

VILLAGE OF BARTLETT
BOARD AGENDA
MARCH 5, 2019
7:00 P.M.

1. CALL TO ORDER
2. ROLL CALL
3. INVOCATION
4. PLEDGE OF ALLEGIANCE
5. *CONSENT AGENDA*

All items listed with an asterisk are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the General Order of Business and considered at the appropriate point on the agenda.*

*6. MINUTES: Board & Committee Minutes–February 19, 2019

*7. BILL LIST: March 5, 2019

8. TREASURER'S REPORT: None

9. PRESIDENT'S REPORT:
A. National Night Out Award

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

11. TOWN HALL: (Note: Three (3) minute time limit per person)

12. STANDING COMMITTEE REPORTS:

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

*1. Ordinance Amending Title 4, Chapter 1, Section 4-1-1 of the Bartlett Municipal Code and Adopting the 2017 US Public Health Service FDA Food Code by Reference.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

1. None

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

1. None

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER

*1. Computer Replacement Program Purchase

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARONARO

1. None

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

1. Resolution Awarding Contract and Approving the Contract Agreement Between Independent Mechanical Industries, Inc. and the Village of Bartlett for the Lake Street Pump Station Upgrades Project

2. Resolution of Support for the Submittal of an Invest in Cook Grant for the Construction of the West Bartlett Road/Devon Avenue Drainage Swale & Bike Path Replacement Project

*3. Resolution Approving the Contract Between the Village of Bartlett and Graf Tree Care for the Bartlett Complete Public Tree Inventory

13. NEW BUSINESS

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

15. ADJOURNMENT



VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019

1. CALL TO ORDER

President Wallace called the regular meeting of February 19, 2019 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m. in the Council Chambers.

2. ROLL CALL

PRESENT: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Economic Development Coordinator Tony Fradin, Senior Management Analyst Sam Hughes, Human Resources Director Janelle Terrance, Acting Community Development Director Roberta Grill, Finance Director Todd Dowden, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Management Analyst Tyler Isham, Building Director Brian Goralski, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Jim DiPalma from Encounter Church, gave the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

Trustee Hopkins stated that he would like to add item 1 under Building & Zoning, Ordinance 2019-10, an Ordinance Amending Title 9, Chapter 3, Section 9-3-4 of the Bartlett Municipal Code Regarding Senior Building Permit Fees to the Consent Agenda.

Trustee Camerer stated that he would like to add item 1 under License & Ordinance, the O'Hare's Pub Class J Liquor License Application to the Consent Agenda.



**VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019**

Trustee Hopkins moved to amend the Consent Agenda to add item 1 under Building & Zoning, Ordinance 2019-10, an Ordinance Amending Title 9, Chapter 3, Section 9-3-4 of the Bartlett Municipal Code Regarding Senior Building Permit Fees and item 1 under License & Ordinance, the O'Hare's Pub Class J Liquor License Application and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO AMEND THE CONSENT AGENDA

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

President Wallace then recited each item that was originally on the Consent Agenda and each item that was added to the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon on the Amended Consent Agenda. He then stated that he would entertain a motion to approve the Amended Consent Agenda, and the items designated to be approved by consent therein.

Trustee Camerer moved to approve the Amended Consent Agenda, and all items designated to be approved by consent therein as amended, and that motion was seconded by Trustee Hopkins.

**ROLL CALL VOTE TO APPROVE THE AMENDED CONSENT AGENDA AND
CONSENT ITEMS THEREIN**

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

6. MINUTES

Trustee Camerer moved to approve the Board and Committee Minutes from February 5, 2019 and that motion was seconded by Trustee Deyne.

**ROLL CALL VOTE TO APPROVE THE BOARD AND COMMITTEE MINUTES FROM
FEBRUARY 5, 2019**



**VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019**

AYES: Trustees Camerer, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSTAIN: Trustee Carbonaro
ABSENT: None
MOTION CARRIED

7. BILL LIST – Covered and approved under the Consent Agenda.

8. TREASURER'S REPORT

Finance Director Todd Dowden stated that this was the December Treasurer's Report. He then presented the Municipal Sales Tax Report through October, 2018, and stated it totaled \$196,081 and was down \$23,558 (10.73%) from the previous month last year. He looked ahead to November and the sales tax came back up to \$221,000. He will continue to keep an eye on it. Motor Fuel Tax distribution through November, 2018 totaled \$92,950 and was up \$154 from the prior year.

Trustee Hopkins asked if on-line sales is separated from what is generated in town.

Mr. Dowden stated that on-line tax is collected as "Use Tax" and is not part of the "Municipal Sales Tax".

9. PRESIDENT'S REPORT - None

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne stated that he wished Trustee Hopkins a very happy birthday as well as employee Tyler Isham.

11. TOWN HALL - None

12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Ordinance 2019-10, an Ordinance Amending Title 9, Chapter 3, Section 9-3-4 of the Bartlett Municipal Code Regarding Senior Building Permit Fees was covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya stated that Resolution 2019-12-R, a Resolution in Support of the Interim Fly Quiet Program and Ordinance 2019-13, an Ordinance Adopting the Village of



VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019

Bartlett, Illinois Official Zoning Map 2019 were covered and approved under the Consent Agenda.

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that Ordinance 2019-14, an Ordinance Amending the Bartlett Municipal Code Regarding Sewer Charges and Resolution 2019-15-R, a Resolution Approving of Disbursement Request for Payout No. 11 from the Subordinate Lien Tax Increment Revenue Note, Series 2016 for the Elmhurst Chicago Stone Bartlett Quarry Redevelopment Project were covered and approved under the Consent Agenda.

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER

Trustee Camerer stated that the O'Hare's Pub Class J Liquor License Application was covered and approved under the Consent Agenda.

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro stated that Ordinance 2019-16, an Ordinance Authorizing the Sale of Personal Property Owned by the Village of Bartlett on eBay was covered and approved under the Consent Agenda.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke presented Resolution 2019-11-R, a Resolution Approving the Contract Between the Village of Bartlett and Schroeder Asphalt Services, Inc. for the Construction of the Bartlett/IDNR Bicycle Paths.

Trustee Camerer stated that he wanted the Public Works Director to explain the difference between aggregate and asphalt. He stated that he thought they will finally be getting a State grant and can expand the bicycle paths a little more.

Public Works Director Dan Dinges stated that they have been working on this grant for several years for the State Park connection. There are two paths, one is by Koehler field and will connect to the State Park existing trail. The other trail is Lakewood to the State Park. Everything in the State Park is aggregate so the only piece that will be asphalt is on the Village property by Koehler field.

Trustee Reinke moved to approve Resolution 2019-11-R, a Resolution Approving the Contract Between the Village of Bartlett and Schroeder Asphalt Services, Inc. for the Construction of the Bartlett/IDNR Bicycle Paths and that motion was seconded by Trustee Camerer.



VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019

ROLL CALL VOTE TO APPROVE RESOLUTION 2019-11-R, APPROVING CONTRACT WITH SCHROEDER ASPHALT SERVICES FOR IDNR BICYCLE PATHS

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

13. NEW BUSINESS

Trustee Camerer stated that he wanted to bring up something that has concerned the community for a long time. He thought it was time that they start to look at what it is going to take, long term, to finance a bridge over the railroad track on West Bartlett Road. He proposed that they begin the steps and getting a feasibility study to start this process with the understanding that this is not going to happen overnight. He felt it was also a safety issue even though South Elgin will cover the fire department if they were unable to get over the track. He thought a bridge would rectify this safety issue as well.

President Wallace stated that they talked about this at Strategic Planning and they would like to start a pathway to rectify this situation.

President Wallace asked about the Stearns Road bridge.

Mr. Dinges stated that they extended the box culvert and augered the water main on each side. They needed to get the utilities and box culvert complete so they were not in the way when the water main came through.

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None

15. ADJOURN TO COMMITTEE OF THE WHOLE MEETING

President Wallace stated that at the end of the Committee meeting the Board would be adjourning to Executive Session to Sale of Village Owned Property Pursuant to Section 2(c)6 of the Open Meeting Act.

President Wallace stated that the Board will be going into the Committee of the Whole meeting immediately following the close of this meeting.

There being no further business to discuss, Trustee Deyne moved to adjourn the regular Board meeting and that motion was seconded by Trustee Hopkins.



**VILLAGE OF BARTLETT
BOARD MINUTES
February 19, 2019**

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

The meeting was adjourned at 7:16 p.m.


Lorna Giles
Village Clerk



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

President Wallace called the Committee of the Whole meeting to order at 7:16 p.m.

PRESENT: Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Senior Management Analyst Sam Hughes, Finance Director Todd Dowden, Acting Community Development Director Roberta Grill, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Management Analyst Tyler Isham, Building Director Brian Goralski, Food and Beverage Manager Paul Petersen, Chief Patrick Ullrich, Deputy Chief Chuck Snider, Deputy Chief Geoff Pretkelis, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

COMMUNITY AND ECONOMIC DEVELOPMENT, CHAIRMAN GABREYNA

Stearns and Munger

Chairman Gabrenya stated that the first item on the agenda is to discuss the property located at the northeast corner of Stearns and Munger Roads. Two 207,000 square foot buildings are planned for the parcel. The petitioner is requesting a preliminary final plat of subdivision, rezoning from the OR and SR-5 zoning districts to the I-2 EDA zoning district, site plan review for lots 1 and 2, special use permit to fill two wetlands and a variation to reduce the required number of parking spaces in lot 1.

Acting Community Development Director Roberta Grill stated that the petitioner is requesting a preliminary and final plat of subdivision to subdivide the 28 acre site into three lots. Lot 1 and lot 2 are both just under 12 acres and would each include a 207,000 square foot building. Lot three would be only detention. The rezoning of the property is consistent with the future land use plan map and the West Bartlett Road Corridor Plan which designates the parcels as mixed use business park. They are also requesting a site plan review and each building requested would be oriented towards Stearns Rd. and would have two office areas proposed in each building. The buildings would be gray with blue accents and constructed with precast concrete wall panels. The building heights are within code. The site plans depict passenger vehicular parking along the south and west property lines for lot 1 and the south and east property lines for lot 2. The loading docks would be located along the north property line for both buildings.

Two curb cuts are proposed along Stearns Road and one along Munger Road. The eastern curb cut on Stearns would be a right in, right out with the other two curb cuts being full access points. Both Munger and Stearns Roads are under DuPage County Highway and staff has not received comments from the County yet. Cross access



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

easements are shown on the plat of subdivision to allow trucks to access both sites from the Munger Road and western Stearns Road curb cuts, as well as to allow all passenger vehicles access from each of the sites. Site plan for lot 1 identifies 221 parking spaces and the zoning ordinance requires 234 parking spaces. The petitioner is requesting a variation to reduce the number of parking spaces on lot 1 by 12. Lot 2 identifies 246 parking spaces which exceeds the zoning ordinance by 12. Total parking for this site is 468 spaces which meets the zoning code, but our subdivision ordinance regulation requires each lot to meet its own parking lot which is why the variation request is before you. The petitioner would do a shared parking agreement between the two lots as well.

A special use permit is also requested to fill two wetlands on the site. Both wetlands are considered isolated and are currently being reviewed by the Village wetland consultant. They are asking for a waiver to install sidewalks along Munger Road and Lynnfield Lane, but staff had asked the petitioner if they would be agreeable to installing a ten foot wide bike path along the Stearns Road right of way, and they said they would do that and connect to the existing bike path segment on the Munger Road intersection to the west and the existing sidewalk east of this property.

Lot 3 is shown for detention and is currently being reviewed. The proposed roadway improvements include opening the existing median on Munger Road to allow for a left turn out of the site. Prohibiting left turns onto Munger during weekday peak hours and adding an eastbound left turn lane at the western full access point on Stearns Road. The landscape plans are currently being reviewed by staff and staff recommends forwarding the request to the Zoning Board of Appeals and the Plan Commission for further review and conduct the required public hearings.

Chairman Deyne thought this project was a better use for this property than the SR-5 zoning that it currently has. He continued that the large buffer behind the residential homes to the east of the industrial complex allows for the homes to be blocked from the industrial area and the homes can't see the industrial park, so this project works well in this location.

Chairman Reinke asked how far the curb cut on Munger Road was from the intersection of Munger and Stearns.

Ethan Frisch with V3 Companies, 7325 Janes Ave. Woodridge, IL 60517 stated that the curb cut is about 250 to 300 feet.

Chairman Hopkins asked if there is a turn lane going north on Munger turning into the building.

Mr. Frisch stated no.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

Chairman Hopkins asked if there will be turn lanes on Stearns Road for those curb cuts.

Mr. Frisch stated that the shoulder will be used. Stearns will also be widened to have a median along the whole frontage of the buildings as well as extending the median on both sides of Stearns and putting a curb on the north side of Stearns.

Mr. Hopkins asked what the distance is of the retention from the homes to the east.

Mr. Frisch stated the edge of the building is 500 feet from the closest house.

Mr. Reinke stated that he thought having a raised median would encourage safe travel.

Mr. Frisch stated that Stearns would be striped because it will only be about three feet wide, but Munger will still have a raised median.

Chairman Hopkins stated that he was happy about the petitioner putting the bike path out front.

President Wallace stated that he was thrilled they are building there and asked staff to try to expedite steps where possible.

Chairman Camerer asked if they know who they are marketing to for spec buildings.

Aaron Martell, Logistics Property Company, 1 North Wacker Suite 1925 Chicago, IL 60606 stated that these buildings are designed to capture as much of the market as possible. There is a trend in Brewster Creek Business Park with food and consumer products and we envision that continuing. We already have some initial interest from businesses in the business park to expand.

Chairman Hopkins asked how long a project like this would normally take.

Mr. Martell stated that he use to work for Ridge Development Company and they did two buildings in Brewster Creek. For the first building, they bought the land, leased it and sold it in 9 months. The difference between them and us is that Logistics Property Company will buy and hold the property long term. They anticipate construction to take about ten months, leasing to take about one year and to hold the property for ten years.

Streets of Bartlett

Chairman Gabrenya stated that Manny Rafidia, on behalf of MMAJ, LLC has some requests in regards to the property located on the northwest corner of East Devon Ave. and South Berteau Ave.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

Chairman Camerer recused himself from the discussion at 7:31 p.m.

Ms. Grill stated that the petitioner is preparing to renovate just under 32,000 sq. ft. of the existing building and create a new 22,000 sq. ft. entertainment center orientated west towards the interior parking lot. The three new tenant spaces would be orientated south toward east Devon Ave. and they would include a 4,100 sq. ft. wine and liquor store, Armanetti Wine and Spirits. A 3,900 sq. ft. restaurant, Fire and Ice and a 1,300 sq. ft. space for future retail. The Petitioner is requesting a third site plan/PUD amendment to create a conceptual commercial building pad for a possible grocer or banquet facility and to add parking in the southwest corner of the parcel where grass currently exists. The Petitioner has stated the area for the conceptual commercial building pad will not be subdivided or sold off. The Petitioner proposes to modify the current shopping center name from the Bartlett Plaza Shopping Center to the Streets of Bartlett. The proposed renovations include removing the existing metal roofs and replacing them with EIFS and adding accent lighting on the façade to update the building elevations. The three new commercial spaces facing south will have new windows, doors, a sidewalk and outside dining area where a brick wall currently exists. In creating the conceptual commercial building pad, 159 parking spaces would be removed from the existing site. However, by transforming the existing grass area in the southwest corner of the property to parking, approximately 30 parking spaces would be added back to the total number provided. A Variation is being requested to reduce the required parking spaces from 525 to 406 spaces. Access to the site from Main Street and east Devon Avenue would remain the same. Internal circulation would be modified slightly along the south elevation of the new commercial uses where the drive aisle would become one-way in order to accommodate a sidewalk and outdoor seating.

Three additional variations are being requested for the proposed monument signs. The petitioner has worked with staff a lot on the sign and was willing to make a sign that architecturally matches the building. It is substantially lower and smaller than what he originally proposed. The three variations associated for the sign a 20 square foot increase from the maximum permitted 100 square foot allowable sign area for each monument sign, a 2 foot increase in the maximum permitted 10' height to allow both monument signs to be 12' in height, and a 2 foot reduction in the required 5 foot setback along east Devon Avenue.

The petitioner is requesting a number of special use permits for the entire site. These include package liquor sales (excluding within 100' of a school), serving alcohol including wine tastings (excluding within 100' of a school), recreation and amusement establishments, live entertainment, banquet hall facility, outdoor seating, and pet daycare. The special use permit for package liquor sales is to open an Armanetti Wine and Spirits. Armanetti's will primarily sell wine, approximately 70% of the sales and also serve alcohol with wine tastings taking place at this location. The area designated for beer and liquor sales is substantially smaller than the area devoted to selling wine. As part of the proposed Fire



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

and Ice Restaurant, the Petitioner is requesting a special use permit to serve alcohol. This restaurant would have a full kitchen and include video gaming. The Petitioner also requests to have live entertainment in the restaurant. The State Law requires video gaming establishments to be a minimum of 100 feet from any school or place of worship. There are no schools or places of worship within 100 feet of this proposed restaurant. The Kripa Montessori School is located 200 feet north of this proposed restaurant location, so they meet that requirement.

The special use permit for a 22,000 square foot recreation and amusement establishment will be family friendly and catered toward children's activities including roller coasters, a trampoline park, jungle gym and other child friendly amusements. This area will be connected to the restaurant in order to provide food and alcohol to the adult patrons of the amusement establishment. The petitioner is requesting a special use permit to allow outdoor seating for the entire shopping center in front of any of the commercial spaces, if the future tenant so chooses. A perimeter fence around the outdoor seating area will be required if alcohol is to be served outside. The petitioner is requesting special use permits for a banquet hall facility and pet daycare. These uses are not currently proposed but the petitioner is requesting the special use permits to have the option to attract these uses to fill any vacancies. A detailed review of these uses would be required by the staff at building permit submittal, so staff would have an opportunity to look at parking lot requirements and any other requirements that might come up during that review. As part of the redevelopment improvements for the shopping center the petitioner proposes to replace the existing parking lot lights with the downtown light fixtures to tie this center to the existing downtown improvements. A site plan will be required to be submitted for the commercial building pad once additional details are finalized for its development. If there are no additional special use(s) and/or variations(s) being requested this will be reviewed as an administrative site plan review and will be submitted directly as a building permit application. All plans are currently being reviewed by the staff and staff recommends forwarding it onto the Zoning Board of Appeals and the Plan Commission for further review and to conduct the required public hearings.

Chairman Gabreyna thanked Mr. Rafidia and staff on the detail and work they put in. her concerns were addressed and she asked her fellow Board members if there were any concerns or questions.

Chairman Deyne stated that he thought the plan was extremely well thought out and the concept of planning for future uses so they don't have to come before the Board individually was well thought out.

Chairman Hopkin asked if anyone has reached out to the Metropolitan Water Reclamation District of Greater Chicago to see if they need any more room over there for their lift station.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

Mr. Dinges stated that they have not been approached, but they should have more room than they need to the north.

Mr. Reinke thanked Mr. Rafidia and stated that it is obvious he is willing to make a tremendous investment in Bartlett and our downtown and thanked him for his patience with the process. Additionally, he asked if this process could be expedited.

Mayor Wallace stated that he agreed with the Board and the petitioner has been very flexible. He asked Ms. Grill if any steps could be expedited.

Mr. Grill stated that it can be expedited.

Chairman Deyne stated that we need to keep up the effort in getting a second grocery store in Bartlett.

The item was forwarded on.

Chairman Camerer returned to the meeting at 7:44 p.m.

Bartlett Tap BEDA Application

Chairman Gabrenya stated that John Castilla has entered into a lease agreement with the purchaser of the building located at 113 Railroad Avenue that has long been utilized as a bar and grill, from the long-standing Bartlett Tavern & Grill, often referred to as "The Tap." The bar formally at the location closed and went into foreclosure in 2017. Mr. Castilla has rehabbed most of the interior and staff has been working closely with him over the last few months. The applicant has provided documentation that he has spent over \$130,000 on the building over the last few months. He has requested a maximum BEDA grant in the amount of \$50,000. Staff has recommended a \$35,000 grant which the Economic Development Commission recommended at its December 10th meeting. She thought it was a great use of the BEDA money and she was excited to see the progress made and proposed that this be forwarded on to the Board for a final vote.

Chairman Deyne stated that he concurred and asked when Mr. Castilla thought he would be open.

Mr. Castilla, owner of the Bartlett Tap stated that he is shooting for the month of April.

Chairman Gabreyna asked Mr. Castilla what work was being completed.

Mr. Castilla stated that his goal was to bring the building back to its original form. Once he got into opening up the walls and cooler, there were decades of band aids and repairs that were not to code. Additionally, the electrical boxes and wiring were very dangerous.



VILLAGE OF BARTLETT COMMITTEE MINUTES February 19, 2019

There were crates from the original beer company that he is having professionally rehabbed. Some of them have the original bottles in them as well. He stated that he has met a lot of people and heard a lot of stories about the Bartlett Tap and his slogan "where past meets present" fits the building and he still has more ideas. Additionally, he is interested in the lot next to his if the other business does not come to fruition.

Chairman Gabrenya asked what food might be served.

Mr. Castilla stated that he has heard from people about what items use to be on the menu and what people use to line up for. He is working with a sous chef and a local chef on developing a good menu. He plans to have some vegetarian items on the menu and children's menu.

Chairman Hopkins asked if there will be video gaming at the establishment.

Mr. Castilla stated that he plans to have video gaming. He built a section in the rear of the bar to hide the gaming behind and there will be no tops on the machines so they don't extend over the wall.

Chairman Hopkins stated that BEDA money was not going to go to gaming establishments originally. He could not remember for sure if it was a restriction that was placed on the applications or not.

Mr. Fradin stated that it was not added as a restriction. The intention of it was to help fill vacant properties like the former grocery store and Bartlett Tap. There was a brief discussion by the Board and by his recollection, it was not wanting to apply it to the small establishments that don't have a full kitchen and are just a small space. There were not any restrictions if someone built a full restaurant and bar like Mr. Castilla is doing.

Chairman Hopkins thanked Mr. Fradin for the information.

Chairman Reinke asked what he needed to do in order to open.

Mr. Castilla stated that pretty much all that was left was the final walkthrough's for all the inspections. He stated that the sprinkler system for the building has been a larger hurdle and has taken some time. He stated that that he has been delayed because of the holidays and managing all the contractors.

Chairman Reinke stated that initially he was very skeptical mostly because of the Lucky Jacks site right next door who had an owner that just sat on the building and did nothing, but it's obvious that you have done a lot of work to get this building ready. He thought that the business should be open before they approve the BEDA money.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

Chairman Hopkins stated that he agreed with Chairman Reinke.

President Wallace stated that he doesn't agree with that. Mr. Castilla has already put \$130,000 into the building so he did not think that he would walk away from that.

Mr. Fradin stated that just for reference, some of the other applicants came in several months before they opened.

Chairman Reinke stated that wasn't the issue. The issue is not opening up for an extended period of time. He thought this was a little bit different than building out the Indian Express site. He stated that he has all the faith in the world that Mr. Castilla will open, but he believes they should not be voting on the BEDA money until it opens. Furthermore, he is looking forward to going there and eating at the establishment.

Mr. Castilla stated that he hopes he comes because he has put a lot of time and passion and money into this project.

Chairman Hopkins asked what his time table for opening was.

Mr. Castilla stated that it was April 15th.

Chairman Camerer stated that he can appreciate the work he's put into the buildings. He was good with moving on with voting at the next meeting.

President Wallace asked when it will come up to Board.

Mr. Fradin stated that it could come up as soon as the next meeting.

Chairman Hopkins asked Brian Goralski, Building Director, how the building looked.

Mr. Goralski stated that he had put a lot of money and effort into the electrical alone. The inside looks 100% better.

Chairman Reinke stated that it should be on the agenda next time, get a status update and talk about it then.

President Wallace thanked the petitioner for being there.

2019-20 Proposed Budget Review

Todd Dowden, Finance Director presented the attached presentation.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

Chairman Reinke stated that he understood why the water fund balance is out of whack, but what is the game plan past 2021/2022 to bring that fund balance back up to where it needs to be.

Mr. Dowden stated that lately the Village has been funding everything through rates. We have increased the rates 85%. When we went through the water source program, they were talking about double rates, so we are still under that. Right now, the rates will cover operating the debt service and about \$1,000,000 of infrastructure per year.

Chairman Reinke asked if we are going to look at water rates each year to help bump up that fund.

Mr. Dowden stated that everything hasn't been finalized yet on our rates, but we are estimating a little bit higher to make sure we can cover it.

Chairman Reinke asked about the revenue review on page #10. Under property taxes, it says there is a 2% increase from 18/19 budget. We are not increasing property taxes 2%, that is based off of the 4% increase in EAV, correct?

Mr. Dowden stated that it came from the increase to the police pension levy.

Chairman Hopkins asked when the final numbers for the Lake Michigan Water project would be in.

Mr. Dinges, Public Works Director, stated that the Lake St. pump station will be on the agenda next meeting which is one of the last projects we have. As they projects come close to being finalized, we hope they are all within budget.

Chairman Hopkins asked if the Village was still on schedule for May for Lake Michigan water.

Mr. Dinges stated that the weather hasn't helped, but staff just got an update from the contractor on the receiving station and he is still showing May 15th as the substantial completion date which means we can pump water.

Mr. Dowden stated that staff is still waiting for the DuPage Water Commission to accumulate all of their expenses as well and then they will have the loan payment plan established.

Mr. Hopkins asked if they were on budget.

Mr. Dowden stated that they were.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
February 19, 2019**

President Wallace entertained a motion to adjourn to Executive Session to discuss the Sale of Village owned Property Pursuant to Section 2(c) (6) of the Open Meetings Act.

Trustee Deyne moved to adjourn and Trustee Carbonaro seconded the motion.

ROLL CALL VOTE TO ADJOURN THE MEETING

AYES: Trustee Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT:

MOTION CARRIED

The meeting adjourned at 8:35 p.m.

Sam Hughes
Deputy Village Clerk



WELCOME

2019/2020

**PROPOSED BUDGET
PRESENTATION**



Village of Bartlett Budget

“More Than Just The Numbers”

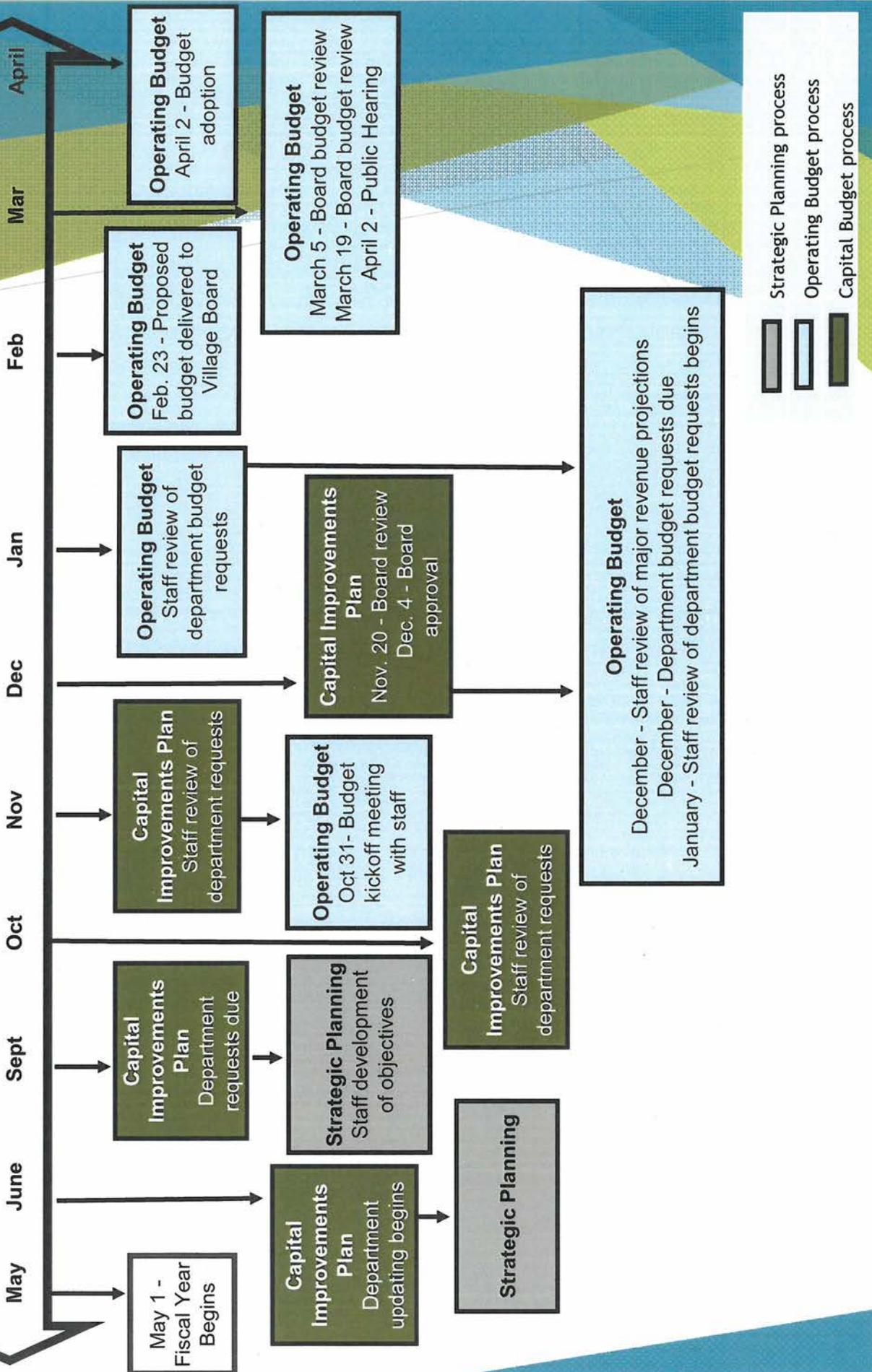
- **The Budget is a Policy Document**
 - Village Wide - Long Term Financial Policies
 - Village Wide - Non-Financial Goals and Objectives (Strategic Plan)
 - Clearly Stated Goals and Objectives (Departments)
- **The Budget is a Financial Plan**
 - Summarizes Major Revenues and Expenditures
 - Describes Major Revenues
 - Projects Major Changes in Fund Balance

Village of Bartlett Budget

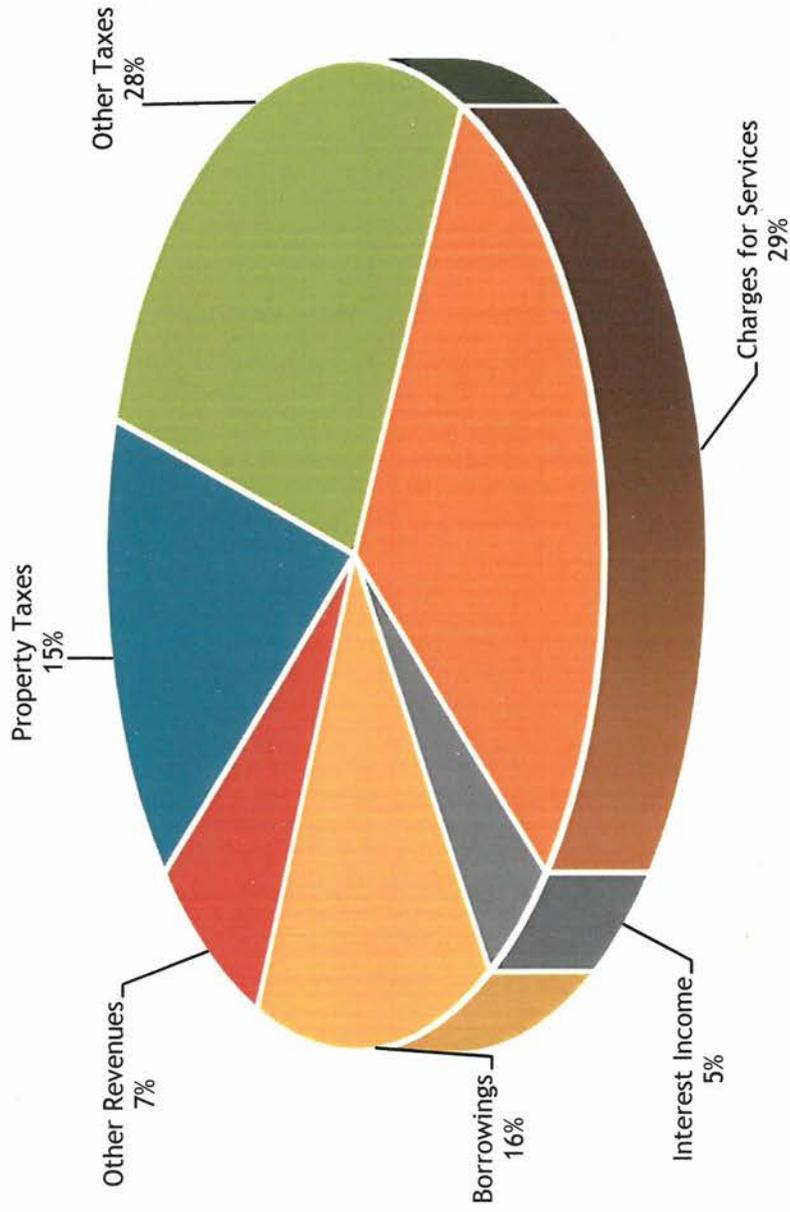
“More Than Just The Numbers”

- **The Budget is an Operation Guide**
 - The budget describes activities, services and function of the Village
 - Budget includes an organizational chart
 - Budget includes a personnel summary
- **The Budget is a Communication Device**
 - Defines who develops, prepares, reviews and adopts budget
 - Provides a detailed budget message to Board of Trustees
 - Defines financial polices (Fund Balance) and long term capital planning (Capital Improvement Plan)
 - Budget includes statistical data to convey long term information to the public

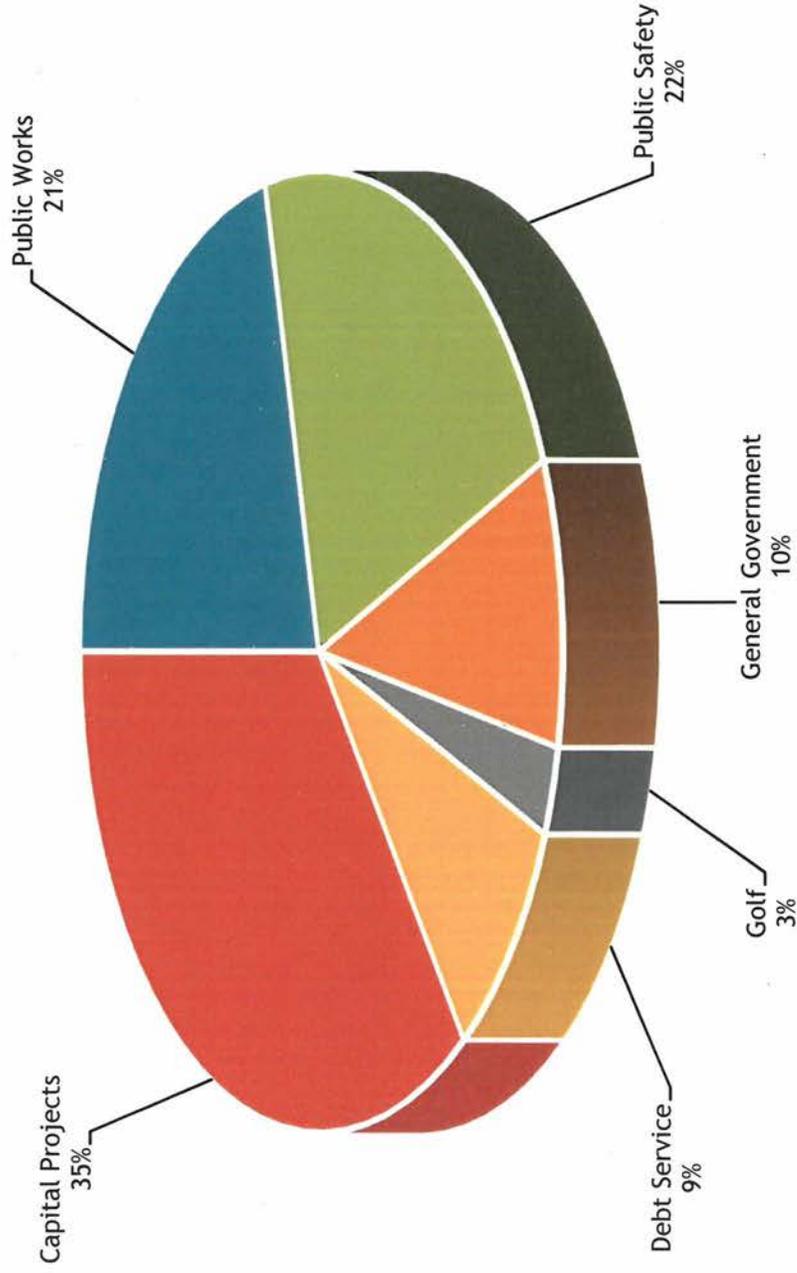
Budget Calendar



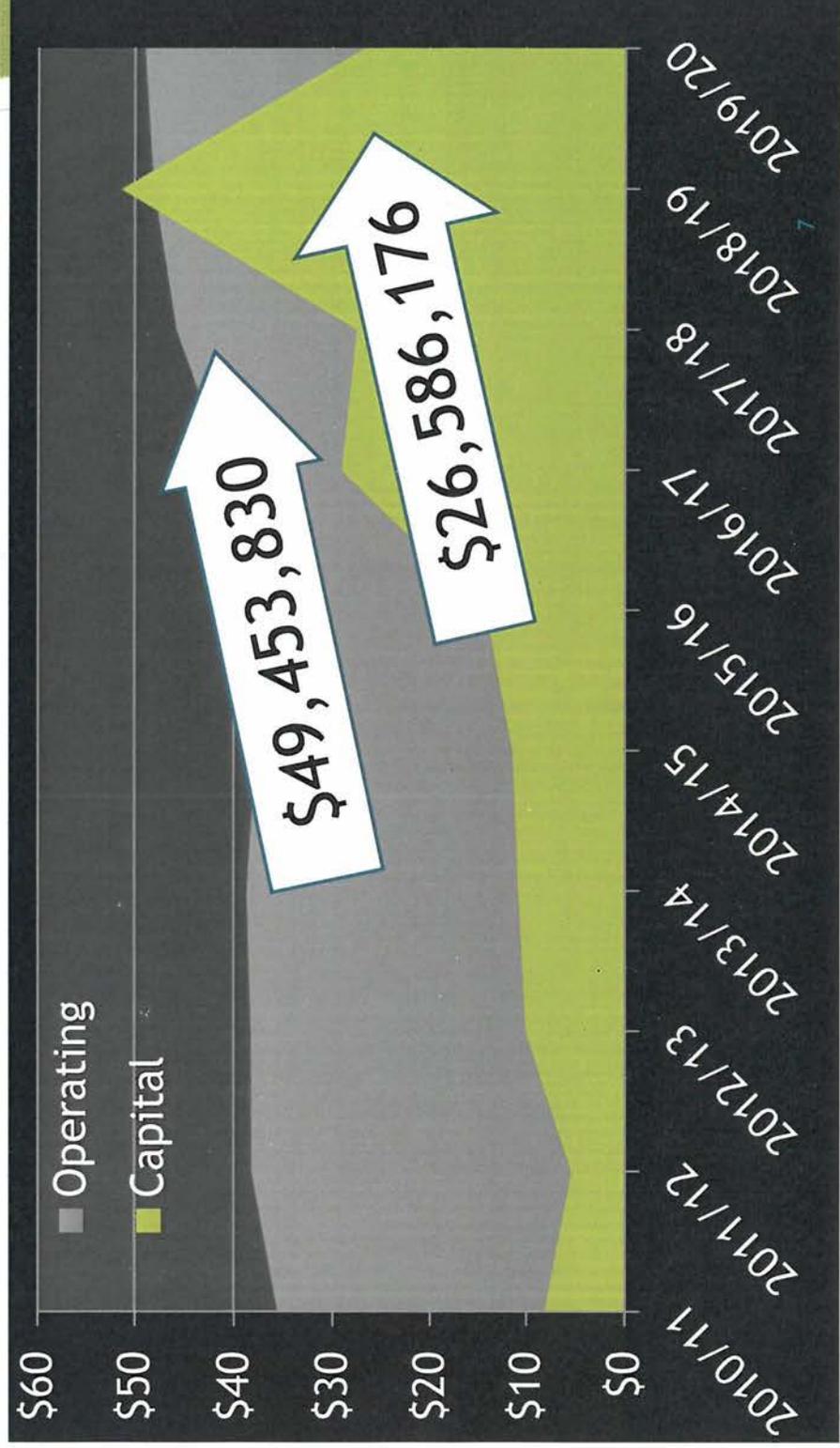
“Where the Money Comes From” Total Revenue: \$71,994,508



“Where the Money Goes” Total Expenditures: \$76,040,006



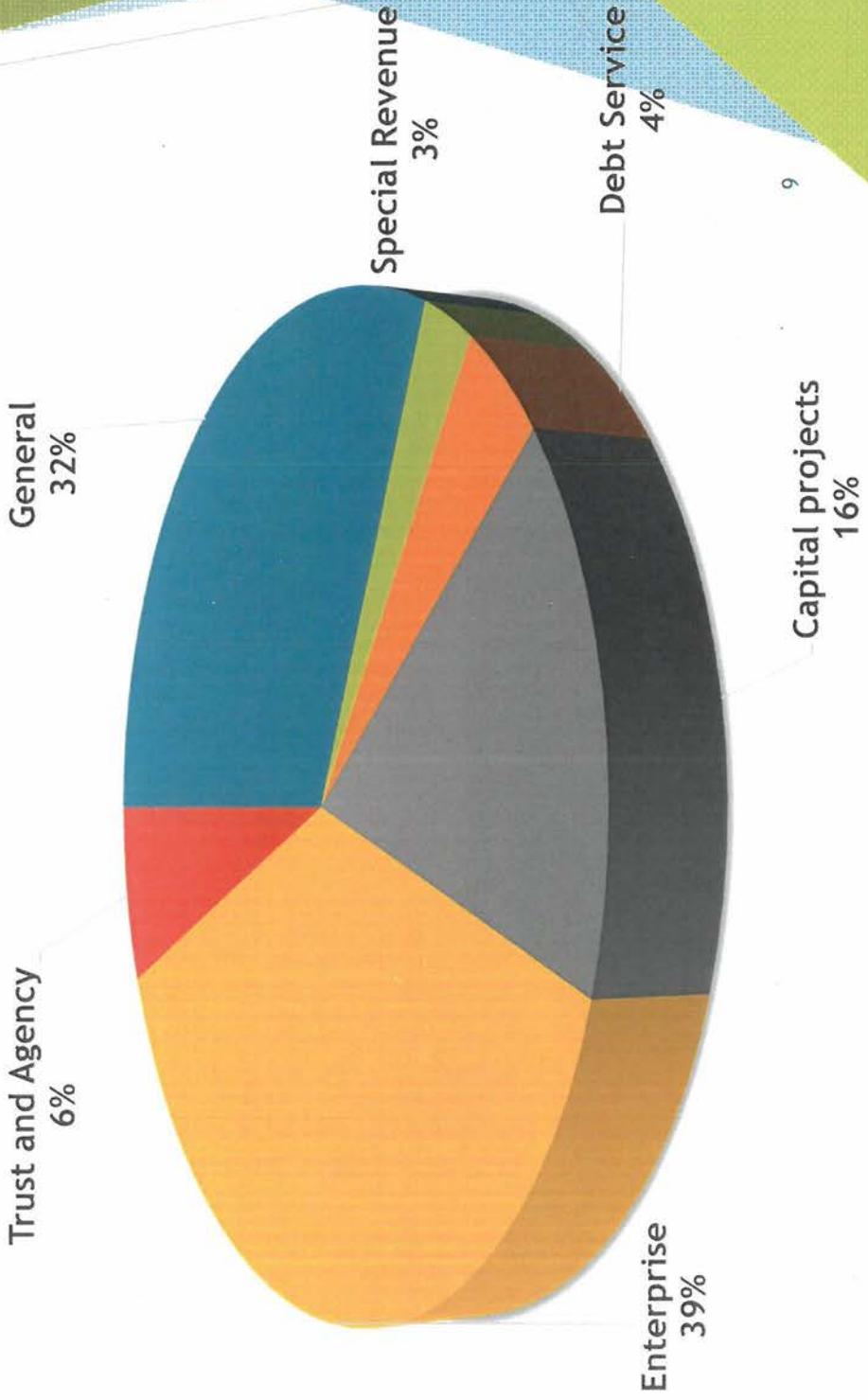
Operating vs. Capital Expenditures



Village of Bartlett FY 2019/20 Revenue Review

Revenue by Fund

Proposed = \$71,994,508 (net of transfers)
20% Decrease

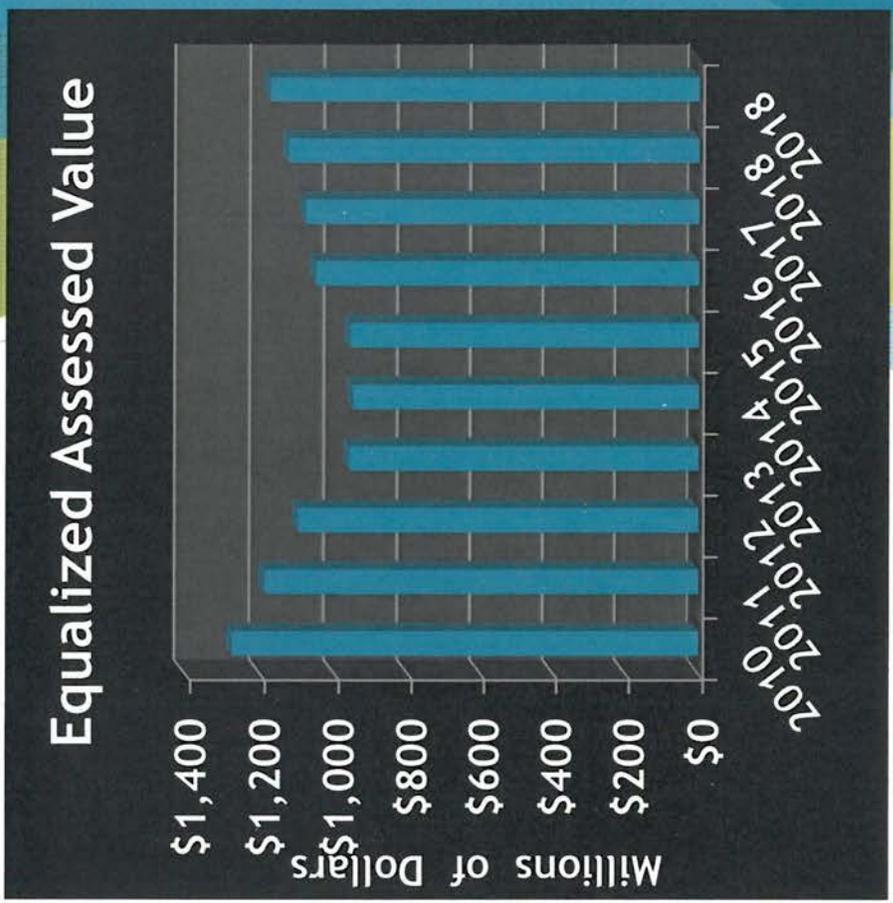
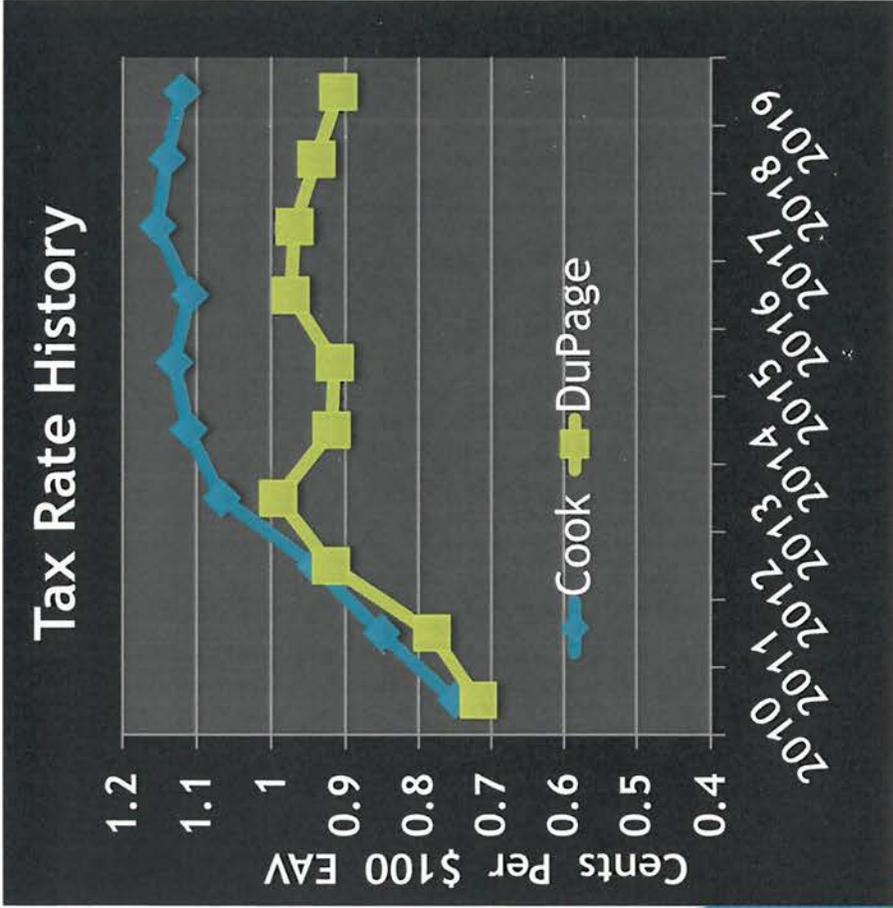


FY 2020 Revenue Review

Property Taxes

- \$11,160,020
 - 16% of Total Revenue, 35% of General Fund
 - \$216,833 Increase from FY18/19 Budget
 - 2% Increase from FY18/19 Budget
1. Dollar amount includes levy for General Corporate, Police Pension and Debt Service
 2. Village's share of property tax pie is 10%
 3. Increase in levy is estimated to be \$195,500
 4. EAV is projected to increase 4% as real estate rebounds
 5. Estimated Cook rate = 1.12/\$100 - Estimated DuPage rate = .91/\$100.
No increase to General Corporate levy
 6. Review of levy timetable

Property Tax Rates and EAV



FY 2020 Revenue Review

Other Taxes - Income Tax

- \$4,150,000
- 5.8% of Total Revenue, 18% of General Fund
- \$450,000 Increase from FY18/19 Budget
- 12% Increase from FY18/19 Budget

1. Village receives revenue based on per capita rate and population of 41,208. IML's latest estimate for FY 2020 = \$100.75 per capita
2. The IML is assuming the State remains at funding 95%. The budget last year was based on the State remaining at 90%
3. State of Illinois rate is 4.95% and municipalities receive just under 6% of this

FY 2020 Revenue Review

Other Taxes - Sales Tax

- \$2,460,000
 - 3.4% of Total Revenue, 11% of General Fund
 - \$35,000 Increase from FY18/19 Budget
 - 1% Increase from FY18/19 Budget
1. Village receives 1% tax on purchases made within the Village
 2. Tax is collected by the state and distributed to the municipalities
 3. Sales tax sharing agreements are reflected as expenditures in Administration Dept budget entitled “Economic Incentives”
 4. Ace Hardware agreement started in 2017

FY 2020 Revenue Review

- # Other Taxes - Home Rule Sales Tax
 - \$1,600,000
 - 2% of Total Revenue, 7% of General Fund
 - \$267,000 Increase from FY18/19 Budget
 - 20% Increase from FY18/19 Budget

- 1. Village receives 1% tax on general merchandise purchases made within the Village
- 2. Tax is collected by the state and distributed to the municipalities
- 3. Began July 2018
- 4. Replaced natural gas and electric utility taxes

FY 2020 Revenue Review

Other Taxes - Local Use Tax

- \$1,300,000
- 1.8% of Total Revenue, 5% of General Fund
- \$220,000 increase from FY18/19 Budget
- 20% increase from FY18/19 Budget

1. Village receives revenue based on per capita rate and population of 41,208. IML latest update = \$31.70
2. Amazon began withholding sales tax in Illinois in 2015. Budget is up \$573,000 from 2014 actual
3. This year's budget is up \$105,000 from the 18/19 estimate

FY 2020 Revenue Review

Other Taxes - Telecommunications Tax

- \$750,000
 - 1% of Total Revenue, 3% of General Fund
 - \$15,000 Decrease from FY18/19 Budget
 - 2% Decrease from FY18/19 Budget
1. Village collects a 6% tax on landlines and cellular service
 2. State of Illinois collects tax and remits to Village (similar to sales tax)
 3. Reduction due to elimination of landlines and more affordable package deals
 4. Steady decline in revenue since 2011 has slowed

FY 2020 Revenue Review

- ‡ Other Taxes - Real Estate Transfer Tax
 - \$750,000
 - 1% of Total Revenue, 3% of General Fund
 - Up \$105,000 from FY18/19 Budget

- 1. Commercial property sales have had positive results over the past four years

- 2. Average sale price of residential home was \$271,722

FY 2020 Revenue Review

Other Taxes - Gaming Tax

- \$215,000
- 0.3% of Total Revenue, 1% of General Fund
- Up \$35,000 from FY18/19 Budget

1. Revenue is used to fund economic incentives
2. Estimate for FY18/19 is \$211,000

FY 2020 Revenue Review

- # Other Revenue - Development/Building Permits
 - \$600,000
 - 0.8% of Total Revenue, 2.5% of General Fund
 - Down \$90,000 from FY18/19 Budget
 - Down 13% from FY18/19 Budget

- 1. Projected number of new residential permits is 10 down from 25 the prior year and 8 new commercial permits

- 2. Commercial permits for new and existing construction will be down \$200,000 from the last two years

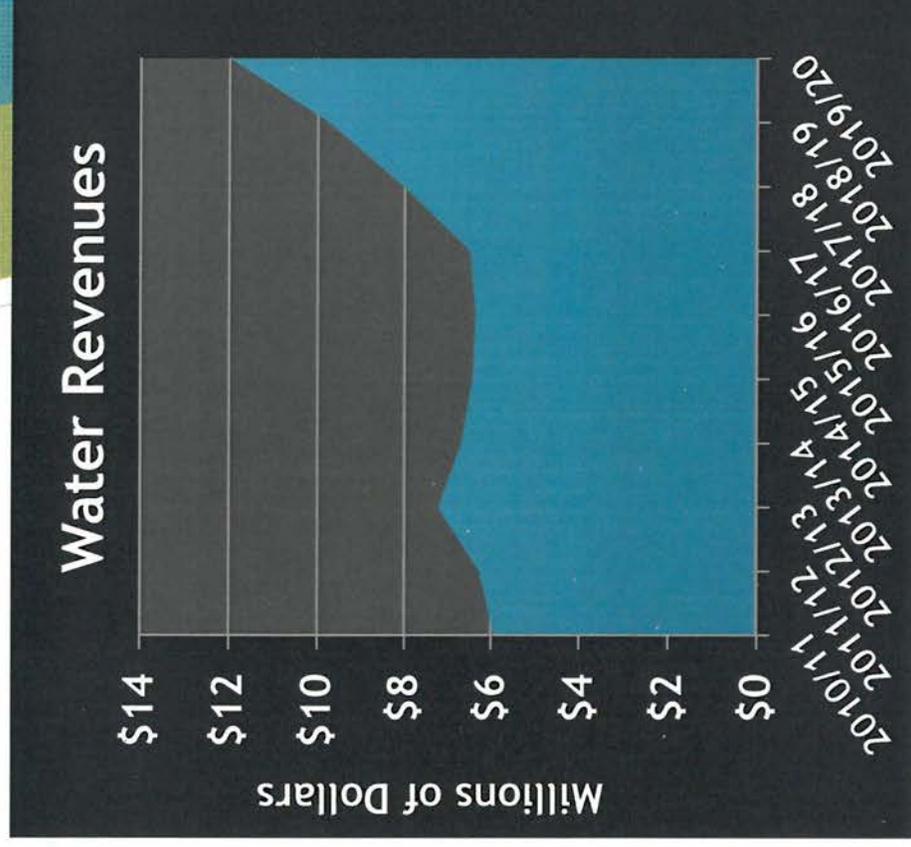
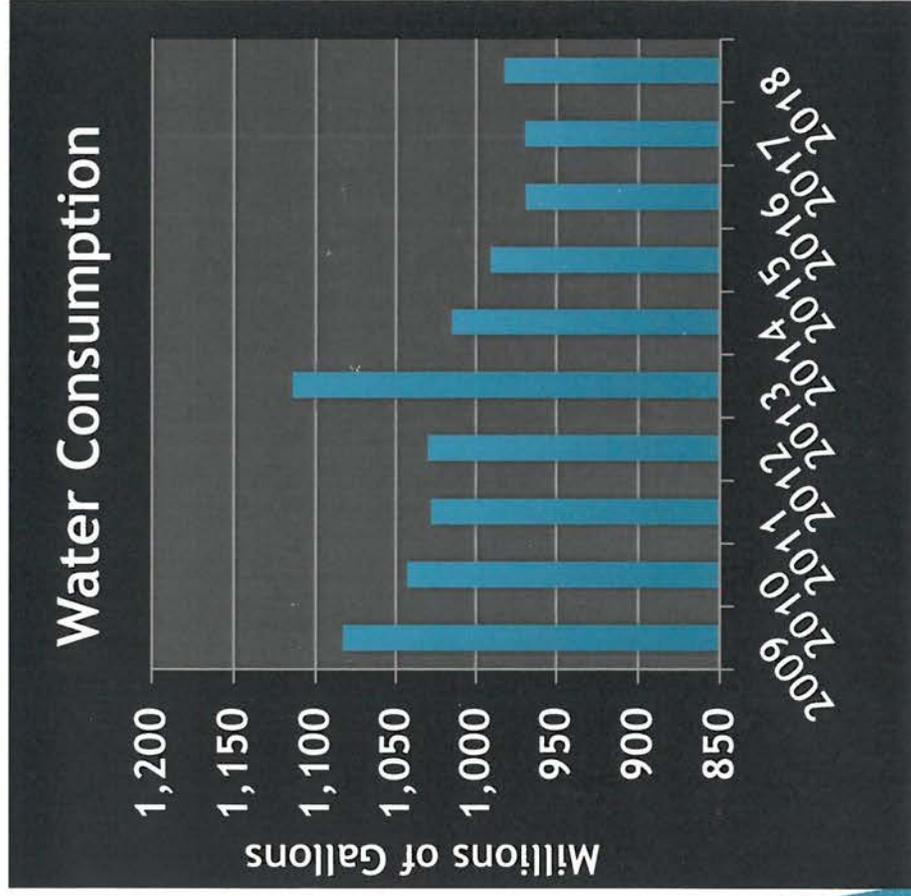
- 3. 2,900 miscellaneous permits are projected and are estimated to account for 60% of the permit revenue

FY 2020 Revenue Review

- # Service Charges - Water Sales
 - \$12,000,000
 - 17% of Total Revenue
 - \$2,100,000 Increase from FY18/19 Budget
 - 21% Increase from FY18/19 Budget

- 1. Revenue is based upon consumption being level and an approved 21% rate increase.
- 2. Average residential monthly water bill in proposed budget is \$70.56, up from \$58.20 based upon 6,000 gallons of usage per month
- 3. Third annual increase. Rates will continue to be reviewed as Lake Michigan water source improvements are completed and loans are payable

Water Revenue and Consumption History



FY 2020 Revenue Review

‡ Service Charges - Sewer Sales

- \$6,075,000
 - 8.4% of Total Revenue
 - \$1,130,000 Increase from FY18/19 Budget
 - 23% Increase from FY18/19 Budget
1. Increase is based upon a proposed rate increase
 2. Approximately 54% of sewer sales is from fixed rate charges
 3. Average residential monthly sewer bill by county based on 6,000 gallons:
 - a) Cook = \$24.53/month
 - b) DuPage = \$43.24/month
 - c) Kane = \$19.19/month

FY 2020 Revenue Review

Service Charges - Golf

- \$1,207,150
- 1.7 % of Total Revenue
- \$30,000 decrease from FY18/19 Budget
- 2% decrease from FY18/19 Budget

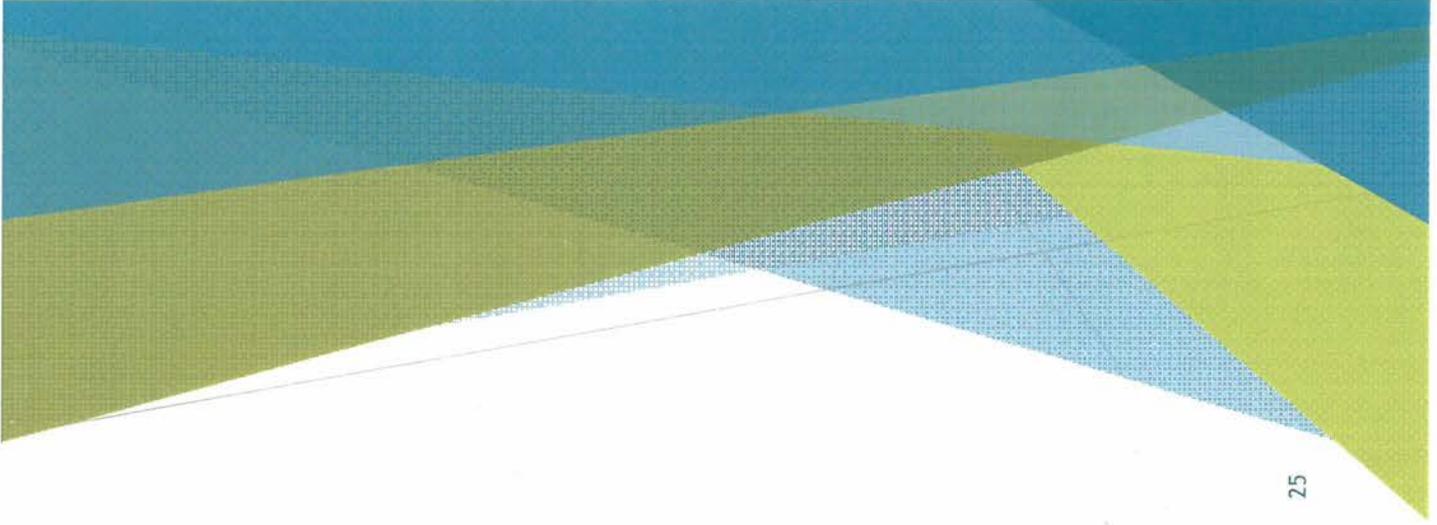
1. Proposed budget projects 32,000 rounds of golf, a 2,000 round decrease from the FY 2018/19 budget. Estimate based on trends over last two years
2. Proposed revenue budget is 9% over 18/19 estimate
3. Pro shop sales are budgeted at \$92,500, down 8%

FY 2020 Revenue Review

- # Service Charges - Food and Beverage
 - \$1,001,000
 - 1.4% of Total Revenue
 - \$32,000 increase from FY18/19 Budget
 - 3% increase from FY18/19 Budget

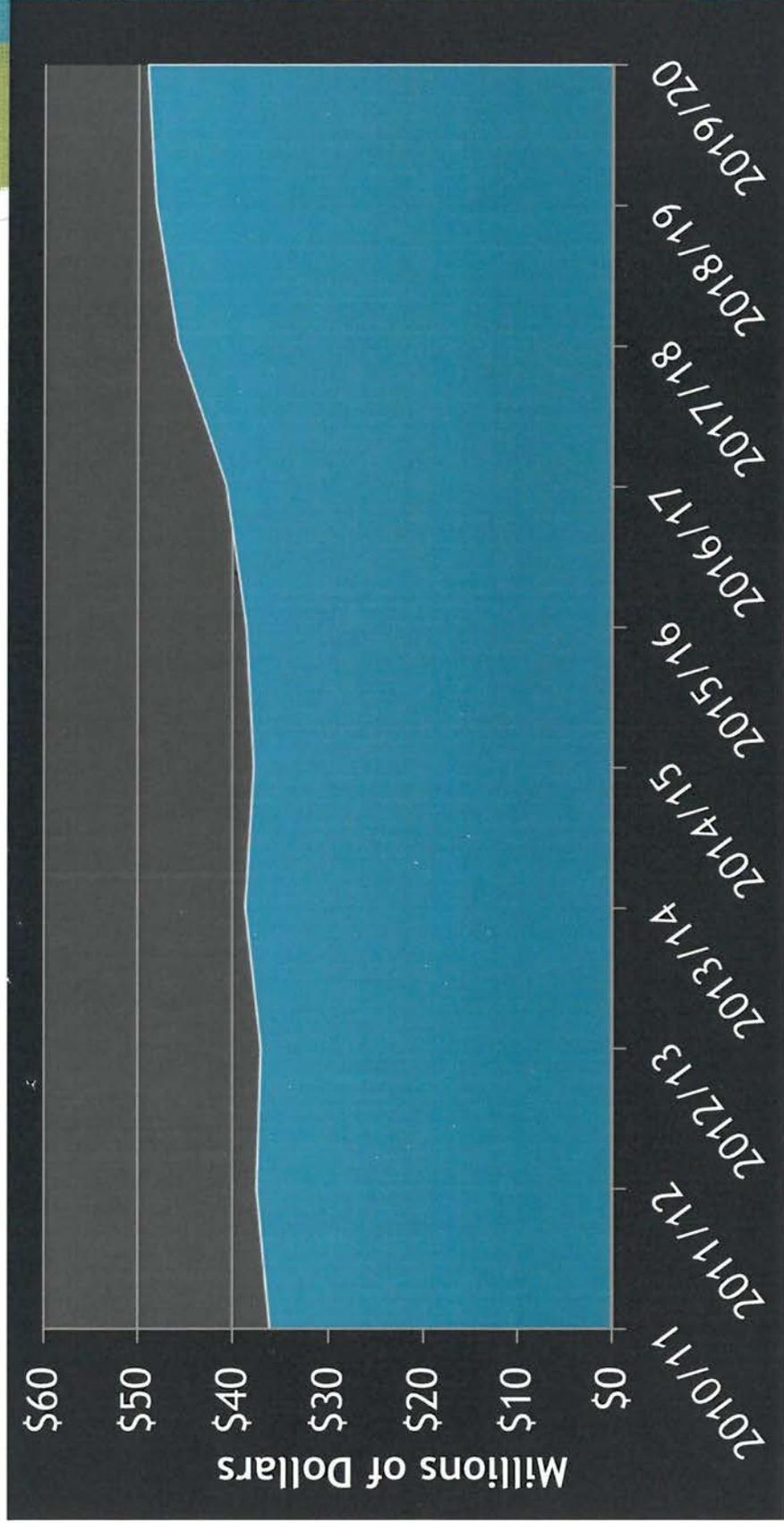
- 1. Actual revenue for 18/19 is projected to be \$916,000.
- 2. The budget reflects a 9% increase due to events already booked for next year

Village of Bartlett FY 2019/20 Expenditure Review

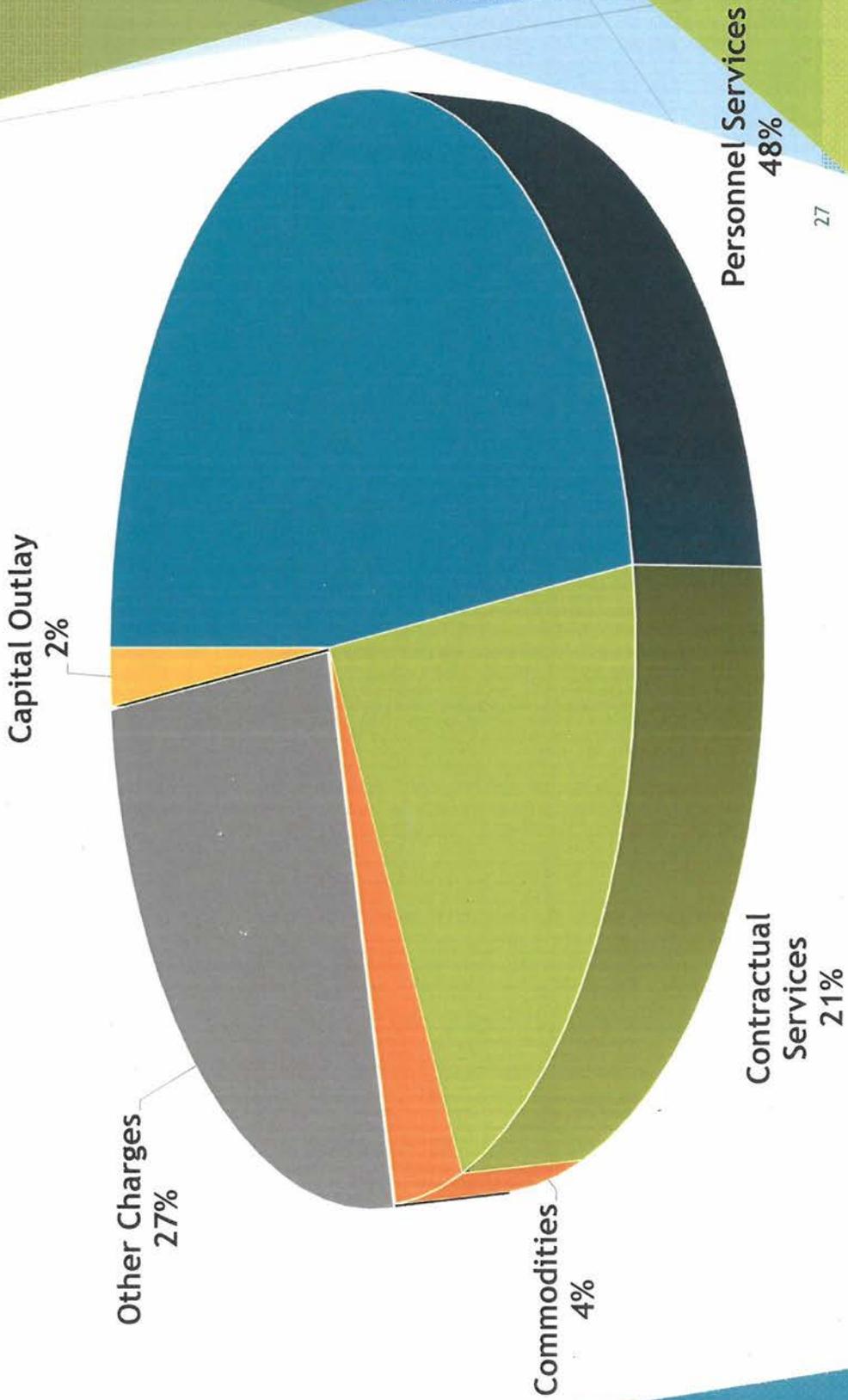


Operating Expenditures-Total

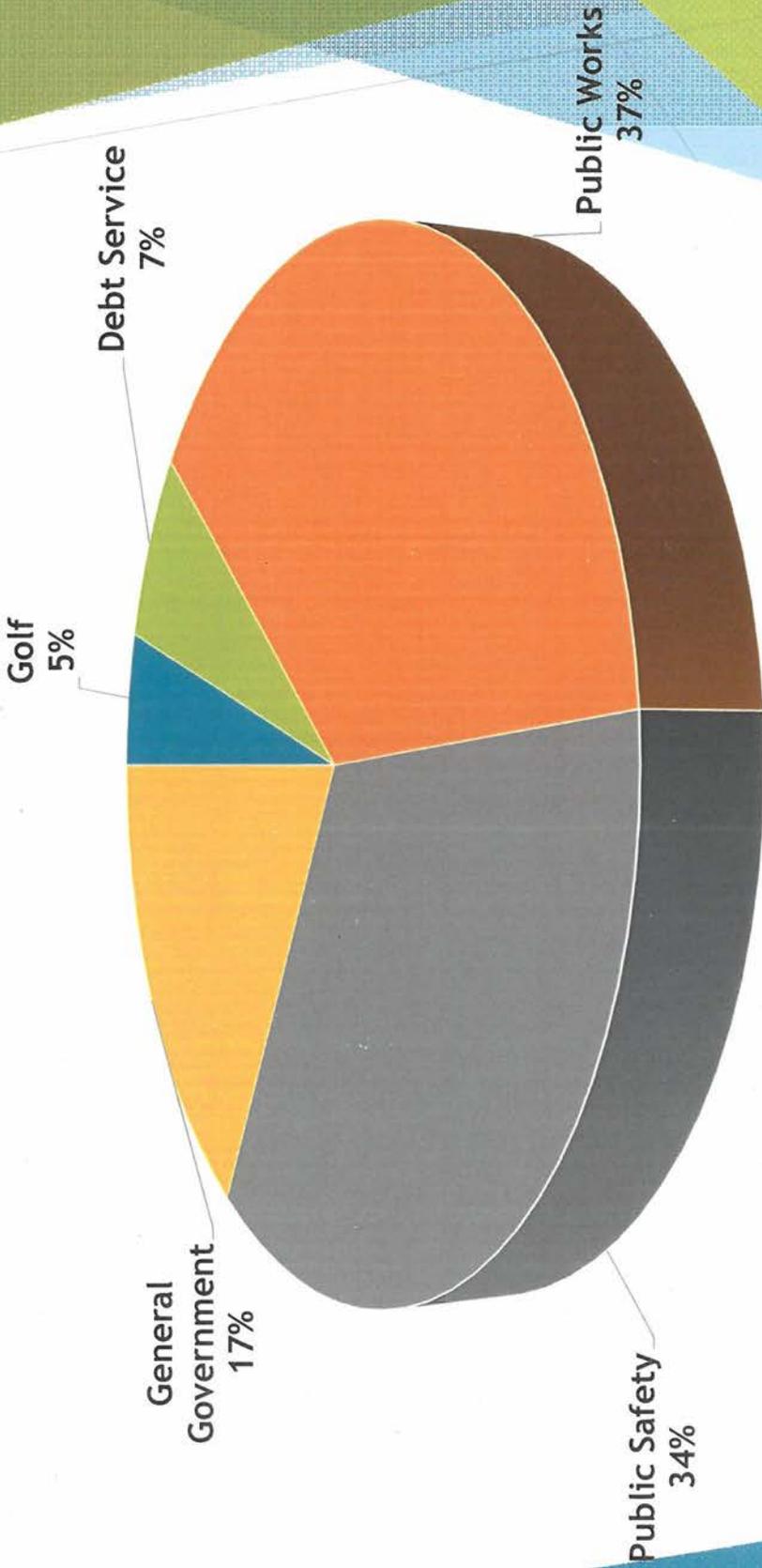
Proposed Operating Expenditures = \$49,453,830
2% Increase from the FY18/19 Estimate



Operating Expenditures By Type



Operating Expenditures by Department



FY 2020 General Fund

- Estimated Beginning Balance \$11,144,140
 - Budgeted Revenues \$22,761,065
 - Budgeted Expenditures \$20,568,367
 - Net Transfers (\$2,512,273)
 - Ending Balance \$10,824,565
-
1. TR to Central Services \$1,005,550, up \$157,509
 2. TR to Vehicle Replacement \$516,902, no change
 3. TR to Police Pension Fund \$1,583,071, equal to 2018 levy amount
 4. TR in from MFT/Water/Sewer/Parking/Golf \$593,250, no change

FY 2020 Central Services

- Estimated Beginning Balance \$130,453
- Annual transfer from departments \$1,379,763
- Proposed Budget for FY19/20 \$1,433,585
- Ending Balance \$80,631

1. Increase in transfers from General Fund of \$157,509, Water Fund \$30,746, and Sewer Fund of \$30,745
2. Operating Expenses for FY19/20 \$1,199,585
3. Machinery & Equipment for FY 19/20 \$234,000

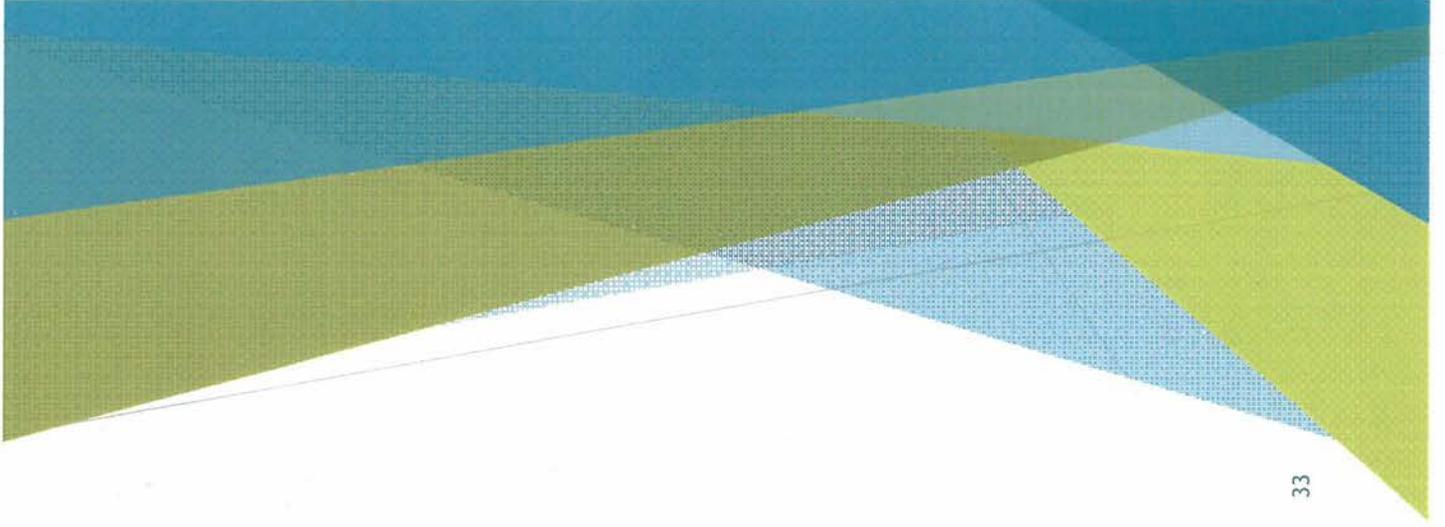
FY 2020 Vehicle Replacement

- Estimated Beginning Balance \$1,209,944
 - Annual transfer from departments \$593,770
 - Proposed Budget for FY19/20 \$675,500
 - Ending Balance \$1,198,214
 - Estimated Expenses FY18/19 \$426,636
1. A total of 8 vehicles, 2 mowers, 3 cutting units are scheduled to be replaced in this budget
 2. One large truck is still on order from last year
 3. Only one patrol vehicle is being replaced

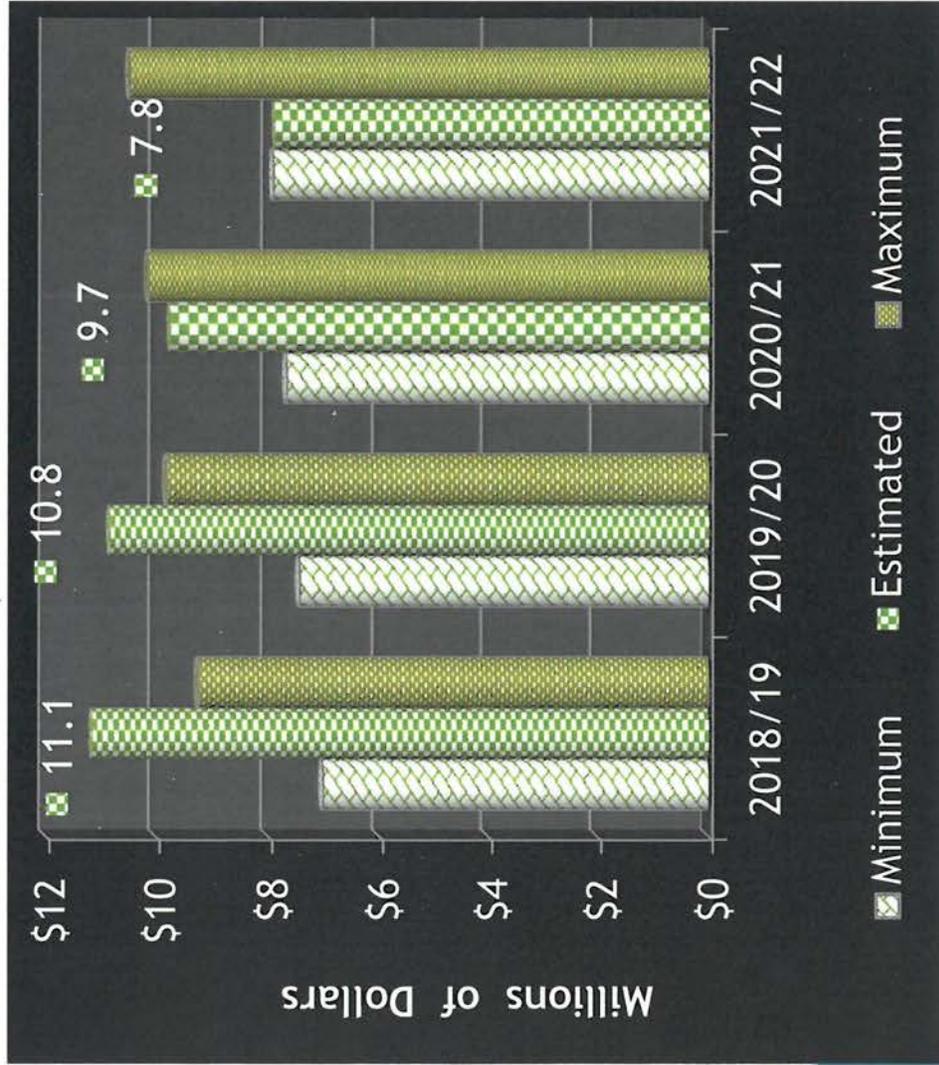
Budget Snapshot

- Annual health insurance savings of over \$400,000
- No new taxes or fees
- Flat General property tax levy
- Non-union wage increase of 2.0% factored in
- Net of two employees being added
- Water and Sewer rate increases
- Capital Projects totaling \$21 million

Village of Bartlett FY 2019/20 Fund Balance Review



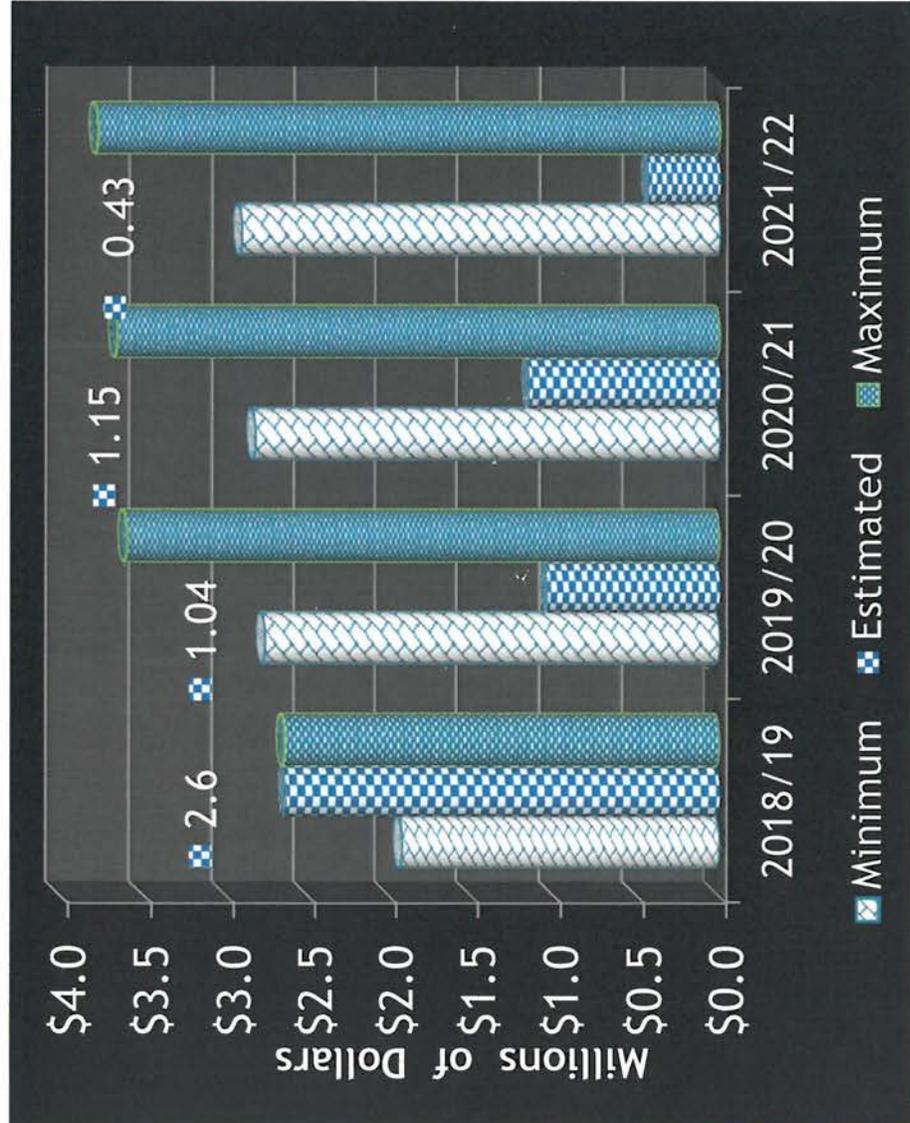
Fund Balance - General Fund



Policy

- 25 - 35% of operating expenditures
- Avg. increase in property tax levy and liabilities
- Designated reserves
 - Restricted Funds
 - Tri-centennial celebration

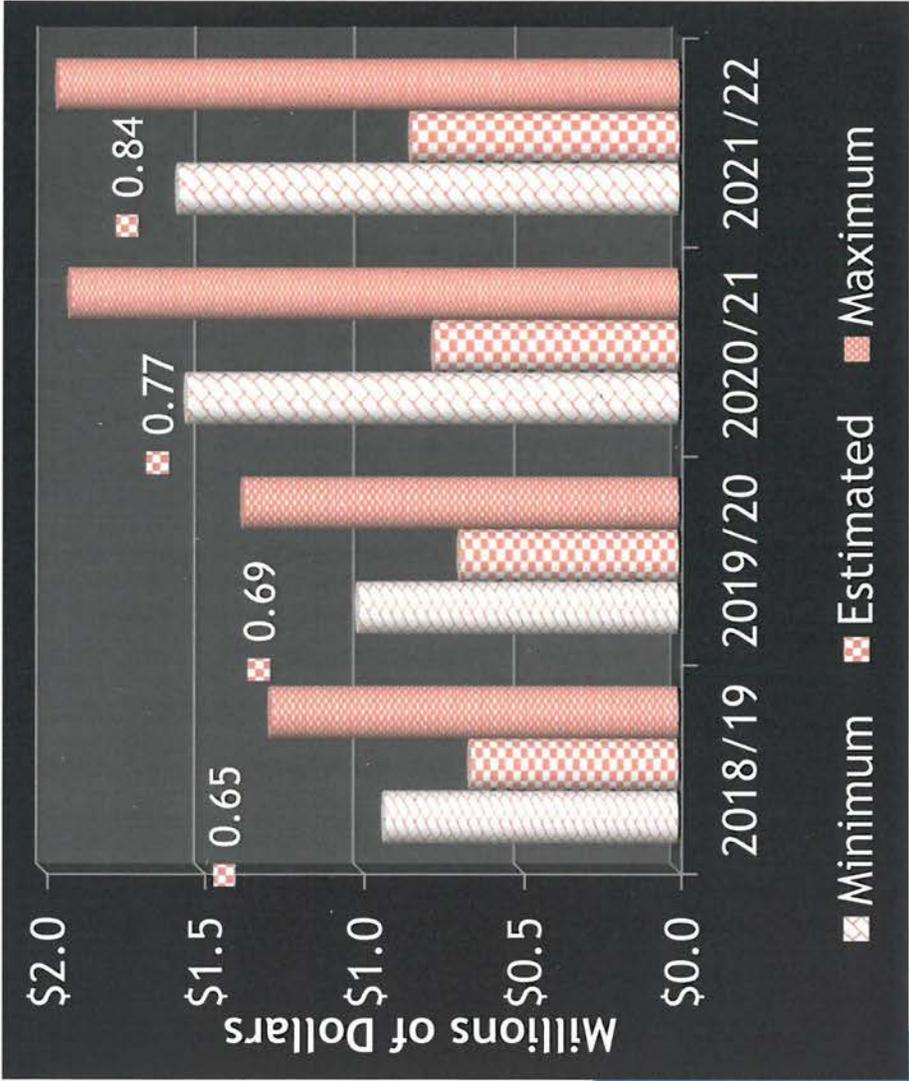
Fund Balance - Water Fund



Policy

- 25 - 35% of operating expenditures
- Designated reserves:
 - Equipment Replacement
 - Tank painting
 - Capital Improvement

Fund Balance - Sewer Fund



Policy

- 25 - 35% of operating expenditures
- Designated reserves:
 - Equipment replacement
 - Capital Improvement Reserve

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

10000-GENERAL FUND

210002-GROUP INSURANCE PAYABLE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BLUE CROSS BLUE SHIELD OF ILLINOIS	MONTHLY INSURANCE - MARCH 2019	284,059.96
** 1 DELTA DENTAL OF ILLINOIS - RISK	MONTHLY INSURANCE - MARCH 2019	15,462.69
** 1 DELTA DENTAL OF ILLINOIS - RISK	MONTHLY INSURANCE - MARCH 2019	141.35
INVOICES TOTAL:		299,664.00

1100-VILLAGE BOARD/ADMINISTRATION

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	60.44
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	97.91
INVOICES TOTAL:		158.35

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	15.00
INVOICES TOTAL:		15.00

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES	26.14
INVOICES TOTAL:		26.14

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	RULER/TAPE DISPENSER	11.29
1 WAREHOUSE DIRECT	PAPER/PAPER/TOWELS/SUPPLIES	105.76
INVOICES TOTAL:		117.05

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE MAYORS & MANAGERS	MEETING FEES	55.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	18.99
INVOICES TOTAL:		73.99

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS ECONOMIC DEVELOPMENT	ANNUAL MEMBERSHIP DUES	250.00
1 INT'L ECONOMIC DEVELOPMENT COUNCIL	MEMBERSHIP RENEWAL	435.00
INVOICES TOTAL:		685.00

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

543910-HISTORY MUSEUM EXPENSES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARCADIA PUBLISHING INC	MUSEUM MATERIALS	102.91
1 LESLIE GODDARD	MUSEUM PROGRAM PRESENTATION	300.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	31.50
<u>INVOICES TOTAL:</u>		<u>434.41</u>

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE COUNTY RECORDER	RECORDING FEES	11.50
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	59.91
<u>INVOICES TOTAL:</u>		<u>71.41</u>

1200-PROFESSIONAL SERVICES

523400-LEGAL SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BRYAN E MRAZ & ASSOCIATES P.C.	PROFESSIONAL SERVICES	18,094.00
1 CLARK BAIRD SMITH LLP	LEGAL SERVICES	22,500.00
1 CULLEN INC	PROFESSIONAL SERVICES	2,000.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	925.00
1 LAW OFFICES OF ROBERT J KRUPP PC	PROFESSIONAL SERVICES	2,160.00
<u>INVOICES TOTAL:</u>		<u>45,679.00</u>

523401-ARCHITECTURAL/ENGINEERING SVC

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	555 LAKE STREET TECHNICAL REVIEW	535.00
1 HAMPTON LENZINI AND RENWICK INC	LOGISTICS PROPERTY REVIEW	2,810.00
<u>INVOICES TOTAL:</u>		<u>3,345.00</u>

1400-FINANCE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	73.18
<u>INVOICES TOTAL:</u>		<u>73.18</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	PUBLIC HEARING NOTICE	75.00
<u>INVOICES TOTAL:</u>		<u>75.00</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER/PAPERTOWELS/SUPPLIES	56.67
1 WAREHOUSE DIRECT	TONER	128.43

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 WAREHOUSE DIRECT	TONER	114.56
1 WAREHOUSE DIRECT	CALCULATOR RIBBONS	14.20
1 WAREHOUSE DIRECT	TONER	201.35
	INVOICES TOTAL:	515.21

542100-REBATES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	30.00
	INVOICES TOTAL:	30.00

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE COUNTY RECORDER	RECORDING FEES	30.00
	INVOICES TOTAL:	30.00

1500-COMMUNITY DEVELOPMENT

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CANON SOLUTIONS AMERICA INC	COPIER MAINTENANCE SERVICE	349.64
	INVOICES TOTAL:	349.64

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ILLINOIS CITY/COUNTY MGMT ASSOC	JOB POSTING AD FOR PLANNER	50.00
1 THE SIDWELL COMPANY	COOK COUNTY LEASE ATLASES	390.00
	INVOICES TOTAL:	440.00

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ROBERTA GRILL	APA CONFERENCE EXPENSES	1,071.60
	INVOICES TOTAL:	1,071.60

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 BRUCE SCHROER	NEHA RS CREDENTIAL/MEMBERSHIP DUES	180.00
** 1 SUBURBAN BUILDING OFFICIALS CONF	TRAINING FEES	500.00
	INVOICES TOTAL:	680.00

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	14.50
	INVOICES TOTAL:	14.50

1600-BUILDING

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

526005-PLAN REVIEW SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIRE SAFETY CONSULTANTS INC	PLAN REVIEW SERVICES	895.00
INVOICES TOTAL:		895.00

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES	178.61
INVOICES TOTAL:		178.61

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CENTURY PRINT & GRAPHICS	APPROVED LABELS	179.37
1 WAREHOUSE DIRECT	SHIPPING TAPE/POP-UP NOTES	83.25
1 WAREHOUSE DIRECT	ENVELOPES	122.68
INVOICES TOTAL:		385.30

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	90.00
1 SUBURBAN BUILDING OFFICIALS CONF	TRAINING INSTITUTE REGISTRATION	500.00
INVOICES TOTAL:		590.00

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN BUILDING OFFICIALS CONF	ANNUAL MEMBERSHIP RENEWAL	75.00
INVOICES TOTAL:		75.00

1700-POLICE

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	76.47
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	126.58
1 VERIZON WIRELESS	WIRELESS SERVICES	799.54
INVOICES TOTAL:		1,002.59

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	COMPUTER SUPPLIES	62.98
1 L3 MOBILE-VISION INC	COMPUTER CABLE	38.26
INVOICES TOTAL:		101.24

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	511.33

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1	HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	1,877.36
1	MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1	MEINEKE CAR CARE CENTER	VEHICLE INSPECTION FOR EBAY	25.00
1	MEINEKE CAR CARE CENTER	VEHICLE INSPECTION FOR EBAY	25.00
1	MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1	MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	19.95
1	MEINEKE CAR CARE CENTER	VEHICLE MAINTENANCE	27.97
**	1 PETTY CASH	PETTY CASH REIMBURSEMENT	18.73
1	RIVER RAND AUTO INC	WIRING REPAIRS	100.00
1	ULTRA STROBE COMMUNICATIONS INC	SHIPPING CHARGE/DVR REPAIR	19.95
1	WOODSTOCK POWERSPORTS	ATV TUNE-UP	815.30
			<u>INVOICES TOTAL:</u>
			<u>3,480.49</u>

526050-VEHICLE SET UP

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RICK SADOWSKI	STICKER REMOVAL	280.00
		<u>INVOICES TOTAL:</u>
		<u>280.00</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MICHAEL KMIECIK	LUTHER K9 FOOD	71.72
**	1 PETTY CASH	PETTY CASH REIMBURSEMENT 14.85
1 ULINE	EVIDENCE SUPPLIES	551.49
1 WAREHOUSE DIRECT	INK CARTRIDGES/MEMORY CARDS	249.82
1 WESTERN FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	184.10
		<u>INVOICES TOTAL:</u>
		<u>1,071.98</u>

530110-UNIFORMS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STREICHER'S INC	CREDIT - DUPLICATE PAYMENT	-110.00
1 STREICHER'S INC	UNIFORM ACCESSORIES	199.47
1 STREICHER'S INC	HAT	16.00
1 STREICHER'S INC	HAT	12.99
1 STREICHER'S INC	JACKET	245.00
1 STREICHER'S INC	UNIFORM ACCESSORIES	605.00
		<u>INVOICES TOTAL:</u>
		<u>968.46</u>

530115-SUBSCRIPTIONS/PUBLICATIONS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHWESTERN UNIVERSITY	CRASH INVESTIGATION PUBLICATION	119.25
1 THOMSON REUTERS - WEST	MONTHLY SUBSCRIPTION	201.65
		<u>INVOICES TOTAL:</u>
		<u>320.90</u>

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
**	1 PETTY CASH	PETTY CASH REIMBURSEMENT 10.00
**	1 WEX BANK	FUEL PURCHASES 6,811.72

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

INVOICES TOTAL: 6,821.72

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STATE GRAPHICS	BUSINESS CARDS	99.60
1 STREICHER'S INC	MEDAL	56.50
1 WAREHOUSE DIRECT	ENVELOPES/PAPER/SUPPLIES	75.30
1 WAREHOUSE DIRECT	INK CARTRIDGES/MEMORY CARDS	31.40
1 WAREHOUSE DIRECT	STYROFOAM CUPS/TAPE/PENS	132.33
INVOICES TOTAL:		395.13

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	BOB XL WITH BASE UNIT	384.99
1 FBI NATIONAL ACADEMY ASSOC INC	MEMBERSHIP/ASSESSMENT FEE	305.00
** 1 KANE COUNTY CHIEFS OF POLICE	OFFICER OF THE YEAR BANQUET	280.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	234.00
INVOICES TOTAL:		1,203.99

543101-DUES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE CO MAJOR CRIMES TASK FORCE	ANNUAL MEMBERSHIP RENEWAL	500.00
1 DUPAGE CO SENIOR POLICE MGMT ASSOC	MEMBERSHIP RENEWAL/W NAYDENOFF	125.00
1 DUPAGE CO SENIOR POLICE MGMT ASSOC	MEMBERSHIP RENEWAL/J DURBIN	125.00
1 DUPAGE CO SENIOR POLICE MGMT ASSOC	MEMBERSHIP RENEWAL/K RYBASKI	125.00
1 DUPAGE CO SENIOR POLICE MGMT ASSOC	MEMBERSHIP RENEWAL/S YARWOOD	125.00
1 DUPAGE CO CHIEFS OF POLICE ASSOC	MEMBERSHIP RENEWAL/P ULLRICH	275.00
1 DUPAGE CO CHIEFS OF POLICE ASSOC	MEMBERSHIP RENEWAL/C SNIDER	275.00
1 DUPAGE CO CHIEFS OF POLICE ASSOC	MEMBERSHIP RENEWAL/G PRETKELIS	275.00
1 KANE COUNTY CHIEFS OF POLICE	MEMBERSHIP RENEWAL/P ULLRICH	50.00
1 KANE COUNTY CHIEFS OF POLICE	MEMBERSHIP RENEWAL/G PRETKELIS	50.00
1 NORTHERN ILLINOIS POLICE	MEMBERSHIP DUES	400.00
1 NORTHERN ILLINOIS POLICE	EMERGENCY SERVICES TEAM DUES	4,800.00
1 NORTHERN ILLINOIS POLICE	MOBILE FIELD FORCE DUES	1,135.00
INVOICES TOTAL:		8,260.00

545100-EMERGENCY MANAGEMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	VPN SERVICE	135.73
1 WOODSTOCK POWERSPORTS	PLOW AND SALT SPREADER	3,273.05
INVOICES TOTAL:		3,408.78

545200-POLICE/FIRE COMMISSION

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STEPHEN A LASER ASSOCIATES	POLICE OFFICER ASSESSMENT	550.00
INVOICES TOTAL:		550.00

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	23.00
	INVOICES TOTAL:	23.00

1800-STREET MAINTENANCE

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	23.43
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	183.12
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	170.95
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	19.07
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	68.50
1 NICOR GAS	GAS BILL	1,540.93
1 NICOR GAS	GAS BILL	666.19
1 NICOR GAS	GAS BILL	351.63
	INVOICES TOTAL:	3,023.82

524230-SNOW PLOWING CONTRACTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AJD CONCRETE CONSTRUCTION CORP	SNOW PLOWING SERVICES	1,755.00
1 AJD CONCRETE CONSTRUCTION CORP	SNOW PLOWING SERVICES	1,890.00
1 AJD CONCRETE CONSTRUCTION CORP	SNOW PLOWING SERVICES	1,305.00
1 VIRGILIO CARDENAS	SNOW PLOWING SERVICES	1,620.00
1 VIRGILIO CARDENAS	SNOW PLOWING SERVICES	1,890.00
1 VIRGILIO CARDENAS	SNOW PLOWING SERVICES	2,160.00
1 CORNERSTONE LAND & LAWN INC	SNOW PLOWING SERVICES	3,780.00
1 CORNERSTONE LAND & LAWN INC	SNOW PLOWING SERVICES	6,120.00
1 CORNERSTONE LAND & LAWN INC	SNOW PLOWING SERVICES	3,780.00
1 KONCRETE CONSTRUCTION INC	SNOW PLOWING SERVICES	3,375.00
1 KONCRETE CONSTRUCTION INC	SNOW PLOWING SERVICES	4,410.00
1 KONCRETE CONSTRUCTION INC	SNOW PLOWING SERVICES	3,150.00
1 S & B PLOWING & SNOW	SNOW PLOWING SERVICES	900.00
1 S & B PLOWING & SNOW	SNOW PLOWING SERVICES	1,080.00
1 S & B PLOWING & SNOW	SNOW PLOWING SERVICES	945.00
	INVOICES TOTAL:	38,160.00

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SAFETY-KLEEN SYSTEMS INC	PARTS WASHER SOLVENT	370.77
1 ULTRA STROBE COMMUNICATIONS INC	ANTENNA REPLACEMENT	103.95
	INVOICES TOTAL:	474.72

527100-SERVICES TO MAINTAIN STREETS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DTN LLC	WEATHER INFORMATION SERVICE	423.00

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

INVOICES TOTAL: 423.00

527110-SVCS TO MAINTAIN TRAFFIC SIGS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL/STREET LIGHT MAINT	341.00
1 STATE TREASURER	TRAFFIC SIGNAL MAINTENANCE	1,949.97
	<u>INVOICES TOTAL:</u>	<u>2,290.97</u>

527112-SERVICE TO MAINTAIN STR LIGHTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ELMUND & NELSON CO	STREET LIGHT REPAIRS	397.50
	<u>INVOICES TOTAL:</u>	<u>397.50</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS NORTH CENTRAL	CYLINDER RENTAL	181.43
1 AUTOZONE INC	EQUIPMENT MAINTENANCE SUPPLIES	139.90
1 GRAINGER	FILTERS/STRING MOPS	145.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	156.54
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING PAINT/FLAGS	188.70
1 MIDWEST SALT LLC	DE-ICER	1,519.00
1 MIDWEST SALT LLC	DE-ICER	2,278.50
1 TERMINAL SUPPLY CO	MATERIALS & SUPPLIES	67.60
	<u>INVOICES TOTAL:</u>	<u>4,676.67</u>

532010-FUEL PURCHASES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES	12,273.45
	<u>INVOICES TOTAL:</u>	<u>12,273.45</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER/INK CARTRIDGE/SUPPLIES	118.43
1 WAREHOUSE DIRECT	COFFEE/CREAMER/STIRS	121.04
1 WAREHOUSE DIRECT	BATTERIES/FILE JACKETS/SUPPLIES	20.43
	<u>INVOICES TOTAL:</u>	<u>259.90</u>

534230-SNOW PLOWING SALT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 K-TECH SPECIALTY COATINGS INC	BEET HEET	5,987.66
1 MORTON SALT INC	ROAD SALT	2,064.25
1 MORTON SALT INC	ROAD SALT	968.70
1 MORTON SALT INC	ROAD SALT	1,062.51
1 MORTON SALT INC	ROAD SALT	986.30
1 MORTON SALT INC	ROAD SALT	2,077.50
1 MORTON SALT INC	ROAD SALT	2,125.25

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

INVOICES TOTAL: 15,272.17

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ACME TRUCK BRAKE & SUPPLY CO	EQUIPMENT MAINTENANCE SUPPLIES	154.84
1 ACME TRUCK BRAKE & SUPPLY CO	CREDIT - CORE RETURN	-57.60
1 ATLAS BOBCAT LLC	OIL/FUEL FILTERS & WIPER BLADES	312.26
1 AUTOZONE INC	EQUIPMENT MAINTENANCE SUPPLIES	1,028.79
1 CAROL STREAM LAWN & POWER	EQUIPMENT MAINTENANCE SUPPLIES	28.01
1 CAROL STREAM LAWN & POWER	EQUIPMENT MAINTENANCE SUPPLIES	49.42
1 EVOQUA WATER TECHNOLOGIES LLC	EQUIPMENT MAINTENANCE SUPPLIES	64.50
1 GRAINGER	EQUIPMENT MAINTENANCE SUPPLIES	9.78
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE SUPPLIES	174.77
1 INTERSTATE BILLING SERVICE INC	EQUIPMENT MAINTENANCE SUPPLIES	163.90
1 INTERSTATE BILLING SERVICE INC	EQUIPMENT MAINTENANCE SUPPLIES	98.80
1 INTERSTATE BILLING SERVICE INC	EQUIPMENT MAINTENANCE SUPPLIES	69.80
1 INTERSTATE BILLING SERVICE INC	EQUIPMENT MAINTENANCE SUPPLIES	576.90
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	14.20
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	17.53
1 MONROE TRUCK EQUIPMENT INC	EQUIPMENT MAINTENANCE SUPPLIES	1,280.32
1 MONROE TRUCK EQUIPMENT INC	EQUIPMENT MAINTENANCE SUPPLIES	623.88
1 MONROE TRUCK EQUIPMENT INC	EQUIPMENT MAINTENANCE SUPPLIES	495.17
1 NAPA AUTO PARTS	EQUIPMENT MAINTENANCE SUPPLIES	143.76
1 RANDALL PRESSURE SYSTEMS INC	EQUIPMENT MAINTENANCE SUPPLIES	476.84
1 WHOLESALE DIRECT INC	HYDRAULIC MOTORS	507.42
1 WHOLESALE DIRECT INC	HYDRAULIC MOTORS	1,001.09
1 WHOLESALE DIRECT INC	CREDIT - RETURNED ITEMS	-1,036.00
	<u>INVOICES TOTAL:</u>	<u>6,198.38</u>

534400-STREET MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BRACING SYSTEMS - NORTH	MAINTENANCE SUPPLIES	408.00
1 BRACING SYSTEMS - NORTH	MAINTENANCE SUPPLIES	204.00
1 TRAFFIC CONTROL & PROTECTION INC	SIGN MAKING MATERIALS	639.00
1 TRAFFIC CONTROL & PROTECTION INC	SIGN MAKING MATERIALS	1,493.75
1 TRAFIC SERVICES INC	BARRICADES	1,500.00
1 TRAFIC SERVICES INC	SIGN MAKING MATERIALS	457.50
	<u>INVOICES TOTAL:</u>	<u>4,702.25</u>

534500-GROUNDS MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	41.66
	<u>INVOICES TOTAL:</u>	<u>41.66</u>

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
2 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	34.06

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	55.46
1 UNIFIRST CORPORATION	MATS	17.86
1 UNIFIRST CORPORATION	MATS	17.86
1 UNIFIRST CORPORATION	MATS	17.86
INVOICES TOTAL:		143.10

534800-STREET LIGHTS MAINT MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	154.56
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	169.32
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	28.22
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	163.36
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	141.10
1 STEINER ELECTRIC COMPANY	STREET LIGHT MATERIALS	489.20
INVOICES TOTAL:		1,145.76

541600-PROFESSIONAL DEVELOPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 ILLINOIS SECTION AWWA	WORKSHOP FEES	180.00
INVOICES TOTAL:		180.00

543800-STORMWATER FACILITIES MAINT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING RESOURCE ASSOCIATES	DEVON/W BARTLETT ROAD BIKE PATH	143.85
1 WELCH BROS INC	MAINTENANCE SUPPLIES	900.00
1 WELCH BROS INC	MAINTENANCE SUPPLIES	1,155.33
1 WELCH BROS INC	GRAVEL PURCHASE	685.16
INVOICES TOTAL:		2,884.34

5000-WATER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORRPRO CO INC	WATER TANK INSPECTION SERVICES	880.00
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-4	11,015.08
1 WATER REMEDIATION TECHNOLOGY	BASE TREATMENT CHARGE/W-7	2,293.33
INVOICES TOTAL:		14,188.41

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	91.52
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	59.61
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	9,674.86
1 NICOR GAS	GAS BILL	439.28
INVOICES TOTAL:		10,265.27

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 IVY LANE CORPORATION	VEHICLE MAINTENANCE	48.42
	INVOICES TOTAL:	48.42

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	57.17
	INVOICES TOTAL:	57.17

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	TOOLS	55.38
	INVOICES TOTAL:	55.38

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES	726.67
	INVOICES TOTAL:	726.67

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	PAPER/INK CARTRIDGE/SUPPLIES	118.44
1 WAREHOUSE DIRECT	COFFEE/CREAMER/STIRS	121.05
1 WAREHOUSE DIRECT	BATTERIES/FILE JACKETS/SUPPLIES	20.44
	INVOICES TOTAL:	259.93

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SEBIS DIRECT INC	FEBRUARY BILLS POSTAGE	2,541.72
	INVOICES TOTAL:	2,541.72

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORE & MAIN LP	EQUIPMENT MAINTENANCE SUPPLIES	3,385.00
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	14.21
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	17.53
	INVOICES TOTAL:	3,416.74

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	55.46
1 UNIFIRST CORPORATION	MATS	17.86
1 UNIFIRST CORPORATION	MATS	17.86
1 UNIFIRST CORPORATION	MATS	17.86
	INVOICES TOTAL:	109.04

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

534810-METER MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER RESOURCES INC	WATER METER/SUPPLIES	2,275.00
1 WATER RESOURCES INC	WATER METERS/SUPPLIES	2,665.25
INVOICES TOTAL:		4,940.25

5090-WATER CAPITAL PROJECTS EXP

581038-VILLAGE SYSTEM IMPROVMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 REMPE-SHARPE & ASSOCIATES INC	BARTLETT TRANSMISSION MAIN	25,355.30
1 REMPE-SHARPE & ASSOCIATES INC	VILLA OLIVIA TRANSMISSION MAIN	245.96
INVOICES TOTAL:		25,601.26

5100-SEWER OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LIONHEART CRITICAL POWER	GENERATOR INSPECTION FEES	5,775.00
INVOICES TOTAL:		5,775.00

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	257.98
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	292.18
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	350.87
1 NICOR GAS	GAS BILL	28.82
1 NICOR GAS	GAS BILL	596.74
1 NICOR GAS	GAS BILL	1,078.78
1 NICOR GAS	GAS BILL	30.92
1 NICOR GAS	GAS BILL	99.97
INVOICES TOTAL:		2,736.26

526000-SERVICE TO MAINTAIN VEHICLES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	741.35
INVOICES TOTAL:		741.35

527120-SVCS TO MAINT MAINS/STORM LINE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NEENAH FOUNDRY COMPANY	FRAME/SOLID LID	251.00
INVOICES TOTAL:		251.00

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS NORTH CENTRAL	CYLINDER RENTAL	181.43
1 CALCO LTD	DEMINERALIZER	113.00

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	425.60
1 KIMBALL MIDWEST	MATERIALS & SUPPLIES	248.15
1 NAPCO STEEL INC	MATERIALS & SUPPLIES	158.80
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	1,061.13
1 PETROCHOICE	MATERIALS & SUPPLIES	1,251.15
<u>INVOICES TOTAL:</u>		<u>3,439.26</u>

530120-CHEMICAL SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	1,597.43
1 HAWKINS INC	CHEMICAL SUPPLIES	2,753.95
1 HAWKINS INC	CHEMICAL SUPPLIES	1,214.90
1 STATE INDUSTRIAL PRODUCTS	CHEMICAL SUPPLIES	542.82
<u>INVOICES TOTAL:</u>		<u>6,109.10</u>

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	251.54
<u>INVOICES TOTAL:</u>		<u>251.54</u>

532000-AUTOMOTIVE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES	728.45
<u>INVOICES TOTAL:</u>		<u>728.45</u>

532200-OFFICE SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	BATTERIES/FILE JACKETS/SUPPLIES	20.44
<u>INVOICES TOTAL:</u>		<u>20.44</u>

532300-POSTAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 SEBIS DIRECT INC	FEBRUARY BILLS POSTAGE	2,541.72
<u>INVOICES TOTAL:</u>		<u>2,541.72</u>

534300-EQUIPMENT MAINTENANCE MATLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIR ONE EQUIPMENT INC	AC ADAPTER	19.95
1 AUTOZONE INC	EQUIPMENT MAINTENANCE SUPPLIES	45.54
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	24.97
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	14.21
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	17.53
1 LIONHEART CRITICAL POWER	BLOCK HEATER	492.52
1 SCADATA INC	EQUIPMENT MAINTENANCE SUPPLIES	281.25
1 USA BLUE BOOK	EQUIPMENT MAINTENANCE SUPPLIES	614.52
1 WEST SIDE ELECTRIC SUPPLY INC	BATTERIES	125.36

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 WEST SIDE ELECTRIC SUPPLY INC	EQUIPMENT MAINTENANCE SUPPLIES	705.55
	INVOICES TOTAL:	2,341.40

534600-BUILDING MAINTENANCE MATERIALS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	54.00
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	55.47
1 UNIFIRST CORPORATION	MATS	17.87
1 UNIFIRST CORPORATION	MATS	17.87
1 UNIFIRST CORPORATION	MATS	17.87
	INVOICES TOTAL:	163.08

5190-SEWER CAPITAL PROJECTS EXP

582028-DEVON EXCESS FLOW PLANT REHB

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ENGINEERING ENTERPRISES INC	DEVON/BERTEAU LIFT STATION REHAB	12,196.00
1 ENGINEERING ENTERPRISES INC	4 MG EQUALIZATION BASIN	17,606.00
	INVOICES TOTAL:	29,802.00

5200-PARKING OPERATING EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 UNIFIRST CORPORATION	MATS	19.26
1 UNIFIRST CORPORATION	MATS	19.26
1 UNIFIRST CORPORATION	MATS	19.26
	INVOICES TOTAL:	57.78

523800-RENT TO RAILROAD

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 METRA	QTRLY LEASE PAYMENT/NOV-JAN 2019	1,437.08
	INVOICES TOTAL:	1,437.08

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	VPN SERVICE	126.90
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	84.82
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	96.02
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	574.84
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	58.85
	INVOICES TOTAL:	941.43

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AUTOMATED PARKING TECHNOLOGIES LLC	DIGITAL RECEIPT PAPER	365.82

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

INVOICES TOTAL: 365.82

5500-GOLF PROGRAM EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ANDERSON PEST SOLUTIONS	PEST CONTROL SERVICES	98.76
<u>INVOICES TOTAL:</u>		<u>98.76</u>

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 CALLAHAN PLUMBING	BACKFLOW TESTING/CERTIFICATION	1,215.00
1 GREAT LAKES SERVICE	COOLER REPAIRS	426.89
1 M CANNON ROOFING CO LLC	ROOF MAINTENANCE/REPAIRS	3,600.00
<u>INVOICES TOTAL:</u>		<u>5,241.89</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	1,534.01
1 NICOR GAS	GAS BILL	1,367.44
<u>INVOICES TOTAL:</u>		<u>2,901.45</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	FURNITURE PURCHASE/SUPPLIES	20.98
1 EVAN BLUM	WOOD STAIN FOR CLUBHOUSE DOORS	85.25
<u>INVOICES TOTAL:</u>		<u>106.23</u>

534333-PURCHASES - GOLF CLUBS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIZUNO USA INC - NDC	GOLF CLUBS	666.20
1 MIZUNO USA INC - NDC	GOLF CLUBS	647.22
1 TAYLOR MADE GOLF COMPANY	GOLF CLUBS	592.96
<u>INVOICES TOTAL:</u>		<u>1,906.38</u>

5510-GOLF MAINTENANCE EXPENSES

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	511.34
1 NICOR GAS	GAS BILL	448.06
1 NICOR GAS	GAS BILL	455.80
<u>INVOICES TOTAL:</u>		<u>1,415.20</u>

530150-SMALL TOOLS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
--------	---------------------	----------------

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 CAROL STREAM LAWN & POWER	SAW	790.54
1 CAROL STREAM LAWN & POWER	CREDIT - RETURN	-80.51
INVOICES TOTAL:		710.03

534300-EQUIPMENT MAINTENANCE MATLS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CAROL STREAM LAWN & POWER	EQUIPMENT MAINTENANCE SUPPLIES	4.49
1 CAROL STREAM LAWN & POWER	EQUIPMENT MAINTENANCE SUPPLIES	46.47
1 CAROL STREAM LAWN & POWER	EQUIPMENT MAINTENANCE SUPPLIES	62.05
1 J W TURF INC	EQUIPMENT MAINTENANCE SUPPLIES	75.28
1 J W TURF INC	EQUIPMENT MAINTENANCE SUPPLIES	357.48
1 O'REILLY AUTOMOTIVE INC	EQUIPMENT MAINTENANCE SUPPLIES	352.27
INVOICES TOTAL:		898.04

541600-PROFESSIONAL DEVELOPMENT

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 MIDWEST ASSOC OF GOLF COURSE	WORKSHOP REGISTRATION	25.00
INVOICES TOTAL:		25.00

5560-GOLF RESTAURANT EXPENSES

522400-SERVICE AGREEMENTS

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 COMPLETE BAR SYSTEMS INC	CLEANED BEER LINES	50.00
INVOICES TOTAL:		50.00

524100-BUILDING MAINTENANCE SERVICES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 GREAT LAKES SERVICE	COOLER REPAIRS	241.20
1 GREAT LAKES SERVICE	COOLER REPAIRS	213.44
INVOICES TOTAL:		454.64

524120-UTILITIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	255.67
1 NICOR GAS	GAS BILL	227.90
INVOICES TOTAL:		483.57

530100-MATERIALS & SUPPLIES

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	25.00
INVOICES TOTAL:		25.00

534320-PURCHASES - FOOD & BEVERAGE

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
2 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	128.00
1 TEC FOODS INC	COFFEE PURCHASE	66.20

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

INVOICES TOTAL: 194.20

5570-GOLF BANQUET EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A MAESTRANZI SONS	KNIFE SERVICE	17.00
1 ALSCO	LINEN SERVICES	99.34
<u>INVOICES TOTAL:</u>		<u>116.34</u>

523100-ADVERTISING

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 EXAMINER PUBLICATIONS INC	CRAFT SHOW ADVERTISING	60.00
1 EXAMINER PUBLICATIONS INC	CRAFT SHOW ADVERTISING	60.00
** 1 HONEYBOOK INC	WEDDING SPOT PLACEMENT	2,600.00
1 THE KNOT INC	ADVERTISING	3,603.84
<u>INVOICES TOTAL:</u>		<u>6,323.84</u>

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GREAT LAKES SERVICE	COOLER REPAIRS	241.20
1 GREAT LAKES SERVICE	COOLER REPAIRS	213.45
<u>INVOICES TOTAL:</u>		<u>454.65</u>

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	255.67
1 NICOR GAS	GAS BILL	227.90
<u>INVOICES TOTAL:</u>		<u>483.57</u>

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	12.40
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	79.65
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	9.99
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	75.26
<u>INVOICES TOTAL:</u>		<u>177.30</u>

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASES	260.93
1 GRECO AND SONS INC	FOOD PURCHASE	107.80
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	131.46
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	522.89
1 GRECO AND SONS INC	FOOD PURCHASE/SUPPLIES	334.81
1 HIGHLAND BAKING COMPANY	FOOD PURCHASE	75.11
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	1,308.73

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 SYSCO FOOD SERVICES - CHICAGO	CREDIT - ORDER SHORT	-19.00
1 TEC FOODS INC	COFFEE PURCHASE	100.00
INVOICES TOTAL:		2,822.73

546900-CONTINGENCIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	FURNITURE PURCHASE/SUPPLIES	617.58
INVOICES TOTAL:		617.58

5580-GOLF MIDWAY EXPENSES

534320-PURCHASES - FOOD & BEVERAGE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYSCO FOOD SERVICES - CHICAGO	FOOD PURCHASE/SUPPLIES	34.58
INVOICES TOTAL:		34.58

6000-CENTRAL SERVICES EXPENSES

522400-SERVICE AGREEMENTS

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIONS	QUARTERLY BILLING	256.55
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	2,658.00
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	366.00
INVOICES TOTAL:		3,280.55

522700-COMPUTER SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ESRI INC	GIS SOFTWARE MAINTENANCE	14,100.00
1 NETWRIX CORPORATION	IT AUDITING SOFTWARE MAINTENANCE	217.30
INVOICES TOTAL:		14,317.30

522720-PRINTING SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CREEKSIDE PRINTING	FEBRUARY/MARCH BARTLETTER	3,873.00
INVOICES TOTAL:		3,873.00

524100-BUILDING MAINTENANCE SERVICES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ANDERSON PEST SOLUTIONS	PEST CONTROL SERVICES	228.16
1 UNIFIRST CORPORATION	MATS	60.99
1 UNIFIRST CORPORATION	MATS	69.99
1 UNIFIRST CORPORATION	MATS	69.99
INVOICES TOTAL:		429.13

524110-TELEPHONE

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
--------	---------------------	----------------

** Indicates pre-issue check.

**VILLAGE OF BARTLETT
 DETAIL BOARD REPORT
 INVOICES DUE ON/BEFORE 3/5/2019**

1 CALL ONE	TELEPHONE BILL	216.06
1 COMCAST	TELEPHONE BILL	4,045.04
INVOICES TOTAL:		4,261.10

524120-UTILITIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	659.84
1 CONSTELLATION NEW ENERGY INC	ELECTRIC BILL	45.11
INVOICES TOTAL:		704.95

530100-MATERIALS & SUPPLIES

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BLACK BOX NETWORK SERVICES	PHONE SYSTEM LICENSES	1,102.70
** 1 DOGFATHER HOT DOGS	RETIREMENT LUNCHEON	887.00
** 1 PETTY CASH	PETTY CASH REIMBURSEMENT	25.66
1 WAREHOUSE DIRECT	PAPER/PAPERTOWELS/SUPPLIES	681.00
1 WESTERN FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	97.61
INVOICES TOTAL:		2,793.97

570100-MACHINERY & EQUIPMENT

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NETWRIX CORPORATION	IT AUDITING SOFTWARE MAINTENANCE	639.60
INVOICES TOTAL:		639.60

GRAND TOTAL: 651,861.91

GENERAL FUND	476,108.36
WATER FUND	62,210.26
SEWER FUND	54,900.60
PARKING FUND	2,802.11
GOLF FUND	25,540.98
CENTRAL SERVICES FUND	30,299.60
GRAND TOTAL	651,861.91

** Indicates pre-issue check.



Agenda Item Executive Summary

Amendment of Title 4, Chapter 1: Health and Sanitation Regulations, Section 4-1-1: Food Regulations and Restrictions

Item Name	Regulations and Restrictions	Committee or Board	Board
-----------	------------------------------	--------------------	-------

BUDGET IMPACT

Amount:	N/A	Budgeted	N/A
List what fund	N/A		

EXECUTIVE SUMMARY

Attached is an Ordinance that would amend Title 4 Health and Sanitation, Chapter 1, Health and Sanitation Regulations, Section 4-1-1: Food Regulations and Restrictions of the Municipal Code by repealing sections with antiquated language from 1968 and adopting the 2017 US Public Health Service FDA Food Code as amended, from time to time.

This new code would be enforced by the Village's Health Officer for all establishments serving food.

A public notice was printed in the Daily Herald on February 2, 2019 and notification was also posted to the Village's web site informing the public that a copy of the 767 page 2017 FDA Food Code was available for public viewing and inspection at the Village Clerk's office for 30 days prior to review by the Village Board.

ATTACHMENTS (PLEASE LIST)

CD Memo, Ordinance, Illinois Department of Public Health Memorandum

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance - Move to approve Ordinance #2019-____ An Ordinance Amending Title 4, Chapter 1, Section 4-1-1 of the Bartlett Municipal Code and Adopting the 2017 US Public Health Service FDA Food Code by Reference
- Motion

Staff: Roberta Grill, Acting Com Dev Director Date: February 22, 2019

COMMUNITY DEVELOPMENT MEMORANDUM

19-6

DATE: February 22, 2019

TO: Paula Schumacher, Village Administrator

FROM: Roberta Grill, Acting Community Development Director 

RE: **(#19-03) Amendment of Title 4, Chapter 1: Health and Sanitation Regulations, Section 4-1-1: Food Regulations and Restrictions**

Attached is an Ordinance that would amend Title 4 Health and Sanitation, Chapter 1, Health and Sanitation Regulations, Section 4-1-1: Food Regulations and Restrictions of the Municipal Code by repealing sections with antiquated language from 1968 and adopting the 2017 US Public Health Service FDA Food Code.

This new code would be enforced by the Village's Health Officer for all establishments serving food. A public notice was printed in the Daily Herald on February 2, 2019 and notification was also posted to the Village's web site informing the public that a copy of the 767 page 2017 FDA Food Code was available for public viewing and inspection at the Village Clerk's office for 30 days prior to review by the Village Board.

Also attached for your reference is a memorandum from the Illinois Department of Public Health identifying the January 1, 2019 implementation date for local health departments to begin utilizing the new code, the changes that were made and links to the amended code.

RECOMMENDATION

1. The Staff recommends **approval** of the proposed amendment to the Municipal Code.
2. An Ordinance approving of the amendment is attached for your review and approval.

VILLAGE OF BARTLETT

ORDINANCE 2019 - _____

**AN ORDINANCE AMENDING TITLE 4, CHAPTER 1, SECTION 4-1-1
OF THE BARTLETT MUNICIPAL CODE AND ADOPTING THE
2017 US PUBLIC HEALTH SERVICE FDA FOOD CODE BY REFERENCE**

**ADOPTED BY THE VILLAGE PRESIDENT AND
BOARD OF TRUSTEES OF THE VILLAGE OF BARTLETT
ON THE 5TH DAY OF MARCH, 2019**

**PUBLISHED IN PAMPHLET FORM BY AUTHORITY OF
THE VILLAGE OF BARTLETT, COOK, DUPAGE AND KANE
COUNTIES, ILLINOIS, THIS 6TH DAY OF MARCH, 2019**

ORDINANCE 2019 - _____

**AN ORDINANCE AMENDING TITLE 4, CHAPTER 1, SECTION 4-1-1
OF THE BARTLETT MUNICIPAL CODE AND ADOPTING THE
2017 US PUBLIC HEALTH SERVICE FDA FOOD CODE BY REFERENCE**

BE IT ORDAINED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows;

SECTION ONE: That Title 4, Chapter 1, Section 4-1-1 of the Bartlett Municipal Code entitled "FOOD REGULATIONS AND RESTRICTIONS" is hereby repealed.

SECTION TWO: That Title 4, Chapter 4, of the Bartlett Municipal Code entitled "HEALTH AND SANITATION REGULATIONS", is hereby amended to add the following new Section 4-1-1: FOOD REGULATIONS AND RESTRICTIONS: in place of the former Section 4-1-1 repealed in Section One of this Ordinance:

4-1-1: FOOD REGULATIONS AND RESTRICTIONS:

A. **TITLE:** This Section of the Bartlett Municipal Code shall be known and hereinafter referred to as the "Bartlett Food Code".

B. **ADOPTION OF CODES:** Subject to the modifications hereinafter set forth, the following codes, regulations, and records are expressly incorporated into the Bartlett Municipal Code by reference and are adopted as the Bartlett Food Code, pursuant to Section 1-3-2 of the Illinois Municipal Code¹, which authorizes municipalities to incorporate by reference the provisions of nationally recognized technical codes and records:

The 2017 US Public Health Service FDA Food Code, including without limitation, the 2017 Annexes thereto listed as follows:

Annex 1	Compliance and Enforcement
Annex 2	References
Annex 3	Public Health Reasons/Administrative Guidelines
Annex 4	Management of Food Safety Practices – Achieving Active Managerial Control of Foodborne Illness Risk Factors
Annex 5	Conducting Risk – Based Inspections
Annex 6	Food Processing Criteria
Annex 7	Model Forms, Guides and Other Aids

C. **PENALTIES:** The Village of Bartlett shall be deemed the REGULATORY AUTHORITY as that term is defined in the 2017 US Public Health Service FDA Food Code. The REMEDIES set forth in Section 8-9 of the 2017 US Public Health

¹ 65 ILCS 5/1-3-2

Service FDA Food Code are hereby expressly re-incorporated herein by this reference are re-adopted and restated herein, including subparts 8-901, Administrative, Sections 8-902 through 8-908 inclusive; and Judicial, Sections 8-909 through 8-913 inclusive; as and for the penalties and remedies under the Bartlett Municipal Code for a violation or violations of the said 2017 US Public Health Service FDA Food Health Service Code. All references to the hearing officer referenced in Sections 8-906.20, 8-906.30 and 8-906.40 shall mean the administrative hearing officer appointed under Section 1-15-3.E.1. and/or Section 6-20-4 of the Bartlett Municipal Code, and who shall, in addition to said remedies, have the power and authority to impose a fine not to exceed Five Hundred Dollars (\$500.00) for any such violation(s). Each day on which a violation occurs is a separate violation. The said administrative hearing officer shall not have the power under Section 8-911.10 to order any period of imprisonment, but a judge may impose said fine and/or a sentence of imprisonment for a period of up to one (1) year for a violation of the 2017 US Public Health Service Food Code under Sections 8-911.10(B)(1) or 8-911.10(B)(2) thereof. The designated amount of the fine set forth in Sections 8-911.10(B)(1) and 8-911.10(B)(2) shall be not more than Five Hundred Dollars (\$500.00), and the designated amount of the civil penalty set forth in Section 8-913.10 shall not exceed Five Thousand Dollars (\$5,000.00).

SECTION THREE: Three copies of the 2017 US Public Health Service FDA Food Code, including the 2017 Annexes thereto, have heretofore been filed with and have remained on file in the office of the Village Clerk for not less than thirty (30) days before the adoption of this Ordinance adopting the 2017 US Public Health Service FDA Food Code by reference. Said copies of the 2017 US Public Health Service FDA Food Code heretofore filed in the office of the Village Clerk shall be kept available for public use, inspection and examination.

SECTION FOUR: SEVERABILITY. The various provisions of this Ordinance are to be considered as severable, and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION FIVE: REPEAL OF PRIOR ORDINANCES. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: EFFECTIVE DATE. This Ordinance shall become effective ten days after its passage, execution by the Village President and publication in pamphlet form as required by law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

STATE OF ILLINOIS)
) SS:
COUNTIES OF COOK,)
DUPAGE AND KANE)

CERTIFICATE OF PUBLICATION

I, Lorna Giles, certify that I am the duly elected and acting Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois.

I further certify that on March 5, 2019, the Corporate Authorities of such municipality passed and approved Ordinance 2019-_____, entitled:

“AN ORDINANCE AMENDING TITLE 4, CHAPTER 1, SECTION 4-1-1 OF THE BARTLETT MUNICIPAL CODE AND ADOPTING THE 2017 US PUBLIC HEALTH SERVICE FDA FOOD CODE BY REFERENCE”

which provided by its terms that it should be published in pamphlet form.

The pamphlet form of Ordinance 2019 - _____, including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the Bartlett Municipal Building, commencing on March 6, 2019, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the Village Clerk.

Dated at Bartlett, Illinois, this _____ day of March, 2019.

[SEAL]

Lorna Giles, Village Clerk



525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • www.dph.illinois.gov

MEMORANDUM

To: Local Health Department Administrators and Environmental Health Divisions

From: Jessica McAnelly, FDD Chief

Date: December 21, 2018

Re: Food Code Amendments Final

Effective December 21, 2018, the Illinois Food Code Part 750 amendments have been adopted. The amendments bring the following changes:

- January 1, 2019 implementation date for all local health departments to begin using the FDA Food Code and Department-approved inspection report
- Adoption of the 2017 FDA Food Code
- Removal of the inspection report from the code (instead of the actual report being within the code, a list of the contents of the form remains, but LHDs can find the Department-approved inspection report on the IDPH web portal)
- Removal of the grading scale from the inspection report
- Removal of all references of Food Service Sanitation Manager Certification (FSSMC)
- Sections of the 750 code have been renumbered

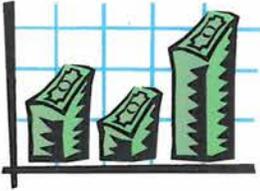
The Inspector's Field Guide will not be updated because the remaining sections of the 750 code are small and the FDA Food Code Annex Guide 3B will serve as guidance, as it is very comprehensive and easy to use.

You can find the amended 750 code and link to the 2017 FDA Food Code under Topics & Services/Food Safety/Retail Food on the IDPH website, www.dph.illinois.gov.

Please feel free to contact us with any questions at dph.food@illinois.gov.

From FDA: A print copy of the 2017 Food Code is now available for distribution from the CFSAN Education Resource Library, <https://epublication.fda.gov/epub/>.

Due to the limited number of print copies available, there is a limit of 1 print copy per individual/organization. The publication can also be downloaded from the catalog.



Village of Bartlett Finance Department Memo 19-04

DATE: February 21, 2019
TO: Paula Schumacher, Village Administrator
FROM: Chris Hostetler, IT Coordinator
SUBJECT: Computer Replacement Program Purchase

In December 1999 the Village Board adopted the village-wide Information Technology Plan. In the Plan, the Village approved the concept of implementing a replacement program for its computer inventory. The 2018-2019 fiscal year budget contains \$39,600 for the purchase of desktop computers to replace some of the Village's oldest, least powerful, computers. All of the computers being replaced are at least 4 years old. The Village had been on a 3-year replacement cycle until 2012 when the annual purchase was deferred. Since then, the Village has been on a 4-year replacement cycle.

New monitors are also included in this year's budget. We normally do not replace monitors each time we replace computers. However, some applications, such as the Village's ERP software, no longer display correctly on older monitors because the resolution required by the software is not supported by the monitors.

Computer manufacturers are, for the most part, unwilling to respond to bids or even RFP's unless you are a state government or very large city. Rather, most allow you to purchase under an existing government pricing program. All of the manufacturers have set up sections of their company to deal just with state and local governments and offer pricing accordingly. The Village of Bartlett is fortunate enough to be able to take advantage of joint purchasing through the State of Illinois and the Midwest Higher Education Compact (MHEC). The State of Illinois Joint Purchasing Act permits local governments to participate in these joint purchasing opportunities without repeating the bidding process.

The Village has standardized on business desktop computers from Dell Since 2001. Dell has consistently offered an excellent product and their support is superior to other manufacturers. Support and quick replacement of parts is very important for minimizing the impact of hardware failures on employees.

Dell desktop computers are available through joint purchase with Midwest Higher Education Compact. The Midwest Higher Education Compact is a compact of twelve states, including Illinois, whose mission includes cost savings for members through joint purchasing.

Staff recommends the purchase of 33 desktop computers and monitors from Dell for a total amount not to exceed \$36,274.

MOTION:

To approve the purchase of 33 computers and monitors from Dell through the Midwest Higher Education Compact Bid obtained by the State of Illinois in an amount not to exceed \$36,274.



Agenda Item Executive Summary

Item Name Lake St. Pump Station Upgrades Agreement
 between Independent Mechanical Industries, Inc. Committee
 and the Village of Bartlett or Board Board

BUDGET IMPACT

Amount:	\$685,500.00	Budgeted	\$800,000.00
List what fund	Water Fund		

EXECUTIVE SUMMARY

Bids were opened and read on February 21, 2019 for the Lake St. Pump Station Upgrades Project. Four (4) bids were received and ranged from \$685,500 to \$756,000. The low bidder, Independent Mechanical Industries, Inc., met all requirements per the contract documents therefore they are the lowest responsible and responsive bidder. Christopher B. Burke Engineering, Ltd. has worked with the contractor on similar projects and found their work acceptable.

We recommend award of the Lake St. Pump Station Upgrades Project to Independent Mechanical Industries, Inc.

ATTACHMENTS (PLEASE LIST)

Memo w/ bid tabulation, Resolution, Contract Agreement

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion:

MOTION: I move to approve Resolution 2019-_____, a Resolution Approving the Agreement Between Independent Mechanical Industries, Inc. and the Village of Bartlett for the Lake St. Pump Station Upgrades Project.

Staff: Dan Dinges, Director of Public Works

Date: 02/22/19



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

February 22, 2019

Village of Bartlett
1150 Bittersweet Drive
Bartlett IL 60103

Attention: Mr. Daniel Dinges
Director of Public Works

Subject: **Lake Street Pump Station Upgrades**

Bidding Analysis and Award Recommendation
(CBBEL Project No. 16-0087)

Dear Mr. Dinges:

The Village received bids for the **Lake Street Pump Station Upgrades** project on February 21, 2019 at 2:00 p.m. Four (4) bids were received, opened, and read aloud as summarized on the attached Tabulation of Bids.

Review of Bids Received:

CBBEL reviewed the bids for:

- Bidder's Acknowledgement of Receipt of **Addenda 1 & 2** – All bidders acknowledged receipt of the Addenda
- Consistency between the "**Bid as Read**" and the summation of the bidding line items in the bidder's proposals – No inconsistency was found for any of the bids
- Bidder's **Signature** of the Bid Form or Proposal – Each bidder signed their bid
- Bidder's indication of **Manufacturer or Supplier** to be furnished and installed – Each Bidder indicated which of the listed manufacturers or suppliers in the table in the bid form the bidder will utilize for the project
- Bidder's inclusion of **Bid Bond/Bid Security** – All bidders provided a Bid Bond

Review of the Low Bid:

Independent Mechanical Industries, Inc., 4155 N. Knox Avenue, Chicago, IL 60641 submitted the low bid in the amount of Six Hundred Eighty-Five Thousand Five Hundred Dollars (\$685,500.00). Independent Mechanical Industries, Inc. has performed work another recent CBBEL project for the O'Hare Modernization Program. From this direct experience, it is our opinion that Independent Mechanical Industries, Inc. is qualified to perform the work required for the subject.

Bid Amount and Engineer's Opinion of Probable Construction Cost:

The Engineer's Opinion of Probable Construction Cost (EOPCC) for the **Lake Street Pump Station Upgrades** project was \$784,500.00. Independent Mechanical Industries, Inc.'s bid of \$685,500.00 is 12.6% below the EOPCC. The Village's project planning budget for this project was \$800,000.

Recommendation for Award:

From the above analysis of bids, it is CBBEL's opinion that Independent Mechanical Industries, Inc. submitted the low responsive and responsible bid for the **Lake Street Pump Station Upgrades** project in the amount of **Six Hundred Eighty-Five Thousand Five Hundred Dollars (\$685,500.00)**. CBBEL therefore recommends that the Village Award the **Lake Street Pump Station Upgrades** project to:

Independent Mechanical Industries, Inc.
4155 N. Knox Avenue
Chicago, IL 60641

in the amount of:

Six Hundred Eighty-Five Thousand Five Hundred Dollars (\$685,500.00).

Do not hesitate to contact us if you require further information or have any questions regarding our recommendation for award.

Sincerely,



Mark E. Emory, PE
Head, Pumping Applications Section

MEE/pjb

VILLAGE OF BARTLETT
 LAKE STREET PUMP STATION UPGRADES
 Bid Opening Date: 2/21/2019 CBBEL # 16-0087

Boller Construction Company, Inc.

JJ Henderson Construction, Inc.

Mechanical Inc.

Independent Mechanical Industries, Inc.

Engineer's Estimate of Cost

Spec. No.	Description	Unit	Quantity	Unit Price	Total Price
01 10 00/01	Mobilization, Demob. & Contract Administration	LS	1	\$ 25,000.00	\$ 25,000.00
01 50 00/01	Temporary VFD Pump Operation by May 15, 2019	LS	1	\$ 15,000.00	\$ 15,000.00
01 55 00/01	Demolition	LS	1	\$ 30,000.00	\$ 30,000.00
09 90 00/01	Painting	LS	1	\$ 30,000.00	\$ 30,000.00
10 20 00/01	Louwer Rehabilitation	LS	1	\$ 7,000.00	\$ 7,000.00
11 14 00/01	Sodium Hypochlorite System	LS	1	\$ 35,000.00	\$ 35,000.00
22 41 00/01	Plumbing	LS	1	\$ 15,000.00	\$ 15,000.00
23 73 00/01	HVAC - AC 1	LS	1	\$ 33,000.00	\$ 33,000.00
26 00 20/01	Electrical Work	LS	1	\$ 100,000.00	\$ 100,000.00
26 09 00/01	Controls, Instrumentation, VFD's and SCADA	LS	1	\$ 68,000.00	\$ 68,000.00
26 24 19/01	Motor Control Center (MCC)	LS	1	\$ 140,000.00	\$ 140,000.00
26 32 13/01	Emergency Generator	LS	1	\$ 45,000.00	\$ 45,000.00
26 49 00/01	Arc Flash Study	LS	1	\$ 12,000.00	\$ 12,000.00
26 51 00/01	Interior Lighting Replacement (Budget Allowing)	LS	1	\$ 4,500.00	\$ 4,500.00
33 42 00/01	Pumps 1 - 3	Each	3	\$ 27,000.00	\$ 81,000.00
33 45 00/01	Piping	LS	1	\$ 120,000.00	\$ 120,000.00
34 45 00/02	Valves	LS	1	\$ 24,000.00	\$ 24,000.00
Total				\$ 784,500.00	\$ 784,500.00

Unit Price	Total Price
\$ 25,000.00	\$ 25,000.00
\$ 15,000.00	\$ 15,000.00
\$ 30,000.00	\$ 30,000.00
\$ 30,000.00	\$ 30,000.00
\$ 7,000.00	\$ 7,000.00
\$ 35,000.00	\$ 35,000.00
\$ 15,000.00	\$ 15,000.00
\$ 33,000.00	\$ 33,000.00
\$ 100,000.00	\$ 100,000.00
\$ 68,000.00	\$ 68,000.00
\$ 140,000.00	\$ 140,000.00
\$ 45,000.00	\$ 45,000.00
\$ 12,000.00	\$ 12,000.00
\$ 4,500.00	\$ 4,500.00
\$ 27,000.00	\$ 81,000.00
\$ 120,000.00	\$ 120,000.00
\$ 24,000.00	\$ 24,000.00
Total \$ 784,500.00	

Unit Price	Total Price
\$ 11,500.00	\$ 11,500.00
\$ 14,100.00	\$ 14,100.00
\$ 14,700.00	\$ 14,700.00
\$ 13,000.00	\$ 13,000.00
\$ 4,600.00	\$ 4,600.00
\$ 33,500.00	\$ 33,500.00
\$ 21,100.00	\$ 21,100.00
\$ 12,300.00	\$ 12,300.00
\$ 123,800.00	\$ 123,800.00
\$ 101,500.00	\$ 101,500.00
\$ 101,800.00	\$ 101,800.00
\$ 52,200.00	\$ 52,200.00
\$ 10,500.00	\$ 10,500.00
\$ 9,000.00	\$ 9,000.00
\$ 30,066.67	\$ 90,200.00
\$ 31,000.00	\$ 31,000.00
\$ 40,700.00	\$ 40,700.00
Total \$ 685,500.00	

Unit Price	Total Price
\$ 22,000.00	\$ 22,000.00
\$ 29,000.00	\$ 29,000.00
\$ 10,000.00	\$ 10,000.00
\$ 6,000.00	\$ 6,000.00
\$ 14,000.00	\$ 14,000.00
\$ 45,000.00	\$ 45,000.00
\$ 6,000.00	\$ 6,000.00
\$ 5,000.00	\$ 5,000.00
\$ 111,000.00	\$ 111,000.00
\$ 112,000.00	\$ 112,000.00
\$ 112,000.00	\$ 112,000.00
\$ 47,000.00	\$ 47,000.00
\$ 14,000.00	\$ 14,000.00
\$ 19,000.00	\$ 19,000.00
\$ 31,333.33	\$ 94,000.00
\$ 29,000.00	\$ 29,000.00
\$ 43,000.00	\$ 43,000.00
Total \$ 718,000.00	

Unit Price	Total Price
\$ 85,000.00	\$ 85,000.00
\$ 15,000.00	\$ 15,000.00
\$ 15,000.00	\$ 15,000.00
\$ 6,000.00	\$ 6,000.00
\$ 10,000.00	\$ 10,000.00
\$ 32,000.00	\$ 32,000.00
\$ 33,000.00	\$ 33,000.00
\$ 10,000.00	\$ 10,000.00
\$ 110,000.00	\$ 110,000.00
\$ 94,000.00	\$ 94,000.00
\$ 92,000.00	\$ 92,000.00
\$ 42,000.00	\$ 42,000.00
\$ 8,000.00	\$ 8,000.00
\$ 9,000.00	\$ 9,000.00
\$ 26,000.00	\$ 78,000.00
\$ 70,000.00	\$ 70,000.00
\$ 42,000.00	\$ 42,000.00
Total \$ 751,000.00	

Unit Price	Total Price
\$ 36,000.00	\$ 36,000.00
\$ 25,000.00	\$ 25,000.00
\$ 32,000.00	\$ 32,000.00
\$ 6,000.00	\$ 6,000.00
\$ 12,000.00	\$ 12,000.00
\$ 32,000.00	\$ 32,000.00
\$ 12,000.00	\$ 12,000.00
\$ 12,000.00	\$ 12,000.00
\$ 100,000.00	\$ 100,000.00
\$ 100,000.00	\$ 100,000.00
\$ 100,000.00	\$ 100,000.00
\$ 55,000.00	\$ 55,000.00
\$ 13,000.00	\$ 13,000.00
\$ 18,000.00	\$ 18,000.00
\$ 29,000.00	\$ 87,000.00
\$ 78,000.00	\$ 78,000.00
\$ 38,000.00	\$ 38,000.00
Total \$ 756,000.00	

\$ 756,000.00

\$ 751,000.00

\$ 718,000.00

\$ 685,500.00

\$ 784,500.00

\$ 784,500.00

TOTALS AS READ

\$ 751,000.00

RESOLUTION 2019 – _____

A RESOLUTION AWARDING CONTRACT AND APPROVING THE CONTRACT AGREEMENT BETWEEN INDEPENDENT MECHANICAL INDUSTRIES, INC. AND THE VILLAGE OF BARTLETT FOR THE LAKE ST. PUMP STATION UPGRADES PROJECT

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: That the contract for the construction of the Lake St. Pump Station Upgrades (the "Project") is awarded to Independent Mechanical Industries, Inc. (the "Contractor"), being the lowest responsive and responsible bidder meeting the specifications for the Project.

SECTION TWO: The Contract Agreement between Independent Mechanical Industries, Inc. and the Village of Bartlett dated March 5, 2019 (the "Contract Agreement") for the construction of the Project for the sum of \$685,500 (based on the bids for each unit item as set forth in the Contract Documents), a copy of which Contract Agreement is attached hereto, is hereby approved, and the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Contract Agreement on behalf of the Village of Bartlett.

SECTION THREE: SEVERABILITY. The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: March 5, 2019

APPROVED: March 5, 2019

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2019 - _____ enacted on March 5, 2019, and approved on March 5, 2019, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

SECTION 00 52 43

CONTRACT AGREEMENT

THIS AGREEMENT, made this 5th day of March, 2019 by and between the **Village of Bartlett** hereinafter called "Owner", and **Independent Mechanical Solutions, Inc.**, hereinafter called "Contractor".

WITNESSETH:

WHEREAS, Owner has heretofore, solicited Bids for all the Work and improvements and for the doing of all things included within the hereinafter specified and related to the **Lake Street Pump Station Upgrades**.

WHEREAS, Owner did on the 5th day of March, 2019, find that Contractor was the lowest responsible bidder for hereinafter specified Work and did award Contractor a contract for said Work.

NOW, THEREFORE, for and in consideration of their mutual promises, covenants, undertaking and agreements, the parties hereto do hereby agree as follows:

ARTICLE I - WORK TO BE DONE BY CONTRACTOR

Contractor agrees, at his/her own cost and expense, to do all the Work and to furnish all the labor, materials, equipment and other property necessary to perform and complete all the Work and improvements required for and related to the **Lake Street Pump Station Upgrades** all in full accordance with and in compliance with and as required by the hereinafter specified Contract Documents, including any and all Addenda for said Work, and to do, at his/her own cost and expense, all other things required of the Contractor by said Contract Documents for said Work.

All Work shall be performed in accordance with applicable laws and government agency regulations and rules; Authorities having jurisdiction; OSHA regulations and rules; and any applicable rules and regulations of the **State of Illinois** or **Cook County** agencies. Furthermore, and as related to the Work, the Contractor shall give notices and comply with applicable laws, ordinances, rules, regulations, and lawful orders of all public authorities bearing on the safety of persons or property or their protection from damage, injury or loss.

ARTICLE II - CONTRACT DOCUMENTS

The Contract Documents herein named include all of the following component parts, all of which are as fully a part of this Contract as if herein set out verbatim, or if not attached, as if hereto attached:

1. Instructions to Bidders
2. Bidding Requirements

3. Bid Form
4. This Contract Agreement
5. General Conditions of the Contract
6. Supplementary Conditions
7. Contract Specifications
8. Contract Drawings
9. All Bonds, Insurance Certificates and Insurance Policies mentioned or referred to in the foregoing Documents.
10. Any and all other Documents or Papers included or referred to in the foregoing Documents.
11. Any and all Addenda to the foregoing.

ARTICLE III - CONTRACT PRICE

The Contractor agrees to receive and accept the following total lump sum bid price (and as may be adjusted for unit price work actually performed) as full compensation for furnishing all materials and equipment and for doing all the Work contemplated and embraced in this Agreement; also for all loss or damage arising out of the nature of the Work aforesaid, or from the action of the elements, or from any unforeseen difficulties or obstructions which may arise or be encountered in the prosecution of the Work until its acceptance by the Owner, and for all risks of every description connected with the Work; also for well and faithfully completing the Work, and the whole thereof, in the manner and according to and in compliance with the Contract Documents and the requirements of the Engineer under them; also for any and all other things required by the Contract Documents, to wit:

Owner agrees to pay Contractor for performance of Work in accordance with the Contract Documents in current funds as follows:

Total Contract Price of Six Hundred Eighty-Five Thousand Five Hundred Dollars
(\$685,500.00). (in writing)
(in figures)

ARTICLE IV - CONTRACT TIME

The Work of this Contract shall include all Work in accordance with the Contract Documents prescribed and specified and as related to the **Lake Street Pump Station Upgrades**. The Work of this Contract shall install, test and make operational the temporary variable frequency drive by May 15, 2019 with the remainder of the Work to be completed within **195 250^{Add.1} consecutive calendar days** from the date which the Notice to Proceed is issued. The Contractor agrees to commence Work under this Contract within **ten calendar days** after the receipt from the Owner of a fully executed Agreement and Notice to Proceed and to fully complete all Work included in this Contract to the point of final acceptance by the Owner within the previously specified time period.

ARTICLE V - LIQUIDATED DAMAGES

OWNER and CONTRACTOR recognize that time is of the essence in this Agreement and that OWNER will suffer financial loss if the Work is not completed within the time specified above, plus any extensions thereof allowed by the Owner in writing. They also recognize the delays, expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER, and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER **\$1,000.00 for each calendar day** that expires after the specified completion time for the installation of the temporary variable frequency drive and \$500 for each calendar day that expires after the specified completion time for the remainder of the Work until the Work is completed and Final Acceptance is made by the Owner. In addition, the Contractor agrees that additional liquidated damages shall be paid to the Owner as applicable and in accordance with Section 01 31 10 of the Specifications and/or other provisions of the Contract Documents.

ARTICLE VI - PAYMENTS TO CONTRACTOR

General: Owner agrees with said Contractor to employ and does hereby employ, the said Contractor to provide the materials and do all the Work and do all other things hereinabove mentioned according to the terms and conditions hereinabove contained or referred to for the Total Contract Price aforesaid and hereby contracts to pay the same at the time, in the manner and upon the condition set forth or referred to hereinafter; and the said parties for themselves, their heirs, executors, administrators, successors and assigns do hereby agree to the full performance of the covenants herein contained.

Waiver of Lien. The Contractor shall submit Partial Waivers of Lien acceptable to the OWNER prior to receiving his/her monthly payment and a Final Waiver of Lien before receiving his/her final payment. Three (3) originally signed copies of each of these Waivers shall be delivered to the ENGINEER together with the Contractor's application for payment. A Partial and Final Waiver of Lien shall also be required from each subcontractor and material supplier before a partial or final payment is made.

Application for Payment: CONTRACTOR shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions.

Progress Payments: OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR'S Applications for Payment as recommended by ENGINEER, on or about the fifteenth day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the schedule of values provided for in Paragraph 14.1 of the General Conditions. Waivers of Lien shall be provided with each pay request.

Retention of Payment: Retention for payment shall be as follows: For the first 50 percent of completed Work, there shall be deducted 10 percent to be retained until after the completion

of the entire Work to the satisfaction of the Owner. After 50 percent or more of the Work is completed, the Owner may, at his/her discretion, certify the remaining partial payments without any further retention, provided that satisfactory progress is being made and provided that the amount retained is not less than 5 percent of the total adjusted Contract Price.

Final Payment: Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by the ENGINEER as provided in said Paragraph 15.06.

IN WITNESS WHEREOF, the parties hereto have caused this Instrument to be executed the day and year first above written.

INC. **INDEPENDENT MECHANICAL INDUSTRIES,**
Contractor
By _____
(SEAL) Title _____

ATTEST:

TITLE: _____

VILLAGE OF BARTLETT
Owner
By _____
(SEAL) Title _____

ATTEST:

TITLE: _____

IMPORTANT

NOTE: If the Contractor is a corporation, the legal name of the corporation shall be set forth above, together with the signature of the officer or officers authorized to sign contracts on behalf of the corporation; if Contractor is a co-partnership, the true name of the firm shall be set forth above, together with the signatures of all partners; and if the contractor is an individual, his/her signature shall be placed above. If signature is by an agent other than an officer of a corporation or a member of a partnership, a power-of-attorney must be attached hereto. Signature of Contractor shall also be acknowledged before a Notary Public or other person authorized by law to execute such acknowledgment.

END OF SECTION



Agenda Item Executive Summary

Item Name Invest in Cook Grant Support Resolution Committee or Board Board

BUDGET IMPACT			
Amount:	\$188,000	Budgeted	\$405,000
List what fund	Grant & General Funds		
EXECUTIVE SUMMARY			
<p>The Village applied for and was awarded \$75,000 for the Design Engineering of the West Bartlett Rd/Devon Ave Drainage Swale and Bike Path Replacement Project through the Cook County Department of Transportation and Highways' (DOH) Invest in Cook Grant in August of 2017. Engineering Resource Associates, Inc. (ERA) was selected to perform the design engineering and has recently finished the full design work and early permitting processes for this project. The Village applied for the Construction phase of this project last year through the Invest in Cook Grant and other grants. The Village was one of the finalists for the grant award, but was unfortunately not awarded last year.</p> <p>The third year of the Invest in Cook Grant launched in January and closes on March 15th. This year, Staff believes it would be beneficial to apply again for the construction phase of this project. This year, there is a minimum of a 1-1 match with the grant for the construction phase of projects for municipalities with our economic demographics. The local share for this project, including construction engineering, is estimated to be around \$188,000. The local share is included in the Village's five-year Capital Improvement Program (CIP). It is required through the Grant Program that a municipality pursuing funding for the construction phase of a project approve a Resolution of Support of the project and include the approved Resolution with the application to the DOH. A copy of the Resolution has been attached for your review and Village Board Approval.</p>			
ATTACHMENTS (PLEASE LIST)			
Memo Resolution			

ACTION REQUESTED

- For Discussion Only
- ✓ Resolution
- Ordinance
- ✓ Motion: **MOVE TO APPROVE RESOLUTION#2019-___-R, A RESOLUTION OF SUPPORT FOR THE SUBMITTAL OF AN INVEST IN COOK GRANT FOR THE CONSTRUCTION OF THE WEST BARTLETT RD/DEVON AVE DRAINAGE SWALE AND BIKE PATH REPLACEMENT PROJECT.**

Staff: Dan Dinges, Director of Public Works Date: 2/25/2019

Memo

To: Paula Schumacher, Village Administrator
From: Dan Dinges, Director of Public Works
Subject: Invest in Cook Grant Support Resolution
Date: February 25, 2019

BACKGROUND

The Village applied for and was awarded \$75,000 for the Design Engineering of the West Bartlett Rd/Devon Ave Drainage Swale and Bike Path Replacement Project through the Cook County Department of Transportation and Highways' (DOTH) Invest in Cook Grant in August of 2017. Engineering Resource Associates, Inc. (ERA) was selected to perform the design engineering, and has recently finished the full design work and early permitting processes for this project. The Village applied for the Construction phase of this project last year through the Invest in Cook Grant and other grants. The Village was one of the finalists for the grant award, but was unfortunately not awarded last year.

DISCUSSION

The third year of the Invest in Cook Grant launched in January and closes on March 15th. This year, Staff believes it would be beneficial to apply again for the construction phase of this project. This year, there is a minimum of a 1-1 match with the grant for construction for municipalities with our economic demographics. The local share for this project, including construction engineering, is estimated to be around \$188,000. The local share is included in the Village's five-year Capital Improvement Program (CIP). It is required through the Grant Program that a municipality pursuing funding for the construction phase of a project approve a Resolution of Support of the project and include the approved Resolution with the application to the DOTH. A copy of the Resolution has been attached for your review.

MOTION

I MOVE TO APPROVE RESOLUTION #2019-____-R, A RESOLUTION OF SUPPORT FOR THE SUBMITTAL OF AN INVEST IN COOK GRANT FOR THE CONSTRUCTION OF THE WEST BARTLETT ROAD/DEVON AVE DRAINAGE SWALE AND BIKE PATH REPLACEMENT PROJECT.

RESOLUTION 2019 - ___ - R

**A RESOLUTION OF SUPPORT FOR THE SUBMITTAL OF AN INVEST IN COOK
GRANT FOR THE CONSTRUCTION OF THE WEST BARTLETT RD/DEVON AVE
DRAINAGE SWALE & BIKE PATH REPLACEMENT PROJECT**

WHEREAS, The Cook County Department of Transportation and Highways (“the Authority”) has provided funding for projects within the County; and

WHEREAS, the Authority has the power to expend funds for use in connection with these projects; and

WHEREAS, creating an ADA compliant and safer trail system for pedestrians is an important goal of the Village and Cook County’s *Connecting Cook County* Long Range Plan; and

WHEREAS, the Village is applying for an Invest in Cook Grant that would allow the Village to improve and construct the drainage swale and replace the bike path along West Bartlett Road and Devon Avenue; and

WHEREAS, the Authority has the power to make and execute all contracts and other instruments necessary or convenient to the exercise of its powers; and

WHEREAS, approval for said funds will impose certain financial obligations upon the Village of Bartlett; and

WHEREAS, if awarded the grant, the Village of Bartlett intends on obligating any required local share in its Capital Improvement Program (CIP);

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: The preambles of this Resolution are hereby incorporated into this text as if set out herein in full.

SECTION TWO: That the Village President is authorized to execute and file applications on behalf of the Village of Bartlett with the Cook County Department of Transportation and Highways and the Invest in Cook Grant.

SECTION THREE: That the Village President is authorized to furnish such additional information, assurances, certifications and amendments as the Cook County Department of Transportation and Highways may require with submittal of this Invest in Cook Grant.

SECTION FOUR: That the Village President is authorized and directed on behalf of the Village of Bartlett to execute and deliver grant applications, agreements and all subsequent amendments thereto between the Village of Bartlett and the Cook County Department of Transportation and Highways Invest in Cook Grant.

SECTION FIVE: That the Village President is authorized and directed to take such action as is necessary or appropriate to implement, administer and enforce said agreements and all subsequent amendments thereto on behalf of the Village of Bartlett.

SECTION SIX: SEVERABILITY. The various provision of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION SEVEN: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION EIGHT: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED March 5, 2019

APPROVED March 5, 2019

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2019 - ___-R, enacted on March 5, 2019, and approved on March 5, 2019, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

Memo

To: Paula Schumacher, Village Administrator
From: Dan Dinges, Director of Public Works
Subject: **Bartlett Complete Public Tree Inventory Contract Award**
Date: February 25, 2019

BACKGROUND

In December 2018, the Village of Bartlett was awarded \$15,000 in assistance to complete a public tree inventory through the Urban Forestry and Community Grant from the Morton Arboretum. With this grant, the Village is able to hire a contractor to perform this work to have a fully accurate and complete inventory of all trees in the Village right-of-way and owned areas. The Village Board approved the Agreement with the Morton Arboretum on the December 18th Board Meeting.

DISCUSSION

The Village posted a Notice to Bidders on January 23, 2019 for the Complete Public Tree Inventory Project with a public bid opening held on February 13, 2019 at 10:00 am. Three (3) bids were submitted, though one (1) was disqualified due to not submitting the bid on time. Of the two (2) bid proposals that were included, the proposals were \$46,370 and \$47,750, with the lowest bid coming from Graf Tree Care out of Batavia, Illinois. Estimations for the project were between \$40,000 - \$50,000. A bid tally sheet is attached for your review.

RECOMMENDATION

Based upon the bids and references provided, Staff recommends awarding the project and entering into an agreement with Graf Tree Care for the Bartlett Complete Public Tree Inventory.

MOTION

I MOVE TO APPROVE RESOLUTION #2019-____-R, A RESOLUTION APPROVING THE CONTRACT BETWEEN THE VILLAGE OF BARTLETT AND GRAF TREE CARE FOR THE BARTLETT COMPLETE PUBLIC TREE INVENTORY



VILLAGE OF BARTLETT

Complete Public Tree Inventory
BID TABULATION
 February 13, 2019

Graf Tree Care	Davey Resource Group
-----------------------	----------------------

Item No.	Items	Unit	Quantity	Unit Price	Total	Unit Price	Total
	Tree Inventory		1				
	TOTAL				\$46,370.00		\$47,750.00

RESOLUTION 2019 - ___ - R

A RESOLUTION APPROVING THE CONTRACT BETWEEN THE VILLAGE OF BARTLETT AND GRAF TREE CARE FOR THE BARTLETT COMPLETE PUBLIC TREE INVENTORY

BE IT RESOLVED by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

SECTION ONE: That the total bid for the Village's Bartlett Complete Public Tree Inventory Project, as more fully set forth in the Agreement hereinafter described in Section Two hereof (the "Project Work"), is hereby approved and a contract is hereby awarded to the following contractor as the lowest responsible and responsive bidder meeting specifications:

Graf Tree Care (the "Contractor") at the unit pricing set forth in its bid, which when applied to the estimated quantities for the Project Work, total \$46,370.00.

SECTION TWO: That the Bartlett Complete Public Tree Inventory Project Agreement between the Village of Bartlett and the Contractor for the Project Work, a copy of which is appended hereto and expressly incorporated herein by this reference (the "Agreement"), is hereby approved.

SECTION THREE: The Village President and Village Clerk are authorized to sign and attest, respectively, the Agreement on behalf of the Village.

SECTION FOUR: SEVERABILITY. The various provision of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

SECTION FIVE: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED March 5, 2019

APPROVED March 5, 2019

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Resolution 2019 - ___-R, enacted on March 5, 2019, and approved on March 5, 2019, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

**BARTLETT COMPLETE PUBLIC TREE INVENTORY
PROJECT AGREEMENT**

This Bartlett Complete Public Tree Inventory Project Agreement (the "Agreement") is entered this 5 day of March, between the Village of Bartlett, an Illinois home rule municipality (the "Village" or "Owner") and Graf Tree Care (the "Contractor") (collectively, the "Parties").

IN CONSIDERATION of the covenants and conditions herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by the Parties, the Parties hereby agree as follows:

Project Work.

a. For the inventory of all trees within the Village owned right-of-way and property. This work includes GIS locations and the use of equipment capable of being implemented into the Village's own GIS system. No other program or system will be purchased by the Village, nor will be accepted in a Bidder's Proposal.

b. Contract Documents mean and include: (i) this Agreement; (ii) General Conditions and Instructions to Bidders and General Requirements attached hereto and incorporated herein; (iii) all Specifications, Plans and Drawings attached hereto as and incorporated herein; (iv) the Performance and Payment Bond or Letter of Credit as defined herein; and (v) Addenda 1 attached hereto and incorporated herein (collectively, the "Contract Documents"). The Contract Documents are expressly incorporated into and made a part of this Agreement as though fully set forth herein. In the event of any conflict between the terms and conditions of any of the Contract Documents, the most stringent requirements shall control.

Completion Date. Contractor shall complete the Project Work in strict compliance with the requirements herein on or before September 13, 2019.

A. **Payment Procedure.** The payment procedures are as follows:

1. All payments under the Agreement shall be based on the unit prices set forth in Contractor's Schedule of Prices (the "Lump Sum"); attached hereto and incorporated and based on actual quantities supplied and installed/constructed by the Contractor in accordance with the terms and conditions herein, as determined and certified by the Village or its Engineer.

2. Neither Owner nor Engineer guaranty the accuracy of the estimated units for completion of the Project Work. In no event shall Contractor be entitled to any additional compensation for lost profits and/or revenues due to estimated units exceeding actual units.

3. In addition to the payment request documentation set forth under the Contract, Contractor shall provide the following documentation to the Village and the Engineer:

a. Contractor shall provide monthly invoices to the Village throughout the Project Work. It shall be a condition precedent to the Village obligation to make a monthly progress payment that the Contractor shall have submitted to the Engineer, on or before the first day of the month in which the Contractor is applying for a payment, the following documentation, which shall hereinafter collectively be referred to as the "Contractor's Progress Payment Documents".

(i) An itemized Application of Payment for operations completed in accordance with the schedule of values, supported by such data to substantiate the Contractor's right to payment as the Village and the Engineer may require, such as copies of requisitions from material suppliers, and reflecting a 5% retainage until after final acceptance has been made by the Village. Payment shall be further reduced by such additional amounts that the Village determines for non-conforming work and unsettled claims.

(ii) A general Contractor's Sworn Statement in form customarily used by Chicago Title and Trust Company. ("Contractor's Sworn Statement")

(iii) Current Partial Waivers of Lien from the Contractor and from all subcontractors of every tier and all of the material suppliers that supplied labor and/or material in connection with the Project covering such period.

(iv) All of the Contractor's Progress Payment Documents shall be signed, sworn to and notarized.

(v) Certified Payrolls (defined below)

(vi) Such additional documentation and/or information requested by the Village and /or Engineer relative to said payment.

b. It shall be a condition precedent to any payment required by the Village hereunder, that the Village and the Engineer has determined that the Project Work being invoiced is free from any defects and has been completed in strict compliance with the terms and conditions herein. The Village shall deduct from the final payment hereunder, amounts as determined for incomplete work, including but not limited to punch list work, and any required Restoration Work, and for any unsettled claims. Payments shall be further contingent upon the consent of the surety issuing the performance and payment bonds and/or other bond hereunder to said payment. Any amounts required to be withheld from said payment by the surety shall be withheld without any liability to the Village.

c. Following completion of the Project Work, Contractor shall furnish the Village the following documents: (1) final lien waivers from (i) Contractor; (ii) all subcontractors of every tier that furnished labor and/or materials for the Project Work; and (iii) all suppliers that furnished materials in connection with the Project Work; all of which shall be signed and notarized; (2) Certified Payrolls; and (3) such additional documentation and/or information requested by the Village relative to said payment.

d. In the event the Contractor, and or Village and/or Engineer is in receipt of any claim(s) for lien and/or other notice of any claim in connection with the Project, the amount claimed shall be held out from payment for a period of at least 120 days to determine whether said claimant files a lawsuit to foreclose or otherwise adjudicate its lien claim. In the event a lawsuit is in fact filed within the statutory period, the Village, in its sole discretion, may elect to (a) file an interpleader action and/or intervene in the lawsuit and deposit the amount in question with the Clerk of the Court or (b) continue to hold said disputed sum until the lawsuit has been fully adjudicated or settled, or (c) elect to pay said disputed sum to the Contractor after having first received such additional indemnification agreement(s) and surety bond(s) as are acceptable to the Village. In the event the lien claimant fails to file a lawsuit within the applicable statutory period, the Contractor shall either furnish a release or final waiver from said lien claimant or furnish the Village with an indemnification agreement and an additional mechanic's lien bond in form approved by the Village issued by a surety company acceptable to the Village.

e. It shall also be a condition precedent to any payment hereunder that contractor must complete and submit certified payrolls to the Village covering all payouts no less than once a month in strict compliance with the Prevailing Wage Act (820 ILCS 130/01, et seq.) (the "Certified Payrolls"). The Village will not process or release any payments prior to receiving the Certified Payrolls relative to each applicable pay application.

f. Notwithstanding the foregoing, in no event shall the Village's acceptance of the Project Work, Contractor's Payment Request Documentation, Engineer's Certification, and/or the Village's payments to Contractor be deemed a waiver, express or implied, of any warranties and/or guaranties required herein.

B. Non-Discrimination. Contractor shall not discriminate against any worker, employee or applicant for employment because of religion, race, sex, sexual orientation, color, national origin, marital status, or ancestry, age, physical or mental disability unrelated to ability, or an unfavorable discharge from the military service, nor otherwise commit an unfair employment practice.

C. Compliance with Law. All goods, equipment, materials, and all labor furnished by or on behalf of Contractor and/or Contractor's agents (defined below) shall comply with all applicable federal, state and local laws, rules, regulations, ordinances, statutes, and codes relative thereto including, but not limited to, the Illinois Department of Transportation (IDOT), Federal Occupational Safety and Health Act (OSHA), the Americans with Disabilities Act of 1990 as amended, the Illinois Department of Labor (IDOL), US Department of Labor (USDOL), the Human Rights Commission, the Illinois Department of Human Rights, EEOC, Environmental laws (defined below), and all Village of Bartlett Building Code (collectively, the "Laws"). To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Village of Bartlett and its, officials, officers, agents, consultants from loss or damage, including but not limited to, attorney's fees, and other costs of defense by reason of actual or alleged violations of any of the Laws. In the event of any conflict and/or inconsistencies between any of the Laws, the most stringent Laws shall be controlling and applicable to

the Project Work. This obligation shall survive the expiration and/or termination of this Agreement.

D. Indemnification. To the fullest extent permitted by law, the Contractor shall indemnify, defend and hold harmless the Village of Bartlett, and its officials, officers, employees, agents, consultants, successors and assigns (collectively, the "Indemnified Parties"), against all injuries, deaths, damage to property, loss, damages, claims, suits, liens, lien rights, liabilities, judgments, costs and expenses which may in any way arise directly or indirectly from the Project Work, Repair Work and/or Warranty Work provided hereunder, and/or any acts and/or omissions of or on behalf of the Contractor, its employees, contractors, subcontractors of any tier, suppliers, and/or agents and/or any person and/or entity acting on behalf of any of them and/or anyone directly or indirectly employed by any of them and/or anyone for whose acts and/or omissions any of them may be liable (collectively, "Contractors Agents"); except to the extent caused by the negligence of a party indemnified hereunder. In which case, Contractor shall at its own expense, appear, defend and pay all charges of attorneys and costs and other expenses arising there from or incurred in connection therewith, and if any judgment shall be rendered against the Indemnified Parties or any of them, in any such action, Contractor agrees that any bond or insurance protection required herein, or otherwise provided by Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Indemnified Parties as herein provided. This obligation shall survive the expiration and/or termination of the Agreement. Contractor shall similarly protect, indemnify and hold and save harmless the Indemnified Parties against and from any and all claims, costs, causes, actions and expenses including but not limited to attorney's fees, incurred by reason of Contractor's breach of any of its obligations under, or Contractor's default of, any provision of the Agreement. This obligation shall survive the expiration and /or termination of the Agreement.

E. Binding Obligation and Non-Assignability. Contractor shall not assign the whole or any part of this Agreement without the written consent of the Village. All subcontractors shall be approved by the Village. Any such assignment by Contractor without the Village's written approval shall be null and void.

F. Taxes. The Village is a Tax Exempt Organization and is not subject to sales, consumer, use, and other similar taxes required by law. This exemption does not, however, apply to tools, machinery, equipment or other property leased by the Contractor, or to suppliers and materials which, even though they are consumed are not incorporated into the completed Project Work. The Contractor shall be responsible for and pay any and all applicable taxes, including sales and use taxes, on such leased tools, machinery, equipment or other property and upon such unincorporated supplies and materials. All such taxes are included in the unit pricing set forth in the Contractor's proposal.

G. Investigations by Contractor. Contractor has made such investigations as it deems necessary to perform the Project Work, including but not limited to, inspection of all Project Sites and represents and warrants that the Specifications, Plans, Drawings and other Contract Documents as defined in the General Conditions are adequate and

the required result can be produced there under. No plea of ignorance of conditions that exist or of conditions or difficulties that may be encountered in the execution of the Project Work under this Agreement as a result of failure to make the necessary investigations will be accepted as an excuse for any failure or omission on the part of Contractor to fulfill in every detail all of the requirements of this Agreement, or will be accepted as a basis for any claims whatsoever, for extra compensation.

H. Insurance. Contractor shall procure and maintain for the duration of the contract, and for three (3) years thereafter, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, its agents, representatives, employees or subcontractors.

1. Minimum Scope and Limits of Insurance

a. Coverage shall be at least as broad as:

- i. Commercial General Liability (CGL): Insurance Services Office Form CG 00 01 covering CGL on an "occurrence" basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits no less than \$1,000,000 per occurrence with a general aggregate limit no less than \$2,000,000.
- ii. Automobile Liability: Insurance Services Office Form Number CA 0001 covering Code 1 (any auto), with limits no less than \$1,000,000 per accident for bodily injury and property damage.
- iii. Workers' Compensation insurance as required by the State of Illinois with Statutory Limits, and Employer's Liability Insurance with a limit of no less than \$1,000,000 per accident for bodily injury or disease.

b. If the Contractor maintains broader coverage and/or higher limits than the minimums shown above, the Owner requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the Owner.

2. Self-Insured Retentions

Self-Insured retentions must be declared to and approved by the Owner. At the option of the Owner, either: the Contractor shall cause the insurer to reduce or eliminate such self-insured retentions as respects the Owner, its officers, officials, employees and volunteers; or the Contractor shall provide a financial guarantee satisfactory to the Village guaranteeing payment of losses and related investigations, claim administration and defense expenses. The policy language shall provide, or be endorsed to provide, that the self-insured retention may be satisfied by either the named insurer or the Owner.

3. Other Insurance Provisions

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

- a. The Village of Bartlett and its officers, officials, employees and volunteers are to be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the

Contractor including materials, parts or equipment furnished in connection with such work or operations and automobiles owned, leased, hired or borrowed by or on behalf of the Contractor. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance (at least as broad as ISO Form CG 20 10, CG 11 85 or both CG 20 10, CG 20 26, CG 20 33, or CG 20 38; and CG 20 37 forms if a later edition used.)

- b. For any claims related to this project, the Contractor's insurance coverage shall be primary insurance coverage at least as broad as ISO CG 20 01 04 13 as respects the Village, and its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the Owner, or its officers, officials, employees, or volunteers, shall be excess of the Contractor's insurance and shall not contribute with it.
- c. Each insurance policy required by this clause shall provide that coverage shall not be canceled, except with notice to the Owner.
- d. With respect to the Contractor's ongoing insurance obligation after the duration of the Contract, Contractor may alternatively maintain Commercial General Liability ("CGL") and if necessary, commercial umbrella liability insurance with a limit of not less than \$1,000,000 each occurrence CG 04 1393, or substitute form providing equivalent coverage, and shall at a minimum cover liability arising from products completed operations and liability assumed under an insured contract.

4. Claims Made Policies

All coverages shall be provided upon an occurrence basis unless claims made coverages are expressly approved in writing by the Village Administrator, in her sole discretion, prior to the start of construction. If any coverage required is proposed to be written on claims-made coverage form:

- a. The retroactive date must be shown, and must be before the execution date of the contract or the beginning of contract work.
- b. Insurance must be maintained and evidence of insurance must be provided for at least five (5) years after completion of the contract of work.
- c. If coverage is canceled or non-renewed, and not replaced with another claims-made policy form with a retroactive date prior to the contract effective, or start of the work date, the Contractor must purchase extended reporting period coverage for a minimum of five (5) years after completion of contract work.
- d. A copy of the claims reporting requirements must be submitted to the Village Administrator for review.

5. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A-VII, unless otherwise acceptable to the Owner.

6. Waiver of Subrogation

Contractor hereby agrees to waive rights of subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss. Contractor agrees to obtain any endorsement that may be necessary to affect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the Owner for all work performed by the Contractor, its employees, agents and

subcontractors. Owner shall be named as alternative employer on the Contractor's Workers' Compensation coverage.

7. Verification of Coverage

Contractor shall furnish the Owner with original certificates and amendatory endorsements or copies of the applicable insurance language, effecting coverage required by this contract. All certificates and endorsements are to be received and approved by the Owner before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The Owner reserves the right to require complete, certified copies of any required insurance policies, including endorsements required by these specifications, at any time.

8. Subcontractors

Contractor shall require and verify that all subcontractors maintain insurance meeting all the requirements stated herein. Contractor shall ensure that the Owner is an additional insured on insurance required from subcontractors. For CGL coverage, subcontractors shall provide coverage with a format at least as broad as CG 20 28 04 13. Upon the Owner's request, the Contractor shall furnish copies of certificates of insurance evidencing coverage for each subcontractor.

I. Performance and Payment Bonds, IDOT Contract Bond or Letter of Credit.

Prior to commencement of the Project Work, Contractor must submit to the Village: (a) performance and payment bonds or IDOT Contract Bond, each in the amount of **110%** of the Contract Sum, naming the Village of Bartlett as the primary obligee in form acceptable to the Village co-signed by a surety company authorized by the Illinois Department of Insurance to sell and issue sureties in the State of Illinois and approved by the Village. ("Performance and Payment Bonds") or (b) an irrevocable letter of credit in the amount of **110%** of the Contract Sum guarantying Contractors obligations under the Contract Documents issued by a financial institution worth at least \$40,000,000 in assets and a capital to asset ratio of not less than 6% in form acceptable to the Village ("Letter of Credit"), which said Performance and Payment Bonds and/or Letter of Credit shall be conditioned upon proper and faithful performance by the Contractor of the work specified in strict accordance with the Contract Documents and payment of all debts incurred by the Contractor in the execution of the Project Work, including those for labor and materials furnished, including but not limited to payment of prevailing wages as required herein. The cost of said Performance and Payment Bonds and/or Letter of Credit is included in the unit pricing set forth in Contractors Proposal.

J. Default.

In the event of default hereunder, the non-defaulting party shall be entitled to all remedies available at law and/or equity, including reasonable attorney's fees, subject to the limitations set forth in paragraph "K" below.

K. Limitation on the Owner's Liability.

The Contractor agrees to waive any right which it may have to punitive, consequential, special, indirect, incidental, and/or exemplary damages against the Village, and agrees not to make any claim or demand for such damages against the Village.

L. Hazardous Substances.

Contractor shall not cause or permit any Hazardous Substances to be brought upon, kept, stored or used in or about the Project Site, and/or any other property owned, leased, controlled or under the jurisdiction of the Village of Bartlett ("Village Property") by Contractor, and/or Contractor's Agent (defined above). If the presence of Hazardous Substances brought upon, kept, stored or used in or about any of the Owner's Property by or on behalf of Contractor or Contractor's Agents in violation of this paragraph, results in contamination of the said Property, Contractor shall pay for all actual costs of clean up and shall indemnify, hold harmless and defend the Village and its employees, agents, consultants, officers, and officials from and against any and all claims, demands, expenses (including reasonable attorneys' fees), costs, fines, penalties and other liabilities of any and every kind and nature, including, but not limited to, costs and expenses incurred in connection with any clean-up, remediation, removal or restoration work required by any federal, state or local governmental authority because of the presence of any such Hazardous Substances on or about said Property.

For purposes hereof, Hazardous Substances shall include, but not be limited to, substances defined as "hazardous substances," "toxic substances" in the federal Comprehensive Environmental Response, Compensation and Liability Act of 1980, as amended; the federal Hazardous Materials Transportation Act, as amended; and the federal Resource Conservation and Recovery Act, as amended ("RCRA"); those substances defined as "hazardous substances," "materials," or "wastes" under any Federal law or the law of the State of Illinois; and as such substances are defined in any regulations adopted and publications promulgated pursuant to said laws (collectively, "Environmental Laws"). If Contractor's activities or the activities of any of Contractor's Agents violate or create a risk of violation of any Environmental Laws, Contractor shall cause such activities to cease immediately upon notice from the Village. Contractor shall immediately notify the Village both by telephone and in writing of any spill or unauthorized discharge of Hazardous Substances or of any condition constituting an "imminent hazard" under any Environmental Laws.

Contractor's indemnification obligations and duties hereunder shall survive the termination and/or expiration of this Contract.

M. Delays in Project Work.

Notwithstanding any provision herein to the contrary, the Contractor shall not be entitled to an increase in the Contract Sum as a result of any delays in the progress of the Work. The Contractor's sole remedy for delay shall be an extension of time.

If the Contractor, but for a delay not within the Contractor's control, would have completed the Work prior to the project completion date, the Contractor shall not be entitled to any recovery of damages arising out of any event of delay which prevented

such early completion of the Work.

N. Change Orders.

(1.) Notwithstanding any provisions herein to the contrary, where proposed changes to the Project Work involve a modification to (i) the Contract Sum; (ii) the Contract Time, or (iii) material changes in the Work (i.e., other than minor field changes), a written Change Order shall be prepared by the Engineer. It shall be a condition precedent to the acceptance of any Change Order or any Series of Change Orders which involves an increase or decrease in the Contract Sum of \$10,000 or more or changes the time of completion by a total of thirty (30) days or more, that the Village corporate authorities shall have first approved such written Change Order(s) and made the requisite determinations and findings in writing as required by 720 ILCS 5/33 E-9 (as amended). Other changes involving modifications to the Contract Sum, Contract Time or material change in the Work which will result in an increase or decrease of less than \$10,000 or extension of less than thirty (30) days to the Contract Time shall be made by the Village Administrator.

(2.) All change orders will be calculated based solely on Contractor's Unit Pricing set forth in Contractor's Proposal and actual revised quantities, regardless of whether the change order is for an increase or decrease in Project Work. No additional compensation will be allowed for change orders for additional work other than based on Contractor's Unit Pricing times the increased actual units constructed calculated by the Engineer, in that said Unit Pricing already reflects Contractor's overhead and profits.

O. Relationship of the Parties.

It is understood, acknowledged and agreed by the parties that the relationship of the Contractor to the Village arising out of this Agreement shall be that of an independent contractor. Neither Contractor, nor any employee or agent of Contractor, is an employee, partner, joint venturer, and/or agent of the Village, and therefore is not entitled to any benefits provided to employees of the Village. Contractor has no authority to employ/retain any person as an employee or agent for or on behalf of the Village for any purpose. Neither Contractor nor any person engaging in any work or services related to this Agreement at the request or with the actual or implied consent of the Contractor may represent himself to others as an employee of the Village. Should any person indicate to the Contractor or any employee or agent of Contractor by written or oral communication, course of dealing or otherwise, that such person believes Contractor to be an employee or agent of the Village, Contractor shall use its best efforts to correct such belief. In ordering or accepting delivery of or paying for any goods or services, Contractor shall do so in Contractor's own business.

P. Contractor shall at all times have sole control over the manner, means and methods of performing the services required by this Agreement according to its own independent judgment. Contractor acknowledges and agrees that it will devote such time and resources as necessary to produce the contracted results. The Village, Engineer, nor Consultant shall not have control over, charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Contractor shall supervise and direct the

Work efficiently with his, her or its best skill and attention; and the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby.

Q. Exhibits and Contract Documents.

All Exhibits and Contract Documents referred to therein are expressly incorporated herein and made part hereof.

R. Assumption of Liability.

To the fullest extent permitted by law, Contractor assumes liability for all injury to or death of any person or persons including employees of Contractor, any subcontractor of any tier, 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 Contract.

S. Severability

If any clause, phrase, provision or portion of this Contract or the application thereof, to any person or circumstance, shall be invalid or unenforceable under applicable law, such event shall not affect, impair or render invalid or unenforceable the remainder of this Contract, nor shall it affect the application of any other clause, phrase, provision or portion hereof to other persons or circumstances.

T. No Waiver of Immunities and/or Privileges by the Village of Bartlett.

Nothing herein shall be construed as an express and/or implied waiver of any common law and/or statutory immunities and/or privileges of the Village of Bartlett and/or any of its officials, officers, employees, and/or agents as to any liability whatsoever; such immunities and privileges are expressly reserved.

U. Architectural Barriers Act, American with Disabilities Act, and Illinois Accessibility Code

Contractor shall comply with the Architectural Barrier act of 1968, as amended (42 U.S.C. § 4151, et seq.), the Americans with Disabilities Act of 1990 (ADA), as amended, including but not limited to changes made by the ADA Amendments Act of 2008 (P.L. 110-325), the Illinois Accessibility Code, as amended, and any and all applicable federal, state and local laws pertaining to accessibility with the most stringent requirements controlling.

V. Clean Air Act and Federal Water Pollution Control Act

Contractor shall comply with the Clean Air act of 1970, as amended, the Federal Water Pollution Control Act, as amended, and all Environmental Laws (as defined above) with the most stringent laws controlling.

W. Removal and Disposal

The Contractor must remove and dispose of all construction or demolition debris materials, waste and soils at licensed facilities in accordance with applicable federal, state and local laws, including but not limited to the NEPA Act and Illinois Public Act 97-137, with the most stringent and demanding requirements controlling.

X. Work by Trade Unions

If the Work is to be performed by trade unions, the Contractor shall make all necessary arrangements to reconcile, without delay, damage, recourse, or cost to Owner, any conflict between the Contract Documents and any agreements or regulations of any kind at any time in force among members or councils which regulate or distinguish what activities shall not be included in the work of any particular trade. In case the progress of the Work is affected by any undue delay in furnishing or installing any items or materials or equipment required under the Contract Documents because of the conflict involving any such agreement or regulation, the Owner may require that other material or equipment of equal kind and quality be provided at no additional cost to the Owner.

Y. Illinois Human Rights Act.

The Contractor shall comply with all terms and procedures of the Illinois Human Rights Act, (775 ILCS 5 et seq.) and Contractor represents and warrants to the Village as follows:

(1) That it will not discriminate against any employees or applicant for employment because of race, color, religion, sex, marital status, national origin or ancestry, age physical or mental handicap unrelated to ability, or an unfavorable discharge from military service, and further that it will examine all job classifications to determine if minority persons or woman are under-utilized and will take appropriate affirmative action to rectify any such under-utilization.

(2) That, if it hires employees in order to perform this Contract or any portion thereof, it will determine the availability (in accordance with the Department's Rules and Regulations) of minorities and woman in the areas 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 under-utilized.

(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, marital status, national origin, or ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service.

(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 Contractor's obligations under the Illinois Human Rights Act and the Department's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the Contractor in its efforts to comply with such Acts and Rules and Regulations, the Contractor will promptly so notify the Department and the contracting

agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder.

(5) That it will submit reports as required by the Department's Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.

(6) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Department for purposes of investigation to a certain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.

(7) That it will include verbatim or by reference the provisions of these clauses in every subcontracting awards under which any portion of the contract obligations are undertaken or assumed, so that each provision will be binding upon such Subcontractor. In the same manner as with other provisions of this Contract, the Contractor will be liable for compliance with applicable provisions of this clause by such Subcontractors; and further it will promptly notify the contracting agency and the Department in the event any Subcontractor fails or refuses to comply therewith. In addition, the Contractor will not utilize any Subcontractor declared by the Illinois Human Rights Commission to be ineligible for Contracts or Subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

Z. Guarantee.

(1) Except as otherwise specified, the contractor shall guarantee workmanship and materials for a period one (1) year for all items from date of final acceptance by the Village. The Work shall be left in perfect order at completion and acceptance. Neither the final payment nor termination of the guarantee period, nor any provision in the Contract document shall relive the Contractor of the responsibility for negligence, faulty materials, or workmanship within the extent and period provided by law, and upon written notice it shall remedy any defects due thereto, and shall pay all expenses for any damage to other work resulting therefrom.

(2) If the Drawings, Plans, and/or Specifications provide for methods of construction, installation, materials, etc., which the Contractor cannot guarantee for the indicated period, it shall be the responsibility of the Contractor to so inform the Owner in writing before submitting his bid. Otherwise, the Contractor shall be held responsible to provide the method of construction, installation, materials, etc., which will be guaranteed for the indicated period of time.

Z-1 Miscellaneous.

(1.) This Agreement supersedes all prior agreements and understandings, both written and oral, of the parties to the subject matter hereof. This Agreement applies to and binds the successors and assigns of the Parties to this Agreement. Any amendments to this Agreement must be in writing and executed by both Parties.

(2.) Changes in the number, gender and grammar of terms and phrases herein when necessary to conform this Agreement to the circumstances of the parties

hereto shall in all cases, be assumed as though in each case fully expressed therein.

(3.) This Agreement shall be construed, governed and enforced according to the laws of the State of Illinois, and the exclusive venue for the enforcement of this Agreement and/or litigation between the parties shall be the Circuit Court of DuPage County, Illinois.

(4.) In construing this Agreement, section headings shall be disregarded.

(5.) Time is of the essence of this Agreement and every provision contained herein.

(6.) Each of the undersigned signing as an officer or agent on behalf of the respective party to this Agreement warrants that he or she holds such capacity as is specified beneath his or her name and further warrants that he or she is authorized to execute and effectuate this Agreement and that he or she does so voluntarily and in his or her official capacity.

(7.) Survival of Obligations. Except as otherwise provided, any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement, including, without limitation, Sections pertaining to Indemnity shall survive the expiration of this Agreement.

(8.) In the event of any conflict between the terms and conditions of any of the Contract Documents, and/or this Addendum, the most stringent requirements shall control.

VILLAGE OF BARTLETT:

Graf Tree Care

By: _____
Kevin Wallace
Village President

By: _____
Title: _____

Attest:

Attest:

By: _____
Lorna Giles, Village Clerk

Title: _____

Date: _____

Date: _____

VILLAGE OF BARTLETT

PROJECT MANUAL AND SPECIFICATIONS FOR BARTLETT COMPLETE PUBLIC TREE INVENTORY

February 2019

Please submit by: Wednesday, February 13, 2019, 10:00 AM

To: Village of Bartlett
228 S. Main Street
Bartlett, IL 60103

PROPOSAL SUBMITTED BY:

Graf Tree Care, Inc.
CONTRACTOR

1485 Louis Berk Drive Unit #113
STREET ADDRESS

Batavia IL 60570
CITY STATE ZIP

[RETURN WITH BID]



**VILLAGE OF BARTLETT
CONTRACT FOR THE CONSTRUCTION OF
THE BARTLETT COMPLETE PUBLIC TREE INVENTORY
BIDDER'S PROPOSAL**

Full Name of Bidder: Graf Tree Care, Inc. (Bidder)
Principal Office Address: 1485 Louis Bork Dr. Unit 113 Batavia, IL 60510
Local Office Address: Same as above
Contact Person: Phil Graf Telephone Number: 630-762-2400
E-mail Address: phil@graftreecare.com

TO: Village of Bartlett ("Owner")
228 S. Main Street
Bartlett, Illinois 60103
Attn: Sarah Christensen, Village Forester

Bidder warrants and represents that Bidder has carefully examined the Work Site described and its environs and has reviewed and understood all documents included, referred to, or mentioned in this bound set of documents, including Addenda Nos. 1, which are securely stapled to the end of this Bidder's Proposal [if none, write "NONE"] ("Bid Package").

Bidder acknowledges and agrees that all terms capitalized in this Bidder's Proposal shall have the meaning given to them in the documents included in the Bid Package.

1. Work Proposal

- a. **Contract and Work.** If this Bidder's Proposal is accepted, Bidder prop[oses, and agrees, that Bidder will contract with Owner, in the form of the Contract included in the Bid Package:
 - i. To provide, perform and complete throughout the Village as described in the Bid Package and in the manner described and specified in the Bid Package all necessary work, labor, services, transportation, equipment, apparatus, machinery, tools, fuels, gas, electric, information, data and other means and items necessary for the **BARTLETT COMPLETE PUBLIC TREE INVENTORY**.
 - ii. To procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided.
 - iii. To procure and furnish all Bonds and all certificates and policies of insurance specified in the Bid Package.
 - iv. To pay all applicable federal, state and local taxes.
 - v. To do all other things required of Contractor by the Contract.
 - vi. To provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract; all of which is herein referred to as the "Work".

- b. Manner and Time of Performance. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that the Bidder will perform the Work in the manner and time prescribed in the Bid Package and according to the requirements of Owner pursuant thereto.
- c. General. If this Bidder's Proposal is accepted, Bidder proposes, and agrees, that Bidder will do all other things required of Bidder or Contractor, as the case may be, by the Bid Package.

2. Contract Price Proposal

IF this Bidder's Proposal is accepted, Bidder will, except as otherwise provided, take in full payment for all Work and other matters set forth under the Proposal below including overhead and profit; taxes, contributions, premiums, and compensation to all subcontractors and suppliers, the compensation set forth on the following "Schedule of Prices" ("Price Proposal"), which Schedule of Prices Bidder understands and agrees will be made a part of the Contract.

For providing, performing and completing all Work associated with the BARTLETT COMPLETE PUBLIC TREE INVENTORY, the total Contract Price of:

FORTY SIX THOUSAND THREE HUNDRED SEVENTY	Dollars and	ZERO	Cents
(In Writing)			
\$46,370	Dollars and	00	Cents
(In Figures)			

3. Contract Time Proposal

If this Bidder's Proposal is accepted, Bidder will commence the Work not later than the agreed upon time at the Kick-Off Meeting as explained in the "Special Instructions" Section of the Contract and will perform the Work diligently and continuously and will complete the Work not later than the "Completion Date" set forth in the "Special Instructions" Section of the Contract.

4. Firm Proposal

All prices and other terms stated in this Bidder's Proposal are firm and shall not be subject to withdrawal, escalation or change for a period of 60 days after the date on which any Bidder's Proposal is opened or such extended acceptance date for Bidder's Proposals as may be established pursuant to the "General Instructions to Bidders".

5. Bidder Representations

- a. No Collusion. Bidder warrants and represents that the only persons, firms or corporations interested in this Bidder's Proposal as principals are those named in Bidder's Sworn Acknowledgement attached hereto and that this Bidder's Proposal is made without collusion with any other person, firm or corporation.
- b. Not Barred. Bidder warrants, represents and certifies that it is not barred by law from contracting with Owner or with any unit of state or local government.

- c. **Qualified.** Bidder warrants and represents that it has the requisite experience, ability, capital, facilities, organization and staff to enable Bidder to perform the Work successfully and promptly set forth above. In support thereof, Bidder submits the attached Required References. In the event Bidder is preliminarily deemed to be one of the most favorable to the interests of Owner, Bidder hereby agrees to furnish upon request, within two (2) business days or such longer period as may be set forth in the request, such additional information as may be necessary to satisfy Owner that Bidder is adequately prepared to fulfill the Contract.
- d. **Owner's Reliance.** Bidder acknowledges that Owner is relying on all warranties, representations and statements made by Bidder in this Bidder's Proposal.

6. Surety and Insurance

Bidder herewith tenders surety and insurance commitment letters as specified in the "Invitation for Bidder's Proposals".

7. Bid Security

Bidder herewith tenders a Bid Bond as specified in the Invitation for Bidder's Proposals for the sum of \$4,637 dollars ("Bid Security").

8. Owner's Remedies

Bidder acknowledges and agrees that should Bidder fail to timely submit all additional information that is requested of it; or should Bidder, if Owner awards Bidder the Contract, fail to timely submit all the Bonds and all the certificates and policies of insurance required of it; or should Bidder, if Owner awards Bidder the Contract, fail to timely execute the Contract, Contractor's Certification and all other required documentation related to the Contract, it will be difficult and impracticable to ascertain and determine the amount of damage that Owner will sustain by reason of any such failure and, for such reason, Owner shall have the right at its option in the event of any such default by Bidder, to retain or recover as reasonably estimated liquidated damages, and not as penalty, the entire amount of the Bid Security or to exercise any and all equitable remedies it may have against Bidder.

9. Owner's Rights

Bidder acknowledges and agrees that Owner reserves the right to reject any and all Bidder's Proposals, or reserves such other rights as are set forth in the General Instructions to Bidders.

10. Bidder's Obligations

In submitting this Bidder's Proposal, Bidder understand and agrees that it shall be bound by each and every term, condition or provision contained in the Bid Package, which are by this reference incorporated herein and made a part hereof.

DATED this 13th day of February, 2019.

ATTEST: Graf Tree Care, Inc.
Bidder

By: Phillip M. Hud By: [Signature]

Title President Title: Secretary

WORK HISTORY

Please list below the three (3) required municipal references within the past five (5) years:

1. Village of Oak Park, IL Rob Sproule, Village Forester
Municipality / Contact Name
201 South Blvd.
Address
Oak Park, IL 60302 708-358-5700
City/State Phone
2. Village of Addison, IL Tim Tokarz, Village Forester
Municipality / Contact Name
1491 W. Jeffery Drive
Address
Addison, IL 60101 630-620-2020
City/State Phone
3. Village of La Grange, IL Ryan Gillingham, Director of Public Works
Municipality / Contact Name
320 East Ave La Grange, IL 60525
Address
La Grange IL 60525 708-579-2328
City/State Phone

VILLAGE OF BARTLETT
COMPLETE PUBLIC TREE INVENTORY

Addendum No. 1: Issued 2/7/2019

Is this a prevailing wage job? If so, what is the prevailing wage job classification for this project?

1. The Section Entitled Prevailing Wages (Page 4 in the *General Instructions to Bidders*), and any reference to prevailing wages throughout the Bid Package, shall be deleted. The Tree Inventory will be considered a professional service, therefore, Prevailing Wage does not apply.

How many street center-line miles are included in this project?

2. There are approximately 150 street center-line miles within the Village of Bartlett.

Is usage of a Biltmore Stick an acceptable alternative?

3. Yes, use of a Biltmore Stick is an acceptable alternative to D tape.

For tree location, you specify point-capture with a sub-meter capable GPS. For most tree inventories, we operate with a sub-meter capable GPS connected to a field computer with aerial photos. The arborist uses all tools available to accurately locate trees, rather than simply point capture. Is sub 2-meter GPS aided by field observations and aerial photos for tree location an acceptable alternative?

4. This is an acceptable alternative

How many acres of public property are included?

5. Approximately 10 acres of public property are requested being inventoried. Please keep in mind that this does not mean it is 10 fully-wooded acres, but rather 10 acres with public trees in those locations.

acknowledged 2/13/19

P. J.

Bid Bond

CONTRACTOR:

Graf Tree Care
1485 Louis Bork Dr., Unit 113
Batavia, IL 60510

SURETY:

American Bank & Trust Company, N.A.
2401 Kaneville Road, Suite 12
Geneva, IL 60134

OWNER:

Village of Bartlett
228 S. Main Street
Bartlett, IL 60103

BOND AMOUNT: \$4,637.00

PROJECT:

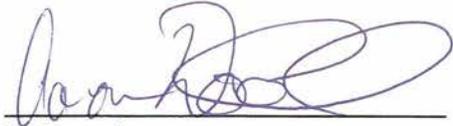
Village of Bartlett Complete Public Tree Inventory

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

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

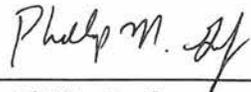
When this bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement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

Signed and sealed this 12 day of February, 2019.



(Witness)

Graf Tree Care

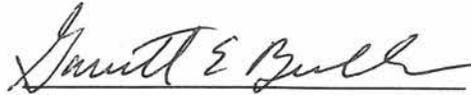


By: Phillip Graf (Seal)
Owner



(Witness)

American Bank & Trust Company, N.A.



By: Garrett E. Buhle
Senior Vice President

STATE OF ILLINOIS)
)SS
COUNTY OF KANE)

THE UNDERSIGNED, a Notary Public in and for said county and state, do hereby certify that Phillip Graf and Garrett E. Buhle are personally known to me to be the same persons whose names are subscribed to the foregoing instrument, they appeared before me this day in person and acknowledge that they signed and delivered the said instrument as their free and voluntary act for the uses and purposes therein set forth.

GIVEN UNDER MY HAND AND SEAL THIS 12TH DAY OF FEBRUARY, 2019.

Notary Public: 
My Commission Expires: July 21, 2019

OFFICIAL SEAL
GARY A. KUNOLD
NOTARY PUBLIC-STATE OF ILLINOIS
MY COMMISSION EXPIRES 7-21-19

AGREEMENT TO HOLD FUNDS

The undersigned agrees that American Bank & Trust can place a hold on account 157821 for the amount of \$4,637.00 until such a time that the Bid Bond issued on February 12, 2019 in favor of the Village of Bartlett for the complete public tree inventory is released.

Phillip M. Graf

2/12/19

Phillip Graf, Owner
Graf Tree Care

Date

VILLAGE OF BARTLETT
BARTLETT COMPLETE PUBLIC TREE INVENTORY
TECHNICAL SPECIFICATIONS

SCOPE OF WORK

The Village of Bartlett (“Owner”) is seeking to create a comprehensive inventory of all trees within the Village owned right-of-way and property. The work to be performed under this contract shall consist of furnishing all labor, machinery, tools, materials and equipment necessary to complete the **Bartlett Complete Public Tree Inventory** Project (the “Project”) within the specified timeframe and in a professional manner within the Village of Bartlett. This consultant contract is to be awarded to the firm whose proposal conforms with all material terms and conditions of this RFP, which is lowest in price, and most advantageous to the Village considering price, compatibility, project approach, technical capability and the contractor’s ability to fulfill the contract within the specified timeframe. This project will be partially funded by the 2018 Urban and Community Forestry Grant, and must adhere to all requirements set forth in that Agreement (“the Agreement”).

The Village currently manages all their geographic data through a single portal, managed by a Geographic Information System (GIS) consultant. Data shall be collected via handheld GPS and analyzed in a GIS environment. The GIS data itself shall become incorporated into the Village’s existing GIS in order to streamline and enhance long term urban forestry management strategies. Final deliverables shall be in an ESRI Geodatabase or ArcGIS Enterprise Feature Service format for integration with the Village’s existing GIS system and include digital maps of the designated tree population, a statistical analysis of the overall tree population and a geodatabase of the tree population. The Village shall be the owner of the data that is provided by the contractor as part of this contract.

LOCATION

The location of the trees to be inventoried is within the Village’s public right-of-way or on Village owned property. This does not restrict location of trees to be inventoried to the area between the sidewalk and the street. A digital boundary map of right-of-ways and properties will be provided by the Village upon execution of this Contract.

QUALIFICATIONS

The Contractor must have prior municipal experience in tree inventory data collection and analysis and must have worked for at least three (3) municipalities within the last five (5) years. These municipalities should be included as references on the attached sheet.

Each person employed to collect tree data shall have the necessary qualifications for completing tree inventory data collection. It is required that the successful contractor have no less than six (6) Certified Arborists as designated by the International Society of Arboriculture on staff, and that these professionals have been employed for the company at least one (1) year. Preference will be given to contractors with staff having a four (4) year degree in urban forestry or a related field of study, or having a combination of knowledge and experience at least equal to such qualifications. A list of degrees, certifications or other documentation must be submitted by the Contractor and by the Contractor's on-site representative that would qualify the Contractor and the Contractor's on-site representative as competent data collection experts. (Example: Certified Arborist by the ISA, 1999, Certificate Number 000). The low bidder shall be required to submit evidence of experience and required certifications prior to contract approval. If the low bidder does not meet the required qualifications, the bid shall be rejected, and the next low bidder selected. No subcontractors will be allowed to work on this project.

The Contractor must be able to perform the inventory services without delay from other projects and commitments, and be able to expand the field staff within a two-week period if needed and desired by the Village.

REFERENCES

The Contractor shall be required to submit references of work performed within the past five years, including three municipal references. This information must be submitted with the proposal.

TREE INVENTORY DATA COLLECTION

BASE MAP SETUP

Using the GIS base data (cadastral data) provided by the Village and/or County, the inventory provider shall set up the base map and layering system in ArcMap 10.3+ to be used for all project phases and deliverables. The base map shall display the following information:

- Aerial Photography
- Corporate Limits
- Streets/Street names
- Parcel lines & Right of way limits

BASE INVENTORY DATA COLLECTION

Data in the field shall be collected using a sub-meter accuracy handheld GPS unit that shall be used to locate the position of the trees and record the tree's base inventory information. Data shall be collected, stored, and analyzed in an ESRI File Geodatabase format. The contractor will work with Village staff to put the database into a format that is

compatible with the village's existing GIS system without the purchase or use of proprietary software. The collected data shall be reviewed for quality control prior to integration into the GIS database. The base inventory of inventoried trees shall consist of the following fields linked to each geospatial data point (tree):

- GPS location
- Street Address
- Relative Location at address
- Species
- Size
- Condition
- Maintenance Need
- Overhead Wires/Utility Conflicts (y/n)
- Any relevant comments pertinent to the tree

More fields may be added but none of these fields may be omitted.

DATA COLLECTION FIELDS / PARAMETERS

GPS LOCATION

The GPS data collectors shall have between 20 and 50 channels available, as well as a GNSS Antenna that makes use of the SBAS (Satellite Based Augmentation System) and/or WAAS (Wide Area Augmentation System). These receivers utilize Real Time Differential GPS and shall not require post processing for sub-meter accuracy.

STREET ADDRESS

The street name shall conform to the names as listed on Village street signage, as occasionally the GIS cadastral data has misspellings, incorrect street suffixes (e.g. Ave. instead of St.), or other slight errors. The street name shall also be for the address at which the parcel is listed, regardless of how the house is oriented (if on a corner lot). As a courtesy to the Village, the inventory provider shall attempt to notify Village GIS professionals when such mismatches are identified.

RELATIVE LOCATION

All trees are listed by address, street name, and the following site prefixes:

LD – Left of driveway

RD – Right of the driveway

L – On the left side of the property

R – On the right side of the property

B – In the back of the property

M – Tree is in a planted median in between opposing lanes of traffic

N/A – On Village property, location not in proximity to driveways, sides, etc.

SPECIES

All trees are to be identified by using common and scientific names. Cultivars shall also be identified where appropriate.

SIZE

DBH (Diameter at Breast Height) is a standard forestry measure of size, defined as the diameter of the tree measured at 4.5 feet above the ground surface on the uphill side of the tree. Measurements shall be made using a foresters DBH tape, and recorded to the nearest one inch size class.

CONDITION

The general condition of each tree is rated according to the following categories adapted from the International Society of Arboriculture's rating system:

- a. Excellent 100%
- b. Good 80%
- c. Fair 60%
- d. Poor 40%
- e. Critical 20%
- f. Dead 0%

MAINTENANCE NEED

Each tree is classified into one of the following maintenance categories:

- a. Priority 1 Removal – These trees have defects that cannot be cost-effectively or practically treated, have a high amount of deadwood, and pose an immediate hazard to a property or person.
- b. Priority 2 Removal – These trees are not as great a liability as Priority 1 Removals, being smaller and/or far less hazardous, although they are also recommended for removal. Smaller dead trees and failed transplants are in this category. Large trees in this category are generally poorly sited, of inferior quality, and pose little to no threat to the community.
- c. Priority 3 Removal – Tree designated for Priority 3 Removal do not pose a public hazard and are small, dead, or poorly formed.
- d. Priority 1 Pruning – Trees in this category need pruning to remove hazardous deadwood limbs greater than four inches in diameter and/or have broken, hanging, or diseased limbs.
- e. Priority 2 Pruning – These trees need pruning to remove hazardous deadwood limbs greater than two, but less than 4, inches in diameter.
- f. Large Tree Routine Pruning – Trees in this category have characteristics that could become risks if not corrected. Deadwood limbs are less than two inches in diameter.
- g. Small Tree Routine Pruning – This category includes small growing trees that can generally be maintained from the ground, i.e. crabapple, redbud, etc., and other trees 20 feet or less in height.

- h. Training Pruning – This category includes trees under 20 feet tall with correctable structural problems or minor amounts of deadwood that pose minimal threat of personal injury or property damage. Inexpensive pruning at this stage significantly affects the future of these trees. Young trees in this category that will be large at maturity generally require an annual pruning or inspection.
- i. Plant – Data on vacant planting sites is collected using Village policies on minimum parkway width for mature tree size, spacing between trees, distances from intersection and traffic safety signs, the presence of utilities, etc.
- j. Stump Removal – Stumps are identified separately since they may not be removed at the time of tree removal.

OBSERVATIONS

General observations warranting recognition include, but are not limited to the following:

- a. Cavity/Decay Present
- b. Pest/Disease Problems
- c. Improperly Mulched
- d. Mechanical Damage Serious Decline
- e. Leaning Needs Staking or Straightening
- f. Signs of Stress

CLEARANCE REQUIREMENTS

Pruning necessary to meet clearance standards over streets and sidewalks is noted where branches are considered to be interfering with the movement of vehicles or pedestrians or where they are obstructing signs, streetlights, or traffic lights.

UTILITIES

The presence of overhead wires shall be collected in the field at every tree location, and entered in the data as Yes/No. In the downtown area, defined as Western Ave east to Berteau Ave and Oneida Ave south to Devon Ave, enter Yes/No for the presence of electric outlets at the base of each tree.

COMMENTS

Comments are included as a courtesy to denote any conditions worthy of note, such as included bark, interference with utilities or street lamps, need for sidewalk or street clearance, limited growth space, poor form, or any other information that may be valuable.

STANDARDS

All material and workmanship shall be in accordance with current professional practices and standards. All inventory work shall be done in a safe and efficient manner.

The following specifications and manuals supplement the Contract Documents and are hereby incorporated by reference:

- A. Illinois Department of Transportation "Standard Specifications for Road and Bridge Construction," adopted April 1, 2016, (hereinafter referred to as the Standard Specifications.)
- B. Illinois Department of Transportation "Supplemental Specifications and Recurring Special Provisions," latest edition as indicated on the Check Sheet.
- C. "Manual on Uniform Traffic Control Devices for Streets and Highways" latest edition in effect on the date of invitation for bids (hereinafter referred to as the Traffic Control Standard Specification.)
- D. "Illinois Department of Transportation Standard Specification for Traffic Control Items" latest edition in effect on the date of invitation for bids (hereinafter referred to as the Traffic Specifications.)

The above standards shall apply to the work covered by this Contract as if fully written herein, except those items which by their nature have no application. In case of conflict with any part or parts of the above listed specifications, the specification contained herewith shall take precedence and shall govern.

TIMEFRAME

Per the specifications of the 2018 Urban and Community Forestry Grant Agreement through which is project is partially funded, the tree inventory must be completed no later than September 13, 2019.

PROTECTION AND RESTORATION OF PROPERTY

The Contractor shall take all necessary precautions for the protection of all public and private real and personal property. The Contractor is responsible for the damage to or destruction of real or personal property regardless of cause, and such responsibility shall not be released until the work shall have been completed, accepted, and the requirements of the specifications complied with as determined by the Village.

Whenever public or private property is damaged or destroyed, the Contractor shall, at its own expense, restore such property to a condition at least equal to the condition existing before such damage or injury was done by repairing, rebuilding, or replacing it as may be directed, or he shall otherwise make good such damage or destruction in an acceptable manner. If the Contractor fails to do so within 48 hours after notice from the Village, then the Village may repair, rebuild or otherwise restore such property as may be deemed

necessary by the Village using Village forces or forces hired by the Village. In addition to any other remedy provided in the Contract Documents, the Village may deduct the full costs of every repair, rebuilding, and restoration, including reasonable administrative costs and attorney's fees, from any compensation due, or which may become due, to the Contractor.

BIDDERS KNOWLEDGE

Bidders shall familiarize themselves with the specifications and conditions which shall affect the completion of the contract. The Village has approximately 15,000 public trees. Questions regarding the specifications and conditions may be directed to the following: Sarah Christensen (schristensen@vbartlett.org) and Tyler Isham (tisham@vbartlett.org), Department of Public Works, Village of Bartlett, phone number (630)-837-0811.

PRICING

Each bidder shall be required to submit a price for completing the entire tree inventory as specified in the attached bid documents. All bids shall be submitted on forms provided by the Village of Bartlett and shall include all costs. This is a Lump Sum Proposal.

METHOD OF PAYMENT

Payment for all work and material shall be in accordance with the contract bid price for the inventory as submitted in the Contractor's proposal. Invoices shall be prepared by the contractor and shall state the total number of trees inventoried and the total cost due.

PERIODIC INSPECTION

Prior to the commencement of the inventory, the Contractor shall provide the Village with emergency contact telephone numbers. The Contractor shall notify the Village Forester or her representative on the morning of each work day, giving the location of the start of the day's work. The Village Forester and her representative shall periodically inspect the work and shall be available for problems that may arise. The Contractor cannot begin work earlier than 7AM on any given work day.

VISITATION OF THE SITE

It shall be the responsibility of the Contractor to visit the site of the proposed work to ascertain for him/herself the actual conditions and to make determinations regarding materials, equipment, and other factors which may be needed for the submission of a proposal for the work and for which the proposal is based. It is further understood that the Contractor in submitting a proposal, acknowledges that they have satisfied for

him/herself, before submitting the proposal, of the true condition of the designated sites and that he/she has ascertained the full scope of the work involved.

EQUIPMENT AND SUPERVISION

The Contractor must have available enough manpower to complete the contract within the time specifications set forth above. All trucks used by the Contractor must be plainly marked with the company's name. The Contractor shall rent equipment as needed to cover any equipment breakdowns which would cause a tree not to be inventoried by the final contract date as stated. Each crew member must be a competent Contractor's representative fluent in English and authorized by the Contractor to act on all directives issued by the Village Forester or his/her representatives.

The Village of Bartlett shall in no way be responsible for any extra equipment rental, or charges for such equipment rented by the contractor, that might be required to complete this contract.

SAFETY

The Contractor shall provide adequate barricades, flagmen, signs and/or warning devices during the performance of the contract and when working on arterial streets to protect motorists and pedestrians all in conformance with Village standards and consistent with Part VI, Traffic Controls for Street and Highway Construction and Maintenance Operations of the State Illinois Department of Transportation Manual on Uniform Traffic Control Devices, adopted 1994. The Village of Bartlett Public Works Department shall be notified prior to the closing of streets when street closure is required. All equipment to be used and all work to be performed must be in full compliance with ANSI Z-133.1 (1994) American National Standard for Tree Care Operations.

EQUIPMENT RESTRICTIONS

If motorized equipment needs to be driven on parkways, right-of-ways, driveways or public walks while performing work under provisions of the contract provisions shall be made by the Contractor to prevent damage to turf, groundcover, concrete or asphalt. Property owners must be notified in advance if equipment shall be driven on the aprons or driveways. Procurement of and payment for rental or purchase of any additional equipment deemed necessary by the Contractor for execution of the contract shall be the sole responsibility of the contractor.

PARKING AND STORAGE

No off-street parking or storage of equipment shall be provided for by the Village of Bartlett on any of the Village's public properties, except as designated by the Director of Public Works.

---DO NOT RETURN WITH BID---