



# VILLAGE OF RIVER FOREST REGULAR VILLAGE BOARD MEETING

Tuesday May 29, 2018 – 7:00 PM  
Village Hall – 400 Park Avenue – River Forest, IL 60305  
Community Room

## AGENDA

1. Call to Order/Roll Call
2. Pledge of Allegiance
3. Citizen Comments
4. Elected Official Comments & Announcements
5. Consent Agenda
  - a. Regular Village Board Meeting Minutes – May 14, 2018
  - b. Executive Session Meeting Minutes – May 14, 2018
  - c. Authorize Letter of Concurrence to IDOT for Award of a Contract for the Chicago Avenue Resurfacing Project
  - d. Waive Formal Bid and Award Contract for the 2018 Alley Improvement Project - Design Engineering to Hancock Engineering in an amount not-to-exceed \$40,560
  - e. April Accounts Payable - \$1,549,651.39
  - f. Village Administrator's Report
6. Consent Items For Separate Consideration
  - a. Motion to Approve Payments to Anderson Elevator in the amount of \$1,049.00 (*Trustee Gibbs Common Law Conflict of Interest*)
  - b. Motion to Approve the April 2018 Accounts Payable transactions for the Economic Development Fund totaling \$40.00, for the TIF-Madison Street Fund totaling \$328,988.00 and for the TIF-North Avenue Fund totaling \$4,983.00 (*Trustee Vazquez Common Law Conflict of Interest*)
7. Recommendations of Boards, Commissions and Committees
  - a. Traffic and Safety – Amend Title 9 of the Village Code – Stop Signs on Clinton Place North/South at Iowa – Ordinance
  - b. Zoning Board of Appeals – Variation for Setbacks for Detached Garage - 631 Edgewood Avenue – Ordinance
  - c. Board & Commission Appointments/Reappointments
    - i. Development Review Board – Reappoint Mary Ann Fishman, Mike Ruehle, David Crosby and Tagger O'Brien to a two-year term expiring 4/30/2020
    - ii. Plan Commission – Reappoint Lisa Ryan (Member and Chairperson) and David Crosby to a four-year term expiring 4/30/2022
    - iii. Traffic & Safety Commission – Reappoint Doug Rees (Member and Chairperson) and Arun Jayaraman; and, Appoint Johann Buis all to a four-year term ending 4/30/2022
    - iv. Board of Fire and Police Commission – Reappoint John Phelan to a three-year term expiring 4/30/2021
    - v. Ethics Commission – Reappoint Gary Collins (Member and Chairperson) and Maria Cullerton to a three- year term expiring 4/30/2021
8. Unfinished Business
9. New Business
  - a. Discussion: Parking Designations and Fees Regarding Village Owned Parking Spaces
  - b. Discussion: Village's Abilities to Regulate Items Regarding Trains
  - c. Consideration of an Intergovernmental Agreement between the Village, River Forest Public Schools District 90 and Oak Park & River Forest High School District 200 Regarding the River Forest Madison Street Tax Increment Financing District and the Proposed River Forest North Avenue Tax Increment Financing District
  - d. Update on Summer Schedule
10. Executive Session
11. Adjournment

**VILLAGE OF RIVER FOREST  
REGULAR MEETING OF THE BOARD OF TRUSTEES MINUTES  
May 14, 2018**

A regular meeting of the Village of River Forest Board of Trustees was held on Monday, May 14, 2018 at 7:00 p.m. in the Community Room of Village Hall, 400 Park Avenue, River Forest, IL.

**1. CALL TO ORDER/ROLL CALL**

The meeting was called to order at 7:09 p.m. Upon roll call, the following persons were:

Present: President Adduci, Trustees Cargie, Conti, Vazquez, Henek, Gibbs, and Corsini,

Absent: None

Also Present: Village Clerk Kathleen Brand-White, Village Administrator Eric Palm, Assistant Village Administrator Lisa Scheiner, Police Chief James O'Shea, Deputy Police Chief Dan Dhooghe, Finance Director Joan Rock, Public Works Director John Anderson, Management Analyst Jon Pape, Village Attorney Greg Smith

**2. PLEDGE OF ALLEGIANCE**

President Adduci led the pledge of allegiance.

**3. CITIZENS COMMENTS**

None.

**4. ELECTED OFFICIALS COMMENTS AND ANNOUNCEMENTS**

Trustee Corsini said she hoped everyone had a nice Mother's Day. She reported that the Finance and Administration committee met to review the pension funding policy updates and the Committee has recommended that the Board adopt the new policies. She said that she and Trustee Conti participated in the Economic Development Commission work group meeting and reported they hope to have information for the Board within the next thirty days. She announced that she will not seek another term for the Oak Park River Forest High School (OPRFHS) Community Council and encouraged other trustees and community members to apply. In response to a question from Trustee Conti, Trustee Corsini described the term and purpose of the Committee. She stated that applications are due June 1<sup>st</sup> and described the application review process.

Trustee Cargie said his thoughts and prayers go out to Howard Wax and his family. In response to a request from Trustee Cargie, Management Analyst Pape explained the status of the consultant's work in the process of developing the Community Calendar website. Trustee Cargie stated that one of the challenges the Collaboration Committee has is working around the capabilities of each agency's existing calendar. He said the goal is to launch it and allow certain agencies to implement improvements to their own calendars in order to utilize the community calendar. Management Analyst Pape noted that not all the agencies have a calendar but they are making strides.

Trustee Vazquez reported that District 200 Imagine Work Group offered tours of the building and reviewed facility design ideas. He noted that Trustee Henek attended. He said there were a lot of comments and concerns regarding the cost. He explained that the group has not gotten to the point to discuss costs and are presently reviewing ideas in regard to academics, athletics, performing arts, and the facility itself. Trustee Vazquez announced upcoming meetings (May 19 and May 21) and said the designs are being refined. He said they will not be ready to produce cost estimates at these meetings but will be showing the latest designs based on the feedback received. He noted that the design information will be posted online.

Trustee Henek said her thoughts and prayers are with Howard Wax and his family. She announced that she attended the North Avenue TIF meeting. She commended Administrator Palm on fielding questions and described the benefit to residents in attending those meetings. She reported that she attended the crime prevention meeting and commended Chief O'Shea and the rest of his team on their presentations. Trustee Henek said she also attended a resident meeting regarding the proposed assisted living project at Chicago and Harlem and was pleased to hear that the developer was interested in working with the neighboring residents.

Trustee Gibbs wished the moms a Happy Mother's Day.

President Adduci announced that she attended both the Illinois Municipal League (IML) and the West Central Municipal Conference (WCMC) events in Springfield. She reported that the biggest issue is the state legislators' efforts to pass a balanced budget. She provided Village Administrator Palm with documents that the IML and the WCMC put together regarding proposed legislation and state mandates. She stated that these mandates and legislation will either cost municipalities more or will reduce municipal revenue. President Adduci discussed the ProtectMyTown.us website and encouraged residents to visit the site. She indicated that these proposals are key to the Village budget and that the potential impact is a loss of basic Fire, Police, and Public Works services. She encouraged all residents and trustees to send a letter through the website. President Adduci reported that she and Village Administrator Palm met with representatives of the Metropolitan Water Reclamation District (MWRD). She said the MWRD representatives gave them some ideas that the Sustainability Commission would approve of and informed them of grant funds for green alleys and other projects for which the Village could apply. She discussed the free Oak Tree and their building buyback programs. President Adduci announced that Cook County Commissioner Pete Silvestri helped the Village secure a \$40,000 grant from the County to prepare a bike plan. She asked that everyone thank Commissioner Silvestri for his efforts. Village Administrator Palm explained that this grant will weave into the Comprehensive Plan and will allow the Village to further develop the bike plan. In response to a question from Trustee Cargie, Village Administrator Palm stated these funds are for River Forest and are not tied into the Forest Preserve's bike path.

Trustee Corsini requested that Staff advertise the availability of the Safe Walking Routes to School and Bicycle Master Plan Study Questionnaire online. Village Administrator Palm said it would be announced again on social media.

## **5. CONSENT AGENDA**

- a. Regular Village Board Meeting Minutes – April 23, 2018
- b. Executive Session Meeting Minutes – April 23, 2018
- c. Right-of-Way License Encroachment Waiver and License Agreement for an Irrigation

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- System Located at 1102 Franklin Avenue
- d. Waiver of Formal Bid and Award of Contract to KLOA, Inc. for Traffic Signal Engineering Services for Signal Modifications at Thatcher & Chicago and Thatcher & Lake for a not-to-exceed cost of \$27,000
  - e. Award of Bid and Contract for the 2018 Water Main Improvements to Cerniglia Company for \$274,640
  - f. Waiver for Formal Bid and Award of Contract for the 2018 Water Main Improvement Construction Engineering Services to Christopher B. Burke Engineering, Ltd. for a not-to-exceed cost of \$35,066
  - g. Award of Bid and Contract for 2018 Pavement Preservation to Denler, Inc. for \$43,760
  - h. Award of Bid and Contract for 2018 Sewer Lining Project to Kenny Construction for \$171,439
  - i. Intergovernmental Agreement with the Metropolitan Water Reclamation District (MWRD) for Partial Funding for the Gale Street Alley Reconstruction
  - j. FY2018 Budget Amendment – Ordinance
  - k. Monthly Department Reports
  - l. Monthly Performance Measurement Report
  - m. Village Administrator's Report

Trustee Corsini made a motion, seconded by Trustee Cargie, to approve the Consent Agenda.

Village Administrator Palm noted that item J needs to be removed from the Consent Agenda due to a potential conflict of interest on the part of Trustee Vazquez.

Trustee Corsini amended her motion, seconded by Trustee Cargie, to approve the Consent Agenda Items a. through i. and k. through m.

Trustee Cargie congratulated Staff for grants awarded to the Village.

In response to a question from Trustee Conti, Village Administrator Palm stated the Right-of-Way License Encroachment Waivers have to be approved individually. In response to a question from Village Administrator Palm, Village Attorney Smith stated that Staff could approve waivers pursuant to Village Code if the Board would like to delegate that authority and added that most communities put them on their consent agendas. He said that because a waiver is an interest in property it deserves an approval by the Board but he is aware of some communities that delegate it to the chief appointed officer. After a brief discussion Trustee Corsini and Village Administrator Palm stated that they prefer that these items be approved by the Village Board. Village Administrator Palm noted that the waivers are recorded on property.

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Vazquez, Gibbs, and Corsini

Absent: None

Nays: None

Motion Passes.

Trustee Corsini made a motion, seconded by Trustee Henek, to approve the Consent Agenda Item j.



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Trustee Vazquez stated that he has a common law conflict of interest and recused himself. He asked that the Village Clerk not call his name for a vote.

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Gibbs, and Corsini

Absent: None

Nays: None

Motion Passes.

## **6. CONSENT AGENDA ITEMS REQUIRING SEPARATE CONSIDERATION**

## **7. RECOMMENDATIONS OF BOARDS, COMMITTEES AND COMMISSIONS**

President Adduci asked that the Board take the next agenda items out of order.

### **b. Finance & Administration Committee – Update of Public Safety Funding Policies**

Trustee Gibbs made a motion, seconded by Trustee Conti, to concur with the recommendation of the Finance and Administration Committee to approve the Actuarial Funding Policy Statements for the Village of River Forest Police and Firefighter Pension Funds.

Trustee Corsini stated that this is the culmination of a six- to seven-month process. She thanked Finance Director Rock for coordinating these efforts. She stated that the Committee was reviewing / renewing its policies after the 2015 policy implementation. She said they met with the Police and Fire pension boards and noted they were mostly on board with the policy with a few exceptions on the Police side. Trustee Corsini stated the Village will be consistent with both funds in regard to funding investment activity. She announced that Todd Schroeder of Lauterbach and Amen is here to answer any questions.

In response to a question from President Adduci, Trustee Corsini explained the process of reviewing the pension fund policy that was followed to date. She said that last year some of the assumptions had changed that made the funding gap larger than what was anticipated, so they decided to review it now. She recommended that this be examined every three to five years.

President Adduci and Trustee Corsini thanked Finance Director Rock and Mr. Schroeder for their diligent work on these policies.

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Vazquez, Gibbs, and Corsini

Absent: None

Nays: None

Motion Passes.

### **a. Sustainability Commission – Update on Recycling Extravaganza and 2018 Green Block Parties**

Katie Brennan, Chair of the Sustainability Commission, presented slides documenting the events that were held on Earth Day including the Recycling Extravaganza and the Des Plaines River Clean-up. She noted that Julie Moller put the presentation together and was responsible for a

major part of organizing the event. Chair Brennan stated that the Citizens Corp and Police Department participated in the Recycling Extravaganza and noted that there were 365 loads dropped off totaling 2.5 pounds of recycled goods for every River Forest resident. She announced that Strom collected 27,460 pounds of electronic waste. She noted that Strom did not charge extra for tube televisions, George Strom worked the entire event, and at 10:30 a.m. they had reached capacity but Strom brought additional containers. Chair Brennan described other types of items that were collected and discussed the partnerships formed for specific reusable items and other special items. She recognized the various volunteer groups and charitable groups that were on site during the events. She also thanked the Village for funding the acceptance of electronic waste.

Trustee Corsini thanked the Commission for their efforts and said she was sorry she missed it.

President Adduci stated that many of the participants thanked the Village for hosting the event. She commended the Commission and thanked them for their efforts.

Trustee Cargie thanked the Commission for their efforts. He asked about the possibility of recycling items such as a refrigerator or washer. Chair Brennan stated that usually when you purchase a new appliance the vendor will pick up the old one. Trustee Cargie explained that there used to be a bulk pick-up day when residents could dispose of large items and said some residents were asking about it. Trustee Corsini noted there are some large items that would be difficult to cart to another location. Trustee Gibbs discussed the changing market for certain recycled materials.

Trustee Conti said many people cannot wait all year to get rid of some of these items. She asked if the Commission could post a list of where certain items such as lightbulbs, batteries, corks, etc. can be recycled. Village Administrator Palm noted the Burr Ridge recycling location is available to residents and the Village accepts batteries and medications. In response to a question from Trustee Conti, Chair Brennan stated there will be finished compost pickup days twice per year.

Chair Brennan discussed the 11-question survey that is available online.

In response to a question from Trustee Corsini, Assistant Village Administrator Scheiner stated that the Village has issued less than a half dozen beekeeping permits.

At the urging of a few trustees, Chair Brennan stated there will be a community garden near Trinity where residents and non-residents can rent plots. She noted that eight of the twenty-five plots have been rented. In response to a question from Trustee Corsini, Chair Brennan stated that plots that have not been rented by residents will be available to non-residents. Sue Crothers-Gee, Sustainability Commissioner, stated she is not certain that the plots will be available to non-residents. She noted that the garden has been a great collaborative effort among the Village, Public Works, River Forest Park District, and the Sustainability Commission.

Commissioner Crothers-Gee announced that the Commission is partnering with the Deep Roots Project, a non-profit group whose mission is to convert conventional lawn into bountiful, edible, and native gardens and create toxic-free lawns and landscapes. She stated that the Project was a recent contestant in the Oak Park River Forest Community Foundation Big Idea \$50,000 grant competition. She said while they did not win the grant, the judges were so impressed with them that they offered them a \$10,000 grant which has grown to \$16,000. She described the

partnership with the Project and reported they are committed to creating six “inspirational, edible gardens” in River Forest. Commissioner Crothers-Gee stated one of those gardens will be located at Dominican University and the Commission is in discussions with Grace Lutheran and First Presbyterian. She noted that not only will the Deep Roots Project build the garden but it will also maintain the garden and educate residents regarding upkeep for two years in order to ensure the garden’s success. She announced that three gardens will be available to residents and it will be through the Green Block Party application that residents will be able to apply. She stated that in addition to the edible gardens part of the grant will be used for pollinator gardens which they are calling “Parkways for Pollinators”. Commissioner Crothers-Gee said these gardens will consist of native plants that attract pollinators such as butterflies and humming birds and the plants will assist with water run-off and control soil erosion. She said when a resident fills out a Block Party application and chooses to have a Green Block Party, the Deep Roots Project will contact the organizer to arrange a free pollinator garden and will meet with the organizer to choose the spot and provide education. She explained that the planting of the garden will be a Green Block Party activity with family participation. She noted that initially the garden will require watering but once established it will require less watering than grass or other types of gardens.

In response to a question from Trustee Corsini, Village Administrator Palm said there were no restrictions regarding plantings in the parkway as long as there are no line-of-sight issues. Commissioner Crothers-Gee explained that low growing plants were selected to avoid blockage of sight lines and that no corner locations will be used. She also explained that this is on public property therefore if the Village needs to perform maintenance the garden could be removed and replaced with sod.

In response to a question from Trustee Corsini, Commissioner Crothers-Gee stated there could be one garden per block party. She noted the average number of block parties per year has been thirty-three but she doesn’t expect all block parties to plant a garden.

In response to a question from Trustee Cargie, Commissioner Crothers-Gee stated Grace Lutheran backs up to Concordia University so they do not plan to locate a garden on Concordia property. She noted that Grace Lutheran is bringing Concordia into the conversation and they chose Grace Lutheran so children could be involved with it.

Commissioner Crothers-Gee emphasized that 25% of the produce from the edible gardens must be donated to the food insecure.

## **8. UNFINISHED BUSINESS**

None.

## **9. NEW BUSINESS**

- a. An Ordinance calling for a public hearing and a joint review board meeting to consider the designation of a redevelopment project area and the approval of a redevelopment plan and project for the Village of River Forest (North Avenue Tax Increment Financing District) – Ordinance

Trustee Cargie made a motion, seconded by Trustee Gibbs, to pass an ordinance calling for a public hearing and a joint review board meeting to consider the designation of a redevelopment

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project area and the approval of a redevelopment plan and project for the Village of River Forest (North Avenue Tax Increment Financing District).

Trustee Vazquez stated that he is recusing himself from the vote for reasons stated earlier and asked the Clerk not to call him for a vote.

Village Administrator Palm stated that by ordinance the Village is required to set the date of both the public hearing (set for July 9<sup>th</sup>) and Joint Review Board (set for May 31<sup>st</sup>). He noted that notification has been sent out.

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Gibbs, and Corsini

Absent: None

Nays: None

Motion Passes.

b. Authorization of Two Police Officer Pre-Hires

Trustee Gibbs made a motion, seconded by Trustee Vazquez, to authorize the hiring of two police officers.

President Adduci stated that Village Administrator Palm did a good job explaining why the Village needs to hire another two police officers.

Village Administrator Palm noted that there was a retirement and a natural separation this year within the Police Department and the Police Department has gone through the two pre-hires already. He stated that one is back and in field-training and one is back from the academy. He said there is an anticipation of future retirements and other employees that would become eligible for retirement in the near future have been identified. Village Administrator Palm explained the value of pre-hiring given the long lead time until officers are on-boarded and trained and said having trained officers counter-balances the overtime. He noted that the Board is not authorizing an increase of employees.

In response to a question from Trustee Cargie, Village Administrator Palm affirmed that the Board of Fire and Police Commissioners has already created an eligibility list and the Village would hire off the list prior to an opening. In response to a follow-up question from Trustee Cargie, Village Administrator Palm stated that there is an employee that is retiring within the next twelve months but a date has not been set. In response to a question from Trustee Cargie, Village Administrator Palm clarified that an officer is not considered part of the authorized strength until they're operating on the street by themselves.

In response to a question from Trustee Corsini, Village Administrator Palm stated that the Board of Fire and Police Commissioners (BFPC) recently held a test for firefighters and eleven passed the test and the police list is into its final year. Police Chief O'Shea stated that the BFPC is half way through the year and one of the issues the Police Department faces is it loses people at the top of the list to other agencies.

In response to a question from Trustee Cargie, Village Administrator Palm stated that if a new officer completes training prior to another officer retiring there is an extra officer and noted that

there are workers' compensation injuries and officers going on family medical leave. He added that there is the assumption that the officer will complete the academy and training steps and pointed out there is a high attrition rate with police recruits.

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Vazquez, Gibbs, and Corsini

Absent: None

Nays: None

Motion Passes.

## **10. EXECUTIVE SESSION**

At 8:20 p.m. Trustee Cargie made a motion, seconded by Trustee Corsini, to go into Executive Session to discuss purchase or lease of real property for the use of the Village, including whether a particular parcel should be acquired, for litigation involving the Village that is pending, and to discuss the performance and compensation of a Village employee.

Roll call:

Ayes: Trustees Henek, Conti, Cargie, Gibbs, Vazquez, and Corsini

Absent: None

Nays: None

Motion Passes.

The Village Board returned to regular session at 8:55 p.m. with the following members present:

Roll call:

Ayes: Trustees Cargie, Conti, Henek, Vazquez, Corsini, and Gibbs

Absent: None

Nays: None

Motion Passes.

## **11. ADJOURNMENT**

There was a brief discussion regarding the upcoming Village Board Meeting schedule and an anticipated agenda item for the May 29, 2018 meeting. There was also a reminder regarding the Memorial Day parade.

Trustee Cargie made a motion seconded by Trustee Corsini, to adjourn the regular Village Board of Trustees Meeting at 8:57 p.m. The motion passed by voice vote.

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Kathleen Brand-White, Village Clerk



## MEMORANDUM

**DATE:** May 29, 2018

**TO:** Eric J. Palm, Village Administrator

**FROM:** John Anderson, Director of Public Works

**SUBJECT:** Chicago Avenue Resurfacing – Letter of Concurrence

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**Issue:** Staff is seeking the authorization to submit a Letter of Concurrence to the Illinois Department of Transportation (IDOT) in response to the April 27<sup>th</sup> project letting.

**Analysis:** On April 27<sup>th</sup>, bids were received by IDOT for the Chicago Avenue Resurfacing Project. Plans and Specifications were sent out to nine firms, with two submitting bids. J.A. Johnson Paving was the low bidder with a total project bid of \$1,642,246.00.

The estimated construction cost for this work was \$1,525,000. Because the low bid is in excess of the estimated amount, the Village has requested additional Surface Transportation Program (STP) funds. The Village has requested an additional \$93,796.80 (80% of the \$117,246.00 in excess of the original estimate) in STP funds. The Village will be responsible for the additional 20% or \$23,449.20.

As the Village will only be responsible for 20% of the overall construction cost, the FY19 budget allocates \$305,000.00 for this work within the Motor Fuel Tax Fund based on a cost estimate of \$1,525,000.00. The total expenditure for this work is now anticipated to be \$328,449.20.

Once the contract is awarded through IDOT, the Village will analyze the bid tabulation in an effort to streamline the project in a manner that will offset the local portion of the cost increase.

**Recommendation:** Authorize Staff to send a Letter of Concurrence to IDOT stating that the Village is in concurrence with the award of a contract to J.A. Johnson Paving for the Chicago Avenue Resurfacing Project in the amount of \$1,642,246.00.

**Attachments:** Letter of Concurrence



**VILLAGE PRESIDENT**

Catherine M. Adduci

**VILLAGE CLERK**

Kathleen Brand-White

**VILLAGE TRUSTEES**

Thomas Cargie  
Susan J. Conti  
Carmela Corsini  
Michael Gibbs  
Patricia Henek  
Respicio Vazquez

May 29, 2018

Marilyn Solomon  
201 West Center Court  
Schaumburg, IL 60196

RE: Chicago Avenue Resurfacing  
Section No. 17-00099-00-RS  
Letter of Concurrence

To Whom It May Concern;

It is understood that the Illinois Department of Transportation received and opened two bids for this project on April 27, 2018. While the lowest as-read bid (\$1,642,246.00) is higher than the Engineers Estimate of Probable Cost (\$1,525,000.00) the Village of River Forest concurs with the award of a contract to J.A. Johnson Paving in the amount of \$1,642,246.00.

Sincerely,

Catherine Adduci  
Village President  
Village of River Forest



## MEMORANDUM

**DATE:** May 29, 2018

**TO:** Eric J. Palm, Village Administrator

**FROM:** John Anderson, Director of Public Works

**SUBJECT:** Award of Contract – 2018 Alley Improvement Project (Design Engineering)

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**Issue:** Staff is seeking the award of a contract for design engineering services for the 2018 Alley Improvement Project. A Request for Proposal (RFP) process was initiated and ended with the recommendation of Hancock Engineering (Hancock) to perform this task.

**Analysis:** Staff created a RFP that was sent out to twelve engineering firms in the Chicago area and posted on the Village website. Of those firms, six submitted responses to the Village for review. After the proposals were submitted, Staff members reviewed the proposals and evaluated them on the following criteria:

1. Approach to organizing and understanding the project
2. Capability and experience on comparable projects
3. Responsiveness to requirements, terms, timeliness and conditions for performance
4. Innovative concepts, designs from experience
5. Familiarity with Village policies and preferences
6. Recognition of items related to the project including identification of design elements and process that would result in a quality streamlined project
7. Proposed Cost

Staff evaluated the submittals and came to the conclusion that Hancock had submitted a comprehensive proposal that clearly demonstrated a significant amount of experience in this area. Hancock most recently performed design engineering services for the Village on the Green Alley Improvement Project in 2015 as part of an Illinois Environmental Protection Agency grant.

The FY19 budget allocates \$950,000 within the CIF Fund to complete all alley improvements this year. This includes the construction of the Thomas Street Alley as well as the local match of the Gale Avenue Alley (a grant has been awarded to help fund the construction of this alley through the Metropolitan Water Reclamation District). The remainder of this budget will be applied to the design and construction of alleys in need of construction based on the alley rating survey. Three alleys have been selected for design. Once design is completed and construction estimates are prepared, a scope of work will be established which may or may not include all three of the selected alleys depending on the budget available.

The proposed not-to-exceed fee from Hancock is \$40,560.00.

**Recommendation:** Consider a Motion to approve an agreement with Hancock Engineering to perform Design Engineering Services for a not-to-exceed cost of \$40,560.00 and authorize the Village Administrator to execute the contract agreement.

**Attachments:** Hancock Proposal



May 11, 2018

Mr. Jeff Loster, P.E.  
Village Engineer  
Village of River Forest  
400 Park Avenue  
River Forest, IL 60305

**Re: Village of River Forest  
Green Alley Improvement Project  
Design Engineering**

Dear Mr. Loster:

Hancock Engineering is pleased to submit our qualifications for providing professional design engineering services to the Village of River Forest for the Green Alley Improvement Project. We have extensive experience in all phases of municipal engineering including the design and construction inspection of alley improvements.

Our firm currently serves as the municipal engineer for twelve (12) communities and we offer the following advantages to the Village of River Forest.

- **Client Representation** – We will have the Executive Vice-President of the company (Mark Lucas) overseeing and participating in the professional services provided on the project. Mark serves as the village engineer in other nearby communities and has extensive experience in Phase II work of this nature. He has 25+ years as a Project Manager and is also experienced in presenting information to elected officials, village staff, and the public.
- **Experience** – Our Design Manager, Chris Baker, P.E. has designed and managed the construction of more alleys than perhaps any engineer in the Chicagoland area. Chris has **designed over 250 alleys (nearly 30 miles) since 2012.**

In the last five years, our team has designed Green Alleys in River Grove, Broadview, Brookfield, River Forest, and Maywood. We have been successful in acquiring and implementing Green Infrastructure funding from the MWRD on some of these alley improvement projects.

May 11, 2018

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- **Value** – Our rates are very competitive when compared with other firms. Even when our overall fee is similar to that proposed by other firms, we often provide more thorough construction observation than other firms for similar fees. We are proud of our ability to keep our costs low and pass those savings on to our clients.
- **Service** – All firms claim to provide excellent service; however, we feel there are differences in the field. We encourage you to contact our clients – we are confident that they will attest that we provide excellent service at very competitive rates. Our length of service with our clients attests to the quality of service that we provide. We have served as the village engineer for over 20 years for the majority of our clients.

We look forward to working on this important project with the Village of River Forest. Please feel free to contact our office if you should have any questions or require additional information.

Sincerely,

**EDWIN HANCOCK ENGINEERING CO.**



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Derek Treichel, P.E. CFM  
President



## **REQUEST FOR PROPOSAL (PROFESSIONAL SERVICES)**

Project Name: 2018 Green Alley Improvement Project –  
Design Engineering Services

Advertisement Published: Wednesday, April 25, 2018

Proposal Due: Friday, May 11, 2018 @ 2:00 PM

Pre-Proposal Conference Date/Time: NOT REQUIRED

This document comprises 31 pages

Return original, one paper copy, and one additional *electronic* copy (PDF file) of the proposal in a sealed envelope marked with the Project Name as noted above to :

JEFF LOSTER  
VILLAGE ENGINEER  
VILLAGE OF RIVER FOREST  
400 PARK AVENUE  
RIVER FOREST, IL 60305  
PHONE: 708-714-3551  
FAX: 708-366-3702

# **I. REQUEST FOR PROPOSALS**

## **1. GENERAL**

- 1.1 The Village of River Forest is seeking a professional engineering firm (FIRM) to assist the Village with design and construction engineering services for the upcoming 2018 Green Alley Improvement Project. It is the goal of the VILLAGE to contract with a qualified FIRM that has substantial experience in this type of work.
- 1.2 Those forms located at the end of this document marked "Return with Proposal" shall be included with all Proposals.
- 1.3 Proposals shall be submitted in an 8.5 x 11 format. They shall be succinct and directly relevant to this project.
- 1.4 Proposal forms shall be sent to the Village of River Forest in a sealed envelope marked "SEALED PROPOSAL". The envelope shall be marked with the name of the project, date, and time set for receipt of proposals.
- 1.5 All proposals shall be submitted in the format requested. Telephone, email, and fax proposals will not be accepted.
- 1.6 By submitting the Proposal, the Proposer certifies under penalty of perjury that they have not acted in collusion with any other Proposer or potential Proposer.

## **2. PREPARATION OF PROPOSAL**

- 2.1 It is the responsibility of the Proposer to carefully examine the specifications, proposal documents, site of the proposed work and to be familiar with all of the requirements, stipulations, provisions, and local conditions surrounding the proposed services. **Do not submit a proposed contract.** Upon acceptance of a submitted Proposal by the Village, a contract will be provided.
- 2.2 No oral or telephone interpretations of specifications shall be binding upon the Village. **All requests for interpretations or clarifications shall be made in writing and received by the Village at least five (5) business days prior to the date set for receipt of proposals** or at the pre-proposal conference, if offered. The Village shall make all changes or interpretations of the Contract Documents in a written addendum and shall provide an addendum to any Proposer of record. Any and all changes to the Contract Documents are valid only if they are included by written addendum to all Proposers. Each Proposer must acknowledge receipt of any addenda by indicating same in the Proposal. Each Proposer, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes therein. Failure to acknowledge any addenda may cause the Proposal to be rejected. The Village will not assume responsibility for receipt of any addenda. In all cases, it will be the Proposer's responsibility to obtain all addenda issued. Proposers will provide written acknowledgement of receipt of each addendum issued with the Proposal submission.

All questions about the meaning or intent of the Contract Documents shall be submitted in writing to:



Village of River Forest  
Attn. Jeff Loster, PE  
Village Engineer  
Phone: (708) 714-3551  
Email: jloster@vrf.us

between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday. Only questions answered by formal written addenda will be binding. Oral and other interpretations or clarifications are without legal effect.

- 2.3 All costs incurred in the preparation, submission, and presentation of any proposal (including travel or personal expenses) shall be the responsibility of the Proposer and will not be reimbursed by the Village.
- 2.4 The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the Contract Documents considered severally and collectively.

3. **MODIFICATION OR WITHDRAWAL OF PROPOSALS**

- 3.1 A Proposal that is in the possession of the Village may be altered by a letter bearing the signature and name of the person authorized for submitting the proposal, provided that it is received prior to the time and date set for the proposal opening. Telephone, email or verbal alterations of a proposal will not be accepted.
- 3.2 A Proposal that is in the possession of the Village may be withdrawn by the Proposer, up to the time set for the proposal opening, by a letter bearing the signature and name of the person authorized for submitting proposals. Proposals may not be withdrawn after the proposal opening and shall remain valid for a period of ninety (90) days from the date set for the proposal opening, unless otherwise specified.

4. **RESERVED RIGHTS**

- 4.1 The Village reserves the exclusive right to waive sections, technicalities, irregularities and informalities and to accept or reject any and all proposals and to disapprove of any and all subcontractors as may be in the best interest of the Village.

## **II. TERMS AND CONDITIONS**

### **1. DEFINITION OF TERMS**

Wherever herein the following terms are used in the Instructions to Bidders, their definitions are as follows:

<u>Village</u>	The Village of River Forest, acting through its authorized representatives
<u>Engineer</u>	The Village Engineer, acting through its authorized representatives
<u>Proposal</u>	The scope of services and total dollar amount proposed by the Proposer
<u>Proposer</u>	Any individual, firm, partnership, or corporation submitting a Proposal for the Work to be awarded, acting directly or through a duly authorized representative
<u>Firm</u>	Any individual, firm, partnership, or corporation with which the Village has entered into a contract for this project, acting directly or through a duly authorized representative
<u>Contract</u>	The written Agreement between the Firm and the Village covering the performance of the Work. The Contract includes the Request for Proposal, Contract Form, Certificate of Insurance, and Specifications.
<u>Specifications</u>	Those portions of the Contract Documents consisting of written technical descriptions of materials, equipment, construction systems, standards, and workmanship as applied to the Work and to certain administrative details applicable thereto.
<u>Work</u>	The result of performing services, furnishing labor and equipment, and furnishing and incorporating materials into the construction of the Project, all as required by the Contract.

### **2. STANDARD SPECIFICATIONS**

2.1 The applicable "Standard Specifications," as listed below, shall apply to all work performed under this Contract unless revised by the Supplemental Specifications, as set forth in Section 2 below, and the Special Provisions that are also included as part of this Project.

- (2.1.1) Standard Specifications for Water and Sewer Main Construction in Illinois, Seventh Edition, 2014, and all revisions thereto, excluding Sections 1-9 (Division I).
- (2.1.2) Standard Specifications for Road and Bridge Construction as adopted by the Illinois Department of Transportation, April 1, 2016; along with Supplemental Specifications and Recurring Special Provisions (collectively the "SSRBC") as adopted by the Illinois Department of Transportation, January 1, 2018; and
- (2.1.3) Watershed Management Ordinance of the Metropolitan Water Reclamation District of Greater Chicago, effective May 1, 2014, as amended February 15, 2018, and all revisions thereto.

### **3. SUPPLEMENTAL SPECIFICATIONS**

- 3.1 The following "Supplemental Specifications" supplement the Standard Specifications. In case of conflict with any part, or parts, of said Standard Specifications, the Supplemental Specifications shall take precedence and shall govern. The following section numbers used are in reference to those section numbers used in the SSRBC.

#### 107.01 Laws to be Observed

##### 107.01.01 Sexual Harassment Policy

The Proposer shall have in place and shall enforce a written sexual harassment policy in compliance with 775 ILCS 5/2-105(A)(4).

##### 107.01.02 Eligibility for Employment in the United States

The Proposer shall complete and keep on file, as appropriate, the Immigration and Naturalization Service Employment Eligibility Form (I-9). This form shall be used by the Proposer to verify that persons employed by the Proposer are eligible to work in the United States.

##### 107.01.03 Civil Rights

The Proposer shall comply with the Civil Rights Act of 1964, as amended, and Title 49, Code of Federal Regulations, part 21.

##### 107.01.04 Foreign Corporation

Foreign (non-Illinois) corporations shall procure from the Illinois Secretary of State a certificate of authority to transact business in Illinois in accordance with 805 ILCS 5/13.

##### 107.01.05 Confidentiality of Information

Any documents, data, records, or other information relating to the project and all information secured by the Proposer from the Village in connection with the performance of services, unless in the public domain, shall be kept confidential by the Proposer and shall not be made available to third parties without written consent of the Village, unless so required by court order.

#### 107.26 Indemnification

Delete the first paragraph of Article 107.26 of the SSRBC and substitute the following:

To the fullest extent permitted by law, the Firm shall be responsible for any and all injuries to persons or damages to property due to the negligent or willful act or omission of the Firm arising or in consequence of the performance of the Work by the Firm. The Firm hereby agrees to defend, indemnify and hold harmless the Village, its officials, agents, employees, attorneys and volunteers against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in any way accrue against the Village, its officials, agents, employees, attorneys and volunteers due to the negligent or willful act or omission of the Firm arising in or in consequence of the performance of this work by the Firm. The Firm shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefor or incurred in connection therewith; and, if any judgment shall be



rendered against the Village, its officials, agents, employees, attorneys and volunteers, in any such action, the Proposer shall, at its own expense, satisfy and discharge the same. The Village, its officials, agents Firm employees, attorneys and volunteers shall have the right to select their own counsel and the right to direct their own defense.

Firm expressly understands and agrees that any performance bond or insurance policies required by this contract, or otherwise provided by the Firm, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village, its officials, agents, employees, attorneys and volunteers as herein provided.

#### 107.27 Insurance

Add the following to Article 107.27 of the SSRBC:

##### 107.27.1 Minimum Scope of Insurance

Coverage shall be at least as broad as:

- A. Insurance Services Office Commercial General Liability occurrence form CG 0001 with the Village named as additional insured, on a form at least as broad as the attached sample endorsement including ISO Additional Insured Endorsement CG 2010 (Exhibit A) Pre-2004 version, CG 2026 (Exhibit B) Pre-2004 version.
- B. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."
- C. Workers' Compensation as required by the Workers' Compensation Act of the State of Illinois and Employers' Liability insurance.

##### 107.27.2 Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions 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 retentions as respects the Village, its officials, agents, employees, attorneys and volunteers, or the Firm shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

##### 107.27.3 Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

###### 107.27.3.1 General Liability and Automobile Liability Coverages

- A. The Village, its officials, agents, employees, attorneys and volunteers are to be covered as insureds as respects: Liability arising out of activities performed by or on behalf of the Firm; products and completed operations of the Firm; premises owned, leased or used by the Firm; or automobiles owned, leased, hired or borrowed by the Firm. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees, attorneys or volunteers.
- B. The Firm's insurance coverage shall be primary insurance as respects the Village, its officials, employees, agents, attorneys and volunteers. Any insurance or self-



insurance maintained by the Village, its officials, agents, employees, attorneys or volunteers shall be excess of Firm's insurance and shall not contribute with it.

- C. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the Village, its officials, agents, employees, or volunteers.
- D. Coverage shall state that Firm's insurance shall apply separately to each insured against whom claim is made of suit is brought, except with respect to the limits of the insurer's liability.
- E. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Firm shall be required to name the Village, its officials, agents, employees, attorneys and volunteers as additional insureds. A copy of the actual additional insured endorsement shall be provided to the Village.
- F. All general liability coverages shall be provided on an occurrence basis. Claims-made general liability policies are not acceptable.

#### 107.27.3.2 Workers' Compensation and Employers' Liability Coverage

The insurer shall agree to waive all rights of subrogation against the Village, its officials, agents, employees, attorneys and volunteers for losses arising from work performed by Firm. Compensation Limits as required by the Labor Code of the State of Illinois and Employers' Liability limits of \$1,000,000 per accident.

#### 107.27.4 Verification of Coverage

The Firm shall furnish the Village with certificates of insurance naming the Village, its officials, agents, employees, attorneys and volunteers, as additional insureds (Exhibit D), and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the Village and are to be received and approved by the member before any work commences. The attached Additional Insured Endorsement (Exhibit E) shall be provided to the insurer for its use in providing coverage to the additional insured. Other additional insured endorsements may be utilized, if they provide a scope of coverage at least as broad as the coverage stated on the attached endorsement (Exhibit E), such as ISO Additional Insured Endorsements CG 2010 (Exhibit A) or CG 2026 (Exhibit B). The Village reserves the right to request full certified copies of the insurance policies and endorsements.

#### 107.27.5 Subcontractors

The Firm shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

The Village of River Forest, its officers, employees, agents, attorneys and volunteers shall be named as additional insured. Liability coverage is primary with respects to the additional insureds.

107.27.6 Assumption of Liability

The Firm assumes liability for all injury to or death of any person or persons including employees of the Firm, any subcontractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this agreement.

**EXHIBIT A**

**CG 20 10 03 97**

**ADDITIONAL INSURED – OWNERS, LESSEES OR  
FIRM – SCHEDULE PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**SCHEDULE**

---

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

**Who Is An Insured (Section II)** is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

*Copyright, Insurance Services Office, Ins. 1996*

**EXHIBIT B**

**CG 20 26 11 85**

**ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**SCHEDULE**

**Name of Person or Organization:**

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

**Who Is An Insured (Section II)** is amended to include as an insured the person or organization shown in the Schedule as an insured but only with respect to liability arising out of your operations or premises owned by or rented to you.

*Copyright, Insurance Services Office, Ins. 1984*

## EXHIBIT C

POLICY NUMBER:

COMMERCIAL GENERAL LIABILITY  
CG 20 37 07 04

THIS ENDORSEMENT CHANGES THE POLICY, PLEASE READ IT CAREFULLY.

### ADDITIONAL INSURED – OWNERS, LESSEES OR FIRM – COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

#### SCHEDULE

Name of Additional Insured Person(s) Or Organization(s):	Location and Description of Completed Operations
Information required to complete this Section, if not shown above, will be shown in the Declarations.	

**Section II – Who is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the schedule of this endorsement performed for that additional insured and included in the "products—completed operations hazard".

## EXHIBIT D

(EXAMPLE)

<b>ACORD™ CERTIFICATE OF LIABILITY INSURANCE</b>						<b>DATE (MM/DD/YYYY)</b> Completed	
<b>PRODUCER</b>  <div style="text-align: center;">Fully Completed</div>				THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.			
<b>INSURED</b>  <div style="text-align: center;">Fully Completed</div>				<b>INSURERS AFFORDING COVERAGE</b>		<b>NAIC #</b>	
				INSURER A: Name of Insurance Company		Completed	
				INSURER B: Name of Insurance Company		Completed	
				INSURER C: Name of Insurance Company		Completed	
				INSURER D: Name of Insurance Company		Completed	
INSURER E: Name of Insurance Company		Completed					
<b>COVERAGES</b>							
THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
A	X	<b>GENERAL LIABILITY</b> CG001  <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> OWNERS & CONT PROT ((IF REQUIRED) <input type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIER PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Policy Number	Policy Start Date	Policy End Date	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea. Occur.) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS-COMP/OP AGG	\$ 1,000,000 \$ 50,000 \$ 5,000 \$ 1,000,000 \$ 2,000,000 \$ 1,000,000
A		<b>AUTOMOBILE LIABILITY</b> CA001  <input checked="" type="checkbox"/> ANY AUTO CA001 <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS <input type="checkbox"/> _____	Policy Number	Policy Start Date	Policy End Date	COMBINED SINGLE LIMIT (Ea. Accident)  BODILY INJURY (PER PERSON)  BODILY INJURY (PER ACCIDENT)  PROPERTY DAMAGE (PER ACCIDENT)	\$ 1,000,000  \$ \$ \$
		<b>GARAGE LIABILITY</b>  <input type="checkbox"/> ANY AUTO				AUTO ONLY-EA ACCIDENT OTHER THAN EA ACC AUTO ONLY: AGG	\$ \$ \$
B	X	<b>EXCESS UMBRELLA LIABILITY</b>  <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input type="checkbox"/> RETENTION \$	Policy Number	Policy Start Date	Policy End Date	EACH OCCURRENCE  AGGREGATE	\$ per request  \$ per request
C		<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? NO If yes, describe under SPECIAL PROVISIONS below	Policy Number	Policy Start Date	Policy End Date	<input checked="" type="checkbox"/> WC STATU- <input type="checkbox"/> OTHER TORY LIMITS E.L. EACH ACCIDENT E.L. DISEASE-EA EMPLOYEE E.L. DISEASE-POLICY LIMIT	\$ \$ 1,000,000 \$ 500,000 \$ 500,000
		<b>OTHER</b> Professional Liability (If requested)	Policy Number	Policy Start Date	Policy End Date		
<b>DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS</b> List project number, location and description. No endorsements or additional forms modify or limit coverage provided to additional insured. Coverage provided to the additional insured is primary.							
<b>CERTIFICATE HOLDER</b>  Additional Insured: Village of River Forest, its officials, employees, agents, attorneys and volunteers				<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, SIGNATURE OF AUTHORIZED AGENT			

## EXHIBIT E

### ADDITIONAL INSURED ENDORSEMENT

Name of Insurer:  
Name of Insured:  
Policy Number:  
Policy Period:  
Endors. Effective Date:

This endorsement modifies coverage provided under the following:

Commercial General Liability  
Coverage Part

Name of Individuals or Organization:

WHO IS AN INSURED section of the policy / coverage document is amended to include as an insured, the individuals or organization shown above, but only with respect to liability "arising out of your work".

For purposes of this endorsement, "arising out of your work" shall mean:

1. Liability the Additional Insured may incur resulting from the actions of a subcontractor it hires.
2. Liability the Additional Insured may incur for negligence in the supervision of the Named Insured subcontractor's work.
3. Liability the Additional Insured may incur for failure to maintain safe worksite conditions.
4. Liability the Additional Insured may incur due to joint negligence of the Named Insured Subcontractor and the Additional Insured.

Original Created – 1/2002  
Revised – 1/2005



109.02      Scope of Payment

Add the following to Article 109.02 of the SSRBC:

109.02.1   Taxes

The Village of River Forest is a unit of local government and is exempt from the payment of Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax and the Service Use Tax in Illinois. No amount will be paid to the Firm for the payment of these taxes.

**3.2      EQUAL EMPLOYMENT OPPORTUNITY CLAUSE**

Equal Employment Opportunity Clause required by the Illinois Fair Employment Practices Commission as a material term of all public contracts:

**"EQUAL EMPLOYMENT OPPORTUNITY"**

In the event of the Firm's noncompliance with any provision of this Equal Employment Opportunity Clause, the Illinois Fair Employment Practices Act or the Fair Employment Practices Commission's Rules and Regulations for Public Contracts, the Firm may be declared non-responsible and therefore ineligible for future Contracts or Subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the Contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

During the performance of this Work, the Firm agrees as follows:

- (1) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin or ancestry; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.
- (2) That, if it hires additional employees in order to perform this Work, or any portion hereof, it will determine the availability (in accordance with the Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (3) That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.
- (4) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organization or representative of the Firm's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the Firm in its



efforts to comply with such Act and Rules and Regulations, the Firm will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligation thereunder.

- (5) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts, furnish all relevant information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.
- (6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.
- (7) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor; and that it will also so include the provisions of paragraphs 1, 5, 6 and 7 in every supply subcontract as defined in Section 2.10(a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such Subcontractor. In the same manner as with other provisions of this Contract, the Firm will be liable for compliance with applicable provisions of this clause by all its Subcontractors; further, it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any Subcontractor fails or refuses to comply therewith. In addition, no Proposer will utilize any Subcontractor declared by the Commission to be non-responsible and therefore ineligible for Contracts or Subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

With respect to the two types of Subcontracts referred to under paragraph 7 of the Equal Employment Opportunity Clause above, following is an excerpt of Section 2 of the FEPC's Rules and Regulations for Public Contracts:

Section 2.10. The term "Subcontract" means any agreement, arrangement or understanding, written or otherwise, between a Firm and any person (in which the parties do not stand in the relationship of an employer and an employee):

- (a) for the furnishing of supplies or services or for the use of real or personal property, including lease arrangements, which, in whole or in part, is utilized in the performance of any one or more contracts; or
- (b) under which any portion of the Firm's obligation under any one or more contracts is performed, undertaken or assumed."

### **3.3 COMPLIANCE WITH FREEDOM OF INFORMATION ACT REQUESTS**

Section 7(2) of the Illinois Freedom of Information Act ("FOIA") (5 ILCS 120/7(2)) requires certain records that qualify as "public records," which have been prepared by and are in the possession of a party who has contracted with the Village, be turned over to the Village so that a FOIA requestor can inspect and photocopy the non-exempt portions of the public records pursuant to a FOIA request. The Village has a very short period of time from receipt of a FOIA request to comply with the request, and it requires sufficient time to review the records to decide what information is or is not exempt from disclosure. The Proposer acknowledges the requirements of FOIA and agrees to comply with all requests made by the Village for public records (as that term is defined by Section 2(c) of FOIA) in the Proposer's possession and to provide the requested public records to the Village within two (2) business days of the request being made by the Village. The Proposer agrees to indemnify and hold harmless the Village from all claims, costs, penalties, losses and injuries (including but not limited to, attorney's fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the Village under this Agreement.

### **3.4 ASSIGNMENT OF CONTRACT**

No part of the work herein specified shall be assigned without the written consent of the Engineer, and in no case shall such consent relieve the Firm from the obligations herein entered into by the same or change the terms of this Agreement.

### **3.5 PAYMENTS**

If the rate of progress is satisfactory to the Engineer, payment estimates will be submitted once a month during the progress of the Work. Once an invoice and receipt of deliverables or service has been verified, the invoice will be processed for payment in accordance with the Village payment schedule. In no case will the final payment be made until the Firm has complied with all the requirements set forth and the Engineer has made his final inspection of the entire work and is satisfied that the entire work is properly and satisfactorily completed in accordance with the requirements of the Contract.

### **3.6 TERMINATION OF CONTRACT**

In the event of the Firm's nonperformance, breach of the terms of the Contract, or for any other reason, including that sufficient funds to complete the Contract are not appropriated by the Village, the Contract may be canceled, in whole or in part, upon the Village's written notice to the Firm. The Village will pay the Firm's costs actually incurred as of the date of receipt of notice of termination. Upon termination, the Firm will deliver all documents and products of whatever kind, and their reproducible originals related to the project, which have been produced to the date of the notice of termination.

### **3.7 NOT TO EXCEED CONTRACT**

The contract price is a "not-to-exceed" cost. At any time additional work is necessary or requested, and the not-to-exceed price is increased thereby, any change, addition or price increase must be agreed to in writing by all parties in the same manner by which the original contract was approved.

### **III. PROJECT SPECIFICATIONS**

#### **1.1 SUBMITTAL REQUIREMENTS**

The Firm selected by the Village pursuant to this RFP is not authorized to perform work for the Village until a fully executed and authorized Contract is in place.

Please include only similar municipal project experience for proposed team members. Submittals shall be submitted in an 8½ x 11 format and organized according to the following list:

- a. Introduction
- b. Project Understanding
- c. Firm Qualifications and experience on related projects
- d. Project Understanding
- e. Proposed Scope of Services
- f. Proposed Schedule
- g. Project Team and Organization Chart
- h. Resume's (if needed)
- i. Project References
- j. Project Proposal Form
- k. Not-to-Exceed Fee proposal

Submit one original and one paper copies of your proposal. **Double-sided printing is encouraged when feasible.** An *additional* electronic copy (PDF) shall also be provided on CD/DVD/FLASH DRIVE.

Only those persons planned to be directly involved with this project should be included.

The Fee Proposal shall include an hourly break-down for the project elements identified in your Project Understanding and Scope of Services along with an overall, Not-to-Exceed Total Cost. Include a detailed listing of items that will be billed as direct costs such as postage, delivery service, printing, mileage, etc. Additional compensation above and beyond the not-to-exceed cost will not be considered without a significant change in project scope.

All costs incurred in the preparation, submission, and/or presentation of any Proposal including any Proposer's travel or personal expenses shall be the sole responsibility of the Proposer and will not be reimbursed by the VILLAGE.

The Proposer hereby affirms and states that the prices quoted herein constitute the total cost to the VILLAGE for all work involved and that this cost also includes all insurance, bonds, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits and all other work, services and conditions necessarily involved in the work to be done and materials to be furnished.

#### **1.2 PERIOD OF PERFORMANCE**

This project shall commence immediately upon receipt of a Notice to Proceed. It is anticipated that the Village Board will approve a Contract for this work at the end of May, 2018. Duration is anticipated to take six to eight weeks to complete design and permitting.

1.3 **PROJECT LOCATION**

There are multiple locations associated with the 2018 Green Alley Improvement Project. **Exhibits 1-3** identify the locations of the alleys to be improved, pending available funding.

1.4 **PROJECT DESCRIPTION**

The Village is seeking to retain the professional services of a qualified and experienced engineering firm (Firm) to perform the design and permitting services for the reconstruction of multiple alleys in River Forest, Illinois. The anticipated timeframe for design and permitting is during May and June with the intent to publicly bid the associated construction during July of 2018. It is anticipated that this design work will be completed within 60 calendar days of the Notice to Proceed.

The project will consist of the removal of the asphalt and/or concrete pavements on the identified alleys. It will be over-excavated to accommodate the Village's desired cross section, a portion of which will involve permeable pavers. This type of alley cross section can be found in the alley south of North Avenue, between William St and Clinton Place as well as in the alley south of Oak Avenue, between Bonnie Brae and Harlem. A cross-section detail has been added to this document as **Exhibit 4**.

1.5 **ANTICIPATED TASKS**

- a. Survey, including the following elements:
  - i. Public right-of-way lines
  - ii. Establishment of base lines at centerline of each alley
  - iii. Topography shown at high/low points, any significant slope breaks, and at a maximum interval of twenty-five feet (25') with contours at one foot (1') intervals
  - iv. Field locations of all buried/marked utilities (e.g. gas, electrical, communication, sewer, etc.)
  - v. Detailed information for all underground structures, pipes, water valves, etc.
  - vi. Locations of all above-ground structures (e.g. utility poles, hydrants, driveway, sidewalk, curb/gutter, signage, etc.)
- b. Soil testing as necessary to determine infiltration rates, groundwater elevations, etc.
- c. Project design for each location
- d. Completion of contract documents including Engineering Plan Set and Bid Specifications (using Village document formatting)
- e. Completion of an Engineer's Estimated Opinion of Probable Cost
- f. Completion of an Engineering Plan Set suitable for construction
- g. Permit acquisition from all agencies with jurisdiction including, but not limited to the Metropolitan Water Reclamation District (MWRD), Illinois Department of Transportation (IDOT), etc.

Bid documents shall be prepared in a manner that allows for bidding multiple alleys together, as funding allows. Should funding not allow for construction of all alleys during the same bid, separate bid documents shall be prepared to accommodate a future bid for any remaining alley(s).



EXHIBIT #1

QUICK AVE

MONROE AVE

WILLIAM ST

LAKE ST

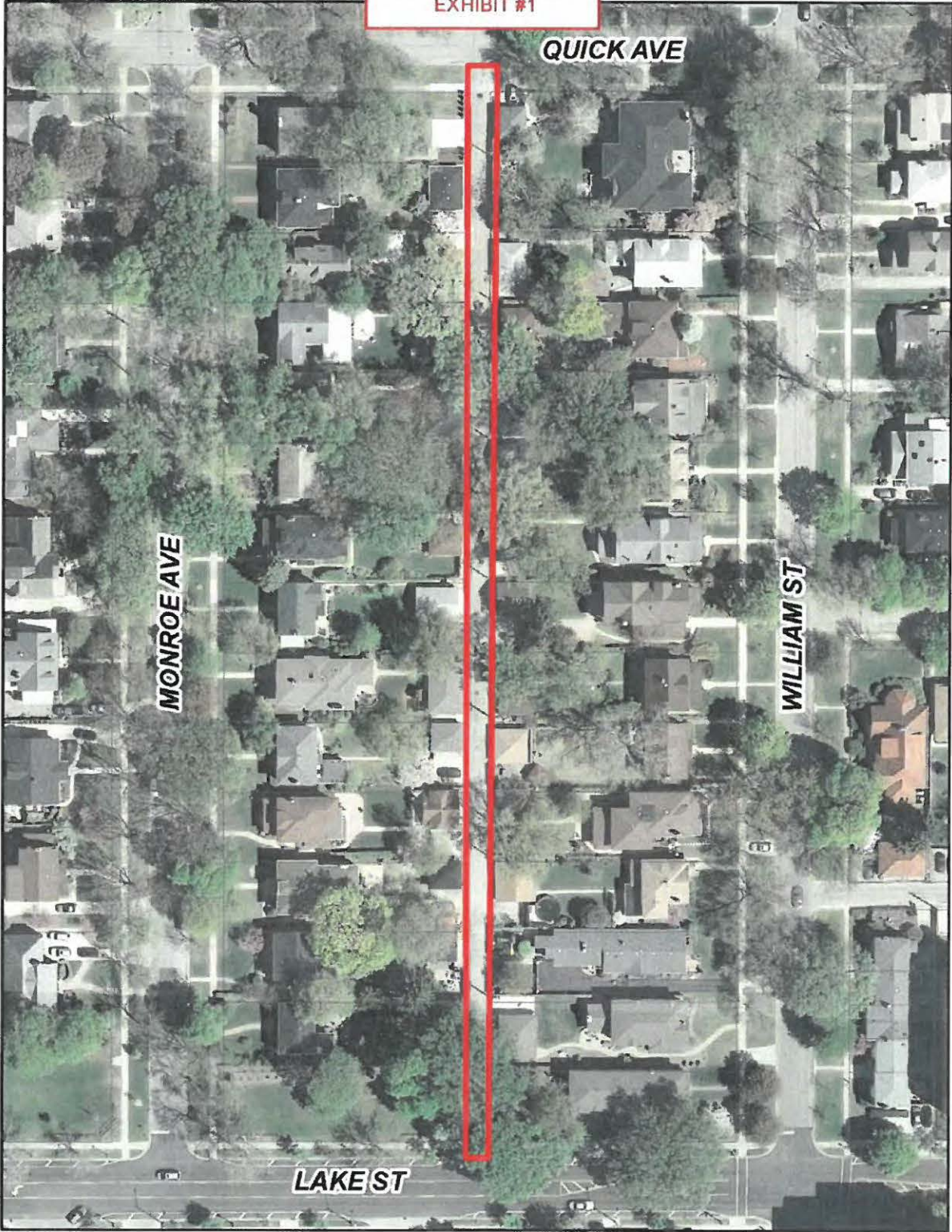




EXHIBIT #2

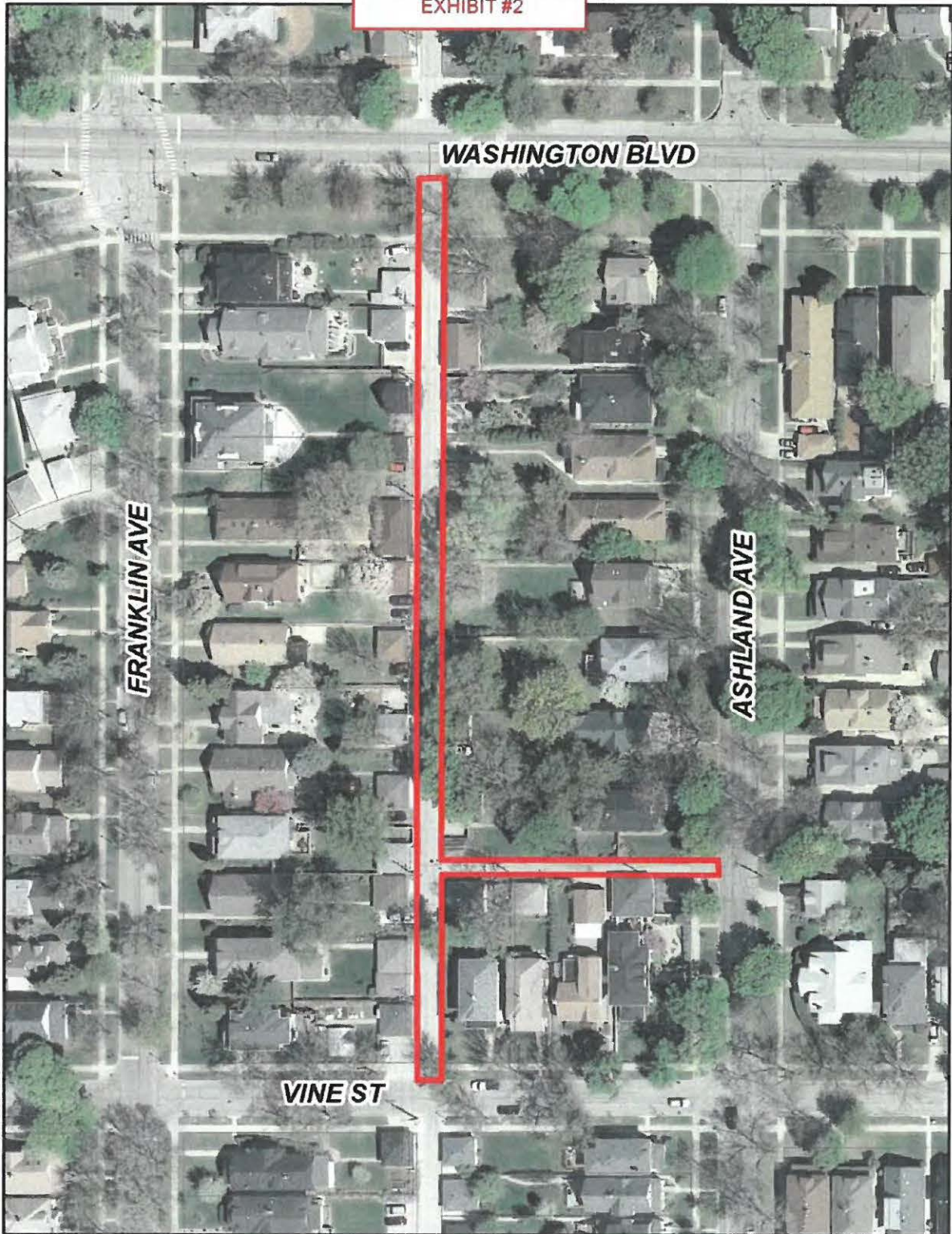
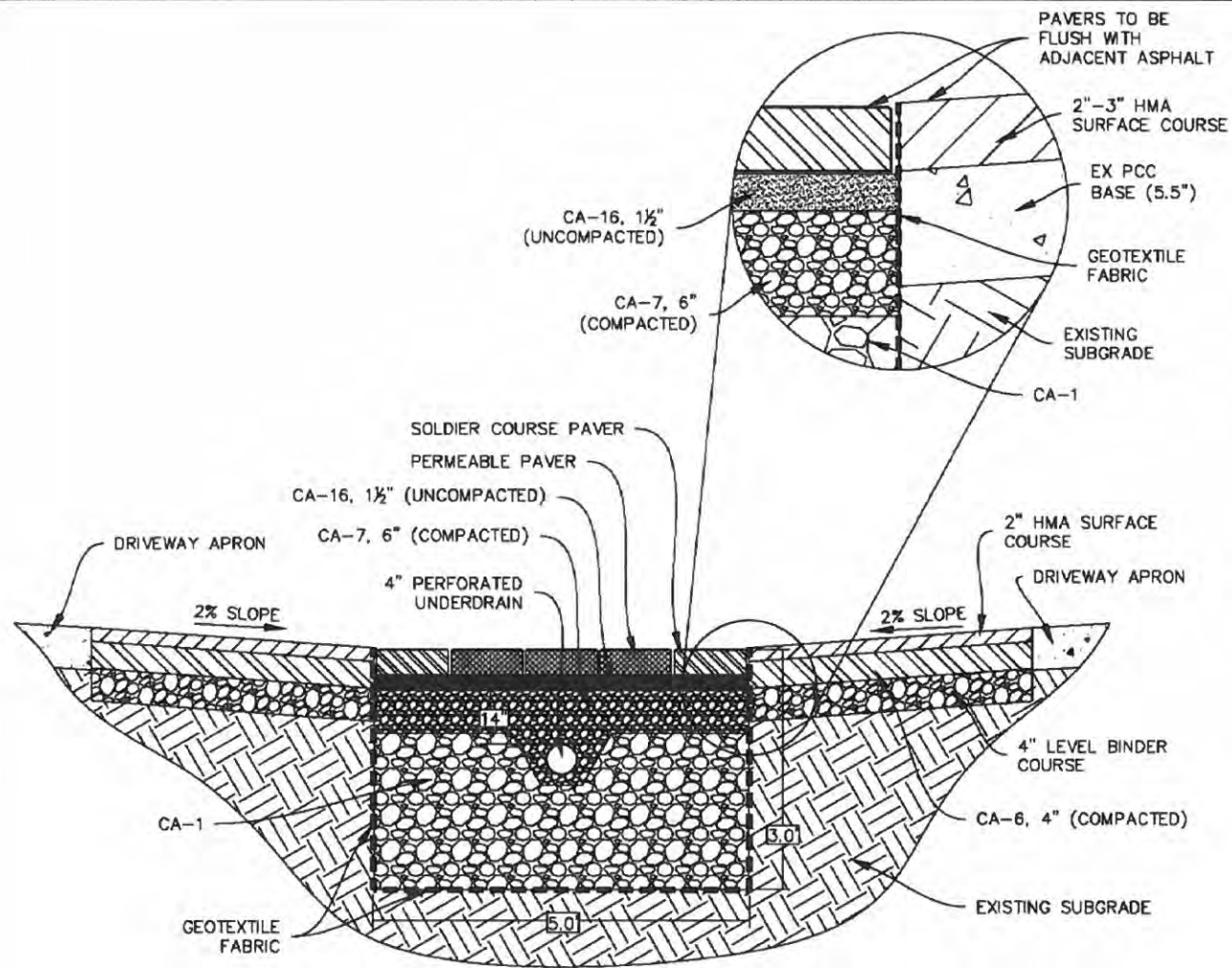




EXHIBIT #3





NOTE: THE SOLDIER COURSE PAVERS (UNILOCK, BRUSSELS DIMENSIONAL) SHALL BE INSTALLED IN A MANNER THAT CREATES A 12" RIBBON BETWEEN THE PERVIOUS PAVERS AND THE ADJACENT ASPHALT. THE 8" LONG SIDE OF THE PAVER SHALL BE PLACED ADJACENT TO THE PERVIOUS PAVERS AND THE ASPHALT EDGE

NOTE: GROUNDWATER ENCOUNTERED AT AN AVERAGE DEPTH OF 13.0' BELOW-GRADE. SEASONALLY HIGH GROUNDWATER TABLE ESTIMATED TO BE NO LESS THAN 6.5' BELOW GRADE.



The Village will maintain all tasks associated with the bid process in-house, once bid documents are complete (e.g. public advertisement, document distribution, bid opening, etc.).

The Firm shall furnish to the Village any and all final documents in electronic format suitable for making prints and copies on a flash drive, all of which shall become the property of the Village for its use. Files shall be generated in Microsoft Word or Excel as required. Final Engineering Plans shall be AutoCad 2013 compatible (without requiring conversion). If required by FOIA laws or legal subpoena, the Firm shall provide copies of all sketches, drawings, files, notes, calculations, survey data, photographs, etc. upon request.

1.6 **PROPOSAL DEADLINE**

The proposal deadline is as advertised on the Title Page of this document. Proposals received after the specified time and date will not be accepted and will be returned unopened to the Proposer. Proposals shall become the property of the Village. The Village will maintain confidentiality of all received Proposals, and not disclose information provided by prospective Proposers with other Proposers unless otherwise required per the Freedom of Information Act.

1.7 **FEES**

The Village prefers the method of compensation for professional services to be based on hourly-charged personnel rates plus expenses, with a Total "Not To Exceed" cost.

Please submit an estimate of hourly personnel requirements to complete the scope of services outlined in your Proposal, a list of current hourly rates and a total "Not To Exceed" cost for providing the proposed services to the Village. This "Not To Exceed" cost shall include deliverables and reimbursable expenses, such as postage, delivery service, printing, etc. The Village shall be invoiced monthly. **Additional compensation above and beyond the "Not to Exceed" cost will not be considered without a significant change in project scope.**

1.8 **FIRM SELECTION**

Firm selection will be based on the following criteria:

- a. Approach to organizing and understanding of the project
- b. Responsiveness to requirements, terms, timelines and conditions for performance
- c. Familiarity with Village policies and preferences as well as any other related/applicable requirements (i.e. MWRD, IEPA, IDOT, NPDES, etc.)
- d. Capability and experience on related projects similar in scope and scale
- e. Recognition of items related to the project, including identification of elements and processes that will result in a high-quality deliverable

1.9 **CONTACT INFORMATION**

All questions concerning the project and/or submittal should be directed to:

Jeff Loster, PE  
Village Engineer  
Village of River Forest  
400 Park Avenue  
River Forest, IL 60305  
Phone: 708-714-3551  
Email: [jloster@vrf.us](mailto:jloster@vrf.us)

#### **IV. PROPOSAL**

(Selected Proposers shall insert a proposed scope of services and fee proposal here)

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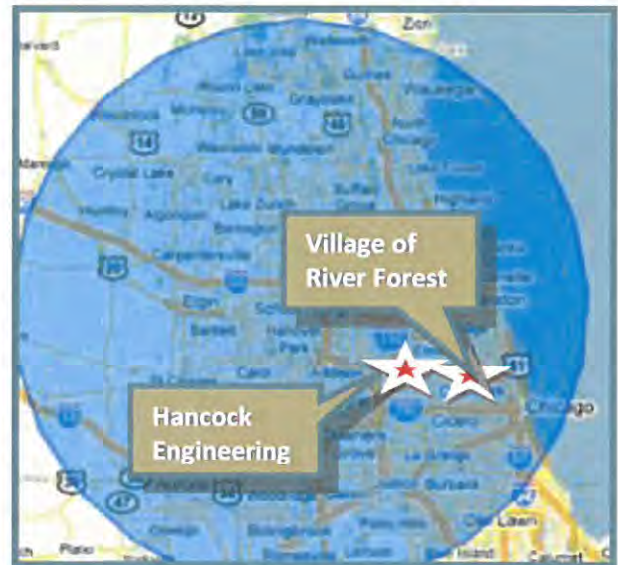
## COMPANY BACKGROUND

### Company Profile

**Hancock Engineering** is a consulting engineering firm focused on providing comprehensive engineering services to villages, cities, and other clients in the suburban Chicago area. Hancock Engineering was founded in 1911 and this past year we celebrated **107 years** of providing high-quality professional engineering services to our clients.

Hancock Engineering has always been committed to keeping our overhead costs low and to pass those savings on to our clients. For over twenty-five years our sole office has been centrally located in Westchester, just minutes from the I-294 expressway.

Our office is **in close proximity to River Forest** and the anticipated project site. Additionally, several of our key Engineers live within neighboring suburbs. Our proximity to River Forest provides us with the ability to mobilize to the project site for meetings, site visits, or consult on short notice. Our closeness to your community ensures that the Village of River Forest **will not incur any costs related to travel or mobilization** from Hancock Engineering during the project.



### Officers of Company

Hancock Engineering is led by a team of ten Principals. These ten individuals make up the Directors and the Shareholders of the company, and all are very active in the day to day operation of the company. Our principals are very “hands-on” and in touch with the needs of our clients. Jim Goumas, a senior Vice-President of our company, will serve as the Client and Project Manager for the Village of River Forest.

### Engineering Staff

Our staff is highly experienced and qualified in performing all phases of Engineering for locally and federally funded infrastructure projects. Throughout our projects, we make certain to **continually keep the client informed** on relevant engineering matters, to perform our engineering assignments to the best of our abilities, and to keep the best interests of the municipality as our primary objective. We believe we are properly staffed and exceptionally prepared to provide the engineering services typically required of your Village. Our Engineers commit themselves to going above and **beyond the traditional expectations** of our clients, regularly participating in philanthropic and charitable causes within each of our communities.

## COMPANY BACKGROUND

Our current staff consists of the following personnel:

### TECHNICAL STAFF

Licensed Professional Engineers	9
Degreed Civil Engineers	5
Construction and Design Engineers	4
Computer Aid Design and Drafting (CADD) Technicians	3
Engineering Technicians	2

### ADMINISTRATIVE STAFF

Office Manager	1
Treasurer	1

**TOTAL STAFF PERSONNEL** **25**

### Current Capacity

Hancock Engineering focuses our resources on municipal projects. Our desire to keep over 95% of our workload in the public sector has allowed us to avoid losses in manpower and ensure that our rates remain competitive. The annual billings for our firm over the past 5 years are as follows:

<u>Year</u>	<u>Billings</u>
<b>2017</b>	<b>\$5.0 Million</b>
<b>2016</b>	<b>\$4.3 Million</b>
<b>2015</b>	<b>\$4.1 Million</b>
<b>2014</b>	<b>\$3.9 Million</b>
<b>2013</b>	<b>\$3.6 Million</b>

Our staffing levels have been steadily growing over the past decade and we have been able to meet the varied workload with this staff. As evidenced by our ability to meet the varied workload, Hancock Engineering has the capacity and adequate staff available to meet the scope and extent of work required to provide the Village of River Forest with high quality and timely engineering services. We are currently pre-qualified by the Illinois Department of Transportation to provide engineering services to the amount of \$6,400,000.00

Our efficiently-sized company prevents the inefficiencies and miscommunications common among larger firms. **Your project will be made a priority and not get lost in our to-do list!**



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## COMPANY BACKGROUND

### Current/Recent Litigation

Hancock Engineering is not currently involved in any litigation. Furthermore, Hancock Engineering has not been involved in any litigation for the past ten (10) years. Hancock Engineering has never defaulted on any awarded Contract. We have never had a Contract terminated due to faulty or untimely work.

### Distinctive Traits

#### SPECIALISTS

Hancock Engineering focuses solely on the needs of municipalities within the Chicagoland area. Our company is currently retained as full-time municipal engineer by 12 municipalities, as water facilities consultant for two water commissions, and as engineers for the Brookfield Zoo. Our breadth of experience and knowledge in municipal engineering provides you with proven solutions to complex challenges. Our **hands-on philosophy** helps take your projects from concept to completion and because we see our relationships as long term, we formulate engineering solutions that solve present issues while also keep an eye toward future demand and growth.

#### SERVICE

We pride ourselves on our service and firmly believe that our responsiveness is unparalleled in the industry. We believe that for a project to go smoothly, all stake-holders must be fully aware and up to date on the current and upcoming project status. *We will make that extra phone call, leave a note on a business's door, or stay around on-site and talk to a resident afterhours on a Friday. We do what it takes to create a satisfied customer.* **Our customer service is second to none.**

#### VALUE

Hancock Engineering understands the unique needs of municipal clients who must balance public needs with limited resources. We **absolutely provide the best value for your municipal engineering needs**. We often provide "Sole Source Engineering Services" to our clients. Our clients have realized the value and benefit of a continuous relationship with Hancock Engineering. By serving our clients from start to finish, costly inefficiencies are reduced and likely eliminated altogether.

**Whether we are providing Sole Source services or working on a one-time project with a new client, we believe in delivering the highest level of assistance to the client as possible.**



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**PROJECT APPROACH****Project Understanding**

We have performed a comprehensive review of the Request for Proposal documents and performed site visits to familiarize ourselves with the area. We have had our team walk the potential project sites and perform a photographic survey of the area. We have a thorough understanding of the project goals and a comprehensive plan on how we propose to implement them.

Hancock Engineering understands that the Village is looking to secure Phase II Design Services for three locations of alley improvements within the Village of River Forest.

<u>Alley</u>	<u>Cross Streets</u>	<u>Cross Streets</u>	<u>Length</u>
1	Quick and Lake	Monroe and Williams	785'
2	Washington and Vine	Ashland and Franklin	650'
2a	Washington and Vine	Ashland and Franklin	200'
3	Washington and Linden	Ashland and Lathrop	400'
3a	Washington and Linden	Ashland and Lathrop	200'
		<b>Total</b>	<b>2,235</b>

We understand that the design services are to be completed in mid-summer and that the contract is intended to develop plans, specifications, and bidding documents to replace approximately 2,200 linear feet of existing alleyway. Construction of this project is expected to be completed during this year's construction season.

Hancock Engineering has been designing and constructing alleys and roadways for nearly a century. Our firm is confident in our ability to design this project, efficiently and effectively. We have extensive experience in the compilation of plans, specifications, and bid documents for these types of projects. Furthermore, **every employee** designated to be involved in these improvements **has over 15 years of experience** providing design engineering services on projects very similar to these proposed Alley Improvements.

**Critical Issues**

Hancock Engineering has been serving municipalities for over 100 years. Furthermore, Hancock Engineering has surveyed, designed, and provided construction observation on **40 miles of alleys since the year 2002**. Each employee designated to this project has either designed or inspected over 100 alleys during their tenure with our firm.

In the last five years alone, Hancock Engineering has provided design and construction oversight for **nearly 200 alley reconstructions**. This unmatched experience provides us insight on potential construction problems and crucial elements that must be addressed in design to ensure the project runs smoothly from start to end. Your project will not be used as a training ground for employees!



## PROJECT APPROACH

We have identified the following items that will by **key elements** to ensure that significant project is a success:

### Comprehensive Topographic Survey

Hancock Engineering believes that one of the most important steps in ensuring a project is successful is the creation of a thorough and well-researched set of Contract Documents. In our industry there are some that believe that plans are only necessary as an avenue to obtain funding and/or bid prices from Contractors and that very little time should be spent on their development. We strongly disagree with this approach.

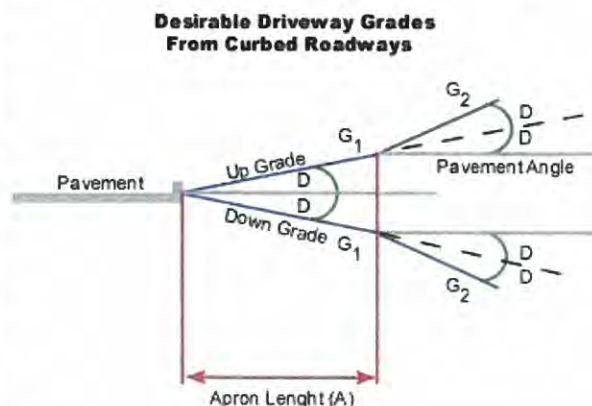
The ability to prepare a thorough and complete design is very much contingent upon acquiring the proper information when surveying the proposed project sites. To that end, our survey chief who will be assigned to this project has over 20 years of experience performing topographic surveys similar to what will be required for these improvements.

We will conduct a complete topography survey which will result in the acquisition of the location for all above and underground utilities and structures, including: storm and sanitary sewers, water mains, fire hydrants, drainage structures, B-Boxes, valve vaults, sewer clean-outs, and any downspout discharges.

Our survey will include cross-sections at all roadway critical locations, but at no more than twenty-five foot intervals and each cross-section will contain elevations at the following:

All landscaping, bushes, mailboxes, power poles, trees, and other above ground features will be documented. Driveways will be depicted with their pavement type as will any personal entry walks that may exist.

We understand that by completing these improvements the Village desires to provide **comprehensive and long-term solutions** to these roadways. To ensure that all aspects of design are considered, our survey team will also obtain elevations along both sides of driveways at garages, so that our design team can ensure that the slope of the apron, when combined with the percentage of inverted-crown on the alley, will not result in vehicles "bottoming-out." If necessary, we will look at adjusting the alley edge of pavement or potentially extending limits of apron replacement to smooth out the ride for residents.





## PROJECT APPROACH

Our survey team is very experienced in the need to obtain comprehensive shots along the public sidewalk at the returns to ensure that all ADA/PROWAG requirements are met. We will be very detailed with our investigation of all ramps and cross-walks throughout the project. Additionally, we will identify any mainline sidewalk squares that have more than a 2% cross-slope with the use of a digital hand level.

### Thorough Design

### Soils Investigation

Hancock Engineering will team with Rubino Engineering to obtain pavement cores and soil borings along the route of improvements. Although the Village has already indicated their proposed pavement section, we will utilize these borings to determine the validity of this cross-section and the location and approximate quantity of any undercut areas. If it is determined that unsuitable soil is likely to be found, we will perform **Value Engineering** on alternatives that may be implemented to limit the additional excavation by investigating various types of roadway fabrics and/or geogrids that can be utilized.

Soil sampling will include split-barrel samples (ASTM D 1586) or thin-walled tube samples on cohesive soils (ASTM D 1587) at 2 ½ - foot intervals to a depth of 15 and 5 - foot intervals thereafter. If unsuitable bearing soils are encountered within the borings, the borings will be extended an additional 5 feet to attempt to end the borings in suitable soils. We will also perform an Infiltrometer test. The test method will be in general accordance with ASTM D6391, which is to perform a “falling head” test within PVC casing placed into the hole.

Our investigation will determine infiltration rates as well as the normal high of the groundwater table.

### ADA Requirements

All sidewalks that are constructed as part of this project must meet the requirements of the American’s with Disabilities Act (ADA). Special attention will need to be given during the design of the proposed pavement to ensure that requirements are met. Hancock will ensure the specifications reinforce the Federal Requirements and all installed sidewalks meet the Village’s expectations, including:

- No cutting of Detectable Warning Tiles
- Using Radii Tiles where applicable
- Side-Curbs along sidewalk as necessary
- Max cross-slope on all mainline sidewalk to be less than 2.0%





## PROJECT APPROACH

During our design, we will obtain detailed grading for the cross-walks at each and every intersection of the improvements. We are familiar with IDOT's recent requirements concerning PROWAG and will ensure that each corner is thoroughly designed to include sidewalk replacement that will meet IDOT's requirements.

### Construction Staging

Staging and access to residential homes, schools, and places of business are one of the most critical aspects of the project. We always examine all possible issues during the design process to alleviate the unnecessary time delays and upset residents/business owners that may be displaced during construction.

In general, provisions will be made to ensure that Emergency Vehicles and first responders can access all areas at all times. Any day closures will need to be called into Public Works, the Fire Department, and the Police Department a minimum of two days prior to the disruption.

We will work with the Village during design to reduce the public's disturbance during construction. We have observed the necessity to include construction limitations into our proposed plans to limit the number of consecutive alleys that may be removed at once. Although parking can be transferred to the street for short periods, the streets are not designed to handle parking from multiple alleys at once.

Our proposed contract documents will provide staging plans that will outline the necessary order of alley improvements. Additionally, **intermittent completion dates** will be instituted for each individual alley. No individual resident should be out of their garage for a period longer than 14 days under any circumstance. We will work with the Village during design to **reduce the public's disturbance during construction**.

### Green Alleys

We understand that the Village has a proposed cross-section for these alleys. As we have substantial experience with various types of "Green Alleys", we will offer additional options for the Village's consideration.

We have found the following items to be important to consider during the early portions of design:

- As this area is in an MWRD Combined Sewer Area, the separation from bottom of the infiltration pit to seasonal high groundwater elevation is 3.5'.
- We will discuss different types of infiltration pit. We have had success with a couple of different designs:
  - 3' deep infiltration pit located below pavers (not beneath concrete or asphalt alley pavement)



## PROJECT APPROACH

- Shallower infiltration pit (12" – 18") below entire alley pavement
- MWRD recommends underdrains whenever infiltration rates of soil are less than 0.5" per hour. That's 12" per day. Note, that Infiltration rate for clay is about 1" per day.
  - We have circumvented this recommendation and our clients have been able to live with the potential overflows. Typically, we try to channel overflows out alley returns where possible. Benefit – this method takes advantage of full amount of storage before adding storm flows to combined sewer system
- We will discuss the possible need for Concrete Drainage Stops in the subbase depending on ground elevations.

### Project Coordination

For a project to be successful, **communication must be made a focal point during construction.** From the onset of the project we will ensure that all stake-holders have the opportunity to have a voice concerning important project issues. It is important that the team meet prior to the design to discuss intended timelines, critical issues, goals, expectations, and Communication Schedule. We will hold a kick-off meeting with Village staff and other interested parties to discuss the project scope and our intended plan of attack. At a minimum, the following entities will be invited:

Entity	Phone
River Forest Park District	708- 366-6660
River Forest Public Works/Engineering	708- 366-8500
Dominican University	708- 366-2490
Concordia University	708- 771-8300
River Forest Police Department	708- 366-7125
River Forest Fire Department	708- 366-7629
PACE - Erik Llewellyn	847-228-2336

### Complete Bidding Documents

After the investigating of design criteria and options during our preliminary engineering phase, we will prepare 75% pre-final project documents in the Village of Glen Ellyn's preferred format for the Village's review.

It is expected that the project documents will include the following:

#### A. Project Plans:

- |                                |                         |
|--------------------------------|-------------------------|
| 1) Cover/ Location Sheet       | 4) Erosion Control Plan |
| 2) General Notes & Conditions  | 5) Existing Conditions  |
| 3) Proposed Project Quantities | 6) Paving Plans         |



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PROJECT APPROACH

- 7) Utility Plans
- 8) Tree Preservation Plans

- 9) Cross-Sections
- 10) Detail Sheets(s)

B. Project Specifications:

- 1) Front-End Documents including Standard Specifications, Typical Special Provisions, insurance requirements, etc.
- 2) Specifications
- 3) NOI/SWPPP

Hancock Engineering will submit a “final” set of plans to the Village for their Final QA/QC review process. It is important to note that Hancock Engineering has our own Quality Control program. Recently, our firm’s professional staff and their commitment to quality production have led to installing in-house procedures which enhance our ability to provide improved professional services to our clients.

Our Quality Assurance Program (QAP) is a peer review process which includes a defined set of procedures and standards used to facilitate design and to produce documentation of that design that will save the Village from costly delays during Phase III Engineering, and **ultimately will provide substantial costs savings to our client**. Quality Assurance reviews are in-house reviews conducted to verify that all design is performed and documented in conformance with the procedures and standards mandated by our QAP.

The primary purpose of our internal QA reviews is to provide redundancy via a second set of experienced eyes on the drawings to catch mistakes, errors, or omissions. For this project, Jim Goumas, Vice-President, will perform these reviews, although it’s not uncommon to have two or more reviewers on large projects. Our reviews will focus on looking at the big picture, reviewing the project details, ensuring clarity of our intentions, and confirming our Estimate of Cost. From there, we send our plans to our Construction Engineering Manager, Bill Peterhansen, P.E. to **review constructability** and to reduce the likelihood of any issues arising during construction.

We have an extensive database of recent bid tabulations and unit prices for very similar jobs that will allow us to create an accurate Cost Estimate. While we certainly do not want to have our estimate be lower than the winning contractor’s bid, we also do not want to overshoot the actual price by a substantial amount. We pride ourselves in providing our clients with accurate cost estimates which allow them to fully utilize their budgeted amount.

### Project Permits

The Village seeks an aggressive approach and schedule from the selected Consultant. They have outlined a bid opening towards the end of July and anticipate Engineering approval being granted by the board in late May. This will provide our firm approximately 6 weeks to complete the design prior to public advertisement of the project. Although the completion of plans and specifications



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**PROJECT APPROACH**

will not be a problem, we have highlighted an important task that must be made a priority from the instant we are issued a Notice to Proceed.

We have acquired many WMO/MWRD Construction Permits for the installation of water mains. We have consistently been approved within 30 days of initial submittal.

The alley return for Alley 1 exists in Lake Street, an IDOT ROW. We will need to obtain a Highway permit from the Illinois Department of Transportation.

Additionally, since over 1.0 acre is planned to be disturbed during the course of this project a **Notice of Intent (NOI)** will need to be obtained from the IEPA. Hancock Engineering will also develop and submit an electronic copy of a **Storm Water Pollution Prevention Plan (SWPPP)** along with the NOI during the creation of bidding documents.

### **Utility Coordination**

It is our experience that public utilities can disrupt an otherwise successful project's timeline. For this reason, **Hancock uses a proactive approach with the public utilities** (Nicor, ComEd, AT&T, Comcast, etc.) which helps avoid costly interruptions due to conflicts with the locations of existing utilities.

In some areas, gas services have been found to be installed at very shallow depths. Due to the necessity of earth excavation on this project, it is possible that there may be conflicts with gas services. Our office will work with Nicor to have them visit the project site to obtain elevations of services prior to construction and be ready to mobilize if a conflict is exposed.

**We will not wait until the project has been bid to begin communication with utilities!**



We will also begin communications with ComEd and AT&T immediately after the kick-off meeting to inform them of the upcoming project. Our early coordination with utility companies will reduce the chance of delays due to the Contractor's inability to have these utilities mobilize prior to their intended paving schedule.

*Hancock Engineering feels that we are very qualified for this project. If awarded this design engineering work, it would receive immediate and persistent attention by our top engineers. We are committed to furthering our relationship with the Village of River Forest through providing exceptional service at reasonable rates.*



### *Project Tasks*

Hancock Engineering has substantial experience performing design and construction engineering services for projects very similar to these watermain improvements. We will furnish an exceptional team of Engineers to team with the Village and at a minimum, provide the following services:

#### Design Engineering

##### Task 1 – Kick-Off Meeting

Hancock Engineering will coordinate and attend a Project Kick-Off Meeting with Village staff prior to initiating any investigative work for the design of these alleys. This meeting will allow us to review the project design, details, and standards with the Village to ensure we are in agreement as to expected deliverables. It will provide a platform to further develop our understanding of this alley improvement project.

##### Task 2 – Topographic Survey

Hancock Engineering will prepare a topographic survey of the areas to be improved. The survey will be prepared according to River Forest's standards, including:

- Topographic Data from Right-of-Way to Right-of-Way
- Elevation Points for all cross-section points at interval not to exceed 25'
- Elevation and horizontal data required to delineate garage floor and garage apron
- Measured depths and visual inspections of all Village of River Forest-owned water and sewer utilities at all manholes, valve vaults, valve boxes, catch basins, inlets, and sewer clean outs in the village's right of way.
- Setting two benchmarks (on hydrants) per block with a description of the bolt used (such as ne bolt, tagged bolt or first bolt past arrow)
- Detailed data at each connecting intersection and for a minimum of fifty feet (50') in each direction.
- Establishment of baselines at the centerline of each alley. These baselines will be ties into the existing power poles so that they can be easily restored during construction.

##### Task 3 – Utility Coordination

Prior to beginning our design, Hancock Engineering will reach out to public utilities to inform them of the upcoming improvements. Location maps will be sent to **Nicor Gas, ComEd, Comcast, and AT&T** at a minimum to request an internal review of their facilities and to encourage them to initiate any necessary repairs as early in the process as possible to avoid any unnecessary interruptions during Phase III. Once base drawings have been created the public utility companies

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## PROJECT SCOPE

will be contacted again and asked to “red-line” their existing utilities directly on our plans so that their infrastructure can be incorporated into our improvements.

We will contact **Roy Strom Co.** during the design process to inform them of the upcoming project. Unfortunately, during alley reconstructions, there is no “easy” way to handle refuse collection. However, we have had great success working with refuse collectors to simplify the process as much as possible. Provisions will be placed in the specifications to place the burden of responsibility on the Contractor. For instance, if the Contractor chooses to pour an alley on a timeline that will hinder the regular collection of refuse on the scheduled day; he will be required to move residential trash receptacles to a central location where they can be emptied and then returned to the proper residence. For a portion of the work, we will also work with Strom to relocate refuse collection to the front of properties for a short period of time.

### Task 4 – Preparation of Design Survey and Base Sheets

Our office will apply our acquired data to prepare base plan sheets. These base sheets will outline the existing conditions as they apply to the scope of improvements. Spot elevations will be shown at edge of pavement, centerline, and face of walk. Additionally, existing elevations will be presented at all utility structures and other critical points. Vertical and horizontal control will be depicted on the plan sheets as well as the offset locations.

The plan sheets will meet the requirements of River Forest and the Metropolitan Water Reclamation District (MWRD).

### Task 5 – Preparation of Required Permits

Hancock Engineering will prepare and submit all necessary permits to construct these improvements. It is anticipated that the following permits will be required:

- MWRD WMO Permit
- IDOT Utility Permit
- Notice of Intent (NOI) to the IEPA for ground disturbance.

In addition, our office will prepare a Storm Water Pollution Prevention Plan (SWPPP) for the project in accordance with Part IV of the General NPDES Permit. Our proposal fee includes submitting the initial permit application **as well as making any revisions required by the governmental agency.**

### Task 6 – Soil Testing

We will team with Rubino Engineering to perform Soil Testing to determine site infiltration rates and height of groundwater table.



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**PROJECT SCOPE**

We will also have Rubino obtained pH readings from the soil samples to enable the Village to utilize 662 forms for CCDD requirements.

**Task 7 – Preparation of Contract Documents**

The project documents will be prepared in the Village's format which will include construction documents, bid forms, instructions to bidders, contract bid form, bonding and insurance requirements, and other compliance requirements. It is expected that the project plans will include the following plan sheets:

- |                                  |                                     |
|----------------------------------|-------------------------------------|
| ▪ Title Sheet                    | ▪ Maintenance of Traffic Plans      |
| ▪ Index Sheet/ Legend of Symbols | ▪ Sediment and Erosion Control Plan |
| ▪ General Notes                  | ▪ Roadway Details                   |
| ▪ Summary of Quantities          | ▪ Drainage and Utility Details      |
| ▪ Alley Plan and Profiles        | ▪ IDOT Standard Drawings            |

In addition to the creation of project plans, this task will also include the assimilation of project specifications. Although project pay items will be based upon the Illinois Department of Transportation's Standard Specifications for Road and Bridge Construction, we will need to either modify an existing Special Provision, and create new items altogether. These special provisions for pay items as well as other standards (Village standards, IDOT BDEs, etc.) will be compiled to create a specification document to be used for bidding.

Hancock Engineering will create a thorough Estimate of Costs and Estimate of Construction Time for this project.

**Task 8 – Submittal of Documents at 75% and 90% Completion**

Hancock Engineering will submit plans and other bidding documents to the Village at an approximate 75% and 90% completion points. These plans will have incorporated the comments from permitting and public utility agencies.

We will also meet with the Village to discuss any intermediate issues and questions.

The submittal will include project plans, specifications, estimate of time, estimate of cost, and status of utility coordination.

**Task 9 – Submittal of Documents for QA/QC Review**

Hancock Engineering will submit a "final" set of plans to the village for their Final QA/QC review process.

## PROJECT SCOPE

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It is important to note that Hancock Engineering has our own Quality Control program. Recently, our firm's professional staff and their commitment to quality production have led to installing in-house procedures which enhance our ability to provide improved professional services to our clients. Quality assurance and self-improvement are primary goals of our firm, and are mandatory for our survival, growth and continual client satisfaction.

Our **Quality Assurance Program (QAP)** is a peer review process which includes a defined set of procedures and standards used to facilitate design and to produce documentation of that design that will save the Village from costly delays during Phase III Engineering, and ultimately will provide **substantial costs savings** to our client.

Quality Assurance reviews are in-house reviews conducted to verify that all design is performed and documented in conformance with the procedures and standards mandated by our QAP.

The primary purpose of QA reviews is to provide redundancy via a **second set of experienced eyes** on the drawings to catch mistakes, errors or omissions. For this project, Jim Goumas will perform these reviews, although it's not uncommon to have two or more reviewers on large projects. Our reviews will focus on looking at the big picture, reviewing the project details, ensuring clarity of our intentions, and confirming our Estimate of Cost. From there, we send our plans to our Construction Engineer Manager, Bill Peterhansen, P.E. to review in terms of constructability and to reduce the likelihood of any issues arising during construction.

### Task 10– Submittal of Final Documents

After completing our internal QAP and incorporating any final Village comments we will provide the Village with final sets of project plans and bidding documents.

A final estimate of Cost and Estimate of Time will be provided to the Village as well.

Our office will furnish the Village with all necessary copies of bidding documents for bidding purposes at no additional cost to the Village.

The work will be designed in all aspects to meet all applicable Village design criteria, inclusive of full plans and specifications in standard units.

We understand that the bid documents will need to be prepared in a manner that will allow for alleys to be bid as a singular project, however, if funding should prove to be insufficient, separate bid documents will need to be prepared to accommodate the future bidding of the remaining alleys.



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**PROJECT SCOPE****Task 11– Attendance at Village Meetings**

Hancock Engineering will attend any necessary meetings with the Village Staff. If desired by the Village, Hancock will attend a public information meeting where we will make a presentation and assist the Village staff with answering questions related to the project.

**Task 12– Bidding Assistance**

Hancock Engineering will also assist with the bidding process as needed. We will make our project team available to answer any questions as they arise throughout the bidding and construction process. We have been in business for over 100 years and have experience working with the majority of utility and paving contractors that bid projects in this area. Our experience allows us insight as to a potential contractor's ability to not only complete the work, but to also finish the work within budget and schedule.

Hancock Engineering does **not** charge for the printing of specifications and project plans for distribution to prospective Contractors.

Upon a thorough review of low bidder's references, Hancock Engineering will make a written recommendation for award to the Village of River Forest.

**Task 13 – Continuous Coordination with Village Staff**

Throughout the course of the project, Hancock Engineering will continuously keep the Village informed of our progress. We will provide the Village of River Forest with weekly reports on our advancements, including status of utility coordination, design processes, permit submittals, and other pertinent information.

We believe that open communication with the Village will be crucial to the success of this project and as such, we will **not charge extra for any progress meetings during regular business hours.**

We welcome Village input at any stage of our design.





**PROJECT SCHEDULE**

**Project Timeline**

Hancock Engineering understands the necessity for this project to be completed in an expeditious manner. We understand the Village expects this project to be completely designed and constructed in 2018. We have analyzed the necessary design steps and associated timetables and evaluated our current capacity of resources. **We will be able to meet your proposed timeline.**

<b>Engineering Task</b>	<b>Project Completion Date</b>
Receive Award of Contract	May 29, 2018 (Assumed)
Kick-Off Meeting with Village	June 4, 2018
Initiate Design JULIE	June 5, 2018
Begin Collection of Data	June 6, 2018
Complete Survey	June 11, 2018
Submit Preliminary Data to Public Utilities	June 14, 2018
Begin Design	June 15, 2018
Submit 75% Plans to Village	June 29, 2018
Submit Plans for Permitting	June 29, 2018
Receive Village comment on preliminary plans	July 3, 2018
Complete Internal QAP	July 13, 2018
<b>Final Plan Submittal to Village</b>	<b>July 16, 2018</b>
Advertise	July 18, 2018
<b>Bid Opening</b>	<b>July 31, 2018</b>

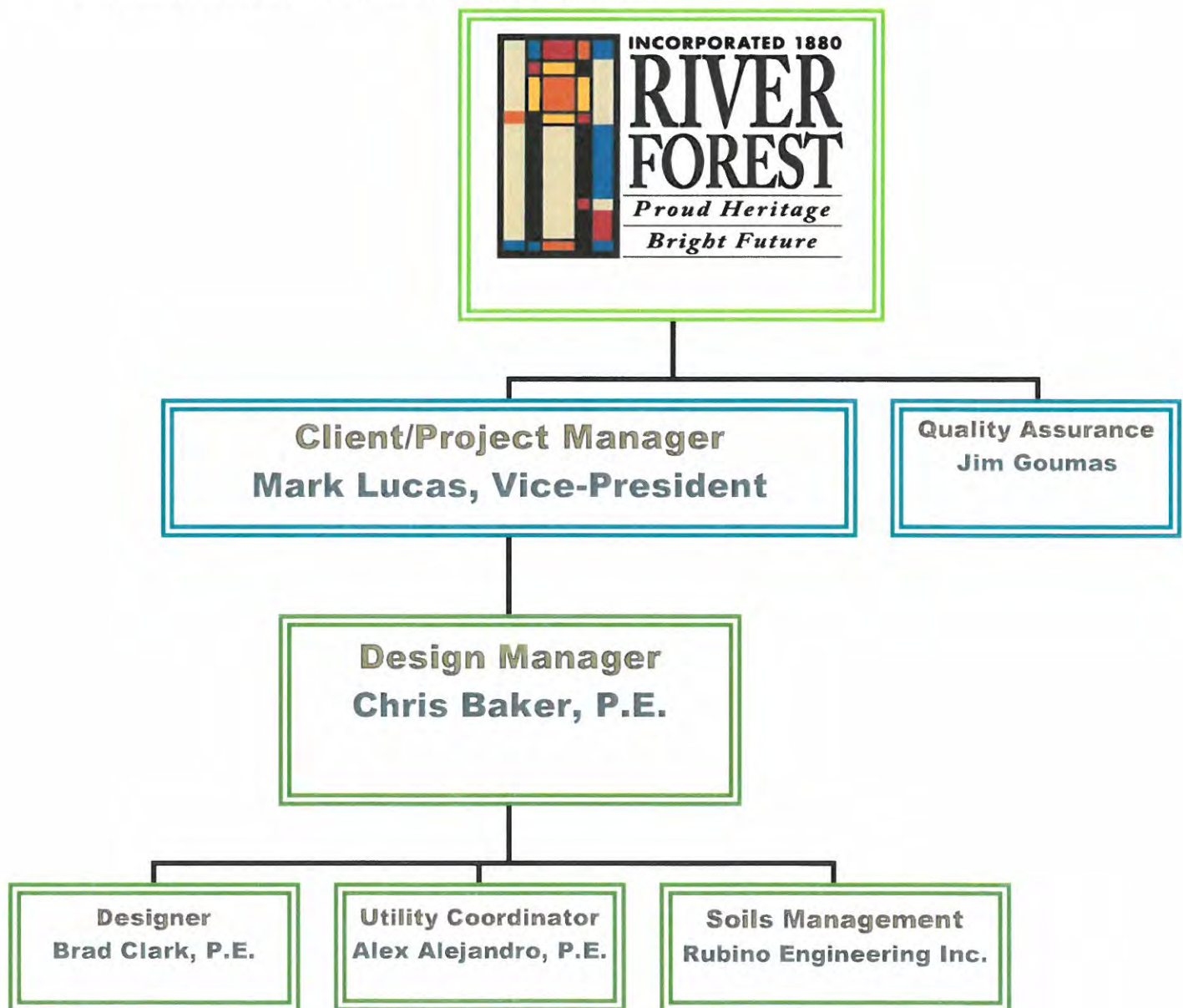
We feel we have outlined an aggressive project schedule that has illustrated the need for this project to be made a priority. Hancock Engineering has staff available to work on this engineering design project to meet this proposed schedule and have all necessary design work approved and completed prior to the Village's imposed deadline.

We understand that with the schedule detailed above, obtaining the IDOT and WMO permit is the critical step.

We will make the initial submittal of this permit as soon as possible to enable their timely review and prevent any delays in construction.

### Organizational Chart

Hancock Engineering employs highly skilled individuals that work together to form a company with the reputation of working efficiently and professionally to address the concerns of our municipalities and its constituents of local businesses, schools, and home owners. Hancock Engineering employees are very aware that to provide our standard of service, we must understand and reflect the views and intention of the municipality.





### Project Organization

**Mark Lucas, P.E., company Executive Vice President, will serve as Client and Project Manager** for these alley improvement projects. He will oversee the staffing for this project. Mark has over 30 years of municipal engineering experience with Hancock Engineering and serves as client manager for the Villages of Maywood and River Grove. Hancock Engineering has teamed with his communities to complete substantial improvements to their infrastructure over the past few years, including many roadway and alley improvement projects.

Hancock Engineering's principals are very "hands-on" when it comes to project management. The listing of the company executive vice-president as Project Manager truly reflects his anticipated deep involvement with these improvements. During the design process, Mark will offer his many years of experience to the design team; continually working with team members to ensure the most cost-effective design is being utilized.

With Mark's leadership, Hancock Engineering will provide the unparalleled service that has come to be expected when dealing with our firm. In addition to Mr. Lucas, Hancock is allocating several additional engineers to have a sizable role in the anticipated work load from the Village of River Forest. Our proposed collection of engineers has an outstanding combination of experience and progressive mind-sets that will deliver outstanding services to the municipality.

**Chris Baker, P.E. will be assigned as the Design Manager** for this project. Chris has personally designed over 250 alleys (nearly 30 miles) since 2010.

In 2012, the Village of Melrose Park undertook a very aggressive alley improvement project. Utilizing a combination of local, MFT, and CDBG funding, the Village sought to design and construct \$10 Million of alleys within a single calendar year.

Under Chris's direction, **122 alleys were surveyed, designed, and substantially completed in less than 12 months** exceeding the Village's expectations. To accommodate the aggressive schedule, the project was divided into four separate contracts, but Chris managed the design of each project, directly designing the centerline grading and storm sewer design for 107 of the 122 alleys. The project was an overwhelming success for the Village of Melrose Park, turning approximately 10 miles of stone / failing asphalt eye sores into clean concrete alleyways that revitalized the spirit of the residents. The project was so successful it was awarded the *2012 APWA Suburban Branch Project of the Year*.

Over the past four years, Chris has managed the design and construction for the Village of Oak Park's Village-Wide Alley project. These projects have included over \$12 Million dollars and 100 concrete alleys throughout the Village.



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**PROJECT TEAM**

Chris has also designed nearly a dozen smaller alley improvement projects for Hancock Engineering. Recently, Chris was the Design Manager for the “Green Alley” Initiative in the Villages of Broadview and River Grove. The design took into account the existing soil make-up of the site and utilized permeable pavers and shallow cells of stone to drain the otherwise concrete alleys directly into the earth through the area’s sandy soils.

**Brad Clark, P.E. will be assigned as a member of Chris’s Design Team** for the alley improvement projects. Brad was very successful on the aforementioned Melrose Park Alley Project. Additionally, Brad has been the lead designer for many transportation improvement projects (including alleys) in the recent past. Brad has also proved to be exceptionally efficient at acquiring MWRD and IDOT Permits.

Brad is one of our most experienced municipal engineers. Brad currently serves as Village Engineer for the Villages of Norridge and Forest View, who have each done significant municipal improvements (including alleys) within the past few years.

Under Brad’s direction, within the past three years alone, the Villages of Norridge and Forest View have:

- Created a Village-Wide Paving Analysis and Master Plan.
- Worked with Village Residents to help alleviate rear yard flooding concerns
- Applied for and received grant funding for several high-priority projects.
- Implemented and followed rigorous NPDES/MS4 Permit plans to exceed state regulations.

Brad has a diverse background that will serve this project well.

**Alex Alejandro, P.E., DECI, will serve as Utility Coordinator and Permit Manager** for this project. Alex has designed and/or constructed over 100 roadway and utility improvements project for Hancock Engineering over the past dozen years. For the past 5 years, he has designed the Village of Norridge’s annual watermain improvement projects, as well as countless other projects.

An advantage of having a company of our size, is often the Phase II Engineer is able to serve as Resident Engineer as well. This provides them an opportunity to actually see their design come to fruition. In the long run, this experience with practical application allows our engineers to truly sharpen their design skills. Alex has been responsible for the timely communication with area utilities during the design engineer process for his jobs, as well as countless others. He has formed many contacts at ComEd, Nicor, AT&T, Comcast, and other public utility companies. His **proactive approach has saved our clients substantial dollars.**

Alex has handled the acquisition of many permits during his tenure at Hancock Engineering and will ensure that the WMO permit as well as the IDOT permit for work within Lake Street can be obtained within the Village’s desired timeframe.

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**PROJECT TEAM**

Hancock Engineering has recently instituted our **Quality Assurance Program (QAP)**, which is a peer review process that includes a defined set of procedures and standards used to facilitate design and to produce documentation of that design that will save the Village from costly delays during Phase III Engineering, and **ultimately will provide substantial costs savings to our client**. Quality Assurance reviews are in-house reviews conducted to verify that all design is performed and documented in conformance with the procedures and standards mandated by our QAP.

The primary purpose of our QA reviews is to provide redundancy via a second set of experienced eyes on the drawings to catch mistakes, errors or omissions. For the Village of River Forest, **Jim Goumas** will perform these reviews, although it's not uncommon to have two or more reviewers on large projects. Our reviews will focus on looking at the big picture, reviewing the project details, ensuring clarity of our intentions, and confirming our Estimate of Cost. From there, we send our plans to our Construction Engineering Manager, **Bill Peterhansen, P.E.** to review in terms of constructability and to reduce the likelihood of any issues arising during construction.

**BEFORE****AFTER**



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**Summary of Applicable Experience (2012 – 2017)**

Within the last five years, Hancock Engineering has performed design services on more alleys than any other engineering firm in the Chicagoland Area! The following is a brief sampling:

***Alley Improvement Projects (Past Five Years) OVER \$33 MILLION!***

<b><u>Project</u></b>	<b><u>Village</u></b>	<b><u>Year</u></b>	<b><u>Cost</u></b>	<b><u>Contractor</u></b>
2018 Oak Park Alleys	Oak Park	2018	\$2,850,000	J Nardulli Concrete
2018 Alley Improvements	Maywood	2018	\$1,450,000	J Nardulli Concrete
2018 Green Alleys	Brookfield	2018	\$410,000	TBD
2018 Alley Improvements	Schiller Park	2018	\$1,100,000	TBD
Alley Improvements	Riverdale	2017	\$300,000	Copenhaver
2017 Oak Park Alleys	Oak Park	2017	\$2,650,000	R.W. Dunteman
LaGrange Road Alley Improvements	LaGrange Pk	2017	\$275,000	Suburban General
CDBG Alley Program	Brookfield	2017	\$480,000	J Nardulli Concrete
CDBG Green Alley Program	Broadview	2017	\$275,000	J Nardulli
Melrose Park Alley Improvements	Melrose Park	2017	\$180,000	Triggi Construction
River Grove CDBG Green Alleys	River Grove	2017	\$220,000	Triggi Construction
2016 Alley Improvements	Oak Park	2016	\$2,850,000	J Nardulli Concrete
Green Alley CDBG Project	Broadview	2016	\$170,000	Norvilla
Alley and Parking Lot Program	Maywood	2016	\$478,000	Triggi Construction
Green Alley CDBG Project	River Grove	2016	\$261,000	Triggi Construction
2016 Development Alley Program	Oak Park	2016	\$300,000	Triggi Construction
2016 Alley Program	Oak Park	2016	\$2,500,000	J Nardulli Concrete
2016 CDBG Alley Improvements	River Dale	2016	\$301,000	Copenhaver
2015 Alley Improvements - A	Oak Park	2015	\$2,100,000	J Nardulli Concrete
2015 Alley Improvements - A	Oak Park	2015	\$1,400,000	Triggi
2015 CDBG Alley Improvements	Broadview	2015	\$250,000	G & A Paving
2015 Alley Program	Bellwood	2015	\$120,000	Schroeder and Schroeder
Alley Improvements	Riverdale	2015	\$310,000	Davis
2014 Alley Program	Bellwood	2014	\$272,000	Triggi Construction
2014 Alley Program	Brookfield	2014	\$70,000	MYS Construction
2013 Alley Program	Norridge	2013	\$173,000	J Nardulli Concrete
2013 Alley Program	Oak Lawn	2013	\$1,400,000	Davis Concrete
Alley Reconstruction	Broadview	2012	\$87,000	J Nardulli Concrete
Village-Wide Alley Improvements	Melrose Pk	2012	\$9,867,000	ALamp Concret, etc
<b>Total Alley Construction Last Five Years:</b>			<b>\$33,099,000</b>	

\*\*\*The above listings are projects which were predominantly alley improvements. There were many more projects that involved alley improvements as part of larger roadway projects which are not listed here as the alley improvements were of secondary importance to the major scope.



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**VILLAGE OF OAK PARK**

**2018, 2017, 2016, and 2015 Alley Improvement Project**

**Commencement Date:**  
April 2017

**Completion Date:**  
August 2017

**Engineer's Cost Estimate:**  
\$ 2,670,600.00

**Contractor Bid Amount:**  
\$ 2,650,150.00

**Engineering Fee Extras:**  
\$ 0

**Project Awarded on Schedule:**  
Yes

**Project Completed On-time:**  
Yes

**Project Team:**

**Derek S. Treichel, P.E.**  
(Client Manager)

**Chris Baker, P.E.**  
(Design Coordinator)

**Chris Baker, P.E.**  
(Resident Engineer)

**Eric Windsor**  
(Field Engineer)

**References:**

Bill McKenna, Village Engineer  
708-829-3045

Chris Cwiklinski, Project Manager  
RWD Dunteman

Hancock Engineering provided Design and Construction Engineering Services for this (2017) annual improvements project. The improvements consisted of two miles of concrete alley reconstruction, approximately one mile of storm sewer, and areas of asphalt roadway repair.

Several of the newly constructed alleys were within business districts. As part of our services, we introduced ourselves to over 50 businesses flanking the alleys. We coordinated refuse collection, parking passes, coordination of the Village's "Garage Apron Replacement Program" (GARP) and accommodated as many businesses' schedules as possible.

Several of the alleys had utility conflicts which we worked proactively with Nicor and ComEd to have their infrastructure relocated prior to the start of our construction.

The project was partially funded with CDBG grants, so all requirements required of this funding were followed.

Several of the alleys flanked schools and churches. We made sure to continually keep all stakeholders up to date.





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**VILLAGE OF MELROSE PARK**

***Village-Wide Alley Projects***

**Commencement Date:**  
March, 2012

**Construction Completion Date:**  
November, 2012

**Engineer's Cost Estimate:**  
\$ 10,125,000.00

**Contractor Bid Amount:**  
\$ 9,867,100.50

**Engineering Fee Extras:**  
\$ 0

**Project Awarded on Schedule:**  
Yes

**Project Completed On-time:**  
Yes

**Project Team:**

**Ed Stoelinga, P.E.**  
(Project Manager)

**Chris Baker, P.E.**  
(Design Coordinator)

**Jeremie Lukowicz, P.E.**  
(Design and Field Engineer)

**References:**

Ron Serpico, Mayor  
708-343-9500

Gary Marine, Public Works  
Director  
708-343-5128

John Traversa, Superintendent  
ALamp Concrete  
847-891-6000

Hancock Engineering provided Design and Construction Engineering Services for this Village, CDBG, and MFT funded village wide alley project.

For years, the Village's Public Works Department has struggled to maintain the nearly 150 alley right-of-ways within its corporate limits. Many of these alleys were comprised of stone and gravel; others were paved years ago with very little thought given to proper drainage. It was not uncommon for the alley pavement to be substantially higher than adjacent garages and properties, resulting in widespread flooding during moderate rainfall events.

Hancock Engineering embarked on an aggressive plan to start and complete the entire program (**117 total alleys**) within the 2012 construction season. It was decided that the Alley Improvement Program should be divided into several stand-alone construction projects, both for the sake of improving the competitive bidding process, and to allow for completion in this short time frame with numerous contractors working simultaneously.

To complete these improvements in a singular calendar year, Hancock Engineering supervised **seven Contracts being constructed by four separate contractors simultaneously**. The amount of coordination between the Village, Hancock, and the contractors was extensive. The Village of Melrose Park and Hancock Engineering held weekly meetings with all of the contractors to discuss current rate of progress and the next week's construction schedule. Water main Improvements were included within the massive project scope.





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**VILLAGE OF OAK PARK**  
**Ridgeland Avenue Resurfacing**

**Commencement Date:**  
September, 2014

**Completion Date:**  
August, 2015

**Engineer's Cost Estimate:**  
\$ N/A

**Contractor Bid Amount:**  
\$ 2,027,000.00

**Actual Construction Amount:**  
\$ <2,027,000.00

**Engineering Fee:**  
\$ 150,000.00

**Engineering Change Orders:**  
\$ 0

**Project Completed On-time:**  
Yes

**Project Team:**  
**Derek Treichel**  
(Client Manager)

**Chris Baker, P.E.**  
(Resident Engineer)

**Eric Windsor**  
(Field Engineer)

**References:**

Bill McKenna, Village Engineer  
708-383-6400

Byron Kutz, Assist Village Engineer  
708-383-6400

Pat Tansey, Superintendent  
Johnson Paving

Hancock Engineering provided the Construction Engineering services for Ridgeland Avenue in the Village of Oak Park for this Federally Funded LAFO improvement project. The project extended for 3 miles between Roosevelt and North Avenue, extending through the limits of Oak Park. The project involved the milling of pavement, removal and replacement of intermittent curb and gutter, replacement of sidewalk squares to accommodate ADA requirements, minor sewer repairs, installation of preformed thermoplastic bicycle signals, detector loops, railroad insurance, and other parkway improvements.

The project was designed to be installed in a single season; however, the Village of Oak Park elected to concurrently run a Village-funded sewer improvement project within the pavement area of Ridgeland Avenue. We have been able to work with IDOT, the Village, their underground contractor (Trine Construction) and the Ridgeland Avenue paving contractor (Johnson Paving) to extend the time frame of the paving project to three separate stages without the Village incurring any additional costs.

Ridgeland Avenue is heavily used for parking for area businesses, schools, and residents. Hancock Engineering kept this as focal point throughout construction working with the Village's Parking Department to create parking passes for area businesses and residents to utilize during construction. We made sure to continually keep the businesses, schools, and residents up to date.





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**CITY OF BERWYN**

***Roadway, Sewer, and Watermain Improvements Project***

**Commencement Date:**

July, 2016

**Completion Date:**

November, 2016

**Engineer's Cost Estimate:**

\$ 900,000.00

**Contractor Bid Amount:**

\$770,000.00

**Engineering Fee Extras:**

\$ 0

**Project Awarded on Schedule:**

Yes

**Project Design On-time:**

Yes

**Project Team:**

Mark Lucas, P.E.  
(Client Manager)

Chris Baker, P.E.  
(Project Liaison, Designer)

Chris Baker, P.E.  
(Resident Engineer)

**References:**

Bob Schiller, Director Public  
Works  
708-674-3861

Marino Gerardi  
J Congdon  
630-442-8707

Hancock Engineering provided Design and Construction Engineering Services for the design of watermain, roadway, and sewer work on 19<sup>th</sup> Street between Clarence and Ridgeland Avenues.

The project consisted of three different fund codes for CDBG paperwork as the project involved:

- Resurfacing of Hot-Mix Asphalt Roadway
- Installation of nearly 2,000 feet of ductile iron water main
- Reviewing of sewer tapes to determine the need for point repairs on the City's Combination Sewer line
- Installation of storm sewer laterals and replacement of drainage structures
- Resident Engineer Coordination with single family residences as well as apartment buildings

Hancock Engineering has completely overseen the CDBG process for a dozen communities with populations under 50,000. This project allowed our Engineers the opportunity to work directly with the City Staff to ascertain exactly what the City of Berwyn expects from their Contractors. At the onset of the project, it was discovered that the Contractor did not properly register with SAM.Gov. In fact, we quickly realized that the Contractor had little experience with CDBG paperwork. We worked hand-in-hand with Contractor, at times all but completing their paperwork ourselves, to ensure that the project continued to move along. Although, this excess time spent exceeded our budgeted amount, our engineering fee went unchanged.





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**VILLAGE OF MELROSE PARK**  
**Cornell Avenue Reconstruction**

**Commencement Date:**  
March, 2014

**Completion Date:**  
November, 2014

**Engineer's Cost Estimate:**  
\$ 3,421,000.00

**Contractor Bid Amount:**  
\$ 3,100,000.00

**Actual Construction Amount:**  
\$ 2,997,000.00

**Engineering Fee:**  
\$ 175,000.00

**Engineering Change Orders:**  
\$ 0

**Project Completed On-time:**  
Yes

**Project Team:**  
**Ed Stoelinga, P.E.**  
(Client Manager)

**Chris Baker, P.E.**  
(Project Manager, Designer)

**Jeff Kearney**  
(Field Engineer)

**References:**

Ron Serpico, Mayor  
708-343-9500

Gary Marine, Public Works  
708-343-5128

John Traversa, Superintendent  
ALamp Concrete  
847-891-6000

Hancock Engineering provided Phase I, II and III Engineering services for this Federally funded STP project which involved completely rehabilitating the existing roadway, installation of nearly 2,500 feet of large diameter storm sewer, replacement of half a mile of 12" watermain, directional boring conduit under rail road tracks, installation of a multi-use bicycle/pedestrian path, railroad crossing improvements, and other parkway amenities. This project was located in an industrial area of town and had a large amount of truck traffic. Detailed staging plans were created to ensure that access was continually maintained to all businesses flanking the construction.

Many practices were implemented to help satisfy the residents and businesses, including:

- Interacting on a daily basis with residents and businesses.
- Distribute weekly updates to the adjacent properties outlining what has been accomplished and what is planned for the following week.
- Holding weekly progress meetings with Village and Contractor.
- Providing temporary driveways and entrances where necessary.





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VILLAGE OF RIVER GROVE/FRANKLIN PARK

*Elm Street Reconstruction*

**Commencement Date:**  
July, 2013

**Completion Date:**  
December, 2013

**Engineer's Cost Estimate:**  
\$ 2,421,000.00

**Contractor Bid Amount:**  
\$ 2,375,000.00

**Actual Construction Amount:**  
\$ 2,245,000.00

**Engineering Fee:**  
\$ 170,00.00

**Engineering Change Orders:**  
\$ 0

**Project Completed On-time:**  
Yes

**Project Team:**  
**Mark D. Lucas, P.E.**  
(Client Manager)

**Chris Baker, P.E.**  
(Project Manager, Designer)

**Bill Peterhansen, P.E.**  
(Field Engineer)

**References:**

Marilynn J. May, Mayor  
708-453-8000

Brent Leder, Public Works  
708-452-7055

John Traversa, Superintendent  
ALamp Construction  
630-675-8624

Hancock Engineering provided Phase I, II and III Engineering services for this Federally funded STP project which involved completely rehabilitating the existing roadway, installation of nearly 3,000 ft of large diameter storm sewer, watermain improvements, and other parkway amenities. The project shares a border with two municipalities so Hancock Engineering was constantly updating both Villages and made sure that all vested parties were happy with all design aspects and standards.

Many practices were implemented to help satisfy the residents and businesses, including:

- Interacting on a daily basis with residents and businesses.
- Distribute weekly updates to the adjacent properties outlining what has been accomplished and what is planned for the following week.
- Holding weekly progress meetings with Village and Contractor.
- Providing temporary driveways and entrances where necessary.

The project was substantially completed in one calendar year exceeding the expectation of both Villages.





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VILLAGE OF BROOKFIELD

*Grand Boulevard Improvements Project*

**Start Date:**  
March, 2012

**Completion Date:**  
November, 2012

**Engineer's Cost Estimate:**  
\$ 4,710,435.00

**Contractor Bid Amount:**  
\$ 4,356,768.25

**Actual Construction Amount:**  
4,500,000.00

**Engineering Change Orders:**  
\$ 150,000.00

**Change Orders/ Contract Change:**  
10 / 2.0% Increase (No increase in  
Village responsibility)

**Project Completed On-time:**  
Yes (90 working days)

**Project Team:**  
**Derek Treichel, P.E.**  
(Client Manager, Project  
Manager)

**Bill Peterhansen, P.E.**  
(Resident Engineer, Design  
Engineer)

**Tom Gromada**  
(Field Engineer)

**References:**

Dan Kaup, Dir. of Public Works  
708-485-2540

Rod Rankins, Bolder Construction  
847-236-0785

Hancock Engineering provided Phase II Engineering Services for this FAU/STP funded roadway reconstruction. **IDOT permitted the Village to submit as a Categorical Exclusion Group 1 Project, so a full phase I report was not required.** The project involved the partial reconstruction of a collector route roadway in a residential/business corridor. The project included:

- Installation of over 6,000 feet of storm relief sewers.
- Rock excavation, non-special waste removal, and dewatering.
- Pavement reconstruction where necessary, utilizing existing pavement in areas of satisfactory existing roadway to provide cost relief to village.
- Intersection modernization including pedestrian bump-outs to reduce pedestrian crossing distances.
- Relocation of existing utilities to prevent conflicts with proposed improvements and to avoid costly delays.
- Parking reconfiguration at municipal buildings and along roadway to maximize available parking.
- Installation of decorative lighting.
- Installation of bio-swale to reduce the amount of water entering the sewers.
- Installation of decorative brick pavers

The design of the project was reviewed and approved by IDOT and the Construction Engineering was monitored by IDOT to ensure compliance with all required documentation. Although this project did have several change orders, it was strategically kept within the



upper limit of IDOT's funding and ultimately the Village did not bear any additional costs than budgeted for. **Our engineering fee remained unchanged.**



## REFERENCES

### Client References

The following is a partial list of clients for whom we currently provide engineering services to. We have included the length of time we have been retained by each client and a suggested contact party for obtaining further information regarding the services we have been providing.

#### *MUNICIPALITIES*

VILLAGE OF BELLWOOD Since 1945  
Contact Party : Honorable Andre Harvey, Village President  
Telephone No. : (708) 547-3505

VILLAGE OF BROADVIEW Since 1950  
Contact Party : Mr. Matthew Ames, Public Works Director  
Telephone No. : (708) 681-3600

VILLAGE OF BROOKFIELD Since 1981  
Contact Party : Mr. Keith Sbiral, Village Manager  
Telephone No. : (708) 485-7344

VILLAGE OF GLEN ELLYN Since 2015  
Contact Party : Mr. Julius Hansen, Public Works Director  
Telephone No. : (630) 496-6756

VILLAGE OF FOREST VIEW Since 1957  
Contact Party : Mr. Mark Masciola, Village Administrator  
Telephone No. : (708) 749-0310

CITY OF HOMETOWN Since 2003  
Contact Party : Honorable Kevin Casey, Village President  
Telephone No.: 708-424-7500

VILLAGE OF LAGRANGE PARK Since 1955  
Contact Party : Ms. Julia Cedillo, Village Manager  
Telephone No. : (708) 354-0225

VILLAGE OF MAYWOOD Since 1995  
Contact Party : Mr. John West, Public Works Director  
Telephone No. : (708) 450-4482

VILLAGE OF MELROSE PARK Since 1999  
Contact Party : Mr. Gary Marine, Public Works Director  
Telephone No. : (708) 343-4000



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REFERENCES

- VILLAGE OF NORRIDGE Since 1999  
Contact Party : Mr. Brian Gaseor, P.E., Village Engineer  
Telephone No. : (708) 453-0800
- VILLAGE OF OAK PARK Since 2013  
Contact Party : Mr. Bill McKenna, Village Engineer  
Telephone No. : (708) 383-6400
- VILLAGE OF RIVERDALE Since 2013  
Contact Party: : Honorable Lawrence Jackson, Mayor  
Telephone No. (708) 841-2200
- VILLAGE OF RIVER GROVE Since 1965  
Contact Party : Honorable Dave Guerin, Mayor  
Telephone No. : (708) 453-8000
- VILLAGE OF SCHILLER PARK Since 1970  
Contact Party : Honorable Nick Ciafa, Mayor  
Telephone No. : (847) 678-2550
- VILLAGE OF Villa Park Since 2014  
Contact Party : Mr. Jeremie Lukowicz, Assistant Village Engineer  
Telephone No. : (630) 834-8505

Professional References

The following is a small sampling of professional groups for whom we currently have an excellent working relationship with:

- Illinois Department of Transportation  
Contact Party : Ms. Marilyn Solomon  
Telephone No. : (708) 705-4407
- Cook County Department of Planning and Development  
Contact Party : Ms. Sylvia Parham, Grants Manager  
Telephone No. : (312) 603-1030
- Illinois Environmental Protection Agency  
Contact Party : Ms. Alan Anderson  
Telephone No. : (847) 758-3412
- Metropolitan Water Reclamation District  
Contact Party : Mr. Dave Zala  
Telephone No. : (708) 435-1393



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LETTERS OF RECOMMENDATION

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1 N. Prospect Avenue  
Clarendon Hills, Illinois 60514  
630.286.5400

October 11, 2017

RE: Qualifications of Edwin Hancock Engineering Company, Westchester, IL.

To whom it may Concern:

I had the pleasure of working with the Edwin Hancock Engineering Company ("Hancock") for almost 15 years during my tenure with the Village of Schiller Park. Overall I was very satisfied with their work in all aspects of municipal engineering including planning, project design and construction inspection.

Hancock performed all levels of service including day-to-day management of engineering functions. This background and level of planning allowed Hancock to support the Village in all realms. This included streets, sewers and facility management. Hancock was responsible for planning and maintenance for all aspects of the Village's potable water system. This of course included the design, bidding, and contract management and construction oversight of numerous water main installation projects. I found that Hancock addressed these projects in an effective, efficient and professional manner. In particular they understood the hard ship that these type of projects could impose on local residents and dealt with these concerns in a sensitive manner.

In short, based on my experience, I would not hesitate to recommend Hancock to perform all aspects of municipal engineering work, including design and oversight of water main installation. Feel free to contact me if you would like to discuss my experience with Hancock further.

Yours truly,



Kevin S. Barr  
Village Manager

[www.clarendonhills.us](http://www.clarendonhills.us)

LETTERS OF RECOMMENDATION



The Village of Oak Park  
Village Hall  
123 Madison Street  
Oak Park, Illinois 60302-4272

708.383.6400  
Fax 708.383.9584  
www.oak-park.us  
village@oak-park.us

June 13, 2016

Mr. Michael Hankey, P.E.  
Director of Transportation and Engineering Division  
Village of Hoffman Estates  
1900 Hassell Road  
Hoffman Estates, IL 60169

Re: Edwin Hancock Engineering recommendation

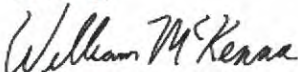
Dear Mr. Hankey,

The Village of Oak Park has been working with Edwin Hancock Engineering over the past three years to oversee construction of a federally funded resurfacing project of Ridgeland Avenue and for the design and construction engineering of two years of alley improvement projects. Hancock Engineering has performed excellently on both projects and the Village looks forward to recommending extending the agreement for the alley improvement engineering to utilize Hancock Engineering for the 2017 alley improvement projects based on their performance this year. The Ridgeland Avenue resurfacing project was approximately \$2M and the alley improvements are approximately \$3M annually. Both projects were completed within and under budget.

Hancock Engineering did an excellent job in preparing project design plans in a timely fashion, overseeing construction, ensuring project documentation was according to IDOT policy, coordinating the projects with Village staff, communicating with the Village's residents and businesses, and closing out federal projects quickly. The businesses and residents of the Village of Oak Park have very high expectations regarding the level of communications, mitigating impacts, and addressing their needs during construction. Hancock did a great job ushering these residents through the process and kept complaints to a bare minimum.

I would highly recommend Edwin Hancock Engineering for municipal engineering work. If you have any questions please feel free to call me at the number below.

Sincerely,



Bill McKenna, PE  
Village Engineer  
Village of Oak Park  
201 South Boulevard  
Oak Park, IL 60302  
708.358.5722  
mckenna@oak-park.us



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LETTERS OF RECOMMENDATION

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July 28, 2015

Re: Qualification of Edwin Hancock Engineering Co., Westchester, Illinois

To Whom It May Concern:

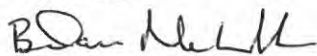
Hancock Engineering has served as the Village of La Grange Park's Municipal Engineer since before my tenure began as the Village's Director of Public Works in 2012. My understanding is that they have held this position for over 90 years, dating back to the early 1920's.

Hancock Engineering has always met my expectations of what would constitute a high-level consulting municipal engineering firm. They provide sound technical expertise, are very service orientated, and offer their expertise at very reasonable rates. Most importantly, they understand the importance of serving our residents and consistently go above and beyond to aid our residents. Hancock Engineering is an important asset to the Village of La Grange Park.

Since I became the Director of the Village's Public Works Department, Hancock Engineering has performed numerous projects for the Village of La Grange Park. Together, we have maintained and updated our pavement condition map, analyzed our existing combination sewer system, and made significant improvements to our water infrastructure. On behalf of the Village, I can attest that Hancock Engineering has consistently met our expectations related to project schedules for all of the various projects they have been engaged to complete.

I would recommend Hancock Engineering for any of your projects involving municipal infrastructure planning, design, or construction observation. Please feel free to contact me to answer any questions you may have regarding the work or qualifications of Hancock Engineering.

Respectfully,



Brendan McLaughlin,  
Director of Public Works

937 Barnsdale Road, La Grange Park IL 60526  
(708) 352-2922 Fax: (708) 354-9942

**COST PROPOSAL**

**Projected Manhours**

Hancock Engineering submits the following Estimate of Manhours for the Design Engineering for the 2018 Green Alley Improvement project within the Village of River Forest, Illinois.

<u>Engineering Service</u>	<u>Total Hours</u>
Task 1 -Kick-Off Meeting	12
Task 2 – Topographic Survey	40
Task 3 – Utility Coordination	8
Task 4 – Preparation of Base Sheets	16
Task 5 – Permitting	24
Task 6 –Contract Documents	152
Task 7 – QC/QA Review	10
Task 8- Final Plans	40
Task 9 – Coordination with Staff	40
Task 10 – Soils Testing	40
<b>Total Design Engineering:</b>	<b>382</b>

**Proposed Fees**

Hancock Engineering submits the following Upper Limit amounts:

➤ **Hourly, Not To Exceed:** **\$40,560.00**

This fee will cover services outlined in this document for the **2018 Green Alley Design Engineering Services** in the Village of River Forest.

The following are additional costs for services outside of this calculated fee:

IEPA LPC 662 Testing:	\$1,200 Lump Sum
IEPA LPC 663 Testing:	\$3,500 Lump Sum
Breaking Alley into Separate Contract:	\$5,000 Lump Sum

Hancock Engineering acknowledges that “no cost overruns or additional charges” will be made unless previously authorized by the Village of River Forest. Furthermore, Hancock Engineering does not anticipate billing for any additional work within the scope of this project, but if the necessity arises, we acknowledge that prior approval must be granted from the Village.



**COST PROPOSAL**

Hourly Rates

PERSONNEL CLASSIFICATION	TOTAL BILLING RATE
ENGINEER –VI	\$133.00
ENGINEER -V	\$128.00
ENGINEER -IV	\$118.00
ENGINEER -III	\$113.00
ENGINEER -II	\$ 93.00
ENGINEER -I	\$ 83.00
CADD MANAGER	\$113.00
CADD TECHNICIAN -II	\$103.00
CADD TECHNICIAN -I	\$ 98.00
ENGINEERING TECHNICIAN – V	\$113.00
ENGINEERING TECHNICIAN – IV	\$103.00
ENGINEERING TECHNICIAN – III	\$ 88.00
ENGINEERING TECHNICIAN – II	\$ 73.00
ENGINEERING TECHNICIAN – I	\$ 48.00
ADMINISTRATIVE ASSISTANT	\$ 70.00

*All hourly rates include costs for out-of-pocket expenses including mileage, tolls, photocopying, etc. and no additional compensation will be sought for these items. **Hancock Engineering has no hidden fees.***

*If the Village seeks actual employee rates, we can provide these numbers at your request.*

**RETURN WITH PROPOSAL**

**EQUAL EMPLOYMENT OPPORTUNITY COMPLIANCE CERTIFICATE**

As used in this certificate the term "subcontract" includes the term "purchase order" and all other agreements effectuating purchase of supplies or services. If this certificate is submitted as part of a bid or proposal the term "Seller" shall be deemed to refer to the Bidder or Offeror, or Subcontractor or Supplier. This certificate shall be renewed annually. Notwithstanding the foregoing, the certifications made herein shall remain applicable until completion of all nonexempt contracts/subcontracts awarded while this certificate is in effect.

The undersigned Seller certifies the following to the Village of RIVER FOREST hereinafter referred to as Buyer:

- A. **REPORTS**: Within thirty (30) days after Buyer's award to Seller of any contract/subcontract and prior to each March 31 thereafter during the performance of work under said subcontract, the Seller shall file Standard Form 100, entitled "Equal Employment Opportunity Employer Information Report EEO-1" in accordance with instructions contained therein unless Seller has either filed such report within 12 months preceding the date of the award or is not otherwise required by law or regulation to file such report.
- B. **PRIOR REPORTS**: Seller, if it has participated in previous contract or subcontract subject to the Equal Opportunity Clause (41 C.F.R. Sec. 60-1.4 (a) (1) through (7), or the clause originally contained in Section 301 of Executive Order No. 10925, or the clause contained in section 201 of Executive Order No. 11114, has filed all required compliance reports. Seller shall obtain similar representations indicating submission of all required compliance reports, signed by proposed subcontractors, prior to awarding subcontracts not exempt from Equal Opportunity Clause.
- C. **CERTIFICATION OF NON SEGREGATED FACILITIES**: Seller certifies that it does not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not permit its employees to perform their services at any location, under its control where segregated facilities are maintained. Proposer certifies further that it will not maintain or provide for its employees any segregated facilities at any of its establishments and that it will not permit its employees to perform their services at any location, under its control where segregated facilities are maintained. Seller agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this certificate. As used in this certification, the term "segregated facilities" means any waiting rooms, work area, rest rooms, wash rooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, or national origin, because of habit, local custom or otherwise.



**RETURN WITH PROPOSAL**

C. CERTIFICATION OF NONSEGREGATED FACILITIES: (Cont'd.)

Proposer further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity Clause; that it will retain such certifications in its files; and that it will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods): NOTICE TO PROSPECTIVE SUBCONTRACTORS OF REQUIREMENT FOR CERTIFICATIONS OF NONSEGREGATED FACILITIES. A certification on Nonsegregated Facilities, as required by Section 60-1.8 of Title 41 of the Code of Federal Regulations, must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity Clause. (Note: The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001).

D. AFFIRMATIVE ACTION COMPLIANCE PROGRAM: Prior to 120 days after receipt of any subcontract in the amount of \$50,000 or more from Buyer, if it has 50 or more employees and it is not otherwise exempt under 41 C.F.R. Part 60-1, shall have developed for each of his establishments a written affirmative action compliance program as called for in 41 C.F.R. Sec. 60-1.40. Seller will also require its lower-tier subcontractors who have 50 or more employees and receive a subcontract of \$50,000 or more and who are not otherwise exempt under 41 C.F.R. Part 60-1 to establish written affirmative action compliance programs in accordance with 41 C.F.R. Sec. 60-1.40.

E. Seller certifies that it is not currently in receipt of any outstanding letters of deficiencies, show cause, probable cause, or other such notification of noncompliance with EEO regulations.

Executed this 10th day of May 2018 by:

Hancock Engineering

\_\_\_\_\_  
Firm name

By: 

\_\_\_\_\_  
President

\_\_\_\_\_  
Title

(Seller)

<b>RETURN WITH PROPOSAL</b>
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**STATE OF ILLINOIS**  
**DRUG FREE WORKPLACE CERTIFICATION**

This certification is required by the Drug Free Workplace Act (30 ILCS 580/1 et seq.). The Drug Free Workplace Act, effective January 1, 1992, requires that no grantee or proposer shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or proposer has certified to the State that the grantee or proposer will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

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

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

(a) Publishing a statement:

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

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

- (1) the dangers of drug abuse in the workplace;
- (2) the grantee's or proposer's policy of maintaining a drug free workplace;
- (3) any available drug counseling, rehabilitation, and employee assistance programs; and
- (4) the penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.



**RETURN WITH PROPOSAL**

- (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 5 of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

THE UNDERSIGNED AFFIRMS, UNDER PENALTIES OF PERJURY, THAT HE OR SHE IS AUTHORIZED TO EXECUTE THIS CERTIFICATION ON BEHALF OF THE DESIGNATED ORGANIZATION.

Hancock Engineering

\_\_\_\_\_  
Printed Name of Organization

  
\_\_\_\_\_  
Signature of Authorized Representative

Derek Treichel, P.E.

5/11/2018

\_\_\_\_\_  
Printed Name and Title

\_\_\_\_\_  
Date

N/A

\_\_\_\_\_  
Requisition/Contract/Grant ID Number

**RETURN WITH PROPOSAL**

**CERTIFICATION THAT PROPOSER IS NOT BARRED FROM  
PUBLIC CONTRACTING DUE TO BID-RIGGING OR  
BID ROTATING CONVICTIONS**

WHEREAS, a conviction for the offense of bid-rigging or bid rotating bars a person or entity from bidding on public contracts (720 ILCS 5/33E-3 and 33E-4), and

WHEREAS, Section 33E-11 of the Criminal Code (720 ILCS 5/33E-11) requires bidders and proposers to certify on a form provided by the unit of local government or school district that they are not barred from public contracting due to bid-rigging or bid rotating convictions.

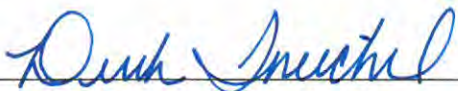
NOW THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned,

Hancock Engineering

\_\_\_\_\_  
(individual, firm, corporation or other entity)

is not barred from bidding on or entering into public contracts due to having been convicted of bid-rigging or bid rotating under paragraphs 33E-3 or 33E-4 of the Illinois Criminal Code. The undersigned also certifies that no officers or employees of the bidder or the proposer have been so convicted and that the bidder or proposer is not the successor company or a new company created by the officers or owners of one so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above public body in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contract term or otherwise prior to the entering into any contract therewith.

DATE: 5/11/18

By: 

ATTEST:



(SEAL)



**RETURN WITH PROPOSAL**

**PROPOSER CERTIFICATION**  
**SEXUAL HARASSMENT POLICY**

Hancock Engineering  
\_\_\_\_\_(“Proposer”), having submitted a proposal to the Village of River Forest,  
hereby certifies that said Proposer has a written sexual harassment policy in place in full compliance with  
775 ILCS 5/2-105 (A) (4).

Signed by: *Debra Smith* (Corporate Seal)

Title: President

Name & Address 9933 Roosevelt Road

of Proposer Westchester, IL 60154  
or Vendor \_\_\_\_\_



Subscribed and sworn to before me

this 11th day of May, 2018

*James G. Goumas*  
Notary Public





**RETURN WITH PROPOSAL**

**REFERENCES**

1. Project Location: Throughout Village Project Owner: Oak Park  
Project Description: Over 100 Alleys Designed and Constructed since 2016  
Owner's Representative: Bill McKenna Phone: 708-358-5700  
Awarded Contract Cost \$ Approx 10 Mil Final Project Cost \$ < \$10 Mil
2. Project Location: Throughout Village Project Owner: Melrose Park  
Project Description: Over 120 Alleys Designed and Constructed in 2012  
Owner's Representative: Gary Marine Phone: (708) 343-4000  
Awarded Contract Cost \$ 10.1Mil Final Project Cost \$ 9.8 Mil
3. Project Location: 24th Avenue Project Owner: Broadview  
Project Description: 2017 Green Alleys  
Owner's Representative: Matt Ames Phone: (708) 681-3600  
Awarded Contract Cost \$ 275,000 Final Project Cost \$ 254,000
4. Project Location: Brookfield Project Owner: Brookfield  
Project Description: Green Alleys throughout Town  
Owner's Representative: Amy Wagner Phone: 708-485-2540  
Awarded Contract Cost \$ 410,000 Final Project Cost \$ \_\_\_\_\_
5. Project Location: River Grove Project Owner: River Grove  
Project Description: Green Alleys  
Owner's Representative: Mayor Guerin Phone: (708) 453-8000  
Awarded Contract Cost \$ 235,000 Final Project Cost \$ 220,000



## MEMORANDUM

Date: May 24, 2018

To: Eric Palm, Village Administrator

From: Joan Rock, Director of Finance

Subject: Accounts Payable – April 2018

Attached for your review and approval is a list of payments made to vendors by account number for the period from April 1 - 30, 2018. The total payments made for the period, including payrolls, are as follows:

### VILLAGE OF RIVER FOREST EXPENDITURES MONTH ENDED APRIL 30, 2018

FUND	FUND #	VENDORS	PAYROLLS	TOTAL
General Fund	01	459,139.72	\$ 674,038.87	1,133,178.59
Water & Sewer Fund	02	264,692.15	73,785.10	338,477.25
Motor Fuel Tax	03	20,221.74	-	20,221.74
Debt Service	05	-	-	-
Capital Equip Replacement	13	41,981.36	-	41,981.36
Capital Improvement Fund	14	16,841.45	-	16,841.45
Economic Development Fund	16	40.00	-	40.00
TIF-Madison	31	328,988.00		328,988.00
TIF-North	32	4,983.00		4,983.00
<b>Total Village Expenditures</b>		<b>\$ 1,136,887.42</b>	<b>\$ 747,823.97</b>	<b>\$ 1,884,711.39</b>

#### Requested Board Actions:

1. Motion to Approve the April 2018 Accounts Payable and Payroll transactions totaling \$1,549,651.39.
2. Motion to Approve Payments to Anderson Elevator in the amount of \$1,049.00.
3. Motion to Approve the April 2018 Accounts Payable transactions for the Economic Development Fund (16) totaling \$40.00, for the TIF-Madison Street Fund (31) totaling \$328,988.00 and for the TIF-North Avenue Fund (32) totaling \$4,983.00.

# Accounts Payable

## Transactions by Account

User: jrock  
Printed: 05/24/2018 - 9:51AM  
Batch: 00000.00.0000



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-00-00-16-0010	Accela Inc #774375	ACCELA ANNUAL MAINTENANC	04/30/2018	0	14,952.83	
		Vendor Subtotal for Division:00			14,952.83	
01-00-00-16-0010	Benistar/Hartford-6795	FIRE RETIREE INSURANCE PREM	04/30/2018	47176	1,474.20	
01-00-00-16-0010	Benistar/Hartford-6795	P/W RETIREE INSURANCE PREMI	04/30/2018	47176	1,599.57	
01-00-00-16-0010	Benistar/Hartford-6795	POLICE RETIREE INSURANCE PR	04/30/2018	47176	7,426.06	
		Vendor Subtotal for Division:00			10,499.83	
01-00-00-16-0010	Midwest Operating Eng-Pension Tru	P/W RETIREE HEALTH INS/JUN 20	04/30/2018	47211	971.00	
		Vendor Subtotal for Division:00			971.00	
01-00-00-16-0010	MOE Funds	P/W EMPLOYEE HEALTH INS/JUN	04/30/2018	47212	6,844.30	
		Vendor Subtotal for Division:00			6,844.30	
01-00-00-16-0010	NFPA	SUBSCRIPTION RENEWAL/K BOH	04/30/2018	47216	1,495.00	
		Vendor Subtotal for Division:00			1,495.00	
01-00-00-16-0010	West Suburban Consolidated	MONTHLY CONTRIBUTION FOR M	04/30/2018	0	33,161.37	
		Vendor Subtotal for Division:00			33,161.37	
01-00-00-17-0010	Bell Fuels Inc	PURCHASE OF GASOLINE & DIES	04/13/2018	47082	9,598.93	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			9,598.93	
01-00-00-17-0038	Card Services	ITEMS FOR VENDING MACHINE	04/27/2018	154	52.96	
		Vendor Subtotal for Division:00			52.96	
01-00-00-17-0066	The Printing Store Inc	(25) BEEKEEPING SIGNS	04/13/2018	47140	187.00	
		Vendor Subtotal for Division:00			187.00	
01-00-00-21-0026	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	2,900.73	
		Vendor Subtotal for Division:00			2,900.73	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00013.04.2018 VEBA Contr	04/13/2018	999971	3,233.85	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00031.04.2018 VEBA Contr	04/30/2018	999967	73.87	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00030.04.2018 VEBA - W/C	04/30/2018	999969	86.27	
01-00-00-21-0043	Genesis Employee Benefits Inc	PR Batch 00030.04.2018 VEBA Contr	04/30/2018	999969	3,073.63	
		Vendor Subtotal for Division:00			6,467.62	
01-00-00-21-0050	Illinois Fraternal Order of Police Lat	PR Batch 00030.04.2018 Police Union	04/30/2018	5837	1,118.00	
		Vendor Subtotal for Division:00			1,118.00	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	1,217.88	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	17.70	
01-00-00-21-0050	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	3,309.34	
		Vendor Subtotal for Division:00			4,544.92	
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00013.04.2018 Public Work:	04/13/2018	5838	258.28	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00030.04.2018 Public Work:	04/30/2018	5838	262.77	
		Vendor Subtotal for Division:00			521.05	
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00013.04.2018 Public Work:	04/13/2018	5839	51.32	
01-00-00-21-0050	International Union of Operating Eng	PR Batch 00030.04.2018 Public Work:	04/30/2018	5839	52.15	
		Vendor Subtotal for Division:00			103.47	
01-00-00-21-0050	NCPERS Group Life Ins	PR Batch 00013.04.2018 Supplementa	04/13/2018	5840	62.40	
01-00-00-21-0050	NCPERS Group Life Ins	PR Batch 00030.04.2018 Supplementa	04/30/2018	5840	62.92	
		Vendor Subtotal for Division:00			125.32	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00013.04.2018 Nolan-17111	04/13/2018	999972	1,200.00	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00013.04.2018 Doran-17031	04/13/2018	999972	434.50	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00031.04.2018 Nolan-17111	04/30/2018	999968	1,200.00	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00030.04.2018 Doran-17031	04/30/2018	999970	434.50	
01-00-00-21-0050	State Disbursement Unit	PR Batch 00030.04.2018 Nolan-17111	04/30/2018	999970	1,200.00	
		Vendor Subtotal for Division:00			4,469.00	
01-00-00-23-0060	River Forest Public Library	LIBRARY PPRT	04/13/2018	47145	2,606.20	
		Vendor Subtotal for Division:00			2,606.20	
01-00-00-25-0051	Klein Thorpe and Jenkins Ltd	DRB/1101-1111 BONNIE BRAE PL	04/13/2018	0	839.80	
		Vendor Subtotal for Division:00			839.80	
01-00-00-25-5216	Concordia University	REFUND ESCROW DEPOSIT - CON	04/30/2018	47183	10,000.00	
		Vendor Subtotal for Division:00			10,000.00	
01-00-00-42-2120	Deborah DiDonna	REFUND OVERPAYMENT OF VEH	04/13/2018	47102	22.50	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			22.50	
01-00-00-42-2120	Kathleen Neal	REFUND OVERPAYMENT OF VEH	04/30/2018	47215	42.50	
		Vendor Subtotal for Division:00			42.50	
01-00-00-43-3225	Randy Wright	REIMB TOW RELEASE FEE/RENT/	04/13/2018	47168	500.00	
		Vendor Subtotal for Division:00			500.00	
01-10-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	4,681.33	
		Vendor Subtotal for Division:10			4,681.33	
01-10-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	690.79	
01-10-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	5.70	
		Vendor Subtotal for Division:10			696.49	
01-10-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	138.55	
		Vendor Subtotal for Division:10			138.55	
01-10-00-53-0200	AT&T	MONTHLY ELEVATOR CHARGE	04/13/2018	47076	256.35	
		Vendor Subtotal for Division:10			256.35	
01-10-00-53-0200	AT&T	HIGH SPEED INTERNET	04/13/2018	47077	65.46	
		Vendor Subtotal for Division:10			65.46	
01-10-00-53-0200	CALL ONE	MONTHLY PHONE SERVICE	04/27/2018	47169	1,997.62	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:10			1,997.62	
01-10-00-53-0200	Comcast Cable	HIGH SPEED INTERNET	04/30/2018	47180	274.53	
		Vendor Subtotal for Division:10			274.53	
01-10-00-53-0200	Verizon Financial Services LLC	DATA SERVICE FOR TABLETS & N	04/13/2018	0	41.90	
		Vendor Subtotal for Division:10			41.90	
01-10-00-53-0380	Ehlers & Associates Inc	CONSULTING SERVICES/LAKE &	04/30/2018	47188	900.00	
		Vendor Subtotal for Division:10			900.00	
01-10-00-53-0380	Forest Printing Company	LAWN SIGNS FOR SUSTAINABILIT	04/30/2018	47195	405.00	
		Vendor Subtotal for Division:10			405.00	
01-10-00-53-0380	Houseal Lavigne Associates	PLANNING PROFESSIONAL SERV	04/13/2018	47120	6,258.49	
		Vendor Subtotal for Division:10			6,258.49	
01-10-00-53-0380	Mary Masella	REIMB NATIVE PLANTS FOR HAV	04/30/2018	47208	211.86	
		Vendor Subtotal for Division:10			211.86	
01-10-00-53-0380	Total Administrative Services Corp	COBRA ADMIN FEES	04/13/2018	47156	92.50	
01-10-00-53-0380	Total Administrative Services Corp	VEBA/FSA ADMIN FEES	04/30/2018	47233	688.25	
01-10-00-53-0380	Total Administrative Services Corp	COBRA ADMIN FEES	04/30/2018	47233	76.50	
01-10-00-53-0380	Total Administrative Services Corp	VEBA ADMIN FEES	04/30/2018	47233	500.00	
		Vendor Subtotal for Division:10			1,357.25	
01-10-00-53-0410	Card Services	PHOTOSHOP FOR PD	04/27/2018	154	119.88	
01-10-00-53-0410	Card Services	AWS CLOUD STORAGE/MAR 2018	04/27/2018	154	405.07	
01-10-00-53-0410	Card Services	AWS CLOUD STORAGE/FEB 2018	04/27/2018	154	287.99	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:10					812.94	
01-10-00-53-0410	ClientFirst Consulting Group LLC	SERVER ROOM HARDWARE INV	04/30/2018	0	431.25	
01-10-00-53-0410	ClientFirst Consulting Group LLC	IT SUPPORT GENERAL/MAR 2018	04/30/2018	0	2,026.25	
01-10-00-53-0410	ClientFirst Consulting Group LLC	IT SUPPORT POLICE DEPT/MAR 2018	04/30/2018	0	1,556.25	
Vendor Subtotal for Division:10					4,013.75	
01-10-00-53-0410	Proshred	DESTRUCTION OF HARD DRIVES	04/30/2018	47223	500.00	
Vendor Subtotal for Division:10					500.00	
01-10-00-53-0410	Webitects	WEBSITE HOSTING/APR 2018	04/13/2018	47162	195.00	
01-10-00-53-0410	Webitects	WEBSITE IMPROVEMENTS	04/30/2018	47242	1,560.00	
Vendor Subtotal for Division:10					1,755.00	
01-10-00-53-0429	Third Millennium	VEHICLE STICKER ONLINE SERV	04/13/2018	47152	58.95	
01-10-00-53-0429	Third Millennium	VEHICLE STICKER SERVER FEE	04/13/2018	47152	525.00	
01-10-00-53-0429	Third Millennium	VEHICLE STICKER ONLINE PAYM	04/13/2018	47152	495.00	
Vendor Subtotal for Division:10					1,078.95	
01-10-00-53-1100	Health Inspection Professionals Inc	HEALTH INSPECTION SVCS/JAN-18	04/13/2018	47117	3,862.50	
Vendor Subtotal for Division:10					3,862.50	
01-10-00-53-3300	De Lage Landen Financial Svcs Inc	LEASING (3) COPIERS/PRINTERS	04/13/2018	47100	505.34	
Vendor Subtotal for Division:10					505.34	
01-10-00-53-3300	Regal Business Machines Inc	MAINTENANCE & COLOR COPIES	04/13/2018	47143	234.77	
Vendor Subtotal for Division:10					234.77	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-10-00-53-4100	Card Services	IGFOA GAAP UPDATE FOR IL WEI	04/27/2018	154	55.00	
01-10-00-53-4100	Card Services	IGFOA REVENUE WEBINAR - C SC	04/27/2018	154	55.00	
01-10-00-53-4100	Card Services	TRAINING - L SCHEINER	04/27/2018	154	65.00	
01-10-00-53-4100	Card Services	TRAINING - L SCHEINER	04/27/2018	154	160.00	
Vendor Subtotal for Division:10					335.00	
01-10-00-53-4250	Card Services	IGFOA INTERNAL CONTROLS TR	04/27/2018	154	125.00	
01-10-00-53-4250	Card Services	IAMMA CONFERENCE - J PAPE	04/27/2018	154	75.00	
Vendor Subtotal for Division:10					200.00	
01-10-00-53-4250	Concordia University	COMP PLAN MEETING	04/30/2018	47183	165.50	
Vendor Subtotal for Division:10					165.50	
01-10-00-53-4250	ILCMA	ILCMA/METRO MANAGERS PROF	04/13/2018	47122	55.00	
Vendor Subtotal for Division:10					55.00	
01-10-00-53-4250	Oak Park River Forest	OPRF CHAMBER EVENT (DID NO	04/30/2018	47217	500.00	
Vendor Subtotal for Division:10					500.00	
01-10-00-53-4300	DuPage County Clerk	NOTARY RENEWAL/N SABIA	04/30/2018	47186	10.00	
Vendor Subtotal for Division:10					10.00	
01-10-00-53-4300	West Suburban Special Recreation A	WSSRA DERBY GALA	04/13/2018	47165	500.00	
Vendor Subtotal for Division:10					500.00	
01-10-00-53-4350	B Gunther & Company Inc	COMMISSIONER NAMEPLATE/DC	04/13/2018	47113	19.50	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:10			19.50	
01-10-00-53-4350	The Printing Store Inc	BUSINESS & CONTRACTOR LICEI	04/30/2018	47221	181.00	
		Vendor Subtotal for Division:10			181.00	
01-10-00-53-4350	River Forest Park District	(1) PAGE AD IN SUMMER GUIDE 2	04/13/2018	47144	150.00	
		Vendor Subtotal for Division:10			150.00	
01-10-00-53-4350	Village of River Forest	PHOTO OF PRES. ADDUCI FOR Wz	04/13/2018	47160	1.57	
		Vendor Subtotal for Division:10			1.57	
01-10-00-53-5600	Village of River Forest	EMPLOYEE RECOGNITION LUNC	04/13/2018	47160	120.00	
		Vendor Subtotal for Division:10			120.00	
01-10-00-54-0100	Card Services	MISC OFFICE SUPPLIES	04/27/2018	154	194.56	
01-10-00-54-0100	Card Services	REPLACEMENT PARTS FOR PD	04/27/2018	154	38.00	
01-10-00-54-0100	Card Services	BANKERS BOXES FOR REMODEL	04/27/2018	154	163.94	
01-10-00-54-0100	Card Services	BOXES FOR REMODELING PROJE	04/27/2018	154	261.82	
		Vendor Subtotal for Division:10			658.32	
01-10-00-54-0100	Warehouse Direct Inc	BOXES FOR OFFICE REMODEL	04/13/2018	47161	45.48	
01-10-00-54-0100	Warehouse Direct Inc	MISC OFFICE SUPPLIES	04/13/2018	47161	134.60	
01-10-00-54-0100	Warehouse Direct Inc	MISC OFFICE SUPPLIES	04/13/2018	47161	84.18	
01-10-00-54-0100	Warehouse Direct Inc	MISC OFFICE SUPPLIES	04/13/2018	47161	30.58	
		Vendor Subtotal for Division:10			294.84	
01-10-00-54-1300	Postmaster	PRESORTED MAIL PERMIT FEE (6	04/30/2018	47220	225.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:10			225.00	
01-10-00-54-1300	UPS	ADMIN POSTAGE & 2018 C.I.P.PEF	04/30/2018	47238	17.17	
		Vendor Subtotal for Division:10			17.17	
01-10-00-54-1300	Village of River Forest	POSTAGE DUE ON BUSINESS LIC	04/30/2018	47239	4.13	
		Vendor Subtotal for Division:10			4.13	
01-15-00-53-5300	The Blue Line	EMPLOYMENT AD: FIREFIGHTER	04/13/2018	47083	348.00	
		Vendor Subtotal for Division:15			348.00	
01-20-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	3,462.03	
		Vendor Subtotal for Division:20			3,462.03	
01-20-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	11.20	
		Vendor Subtotal for Division:20			11.20	
01-20-00-53-0370	Envirosafe	PEST CONTROL	04/30/2018	47191	235.00	
		Vendor Subtotal for Division:20			235.00	
01-20-00-53-0370	Verizon Financial Services LLC	DATA SERVICE FOR TABLETS & M	04/13/2018	0	13.97	
		Vendor Subtotal for Division:20			13.97	
01-20-00-53-1300	B&F Construction Code Services Inc	MAR 2018 INSPECTIONS	04/30/2018	47175	6,425.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:20					6,425.00	
01-20-00-53-1300	Elevator Inspection Services Inc	ANNUAL ELEVATOR INSPECTION	04/13/2018	47104	2,752.00	
01-20-00-53-1300	Elevator Inspection Services Inc	ELEVATOR RE-INSPECTIONS	04/13/2018	47104	64.00	
01-20-00-53-1300	Elevator Inspection Services Inc	(3) ELEVATOR REINSPECTIONS	04/30/2018	47189	96.00	
Vendor Subtotal for Division:20					2,912.00	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/CONCORDIA - TRU	04/13/2018	47079	895.50	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/535 MONROE	04/30/2018	47175	976.32	
01-20-00-53-1305	B&F Construction Code Services Inc	PLAN REVIEW/302 FRANKLIN	04/30/2018	47175	340.00	
Vendor Subtotal for Division:20					2,211.82	
01-20-00-53-1305	Baxter & Woodman	ENGINEERING REVIEW/1101 BON	04/13/2018	47081	175.00	
Vendor Subtotal for Division:20					175.00	
01-20-00-54-0600	International Code Council Inc	2015 BUILDING & FIRE CODES	04/13/2018	47126	1,414.00	
Vendor Subtotal for Division:20					1,414.00	
01-30-00-53-0420	Clark Baird Smith LLP	EMPLOYMENT LAW SERVICES	04/13/2018	47091	1,118.75	
Vendor Subtotal for Division:30					1,118.75	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	PUBLIC WORKS ADVISORY	04/13/2018	0	540.00	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	POLICE ADVISORY	04/13/2018	0	2,955.98	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	FINANCE/ADMIN ADVISORY	04/13/2018	0	4,803.27	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	516 PARK AVE LITIGATION	04/13/2018	0	2,344.40	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	117 ASHLAND NO CASH BID & VA	04/13/2018	0	375.00	
01-30-00-53-0425	Klein Thorpe and Jenkins Ltd	ZONING BOARD OF APPEALS	04/13/2018	0	924.60	
Vendor Subtotal for Division:30					11,943.25	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-30-00-53-0426	Klein Thorpe and Jenkins Ltd	LOCAL PROSECUTION	04/13/2018	0	1,000.00	
		Vendor Subtotal for Division:30			1,000.00	
01-40-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	46,685.00	
		Vendor Subtotal for Division:40			46,685.00	
01-40-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	9,122.15	
01-40-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	51.30	
		Vendor Subtotal for Division:40			9,173.45	
01-40-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	584.93	
		Vendor Subtotal for Division:40			584.93	
01-40-00-53-0200	AT&T Wireless	AT&T CELLULAR TELEPHONE BI	04/12/2018	150	216.87	
		Vendor Subtotal for Division:40			216.87	
01-40-00-53-0200	Verizon Financial Services LLC	DATA SERVICE FOR TABLETS & M	04/13/2018	0	65.95	
		Vendor Subtotal for Division:40			65.95	
01-40-00-53-0385	Hon. Perry J Gulbrandsen Ret.	ADJUDICATION HEARING SERVIC	04/30/2018	47201	600.00	
		Vendor Subtotal for Division:40			600.00	
01-40-00-53-0385	Municipal Systems Inc	MONTHLY SOFTWARE SUBSCRIP	04/13/2018	0	950.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:40			950.00	
01-40-00-53-0385	Secretary of State	STATE FEE FOR LICENSE SUSPEN	04/13/2018	47148	140.00	
		Vendor Subtotal for Division:40			140.00	
01-40-00-53-0410	eLineup LLC	ILLINOIS PBA eLINEUP SOFTWARE	04/13/2018	47105	499.00	
		Vendor Subtotal for Division:40			499.00	
01-40-00-53-0410	Pace Systems Inc	PACE SCHEDULER SOFTWARE AN	04/13/2018	47137	1,620.00	
		Vendor Subtotal for Division:40			1,620.00	
01-40-00-53-0410	Porter Lee Corporation	BEAST ANNUAL SOFTWARE SUPI	04/13/2018	47139	3,975.00	
		Vendor Subtotal for Division:40			3,975.00	
01-40-00-53-0430	Animal Care League	IMPOUND FEES/FEB 2018	04/13/2018	0	30.00	
		Vendor Subtotal for Division:40			30.00	
01-40-00-53-3100	W.C. Schauer Hardware	BATTERIES & TOWELS FOR PD	04/13/2018	47146	30.55	
		Vendor Subtotal for Division:40			30.55	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2013 FORD EXPLORER #	04/13/2018	0	2,427.34	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2015 FORD FUSION #15	04/30/2018	0	203.45	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	04/30/2018	0	40.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2015 DODGE CHARGER :	04/30/2018	0	492.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	04/30/2018	0	344.85	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	04/30/2018	0	368.60	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2017 FORD EXPLORER #	04/30/2018	0	476.28	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2015 FORD EXPLORER #	04/30/2018	0	461.33	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2014 FORD EXPLORER #	04/30/2018	0	704.89	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	04/30/2018	0	24.00	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2013 FORD EXPLORER #	04/30/2018	0	486.33	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2016 FORD EXPLORER #	04/30/2018	0	488.89	
01-40-00-53-3200	Pete's Automotive Service Inc	SERVICE 2013 FORD EXPLORER #	04/30/2018	0	8.00	
Vendor Subtotal for Division:40					6,525.96	
01-40-00-53-3200	Secretary of State	LICENSE PLATE SQUAD #11 RE-PI	04/30/2018	47227	8.00	
Vendor Subtotal for Division:40					8.00	
01-40-00-53-3200	Spotless Carwash	PURCHASE 100 TOKENS FOR PD C	04/13/2018	47150	550.00	
Vendor Subtotal for Division:40					550.00	
01-40-00-53-4100	Blue Line Learning Group LLC	(2) PD INTERNET TRAINING COU	04/13/2018	47084	900.00	
Vendor Subtotal for Division:40					900.00	
01-40-00-53-4100	North East Multi-Regional Training	TRAINING/D HUMPHREYS & G C	04/13/2018	47134	250.00	
Vendor Subtotal for Division:40					250.00	
01-40-00-53-4100	Northwestern University	SPSC TRAINING GRADUATION/D	04/13/2018	47135	42.00	
Vendor Subtotal for Division:40					42.00	
01-40-00-53-4100	Michael Swierczynski	REIMB EXPENSES/NORTHWESTE	04/13/2018	47151	103.08	
01-40-00-53-4100	Michael Swierczynski	REIMB EXPENSES/NORTHWESTE	04/13/2018	47151	106.04	
Vendor Subtotal for Division:40					209.12	
01-40-00-53-4200	Andy Frain Services Inc	CROSSING GUARD SERVICES/FEI	04/13/2018	0	7,451.34	
Vendor Subtotal for Division:40					7,451.34	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-53-4200	R.A.D. Systems	R.A.D. ANNUAL CERT RENEWAL/	04/13/2018	47141	75.00	
		Vendor Subtotal for Division:40			75.00	
01-40-00-53-4200	West Suburban Major Crimes TF	TASK FORCE SPECIAL ASSESSME	04/13/2018	47164	2,500.00	
		Vendor Subtotal for Division:40			2,500.00	
01-40-00-53-4250	Dan Dhooghe	REIMB STAFF MEETING FOOD/BE	04/13/2018	47101	26.38	
		Vendor Subtotal for Division:40			26.38	
01-40-00-53-4300	Thomson Reuters-West	MONTHLY SUBSCRIPTION FEE/FI	04/13/2018	47155	175.00	
01-40-00-53-4300	Thomson Reuters-West	MONTHLY SUBSCRIPTION FEE/M	04/13/2018	47155	175.00	
		Vendor Subtotal for Division:40			350.00	
01-40-00-53-4350	Ambees Engraving Inc	PD OFFICER OF YEAR AWARD	04/13/2018	47071	110.00	
		Vendor Subtotal for Division:40			110.00	
01-40-00-53-4350	Corporate Business Cards	BUSINESS CARDS/D DHOOGHE	04/13/2018	47097	64.06	
01-40-00-53-4350	Corporate Business Cards	BUSINESS CARDS/J O'SHEA	04/13/2018	47097	84.06	
		Vendor Subtotal for Division:40			148.12	
01-40-00-53-4350	Thomson Reuters	ILLINOIS VEHICLE LAW BOOK	04/13/2018	47154	162.00	
		Vendor Subtotal for Division:40			162.00	
01-40-00-53-4400	Dennis Selvig	LEADERSHIP ASSESSMENT - DET	04/30/2018	47228	1,800.00	
		Vendor Subtotal for Division:40			1,800.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-53-5400	Leonard M Bulat	DECAL REPLACEMENT FOR SQU.	04/30/2018	47177	275.00	
		Vendor Subtotal for Division:40			275.00	
01-40-00-53-5400	Stelton Motors	REPAIR VEHICLE CRASH TO SQU.	04/30/2018	47232	2,089.03	
		Vendor Subtotal for Division:40			2,089.03	
01-40-00-54-0100	Command Concepts/Kim A Thomps	INCIDENT COMMAND SUPPLIES	04/30/2018	47182	301.08	
		Vendor Subtotal for Division:40			301.08	
01-40-00-54-0100	Datasource Ink	TONERS FOR POLICE DEPT	04/13/2018	47099	1,781.00	
		Vendor Subtotal for Division:40			1,781.00	
01-40-00-54-0100	National Pen Company LLC	RF PENS FOR PD	04/30/2018	47214	157.84	
		Vendor Subtotal for Division:40			157.84	
01-40-00-54-0100	W.C. Schauer Hardware	DOUBLE CUT KEYS FOR PD	04/30/2018	47226	2.69	
01-40-00-54-0100	W.C. Schauer Hardware	CLEANING SPRAY FOR PD	04/30/2018	47226	6.74	
		Vendor Subtotal for Division:40			9.43	
01-40-00-54-0100	Warehouse Direct Inc	PD MISC OFFICE SUPPLIES	04/13/2018	47161	198.28	
01-40-00-54-0100	Warehouse Direct Inc	PD MISC OFFICE SUPPLIES	04/13/2018	47161	190.04	
01-40-00-54-0100	Warehouse Direct Inc	WEB CAMS FOR PD	04/30/2018	47241	191.98	
		Vendor Subtotal for Division:40			580.30	
01-40-00-54-0300	Galls LLC	UNIFORMS/G CZERNIK	04/13/2018	47110	243.12	
		Vendor Subtotal for Division:40			243.12	
01-40-00-54-0300	J.G. Uniforms Inc	UNIFORMS/A MURILLO	04/13/2018	47127	21.65	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-54-0300	J.G. Uniforms Inc	UNIFORMS/E BUCKNER	04/13/2018	47127	74.65	
01-40-00-54-0300	J.G. Uniforms Inc	UNIFORMS/J CROMLEY	04/13/2018	47127	45.00	
01-40-00-54-0300	J.G. Uniforms Inc	UNIFORMS/E BUCKNER	04/13/2018	47127	24.00	
01-40-00-54-0300	J.G. Uniforms Inc	UNIFORMS/B RANSOM	04/13/2018	47127	899.00	
Vendor Subtotal for Division:40					1,064.30	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/E HENEGHAN	04/13/2018	47136	1,010.74	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/B RANSOM	04/13/2018	47136	161.84	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/R SPEARS	04/13/2018	47136	108.99	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/A PLUTO	04/13/2018	47136	9.98	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/B RANSOM	04/13/2018	47136	95.97	
01-40-00-54-0300	Ray O'Herron Co. Inc	UNIFORMS/M SHEEHAN	04/13/2018	47136	106.00	
Vendor Subtotal for Division:40					1,493.52	
01-40-00-54-0400	Aftermath	PRISONER CELL CLEANUP	04/13/2018	47069	105.00	
Vendor Subtotal for Division:40					105.00	
01-40-00-54-0400	The Laundry Room	CLEANING OF PRISONER BLANK	04/13/2018	47129	15.00	
Vendor Subtotal for Division:40					15.00	
01-40-00-54-0400	McDonald's-Karavites Restaurant 67	PRISONER MEALS	04/13/2018	47131	96.56	
01-40-00-54-0400	McDonald's-Karavites Restaurant 67	PRISONER MEALS	04/13/2018	47131	120.63	
Vendor Subtotal for Division:40					217.19	
01-40-00-54-0600	Galls LLC	PD MISC SUPPLIES	04/30/2018	47198	720.51	
Vendor Subtotal for Division:40					720.51	
01-40-00-54-0601	CAMZ Communications Inc	DE-COMMISSION OF PD CROWN	04/13/2018	47086	680.00	
Vendor Subtotal for Division:40					680.00	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-40-00-54-0601	CDS Office Technologies Inc	WIFI ANTENNA	04/13/2018	47087	135.00	
		Vendor Subtotal for Division:40			135.00	
01-40-00-54-0601	Chicago Communications LLC	REPLACEMENT MOBILE RADIO M	04/13/2018	47089	45.00	
		Vendor Subtotal for Division:40			45.00	
01-40-00-54-0605	Leonard M Bulat	HIGH VISIBILITY STRIPING FOR S	04/13/2018	47085	1,070.00	
		Vendor Subtotal for Division:40			1,070.00	
01-40-00-54-0605	Ray O'Herron Co. Inc	FLASHLIGHTS FOR PD	04/30/2018	47218	484.51	
		Vendor Subtotal for Division:40			484.51	
01-40-00-54-0610	Ray O'Herron Co. Inc	PD METAL DETECTORS	04/13/2018	47136	647.97	
		Vendor Subtotal for Division:40			647.97	
01-40-00-54-0610	Pete's Automotive Service Inc	SERVICE COVERT CAR #18	04/13/2018	0	830.00	
01-40-00-54-0610	Pete's Automotive Service Inc	REPAIR COVERT CAR #18	04/13/2018	0	650.00	
		Vendor Subtotal for Division:40			1,480.00	
01-50-00-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	28,421.46	
		Vendor Subtotal for Division:50			28,421.46	
01-50-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	39.90	
01-50-00-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	9,910.84	
		Vendor Subtotal for Division:50			9,950.74	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	241.17	
		Vendor Subtotal for Division:50			241.17	
01-50-00-53-0200	AT&T Wireless	AT&T CELLULAR TELEPHONE BI	04/12/2018	150	73.17	
		Vendor Subtotal for Division:50			73.17	
01-50-00-53-3100	Consolidated Fleet Services Inc	UNIT LADDER 219 SMEAL & PRES	04/13/2018	47094	1,345.70	
		Vendor Subtotal for Division:50			1,345.70	
01-50-00-53-3100	Chicago Communications LLC	E213 RADIO SIGNAL REPAIR	04/13/2018	47089	190.04	
01-50-00-53-3100	Chicago Communications LLC	UNIT L4 RADIO ANTENNA REPLA	04/30/2018	47179	105.50	
01-50-00-53-3100	Chicago Communications LLC	RADIO PROGRAMMING	04/30/2018	47179	130.00	
01-50-00-53-3100	Chicago Communications LLC	RADIO PROGRAMMING	04/30/2018	47179	95.00	
		Vendor Subtotal for Division:50			520.54	
01-50-00-53-3200	Certified Fleet Services Inc	#213 OUTLET BOX REPAIRS	04/30/2018	0	997.29	
		Vendor Subtotal for Division:50			997.29	
01-50-00-53-3200	Commercial Tire Service Inc	TIRES FOR FD VEHICLE #222	04/13/2018	47093	2,160.50	
		Vendor Subtotal for Division:50			2,160.50	
01-50-00-53-3600	Door Systems	FD DOOR #2 REPAIR	04/13/2018	47103	313.75	
01-50-00-53-3600	Door Systems	FD DOOR #2 REPAIR	04/13/2018	47103	709.23	
01-50-00-53-3600	Door Systems	SRD 2ND FL STEEL ROLLING SHU	04/30/2018	47185	270.00	
		Vendor Subtotal for Division:50			1,292.98	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-53-4100	Illinois Safety LLC	PHTLS CLASS FOR (18) FIREFIGH'	04/30/2018	47203	2,970.00	
		Vendor Subtotal for Division:50			2,970.00	
01-50-00-53-4100	Illinois Tactical Officers Assoc	TASK FORCE COMMAND; BOHLM	04/13/2018	47125	525.00	
		Vendor Subtotal for Division:50			525.00	
01-50-00-53-4100	University of Illinois	MANAGEMENT I - B NOLAN	04/13/2018	47159	300.00	
01-50-00-53-4100	University of Illinois	MANAGEMENT II - B NOLAN	04/30/2018	47237	300.00	
		Vendor Subtotal for Division:50			600.00	
01-50-00-53-4200	Promos 911 Inc	PROMO HELMETS	04/30/2018	47222	442.14	
		Vendor Subtotal for Division:50			442.14	
01-50-00-53-4250	Card Services	HOTEL FOR IFIA CONFERENCE - I	04/27/2018	154	342.72	
		Vendor Subtotal for Division:50			342.72	
01-50-00-53-4250	Renee Morris	REIMB TRAVEL EXPENSES	04/30/2018	47213	191.55	
		Vendor Subtotal for Division:50			191.55	
01-50-00-53-4250	New Hanover County	2018 SOFTWARE CONFERENCE/R	04/13/2018	47132	225.00	
		Vendor Subtotal for Division:50			225.00	
01-50-00-53-4250	Kevin Wiley	REIMB TRAVEL EXPENSES/IFIA P	04/13/2018	47166	43.94	
		Vendor Subtotal for Division:50			43.94	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-53-4300	IAAI	IAAI MEMBERSHIP DUES/K BOHL	04/13/2018	47121	115.00	
		Vendor Subtotal for Division:50			115.00	
01-50-00-53-5400	Interstate Emergency Vehicles Inc	#219 DAMAGE INSPECTION	04/30/2018	47204	494.40	
		Vendor Subtotal for Division:50			494.40	
01-50-00-54-0100	Datasource Ink	TONER FOR FIRE DEPT	04/13/2018	47099	50.00	
		Vendor Subtotal for Division:50			50.00	
01-50-00-54-0300	Lion Group Inc	V-FORCE TURNOUT COATS & PA	04/30/2018	47207	11,371.20	
		Vendor Subtotal for Division:50			11,371.20	
01-50-00-54-0600	Air One Equipment Inc	HOOK MOUNT	04/13/2018	47070	204.10	
01-50-00-54-0600	Air One Equipment Inc	BREATHING AIR QUALITY TEST &	04/30/2018	47171	151.00	
		Vendor Subtotal for Division:50			355.10	
01-50-00-54-0600	Card Services	SUPPLIES FOR FIRE DEPT	04/27/2018	154	65.97	
		Vendor Subtotal for Division:50			65.97	
01-50-00-54-0600	International Code Council Inc	2015 BUILDING & FIRE CODES	04/13/2018	47126	1,684.84	
		Vendor Subtotal for Division:50			1,684.84	
01-50-00-54-0600	W.C. Schauer Hardware	FASTENERS FOR FIRE DEPT	04/13/2018	47146	7.09	
01-50-00-54-0600	W.C. Schauer Hardware	MISC SUPPLIES FOR FIRE DEPT	04/30/2018	47226	56.05	
		Vendor Subtotal for Division:50			63.14	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-50-00-54-0600	State Industrial Products	FD CAR & TRUCK WASH	04/30/2018	47231	163.23	
		Vendor Subtotal for Division:50			163.23	
01-50-00-54-0600	US Gas	OXYGEN CYLINDER RENTAL	04/13/2018	0	156.75	
		Vendor Subtotal for Division:50			156.75	
01-50-00-54-0600	Warehouse Direct Inc	MISC CLEANING SUPPLIES	04/30/2018	47241	220.82	
01-50-00-54-0600	Warehouse Direct Inc	CAN LINERS	04/30/2018	47241	33.82	
		Vendor Subtotal for Division:50			254.64	
01-60-01-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	4,542.52	
		Vendor Subtotal for Division:60			4,542.52	
01-60-01-52-0400	MOE Funds	PW EMP HEALTH INS/MAY 2018 (E	04/02/2018	47066	623.29	
		Vendor Subtotal for Division:60			623.29	
01-60-01-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	5.70	
01-60-01-52-0420	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	1,929.48	
		Vendor Subtotal for Division:60			1,935.18	
01-60-01-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	84.07	
		Vendor Subtotal for Division:60			84.07	
01-60-01-53-0200	Verizon Financial Services LLC	DATA SERVICE FOR TABLETS & M	04/13/2018	0	47.28	
01-60-01-53-0200	Verizon Financial Services LLC	DATA FOR MESSAGE BOARD	04/30/2018	0	18.02	
		Vendor Subtotal for Division:60			65.30	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-53-0380	True North Consultants Inc	SOIL TESTING: BONNIE/THOMAS	04/30/2018	47234	5,628.00	
		Vendor Subtotal for Division:60			5,628.00	
01-60-01-53-0410	MGP Inc	GIS CONSORTIUM STAFFING SER	04/13/2018	0	1,707.87	
		Vendor Subtotal for Division:60			1,707.87	
01-60-01-53-3100	W.W. Grainger Inc	ON/OFF SWITCH FOR BENCH GRI	04/30/2018	47199	31.58	
		Vendor Subtotal for Division:60			31.58	
01-60-01-53-3100	W.C. Schauer Hardware	WATER VALVE FOR PW WATER W.	04/13/2018	47146	15.29	
		Vendor Subtotal for Division:60			15.29	
01-60-01-53-3200	Atlas Bobcat LLC	BREAKER BAR FOR BOBCAT	04/13/2018	47078	618.48	
		Vendor Subtotal for Division:60			618.48	
01-60-01-53-3200	Bristol Hose & Fitting Inc	HYDRAULIC QUICK CONNECTIO	04/13/2018	0	77.86	
01-60-01-53-3200	Bristol Hose & Fitting Inc	BROKEN HOSE REPLACEMENT O	04/30/2018	0	17.04	
		Vendor Subtotal for Division:60			94.90	
01-60-01-53-3200	D & K Truck Safety Lane LLC	PW VEHICLE SAFETY INSPECTIO	04/13/2018	47098	116.50	
		Vendor Subtotal for Division:60			116.50	
01-60-01-53-3200	Freeway Ford - Sterling Truck	ANTI FREEZE FOR PW #40	04/13/2018	47109	85.08	
		Vendor Subtotal for Division:60			85.08	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-53-3550	Arthur Clesen Inc	SUPPLIES FOR ASH TREE INJECTI	04/13/2018	47075	4,546.15	
		Vendor Subtotal for Division:60			4,546.15	
01-60-01-53-3600	Anderson Elevator Co	QUARTERLY ELEVATOR MAINTEN	04/13/2018	47073	620.00	
01-60-01-53-3600	Anderson Elevator Co	TESTING ELEVATOR FIRE ALARM	04/30/2018	47173	429.00	
		Vendor Subtotal for Division:60			1,049.00	
01-60-01-53-3600	Fredriksen Fire Equipment Co.	EXTINGUISHER CERTIFICATION/	04/13/2018	47108	485.70	
01-60-01-53-3600	Fredriksen Fire Equipment Co.	V.H. EXTINGUISHERS ANNUAL M	04/30/2018	47196	90.45	
		Vendor Subtotal for Division:60			576.15	
01-60-01-53-3600	Hayes Mechanical	ROOFTOP MAIN FOR VH DISPATC	04/13/2018	47116	599.50	
		Vendor Subtotal for Division:60			599.50	
01-60-01-53-3600	Menards	MISC SUPPLIES & LED BAY LIGH	04/30/2018	47210	189.00	
		Vendor Subtotal for Division:60			189.00	
01-60-01-53-4250	Card Services	2018 APWA CONFERENCE REGIST	04/27/2018	154	497.40	
		Vendor Subtotal for Division:60			497.40	
01-60-01-53-4300	Humberto Fernandez	REIMB CERTIFICATION FOR PEST	04/30/2018	47192	60.00	
		Vendor Subtotal for Division:60			60.00	
01-60-01-53-4400	Elmhurst Occupational Health	PW EMPLOYEE DRUG SCREENING	04/30/2018	47190	95.00	
		Vendor Subtotal for Division:60			95.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-53-5300	UPS	ADMIN POSTAGE & 2018 C.I.P.PEF	04/30/2018	47238	18.48	
Vendor Subtotal for Division:60					18.48	
01-60-01-53-5300	Wednesday Journal Inc	BID NOTICE: 2018 CURB & SIDEV	04/13/2018	47163	154.00	
01-60-01-53-5300	Wednesday Journal Inc	BID NOTICE: 2018 STREET PATCH	04/13/2018	47163	154.00	
01-60-01-53-5300	Wednesday Journal Inc	2018 S.I.P. LEGAL AD	04/13/2018	47163	147.00	
01-60-01-53-5300	Wednesday Journal Inc	LEGAL NOTICE: 2018 SEWER LIN	04/30/2018	47243	161.00	
01-60-01-53-5300	Wednesday Journal Inc	LEGAL AD: 2018 WATER MAIN/PA'	04/30/2018	47243	154.00	
01-60-01-53-5300	Wednesday Journal Inc	LEGAL AD: 2018 WATER MAIN/PA'	04/30/2018	47243	154.00	
Vendor Subtotal for Division:60					924.00	
01-60-01-53-5350	American Recycling & Disposal LLC	DISPOSAL OF WOOD CHIPS & SEV	04/13/2018	47072	1,020.25	
01-60-01-53-5350	American Recycling & Disposal LLC	STUMP CHIPS DISPOSAL	04/30/2018	47172	102.60	
Vendor Subtotal for Division:60					1,122.85	
01-60-01-53-5450	ComEd	ALLEY LIGHTING	04/30/2018	47181	354.61	
Vendor Subtotal for Division:60					354.61	
01-60-01-53-5450	ComEd	MADISON ST LIGHTING	04/13/2018	47092	65.55	
Vendor Subtotal for Division:60					65.55	
01-60-01-53-5450	Constellation NewEnergy Inc	ELECTRICITY FOR STREET LIGHT	04/13/2018	47095	1,912.59	
Vendor Subtotal for Division:60					1,912.59	
01-60-01-54-0310	Alec Cepak	REIMB UNIFORM ALLOWANCE	04/13/2018	47088	243.26	
Vendor Subtotal for Division:60					243.26	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
01-60-01-54-0310	Luke Palm	REIMB UNIFORM ALLOWANCE	04/13/2018	47138	124.66	
		Vendor Subtotal for Division:60			124.66	
01-60-01-54-0310	Josh Schwarz	REIMB UNIFORM ALLOWANCE	04/13/2018	47147	32.42	
01-60-01-54-0310	Josh Schwarz	REIMB UNIFORM ALLOWANCE	04/13/2018	47147	78.95	
		Vendor Subtotal for Division:60			111.37	
01-60-01-54-0500	Freeway Ford - Sterling Truck	WINDSHIELD WASHER NOZZLE F	04/30/2018	47197	24.42	
		Vendor Subtotal for Division:60			24.42	
01-60-01-54-0600	Card Services	ENGINEERING SUPPLIES	04/27/2018	154	68.58	
01-60-01-54-0600	Card Services	EMERGENCY GENERATOR TANK	04/27/2018	154	44.41	
		Vendor Subtotal for Division:60			112.99	
01-60-01-54-0600	DuPage Topsoil Inc	BLACK DIRT	04/30/2018	47187	380.00	
		Vendor Subtotal for Division:60			380.00	
01-60-01-54-0600	Fox Valley Filter	FILTERS FOR V.H.	04/13/2018	47107	283.44	
		Vendor Subtotal for Division:60			283.44	
01-60-01-54-0600	W.W. Grainger Inc	P/W SUPPLIES	04/13/2018	47111	38.98	
		Vendor Subtotal for Division:60			38.98	
01-60-01-54-0600	Healy Asphalt Company LLC	STREET COLD PATCH FOR POTH	04/30/2018	47202	957.61	
		Vendor Subtotal for Division:60			957.61	
01-60-01-54-0600	McAdam Landscaping Inc	DIRT FOR STUMPS	04/13/2018	47130	54.00	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:60			54.00	
01-60-01-54-0600	Menards	MISC SUPPLIES & LED BAY LIGH	04/30/2018	47210	72.24	
		Vendor Subtotal for Division:60			72.24	
01-60-01-54-0600	SiteOne Landscape Supply LLC	GRASS SEED	04/13/2018	47149	178.00	
		Vendor Subtotal for Division:60			178.00	
01-60-01-54-0600	Traffic Control & Protection Inc	CONES WITH REFLECTIVE COLL	04/13/2018	47157	717.50	
		Vendor Subtotal for Division:60			717.50	
01-60-01-54-0600	Warehouse Direct Inc	MISC JANITORIAL SUPPLIES	04/13/2018	47161	632.37	
01-60-01-54-0600	Warehouse Direct Inc	JANITORIAL CLEANER	04/13/2018	47161	47.39	
		Vendor Subtotal for Division:60			679.76	
01-60-01-54-0600	Winter Equipment Co	CURB GUARDS FOR PLOWS	04/13/2018	47167	1,044.08	
		Vendor Subtotal for Division:60			1,044.08	
01-60-05-53-5500	Roy Strom Refuse Removal Inc	REFUSE REMOVAL PER CONTRAC	04/13/2018	0	85,387.97	
		Vendor Subtotal for Division:60			85,387.97	
		Subtotal for Fund: 01			459,139.72	
02-00-00-16-0010	Accela Inc #774375	ACCELA ANNUAL MAINTENANC	04/30/2018	0	8,781.82	
		Vendor Subtotal for Division:00			8,781.82	
02-00-00-16-0010	Midwest Operating Eng-Pension Tru	P/W RETIREE HEALTH INS/JUN 20	04/30/2018	47211	696.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			696.00	
02-00-00-16-0010	MOE Funds	P/W EMPLOYEE HEALTH INS/JUN	04/30/2018	47212	8,544.70	
		Vendor Subtotal for Division:00			8,544.70	
02-00-00-21-0000	7601 Vine St LLC	Refund Check	04/11/2018	47067	7.37	
		Vendor Subtotal for Division:00			7.37	
02-00-00-21-0000	Tammy/Janel Hill/Denney	Refund Check	04/13/2018	47119	15.52	
		Vendor Subtotal for Division:00			15.52	
02-00-00-21-0000	Seth Rierson	Refund Check	04/25/2018	47224	92.65	
		Vendor Subtotal for Division:00			92.65	
02-00-00-21-0050	International Union of Operating En	PR Batch 00030.04.2018 Public Work:	04/30/2018	5838	317.62	
02-00-00-21-0050	International Union of Operating En	PR Batch 00013.04.2018 Public Work:	04/13/2018	5838	322.11	
		Vendor Subtotal for Division:00			639.73	
02-00-00-21-0050	International Union of Operating En	PR Batch 00030.04.2018 Public Work:	04/30/2018	5839	62.60	
02-00-00-21-0050	International Union of Operating En	PR Batch 00013.04.2018 Public Work:	04/13/2018	5839	63.43	
		Vendor Subtotal for Division:00			126.03	
02-00-00-21-0050	NCPERS Group Life Ins	PR Batch 00030.04.2018 Supplementa	04/30/2018	5840	9.08	
02-00-00-21-0050	NCPERS Group Life Ins	PR Batch 00013.04.2018 Supplementa	04/13/2018	5840	9.60	
		Vendor Subtotal for Division:00			18.68	
02-00-00-46-6580	Core & Main LP	NEW WATER METER/401 THATCH	04/30/2018	47184	745.40	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			745.40	
02-60-06-52-0400	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	7,038.88	
		Vendor Subtotal for Division:60			7,038.88	
02-60-06-52-0400	MOE Funds	PW EMP HEALTH INS/MAY 2018 (E	04/02/2018	47066	778.21	
		Vendor Subtotal for Division:60			778.21	
02-60-06-52-0425	Intergovernmental Personnel Benefit	HEALTH/LIFE/DENTAL BREAKDO	04/30/2018	155	179.28	
		Vendor Subtotal for Division:60			179.28	
02-60-06-53-0100	ComEd	ELECTRICITY FOR PUMP STATION	04/13/2018	47092	2,101.11	
		Vendor Subtotal for Division:60			2,101.11	
02-60-06-53-0200	CALL ONE	MONTHLY PHONE SERVICE	04/27/2018	47169	499.40	
		Vendor Subtotal for Division:60			499.40	
02-60-06-53-0200	Verizon Financial Services LLC	DATA SERVICE FOR TABLETS & N	04/13/2018	0	47.28	
		Vendor Subtotal for Division:60			47.28	
02-60-06-53-0410	Accela Inc #774375	UB WEB PAYMENTS/MAR 2018	04/13/2018	0	887.00	
		Vendor Subtotal for Division:60			887.00	
02-60-06-53-0410	MGP Inc	GIS CONSORTIUM STAFFING SER	04/13/2018	0	1,707.86	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:60			1,707.86	
02-60-06-53-0410	Third Millennium	POSTAGE-UTILITY BILL PRINTING	04/13/2018	47152	450.00	
		Vendor Subtotal for Division:60			450.00	
02-60-06-53-3050	Core & Main LP	QUICK DRY CEMENT FOR STREET	04/13/2018	47096	79.92	
		Vendor Subtotal for Division:60			79.92	
02-60-06-53-3050	NG Plumbing Inc	REPLACE VILLAGE SIDE LEAD W	04/13/2018	47133	4,500.00	
		Vendor Subtotal for Division:60			4,500.00	
02-60-06-53-3050	Underground Pipe & Valve Co	B-BOXES	04/30/2018	47235	138.00	
		Vendor Subtotal for Division:60			138.00	
02-60-06-53-3200	A & M Parts Inc	SEWER CAMERA BOX SHOCKS	04/13/2018	47068	69.98	
		Vendor Subtotal for Division:60			69.98	
02-60-06-53-3200	D & K Truck Safety Lane LLC	PW VEHICLE SAFETY INSPECTION	04/13/2018	47098	26.00	
		Vendor Subtotal for Division:60			26.00	
02-60-06-53-3300	De Lage Landen Financial Svcs Inc	LEASING (3) COPIERS/PRINTERS	04/13/2018	47100	56.15	
		Vendor Subtotal for Division:60			56.15	
02-60-06-53-3300	Regal Business Machines Inc	MAINTENANCE & COLOR COPIES	04/13/2018	47143	26.08	
		Vendor Subtotal for Division:60			26.08	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-60-06-53-3630	Jeff Solberg	OVERHEAD SEWER REIMBURSE	04/30/2018	47230	4,000.00	
		Vendor Subtotal for Division:60			4,000.00	
02-60-06-53-3640	Core & Main LP	SUPPLIES FOR SEWER REPAIR	04/13/2018	47096	161.92	
02-60-06-53-3640	Core & Main LP	REPLACEMENT PARTS FOR BASI	04/30/2018	47184	786.48	
		Vendor Subtotal for Division:60			948.40	
02-60-06-53-3640	Kieft Brothers Inc	CATCH BASIN FOR THOMAS & M	04/30/2018	47206	1,138.09	
		Vendor Subtotal for Division:60			1,138.09	
02-60-06-53-3640	Ozinga Ready Mix Concrete Inc	CONCRETE POUR FOR BASIN REI	04/30/2018	47219	577.50	
		Vendor Subtotal for Division:60			577.50	
02-60-06-53-3640	Royal Pipe & Supply Co	SEWER PIPE FITTINGS	04/30/2018	47225	122.78	
		Vendor Subtotal for Division:60			122.78	
02-60-06-53-3640	Vulcan Construction Materials LLC	STONE FOR SEWER REPAIRS	04/30/2018	47240	311.54	
		Vendor Subtotal for Division:60			311.54	
02-60-06-53-4250	Card Services	2018 APWA CONFERENCE REGIST	04/27/2018	154	331.60	
		Vendor Subtotal for Division:60			331.60	
02-60-06-53-4250	Mark Janopoulos	REIMB TRAVEL EXPENSES/ISAW\	04/13/2018	47128	544.34	
		Vendor Subtotal for Division:60			544.34	
02-60-06-53-4250	Michael Thomasino	REIMB TRAVEL EXPENSES/ISAW\	04/13/2018	47153	350.58	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:60			350.58	
02-60-06-53-4300	Backflow Solutions Inc	RF ANNUAL BSI ONLINE SUBSCR	04/13/2018	47080	495.00	
		Vendor Subtotal for Division:60			495.00	
02-60-06-53-4300	Illinois Dept of Agriculture	PEST CONTROL LICENSE RENEW.	04/13/2018	47123	60.00	
		Vendor Subtotal for Division:60			60.00	
02-60-06-53-4300	Illinois Environmental Protection Ag	CLASS "C" WATER LICENSE RENE	04/13/2018	47124	10.00	
		Vendor Subtotal for Division:60			10.00	
02-60-06-53-4350	Third Millennium	POSTAGE-UTILITY BILL PRINTING	04/13/2018	47152	324.50	
		Vendor Subtotal for Division:60			324.50	
02-60-06-53-5350	American Recycling & Disposal LLC	CATCH BASINS & PIT MATERIAL	04/13/2018	47072	135.10	
02-60-06-53-5350	American Recycling & Disposal LLC	STREET DIG SPOILS DISPOSAL	04/30/2018	47172	2,343.90	
02-60-06-53-5350	American Recycling & Disposal LLC	WATER DIG DISPOSAL OF SPOILS	04/30/2018	47172	285.95	
		Vendor Subtotal for Division:60			2,764.95	
02-60-06-53-5350	Greenwood Transfer LLC	STREET SWEEPING DISPOSAL	04/13/2018	47112	275.25	
02-60-06-53-5350	Greenwood Transfer LLC	STREET SWEEPING DISPOSAL	04/13/2018	47112	453.88	
02-60-06-53-5350	Greenwood Transfer LLC	STREET SWEEPING DISPOSAL	04/30/2018	47200	194.13	
		Vendor Subtotal for Division:60			923.26	
02-60-06-54-0310	Dan Raddatz	REIMB UNIFORM ALLOWANCE	04/13/2018	47142	155.82	
		Vendor Subtotal for Division:60			155.82	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-60-06-54-0500	A & M Parts Inc	PW SWEEPER HEADLIGHT	04/30/2018	47170	9.95	
		Vendor Subtotal for Division:60			9.95	
02-60-06-54-0600	Card Services	REPLACEMENT PARTS FOR DRAI	04/27/2018	154	377.00	
		Vendor Subtotal for Division:60			377.00	
02-60-06-54-0600	Core & Main LP	PVC SEWER FITTINGS	04/13/2018	47096	217.00	
02-60-06-54-0600	Core & Main LP	NEW WATER METER/7355 GREEN	04/13/2018	47096	543.00	
		Vendor Subtotal for Division:60			760.00	
02-60-06-54-0600	Hach Company	REAGENT SET FOR PW	04/13/2018	47114	193.27	
		Vendor Subtotal for Division:60			193.27	
02-60-06-54-0600	Hawk Chrysler Dodge Jeep	TOUCH-UP PAINT	04/13/2018	47115	13.36	
		Vendor Subtotal for Division:60			13.36	
02-60-06-54-0600	Healy Asphalt Company LLC	COLD PATCH FOR SEWER & STRE	04/13/2018	47118	458.50	
		Vendor Subtotal for Division:60			458.50	
02-60-06-54-0600	Menards	SUPPLIES FOR WATER DEPT	04/30/2018	47210	95.83	
02-60-06-54-0600	Menards	MISC PW TOOLS	04/30/2018	47210	54.76	
		Vendor Subtotal for Division:60			150.59	
02-60-06-54-1300	Third Millennium	POSTAGE-UTILITY BILL PRINTING	04/13/2018	47152	97.05	
		Vendor Subtotal for Division:60			97.05	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
02-60-06-54-2200	City of Chicago	PURCHASE OF WATER	04/13/2018	47090	59,212.56	
02-60-06-54-2200	City of Chicago	PURCHASE OF WATER	04/13/2018	47090	61,680.96	
Vendor Subtotal for Division:60					120,893.52	
02-60-06-55-1150	Aqua Fiori Inc	NSMP IRRIGATION REPAIR/1401 V	04/13/2018	47074	899.00	
02-60-06-55-1150	Aqua Fiori Inc	NSMP IRRIGATION DAMAGE/1303	04/30/2018	47174	958.50	
02-60-06-55-1150	Aqua Fiori Inc	NSMP IRRIGATION DAMAGE/1303	04/30/2018	47174	261.75	
Vendor Subtotal for Division:60					2,119.25	
02-60-06-55-1300	Unique Plumbing Company	WATER MAIN IMPROVEMENT PR	04/30/2018	47236	84,823.25	
Vendor Subtotal for Division:60					84,823.25	
02-60-06-56-0071	US Bank	2008B BOND PAYMENT	04/20/2018	152	3,485.00	
Vendor Subtotal for Division:60					3,485.00	
Subtotal for Fund: 02					264,692.15	
03-00-00-55-9100	Treasurer State Of Illinois	DIVISION ST RESURFACING CON	04/13/2018	47158	20,221.74	
Vendor Subtotal for Division:00					20,221.74	
Subtotal for Fund: 03					20,221.74	
13-00-00-55-8700	CAMZ Communications Inc	UPFITTING/INSTALLATION FOR N	04/30/2018	47178	3,625.00	
Vendor Subtotal for Division:00					3,625.00	
13-00-00-55-8700	Fleet Safety Supply	EQUIPMENT FOR NEW SQUAD C/	04/30/2018	47194	8,023.94	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
Vendor Subtotal for Division:00					8,023.94	
13-00-00-55-8720	ClientFirst Consulting Group LLC	PD VIDEO EXPANSION/MAR 2018	04/30/2018	0	1,868.75	
13-00-00-55-8720	ClientFirst Consulting Group LLC	PD VIDEO SURVEILLANCE UPGR.	04/30/2018	0	546.25	
Vendor Subtotal for Division:00					2,415.00	
13-00-00-55-8720	SHI International Corp	SERVERS FOR PD VIDEO	04/30/2018	47229	27,917.42	
Vendor Subtotal for Division:00					27,917.42	
Subtotal for Fund: 13					41,981.36	
14-00-00-55-0500	FGM Architects Inc	2ND FL EFFICIENCY 15% (85% TO	04/13/2018	47106	4,078.90	
14-00-00-55-0500	FGM Architects Inc	2ND FL EFFICIENCY 5% (90% TOT	04/30/2018	47193	1,352.70	
Vendor Subtotal for Division:00					5,431.60	
14-00-00-55-0500	McMaster-Carr	MOBILE FOLDING SECURITY GA	04/30/2018	47209	549.85	
Vendor Subtotal for Division:00					549.85	
14-00-00-55-8620	ClientFirst Consulting Group LLC	SPRINGBROOK UPGRADE/MAR 2	04/30/2018	0	393.75	
14-00-00-55-8620	ClientFirst Consulting Group LLC	IT SUPPORT GENERAL/MAR 2018	04/30/2018	0	95.00	
14-00-00-55-8620	ClientFirst Consulting Group LLC	DISASTER RECOVERY SOLUTION	04/30/2018	0	5,088.75	
14-00-00-55-8620	ClientFirst Consulting Group LLC	OFFICE MIGRATION/MAR 2018	04/30/2018	0	5,035.00	
14-00-00-55-8620	ClientFirst Consulting Group LLC	IT SUPPORT OFFICE REMODEL/M	04/30/2018	0	247.50	
Vendor Subtotal for Division:00					10,860.00	
Subtotal for Fund: 14					16,841.45	
16-00-00-53-0420	Klein Thorpe and Jenkins Ltd	TIF ISSUES (2008)	04/13/2018	0	40.00	



Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
		Vendor Subtotal for Division:00			40.00	
		Subtotal for Fund: 16			40.00	
31-00-00-53-0425	Klein Thorpe and Jenkins Ltd	MADISON ST TIF DISTRICT	04/13/2018	0	988.00	
		Vendor Subtotal for Division:00			988.00	
31-00-00-55-0700	Chicago Title Insurance Co	EARNEST MONEY FOR 10 LATHROP	04/13/2018	151	10,000.00	
31-00-00-55-0700	Chicago Title Insurance Co	PURCHASE OF 10 LATHROP, RF	04/23/2018	153	318,000.00	
		Vendor Subtotal for Division:00			328,000.00	
		Subtotal for Fund: 31			328,988.00	
32-00-00-53-0380	Kane, McKenna & Assoc Inc	NORTH AVE TIF PROFESSIONAL C	04/30/2018	47205	4,725.00	
		Vendor Subtotal for Division:00			4,725.00	
32-00-00-53-0425	Klein Thorpe and Jenkins Ltd	NORTH AVE TIF DISTRICT	04/13/2018	0	160.00	
		Vendor Subtotal for Division:00			160.00	
32-00-00-53-5300	Wednesday Journal Inc	TIF PARTIES REGISTRY	04/30/2018	47243	98.00	
		Vendor Subtotal for Division:00			98.00	
		Subtotal for Fund: 32			4,983.00	

Account Number	Vendor	Description	GL Date	Check No	Amount	PO No
					=====	
Report Total:					1,136,887.42	
					=====	



Village of River Forest  
Village Administrator's Office  
400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

## MEMORANDUM

Date: May 29, 2018  
To: Catherine Adduci, Village President  
Village Board of Trustees  
From: Eric J. Palm, Village Administrator  
Subj: Village Administrator's Report

### Upcoming Meetings (all meetings are at Village Hall unless otherwise noted)

Tuesday, May 29	7:00 pm	Village Board of Trustees Meeting
Thursday, May 31	6:00 pm	North Ave. TIF JRB Meeting
Tuesday, June 5	7:00 pm	Sustainability Commission Meeting
Monday, June 11	7:00 pm	Village Board of Trustees Meeting
Thursday, June 14	7:30 am	Zoning Board of Appeals Meeting

**\*\*MEMORIAL DAY PARADE – Monday, May 28<sup>th</sup> – 9:30 am – Constitution Park to Keystone Park\*\***

There were no new Business Licenses issued

Thank you.





## MEMORANDUM

**DATE:** May 29, 2018

**TO:** Eric J. Palm, Village Administrator

**FROM:** John Anderson, Director of Public Works

**SUBJECT:** Traffic and Safety Commission Recommendations – May 16, 2018 Meeting

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**Request 1:**

Todd Aumann of 930 Clinton Place has requested that consideration be given to the creation of a 2-way stop intersection for Clinton Place at its intersection with Iowa Street. The intersection currently contains no signage (stop/yield/etc.) for traffic in any direction.

**Analysis:** The Traffic and Safety Commission met on May 16, 2018 to discuss the aforementioned request. A Traffic Engineering Consultant (Kenig, Lindgren, O'Hara, Abbona, Inc.) completed a review of the intersection and prepared a report with recommendations. Upon review of report prepared for the meeting and consideration of public comment, the Traffic and Safety Commission made the following recommendation:

**Traffic and Safety Commission Recommendation**

The Traffic and Safety Commission has made the recommendation that, per the petitioner's original request, a 2-way stop intersection be installed on Clinton Place at its intersection with Iowa Street.

The Village Board will need to decide to accept, reject, or modify all or some of the Commission's recommendations.

**Recommendations:** If the Village Board agrees with the recommendations from the Traffic and Safety Commission, the following motion would be appropriate: Motion to accept the recommendations from the Traffic and Safety Commission and install a 2-way stop intersection on Clinton Place at its intersection with Iowa Street.

**Attachments:**

Traffic and Safety Commission – agenda item packet  
Revised Ordinance

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING TITLE 9, ENTITLED "TRAFFIC  
REGULATIONS, CHAPTER 3, ENTITLED "TRAFFIC SCHEDULES,"  
OF THE RIVER FOREST VILLAGE CODE**

**BE IT ORDAINED** by the President and Board of Trustees of the Village of River Forest, Cook County, Illinois:

**Section 1:** That Title 9, entitled "Traffic Regulations," Chapter 3, entitled "Traffic Schedules," of the River Forest Village Code, Section 9-3-2 thereof, entitled "Schedule 2, Stop Intersections" be amended by adding the following:

CLINTON PLACE, northbound and southbound at its intersection with Iowa Street.

**Section 2:** That the appropriate signage be installed in accordance with Section 1.

**Section 3:** That all Ordinances or parts of Ordinances in conflict with this Ordinance are hereby expressly repealed.

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

**AYES:**

**NAYS:**

**ABSENT:**

**ADOPTED**

Catherine Adduci  
Village President

**ATTEST:**

Sharon Halperin  
Village Clerk



**Village of River Forest**  
**Village Administrator's Office**

400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

**MEMORANDUM**

Date: May 24, 2018

To: Eric Palm, Village/Zoning Administrator

From: Lisa Scheiner, Assistant Village Administrator

Subj: Request for Zoning Variation - 631 Edgewood Place - Detached Garage Setbacks

**Issue**

Maureen Huston, owner of the property at 631 Edgewood Place, has submitted an application for a variation from the setback regulations pursuant to Sections 10-9-7(C) of the River Forest Zoning Ordinance for the purpose of constructing a detached two-car garage.

**Analysis**

On May 10, 2018 the Zoning Board of Appeals held a public hearing and considered the attached application. The Zoning Board of Appeals voted 5-2 in favor of not recommending that the requested variations be approved by the Village Board of Trustees.

The home located at 631 Edgewood Place is an architecturally significant home in the Village of River Forest. The property owner attended the March 22, 2018 meeting of the Historic Preservation Commission. The Commission did not make a recommendation in support or opposition to the requested variations. They did, however, note that an attached garage would not be appropriate for this property and that a detached garage should be constructed.

**Recommendation**

If the Village Board of Trustees wishes to approve the requested variations, the following motion would be appropriate:

- Motion to approve an Ordinance granting the requested variation to Sections 10-9-7(C) of the Zoning Ordinance at 631 Edgewood Place.

Note: Section 10-5-4 of the Village Code requires that a variation which fails to receive the approval of four members of the Zoning Board of Appeals shall not be passed except by the favorable vote of two-thirds of the Board of Trustees. In other words, four affirmative votes are required to grant the requested variations.

**Attachments**

- Ordinance
- Findings of Fact – This item is being reviewed by the Zoning Board Chairman and will be sent under separate cover
- Report from the Zoning Board of Appeals
- Minutes of the May 10, 2018 Zoning Board of Appeals Hearing – This item is being reviewed by the Zoning Board Chairman and will be sent under separate cover
- Variation Request Application



**ORDINANCE NO. \_\_\_\_\_**  
**AN ORDINANCE GRANTING A VARIATION TO SIDE YARD SETBACKS FOR THE  
PROPERTY AT 631 EDGEWOOD PLACE, RIVER FOREST, ILLINOIS**

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**WHEREAS**, petitioner Maureen Huston (the “Petitioner”), owner of the property located at 631 Edgewood Place in the Village of River Forest (the “Subject Property”) requested a variance from the Village of River Forest’s side yard setback regulations pursuant to Section 10-9-7 of the Village of River Forest Zoning Ordinance (the “Zoning Ordinance”) for the purpose of constructing a detached garage on the Subject Property, which is in the R-2 Single-Family Residential Zoning District; and

**WHEREAS**, the Subject Property is legally described in Exhibit A attached hereto and made a part hereof; and

**WHEREAS**, the Application was referred to the Zoning Board of Appeals of the Village (“Board of Appeals”) and was processed in accordance with the Zoning Ordinance, as amended; and

**WHEREAS**, on May 10, 2018, the Zoning Board of Appeals held a public hearing on the Application pursuant to notice thereof given in the manner required by law, and, after considering all of the testimony and evidence presented at the public hearing, the Board of Appeals recommended that the Variation not be approved by a vote of 5-2, all as set forth in the Findings of Fact and Recommendation of the Board of Appeals in this matter (“Findings and Recommendation”, a copy of which is attached hereto as Exhibit B); and

**WHEREAS**, the President and Board of Trustees of the Village of River Forest have duly considered the Findings and Recommendations of the Board of Appeals, and all of the materials, facts and circumstances affecting the Application, and, finds that the Application satisfies the standards set forth in the Zoning Ordinance relating to the variation.

**NOW, THEREFORE, BE IT ORDAINED**, by the President of the Board of Trustees of the Village of River Forest, Cook County, Illinois, as follows:

**SECTION 1:** The foregoing recitals are incorporated here by reference as findings of the President and Board of Trustees.

**SECTION 2:** The President and Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and the Zoning Ordinance, hereby approve and adopt the Findings and Recommendation, and incorporate such findings and recommendation by reference as if full set forth herein. The President and Board of Trustees further approve the Variation from the requirements of the Zoning Ordinance that the proposed garage be constructed with a setback of ten percent of the lot width or five feet, whichever is greater, that it have a minimum combined side yard setback of twenty-five percent of the lot width or ten feet, whichever is greater.

**SECTION 3:** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for the immediate rescission of approvals made in this Ordinance.

**SECTION 4:** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph or clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance, are to the extent of such conflict hereby repealed.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

**PASSED** on a roll call vote of the Board of Trustees on the 29<sup>th</sup> day of May, 2018.

AYES:

NAYS:

ABSENT:

**APPROVED** by me this 29<sup>th</sup> day of May, 2018.

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Village President

**APPROVED and FILED** in my office this 29<sup>th</sup> day of May, 2018, and published in pamphlet form in the Village of River Forest, Cook County, Illinois.

ATTEST:

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Village Clerk

## **EXHIBIT A**

### **LEGAL DESCRIPTION**

LOT 2 (EXCEPT THAT PART CONVEYED BY GEORGE L. THATCHER AND OTHERS TO ANNIE C. MILLER, SAID PART CONVEYED BEING THAT PART OF LOTS 2 AND 3 DESCRIBED AS FOLLOWS:

COMMENCING ON THE EAST LINE OF LOT 3, 13 FEET NORTH OF THE SOUTH LINE OF SAID LOT;

THENCE WEST PARALLEL WITH THE SAID SOUTH LINE, 201.05 FEET TO THE ALLEY;

THENCE NORTH PARALLEL WITH THE EAST LINE OF SAID LOT, 70 FEET;

THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID LOT, TO THE WEST LINE OF THATCHER AVENUE;

THENCE SOUTH, 70 FEET TO THE POINT OF BEGINNING) AND (EXCEPT THAT PART BEGINNING AT THE POINT OF INTERSECTION OF THE SOUTH CORNER OF SAID LOT 2 AND THE WEST LINE OF LOT 3 IN BLOCK 1;

THENCE NORTH ON THE WEST LINE OF SAID LOT 3 EXTENDED TO A LINE 83 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF SAID LOT 3;

THENCE WESTERLY ALONG A LINE 83 FEET NORTH OF AND PARALLEL TO THE SOUTH LINE OF LOT 3 EXTENDED TO THE SOUTHWESTERLY LINE OF LOT 2 AFORESAID;

THENCE SOUTHEASTERLY ON SAID SOUTHWESTERLY LINE OF LOT 2 TO THE POINT OF BEGINNING; BEING ALL OF THAT PART OF SAID LOT 2 LYING SOUTH OF A LINE 83 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF LOT 3 EXTENDED) IN BLOCK 1 IN THATCHER'S RESUBDIVISION OF BLOCKS 20 AND 21 AND PRIVATE STREET ADJOINING SAME IN THATCHER PARK LYING EASTERLY, SOUTHEASTERLY AND SOUTHERLY OF OAK AVENUE WITH THAT PART OF LOT 3 IN SUBDIVISION OF PART OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING EAST OF THE EAST LINE OF OAK AVENUE IN THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS; AND ALSO THE NORTHEASTERLY 1/2 OF THE VACATED ALLEY LYING NORTH OF A LINE 83 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF LOT 3 IN SUBDIVISION OF PART OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING EAST OF THE EAST LINE OF OAK AVENUE IN THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

**PIN:** 15-11-208-002-0000

**COMMONLY KNOW AS:** 631 Edgewood Place, RIVER FOREST, ILLINOIS

**EXHIBIT B**

**FINDINGS OF FACT AND RECOMMENDATION**

**(ATTACHED)**





## REPORT FROM THE ZONING BOARD OF APPEALS

**Recommendation:** The Zoning Board of Appeals recommends not granting variations to the side yard setbacks pursuant to Section 10-9-7 of the Zoning Ordinance to allow construction of a detached garage.

**Property:** 631 Edgewood Place

**Zoning District:** R-2 Single Family Detached Residential District

**Applicant:** Maureen Huston

**Nature of Application:** The applicant is requesting variations to the side yard setback regulations of the Zoning Ordinance to construct a detached garage in the side yard adjacent to the existing home. The applicant is requesting variations so that the west corner of the proposed garage will be located 5 feet away from the southwesterly property side property line and the proposed combined side yard setback will be 19.02 feet, given the setback of 14.02 feet from the existing house to the northeasterly side property line plus the proposed 5-foot setback for the garage.

The applicant previously appeared before the Zoning Board of Appeals and did not receive a recommendation in favor of the previously requested variation. At the direction of the Village Board of Trustees the applicant returned to the Zoning Board of Appeals with a modified application.

**Ordinance Provisions:** Section 10-9-7(C): The required minimum side yard setback shall be 10% of the lot width or five feet, whichever is greater, and the minimum required combined side yard setback shall be 25% of the lot width, or ten feet, whichever is greater as measured to the exterior wall of the structure.

### Analysis of Request:

Ordinance	Requirement	Required	Proposed
10-9-7(C)	The required minimum side yard setback shall be 10% of the lot width or 5 ft., whichever is greater	9.58 ft.	5 ft.
10-9-7(C)	The minimum required combined side yard setback shall be 25% of the lot width or 10 ft., whichever is greater	23.95 ft.	19.02 ft.

**Hearing Date:** May 14, 2018

**Date of Application:** April 11, 2018

**Zoning Board Vote:** 5-2 in favor of recommending the requested variations not be granted

Chairman Frank Martin	Yes
David Berni	Yes
Gerry Dombrowski	No
Charles Lucchese	Yes
Tagger O'Brien	Yes
Michael Ruehle	No
Robert Swindal	Yes

**Report Prepared by:** Clifford Radatz, Building Official



## MEMORANDUM

**DATE:** April 17, 2017

**TO:** Zoning Board of Appeals

**FROM:** Clifford E. Radatz *CER*  
Building Official

**SUBJECT:** Variation Request – 631 Edgewood Place

---

Maureen Huston, owner of the property at 631 Edgewood Place, has submitted the attached revised application for variations to the side yard setback regulations (Section 10-9-7) of the Zoning Code. On April 9, 2018, the Village Board of Trustees remanded the applicant back to the Zoning Board of Appeals for the consideration of an alternate plan and a revised application for Zoning Variations.

The applicant proposes to construct a detached garage in the side yard adjacent to the existing home. As this accessory structure is not located in the rear 30 percent of the lot, the exception allowed by section 10-8-7-C-2-c of the Zoning ordinance does not apply. The same setbacks as the required for the primary building apply.

Section 10-9-7 of the Zoning Code requires a minimum side yard setback of ten percent of the lot width or five feet, whichever is greater, and the minimum required combined side yard setback to be twenty-five percent of the lot width, or ten feet, whichever is greater as measured to the exterior wall of the structure.

As the total frontage of the lot along Edgewood Place is 95.79 feet, the minimum required setback at each side is 9.58 feet (about 9'-7"), and the combined side yard setback should be a total of 23.95 feet (about 23'-11 3/8").

The applicant is requesting variations so that:

The west corner of the proposed garage will be located 5'-0" away from the southwesterly side property line and;

The proposed combined side yard setback will be 19.02 feet, given the setback of 14.02 feet from the existing house to the northeasterly side property line plus the proposed 5-foot setback for the garage.

The revised plan does not require a variation for the setback to the edge of the roof eave and the remaining requested variations are for smaller amounts than the prior request. The packet includes a revised application, revised zoning calculations and a revised Site Plan, labeled D1. All of the elements of the application (short description, plat of survey, responses to the 8 Standards, photographs, letters from neighbors, etc.) remain as previously submitted.

If the Zoning Board wishes to recommend the approval of these variations to the Village Board of Trustees, the following motion should be made: Motion to recommend to the Village Board of Trustees the approval of the variations to Section 10-9-7 of the Zoning Code at 631 Edgewood Place.

If you have any questions regarding this application, please do not hesitate to call me.





**LEGAL NOTICE  
ZONING BOARD OF APPEALS  
RIVER FOREST, ILLINOIS**

Public Notice is hereby given that a public hearing will be held by the Zoning Board of Appeals of the Village of River Forest, County of Cook, State of Illinois, on Thursday, May 10, 2018 at 7:30 p.m. at the Community Room of the Municipal Complex, 400 Park Avenue, River Forest, Illinois on the following matter:

The Zoning Board of Appeals will consider a zoning variation application submitted by Maureen Huston, owner of the property at 631 Edgewood Place, who is proposing to construct a detached garage.

The applicant is requesting variations to Section 10-9-7 of the Zoning Code for the purpose of constructing a detached garage in the side yard adjacent to the house. The proposed garage will not conform to the requirements for side yard setback to the building wall and the combined side yard setback.

The Zoning Code requires a side yard setback equal to 10% of the lot width or 5 feet, whichever is greater. The lot frontage is 95.79 feet wide, requiring a minimum side yard setback of 9.58 feet. The applicant proposes to construct the garage so that the corner of the garage nearest to the southwesterly property line will have a setback of 5 feet.

The Zoning Code requires a minimum combined side yard setback equal to 25% of the lot width or 10 feet, whichever is greater. Based on the lot frontage of 95.79 feet, the combined side yard setback is required to be about 23.95 feet. With an existing setback of 14.02 feet from the existing house to the northeasterly side property line plus the proposed 5 foot setback for the garage, the proposed combined side yard setback is only 19.02 feet.

The legal description of the property at 631 Edgewood Place is as follows:  
LOT 2 (EXCEPT THAT PART CONVEYED BY GEORGE L. THATCHER  
AND OTHERS TO ANNIE C. MILLER, SAID PART CONVEYED BEING  
THAT PART OF LOTS 2 AND 3 DESCRIBED AS FOLLOWS:  
COMMENCING ON THE EAST LINE OF LOT 3, 13 FEET NORTH OF THE  
SOUTH LINE OF SAID LOT;  
THENCE WEST PARALLEL WITH THE SAID SOUTH LINE, 201.05 FEET  
TO THE ALLEY;  
THENCE NORTH PARALLEL WITH THE EAST LINE OF SAID LOT, 70  
FEET;  
THENCE EAST PARALLEL WITH THE SOUTH LINE OF SAID LOT, TO  
THE WEST LINE OF THATCHER AVENUE;

THENCE SOUTH, 70 FEET TO THE POINT OF BEGINNING) AND  
(EXCEPT THAT PART BEGINNING AT THE POINT OF INTERSECTION  
OF THE SOUTH CORNER OF SAID LOT 2 AND THE WEST LINE OF LOT 3  
IN BLOCK 1;

THENCE NORTH ON THE WEST LINE OF SAID LOT 3 EXTENDED TO A  
LINE 83 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE OF  
SAID LOT 3;

THENCE WESTERLY ALONG A LINE 83 FEET NORTH OF AND  
PARALLEL TO THE SOUTH LINE OF LOT 3 EXTENDED TO THE  
SOUTHWESTERLY LINE OF LOT 2 AFORESAID;

THENCE SOUTHEASTERLY ON SAID SOUTHWESTERLY LINE OF LOT 2  
TO THE POINT OF BEGINNING; BEING ALL OF THAT PART OF SAID  
LOT 2 LYING SOUTH OF A LINE 83 FEET NORTH OF AND PARALLEL  
WITH THE SOUTH LINE OF LOT 3 EXTENDED) IN BLOCK 1 IN  
THATCHER'S RESUBDIVISION OF BLOCKS 20 AND 21 AND PRIVATE  
STREET ADJOINING SAME IN THATCHER PARK LYING EASTERLY,  
SOUTHEASTERLY AND SOUTHERLY OF OAK AVENUE WITH THAT  
PART OF LOT 3 IN SUBDIVISION OF PART OF SECTION 11, TOWNSHIP  
39 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN,  
LYING EAST OF THE EAST LINE OF OAK AVENUE IN THE NORTHEAST  
1/4 OF SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE  
THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS;

AND ALSO

THE NORTHEASTERLY 1/2 OF THE VACATED ALLEY LYING NORTH  
OF A LINE 83 FEET NORTH OF AND PARALLEL WITH THE SOUTH LINE  
OF LOT 3 IN SUBDIVISION OF PART OF SECTION 11, TOWNSHIP 39  
NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING  
EAST OF THE EAST LINE OF OAK AVENUE IN THE NORTHEAST 1/4 OF  
SECTION 11, TOWNSHIP 39 NORTH, RANGE 12, EAST OF THE THIRD  
PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

All interested persons will be given the opportunity to be heard at the public  
hearing. A copy of the meeting agenda will be available to the public at the  
Village Hall.

Clifford Radatz  
Secretary  
Zoning Board of Appeals

**APPLICATION FOR ZONING VARIATION**  
**Village of River Forest Zoning Board of Appeals**

Address of Subject Property: 631 Edgewood Place, River Forest, IL 60305

Applicant: Maureen Huston

Name

631 Edgewood Place, River Forest, IL 60305

Address

708-421-2588

(none)

mfhuston@gmail.com

Phone (Daytime)

Fax

E-Mail

Owner

Relationship of Applicant to Property (owner, contract purchaser, legal counsel, etc.)

Architect/Contractor: Sheryl / Kirk Stevens - ArchImage Architects, Ltd.

Name

360 E. South Water St., Ste. 1018, Chicago, IL. 60601

Address

t: 312.642.0619

(none)

sheryl@archimagearchitects.com

m: 312.286.0409

Phone (Daytime)

Fax

E-Mail

Date of Application: January 31, 2018 (modified April 11, 2018)

**Application requirements:** Attached you will find an outline of the other application requirements. Please read the attached carefully, the applicant will be responsible for submitting all of the required information.

Also attached for your information are the Zoning Board of Appeals "Rules of Procedure" for their public hearings.

**Application Deadline:** A complete variation application must be submitted no later than the 15<sup>th</sup> day of the month in order to be heard by the Zoning Board of Appeals in the following month. The Zoning Board of Appeals meets on the second Thursday of each month.

**SIGNATURES:**

The undersigned hereby represent for the purpose of inducing the Village of River Forest to take the action herein requested, that all statements herein and on all related attachments are true and that all work herein mentioned will be done in accordance with the ordinances of the Village of River Forest and the laws of the State of Illinois.

Owner: Maureen Huston Date: 04/11/2018

Applicant (if other than Owner): \_\_\_\_\_ Date: \_\_\_\_\_

**Application Fee:** A non-refundable fee of \$650.00 must accompany every application for variation. Checks should be made out to the Village of River Forest.

Address of Subject Property: 631 Edgewood Place, River Forest, IL 60305

Zoning District of Property (circle one): R1 **(R2)** R3 R4 C1 C2 C3 PRI ORJC

Please check the type(s) of variation(s) being requested:

☒ Zoning Code

☐ Building Code (fence variations only)

**Summary of Requested Variation(s):**

<b>Applicable Code Section (Title, Chapter, Section)</b> <i>Example:</i> 10-8-5, lot coverage	<b>Code Requirement(s)</b> <i>Example:</i> no more than 30% of a lot	<b>Proposed Variation(s)</b> <i>Example:</i> 33.8% of the lot (detailed calculations on a separate sheet are required)
10-8-7 Setback regulations C. Side Yards 1. Requirements	10% of the lot width or 5 feet, whichever is greater: = 9.58 feet	5 feet from western corner of garage structure to southwestern lot line (proposed structure not parallel to lot line)
10-8-7 Setback regulations C. Side Yards 1. Requirements	minimum combined side yard setback or 25% of the lot width or 10 feet, whichever is greater: 23.75 ft	19.02 feet

**THE APPLICANT IS REQUIRED TO SUBMIT DETAILED LONG HAND CALCULATIONS AND MEASUREMENTS FOR ALL APPLICABLE ZONING PROVISIONS. APPLICATIONS WILL NOT BE CONSIDERED COMPLETE WITHOUT THESE CALCULATIONS AND MEASUREMENTS.**



## Zoning Analysis Table

<b>Project Address:</b>	<u>631 Edgewood Place, River Forest, IL 60305</u>	
<b>Prepared by:</b>	<u>Maureen F. Huston</u>	<b>Date:</b> <u>11/15/2017</u>
<b>Telephone Number:</b>	<u>708-421-2588</u>	(modified 4/11/2018)
<b>Zoning District:</b>	<u>R-2</u>	
<b>Use:</b>	<u>Residential</u>	

Line #

<b>Lot Area</b>		<b>Lot Width</b>	<b>Lot Depth</b>	<b>Lot Area</b>
Using a current Plat of Survey, calculate the area of the Lot in square feet		95.79 (irregular)	102.7 +/- (irregular)	8.968 sf
1				
<b>Lot Coverage</b>		<b>Allowed</b>		<b>Proposed</b>
2	See Lot Coverage Worksheet	2A 2,690.7 sf		2C 1869.4 sf
<b>Floor Area Ratio</b>		<b>Allowed</b>		<b>Proposed</b>
3	See Floor Area Worksheet	3A 3,587.6 sf		3C 1632.88 sf
<b>Building Height at Roof Ridge</b>		<b>Allowed</b>		<b>Proposed</b>
4	Height above "grade" in feet	4A 18 ft		4C 18 ft
5	Story Height	5A 1-1/2		5C 1
<b>Off-Street Parking</b>		<b>Required</b>		<b>Proposed</b>
6	Garage spaces	6A 2		6C 2

## Zoning Analysis Table

Project Address:

631 Edgewood Place, River Forest, IL 60305

### Line # Location and Area

7 Is the proposed Accessory Structure located entirely within the rear 30% of the lot? 7C

8 Allowed Proposed  
 8A  8B

9 Does the proposed Accessory Structure cover less than 30% of the Rear Yard? 9C

10 Allowed Proposed  
 10A  10B

### Setbacks

	Direction	Required Setback	Proposed Setback
<b>Secondary Front Yard</b>		<input type="text" value="NW"/>	
<b>Existing House</b>			
11 Property Line to Building		21.1	11C <input type="text" value="33.09"/>
12 Eave Length		2.5	12C <input type="text" value="2.00"/>
13 Setback to Eave	13A <input type="text"/>	18.6	13C <input type="text" value="31.09"/>

<b>Side Yard</b>		<input type="text" value="SW"/>	
14 Property Line to Building	14A <input type="text" value="9.58'"/>		14C <input type="text" value="5'"/>
15 Eave Length			15C <input type="text" value="2'"/>
16 Setback to Eave	16A <input type="text" value="3'"/>		16C <input type="text" value="3'"/>

<b>Side Yard</b>		<input type="text" value="NE"/>	
17 Property Line to Building	17A <input type="text" value="9.58'"/>		17C <input type="text" value="76.74'"/>
18 Eave Length			18C <input type="text" value="1.66'"/>
19 Setback to Eave	19A <input type="text" value="3'"/>		19C <input type="text" value="74.41'"/>

<b>Rear Yard</b>		<input type="text" value="SE"/>	
20 Property Line to Building	20A <input type="text" value="3'"/>		20C <input type="text" value="47.61"/>
21 Eave Length			21C <input type="text" value="2.0"/>
22 Setback to Eave	22A <input type="text" value="2'"/>		22C <input type="text" value="45.61"/>

### Lot Coverage Worksheet

In Zoning Districts R-1 and R-2, Lot Coverage is limited to 30% of the Area of the Lot. Multiply the Lot Area from line 1 by 0.30 and indicate this number in Box 2A on the Zoning Analysis Table.

(Lot Area)				(Allowed Lot Coverage)
8,968 sf	X	0.30	=	2,690.7 sf

Lot Coverage includes the following:

The footprint area of the main building and any overhanging floor areas

The footprint area of all accessory buildings (garages, sheds, etc.)

The area under roof of all accessory structures including open porches, carports, gazebos, pergolas, trellises, etc.

Provide a Sketch or Block Diagram of the Existing and Proposed Lot Coverage

#### Existing Lot Coverage Calculation

Chimney  
Ext. porch  
Porch overhang

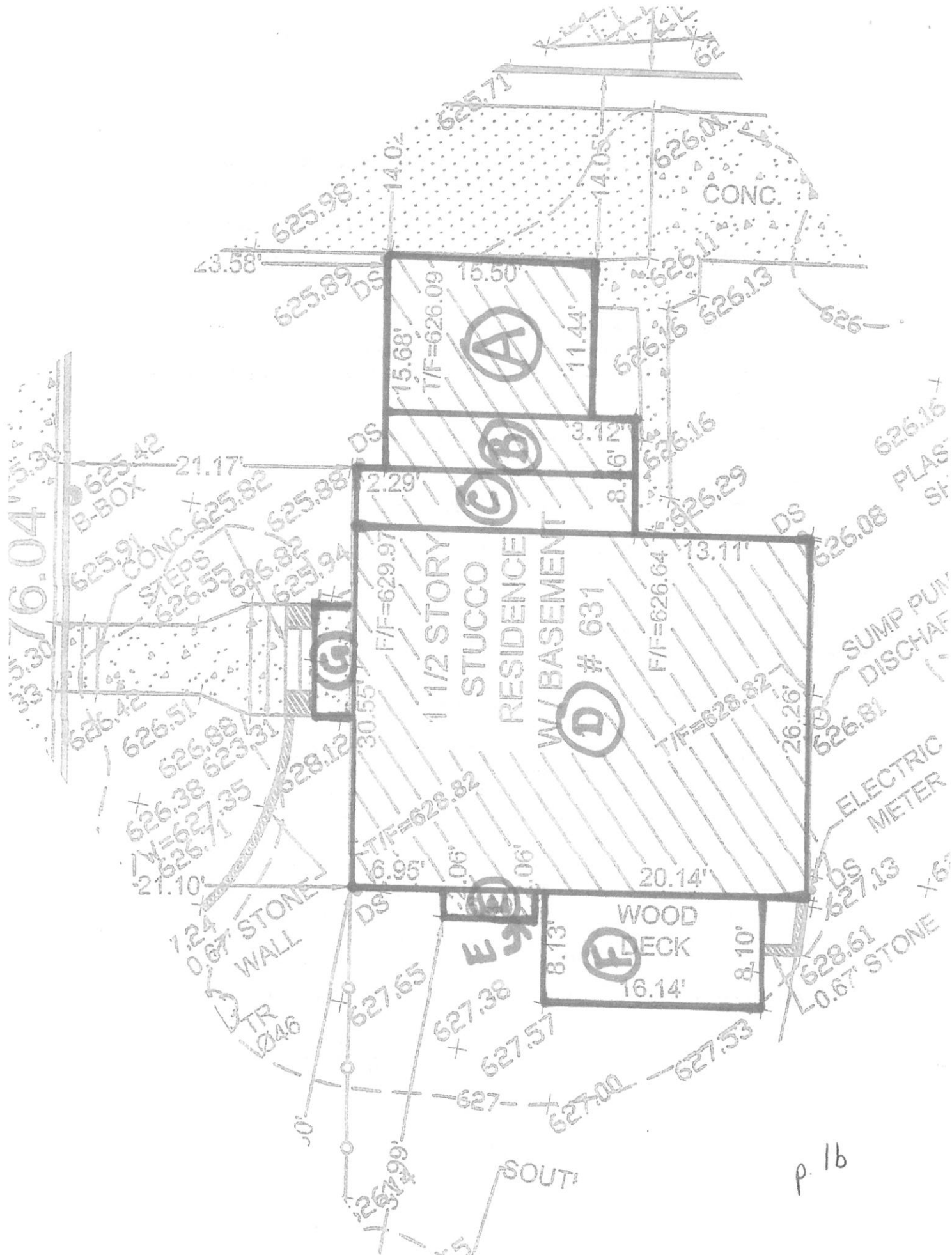
Piece	Length	Width	Area
A	15.50	11.44	177.32
B	18.62	4.24	78.95
C	20.91	4.22	88.24
D	33.99	26.26	892.58
E	6.90	2.06	14.21
F	8.115	16.14	130.98
G	3.667	8.50	31.17
Total Existing Lot Coverage (enter in Box 2B)			1,413.45

#### Proposed Lot Coverage Calculation

Piece	Length	Width	Area
	22.0	22.0	484.0
Total Proposed Lot Coverage			

(Existing Lot Coverage)    +    (Proposed Lot Coverage)    =    (Existing + Proposed Lot Coverage)

1,413.45	+	484	=	1,897.45 sf
				(Enter in Box 2C)





### Floor Area Worksheet

In Zoning Districts R-1 and R-2, the maximum Floor Area Ratio is 0.40 for lots less than 20,000 square feet, and 0.35 for lots of 20,000 square feet and greater (the resulting maximum gross floor area for lots of 20,000 s.f. and greater shall not be less than 8,000 square feet).

Multiply the Lot Area from line 1 by the appropriate factor and indicate this number in Box 3A on the Zoning Analysis Table.

$$\text{For Lot Area less than 20,000 s.f.:} \quad \underline{8,968} \quad \times 0.40 = \underline{3,587.6}$$

$$\text{For Lot Area of 20,000 s.f. and greater:} \quad \underline{\hspace{2cm}} \quad \times 0.35 = \underline{\hspace{2cm}}$$

Gross Floor Area is defined as follows:

**FLOOR AREA, GROSS:** The sum of the gross horizontal area of the several floors of a structure, measured from the exterior faces of the exterior walls or from the centerline of walls separating two buildings. The gross floor area of a building shall include:

- A. Elevator and mechanical shafts and stairwells;
- B. Mechanical equipment spaces unless located on the roof, either open or enclosed;
- C. Attic space having average headroom of seven feet or more;
- D. For structures that qualify as "new construction" under this section permitted on or after April 28, 2008, one hundred percent of the floor area of a basement, if four feet nine inches or more of the height of the basement projects above grade as measured from grade to the top of the first finished floor; for structures that do not qualify as "new construction" under this section, permitted on or after April 28, 2008, including additions that do not extend above the existing basement height above grade, the floor area of the basement shall not be included in the gross floor area;
- E. Interior balconies and mezzanines;
- F. Enclosed porches;
- G. For nonsingle-family detached residential districts, interior off street parking and loading areas not required to satisfy this title; for single-family detached residential districts, the gross floor area in excess of five hundred square feet of a rear detached garage, the gross floor area in excess of three hundred square feet of a rear attached garage, and the gross floor area in excess of one hundred fifty square feet of any attached front or side garage;
- H. Permanent outdoor display areas;
- I. Any residential, business, manufacturing, recreational, educational or other uses available to the public that are permitted below grade.

### Floor Area Summary

From the following worksheets, enter the calculated values in the appropriate box:

#### Existing Floor Area

Existing Basement Floor Area (Note 1)	.
Existing First Floor Area	1,328.28
Existing Second Floor Area	.
Existing Half-Story Area (Note 2)	218.44
Existing Detached Garage Area	0.
Enclosed Off-Street Parking Allowance (Note 3)	— 0.
Total Existing Floor Area (Enter in Box 3B)	1,590.72

#### Existing + Proposed Floor Area

Existing + Proposed Basement Floor Area (Note 1)	.
Existing + Proposed First Floor Area	1,328.28
Existing + Proposed Second Floor Area	.
Existing + Proposed Half-Story Area (Note 2)	218.44
Existing + Proposed Detached Garage Area	484.00
Enclosed Off-Street Parking Allowance (Note 3)	— 484.00
Total Existing + Proposed Floor Area (Enter in Box 3C)	1,590.72

#### Notes:

Note 1: For structures which do not qualify as "new construction", permitted on or after April 28, 2008, including additions that do not extend above the existing basement height above grade, the floor area of the basement shall not be included in the gross floor area.

For structures that qualify as "new construction" permitted on or after April 28, 2008, 100% of the floor area of a basement shall be included in the gross floor area, if 4'-9" or more of the height of the basement projects above "grade" as measured from "grade" to the top of the first finished floor.

For the purposes of determining the height of structures, "grade" is defined by section 10-3-1 of the Village Code as follows:

GRADE: A datum or reference level determined as follows:

- A. For buildings adjoining one street only, by the elevation of the sidewalk at the center of that wall adjoining the street.
- B. For buildings adjoining more than one street, by the average of the elevations of the sidewalk at centers of all walls adjoining streets.

- C. For buildings having no wall adjoining the street, by the average level of the finished surface of the ground adjacent to the exterior walls of the building.
1. Any wall approximately parallel to and not more than five feet from a street line shall be considered as adjoining the street.
  2. Where no sidewalk exists, the grade shall be established by the village engineer.

**Note 2:** A Half-Story space, complying with the following definition, is permitted:

**HALF-STORY:** A story under a gable, hip, or gambrel roof where no more than twenty five percent of the floor area of that floor is located under dormers or other outward projections from the basic planes of the roof and has an exterior perimeter knee wall not exceeding two feet in height to the bottom of the roof rafter. Any level which exceeds these limits shall be considered a full story.

The Floor Area calculation for a Half-Story level must include the entire area where the clear distance between the attic floor and the underside of the roof rafters is 7'-0" or more. This requirement is not relieved by the provision of collar ties placed below the height of 7'-0" above the floor.

**Note 3:** For detached garages, located entirely in the rear 30% of the lot, a Floor Area allowance is provided up to 500 square feet. (The allowance taken cannot exceed the actual area of the garage.) For rear attached garages, (attached to the rear of the main building), a Floor Area allowance of 300 square feet is provided. For front or side attached garages, a Floor Area allowance of 150 square feet is provided.

### Basement Floor Area

Note: For structures which do not qualify as "new construction", permitted on or after April 28, 2008, including additions that do not extend above the existing basement height above grade, the floor area of the basement shall not be included in the gross floor area.

For structures that qualify as "new construction" permitted on or after April 28, 2008, 100% of the floor area of a basement shall be included in the gross floor area, if 4'-9" or more of the height of the basement projects above "grade" as measured from "grade" to the top of the first finished floor.

Provide a Sketch or Block Diagram of the Existing and Proposed Basement Floor Area

### Existing Basement Floor Area

Piece	Length	Width	Area
Total Existing Basement Floor Area			

### Proposed Basement Floor Area

Piece	Length	Width	Area
Total Proposed Basement Floor Area			

(Existing Basement Floor Area) + (Proposed Basement Floor Area) = (Existing + Proposed Basement Floor Area)

\_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_



### First Floor Area

Provide a Sketch or Block Diagram of the Existing and Proposed First Floor Area

(see diagram, next page)

#### Existing First Floor Area

Chimney  
Ext. Porch

Piece	Length	Width	Area
A	15.50	11.44	177.32
B	18.62	4.24	78.95
C	20.91	4.22	88.24
D	33.99	26.26	892.58
E	6.90	2.06	14.21
F	8.115	16.14	130.98
Total Existing First Floor Area			1,382.28

#### Proposed First Floor Area

Piece	Length	Width	Area
Total Proposed First Floor Area			0

(Existing First Floor Area) + (Proposed First Floor Area) = (Existing + Proposed First Floor Area)

1,382.28 + 0 = 1,382.28



Second Floor Area

Provide a Sketch or Block Diagram of the Existing and Proposed Second Floor Area

Existing Second Floor Area

Piece	Length	Width	Area
Total Existing Second Floor Area			218.44

Proposed Second Floor Area

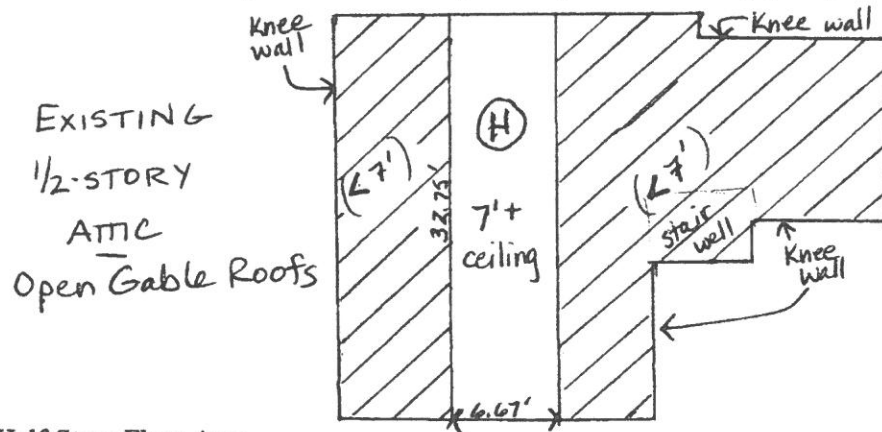
Piece	Length	Width	Area
Total Proposed Second Floor Area			0

(Existing Second Floor Area) + (Proposed Second Floor Area) = (Existing + Proposed Second Floor Area)

\_\_\_\_\_ + \_\_\_\_\_ = \_\_\_\_\_

### Half-Story (Attic) Floor Area

Provide a Sketch or Block Diagram of the Existing and Proposed Half-Story (Attic) Floor Area



### Existing Half-Story Floor Area

Piece	Length	Width	Area
H	32.75	6.67	218.44
Total Existing Half-Story Floor Area			

### Proposed Half-Story Floor Area

Piece	Length	Width	Area
Total Proposed Half-Story Floor Area			0

(Existing Half-Story Floor Area) + (Proposed Half-Story Floor Area) = (Existing + Proposed Half-Story Floor Area)

$$218.44 + 0 = 218.44$$

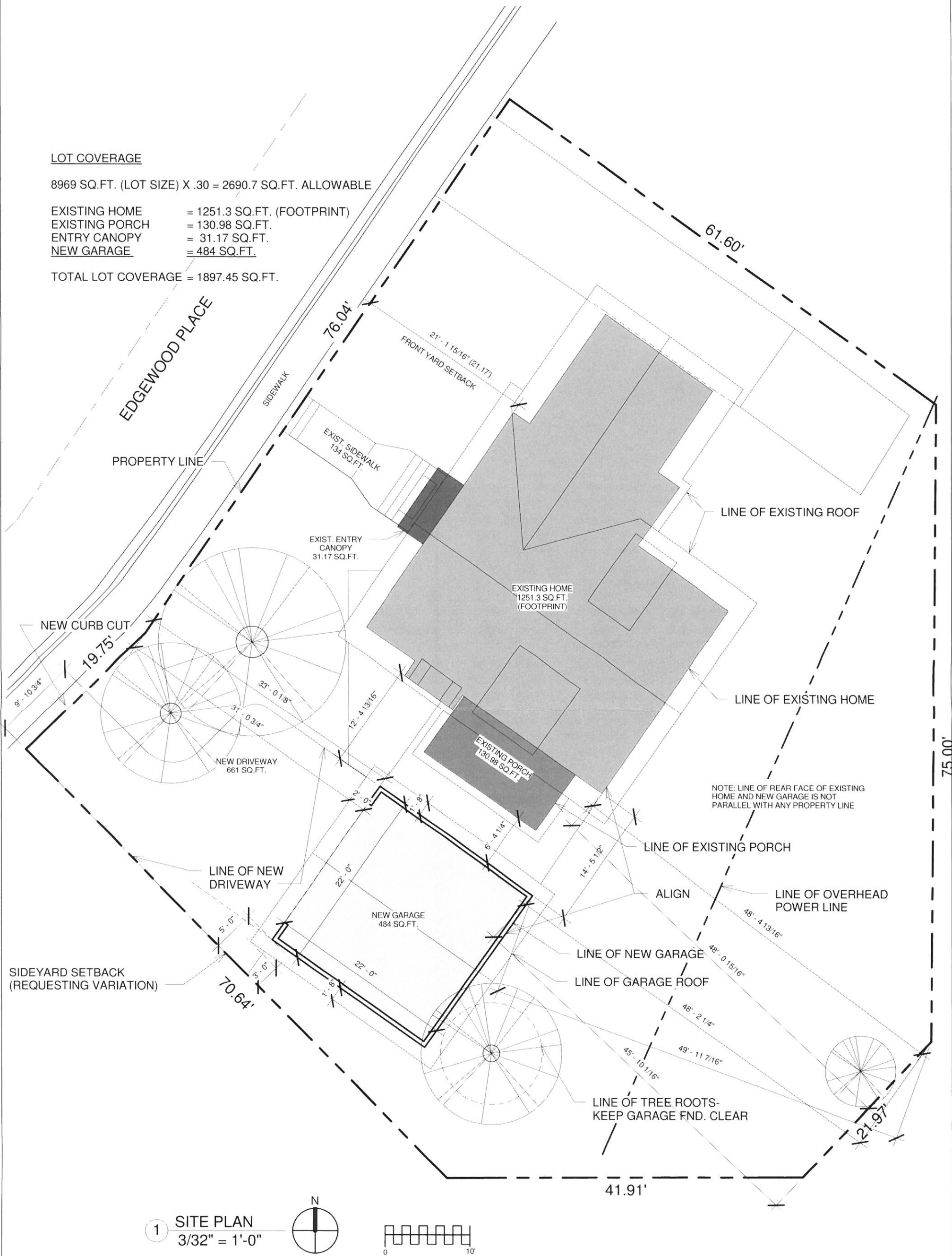


LOT COVERAGE

8969 SQ.FT. (LOT SIZE) X .30 = 2690.7 SQ.FT. ALLOWABLE

EXISTING HOME = 1251.3 SQ.FT. (FOOTPRINT)  
EXISTING PORCH = 130.98 SQ.FT.  
ENTRY CANOPY = 31.17 SQ.FT.  
NEW GARAGE = 484 SQ.FT.

TOTAL LOT COVERAGE = 1897.45 SQ.FT.



1 SITE PLAN  
3/32" = 1'-0"



Ärchīmāge  
Architects, Ltd.

www.archimagearchitects.com

HUSTON RESIDENCE  
631 Edgewood Place  
River Forest, IL 60305

SITE PLAN

Project number	1706
Date	2-26-2018
Drawn by	SOS
Checked by	KRS

D1

Scale 3/32" = 1'-0"



## Village of River Forest

Village Administrator's Office

400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

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### MEMORANDUM

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Date: May 24, 2018

To: Catherine Adduci, Village President  
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: Changes to Village Parking Designations and Fees

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**Issue:** Staff has reevaluated existing parking designations in and around the Depot parking lot and is recommending changes to these designations as well as recommending increases to parking fees.

**Analysis:** The Village provides various parking options to residents and non-residents alike.<sup>1</sup>

**Metra Commuter Parking (Daily)** – The Village provides parking for daily fee commuters parking in the west Thatcher Parking lot, along Central Avenue (east of Keystone), and along Hawthorne Avenue (east of Keystone). The cost for daily commuter parking is \$2.50. This parking is available to both residents and non-residents.

**Metra Commuter Parking (Monthly Permit)** – The Village allows monthly commuter permit parking in three areas: The east Thatcher Depot lot, on Central Avenue (west of Keystone), and Hawthorne (Between Thatcher and Keystone). The cost for a monthly permit is \$35.00 and is available to residents only.

**24-Parking** – The Village provides a limited amount of parking spaces for 24-hour parking at the east Thatcher (Depot) parking lot, Lake and Park parking lot and the parking lot adjacent to CVS. These spaces are for residents only and the monthly permit fee is \$75.00.

**Overnight Parking** - The Village provides a limited amount of parking spaces for overnight parking at the east Thatcher (Depot) parking lot, Lake and Park parking lot and the parking lot adjacent to CVS. These spaces are for residents only and the monthly permit fee is \$45.00.

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<sup>1</sup> Please note there are business zones in and around town center where the Village provides permits for employees of the River Forest Town Center. Those permits are not under discussion at this time.

Recently, the apartment building on Thatcher (north of the depot parking lot) was acquired by Oak Park Apartments, Co. Previously, these apartments were utilized by international students at Dominican University who typically did not have a vehicle. Now that the units are used by non-students, these residents have vehicles and are in need of parking spaces.

In September 2017, a 20-year intergovernmental agreement between the Village and Metra for use of the west Thatcher lot expired. This IGA required that the lot be used for daily parking (in consideration for Metra underwriting the cost of improvements for the lot). The Village is now free to use that lot as it sees fit.

With a need for additional 24-hour parking, and the availability of the west Thatcher lot, it is appropriate to consider changes to the allocation & designation of spaces. Staff proposes the following:

1. Covert the west Thatcher parking lot from daily commuter spaces to monthly permit resident commuter spaces. Some of the monthly permit spaces from the east Thatcher lot would then be moved to the west Thatcher lot.
2. Add additional spaces along Hawthorne for daily parking. Currently, there are 33 spaces in the west Thatcher lot daily commuter spaces. Staff believes there is enough inventory on Central, combined with, by adding some spaces on Hawthorne in order to accommodate the demand.
3. Provide 17 spaces in the east Thatcher lot for 24- hour parking, 31 spaces for monthly permits and up to 15 spaces for overnight parking. We currently issue 11 overnight spaces and 12 twenty-four hour spaces. These overnight and 24-hour spaces will primarily be used by the apartment building and residents in the west Lake area.

#### Rates

Parking rates were last adjusted in 2014. Staff has reviewed parking rates from the Village of Oak Park and a copy of their parking fee schedule is attached for review. Staff is recommending the following changes to the parking fee schedule:

Daily Metra Commuter Parking – From \$2.50 to \$3.00

Monthly Metra Commuter Permit Parking – From \$35.00 to \$45.00

Overnight Parking – From \$45.00 to \$55.00

24-Hour Parking – From \$75.00 to \$100.00

Staff acknowledges that we would be the market leader for 24-hour parking at \$100.00. At the same time, parking is a revenue generator for the Village and there should be a premium for a 24-hour space in light of high demand, and low supply. It is important to remember that parking fee revenue is allocated to both the General Fund for operations, as well the Capital Improvement Fund for maintenance and acquisition of additional parking.

#### Other considerations

- Should the Village Board concur with Staff recommendations, implementation could commence on July 1, 2018. This will allow the month of June to inform commuters and parkers about the changes.

- The Police Department is undergoing a review of its parking and code enforcement tickets as well. As parking fees increase, the fees for non-compliance should remain high enough to be a deterrent from not paying the parking fees.
- Those residents who have pre-paid for monthly permits will not be responsible for paying any new increase difference for permits already purchased for in advance.
- Any changes to fees will require an amendment to the Village Code at a later date.

**Conclusion:** Staff is looking for feedback and direction regarding these proposed changes.

Thank you.

Attachments

Commuter Parking Map

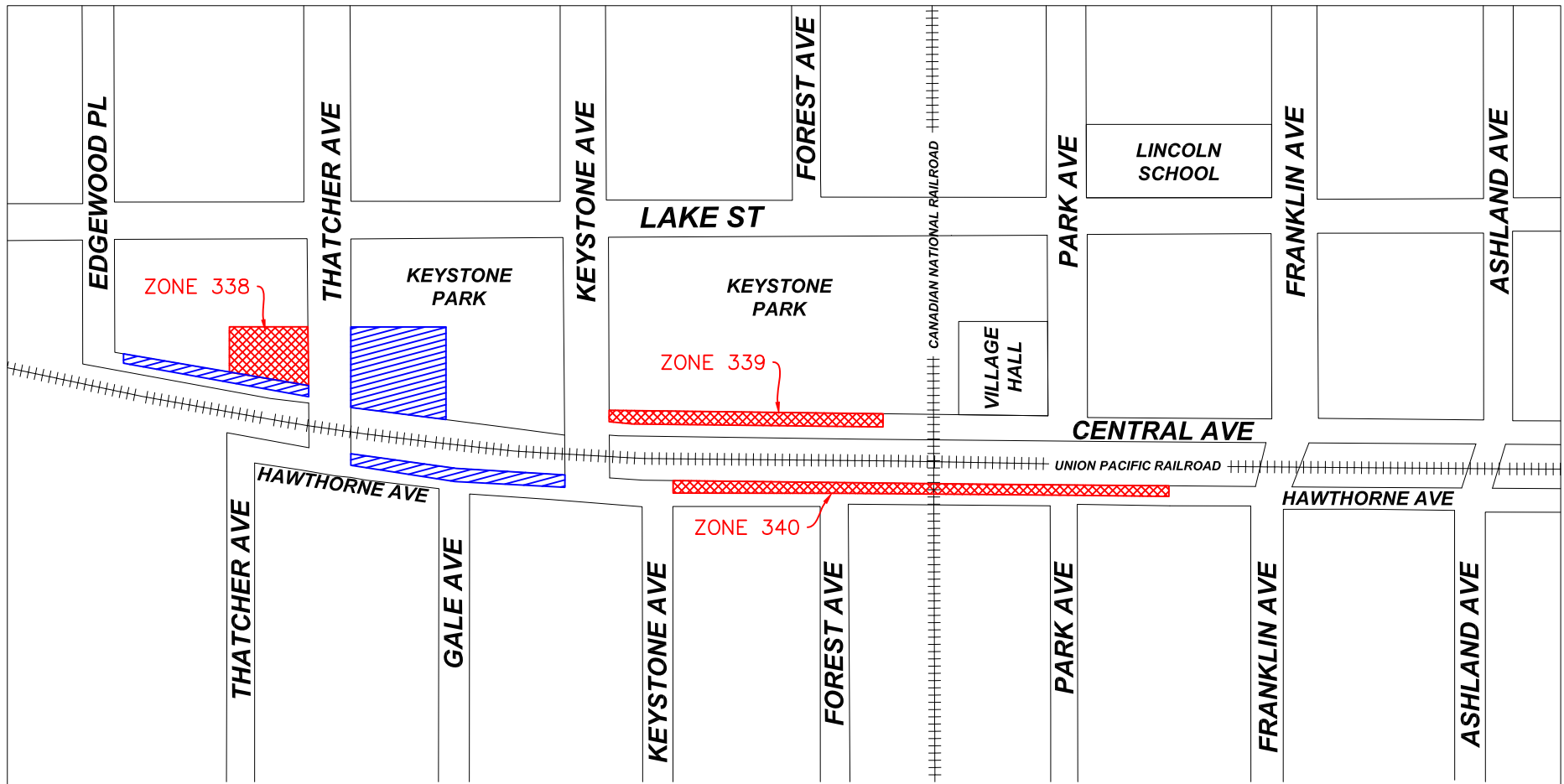
Oak Park Monthly Parking Schedule





# VILLAGE OF RIVER FOREST COMMUTER PARKING MAP

-  Daily Fee Areas
-  Monthly Permit Areas





## 2018 Parking Permit Fee Schedule

The Village of Oak Park  
123 Madison St.  
Oak Park, IL 60302-4272

708.358.7275  
parking@oak-park.us  
www.oak-park.us/parking

### **GARAGES IN HIGH DEMAND AREAS (2, 18 & 32)**

Per quarter		Renewal Dates	
Day Permit	\$235	1st Quarter	01/01 - 03/31
Night Permit	\$185	2nd Quarter	04/01 - 06/30
24-hour Permit	\$265	3rd Quarter	07/01 - 09/30
		4th Quarter	10/01 - 12/31
30-day Use Card \$130 (plus \$7.80 county tax)			

### **GARAGES OUTSIDE OF HIGH DEMAND AREAS (19)**

Resident (per quarter)		Non-resident (per quarter)		Renewal Dates	
Day Permit	\$195	Day Permit	\$245	1st Quarter	01/01 - 03/31
Night Permit	\$160	Night Permit	\$200	2nd Quarter	04/01 - 06/30
24-hour Permit	\$230	24-hour Permit	\$290 (plus \$17.40 county tax)	3rd Quarter	07/01 - 09/30
				4th Quarter	10/01 - 12/31

### **LOTS IN HIGH DEMAND AREAS (55, 59, 96, SB10)**

Resident (per quarter)		Non-resident (per quarter)		Renewal Dates	
Day Permit	\$225	Day Permit	\$280 (plus \$16.80 county tax)	1st Quarter	01/01 - 03/31
Night Permit	\$175	Night Permit	\$195	2nd Quarter	04/01 - 06/30
24-Hour Permit	\$255	24-hour Permit	\$330 (plus \$19.80 county tax)	3rd Quarter	07/01 - 09/30
				4th Quarter	10/01 - 12/31

### **LOTS OUTSIDE OF HIGH DEMAND AREAS (1, 7, 11, 13, 15, 16, 22, 24, 25A, 25F, 25I, 25P, 25S, 25V, 29, 30, 31, 33, 36, 37, 39, 44, 45, 46, 47, 48E, 48W, 50N, 51N, 51S, 53, 54, 56, 58, 62E, 62W, 67, 68, 70, 71E, 71W, 72, 73, 74, 79, 81, 82, 83, 85, 86, 87, 90, 91, 92, 93, 94, 97, 98, 99, 100, 101, 102, 103, 104, 107, 109, 110, 111, 114, 120)**

Resident (per quarter)		Non-resident (per quarter)		Renewal Dates	
Day Permit	\$185	Day Permit	\$235	1st Quarter	01/01 - 03/31
Night Permit	\$150	Night Permit	\$190	2nd Quarter	04/01 - 06/30
24-hour Permit	\$220	24-hour Permit	\$280 (plus \$16.80 county tax)	3rd Quarter	07/01 - 09/30
				4th Quarter	10/01 - 12/31

### **COMMUTER LOTS (34, 35, 61, 64, 65, 66, 66N, NB10, SB1, SB2, SB3, SB4, SB5, SB6, SB6E, SB7, SB8, SB9)**

Resident (per quarter)		Non-resident (per quarter)		Renewal Dates	
Day Permit	\$215	Day Permit	\$270	1st Quarter	01/01 - 03/31
Night Permit	\$150	Night Permit	\$190	2nd Quarter	04/01 - 06/30
24-hour Permit	\$225	24-hour Permit	\$285 (plus \$17.10 county tax)	3rd Quarter	07/01 - 09/30
				4th Quarter	10/01 - 12/31

### **ON-STREET ZONES (NIGHT PARKING ONLY)**

		Renewal Dates	
High Demand Zones (Y1, Y2, Y3, Y4, Y5, Y6, Y7, Y8, Y9, Z3, Z6, Z7, Z9)	= \$135	1st Quarter	02/01 - 04/30
Medium Demand Zones (Z1, Z4, Z5)	= \$125	2nd Quarter	05/01 - 07/31
Low Demand Zones (Z2)	= \$115	3rd Quarter	08/01 - 10/31
		4th Quarter	11/01 - 1/31

### **ON-STREET RESIDENTIAL DAYTIME PARKING**

Permit Price Per Year = \$70		Renewal Dates	
Visitor passes (book of 20, only available in certain areas)	= \$5 per book	Annually	07/01 - 06/30

### **ON-STREET BUSINESS DAYTIME PARKING**

Permit Price Per Year = \$120		Renewal Dates	
For business permits in limited areas		Annually	07/01 - 06/30

Replacement for quarterly permits = \$5

Pricing current as of Nov. 6, 2017



20 N. Wacker Drive, Ste 1660  
Chicago, Illinois 60606-2903  
T 312 984 6400 F 312 984 6444

15010 S. Ravinia Avenue, Ste 10  
Orland Park, Illinois 60462-5353  
T 708 349 3888 F 708 349 1506

gtsmith@ktjlaw.com  
DD 312-984-6436

www.ktjlaw.com

May 24, 2010

**VIA E-MAIL**

President Catherine Adduci and Board of Trustees  
Village of River Forest  
400 Park Avenue  
River Forest, Illinois 60305

**Re: Enforcing Property Maintenance Ordinances Against the Union Pacific Railroad**

President Adduci and Board of Trustees:

The Village of River Forest ("Village") inquired about its authority to enforce its property maintenance ordinances against the Union Pacific Railroad ("Railroad"), which operates within the Village. As explained below, the Village has authority to enforce property maintenance ordinances against the Railroad so long as enforcement by the Village does not unreasonably interfere with the Railroad's operations. Under this standard, the Village may enforce its ordinances requiring the Railroad to keep its property clean of garbage and debris. Other property maintenance ordinances of the Village may be enforced against the Railroad, so long as enforcement would not unreasonably interfere with the Railroad's operations.

**Background**

The Railroad is performing construction on its tracks within the Village at this time. As part of the construction, the Railroad has removed trees, shrubs and bushes. The Village has discovered that the Railroad's tracks are littered with garbage and debris. Residents along the Railroad's tracks have complained about these conditions.

The Village has authority under the Illinois Municipal Code to require property owners to maintain their properties in good condition. See e.g., 65 ILCS 5/11-1-1; 65 ILCS 5/11-20-7; 65 ILCS 5/11-20-13; 65 ILCS 5/11-31-1; and 65 ILCS 5/11-60-2. The Village has used this authority to adopt and enforce a number of property maintenance ordinances in the Village of River Forest Village Code ("Village Code"), including (i) adoption of the International Property Maintenance Code with local amendments, in Section 4-1-4 of the Village Code; (ii) prohibiting accumulation of garbage and debris, in Section 6-3-9 of the Village Code; and (iii) declaring the accumulation of garbage to be a nuisance, in Section 6-8-2(B) of the Village Code.

**Legal Standard**

The Village's authority under the Illinois Municipal Code provisions set forth above is limited when the Federal government has enacted a law which curtails that authority. The "Supremacy Clause" of the Federal Constitution preempts the Village's authority in certain circumstances, when it states in part:

This Constitution, and the Laws of the United States which shall be made in Pursuance thereof; and all Treaties made, or which shall be made, under the Authority of the United States, shall be the supreme Law of the Land [...].

United States Constitution, Article VI, Clause 2. Pursuant to the Supremacy Clause, the Village is preempted from exercising its authority where a Federal statute or regulation overlaps and restricts the Village's power granted in the Illinois Municipal Code.

The Federal Interstate Commerce Commission Termination Act of 1995, 49 U.S.C. § 10101 *et seq.* ("Termination Act") governs and preempts the regulation of railroads by local governments. The Termination Act contains the following express preemption clause:

Except as otherwise provided in this part, the remedies provided under this part with respect to regulation of rail transportation are exclusive and preempt the remedies provided under Federal or State law.

49 U.S.C. § 10501(b). Section 10501 of the Termination Act vests the Federal Surface Transportation Board with exclusive jurisdiction over "transportation by rail carriers" and "the construction, acquisition, operation, abandonment, or discontinuance of spur, industrial, team, switching, or side tracks, or facilities, even if the tracks are located, or intended to be located, entirely in one State." 49 U.S.C. § 10501(b). "Transportation" is expansively defined to include: "a locomotive, car, vehicle, vessel, warehouse ... yard, property, facility, instrumentality, or equipment of any kind related to the movement of passengers or property, or both, by rail." 49 U.S.C. § 10102(9).

Though the Termination Act preempts many regulations the Village could otherwise impose, not all Village regulations are preempted. Courts have held that notwithstanding the Termination Act's preemption language, local governments such as the Village retain the ability to apply certain of their police powers which protect public health and safety to railroad operations. *Green Mountain R.R. Corp. v. Vermont*, 404 F.3d 638, 643 (2d Cir. 2005). Municipalities, including the Village, may exercise traditional police powers over railroad property to the extent that the regulations protect public health and safety, are settled and defined, can be obeyed with reasonable certainty, entail no extended or open-ended delays, and can be approved or rejected without the exercise of discretion on subjective questions. *Id.* Municipal regulation cannot discriminate against railroads or unreasonably burden interstate commerce. *Village of Ridgefield Park v. New York, Susquehanna & W. Ry. Corp.*, 163 N.J. 446, 457 (2000); *Norfolk S. Ry Co. v. City Of Alexandria*, 608 F.3d 150, 160 (4th Cir. 2010) ("[i]n order for a state or local regulation to be a proper exercise of police power in such a context, the regulation must not (1) discriminate against rail carriers or (2) unreasonably burden rail carriage").

When determining if a particular Village ordinance may be enforced against the Railroad, a court will look at whether the ordinance is applied in such a way as not to discriminate against the Railroad and whether the regulation would significantly interfere with the Railroad's operations and interstate commerce. The key consideration is that Village ordinances cannot be applied in a way that interferes with the Railroad's construction project or operations.

Courts have held that municipalities like the Village have the right to access a railroad's property, make reasonable inspections of their facilities, and enforce fire, health, plumbing, safety, and construction regulations. *Green Mountain R.R. Corp.*, 404 F.3d at 643 ("[e]lectrical, plumbing and fire codes, direct environmental regulations enacted for the protection of the public health and safety, and other generally applicable, non-discriminatory regulations and permit requirements would seem to withstand preemption"); *New York Susquehanna & W. Ry. Corp. v. Jackson*, 500 F.3d 238, 255-256 (3d Cir. 2007) (State's power to enter and inspect rail



facilities at any time, to ensure compliance with environmental regulations, was not per se unreasonable).

### **Village Property Maintenance Ordinances**

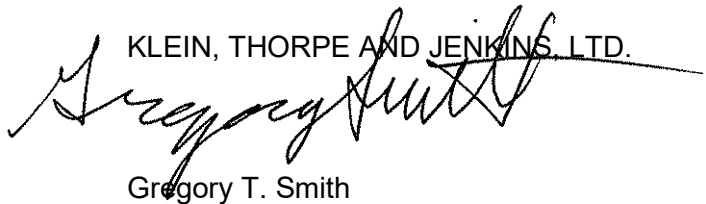
The Village is considering enforcing parts of its Village Code against the Railroad that would require the Railroad to keep its property clean of garbage and debris. The Village has the authority to enforce garbage and debris ordinances under the Village's police power authority, as these ordinances protect the public's health, safety and welfare. Requiring the Railroad to keep its property free from garbage and debris would not interfere with the Railroad's right to construct its facilities or to conduct its operations. Put another way, there would be no burden on the Railroad or interstate commerce by requiring the Railroad to pick up its garbage and debris.

If the Village desires to enforce other property maintenance requirements against the Railroad, we will analyze the Village's authority to do so under the legal standards set forth above.

If there are any questions, please feel free to contact me.

Very truly yours,

KLEIN, THORPE AND JENKINS, LTD.

A handwritten signature in black ink, appearing to read "Gregory T. Smith", is written over the printed name and company name.

Gregory T. Smith

cc: Eric Palm, Village Administrator



## Village of River Forest

Village Administrator's Office

400 Park Avenue  
River Forest, IL 60305  
Tel: 708-366-8500

### MEMORANDUM

Date: May 24, 2018

To: Catherine Adduci, Village President  
Village Board of Trustees

From: Eric J. Palm, Village Administrator

Subj: TIF IGA with D90 and D200

**Issue:** As previously discussed, discussions were renewed and positively concluded with School District 90 in terms of an intergovernmental agreement regarding surplus declarations for the Madison Street TIF as well as the proposed North Ave. TIF. Attached please find a copy of the agreement. School District 90 approved this agreement at its recent meeting and District 200 will be considering it at an upcoming meeting in June. The business points in the agreement are self-explanatory.

Most importantly, the agreement subordinates any surplus declaration to

- Debt service obligations and reserves;
- Administration of the TIF District, including but not limited to staff and professional service costs for architectural, engineering, legal, financial, planning or other services, directly attributable to the TIF District; and
- Commitments related to a development agreement, redevelopment agreement, project agreement, acquisition of property, remediation project, or public works or improvements project, directly attributable to the TIF District.

This language is critically important to ensure the most important functions of each TIF are able to be funded. Should the TIF produce revenue that exceeds our obligations and projects, it stands to reason to share the revenue with our taxing partners. Please note that even though the agreement is with D90 and D200, each taxing body (including the Village) will benefit from the surplus declaration.

**Recommendation:** Please consider a MOTION to approve an Intergovernmental Agreement between the Village, River Forest Public Schools District 90 and Oak Park & River Forest High School District 200 Regarding the River Forest Madison Street Tax Increment Financing District and the Proposed River Forest North Avenue Tax Increment Financing District.

Thank you.

Attachment  
IGA

**AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE  
VILLAGE OF RIVER FOREST, RIVER FOREST PUBLIC SCHOOLS DISTRICT 90  
AND OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200  
REGARDING THE RIVER FOREST MADISON STREET TAX INCREMENT  
FINANCING DISTRICT AND THE PROPOSED RIVER FOREST  
NORTH AVENUE TAX INCREMENT FINANCING DISTRICT**

**THIS INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF RIVER FOREST, RIVER FOREST PUBLIC SCHOOLS DISTRICT 90 AND OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200 REGARDING THE RIVER FOREST MADISON STREET TAX INCREMENT FINANCING DISTRICT AND THE PROPOSED RIVER FOREST NORTH AVENUE TAX INCREMENT FINANCING DISTRICT** is entered into as of the Effective Date (as defined in Section 10 below), by and between the VILLAGE OF RIVER FOREST, an Illinois municipal corporation (“Village”), RIVER FOREST PUBLIC SCHOOLS DISTRICT 90 and OAK PARK AND RIVER FOREST HIGH SCHOOL DISTRICT 200 (which are referred to individually by each's respective name, and which are collectively referred to as the “Taxing Districts”). The Village and the Taxing Districts are individually referred to as a “Party” and collectively referred to as the “Parties.”

**RECITALS**

**WHEREAS**, pursuant to Ordinance Numbers 3630, 3631 and 3632, adopted November 28, 2016, the Village approved a tax increment redevelopment plan and project, designated the tax increment redevelopment project area and adopted tax increment financing relative to the Village’s Madison Street Tax Increment Financing District (“Madison Street TIF District”), in accordance with the Tax Increment Allocation Redevelopment Act, 65 ILCS 5/11-74.4-1, *et seq.* (“TIF Act”); and

**WHEREAS**, the Madison Street TIF District consists of the property legally described and depicted in **EXHIBITS A-1** and **A-2**, respectively, attached hereto and made part hereof (“Madison Street Redevelopment Project Area”); and

**WHEREAS**, the Village intends to approve and create a tax increment redevelopment plan and project, designated the tax increment redevelopment project area and adopted tax increment financing relative to the Village’s proposed North Avenue Tax Increment Financing District (“North Avenue TIF District,” which together with the Madison Street TIF District are the “TIF Districts,” and which individually is a “TIF District”), in accordance with the TIF Act; and

**WHEREAS**, the North Avenue TIF District is intended to consist of the property legally described and depicted in **EXHIBITS B-1** and **B-2**, respectively, attached hereto and made part hereof, with such changes thereto as the Village may deem appropriate prior to approving and creating the North Avenue TIF District (“North Avenue Redevelopment Project Area,” which together with the Madison Street Redevelopment Project Area are the “Redevelopment Project Areas,” and which individually is a “Redevelopment Project Area”); and

**WHEREAS**, the public’s interest is best served by the creation of the TIF Districts, the implementation of the redevelopment plans and projects in relation thereto, and the promotion of economic development within the TIF Districts and the Village as a whole; and

**WHEREAS**, the Parties desire to set forth certain terms and conditions on which the TIF Districts will be operated; and



**WHEREAS**, the Constitution of the State of Illinois, 1970, Article VII, Section 10, authorizes units of local government and school districts to contract or otherwise associate among themselves in any manner not prohibited by law or by ordinance; and

**WHEREAS**, the Intergovernmental Cooperation Act, 5 ILCS 220/1, *et seq.*, provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government or school district may be exercised and enjoyed jointly with any other units of local government or school districts; and

**WHEREAS**, Section 8-1-2.5 of the Illinois Municipal Code, 65 ILCS 5/8-1-2.5, provides that the Village may appropriate and expend funds for economic development purposes, including, without limitation, the making of grants to any other governmental entity or commercial enterprise that are deemed necessary or desirable for the promotion of economic development within the municipality; and

**WHEREAS**, Section 4(b) of the TIF Act, 65 ILCS 5/11-74.4-4(b), authorizes municipalities to enter into contracts with overlapping taxing bodies necessary or incidental to implementing or maintaining a tax increment financing redevelopment plan and/or project; and

**WHEREAS**, the Parties have determined that it is in their respective best interests to enter into this Agreement;

**NOW, THEREFORE**, in consideration of the foregoing recitals and the mutual covenants and agreements herein contained, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by all the Parties hereto, the Parties hereto agree as follows:

1. **RECITALS.** The recitals set forth above are hereby incorporated herein by reference as though fully set forth herein.

2. **REVENUE TRANSFERS AND TERM.** The Village shall not:

A. Utilize incremental real estate tax revenues generated within a TIF District in another TIF District, except if the Parties otherwise agree.

B. Extend the term of a TIF District beyond twenty-three (23) years, except if the Parties otherwise agree.

3. **SURPLUS DECLARATION.** The Village shall, during the life of each of the TIF Districts, upon receipt of incremental real estate tax revenues generated by each of the TIF Districts, declare a portion of the incremental real estate tax revenues generated by each of the TIF Districts as surplus funds, as defined in 65 ILCS 5/11-74.4-7, as follows:

A. "Incremental Revenue" shall be that portion of incremental real estate tax revenues generated by each of the TIF Districts remaining after payment of the following costs and expenses for each of the TIF Districts, respectively:

i. Debt service obligations and reserves;

ii. Administration of the TIF District, including but not limited to staff and professional service costs for architectural, engineering, legal, financial, planning or other services, directly attributable to the TIF District; and

iii. Commitments related to a development agreement, redevelopment agreement, project agreement, acquisition of property,

remediation project, or public works or improvements project, directly attributable to the TIF District.

B. The Village shall declare a portion of the Incremental Revenue from each TIF District as surplus funds, as defined in 65 ILCS 5/11-74.4-7, beginning on January 1 of the full calendar years after creation of each TIF District, as follows (“Surplus Revenue”):

- i. Years 1 – 16: none;
  - ii. Years 17 – 19: Twenty-Five Percent (25%) of Incremental Revenue;
  - iii. Years 20-23: Thirty Percent (30%) of Incremental Revenue;
- and
- iv. Notwithstanding the foregoing, for real estate taxes levied in 2032 and collected in 2033, Sixty Percent (60%) of Incremental Revenue.

**4. SURPLUS PAYMENT.** In accordance with Section 7 of the TIF Act, 65 ILCS 5/11-74.4-7, the Village shall annually pay said Surplus Revenue to the Cook County Collector. In regard thereto, partial payments of the Surplus Revenue shall be made by the Village to the Cook County Collector within ninety (90) days of the receipt by the Village of any incremental real estate tax revenue payments, relative to the TIF Districts, from the Cook County Treasurer. After payment of Surplus Revenue, the Parties anticipate that, pursuant to Section 7 of the TIF Act, 65 ILCS 5/11-74.4-7, as of the Effective Date:

The County Collector shall thereafter make distribution to the respective taxing districts in the same manner and proportion as the most recent distribution by the county

collector to the affected districts of real property taxes from real property in the redevelopment project area.

**5. SUCCESSORS.** This Agreement shall be binding upon the Parties hereto and their successors.

**6. INTEGRATION.** This Agreement represents the entire agreement between the Village and the Taxing Districts regarding the subject matters hereof. No amendment, waiver or modification of any term or condition of this Agreement shall be binding or effective for any purpose unless expressed in writing and adopted by each of the Parties as required by law. No express or implied covenants or representations have been made concerning the subject matter of this Agreement unless expressly stated herein. Any prior written or oral negotiations not contained in this Agreement are of no force or effect whatsoever. In signing this Agreement, the Parties have not and do not rely on any statements, inducements, promises, or representations made by any other Party hereto or the agents, representatives, or attorneys or any Party with regard to the subject matter, basis, or effect of this Agreement, except those specifically set forth in this Agreement.

**7. RELEASES AND WAIVERS.** The Taxing Districts, and their respective successors, assigns, insurers and representatives of any kind and all other persons, firms, or corporations that may claim a right on their behalf, by their execution and approval of this Agreement, hereby waive, unconditionally release and forever forgive any and all right to set aside, modify or contest in any manner the creation of the TIF Districts, including, but not limited to, the redevelopment plans and projects, the Redevelopment Project Areas, and any redevelopment agreements or professional



services agreements as now or hereafter constituted or entered into by the Village related to the TIF Districts. The releases and waivers herein are, and are intended to be, as broad and encompassing as permissible. Notwithstanding the foregoing, the Taxing Districts shall fully retain their rights to contest in any manner permitted by law any amendments to the TIF Districts and/or the administration of the TIF Districts to the extent contrary to the TIF Act, any other applicable law or this Agreement. Nothing contained herein shall be construed to give the Taxing Districts any right to participate in the administration of the TIF Districts.

**8. SEVERABILITY AND NO WAIVER.** If any section, subsection, sentence, clause or phrase of this Agreement is for any reason held to be invalid, such decision or decisions shall not affect the validity of the remaining portions of this Agreement. The failure of any Party to enforce any provision in this Agreement shall not be construed as a waiver of any such provision, or prevent such Party thereafter from enforcing such provision or any other provision of this Agreement.

**9. EFFECTIVE DATE.** This Agreement shall be effective when approved by the Village Board and the governing boards of each of the Taxing Districts, and after its execution by the Village and the Taxing Districts (the "Effective Date").

**10. TERM.** This Agreement will remain in effect with regard to each TIF District until the dissolution of that TIF District.

**11. COUNTERPARTS.** That this Agreement shall be executed in a sufficient number of counterparts so that each Party hereto shall receive an original signature copy hereof.

**[THIS SPACE INTENTIONALLY LEFT BLANK – SIGNATURE PAGE FOLLOWS]**

**IN WITNESS WHEREOF**, the Parties have caused this Agreement to be duly executed by their authorized officials.

**VILLAGE OF RIVER FOREST**

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

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

ATTEST:

\_\_\_\_\_  
Clerk

**RIVER FOREST PUBLIC SCHOOLS  
DISTRICT 90**

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

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

ATTEST:

\_\_\_\_\_  
Secretary

**OAK PARK AND RIVER FOREST HIGH  
SCHOOL DISTRICT 200**

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

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

ATTEST:

\_\_\_\_\_  
Secretary

**EXHIBIT A-1**

**RIVER FOREST MADISON STREET TIF DISTRICT**

**LEGAL DESCRIPTION**

(attached)



**EXHIBIT A-2**

**RIVER FOREST MADISON STREET TIF DISTRICT**

**MAP**

(attached)

**EXHIBIT B-1**

**RIVER FOREST PROPOSED NORTH AVENUE TIF DISTRICT**

**LEGAL DESCRIPTION**

(attached)

**EXHIBIT B-2**

**RIVER FOREST PROPOSED NORTH AVENUE TIF DISTRICT**

**MAP**

(attached)