted on the front of the traffic signal cabinet or on the side of the UPS cabinet facing traffic and shall turn on to indicate when the cabinet power has been disrupted and the UPS is in operation. The light shall be a minimum 1 in. (25 mm) diameter, be viewable from the driving lanes, and able to be seen from 200 ft (60 m) away.

All 24 volt and 48 volt systems shall include an external or internal component that monitors battery charging to ensure that every battery in the string is fully charged. The device shall compensate for the effects of adding a new battery to an existing battery system by ensuring that the charge voltage is spread equally across all batteries.

#### Mounting/Configuration

The inverter/charger unit shall be rack or shelf-mounted.

All interconnect wiring provided between the power transfer relay, manual bypass switch, and cabinet terminal service block shall be at least 6.5 ft (2 m) of #10 AWG wire.

Relay contact wiring provided for each set of NO/NC relay contact closure terminals shall be 6.5 ft (2 m) of #18 AWG wire.

Battery Cabinet.

Batteries, inverter/charger and power transfer relay shall be housed in a separate NEMA Type 3R cabinet. The cabinet shall be Aluminum alloy, 5052-H32, 0.125-inch thick and have a natural mill finish.

The door shall open to the entire cabinet, have a neoprene gasket, an Aluminum continuous piano hinge with stainless steel pin, and a three point locking system. The cabinet shall be provided with a main door lock which shall operate with a traffic industry conventional No. 2 key. Provisions for padlocking the door shall be provided.

The manually bypass switch shall be installed inside the traffic signal cabinet.

No more than three batteries shall be mounted on individual shelves for a cabinet housing six batteries and no more than four batteries per shelf for a cabinet housing eight batteries.

A minimum of three shelves shall be provided. Each shelf shall support a load of 132 lb (60 kg) minimum.

The battery cabinet housing shall have the following nominal outside dimensions: a width of 25 in. (785 mm), a depth of 16 in. (440 mm), and a height of 41 to 48 in. (1.1 to 1.3 m). Clearance between shelves shall be a minimum of 10 in. (250 mm).

The battery cabinet shall be ventilated through the use of louvered vents, filters, and one thermostatically controlled fan. The cabinet fan shall not be energized when the traffic signals are on UPS power.

The battery cabinet shall have provisions for an external generator connection.

The UPS with battery cabinet shall come with all bolts, conduits and bushings, gaskets, shelves, and hardware needed for mounting. A warning sticker shall be placed on the outside of the cabinet indicating that there is an uninterruptible power supply inside the cabinet.

Maintenance, Displays, Controls, and Diagnostics.

The UPS shall include a display and/or meter to indicate current battery charge status and conditions.

The UPS shall have lightning surge protection compliant with IEEE/ANSI C.62.41.

The UPS shall be equipped with an integral system to prevent battery from destructive discharge and overcharge.

The UPS hardware and batteries shall be easily replaced without requiring any special tools or devices.

The UPS shall include a resettable front-panel event counter display to indicate the number of times the UPS was activated. The total number of hours the unit has operated on battery power shall be available from the controller unit or UPS unit.

The UPS shall be equipped with an RS-232 port.

The UPS shall include tip or kill switch installed in the battery cabinet, which shall completely disconnect power from the UPS when the switch is manually activated.

The UPS shall incorporate a flanged electric generator inlet for charging the batteries and operating the UPS. The generator connector shall be male type, twist-lock, rated as 15A, 125VAC with a NEMA L5-15P configuration and weatherproof lift cover plate (Hubbell model HBL4716C or approved equal). Access to the generator inlet shall be from a secured weatherproof lift cover plate or behind a locked battery cabinet police panel.

The manufacturer shall include two sets of equipment lists, operation and maintenance manuals, board-level schematic and wiring diagrams of the UPS, and battery data sheets. The manufacturer shall include any software needed to monitor, diagnose, and operate the UPS. The manufacturer shall include any required cables to connect the UPS to a laptop computer.

#### Battery System.

Individual batteries shall be 12 V type, 65 amp-hour minimum capacity at 20 hours, and shall be easily replaced and commercially available off the shelf.

The UPS shall consist of an even number of batteries that are capable of maintaining normal operation of the signalized intersection for a minimum of six hours. Calculations shall be provided showing the number of batteries of the type supplied that are needed to satisfy this requirement. A minimum of four batteries shall be provided.

All batteries supplied in the UPS shall be either gel cell or AGM type, deep cycle, completely sealed, prismatic leadcalcium based, silver alloy, valve regulated lead acid (VRLA) requiring no maintenance. All batteries in a UPS installation shall be the same type; mixing of gel cell and AGM types within a UPS installation is not permitted.

Batteries shall be certified by the manufacturer to operate over a temperature range of -13 to 160 °F (-25 to + 71 °C) for gel cell batteries and -40 to 140 °F (-40 to + 60 °C) for AGM type batteries.

The batteries shall be provided with appropriate interconnect wiring and corrosion resistant mounting trays and/or brackets appropriate for the cabinet into which they will be installed.

Batteries shall indicate maximum recharge data and recharging cycles.

Battery interconnect wiring shall be via a modular harness. Batteries shall be shipped with positive and negative terminals pre-wired with red and black cabling that terminates into a typical power-pole style connector. The harness shall be equipped with mating power-pole style connectors for the batteries and a single, insulated plug-in style connection to the inverter/charger unit. The harness shall allow batteries to be quickly and easily connected in any order and shall be keyed and wired to ensure proper polarity and circuit configuration.

Battery terminals shall be covered and insulated so as to prevent accidental shorting.

#### Warranty.

The warranty for an uninterruptible power supply (UPS) shall cover a minimum of two years from date the equipment is placed in operation; however, the batteries of the UPS shall be warranted for full replacement for a minimum of five years from the date the traffic signal and UPS are placed into service.

Installation.

When a UPS is installed at an existing traffic signal cabinet, the UPS cabinet shall partially rest on the lip of the existing controller cabinet foundation and be secured to the existing controller cabinet by means of at least four (4) stainless steel bolts. The UPS cabinet shall be completely enclosed with the bottom and back constructed of the same material as the cabinet.

When a UPS is installed at a new signal cabinet and foundation, it shall be mounted as shown on the plans.

Basis of Payment.

This work will be paid for at the contract unit price per each for UNINTERRUPTABLE POWER SUPPLY.

**SIGNAL HEAD, LIGHT EMITTING DIODE.**Description.

This work shall consist of furnishing and installing a traffic signal head or pedestrian signal head with light emitting diodes (LED) of the type specified in the plan or retrofitting an existing traffic signal head with a traffic signal module or pedestrian signal module with LEDs as specified in the plans.

General.

LED signal heads (All Face and Section Quantities), (All Mounting Types) shall conform fully to the requirements of Sections 880 and 881 and Articles 1078.01 and 1078.02 of the "Standard Specifications for Road and Bridge Construction," adopted January 1, 2007, and amended herein:

1. The LED signal modules shall be replaced or repaired if an LED signal module fails to function as intended due to workmanship or material defects within the first 60 months from the date of delivery. LED signal modules which exhibit luminous intensities less than the minimum values specified in Table 1 of the ITE Vehicle Traffic Control Signal Heads: Light Emitting Diode (LED) Circular Signal Supplement (June 27, 2005) [VTSCH] or show signs of entrance of moisture or contaminants within the first 60 months of the date of delivery shall be replaced or repaired. The manufacturer's written warranty for the LED signal modules shall be dated, signed by an Officer of the company and included in the product submittal to the State.
2. Each module shall consist of an assembly that utilizes LEDs as the light source in lieu of an incandescent lamp for use in traffic signal sections.

**(a) Physical and Mechanical Requirements**

1. Modules can be manufactured under this specification for the following faces:
  - a. 12 inch (300 mm) circular, multi-section
  - b. 12 inch (300 mm) arrow, multi-section
  - c. 12 inch (300 mm) pedestrian, 2 sections
2. The maximum weight of a module shall be 4 lbs. (1.8 kg).



3. Each module shall be a sealed unit to include all parts necessary for operation (a printed circuit board, power supply, a lens and gasket, etc.), and shall be weather proof after installation and connection.
4. Material used for the lens and signal module construction shall conform to ASTM specifications for the materials.
5. The lens of the module shall be tinted with a wavelength-matched color to reduce sun phantom effect and enhance on/off contrast. The tinting shall be uniform across the lens face. Polymeric lens shall provide a surface coating or chemical surface treatment applied to provide abrasion resistance. The lens of the module shall be integral to the unit, convex with a smooth outer surface and made of plastic. The lens shall have a textured surface to reduce glare.
6. The use of tinting or other materials to enhance ON/OFF contrasts shall not affect chromaticity and shall be uniform across the face of the lens.
7. Each module shall have a symbol of the type of module (i.e. circle, arrow, etc.) in the color of the module. The symbol shall be 1 inch (25.4 mm) in diameter. Additionally, the color shall be written out in 1/2 inch (12.7mm) letters next to the symbol.

(b) Photometric Requirements

1. The minimum initial luminous intensity values for the modules shall conform to the values in Table 1 of the VTCSH (2005) for circular signal indications, and as stated in Table 3 of these specifications for arrow and pedestrian indications at 25°C.
2. The modules shall meet or exceed the illumination values stated in Article 1078.01(3)c of the "Standard Specifications for Road and Bridge Construction," Adopted January 1, 2007 for circular signal indications, and Table 3 of these specifications for arrow and pedestrian indications, throughout the useful life based on normal use in a traffic signal operation over the operating temperature range.
3. The measured chromaticity coordinates of the modules shall conform to the chromaticity requirements of Section 4.2 of the VTCSH (2005).
4. The LEDs utilized in the modules shall be AlInGaP technology for red, yellow, Portland orange (pedestrian) and white (pedestrian) indications, and GaN for green indications, and shall be the ultra bright type rated for 100,000 hours of continuous operation from -40°C to +74°C.

(c) Electrical

1. Maximum power consumption for LED modules is per Table 2.
2. LED modules will have EPA Energy Star compliance ratings, if applicable to that shape, size and color.
3. Operating voltage of the modules shall be 120 VAC. All parameters shall be measured at this voltage.

4. The modules shall be operationally compatible with currently used controller assemblies (solid state load switches, flashers, and conflict monitors).
5. When a current of 20 mA AC (or less) is applied to the unit, the voltage read across the two leads shall be 15 VAC or less.
6. The LED modules shall provide constant light output under power. Modules with dimming capabilities shall have the option disabled or set on a non-dimming operation.
7. The individual LEDs shall be wired such that a catastrophic loss or the failure of one or more LED will not result in the loss of the entire module.

(d) Retrofit Traffic Signal Module

1. The following specification requirements apply to the Retrofit module only. All general specifications apply unless specifically superseded in this section.
2. Retrofit modules can be manufactured under this specification for the following faces:
  - a. 12 inch (300 mm) circular, multi-section
  - b. 12 inch (300 mm) arrow, multi-section
  - c. 12 inch (300 mm) pedestrian, 2 sections
3. Each Retrofit module shall be designed to be installed in the doorframe of a standard traffic signal housing. The Retrofit module shall be sealed in the doorframe with a one-piece EPDM (ethylene propylene rubber) gasket.
4. The maximum weight of a Retrofit module shall be 4 lbs. (1.8 kg).
5. Each Retrofit module shall be a sealed unit to include all parts necessary for operation (a printed circuit board, power supply, a lens and gasket, etc.), and shall be weather proof after installation and connection.
6. Electrical conductors for modules, including Retrofit modules, shall be 39.4 inches (1m) in length, with quick disconnect terminals attached.
7. The lens of the Retrofit module shall be integral to the unit, shall be convex with a smooth outer surface and made of plastic or of glass.

(e) The following specification requirements apply to the 12 inch (300 mm) arrow module only. All general specifications apply unless specifically superseded in this section.

1. The arrow module shall meet specifications stated in Section 9.01 of the Equipment and Material Standards of the Institute of Transportation Engineers (November 1998) [ITE Standards], Chapter 2 (Vehicle Traffic Control Signal Heads) for arrow indications.
2. The LEDs arrow indication shall be a solid display with a minimum of three (3) outlining rows of LEDs and at least one (1) fill row of LEDs.

(f) The following specification requirement applies to the 12 inch (300 mm) programmed visibility (PV) module only. All general specifications apply unless specifically superseded in this section.

1. The LED module shall be a module designed and constructed to be installed in a programmed visibility (PV) signal housing without modification to the housing.

(g) The following specification requirements apply to the 12 inch (300 mm) Pedestrian module only. All general specifications apply unless specifically superseded in this section.

1. Each pedestrian signal LED module shall provide the ability to actuate the solid upraised hand and the solid walking person on one 12 inch (300mm) section.
2. Two (2) pedestrian sections shall be installed. The top section shall be wired to illuminate only the upraised hand and the bottom section shall be the walking man.
3. "Egg Crate" type sun shields are not permitted. All figures must be a minimum of 9 inches (225mm) in height and easily identified from a distance of 120-feet (36.6m).

Basis of Payment.

This item shall be paid for at the contract unit price each for SIGNAL HEAD, LED, of the type specified, which price shall be payment in full for furnishing the equipment described above including signal head, LED(s) modules, all mounting hardware, and installing them in satisfactory operating condition.

The type specified will indicate the number of signal faces, the number of signal sections, and the method of mounting.

Pedestrian head(s) shall be paid for at the contract unit price each for PEDESTRIAN SIGNAL HEAD, LED, of the type specified and of the particular kind of material when specified.

The type specified will indicate the number of faces and the method of mounting.

When installed in an existing signal head, this item shall be paid for at the contract unit price each for SIGNAL HEAD, LED of the type specified, RETROFIT, which price shall be payment in full for furnishing the equipment described above including LED(s) modules, all mounting hardware, and installing them in satisfactory operating condition.

The type specified will indicate the number of signal faces, the number of signal sections, and the method of mounting.

When installed in an existing signal head, this item shall be paid for at the contract unit price each for PEDESTRIAN SIGNAL HEAD, LED, of the type specified, RETROFIT, which price shall be payment in full for furnishing the equipment described above including LED(s) modules, all mounting hardware, and installing them in satisfactory operating condition.

The type specified will indicate the number of faces and the method of mounting.

## TABLES

Table 2 Maximum Power Consumption (in Watts)

Temperature	Red		Yellow		Green	
	25°C	74°C	25°C	74°C	25°C	74°C
12 inch (300 mm) circular	11	17	22	25	15	15
12 inch (300 mm) arrow	9	12	10	12	11	11
Pedestrian Indication	Hand-Portland Orange		Person-White			
	6.2		6.3			

Table 3 Minimum Initial & Maintained Intensities for Arrow and Pedestrian Indications (in cd/m<sup>2</sup>)

	Red	Yellow	Green
Arrow Indication	5,500	11,000	11,000

**PEDESTRIAN COUNTDOWN SIGNAL HEAD, LIGHT EMITTING DIODE.****Description.**

This work shall consist of furnishing and installing a pedestrian countdown signal head, with light emitting diodes (LED) of the type specified in the plan.

Pedestrian Countdown Signal Head, Light Emitting Diode, shall conform fully to the SIGNAL HEAD, LIGHT EMITTING DIODE specification, with the following modifications:

## (a) Application.

1. Pedestrian Countdown Signal Heads, shall not be used at signalized intersections where traffic signals and railroad warning devices are interconnected.
2. All pedestrian signals at an intersection shall be the same type and have the same display. No mixing of countdown and other types of pedestrian traffic signals will be permitted.

## (b) General.

1. The module shall operate in one mode: Clearance Cycle Countdown Mode Only. The countdown module shall display actual controller programmed clearance cycle and shall start counting when the flashing clearance signal turns on and shall countdown to "0" and turn off when the steady Upraised Hand (symbolizing Don't Walk) signal turns on. Module shall not have user accessible switches or controls for modification of cycle.
2. At power on, the module shall enter a single automatic learning cycle. During the automatic learning cycle, the countdown display shall remain dark.
3. The module shall re-program itself if it detects any increase or decrease of Pedestrian Timing. The counting unit will go blank once a change is detected and then take one complete pedestrian cycle (with no counter during this cycle) to adjust its buffer timer.
4. The module shall allow for consecutive cycles without displaying the steady Upraised Hand.
5. The module shall recognize preemption events and temporarily modify the crossing cycle accordingly.

6. If the controller preempts during the Walking Person (symbolizing Walk), the countdown will follow the controller's directions and will adjust from Walking Person to flashing Upraised Hand. It will start to count down during the flashing Upraised Hand.
7. If the controller preempts during the flashing Upraised Hand, the countdown will continue to count down without interruption.
8. The next cycle, following the preemption event, shall use the correct, initially programmed values.
9. If the controller output displays Upraised Hand steady condition and the unit has not arrived to zero or if both the Upraised Hand and Walking Person are dark for some reason, the unit suspends any timing and the digits will go dark.
10. The digits will go dark for one pedestrian cycle after loss of power of more than 1.5 seconds.
11. The countdown numerals shall be two (2) "7 segment" digits forming the time display utilizing two rows of LEDs.
12. The LED module shall meet the requirements of the Institute of Transportation Engineers (ITE) LED purchase specification, "Pedestrian Traffic Control Signal Indications - Part 2: LED Pedestrian Traffic Signal Modules," or applicable successor ITE specifications, except as modified herein.
13. The LED modules shall provide constant light output under power. Modules with dimming capabilities shall have the option disabled or set on a non-dimming operation.
14. In the event of a power outage, light output from the LED modules shall cease instantaneously.
15. The LEDs utilized in the modules shall be AlInGaP technology for Portland Orange (Countdown Numerals and Upraised Hand) and GaN technology for Lunar White (Walking Person) indications.
16. The individual LEDs shall be wired such that a catastrophic loss or the failure of one or more LED will not result in the loss of the entire module.

(c) Pedestrian Countdown Signal Heads.

1. Pedestrian Countdown Signal Heads shall be 16 inch (406mm) x 18 inch (457mm), for single units with the housings glossy black polycarbonate. Connecting hardware and mounting brackets shall be polycarbonate (black). A corrosion resistant anti-seize lubricant shall be applied to all metallic mounting bracket joints, and shall be visible to the inspector at the signal turn-on.
2. Each pedestrian signal LED module shall be fully MUTCD compliant and shall consist of double overlay message combining full LED symbols of an Upraised Hand and a Walking Person. "Egg Crate" type sun shields are not permitted. Numerals shall measure 9 inches (229mm) in height and easily identified from a distance of 120 feet (36.6m).

(d) Electrical.

1. Maximum power consumption for LED modules is 29 watts.
2. The measured chromaticity shall remain unchanged over the input line voltage range listed of 80 VAC to 135 VAC.

Basis of Payment

This item shall be paid for at the contract unit price each for PEDESTRIAN COUNTDOWN SIGNAL HEAD, LED, of the type specified, which shall be payment in full for furnishing the equipment described above including LED(s) modules, all mounting hardware, and installing them in satisfactory operating condition. The type specified will indicate the number of faces and the method of mounting.

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**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Motion Authorizing the Release of an Amendment to the 2011 US HUD Annual Action Plan for a 30-Day Public Comment period.**

**Resolution or Ordinance Number:**

**Date of Board Action:**

\_\_\_\_\_  
March 19, 2012

**Staff Review:**

Community Development/CPD Dept.

  
\_\_\_\_\_  
Janis Akerstrom

Village Manager's Office

**Item History (Previous Board Review, Related Action, History):**

The Village of Oak Park creates an Annual Action Plan every year to identify priorities and create the strategies for addressing the low-income housing, homelessness, economic development, facility improvement and infrastructure priority needs in the Village that will be funded with federal HUD program funds Community Development Block Grant and Emergency Shelter Grant. In order to make a substantial change to any Annual Action Plan, an Amendment must be submitted to HUD for approval, after the Village Board has provided a 30-day public comment period on the proposed change. The Village Board approved the 2011 Action Plan on November 1<sup>st</sup>, 2010.

US HUD instituted a new homelessness assistance grant in February 2012 – the Emergency Solutions Grant- which has replaced the Emergency Shelter Grant, a program that has funded the Village for over two decades. This new grant program was created by HUD in part to meet the increased need for homelessness assistance that has grown over the past several years, as well as to provide accountability in the selection of local priorities and use of funds. This program carries new eligibilities and performance criteria, as well as requirements for recipient entitlements to coordinate with regional homelessness providers and funders operating out of the same Continuum of Care. This program becomes effective retroactively, awarding a new second allocation of 2011 homelessness (Solutions) funds totaling \$46,990, and will also provide Solutions funding sometime in the future for 2012, making the Village's proposed Emergency Shelter subrecipient awards and projects from the 2012 Action Plan obsolete.

**Item Policy Commentary (Key Points, Recommendation, Background):**

In order to receive the 2011 Emergency Solutions Grant funds, Oak Park must submit a Substantial Amendment to the 2011 federal Action Plan. The new grant program has been fast-tracked by HUD, and the Substantial Amendments are due to HUD by May 15<sup>th</sup>, 2012 on the new program design.

The new Solutions program requires regional collaboration to identify priority needs and create standardized formats in several areas of service delivery, especially in rapid re-housing, homelessness prevention, and emergency shelter and street outreach services. Oak Park is in discussion with Cook County, the City of Evanston and the Cook County Alliance to End Homelessness Continuum of Care to create an effective ESG program stretching across Cook County and within Oak Park. Meetings to develop the new program and finalize a collaborative approach will continue for many months to come as US HUD refines program instructions and regulations. HUD recognizes that the Amendment due on May 15<sup>th</sup> will be a general work in progress or a demo program, refined over the next year as the collaboration and priorities are refined.

Village staff recommends release of the Substantial Amendment for the 2011 Action Plan for the HUD required 30-day public comment period. Upon completion of the 30-day comment period, the Amendment

will be approved by the Board on May 7<sup>th</sup>, 2012 and submitted to HUD.

**Item Budget Commentary:**

There is no fiscal impact to the Village since the grant program is funded by HUD. This second allocation of 2011 homelessness assistance funding (ESG) totals \$46,990.

**Proposed Action:**

Release the Amendment to the 2011 Annual Action Plan for a 30-day public comment period as required by HUD.



## **Emergency Solutions Grant Substantial Amendment to the FY 2011 Consolidated Plan Annual Action Plan**

This substantial amendment was prepared and submitted in accordance with the Village of Oak Park's citizen participation plan and the requirements of 24 CFR part 91, as amended by the Interim Rule.

### **Contents of Substantial Amendment**

#### **1. SF-424**

#### **2. Summary of Consultation Process**

On January 18<sup>th</sup>, 2012, Oak Park, an ESG entitlement community, participated in a Homelessness Prevention Committee meeting held by the Alliance to End Homelessness in Suburban Cook County, which serves as both Continuum lead agency for Oak Park, and HMIS lead agency for the Cook County Continuum of Care (IL-511). Oak Park, along with the city of Evanston's and Cook County's entitlement representatives- members of the same Continuum- launched the initial discussion on Emergency Solutions Program and presented the program instructions for the collective non-profit services organizations that provide assisted housing, health services, and social services in attendance. This included the first discussion on regional allocation. Following the initial overview meeting, the entitlement communities and representative Continuum members convened multiple roundtable discussions throughout February and March, on implementing and integrating the new program into the existing Continuum network and reaching out to new service networks.

The group examined several approaches to how to direct the funds to meet the greatest need in the Cook County Continuum of Care area. To be the most effective in performance, outcomes, and to address the greatest need with the limited funds, the cooperative agreed to apply each entitlement's allocation to the homeless service priority needs of that local area, as determined by historic service data, provided through the Homeless Management Information System (HMIS) reports, through HRPR reports, expenditures, through intake data and statistics from the Homelessness Prevention Call Center, the initial intake and referral organization under HPRP funding, and through consultations with service providers serving the area. The Continuum looked at the people of greatest need, what the resources are and what the performance standards would be.

The collaborative examined the application of existing and new performance standards, discussing various methods and options for quantifying 1) fewer homeless, 2) fewer repeats of homelessness and 3) shorter duration of homelessness, US HUD's performance standards for Continuum of Care under the McKinney-Vento Homeless Assistance Act, as Amended by the HEARTH act of 2009. The performance standards were further developed through the Continuum of Care members as identified under #9 Performance Standards.

The Alliance to End Homelessness in Suburban Cook County serves as both Continuum lead agency and HMIS lead agency for the Cook County Continuum of Care (IL-511). The Alliance is incorporated as a nonprofit 501(c)(3) agency and works in partnership with Oak Park to plan

and coordinate homeless programs. The HMIS Committee of the Alliance completes an annual review of the HMIS Policies and Procedures, recommending their adoption to the Alliance's board of directors. The most recent update to the HMIS Policies and Procedures was adopted on Feb. 24, 2012, and a copy is available here:

[http://www.suburbancook.org/files/HMIS\\_Policy\\_Manual\\_FINAL\\_Feb\\_24-20122.pdf](http://www.suburbancook.org/files/HMIS_Policy_Manual_FINAL_Feb_24-20122.pdf) [The previously separate Evanston Continuum of Care merged into the Cook County Continuum of Care in July 2011, and the recently adopted policy reconciles the two previous sets of policies.] The Alliance receives HUD Supportive Housing Program funding to cover 80% of the cost of operating the Homeless Management Information System. Cook County Community Development Block Grant (CDBG) and some private funding covers the remaining costs of operating the system.

### 3. Summary of Citizen Participation Process

A “substantial amendment” is an amendment to the Consolidated Plan or Annual Action Plan that requires 30 days of public comment. Prior to submitting substantial amendments to HUD, The Village of Oak Park will provide citizens with a 30-day notice, first released at a Village Board meeting open to the public, then advertised in The Wednesday Journal and on the Village website on Wednesday, March 24<sup>th</sup>, 2012, giving the public an opportunity to comment whenever a substantial amendment is being proposed for the Village of Oak Park CDBG and ESG programs. The Village of Oak Park shall consider any comments received in preparing substantial amendments. A summary of all comments received shall be attached to any substantial amendment of the plan. Any comments that are not accepted (that is, comments that do not result in changes) shall be included in this summary along with the reason they were not accepted. These comments

Comments: *(TBD after 30-day comment period)*

### 4. Match

Match resources will be required to be submitted by the subrecipient to equal the Emergency Solutions Grant allocation (\$46,990). Specific types of funds sources will identified in process.

### 5. Proposed Activities and Overall Budget

The Continuum of Care Homeless Population table in the 2011 Annual Action plan identifies the needs for housing for displaced families and homeless individuals. The priority needs of homelessness prevention and homelessness assistance (rapid re-housing) were identified as priority needs in the 2009 Action Plan upon the implementation of the ARRA funding, and remain a need as the Recovery Act funding is depleted and the program ends this calendar year. The Emergency Solutions Grant will enable continuation of homeless assistance programs needed in the community.

<b>Emergency Solutions Estimated Budget Summary</b>			
	<b>Homelessness</b>	<b>Rapid Re-</b>	<b>Total Amount</b>

	<b>Prevention</b>	<b>housing</b>	<b>Budgeted</b>
Rental Assistance	\$ 17,386	\$ 11,301	\$ 28,687
Housing Relocation & Stabilization	\$ 2,173	\$ 3,912	\$ 6,085
Services	\$ 2,173	\$ 6,521	\$ 8,694
Administration (up to 7.5% of allocation)			\$ 3,524.
Total ESG Amount Budgeted			\$ 46,990

Housing Relocation and Stabilization Services - Financial Assistance- includes the following activities as detailed in the ESG Notice, such as short-term rental assistance, (up to three months), medium term rental assistance, security deposits, utility deposits, utility payments, moving cost assistance, and motel or hotel vouchers.

Housing relocation and stabilization services include the following activities as detailed in the ESG Notice: case management, outreach, housing search and placement, legal services, mediation, and credit repair.

#### **Discussion of Funding Priorities**

The Village has selected these funding priorities based on the historic percentage of funds distributed between the two programs under the Continuum of Care and Oak Park's Homelessness Prevention and Rapid Re-housing Grant (HPRP) service delivery.

- 40% to HP rental assistance
- 5% of HP other financial assistance
- 5% to HP services
- 26% to RRH rental assistance
- 9% to RRH other financial assistance
- 15% to RRH services

#### **6. Written Standards for Provision of ESG Assistance**

See Attached Standards

#### **7. Describe Process for Making Sub-awards**

For the 2011 allocation, funds will be designated to the existing and established local homeless assistance Continuum of Care partnership operating in and around Oak Park for the second 2011 ESG allocation. The allocation will be provided under agreement to a current homelessness service provider in Oak Park that has established rapid re-housing and homelessness prevention programs, procedures and performance criteria to serve as the local service agency, in order to meet the accelerated requirements for implementation.

#### **8. Homeless Participation Requirement**

The local Alliance to End Homelessness in Suburban Cook County Executive Board, and the Board of West Suburban PADS, both part of the Oak Park Continuum of Care Alliance, maintain homeless clients as members of their boards and meet the required participation.

## **9. Performance Standards**

The following are preliminary performance standards created by the Continuum of Care to measure the goals of reducing and eliminating homelessness as identified above

- Engagement rate: the percent of persons exiting shelter where the destination is known
- Percent of persons exiting shelter who used 30 shelter-nights or fewer
- Percent exited to permanent housing, for each component type (shelter, HP, RRH)
- Follow up on housing status 6-18 months after HP assistance

## Written Standards for Provision of ESG Assistance

Requirement	(Draft-in Process)
a. Standard policies and procedures for evaluating individuals' and families' eligibility for assistance under ESG	
Must be consistent with definitions of homeless and at risk of homelessness	
Must be consistent with record keeping requirements	
b. Policies and procedures for coordination among emergency shelter providers, essential service providers, homelessness prevention and rapid re-housing assistance providers, other homeless assistance providers, and mainstream service and housing providers.	
Must promote a strategic, community-wide system to prevent and end homelessness	
c. Policies and procedures for determining and prioritizing which eligible families and individuals will receive homelessness prevention assistance and which eligible families and individuals will receive rapid re-housing assistance.	
Must include targeting policies and procedures for rapid-rehousing	
Must include targeting policies and procedures for homelessness prevention	
For homelessness prevention assistance, must include the risk factors that will be used to help determine individuals and families who are most in need of ESG homelessness prevention assistance to avoid moving into an emergency shelter	
Identify combinations of such characteristics that are typical of families and individuals living in shelters or on the streets as a guide for targeting and prioritizing prevention assistance to those families and individuals who are most in need	
d. Standards for determining the share of rent and utilities costs that each program participant must pay, if any, while receiving homelessness prevention or rapid re-housing assistance.	
Must include guidelines for determining program participants' contribution to rent and utilities. Guidelines need to consider challenges associated with homelessness, other resources available or lacking, existing housing and economic conditions in community. May be flexible and consider a wide range of options, including providing a fixed amount of assistance per person or requiring the program participant to pay a % of income over the course of the assistance. If it is % of income, must specify what % will be and how income will be calculated.	
e. Standards for determining how long a particular program participant will be provided with rental assistance and whether and how the amount of that assistance will be adjusted over time.	
Must include guidelines for determining the length and amount of assistance a participant will receive, as well as changes in assistance over time.	
(1) Program participants receiving rapid re-housing assistance must be re-evaluated at least once every year and program participants receiving homelessness prevention assistance are required to be re-evaluated at least once every three months	
(3) No program participant may receive more than 24 months of assistance in a 3-year period.	
Should consider the challenges associated with homelessness in community, other resources available or lacking, existing housing and economic conditions in community.	
If we choose to establish additional criteria for re-evaluating eligibility, must be described in this section.	
f. Standards for determining the type, amount, and duration of housing stabilization and/or relocation services to provide a program participant, including the limits, if any, on the homelessness prevention or rapid re-housing assistance that each program participant may receive, such as the maximum amount of assistance, maximum number of months the program participant receives assistance; or the maximum number of times the program participant may receive assistance.	
Must include standards for determining the housing stabilization and/or relocation services that will be provided to a participant, including the types of services, amount of services, and the length of time a	

participant can receive services.
Must include any limits that will be imposed above and beyond the Interim Rule's limits on the types and amount of assistance that a participant can receive.
Can be flexible and consider a wide range of options when setting standards of housing stabilization and relocation standards. For example, could adjust the services over time based on a set of indicators or require the program participant to contribute a certain portion of his or her income while receiving assistance. Except for case management, no program participant may receive more than 24 months of assistance in a 3 year period.

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**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Resolution Authorizing a One Year Agreement with Downtown Oak Park for the Installation and Maintenance of seasonal plantings in Village Landscaping for the Year 2012**

**Resolution or Ordinance No.** \_\_\_\_\_


**Date of Board Action:** March 19, 2012

**Staff Review:**

**Public Works Director:**

  
\_\_\_\_\_  
John P. Wielebnicki

**Village Manager's Office:**

  
\_\_\_\_\_

**Item History (Previous Board Review, Related Action, History):**

The Village contracts to install and maintain seasonal plantings in over 480 planters and landscaped areas in business districts throughout the Village. Downtown Oak Park also contracts for the installation and maintenance of seasonal plantings in their business district. Staff from the Department of Public Works and Downtown Oak Park (DTOP) have discussed potential improvements to the Village maintained planters and landscaped areas within the Downtown Oak Park area.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

In the Downtown Business District, DTOP currently maintains all of the in-ground planters and the Village maintains all of the stand alone planters as well as other areas.

DTOP has offered to assume the planting, maintenance and watering of the planters and landscape areas which are the responsibility of the Village, in their immediate business district. DTOP feels that the coordination, oversight and management of plantings and maintenance in their district will be more efficient and will yield superior results. In the past, there have been several companies doing landscape maintenance within the district. It is preferred to have one contract to assure consistent results. DTOP is willing to manage this one contract for one year on a trial basis.

The area included in this discussion is all of the Village landscape maintenance areas as noted below and as shown on the attached map:

- Lake Street from Harlem Avenue to Forest Avenue;
- Marion Street from North Boulevard to Ontario Street ;
- North Boulevard from Harlem Avenue to Forest Avenue;
- Landscaping areas surrounding the Holley Court parking structure;
- Westgate Street from the west end of Lot 9T to Marion Street;
- Landscaping in and adjacent to parking lots 3, 9, 9T and 10.

Bids were opened for the Village Commercial District Planter Program on March 8, 2012. The cost for the Village responsible planters in DTOP includes \$14,505.00 for plantings and

maintenance and \$7,700.00 for watering. This amount will not be included in the Village planter contract for this work.

Under separate contracts there is an additional \$2,104.00 for maintenance of other DTOP landscaped areas and \$1,000.00 in landscape consultant oversight. These amounts will be deducted from those contracts.

The total amount of village responsible work in DTOP is \$25,309.00.

The Village will pay DTOP the amount the Village would have spent on this work under the Village's own landscape contract and DTOP will use the funds to pay it's own contractor according to their design.

Staff met with the DTOP Board on March 13, 2012 to answer questions they had about this item. The DTOP Board voted to unanimously support entering into a one year agreement with the Village to take on the responsibility for landscaping as noted above.

It is staff's recommendation to support the request from DTOP to assume the planting, maintenance and watering of the Village maintained planters and landscape areas within DTOP in the boundaries identified above on a trial basis for the year 2012.

**Intergovernmental Cooperation Opportunities:**

The proposed agreement is an excellent example of inter-agency cooperation whereby superior results can be achieved through single management of a project.

**Item Budget Commentary:**

The FY 2012 General Fund budget provides for this work in account no. 1001-43800-742-530660, General Contractuals in the amount of \$118,000.00 for all Village maintained business district planting areas.

It is recommended to pay Downtown Oak Park \$25,309.00 in eight monthly payments (\$3,163.63) for this work from the above identified account. This is the same amount the Village would have paid it's contractor for this work.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

The option to this alternative would be for the Village to continue to maintain the planters and landscaped areas as in the past.

**Proposed Recommended Action: Approve the Resolution**



**RESOLUTION**

**AUTHORIZING A ONE YEAR AGREEMENT WITH DOWNTOWN OAK PARK FOR THE INSTALLATION AND MAINTENANCE OF SEASONAL PLANTINGS IN VILLAGE LANDSCAPING FOR THE YEAR 2012**

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute an agreement with Downtown Oak Park for installation and maintenance of Village landscaping in the Downtown Oak Park area for the year 2012 for a cost not to exceed \$25,309.00

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 19<sup>th</sup> day of March, 2012.

\_\_\_\_\_  
David G. Pope  
Village President

Attest:

\_\_\_\_\_  
Teresa Powell  
Village Clerk

**Agreement Between the Village of Oak Park and  
Downtown Oak Park for Installation and Maintenance of Seasonal Plantings  
in the Downtown Business District**

THIS AGREEMENT is made and concluded on March 19, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL (Village) and Downtown Oak Park (DTOP), 1010 Lake Street, Oak Park, Illinois, 60301 for the installation and maintenance of seasonal plantings in landscape containers in the Downtown Business District.

**Whereas**, DTOP contracts for installation and maintenance of seasonal plantings in containers on the public right of way in the Downtown Business District as specified below; and

**Whereas**, the Village of Oak Park contracts for installation and maintenance of other seasonal plantings in landscape containers on the public right of way at locations throughout the Village; and

**Whereas**, the parties desire to contract to provide a coordinated landscape appearance for all landscape containers on the public right of way in the Downtown Business District.

Now Therefore, the Parties agree as follows:

**A. Scope of Work**

DTOP agrees to contract to provide installation and maintenance of seasonal plantings in Village owned landscape containers and landscaped areas in the following locations:

- On Lake Street from Harlem Avenue to Forest Avenue;
- On Marion Street from North Boulevard to Ontario Street;
- On North Boulevard from Harlem Avenue to Forest Avenue;
- In the landscaping areas surrounding the Holley Court parking structure;
- On Westgate Street from the west end of Lot 9T to Marion Street;
- Landscaping in and adjacent to parking lots 3, 9, 9T and 10.

DTOP's contractor will perform all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract. The parties agree that the landscaping will be installed and maintained in accordance with the American Gardens proposal, dated October 7, 2011 and McAdam's proposal, dated January 10, 2012.

**B. Term**

The term of this agreement shall be from April 2, 2012 until December 31, 2012.

**C. Cost for Work**

The Village agrees to reimburse DTOP for the cost of the work in an amount not to exceed \$25,309.00 for these services, which includes \$14,505.00 for plantings and maintenance, \$7,700.00 for watering, \$2,104.00 for other landscaped areas and \$1,000.00 in landscape consultant oversight. The Village of Oak Park is exempt from the payment of Illinois sales tax, Exemption Number E9998-1823-06. Therefore, DTOP shall notify its Contractor not to charge sales taxes for the work on the Village's containers.

**D. Payment and Final Acceptance**

The Village will reimburse DTOP in eight monthly payments of \$3,163.63 for their landscaping services. If the Village does not make timely payment to DTOP, interest shall accrue at the maximum rate of 1% per month, as provided in the Local Government Prompt Payment Act, 50 ILCS 505/4.

By signing below, the parties agree to the terms and conditions set forth above.

**VILLAGE OF OAK PARK**


**DOWNTOWN OAK PARK**

By: \_\_\_\_\_  
Cara Pavlicek  
Interim Village Manager

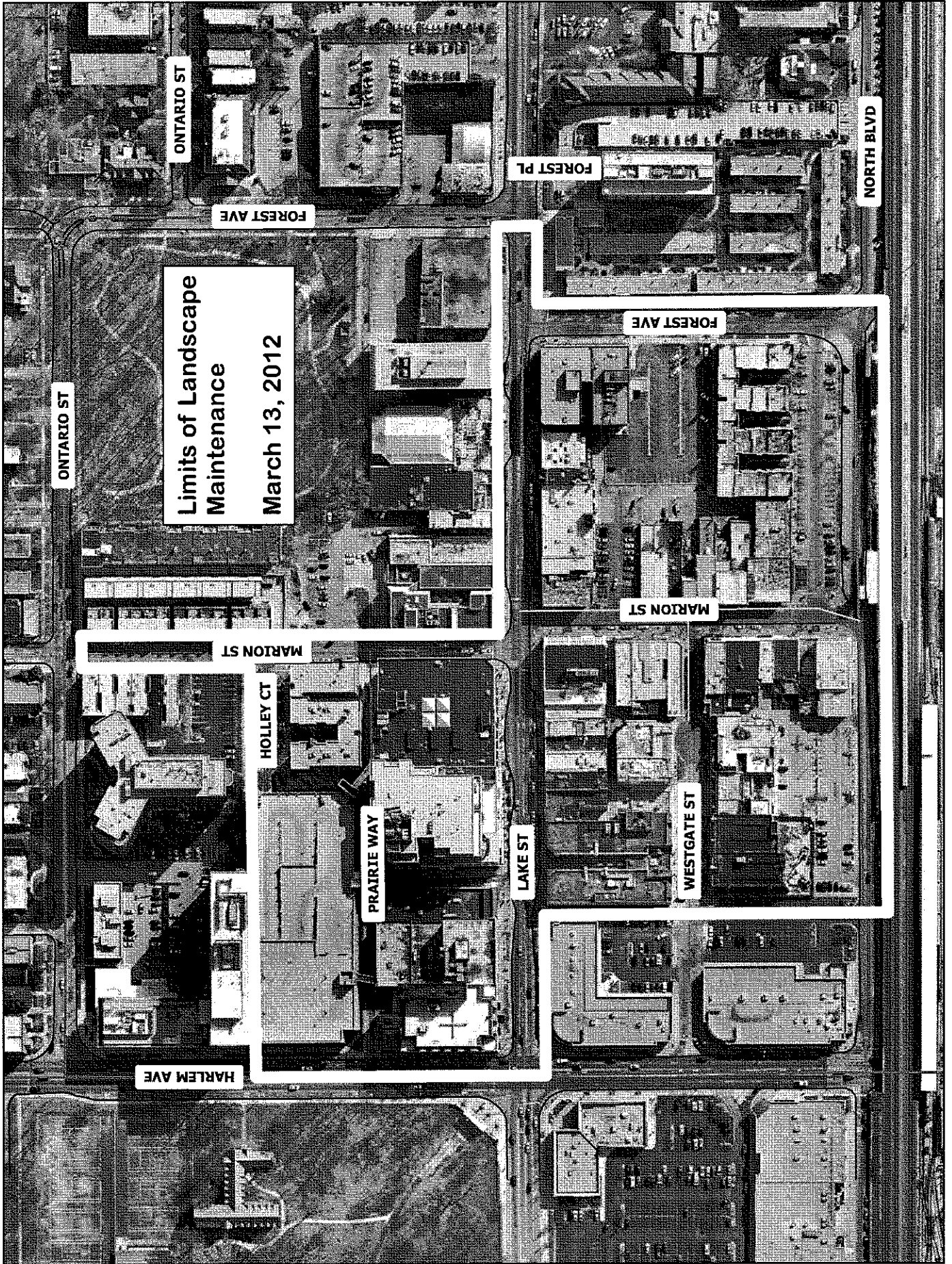
By: \_\_\_\_\_  
Pat Zubak, Executive Director

REVIEWED AND APPROVED  
AS TO FORM

MAR 13 2012

  
LAW DEPARTMENT

*Handwritten mark*



Limits of Landscape Maintenance  
March 13, 2012

ONTARIO ST

ONTARIO ST

FOREST AVE

FOREST PL

NORTH BLVD

FOREST AVE

MARION ST

MARION ST

HOLLEY CT

PRAIRIE WAY

LAKE ST

WESTGATE ST

HARLEM AVE

**Semelka, James**

**From:** Chris Hanson [chris.hanson@christywebber.com]  
**Sent:** Friday, March 09, 2012 11:02 AM  
**To:** Semelka, James; Semelka, James  
**Subject:** Alternate bid breakdowns

Hey Jim, I couldn't get you the spread sheet you needed. But below is the breakdown per district.  
Please review and let me know if you have any questions. Thanks again!

**A1: Downtown - Lake St (Summer = \$5,676.00, Fall = \$3,843.00) = \$9,519.00 total**  
**A2: Downtown - N. Marion St (Summer = \$1,874.00 & Fall = \$1,807.00) = \$3,681.00 total**  
**A3: Downtown - North Blvd. (Summer = \$396.00 & Fall = \$372.00) = \$768.00 total**  
**A4: Lake St temp. Lot (Summer = \$382.00 & Fall = \$155.00) = \$537.00 total**  
**A5: Avenue (Summer = \$4,258.00 & \$3,184.00) = \$7,442.00 total**  
**A6: S. Marion St (Summer = 944.00 & Fall = \$749.00) = \$1,693.00 total**

\$ 14,505

**Christopher Hanson**

*Residential Enhancements - Project Manager*

Rancho Verde Headquarters

2900 West Ferdinand Street, Chicago IL 60612

773-533-0477 x 290 (office)

773-533-0771 (fax)

773-706-7297 (cell)

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

*"Creating a better quality of life for our clients, employees and community through the enhancement of outdoor spaces"*



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3/13/12

Maintenance Activities	2011		2012		2012 total 2012	
	Village	DTOP	(Low BID) Village	DTOP- Long planters	DTOP round Planters	
Plantings - Summer / Fall	22,832		14,505			
Plantings - Spring / Summer		14879		26593	29980	56573
Plantings, other areas	<i>included above</i>		2104			
Maintenance						
Watering / Fertilizer, Fall cleanup, spring cleanup, weeding, deadheading/ Pruning, trimming	5000	4720	7700			
Plantings - oversight			1,000			
Sidewalk Maintenance	2200		0			
Maintenance staff person, Salary, benefits, parking, etc.		35268				
One time investment plantings, soil amendments, mulch, paid in 2010, 2011		18343				
Maintenance contract - McADAM Landscaping				35040		35040
Spring cleanup, fall cleanup, bed work/ pruning & trimmin evergreens, shrubs, watering as needed, fertilizing 6X,						
Sidewalk sweeping daily, April - November						
Sidewalk sweeping 3X week, December - March						
Sidewalk washing, weekly in front of ice ceram shop, movie theatre and around benches						
Gum Buster 2X week						
contingencies: @ \$30.00 per hour				3000		3000
Event cleanup contracted separately						
Snow Removal - McAdam Contract		38,860		38860		38860
Totals	30,032	112,070	25,309	103493	29980	133473
Less Village Contribution						-25309
Total budgeted Expenditure						108164

VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

Q

**Item Title: Resolution Declaring a Distribution of \$619,917 in Tax Increment Revenues from the Madison Street TIF District to Taxing Districts Based upon 2010 Tax Rates**

Resolution or Ordinance No. \_\_\_\_\_

Date of Board Action: March 19, 2012

Staff Review:

Department Director Name:

  
\_\_\_\_\_  
Craig M. Lesner, Chief Financial Officer

Village Manager's Office:

**Item History (Previous Board Review, Related Action, History):**

The Village Board entered into a settlement agreement in March, 1995 relating to the Madison Street TIF District. The stipulations and terms of this agreement are that the amount to be paid to District 97 is based upon 25% of the "deficiency" amount as calculated on the amount of the increment not available for taxation by the School District. "Deficiency" is the D97's tax rate multiplied against the equalized assessed valuation of the Madison TIF.

State Law requires that when a distribution in a TIF fund is declared by a local government, those revenues must be returned to all affected taxing districts in that particular TIF on a proportionate basis to the tax rates in affect for that year. A worksheet outlining the 2010 **Tax Year** distribution for the 2012 **Fiscal Year** is attached as well as the calculation of the settlement amount provided to the Village from School District 97.

The formula requires that 25% of the total deficiency (\$212,599 or 25% of \$850,397) is to be paid to the District. The total amount of surplus distribution for the 2010 tax levy is \$619,917 as compared to \$688,450 last year. The Village's General Fund, as a taxing district within the TIF, will receive \$83,371 of this TIF distribution as budgeted.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

Not applicable.

**VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY**

*Page 2*

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

A sufficient amount (\$3,057,828) is budgeted in the FY 2012 appropriation under account 2072-41300-101-580680.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

This declaration of surplus is required by the 1995 Settlement Agreement.

**Proposed Recommended Action:**

Approve the resolution



**RESOLUTION DECLARING A DISTRIBUTION OF \$619,917 IN  
TAX INCREMENT REVENUES FROM THE MADISON STREET TAX  
INCREMENT FINANCE DISTRICT TO TAXING DISTRICTS BASED UPON  
2010 TAX RATES**

**WHEREAS:** The President and Board of Trustees approved a settlement agreement between the Village of Oak Park and Oak Park Elementary School District #97, which was executed and dated March 6, 1995; and,

**WHEREAS:** The settlement provides for a settlement payment provided that District #97 experiences certain deficiencies due to real property tax revenues captured by the redevelopment project area; and,

**WHEREAS:** The President and Board of Trustees declared by Resolution dated March 3, 1997 to provide pro-rata payments by declaring a portion of the tax increment collected by the Village from the redevelopment project area pursuant to the Tax Increment Allocation Redevelopment Act to be surplus funds within the meaning of this Act.

**NOW, THEREFORE, BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Illinois:

The Village declares that **\$619,917** of tax increment revenues are surplus funds within the meaning of the Act and that these funds are real property tax revenues and shall be returned to the Cook County Collector to be distributed to all taxing districts on a pro-rata basis determined by the extended 2010 tax levies.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19<sup>th</sup> day of **March 2012** pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** by me this \_\_\_\_\_ day of **March 2012**.

\_\_\_\_\_  
David G. Pope  
Village President

**ATTEST:**

\_\_\_\_\_  
Teresa Powell  
Village Clerk

**Calculation of 2010 Levy Settlement Amount**  
**Between the Village of Oak Park and Oak Park School District 97**  
**Madison TIF District Calculation**

---

A.	Current Year 2010 EAV	\$ 51,092,058.00
B.	Current Frozen EAV of TIF properties	<u>\$ 23,044,673.00</u>
C.	Sub-total	\$ 74,136,731.00

Tax Year	Extended Rate	Actual Tax on Current Year EAV	Actual Tax on Frozen EAV	Difference	D@ 25%
2010	3.032	\$ 1,549,111.20	\$ 698,714.49	\$ 850,396.71	\$ 212,599

**Sources:**

- A. Cook County Clerk, TIF Agency Distribution Report
- B. Cook County Clerk, TIF Agency Distribution Report
- C. A+B
- Max Rate, Max. Levy, Actual Extension: Cook County Agency Tax Rate Report

**VILLAGE OF OAK PARK  
2012 FISCAL YEAR  
MADISON STREET TIF TAX DISTRIBUTION  
BY TAXING BODY**

BASED ON 2010 TAX LEVY RATES

TAXING DISTRICT	TAX CODE 27009		TAX CODE 27010		TOTAL
	RATE	AMOUNT	RATE	AMOUNT	
Cook County	0.423	\$ 29,587	0.423	\$ 73	\$ 29,660
Forest Preserve District of Cook Co.	0.051	\$ 3,567	0.051	\$ 9	\$ 3,576
Consolidated Elections	-	\$ -	-	\$ -	\$ -
Township of Oak Park	0.119	\$ 8,324	0.119	\$ 21	\$ 8,344
General Assistance - Oak Park	0.024	\$ 1,679	0.024	\$ 4	\$ 1,683
Metro Water Reclamation District	0.274	\$ 19,165	0.274	\$ 47	\$ 19,212
Des Plaines Valley Mosquito Abatement	0.011	\$ 769	0.011	\$ 2	\$ 771
Consolidated High School 200	2.529	\$ 176,894	2.529	\$ 436	\$ 177,330
Triton Community College District 504	0.225	\$ 15,738	0.225	\$ 39	\$ 15,777
Oak Park - Park District	0.436	\$ 30,496	0.436	\$ 75	\$ 30,572
Oak Park Library District	0.451	\$ 31,546	0.451	\$ 78	\$ 31,623
Village of Oak Park	1.189	\$ 83,166	1.189	\$ 205	\$ 83,371
Oak Park Mental Health District	0.077	\$ 5,386	0.077	\$ 13	\$ 5,399
<b>School District 97</b>	<b>3.032</b>	<b>\$ 212,077</b>	<b>3.032</b>	<b>\$ 523</b>	<b>\$ 212,599</b>
<b>TOTAL</b>	<b>8.841</b>	<b>\$ 618,393</b>	<b>8.841</b>	<b>\$ 1,524</b>	<b>\$ 619,917</b>

Equalized Valuation - 2010 Levy Year	\$ 50,966,450	\$ 125,608
Frozen E.A.V.	\$ 23,005,308	\$ 39,365
Difference	\$ 27,961,142	\$ 86,243
% of 2009 Tax Code E.A.V. to Total E.A.V.	99.7542%	0.2458%

School District #97 Deficiency Amount	\$ 212,599
Amount of TIF Required to Fund Payment	\$ 619,917

11

DATE 10/12/11 TAX YEAR 2010 TAX INCREMENT AGENCY DISTRIBUTION SUMMARY

AGENCY	DESCRIPTION OF AGENCY	TAX CODE	TAX CODE RATE	EQUALIZED VALUATION	FROZEN VALUATION	AGENCY TAX AMOUNT	DISTRIBUTION PERCENT
FINAL TOTALS							
03-0920-501	TIF VIL OF OAK PARK-HARLEM AVE/GARFIELD	27008	8.841	1,587,247	122,812	130,354.80	92.3110201490
FINAL TOTALS							
03-0920-502	TIF VIL OF OAK PARK-MADISON ST BUSINESS	27009	8.841	50,966,450	23,005,808	2,472,044.56	54.8618591250
03-0920-502	TIF VIL OF OAK PARK-MADISON ST BUSINESS	27010	8.841	125,808	39,365	7,624.74	68.6504356410
FINAL TOTALS							
03-0930-500	TIF VIL OF OLYMPIA FIELDS-LINCOLN/WESTER	32152	10.499	5,310,324	6,165,779	0.00	0.0000000000
FINAL TOTALS							
03-0960-501	TIF VIL OF ORLAND PARK-MAIN ST/TRIANGLE	28093	6.969	6,766,386	9,605,777	0.00	0.0000000000
FINAL TOTALS							
03-0960-500	TIF VIL OF PALATINE	29133	7.666	37,108,352	3,899,242	2,545,810.37	89.4922792583
FINAL TOTALS							
03-0960-501	TIF VIL OF PALATINE-DOWNTOWN	29146	7.666	101,200,130	23,256,863	5,975,130.85	77.0189396002
FINAL TOTALS							
03-0960-503	TIF VIL OF PALATINE-RAND RD	29153	7.666	76,278,656	43,230,638	2,533,461.06	43.3253805626
03-0960-503	TIF VIL OF PALATINE-RAND RD	29154	7.666	17,196,014	10,070,794	546,219.37	41.4353000643

2

CLRTM539-A OFFICE OF THE COUNTY CLERK

DATE 09/22/11 TAX YEAR 2010

AGENCY TAX RATE REPORT

AGENCY 04-0580-000 SCHOOL DISTRICT 97 PRIOR YEAR COOK COUNTY EAV 1,844,102,316 2010 EAV 1,850,649,808  
 PROPERTY TAX EXTENSION LIMITING LAW (PTELL) LIMITING RATE CALCULATION CURR NEW PROP, ANN., REC. TIF VAL, COOK COUNTY  
 EXP. INCENTIVES MINUS DISCONNECT PROP 2,042,609 DUPAGE  
 TOTAL 1,846,144,925 LAKE  
 WILL  
 KANE  
 MCHENRY  
 DEKALB  
 GRUNDY  
 KANKAKEE  
 KENDALL  
 LA SALLE  
 LIVINGSTON

2009 AGGREGATE EXTENSION 2010 EAV MINUS NEW PROP, ANN., REFERENCENDUM  
 X 1.0270 REC TIF VAL, EXP. INCENTIVES APPROVED  
 PLUS DISCONNECTIONS LIMITING RATE  
 42,148,590 / 1,848,607,199 = ~~2.284~~ 2.600

FUND DESCRIPTION OF FUND	LEVY AMOUNT	LOSS AMOUNT	%	TOTAL LEVY	TAX RATE CEILING	MAXIMUM ALLOWABLE LEVY	PRELIMINARY TAX RATE	REDUCED LEVY	100.00% OF BURDEN IN COOK COUNTY	FINAL TAX RATE
008 I.M.R.F.	1,100,000	33,000	3	1,133,000	0.0000	1,133,000	0.0612	SEE BELOW	1,133,000	0.0612
016 SOCIAL SECURITY	1,100,000	33,000	3	1,133,000	0.0000	1,133,000	0.0612		1,133,000	0.0612
019 LIABILITY INSURANCE	0	0	0	0	0.0000	0	0.0000		0	0.0000
051 TRANSPORTATION	1,219,790	36,594	3	1,256,384	0.0000	1,256,384	0.0679		1,256,384	0.0679
052 EDUCATION	40,890,958	1,226,729	3	42,117,687	3.5000	42,117,687	2.2758	41,351,518*	41,351,518	2.2344
053 BUILDING	3,635,912	109,077	3	3,744,989	0.5500	3,744,989	0.2024	3,234,210*	3,234,210	0.1748
054 BUILDING BONDS (BONDS & INT. SCHOOL)	4,454,400	222,720	5	4,677,120	0.0000	4,677,120	0.2527	4,677,120	4,677,120	0.2527
055 WORKING CASH FUNDS	0	0	0	0	0.0500	0	0.0000	0	0	0.0000
056 LIFE SAFETY	0	0	0	0	0.1000	0	0.0000	0	0	0.0000
058 SPECIAL EDUCATION	0	0	0	0	0.4000	0	0.0000	0	0	0.0000
182 LIFE SAFETY BOND	0	0	0	0	0.0000	0	0.0000	0	0	0.0000
400 LIMITED BONDS	3,169,784	158,489	5	3,328,273	0.0000	3,328,273	0.1798	3,328,273	3,328,273	0.1798
402 LIFE SAFETY LIMITED BONDS	0	0	0	0	0.0000	0	0.0000	0	0	0.0000
TOTAL CAP FUNDS	49,385,060	8,005,393		49,385,060		49,385,060	2.669	44,585,728	48,105,112	2.600
TOTAL NON CAP FUNDS	8,005,393			8,005,393		8,005,393	0.4325	0.4325	8,005,393	0.4325
AGENCY GRAND TOTAL	57,390,453			57,390,453		57,390,453	3.101	44,585,728	56,113,505	3.0321
										AGENCY'S REDUCTION
										56,111,702.18

2010 NON CAP FUNDS TAX EXTENSION TOTAL 8,004,060.42 2010 TAX EXTENSION GRAND TOTAL 56,111,702.18



# Oak Park Elementary School District 97

970 Madison ▪ Oak Park ▪ Illinois ▪ 60302 ▪ ph: 708.524.3000 ▪ fax: 708.524.3019 ▪ www.op97.org

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February 1, 2012

Mr. Craig Lesner  
Village of Oak Park  
123 Madison Street  
Oak Park, IL 60302

Dear Craig,

Please find enclosed the Madison Street TIF Calculation for the 2010 levy year. Typically this would have come to you much sooner than now; however, with all three entities (Village of Oak Park, District 200 and District 97) endeavoring to resolve the Downtown TIF, which occurred formally at the joint board meeting of December 13, 2011 and, then with me out since December 15 until just this past Monday, getting this to you has been delayed.

I have added a reconciliation page given that commencing with the 16<sup>th</sup> year (2010 Levy Year) of the Madison Street TIF, repayment to the Sale/Leaseback Agreement of the District 97 Administration Building begins. Given that approximately \$1,859,751.96 or approximately 78.5% of the proceeds received by District 97 (\$2,370,000) will be repaid from the 2010 increment and complete repayment will occur with the 2011 levy, it is anticipated that the title for the District 97 Administration Building will revert back to District 97 at that time.

I would hope, Craig, that this Madison Street surplus payment could be added to the February Village agenda for approval. Should you have any questions regarding either calculation, please feel free to call me.

Sincerely,

Therese M. O'Neill  
Assistant Superintendent  
for Finance & Operations

tmo

cc: Dr. Albert G. Roberts, Superintendent of Schools  
Mr. Peter Barber, President – District 97 Board of Education  
Ms. Cheryl Witham, CFO – District 200

enclosures (2)

**Calculation of 2010 Levy Settlement Amount**  
 Between the Village of Oak Park and Oak Park School District 97  
 Madison Street TIF District Calculation: January 31, 2012

<b>Current Year 2010 EAV</b> (1) \$51,092,058	<b>Extended Rate</b> (2) 3.032	<b>Amount of Tax</b> \$1,549,111
<b>Frozen 2010 EAV</b> \$23,044,673	3.032	\$ 698,714
		<b>\$ 850,397</b>
		<b>\$ 212,599</b>

**Difference/Deficiency**

**Settlement @ 25% of Difference**

**Notes:**

Current Year 2010 EAV: Tax Increment Agency Distribution Report (10/12/11)

Extended Rate: Agency Tax Rate Report - Tax Year 2010 - includes all funds and debt service (9/22/11).

Difference/Deficiency: equals current TIF EAV times extended rate minus Frozen TIF EAV times extended.

Reconciliation of Repayment of Sale/Leaseback Agreement  
 Between the Village of Oak Park and Oak Park School District 97  
 from Madison Street TIF Distribution - commencing with Levy Year 2010

<b>Agency Tax Amount</b>	<b>x</b>	<b>75%</b>	<b>=</b>	<b>\$ 1,859,751.96</b>
<b>\$ 2,479,669.30</b>				
<b>Sale/Leaseback Agreement</b>			<b>=</b>	<b>\$ 2,370,000.00</b>
<b>\$ 2,370,000 *</b>				
<b>Difference</b>				<b>\$ 510,248.04</b>

**Notes:**

**Agency Tax Amount:** Tax Increment Agency Distribution Report

\* Per Sale/Leaseback Agreement, Section 2B (page 4) "...or interest charges (up to \$250,000) incurred in connection with any borrowings by the Village to finance redevelopment projects in accordance with the Redevelopment Plan caused by the use of funds in the Village's special tax allocation fund to pay the Transfer Price;"

District 97 is unaware of any borrowings by the Village that meet the conditions of the clause above, so it is believed, at this point in time, that the final amount due the Village of Oak Park is \$2,370,000.



VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY

5

**Item Title: Resolution Authorizing the Execution of a One Year Agreement with Christy Webber & Company of Chicago, Illinois for the 2012 Commercial District Planter Program in an amount not to exceed \$53,595.00.**

**Resolution or Ordinance No.** \_\_\_\_\_

**Date of Board Action:** March 19, 2012

**Staff Review:**

**Public Works Director:**

  
\_\_\_\_\_  
John P. Wielebnicki

**Village Manager's Office:**

  
\_\_\_\_\_

**Item History:**

The Commercial District Planter Program consists of planter maintenance services, including seasonal and permanent plant material installation in over 480 planters in twelve Commercial Districts throughout the Village. Each planter was originally planted with four seasonal rotations of material. The program has evolved to emphasize permanent, sustainable, perennial plantings and the installation of two seasonal rotations to minimize cost and extend the life of the permanent plantings. However, the planters require regular maintenance, such as weeding, fertilization, and watering.

This program is a one-year contract with one renewal year at the discretion of the Village. As some plants intended to be permanent may not survive from year to year, plant material replacement needs can vary. As the year progresses, there may also be minor adjustments to annual plantings across the various Districts, both for the current and upcoming year. A renewal year with a satisfactory contractor reduces costs by improving communication, allowing more seamless transitions between any design changes and installation, and by expediting material ordering capabilities year over year.

For 2011, a comprehensive plan for all Districts was developed to specify variety, number, and size of all planting material for the program based on planter size, location, and the ability of a site or a planter to sustain plantings permanently. This basic design worked well in 2011 and, with only minor changes, has been continued for the 2012 year.

**Item Policy Commentary:**

The Village issued a Call for Bids for the Commercial District Planter Program on February 15, 2012. A pre-proposal meeting was held at the Public Works Center on Wednesday, February 22, 2012. Bids were received and opened on Thursday, March 8, 2012. A bid summary is attached.

Bids were divided into two categories, a Base Bid and an Alternate Bid. The Base Bid was composed of all planters in nine Business Districts. The Alternate Bid identified separate costs for the Downtown Oak Park, the Pleasant District, and The Avenue District.

The reason the bids were separated into a base bid and alternate bid is a result of discussion with Downtown Oak Park and their interest in taking over the plantings and maintenance within their district area. The Pleasant District and Avenue District were also broken out for comparison should those districts desire to assume the maintenance. Staff recommends that the work be awarded without the Downtown Oak Park portion, as it is also being recommended by separate agenda item that we collaborate with DTOP for those plantings. In addition, staff recommends accepting the alternate bids for the Pleasant District and the Avenue District.

Christy Weber & Company of Chicago, IL provided the lowest responsible bid:

- Base Bid \$12,360.00
  - Alternate Bid \$9,135.00 (For the Pleasant District and the Avenue District)
  - Watering estimate \$23,100.00
  - Replacement work \$9,000.00 (20%Est. for work due to dead or replacement plants)
- Total Bid \$53,595.00

Staff is seeking approval of a one year agreement with Christy Webber & Company in an amount not to exceed \$53,595.00. Christy Webber was the successful bidder on this program in 2011, and performed satisfactorily.

The agreement provides a second year renewal, pending Board approval. The cost increase will be based on the latest published Consumer Price Index with a cap of 5%.

**Intergovernmental Cooperation Opportunities:**

The proposed agreement with Downtown Oak Park is an excellent example of inter-agency cooperation.

**Item Budget Commentary:**

The FY2012 annual budget provides a total of \$118,000.00 for Business District Landscaping in account no. 1001-43800-742-530660, General Contractuals.

**If awarded, the contract with Christy Weber & Company for the Commercial District Planter Program for 2012 will not exceed \$53,595.00.**

**Item Action Options/Alternatives:**

The Commercial District Planter Program is necessary to provide an attractive, well-maintained appearance for Commercial Districts throughout the Village. The option would be to do this work in-house. However, this work has been performed by contractor since its inception.

**Proposed Recommended Action: Approve the Resolution**

**RESOLUTION**

**AUTHORIZING THE EXECUTION OF A ONE YEAR AGREEMENT WITH CHRISTY WEBBER & COMPANY OF CHICAGO, ILLINOIS FOR THE 2012 COMMERCIAL DISTRICT PLANTER PROGRAM IN AN AMOUNT NOT TO EXCEED \$53,595.00.**

BE IT RESOLVED by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized and directed to execute an agreement with Christy Webber & Company, of Chicago, Illinois for the Commercial District Planter Program in the Village of Oak Park in 2012 in an amount not to exceed \$53,595.00. Said contract shall conform substantially to the contract attached hereto and made part hereof.

THIS RESOLUTION shall be in full force and effect from and after its adoption and approval as provided by law.

ADOPTED this 19<sup>th</sup> day of March, 2012, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

ADOPTED AND APPROVED by me, this 19<sup>th</sup> day of March, 2012.

\_\_\_\_\_  
David G. Pope  
Village President

ATTEST:

\_\_\_\_\_  
Teresa Powell  
Village Clerk



**CONTRACT**

1. THIS AGREEMENT is made and concluded on March 19, 2012 by and between the Village of Oak Park, 123 Madison St., Oak Park, IL 60302 acting by and through its President & Board of Trustees and Christy Webber & Company, 2900 West Ferdinand Street, Chicago IL 60612, its executors, administrators, successors or assigns (hereinafter "Contractor".)
2. The following documents set forth the terms of this contract and are incorporated herein:
  - a. The Village of Oak Park's Notice to Bidders, Terms and Conditions and Detailed Specifications for Project No. 12-107, Commercial District Planter Program 2012";
  - b. The Base Bid, Alternates 5 and 6, and Watering Bid of the Contractor's Bid dated March 8, 2012;
  - c. An amount of \$9,000 for replacement of dead plant material; and
  - d. The Contract Bond

for a total contract amount not to exceed \$53,595.00.

Where the terms of the Bid conflict with the terms set forth in the Village's Notice to Bidders, Detailed Specifications, the Village's Notice to Bidders, Detailed Specifications will control.

3. Contractor agrees, at its own proper cost and expense to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the terms of this contract and the requirements of the Forestry Superintendent under it.
4. Contractor affirms that the individual signing this contract is authorized to execute agreements on behalf the Contracting entity.
5. IN WITNESS WHEREOF, the parties have executed this contract on the date above mentioned.

Attest:

**Village of Oak Park**

\_\_\_\_\_  
**Teresa Powell**  
 Village Clerk  
 (Seal)

By \_\_\_\_\_  
**Cara Pavlicek**  
 Interim Village Manager

**Christy Webber & Company**

REVIEWED AND APPROVED  
AS TO FORM

MAR 13 2012  
  
 LAW DEPARTMENT

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

\_\_\_\_\_  
 Printed Name

Its: \_\_\_\_\_

Title



**Contract Bond**

Christy Webber & Company, 2900 West Ferdinand Street, Chicago Illinois 60612, Illinois, \_\_\_\_\_, as PRINCIPAL, and \_\_\_\_\_ as SURETY, is held and firmly bound unto the Village of Oak Park (hereafter referred to as "Village") in the penal sum of **Fifty-Three Thousand Five Hundred and Ninety-Five (\$53,595.00)**, well and truly to be paid to the Village, for the payment of which its heirs, executors, administrators, successors and assigns, are bound jointly to pay to the Village under the conditions of this instrument.

**WHEREAS**, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the Village, acting through its President and Board of Trustees, for the construction of work, which contract is hereby referred to and made a part hereof as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work, including paying not less than the prevailing rate of wages in Cook County, where the work is for the construction of any public work subject to the Prevailing Wage Act, and has further agreed to save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

**NOW THEREFORE**, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in the contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation will be void; otherwise it will remain in full force and effect.

**IN WITNESS WHEREOF**, the PRINCIPAL and the SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

**NAME OF PRINCIPAL**

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

By: \_\_\_\_\_  
Printed Name

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

Subscribed to and Sworn before me on the

\_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Public

**NAME OF SURETY**

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Public

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2012.


**VILLAGE OF OAK PARK**

\_\_\_\_\_  
Cara Pavlicek  
Interim Village Manager

Attest:

\_\_\_\_\_  
Teresa Powell  
Village Clerk  
(Seal)

REVIEWED AND APPROVED  
AS TO FORM

MAR 13 2012  
  
LAW DEPARTMENT

**Bid Summary for  
Commercial District Planter Program  
Proposal Number: 12-107**

**Date for opening bid 3/8/2012**

Company Name	MBE	WBE	NON	Base Bid	Alternate Bids 5 & 6*	Watering Truck Rate	Watering (525 hrs)	Total Bid Amount	Bond or Check
Christy Webber		x		\$ 12,360.00	\$ 9,135.00	\$ 44.00	\$ 23,100.00	\$ 44,595.00	Bond
McAdam			x	\$ 13,737.99	\$ 9,950.19	\$ 40.00	\$ 21,000.00	\$ 44,688.18	Bond
City Escape Garden		x		\$ 13,299.56	\$ 8,988.98	\$ 55.00	\$ 28,875.00	\$ 51,163.54	Bond
Hoy Landscaping			x	\$ 17,212.00	\$ 9,557.00	\$ 55.00	\$ 28,875.00	\$ 55,644.00	Bond
The TLC Group		x		\$ 22,871.64	\$ 12,577.32	\$ 40.00	\$ 21,000.00	\$ 56,448.96	Bond
Landscape Concepts			x	\$ 276,924.00		\$ 50.00	\$ 26,250.00	\$ 303,174.00	Bond

\*Note Alternatives 1 - 4 consists of Downtown Oak Park maintenance and are not included in this contract.

**REQUEST FOR BIDS, PROJECT NO. 12-107**  
**VILLAGE OF OAK PARK**  
**FOR COMMERCIAL DISTRICT PLANTER PROGRAM 2012**

The Village of Oak Park is seeking bids from qualified contractors to perform installation and maintenance of the Commercial District Planter Program in 2012.

Bids will be received at the Public Works Center, 201 South Boulevard, Oak Park, Illinois 60302, Monday through Friday, 7:30 a.m. to 4:00 p.m. Bids will be accepted until 4:00 p.m., local time, Thursday, March 8, 2012. Bids must be enclosed in a sealed envelope and marked: "Project No. 12-107 Bid - Commercial District Planter Program 2012"

For further information contact:

Jim Semelka, Forestry Superintendent  
Village of Oak Park, Department of Public Works  
201 South Blvd.  
Oak Park, Illinois, 60302  
Tel.: 708/358-5700  
Fax: 708/358-5711  
E-mail: [semelka@oak-park.us](mailto:semelka@oak-park.us)

There will be a Pre-Bid meeting at the Village of Oak Park, Public Works Center, 201 South Boulevard, Oak Park, Illinois on Wednesday, February 22, 2012 at 9:00 a.m.

The documents constituting component parts of their contract are the following:

- I BID INSTRUCTIONS, TERMS AND CONDITIONS
- II DETAILED SPECIFICATIONS
- III BID FORM
- IV ORGANIZATION OF BIDDING FIRM
- V BID BOND
- VI CONTRACT AND CONTRACT BOND
- VII COMPLIANCE AFFIDAVIT
- VIII M/W/DBE STATUS AND E.E.O. REPORT
- IX NO BID EXPLANATION
- X APPENDIX

Do not detach any portion of this document. Upon formal award to the successful Contractor, a written contract will be issued to complete the project.

The Board of Trustees reserves the right to accept or reject any and all bids or to waive technicalities, or to accept any item of any bid.

DATE ISSUED: February 15, 2012



**SECTION I**  
**BID INSTRUCTIONS, TERMS AND CONDITIONS**

**Preparation and Submission of Bid:**

All Bids must be delivered to the Public Works Center by the specific time indicated on the cover page. Bids arriving after the specified time will not be accepted. Mailed Bids that are received by the Village after the specified hour will not be accepted regardless of the post-marked time on the envelope. The Bid must be signed by an officer of the company who is authorized to enter into contracts on behalf of the company. Bids shall be sealed in an envelope and marked as stated on the cover page.

**Bid Bond**

The bidder shall provide a Bid Bond in the amount of ten percent (10%) of the total bid price. The attached form may be used or the bidder may provide cash or a certified check in the amount specified. The Bid Bonds, cash or checks will be returned once the selected bidder has entered into a contract for this work and provided the Contract Bond in an amount of one hundred percent (100%) of the total approved bid price.

**Award of Contract**

The contract will be awarded in whole or in part to the responsible Bidder or Bidders whose bids, conforming to the request for bids, will be most advantageous to the Village; price and other factors considered.

**Costs of Preparation:**

The Village will not be responsible for any expenses incurred by the Contractor in preparing and submitting a Bid.

**Taxes not Applicable:**

The Village of Oak Park as a municipality pays neither Illinois Sales Tax nor Federal Excise Tax (State Tax Exemption Identification Number E9998-1823-06). Contractors should exclude these taxes from their prices.

**Withdrawal of Bids:**

Any Contractor may withdraw its Bid at any time prior to the time specified in the advertisement as the closing time for the receipt of Bids, by signing a request therefore. No Contractor may withdraw or cancel its Bid for a period of sixty (60) calendar days after the advertised closing time for the receipt of Bids. The successful Contractor may not withdraw or cancel its Bid after having been notified that the Bid was accepted by the Village Board of Trustees.

**Investigation of Contractors:**

The Village will make such investigations as are necessary to determine the ability of the Contractor to fulfill Bid requirements. If requested, the Contractor should be prepared to present evidence to the Village of Oak Park of ability and possession of necessary facilities and financial resources to comply with the terms of the attached specifications and Bids. In addition, the Contractor shall furnish the Village with any information the Village may request, and shall be prepared to show completed work of a similar nature to that included in its Bid. The Village reserves the right to visit and inspect the premises and operation of any Contractor.

**Rejection of Contractor:**

The Village will reject any Bid from any person, firm or corporation that appears to be in default or arrears on any debt, contract or the payment of any taxes. The Village will reject any Bid from a Contractor that failed to satisfactorily complete work for the Village under any previous contract.

**Conditions:**

Contractors are advised to become familiar with all conditions, instructions and specifications governing the work. Contractors shall be presumed to have investigated the work site, conditions and scope of the work before submitting a Bid.

**Village Ordinances**

The Bidder will strictly comply with all ordinances of the Village of Oak Park and laws of the State of Illinois.

**Governing Law**

All contracts entered into by the Village of Oak Park are governed by the Laws of the State of Illinois without regard to conflicts of law principals. Any action brought to enforce an agreement with the Village of Oak Park must be brought in the state and federal courts located in Cook County, Illinois.

**Subletting of Contract:**

No contract awarded by the Village of Oak Park shall be assigned or any part subcontracted without the written consent of the Village of Oak Park or as noted in the Contractor's Bid. In no case shall such consent relieve the Contractor from its obligations or change the terms of the contract.

**Interpretation of Contract Documents:**

Any Contractor with a question about this Bid may request an interpretation thereof from the Village. If the Village changes the Bid, either by clarifying it or by changing the specifications, the Village will issue a written addendum, and will mail a copy of the addendum to all prospective Contractors. The Village will not assume responsibility for receipt of such addendum. In all cases, it will be the Contractor's responsibility to obtain all addenda issued. Contractors will provide written acknowledgment of receipt of each addendum issued with the Bid submission.

**Minority Business and Women Business Enterprise Requirements:**

The Village of Oak Park, in an effort to reaffirm its policy of non-discrimination, encourages the efforts of contractors and subcontractors to take affirmative action in providing for Equal Employment Opportunity without regard to race, religion, creed, color, sex, national origin, age, handicap unrelated to ability to perform the job or protected veteran's status.

**Licenses:**

The Contractor shall be responsible for becoming a licensed contractor in the Village.

**Contract:**

The selected company will enter into a one year contract with the Village to complete the project. The Contract shall be executed by the Contractor and returned, together with the Contract Bond within ten (10) calendar days after the Contract has been mailed to the Contractor. The Contractor shall execute three copies of the Contract. One fully executed copy will be returned to the Contractor

**Contract Bond:**

The successful bidder shall, within ten (10) calendar days after award of Contract, furnish a Contract Bond in the amount of one hundred percent (100%) of the contract price. The bond shall insure faithful performance of the work, and the payment for materials, labor and of the subcontractors. The bond shall be with a surety or sureties with a rating of "A" or better by A.M. Best and Company and such sureties shall be approved by the Village. Bonds in the form of certified or cashiers check shall be made payable to the Village of Oak Park, Illinois. The Contract Bond shall be furnished in the same number of copies as the number of copies of the contract to be executed.

**Fees and Cost**

In the event any action is brought to enforce any agreement entered into by the Village of Oak Park, or to collect any unpaid amount from the Village of Oak Park, each party bears the responsibility of paying its own attorneys fees and costs.

**Dispute Resolution**

The Village of Oak Park does not agree to the mandatory arbitration of any dispute.

**Hold Harmless:**

Contractor will be required to agree, to the fullest extent permitted by law, to indemnify, save harmless and defend the Village of Oak Park, its elected officials and employees (the indemnified parties), against and hold it and them harmless from any and all claims, actions, causes of action, demands, rights, damages, costs, loss of service, expenses, compensation, court costs and attorneys' fees which the indemnified parties may accrue, directly or indirectly, for or on account of any and all known and unknown, foreseen and unforeseen, bodily and personal injuries, including death to any person, including contractor's employees, or any damage to any property and the consequences thereof, which may arise or which may be alleged to have arisen out of or in connection with the contractor's performance of the work contracted as a result of this RFP.

Contractor shall hold the Village harmless from any loss arising due to injury or accident to the public or its workers, or from theft of materials stored at the job site.

**Insurance:**

The Contractor will be required to obtain and maintain in force during the performance of the contract insurance as required herein. Contractors shall not begin work until all the required insurance has been obtained and until the Village has received proof, acceptable to the Village Attorney, of the Contractor's insurance as required herein.

1. Worker's Compensation Insurance with amounts of coverage sufficient to provide for all compensation levels and amounts as mandated by the State of Illinois Worker's Compensation Statutes. The insurer shall agree to waive all rights of subrogation against the Village, its officers, employees and volunteers.
2. Commercial General Liability Insurance with a minimum limit per occurrence of \$1,000,000 for personal injury and \$1,000,000 for property damage. The policy will name the Village of Oak Park as an additional insured with respect to liability arising out of activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor. The coverage shall contain no special

limitations on the scope of protection afforded to the Village, its officers, officials, employees or volunteers.

3. Contractors shall include all subcontractors as insureds under its policies, or shall furnish separate certificates and endorsements for each subcontractor. All subcontractors will also be required to purchase and maintain the insurance required herein.
4. Any deductibles or self-insured retention must be declared to and approved by the Village. At the option of the Village, either: the insurer shall reduce or eliminate such deductibles or self-insured retention as respects the Village, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claims administration and defense expenses.
5. Insurance is to be placed with insurers with a Best's rating of no less than A: VII.

**Termination of Contract:**

The Village reserves the right to terminate the whole or any part of this contract, upon written notice to the Bidder, in the event that sufficient funds to complete the contract are not appropriated by the Village of Oak Park. The Village further reserves the right to terminate the whole or any part of this contract, upon written notice to the Bidder, in the event of default by the Bidder. Default is defined as failure of the Bidder to perform any of the provisions of this contract in accordance with its terms. In the event of default and termination, the Village may procure, upon such terms and in such manner, as it may deem appropriate, supplies or services similar to those so terminated. The Bidder shall be liable for any excess costs for such similar supplies or services unless acceptable evidence is submitted to the Village of Oak Park that failure to perform the contract was due to causes beyond the control and without fault or negligence of the Bidder.

**References:**

Bidders shall furnish a minimum of four (4) references from accounts that they are servicing for a period of not less than six (6) months.

**BIDDER REFERENCES**

Bidder Name: Christy Webber & Company

	Name	Address	Contact Person & Phone #
1.	<u>Village of Oak Park</u>	<u>201 South Blvd 60302</u>	<u>Jim Semelka 708-358-5700</u>
		<u>Suite 500 60602</u>	
2.	<u>City of Chicago Floral Contract</u>	<u>30 N. LaSalle</u>	<u>Jeff Brink 312-744-7844</u>
3.	<u>Federal Reserve Bank</u>	<u>230 S.LaSalle, 60604</u>	<u>Jeff Devlin 312-322-2128</u>
4.	<u>Millennium Park</u>	<u>201 E. Randolph, 60601</u>	<u>Neal Spears 312-742-2960</u>

State the number of years in this business 22 years.

State the number of current personnel on staff trained in the operation of the equipment required in the performance of this contract 200.

**SECTION II**  
**DETAILED SPECIFICATIONS**

The following specifications concern the installation and maintenance of plant material in approximately 485 planters in 12 Commercial districts within the Village of Oak Park Illinois. Particular emphasis will be placed on high standards of quality and professionalism, including weed control and litter control in areas immediately surrounding planters. The successful bidder will have on staff a State of Illinois licensed Pesticide Applicator and licensed Pesticide Operators as needed.

**Scope of Work:**

The bidder shall furnish all labor, supervision, supplies, tools, equipment and other means necessary or proper for performing and completing the work, and shall obtain and pay for all required permits. The bidder shall be responsible for the cleaning up of the job site and shall repair or restore all structures and property that may be damaged or disturbed during performance of the work to the satisfaction of the Village of Oak Park.

**Time of Work:**

Contractor shall only be able to work on weekdays, (Monday, through Fridays), from 7:30 a.m. to 4:45 p.m. No other times are allowed except as authorized by the Forestry Superintendent or Superintendent. No weekend work shall be allowed. No work will be allowed on Legal Holidays as recognized by the Village of Oak Park.

**Alterations, Omissions and Extra Work:**

The Village of Oak Park reserves the right to increase or decrease the quantity of any item or portion of the work, or to omit portions of the work as may be deemed necessary. Individual Business Districts may opt out of the Village Planter Program. The successful bidder will be informed prior to plant purchase if Districts have opted to install plant material independent of the Village Program.

**Contract Life:**

The initial contract life shall be from April 3rd, 2012 through December 31st, 2012. The Village of Oak Park may renew the contract for one (1) optional year 2013.

**Contract Renewal:**

The Village retains the right to renew this initial contract under the same terms and conditions upon mutual agreement with the Bidder. Renewals are to be done on a yearly basis for one (1) additional contract periods (April through December). Price escalation will be allowed and subject to one (1) adjustment per period. The requested increase must be that of the general industry. In this event, written notification stating the requested increase and supporting document justification must be forwarded to the Village. The annual adjustment shall be based upon 100% of the percentage of change of the latest published Index (as defined below) as compared to the Index for the previous year. The Index shall be the United States Department of Labor, Bureau of Labor Statistics, Revised Consumer Price Index for all Urban Wage Earners for Chicago, Illinois - Gary, Indiana - Kenosha, Wisconsin (all items, 1982-84 = 100). Notwithstanding anything contained herein to the contrary, the annual adjustment shall not be greater than five percent (5%) of the previous year's cost for services provided under this contract in any year. If the bidder fails to justify

the requested increase, the Village reserves the right to reject the request and cancel the balance of the contract.

If any price reductions are announced during the contract period, the Village shall receive benefit of such reductions. This request shall also be in the form of a written notification and shall become effective thirty (30) days from the date the notice was received by the Village.

**Property Damage:**

The Bidder shall take great care to avoid damaging adjacent landscaping (trees, shrubs, turf, etc.). Bidder shall be held responsible for all damage to property including, but not limited to, existing landscaping including turf, planters, bicycle racks, litter containers, light and traffic signal poles, parking meters, fire hydrants, curbs, vehicles, buildings and structures, etc. All damage will be the responsibility of the Bidder to repair to its original condition and to the satisfaction of the Village.

**Idling of Equipment:**

The Department of Public Works has a "No Idling" policy. A copy has been attached to these specifications. The bidder is expected to adhere to this policy as they are an extension of the Public Works Department staff.

**Periodic Inspection:**

The bidder shall notify the office of the Forestry Superintendent at the beginning and end of any workday crews are in Oak Park giving the location of that day's work. This notification shall consist of the **starting location and work completed for that day**. The Forestry Superintendent or his representative will periodically inspect the work and will always be available should any problems arise. The Forestry Supervisor or Superintendent can be contacted at 708/358-5700.

**Method of Payment:**

The Village of Oak Park will pay monthly of all undisputed of invoices and within 30 days of approval as provided in the Local Government Prompt Payment Act, 50 ILCS505/4. The maximum interest rate for any payment not made within 30 days of approval is 1%. Bills for services rendered shall itemize each tree's location, date removed and diameter of the tree, and shall be certified by the Forestry Superintendent or his designee. The Village shall provide forms for this purpose.

**Planter Program Plant Installation, Placement, Maintenance, and Material Rotation:**

Following are staffing requirements for submission of proposal for the Commercial District Installation and Maintenance program:

- Full -Time Landscape Designer or Horticulturist, experienced in commercial area landscape installation and maintenance
- Ability to meet and work with Village staff and business community representatives
- In-house staff capable of planter placement, filling, planting, and maintenance, including off-hours delivery and set-up and watering
- Previous experience with commercial and municipal business district landscape maintenance and design

All planters in business areas and other locations shall be planted with summer and fall plant rotations in season. Type, size, and quantity of plant material shall be approved by Village of Oak

Park prior to installation. See plant schedules for exact quantities, species and sizes. Replacement of missing grasses, transplanting, replanting, and division and replanting of grasses/perennials shall be at the direction of the Forestry Superintendent as an approved extra, not as part of base bid. See attached drawings, schedules and planter quantities and locations. All planters to be weeded weekly and fertilized as needed to keep plantings vigorous and attractive. The cost of this weekly maintenance is incidental to the cost of plant installation.

Water all planters as needed or requested at the unit price stated to maintain plant health and attractive appearance throughout the year.

It is the responsibility of the successful bidder to locate, contract grow, deliver to the site and keep in good health all plant material specified for each seasonal rotation. All work shall be completed as specified in a timely manner as dated on the landscape plans.

Incidental to the planter program, top-dress with approved planting medium all planters as required to keep finish grade of planting medium within 1" min. of top of planter. Supply Forestry Superintendent with 1 lb. sample of proposed planting medium with breakdown of components for approval prior to the installation of the summer rotation.

The planting medium mix shall be:

One (1) part peat (or coir), one (1) part bark fines, one half (1/2) part perlite, pumice or Turface, and one half (1/2) part coarse (builder's) sand. For each one fourth (1/4) cubic yard of the mix, three quarter (3/4) pounds of dolomite lime shall be added and a slow release fertilizer in quantities according to manufacturer directions.

Incidental to the planter program, fertilize planters as recommended by fertilizer manufacturer to assist plants with vigorous and healthy growth throughout the growing season.

Successful bidder shall attend a mandatory pre-planting meeting with Forestry Superintendent and consultant Landscape Architect.

Commencement of any work shall not be approved until contractor supplies soil mix sample, list of procured plant material, and approval by Landscape Architect and owner of both items.

Please note that Landscape Architect/Client Representative will supervise all work by contractor for the entire duration of each rotation installation in addition to the transplanting, division, and replacement of existing plant material as noted on the drawings.

The Summer rotation shall be planted no later than May 21, 2012, and be maintained through September 30, 2012, unless otherwise directed by the Urban Forestry Superintendent or his / her designee.

The Fall rotation shall be planted no later than October 1, 2012, and maintained through December 31, 2012, at which time all seasonal plantings will be removed, unless otherwise directed by the Urban Forestry Superintendent or his / her designee.

As stated previously, all maintenance and final plant removal shall be considered incidental to the cost of plant installation.



**SECTION III**  
**BID FORM**

The undersigned bidder agrees to all terms and conditions of the preceding specifications for Planter Program contract and will furnish all the insurance documents and security deposits as stipulated. The areas to be installed and maintained for 2012 are as listed on the attached planter schedule. The attached Bid Form must also be submitted showing unit pricing for plant material specified on the drawings.

**BASE BID**

Summer Rotation Material, Installation & Maintenance Cost	\$ <u>7,410.00</u>
Fall Rotation Material, Installation & Maintenance Cost	\$ <u>4,950.00</u>
Total Business District Base Bid	\$ <u>12,360.00</u>

**ALTERNATE BID**

Summer Rotation Material, Installation & Maintenance Cost	\$ <u>13,530.00</u>
Fall Rotation Material, Installation & Maintenance Cost	\$ <u>10,110.00</u>
Total Business District Alternate Bid	\$ <u>23,640.00</u>

**Unit Pricing**

Provide unit pricing for following items. Prices to include all labor, materials, hauling and incidental costs.

Watering - Manual

Per Man-Hour \$ 44.00

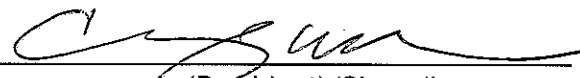
(Village hydrant with meter and reducer)

Watering - Tank truck

Per Man-Hour \$ 44.00

In compliance with the above, the undersigned offers and agrees, if this Proposal be accepted within ninety (90) calendar days from the date of opening, to furnish any or all of the items upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

Company Name Christy Webber & Company

By   
(President) (Signed)

Address 2900 W. Ferdinand St.

Chicago, IL 60612

Date of Proposal 3/8/2012

Telephone # 773-533-0477

**SECTION IV  
ORGANIZATION OF BIDDING FIRM**

Please fill out the applicable section:

**A. Corporation:**

The Contractor is a corporation, legally named Christy Webber & Company and is organized and existing in good standing under the laws of the State of Illinois. The full names of its Officers are:

President Christy Webber

Secretary Roger P. Post

Treasurer Christy Webber

Chicago, IL 60611

Registered Agent Name and Address: Robert Wigoda 444 N. Michigan Ave, 26th Floor

The corporation has a corporate seal. (In the event that this Bid is executed by a person other than the President, attach hereto a certified copy of that section of Corporate By-Laws or other authorization by the Corporation that permits the person to execute the offer for the corporation.)

**B. Sole Proprietor:**

The Contractor is a Sole Proprietor. If the Contractor does business under an Assumed Name, the

Assumed Name is \_\_\_\_\_, which is registered with the Cook County Clerk. The Contractor is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

**C. Partnership:**

The Contractor is a Partnership which operates under the name \_\_\_\_\_  
The following are the names, addresses and signatures of all partners:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Signature Signature

(Attach additional sheets if necessary.) If so, check here \_\_\_\_\_.  
If the partnership does business under an assumed name, the assumed name must be registered with the Cook County Clerk and the partnership is otherwise in compliance with the Assumed Business Name Act, 805 ILCS 405/0.01, et. seq.

**D. Affiliates:** The name and address of any affiliated entity of the business, including a description of the affiliation: \_\_\_\_\_

\_\_\_\_\_  
Signature of Owner

SECTION V  
BID BOND

WE Christy Webber Landscapes As PRINCIPAL, and  
Guarantee Company of North America, USA as SURETY,

are held and firmly bound unto the Village of Oak Park, IL (hereafter referred to as "VOP") in the penal sum of Ten Percent (10%) of the total bid price, as specified in the invitation for bids. We bind ourselves, our heirs, executors, administrators, successors, and assigns, jointly to pay to the VOP 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 bid to the VOP acting through its awarding authority for the completion of the work designated as the above section.

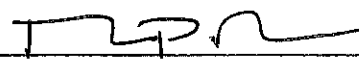
THEREFORE if the bid is accepted and a contract awarded to the PRINCIPAL by the VOP for the above-designated section and the PRINCIPAL shall within fifteen (15) days after award enter into a formal contract, furnish surety guaranteeing the faithful performance of the work, and furnish evidence of the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

IN THE EVENT the VOP determines the PRINCIPAL has failed to enter into a formal contract in compliance with any requirements set forth in the preceding paragraph, then the VOP 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

8th day of March A.D. 2012

PRINCIPAL  
Christy Webber Landscapes \_\_\_\_\_  
(Company Name) (Company Name)

X By:  By: \_\_\_\_\_  
(Signature & Title) (Signature & Title)  
via President

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

Guarantee Company of North America, USA

SURETY

*[Handwritten Signature]*

(Name of Surety)

(Signature of Attorney-in-Fact)

STATE OF ILLINOIS,  
COUNTY OF DuPage

I, Eileen F. Leite, a Notary Public in and for said county, do hereby certify that

Christy Webber & Stephen J. Leite  
(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 instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notary seal this 8th day of March A.D. 2012

NOTICE

- 1. Improper execution of this form (i.e. missing signatures or seals or incomplete certification) will result in bid being declared irregular.
- 2. If bid bond is used in lieu of proposal guaranty check, it must be on this form and must be submitted with bid.

My commission expires 05/24/12

*[Handwritten Signature: Eileen F. Leite]*  
Notary Public





THE GUARANTEE COMPANY OF NORTH AMERICA USA  
Southfield, Michigan

POWER OF ATTORNEY

KNOW ALL BY THESE PRESENTS: That THE GUARANTEE COMPANY OF NORTH AMERICA USA, a corporation organized and existing under the laws of the State of Michigan, having its principal office in Southfield, Michigan, does hereby constitute and appoint

*Stephen J. Leite, Eileen F. Leite, Sylvia L. Patterson, Paul Johnson  
S.E. Leite and Company, Inc.*

its true and lawful attorney(s)-in-fact to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof, which are or may be allowed, required or permitted by law, statute, rule, regulation, contract or otherwise.

The execution of such instrument(s) in pursuance of these presents, shall be as binding upon THE GUARANTEE COMPANY OF NORTH AMERICA USA as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at the principal office.

The Power of Attorney is executed and may be certified so, and may be revoked, pursuant to and by authority of Article IX, Section 9.03 of the By-Laws adopted by the Board of Directors of THE GUARANTEE COMPANY OF NORTH AMERICA USA at a meeting held on the 31<sup>st</sup> day of December, 2003. The President, or any Vice President, acting with any Secretary or Assistant Secretary, shall have power and authority:

1. To appoint Attorney(s)-in-fact, and to authorize them to execute on behalf of the Company, and attach the Seal of the Company thereto, bonds and undertakings, contracts of indemnity and other writings obligatory in the nature thereof; and
2. To revoke, at any time, any such Attorney-in-fact and revoke the authority given, except as provided below
3. In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner - Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

Further, this Power of Attorney is signed and sealed by facsimile pursuant to resolution of the Board of Directors of the Company adopted at a meeting duly called and held on the 31<sup>st</sup> day of December 2003, of which the following is a true excerpt:

RESOLVED that the signature of any authorized officer and the seal of the Company may be affixed by facsimile to any Power of Attorney or certification thereof authorizing the execution and delivery of any bond, undertaking, contracts of indemnity and other writings obligatory in the nature thereof, and such signature and seal when so used shall have the same force and effect as though manually affixed.

IN WITNESS WHEREOF, THE GUARANTEE COMPANY OF NORTH AMERICA USA has caused this instrument to be signed and its corporate seal to be affixed by its authorized officer, this 15th day of July, 2008.

THE GUARANTEE COMPANY OF NORTH AMERICA USA



Stephen Dullard, Vice President

Randall Musselman, Secretary

STATE OF MICHIGAN  
County of Oakland

On this 15th day of July, 2008 before me came the individuals who executed the preceding instrument, to me personally known, and being by me duly sworn, said that each is the herein described and authorized officer of The Guarantee Company of North America USA; that the seal affixed to said instrument is the Corporate Seal of said Company; that the Corporate Seal and each signature were duly affixed by order of the Board of Directors of said Company.



Cynthia A. Takai  
Notary Public, State of Michigan  
County of Oakland  
My Commission Expires February 27, 2012  
Acting in Oakland County

IN WITNESS WHEREOF, I have hereunto set my hand at The Guarantee Company of North America USA offices the day and year above written.

I, Randall Musselman, Secretary of THE GUARANTEE COMPANY OF NORTH AMERICA USA, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by THE GUARANTEE COMPANY OF NORTH AMERICA USA, which is still in full force and effect.

IN WITNESS WHEREOF, I have thereunto set my hand and attached the seal of said Company this 8<sup>th</sup> day of March, 2012



Randall Musselman, Secretary



**Contract Bond**

NAME AND ADDRESS OF CONTRACTOR \_\_\_\_\_, as PRINCIPAL, and

NAME AND ADDRESS OF SURETY \_\_\_\_\_ as SURETY,  
is held and firmly bound unto the Village of Oak Park (hereafter referred to as "Village") in the  
penal sum of Contract amount in words (\$amt in numbers), well and truly to be paid to the Village,  
for the payment of which its heirs, executors, administrators, successors and assigns, are bound  
jointly to pay to the Village under the conditions of this instrument.

WHEREAS, THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the Principal has entered into a written contract with the Village, acting through its President and Board of Trustees, for the construction of work, which contract is hereby referred to and made a part hereof as if written herein at length, and whereby the Principal has promised and agreed to perform the work in accordance with the terms of the contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work, including paying not less than the prevailing rate of wages in Cook County, where the work is for the construction of any public work subject to the Prevailing Wage Act, and has further agreed to save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and has further agreed that this bond will inure to the benefit of any person, firm, company, or corporation, to whom any money may be due from the Principal, subcontractor or otherwise, for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company, or corporation, for the recovery of any such money.

NOW THEREFORE, if the Principal shall well and truly perform the work in accordance with the terms of the contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to it for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in the contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of performance thereof and until the work shall have been accepted, and shall save and indemnify and keep harmless the Village against all liabilities, judgments, costs and expenses which may in any manner accrue against the Village in consequence of granting such contract or which may in any manner result from the carelessness or neglect of the Principal, his agents, employees or workmen in any respect whatever; and shall in all respects fully and faithfully comply with all the provisions, conditions, and requirements of the contract, then this obligation will be void; otherwise it will remain in full force and effect.

IN WITNESS WHEREOF, the PRINCIPAL and the SURETY have caused this instrument to be signed by their respective officers this \_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**NAME OF PRINCIPAL**

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

By: \_\_\_\_\_  
Printed Name

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

**NAME OF SURETY**

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

Subscribed to and Sworn before me on the  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**VILLAGE OF OAK PARK**

\_\_\_\_\_  
Thomas W. Barwin  
Village Manager


**Attest:**

\_\_\_\_\_  
Teresa Powell  
Village Clerk  
(Seal)

**SECTION VII**  
**COMPLIANCE AFFIDAVIT**

I, Christy Webber, (Print Name) being first duly sworn on oath depose and state:

1. I am the (title) President of the Proposing Firm and am authorized to make the statements contained in this affidavit on behalf of the firm;
2. I have examined and carefully prepared this Bid based on the request and have verified the facts contained in the Bid in detail before submitting it;
3. The Proposing Firm is organized as indicated above on the form entitled "Organization of Proposing Firm."
4. I authorize the Village of Oak Park to verify the Firm's business references and credit at its option;
5. Neither the Proposing Firm nor its affiliates<sup>1</sup> are barred from proposing on this project as a result of a violation of 720 ILCS 5/33E-3 or 33E-4 relating to Bid rigging and Bid rotating, or Section 2-6-1.2 of the Oak Park Village Code relating to "Proposing Requirements".
6. The Proposing Firm has the M/W/DBE status indicated below on the form entitled "EEO Report."
7. Neither the Proposing Firm nor its affiliates is barred from contracting with the Village of Oak Park because of any delinquency in the payment of any debt or tax owed to the Village except for those taxes which the Proposing Firm is contesting, in accordance with the procedures established by the appropriate revenue act, liability for the tax or the amount of the tax. I understand that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition, voids the contract and allows the Village of Oak Park to recover all amounts paid to the Proposing Firm under the contract in civil action.
8. I am familiar with Section 13-3-2 through 13-3-4 of the Oak Park Village Code relating to Fair Employment Practices and understand the contents thereof; and state that the Proposing Firm is an "Equal Opportunity Employer" as defined by Section 2000(E) of Chapter 21, Title 42 of the United States Code Annotated and Federal Executive Orders #11246 and #11375 which are incorporated herein by reference. **Also complete the attached EEO Report or Submit an EEO-1.**
9. I certify that the Contractor is in compliance with the Drug Free Workplace Act, 41 U.S.C.A, 702

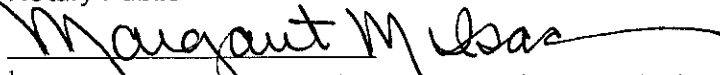
Signature: 

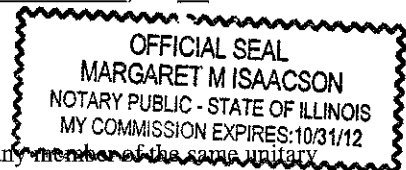
Name and address of Business: Christy Webber & Company 2900 W. Ferdinand, 60612

Telephone 773-533-0477 E-Mail christy@christywebber.com

Subscribed to and sworn before me this 2<sup>nd</sup> day of March, 2012

Notary Public





<sup>1</sup> Affiliates means: (i) any subsidiary or parent of the contracting business entity, (ii) any member of the same ~~same~~ business group; (iii) any person with any ownership interest or distributive share of the contracting business entity in excess of 7.5%; (iv) any entity owned or controlled by an executive employee, his or her spouse or minor children of the contracting business entity.



**SECTION VIII**  
**M/W/DBE STATUS AND EEO REPORT**

Failure to respond truthfully to any questions on this form, failure to complete the form or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. For assistance in completing this form, contact the Department of Public Works at 708/358-5700.

1. Contractor Name: Christy Webber & Company

2. Check here if your firm is:

- Minority Business Enterprise (MBE) (A firm that is at least 51% owned, managed and controlled by a Minority.)
- Women's Business Enterprise (WBE) (A firm that is at least 51% owned, managed and controlled by a Woman.)
- Owned by a person with a disability (DBE) (A firm that is at least 51% owned by a person with a disability)
- None of the above

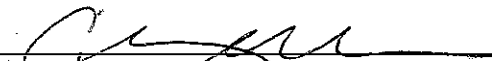
[Submit copies of any W/W/DBE certifications]

3. What is the size of the firm's current stable work force?

190 Number of full-time employees

10 Number of part-time employees

4. Similar information will be requested of all subcontractors working on this contract. Forms will be furnished to the lowest responsible Contractor with the notice of contract award, and these forms must be completed and submitted to the Village before the execution of the contract by the Village.

Signature: 

Date: 3/2/2015

**EEO REPORT**

Please fill out this form completely. Failure to respond truthfully to any questions on this form, or failure to cooperate fully with further inquiry by the Village of Oak Park will result in disqualification of this Bid. An incomplete form will disqualify your Bid. For assistance in completing this form, contact the Purchasing Department at 708-358-5473.

An EEO-1 Report may be submitted in lieu of this report \_\_\_\_\_

Contractor Name \_\_\_\_\_  
 Total Employees \_\_\_\_\_

Job Categories	Total Employees	Total Males	Total Females	Males				Females				Total Minorities	
				Black	Hispanic	American Indian & Alaska Native	Asian & Pacific Islander	Black	Hispanic	American Indian & Alaska Native	Asian & Pacific Islander		
Officials & Managers	8	4	4		1					1			2
Professionals	20	11	9		1					1			3
Technicians													
Sales Workers													
Office & Clerical	7	2	5		1					2		1	4
Semi-Skilled													
Laborers	165	160	5	30	125					2	3		160
Service Workers													
TOTAL	200	177	23	30	128					3	7	1	169
Management Trainees													
Apprentices													

This completed and notarized report must accompany your Bid. It should be attached to your Affidavit of Compliance. Failure to include it with your Bid will be disqualify you from consideration.

Christy Webber, being first duly sworn, deposes and says that he/she is the President  
(Name of Person Making Affidavit) (Title or Officer)  
of Christy Webber and that the above EEO Report information is true and accurate and is submitted with the intent that it

be relied upon. Subscribed and sworn to before me this 2nd day of March, 2012

Margaret M Isaacson  
(Signature) 3/2/12  
(Date)



SECTION IX  
NO BID EXPLANATION

If your firm does not wish to propose on the attached specifications, the Village of Oak Park would be interested in any explanation or comment you may have as to what prevented your firm from submitting a Bid.

Thank you.

Bid Name: Project No. 12-107 – Commercial District Planter Program 2012

Comments:

Signed: \_\_\_\_\_

Phone: \_\_\_\_\_

**NOT APPLICABLE**

SECTION X  
APPENDIX

OAK PARK PUBLIC WORKS			
STANDARD OPERATING GUIDELINES	#08-12	Vehicle Idling Management	
Effective date: July 14, 2008	Revised: July 20, 2009	By orders of: John P. Wielebnicki Director of Public Works	Page: 1 of 1

**I. PURPOSE:**

The Oak Park Vehicle Idling Management Policy is designed to improve air quality while realizing significant savings in fuel and operating costs. This policy aligns with IL Vehicle Code §11-1429 which limits idling of diesel vehicles.

**II. SCOPE:**

All Public Works employees operating a Village-owned vehicle are responsible for adhering to the guidelines of this policy.

**III. DEFINITION:**

- A Village-owned vehicle" includes cars, trucks or pieces of equipment that are driven on a public street or right of way or on Village property.

**IV. PROCEDURE/PROTOCOL:**

1. No driver of a municipal vehicle shall cause or allow the vehicle to idle for a period of more than 5 minutes in a 60-minute period.
2. The policy shall not apply to:
  - a. Emergency service vehicles, such as fire apparatus, police vehicles, or ambulances;
  - b. Vehicles standing in traffic;
  - c. Vehicles being serviced or repaired;
  - d. Idling when necessary to operate auxiliary equipment that is required to accomplish the intended use of the vehicle;
  - e. Idling to provide heat within the cab of the vehicle if the outside temperature is less than 32° F and there is no accessible temperature-controlled area within a reasonable distance; or
  - f. Idling to provide cooling within the cab of the vehicle if the outside temperature is more than 80° F, there is no accessible temperature-controlled area within a reasonable distance, and the vehicle is equipped with air conditioning

**Semelka, James**

**From:** Chris Hanson [chris.hanson@christywebber.com]  
**Sent:** Friday, March 09, 2012 11:02 AM  
**To:** Semelka, James; Semelka, James  
**Subject:** Alternate bid breakdowns

Hey Jim, I couldn't get you the spread sheet you needed. But below is the breakdown per district. Please review and let me know if you have any questions. Thanks again!

**A1: Downtown - Lake St (Summer = \$5,676.00, Fall = \$3,843.00) = \$9,519.00 total**  
**A2: Downtown - N. Marion St (Summer = \$1,874.00 & Fall = \$1,807.00) = \$3,681.00 total**  
**A3: Downtown - North Blvd. (Summer = \$396.00 & Fall = \$372.00) = \$768.00 total**  
**A4: Lake St temp. Lot (Summer = \$382.00 & Fall = \$155.00) = \$537.00 total**  
**A5: Avenue (Summer = \$4,258.00 & \$3,184.00) = \$7,442.00 total**  
**A6: S. Marion St (Summer = 944.00 & Fall = \$749.00) = \$1,693.00 total**

\$ 14,505

**Christopher Hanson**

*Residential Enhancements - Project Manager*

Rancho Verde Headquarters

2900 West Ferdinand Street, Chicago IL 60612

773-533-0477 x 290 (office)

773-533-0771 (fax)

773-706-7297 (cell)

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

*"Creating a better quality of life for our clients, employees and community through the enhancement of outdoor spaces"*



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4

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

**Item Title: Resolution Authorizing a Professional Service Contract for an Employee Lease Agreement with GovTemps**


Resolution or Ordinance No. \_\_\_\_\_  
Date of Board Action: **March 19, 2012**

**Staff Review:**

Interim Village Manager:

  
\_\_\_\_\_  
Cara Pavlicek

Village Manager's Office:

  
\_\_\_\_\_

**Item History (Previous Board Review, Related Action, History):**

The position of Manager of Parking and Mobility Services has been vacant since March 1, 2012, with the appointment of Cara Pavlicek to Interim Village Manager. Ms. Pavlicek's appointment is temporary and she may return to her former position in parking upon conclusion of the Village's search process for a Village Manager. Therefore, it has been determined that a six month contract for with GovTemps to temporarily and immediately fill the position is necessary. The position is budgeted annually via the Parking Fund.

**Item Policy Commentary (Key Points, Current Issue, Bid Process, Recommendation):**

GovTemps is a professional temp agency specializing in government recruitment and in particular professional government recruitment. They offer a variety of human resource services aside from temporary placement, including long-term temporary placement or recruitment services for direct hiring by the Village. The Village was provided an opportunity to interview the temp employee and review his/her credentials in advance of his placement. As with any temp agency, if the Village does not believe the selected temp is meeting expectations, the Village has right to request termination of the assignment as outlined in the contract.

The position of Manager of Parking and Mobility Services is critical to the successful operation of the Parking Department. The primary function is to manage the day-to day operations of the parking system along with the related parking permit sales and vehicle sticker sales.

**Intergovernmental Cooperation Opportunities (describe if there are opportunities for cost savings or better service with this item by joint participation from other local Oak Park governmental agencies, or regional municipalities):**

At this time, staff has not identified an opportunity to work with others units of local government to jointly fill this vacation position. Due to the unique nature of Oak Park's parking system and population density as compared to its suburban neighbors, staff does



not believe that such an opportunity is available at this time.

**Item Budget Commentary: (Account #; Balance; Cost of contract)**

The contract is paid on an hourly rate less than the position in the budget.

The current budget for this position, including benefits, for a 6-month period is \$57,750. Staff recommends a contract with GovTemps shall not exceed \$57,750 with an option to up another six months. This contract amounts include the salary paid to the employee by GovTemps as well as the fee to the temp agency. The Village will not be paying for the 10 holidays the Village is closed nor any requested vacation, sick or lost work time.

**Item Action Options/Alternatives (List the alternative actions; list the positive and negative implications of each; if no alternatives, explain why):**

1. Maintain the vacancy. Staff does not recommend this option for the reasons stated above. This position is critical to providing a coordinated effort to improve to parking system.
2. Conduct a hiring process and hire a person as an employee of the Village. Staff does not recommend this option at this time and prefers to try this alternate method of outsourcing with GovTemps. As it is expected that this position is needed to be filled on a temporary basis that is projected to be six months.

**Proposed Recommended Action: Approve the Resolution**

# VILLAGE OF OAK PARK

## RESOLUTION

### AUTHORIZING A PROFESSIONAL SERVICES CONTRACT FOR AN EMPLOYEE LEASE AGREEMENT WITH GOVTEMPS

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Illinois, Cook County, Illinois, that the Village Manager is hereby authorized and directed to execute an agreement with GovTemps for an employee lease agreement to fill the interim parking manager position. Said agreement shall substantially conform to the agreement attached hereto as Exhibit A.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approved as provided by law.

**ADOPTED** this 19th day of March 2012.

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** by me this 19<sup>th</sup> day of March 2012.

---

David G. Pope, Village President

**ATTEST:**

---

Teresa Powell, Village Clerk

## EMPLOYEE LEASING AGREEMENT

# DRAFT

**THIS EMPLOYEE LEASING AGREEMENT** (this "Agreement") is made this 26th day of March 2012 ("Effective Date") by and between **GOVTEMPUSA, LLC**, an Illinois limited liability company ("GovTemp"), and **Village of Oak Park** (the "Municipality") (GovTemp and the Municipality may be referred to herein individually as "Party" and collectively as the "Parties")

### RECITALS

The Municipality desires to lease certain employees of GovTemp to assist the Municipality in its operations and GovTemp desires to lease certain of its employees to the Municipality on the terms and conditions contained herein.

### AGREEMENT

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, and other good and valuable considerations, the receipt and sufficiency of which are mutually acknowledged by the Parties, the Parties hereby agree as follows:

#### SECTION 1 SCOPE OF AGREEMENT

**Section 1.01. Worksite Employee.** The Municipality hereby agrees to engage the services of GovTemp to provide, and GovTemp hereby agrees to supply to the Municipality, the personnel fully identified on **Exhibit A** hereto, hereinafter the "Worksite Employee." **Exhibit A** to this Agreement shall further identify the employment position and/or assignment ("Assignment") the Worksite Employee shall fill at the Municipality and shall further identify the base compensation for each Worksite Employee, as of the effective date of this Agreement. **Exhibit A** may be amended from time to time by a replacement **Exhibit A** signed by both GovTemp and the Municipality. GovTemp shall have the sole authority to assign and/or remove the Worksite Employee, provided, however, that the Municipality may request, in writing, that GovTemp remove or reassign the Worksite Employee, such request shall not be unreasonably withheld by GovTemp. The Parties hereto understand and acknowledge that the Worksite Employee shall be subject to the Municipality's day-to-day supervision.

**Section 1.02. Independent Contractor.** GovTemp is and shall remain an independent contractor, and not an employee, agent, partner of, or joint venturer with, the Municipality. GovTemp shall have no authority to bind the Municipality to any commitment, contract, agreement or other obligation without the Municipality's express written consent.

#### SECTION 2 SERVICES AND OBLIGATIONS OF GOVTEMP AND MUNICIPALITY

**Section 2.01. Payment of Wages.** GovTemp shall timely pay the wages and related payroll taxes of the Worksite Employee from GovTemp's own account in accordance with federal and Illinois law and GovTemp's standard payroll practices. GovTemp shall withhold

from such wages all applicable taxes and other deductions elected by the Worksite Employee. GovTemp shall timely forward all deductions to the appropriate recipient as required by law. The Municipality hereby acknowledges that GovTemp may engage a financial entity to maintain its financing and record keeping services, which may include the payment of wages and related payroll taxes in accordance with this Section 2.01. The Municipality agrees to cooperate with any such financial entity to ensure timely payment of (i) wages and related payroll taxes pursuant to this Section 2.01, and (ii) Fees pursuant to Section 3.03.

**Section 2.02. Workers' Compensation.** To the extent required by applicable law, GovTemp shall maintain and administer workers' compensation, safety and health programs. GovTemp shall maintain in effect workers' compensation coverage covering all Worksite Employee and complete and file all required workers' compensation forms and reports.

**Section 2.03. Employee Benefits.** GovTemp shall provide to Worksite Employee those employee benefits fully identified on **Exhibit B** hereto. GovTemp may amend or terminate any of its employee benefit plans according to their terms. All employee benefits, including severance benefits for Worksite Employee will be included in Fees payable to GovTemp under Section 3.01 of this Agreement.

**Section 2.04. Maintenance and Retention of Payroll and Benefit Records.** GovTemp shall maintain complete records of all wages and benefits paid and personnel actions taken by GovTemp in connection with any of the Worksite Employee, shall retain control of such records at such GovTemp location as shall be determined solely by GovTemp, and shall make such records available as required by applicable federal, state or local laws.

**Section 2.05. Other Obligations of GovTemp.** GovTemp shall be responsible for compliance with any federal, state and local law that may apply to its Worksite Employee(s).

**Section 2.06. Direction and Control.** The Parties agree and acknowledge that the Municipality has the right of direction and control over the Worksite Employee, including matters of discipline, excluding removal or reassignment, as provided for by Section 1.01. The Worksite Employee shall be supervised, directly and indirectly, and exclusively by the Municipality's supervisory and managerial employees.

**Section 2.07. Obligations of the Municipality.** As part of the employee leasing relationship, the Municipality hereby covenants, agrees and acknowledges:

(a) The Municipality shall comply with OSHA and all other health and safety laws, regulations, ordinances, directives, and rules applicable to the Worksite Employee or to his or her place of work. The Municipality agrees to comply, at its reasonable expense, with all health and safety directives from GovTemp's internal and external loss control specialists, GovTemp's workers' compensation carrier, or any government agency having jurisdiction over the place of work. The Municipality shall provide and ensure use of all personal protective equipment as required by any federal, state or local law, regulation, ordinance, directive, or rule or as deemed necessary by GovTemp's workers' compensation carrier. GovTemp and GovTemp's insurance carriers shall have the right to inspect the Municipality's premises to ensure that the Worksite Employee is not

exposed to an unsafe work place. In no way shall GovTemp's rights under this paragraph affect the Municipality's obligations to the Worksite Employees under applicable law or to GovTemp under this Agreement;

(b) With respect to the Worksite Employees, the Municipality shall comply with all applicable employment-related laws and regulations, including and, without limitation, Title VII of the Civil Rights Act of 1964, as amended, (Title VII), the Americans With Disabilities Act of 1990 (ADA), the Age Discrimination in Employment Act (ADEA), the Equal Pay Act of 1963, the Civil Rights Acts of 1866 and 1871 (42 U.S.C. § 1981), the Family and Medical Leave Act of 1993, the Fair Labor Standards Act of 1938, the National Labor Relations Act, the Employee Retirement Income Security Act of 1974, the Illinois State Constitution, the Illinois Human Rights Act, and any other federal, state or local law, statute, ordinance, order, regulation, policy or decision regulating wages and the payment of wages, prohibiting employment discrimination or otherwise establishing or relating to rights of employees;

(c) The Municipality shall retain the right to exert sufficient direction and control over the Worksite Employee as is necessary to conduct the Municipality's business and operations, without which, the Municipality would be unable to conduct its business, operation or comply with any applicable licensure, regulatory or statutory requirements;

(d) The Municipality shall not have the right to remove or reassign the Worksite Employee unless mutually agreed to in writing by GovTemp and the Municipality in accordance with Section 1.01;

(e) The Municipality agrees that the Municipality shall pay no wages, salaries or other forms of direct or indirect compensation, including employee benefits, to Worksite Employee;

(f) The Municipality shall report to GovTemp any injury to any Worksite Employee of which it has knowledge within twenty-four (24) hours of acquiring such knowledge. If a Worksite Employee is injured in the course of performing services for the Municipality, the Municipality and GovTemp shall follow the procedures and practices regarding injury claims and reporting, as determined by GovTemp. Upon receipt of notification from GovTemp or its insurance carrier that an injured Worksite Employee is able to return to work and perform "light duty," the Municipality shall immediately make available any appropriate light duty work assignment for such Worksite Employee to the extent required or permitted by any applicable law; and

(g) The Municipality shall report all on-the-job illnesses, accidents and injuries of the Worksite Employee to GovTemp within twenty-four (24) hours following notification of said injury by employee or employee's representative.

### SECTION 3 FEES PAYABLE TO GOVTEMP

**Section 3.01. Fees.** The Municipality hereby agrees to pay GovTemp fees for the services provided under this Agreement as follows:

- (a) The base compensation as fully identified on **Exhibit A**, as amended; plus
- (b) Any employee benefits GovTemp paid to the Worksite Employee as identified on **Exhibit B** hereto, including, but not limited to, salary; wages; commissions; bonuses; sick pay; workers' compensation, health and other insurance premiums; payroll, unemployment, FICA and other taxes; vacation pay; overtime pay; severance pay; monthly automobile allowances, and any other compensation or benefits payable under any applicable GovTemp pension and welfare benefit plan or federal, state or local laws covering the Worksite Employee.

**Section 3.02. Increase in Fees.** GovTemp may increase fees to the extent and equal to any mandated tax increases, e.g. FICA, FUTA, State Unemployment taxes when they become effective. GovTemp may also adjust employer benefit contribution amounts by providing the Municipality with a written thirty (30) day notice, provided, such changes in employer benefit contribution amounts apply broadly to all GovTemp employees.

**Section 3.03. Payment Method.** Following the close of each month during the term of this Agreement, GovTemp shall provide the Municipality a written invoice for the fees owed by the Municipality pursuant to this Agreement for the prior month. Within ten (10) days following receipt of such invoice, the Municipality shall pay all invoiced amounts by check, wire transfer or electronic funds transfer to GovTemp to an account or lockbox as designated on the invoice.

### SECTION 4 INSURANCE

**Section 4.01. General and Professional Liability Insurance.** GovTemps understands the Village of Oak Park is self insured for Comprehensive (or Commercial) General Liability and Professional Liability (if applicable) up to \$2,000,000 per occurrence with excess \$10,000,000 aggregate and that such self insurance covers bodily injury and property damage liability caused by on-premises business operations, completed operations and/or products or professional service and non-owned automobile coverage.

**Section 4.02. Certificate of Insurance.** Upon request, the Municipality shall provide GovTemp with one or more Certificates of Insurance, verifying the Municipality's compliance with the provisions of Section 4.01.

**Section 4.03. Automobile Liability Insurance.** Deleted.

## SECTION 5 DURATION AND TERMINATION OF AGREEMENT

**Section 5.01. Effective and Termination Dates.** This Agreement shall become effective on March 26, 2012 and shall continue in effect thereafter for a period of six (6) months, with an option to renew for up to an additional six (6) month period, or until it is terminated in accordance with the remaining provisions of this Section 5. For the purposes of the Agreement, the date on which this Agreement expires and/or is terminated shall be referred to as the "Termination Date."

**Section 5.02. Termination of Agreement for Failure to Pay Fees.** If the Municipality fails to timely pay the fees required under this Agreement, GovTemp may give the Municipality notice of its intent to terminate this Agreement for such failure and if such failure is remedied within ten (10) days, the notice shall be of no further effect. If such failure is not remedied within the ten (10) day period, GovTemp shall have the right to terminate the Agreement upon expiration of such remedy period.

**Section 5.03. Termination of Agreement for Material Breach.** If either Party materially breaches this Agreement, the non-breaching Party shall give the breaching Party notice of its intent to terminate this Agreement for such breach and if such breach is remedied within ten (10) days, the notice shall be of no further effect. If such breach is not remedied within the ten (10) day period, the non-breaching Party shall have the right to immediately terminate the Agreement upon expiration of such remedy period.

## SECTION 6 NON-SOLICITATION

**Section 6.01. Non-Solicitation.** The Municipality acknowledges GovTemp's legitimate interest in protecting its business for a reasonable time following the termination of this Agreement. Accordingly, the Municipality agrees that during the term of this Agreement and for a period of two (2) years thereafter, the Municipality shall not solicit, request, entice or induce Worksite Employee to terminate his or her employment with the GovTemp, nor shall the Municipality hire Worksite Employee as an employee.

**Section 6.02. Injunctive Relief.** The Municipality recognizes that the rights and privileges granted by this Non-Solicitation provision are of a special, unique, and extraordinary character, the loss of which cannot reasonably or adequately be compensated for in damages in any action at law. Accordingly, the Municipality understands and agrees that GovTemp shall be entitled to equitable relief, including a temporary restraining order and preliminary and permanent injunctive relief, to prevent or enjoin a breach of Section 6.01 this Agreement. The Municipality also understands and agrees that any such equitable relief shall be in addition to, and not in substitution for, any other relief to which the GovTemp may be entitled.

**Section 6.03. Survival.** The provision of this Section 6 shall survive any termination of this Agreement.

**SECTION 7**  
**DISCLOSURE AND INDEMNIFICATION PROVISIONS**

**Section 7.01. Indemnification by GovTemp.** GovTemp agrees to indemnify, defend and hold the Municipality and its related entities or their agents, representatives or employees (the "Municipality Parties") harmless from and against all claims, liabilities, damages, attorney's fees, costs and expenses ("Losses") (a) arising out of GovTemp's breach of its obligations under this Agreement, (b) related to the actions or conduct of GovTemp and its related business entities, their agents, representatives, and employees (the "GovTemp Parties"), taken or not taken with respect to the Worksite Employees that relate to events or incidents occurring prior or subsequent to the term of this Agreement, and (c) arising from any act or omission on the part of GovTemp or any of the GovTemp Parties.

**Section 7.02. Indemnification by the Municipality.** The Municipality agrees to indemnify, defend and hold the GovTemp Parties harmless from and against all Losses (a) arising out of the Municipality's breach of its obligations under this Agreement, (b) relating to any activities or conditions associated with the Assignment, including without limitation, the Worksite Employee workers' compensation claims, and (c) arising from any act or omission on the part of the Municipality or any of the Municipality Parties. Notwithstanding the foregoing, the Municipality shall have no obligations to the GovTemp Parties under this Section with respect to Losses arising out of events or incidents occurring before or after the term of this Agreement.

**Section 7.03. Indemnification Procedures.** The Party that is seeking indemnity (the "Indemnified Party") from the other Party (the "Indemnifying Party") pursuant to this Section 7, shall give the Indemnifying Party prompt notice of any such claim, allow the Indemnifying Party to control the defense or settlement of such claim and cooperate with the Indemnifying Party in all matters related thereto; provided however that, prior to the Indemnifying Party assuming such defense and upon the request of the Indemnified Party, the Indemnifying Party shall demonstrate to the reasonable satisfaction of the Indemnified Party that the Indemnifying Party (a) is able to fully pay the reasonably anticipated indemnity amounts under this Section 7 and (b) takes steps satisfactory to the Indemnified Party to ensure its continued ability to pay such amounts. In the event the Indemnifying Party does not control the defense, the Indemnified Party may defend against any such claim at the Indemnifying Party's cost and expense, and the Indemnifying Party shall fully cooperate with the Indemnified Party, at no charge to the Indemnified Party, in defending such potential Loss, including, without limitation, using reasonable commercial efforts to keep the relevant Worksite Employee available. In the event the Indemnifying Party controls the defense, the Indemnified Party shall be entitled, at its own expense, to participate in, but not control, such defense. The failure to promptly notify the Indemnifying Party of any claim pursuant to this Section shall not relieve such Indemnifying Party of any indemnification obligation that it may have to the Indemnified Party, except to the extent that the Indemnifying Party demonstrates that the defense of such action has been materially prejudiced by the Indemnified Party's failure to timely give such notice.

**Section 7.04. Survival of Indemnification Provisions.** The provisions of this Section 7 shall survive the expiration or other termination of this Agreement.



## SECTION 8 ADDITIONAL PROVISIONS

**Section 8.01. Amendments.** This Agreement may be amended at any time and from time to time, but any amendment must be in writing and signed by all of the Parties to this Agreement, except for changes to the fees as set forth in Section 3.

**Section 8.02. Binding Effect.** This Agreement shall inure to the benefit of and be binding upon the Parties and their respective heirs, successors, representatives and assign. Neither Party may assign its rights or delegate its duties hereunder without the express written consent of the other Party, which consent shall not be unreasonably withheld.

**Section 8.03. Counterpart Execution.** This Agreement may be executed and delivered in any number of counterparts, each of which shall be an original, but all of which together shall constitute one and the same instrument. This Agreement may be executed and delivered via facsimile.

**Section 8.04. Definitions.** Terms and phrases defined in any part of this Agreement shall have the defined meanings wherever used throughout the Agreement. The terms "hereunder" and "herein" and similar terms used in this Agreement shall refer to this Agreement in its entirety and not merely to the section, subsection or paragraph in which the term is used.

**Section 8.05. Entire Agreement.** This Agreement constitutes the entire agreement between the Parties regarding GovTemp's provision of Worksite Employee to the Municipality, and contains all of the terms, conditions, covenants, stipulations, understandings and provisions agreed upon by the Parties. This Agreement supersedes and takes precedence over all proposals, memorandum agreements, tentative agreements, and oral agreements between the Parties, made prior to and including the date hereof, and not specifically identified and incorporated in writing into this Agreement. No agent or representative of either Party hereto has authority to make, and the Parties shall not be bound by or liable for, any statement, representation, promise, or agreement not specifically set forth in this Agreement.

**Section 8.06. Further Assurances.** Each of the Parties shall execute and deliver any and all additional papers, documents, and other assurances and shall do any and all acts and things reasonably necessary in connection with the performances of their obligations hereunder and to carry out the intent of the parties hereto.

**Section 8.07. Gender.** Whenever the context herein so requires, the masculine, feminine or neuter gender and the singular and plural number shall each be deemed to include the other.

**Section 8.08. Notices.** Notices given under this Agreement shall be in writing and shall either be served personally or delivered by certified first class U.S. Mail, postage prepaid and return receipt requested or by overnight delivery service. Notices also may effectively be given by transmittal over electronic transmitting devices such as Telex or facsimile machine if the Party to whom the notice is being sent has such a device in its office, provided that a complete copy of any notice shall be mailed in the same manner as required for a mailed notice.



#### **Section 8.14. Arbitration.**

(a) Negotiation/Arbitration Process. The parties will attempt to settle any dispute arising out of or relating to this Agreement, or the breach thereof, through good faith negotiation between the parties. If settlement cannot be reached through good faith negotiation within thirty (30) days after the initial receipt by the allegedly offending party of written notice of the dispute, the controversy or claim shall be settled by binding arbitration conducted before a single arbitrator who is knowledgeable in employment law. Either party may submit the dispute to arbitration. The arbitration will be conducted in accordance with the then applicable rules and regulations of the American Arbitration Association ("AAA"). The arbitration will be held in Lake County, Illinois. The arbitrator shall be mutually agreed upon by the parties, but if they are unable to agree on an arbitrator, the arbitrator shall be appointed by AAA. All arbitration proceedings shall be closed to the public and confidential. All records relating thereto shall be permanently sealed, except as necessary to obtain court confirmation of the arbitrator's decision.

(b) Arbitration Award. The arbitrator will be bound by the terms and conditions of this Agreement and shall have no power, in rendering his or her award, to alter or depart from any express provision of this Agreement, and his or her failure to observe this limitation shall constitute grounds for vacating the award. Except as otherwise provided in this Agreement, the arbitrator shall apply the law specified in Section 8.3. The arbitrator will not be empowered to award punitive damages except for willful misconduct. The award of the arbitrator shall be final and binding upon the parties and judgment upon the award may be entered in any court having jurisdiction thereof.

*[Signatures on following page]*

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be duly executed as of the day and year first above written.

GOVTEMPUSA, LLC,  
an Illinois limited liability company

By \_\_\_\_\_  
Name: Joellen C. Earl  
Title: President/Co-owner

MUNICIPALITY

By \_\_\_\_\_  
Name: Cara Pavlicek  
Title: Interim Village Manager

**EXHIBIT A**  
**Worksite Employee and Base Compensation**

WORKSITE EMPLOYEE: To Be Determined

POSITION/ASSIGNMENT: Interim Parking Manager

BASE COMPENSATION: \$54.00/hr. Village is to be invoiced for hours worked.

Shall not exceed 37.5 hours per week. Holidays (listed below), sick days, vacation days  
are not paid.

TERM: Six months, March 26, 2012 – September 28, 2012, with the option to renew for up to  
an additional six month period.

GOVTEMPUSA, INC.:

MUNICIPALITY:

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

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

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

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

This Exhibit A fully replaces all Exhibits A dated prior to the date of the Company's signature above.

**Unpaid Holidays:**

**January 1**

**Dr. Martin Luther King Day (3<sup>rd</sup> Monday in January)**

**Presidents' Day (3<sup>rd</sup> Monday in February)**

**Memorial Day (Last Monday in May)**

**Fourth of July**

**Labor Day (1<sup>st</sup> Monday in September)**

**Thanksgiving (4<sup>th</sup> Thursday in November)**

**Day After Thanksgiving**

**Christmas Eve (One-half Day)**

**Christmas**

**EXHIBIT B**

## Summary of Benefits

Not Applicable

✓

**VILLAGE OF OAK PARK**  
**AGENDA ITEM COMMENTARY**

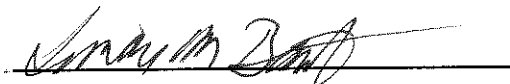
**Item Title: Technical Corrections to Ordinance Further Amending Ordinance 2010-O-14, as Previously Amended by Ordinance 2010-O-91 and 2011-O-15, Authorizing Issuance of an Amended Special Use Permit to Permit a Planned Development for a Mixed Use Residential and Commercial Development with Residential Apartments, Retail Space and Public Parking**

**Resolution or Ordinance No.** \_\_\_\_\_

**Date of Board Action:** March 19, 2012

**Staff Review:**

**Department Director Name** \_\_\_\_\_



**Village Manager 's Office** \_\_\_\_\_

**Item History (Previous Board Review, Related Action, History):**

On February 6, 2012, the Board adopted the amendment to the Planned Development Ordinance 2010-O-014, as previously amended by Ordinance 2010-O-91 and 2011-O-15, as proposed for 938-954 Lake Street and 170 N. Forest Avenue for the Lake and Forest Development.

After that Ordinance was adopted Georga Parchem, the Director and Chair of the Nineteenth Century Charitable Association and Nineteenth Century Charitable Club, noted that technical correction were needed to the references in the ordinance to their agreement with Lake Street Investors.

**Item Policy Commentary (Key Points, Current Issue, Recommendation):**

This revised version of the Ordinance adopted on February 6, 2012 makes the following technical corrections.

- (1) References to the organization have been changed from "Nineteenth Century Charitable Association" to "Nineteenth Century Charitable Association/Club"; and
- (2) The date of the agreement was changed from "December 5, 2011" to "January 8, 2012"

**Item Budget Commentary:**

N/A.

**Proposed Action:**

Adopt the Ordinance.



**ORDINANCE FURTHER AMENDING ORDINANCE 2010-O-14,  
AS PREVIOUSLY AMENDED BY ORDINANCE 2010-O-91 AND  
2011-O-15, AUTHORIZING ISSUANCE OF AN AMENDED SPECIAL  
USE PERMIT TO PERMIT A PLANNED DEVELOPMENT FOR A  
MIXED USE RESIDENTIAL AND COMMERCIAL DEVELOPMENT  
WITH RESIDENTIAL APARTMENTS, RETAIL SPACE  
AND PUBLIC PARKING**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, pursuant to its Home Rule Powers as set forth in Article VII, Section 6 of the Illinois Constitution (1970), as follows:

**SECTION ONE:** That the Village Board finds as follows:

A. That Ordinance 2010-O-14 entitled "Ordinance Authorizing Issuance of a Special Use Permit to Permit a Planned Development for a Mixed Use Residential and Commercial Development with Condominiums, Retail Space, Public Parking and a Hotel" for the northeast corner of Lake and Forest Avenues in the Village was adopted on March 15, 2010 and thereafter amended by Ordinance 2010-O-91 on November 22, 2010 and Ordinance 2011-O-15 on March 7, 2011. Since that time, the Applicant in response to the economy and changing market conditions, requested changes in use permitted under Ordinance 2010-O-14, as amended by Ordinance 2010-O-91 and 2011-O-15, from hotel and residential condominiums to residential rental apartments, which also includes an amended density allowance request to permit the construction of up to 270 residential rental units and an amended residential parking allowance request reducing the

otherwise required parking by 85 spaces; and a requested amendment to a Condition set forth in Ordinance 2011-O-15 permitting a change in exterior design and materials for the Development.

B. That a series of public hearings were held pursuant to notice of the Plan Commission, sitting as a Zoning Commission, of the Village of Oak Park to consider Applicant's request for the issuance of an amended special use permit authorizing the use of the property located on the northeast corner of Lake and Forest Avenues in the Village and commonly known as 940-954 Lake Street, 938 Lake Street, and 170 North Forest Avenue, Oak Park, Illinois, for an approximate 506,300 square foot mixed use residential rental apartment and commercial planned development and public parking, with amended allowances for density and parking and an amended Condition for building design and materials.

C. That this Board approves and adopts the Findings of Fact of the Plan Commission set forth in its Report dated November 17, 2011, attached hereto as Exhibit 1, as hereinafter amended as follows:

21.

	Allowance Type	Zoning Ordinance	Proposed Request	Need for allowance
1	Density	190,600 sq. ft.	69,937 sq. ft.	120,663 sq. ft.
2	Parking	373 spaces	288 spaces	85 spaces under

26. In keeping with the GDTMP, the amended proposed development provides approximately 25,000 square feet of new primary retail along Lake Street. It also provides an "active

edge” along Forest Avenue where the development’s residential and parking access points are located.

35. The Applicant’s amended proposal on the Subject Property has varying heights ranging from 40 feet directly on Lake Street and stepping back to 61 feet tall along Lake Street for the greater portion of the site to 180 feet at the southwest corner of the site along Forest Avenue then stepping up to 204 feet. The Applicant’s amended proposal provides essentially the same or similar mass as proposed in the GDTMP for the Subject Property, but distributes the mass in a midrise structure of varying heights in ways that complement the relative scale of the 16 story midrise (100 Forest Place) building across Lake Street at the periphery of the B-4 Downtown Business District. The Applicant’s building would be the new signature building in Greater Downtown Oak Park.

37. Stabilizing the size of Oak Park’s population (which declined between 1970 and 1990) is one objective of the 1990 Comprehensive Plan as set forth in Chapter II entitled “Housing.” To further this objective, in a section on “New Housing,” the Plan sets forth the twin policies of encouraging the selective construction of multi-family residential buildings and permitting the development of taller residential buildings at reasonable intervals in accord with the development principles in the Plan. The Plan suggests that the size of units in a newly constructed building – in terms of the number of bedrooms – should meet the needs of households not served by existing housing. The Plan also cautions that the Village must balance the need for new housing with the desire to conform such development to the character of the neighborhood. The evidence indicated that the proposed project will help meet the unmet demand for new, upscale housing, which should help stabilize Oak Park’s population.

39. That the 1990 Comprehensive Plan goes on to state on page 24:

Given the demographic trends discussed above, multi-family housing offers the best opportunity to help stabilize the size of Oak Park’s population. Recently constructed developments at Lake/Euclid and Lake/Forest indicate a strong demand for rental housing, and townhomes have been popular among purchasers.

According to the United States Census, between 1990 and 2010, Oak Park’s population declined by 3.4% from 53,648 to 52,524.

40. The Applicant proposed to build 270 apartment units, a mix of studios, one-bedrooms and two-bedrooms. The Applicant's professed target market was empty-nester and young professional couples with significant disposable income.
41. At a minimum, the proposed mix of apartments would lead to 270 additional residents on the Subject Property, using the Lake Street and Forest Avenue area for walking, driving, shopping and transit. Based upon the Applicant's professed target market, the real population increase might be nearly double the number of residential units projected to be built.
42. The evidence indicated that the proposed project is consistent with the goal of population stabilization and will help meet the underserved upscale apartment market in the metropolitan Chicago area.
43. Tracy Cross & Associates Market Analysis and 2040 Oak Park population projections by the Chicago Metropolitan Agency for Planning ("CMAP") indicate that the Village of Oak Park does need additional rental housing at the levels proposed.
44. The 2005 Greater Downtown Master Plan calls for the addition of 1200 residential units to this area specifically targeting this development site for new housing opportunities.
45. Another goal of the Plan is to preserve the residential character of neighborhoods and to improve the health of business districts, while achieving the safe movement of people within and through the Village.
46. The Subject Property is in a Central Business District Development Area as set forth in the Development Areas Map of the Plan (see p. 69 of the Plan).
47. The Comprehensive Plan addresses the highest-density residential development in the Village in its discussion of development in the Central Business District on page 67:

The Village should restrict its highest-density residential and commercial development to what is essentially the western Lake Street corridor, which is well served by public transportation including rapid transit and the CNW commuter railroad.

The highest density residential development is possible only within a planned development which is allowed as a

privilege, not a right, under Oak Park's special-use permit procedures, which require public hearings before a development could take place. Currently the maximum density allowed in the highest density planned development is 240 dwelling units per acre. This figure was established in the early 1970's and is not representative of developments which have occurred since that time. This density limit, and all planned development regulations, should be reviewed, and more realistic, lower maximums should be established.

48. That the evidence indicated that the density of the proposed development is consistent with the Comprehensive Plan, which suggests that the Village should restrict its highest density residential and commercial development to what is essentially the western Lake Street Corridor, as this area is well served by public transportation, including rapid transit (CTA) and the CNW commuter railroad (now Metra).
49. The Subject Property is 69,937 square feet in size, or about 1.599 acres. Thus, according to the "maximum density" discussed directly above, the Subject Property's 69,937 square feet would lead to a maximum density of approximately 383 units. However, that "maximum density" as discussed in the Comprehensive Plan is not allowed as of right and is subject to the planned development and special use permit procedures.
50. The Comprehensive Plan goes on to state that the "Village will need to reassure itself that the nature and design of such development will not unduly affect the character of surrounding areas, particularly historic districts and buildings."
51. The Applicant's traffic expert report and testimony, from Javier Millan at Kenig, Lindgren, O'Hara, Aboona, Inc. ("KLOA"), showed that the proposal would generate 118 vehicle trips in and out of the Subject Property during weekday peak morning hours (about 14 more trips than the previous plan); 204 vehicle trips in and out of the Subject Property during weekday peak evening hours (about 14 more trips than the previous plan); and 174 vehicle trips in and out of the Subject Property during Saturday midday peak hours (about 52 fewer trips than the previous plan).
52. In the past the Plan Commission and Village Board have supported a 1:1 ratio between dwelling units and parking spaces in the Greater Downtown Area. This is consistent (and in some

cases in excess) with the regional standard set in transit rich districts.

53. The Plan Commission found, pursuant to a 6-2 vote, that the potential **exists** that the residents of the proposed apartment units on the Subject Property would consume too high a percentage of the public parking permits for the 300 public parking spaces on the Village's portion of the parking areas. The 6-2 vote directed Staff to convey the Plan Commission's major concern that the Village continue to properly monitor the permits at the garage to ensure that all members of the community continue to have opportunity to receive these permits.
54. That the new sidewalks adjacent to the proposed development will promote a safe and comfortable pedestrian environment. The proposed development eliminates the existing curb cut and entrance/exit to the parking structure on Lake Street which give rise to pedestrian conflicts. The proposed development does maintain an existing curb cut on Forest Avenue for vehicular access to the development.
55. Page 31 of the 1990 Comprehensive Plan contains the Village's Street Network Map. This map identifies Lake Street, Forest Avenue from Lake north to Ontario, and Ontario from Forest west to Harlem as secondary arterial streets. Secondary arterial streets are designed to carry the majority of through-traffic trips through the Village. Vehicular access to the proposed development would be on Forest Avenue, between Lake and Ontario, which is a secondary arterial street. The proposed development would have a turn-in drop-off/pick-up area off Forest Avenue for the retail customers and residential apartment tenants/guests. As noted on the Street Network Map, there is a diverter which prevents traffic from going north on Forest into the single family home area which is a part of the Frank Lloyd Wright Prairie School of Architecture Historic District. The evidence indicated that these secondary arterial streets can adequately handle any additional traffic generated by the proposed development.
56. The evidence indicated that traffic from the proposed development would not materially add to traffic congestion in the area. There was evidence that use of nearby public transportation would mitigate additional traffic. The proposed development is within two and a half blocks of the Intermodal Transportation Station at Harlem/Marion, which is a station for both CTA Green Line elevated trains and Metra trains. Pace

buses run on Lake Street and stop within a block of the proposed development.

57. The evidence indicated that the proposed development, as conditioned below, would not substantially diminish the use and enjoyment of other uses in the vicinity as described above. As noted above, the proposed development has been considered in relation to the Greater Downtown Master Plan. With the exception of the public park to the west of the Subject Property, the proposed development is surrounded by commercial uses and commercial zoning (B-3 or B-4) or by transitional uses and transitional zoning (R-7 Multiple-Family District).
58. Expanding the Village's tax base is another primary goal of the Comprehensive Plan. To further this goal, the Plan provides the policy of "maximizing the potential" for establishing tax generating residential development and redevelopment, and the policy of stimulating increased private investment in Oak Park.
59. The evidence indicated that the proposed development would annually generate approximately \$1,386,000 in combined real estate taxes for the retail, parking, and apartment portions of the proposal (as opposed to the prior development's estimated real estate taxes of \$1,700,000 - \$1,892,000), compared with the current \$51,116 in annual real estate taxes generated by the Subject Property. The proposed development would also generate approximately \$50,000 in retail tax increment to the Village.
60. The aging 340-space parking structure on the Subject Property and the vacant land would be replaced with a mixed-use glass and steel structure that would house approximately 270 residential rental apartments, 25,000 square feet of retail space and 588 garage parking spaces.
61. The evidence indicates that these uses would help revitalize Downtown Oak Park by providing 25,000 square feet of new Class A retail space and more than 400 new residents and employees who would create a 24-hour downtown population supporting restaurants and business, and strengthening the retail environment and would therefore contribute to the vitality of both the commercial and residential uses in the area.
62. The evidence indicated that adequate public infrastructure and public services exist or will be provided to the proposed development. All evidence from the Applicant and Village Staff

suggested that all relevant Village services could adequately support the proposed development. There was no contrary evidence submitted to the Plan Commission on these issues.

63. The Applicant presented evidence from MaRous & Company that the proposed amended combination of uses would not have a substantial or undue adverse effect upon property values in the vicinity. In support of this conclusion, MaRous & Company studied the listed prices of residences in the area of the Subject Property both before and after public knowledge of the prior application for the planned development on the Subject Property. This sampling showed that “the proposed development has had no discernable impact on the values of the surrounding residential property, and the proposed change in use should not alter that fact.”
64. The evidence indicated that on a number of occasions the Applicant met with neighbors and citizen groups to seek their input on the design of the site.
65. The evidence indicated that the proposed development will not substantially diminish the use and enjoyment of the single family dwellings north and east of the Subject Property, including those properties in the Frank Lloyd Wright Prairie School of Architecture Historic District.
66. That the evidence indicated that the proposed design, use or combination of uses, as conditioned below, will complement the character of the surrounding area. As previously discussed, the height, mass and orientation of the proposed midrise will serve as a focal point along the Lake Street corridor. Its height will complement the midrise across the street at 100 Forest Place. Its orientation to the southwest corner of the site will minimize its shadow impact on adjacent structures. Its component uses of retail, residential, and parking will make it a gateway to the Historic District to the north, while being sufficiently separated from that historic area so as to not undermine its unique character.
67. The Applicant provided evidence that it has the financial and technical capacity to complete the project. The Applicant has assembled a team of professionals experienced in the design, construction, leasing and management of the proposed development. Members of the Applicant’s team have undertaken projects of equal or greater financial and technical complexity.



68. Moreover, the evidence indicated that the Redevelopment Agreement with the Village requires that the Applicant post a bond guaranteeing the completion of the project.
69. The evidence indicated that the proposed amended project, which is in the Transit-Related Retail Overlay District, provides and encourages new retail development on the ground floor of buildings in close proximity to mass transit stations, encourages pedestrian activity and provides retail services for residents and users of mass transit. Oak Park is very accessible to downtown Chicago; the 2000 census indicated that over 20% of Oak Parkers commute to work. Metra and CTA trains provide 20 minute commuter service to the Loop. As a corollary, the 2000 census also indicated that over 60% of the households in Oak Park have one or fewer cars.
70. The evidence indicated that the two (2) requested allowances relate to a proposed combination use development of retail, apartment units and municipal parking garage within 700 feet of an R-7 District further the following specific objectives:
  - a. Creation of a more desirable environment than may be possible than through strict application of other Village land-use regulations with the use of creative design, landscape, and/or architectural features.
  - b. Enhancement of the existing character and property values of the Village and promotion of the public welfare by ingenious and imaginative designs resulting in a better and more creative use of land.
  - c. Combination and coordination of the character, the form and the relationship of structures to one another.
  - d. Promotion of economic development within the Village.
71. In return for the Village providing allowances from Village regulations, the Applicant must provide compensating benefits which advance Oak Park's physical, cultural and social objectives (in accordance with the Comprehensive Plan and other approved plans) by having the Applicant provide specific amenities in the planned development. The evidence indicated that among the compensating benefits that accrue to residents of the area or to the community as a whole would be:

- a. Construction of an elegant, contemporary, glass-clad, multi-level building which would provide the focal point between Downtown Oak Park on the west and the Avenue District on the east. It would provide a balance to the midrise building across Lake Street.
- b. Construction of a building which meets LEED silver standards (Leadership in Energy and Environmental Design). The Applicant should be obligated to use its best efforts to achieve a Silver LEED certified building including, but not limited to, the Applicant/Developer submitting an application to the United States Green Building Council ("USGBC") for LEED Silver Certification.
- c. Replacement of the Village's open deck parking structure which is nearing the end of its useful life, with a fully enclosed parking garage which will have a longer life.
- d. Streetscape improvements on Lake and Forest consistent with the GDTMP, including street furniture on Forest and Lake, and public art pursuant to Section 3.9.1(F)(3).
- e. Construction of a green roof on the roof deck of the garage portion of the development will provide visual interest and help to decrease "urban heat island" effect and storm water runoff impacts on infrastructure.

72. Section 3.9.1(F)(3) of the Zoning Ordinance requires that an Applicant provide at least one piece of public art as part of the development, as set forth in the letter from the Applicant to Village Staff dated February 18, 2010. The scope of the public art should be in proportion to the square footage of the development upon review and advice by the Village's Public Art Advisory Commission ("PAAC"). The Applicant and the PAAC have been in discussions regarding the scope, type and placement of the public art. Public art will be placed at the Development Project site subject to the conditions set forth hereinbelow.

D. That this Board, acting pursuant to Section 2.2.3F of the Village Zoning Ordinance, does NOT accept ~~to adopt~~ the November 17, 2011 Recommendation of the Planning Commission, sitting as a Zoning Commission, based upon a 4-4 vote of the Commission to Deny the amended Planned Development application, and hereby approves the amended planned development subject to the conditions and restrictions set forth in Ordinance 2010-O-14 authorizing the original Lake and Forest Planned Development and Ordinance 2010-O-91 and 2011-O-15 amending same except as further amended as follows:

1. That except as modified below, the Applicant/Developer shall develop the project comprised of multi-family residential use, retail use, private parking accessory to the foregoing uses, and public parking use in substantial conformity with the Plans and Specifications submitted with its application. The final architectural plans shall be sealed by Gensler, the architect of record. The Landscape Plan shall provide for the preservation, care and maintenance of the landscape materials.

2. That the Applicant/Developer shall use its best efforts to attain a LEED Silver certification for the project including, but not limited to, the Applicant/Developer submitting an application to the USGBC for LEED Silver Certification. In any event, the Applicant/Developer shall attain the number of points necessary to attain LEED Silver certification for the project.

3. That the streetscape improvements on Lake Street and Forest Avenue shall be consistent with the Greater Downtown Master Plan (GDTMP), shall use the same materials the Village used in making the streetscape improvements on Marion Street, south of Lake Street, and shall include street furniture on Forest Avenue and Lake Street.

4. That upon review and advice of the Public Art Advisory Commission and approval of the Village Board, the Applicant/Developer shall purchase and install public art at the planned development site at a cost of not less than \$40,000. The location of the art on the site and its accessibility to the general public will be mutually determined by the Developer and the Village.

5. That the Applicant/Developer shall make improvements to Austin Gardens which are acceptable to the Village Board and the Park District of Oak Park in an amount of no less than \$35,000.

6. That six to twelve months after completion of the planned development, the Applicant/Developer shall conduct a post-construction traffic and parking study by a firm selected by the Village. The consultant shall hold a meeting with interested neighbors to determine their concerns with traffic and parking issues, if any, generated by the proposed development. This study shall review traffic and parking within approximately one quarter mile of the Subject Property (but to at least Harlem Avenue on the west and Oak Park Avenue on the east). If this post construction traffic and parking study recommends that any measures should be taken to correct any unforeseen traffic or parking issues that have been caused by the development, the Applicant/Developer shall implement "on-site" recommendations or fund the implementation of said "off-site" recommendations within six months after the study has been completed. To insure that payment of the costs of the study, the Applicant/Developer shall post a bond, letter of credit or other security acceptable to the Village in an amount of \$20,000 ("security"), for the study. The Applicant/Developer shall also post a bond, letter of credit or other security acceptable to the Village in the amount of \$35,000 ("security"), prior to issuance of a certificate of occupancy, for any unforeseen traffic or parking issues that require mitigation. Any unused security or portion of the security shall be returned to the Applicant/Developer upon full compliance with this condition.

7. That approximately two years after completion of the planned development and annually thereafter for not less than the next six years, the Village shall monitor the effect of the parking and traffic generated by the planned development on the neighborhood and take steps necessary to alleviate any problems, if practicable.

8. That the Applicant/Developer shall provide the Village with a bond, letter of credit or other security acceptable to the Village in an amount of 110% of the cost of landscape materials and installation, to insure that the landscaping is installed and maintained pursuant to the landscape plan.

9. That approximately one year after reaching 85% occupancy, or 24 months after completion of the planned development, whichever is earlier, the Applicant/Developer, in partnership with the Village, shall conduct a post-construction economic impact study. The Village shall hold a meeting with interested business neighbors to determine their concerns with any adverse economic impact attributable to the planned development. The interested business neighbors, the Applicant/Developer and the Village shall meet to discuss the findings and develop recommendations to improve the economic impact of the development, if appropriate.

10. That the Applicant/Developer shall provide one parking space per residential unit and 18 additional parking spaces in an area accessible to the public. In furtherance of this condition, the Developer and the Village may agree to provide for the joint management and operation of the Public Parking Garage Parcel in accordance with Section 5.1(c) of the Amended and Restated Redevelopment Agreement for the Lake and Forest Development ("Amended RDA") recorded in the Office of the Cook County Recorder of Deeds on September 21, 2011, as Document No. 1126422115.

11. The Applicant/Developer's following requests for use allowances are denied: to allow a financial institution use on the first floor of the development; to allow a medical office use on the first floor within 100 feet of another such use and within 50 feet of the street line at the development; to allow a print shop use at the development; to allow a health or fitness facility on the first floor of the development.

12. That Applicant/Developer's following requests for use allowances are granted: hotel use at the development; exterior ATM's at the development which are not accessory to a financial institution located on site at the development; a municipal parking garage at the development which is within 700 feet of an R-7 District; and a health or fitness facility use, medical office use and studios for artist and photographers, provided that these uses are above the first floor of the building.

13. The Development shall provide and maintain unified window treatments for all apartment units.

14. That semi-trailer truck traffic is prohibited on Ontario Street and Marion Street. The Applicant/Developer shall submit its route for construction traffic, its plan for construction parking, and its demolition and construction schedule to the Village Engineer for his/her review and approval. Construction traffic routes shall be limited to Lake Street and designated streets south of Lake Street unless otherwise determined by the Village Engineer.

15. That during construction of the proposed development, the Applicant/Developer shall post a conspicuous sign providing a local phone number for the construction manager which interested parties may call to obtain answers to questions about the project and its construction. Such telephone number shall be staffed during normal business hours, Monday through Friday, except legal holidays, by a person with authority to address and remedy problems, including, but not limited to, traffic, noise, maintenance and landscaping.

16. That the Applicant/Developer shall implement its construction related Communications Plan described on the attached page one of Tab 10 from the Applicant/Developer's application binder.

17. That the Applicant/Developer shall insure that all construction debris remains on the Subject Property and is removed on a regular basis. The Applicant/Developer shall also use best efforts to mitigate any offsite dust and debris.

18. The Applicant/Developer shall use its best efforts to procure tenants for the ground floor level of the project who shall have extended operating hours so as to allow for evening shopping hours two (2) or more nights per week. In addition, Applicant/Developer shall also endeavor to procure a restaurant tenant that will offer both lunch and dinner service.

19. The planned-development permit shall be null and void if the Applicant/Developer does not file an application for a building permit for the proposed development by September 1, 2012.

20. The planned-development permit shall be null and void if construction has not commenced by September 1, 2013.

21. The planned-development permit shall expire if construction is not completed by September 1, 2015.

22. Paragraphs 19, 20 and 21 hereinabove shall take precedence over Sections 2.2F.3 and 4 of the Village Zoning Ordinance.

23. The Applicant/Developer shall permit the Village to use the "Sertus Parcel" free of charge, after it demolishes the structures thereon, as a public space and/or for Village sponsored public events, until such time as the Proposed Project is ready to commence construction in accordance with the warranties and restrictions set forth in the Redevelopment Agreement entered into between the Applicant/Developer and the Village and as amended ("RDA"), contingent upon the Village's indemnification of the Developer against any and all liability related to or arising out of Developer's grant of permission to the Village for the use of same.

24. In the event that the Village demolishes the current Lake and Forest Parking Structure at its own cost prior to the Developer's commencement of its construction of the Project, the Applicant/Developer shall permit the Village to construct a temporary public parking lot, at the Village's cost, on the Applicant/Developer's presently owned parcel located on the northeast corner of Lake Street and Forest Avenue in accordance with requirements established in Section 12.12 and Exhibit L of the Redevelopment Agreement as amended between the Applicant/Developer and the Village ("RDA").

25. The Applicant/Developer shall permit public parking regulated by the Village in accordance with Section 12.12 of the RDA beginning upon completion of construction of the temporary public parking lot and continuing

until thirty (30) days prior to the commencement of construction pursuant to permit

26. That the Applicant/Developer provide a canopy over the loading dock as depicted in its most recent renderings of the proposal.

27. That the Applicant/Developer moves the cooling towers to the center of the roofing for the parking area.

28. That the Applicant/Developer provides the Nineteenth Century Charitable Association/**Club** with compensation acceptable to the Association and/or alternative parking solutions for the Applicant/Developer's use of the Association's parking lot as a staging area during construction on the Subject Property.

29. That the Applicant/Developer compensates the Nineteenth Century Charitable Association/**Club** for negative impacts to its property due to the construction of the planned development in accordance with the agreement executed between the Association and the Applicant/Developer on ~~December 5, 2011~~ **January 8, 2012**. Under no circumstances shall the vehicle access of property owners at 933, 935 and 937 Ontario be impaired by Project construction or this Agreement.

30. That the Applicant/Developer shall construct the roof of the garage structure as a "green roof" which is accessible to residents of the development.

31. That the Applicant/Developer provide monitoring of the Nineteenth Century Charitable Association/**Club building**, the Frank Thomas House **building**, three multiple-family dwellings located at 933, 935 and 937 Ontario, the Victorian Row Houses located at 200-206 Forest Avenue and the Grace Episcopal Church structures before, during and for one year after completion of construction of the proposed structure on the Subject property. Upon permission of the property owners, the Applicant/Developer shall conduct pre-demolition/construction condition assessments of all monitored properties, which shall include the videotaping and photographing of the interior and exterior of all monitored buildings. The Applicant/Developer will provide the property owners with copies of all pre-construction videotapes and photographs of their properties at the time that such videotapes and photographs are taken. The Applicant/Developer shall conduct periodic assessments during construction in the presence of the property owners for the purpose of determining whether or not changes in the condition of the properties have taken place. Photographs and videotapes of any such changes shall be taken by the Applicant/Developer.

32. That, at such time as apartment rental begins, the Applicant/Developer shall provide that a minimum of two (2) car sharing vehicles are

available to the public, including the residents, within the private parking spaces, or as otherwise agreed upon with the Village, and that, at such time as apartment rentals reach 50% occupancy, the Applicant/Developer ensure that a minimum of three (3) such car sharing vehicles are available within the private parking spaces, unless otherwise agreed to in a unified management agreement.

33. That the Applicant/Developer meets all timing requirements stated in the Amended RDA.

34. That the Applicant/Developer shall comply with existing Village requirement to notify prospective tenants of the Village's On-Street Overnight Parking Ban and advise prospective tenants that no more than one private parking space may be available for each unit. All tenant leases shall include the Mandatory Provisions in Lease Agreements as stated in Section 12-3-11 of the Village Code.

35. That the Applicant/Developer provide a list of exterior building, landscaping and design materials to be approved by the Village Board, as detailed in the October 20, 2011, PowerPoint presentation of the Applicant/Developer and as subsequently discussed by the Plan Commission. The Applicant/Developer shall construct the project using the materials approved by the Village Board for the portions or areas of the Project designated by the Village Board.

36. That during construction of the proposed development, the Village designates a staff liaison, and an owner's representative as provided in the Redevelopment Agreement, with whom the Applicant/Developer shall reasonably and timely communicate and cooperate.

37. Notwithstanding any agreement to the contrary in the Amended RDA, the Village shall have the sole discretion to elect whether the property will be subject to the Illinois Condominium Property Act, or to whether the parcels will be divided by a vertical subdivision provided, however, that any such division under either option shall be subject to customary agreements and easements with respect to items including but not limited to access, common areas, CAM, insurance and property taxes.

38. That all contracts for the construction of public works shall be in accordance with the Illinois Prevailing Wage Act.

39. That in the event the Applicant/Developer or its successors or assigns fails to comply with one or more of the foregoing conditions and restrictions after 30 days written notice by the Village or its agents, the President and Board of Trustees may thereafter revoke or limit this planned development provided, however, that the Applicant/Developer or its successors shall be deemed to have complied if they promptly commence a



cure and diligently pursue that cure to completion where such cure is not reasonably susceptible to completion within such 30 day period.

**SECTION TWO:** That the planned development was submitted, considered and approved as an integrated whole. Each element was considered and approved for its contributory relationship to the other elements and to the whole. No part or element of the planned development would have been approved by itself nor without considering its impact on other elements of the plan and the plan as a whole. The planned development is therefore approved as a harmonious unit and a special permit is hereby granted for the planned development use described in Section 1-A and 1-B above, subject to the conditions and restrictions set forth in Section 1-D above.

**SECTION THREE:** The Village Planner is hereby authorized and directed to revise the Official Zoning Map of the Village to reflect the existence and boundaries of the new planned development authorized herein by special use permit.

**SECTION FOUR:** That except for minor changes permitted under Section 2.2.7G(2) of the Village Zoning Ordinance, the applicant and its successors and assigns may not reduce, modify, omit, increase or expand any element or part of the planned development. The parts of the planned development, including without limitation, compensating benefits, uses, density, setbacks, bulk, amenities, FAR, heights, building materials, parking and arrangements of improvements, must be constructed and must be constructed as approved. In the event that any of the foregoing conditions

and restrictions shall not be fulfilled at any time in the future, the then owner shall be deemed to be in violation of said Zoning Ordinance and the Zoning Administrator shall take appropriate action, and this special permit shall be subject to revocation.

**THIS ORDINANCE** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March 2012, pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** by me this 19<sup>th</sup> day of March 2012.

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David G. Pope  
Village President

ATTEST:

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Teresa Powell  
Village Clerk

Published by me in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

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Teresa Powell  
Village Clerk

**VILLAGE OF OAK PARK  
AGENDA ITEM COMMENTARY**

W

**Item Title: Resolution Authorizing the Village of Oak Park to enter into a collective bargaining agreement with the Teamsters, Local 705 concerning terms and conditions of employment for Equipment Operators and related job classifications for a term commencing April 1, 2012 and ending March 31, 2014.**

**Resolution or Ordinance No.** \_\_\_\_\_

**Date of Board Action** March 19, 2012

**Staff Review:**

**Human Resources Director:** Frank Spataro  
Frank Spataro, Human Resources Director

**Village Manager's Office:** W

**Item History:** The collective bargaining agreement between the Village of Oak Park and the Teamsters, Local 705 representing employees in the positions of Equipment Operator and Senior Sign and Marking Technician is set to expire March 31, 2012. Pending Village Board approval, the parties reached a tentative agreement on a successor contract for a two-year period from April 1, 2012 to March 31, 2014. Members of the Teamsters collective bargaining unit ratified the tentative agreement on March 9<sup>th</sup>.

**Item Policy Commentary:** The Teamsters, Local 705 collective bargaining agreement (CBA) sets forth the terms and conditions of employment for six employees in the Public Works Department, Streets Division. The collective bargaining unit consists of five employees classified as Equipment Operators and one employee classified as a Senior Sign and Marking Technician. The CBA being presented to the Village Board for approval is for a two-year term commencing on April 1, 2012 and ending on March 31, 2014. The CBA provides a general wage increase of 1.0% for 2012 and 1.0% for 2013. The current CBA provides merit pay in the form of a 1.5% lump sum payment based on straight time hours worked (excluding overtime, double-time, the \$0.50/hour lead worker premium pay and the \$0.60/hour night-shift premium pay); the same merit pay provisions are contained in the new CBA. Other than updating rates charged to bargaining unit members for health and dental insurance and effective dates, the only change in the new CBA concerns agreement to pay an employee who functions as a lead worker on a crew the \$0.50/hour premium pay for the entire eight-hour shift instead of just for the hours worked. The Village agreed to this change on the basis that virtually all lead person assignments last the entire eight-hour shift. The Village also agreed to meet with the Union as a labor-management committee to develop a certification and award program for bargaining unit members interested in obtaining a certification that enhances their overall skill level and has utility for the Village such as cement finishing.

**Item Budget Commentary:**

The major budget impact from the tentative two-year agreement results from the general wage increases. Working from a 2011 total annual payroll of \$320,360 for all six members of the bargaining unit, the table below shows the resulting impact on wages and Village-paid pension costs for the two-year period covered by the Agreement. The pension costs cited below are based the current 2012 rate of 13.25% set by the Illinois Municipal Retirement Fund. These increases are within budget.

		<b>Increase in Wages</b>	<b>Increase in VOP-Paid Pension</b>	<b>FICA</b>	<b>Total Increase</b>
2012	(1.0%)	\$3,204	\$424	\$245	\$3,873
2013	(1.0%)	\$3,236	\$429	\$248	\$3,912
		<b>\$6,440</b>	<b>\$853</b>	<b>\$493</b>	<b>\$7,785</b>

**Proposed Action:** Approve the Resolution

**Item Title: Resolution Authorizing the Village of Oak Park to enter into a collective bargaining agreement with the Teamsters, Local 705 concerning terms and conditions of employment for Equipment Operators and related job classifications for a term commencing April 1, 2012 and ending March 31, 2014.**

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Oak Park, Cook County, State of Illinois, that the Village Manager is hereby authorized to enter into a collective bargaining agreement with the Teamsters, Local 705 concerning terms and conditions of employment for Equipment Operators and Senior Sign and Marking Technician in the Department of Public Works/Streets Division for the period April 1, 2012 to March 31, 2014.

**THIS RESOLUTION** shall be in full force and effect from and after its adoption and approval as provided by law.

**ADOPTED** this 19<sup>th</sup> day of March, 2012 pursuant to a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**ADOPTED AND APPROVED** by me this 19<sup>th</sup> day of March, 2012

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**David G. Pope, Village  
President**

**ATTEST:**

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**Teresa Powell**  
Village Clerk



Report ID: APY2001

PeopleSoft Accounts Payable  
DETAILED CHECK REGISTER

Page No. 1  
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Run Time 3:38:09 PM

Pay Cycle: QUICK2  
Pay Cycle Sequence: 414  
Pay Cycle Run Date: Mar/05/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074741	Mar/05/2012	RE	Paid	VOP01 0000007535 O'CONNOR, MICHAEL	Not applicable		1,304.64 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096512	03/02/12	Mar/02/2012	REIMBURSEMENT FOR PAYROLL DEDUCTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Wage Assignments	Balance Sheet	General Fund	Balance Sheet	1,304.64 USD
Total Requirements for Bank Account					FB_OP VOP 154508888927 1,304.64 USD



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PeopleSoft Accounts Payable  
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Total Requirements for Currency USD 1,304.64 USD

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Pay Cycle Run Date: Mar/05/2012

Bank Account: FB\_OP VOP 15450888927

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074742	Mar/05/2012	RE	Paid	VOP01 0000012237 ALLIED BENEFIT SYSTEMS 200 WEST ADAMS, SUITE 500 CHICAGO IL 60606	Not applicable		1,538.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096514	0000234542.	Jan/01/2012	GROUP NO. A09105 FLEX & COBRA FEES PERIOD 1/2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Health Insurance Premiums	HR - Human Resources	Health Insurance Fund	Base Program	1,538.00 USD
Total Requirements for Bank Account				FB_OP VOP 15450888927	1,538.00 USD



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Pay Cycle Sequence: 415  
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Total Requirements for Currency USD 1,538.00 USD

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Pay Cycle Sequence: 416  
Pay Cycle Run Date: Mar/05/2012

Bank Account: FB\_OP VOP 154508888927

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074743	Mar/05/2012	RE	Paid	VOP01 0000012237 ALLIED BENEFIT SYSTEMS 200 WEST ADAMS, SUITE 500 CHICAGO IL 60606	Not applicable		885.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096513	0000236722.	Jan/19/2012	GROUP NO. A09105 FLEX & COBRA FEES, PERIOD 2/2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Health Insurance Premiums	HR - Human Resources	Health Insurance Fund	Base Program	885.00 USD
Total Requirements for Bank Account				FB_OP VOP 154508888927	885.00 USD



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Pay Cycle Sequence: 416  
Pay Cycle Run Date: Mar/05/2012

Total Requirements for Currency USD 885.00 USD

Pay Cycle: QUICK2  
Pay Cycle Sequence: 417  
Pay Cycle Run Date: Mar/07/2012

Bank Account: FB\_OP VOP 15450888927

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074744	Mar/07/2012	RE	Paid	VOP01 0000004860 NATIONAL RESEARCH CENTER 2955 VALMONT RD, SUITE 300 BOULDER CO 80301	Not applicable		4,975.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096559	4091	Nov/04/2011	2011 NATIONAL CITIZEN SURVEY:FINAL PAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	VMO - Village Management	General Fund	Base Program	4,975.00 USD
Total Requirements for Bank Account				FB_OP VOP 15450888927	4,975.00 USD





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Total Requirements for Currency USD 4,975.00 USD

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Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 15450888927

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074745	Mar/09/2012	RE	Paid	VOP01 0000013628 A & B LANDSCAPING & TREE SERVICE P.O. BOX 344 RIVERSIDE IL 60546	Not applicable		9,291.15 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096359	2012-12	Feb/04/2012	EAB PARKWAY TREE REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	9,291.15 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074746	Mar/09/2012	RE	Paid	VOP01 0000011312 ACTIVE TRANSPORTATION ALLIANCE 9 W. HUBBARD ST. STE. #402 CHICAGO IL 60654	Not applicable		30.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096585	04/30/12	Feb/28/2012	MEMBERSHIP RENEWAL - JOHN WIELEBNICKI #A54832	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	DPW - Administration	General Fund	Base Program	30.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074747	Mar/09/2012	RE	Paid	VOP01 0000013091 ADP, INC. P.O. BOX 842854 BOSTON MA 02284-2854	Not applicable		2,824.40 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096658	840459	Mar/02/2012	AUTOPAY II PROCESSING FEES PPE 02/25/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	2,824.40 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074748	Mar/09/2012	RE	Paid	VOP01 0000001958 ALARM DETECTION SYSTEMS INC. 1111 CHURCH RD. AURORA IL 60505	Not applicable		105.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096523	156365	Feb/05/2012	QUARTERLY CHARGES,MARCH-MAY 2012@720 NORTH BLVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	105.00 USD



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Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074749	Mar/09/2012	RE	Paid	VOP01 000006578 ALLIED GARAGE DOOR INC. P.O. BOX 817 LOMBARD IL 60148	Not applicable		1,741.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096524	0000019757	Feb/03/2012	SERVICE PERFORMED@720 NORTH BLVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	1,117.00 USD
1	Property Repair	DPW - Building Maintenance	General Fund	Fire Department	312.50 USD
1	Property Repair	DPW - Building Maintenance	General Fund	Fire Department	311.68 USD



Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074750	Mar/09/2012	RE	Paid	VOP01 0000001022 ANDERSON ELEVATOR CO 2801 S. 19TH AVE BROADVIEW IL 60155	Not applicable		1,742.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096508	120409.	Feb/01/2012	FEBRUARY 2012 ELEVATOR MAINTENANCE@PARKING GARAGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	275.08 USD
4	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	486.68 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	166.00 USD
1	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	174.50 USD
1	General Contractuals	Parking Services	Parking Fund	OPRF Garage	137.54 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	229.34 USD
2	General Contractuals	DPW - Building Maintenance	General Fund	Dole Center	114.66 USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	158.70 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074751	Mar/09/2012	RE	Paid	VOP01 0000012378 APPRAISAL RESEARCH COUNSELORS 400 E. RANDOLPH ST, SUITE 715 CHICAGO IL 60601-7388	Not applicable		2,300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096588	111979	Feb/16/2012	SUMMARY APPRAISAL REPORT@260 MADISON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Economic Development Initiativ	FINANCE - Financial Services	Madison Street TIF Fund	Base Program	2,300.00 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074752	Mar/09/2012	RE	Paid	VOP01 0000014255 APWA SOUTHWEST BRANCH VILLAGE OF PLAINFIELD ATTN: SCOTT THREEWITT 14400 S. COIL PLUS DR. PLAINFIELD IL 60544	Not applicable		80.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096516	MARCH 14, 2012 - WI	Mar/05/2012	EMERGENCY MANAGEMENT TRAINING FOR PUBLIC WORKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Administration	General Fund	Base Program	40.00 USD
1	Conferences Training	DPW - Building Maintenance	General Fund	Base Program	40.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074753	Mar/09/2012	RE	Paid	VOP01 0000001030 ARROW LOCKSMITH 321 MADISON OAK PARK IL 60302	Not applicable		189.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096642	B91834	Dec/13/2011	SPEED TRAILER KEYS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	96.25 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	2.50 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	78.00 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	12.50 USD



Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074754	Mar/09/2012	RE	Paid	VOP01 0000013854 AT & T P.O. BOX 5080 CAROL STREAM IL 60197-5080	Not applicable		3,935.76 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096590	847734609502	Feb/07/2012	E911 TRUNKS 2/4/12-3/6/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	3,935.76 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074755	Mar/09/2012	RE	Paid	VOP01 0000008735 AUTOMATED PEDESTRIAN ACCESS, INC. 931 W. 75TH ST. STE # 137-66 NAPERVILLE IL 60565-1294	Not applicable		905.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096528	3435, 3436	Feb/07/2012	SERVICE CALLS@HOLLEY CT GARAGE & LAKE ST GARAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	515.00 USD
1	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	390.00 USD



Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074756	Mar/09/2012	RE	Paid	VOP01 0000001964 AVENUE BUSINESS ASSOCIATION 814 NORTH BLVD C/O NICK GAMBINO OAK PARK IL 60301	Not applicable		376.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096591	21394	Feb/03/2012	HOLIDAY DECOR PROGRAM - SNOW MACHINE RENTAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Retail Rehab Grant Programs	Business Services	General Fund	Base Program	376.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074757	Mar/09/2012	RE	Paid	VOP01 0000010157 B2B COMPUTER PRODUCTS P.O. BOX 3296 GLEN ELLYN IL 60138	Not applicable		466.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096373	535697	Feb/03/2012	TONER CARTRIDGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	HR - Human Resources	General Fund	Base Program	466.00 USD



Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074758	Mar/09/2012	RE	Paid	VOP01 0000001043 BAR CODE INTEGRATORS, INC. 1635 NORTHWIND BLVD LIBERTYVILLE IL 60048	Not applicable		529.82 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096116	16167	Feb/06/2012	BATTERY SYMBOL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Crossing Guards	529.82 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074759	Mar/09/2012	RE	Paid	VOP01 0000006245 BATTERIES UNLIMITED INC. 105 W. FULLERTON AVE. ADDISON IL 60101	Not applicable		48.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095977	24165	Feb/03/2012	LANTERN BATTERIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	48.00 USD





Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074760	Mar/09/2012	RE	Paid	VOP01 0000010577 BAXTER & WOODMAN, INC. P.O. BOX 783 CRYSTAL LAKE IL 60012	Not applicable		8,554.89 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096574	0161393	Feb/23/2012	I-290 WATER MAIN CROSSING CONSTRUCTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Project Engineering	DPW - Water	Water Fund	Water Distribution	8,554.89 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074761	Mar/09/2012	RE	Paid	VOP01 0000002938 BUREAU OF IDENTIFICATION 260 N. CHICAGO STREET, ATTN:DIRECTOR JOLIET IL 60431	Not applicable		308.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096592	01/01/12-01/31/12	Jan/31/2012	COST CENTER:6049,ORI:ILL13180S.BACKGROUND CHECKS FOR CAHUFFEUR L	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Background Check	CLERK - Village Clerk	General Fund	Base Program	274.00 USD
1	Background Check	CLERK - Village Clerk	General Fund	Base Program	34.25 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074762	Mar/09/2012	RE	Paid	VOP01 0000001058 CAPTION FIRST, INC. P.O. BOX 3066 MONUMENT CO 80132	Not applicable		2,850.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095969	42686, 42777	Feb/04/2012	CAPTIONING & TRANSCRIPTS OF 12/5/11 & JANUARY 2012 BOARD MEETIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Records Management	CLERK - Village Clerk	General Fund	Base Program	2,850.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074763	Mar/09/2012	RE	Paid	VOP01 0000002455 CAR-X AUTO SERVICE 700 MADISON ST. OAK PARK IL 60302	Not applicable		44.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096238	3-86625	Feb/08/2012	FRONT END ALIGNMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	44.95 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074764	Mar/09/2012	RE	Paid	VOP01 0000013926 CARQUEST AUTO PARTS P.O. BOX 503589 ST LOUIS MO 63150-3589	Not applicable		212.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096240	1735-220174	Feb/07/2012	REAR BRAKE ROTORS & PADS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	113.83 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	99.04 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074765	Mar/09/2012	RE	Paid	VOP01 0000001059 CASE LOTS INC. 7911 W. OGDEN LYONS IL 60534	Not applicable		157.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096241	038051	Feb/08/2012	BLEACH	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	15.80 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	42.45 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	70.75 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	14.15 USD
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	14.15 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074766	Mar/09/2012	RE	Paid	VOP01 0000013848 CASSIDY, KEVIN 623 N. CUYLER AVE. OAK PARK IL 60302	Not applicable		397.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096659	2/25/12	Feb/25/2012	CONTRACTUAL SERVICES 2/16/12,2/17/12,2/18/12,2/23/12,2/24/12&2/25/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	397.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074767	Mar/09/2012	RE	Paid	VOP01 0000001535 CDS OFFICE TECHNOLOGIES P.O. BOX 3566 SPRINGFIELD IL 62708-3566	Not applicable		6,398.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096660	INV0664011	Feb/22/2012	2 PANASONIC TOUGHBOOKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FIRE - Communication	Enhanced E-911 Fund	Base Program	6,398.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074768	Mar/09/2012	RE	Paid	VOP01 000009885 CEDA WIC PROGRAM 208 S. LASALLE STE. #1900 CHICAGO IL 60604	Not applicable		300.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096522	MARCH 2012	Mar/05/2012	MONTHLY RENTAL SERVICE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Rent Expense	HEALTH - Health Grants	Family Case Mangement - 2	Base Program	300.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074769	Mar/09/2012	RE	Paid	VOP01 000005908 CHICAGO INTERNATIONAL TRUCKS DEPT #10271 P.O. BOX 87618 CHICAGO IL 60680-0618	Not applicable		163.89 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096245	10056050	Feb/07/2012	CABLE GASKETS & CLAMPS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	144.48 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	19.41 USD



Report ID: APY2001

PeopleSoft Accounts Payable  
DETAILED CHECK REGISTER

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Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074770	Mar/09/2012	RE	Paid	VOP01 0000003539 CHICAGO UNIFORMS 550 W. ROOSEVELT RD. CHICAGO IL 60607	Not applicable		2,773.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096566	211270	Jan/01/2012	HANDCUFF CASE, TIEBAR, SHOE, BELT, NAMEPLATE, SWEAT PANT & SHIR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Base Program	572.84 USD
1	Clothing	POLICE	General Fund	Base Program	648.25 USD
1	Clothing	POLICE	General Fund	Base Program	666.70 USD
1	Clothing	POLICE	General Fund	Base Program	663.60 USD
1	Clothing	POLICE	General Fund	Base Program	120.35 USD
1	Clothing	POLICE	General Fund	Base Program	75.45 USD
1	Clothing	POLICE	General Fund	Base Program	25.95 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074771	Mar/09/2012	RE	Paid	VOP01 0000003028 CINTAS FIRST AID & SAFETY 1870 BRUMMEL DR. ELK GROVE VILLAGE IL 60007	Not applicable		244.43 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096597	0343767127	Feb/28/2012	MISC. SUPPLIES FOR SAFETY CABINETS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Administration	General Fund	Safety Program	244.43 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074772	Mar/09/2012	RE	Paid	VOP01 0000001678 CLASSIC GRAPHICS INDUSTRIES 519 WRIGHTWOOD ELMHURST IL 60126	Not applicable		1,514.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095795	69166	Feb/03/2012	STOCK SUPPLY OF COPY PAPER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Paper Supply	FINANCE - Purchasing	General Fund	Central Services	1,514.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074773	Mar/09/2012	RE	Paid	VOP01 0000002103 CLYDE PRINTING COMPANY 3520 S. MORGAN STREET CHICAGO IL 60609-1543	Not applicable		631.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096598	70313	Feb/07/2012	REPLY CARDS FOR COMPOSTING PROJECT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	DPW - Solid Waste	Environmental Services Fu	Keep VOP Beautiful Program	631.00 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074774	Mar/09/2012	RE	Paid	VOP01 0000001715 COMCAST CABLE P.O. BOX 3002 SOUTHEASTERN PA 19398-3001	Not applicable		186.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096661	8771 20 119 0174429	Feb/21/2012	HIGH SPEED INTERNET 02/28/12-03/27/12@212 AUGUSTA	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Cable Television	FIRE - Foreign Fire Insurance	Foreign Fire Insurance Fun	Base Program	186.85 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074775	Mar/09/2012	RE	Paid	VOP01 0000012346 COMCAST CABLE P.O. BOX 3001 SOUTHEASTERN PA 19398-3001	Not applicable		73.11 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096599	8771 20 119 0224653	Feb/21/2012	XFINITY TV & INTERNET 02/28/12-03/27/12@4 CHICAGO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	Information Technology	General Fund	Base Program	73.11 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074776	Mar/09/2012	RE	Paid	VOP01 0000011878 COMED (6111) P.O. BOX 6111 CAROL STREAM IL 60197-6111	Not applicable		2,316.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096601	2109158038	Feb/17/2012	ELECTRIC HEAT 12/29/11-1/31/12@100 S. EUCLID	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	DPW - Building Maintenance	General Fund	Fire Department	1,548.76 USD
1	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	768.20 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074777	Mar/09/2012	RE	Paid	VOP01 0000001075 COMED (6112) PO BOX 6112 CAROL STREAM IL 60197-6112	Not applicable		26,949.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096600	1227091126	Feb/17/2012	ELECTRIC HEAT 12/29/11-1/31/12@201 SOUTH BLVD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	DPW - Building Maintenance	General Fund	Public Works Center	26,949.30 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074778	Mar/09/2012	RE	Paid	VOP01 0000014253 COMPOST MANIA P.O. BOX 660675 DALLAS TX 75266-0675	Not applicable		4,433.66 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096510	INV-DS10	Jan/13/2012	BIODEGRADABLE COMPOST PAIL BAGS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Solid Waste	Keep Oak Park Beautiful	Keep VOP Beautiful Program	4,433.66 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074779	Mar/09/2012	RE	Paid	VOP01 0000001085 COOK COUNTY TREASURER P.O. BOX 4488 CAROL STREAM IL 60197-4468	Not applicable		12,087.66 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096531	2011 - 925 LAKE	Mar/01/2012	PIN#16-07-128-016-0000.VOLUME 141.CODE 27001	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Taxes on Leased Lots	Parking Services	Parking Fund	Lots_Off Street Parking	12,087.66 USD



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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074780	Mar/09/2012	RE	Paid	VOP01 0000001085 COOK COUNTY TREASURER P.O. BOX 4488 CAROL STREAM IL 60197-4468	Not applicable		14,416.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096532	2011 - 920 LAKE	Mar/01/2012	PIN#16-07-128-006-0000, VOLUME 141, CODE 27004	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Taxes on Leased Lots	Parking Services	Parking Fund	Lots_Off Street Parking	14,416.86 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074781	Mar/09/2012	RE	Paid	VOP01 0000001085 COOK COUNTY TREASURER P.O. BOX 4488 CAROL STREAM IL 60197-4468	Not applicable		2,008.43 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096533	2011 - 170 FOREST	Mar/01/2012	PIN#16-07-121-002-0000, VOLUME 141, CODE 27005	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Taxes on Leased Lots	Parking Services	Parking Fund	Lots_Off Street Parking	2,008.43 USD



Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074782	Mar/09/2012	RE	Paid	VOP01 0000001085 COOK COUNTY TREASURER P.O. BOX 4488 CAROL STREAM IL 60197-4468	Not applicable		3,012.79 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096534	2011 - 174 FOREST	Mar/01/2012	PIN#16-07-121-035-0000, VOLUME 141, CODE 27005	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Taxes on Leased Lots	Parking Services	Parking Fund	Base Program	3,012.79 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074783	Mar/09/2012	RE	Paid	VOP01 0000001085 COOK COUNTY TREASURER P.O. BOX 4488 CAROL STREAM IL 60197-4468	Not applicable		5,022.46 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096535	2011 - 168 FOREST	Mar/01/2012	PIN#16-07-121-003-0000, VOLUME 141, CODE 27005	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Taxes on Leased Lots	Parking Services	Parking Fund	Base Program	5,022.46 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074784	Mar/09/2012	RE	Paid	VOP01 0000008671 COOK, KRISTIN C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		138.11 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096662	02/13/2012	Feb/13/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	138.11 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074785	Mar/09/2012	RE	Paid	VOP01 0000002506 CORTY, R.L. & CO., INC. 3704 N. CICERO AVE. CHICAGO IL 60641-3695	Not applicable		265.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096421	52735	Feb/08/2012	55 GAL DRUM MAGNUM BRUSHLESS CAR/TRUCK WASH SOAP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Lubricants	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	66.25 USD
2	Lubricants	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	66.25 USD
3	Lubricants	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	66.25 USD
4	Lubricants	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	66.25 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074786	Mar/09/2012	RE	Paid	VOP01 0000001087 CUMMINS N POWER, LLC PO BOX 1450, NW 7686 MINNEAPOLIS MN 55485-7686	Not applicable		1,725.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096423	711-53579	Feb/03/2012	ANNUAL PM MAINTENANCE@123 MAIDSON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	1,000.00 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Fire Department	725.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074787	Mar/09/2012	RE	Paid	VOP01 0000001095 DELL MARKETING LP (USA) P.O. BOX 802816 C/O DELL USA L.P. CHICAGO IL 60680-2816	Not applicable		2,573.32 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096610	XFN8D6N45	Feb/02/2012	SERVER RENEWAL #JXQBTH1	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Supplies	Information Technology	General Fund	Base Program	2,573.32 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074788	Mar/09/2012	RE	Paid	VOP01 0000012999 DELTA DENTAL-RISK P.O. BOX 804067 CHICAGO IL 60680	Not applicable		13,894.56 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096663	431273, 431274	Mar/01/2012	GROUP#11005-000-00001-00000,PPO HIGH & LOW 3/1/12-3/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Dental Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	13,894.56 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074789	Mar/09/2012	RE	Paid	VOP01 0000011589 DISPOSALL WASTE SERVICES, LLC. 5817 W. OGDEN AVE. CICERO IL 60804	Not applicable		2,484.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096219	30252	Feb/06/2012	REFUSE RECYCLING PICK UP 01/30/12-02/05/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50 USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60 USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16 USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60 USD



Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074790	Mar/09/2012	RE	Paid	VOP01 0000001584 DIVERSIFIED FLEET SERVICE 31W 356 DIEHL RD. NAPERVILLE IL 60563-9682	Not applicable		289.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095992	12328	Feb/02/2012	CNG REPAIRS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Natural Gas	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	144.65 USD
2	Natural Gas	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	144.65 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074791	Mar/09/2012	RE	Paid	VOP01 0000003019 DRANSOFF, TOM	Not applicable		6.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096664	02/26/2012	Feb/26/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	6.00 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074792	Mar/09/2012	RE	Paid	VOP01 0000001104 DRESSEL'S ACE HARDWARE 1137 CHICAGO AVE OAK PARK IL 60302	Not applicable		194.01 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096540	223254,223546,22362	Feb/25/2012	224135. OPERATIONAL SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	Parking Services	Parking Fund	Holley Ct Parking Garage	194.01 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074793	Mar/09/2012	RE	Paid	VOP01 0000007539 DUGGAN, JOHN	Not applicable		294.92 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096638	PPE 2/25/12	Mar/07/2012	PAYROLL CORRECTION -SHORT EARNINGS DUE TO AVB CODE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Regular Salaries	POLICE	General Fund	Crossing Guards	294.92 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074794	Mar/09/2012	RE	Paid	VOP01 0000002302 DYNAMEX, INC. 12837 COLLECTIONS CENTER DRIVE CHICAGO IL 60693	Not applicable		13.57 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096580	1083958	Feb/12/2012	DELIVERY SERVICE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	DPW - Capital Projects	Capital Improvement Fund	CIP Management	13.57 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074795	Mar/09/2012	RE	Paid	VOP01 0000001111 ELECTRICAL CONTRACTORS, INC. 1252 ALLANSON MUNDELEIN IL 60060	Not applicable		203.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095880	57269	Feb/05/2012	REPAIR TO GATE 1/31/12@LAKE & FOREST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	203.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074796	Mar/09/2012	RE	Paid	VOP01 0000007491 EMBOSSSED SIGN SERVICE 9343 OAK PARK AVE MORTON GROVE IL 60053	Not applicable		230.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096541	57115	Feb/07/2012	12X18 ALUMINUM SIGNS/GREEN LETTERING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Sign Replacement	Parking Services	Parking Fund	On Street Parking	230.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074797	Mar/09/2012	RE	Paid	VOP01 0000001117 FEDERAL EXPRESS P.O. BOX 94515 PALATINE IL 60094-4515	Not applicable		28.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096361	7-800-03945	Feb/22/2012	PARCEL PICK UP 2/10/12-2/17/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	POLICE	General Fund	Base Program	15.52 USD
2	Postage	Adjudication	General Fund	Base Program	13.13 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074798	Mar/09/2012	RE	Paid	VOP01 0000007712 FERGUSON WATERWORKS P.O. BOX 1070 FARGO ND 58107-1070	Not applicable		84,319.60 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096265	S01339774.001	Feb/06/2012	WATER METERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Capital Improvements	DPW - Sewer	Sewer Fund	Sewer Collection	84,319.60 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074799	Mar/09/2012	RE	Paid	VOP01 0000002124 FITNESS EQUIPMENT SERVICES INC. P.O. BOX 1978 EVANSTON IL 60204-1978	Not applicable		112.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096666	1541	Feb/08/2012	SERVICE CALL FOR TREADMILLS@100 N. EUCLID	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Maintenance	FIRE - Operations	General Fund	Base Program	112.50 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074800	Mar/09/2012	RE	Paid	VOP01 0000002257 GALLS INCORPORATED DEPARTMENT 8069 CAROL STREAM IL 60122-8069	Not applicable		152.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096667	511958471	Feb/07/2012	LEATHER GLOVES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	21.99 USD
1	Clothing	POLICE	General Fund	Crossing Guards	130.51 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074801	Mar/09/2012	RE	Paid	VOP01 0000002374 GIAMMONA, JOE 1839 S. 4TH PLACE ST. CHARLES IL 60174	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096670	03/01/12	Mar/01/2012	CONTRACTUAL SERVICES 3/1/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074802	Mar/09/2012	RE	Paid	VOP01 0000002445 GINOCCHIO ENTERPRISES INC. 166 E. GRANT AVE FOX LAKE IL 60020	Not applicable		78.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096519	7919	Nov/29/2011	TITLE SEARCHES@1172 HIGHLAND	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Housing Services	General Fund	Base Program	78.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074803	Mar/09/2012	RE	Paid	VOP01 0000001152 GRAINGER DEPT . 801549411 PALATINE IL 60038-0001	Not applicable		1,739.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096268	9417128867	Feb/06/2012	BALL VALVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	24.00 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	371.26 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	371.26 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	99.46 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	7.20 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	123.46 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	742.52 USD



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PeopleSoft Accounts Payable  
DETAILED CHECK REGISTER

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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074804	Mar/09/2012	RE	Paid	VOP01 0000001442 GREENPLAN MANAGEMENT 41 CHICAGO AVE OAK PARK IL 60302	Not applicable		1,380.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096644	02/2012	Feb/16/2012	FEBRUARY 2012 RENT ASSESSMENT@618 S. AUSTIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	POLICE	General Fund	Detectives	690.00 USD
1	General Contractuals	POLICE	General Fund	Detectives	690.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074805	Mar/09/2012	RE	Paid	VOP01 0000001544 HARRIS BANK CORPORATE CLIENTS PAYME P.O. BOX 71878 CHICAGO IL 60694-1878	Not applicable		3,710.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096594	2012-02	Feb/15/2012	CORPORATE CREDIT CARD CHARGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
8	Building Materials	DPW - Building Maintenance	General Fund	Intermodal Station	188.66 USD
12	Software License Updates	Information Technology	General Fund	Program Maintenance	60.60 USD
15	Food - Wellness Snacks	HEALTH - Health Services	General Fund	Base Program	382.67 USD
16	Conferences Training	FIRE - Training and Public Ed.	General Fund	Base Program	350.00 USD
14	Operational Supplies	HEALTH - Health Grants	Illinois Tobacco Free 2011	Base Program	551.97 USD
17	Operational Supplies	FIRE - Operations	General Fund	Base Program	25.78 USD
19	Conferences Training	FIRE - EMS	General Fund	Base Program	75.00 USD
18	Repairs	FIRE - Operations	General Fund	Base Program	235.44 USD
9	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	340.75 USD
1	Conferences Training	VMO - Village Management	Sustainability Fund	Base Program	494.60 USD
4	Conferences Training	VMO - Village Management	General Fund	Base Program	243.29 USD
3	Books & Subscriptions	VMO - Village Management	General Fund	Base Program	141.11 USD
2	Conferences Training	Board of Trustees	General Fund	Base Program	452.91 USD
5	Conferences Training	VMO - Village Management	General Fund	Base Program	-278.24 USD
7	Office Supplies	LEGAL - Law	General Fund	Base Program	12.00 USD
11	Computer Supplies	Information Technology	General Fund	Base Program	295.20 USD
13	Office Supplies	Information Technology	General Fund	Base Program	-195.00 USD
10	Repairs	FIRE - EMS	General Fund	Base Program	249.00 USD
6	Special Events	VMO - Village Management	General Fund	Base Program	85.22 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074806	Mar/09/2012	RE	Paid	VOP01 0000002912 HEWLETT PACKARD CORPORATION 13207 COLLECTION CENTER DR. CHICAGO IL 60693	Not applicable		1,407.28 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095866	67014353, 67014355	Feb/02/2012	HP VAX SOFTWARE SUPPORT 01/01/12-02/29/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software License Updates	Information Technology	General Fund	Program Maintenance	1,407.28 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074807	Mar/09/2012	RE	Paid	VOP01 0000003464 IAFC MEMBERSHIP P.O. BOX 75649 BALTIMORE MD 21275-5649	Not applicable		254.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096671	013112	Jan/31/2012	2012 MEMBERSHIP - CHIEF THOMAS EBSSEN #91882	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	FIRE - Admin	General Fund	Base Program	254.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074808	Mar/09/2012	RE	Paid	VOP01 0000003692 IEHA ATTN: NORTH CENTRAL AEC P.O. BOX 609 ROCHELLE IL 61068-0609	Not applicable		330.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096619	APRIL 2-3, 2012	Mar/01/2012	2012 N. CHAPTER CONFERENCE-CHARLEY,HENDRICKS,BERENS-HAAS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	HEALTH - Health Services	General Fund	Environmental Health	330.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074809	Mar/09/2012	RE	Paid	VOP01 0000001534 IL FIRE INSPECTORS ASSOCIATION 120 LAGESCHULTE SUITE #104 BARRINGTON IL 60010	Not applicable		130.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096511	13386	Dec/15/2011	REGISTRATION FOR RESIDENTIAL SPRINKLER TRAINING-CRIMMINS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	30.00 USD
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	100.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074810	Mar/09/2012	RE	Paid	VOP01 000002815 IMPERIAL BLUE PRINT & SUPPLY CO. 338 HARRISON ST. OAK PARK IL 60304	Not applicable		18.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096075	A-106009	Feb/08/2012	COPY OF ROLLED PLANS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Building Property Standards	General Fund	Building Inspection Services	18.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074811	Mar/09/2012	RE	Paid	VOP01 0000013152 INTEGRYS ENERGY SERVICES PO BOX 19046 GREEN BAY WI 54307-9046	Not applicable		17,366.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096542	18809642-1,18832009	Feb/06/2012	18832120-1.ELECTRIC@137 N. SCOVILLE,720 NORTH BLVD,1150 HOLLEY CT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	Parking Services	Parking Fund	OPRF Garage	1,675.43 USD
2	Electricity	Parking Services	Parking Fund	The Avenue Garage	4,661.29 USD
1	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	2,077.69 USD
3	Electricity	Parking Services	Parking Fund	Holley Ct Parking Garage	8,951.71 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074812	Mar/09/2012	RE	Paid	VOP01 0000014269 IPICD, INC. 209 S. STEPHANIE ST, SUITE B-249 HENDERSON NV 89012	Not applicable		375.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096673	77	Jan/18/2012	TUITION FOR BOB REHSE, APRIL 24-25, 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - EMS	General Fund	Base Program	375.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074813	Mar/09/2012	RE	Paid	VOP01 0000002059 J.G. UNIFORMS 5949 W. IRVING PARK RD. CHICAGO IL 60634	Not applicable		663.60 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096677	26548	Jan/27/2012	SHIRT, PATCHES, NAMEPLATE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	52.25 USD
1	Clothing	POLICE	General Fund	Crossing Guards	302.10 USD
1	Clothing	POLICE	General Fund	Crossing Guards	44.75 USD
1	Clothing	POLICE	General Fund	Crossing Guards	264.50 USD



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074814	Mar/09/2012	RE	Paid	VOP01 0000014254 JARRELL, MICHELLE 111 W. MAPLE, UNIT 1008 CHICAGO IL 60610	Not applicable		78.45 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096639	0520000856-02	Mar/05/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@740 S. CUYLER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	78.45 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074815	Mar/09/2012	RE	Paid	VOP01 0000003113 JCM UNIFORMS INC. 151 E. CASS ST. JOLIET IL 60432	Not applicable		418.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096675	662964	Jan/16/2012	PANTS,MOCK TURTLENECK,FLASHLIGHT,SOCKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	398.60 USD
1	Clothing	POLICE	General Fund	Crossing Guards	20.35 USD



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074816	Mar/09/2012	RE	Paid	VOP01 0000002073 K & S SPRINKLERS INC. 2619 CONGRESS STREET BELLWOOD IL 60104-2400	Not applicable		1,751.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096544	95735	Jan/19/2012	EXTRA TO CONTRACT@1125 ONTARIO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	1,751.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074817	Mar/09/2012	RE	Paid	VOP01 0000012334 KELLY, JIM 1043 S. HARVEY AVE. OAK PARK IL 60304	Not applicable		140.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096579	4096517	Feb/10/2012	REIMBURSEMENT FOR FRAMING OF CERTIFICATES-VOLUNTEER OF THE Y	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	CLERK - Boards and Commissions	General Fund	Citizens Involvement Committee	140.00 USD



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074818	Mar/09/2012	RE	Paid	VOP01 000002266 KIEFT BROTHERS INC. DEPT. CH 17487 PALATINE IL 60055	Not applicable		663.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096275	183447	Feb/02/2012	MORTAR MIX & CEMENT BRICKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Sewer	Sewer Fund	Sewer Collection	663.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074819	Mar/09/2012	RE	Paid	VOP01 0000011412 LANDSCAPE CONCEPTS MANAGEMENT 31745 ALLEGHANY RD. GRAYSLAKE IL 60030	Not applicable		15,412.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096620	30193	Dec/31/2011	STUMP GRINDING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	15,412.50 USD



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074820	Mar/09/2012	RE	Paid	VOP01 0000010500 LEAD INSPECTORS USA INC. 281A UNIVERISTY LN.. ELK GROVE VILLAGE IL 60007	Not applicable		325.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096518	5790	Feb/24/2012	SFR-045 LEAD INSPECTION@1030 S. ELMWOOD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Housing Rehab Property Loan	Housing Services	Community Development L	Single Housing Rehab Loan 11	325.00 USD





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074821	Mar/09/2012	RE	Paid	VOP01 0000008517 LECHNER & SONS UNIFORM RENTAL 420 KINGSTON CT. MT. PROSPECT IL 60056	Not applicable		115.86 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096545	1572763	Jan/31/2012	LAUNDRY SERVICE - PARKING GARAGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.32 USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.32 USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.32 USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.02 USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.02 USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.02 USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.18 USD
5	Laundry Service	Parking Services	Parking Fund	Holley Ct Parking Garage	6.02 USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.32 USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.04 USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.04 USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.04 USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.31 USD
2	Laundry Service	Parking Services	Parking Fund	The Avenue Garage	3.41 USD
4	Laundry Service	Parking Services	Parking Fund	On Street Parking	10.04 USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.72 USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.72 USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.76 USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.72 USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	2.00 USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	1.95 USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	1.95 USD
3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	1.95 USD



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3	Laundry Service	Parking Services	Parking Fund	Lake St & Forest Garage	1.95	USD
1	Laundry Service	Parking Services	Parking Fund	OPRF Garage	1.72	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074822	Mar/09/2012	RE	Paid	VOP01 0000003119 LINDCO EQUIPMENT SALES INC. 2168 E. 88TH DR. MERRILLVILLE IN 46410	Not applicable		166.72 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096017	20120210-P	Feb/07/2012	RUBBER CUTTING EDGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	166.72 USD



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074823	Mar/09/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		654.54 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096111	3957111	Feb/08/2012	INDEX TABS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	FINANCE - Financial Services	General Fund	Accounting Services	7.80 USD
1	Office Supplies	HEALTH - Health Services	General Fund	Base Program	47.59 USD
1	Office Supplies	HR - Human Resources	General Fund	Base Program	31.88 USD
1	Office Supplies	Business Services	General Fund	Base Program	24.79 USD
3	Office Supplies	CD Grant Admin	General Fund	Base Program	106.24 USD
2	Office Supplies	Plan Community Development	General Fund	Base Program	22.95 USD
1	Office Supplies	POLICE	General Fund	Base Program	222.26 USD
1	Office Supplies	Plan Community Development	General Fund	Base Program	12.90 USD
1	Office Supplies	DPW - Administration	General Fund	Base Program	178.13 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074824	Mar/09/2012	RE	Paid	VOP01 0000005591 LOYOLA UNIVERSITY MEDICAL CENTER P.O. BOX 95994 CHICAGO IL 60694-5994	Not applicable		784.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096623	02/23/12	Feb/23/2012	OHS GUARANTOR NUMBER:6000168-0223 & 6000166-0223	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	HR - Human Resources	General Fund	Employment	784.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074825	Mar/09/2012	RE	Paid	VOP01 0000001611 MCCLOUD, W. B. & CO., INC. 2500 W. HIGGINS RD 850 NW CORP. CENTER HOFFMAN ESTATES IL 60195-5220	Not applicable		450.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096624	10538188	Feb/21/2012	PEST CONTROL@900 S. EAST	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Fire Department	83.00 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Fire Department	83.00 USD
1	General Contractuals	DPW - Building Maintenance	General Fund	Fire Department	99.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	55.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	55.00 USD
1	General Contractuals	DPW - Water	Water Fund	Water Supply	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074826	Mar/09/2012	RE	Paid	VOP01 0000001570 MENARDS-MELROSE PARK 8311 W. NORTH AVE MELROSE PARK IL 60160	Not applicable		129.76 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096280	59702	Feb/07/2012	TEFLON TAPE,SPLIT RING HANGER,HEX NIPPLE,BRASS TEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	107.22 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	22.54 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074827	Mar/09/2012	RE	Paid	VOP01 000004074 METRO MORTUARY TRANSPORT, INC. 7319 MADISON FOREST PARK IL 60130	Not applicable		1,420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096690	01/04/12	Feb/01/2012	JANUARY & FEBRUARY 2012 REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	FIRE - Admin	General Fund	Base Program	1,420.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074828	Mar/09/2012	RE	Paid	VOP01 0000014267 MIDWEST WATER GROUP INC. P.O. BOX 909 LAKE GENEVA IL 53147	Not applicable		2,480.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096635	7149	Jan/18/2012	AIRSTAR LIGHTING BALLOON & STAND	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	DPW - Water	Water Fund	Water Distribution	2,480.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074829	Mar/09/2012	RE	Paid	VOP01 0000002146 MINUTEMAN PRESS 6949 W. NORTH AVE OAK PARK IL 60302	Not applicable		65.08 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096636	16041	Feb/23/2012	BUSINESS CARDS - DALY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Business Services	General Fund	Base Program	65.08 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074830	Mar/09/2012	RE	Paid	VOP01 0000010139 MOBIL SATELLITE TECHNOLOGIES 2021 SCENIC PARKWAY CHESAPEAKE VA 23323	Not applicable		2,388.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096649	42996	Feb/16/2012	MOBILSAT ENTERPRISE ISP LIFELINE MAX 4/16/12-4/15/13	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	2,388.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074831	Mar/09/2012	RE	Paid	VOP01 0000001238 MONROE TRUCK EQUIPMENT 4350 PAYSPHERE CIRCLE CHICAGO IL 60674	Not applicable		258.15 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096027	293416	Feb/02/2012	CHAIN LINKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	63.95 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	194.20 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074832	Mar/09/2012	RE	Paid	VOP01 0000001631 MONTY,ROBERT C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		169.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096691	02/25/2012	Feb/25/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	169.30 USD



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074833	Mar/09/2012	RE	Paid	VOP01 0000001243 MR MAT 10351 S MICHIGAN CHICAGO IL 60628	Not applicable		946.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096554	M266993,M266994,M2	Jan/31/2012	M267124,M267265,M267266,M267393,M267394. MATS FOR PARKING GARAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	55.80 USD
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	390.15 USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	501.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074834	Mar/09/2012	RE	Paid	VOP01 0000008823 MURPHY, RAPHAEL C/O POLICE 123 MADISON OAK PARK IL 60302	Not applicable		8.82 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096650	03/02/12	Mar/02/2012	FY 2012 TOBACCO COMPLIANCE ROUND 2 REIMBURSEMENT FOR AGENTS D	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Tobacco Grant Expenditures	POLICE - Grants	Tobacco Enforcement Pro	Base Program	8.82 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074835	Mar/09/2012	RE	Paid	VOP01 0000007944 NAT'L TRUST FOR HISTORIC PRESERVATIO P.O. BOX 632415 BALTIMORE MD 21268-2415	Not applicable		115.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096637	R9P152	Feb/02/2012	FORUM MEMBERSHIP RENEWAL, MEMBER #31304991	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	Plan Community Development	General Fund	Base Program	115.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074836	Mar/09/2012	RE	Paid	VOP01 0000008689 NEOPOST INC P.O. BOX 45800 SAN FRANCISCO CA 94145-0800	Not applicable		2,034.72 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096312	48305759	Feb/03/2012	STANDARD MAINTENANCE - FOLDER/INSERTER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Adjudication	General Fund	Base Program	2,034.72 USD



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074837	Mar/09/2012	RE	Paid	VOP01 0000001256 NICOR (P.O. BOX 0632) P.O. BOX 0632 AURORA IL 60507-0632	Not applicable		271.40 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096555	67-90-13-53119, 66-4	Feb/03/2012	GAS DELIVERY 1/4/12-2/3/12@ 1114 HOLLEY CT & 1125 ONTARIO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Natural Gas	Parking Services	Parking Fund	Holley Ct Parking Garage	271.40 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074838	Mar/09/2012	RE	Paid	VOP01 0000001676 O'HARE TOWING SERVICE 2424 WISCONSIN ST. DOWNERS GROVE IL 60515	Not applicable		100.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096651	449571	Jan/31/2012	TOWING SERVICE - MAZDA PROTEGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	POLICE - RICO Funding	State RICO Fund	Base Program	100.00 USD



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074839	Mar/09/2012	RE	Paid	VOP01 0000001977 O'HERRON,RAY CO. INC. 523 E. ROOSEVELT RD. LOMBARD IL 60148	Not applicable		229.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096505	0048213-IN	Jan/26/2012	HOLSTER, FLASHLIGHT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	178.90 USD
1	Clothing	POLICE	General Fund	Detectives	50.85 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074840	Mar/09/2012	RE	Paid	VOP01 0000006034 PIEMONTE, AL FORD. 2500 NORTH AVE. MELROSE PARK IL 60160-1130	Not applicable		3.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096032	523460	Feb/03/2012	FUEL PRESSURE REGULATOR GASKET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	3.50 USD



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074841	Mar/09/2012	RE	Paid	VOP01 0000001858 PIERITZ BROS. INC. 401 SOUTH BLVD OAK PARK IL 60302	Not applicable		1,186.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096356	5223, 5231	Feb/24/2012	BOOKSHELVES & OFFICE CHAIRS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	Building Property Standards	General Fund	Building Inspection Services	1,186.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074842	Mar/09/2012	RE	Paid	VOP01 0000005001 POLFUS, EDWARD 521 BEACH AVE. LAGRANGE PARK IL 60526	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096372	2/28/12	Feb/28/2012	CONTRACTUAL SERVICES 2/28/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD



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074843	Mar/09/2012	RE	Paid	VOP01 0000002373 PRIMAK, ROBERT C/O POLICE DEPT. 123 MADISON ST OAK PARK IL 60302	Not applicable		17.24 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096652	03/02/12	Mar/02/2012	FY 2012 TOBACCO COMPLIANCE ROUND 2 REIMBURSEMENT FOR AGENT'S D	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Tobacco Grant Expenditures	POLICE - Grants	Tobacco Enforcement Pro	Base Program	17.24 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074844	Mar/09/2012	RE	Paid	VOP01 0000003038 PRINTING STORE INC. 621 MADISON ST. OAK PARK IL 60302	Not applicable		260.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096258	68655	Feb/06/2012	EMERGENCY NOTICE WATER SHUT-OFF DOORHANGERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	DPW - Water	Water Fund	Base Program	260.00 USD



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074845	Mar/09/2012	RE	Paid	VOP01 0000013041 RED WING SHOE STORE 309 N. WEBER RD BOLINGBROOK IL 60440	Not applicable		299.99 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096259	187000004284	Feb/02/2012	SAFETY SHOES - KEITH LEWIS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	DPW - Water	Water Fund	Base Program	149.99 USD
1	Clothing	DPW - Water	Water Fund	Base Program	150.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074846	Mar/09/2012	RE	Paid	VOP01 0000004974 RICHARDSON, ANITA 5057 HARVARD TERRACE SKOKIE IL 60077	Not applicable		1,125.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096565	2012-10	Mar/02/2012	CONTRACTUAL SERVICES 3/1/12 & 3/2/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	1,125.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074847	Mar/09/2012	RE	Paid	VOP01 000008988 RICOH AMERICAS CORPORATION P.O. BOX 4245 CAROL STREAM IL 60197-4245	Not applicable		100.55 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096697	414325186	Jan/04/2012	OCTOBER - DECEMBER 2011 METER PAYMENT FOR COPIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	FIRE - Admin	General Fund	Base Program	100.55 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074848	Mar/09/2012	RE	Paid	VOP01 0000014245 SAGINAW CONTROL & ENGINEERING 95 MIDLAND ROAD SAGINAW MI 48638-5770	Not applicable		522.34 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096402	537539.01	Feb/02/2012	REPLACEMENT DOORS FOR SCADA CABINETS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Repair	DPW - Water	Water Fund	Water Supply	522.34 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074849	Mar/09/2012	RE	Paid	VOP01 0000007266 SECURITY PROFESSIONALS, INC. 5650 S. ARCHER CHICAGO IL 60638	Not applicable		38,406.09 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096556	W3400150,W3400151	Feb/03/2012	JANUARY 2012 SECURITY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Grant Contractuals	Parking Services	Parking Fund	The Avenue Garage	10,942.47 USD
4	Grant Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	19,809.65 USD
1	Grant Contractuals	Parking Services	Parking Fund	Base Program	1,239.42 USD
3	Grant Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	6,414.55 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074850	Mar/09/2012	RE	Paid	VOP01 0000009759 SHRED-X LTD P.O. BOX 119 WILMINGTON IL 60481	Not applicable		231.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096653	8687	Feb/06/2012	ON SITE DESTRUCTION BOXES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	231.00 USD





Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074851	Mar/09/2012	RE	Paid	VOP01 0000011129 SIEVERT ELECTRIC 1230 S. HANNAH AVE. FOREST PARK IL 60130	Not applicable		1,428.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096557	51912, 51913	Jan/31/2012	INSTALL PIPE & WIRE TO REPAIR LIGHTING, TROUBLESHOOT LIGHTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	1,428.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074852	Mar/09/2012	RE	Paid	VOP01 0000001808 SIGN OUTLET STORE 2200 OGDEN AVE SUITE #350 LISLE IL 60532	Not applicable		144.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096230	CG-137411	Feb/07/2012	WINDOW FILM, X-ACTO KNIFE KIT, SQUEEGEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	144.75 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074853	Mar/09/2012	RE	Paid	VOP01 0000005164 SOLAR SERVICE 7312 N. MILWAUKEE AVE. NILES IL 60714-4310	Not applicable		157,284.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096604	5408	Feb/17/2012	SOLOR PHOTOVOLTAIC PANEL SYSTEM@AVE PARKING GARAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Improvements	Parking Services	Parking Fund	The Avenue Garage	157,284.90 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074854	Mar/09/2012	RE	Paid	VOP01 0000001662 SOLID SYSTEMS CAD SERVICES 4801 MILWEE SUITE #3 HOUSTON TX 77092-6668	Not applicable		335.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096117	63599	Feb/03/2012	FEBRUARY 2012 VAX HARDWARE MONTHLY MAINTENANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Hardware Maintenance	Information Technology	General Fund	Program Maintenance	335.80 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074855	Mar/09/2012	RE	Paid	VOP01 0000001351 SOUTHERN COMPUTER WAREHOUSE P.O. BOX 538035 ATLANTA GA 30353-8035	Not applicable		261.54 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096210	SCW-006250	Feb/07/2012	SYMANTEC BE 2010 AGENT FOR MS SQL ESSENTIAL SUPPORT-1 YEAR REN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Software License Updates	Information Technology	General Fund	Program Maintenance	261.54 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074856	Mar/09/2012	RE	Paid	VOP01 0000009363 STACK, JOHN 2906 LINCOLN EVANSTON IL 60201	Not applicable		562.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096577	03/06/12	Mar/06/2012	CONTRACTUAL SERVICES 3/6/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	562.50 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074857	Mar/09/2012	RE	Paid	VOP01 0000009228 STEWART, SCHONELLA	Not applicable		659.02 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096698	02/21/2012	Feb/21/2012	UNIFORM ALLOWANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	659.02 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074858	Mar/09/2012	RE	Paid	VOP01 0000002886 TAUNTON DIRECT, INC. 63 S. MAIN ST. P.O. BOX 5507 NEWTON CT 06470-5507	Not applicable		84.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096394	72304429	Feb/06/2012	BOOKS - CONVERT HOME TO SOLAR ENERGY	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Books & Subscriptions	Building Property Standards	General Fund	Building Inspection Services	84.20 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074859	Mar/09/2012	RE	Paid	VOP01 0000001372 TERMINAL SUPPLY CO P.O. BOX 1253 TROY MI 48099	Not applicable		414.79 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096395	17520-00	Feb/08/2012	DRILL BITS, RELAYS, BULBS, COTTER PINS, TEFLON TAPE, CABLE TIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	56.76	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	29.68	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	56.76	USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	56.76	USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	29.68	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	29.68	USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	56.76	USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	29.68	USD
5	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	69.03	USD



Pay Cycle: OAKPK  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074860	Mar/09/2012	RE	Paid	VOP01 0000009486 VOSS TRANSCRIPTIONS 194 WEXFORD RD VALPARAISO IN 46385	Not applicable		145.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096384	22965	Feb/21/2012	TRANSCRIPTION - RE:BRIAN SMITH 10/18/11	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Adjudication	General Fund	Base Program	63.25 USD
1	External Support	Adjudication	General Fund	Base Program	82.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074861	Mar/09/2012	RE	Paid	VOP01 0000001412 WEDNESDAY JOURNAL, INC 141 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		344.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096701	02/22/12	Feb/22/2012	ACCT#111398-00003. FARMERS MARKET ASST. MNG.	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Advertising	HR - Health Insurance	Health Insurance Fund	Benefits Administration	176.00 USD
1	Legal Advertisements	DPW - Capital Projects	Capital Improvement Fund	CIP Management	168.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074862	Mar/09/2012	RE	Paid	VOP01 0000001415 WEST COOK COUNTY SOLID WASTE AGENC 2000 FIFTH AVE. BLDG J RIVER GROVE IL 60171	Not applicable		35,748.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096606	0002913-IN	Jan/31/2012	JANUARY 2012 REFUSE DISPOSAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Solid Waste	Environmental Services Fu	Base Program	35,748.90 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074863	Mar/09/2012	RE	Paid	VOP01 0000001416 WEST PAYMENT CENTER P.O. BOX 6292 CAROL STREAM IL 60197-6292	Not applicable		2,385.91 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096044	824451824	Feb/04/2012	REFERENCE MATERIAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Books & Subscriptions	LEGAL - Law	General Fund	Base Program	2,158.00 USD
1	Operational Supplies	POLICE	General Fund	Base Program	227.91 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 754  
Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074864	Mar/09/2012	RE	Paid	VOP01 0000001424 WINKLER'S TREE SERVICE P.O. BOX 1154 LAGRANGE PARK IL 60526	Not applicable		12,226.33 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096391	55890	Feb/06/2012	TREE PRUNING WEEK ENDING 2/3/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	12,226.33 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074865	Mar/09/2012	RE	Paid	VOP01 0000012961 WISS, JANNEY, ELSTNER ASSOCIATES, IN 330 PFINGSTEN RD. NORTHBROOK IL 60062	Not applicable		9,084.83 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096558	0222724, 0226211	Feb/02/2012	HOLLEY COURT GARAGES EXPANSION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Improvements	Parking Services	Parking Fund	Holley Ct Parking Garage	9,084.83 USD





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Pay Cycle Run Date: Mar/08/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074866	Mar/09/2012	RE	Paid	VOP01 0000003323 WORKING FIRE TRAINING SYSTEMS P.O. BOX 191166 ST. LOUIS MO 63119	Not applicable		387.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096702	36295	Feb/01/2012	WFT VFIS DVD, 1 YEAR SUBSCRIPTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Membership Dues	FIRE - Training and Public Ed.	General Fund	Base Program	387.00	USD
			<b>Total Requirements for Bank Account</b>			<b>549,567.66 USD</b>
			<b>Total Requirements for Currency</b>			<b>549,567.66 USD</b>



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PeopleSoft Accounts Payable  
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Pay Cycle: QUICK2  
Pay Cycle Sequence: 424  
Pay Cycle Run Date: Mar/12/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074873	Mar/12/2012	RE	Paid	VOP01 0000014255 APWA SOUTHWEST BRANCH VILLAGE OF PLAINFIELD ATTN: SCOTT THREEWITT 14400 S. COIL PLUS DR. PLAINFIELD IL 60544	Not applicable		40.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096752	MARCH 14, 2012 SAB	Mar/05/2012	EMERGENCY MANAGEMENT TRAINING FOR PUBLIC WORKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	DPW - Building Maintenance	General Fund	Base Program	40.00 USD
Total Requirements for Bank Account					FB_OP VOP 154508888927 40.00 USD



Report ID: APY2001

PeopleSoft Accounts Payable  
DETAILED CHECK REGISTER

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Run Date Mar/15/2012  
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Pay Cycle: QUICK2  
Pay Cycle Sequence: 424  
Pay Cycle Run Date: Mar/12/2012

Total Requirements for Currency USD 40.00 USD

Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
Pay Cycle Run Date: Mar/15/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074874	Mar/16/2012	RE	Paid	VOP01 0000013628 A & B LANDSCAPING & TREE SERVICE INC P.O. BOX 344 RIVERSIDE IL 60546	Not applicable		16,552.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096360	2012-14	Feb/12/2012	EAB PARKWAY TREE REMOVALS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	7,988.65 USD
1	External Support	DPW - Forestry	General Fund	Tree Care Services	8,564.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
Pay Cycle Run Date: Mar/15/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074875	Mar/16/2012	RE	Paid	VOP01 0000010223 ABC COMMERCIAL MAINT. SERVICES, INC. 8056 N. MILWAUKEE AVE. NILES IL 60714	Not applicable		6,950.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096762	046	Jan/31/2012	JANITORIAL SERVICES 1/1/12-1/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	4,752.00 USD
3	General Contractuals	DPW - Building Maintenance	General Fund	Dole Center	500.00 USD
2	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	1,246.00 USD
4	General Contractuals	DPW - Building Maintenance	General Fund	Intermodal Station	452.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074876	Mar/16/2012	RE	Paid	VOP01 0000014241 ACCOUNTING PRINCIPALS DEPT CH 14031 PALATINE IL 60055	Not applicable		2,631.04 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096316	4939462	Feb/12/2012	TEMPORARY SERVICES WEEK ENDING 02/12/12-HARTSFIELD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	1,294.64 USD
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	1,336.40 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074877	Mar/16/2012	RE	Paid	VOP01 0000013091 ADP, INC. P.O. BOX 842854 BOSTON MA 02284-2854	Not applicable		2,288.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096793	850804	Mar/09/2012	ENTERPRISE ETIME-MARCH 2012 MONTHLY RENTAL OF 13 UNITS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	ADP Payroll Services	FINANCE - Financial Services	General Fund	Accounting Services	2,288.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074878	Mar/16/2012	RE	Paid	VOP01 0000008734 AFTERMATH, INC. P.O. BOX 916 OSWEGO IL 60543-0916	Not applicable		95.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096641	JC2012-0160	Feb/22/2012	BIO-HAZARDSOUS CLEAN UP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	95.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
Pay Cycle Run Date: Mar/15/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074879	Mar/16/2012	RE	Paid	VOP01 0000001958 ALARM DETECTION SYSTEMS INC. 1111 CHURCH RD. AURORA IL 60505	Not applicable		6,570.57 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096763	19359-1024	Mar/04/2012	QUARTERLY CHARGES APRIL - JUNE 2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	61.23 USD
2	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	108.00 USD
4	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	237.60 USD
9	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	1,380.00 USD
5	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	237.60 USD
8	General Contractuals	DPW - Building Maintenance	General Fund	Public Works Center	2,001.51 USD
6	General Contractuals	Parking Services	Parking Fund	OPRF Garage	333.27 USD
3	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	924.54 USD
7	General Contractuals	DPW - Water	Water Fund	Water Supply	1,286.82 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074880	Mar/16/2012	RE	Paid	VOP01 0000006805 ALL PRO CONSTRUCTION SERVICES INC 16W347 83RD ST, SUITE B BURR RIDGE IL 60527	Not applicable		6,626.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096729	PROJECT B11-22, IN	Feb/01/2012	IDIS#615 LEAD ABATEMENT@1041 N. LOMBARD,FINAL PAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Housing Rehab Property Grants	Housing Services	Community Dev Block Gr	Single Family Housing Lead 11	6,626.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
Pay Cycle Run Date: Mar/15/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074881	Mar/16/2012	RE	Paid	VOP01 0000003173 ALLEN, NANCY 836 WASHINGTON BLVD, APT F1 OAK PARK IL 60302	Not applicable		54.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096747	593746	Mar/05/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	54.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074882	Mar/16/2012	RE	Paid	VOP01 0000012237 ALLIED BENEFIT SYSTEMS 200 WEST ADAMS, SUITE 500 CHICAGO IL 60606	Not applicable		987.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096656	00002389990	Feb/16/2012	GROUP NO.A09105 FLEX & COBRA FEES 3/2012	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Health Insurance Premiums	HR - Human Resources	Health Insurance Fund	Base Program	987.00 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
Pay Cycle Run Date: Mar/15/2012

Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074883	Mar/16/2012	RE	Paid	VOP01 0000007909 AMERICAN MESSAGING P.O. BOX 5749 CAROL STREAM IL 60197-5749	Not applicable		75.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096713	U1109790MC	Mar/01/2012	MARCH 2012 PAGING SERVICE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	3.76 USD
2	Telecommunication Charges	DPW - Administration	General Fund	Base Program	71.40 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074884	Mar/16/2012	RE	Paid	VOP01 0000001022 ANDERSON ELEVATOR CO 2801 S. 19TH AVE BROADVIEW IL 60155	Not applicable		1,333.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096375	120712	Feb/14/2012	ANNUAL TESTING & STATE INSPECTOR FEES FOR 123 MADISON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	444.50 USD
1	General Contractuals	Parking Services	Parking Fund	OPRF Garage	444.50 USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	444.50 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074885	Mar/16/2012	RE	Paid	VOP01 0000003729 ARMSTRONG MEDICAL INDUSTRIES 575 KNIGHTSBRIDGE PKWY. P.O. BOX 700 LINCOLNSHIRE IL 60069-0700	Not applicable		3,437.57 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096860	1494101,1494876	Jan/26/2012	ACTAR D-FIB LUNGS & MANIKINS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment	FIRE - Training and Public Ed.	General Fund	Base Program	3,437.57 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074886	Mar/16/2012	RE	Paid	VOP01 0000001033 ASSOC. TIRE & BATTERY CO, INC. 6208 ROOSEVELT RD OAK PARK IL 60304	Not applicable		937.45 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096765	500280	Feb/22/2012	WHEEL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	115.00 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	19.49 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	19.49 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	83.32 USD
5	Fuel	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	182.34 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	278.91 USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	19.49 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	19.49 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	199.92 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074887	Mar/16/2012	RE	Paid	VOP01 0000002251 ASSOCIATED BAG CO. P.O. BOX 3036 MILWAUKEE WI 53201-3036	Not applicable		771.82 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096643	E319894	Feb/21/2012	ECONOMY CRAFT PAPER, POLY COATED PAPER, KRAFT CARRY SACK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	771.82 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074888	Mar/16/2012	RE	Paid	VOP01 0000001954 ASSOCIATED TECHNICAL SERVICES LTD. 524 W. ST. CHARLES RD VILLA PARK IL 60181	Not applicable		649.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096589	22177	Feb/21/2012	EMERGENCY CALL OUT@114 S. AUSTIN FOR SUSPECT LEAKAGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Water	Water Fund	Water Distribution	649.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074889	Mar/16/2012	RE	Paid	VOP01 0000001972 AT & T P.O. BOX 9001310 LOUISVILLE KY 40290-1310	Not applicable		485.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096769	708358270007	Jul/16/2008	TELEPHONE SERVICE REPAIR CHARGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	485.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074890	Mar/16/2012	RE	Paid	VOP01 0000008968 AUTO ZONE P.O. BOX 116067 ATLANTA GA 30368-6067	Not applicable		305.22 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096770	2674556157	Feb/27/2012	RADIO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	34.99 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	80.97 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	43.48 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	145.78 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074891	Mar/16/2012	RE	Paid	VOP01 0000014256 BABER, RACHEL 742 N. HUMPHREY AVE. OAK PARK IL 60302	Not applicable		104.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096746	588867, 2359	Mar/05/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	84.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074892	Mar/16/2012	RE	Paid	VOP01 0000003920 BADGER, GREGORY	Not applicable		98.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096861	11628	Feb/23/2012	REIMBURSEMENT FOR BI-FOCAL LENSES FOR HELMET	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	FIRE - Operations	General Fund	Base Program	98.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074893	Mar/16/2012	RE	Paid	VOP01 0000014213 BEST BUY BUSINESS ADVANTAGE ACCOUN P.O. BOX 731247 DALLAS TX 75373-1247	Not applicable		3,020.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096207	173616,764847,77252	Feb/17/2012	STATEMENT #0225742012017. MISC. PURCHASES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FIRE - Foreign Fire Insurance	Foreign Fire Insurance Fun	Base Program	3,020.95 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074894	Mar/16/2012	RE	Paid	VOP01 0000014257 BOUFFARD, CHRIS 1720 LAUREL CANYON BLVD, APT A LOS ANGELES CA 90046	Not applicable		128.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096745	593757, 1817	Mar/05/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	108.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074895	Mar/16/2012	RE	Paid	VOP01 0000013403 BRILLIANT 125 S. WACKER DR, SUITE 1230 CHICAGO IL 60606	Not applicable		9,201.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096755	8616,8688,8753,8804,	Mar/06/2012	TEMPORARY SERVICES - COBB & SNORECK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Temporary Services	FINANCE - Financial Services	General Fund	Base Program	9,201.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074896	Mar/16/2012	RE	Paid	VOP01 0000013926 CARQUEST AUTO PARTS P.O. BOX 503589 ST LOUIS MO 63150-3589	Not applicable		523.14 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096413	1735-220847	Feb/16/2012	"GREEN" WHEEL WEIGHTS SYSTEM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	384.55 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	138.59 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074897	Mar/16/2012	RE	Paid	VOP01 0000014272 CARROLL, DEBORAH 1177 S. ELMWOOD AVE. OAK PARK IL 60304	Not applicable		3,623.66 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096720	JANUARY 12, 2012	Mar/08/2012	INCIDENT AT ELMWOOD/FILLMORE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Liability Claims	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	3,623.66 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074898	Mar/16/2012	RE	Paid	VOP01 0000001059 CASE LOTS INC. 7911 W. OGDEN LYONS IL 60534	Not applicable		2,453.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096595	038190	Feb/15/2012	TOILET PAPER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	27.00 USD
1	Cleaning Supplies	Parking Services	Parking Fund	Holley Ct Parking Garage	575.90 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	81.00 USD
1	Cleaning Supplies	FIRE - Operations	General Fund	Base Program	1,607.80 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	135.00 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	27.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074899	Mar/16/2012	RE	Paid	VOP01 000001940 CAT SCRATCH GRAPHIC DESIGN 812 S. LOMBARD AVE C/O JANICE SNYDE OAK PARK IL 60304	Not applicable		75.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096725	030612-12	Mar/06/2012	MULTI-FAMILY HOUSING INCENTIVES PROGRAM BROCHURE ALTERATION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Communication	General Fund	Base Program	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074900	Mar/16/2012	RE	Paid	VOP01 0000014051 CHICAGO FILTER SUPPLY 221 KING ST ELK GROVE VILLAGE IL 60007	Not applicable		1,036.80 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096596	3803	Feb/16/2012	FITLERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	580.61 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	62.21 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	393.98 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074901	Mar/16/2012	RE	Paid	VOP01 0000005908 CHICAGO INTERNATIONAL TRUCKS DEPT #10271 P.O. BOX 87618 CHICAGO IL 60680-0618	Not applicable		18.59 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096246	10056311	Feb/09/2012	EGR CLAMP OUTERSIDE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	18.59 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074902	Mar/16/2012	RE	Paid	VOP01 0000013772 CHICAGO PARTS & SOUND LLC 1150 LIVELY BLVD ELK GROVE VILLAGE IL 60007	Not applicable		109.96 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096776	440717	Feb/28/2012	REAR ROTORS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	109.96 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074903	Mar/16/2012	RE	Paid	VOP01 0000011331 CHICAGO SCAFFOLDING 4824 W. LAKE ST. CHICAGO IL 60644	Not applicable		245.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096417	42342	Feb/24/2012	SCAFFOLDING@6641 NORTH AVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Emergency Services (bps)	Building Property Standards	General Fund	Building Inspection Services	245.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074904	Mar/16/2012	RE	Paid	VOP01 0000002103 CLYDE PRINTING COMPANY 3520 S. MORGAN STREET CHICAGO IL 60609-1543	Not applicable		4,554.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096726	70346	Mar/02/2012	MARCH 2012 OP/FYI NEWSLETTER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Communication	General Fund	Base Program	3,374.00 USD
1	Printing	FINANCE - Purchasing	General Fund	Central Services	1,180.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074905	Mar/16/2012	RE	Paid	VOP01 0000012346 COMCAST CABLE P.O. BOX 3001 SOUTHEASTERN PA 19398-3001	Not applicable		273.13 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096777	8771 20 119 0228407	Mar/04/2012	XFINITY TV & INTERNET 03/08/12-04/07/12@6311 NORTH AVE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	Information Technology	General Fund	Base Program	73.11 USD
1	Telecommunication Charges	Information Technology	General Fund	Base Program	126.90 USD
1	Telecommunication Charges	Information Technology	General Fund	Base Program	73.12 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074906	Mar/16/2012	RE	Paid	VOP01 0000011878 COMED (6111) P.O. BOX 6111 CAROL STREAM IL 60197-6111	Not applicable		373.88 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096780	7395011021	Feb/23/2012	ELECTRIC SERVICE 1/24/12-2/22/12@57 N LOMBARD RT 25	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Electricity	DPW - Street Lighting	General Fund	Street Lights Services	373.88 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074907	Mar/16/2012	RE	Paid	VOP01 0000001077 COMMUNICATIONS DIRECT, INC. 735 HUNTER DR. UNIT F BATAVIA IL 60510	Not applicable		1,306.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096864	IN112994	Feb/14/2012	BATTERY IMPRES,EMERGENCY RSM,RECEIVE ONLY EARBUD	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FIRE - Communication	Enhanced E-911 Fund	Fire Communications	970.38 USD
1	Repairs	FIRE - Communication	Enhanced E-911 Fund	Fire Communications	88.00 USD
1	Repairs	FIRE - Communication	Enhanced E-911 Fund	Fire Communications	31.00 USD
1	Computer Equipment	FIRE - Communication	Enhanced E-911 Fund	Fire Communications	217.37 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074908	Mar/16/2012	RE	Paid	VOP01 0000008106 COMMUNITY SUPPORT SERVICES C/O KRISTINE PONTA 9021 OGDEN AVE. BROOKFIELD IL 60513	Not applicable		3,367.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096733	PROJECT B11-03, DR	Dec/31/2011	IDIS #595 DECEMBER 2011 RESPITE SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operating Subsidies	CD Grant Admin	Community Dev Block Gr	Community Support Services 11	3,367.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074909	Mar/16/2012	RE	Paid	VOP01 0000009741 CROWN TROPHY 3065 WOLF RD WESTCHESTER IL 60154	Not applicable		143.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096756	15521, 15561, 15522	Feb/23/2012	RETIREMENT PLAQUE-ISAACS,PLAQUE & ENGRAVING-BARWIN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Employees Awards Recognition	VMO - Village Management	General Fund	Base Program	143.87 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074910	Mar/16/2012	RE	Paid	VOP01 0000010182 CULLIGAN WATER P.O. BOX 364 UNION GROVE WI 53182-0364	Not applicable		104.27 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096537	599819, 600482, 6008	Feb/24/2012	BOTTLED WATER,DISPENSER RENTAL,SERVICE FEES & CUPS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Charges	Parking Services	Parking Fund	The Avenue Garage	43.40 USD
1	Water Charges	Parking Services	Parking Fund	Holley Ct Parking Garage	60.87 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074911	Mar/16/2012	RE	Paid	VOP01 0000001087 CUMMINS N POWER, LLC PO BOX 1450, NW 7686 MINNEAPOLIS MN 55485-7686	Not applicable		268.08 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096538	711-56034	Feb/16/2012	GENERATOR INSPECTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	268.08 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074912	Mar/16/2012	RE	Paid	VOP01 0000009498 CURRIE MOTORS (CHEVROLET) 8401 W. ROOSEVELT RD. FOREST PARK IL 60130	Not applicable		644.51 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096782	36320	Feb/24/2012	EVAP LINE & REAR SECTION EVAPLINE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	209.60 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	96.28 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	338.63 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074913	Mar/16/2012	RE	Paid	VOP01 0000014117 DATASOURCE, INC./GLOBAL PARTNERS, L 145 COVINGTON DR BLOOMINGDALE IL 60108	Not applicable		239.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096424	7712	Feb/11/2012	TONER CARTRIDGES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Toner Cartridges	POLICE	General Fund	Base Program	239.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074914	Mar/16/2012	RE	Paid	VOP01 0000011589 DISPOSALL WASTE SERVICES, LLC. 5817 W. OGDEN AVE. CICERO IL 60804	Not applicable		7,348.02 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096786	31395	Feb/20/2012	REFUSE/RECYCLING PICK UP 2/13/12-2/19/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD
2	General Contractuals	Parking Services	Parking Fund	Holley Ct Parking Garage	8.60	USD
1	General Contractuals	Parking Services	Parking Fund	The Avenue Garage	21.50	USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16	USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,339.60	USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
3	General Contractuals	Parking Services	Parking Fund	Lake St & Forest Garage	8.60	USD
4	General Contractuals	DPW - Street Services	General Fund	Pavement Management	2,446.16	USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074915	Mar/16/2012	RE	Paid	VOP01 0000014258 DODD, LAURA 626 HOME AVE. OAK PARK IL 60304	Not applicable		104.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096744	588198, 8814	Mar/05/2012	REFUND PARKING PERMIT & KEYCARD DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	84.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074916	Mar/16/2012	RE	Paid	VOP01 0000001104 DRESSEL'S ACE HARDWARE 1137 CHICAGO AVE OAK PARK IL 60302	Not applicable		104.26 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096791	223539, 223538	Feb/08/2012	TWO STEEL FLAT BARS, FLAPPERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	27.26 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	1.11 USD
1	Sign Replacement	DPW - Street Services	General Fund	Pavement Management	33.54 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	32.48 USD
1	Operational Supplies	DPW - Water	Water Fund	Water Service Calls	9.87 USD



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074917	Mar/16/2012	RE	Paid	VOP01 0000013979 EVERGREEN OAK ELECTRIC P.O. BOX 549 CRESTWOOD IL 60445-0549	Not applicable		563.46 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096428	S1502633.001	Feb/17/2012	LIGHT BULBS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	21.11 USD
4	Building Materials	DPW - Building Maintenance	General Fund	Fire Department	119.76 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	12.66 USD
3	Building Materials	DPW - Building Maintenance	General Fund	Public Works Center	71.85 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	42.22 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	47.90 USD
2	Building Materials	DPW - Building Maintenance	General Fund	Dole Center	8.44 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	239.52 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074918	Mar/16/2012	RE	Paid	VOP01 0000001117 FEDERAL EXPRESS P.O. BOX 94515 PALATINE IL 60094-4515	Not applicable		373.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096665	7-807-30548	Feb/29/2012	PARCEL PICK UP 2/17/12-2/22/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Postage	POLICE	General Fund	Base Program	237.23	USD
1	Postage	DPW - Fleet Operations	General Fund	Base Program	5.90	USD
3	Postage	HR - Human Resources	General Fund	Base Program	16.93	USD
1	Postage	POLICE	General Fund	Base Program	30.24	USD
2	Postage	Adjudication	General Fund	Base Program	25.94	USD
1	Postage	DPW - Fleet Operations	General Fund	Base Program	18.64	USD
3	Postage	Information Technology	General Fund	Base Program	13.83	USD
2	Postage	Adjudication	General Fund	Base Program	13.13	USD
2	Postage	DPW - Capital Projects	Capital Improvement Fund	CIP Management	11.66	USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074919	Mar/16/2012	RE	Paid	VOP01 0000007712 FERGUSON WATERWORKS P.O. BOX 1070 FARGO ND 58107-1070	Not applicable		11,486.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096612	S01350692.001	Feb/23/2012	APPOINTMENT SCHEDULING FOR METER REPLACEMENT PROGRAM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Capital Improvements	DPW - Sewer	Water Fund	Sewer Collection	6,508.00 USD
1	Capital Improvements	DPW - Water	Water Fund	Water Distribution	578.25 USD
1	Capital Improvements	DPW - Water	Water Fund	Water Distribution	4,400.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074920	Mar/16/2012	RE	Paid	VOP01 0000002722 FLEET ONE P.O. BOX 415000 MSC 30425 NASHVILLE TN 37241-5000	Not applicable		5.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096798	1816531	Mar/01/2012	MONTHLY ACCOUNT FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	External Support	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	1.25 USD
1	External Support	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	1.25 USD
3	External Support	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	1.25 USD
2	External Support	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	1.25 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074921	Mar/16/2012	RE	Paid	VOP01 0000013395 FLEETPRIDE P.O. BOX 847118 DALLAS TX 75284-7118	Not applicable		148.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096799	46489521	Feb/22/2012	BELT TENSIONER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	148.73 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074922	Mar/16/2012	RE	Paid	VOP01 0000006679 FOOD MARKETING SERVICES 902 S. OAK PARK AVE. OAK PARK IL 60304	Not applicable		100.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096743	594541	Mar/05/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	100.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074923	Mar/16/2012	RE	Paid	VOP01 0000014275 FOSCO, A. 3162 KAY JAY DR. NORTHBROOK IL 60062	Not applicable		17.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096760	0246000251-00	Mar/09/2012	REFUND CREDIT BALANCE ON FINAL WATER BILL@1210 N. OAK PARK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	17.90 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074924	Mar/16/2012	RE	Paid	VOP01 0000001732 FREEWAY FORD STERLING TRUCK SALES I 8445 45TH STREET LYONS IL 60534	Not applicable		321.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096800	395437, CM395437	Feb/16/2012	DASH INSTRUMENT & CLUSTER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	321.12 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074925	Mar/16/2012	RE	Paid	VOP01 0000003361 G.A. PAVING CONSTRUCTION CO., INC. 344 TRINITY LANE OAK BROOK IL 60523	Not applicable		700.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096431	02/15/12-03/15/12	Feb/21/2012	MONTHLY FEE FOR SALT STORAGE RENTAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	DPW - Administration	General Fund	Base Program	350.00 USD
1	Equipment Rental	DPW - Administration	General Fund	Base Program	350.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074926	Mar/16/2012	RE	Paid	VOP01 0000001137 GABRIEL SALES COMPANY 52 E. NORTH AVE. NORTHLAKE IL 60164	Not applicable		634.63 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096804	181292	Feb/22/2012	SERPENTINE BELT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	33.02	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	2.40	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	2.40	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	134.15	USD
1	Lubricants	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	5.28	USD
3	Lubricants	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	5.28	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	177.47	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	85.79	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	37.64	USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	2.40	USD
4	Lubricants	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	5.28	USD
2	Lubricants	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	5.28	USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	2.40	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	135.84	USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074927	Mar/16/2012	RE	Paid	VOP01 0000010185 GALLAGHER MATERIALS, INC. 18100 S. INDIANA AVE. THORNTON IL 60476	Not applicable		2,379.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096436	625600MB	Feb/13/2012	20.87 TONS OF UPM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Water	Water Fund	Water Distribution	2,379.18 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074928	Mar/16/2012	RE	Paid	VOP01 0000002257 GALLS INCORPORATED DEPARTMENT 8069 CAROL STREAM IL 60122-8069	Not applicable		45.66 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096668	511968976	Feb/09/2012	TACTICAL MOCK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	45.66 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074929	Mar/16/2012	RE	Paid	VOP01 0000001546 GARAVENTA USA INC - ANTIOCH #6 - 225 DEPOT ST. ANTIOCH IL 60002	Not applicable		343.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096437	46111	Feb/09/2012	SERVICE HANDICAP LIFT ON 1/31/12@123 MADISON	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Property Repair	DPW - Building Maintenance	General Fund	Village Hall	343.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074930	Mar/16/2012	RE	Paid	VOP01 0000014268 GARDA CL GREAT LAKES, INC. DEPT 3100-190 LOS ANGELES CA 90084-3100	Not applicable		3,282.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096709	5450363	Jan/31/2012	JANUARY 2012 PARKING METER COIN TRANSPORT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Parking Services	Parking Fund	On Street Parking	500.00 USD
1	General Contractuals	Parking Services	Parking Fund	On Street Parking	2,782.50 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074931	Mar/16/2012	RE	Paid	VOP01 0000001377 GASAWAY DISTRIBUTORS INC. P. O. BOX 4986 OAK BROOK IL 60521	Not applicable		2,366.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096613	1031562	Feb/13/2012	CALCIUM CHLORIDE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Street Services	General Fund	Snow Ice Control Mangt	2,366.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074932	Mar/16/2012	RE	Paid	VOP01 0000002374 GIAMMONA, JOE 1839 S. 4TH PLACE ST. CHARLES IL 60174	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096706	03/08/12	Mar/08/2012	CONTRACTUAL SERVICES 3/8/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074933	Mar/16/2012	RE	Paid	VOP01 0000001148 GOODYEAR TIRE DISTRIBUTION 200 THORNDALE AVE BENSENVILLE IL 60106	Not applicable		978.29 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096811	398729	Feb/17/2012	DUNLOP TIRE SPECIAL	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	111.50 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	386.35 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	480.44 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074934	Mar/16/2012	RE	Paid	VOP01 0000001152 GRAINGER DEPT . 801549411 PALATINE IL 60038-0001	Not applicable		99.71 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096443	9754174887	Feb/13/2012	SHOE COVERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Service Calls	67.95 USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	31.76 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074935	Mar/16/2012	RE	Paid	VOP01 0000013168 GRANICUS P.O. BOX 49335 SAN JOSE CA 95161	Not applicable		840.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096444	33241	Feb/15/2012	MONTHLY MANAGED SERVICES FEE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Communication	General Fund	Base Program	840.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074936	Mar/16/2012	RE	Paid	VOP01 0000012021 GREAT NORTH AMERICAN COMPANIES 2828 FOREST ALNE, SUITE 2000 DALLAS TX 75234	Not applicable		82.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096616	220701	Feb/21/2012	RECYCLING TATTOOS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Solid Waste	Keep Oak Park Beautiful	Keep VOP Beautiful Program	82.50 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074937	Mar/16/2012	RE	Paid	VOP01 0000001154 GREAT WEST ELECTRICAL SUPPLY 6227 W 26TH ST BERWYN IL 60402	Not applicable		89.30 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096814	27593	Feb/07/2012	MISC. SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Roadway Maintenance	DPW - Street Lighting	General Fund	Traffic Signals Services	89.30 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074938	Mar/16/2012	RE	Paid	VOP01 0000011926 GREEN HOME EXPERTS 823 S. OAK PARK AVE OAK PARK IL 60304	Not applicable		666.66 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096615	080528655	Feb/16/2012	EARTH FEST FEE - 1ST INSTALLMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Solid Waste	Keep Oak Park Beautiful	Keep VOP Beautiful Program	666.66 USD



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074939	Mar/16/2012	RE	Paid	VOP01 0000001039 HANEY,B & SONS INC 1200 N. LOMBARD RD. LOMBARD IL 60148-1201	Not applicable		731.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096617	35424	Feb/15/2012	CABLE & BRACE TREES@415 WESLEY,237 S. ELMWOOD & 130 S. EUCLID	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	731.25 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074940	Mar/16/2012	RE	Paid	VOP01 0000002719 HAWKINS, INC. P.O BOX 9171 MINNEAPOLIS MN 55480-9171	Not applicable		781.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096618	3309694	Feb/15/2012	CHLORINE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	781.65 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074941	Mar/16/2012	RE	Paid	VOP01 0000001750 ICE MOUNTAIN SPRING WATER P.O. BOX 856680 LOUISVILLE KY 40285-0680	Not applicable		738.49 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096716	02B8106458766	Mar/02/2012	FEBRUARY 2012 BOTTLED DRINKING WATER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Water Charges	DPW - Building Maintenance	General Fund	Village Hall	738.49 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074942	Mar/16/2012	RE	Paid	VOP01 0000002312 IL CHAPTER IAAI C/O STATE FARM ROBERT KRUPP, PERSONAL & CONFIDENTI 1400 OPUL PLACE, SUITE 300 DOWNERS GROVE IL 60515	Not applicable		170.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096868	MARCH 8 & 9, 2012	Mar/13/2012	COURT ROOM TESTIMONY PROGRAM-BURGESS & CRIMMINS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	FIRE - Prev. and Investigation	General Fund	Base Program	170.00 USD





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074943	Mar/16/2012	RE	Paid	VOP01 0000002815 IMPERIAL BLUE PRINT & SUPPLY CO. 338 HARRISON ST. OAK PARK IL 60304	Not applicable		48.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096473	A-106016	Feb/09/2012	COPIES OF MICRO FISH	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	Building Property Standards	General Fund	Building Inspection Services	48.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074944	Mar/16/2012	RE	Paid	VOP01 0000013152 INTEGRYS ENERGY SERVICES PO BOX 19046 GREEN BAY WI 54307-9046	Not applicable		400.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096749	19034415-1	Feb/29/2012	2012 GREEN-E RENEWABLE ENERGY CERTIFICATES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	VMO - Village Management	Sustainability Fund	Base Program	400.00 USD



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074945	Mar/16/2012	RE	Paid	VOP01 0000002059 J.G. UNIFORMS 5949 W. IRVING PARK RD. CHICAGO IL 60634	Not applicable		875.40 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096685	26714	Feb/15/2012	GLOVES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Clothing	POLICE	General Fund	Base Program	48.00	USD
1	Clothing	POLICE	General Fund	Base Program	165.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	140.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	135.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	90.00	USD
1	Clothing	POLICE	General Fund	Crossing Guards	119.40	USD
1	Clothing	POLICE	General Fund	Crossing Guards	58.60	USD
1	Clothing	POLICE	General Fund	Crossing Guards	119.40	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074946	Mar/16/2012	RE	Paid	VOP01 0000014259 JAVIER, LISSETTE 675 LAKE ST OAK PARK IL 60301	Not applicable		79.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096742	593913, 1522	Mar/05/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00	USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	59.00	USD



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074947	Mar/16/2012	RE	Paid	VOP01 0000014260 JONES, KRYSTINA 2430 SARAH ST. FRANKLIN PARK IL 60131	Not applicable		104.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096741	588048, 1937	Mar/05/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	84.00 USD
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074948	Mar/16/2012	RE	Paid	VOP01 0000014279 JUSTICE, DEXTER AND ATTORNEY ROBIN MARIE BRIGHT STANFIELD LAW PC 2024 HICKORY RD, SUITE 306 HOMEWOOD IL 60430	Not applicable		13,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096859	APRIL 02, 2010	Mar/12/2012	INCIDENT AT MADISON/JACKSON PER SETTLEMENT AGREEMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Liability Claims	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	13,000.00 USD



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074949	Mar/16/2012	RE	Paid	VOP01 0000014216 KAWA PLUMBING 4736 LAUREL AVE. GLENVIEW IL 60025	Not applicable		420.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096475	OPE 2011-00033	Feb/24/2012	REFUND PARKWAY RESTORATION DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reserve For Restoration Dep	Balance Sheet	General Fund	Balance Sheet	420.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074950	Mar/16/2012	RE	Paid	VOP01 0000014276 KRANZ INC. 2200 DEKOVEN AVE RACINE WI 53403	Not applicable		67.10 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096816	6077311-00	Feb/16/2012	SPEEDBALL DEGREASER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Lubricants	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	16.78 USD
4	Lubricants	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	16.77 USD
1	Lubricants	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	16.77 USD
3	Lubricants	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	16.78 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074951	Mar/16/2012	RE	Paid	VOP01 0000008759 LAKOTA GROUP INC. 212 W. KINZIE ST. 3RD FLR. CHICAGO IL 60610	Not applicable		5,765.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096857	11031-01, 11031-02	Nov/22/2011	DOWNTOWN STREETScape STUDY 09/01/11-10/31/11	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	Plan Community Development	General Fund	Base Program	5,765.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074952	Mar/16/2012	RE	Paid	VOP01 0000007992 LANDSCAPE FORMS, INC. P.O. BOX 78000 DEPT. 78073 DETROIT MI 48278-0073	Not applicable		2,525.04 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096276	135548-INV-A	Feb/10/2012	STREET FURNISHINGS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Street Furnishings	DPW - Capital Projects	Capital Improvement Fund	Roosevelt Rd Improvements	2,025.04 USD
2	Street Furnishings	DPW - Capital Projects	Capital Improvement Fund	Roosevelt Rd Improvements	500.00 USD



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074953	Mar/16/2012	RE	Paid	VOP01 000008517 LECHNER & SONS UNIFORM RENTAL 420 KINGSTON CT. MT. PROSPECT IL 60056	Not applicable		548.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096846	1577566,1579882,158	Feb/29/2012	1585820. LAUNDRY SERVICE FOR WATER & SEWER DIVISION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Laundry Service	DPW - Water	Water Fund	Base Program	328.24 USD
1	Laundry Service	DPW - Fleet Operations	General Fund	Base Program	49.44 USD
1	Laundry Service	DPW - Street Services	General Fund	Base Program	170.32 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074954	Mar/16/2012	RE	Paid	VOP01 0000001209 LOGSDON OFFICE SUPPLY 1055 ARTHUR ELK GROVE VILLAGE IL 60007	Not applicable		1,042.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096362	397271I, 396626I	Feb/22/2012	CHAIRS 396626I-\$175.00, 397271I-\$265.00	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Office Supplies	FINANCE - Financial Services	General Fund	Base Program	175.00 USD
1	Office Supplies	CD Grant Admin	General Fund	Base Program	10.44 USD
1	Office Supplies	POLICE	General Fund	Base Program	161.06 USD
1	Office Supplies	POLICE	General Fund	Base Program	12.32 USD
2	Office Supplies	Plan Community Development	General Fund	Base Program	11.99 USD
1	Office Supplies	CLERK - Village Clerk	General Fund	Base Program	40.96 USD
1	Office Supplies	DPW - Administration	General Fund	Base Program	73.52 USD
1	Office Supplies	HEALTH - Health Services	General Fund	Base Program	69.59 USD
1	Office Supplies	FINANCE - Financial Services	Sewer Fund	Utilities	265.00 USD
1	Office Supplies	Parking Services	Parking Fund	Base Program	223.02 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074955	Mar/16/2012	RE	Paid	VOP01 0000013762 LUNARBURN STUDIO ERIC STEPHENSON 1252 N. CENTRAL PARK AVE. CHICAGO IL 60651	Not applicable		4,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096728	01/31/12	Jan/31/2012	PAYMENT 2 OF 3. "TRAVELER" SCULPTURE PUBLIC ART PURCHASE@CHICAGO	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	DPW - Engineering	Capital Improvement Fund	Base Program	4,000.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074956	Mar/16/2012	RE	Paid	VOP01 0000009961 MAINTENANCE ENGINEERING LTD. P.O. BOX 2123 FARGO ND 58107-2123	Not applicable		2,654.91 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096552	2701691	Feb/23/2012	OPERATIONAL SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	Parking Services	Parking Fund	Holley Ct Parking Garage	2,654.91 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074957	Mar/16/2012	RE	Paid	VOP01 0000001223 MCADAM 2001 DES PLAINES AVE FOREST PARK IL 60130	Not applicable		3,988.64 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096848	50054	Jan/31/2012	JANUARY 2012 LITTER PICK UP	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Street Services	General Fund	Pavement Management	3,988.64 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074958	Mar/16/2012	RE	Paid	VOP01 0000012398 MCKENNA, PAUL 9320 W. JEFFERSON BROOKFIELD IL 60513	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096734	03/05/12	Mar/05/2012	REIMBURSEMENT FOR PRESCRIPTION EXPENSE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Reimbursements	HR - Human Resources	General Fund	Benefits Administration	50.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074959	Mar/16/2012	RE	Paid	VOP01 0000001570 MENARDS-MELROSE PARK 8311 W. NORTH AVE MELROSE PARK IL 60160	Not applicable		794.93 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096851	64936	Feb/23/2012	WATER HEATER,MESH GUAGE,PAPER TOWEL STAND,SWITCHES,TILE,T	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
2	Building Materials	DPW - Building Maintenance	General Fund	Intermodal Station	6.66	USD
1	Operational Supplies	DPW - Street Services	General Fund	Snow Ice Control Mangt	94.25	USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	36.55	USD
1	Operational Supplies	DPW - Street Services	General Fund	Snow Ice Control Mangt	33.36	USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	3.95	USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	35.12	USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	154.61	USD
1	Operational Supplies	DPW - Water	Water Fund	Water Supply	41.99	USD
1	Building Improvements	FINANCE - Financial Services	American Express Points	Base Program	37.71	USD
3	Building Improvements	FINANCE - Financial Services	American Express Points	Base Program	200.76	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	18.96	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	45.69	USD
1	Building Materials	DPW - Building Maintenance	General Fund	Village Hall	65.32	USD
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	20.00	USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074960	Mar/16/2012	RE	Paid	VOP01 0000002130 METRO GARAGE INC. 6201 W. 26TH STREET BERWYN IL 60402	Not applicable		498.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096853	22128,22132,22135,2	Jan/31/2012	22344,22345,22346,22347,22348,22349,22350,22351,22352,22393,22434,22526,22527	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	423.00 USD
2	External Support	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074961	Mar/16/2012	RE	Paid	VOP01 0000003665 METROPOLITIAN FIRE CHIEFS ASSOC. C/O CHIEF TOM DEEGAN SCHILLER PARK FD 9526 IRVING PARK RD SCHILLER PARK IL 60176	Not applicable		80.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096292	2012	Feb/21/2012	2012 MEMBERSHIP DUES - TOM EBSEN & KEN KLEMM	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Membership Dues	FIRE - Admin	General Fund	Base Program	80.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074962	Mar/16/2012	RE	Paid	VOP01 0000014113 MIDWAY BUILDING SERVICES 456 N. OAKLEY BLVD CHICAGO IL 60612	Not applicable		14,547.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096854	31180	Feb/01/2012	BUILDING MAINTENANCE SERVICES 2/6/12-3/2/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Building Maintenance	General Fund	Village Hall	14,547.12 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074963	Mar/16/2012	RE	Paid	VOP01 0000002146 MINUTEMAN PRESS 6949 W. NORTH AVE OAK PARK IL 60302	Not applicable		63.62 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096640	16080	Mar/05/2012	SHUT-OFF NOTICE DOOR HANGERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	FINANCE - Financial Services	Sewer Fund	Utilities	63.62 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074964	Mar/16/2012	RE	Paid	VOP01 0000001238 MONROE TRUCK EQUIPMENT 4350 PAYSPHERE CIRCLE CHICAGO IL 60674	Not applicable		377.52 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096489	293617	Feb/09/2012	SALT SPREADER MOTORS & HYDRAULIC ADAPTER FITTINGS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	377.52 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074965	Mar/16/2012	RE	Paid	VOP01 0000014278 MOORE INDUSTRIAL HARDWARE 77 CIRCLE FREEWAY DR CINCINNATI OH 45246-1298	Not applicable		26.47 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096856	399958	Feb/16/2012	PADDLE HANDLES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	26.47 USD



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074966	Mar/16/2012	RE	Paid	VOP01 0000011930 MUTUAL OF OMAHA PAYMENT PROCESSING CENTER P.O. BOX 2147 OMAHA NE 68103-2147	Not applicable		6,450.31 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096751	000240066200	Mar/01/2012	GROUP G000AEUS, ID#001A. COVERAGE PERIOD 3/1/12-3/31/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Life Insurance Expense	HR - Health Insurance	Health Insurance Fund	Base Program	6,450.31 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074967	Mar/16/2012	RE	Paid	VOP01 0000013826 NATIONAL IGNITION P.O. BOX 3255 BARRINGTON IL 60011-3255	Not applicable		228.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096492	32538	Feb/15/2012	NEW ALTERNATOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	228.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074968	Mar/16/2012	RE	Paid	VOP01 0000011879 NAVMAN WIRELESS NA LP DEPT CH 19371 PALATINE IL 60055-9371	Not applicable		120.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096493	90108279	Feb/15/2012	AIRTIME SERVICE 2/15/12-3/14/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Sewer	Sewer Fund	Sewer Collection	120.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074969	Mar/16/2012	RE	Paid	VOP01 0000001977 O'HERRON, RAY CO. INC. 523 E. ROOSEVELT RD. LOMBARD IL 60148	Not applicable		338.55 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096692	0049504-IN	Feb/21/2012	MACE CASE, MAG POUCH, BASEBALL HAT, TROOPER CAP, FLASHLIGHT, G	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Detectives	338.55 USD



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074970	Mar/16/2012	RE	Paid	VOP01 0000009660 OCE FINANCIAL SERVICES, INC. 13824 COLLECTIONS CENTER DR. CHICAGO IL 60693	Not applicable		130.06 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096495	901872246, 90187302	Feb/15/2012	PLOTTER SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Capital Projects	Capital Improvement Fund	CIP Management	130.06 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074971	Mar/16/2012	RE	Paid	VOP01 0000007713 P & G KEENE 8432 S. BELOIT BRIDGEVIEW IL 60455	Not applicable		2,457.88 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096841	339112	Feb/22/2012	ALTERNATOR & REGULATOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	2,457.88 USD





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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074972	Mar/16/2012	RE	Paid	VOP01 0000003384 PCC COMMUNITY WELLNESS CENTER 14 W. LAKE ST. OAK PARK IL 60302	Not applicable		2,394.61 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096718	377	Jan/30/2012	FEBRUARY 2012 MONTHLY SERVICES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
2	Grant Contractuals	HEALTH - Health Grants	Local Health Protection 20	Base Program	1,561.28 USD
1	Grant Contractuals	HEALTH - Health Grants	HIV Testing and Preven 20	Base Program	833.33 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074973	Mar/16/2012	RE	Paid	VOP01 0000001858 PIERITZ BROS. INC. 401 SOUTH BLVD OAK PARK IL 60302	Not applicable		18.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096758	5218	Feb/13/2012	OFFICE SUPPLIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Office Supplies	CLERK - Village Clerk	General Fund	Base Program	18.05 USD



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074974	Mar/16/2012	RE	Paid	VOP01 0000012347 PNC EQUIPMENT FINANCE P.O. BOX 931034 CLEVELAND OH 44193	Not applicable		1,328.17 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096869	3929904	Feb/29/2012	ZOLL E-SERIES ACLS MANUAL DEFIBRILLATORS & ACCESSORIES 3/24/12-	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FINANCE - Financial Services	Equipment Replacement F	Computer Equipment - Police	1,328.17 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074975	Mar/16/2012	RE	Paid	VOP01 0000005001 POLFUS, EDWARD 521 BEACH AVE. LAGRANGE PARK IL 60526	Not applicable		170.70 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096576	03/06/12	Mar/06/2012	CONTRACTUAL SERVICES 3/6/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	170.70 USD



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074976	Mar/16/2012	RE	Paid	VOP01 0000001790 POSITIVE PROMOTIONS 15 GILPIN AVE. HAUPPAUGE NY 11788	Not applicable		389.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096140	4331291	Feb/09/2012	CUPS, PENS & SET UP CHARGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Food - Wellness Snacks	HEALTH - Health Services	General Fund	Base Program	389.73 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074977	Mar/16/2012	RE	Paid	VOP01 0000001791 PRAXAIR DISTRIBUTION INC-962 DEPT CH 10660 PALATINE IL 60055-0660	Not applicable		76.73 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096843	42133063	Feb/20/2012	OXYGEN & ACETYLENE TANK RENTALS 1/20/12-2/20/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	19.18 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	19.18 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	19.19 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	19.18 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074978	Mar/16/2012	RE	Paid	VOP01 0000008342 PRIMERA ENGINEERS, LTD. P.O. BOX 25034 CHICAGO IL 60625	Not applicable		3,976.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096499	0026208	Feb/10/2012	PROFESSIONAL SERVICES 10/1/11-01/27/12. RFP PREPARATION OF COUNCIL C	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Encumbrances Liability	Balance Sheet	Capital Bldg Improvements	Balance Sheet	3,976.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074979	Mar/16/2012	RE	Paid	VOP01 0000003038 PRINTING STORE INC. 621 MADISON ST. OAK PARK IL 60302	Not applicable		734.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096603	68782	Feb/09/2012	POSTCARDS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Printing	DPW - Solid Waste	Keep Oak Park Beautiful	Keep VOP Beautiful Program	285.20 USD
1	Printing	DPW - Solid Waste	Environmental Services Fu	Base Program	449.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074980	Mar/16/2012	RE	Paid	VOP01 0000002415 PUREE'S PIZZA & PASTA 1023 LAKE ST. OAK PARK IL 60301	Not applicable		93.89 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096844	91	Mar/02/2012	FOOD FOR SNOW EVENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Street Services	General Fund	Snow Ice Control Mangt	93.89 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074981	Mar/16/2012	RE	Paid	VOP01 0000013928 R.N.O.W. INC 8636R WEST NATIONAL AVE. WEST ALLIS WI 53227	Not applicable		641.21 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096834	41391	Feb/21/2012	VACTOR PARTS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	641.21 USD



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074982	Mar/16/2012	RE	Paid	VOP01 0000012780 REDMOND, DARLENE 2801 S. KING DR. #1104 CHICAGO IL 60616	Not applicable		1,331.25 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096564	02/29/12	Feb/29/2012	CONTRACTUAL SERVICES 2/21/12 & 2/29/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	1,331.25 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074983	Mar/16/2012	RE	Paid	VOP01 0000001315 RESERVE ACCOUNT P.O. BOX 223648 PITTSBURGH PA 15250-2648	Not applicable		4,336.39 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096711	FEBRUARY 2012	Mar/01/2012	POSTAGE EXPENSE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Postage	VMO - Village Management	General Fund	Base Program	17.44 USD
5	Postage	HR - Human Resources	General Fund	Base Program	39.45 USD
7	Postage	Plan Community Development	General Fund	Base Program	22.90 USD
9	Postage	Housing Services	General Fund	Base Program	41.34 USD
11	Postage	FINANCE - Financial Services	General Fund	Base Program	1.35 USD
13	Postage	FIRE - Admin	General Fund	Base Program	66.95 USD
21	Postage	Adjudication	General Fund	Base Program	2,059.55 USD
20	Boards Commissions Support	VMO - Village Management	General Fund	Base Program	2.35 USD
19	Postage	Special Activities	General Fund	Base Program	32.00 USD
15	Postage	DPW - Engineering	General Fund	Base Program	34.85 USD
14	Postage	HEALTH - Health Services	General Fund	Base Program	139.40 USD
12	Postage	POLICE	General Fund	Base Program	142.63 USD
10	Postage	Building Property Standards	General Fund	Base Program	93.15 USD
8	Postage	CD Grant Admin	General Fund	Base Program	3.75 USD
6	Postage	CLERK - Village Clerk	General Fund	Base Program	144.85 USD
4	Postage	LEGAL - Law	General Fund	Base Program	15.16 USD
2	Postage	Information Technology	General Fund	Base Program	2.60 USD
26	Boards Commissions Support	CLERK - Boards and Commissions	General Fund	Historic Preservation Commiss	13.66 USD
27	Boards Commissions Support	VMO - Village Management	Sustainability Fund	Base Program	23.17 USD
24	Postage	Fire Pension	Fire Pension Fund	Base Program	3.60 USD
18	Postage	Parking Services	Parking Fund	Base Program	304.24 USD
17	Postage	DPW - Sewer	Sewer Fund	Base Program	6.50 USD
16	Postage	FINANCE - Financial Services	Sewer Fund	Base Program	190.00 USD



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23	Postage	DPW - Solid Waste	Environmental Services Fu	Base Program	625.05	USD
3	Postage	LEGAL - Risk Management	Self Insured Retention Fun	Base Program	17.00	USD
22	Postage	FINANCE - Financial Services	General Fund	Accounting Services	293.00	USD
25	Postage	HEALTH - Health Services	General Fund	Animal Control	0.45	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074984	Mar/16/2012	RE	Paid	VOP01 000004974 RICHARDSON, ANITA 5057 HARVARD TERRACE SKOKIE IL 60077	Not applicable		562.50 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096757	2012-11	Mar/08/2012	CONTRACTUAL SERVICES 3/8/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	562.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074985	Mar/16/2012	RE	Paid	VOP01 0000011967 RICOH AMERICAS CORP 21146 NETWORK PLACE CHICAGO IL 60673-1211	Not applicable		230.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096363	20967017	Feb/26/2012	MARCH 2012 COPIER LEASE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	POLICE	General Fund	Base Program	230.16 USD





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074986	Mar/16/2012	RE	Paid	VOP01 0000013434 RICOH AMERICAS CORP,LEASE ADMINISTR P.O. BOX 405874 ATLANTA GA 30384-5874	Not applicable		2,819.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096836	414811380	Mar/01/2012	FEBRUARY 2012 COLOR COPIER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	2,819.23 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074987	Mar/16/2012	RE	Paid	VOP01 000008988 RICOH AMERICAS CORPORATION P.O. BOX 4245 CAROL STREAM IL 60197-4245	Not applicable		1,429.42 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096694	452182	Mar/01/2012	DECEMBER 2011 - FEBRUARY 2012 COPIER MAINTENANCE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	285.70	USD
2	Equipment Rental	Parking Services	Parking Fund	Parking Permit Office	23.51	USD
2	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	223.04	USD
3	Equipment Rental	Plan Community Development	General Fund	Base Program	167.21	USD
4	Equipment Rental	VMO - Village Management	General Fund	Base Program	259.39	USD
5	Equipment Rental	DPW - Administration	General Fund	Base Program	162.51	USD
6	Equipment Rental	POLICE	General Fund	Base Program	39.21	USD
1	Equipment Rental	Building Property Standards	General Fund	Property Standards	58.52	USD
1	Equipment Rental	POLICE	General Fund	Base Program	145.62	USD
1	Equipment Rental	POLICE	General Fund	Base Program	34.31	USD
1	Equipment Rental	HEALTH - Health Services	General Fund	Base Program	30.40	USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074988	Mar/16/2012	RE	Paid	VOP01 0000012117 RICOH AMERICAS CORPORATION P.O. BOX 6434 CAROL STREAM IL 60197-6434	Not applicable		2,398.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096707	6745711120	Feb/24/2012	FEBRUARY & MARCH 2012 COPIER LEASE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment Rental	Building Property Standards	General Fund	Property Standards	413.70 USD
3	Equipment Rental	VMO - Village Management	General Fund	Base Program	330.75 USD
4	Equipment Rental	DPW - Administration	General Fund	Base Program	330.75 USD
6	Equipment Rental	CD Grant Admin	General Fund	Base Program	82.69 USD
7	Equipment Rental	Plan Community Development	General Fund	Base Program	82.69 USD
8	Equipment Rental	Development Services	General Fund	Base Program	82.69 USD
9	Equipment Rental	Housing Services	General Fund	Base Program	82.69 USD
1	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	330.75 USD
2	Equipment Rental	FINANCE - Purchasing	General Fund	Central Services	330.75 USD
5	Equipment Rental	POLICE	General Fund	Detectives	330.74 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074989	Mar/16/2012	RE	Paid	VOP01 0000001185 RIZZA, JOE. FORD 2100 S HARLEM AVE NORTH RIVERSIDE IL 60546	Not applicable		469.23 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096839	439204,439263,43947	Feb/10/2012	DASH CLUSTER,DRIVERS SIDE FRONT WINDOW REGULATOR	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	403.79 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	65.44 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074990	Mar/16/2012	RE	Paid	VOP01 0000014261 ROWE, HELEN 201 LAKE ST, #603 OAK PARK IL 60302	Not applicable		60.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096740	588907	Mar/05/2012	REFUND PARKING PERMIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	60.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074991	Mar/16/2012	RE	Paid	VOP01 0000001601 SAFETY-KLEEN SYSTEMS INC. P.O. BOX 650509 DALLAS TX 75265-0509	Not applicable		295.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096826	56972707	Feb/21/2012	SERVICE PARTS CLEANER MACHINE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	295.87 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074992	Mar/16/2012	RE	Paid	VOP01 0000002882 SEAWAY BANK & TRUST COMPANY 645 E. 87TH ST. ATTN: TRUST DEPT. CHICAGO IL 60619	Not applicable		1,000.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096715	0329-11 (LBJ)	Mar/02/2012	ANNUAL FEE 08/01/11-07/31/12.REFUNDING BOND SERIES 2010B & 2010C	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Bond Paying Agent Fees	FINANCE - Financial Services	Debt Service Fund	2010 B GO Bonds	500.00 USD
2	Bond Paying Agent Fees	FINANCE - Financial Services	Debt Service Fund	2010 C Go Bonds	500.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074993	Mar/16/2012	RE	Paid	VOP01 0000006565 SECRETARY OF STATE (DRIVERS SERV. D 2701 S. DIRKSEN PKWY ATTN:BOB WESBROO SPRINGFIELD IL 62723	Not applicable		120.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096714	02/27/12	Feb/27/2012	12 LICENSE SUSPENSIONS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	120.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074994	Mar/16/2012	RE	Paid	VOP01 0000001804 SECRETARY OF STATE-DEPT OF POLICE CONFIDENTIAL SERVICES DEPT. 110 E. ADAMS ST. SPRINGFIELD IL 62701-1109	Not applicable		194.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096827	02/29/12 - UNIT #235	Feb/29/2012	NEW PLATES & TITLE, VIN#2C3CDXAG5CH215271	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	194.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074995	Mar/16/2012	RE	Paid	VOP01 0000003121 SERVICE SPRING 16 E. LAKE ST. NORTHLAKE IL 60164	Not applicable		456.16 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096403	116625	Feb/17/2012	REAR SPRINGS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Grant Contractuals	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	456.16 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074996	Mar/16/2012	RE	Paid	VOP01 0000014262 SEVASLIDIS, STAMATIS 530 WASHINGTON #2E OAK PARK IL 60302	Not applicable		20.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096739	2384	Mar/05/2012	REFUND TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074997	Mar/16/2012	RE	Paid	VOP01 0000014263 SHOHAT-PAWLOWSKI, INBAL 901 ONTARIO, APT #202 OAK PARK IL 60302	Not applicable		106.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096738	587666, 2370	Mar/05/2012	REFUND PARKING PERMIT & TRANSPONDER DEPOSIT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
2	Parking Keycard Deposits	Balance Sheet	Parking Fund	Balance Sheet	20.00	USD
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	86.00	USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
074998	Mar/16/2012	RE	Paid	VOP01 0000001808 SIGN OUTLET STORE 2200 OGDEN AVE SUITE #350 LISLE IL 60532	Not applicable		397.67 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096828	CG-138000	Feb/23/2012	30" X 10 YARDS ETCHMARK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount	
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	38.17	USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	38.16	USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	38.17	USD
1	Office Machine Service	DPW - Fleet Operations	General Fund	Base Program	245.00	USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	38.17	USD





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074999	Mar/16/2012	RE	Paid	VOP01 0000014264 SISCO, JOHN 316 ELGIN #2 FOREST PARK IL 60130	Not applicable		122.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096737	589492, 591172	Mar/05/2012	REFUND PARKING PERMITS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Permits	Parking Services	Parking Fund	Parking Permit Office	122.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075000	Mar/16/2012	RE	Paid	VOP01 0000007374 SOS TECHNOLOGIES 5080 N. ELSTON AVE CHICAGO IL 60630-2427	Not applicable		1,401.20 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096870	48070, 48548	Jan/30/2012	DEFIBRILLATION PADS, HEARTSTART BATTERIES & AED TRAINER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	FIRE - EMS	General Fund	Base Program	849.75 USD
2	Computer Equipment	FINANCE - Financial Services	Equipment Replacement F	Computer Equipment - Fire	551.45 USD



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075001	Mar/16/2012	RE	Paid	VOP01 0000014110 SOUND VISION 1450 DAVIS RD ELGIN IL 60123	Not applicable		9,637.82 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096722	20136	Dec/30/2011	VOP-TV EQUIPMENT, FINAL PAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	Communication	Equipment Replacement F	Computer Equipment - Capital	7,037.95 USD
1	General Contractuals	Communication	General Fund	Media Development	2,599.87 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075002	Mar/16/2012	RE	Paid	VOP01 0000009824 SPERIAN PROTECTION AMERICAS, INC. P.O. BOX 414544 BOSTON MA 02241-4544	Not applicable		1,250.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096871	2840139 RI	Feb/15/2012	POSI 3 KIT, SDS RETROFIT UPGRADE,USB	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FINANCE - Financial Services	Equipment Replacement F	Computer Equipment - Fire	1,250.00 USD



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075003	Mar/16/2012	RE	Paid	VOP01 0000001357 SPRINT P.O. BOX 4181 CAROL STREAM IL 60197-4181	Not applicable		124.22 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096575	731242512-120	Feb/12/2012	CELLULAR SERVICE 01/09/12-02/08/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Telecommunication Charges	FINANCE - Purchasing	General Fund	Base Program	124.22 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075004	Mar/16/2012	RE	Paid	VOP01 0000002055 STANDARD INDUSTRIAL & AUTO EQUIPME 6211 CHURCH RD. HANOVER PARK IL 60133-4802	Not applicable		1,401.85 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096831	52195	Feb/21/2012	VOLTAGE CONTROL REGULATOR & AMMETER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	272.85 USD
1	External Support	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	1,129.00 USD



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075005	Mar/16/2012	RE	Paid	VOP01 0000001363 STRAND ASSOCIATES, INC. 1170 HOUBOLT RD. JOLIET IL 60431	Not applicable		14,755.18 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096407	1 (90090042)	Feb/15/2012	VIADUCT IMPROVEMENT PHASE II ENGINEERING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Streetscaping	DPW - Capital Projects	Capital Improvement Fund	Marion St Improvements	14,755.18 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075006	Mar/16/2012	RE	Paid	VOP01 0000009629 STREICHER'S P.O. BOX 41398 MINNEAPOLIS MN 55441-0398	Not applicable		303.90 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096699	1908553	Feb/23/2012	GLOVES,IRRITANT,DOOR OPENING TOOL, GEARSLIGNER,ID CARRIER	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Clothing	POLICE	General Fund	Crossing Guards	195.95 USD
1	Clothing	POLICE	General Fund	Crossing Guards	107.95 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075007	Mar/16/2012	RE	Paid	VOP01 0000005743 SUBURBAN LABORATORIES 4140 LITT DRIVE. HILLSIDE IL 60162-1183	Not applicable		255.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096605	16042	Feb/14/2012	WATER TESTING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	DPW - Water	Water Fund	Water Supply	255.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075008	Mar/16/2012	RE	Paid	VOP01 0000014271 TAYLOR, PAUL & SASSONE, LINDA 324 N. TAYLOR AVE. OAK PARK IL 60302	Not applicable		167.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096717	0662001082-04	Mar/08/2012	REFUND CREDIT BALANCE ON WATER ACCT DUE TO DUPLICATE PAYMEN	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	167.05 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075009	Mar/16/2012	RE	Paid	VOP01 0000001372 TERMINAL SUPPLY CO P.O. BOX 1253 TROY MI 48099	Not applicable		151.71 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096824	18746-00	Feb/14/2012	CABLE TIES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	17.94 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	17.95 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	17.94 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	79.94 USD
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	17.94 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075010	Mar/16/2012	RE	Paid	VOP01 0000001380 THIRD MILLENNIUM 4200 CANTERA DR. STE. #105 WARRENVILLE IL 60555	Not applicable		1,611.07 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096708	14375	Feb/29/2012	FEBRUARY 2012 UTILITY BILL & REMINDER NOTICE RENDERING	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	FINANCE - Financial Services	Sewer Fund	Utilities	1,611.07 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075011	Mar/16/2012	RE	Paid	VOP01 0000009250 TOWNS, RANDALL 12 DIVISION ST OAK PARK IL 60302	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00095967	0680000091-00	Feb/10/2012	REFUND OVERPAYMENT OF WATER BILL @ 12 DIVISION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Utility Sales	DPW - Water	Water Fund	Base Program	50.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075012	Mar/16/2012	RE	Paid	VOP01 0000001385 TRAFFIC CONTROL & PROTECTION 31W351 NORTH AVE. WEST CHICAGO IL 60185	Not applicable		573.75 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096823	71993	Feb/21/2012	75 TELSPAR ANCHORS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Sign Replacement	DPW - Street Services	General Fund	Pavement Management	573.75 USD



Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075013	Mar/16/2012	RE	Paid	VOP01 0000001034 TRUCK PRO, INC. P.O. BOX 905044 CHARLOTTE NC 28290-5044	Not applicable		40.81 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096822	080-0617971	Feb/24/2012	FILTERS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	5.50 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	18.81 USD
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	5.50 USD
3	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	5.50 USD
2	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	5.50 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075014	Mar/16/2012	RE	Paid	VOP01 0000003984 ULINE 2200 S. LAKESIDE DR. ATTN A / R WAUKEGAN IL 60085	Not applicable		412.48 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096654	42660725	Feb/21/2012	ENVELOPES, FIBERBOARD CASE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	POLICE	General Fund	Base Program	412.48 USD





Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075015	Mar/16/2012	RE	Paid	VOP01 0000012908 US LIGHTING TECH 14370 MYFORD RD, SUITE 100 IRVINE CA 92606	Not applicable		3,500.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096820	000482	Feb/22/2012	RETRO FIT LIGHTING FIXTURES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Encumbrances Liability	Balance Sheet	General Fund	Balance Sheet	3,500.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075016	Mar/16/2012	RE	Paid	VOP01 0000007081 VILLAGE OF RIVER FOREST 400 PARK AVE RIVER FOREST IL 60305	Not applicable		2,652.87 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096226	0000379	Feb/14/2012	PHASE I ENGINEERING SERVICES-HARLEM UNDERPASS,PMT #27&29	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Viaducts	DPW - Capital Projects	Capital Improvement Fund	Harlem Ave Improvements	2,652.87 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075017	Mar/16/2012	RE	Paid	VOP01 0000010196 VISUAL IMPACT MEDIA LLC. 1016 NORTH BLVD. OAK PARK IL 60301	Not applicable		75.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096724	12933	Mar/07/2012	SIGNAGE UPDATE - 3 NAMEPLATES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	General Contractuals	Communication	General Fund	Media Development	75.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075018	Mar/16/2012	RE	Paid	VOP01 0000014274 WALLACE, SALLY 105 S. EUCLID #B OAK PARK IL 60302	Not applicable		146.95 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096759	491997	Feb/28/2012	REIMBURSEMENT FOR CAKE FOR VOLUNTEER OF THE YEAR RECEPTION	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	CLERK - Boards and Commissions	General Fund	Citizens Involvement Committee	146.95 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075019	Mar/16/2012	RE	Paid	VOP01 0000011464 WARREN OIL CO, INC. P.O. BOX 40 SUMMIT IL 60501	Not applicable		16,678.17 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096386	10707481	Feb/13/2012	FUEL PURCHASES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
4	Fuel	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	3,749.44 USD
1	Fuel	DPW - Fleet Operations	General Fund	Fire Vehicle Maint Services	189.54 USD
2	Fuel	DPW - Fleet Operations	General Fund	Police Vehicle Maint Services	11,748.44 USD
3	Fuel	DPW - Fleet Operations	General Fund	Pub Wks Vehicle Maint Servc	990.75 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075020	Mar/16/2012	RE	Paid	VOP01 0000001618 WASHINGTON,CARRIE BELLE P.O. BOX 35 TINLEY PARK IL 60477	Not applicable		3,375.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096858	03/14/12	Mar/14/2012	CONTRACTUAL SERVICES 3/5/12,3/7/12,3/8/12,3/12/12,3/13/12 & 3/14/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Consultant Fees	Adjudication	General Fund	Base Program	3,375.00 USD



Pay Cycle: OAKPK  
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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075021	Mar/16/2012	RE	Paid	VOP01 0000001412 WEDNESDAY JOURNAL, INC 141 S. OAK PARK AVE. OAK PARK IL 60302	Not applicable		196.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096730	02/29/12	Feb/29/2012	ACCT#083109-00000. 2012 ACTION PLAN AMEND	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Legal Advertisements	CD Grant Admin	Community Dev Block Gr	Base Program	196.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075022	Mar/16/2012	RE	Paid	VOP01 0000001414 WEST CENTRAL MUNICIPAL CONFERENCE 2000 5TH AVE BLDG - J RIVER GROVE IL 60171	Not applicable		225.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096367	0007274-IN	Feb/16/2012	LEGISLATIVE BREAKFAST-POWELL,COLE,LUECK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Conferences Training	Board of Trustees	General Fund	Base Program	225.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075023	Mar/16/2012	RE	Paid	VOP01 0000006993 WEST SIDE EXCHANGE P.O. BOX 87618 DEPT #4570 CHICAGO IL 60680-0618	Not applicable		45.05 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096818	N70684	Feb/21/2012	LIGHT SWITCH	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Vehicle Equipment Parts	DPW - Fleet Operations	General Fund	Other Vehicle Maint Services	45.05 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075024	Mar/16/2012	RE	Paid	VOP01 0000001424 WINKLER'S TREE SERVICE P.O. BOX 1154 LAGRANGE PARK IL 60526	Not applicable		33,527.51 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096392	55899	Feb/13/2012	TREE PRUNING WEEK ENDING 2/10/12	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	External Support	DPW - Forestry	General Fund	Tree Care Services	14,069.51 USD
1	External Support	DPW - Forestry	General Fund	Tree Care Services	19,458.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075025	Mar/16/2012	RE	Paid	VOP01 0000014265 WITTSTOCK, SHERY 1160 S. CUYLER AVE. OAK PARK IL 60304	Not applicable		50.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096736	P10143212	Mar/05/2012	REFUND PARKING CITATION OVERPAYMENT	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Parking Fines	POLICE - Field Services	General Fund	Parking Enforcement Officers	50.00 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075026	Mar/16/2012	RE	Paid	VOP01 0000002708 WORLDPOINT ECC, INC. 6388 EAGLE WAY CHICAGO IL 60678-1638	Not applicable		904.12 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096872	5240123,5240184	Jan/23/2012	INFANT & BABY ANNE MANIKINS W/CPR MONITOR,PEDIATRIC CPR MASK	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Equipment	FIRE - Training and Public Ed.	General Fund	Base Program	904.12 USD



Pay Cycle: OAKPK  
Pay Cycle Sequence: 755  
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Bank Account: FB\_OP VOP 154508888927

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075027	Mar/16/2012	RE	Paid	VOP01 0000008839 WURTH USA INC. P.O. BOX 415889 BOSTA MA 02241-5889	Not applicable		83.97 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096819	94153427	Feb/24/2012	DISPOSABLE GLOVES	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Operational Supplies	DPW - Fleet Operations	General Fund	Base Program	83.97 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075028	Mar/16/2012	RE	Paid	VOP01 0000001431 ZIEBELL WATER SERVICE PRODUCTS 2001 PRATT BLVD ELK GROVE VILLAGE IL 60007	Not applicable		3,175.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096609	215443-000	Feb/22/2012	POWER DRIVE FOR TAPING MACHINE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	DPW - Water	Water Fund	Water Distribution	3,175.00 USD



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Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075029	Mar/16/2012	RE	Paid	VOP01 000008840 ZOLL MEDICAL CORPORATION GPO P.O. BOX 27028 NEW YORK NY 10087-7028	Not applicable		43,784.65 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096873	1868500, 1869288	Feb/03/2012	E-SERIES MONITORS,RECHARGEABLE BATTERY PACKS	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Computer Equipment	FINANCE - Financial Services	Equipment Replacement F	Computer Equipment - Fire	43,784.65 USD

Payment Ref	Date	Handling	Status	Remit To	Routing	Remit Bank Account	Payment Amt
075030	Mar/16/2012	RE	Paid	VOP01 0000014266 ZOOK, JULIE 300 S. KENILWORTH #1N OAK PARK IL 60302	Not applicable		8.00 USD

Unit	Voucher ID	Invoice Number	Invoice Date	Voucher Comments	Discount Taken
VOP01	00096735	2604930	Mar/05/2012	REFUND AVENUE GARAGE SHORT CHANGE	0.00 USD

Dist Ln #	Account	Department	Fund	Program	Net Amount
1	Garage Fees	Parking Services	Parking Fund	The Avenue Garage	8.00 USD

<b>Total Requirements for Bank Account</b>	<b>FB_OP VOP 154508888927</b>	<b>346,749.43</b>	<b>USD</b>
<b>Total Requirements for Currency</b>	<b>USD</b>	<b>346,749.43</b>	<b>USD</b>