



# Agenda Item Executive Summary

**AGENDA** 2025 Crack Sealing Project  
**ITEM:** \_\_\_\_\_

**BOARD OR** Board  
**COMMITTEE:** \_\_\_\_\_

## BUDGET IMPACT

<b>Amount</b>	\$150,000 (Not-to-exceed)	<b>Budgeted</b>	\$150,000
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<b>Fund:</b> MFT Fund	<b>Corresponding Activity Measure:</b> N/A
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## EXECUTIVE SUMMARY

In March of 2025, the Village of Woodridge, in a joint bid with other municipalities, awarded a 3-year "Crack Sealing and Seal Coating Services" contract to SKC Construction, Inc. out of Elgin, IL. This contract includes a section on Joint Purchasing, and SKC Construction indicated they would be willing to extend their unit prices to the Village of Bartlett for our 2025 Crack Sealing Project.

SKC Construction, Inc. performs crack sealing services for many Chicagoland suburbs and has satisfactorily completed work for the Village of Bartlett in the past.

## RECOMMENDATION

Staff recommends awarding the contract to SKC Construction, Inc. for the Village of Bartlett's 2025 Crack Sealing Program.

## ATTACHMENTS (PLEASE LIST)

Memo, Bid Tab, Resolution, Contract

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Continue to Enhance and Improve Efficiency of Service Delivery Methods and Approaches

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I MOVE TO APPROVE RESOLUTION # 2025-\_\_\_\_-R, A RESOLUTION APPROVING OF THE 2025 CRACK SEALING PROJECT AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND SKC CONSTRUCTION, INC.

Staff: Nick Talarico, Village Engineer

Date: June 9, 2025

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** Nick Talarico, Village Engineer  
**Subject:** **2025 Crack Sealing Project**  
**Date:** June 9, 2025

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In the spring of 2025, the Village of Woodridge, in a joint bid with other municipalities, awarded a 3-year "Crack Sealing and Seal Coating Services" contract to SKC Construction, Inc. out of Elgin, IL. This contract includes a section on Joint Purchasing, and SKC Construction indicated they would be willing to extend their unit prices to the Village of Bartlett for our 2025 Crack Sealing Project.

Crack sealing is a general maintenance activity which helps to slow the deterioration of our roadways from the effects of standing water, mainly in the winter during freeze-thaw cycles. Not only does crack sealing joints keep water from penetrating the pavement surface, but it also helps to slow the spread of existing cracks.

SKC Construction, Inc. performs crack sealing services for many Chicagoland suburbs and has satisfactorily completed work for the village of Bartlett in the past.

## **RECOMMENDATION**

Staff recommends awarding the contract to SKC Construction, Inc. for the 2025 Crack Sealing Project in the not-to-exceed amount of \$150,000.00. Any remaining funds will be returned to the MFT account to be used at a later date.

## **MOTION**

**I MOVE TO APPROVE RESOLUTION # 2025-\_\_\_\_-R, A RESOLUTION APPROVING OF THE 2025 CRACK SEALING PROJECT AGREEMENT BETWEEN THE VILLAGE OF BARTLETT AND SKC CONSTRUCTION, INC.**



RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING OF THE VILLAGE OF BARTLETT'S  
2025 CRACK SEALING PROJECT AGREEMENT BETWEEN  
THE VILLAGE OF BARTLETT AND SKC CONSTRUCTION, INC.**

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**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:** 2025 Crack Sealing Project Agreement dated June 17<sup>th</sup>, 2025, between the Village of Bartlett and SKC Construction, Inc. (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

**SECTION TWO:** That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the 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: June 17, 2025

APPROVED: June 17, 2025

\_\_\_\_\_  
Daniel H. Gunsteen, 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 2025 - \_\_\_\_\_ enacted on June 17, 2025, and approved on June 17, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk



Contractor's Name			
SKC Construction, Inc.			
Contractor's Address	City	State	Zip Code
695 Church Rd	Elgin	IL	60123

STATE OF ILLINOIS		
Local Public Agency	County	Section Number
Village of Bartlett	DuPage	25-00000-03-GM
Street Name/Road Name	Type of Funds	
Various	MFT	

CONTRACT BOND (when required)

<b>For a County and Road District Project</b>
Submitted/Approved
Highway Commissioner Signature & Date
Submitted/Approved
County Engineer/Superintendent of Highways Signature & Date

<b>For a Municipal Project</b>
Submitted/Approved/Passed
Signature & Date
Official Title

<b>Department of Transportation</b>
<input type="checkbox"/> Concurrence in approval of award
Regional Engineer Signature & Date

Local Public Agency	Local Street/Road Name	County	Section Number
Village of Bartlett	Various	DuPage	25-00000-03-GM

1. THIS AGREEMENT, made and concluded the 1st day of July, 2025 between the Village of Bartlett, known as the party of the first part, and SKC Construction, Inc., its successor, and assigns, known as the party of the second part.
2. For and in consideration of the payments and agreements mentioned in the Proposal hereto attached, to be made and performed by the party of the first part, and according to the terms expressed in the Bond referring this contract, the party of the second part agrees with said party of the first part, at its own proper cost and expense, to do all the work, furnish all materials and all labor necessary to complete the work in accordance with the plans and specifications hereinafter described, and in full compliance with all of the terms of this contract.
3. It is also understood and agreed that the LPA Formal Contract Proposal, Special Provisions, Affidavit of Illinois Business Office, Apprenticeship or Training Program Certification, and Contract Bond hereto attached, and the Plans for Section 25-00000-03-GM in Village of Bartlett, approved by the Illinois Department of Transportation on N/A, are essential documents of this contract and are a part hereof.
4. IN WITNESS WHEREOF, the said parties have executed this contract on the date above mentioned.

Attest: The Village of Bartlett  
Local Public Agency Type Name of Local Public Agency

Clerk Signature & Date

(SEAL, if required by the LPA)

Party of the First Part Signature & Date  
 By:

*(If a Corporation)*

Corporate Name

President, Party of the Second Part Signature & Date  
 By:

*(If a Limited Liability Corporation)*

LLC Name

Manager or Authorized Member, Party of the Second Part  
 By:

*(If a Partnership)*

Partner Signature & Date

Partner Signature & Date

Partners doing Business under the firm name of  
 Party of the Second Part

*(If an individual)*

Party of the Second Part Signature & Date

Attest:  
 Secretary Signature & Date

(SEAL, if required by the LPA)

**Instructions for BLR 12320 - Page 1 of 2**  
 Instructions are not to be submitted with the form.

This form shall be used to execute Local Public Agency (LPA) contracts. The successful bidder must complete this form for formal contract proposals. Refer to Chapter 12 of the Bureau of Local Roads and Streets Manual (BLRS) for more information. For signature requirements, refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will auto-populate.

Contractor's Name	Insert Contractor's name.
Contractor's Address	Insert Contractor's address.
Local Public Agency	Insert the name of the LPA.
County	Insert the name of the County in which the LPA is located.
Section Number	Insert the section number assigned to this project without dashes.
Street Name/Road Name	Insert the name of the street/road on which the project is located. For projects that include several streets or routes insert various.
Type of Funds	Insert the type of funds being used to fund this project.

<b>For a County and Road District Project</b>	
Highway Commissioner Signature	For a Road District Project the Highway Commissioner shall sign and date here.
County Engineer/Superintendent of Highways of	For a road district project or county project, the County Engineer/Superintendent Highways shall sign and date here.

<b>For a Municipal Project</b>	
Signature and Date	For a Municipal project the appropriate municipal official shall sign and date here.
Official Title	Insert the title of the official who signed above.

<b>Department of Transportation</b>	
Regional Engineer Signature & Date	Upon a limited review the Regional Engineer shall sign and date here.

#1	
Day	Insert the Day the contract is made between the two parties.
Month, Year	Insert the month and year that corresponds to the date listed to the left.
Local Public Agency Type	From the drop-down, select the LPA type.
Local Public Agency	Insert the name of the LPA.

#3	
Section Number	Insert the section number without dashes that applies to this project.
Local Public Agency	This field is automatically completed based on previous entries.
Date	Insert the date the documents for bidding were approved by IDOT.

#4	
Local Public Agency Type	From the drop-down list, select the LPA type.
Local Public Agency	Insert the name of the local public agency.

**Instructions for BLR 12320 - Page 1 of 2**

Signatures

Local Public Agency Clerk

LPA Clerk shall sign, seal and date here.

Seal

The Clerk shall seal the document here, if required. If a seal is required, electronic signatures should not be used.

By:

The awarding authority duly designated contracting official must sign and date here.

If a corporation

Corporate Name

If a corporation, insert the name of the corporation, followed by the signature of the corporate president with the date of signature.

Attest

The secretary of the corporation shall sign and date here.

If a partnership

Partner Signature

If a partnership, the first partner must sign and date here. The second partner must sign and date the line below.

Party of the Second Part

If a partnership insert the name of the corporation.

If an Individual

If an individual the successful bidder shall sign and date here.

**A minimum of four (4) certified signed originals must be submitted to the Regional Engineer's District office OR email PDF completed form with electronic signatures to your local District LRS office.**

Following the Regional Engineer's approval, distribution will be as follows:

Local Public Agency Clerk

Successful Bidder

Engineer (Municipal, Consultant or County)

District File