



Next Ord. No. 4461
Next Reso. No. 25005

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

January 27, 2025

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

- 1. Call to Order - Roll Call**
- 2. Pledge of Allegiance**
- 3. Amendments to the Agenda**
- 4. Public Comments on Agenda Items**
- 5. Public Comments on Non-Agenda Items**
- 6. Proclamations**
- 7. Presentation**
 - a. Presentation by Lauterbach & Amen on the 2023 Audit.
- 8. Appointment to Commission**
 - a. Appointment of Kimberly Tuttle as Commissioner of the Community F.U.N. Commission for a term upon being sworn in to April 30, 2026.
- 9. Consent Agenda**
 - a. Bill Listings for the week of January 13, 2025 in the amount of \$419,728.70 and January 20, 2025 in the amount of \$225,289.57 and \$506,364.26.
 - b. Approval of the Minutes of the Village Board of Trustees Meeting held on January 13, 2025.
- 10. Ordinance for First Reading**
 - a. An Ordinance Adopting Amendments to Chapter 5 of the Villa Park Municipal Code in order to Remove Fees and Amend Other Regulations Related to Dog Licenses

This Ordinance amends Section 5-205 of the Villa Park Municipal Code to remove subsection 5-205 (c) to eliminate the annual license fee of \$4.00 fee. Staff recommends passage of the Ordinance.

- b. An Ordinance Amending Chapter 14 of the Villa Park Municipal Code Regarding Fleeing and Eluding Motor Vehicles in the Village of Villa Park, Illinois

This Ordinance, if adopted, will reduce the administrative fee associated with a citation issued to the registered owner of a motor vehicle that was driven while committing the criminal offense of fleeing or attempting to elude a police officer in the Village of Villa Park. The Ordinance also establishes additional due process procedures related to the administration and imposition of the administrative fee. Staff recommends approval of the Ordinance.

11. Ordinance for Second Reading

12. Ordinances

- a. An Ordinance Repealing Ordinance No. 4229 and Rescinding the Special Use for a Planned Unit Development at 351-415 N. Ardmore Avenue, 350-416 N. Beverly Avenue and 403-409 N. Beverly Avenue (Hawthorne Development Corporation)

This Ordinance will rescind Ordinance 4229 for a Special Use for the project known as EcoTerra / Garden Station. Staff recommends passage of the ordinance.

13. Resolutions

- a. Resolution of the Village of Villa Park, DuPage County, Illinois, Approving Final Change Order Number 01 (Final) to the Contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois, for Construction of the Wisconsin Avenue Improvement Project (Vermont to Stone) for a Net Deduction in the Amount of \$71,362.20

This Resolution authorizes the Village Manager to execute the change order in substantially the form attached hereto to the contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois. The Village has a contract with A Lamp Concrete Contractors, Inc., in the amount of \$698,174.75 for the construction of the Wisconsin Avenue Improvement Project (Vermont to Stone). Proposed final Change Order Number 1 consists of the final balancing of contract quantities as measured in the field. The net amount of the proposed final Change Order Number 1 is a deduction in the amount of \$71,362.20, for an adjusted contract amount of \$626,812.55. Staff recommends approval of this Resolution.

- b. Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Services Agreement with Civiltech Engineering, Inc., of Itasca, Illinois, for Professional Civil Engineering Services for the Ardmore Avenue Improvements Project – Phase I In An Amount Not To Exceed \$811,804.00

This is a Resolution to authorize the Village President to enter into a professional engineering agreement with Civiltech Engineering, Inc. for the phase I (preliminary engineering) engineering services for Ardmore Avenue Improvement Project in the amount not to exceed \$811,804.00. The Ardmore Avenue Improvement Project is a proposed improvement of the roadway from Roosevelt Road (IL Route 38) to North Avenue (IL Route 64) with anticipated construction in 2026. Staff recommends approval.

- 14. Unfinished Business**
- 15. New Business**
- 16. Village Commission Reports**
 - a. Acceptance of the Minutes of the Parks and Recreation Advisory Commission held on November 12, 2024 and December 10, 2024.
 - b. Acceptance of the Minutes of the Environmental Concerns Commission Meeting held on November 21, 2024.
- 17. Village Clerk's Report**
- 18. Village Trustees' Report**
- 19. Village President's Report**
- 20. Village Manager's Report**
- 21. Executive Session**
 - a. Pursuant to 5 ILCS 120/2
(c) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- 22. Adjournment**

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on January 27, 2025

Covering weekly check runs dated for:

January 13, 2025/CY24 & CY25.....\$419,728.70

1 of 1

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.231145 P&Z DEPOSIT: MISCELLANEOUS							
14062	ANNE PETTINGER	PZ-24-22 ESCROW	0	ESCROW REFUND	284.30	.00	
192	DUPAGE COUNTY RECORDER	40611066	0	PZ24-02 ORDINANCE	97.00	.00	
10598	VPCD/ED	2024 PETTY CASH	0	DUPAGE COUNTY RECORDER	2.00	.00	
Total 10.231145 P&Z DEPOSIT: MISCELLANEOUS:					383.30	.00	
10.43100 BUILDING PERMITS							
13946	SUNRUN INSTALLATIONS SERVICES	PREL202301728	0	PERMIT REFUND PREL202301728	150.00	.00	
Total 10.43100 BUILDING PERMITS:					150.00	.00	
Total :					533.30	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.511.00.207 APPRECIATION DINNER & AWARDS							
10598 VPCD/ED		2024 PETTY CASH	0	VILLAGE PICNIC	10.97	.00	
Total 10.511.00.207 APPRECIATION DINNER & AWARDS:					10.97	.00	
10.511.00.299 OTHER CONTRACTUAL SERVICES							
13968 STRATEGIC GOVERNMENT RESOUR		2024-108953	0	LOCAL GOVERNMENT LEADERSHIP ACADEMY - A.	1,800.00	.00	
Total 10.511.00.299 OTHER CONTRACTUAL SERVICES:					1,800.00	.00	
Total PUBLIC AFFAIRS:					1,810.97	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.512.01.210 TELEPHONE							
12005	SAWYER, BRIAN	dec24	0	USAGE REIMB	24.99 ✓	.00	
12005	SAWYER, BRIAN	dec24	0	PERS DEVICE PHONE REIMB	24.99 ✓	.00	
Total 10.512.01.210 TELEPHONE:					49.98	.00	
10.512.01.299 OTHER CONTRACTUAL SERVICES							
6849	CURRENT TECHNOLOGIES CORP	735930	0	CERTIFICATE RENEWAL	206.25 ✓	.00	
12755	KNO2 LLC	54710	0	MONTHLY LINE AND DOMESTIC PAGES	2.00 ✓	.00	
11629	PROCOM ENTERPRISES LTD	824669	0	ALARM.COM DOOR ACCESS CONTROL	198.00 ✓	.00	
12005	SAWYER, BRIAN	dec24	0	MILEAGE REIMB; DEC 24	23.31 ✓	.00	
Total 10.512.01.299 OTHER CONTRACTUAL SERVICES:					429.56	.00	
Total MANAGER:					479.54	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.513.00.299 OTHER CONTRACTUAL SERVICES							
4831	GOVERNMENT FINANCE OFFICERS	00023348	0	CERT OF ACHIEVEMENT REVIEW FEE-FY2023 AN	530.00 ✓	.00	
12029	MGT IMPACT SOLUTIONS LLC	MGT36380	0	CONTRACTED FINANCE DIRECTOR; W/E 12/7/24,	17,632.00 ✓	.00	
Total 10.513.00.299 OTHER CONTRACTUAL SERVICES:					18,162.00	.00	
Total FINANCE:					18,162.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.514.00.202 TRAINING & CONFERENCES							
10598	VPCD/ED	2024 PETTY CASH	0	TRAINING AND SEMINARS	140.00	.00	
Total 10.514.00.202 TRAINING & CONFERENCES:					140.00	.00	
10.514.00.270 MAINT OF OFFICE EQUIPMENT							
6269	KONICA MINOLTA BUSINESS	9010244718	0	COPY CHARGES DEC 2024	17.22	.00	
11015	KONICA MINOLTA PREMIER FINANCE	545447799	0	LEASE CHARGES DEC 2024	80.00	.00	
Total 10.514.00.270 MAINT OF OFFICE EQUIPMENT:					97.22	.00	
10.514.00.289 INSPECTORS FEES							
6676	B & F CONSTRUCTION CODE SERVIC	23097	0	NOVEMBER INSPECTIONS	126.66	.00	
13523	CHADA, MICHAEL	Dec 2024	0	DECEMBER INSPECTIONS	900.00	.00	
4659	ELEVATOR INSPECTION SVC CO INC	128320	0	ELEVATOR INSPECTION 320 WILDWOOD	80.00	.00	
Total 10.514.00.289 INSPECTORS FEES:					1,106.66	.00	
Total COMMUNITY DEVELOPMENT:					1,343.88	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.516.00.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	1247072000 11/24	0	21 W PLYMOUTH; 11/6-12/6/24	245.82 ✓	.00	
237	COMMONWEALTH EDISON CO	2698012222 11/24	0	JACKSON POND; 11/19-12/18/24	26.58 ✓	.00	
237	COMMONWEALTH EDISON CO	3369949000 11/24	0	SIREN; 11/5-12/5/24	35.66 ✓	.00	
237	COMMONWEALTH EDISON CO	5497749111 11/24	0	106 S VILLA; 11/5-12/5/24	368.38 ✓	.00	
Total 10.516.00.219 UTILITY - ELECTRIC:					676.44	.00	
10.516.00.299 OTHER CONTRACTUAL SERVICES							
4932	SMG SECURITY SYSTEMS INC	196931	0	PW FIRE PANEL SERVICE	727.50 ✓	.00	
4932	SMG SECURITY SYSTEMS INC	200447	0	QTR DEPOT BURGLAR ALARM	1,908.45 ✓	.00	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:					2,635.95	.00	
Total BUILDINGS & GROUNDS:					3,312.39	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.517.00.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	9493548000 11/24	0	METRA STN PARK LOT; 11/6-12/6/24	80.85	.00	
Total 10.517.00.219 UTILITY - ELECTRIC:					80.85	.00	
10.517.00.299 OTHER CONTRACTUAL SERVICES							
4932	SMG SECURITY SYSTEMS INC	200447	0	QTR METRA BURGLAR MONITORING	107.07	.00	
Total 10.517.00.299 OTHER CONTRACTUAL SERVICES:					107.07	.00	
Total COMMUTER PARKING LOT:					187.92	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.518.00.215 SHOP SERVICES							
6430	CINTAS CORPORATION	4216094336	0	FLT UNIFORM & TOWELS	71.63	.00	
Total 10.518.00.215 SHOP SERVICES:					71.63	.00	
10.518.00.308 ENGINE OIL							
8999	PARENT PETROLEUM INC.	1728572	0	0W20 SYN DRUM	673.75	.00	
8999	PARENT PETROLEUM INC.	1728573	0	BULK OILS, AW32,5W20, 15W40	1,746.50	.00	
Total 10.518.00.308 ENGINE OIL:					2,420.25	.00	
10.518.00.310 MOTOR VEHICLE PARTS & ACCESS							
925	SERVICE SPRING CO	178886	0	PW 93 LEAF SPRINGS	5,300.70	.00	
12555	WEST SIDE TRACTOR SALES CO	N62559	0	PW 21 BUCKET TEETH	139.80	.00	
Total 10.518.00.310 MOTOR VEHICLE PARTS & ACCESS:					5,440.50	.00	
Total GARAGE:					7,932.38	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.520.01.299 OTHER CONTRACTUAL SERVICES							
13047	SCIENTIFIC WILDLIFE MANAGEMENT	7578	0	WEBSITE MEMBERSHIP & MONITORING FOR 2025	600.00	.00	
Total 10.520.01.299 OTHER CONTRACTUAL SERVICES:					600.00	.00	
Total POLICE:					600.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.521.01.301 UNIFORMS							
5568	HOLY COW SPORTS INC	242661	0	STAFF APPAREL ADMIN	345.00 ✓	.00	
Total 10.521.01.301 UNIFORMS:					345.00	.00	
10.521.01.303 DUES & PUBLICATIONS							
738	NATIONAL FIRE PROTECTION ASSOC	0038050S	0	ANN NATL FIRE CODES SUBSCRIPT; STAPLETON	1,552.50 ✓	.00	
738	NATIONAL FIRE PROTECTION ASSOC	0837506M	0	MEMBERSHIP DUES;S.STAPLETON ID#3580933	225.00 ✓	.00	
Total 10.521.01.303 DUES & PUBLICATIONS:					1,777.50	.00	
10.521.22.299 OTHER CONTRACTUAL SERVICES							
30	AIR ONE EQUIPMENT INC	212817	0	BREATHING AIR QUALITY TEST	165.00 ✓	.00	
30	AIR ONE EQUIPMENT INC	212985	0	BREATHING AIR QUALITY TEST	165.00 ✓	.00	
30	AIR ONE EQUIPMENT INC	215448P	0	G1 FACEPIECE APR ADAPTER, CANISTER	770.00 ✓	.00	
Total 10.521.22.299 OTHER CONTRACTUAL SERVICES:					1,100.00	.00	
10.521.22.302 CHEMICALS							
7793	FIREGROUND SUPPLY INC	758542	0	FIREREIN ECO-GEL	3,360.00 ✓	.00	
Total 10.521.22.302 CHEMICALS:					3,360.00	.00	
10.521.22.399 OTHER SUPPLIES							
30	AIR ONE EQUIPMENT INC	214367	0	ELKHART BRASS HORIZONTAL LOCK PLUGS	54.00 ✓	.00	
Total 10.521.22.399 OTHER SUPPLIES:					54.00	.00	
Total FIRE:					6,636.50	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.523.02.299 OTHER CONTRACTUAL SERVICES							
10672	PARAMEDIC BILLING SERVICES	NOV24	0	AMBULANCE BILLING FEES - NOV24	1,252.77 ✓	.00	
Total 10.523.02.299 OTHER CONTRACTUAL SERVICES:					1,252.77	.00	
10.523.02.301 UNIFORMS							
7793	FIREGROUND SUPPLY INC	31723	0	SANDENO-STAFF APPAREL	192.00 ✓	.00	
782	O'HERRON CO INC, RAY	2384410	0	NEW HIRE UNIFORM - SCHIMANSKI	21.09 ✓	.00	
Total 10.523.02.301 UNIFORMS:					213.09	.00	
Total AMBULANCE/PARAMEDIC:					1,465.86	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.524.02.299 OTHER CONTRACTUAL SERVICES							
13205	KUUSAKOSKI US LLC	A-13073	0	ELECTRONIC RECYCLING	993.61	.00	
13356	LAKESHORE RECYCLING SYSTEMS	5604568	0	TRASH & BRUSH REMOVAL DEC 2024	153,300.15	.00	
Total 10.524.02.299 OTHER CONTRACTUAL SERVICES:					154,293.76	.00	
Total GARBAGE:					154,293.76	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.525.25.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	0317063000 11/24	0	STREETLIGHTS 2; 11/5-12/5/24	52.90 -	.00	
237	COMMONWEALTH EDISON CO	1762511222 11/24	0	889 W NO STREETLIGHTS; 11/6-12/6/24	70.81 -	.00	
237	COMMONWEALTH EDISON CO	1789510100 11/24	0	TRAFFIC SIGNALS; 11/8-12/9/24	993.32 -	.00	
237	COMMONWEALTH EDISON CO	6715885000 11/24	0	STREETLIGHTS 1; 10/31-12/2/24	107.96 -	.00	
Total 10.525.25.219 UTILITY - ELECTRIC:					1,224.99	.00	
10.525.25.299 OTHER CONTRACTUAL SERVICES							
5356	H & H ELECTRIC COMPANY	44872	0	NOVEMBER TRAFFIC SIGNAL MAINTENANCE	624.00 -	.00	
Total 10.525.25.299 OTHER CONTRACTUAL SERVICES:					624.00	.00	
Total STREET:					1,848.99	.00	
Total CORPORATE FUND:					198,607.49	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
27.502.01.299 OTHER CONTRACTUAL SERVICES							
4932	SMG SECURITY SYSTEMS INC	200447	0	QTR CORTESI DEPOT ALARM MONITORING	142.59	.00	
Total 27.502.01.299 OTHER CONTRACTUAL SERVICES:					142.59	.00	
Total GENERAL:					142.59	.00	
Total TIF 5 FUND - KENILWORTH:					142.59	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.01.317 OFFICE SUPPLIES							
1818	GARVEY'S OFFICE PRODUCTS	PINV2643129	0	FILES BOXES + DESK CALENDAR CY 24	67.99 ✓	.00	
1818	GARVEY'S OFFICE PRODUCTS	PINV2643575	0	FILES BOXES FOR MOVING TO VPRC CY 24	56.90 ✓	.00	
Total 35.502.01.317 OFFICE SUPPLIES:					124.89	.00	
35.502.16.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	8974419000 11/24	0	TENNIS CRTS; 11/4-12/4/24	314.36 ✓	.00	
Total 35.502.16.219 UTILITY - ELECTRIC:					314.36	.00	
35.502.16.299 OTHER CONTRACTUAL SERVICES							
4932	SMG SECURITY SYSTEMS INC	200447	0	QTR REC FIRE AND BURGLAR MONITORING	432.09 ✓	.00	
Total 35.502.16.299 OTHER CONTRACTUAL SERVICES:					432.09	.00	
35.502.35.311 PROGRAM SUPPLIES							
8676	SIGNARAMA	INV-3278R	0	SUMMER SATURDAYS BANNER & MOVIE BANNER	300.00 ✓	.00	
Total 35.502.35.311 PROGRAM SUPPLIES:					300.00	.00	
35.502.36.299 OTHER CONTRACTUAL SERVICES							
12292	CHESS SCHOLARS	3006724	0	YOUTH CONTRACTED PROGRAM	108.00 ✓	.00	
12292	CHESS SCHOLARS	3006726	0	YOUTH CONTRACTED PROGRAM	306.00 ✓	.00	
12274	DESIGNSPRING GROUP INC.	3139	0	REDESIGN FEE FOR PROGAMS + EVENTS CALAL	1,000.00 ✓	.00	
Total 35.502.36.299 OTHER CONTRACTUAL SERVICES:					1,414.00	.00	
35.502.36.311 PROGRAM SUPPLIES							
1818	GARVEY'S OFFICE PRODUCTS	WO-594185-1	0	CALENDAR FOR LITTLE LEARNERS INSRTUCTOR	33.27 ✓	.00	
8676	SIGNARAMA	INV-3585	0	GRAND OPENING BANNERS VPRC	600.00 ✓	.00	
Total 35.502.36.311 PROGRAM SUPPLIES:					633.27	.00	
Total GENERAL:					3,218.61	.00	
Total RECREATION FUND:					3,218.61	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.01.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	0559540100 11/24	0	TWIN LAKES; 10/25-11/23/24	89.64 ✓	.00	
237	COMMONWEALTH EDISON CO	5093259000 11/24	0	ROTARY PARK; 11/5-12/5/24	36.65 ✓	.00	
Total 36.502.01.219 UTILITY - ELECTRIC:					126.29	.00	
36.502.02.401 CAPITAL OUTLAY							
1110	WESTMORE SUPPLY CO	M2544225	36000	LUFKIN PATHWAY	97.44 ✓	.00	
Total 36.502.02.401 CAPITAL OUTLAY:					97.44	.00	
Total GENERAL:					223.73	.00	
Total PARKS FUND:					223.73	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
41.502.01.219	UTILITY - ELECTRIC						
237	COMMONWEALTH EDISON CO	2336708000 11/24	0	JEFF POOL; 11/6-12/6/24	330.07 ✓	.00	
Total 41.502.01.219 UTILITY - ELECTRIC:					330.07	.00	
Total GENERAL:					330.07	.00	
Total SWIMMING POOL FUND:					330.07	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
50.502.86.692 ROLLOVER BOND ISSUE COSTS							
12818	MILLER CANFIELD PADDOCK & STON	1675192	0	BOND COUNSEL COSTS FOR SERIES 2024A	10,000.00	.00	
Total 50.502.86.692 ROLLOVER BOND ISSUE COSTS:					10,000.00	.00	
Total GENERAL:					10,000.00	.00	
Total DEBT SERVICE FUND:					10,000.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
60.502.10.299 OTHER CONTRACTUAL SERVICES							
10965	BUILDERS PAVING LLC	230047-04F	0	2023 REBUILD ILLINOIS RESURFACING PROJECT	25,573.43	.00	
Total 60.502.10.299 OTHER CONTRACTUAL SERVICES:					25,573.43	.00	
Total GENERAL:					25,573.43	.00	
Total STREET IMPROVEMENT FUND:					25,573.43	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
67.502.02.401 CAPITAL OUTLAY							
13890	BREEZY HILL LANDSCAPING INC	71318	35011	LIONS REC CENTER OCT '24 CONSTRUCTION SER	96,363.00 ✓	.00	
13890	BREEZY HILL LANDSCAPING INC	71318A	35011	LIONS REC CENTER NOVEMBER '24 CONSTRUCT	24,966.00 ✓	.00	
6353	CASE LOTS INC	28617	35011	BLACK 29 GAL WASTE CANS @VPRC	4,198.50 ✓	.00	
6353	CASE LOTS INC	28617	35011	BLUE 29 GAL WASTE CANS @VPRC	4,198.50 ✓	.00	
4630	SENTINEL TECHNOLOGIES INC	25508	35012	FIREWALL-SUBSCRIPTION	4,091.00 ✓	.00	
1075	VILLA PARK OFFICE EQUIPMENT	80832	35011	OFFICE FURNITURE	1,183.96 ✓	.00	
Total 67.502.02.401 CAPITAL OUTLAY:					135,000.96	.00	
Total GENERAL:					135,000.96	.00	
Total BUILDING IMPROVEMENTS FUND:					135,000.96	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.502.01.210 TELEPHONE							
1055	VENCHUS, THOMAS	2024 Oct Nov, Dec	0	PERS DEVICE PHONE REIMB; OCTOBER, NOVEM	74.97 ✓	.00	
1055	VENCHUS, THOMAS	2024 Oct Nov, Dec	0	USAGE REIMBURSEMENT; OCTOBER, NOVEMBER	74.97 ✓	.00	
Total 82.502.01.210 TELEPHONE:					149.94	.00	
82.502.01.299 OTHER CONTRACTUAL SERVICES							
5642	JOHNSON'S VILLA PARK INC	2024	0	WATER BILLING PAYMENTS; JAN-DEC 2024	85.35 ✓	.00	
Total 82.502.01.299 OTHER CONTRACTUAL SERVICES:					85.35	.00	
82.502.02.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	1698436000 11/24	0	WTR/SWR; 11/5-12/5/24	148.62 ✓	.00	
237	COMMONWEALTH EDISON CO	2710425000 11/24	0	520 N PRINCETON; 11/13-12/9/24	281.31 ✓	.00	
237	COMMONWEALTH EDISON CO	4560886000 11/24	0	WELL #2; 11/5-12/5/24	26.94 ✓	.00	
237	COMMONWEALTH EDISON CO	5004281222 11/24	0	CENTRAL PUMPING STN; 11/7-12/9/24	389.19 ✓	.00	
Total 82.502.02.219 UTILITY - ELECTRIC:					846.06	.00	
82.502.02.293 LABORATORY TESTING							
13535	PACE ANALYTICAL SERVICES LLC	247227900	0	UCMR5 WATER SAMPLES	950.00 ✓	.00	
Total 82.502.02.293 LABORATORY TESTING:					950.00	.00	
82.502.02.299 OTHER CONTRACTUAL SERVICES							
4059	ASSOCIATED TECHNICAL SERVICES	39437	0	ANNUAL LEAK DETECTION	19,008.00 ✓	.00	
Total 82.502.02.299 OTHER CONTRACTUAL SERVICES:					19,008.00	.00	
82.502.02.354 WATER METERS							
6618	CORE & MAIN	W106933	0	3/4S IPERL 1G 3-TS 7WHL SM	19,176.00 ✓	.00	
Total 82.502.02.354 WATER METERS:					19,176.00	.00	
Total GENERAL:					40,215.35	.00	
Total WATER SUPPLY FUND:					40,215.35	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
83.502.02.219 UTILITY - ELECTRIC							
237	COMMONWEALTH EDISON CO	2251554000 11/24	0	NORTH & YALE; 11/23-12/26/24	393.70 -	.00	
237	COMMONWEALTH EDISON CO	3809847000 11/24	0	WESTLANDS LIFT STN; 11/7-12/9/24	43.95 -	.00	
237	COMMONWEALTH EDISON CO	4884025000 11/24	0	900 N VILLA; 11/23-12/26/24	285.70 -	.00	
237	COMMONWEALTH EDISON CO	5730356000 11/24	0	S VILLA LIFT STN; 11/7-12/9/24	584.78 -	.00	
237	COMMONWEALTH EDISON CO	7378463000 11/24	0	RT 83 LIFT STN; 11/7-12/9/24	49.18 -	.00	
237	COMMONWEALTH EDISON CO	9519484000 11/24	0	YALE/RIDGE LIFT STN; 11/7-12/9/24	59.66 -	.00	
Total 83.502.02.219 UTILITY - ELECTRIC:					1,416.97	.00	
83.502.02.299 OTHER CONTRACTUAL SERVICES							
6345	DUKE'S ROOT CONTROL INC	30573	0	ANNUAL ROOT FOAMING	4,999.50 ✓	.00	
Total 83.502.02.299 OTHER CONTRACTUAL SERVICES:					4,999.50	.00	
Total GENERAL:					6,416.47	.00	
Total WASTEWATER FUND:					6,416.47	.00	
Grand Totals:					419,728.70	.00	

	<u>Amount Paid</u>
CORPORATE FUND	
Total CORPORATE FUND:	<u>198,607.49</u>
TIF 5 FUND - KENILWORTH	
Total TIF 5 FUND - KENILWORTH:	<u>142.59</u>
RECREATION FUND	
Total RECREATION FUND:	<u>3,218.61</u>
PARKS FUND	
Total PARKS FUND:	<u>223.73</u>
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	<u>330.07</u>
DEBT SERVICE FUND	
Total DEBT SERVICE FUND:	<u>10,000.00</u>
STREET IMPROVEMENT FUND	
Total STREET IMPROVEMENT FUND:	<u>25,573.43</u>
BUILDING IMPROVEMENTS FUND	
Total BUILDING IMPROVEMENTS FUND:	<u>135,000.96</u>
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	<u>40,215.35</u>
WASTEWATER FUND	
Total WASTEWATER FUND:	<u>6,416.47</u>
Grand Totals:	<u><u>419,728.70</u></u>

Amount Paid

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE 1/9/25

APPROVED BY Charles Howard
[Signature]



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on January 27, 2025

Covering weekly check runs dated for:

January 20, 2025/CY25.....\$225,289.57

1 of 2

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice.Batch = "WF0120 CY2025"

Invoice Detail.Type = {<>} "Adjustment"

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.43100 BUILDING PERMITS							
14064	COLLINSON, ANDREW & SARAH	PRAB202000354	0	REFUND PRAB202000354 ✓	145.00	.00	
Total 10.43100 BUILDING PERMITS:					145.00	.00	
Total :					145.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.511.00.653	SENIOR CITIZENS COMMISSION						
14063	PENS.COM	113968980	0	SCC GIVEAWAYS FOR 2025 EVENTS ✓	324.31	.00	
Total 10.511.00.653 SENIOR CITIZENS COMMISSION:					324.31	.00	
Total PUBLIC AFFAIRS:					324.31	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.512.01.299 OTHER CONTRACTUAL SERVICES							
13820	COMMEG SYSTEMS INC	250110110	0	TIMECLOCK SOFTWARE ✓	620.00	.00	
13538	LIFTOFF LLC	7820ren2025	0	MICROSOFT OFFICE 365 LICENSES ✓	61,793.52	.00	
14006	NOBLETEC LLC	C15446	0	BARRACUDA ARCHIVE RENEWAL ✓	19,500.00	.00	
Total 10.512.01.299 OTHER CONTRACTUAL SERVICES:					81,913.52	.00	
Total MANAGER:					81,913.52	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.513.00.299 OTHER CONTRACTUAL SERVICES							
12906	CONNECT SEARCH LLC	SI107810	0	TEMPORARY STAFF SERVICES ✓	955.80	.00	
12906	CONNECT SEARCH LLC	SI108154	0	TEMPORARY STAFF SERVICES ✓	1,265.40	.00	
Total 10.513.00.299 OTHER CONTRACTUAL SERVICES:					2,221.20	.00	
10.513.00.303 DUES & PUBLICATIONS							
1678	ILLINOIS GFOA	MEMBERSHIP DUE	0	MEMBERSHIP DUES-CHOWARD-2025 ✓	100.00	.00	
1678	ILLINOIS GFOA	MEMBERSHIP DUE	0	MEMBERSHIP DUES-RBAIG-2025 ✓	300.00	.00	
Total 10.513.00.303 DUES & PUBLICATIONS:					400.00	.00	
Total FINANCE:					2,621.20	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.514.00.202 TRAINING & CONFERENCES							
13722	MCLAUGHLIN, MARC	CONFERENCE FLI	0	APA & ICSC FLIGHTS 2025 ✓	796.89	.00	
Total 10.514.00.202 TRAINING & CONFERENCES:					796.89	.00	
10.514.00.299 OTHER CONTRACTUAL SERVICES							
192	DUPAGE COUNTY RECORDER	40615641	0	CD RELEASES ✓	114.00	.00	
Total 10.514.00.299 OTHER CONTRACTUAL SERVICES:					114.00	.00	
10.514.00.317 OFFICE SUPPLIES							
7523	RUNCO OFFICE SUPPLY	959293-0	0	CERTIFICATE PAPER-PENS-CLIPS ✓	61.67	.00	
Total 10.514.00.317 OFFICE SUPPLIES:					61.67	.00	
Total COMMUNITY DEVELOPMENT:					972.56	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.515.00.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	1,216.95	.00	
Total 10.515.00.210 TELEPHONE:					1,216.95	.00	
10.515.00.261 INSURANCE CLAIM LOSSES							
13651	BRAD MANNING FORD INC	274867	0	PARKS 252 RIGHT SIDE MIRROR ✓	969.65	.00	
Total 10.515.00.261 INSURANCE CLAIM LOSSES:					969.65	.00	
Total CENTRAL SERVICES:					2,186.60	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.516.00.299	OTHER CONTRACTUAL SERVICES						
6334	STATE INDUSTRIAL PRODUCTS	903632991	0	PD FRAGRANCE SYSTEM ✓	216.00	.00	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:					216.00	.00	
Total BUILDINGS & GROUNDS:					216.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.518.00.215 SHOP SERVICES							
6430	CINTAS CORPORATION	4216803549	0	FLT UNIFORMS MATS TOWELS ✓	90.42	.00	
6430	CINTAS CORPORATION	4217427390	0	FLT UNIFORM & TOWELS ✓	71.63	.00	
Total 10.518.00.215 SHOP SERVICES:					162.05	.00	
10.518.00.310 MOTOR VEHICLE PARTS & ACCESS							
13720	TRI-STATE HYDRAULICS INC	505166	0	PW 94 REBUILD FLOW LIFT CYLINDER ✓	725.00	.00	
12555	WEST SIDE TRACTOR SALES CO	N62719	0	PW 17 STARTER MOTOR ✓	553.32	.00	
Total 10.518.00.310 MOTOR VEHICLE PARTS & ACCESS:					1,278.32	.00	
Total GARAGE:					1,440.37	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.520.01.202 TRAINING & CONFERENCES							
12628	FRONTLINE PUBLIC SAFETY SOLUTI	FL45569	0	ANNUAL RENEWAL-EMPLOYEE TRAINING & TRAC ✓	1,736.44	.00	
Total 10.520.01.202 TRAINING & CONFERENCES:					1,736.44	.00	
10.520.01.299 OTHER CONTRACTUAL SERVICES							
12746	PACE SYSTEMS INC	00063549	0	PACE SCHEDULER SOFTWARE 1/29/2025-1/28/202 ✓	3,850.00	.00	
Total 10.520.01.299 OTHER CONTRACTUAL SERVICES:					3,850.00	.00	
10.520.01.303 DUES & PUBLICATIONS							
314	DUPAGE COUNTY CHIEFS OF POLICE	121224	0	DUPAGE COUNTY CHIEFS ASSOC RENEWAL 2025 ✓	825.00	.00	
Total 10.520.01.303 DUES & PUBLICATIONS:					825.00	.00	
10.520.08.299 OTHER CONTRACTUAL SERVICES							
1704	CRITICAL REACH INC	4288	0	ANNUAL SUPPORT FEE FOR 2025 FOR DETECTIV ✓	605.00	.00	
Total 10.520.08.299 OTHER CONTRACTUAL SERVICES:					605.00	.00	
10.520.09.299 OTHER CONTRACTUAL SERVICES							
13851	DELTA SONIC CAR WASH SYSTEMS I	0021842	0	UNLIMITED WASHES JANUARY 2025 ✓	47.97	.00	
Total 10.520.09.299 OTHER CONTRACTUAL SERVICES:					47.97	.00	
Total POLICE:					7,064.41	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.521.01.303 DUES & PUBLICATIONS							
5756	ILLINOIS FIREFIGHTERS ASSN	4698	0	ANNUAL MEMBERSHIP DUES 2025 ✓	125.00	.00	
Total 10.521.01.303 DUES & PUBLICATIONS:					125.00	.00	
Total FIRE:					125.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.525.27.341	SALT/CALCIUM CHLORIDE						
10092	MORTON SALT INC	5403266868	0	202.59 TONS BULK SAFETY SALT ✓	13,239.25	.00	
Total 10.525.27.341 SALT/CALCIUM CHLORIDE:					13,239.25	.00	
10.525.27.342	ASPHALT MIX						
326	DUPAGE MATERIALS COMPANY LLC.	27785	0	HIGH PERFORMANCE COLD ✓	320.00	.00	
Total 10.525.27.342 ASPHALT MIX:					320.00	.00	
Total STREET:					13,559.25	.00	
Total CORPORATE FUND:					110,568.22	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	286.24	.00	
Total 35.502.01.210 TELEPHONE:					286.24	.00	
Total GENERAL:					286.24	.00	
Total RECREATION FUND:					286.24	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	51.89	.00	
Total 36.502.01.210 TELEPHONE:					51.89	.00	
Total GENERAL:					51.89	.00	
Total PARKS FUND:					51.89	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
41.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	48.54	.00	
Total 41.502.01.210 TELEPHONE:					48.54	.00	
Total GENERAL:					48.54	.00	
Total SWIMMING POOL FUND:					48.54	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
50.502.02.299	OTHER CONTRACTUAL SERVICES						
7930	US BANK	7583344	0	ANNUAL ADMIN FEE-SERIES 2014 12/1/24-11/30/25	550.00	.00	
Total 50.502.02.299 OTHER CONTRACTUAL SERVICES:					550.00	.00	
Total GENERAL:					550.00	.00	
Total DEBT SERVICE FUND:					550.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
65.502.02.401 CAPITAL OUTLAY							
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE RAM 1500 2778P4 LEASE ✓	775.69	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE RAM 2500 2778XN LEASE	959.79	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE DURANGO 278T82 LEASE	854.03	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE DURANGO 278VZK LEASE	838.77	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE DURANGO 278W2B LEASE	916.56	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 DODGE DURANGO 279DQQ LEASE, EMF/DM	1,127.12	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 JEEF COMPASS 27H9VX LEASE	467.29	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 JEEF COMPASS 27H9W3 LEASE	468.48	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2024 JEEF COMPASS 27H9W8 LEASE	468.48	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2025 FORD EXPLORER 28C5G3 LEASE	1,003.62	.00	
13939	ENTERPRISE FM TRUST	426638A-010525	0	2025 FORD EXPLORER 28C5G7 LEASE	1,001.52	.00	
Total 65.502.02.401 CAPITAL OUTLAY:					8,881.35	.00	
Total GENERAL:					8,881.35	.00	
Total EQUIPMENT REPLACEMENT FUND:					8,881.35	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
67.502.02.402 NON-CAPITAL OUTLAY							
1075	VILLA PARK OFFICE EQUIPMENT	80892	35011	VPRC FURNITURE ✓	299.98	.00	
Total 67.502.02.402 NON-CAPITAL OUTLAY:					299.98	.00	
Total GENERAL:					299.98	.00	
Total BUILDING IMPROVEMENTS FUND:					299.98	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.48002	METER INSTALLATION CHRGES						
14065	MILLER ARCHITECTS AND BUILDERS	PRNC202301748	0	PARTIAL REFUND PRNC202301748 ✓	266.20	.00	
Total 82.48002 METER INSTALLATION CHRGES:					266.20	.00	
Total :					266.20	.00	

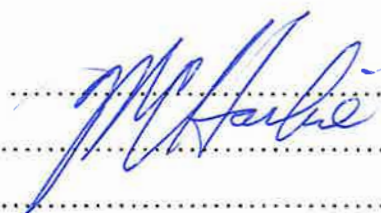
Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	35.15	.00	
Total 82.502.01.210 TELEPHONE:					35.15	.00	
82.502.01.299 OTHER CONTRACTUAL SERVICES							
192	DUPAGE COUNTY RECORDER	40615641	0	WATER BILLING LIENS/RELEASES ✓	627.00	.00	
Total 82.502.01.299 OTHER CONTRACTUAL SERVICES:					627.00	.00	
82.502.02.299 OTHER CONTRACTUAL SERVICES							
10582	BACKFLOW SOLUTIONS INC	9850	0	ANNUAL BACKFLOW CONTRACT ✓	14,471.60	.00	
Total 82.502.02.299 OTHER CONTRACTUAL SERVICES:					14,471.60	.00	
Total GENERAL:					15,133.75	.00	
Total WATER SUPPLY FUND:					15,399.95	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
83.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	678163255 1/25	0	PHONE SERVICE; 1/1-1/31/25 ✓	35.15	.00	
Total 83.502.01.210 TELEPHONE:					35.15	.00	
83.502.01.694 IEPA LOAN REPAYMENTS							
4003	ILLINOIS ENVIRONMENTAL	L17-5665 #3	0	L17-5665 BILL NUMBER 3 ✓	89,168.25	.00	
Total 83.502.01.694 IEPA LOAN REPAYMENTS:					89,168.25	.00	
Total GENERAL:					89,203.40	.00	
Total WASTEWATER FUND:					89,203.40	.00	
Grand Totals:					225,289.57	.00	

	Amount Paid
CORPORATE FUND	
Total CORPORATE FUND:	110,568.22
RECREATION FUND	
Total RECREATION FUND:	286.24
PARKS FUND	
Total PARKS FUND:	51.89
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	48.54
DEBT SERVICE FUND	
Total DEBT SERVICE FUND:	550.00
EQUIPMENT REPLACEMENT FUND	
Total EQUIPMENT REPLACEMENT FUND:	8,881.35
BUILDING IMPROVEMENTS FUND	
Total BUILDING IMPROVEMENTS FUND:	299.98
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	15,399.95
WASTEWATER FUND	
Total WASTEWATER FUND:	89,203.40
Grand Totals:	225,289.57

Amount Paid

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE 18 Jan 2025 APPROVED BY 



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on January 27, 2025

Covering weekly check runs dated for:

January 20, 2025/CY24.....\$506,364.26

2 of 2

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice.Batch = "0120","WF0120 CY2024","0115 INT CY2024"

Invoice Detail.Type = {<>} "Adjustment"

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
01.110050 UTILITY CASH CLEARING							
12476	UTILITY BILLING REFUNDS	10-00740-04R1	0	FIN CREDIT BAL; 612 W JAMES ST	336.24	.00	
12476	UTILITY BILLING REFUNDS	10-10920-00R1	0	FIN CREDIT BAL; 638 N HARVARD AVE	13.10	.00	
12476	UTILITY BILLING REFUNDS	10-14780-01R1	0	FIN CREDIT BAL; 510 N ELLSWORTH AVE	79.92	.00	
12476	UTILITY BILLING REFUNDS	11-05250-03R1	0	FIN CREDIT BAL; 20 N CORNELL AVE	33.44	.00	
12476	UTILITY BILLING REFUNDS	11-06930-01R1	0	FIN CREDIT BAL; 104 W DIVISION ST	16.39	.00	
12476	UTILITY BILLING REFUNDS	12-00860-01R1	0	FIN CREDIT BAL; 431 S MICHIGAN AVE	134.63	.00	
12476	UTILITY BILLING REFUNDS	12-12600-01R1	0	FIN CREDIT BAL; 516 E HIGHLAND AVE	13.91	.00	
12476	UTILITY BILLING REFUNDS	12-15450-08R1	0	FIN CREDIT BAL; 317 S RIVERSIDE DR	90.24	.00	
12476	UTILITY BILLING REFUNDS	12-15490-01R1	0	FIN CREDIT BAL; 241 S RIVERSIDE DR	117.70	.00	
12476	UTILITY BILLING REFUNDS	12-16010-02R1	0	FIN CREDIT BAL; 40 S MONTEREY AVE	69.20	.00	
12476	UTILITY BILLING REFUNDS	12-17060-06R1	0	FIN CREDIT BAL; 121 S EUCLID AVE	149.80	.00	
12476	UTILITY BILLING REFUNDS	12-18620-04R1	0	FIN CREDIT BAL; 41 S ILLINOIS AVE	154.79	.00	
12476	UTILITY BILLING REFUNDS	13-00130-02R1	0	FIN CREDIT BAL; 453 S WISCONSIN AVE	25.17	.00	
12476	UTILITY BILLING REFUNDS	13-02980-01R1	0	FIN CREDIT BAL; 131 W MADISON ST	32.89	.00	
12476	UTILITY BILLING REFUNDS	13-09360-01R1	0	FIN CREDIT BAL; 821 S SUMMIT AVE	126.44	.00	
12476	UTILITY BILLING REFUNDS	14-01880-01R1	0	FIN CREDIT BAL; 306 W NORTH AVE	300.00	.00	
Total 01.110050 UTILITY CASH CLEARING:					1,693.86	.00	
Total :					1,693.86	.00	
Total CASH ALLOCATIONS FUND:					1,693.86	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.210508 ESCROW: P. W. PROJECTS							
10445	DEPENDABLE CONCRETE	241 S ILLINOIS - B	0	241 S ILLINOIS - BOND RELEASE	900.00	.00	
Total 10.210508 ESCROW: P. W. PROJECTS:					900.00	.00	
10.42058 SEX OFFENDER REGISTRATION							
11331	ILLINOIS OFFICE OF THE ATTORNEY	01082025	0	EIGHT SEX OFFENDER REGISTRATION FEES 2024	240.00	.00	
11330	ILLINOIS STATE POLICE	010925	0	EIGHT SEX OFFENDER FEES 2024	240.00	.00	
4813	TREASURER, STATE OF ILLINOIS	011025	0	8 SEX OFFENDER REGISTRATION FEES 2024	40.00	.00	
Total 10.42058 SEX OFFENDER REGISTRATION:					520.00	.00	
Total :					1,420.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.511.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	82.66	.00	
Total 10.511.00.210 TELEPHONE:					82.66	.00	
10.511.00.211 LEGAL SERVICES							
7835	STORINO RAMELLO & DURKIN	92484	0	GENERAL MATTERS - NOV FEES	12,376.22	.00	
Total 10.511.00.211 LEGAL SERVICES:					12,376.22	.00	
10.511.00.212 LEGAL SERVICES-POLICE							
13618	DOERING REPORTING INC	2840	0	DEC HEARING COURT 2024	750.00	.00	
13073	OTTOSEN DINOLFO	11794	0	HEARING COURT DEC 2024	1,198.50	.00	
Total 10.511.00.212 LEGAL SERVICES-POLICE:					1,948.50	.00	
10.511.00.299 OTHER CONTRACTUAL SERVICES							
12965	SUNCOM.TV	4067	0	BOARD MEETINGS & COMMISSION VIDEOS DEC 2	1,975.00	.00	
Total 10.511.00.299 OTHER CONTRACTUAL SERVICES:					1,975.00	.00	
10.511.00.656 FIRE & POLICE COMMISSION							
11590	C.O.P.S AND F.I.R.E PERSONNEL	109565	0	BALANCE FROM ONLINE APP LAW ENFOR	70.31	.00	
11590	C.O.P.S AND F.I.R.E PERSONNEL	109609	0	LAW ENFOR WRITTEN ENT EXAM - 42 APPLICANT	1,260.00	.00	
Total 10.511.00.656 FIRE & POLICE COMMISSION:					1,330.31	.00	
Total PUBLIC AFFAIRS:					17,712.69	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.512.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	82.66	.00	
Total 10.512.00.210 TELEPHONE:					82.66	.00	
10.512.00.399 OTHER SUPPLIES							
12896	ULINE	Order #29527192	0	FIREPROOF CABINET FOR ORDINANCE BOOKS	5,417.91	.00	
Total 10.512.00.399 OTHER SUPPLIES:					5,417.91	.00	
Total MANAGER:					5,500.57	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.513.00.299 OTHER CONTRACTUAL SERVICES							
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12	0	PRODUCTION SVCS UTIL BILL RUN#12 2024	208.35	.00	
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12	0	PRINT PROGRAM UPDATE TO BS&A	500.00	.00	
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12	0	PAYMENT CHANGES INSERT	907.34	.00	
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12	0	ANNUAL RENEWAL CHARGE	300.00	.00	
12906	CONNECT SEARCH LLC	SI106407	0	TEMPORARY STAFF SERVICES	884.52	.00	
12906	CONNECT SEARCH LLC	SI106751	0	TEMPORARY STAFF SERVICES	1,125.04	.00	
12906	CONNECT SEARCH LLC	SI107158	0	TEMPORARY STAFF SERVICES	1,609.02	.00	
12906	CONNECT SEARCH LLC	SI107502	0	TEMPORARY STAFF SERVICES	1,665.18	.00	
7054	LAUTERBACH & AMEN LLP	99264	0	AUDIT SERVICES FOR FYE 12-31-2023	16,000.00	.00	
Total 10.513.00.299 OTHER CONTRACTUAL SERVICES:					23,199.45	.00	
Total FINANCE:					23,199.45	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.514.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	247.98	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	149.36	.00	
Total 10.514.00.210 TELEPHONE:					397.34	.00	
10.514.00.289 INSPECTORS FEES							
6576	B & F CONSTRUCTION CODE SERVIC	20436	0	DECEMBER INSPECTIONS	599.99	.00	
Total 10.514.00.289 INSPECTORS FEES:					599.99	.00	
Total COMMUNITY DEVELOPMENT:					997.33	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.515.00.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328 12/24	0	PHONE SERVICE; 12/1-12/31/24	1,273.25	.00	
Total 10.515.00.210 TELEPHONE:					1,273.25	.00	
Total CENTRAL SERVICES:					1,273.25	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.516.00.222 HEATING & A/C MAINT SERV							
1544	ACITELLI HEATING & PIPING	1609	0	VH REPAIRS GAS PRESSURE	624.00	.00	
Total 10.516.00.222 HEATING & A/C MAINT SERV:					624.00	.00	
10.516.00.223 WATER & SEWER SERVICE							
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	WWFTF UTL BL 7/1/24-12/31/24	5,908.08	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	HISTORICAL MUSEUM UTL BL 7/1/24-12/31/24	161.54	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	FIRE STATION 3 UTL BL 7/1/24-12/31/24	690.34	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	FIRE STATION #2 UTL BL 7/1/24-12/31/24	460.84	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	STREET DEPT UTL BL 7/1/24-12/31/24	127.25	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	VILLAGE HALL UTL BL 7/1/24-12/31/24	244.43	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	PARKS GARAGE N(28) UTL BL 7/1/24-12/31/24	675.48	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	PW GARAGE (42) UTL BL 7/1/24-12/31/24	58.46	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	VEHICLE MAINT UTL BL 7/1/24-12/31/24	198.12	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	VEHICLE MAINT UTL BL 7/1/24-12/31/24	179.80	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	CENTRAL PUMP STN UTL BL 7/1/24-12/31/24	203.39	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	PUBLIC WORKS UTL BL 7/1/24-12/31/24	400.08	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	POLICE DEPT UTL BL 7/1/24-12/31/24	603.54	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	CORNELL PUMP STATION UTL BL 7/1/24-12/31/24	137.81	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	106 S VILLA UTL BL 7/1/24-12/31/24	129.65	.00	
Total 10.516.00.223 WATER & SEWER SERVICE:					10,178.81	.00	
10.516.00.299 OTHER CONTRACTUAL SERVICES							
5	A.G.A.D. PEST CONTROL	125224	0	MNTHLY PEST CTRL;VH,PD,PW,FD,CD-ED	255.00	.00	
1544	ACITELLI HEATING & PIPING	1644	0	PD SYMBIO MODULE CONTROL BAORD	574.00	.00	
6259	MIDLAND PLUMBING & SEWER	11066	0	INSTALLING FILTRATION SYSTEM	780.00	.00	
6334	STATE INDUSTRIAL PRODUCTS	903632931	0	PW FRAGRANCE SYSTEM	222.48	.00	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:					1,831.48	.00	
Total BUILDINGS & GROUNDS:					12,634.29	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.517.00.223 WATER & SEWER SERVICE							
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	UPRR UTL BL 7/1/24-12/31/24	262.58	.00	
Total 10.517.00.223 WATER & SEWER SERVICE:					262.58	.00	
10.517.00.299 OTHER CONTRACTUAL SERVICES							
13965	LANGTON GROUP	61563REV	0	METRA MONTHLY NOVEMBER	2,131.00	.00	
Total 10.517.00.299 OTHER CONTRACTUAL SERVICES:					2,131.00	.00	
Total COMMUTER PARKING LOT:					2,393.58	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.518.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	41.33	.00	
Total 10.518.00.210 TELEPHONE:					41.33	.00	
10.518.00.315 INSPECTIONS AND SAFETY TESTS							
985	SUBURBAN DRIVELINE INC	70612	0	PW 1 SAFETY LANE TEST	67.00	.00	
Total 10.518.00.315 INSPECTIONS AND SAFETY TESTS:					67.00	.00	
Total GARAGE:					108.33	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.520.01.210 TELEPHONE							
6298	VERIZON WIRELESS	6100095325	0	EMPL & SQUAD CELL NOV-DEC 2024	2,095.22	.00	
Total 10.520.01.210 TELEPHONE:					2,095.22	.00	
10.520.01.299 OTHER CONTRACTUAL SERVICES							
13511	DACRA ADJUDICATION SYSTEM	DT202412011	0	DACRA PD & CD ADJUDICATION 12-2024	1,500.00	.00	
11870	P.F. PETTIBONE & CO.	186812	0	CADET BADGES	1,538.50	.00	
Total 10.520.01.299 OTHER CONTRACTUAL SERVICES:					3,038.50	.00	
10.520.07.230 PRINTING SERVICES							
10933	DEPENDABLE PRINTING SERVICES	1647	0	BUSINESS CARDS FOR OFC FRANCO #319	75.83	.00	
Total 10.520.07.230 PRINTING SERVICES:					75.83	.00	
10.520.08.299 OTHER CONTRACTUAL SERVICES							
1177	EQUIFAX INFORMATION SVCS LLC	2063420857	0	CREDIT REPORT 11/18-12/17/2024	30.47	.00	
13472	FLOCK SAFETY	52415	0	2 FLOCK CAMERAS	2,500.00	.00	
Total 10.520.08.299 OTHER CONTRACTUAL SERVICES:					2,530.47	.00	
10.520.09.299 OTHER CONTRACTUAL SERVICES							
7036	BEST TECHNOLOGY SYSTEMS INC	BTL24013-3	0	DISPOSAL OF HAZARDOUS WASTE	1,825.00	.00	
13851	DELTA SONIC CAR WASH SYSTEMS I	0022145	0	UNLIMITED WASHES 11/29/24-1/3/2024	111.00	.00	
13851	DELTA SONIC CAR WASH SYSTEMS I	INV 0021218	0	UNLIMITED WASHES 10/27-11/29/2024	155.00	.00	
14047	STARCHASE LLC	20134081	0	12-MONTH PACKAGE	6,000.00	.00	
11922	VETERAN'S TOWING & RECOVERY IN	121124	0	TOW & HOOK CHARGES	2,030.00	.00	
11922	VETERAN'S TOWING & RECOVERY IN	17843	0	TOWING CHARGE FOR VPPC2402421	350.00	.00	
12431	WASHU LLC	536	0	4 BASIC CAR WASH 12/2024	12.00	.00	
1160	WEST & SONS TOWING INC	169901	0	TOW FEE -TIRE CHANGE	135.00	.00	
Total 10.520.09.299 OTHER CONTRACTUAL SERVICES:					10,618.00	.00	
10.520.09.301 UNIFORMS							
13520	FOREST AWARDS & ENGRAVING	16639	0	RETIREMENT SHADOW BOX FOR KORDELL KITCH	262.00	.00	
782	O'HERRON CO INC, RAY	2378825	0	HATS-OFFICER RAYMOND	41.38	.00	
11870	P.F. PETTIBONE & CO.	186795	0	BADGES (2) CSO (1) CHIEF	384.25	.00	
14002	STREICHER'S INC	1732146	0	UNIFORM/EQUIPMENT FOR NIPAS - OFC FRANKS	83.99	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total 10.520.09.301 UNIFORMS:					771.62	.00	
Total POLICE:					19,129.64	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.521.01.210 TELEPHONE							
5665	STAPLETON, STEVEN	DEC24	0	PERS DEVICE PHONE REIMB	24.99	.00	
5665	STAPLETON, STEVEN	DEC24	0	PERS DEVICE USAGE REIMB	24.99	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	165.32	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	49.98	.00	
Total 10.521.01.210 TELEPHONE:					265.28	.00	
10.521.01.314 JANITORIAL SUPPLIES							
6334	STATE INDUSTRIAL PRODUCTS	903618984	0	CASES CAR & TRUCK WASH Q	200.91	.00	
Total 10.521.01.314 JANITORIAL SUPPLIES:					200.91	.00	
10.521.22.299 OTHER CONTRACTUAL SERVICES							
30	AIR ONE EQUIPMENT INC	215583	0	FACEPIECE FIT TESTING	1,125.00	.00	
30	AIR ONE EQUIPMENT INC	215588	0	FACEPIECE FIT TESTING	90.00	.00	
Total 10.521.22.299 OTHER CONTRACTUAL SERVICES:					1,215.00	.00	
Total FIRE:					1,681.19	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.523.02.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	165.32	.00	
Total 10.523.02.210 TELEPHONE:					165.32	.00	
10.523.02.301 UNIFORMS							
782	O'HERRON CO INC, RAY	2386459	0	NEW HIRE UNIFORM - SCHIMANSKI	120.40	.00	
782	O'HERRON CO INC, RAY	2386714	0	NEW HIRE NAME BAR - SCHERMER	16.47	.00	
782	O'HERRON CO INC, RAY	2386715	0	NEW HIRE NAME PLATE - SWANSON	16.47	.00	
Total 10.523.02.301 UNIFORMS:					153.34	.00	
Total AMBULANCE/PARAMEDIC:					318.66	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.525.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	24.99	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	24.36	.00	
Total 10.525.01.210 TELEPHONE:					49.35	.00	
Total STREET:					49.35	.00	
Total CORPORATE FUND:					86,418.33	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
19.520.01.212 LEGAL SERVICES - POLICE DUI							
434	SMITH & FULLER	7216	0	LEGAL SVCS OCTOBER 2024	5,568.30	.00	
434	SMITH & FULLER	7278	0	LEGAL SERVICES DEC 2024	3,933.00	.00	
Total 19.520.01.212 LEGAL SERVICES - POLICE DUI:					9,501.30	.00	
19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY							
14047	STARCHASE LLC	20134081	0	VEHICLE MOUNT	6,538.00	.00	
Total 19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY:					6,538.00	.00	
Total POLICE:					16,039.30	.00	
Total DUI TECHNOLOGY FUND:					16,039.30	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328 12/24	0	PHONE SERVICE; 12/1-12/31/24	299.49	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	247.98	.00	
Total 35.502.01.210 TELEPHONE:					547.47	.00	
35.502.16.223 WATER & SEWER SERVICE							
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	ROTARY PARK RSTRM 7/1/24-12/31/24	133.35	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	ICC 1ST UTL BL 7/1/24-12/31/24	640.13	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	ICC 2ND UTL BL 7/1/24-12/31/24	402.20	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	HIGHRIDGE BASEBALL FIELD UTL BL 7/1/24-12/31/	2,260.88	.00	
Total 35.502.16.223 WATER & SEWER SERVICE:					3,436.56	.00	
35.502.16.299 OTHER CONTRACTUAL SERVICES							
4932	SMG SECURITY SYSTEMS INC	196904	0	QTR VPRC FIRE AND BURGLAR MONITORING	70.00	.00	
4932	SMG SECURITY SYSTEMS INC	198993	0	QTR VPRC FIRE AND BURGLAR MONITORING	105.00	.00	
Total 35.502.16.299 OTHER CONTRACTUAL SERVICES:					175.00	.00	
35.502.36.299 OTHER CONTRACTUAL SERVICES							
12274	DESIGNSPRING GROUP INC.	3144	0	BANNERS ADVERTISE GRAND OPENING OF VPRC	390.00	.00	
12274	DESIGNSPRING GROUP INC.	3145	0	UPDATED TEMP LOGO FOR PARKS & REC	48.75	.00	
Total 35.502.36.299 OTHER CONTRACTUAL SERVICES:					438.75	.00	
Total GENERAL:					4,597.78	.00	
Total RECREATION FUND:					4,597.78	.00	

VILLAGE OF VILLA PARK

PAYMENT APPROVAL REPORT - BY GL NUMBER

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Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328 12/24	0	PHONE SERVICE; 12/1-12/31/24	54.29	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	247.98	.00	
Total 36.502.01.210 TELEPHONE:					302.27	.00	
36.502.01.223 WATER & SEWER SERVICE							
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	CORTESI PARK UTL BL 7/1/24-12/31/24	813.93	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	TRAIN DEPOT UTL BL 7/1/24-12/31/24	251.08	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	VILLA TOT LOT UTL BL 7/1/24-12/31/24	19.01	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	TOT LOT UTL BL 7/1/24-12/31/24	19.28	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	NORTH TERRACE PARK UTL BL 7/1/24-12/31/24	143.04	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	PARKS GARAGE (42) UTL BL 7/1/24-12/31/24	179.76	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	FRANKLIN PARK FOUNTAIN UTL BL 7/1/24-12/31/24	3.32	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	TWIN LAKES UTL BL 7/1/24-12/31/24	44.56	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	ARDMR/CNTRL FNTN UTL BL 7/1/24-12/31/24	5.64	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	ARDMR/GW FNTN UTL BL 7/1/24-12/31/24	9.79	.00	
Total 36.502.01.223 WATER & SEWER SERVICE:					1,489.41	.00	
36.502.02.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	74.97	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	6.96	.00	
Total 36.502.02.210 TELEPHONE:					81.93	.00	
36.502.02.299 OTHER CONTRACTUAL SERVICES							
5	A.G.A.D. PEST CONTROL	125223	0	MONTHLY PEST CONTROL; ICC, PARK, NORTH TER	230.00	.00	
13965	LANGTON GROUP	61563REV	0	ARDMORE AVE BEDS MONTHLY NOVEMBER	200.00	.00	
13965	LANGTON GROUP	61563REV	0	TRAIL BEDS MONTHLY NOVEMBER	520.00	.00	
13831	UPLAND DESIGN LTD	24-1263-03	35012	LIONS PARK DESIGN DEVELOPMENT	41,026.93	.00	
Total 36.502.02.299 OTHER CONTRACTUAL SERVICES:					41,976.93	.00	
36.502.02.399 OTHER SUPPLIES							
1008	TERRACE SUPPLY COMPANY	0001065976	0	CYLINDER RENTAL	19.53	.00	
1008	TERRACE SUPPLY COMPANY	0001065977	0	CYLINDER RENTAL	13.02	.00	
Total 36.502.02.399 OTHER SUPPLIES:					32.55	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total GENERAL:					43,883.09	.00	
Total PARKS FUND:					43,883.09	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
41.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328 12/24	0	PHONE SERVICE; 12/1-12/31/24	50.79	.00	
Total 41.502.01.210 TELEPHONE:					50.79	.00	
41.502.01.223 WATER & SEWER SERVICE							
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	JEFFERSON POOL UTL BL 7/1/24-12/31/24	5,700.82	.00	
12229	VILLAGE OF VILLA PARK UTILITY BILL	JULY-DECEMBER 2	0	JEFFERSON #2 UTL BL 7/1/24-12/31/24	2,902.57	.00	
Total 41.502.01.223 WATER & SEWER SERVICE:					8,603.39	.00	
Total GENERAL:					8,654.18	.00	
Total SWIMMING POOL FUND:					8,654.18	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
60.502.02.201 LEGAL NOTICES							
1618	ILLINOIS STATE TREASURER IDOT	63208	0	IDOT INVOICE - 63208	2,058.27	.00	
Total 60.502.02.201 LEGAL NOTICES:					2,058.27	.00	
60.502.02.210 TELEPHONE							
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	37.34	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	41.33	.00	
Total 60.502.02.210 TELEPHONE:					78.67	.00	
60.502.02.299 OTHER CONTRACTUAL SERVICES							
1618	ILLINOIS STATE TREASURER IDOT	62890	0	IDOT INVOICE - 62890	2,058.27	.00	
1618	ILLINOIS STATE TREASURER IDOT	63964	0	IDOT INVOICE 63964	2,058.27	.00	
Total 60.502.02.299 OTHER CONTRACTUAL SERVICES:					4,116.54	.00	
Total GENERAL:					6,253.48	.00	
Total STREET IMPROVEMENT FUND:					6,253.48	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
65.502.02.402	NON-CAPITAL OUTLAY						
14058	MOHAWK LIFTS LLC	67641	0	REPLACEMENT TIRE MACHINE	10,409.18	.00	
Total 65.502.02.402 NON-CAPITAL OUTLAY:					10,409.18	.00	
Total GENERAL:					10,409.18	.00	
Total EQUIPMENT REPLACEMENT FUND:					10,409.18	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
67.502.02.401 CAPITAL OUTLAY							
13759	HEARTLAND BUSINESS SYSTEMS LL	747138	35011	SWITCHES-WIFI	28,020.87	.00	
13759	HEARTLAND BUSINESS SYSTEMS LL	759189	35011	MITEL PHONE SUPPORT	80.00	.00	
13869	RCJ ENTERPRISES LTD	713-18	35011	LIONS REC CENTER NOV '24 CONSTRUCT	18,810.00	.00	
Total 67.502.02.401 CAPITAL OUTLAY:					46,910.87	.00	
67.502.02.402 NON-CAPITAL OUTLAY							
13834	KLUBER INC	9374	0	FIRE STATION 81 RENOVATION PROJECT TEMP FI	1,810.00	.00	
Total 67.502.02.402 NON-CAPITAL OUTLAY:					1,810.00	.00	
Total GENERAL:					48,720.87	.00	
Total BUILDING IMPROVEMENTS FUND:					48,720.87	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
68.502.02.399 OTHER SUPPLIES							
14061	STEARNS, MELISA	240	0	RAIN BARREL REIMBURSEMENT	40.00	.00	
Total 68.502.02.399 OTHER SUPPLIES:					40.00	.00	
Total GENERAL:					40.00	.00	
Total STORMWATER BUYOUT FUND:					40.00	.00	

PAYMENT APPROVAL REPORT - BY GL NUMBER

Report dates: 9/1/2024-12/31/2025

Jan 15, 2025 04:44PM

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328 12/24	0	PHONE SERVICE; 12/1-12/31/24	36.78	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	3.42	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	82.66	.00	
13410	VERIZON WIRELESS PW	6102193971	0	WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	149.36	.00	
Total 82.502.01.210 TELEPHONE:					272.22	.00	
82.502.01.299 OTHER CONTRACTUAL SERVICES							
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12	0	PRODUCTION SVCS UTIL BILL RUN#12 2024	208.35	.00	
Total 82.502.01.299 OTHER CONTRACTUAL SERVICES:					208.35	.00	
82.502.01.321 PURCHASE OF WATER							
330	DUPAGE WATER COMMISSION	December 2024 Pu	0	DECEMBER WATER PUMPAGE 2024	252,913.50	.00	
Total 82.502.01.321 PURCHASE OF WATER:					252,913.50	.00	
82.502.02.292 ENGINEERING SERVICES							
968	STANLEY CONSULTANTS INC	0258161	0	SCADA SOFTWARE RFP DEVELOPMENT	1,192.50	.00	
Total 82.502.02.292 ENGINEERING SERVICES:					1,192.50	.00	
82.502.02.293 LABORATORY TESTING							
367	ETP LABS INC	24-137567	0	ROUTINE MONTHLY WATER SAMPLES	648.00	.00	
Total 82.502.02.293 LABORATORY TESTING:					648.00	.00	
82.502.02.299 OTHER CONTRACTUAL SERVICES							
4059	ASSOCIATED TECHNICAL SERVICES	39547	0	EMERGENCY LEAK DETECTION AT ST CHARLES &	1,120.00	.00	
Total 82.502.02.299 OTHER CONTRACTUAL SERVICES:					1,120.00	.00	
82.502.02.354 WATER METERS							
6618	CORE & MAIN	W124378	0	3/4S IPERL 1G 3-TS 7WHL SM	19,176.00	.00	
Total 82.502.02.354 WATER METERS:					19,176.00	.00	
82.502.02.399 OTHER SUPPLIES							
13461	AM CONSTRUCTION SUPPLY	3834	0	DUCTILE/CONCRETE SAW BLADE REPLACEMENT	399.98	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total 82.502.02.399 OTHER SUPPLIES:					399.98	.00	
Total GENERAL:					275,930.55	.00	
Total WATER SUPPLY FUND:					275,930.55	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
83.502.01.210 TELEPHONE							
13810	GRANITE TELECOMMUNICATIONS LL	671455328	12/24	0 PHONE SERVICE; 12/1-12/31/24	36.78	.00	
13410	VERIZON WIRELESS PW	6102193971		0 WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	3.48	.00	
13410	VERIZON WIRELESS PW	6102193971		0 WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	112.02	.00	
13410	VERIZON WIRELESS PW	6102193971		0 WIRELESS SERVICE FROM 11/27/24 TO 12/26/24	41.33	.00	
Total 83.502.01.210 TELEPHONE:					193.61	.00	
83.502.01.299 OTHER CONTRACTUAL SERVICES							
11355	AMERICAN PRINTING TECHNOLOGIE	24-VP12		0 PRODUCTION SVCS UTIL BILL RUN#12 2024	208.35	.00	
Total 83.502.01.299 OTHER CONTRACTUAL SERVICES:					208.35	.00	
83.502.02.292 ENGINEERING SERVICES							
968	STANLEY CONSULTANTS INC	0258161		0 SCADA SOFTWARE RFP DEVELOPMENT	1,192.50	.00	
Total 83.502.02.292 ENGINEERING SERVICES:					1,192.50	.00	
83.502.02.299 OTHER CONTRACTUAL SERVICES							
13856	GENSERVE LLC	0471368-IN		0 REPAIR SOUTH VILLA AVE LIFT STATION	2,065.18	.00	
Total 83.502.02.299 OTHER CONTRACTUAL SERVICES:					2,065.18	.00	
83.502.02.302 CHEMICALS							
33	ALEXANDER CHEMICAL CORP	90142		0 WWFTF CHLORINE RENTAL FEES	64.00	.00	
Total 83.502.02.302 CHEMICALS:					64.00	.00	
Total GENERAL:					3,723.64	.00	
Total WASTEWATER FUND:					3,723.64	.00	
Grand Totals:					506,364.26	.00	

	<u>Amount Paid</u>
CASH ALLOCATIONS FUND	
Total CASH ALLOCATIONS FUND:	<u>1,693.86</u>
CORPORATE FUND	
Total CORPORATE FUND:	<u>86,418.33</u>
DUI TECHNOLOGY FUND	
Total DUI TECHNOLOGY FUND:	<u>16,039.30</u>
RECREATION FUND	
Total RECREATION FUND:	<u>4,597.78</u>
PARKS FUND	
Total PARKS FUND:	<u>43,883.09</u>
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	<u>8,654.18</u>
STREET IMPROVEMENT FUND	
Total STREET IMPROVEMENT FUND:	<u>6,253.48</u>
EQUIPMENT REPLACEMENT FUND	
Total EQUIPMENT REPLACEMENT FUND:	<u>10,409.18</u>
BUILDING IMPROVEMENTS FUND	
Total BUILDING IMPROVEMENTS FUND:	<u>48,720.87</u>
STORMWATER BUYOUT FUND	
Total STORMWATER BUYOUT FUND:	<u>40.00</u>
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	<u>275,930.55</u>

	<u>Amount Paid</u>
WASTEWATER FUND	
Total WASTEWATER FUND:	<u>3,723.64</u>
Grand Totals:	<u>506,364.26</u>

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE 15 Jan 2025 APPROVED BY 



VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

January 13, 2025

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky
Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

**MINUTES OF THE FORMAL MEETING HELD IN VILLAGE HALL BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK ON
JANUARY 13, 2025**

1. Call to Order – Roll Call.

President Cuzzone called the meeting to order and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance and said the prayer.

3. Amendments to the Agenda.

4. Public Comments on Agenda Items.

Resident Joe Amore referred to Item 15.a and spoke in support of a lease for a coffee shop at the Metra station. Resident Cheryl Tucker referred to Item 15.a and spoke in support of a coffee shop at the Metra station. She referred to Item 13.d and asked for clarification of the warranty and travel cost and also asked for clarification of an item in the new budget.

5. Public Comments on Non-Agenda Items.

Resident Tina Konstatos thanked staff and the Board for the new recreation center. Resident Joe Amore referred to a recent article in the Daily Herald regarding immigration issues.

6. Proclamations.

7. Presentation.

7.a. Presentation of the Holiday Decorating Awards by the Community F.U.N. Commission. Commissioners Mary Brunner-Hintze and Cathie Maywood along with their junior commissioner Azana Jackson presented awards for “Most Jolly”, “Traditional Beauty” and “Best Collections” to three homeowners.

8. Appointment to Commission.

9. Consent Agenda.

9.a. Approval of Bill Listings for the week of December 16, 2024 in the amount of \$1,588,819.06, December 23, 2024 in the amount of \$1,177,077.92, December 30, 2024 in the amount of \$1,546,714.03 and January 6, 2025 in the amounts of \$42,314.83 and \$481, 411.90.

9.b. Approval of the Minutes of the December 16, 2024 Village Board of Trustees Meeting.

Motion to approve Consent Agenda was made by Trustee Cordova and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Alfano, Kozar, Cordova, Corkery and President Cuzzone. There were no nays. Motion carried.

10. Ordinance for First Reading.

11. Ordinance for Second Reading.

12. Ordinances.

13. Resolutions.

13.a. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving a Contract with Trine Construction Corporation of St. Charles, Illinois, for Construction of the Jackson Area Improvement Project in an Amount of \$6,487,050.50.

This resolution authorizes the Village President to execute a contract for the construction of the Jackson Area Improvement Project. The project was publicly advertised and competitively bid, with a bid opening held on December 17, 2024. The Village received seven bids with the lowest responsible bid submitted by Trine Construction Corporation of St. Charles, Illinois, in the amount of \$6,487,050.50. Staff recommends approval of a resolution to award a contract to Trine Construction Corporation for the construction of the Jackson Area Improvement Project for an amount not to exceed \$6,487,050.50.

Motion to approve the resolution was made by Trustee Kumar and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Cordova, Alfano, Kumar, Patrick, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

13.b. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Services Agreement with V3 Companies, Ltd. of Woodridge, Illinois, for Phase III Construction Engineering of the Jackson Area Improvement Project in an Amount Not to Exceed \$780,412.10.

This resolution authorizes the Village President to execute an agreement with V3 Companies, Ltd. of Woodridge, Illinois, for Phase III Construction Engineering of the Jackson Area Improvement Project in an amount not to exceed \$780,412.10. This project requires extensive oversight due to the size of the project and a tight completion schedule to meet the FEMA grant deadline. Staff recommends approval of the resolution.

Motion to approve the resolution was made by Trustee Kumar and seconded by Trustee Alfano. Public Works Director Guerra responded to questions from the Board. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Corkery, Kozar, Alfano, Cordova, Kumar and President Cuzzone. There were no nays. Motion carried.

13.c. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Services Agreement with Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois, for Phase II Design Engineering of the Harvard Avenue Improvement Project (Plymouth to Ridge) in an Amount Not to Exceed \$26,245.00.

The following resolution would authorize the Village President to enter an engineering services agreement with Christopher B. Burke Engineering, Ltd. of Rosemont, Illinois, for Phase II Design Engineering of the Harvard Avenue Improvement Project (Plymouth to Ridge) in an amount not to exceed \$26,245.00. The Harvard Avenue Improvement Project (Plymouth to Ridge) proposes a new water main to be installed from Plymouth Street to Sunset Drive and from Ridge Road to approximately 200 feet south and an entire roadway reconstruction. Staff recommends approval of the resolution.

Motion to approve the resolution was made by Trustee Corkery and seconded by Trustee Cordova. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kumar, Patrick, Corkery, Kozar, Alfano, Cordova and President Cuzzone. There were no nays. Motion carried.

13.d. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Purchase of a 2026 Altec Aerial Bucket Truck through the Sourcewell Cooperative Purchasing Program in an Amount Not to Exceed \$207,540.00.

This resolution authorizes the Village Manager to execute a purchase order and all other necessary documents to purchase a new 2026 LR858 Over Center Articulating Aerial Device truck from Altec Industries, Inc. utilizing the Sourcewell competitive bid in the amount of \$207,540.00. Staff requested the cost of a four-year extended warranty for labor, materials and travel to be included in this price. This authorization will allow the Village to submit a purchase order to begin the construction of the truck so the Village can receive the shipment in approximately 3-4 months and authorize the expenditure in the 2025 budget. The new proposed aerial bucket truck does not require future five-year non-destructive safety inspections, saving the Village well over \$100,000 of future expenses. This proposal will enable the Village to space out the age of its fleet while allowing for the continual update of its equipment providing safe and reliable vehicles for its employees. Staff recommends approval.

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Kumar. Director Guerra provided additional information on the extended warranty and travel cost and responded to questions from the Board. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Patrick, Alfano, Cordova, Kumar, Kozar and President Cuzzone. There were no nays. Motion carried.

14. Unfinished Business.

14.a. Update Regarding the Hawthorne Development Corporation Redevelopment Agreement.

Manager Harline provided an update and said the conditions required by the Board to be met by January 6, 2025 by Hawthorne have not been met. The Board has the option to start a new RDA but staff recommends that the Board do nothing at tonight's meeting and let the project come to a natural end.

15. New Business.

15.a. Lease Agreement for Metra Station Coffee Shop.

The Metra Station has a 132 sq. ft. designated space with utility connections and roll-down door which has historically operated as a coffee shop leased to an owner/operator by the Village. Since COVID, the Metra Station has had limited interest in owners for the space. Recently, Community Development was approached by an individual interested in leasing the space for a potential coffee shop. Staff would like direction from the Board regarding the potential lease agreement which would be brought back to the Village Board for approval, if so directed.

Community Development and Economic Development Director McLaughlin asked for direction from the Board.

Discussion ensued. Consensus of the Board was to direct staff to proceed with the potential lease agreement at the Metra station.

16. Village Commission Reports.

17. Village Clerk's Report.

Clerk Korynecky had no report.

18. Village Trustees' Report.

Trustee Alfano gave a report.

Trustee Kumar gave a report.

Trustee Corkery gave no report.

Trustee Patrick gave a report.

Trustee Cordova gave a report.

Trustee Kozar gave a report.

19. Village Manager's Report.

President Cuzzone referred to the grand opening of the new recreation center and the attendees. He also said the electronic recycling event is on Saturday, January 18 on Home Avenue from 9 a.m. to 12 p.m.

20. Village Manager's Report.

Manager Harline said hard copies of the audit will soon be available to the Board. He also commended staff on their work for the grand opening of the new recreation center.

21. Executive Session.

21.a. Pursuant to 5ILCS 120/2:

(c)(11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

Motion to approve Executive Session was made by Trustee Kumar and seconded by Trustee Alfano. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Corkery, Kumar, Kozar, Alfano, Cordova and President Cuzzone. There were no nays. Motion carried.

22. Adjournment.

Motion to adjourn was made by Trustee Cordova and seconded by Trustee Corkery. Voice vote passed with all ayes. Motion carried. Meeting adjourned at 8:23 p.m.

Respectfully submitted,
Hosanna Korynecky
Village Clerk



MEMORANDUM

TO: Village Board of Trustees
FROM: Marc McLaughlin, Director
DATE: January 27, 2025
SUBJECT: An Ordinance Adopting Amendments to Chapter 5 of the Villa Park Municipal Code in order to Remove Fees and Amend Other Regulations Related to Dog Licenses

RECOMMENDED ACTION:

This Ordinance amends Section 5-205 of the Villa Park Municipal Code to remove subsection 5-205 (c) to eliminate the annual license fee of \$4.00 fee. Staff recommends passage of the Ordinance.

BACKGROUND:

Current protocol requires dog owners to pay the \$4.00 fee in Village Hall in the Finance Department and then, staff has to send the information to the Police Department so that they can have the information when a lost dog is brought to the station or picked up by VPPD. Neither the old ERP system nor the new system (BS&A) integrates with the Frontline system the PD uses to track dogs owned and registered to Village residents. Moreover, the Frontline system is not set up to track payments and so when dogs are found and registered outside of standard hours, fees are not collected. Eliminating the fee is simpler than creating a new procedure for cash handling and credit card payment in a software that doesn't track payments. Additionally, removal of the fee may increase the amount of dog licenses issued which will ultimately help in the return of lost dogs.

It is important to keep a licensing system to supplement the enforcement of the rabies vaccination program and to have a way to enforce the restriction on the maximum number of dogs allowed in any one residential living unit as provided for in Section 5-201.

DISCUSSION:

Eliminating the minimal fee for dog licenses will allow the Village to manage and enforce the sections of our code that control dog ownership. DuPage County has a separate fee and program that charges from \$15.00 for a one-year license for a neutered or spayed dog or cat to \$90.00 for an intact animal. Requiring owners to pay for a second license is mostly an additional hassle since it only raised \$312 for Villa Park in 2023. Having a free registration/license system is advantageous to the Village and residents as described above.

Ordinance No. _____

**AN ORDINANCE ADOPTING AMENDMENTS TO CHAPTER 5 OF THE
VILLA PARK MUNICIPAL CODE IN ORDER TO REMOVE FEES AND
AMEND OTHER REGULATIONS RELATED TO DOG LICENSES**

WHEREAS, the Village of Villa Park (the “Village”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the corporate authorities of the Village deem it desirable, necessary and in the best interests of the Village to amend the Villa Park Municipal Code in order to remove fees and amend other regulations related to dog licenses.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2: That Section 5-205, entitled “License,” of Article II, entitled “Dogs,” of Chapter 5, entitled “Animals and Fowl,” of the Villa Park Municipal Code are hereby amended to read as follows:

Chapter 5 – ANIMALS AND FOWL

ARTICLE II. – DOGS

Section 5-205. – License.

- (a) Any person owning within the village limits any dog four (4) months of age or over shall obtain a license for each dog within ten (10) days of acquiring such dog or becoming a resident of the village. Written application for such license shall be made at the village hall and shall state the name, address and telephone number of the owner and the name, breed, color, age, sex of such dog, the rabies inoculation certificate number, and any other information deemed necessary. A current rabies inoculation certificate for a dog shall be required at the time of the application for license, which shall certify that the inoculation is effective for the full current license year. No tag shall be transferred from one dog to another.
- (b) Licenses are renewable on January 1 of each year. Multi-year licenses shall expire on December 31st of the year the rabies inoculation expires.
- (c) There is no fee associated with dog licenses.

Ordinance No. _____

Section 3: This Ordinance shall be in full force and effect upon its passage, approval, and publication in the manner as provided by law.

Passed this _____ day of _____, 2025.

AYES: _____
NAYS: _____
ABSENT: _____
ABSTENTION: _____

APPROVED by me this _____ day of _____ 2025.

Nick Cuzzone, President of the
Village of Villa Park, DuPage County, Illinois

ATTESTED and filed in my office,
this _____ day of _____ 2025.

Hosanna Korynecky, Clerk of the Village
of Villa Park, DuPage County, Illinois

Chapter 5 – ANIMALS AND FOWL

ARTICLE II. – DOGS

Section 5-205. – License.

- (a) Any person owning within the village limits any dog four (4) months of age or over shall obtain a license for each dog within ten (10) days of acquiring such dog or becoming a resident of the village. Written application for such license shall be made at the village hall and shall state the name, address and telephone number of the owner and the name, breed, color, age, sex of such dog, the rabies inoculation certificate number, and any other information deemed necessary. A current rabies inoculation certificate for a dog shall be required at the time of the application for license, which shall certify that the inoculation is effective for the full current license year. No tag shall be transferred from one dog to another. ~~The license shall expire on December 31 of each calendar year. New licenses, but not a renewal of a license for the previous year, shall be issued after July 1 for a half-year fee.~~
- (b) ~~Annual~~ licenses are renewable on January 1 of each year. Multi-year licenses shall expire on December 31st of the year the rabies inoculation expires ~~There shall be no license fee for dogs used to assist the blind or governmental police dogs.~~
- (c) There is no fee associated with dog licenses. ~~The annual license fee to be paid shall be four dollars (\$4.00) for each dog. License fees shall be one-half price as of July 1 of each year for licensing of newly acquired dogs only.~~

~~Multi-year licenses shall be available at the price of four dollars (\$4.00) per annum for dogs which have received a rabies vaccination which has a multi-year efficiency period.~~

~~The license fee shall be waived for dogs owned by senior citizens with proof of senior status.~~

Chapter 5 – ANIMALS AND FOWL

ARTICLE II. – DOGS

Section 5-205. – License.

- (a) Any person owning within the village limits any dog four (4) months of age or over shall obtain a license for each dog within ten (10) days of acquiring such dog or becoming a resident of the village. Written application for such license shall be made at the village hall and shall state the name, address and telephone number of the owner and the name, breed, color, age, sex of such dog, the rabies inoculation certificate number, and any other information deemed necessary. A current rabies inoculation certificate for a dog shall be required at the time of the application for license, which shall certify that the inoculation is effective for the full current license year. No tag shall be transferred from one dog to another.
- (b) Licenses are renewable on January 1 of each year. Multi-year licenses shall expire on December 31st of the year the rabies inoculation expires.
- (c) There is no fee associated with dog licenses.



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: January 27, 2025

SUBJECT: An Ordinance Amending Chapter 14 of the Villa Park Municipal Code Regarding Fleeing and Eluding Motor Vehicles in the Village of Villa Park, Illinois

RECOMMENDED ACTION:

This Ordinance, if adopted, will reduce the administrative fee associated with a citation issued to the registered owner of a motor vehicle that was driven while committing the criminal offense of fleeing or attempting to elude a police officer in the Village of Villa Park. The Ordinance also establishes additional due process procedures related to the administration and imposition of the administrative fee. Staff recommends approval of the Ordinance.

BACKGROUND:

The Village has experienced approximately 141 incidents of fleeing and eluding cases since January 2022. With an average of 4-6 incidents per month of fleeing and eluding incidents occurring. The increased incidents put a strain on police resources. In approximately 71% of these incidents, a vehicle pursuit was not initiated or terminated due to safety reasons, or the vehicle eluded officers. A detailed analysis by the City of Naperville, determined it costs no less than nine hundred dollars (\$900) in resources for every incident of motor vehicle fleeing and eluding. By shifting a portion of the Village's costs to the registered owner of the motor vehicle driven in the commission of a criminal offense, we can recover a portion of the police resources expended and give car owners a financial incentive not to flee police or allow their vehicle to be used by someone who would flee or elude law enforcement. State Law limits the amount of a fine that a non-home rule Village can assess for an individual offense to \$750.00 for a violation of this type. This amendment corrects the original language.

DISCUSSION:

The Villa Park Police Department continues to see a much higher percentage of drivers who are willing to risk the additional potential consequences, and the risk to life and property associated with fleeing when they are signaled by law enforcement to pull over. This fee will be used when pursuit is not warranted but there is an opportunity to assess some cost to the dangerous behavior.

Ordinance No. _____

**AN ORDINANCE AMENDING CHAPTER 14 OF THE VILLA PARK
MUNICIPAL CODE REGARDING FLEEING AND ELUDING MOTOR VEHICLES
IN THE VILLAGE OF VILLA PARK, ILLINOIS**

WHEREAS, the Village of Villa Park (the “Village”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the corporate authorities of the Village of Villa Park deem it desirable, necessary and in the public interest to amend the administrative fees and procedures associated with motor vehicles from being used to flee or in an attempt to elude a peace officer in the Village of Villa Park.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2: That paragraph (a) of Section 14-501 entitled “Administrative fee and notice,” of Article V entitled “Administrative Fees for Fleeing and Eluding Vehicles,” of Chapter 14 entitled “Motor Vehicles and Traffic,” of the Villa Park Municipal Code, is hereby amended to read as follows:

Sec. 14-501. Administrative fee and notice.

- (a) The police department will charge an administrative fee of seven hundred fifty dollars (\$750.00) to the registered owner of a motor vehicle that the police department has probable cause to believe was driven or operated within the jurisdictional limits of the Village of Villa Park to commit the criminal offense of fleeing or attempting to elude a peace officer under 625 ILCS 5/11-204 or 625 ILCS 5/11-204.1.

Section 3: That paragraph (c) of Section 14-502 entitled “Request for hearing,” of Article V entitled “Administrative Fees for Fleeing and Eluding Vehicles,” of Chapter 14 entitled “Motor Vehicles and Traffic,” of the Villa Park Municipal Code, is hereby amended to read as follows:

Sec. 14-502. Request for hearing.

- (c) The individual entity charged with an administrative fee may appeal the decision of the chief of police, or their designee, by requesting, in writing, within fourteen (14) days of the decision, an administrative hearing as set forth herein. After the expiration of the 14-day period, the Village shall submit this determination of the administrative fee through the Village's administrative adjudication process for further hearing, determination and imposition of the fee.

Section 4: That paragraph (a) of Section 14-503 entitled "Appeal- Administrative hearing," of Article V entitled "Administrative Fees for Fleeing and Eluding Vehicles," of Chapter 14 entitled "Motor Vehicles and Traffic," of the Villa Park Municipal Code, is hereby amended to read as follows:

Sec. 14-503. Appeal—Administrative hearing

- (a) Upon the timely written request by the individual entity who has been charged the administrative fee or the submission of the determination by the Village, a hearing on the lawfulness of the imposition of the administrative fee shall be conducted in conjunction with the administrative adjudication provisions contained in chapter 26 of this Code.

Section 5: That paragraph (a) of Section 14-504 entitled "Administrative fee a debt," of Article V entitled "Administrative Fees for Fleeing and Eluding Vehicles," of Chapter 14 entitled "Motor Vehicles and Traffic," of the Villa Park Municipal Code, is hereby amended to read as follows:

Sec. 14-504. Administrative fee a debt.

- (a) The administrative fee imposed upon an individual entity shall constitute a debt due and owing to the village. If an individual entity has not previously paid the administrative fee, the individual entity shall have thirty-five (35) days to pay the debt after the final determination. If not paid, the village may seek to obtain a judgment on the debt and collect the judgment in any manner provided by law.

Section 6: If any provision of this Ordinance or its application to any entity or circumstance is held invalid or unenforceable by any court of competent jurisdiction, the invalidity

Ordinance No. _____

or unenforceability thereof shall not affect any of the remaining provisions or application of this Ordinance which can be given effect without the invalid or unenforceable provisions or application. To achieve this purpose, the provisions of the Ordinance are declared to be severable.

Section 7: This Ordinance shall be in full force and effect on following its passage, approval and publication in pamphlet form as required by law.

Passed this _____ day of _____, 2025.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2025

ARTICLE V. ADMINISTRATIVE FEES FOR FLEEING AND ELUDING VEHICLES

Sec. 14-501. Administrative fee and notice.

- (a) The police department will charge an administrative fee of ~~nine hundred~~seven hundred fifty dollars (\$900.00 \$750.00) to the registered owner of a motor vehicle that the police department has probable cause to believe was driven or operated within the jurisdictional limits of the Village of Villa Park to commit the criminal offense of fleeing or attempting to elude a peace officer under 625 ILCS 5/11-204 or 625 ILCS 5/11-204.1.
- (b) The registered owner of the motor vehicle shall be established by the police department's vehicle registration inquiry with the Illinois Secretary of State.
- (c) Notice shall be given in writing to the registered owner. The notice shall include the following:
- (1) Statement that the driver or operator of a motor vehicle registered to said owner fled or attempted to elude a Villa Park police officer after having been given a visual or audible signal by a peace officer directing such driver or operator to bring his or her vehicle to a stop.
 - (2) Date, approximate time, and approximate location of the event.
 - (3) Description of the motor vehicle as contained in the police officer's report.
 - (4) Notice of the opportunity to contest the imposition of the administrative fee by hearing with instructions on how to do so.
 - (5) Notice that the administrative fee constitutes a debt due and owing to the village.
 - (6) Notice shall be served upon the registered owner in any of the following manners:
 - a. Personal service by handing the notice to the registered owner, or to their employees or agents, by any authorized Village of Villa Park official, police officer, or code enforcement officer.
 - b. Mailing the notice by certified mail, return receipt requested, to the registered owner's last known address, according to the Illinois Secretary of State; or in the case of a business, to the address for the registered agent or the address for its principal place of business.
 - c. Personal service of process as authorized by the Illinois Code of Civil Procedure, 735 ILCS 5/2-203.3
 - (7) The date of service of the notice shall be the date in which personal service is accomplished or the date on which the written notice is mailed.
- (d) The administrative fee set forth in this section may be transferred by the police department from the registered owner of the motor vehicle that the police department has probable cause to believe was used in fleeing or attempting to elude a peace officer to the driver or operator of said motor vehicle at the time of the offense, if the registered owner produces to the police department an affidavit attesting to the same, signed, under penalties of perjury, and notarized by both the registered owner and the driver or operator. Said affidavit must be served to the police department within thirty (30) days of the imposition of the administrative fee.

(Ord. No. 4438, § 2, 9-23-24)

Sec. 14-502. Request for hearing.

- (a) An individual entity charged with an administrative fee may request, in writing within thirty (30) days of the imposition service of the notice of the administrative fee, a hearing.
 - (1) If the registered owner does not request a hearing under section 14-502 to contest the administrative fee within thirty (30) days of service, the registered owner shall have thirty (30) days to pay the debt. If not paid, the Village may seek to obtain a judgment on the debt and collect the judgment in any manner provided by law.
 - (2) The chief of police or their designee shall conduct the hearing.
 - (3) The hearing shall be informal, not subject to the formal rules of evidence, and may be conducted over the phone.
 - (4) If, after the hearing, the chief of police or their designee determine that the imposition of the administrative fee was proper then they shall direct the collection of the administrative fee.
- (b) If there is a determination that imposition of the administrative fee was improper, then the arrestee entity charged with the administrative fee shall not be required to pay the administrative fee. If the administrative fee has already been paid then the same will be refunded.
- (c) The individual entity charged with an administrative fee may appeal the decision of the chief of police, or their designee, by requesting, in writing, within fourteen (14) days of the decision, an administrative hearing as set forth herein. After the expiration of the 14-day period, the Village shall submit this determination of the administrative fee through the Village's administrative adjudication process for further hearing, determination and imposition of the fee.

(Ord. No. 4438, § 2, 9-23-24)

Sec. 14-503. Appeal—Administrative hearing.

- (a) Upon the timely written request by the individual entity who has been charged the administrative fee or the submission of the determination by the Village, a hearing on the lawfulness of the imposition of the administrative fee shall be conducted in conjunction with the administrative adjudication provisions contained in chapter 26 of this Code.
- (b) Any sworn or affirmed report that is prepared in the performance of a law enforcement officer's duties and sufficiently describes the circumstances leading to the individual's arrest and processing or that a motor vehicle registered to the entity charged with an administrative fee was used in fleeing or attempting to elude a peace officer under 625 ILCS 5/11-204 or 625 ILCS 5/11-204.1 shall be admissible prima facie evidence of probable cause and the individual's entity's liability, unless rebutted by clear and convincing evidence.
- (c) If after the hearing, the hearing officer finds that the imposition of the administrative fee was proper under the terms of this article, the hearing officer may enter a written order finding the individual entity civilly liable to the Village of Villa Park.
- (d) If the individual entity requests a hearing but fails to appear at the hearing, the hearing officer may enter a default order for the amount of the administrative fee against the individual entity.
- (e) If the individual entity fails to timely request an administrative hearing, an order for the amount of the administrative fee shall be entered against the individual entity, unless said individual entity has affirmatively waived the right to an administrative hearing and agreed to pay the administrative fee.

-
- (f) If after hearing, the hearing officer finds that the imposition of the administrative fee was improper then, the individual entity will not be charged the administrative fee.

(Ord. No. 4438, § 2, 9-23-24)

Sec. 14-504. Administrative fee a debt.

- (a) The administrative fee imposed upon an individual entity shall constitute a debt due and owing to the village. If an individual entity has not previously paid the administrative fee, the individual entity shall have thirty-~~five~~ (30 35) days to pay the debt **after the final determination**. If not paid, the village may seek to obtain a judgment on the debt and collect the judgment in any manner provided by law.

(Ord. No. 4438, § 2, 9-23-24)



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: January 27, 2025

SUBJECT: An Ordinance Repealing Ordinance No. 4229 and Rescinding the Special Use for a Planned Unit Development at 351-415 N. Ardmore Avenue, 350-416 N. Beverly Avenue and 403-409 N. Beverly Avenue (Hawthorne Development Corporation)

RECOMMENDED ACTION:

This Ordinance will rescind Ordinance 4229 for a Special Use for the project known as EcoTerra / Garden Station. Staff recommends passage of the ordinance.

BACKGROUND:

This officially rescinds the permission for a special use on the subject property.

DISCUSSION:

None.

ORDINANCE NO. _____

**AN ORDINANCE REPEALING ORDINANCE NO. 4229 AND RESCINDING
THE SPECIAL USE FOR A PLANNED UNIT DEVELOPMENT AT 351-415 N.
ARDMORE AVENUE, 350-416 N. BEVERLY AVENUE AND 403-409 N. BEVERLY
AVENUE (HAWTHORNE DEVELOPMENT CORPORATION)**

WHEREAS, Hawthorne Development Corporation (the “Applicant”), was granted a Special Use under Ordinance No. 4229, approved by the Village President and Board of Trustees of the Village of Villa Park, on June 14, 2021, to allow for a Special Use Permit for a Planned Unit Development (“Special Use”) for the property located at 351-415 N. Ardmore Avenue, 350-416 N. Beverly Avenue and 403-409 N. Beverly Avenue, Villa Park, Illinois (“Subject Property”); and

WHEREAS, the redevelopment agreement applicable to the development of the Subject Property has terminated, the developer has failed to receive all required permits for and commence construction of the Special Use, the conditions of approval for the Special Use have not been met, and accordingly, in accordance with the provision of Section 11.4.9, of Article 11 of the Village’s Zoning Code, the Special Use for the Subject Property, as extended, has lapsed; and

WHEREAS, the corporate authorities of the Village of Villa Park find it advisable, necessary and in the best interests of the Village to repeal Ordinance Nos. 4229 and rescind the Special Use associated with the Subject Property.

NOW, THEREFORE, BE IT ORDAINED by the Village President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The recitals set forth in the preambles are found to be true and correct and are incorporated herein by reference and made a part of this Ordinance, as if fully recited.

Ordinance No. _____

Section 2: That Ordinance No. 4229 is hereby repealed and the Special Use associated with the Subject Property, as extended, is hereby rescinded and will have no further effect.

Section 3: That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 4: This Ordinance shall be in full force and effect upon and after its passage and approval in the manner provided by law.

PASSED this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTAINING: _____

APPROVED this _____ day of _____, 2025.

Nick Cuzzone, Village President

ATTEST:

Hosanna Korynecky, Village Clerk



MEMORANDUM

TO: Village Board of Trustees

FROM: Mike Guerra, Director

DATE: January 27, 2025

SUBJECT: Resolution of the Village of Villa Park, DuPage County, Illinois, Approving Final Change Order Number 01 (Final) to the Contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois, for Construction of the Wisconsin Avenue Improvement Project (Vermont to Stone) for a Net Deduction in the Amount of \$71,362.20

RECOMMENDED ACTION:

This Resolution authorizes the Village Manager to execute the change order in substantially the form attached hereto to the contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois. The Village has a contract with A Lamp Concrete Contractors, Inc., in the amount of \$698,174.75 for the construction of the Wisconsin Avenue Improvement Project (Vermont to Stone). Proposed final Change Order Number 1 consists of the final balancing of contract quantities as measured in the field. The net amount of the proposed final Change Order Number 1 is a deduction in the amount of \$71,362.20, for an adjusted contract amount of \$626,812.55. Staff recommends approval of this Resolution.

BACKGROUND:

The Wisconsin Avenue Improvement Project (Vermont to Stone) consists of roadway and minor storm sewer improvements. The Village had previously approved a contract for this project with A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois, in the amount of \$698,174.75. The project is now near completion and final quantities have been measured and agreed upon, resulting in a net deduction to the contract of \$626,812.55.

DISCUSSION:

The Wisconsin Avenue Improvement Project (Vermont to Stone) consists of roadway and minor storm sewer improvements. The Village had previously approved a contract for this project with A Lamp Concrete Contractors, Inc. of Schaumburg, Illinois, in the amount of \$698,174.75. The project is now near completion and final quantities have been measured and agreed upon, resulting in a net deduction to the contract of \$626,812.55.

Resolution No. _____

Resolution of the Village of Villa Park, DuPage County, Illinois, Approving Final Change Order Number 01 (Final) to the Contract with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois, for Construction of the Wisconsin Avenue Improvement Project (Vermont to Stone) for a Net Deduction in the Amount of \$71,362.20

WHEREAS, the Village of Villa Park (the “Village”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, the Village had approved a contract in the amount of Six Hundred Ninety-Eight Thousand One Hundred Seventy-Four and 75/100 Dollars (\$698,174.75) with A Lamp Concrete Contractors, Inc., of Schaumburg, Illinois, for a project commonly known as the Wisconsin Avenue Improvement Project (Vermont to Stone), which contract amount requires a decrease from the original contract amount due to differences from estimated quantities to field measurements of pay items to complete the project resulting in a change order for a net deduction in an amount of Seventy-One Thousand Three Hundred Sixty-Two and 20/100 (\$71,362.20) Dollars; and

WHEREAS, change orders must meet the required findings that circumstances necessitating the change were not reasonably foreseeable at the time the contract was signed; or the change is germane to the original contract as signed; or the change order is in the best interest of the Village as required by Section 33E-9 of the Illinois Criminal Code (720 ILCS 5/33 E-9); and

WHEREAS, it has been recommended to the Village Board that a change order is necessary and consists of the final balancing of contract quantities as measured in the field, as set forth in final Change Order Number 01 (Final) attached hereto and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

Section 1: The facts and statements contained in the preamble clauses to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

Section 2: The Village hereby finds and declares that Change Order Number 01 (Final) to the Wisconsin Avenue Improvement Project (Vermont to Stone) contract with A Lamp Concrete Contractors, Inc., with total additions of Thirty-Seven Thousand Five Hundred Fifty and 80/100

Resolution No. _____

Dollars (\$37,550.80) and total deductions of One Hundred Eight Thousand Nine Hundred Thirteen and 00/100 Dollars (\$108,913.00) for a net deduction of Seventy-One Thousand Three Hundred Sixty-Two and 20/100 Dollars (\$71,362.20) (“Change Order”), attached hereto as Exhibit A and made a part hereof, is required by circumstances not reasonably foreseeable at the time the contract was signed and is in the best interest of the Village.

Section 3: The corporate authorities find that the Change Order does not authorize or necessitate an increase in the contract price that is fifty percent (50%) or more of the original contract price and that it does not authorize or necessitate an increase in the price of the subcontract under the contract that is fifty percent (50%) or more of the original subcontract price.

Section 4: The attached Change Order is hereby approved, and the Village Manager is authorized to execute the Change Order in substantially the form attached hereto.

Section 5: That the Village Manager is directed to cause a copy of this resolution to be placed and maintained in the permanent contract file for the Wisconsin Avenue Improvement Project (Vermont to Stone) which shall be open to the public.

Section 6: That this Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2025, pursuant to a roll call vote as follows:
AYES: _____
NAYS: _____
ABSENT: _____
ABSTAINING: _____

Approved this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Resolution No. _____

EXHIBIT "A"

Change Order Number 01 (Final)

Village of Villa Park						
Change Order Number				01 (Final)		
Project:		Wisconsin Avenue Improvement Project				
Contractor:		A Lamp Concrete Contractors, Inc				
Date of Contract Time Start:		10/01/2024				
Awarded Contract Amount:		\$698,174.75				
Changes Ordered Herewith:						
ITEM NO.	PAY ITEM	UNITS	PREVIOUS QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	AMOUNT CHANGE
01	EARTH EXCAVATION	CUYD	315.00	315.00	\$ 35.50	\$ -
02	UNDERCUT EXCAVATION	CUYD	200.00	265.00	\$ 15.00	\$ 975.00
03	POROUS GRANULAR EMBANKMENT, 3"	CUYD	200.00	265.00	\$ 15.00	\$ 975.00
04	COMBINATION CURB AND GUTTER REMOVAL	FOOT	3,750.00	3,602.00	\$ 8.00	\$ (1,184.00)
05	SIDEWALK REMOVAL	SQFT	8,750.00	9,191.00	\$ 0.80	\$ 352.80
06	DRIVEWAY PAVEMENT REMOVAL	SQYD	815.00	866.00	\$ 8.00	\$ 408.00
07	PAVEMENT REMOVAL	SQYD	1,725.00	1,273.00	\$ 5.00	\$ (2,260.00)
08	HOT-MIX ASPHALT SURFACE REMOVAL (VARIABLE DEPTH)	SQYD	4,300.00	4,109.00	\$ 6.00	\$ (1,146.00)
09	INLET FILTERS	EACH	13.00	13.00	\$ 15.00	\$ -
10	8" DIAMETER, DUCTILE IRON STORM SEWER PIPE	FOOT	20.00	12.50	\$ 144.00	\$ (1,080.00)
11	10" DIAMETER, DUCTILE IRON STORM SEWER PIPE	FOOT	20.00	0.00	\$ 145.00	\$ (2,900.00)
12	12" DIAMETER, DUCTILE IRON STORM SEWER PIPE	FOOT	20.00	0.50	\$ 150.00	\$ (2,925.00)
13	TRENCH BACKFILL	CUYD	20.00	3.00	\$ 57.00	\$ (969.00)
14	INLET, TYPE A	EACH	1.00	1.00	\$ 4,000.00	\$ -
15	TYPE 'C' CATCH BASIN, 2' DIAMETER	EACH	1.00	1.00	\$ 4,000.00	\$ -
16	RESTRICTED DEPTH CATCH BASIN, 4' DIAMETER	EACH	2.00	2.00	\$ 6,000.00	\$ -
17	CONNECTION TO EXISTING STRUCTURE	EACH	1.00	1.00	\$ 5,000.00	\$ -
18	STRUCTURE TO BE REMOVED	EACH	4.00	4.00	\$ 475.00	\$ -
19	FRAMES AND LIDS TO BE ADJUSTED	EACH	16.00	14.00	\$ 750.00	\$ (1,500.00)
20	STRUCTURE TO BE RECONSTRUCTED	EACH	2.00	3.00	\$ 1,750.00	\$ 1,750.00
21	FRAMES AND LIDS	EACH	15.00	14.00	\$ 500.00	\$ (500.00)
22	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-4.12 (MC	EACH	3,750.00	3,615.00	\$ 35.00	\$ (4,725.00)
23	PORTLAND CEMENT CONCRETE SIDEWALK, 5"	SQFT	8,000.00	9,290.00	\$ 6.50	\$ 8,385.00
24	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6"	SQYD	350.00	425.00	\$ 75.00	\$ 5,625.00
25	PORTLAND CEMENT CONCRETE PAVEMENT, 8"	SQYD	30.00	0.00	\$ 75.00	\$ (2,250.00)
26	PORTLAND CEMENT CONCRETE BASE COURSE, 8"	SQYD	210.00	0.00	\$ 50.00	\$ (10,500.00)
27	DETECTABLE WARNINGS	SQFT	220.00	198.00	\$ 25.00	\$ (550.00)
28	PROTECTIVE COAT	SQYD	1,525.00	1,525.00	\$ 1.75	\$ -
29	CLASS "D" PATCH, TYPE II-IV, 4"	SQYD	200.00	0.00	\$ 20.00	\$ (4,000.00)
30	BITUMINOUS MATERIALS (TACK COAT) SS-1	GAL	850.00	850.00	\$ 0.01	\$ -
31	GEO-GRID	SQYD	1,525.00	1,273.00	\$ 7.00	\$ (1,764.00)
32	AGGREGATE BASE COURSE, TYPE B, 6"	SQYD	1,525.00	2,089.00	\$ 5.00	\$ 2,820.00
33	PREPARATION OF BASE	SQYD	4,300.00	5,546.00	\$ 2.00	\$ 2,492.00
34	ADDITIONAL STONE FOR AGGREGATE BASE	TON	65.00	140.00	\$ 40.00	\$ 3,000.00
35	HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50	TON	1,000.00	938.00	\$ 78.00	\$ (4,836.00)
36	HOT-MIX ASPHALT SURFACE COURSE, IL-9.5, N50, MIX D, N50	TON	650.00	568.00	\$ 92.00	\$ (7,544.00)
37	LONGINTUDINAL JOINT SEALANT	FOOT	1,800.00	1,807.00	\$ 7.00	\$ 49.00
38	INCIDENTAL HOT-MIX ASPHALT SURFACING	SQYD	475.00	454.00	\$ 20.00	\$ (420.00)

Village of Villa Park							
Change Order Number				01 (Final)			
Project:		Wisconsin Avenue Improvement Project					
Contractor:		A Lamp Concrete Contractors, Inc					
Date of Contract Time Start:		10/01/2024					
Awarded Contract Amount:		\$698,174.75					
Changes Ordered Herewith:							
ITEM NO.	PAY ITEM	UNITS	PREVIOUS QUANTITY	ADJUSTED QUANTITY	UNIT PRICE	AMOUNT CHANGE	
39	AGGREGATE BASE COURSE, TYPE B, 9"	SQYD	475.00	0.00	\$ 10.00	\$ (4,750.00)	
40	TOPSOIL PLACEMENT, 3"	SQYD	1,850.00	2,744.00	\$ 2.50	\$ 2,235.00	
41	SODDING	SQYD	1,850.00	2,744.00	\$ 8.50	\$ 7,599.00	
42	SUPPLEMENTAL WATERING	UNIT	20.00	0.00	\$ 1.00	\$ (20.00)	
43	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	150.00	0.00	\$ 7.50	\$ (1,125.00)	
44	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	90.00	0.00	\$ 12.00	\$ (1,080.00)	
45	PRE-CONSTRUCTION VIDEOTAPING	L.S.	1.00	1.00	\$ 6,980.00	\$ -	
46	TRAFFIC CONTROL AND PROTECTION	L.S.	1.00	1.00	\$ 34,900.00	\$ -	
47	CASH CONTINGENCY	DOL	50,000.00	0.00	\$ 1.00	\$ (50,000.00)	
48	WATER USAGE CREDIT	TGAL	100.00	0.00	\$ 8.85	\$ (885.00)	
49	WATER USAGE DEDUCTION	TGAL	100.00	0.00	\$ (8.85)	\$ 885.00	
TOTAL ADDITIONS					\$	37,550.80	
TOTAL DEDUCTIONS					\$	(108,913.00)	
TOTAL CHANGE ORDER AMOUNT					\$	(71,362.20)	
REASON FOR CHANGE ORDER:							
This final Change Order #1 consists of the balancing of contract quantities as measured in the field.							
CONTRACT AMOUNT				CONTRACT TIME (CALENDAR DAYS)			
					SUBSTANTIAL COMPLETION	FINAL COMPLETION	
AWARDED CONTRACT AMOUNT	\$	698,174.75		ORIGINAL	57	57	
PREVIOUS CHANGE ORDERS (+/-)	\$	-		PREVIOUS C.O.'S (+/-)	0	0	
THIS CHANGE ORDER (+/-)	\$	(71,362.20)		THIS C.O. (+/-)	0	0	
TOTAL CHANGE ORDERS (+/-)	\$	(71,362.20)		REVISED	0	0	
ADJUSTED CONTRACT AMOUNT	\$	626,812.55		ORIG. COMPLETION DATE	11/27/2024	11/27/2024	
				REV. COMPLETION DATE	11/27/2024	11/27/2024	
It is mutually agreed by Owner and Contractor that this change order includes any and all costs associated with or resulting from the changes ordered herein, including all impact, delays, and acceleration costs. Other than the dollar amount and time allowance listed above, there shall be no further time or dollar compensation as a result of this change order. This document shall become an amendment to the Contract and all stipulations and covenants of the Contract shall apply hereto.							

A Lamp Concrete Contractors, Inc CONTRACTOR Hancock Engineering ENGINEER Village of Villa Park OWNER	BY: BY: BY: 1.22.25 DATE 1-21-25 DATE DATE
--	--



MEMORANDUM

TO: Village Board of Trustees

FROM: Mike Guerra, Director

DATE: January 27, 2025

SUBJECT: Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Services Agreement with Civiltech Engineering, Inc., of Itasca, Illinois, for Professional Civil Engineering Services for the Ardmore Avenue Improvements Project – Phase I In An Amount Not To Exceed \$811,804.00

RECOMMENDED ACTION:

This is a Resolution to authorize the Village President to enter into a professional engineering agreement with Civiltech Engineering, Inc. for the phase I (preliminary engineering) engineering services for Ardmore Avenue Improvement Project in the amount not to exceed \$811,804.00. The Ardmore Avenue Improvement Project is a proposed improvement of the roadway from Roosevelt Road (IL Route 38) to North Avenue (IL Route 64) with anticipated construction in 2026. Staff recommends approval.

BACKGROUND:

The Ardmore Avenue Improvement Project is a proposed improvement of the roadway from Roosevelt Road (IL Route 38) to North Avenue (IL Route 64). The general scope of the project includes roadway resurfacing, roadway reconstruction, bicycle and pedestrian improvements, and traffic calming improvements. This project has been broken into three different sections, each with their own scope of work being done. The first section is from Madison Street to St. Charles Road with anticipated construction in 2026. The second section is from St. Charles Road to North Avenue (IL Route 64) with anticipated construction in 2027. The third section is from Roosevelt Road (IL Route 38) to Madison Street with anticipated construction in 2028. The Village has received Federal funding (STP) for the project that will require IDOT oversight and approval.

DISCUSSION:

Public Works staff proposes an engineering services agreement with Civiltech Engineering, Inc., to perform the phase I engineering for an amount not to exceed \$811,804.00. Additionally, Civiltech Engineering, Inc. has previously performed phase I engineering for the Village with the Tri-Trails Connector Project that required IDOT oversight and approval, making them familiar with the IDOT process.

Resolution No. _____

**RESOLUTION OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS,
APPROVING AN ENGINEERING SERVICES AGREEMENT WITH CIVILTECH
ENGINEERING, INC., OF ITASCA, ILLINOIS, FOR PROFESSIONAL CIVIL
ENGINEERING SERVICES FOR THE ARDMORE AVENUE IMPROVEMENTS
PROJECT – PHASE I IN AN AMOUNT NOT TO EXCEED \$811,804.00**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the "*Village*") is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the Village staff has completed a consultant Qualifications Based Selection (QBS) process and has recommended Civiltech Engineering, Inc. of Itasca, Illinois, to perform Professional Civil Engineering Services for the Ardmore Avenue Improvements Project – Phase I in an amount of Eight Hundred Eleven Thousand Eight Hundred Four and 00/100 Dollars (\$811,804.00); and,

WHEREAS, Civiltech Engineering, Inc. has submitted a proposal to conduct professional civil engineering services pursuant to the terms and conditions of the written proposal; and,

WHEREAS, the corporate authorities of the Village of Villa Park have determined that it is in the best interests of the citizens of the Village of Villa Park to enter into an agreement with Civiltech Engineering, Inc., to facilitate the civil engineering of the Ardmore Avenue Improvements Project.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preamble clauses to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

Section 2: That *Agreement between the Village of Villa Park, Illinois, and Civiltech Engineering, Inc., for the furnishing of Professional Civil Engineering Services for the Ardmore Avenue Improvements – Phase I* in an amount not to exceed Eight Hundred Eleven Thousand Eight Hundred Four and 00/100 Dollars (811,804.00), is hereby approved in substantially the form attached hereto as Exhibit "A", and incorporated herein, and the Village President is hereby

Resolution No: _____

authorized to execute, and the Village Clerk to attest, same on behalf of the Village of Villa Park, with such changes therein as may be approved by the Village President and Village Attorney, the execution thereof to constitute conclusive evidence of the approval of such changes, if any.

Section 3: This Resolution shall be in full force and effect immediately from and after its passage and approval according to law.

ADOPTED this ____ day of _____ 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this ____ day of _____ 2025.

Nick Cuzzone, President of the
Village of Villa Park, DuPage County, Illinois

ATTESTED and filed in my office,
this ____ day of _____ 2025.

Hosanna Korynecky, Clerk of the Village
of Villa Park, DuPage County, Illinois

Resolution No: _____

EXHIBIT A

**Agreement between the Village of Villa Park, Illinois, and Civiltech Engineering, Inc.,
for the furnishing of Professional Civil Engineering Services for the
Ardmore Avenue Improvements – Phase I**

AGREEMENT
between
THE VILLAGE OF VILLA PARK, ILLINOIS
and
CIVILTECH ENGINEERING, INC.,
for the furnishing of
PROFESSIONAL CIVIL ENGINEERING SERVICES
for the
ARDMORE AVENUE IMPROVMENTS – PHASE I

THIS AGREEMENT, made and entered into by and between the VILLAGE OF VILLA PARK, ILLINOIS, hereinafter referred to as the “VILLAGE,” and CIVILTECH ENGINEERING, INC., hereinafter referred to as the “ENGINEER,” has been prepared and executed to provide for professional civil engineering services for the VILLAGE OF VILLA PARK – Ardmore Avenue Improvements – Phase I, hereinafter referred to as the “PROJECT”.

This agreement is hereinafter referred to as the “AGREEMENT”. The work associated with this AGREEMENT is as described below as Engineering Services.

In consideration of these premises and of the mutual covenants herein set forth,

A. THE ENGINEER AGREES:

1. The ENGINEER shall serve as the VILLAGE'S professional civil engineering consultant in those phases of the PROJECT to which this AGREEMENT applies. The ENGINEER shall perform the Engineering Services described in its proposal dated January 8, 2025, entitled “Ardmore Avenue Improvements – Phase I”, attached hereto as Exhibit A and made a part hereof.

2. Additional services beyond the scope of the Engineering Services above-described, requested in writing by the VILLAGE, shall be performed by the ENGINEER in accordance with the hourly rate as agreed upon in writing between the VILLAGE and ENGINEER, and approved by the VILLAGE Board of Trustees.

3. The ENGINEER will perform services under this AGREEMENT in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the Chicagoland area. Notwithstanding anything to the contrary which may be contained in this AGREEMENT or any other material incorporated herein by reference, or in any agreement between the Village and any other party concerning the PROJECT, the ENGINEER shall not have control or be in charge of, and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or

programs of the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the PROJECT. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the ENGINEER.

4. The ENGINEER shall procure and maintain for the duration of its AGREEMENT, and for three years thereafter, insurance against errors and omissions and claims for injuries to its employees which may arise from, or are in conjunction with, the performance of the work hereunder by the ENGINEER, its agents, representatives, employees, or subcontractors.

a. Minimum Scope of Insurance

Coverage shall be at least as broad as:

- (1) Insurance Services Office Commercial General Liability occurrence form CG 0001 (Ed. 11/85);
- (2) Insurance Services Office form number CA 0001 (ed. 1/87) covering Automobile Liability, symbol 01 "any auto" and endorsement CA 0029 (Ed. 12/88) changes in Business Auto and Truckers coverage forms - Insured Contract or ISO form number CA 0001 (Ed. 12/90);
- (3) Professional Liability/Malpractice Liability policy; and
- (4) Worker's Compensation as required by the Labor Code of the State of Illinois and Employers' Liability insurance.

b. Minimum Limits of Insurance

The ENGINEER shall maintain limits no less than:

- (1) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (2) Automobile Liability: \$1,000,000 combined single limit per accident or bodily injury and property damage.
- (3) Professional Liability: \$2,000,000 single limit for errors and omissions, professional/malpractice liability.
- (4) Workers' Compensation and Employers' Liability: Workers' Compensation insurance within statutory limits, and Employers' Liability limits of \$500,000 per accident.

- (5) Umbrella Liability: \$2,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. Minimum Aggregate shall be no less than \$2,000,000 per person, per aggregate.

c. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the VILLAGE. At the option of the VILLAGE, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the VILLAGE, its officials, employees and volunteers; or the ENGINEER shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.

d. Other Insurance Provisions

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

(1) General Liability and Automobile Liability Coverages

- (a) The VILLAGE, its officials, employees and volunteers are to be covered as additional insured as respects: liability arising out of activities performed by or on behalf of the ENGINEER; or automobiles owned, leased, hired or borrowed by the ENGINEER. The coverage shall contain no special limitations on the scope of protection afforded to the VILLAGE, its officials, employees, and volunteers.
- (b) The ENGINEER's insurance coverage shall be primary as respects the additional insureds. Any insurance or self-insurance maintained by the VILLAGE, its officials, agents, employees, and volunteers shall be in excess of the ENGINEER's insurance and shall not contribute with it.
- (c) Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the VILLAGE, its officials, agents, employees, and volunteers.
- (d) The ENGINEER's insurance shall contain a severability of interests clause or language stating

that the ENGINEER's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

(2) All Coverages

Each insurance policy required by this clause shall be endorsed to state that the coverage shall not be voided, canceled, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the VILLAGE.

e. Acceptability of Insurers

The insurance carrier used by the ENGINEER shall have a minimum insurance rating of A+ according to the AM Best Insurance Rating Schedule and licensed to do business in the State of Illinois.

f. Verification of Coverage

The ENGINEER shall furnish the VILLAGE with certificates of insurance and with copies of endorsements affecting coverage. The certificates and endorsement for the insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements may be on forms provided by the insurance carrier and are to be received and approved by the VILLAGE before any work commences. The VILLAGE reserves the right to request full certified copies of the insurance policies.

5. To the fullest extent permitted by law, the ENGINEER shall indemnify and hold harmless the VILLAGE, its officials, employees and volunteers against injuries, deaths, loss, damages, claims, suits, liabilities, judgments, cost and expenses, which may in anyway accrue against the VILLAGE, its officials, employees and volunteers, arising in whole or in part in consequence of the negligent or willful performance of this work by the ENGINEER, its employees, or subcontractors, except that arising out of the negligence or willful act of the VILLAGE, its officials, employees and volunteers. The ENGINEER shall, at its own expense, appear, defend and pay reasonable charges of attorneys and reasonable costs and other expenses arising therefore or incurred in conjunction therewith, and, if any judgment shall be rendered against the VILLAGE, its officials, employees and volunteers, in any such action, the ENGINEER shall, at its own expense, satisfy and discharge the same. Nothing contained herein shall be construed as prohibiting the VILLAGE, its officials, employees and volunteers from defending, through the selection and use of their own agents, attorneys and experts, any injuries,

deaths, loss, damages, claims, suits, liabilities, and judgments brought against them. The VILLAGE'S participation in its defense shall not remove the ENGINEER'S duty to indemnify, defend and hold harmless the VILLAGE as set forth herein.

6. Any insurance policies required by this AGREEMENT, or otherwise provided by the ENGINEER, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the VILLAGE, its officials, agents, employees and volunteers and herein provided.

7. The ENGINEER represents and warrants to the VILLAGE that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The ENGINEER further represents and warrants to the VILLAGE that the ENGINEER and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The ENGINEER hereby agrees to defend, indemnify and hold harmless the VILLAGE, the corporate authorities, and all VILLAGE elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from and related to any breach of the foregoing representations and warranties.

8. The ENGINEER will comply with all applicable federal and Illinois statutes, and local ordinances of the VILLAGE and shall operate within and uphold the ordinances, rules and regulations of the VILLAGE while engaged in services herein described.

9. The VILLAGE reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and the ENGINEER and VILLAGE shall negotiate appropriate adjustments acceptable to both parties to accommodate such changes.

10. The VILLAGE may, at any time, by written order to the ENGINEER (Suspension of Services Order) require the ENGINEER to stop all, or any part, of the services required by this AGREEMENT. Upon receipt of such an order, the ENGINEER shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. The VILLAGE, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumption of the services upon expiration of the Suspension of Services Order. The ENGINEER will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

11. This AGREEMENT may be terminated by the VILLAGE, upon seven (7) days' written notice to the ENGINEER, at its last known post office address. Provided that, should this AGREEMENT be terminated by the VILLAGE, the ENGINEER shall be paid for any services completed and any services partially completed. All field notes, test records, drawings, and reports completed or partially completed at the time of termination shall become the property of, and made available to, the VILLAGE. Within five (5) business days after notification and request, the ENGINEER shall deliver to the successor VILLAGE Engineer all property, books and effects of every description in its possession belonging to the VILLAGE and pertaining to the office of VILLAGE Engineer.

12. This AGREEMENT may be terminated by the VILLAGE upon written notice to the ENGINEER, at its last known post office address, upon the occurrence of any one or more of the following events, without cause and without prejudice to any other right or remedy:

- a. If the ENGINEER commences a voluntary case under any chapter of the Bankruptcy Code (Title 11, United States Code), as now or hereinafter in effect, or if the ENGINEER takes any equivalent or similar action by filing a petition or otherwise under any other federal or state law in effect at such time relating to bankruptcy or insolvency;
- b. If a petition is filed against the ENGINEER under any chapter of the Bankruptcy Code as now or hereafter in effect at the time of filing, or if a petition is filed seeking any such equivalent or similar relief against the ENGINEER under any other federal or state law in effect at the time relating to bankruptcy or insolvency.
- c. If the ENGINEER makes a general assignment for the benefit of creditors;
- d. If a trustee, receiver, custodian or agent of the ENGINEER is appointed under applicable law or under contract, whose appointment or authority to take charge of property of the ENGINEER is for the purpose of enforcing a Lien against such property or for the purpose of general administration of such property for the benefit of the ENGINEER's creditors;
- e. If the ENGINEER admits in writing an inability to pay its debts generally as they become due.

13. Upon termination, the ENGINEER shall deliver to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. In such case, the ENGINEER shall be paid for all services and any expense sustained, less all costs incurred by the VILLAGE, to have the services performed which were to have been performed by the ENGINEER.

14. The ENGINEER is qualified technically and is conversant with the policies applicable to the performance of design engineering and that sufficient, properly trained, and experienced personnel will be retained to perform the services enumerated herein.

15 The ENGINEER will maintain all books, documents, papers, accounting records, and other evidence pertaining to its costs incurred and to make such materials available at the ENGINEER's office at all reasonable times during the AGREEMENT period and retain such records for a period of three (3) years from the date of final payment under this AGREEMENT.

16 The ENGINEER warrants that he has not employed or retained any company or person, other than an employee working solely for the ENGINEER, to secure this AGREEMENT, and that he has not paid or agreed to pay any company or person any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this AGREEMENT. For breach or violation of this warranty, the VILLAGE shall have the right to annul this AGREEMENT without liability, or, in its discretion, to deduct from the AGREEMENT price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gifts, or contingent fee.

17. This AGREEMENT shall be deemed to be exclusive between the VILLAGE and the ENGINEER. This AGREEMENT shall not be assigned by the ENGINEER without first obtaining permission in writing from the VILLAGE.

18. All books, papers, notes, records, lists, data, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, magnetic media, electronic files, printouts, backups, and computer databases created or modified by the ENGINEER relating in any manner to the work performed by the ENGINEER or by anyone else and used by the ENGINEER in performance of this services under this AGREEMENT (the "Work") shall be a "work made for hire" as defined by the laws of the United States regarding copyrights.

19. The ENGINEER hereby assigns to the VILLAGE and its successors and assigns all of its right, title, interest and ownership in the Work, including, but not limited to, copyrights, trademarks, patents, and trade secret rights and the rights to secure any renewals, reissues, and extensions thereof. The ENGINEER grants permission to the VILLAGE to register the copyright and other rights in the Work in the VILLAGE'S name. The ENGINEER shall give the VILLAGE or any other person designated by the VILLAGE all assistance reasonably necessary to perfect its rights under this AGREEMENT and to sign such applications, documents, assignment forms and other papers as the VILLAGE requests from time to time to further confirm this assignment. The ENGINEER further grants to the VILLAGE full, complete and exclusive ownership of the Work. The ENGINEER shall not use the Work for the benefit of anyone other than the VILLAGE, without the VILLAGE'S prior written permission. Upon completion of the Work or other termination of this AGREEMENT the ENGINEER shall deliver to

the VILLAGE all copies of any and all materials relating or pertaining to this AGREEMENT.

20. The drawings, specifications, reports, and any other PROJECT documents prepared by the ENGINEER in connection with any or all of the services furnished hereunder shall be delivered to the VILLAGE for the use of the VILLAGE. The ENGINEER shall have the right to retain originals of all PROJECT documents and drawings for its files. Furthermore, it is understood and agreed that the PROJECT documents such as, but not limited to, reports, calculations, drawings, and specifications prepared for the PROJECT, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use. The VILLAGE may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the PROJECT. Any reuse of PROJECT documents, without the express written consent of the ENGINEER, shall be at VILLAGE'S sole risk; and the VILLAGE shall indemnify and hold harmless the ENGINEER from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom. The ENGINEER shall have the right to include representations of the design of the PROJECT, including photographs of the exterior and interior, among the ENGINEER'S promotional and professional materials. The ENGINEER's materials shall not include the VILLAGE'S confidential and proprietary information.

21. The ENGINEER will not at any time, either directly or indirectly, disclose, use or communicate or attempt to disclose, use or communicate to any person, firm, or corporation any confidential information or any other information concerning the business, services, finances or operations of the VILLAGE except as expressly authorized by the VILLAGE. The ENGINEER shall treat such information at all times as confidential. The ENGINEER acknowledges that each of the following can contain confidential information of the VILLAGE and that the disclosure of any of the following by the ENGINEER without the VILLAGE'S express authorization would be harmful and damaging to the VILLAGE'S interests:

- a.** Compilations of resident names and addresses, resident lists, resident payment histories, resident information reports, any other resident information, computer programs, computer software, printouts, backups, computer disks and diskettes, and computer databases and which are not otherwise known to the public.
- b.** All information relating to the Engineering Services being performed by the ENGINEER under this AGREEMENT, regardless of its type or form and which are not otherwise known to the public.
- c.** Ideas, concepts, designs and plans which are specifically involved with the Engineering Services being performed by the ENGINEER under this AGREEMENT which are created, designed, enhanced by the ENGINEER and which are not otherwise known to the public.

d. Financial information and police records.

This itemization of confidential information is not exclusive; there may be other information that is included within this covenant of confidentiality. This information is confidential whether or not it is expressed on paper, disk, diskette, magnetic media, optical media, monitor, screen, or any other medium or form of expression. The phrase "directly or indirectly" includes, but is not limited to, acting through ENGINEER'S wife, children, parents, brothers, sisters, or any other relatives, friends, partners, trustees, agents or associates.

22. All books, papers, records, lists, files, forms, reports, accounts, documents, manuals, handbooks, instructions, computer programs, computer software, computer disks and diskettes, printouts, backups, and computer databases relating in any manner to the VILLAGE'S business, services, programs, software or residents, whether prepared by the ENGINEER or anyone else, are the exclusive property of the VILLAGE. In addition, all papers, notes, data, reference material, documentation, programs, diskettes (demonstration or otherwise), magnetic media, optical media, printouts, backups, and all other media and forms of expression that in any way include, incorporate or reflect any confidential information of the VILLAGE (as defined above) are the exclusive property of the VILLAGE. The ENGINEER shall immediately return said items to the VILLAGE upon termination of the ENGINEER's engagement or earlier at the VILLAGE'S request at any time.

23. In the event of breach of the confidentiality provisions of this AGREEMENT, it shall be conclusively presumed that irreparable injury would result to the VILLAGE and there would be no adequate remedy at law. The VILLAGE shall be entitled to obtain temporary and permanent injunctions, without bond and without proving damages, to enforce this AGREEMENT. The VILLAGE is entitled to damages for any breach of the injunction, including, but not limited to, compensatory, incidental, consequential, exemplary and punitive damages. The confidentiality provisions of this AGREEMENT survive the termination or performance of this AGREEMENT.

24. The ENGINEER will comply with all laws, codes, ordinances and regulations which are in effect as of the date of this AGREEMENT.

B. THE VILLAGE AGREES:

1. The VILLAGE shall pay the ENGINEER, for the Engineering Services above-described, a fee not to exceed Eight Hundred Eleven Thousand Eight Hundred Four (\$811,804) Dollars.

2. For all direct expenses totaling more than Twenty-Five Dollars (\$25.00), the ENGINEER shall provide copies of receipts from suppliers of expendable materials. Invoices for reimbursable expenses shall be provided no later than sixty (60) days after

the expense is incurred by the ENGINEER, and if such invoices are not provided within sixty (60) days, the VILLAGE shall not be required to pay such reimbursable expenses.

3. The ENGINEER shall indicate to the VILLAGE the information needed for rendering of the services of this AGREEMENT. The VILLAGE shall provide to the ENGINEER such information as is available to the VILLAGE and the VILLAGE'S consultants and contractors, and the ENGINEER shall be entitled to rely upon the accuracy and completeness thereof.

4. **Payment of ENGINEER'S Fee.** The VILLAGE, for and in consideration of the rendering of the Engineering Services enumerated herein shall pay to the ENGINEER for rendering such services the fee hereinbefore established in the following manner:

- a. Upon receipt of monthly statements from the ENGINEER and the approval thereof by the VILLAGE, payments for the work performed shall be due and payable to the ENGINEER within thirty (30) days after approval by the VILLAGE.
- b. Payments shall be made in accordance with the Local Government Prompt Payment Act (50 II.CS 505/1 *et seq.*).

5. This AGREEMENT may be terminated by the ENGINEER, upon thirty (30) days' written notice to the VILLAGE should the VILLAGE fail substantially to perform in accordance with the terms of this AGREEMENT through no fault of the ENGINEER. Upon such termination, the ENGINEER shall make available to the VILLAGE, copies of partially completed drawings, specifications, partial and completed estimates, and data, if any, from investigations and observations, with the understanding that all such material becomes the property of the VILLAGE. The ENGINEER shall be paid promptly for all services provided to the date of termination.

C. IT IS MUTUALLY AGREED:

1. The ENGINEER is an independent contractor in the performance of this AGREEMENT, and it is understood that the parties have not entered into any joint venture or partnership with the other. The ENGINEER shall not be considered to be the agent of the VILLAGE. Nothing contained in this AGREEMENT shall create a contractual relationship with a cause of action in favor of a third party against either the VILLAGE or ENGINEER.

2. Each party to this AGREEMENT shall designate one or more persons to act with authority on its behalf with respect to appropriate aspects of the PROJECT. The persons designated shall review and respond promptly to all communications received from the other party.

3. Written notices between the VILLAGE and the ENGINEER shall be deemed sufficiently given after being placed in the United States mail, registered or certified, postage pre-paid, addressed to the appropriate party as follows:

a. If to the VILLAGE:

VILLAGE OF VILLA PARK
20 S. Ardmore Avenue
Villa Park, Illinois 60181
Attn: Village Manager

b. If to the ENGINEER:

CIVILTECH ENGINEERING, INC.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143
Attn: Jonathan R. Vana, P.E.

c. Either party may change its mailing address by giving written notice to the other party as provided above. Whenever this AGREEMENT requires one party to give the other notice, such notice shall be given only in the form and to the addresses described in this paragraph.

4. This AGREEMENT represents the entire and integrated contract between the parties and supersedes all prior negotiations, representations or understandings, whether written or oral. This AGREEMENT may only be amended by written instrument executed by authorized signatories of the VILLAGE and the ENGINEER.

5. The terms of this AGREEMENT shall be binding upon and inure to the benefit of the parties and their respective successors.

6. The waiver of one party of any breach of this AGREEMENT or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this AGREEMENT and shall not be construed to be a waiver of any provision, except for the particular instance.

7. If any term, covenant, or condition of this AGREEMENT or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this contract shall not be affected thereby; and each term, covenant or condition of this AGREEMENT shall be valid and shall be enforced to the fullest extent permitted by law.

8. This AGREEMENT shall be construed under and governed by the laws of the State of Illinois, and all actions brought to enforce the dispute resolution provisions of this AGREEMENT shall be so brought in the Circuit Court of DuPage County, State of Illinois.

9. This AGREEMENT may be signed in counterparts, each of which shall be deemed to be an original, but all of which, taken together, shall constitute one and the same instrument.

10. This AGREEMENT shall become effective only after an appropriation therefor has been made. The term of this AGREEMENT shall be for one year following the effective date of the appropriation.

D. CERTIFICATION OF ENGINEER

1. The ENGINEER certifies that the ENGINEER, its shareholders holding more than five percent (5%) of the outstanding shares of the ENGINEER, its officers and directors are:
 - a. not delinquent in the payment of taxes to the Illinois Department of Revenue in accordance with 65 ILCS 5/11-42.1-1;
 - b. not barred from contracting as a result of a violation of either Section 33E-3 (bid rigging) or Section 33E-4 (bid rotating) of the Criminal Code of 1961 (720 ILCS 5/33E-3 and 5/33E-4);
 - c. not in default, as defined in 5 ILCS 385/2, on an educational loan, as defined in 5 ILCS 385/1;
 - d. in compliance with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*);
 - e. in compliance with equal employment opportunities and that during the performance of the AGREEMENT, the ENGINEER shall:
 - (1) Not discriminate against any employee 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 women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

- (2) If it hires additional employees in order to perform this AGREEMENT or any portion hereof, it will determine the availability (in accordance with the Illinois Department of Human Right's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
- (3) 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) 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 ENGINEER'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 ENGINEER in its efforts to comply with such Act and Rules and Regulations, the ENGINEER will promptly so notify the Illinois Department of Human Rights; and the VILLAGE and will recruit employees from other sources when necessary to fulfill its obligations thereunder.
- (5) Submit reports as required by the Illinois Department of Human Rights, Rules and Regulations, furnish all relevant information as may from time to time be requested by the Department or the contracting agency, and in all respects comply with the Illinois Human Rights Act and the Department's Rules and Regulations.
- (6) Permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and the Illinois Department of Human Rights for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Department's Rules and Regulations.
- (7) Not maintain or provide for its employees any segregated facilities at any of its establishments, and not permit its

employees to perform their services at any location, under its control, where segregated facilities are maintained. As used in this section, the term "segregated facilities" means any waiting rooms, work areas, restrooms and washrooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin because of habit, local custom, or otherwise.

- (8) ENGINEER (except where it has obtained identical certifications from proposed Subcontractors and material suppliers for specific time periods), obtain certifications in compliance with this subparagraph from proposed subcontractors or material suppliers prior to the award of a subcontract or the consummation of material supply agreements, exceeding \$10,000.00 which are not exempt from the provisions of the Equal Opportunity clause, and that ENGINEER will retain such certifications in its files.
 - (9) In the event of the ENGINEER's non-compliance with the provisions of this Equal Employment Opportunity Clause, the Act or the Rules and Regulations of the Department, the ENGINEER may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or in part, and other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.
- f. in compliance with 775 ILCS 5/2-105(A)(4) by having in place and enforcing a written sexual harassment policy.
 - g. in agreement that in the event of non-compliance with the provisions of this certification relating to equal employment opportunity, the Illinois Human Rights Act or the Illinois Department of Human Rights, Rules and Regulations, the ENGINEER may be declared ineligible for future contracts with the VILLAGE, and this AGREEMENT may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.
 - h. in compliance with 30 ILCS 580/1 *et seq.* (Drug Free Workplace Act) by providing a drug-free workplace by:

- (1)** Publishing a statement:

 - (a)** Notifying employees that the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance, including cannabis, is prohibited in the ENGINEER's workplace.
 - (b)** Specifying the actions that will be taken against employees for violations of such prohibition.
 - (c)** Notifying the employee that, as a condition of employment on such AGREEMENT, the employee will:

 - (i)** abide by the terms of the statement; and
 - (ii)** notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (2)** Establishing a drug-free awareness program to inform employees about:

 - (a)** the dangers of drug abuse in the workplace;
 - (b)** the ENGINEER's policy of maintaining a drug-free workplace;
 - (c)** any available drug counseling, rehabilitation, and employee assistance program; and
 - (d)** the penalties that may be imposed upon employees for drug violations.
- (3)** Making it a requirement to give a copy of the statement required by subparagraph D.1.h.(1) to each employee engaged in the performance of the AGREEMENT, and to post the statement in a prominent place in the workplace.
- (4)** Notifying the VILLAGE within ten (10) days after receiving notice under Subparagraph D.1.h.(1)(c)(ii) from any employee or otherwise receiving actual notice of such conviction.

- (5) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by any employee who is so convicted, as required by 30 ILCS 580/5.
 - (6) Assisting employees in selecting a course of action in the event drug counseling treatment and rehabilitation is required and indicating that a trained referral team is in place.
 - (7) Making a good faith effort to continue to maintain a drug-free workplace through implementation of this section.
- i in compliance with the Substance Abuse Prevention on Public Works Projects Act (820 ILCS 265/1, *et seq.*), is a party to a collective bargaining agreement dealing with the subject matter of the Substance Abuse Prevention on Public Works Projects Act, or has in place and is enforcing a written program which meets or exceeds the program requirements of the Substance Abuse Prevention on Public Works Projects Act.
 - j. not a VILLAGE official, spouse or dependent child of a VILLAGE official, agent on behalf of any VILLAGE official or trust in which a VILLAGE official, the spouse or dependent child of a VILLAGE official.
 - k. not having solicited any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer from the ENGINEER.
 - l. not having given to any officer or employee of the VILLAGE any gratuity, discount, entertainment, hospitality, loan, forbearance, or other tangible or intangible item having monetary value including, but not limited to, cash, food and drink, and honoraria for speaking engagements related to or attributable to the government employment or the official position of the employee or officer.
 - m. the ENGINEER acknowledges that, pursuant to the provisions of the Illinois Freedom of Information Act, (5 ILCS 140/1 *et seq.*), documents or records prepared or used in relation to work performed under this AGREEMENT are considered a public record of the VILLAGE; and therefore, the ENGINEER shall review its records and promptly produce to the VILLAGE any

records in the ENGINEER'S possession which the VILLAGE requires in order to properly respond to a request made pursuant to the Illinois Freedom of Information Act (5 ILCS 140/1 *et seq.*), and the ENGINEER shall produce to the VILLAGE such records within three (3) business days of a request for such records from the VILLAGE at no additional cost to the VILLAGE.

IN WITNESS WHEREOF, the parties have caused this AGREEMENT to be executed, by their duly authorized officers as of the dates below indicated.

Executed by the VILLAGE, this 27th day of January, 2025.

VILLAGE OF VILLA PARK
20 S. Ardmore Avenue
Villa Park, Illinois 60181

ATTEST:

By _____
Nick Cuzzone, Village President

By _____
Village Clerk

Executed by the ENGINEER, this 8th day of January, 2025.

CIVILTECH ENGINEERING, INC.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143

By  _____
James D. Ewers, P.E., Vice President

EXHIBIT A
“Ardmore Avenue Improvements – Phase I”
dated January 8, 2025

Ardmore Avenue Improvements Village of Villa Park

Project Team

Civiltech Engineering, Inc.

Two Pierce Place
Suite 1400
Itasca, IL 60143
Direct: 630.735.3946
Fax: 630.773.3975
www.civiltechinc.com

Director of Environmental & Design Studies – Jennifer M. Hyman, P.E.

JHyman@civiltechinc.com (630) 735-3953

Project Manager – James R. Tibble, P.E., JTibble@civiltechinc.com (630) 735-3949

Project Engineer – Thomas E. McGillicuddy, P.E., TMcGillicuddy@civiltechinc.com
(630) 735-3367

Scope of Services | Phase I Engineering

The Village of Villa Park (Village) has received Federal funding (STP) for the improvements of Ardmore Avenue from Roosevelt Road (IL Route 38) to North Avenue (IL Route 64). The Scope of Services will include the work required to complete Phase I engineering and assist the Village in programming the project.

Ardmore Avenue between Roosevelt Road (IL Route 38) and North Avenue (IL Route 64) is a major collector under the maintenance and jurisdiction of the Village of Villa Park. Ardmore Avenue is generally a two-lane, urban cross section with curb and gutter throughout the project limits, with exclusive left and right turn lanes provided at various intersections throughout the corridor. On-street parking is also provided along several sections of Ardmore Avenue. Sidewalks are provided on both the east and west sides of the road for the entire corridor, except for a 1,500-foot section on the west side of Ardmore Avenue between Ridge Road and North Avenue (IL Route 64). There are no existing bicycle accommodations along Ardmore Avenue within the project limits. The existing right-of-way varies from 66 feet to 180 feet, and the existing ADT varies from 7,000 vpd to 7,550 vpd. The posted speed limit is 25 mph.

At the southern terminus of the project limits, the intersection of Ardmore Avenue and Roosevelt Road (IL Route 38) is controlled by a traffic signal. At the northern terminus, the intersection of Ardmore Avenue and North Avenue (IL Route 64) is also controlled by a traffic signal. Both termini intersections and their traffic signals are under IDOT jurisdiction. The intersection of Ardmore Avenue and St. Charles Road is also controlled by a traffic signal, but the intersection and traffic

signal are under jurisdiction of the Village. All other intersections within the project limits are all-way stop controlled or stop controlled on the minor approaches.

The project area is mainly residential, with some commercial properties located predominantly near the signalized intersections. Other notable land uses within the project corridor include Willowbrook High School and Lufkin Park. The Illinois Prairie Path and Great Western Trail also both cross Ardmore Avenue within the project limits. There are railroad crossings of Ardmore Avenue within the project limits, including Union Pacific Railroad (at-grade) and Canadian National Railway (grade separated).

The scope of the improvements will include roadway resurfacing, roadway reconstruction, bicycle and pedestrian improvements, and traffic calming improvements. It is anticipated that roadway resurfacing limits will be between Roosevelt Road (IL Route 38) and Madison Street, and reconstruction limits will be between Madison Street and North Avenue (IL Route 64). Installation of corner bumpouts will be analyzed between Madison Street and North Avenue (IL Route 64) to reduce pedestrian crossing distances and increase refuge space. A lane reduction will also be analyzed between Ridge Road and North Avenue (IL Route 64) to reduce the cross section from 4 lanes to 3 lanes. Bicycle accommodations and ADA improvements will be provided throughout the corridor. The design criteria being utilized will be 3R criteria for the entire project.

There is an existing culvert under Ardmore Avenue that accommodates Sugar Creek located just south of Highridge Road. Since the anticipated improvements south of Highridge Road involve resurfacing only, it is assumed that structural work will not be required at the culvert.

There is an existing roadway bridge over Canadian National Railway located between Ridge Road and Schiller Street. The anticipated improvements south of North Avenue involve potential lane reduction and the bridge will not require widening, however, modifications to the east side sidewalk and eastern-most lane may be required to accommodate bicycles. An Abbreviated Bridge Condition Report will be prepared to identify improvements required for the structure.

The scope of services for Phase I engineering services required for this project will include environmental and location-design studies needed to develop and refine geometric improvements, evaluate costs and impacts, and undertake coordination with jurisdictional agencies and the public. The primary objective of the Phase I Engineering Study is to develop a conceptual improvement plan that provides the desired level of traffic safety and operation, and which fulfills all of the requirements for processing and funding by the Village of Villa Park, the Illinois Department of Transportation (IDOT), and the Federal Highway Administration (FHWA). The Phase I scope of services assumes that this project will be processed as a **State Approved Categorical Exclusion** with the preparation of a Project Development Report using IDOT's BLR 22210 form.

The following is a scope of services to complete the Ardmore Avenue Improvements Phase I Study:

Item 1 – Early Coordination and Data Collection – This work item will consist of collecting available existing information required for the Phase I Report and performing the necessary classification and cataloging for use in subsequent tasks. Any previous as-built plans and recent inspection reports shall be provided to Civiltech at the start of the project. This item includes the following:

- a. Collect and review previous studies and existing roadway plans.
- b. Collect land use, public transit, zoning, school district, driveway permits, maps and plans.
- c. Obtain public and private utility atlases.
- d. Obtain and review existing traffic signal timings and plans.
- e. Obtain GIS and existing right-of-way data.
- f. Perform two field visits including obtaining drone photography of corridor.
- g. Obtain recent digital aerial photography of study area at a scale of 1" = 50'
- h. Prepare a base map to be used in all phases of the study, including right-of-way and property lines, street names, and individual house/business addresses.

Item 2 – Environmental Survey Request – In order to meet requirements of the Federal-aid process, environmental clearances must be obtained prior to project approval. It is anticipated the project will require screening for biological, wetland, cultural, and special waste resources. Environmental prescreen forms for biological and cultural clearance reviews will be submitted to IDOT upon request to verify method of processing environmental reviews. Due to the potential for temporary construction easements, it is anticipated that an Environmental Survey Request (ESR) will need to be prepared and processed through IDOT. This item consists of the following tasks:

- a. Prepare exhibits for ESR submittal including Location map, USGS map, National Wetlands Inventory map, Cultural Resources map, and Environmental Survey Limits exhibits.
- b. Identify properties greater than 40 years old. Prepare a 40-year-old Building Photolog and Summary Table. (Photos will be taken during field visit).
- c. Prepare and submit Bridge Bat Assessment Form for the existing culvert (Sugar Creek) underneath Ardmore Avenue south of Highridge Road, and the existing roadway bridge over Canadian National Railway (if required).
- d. Prepare and Submit ESR Form.
- e. Prepare GIS Shape Files of ESR boundary for inclusion in ESR submittal.

It is assumed that an Addendum Environmental Survey Request submittal is not included as part of this scope of services and will be completed during Phase II design if necessary.

Item 3 – Field Survey & Preparation of Base CAD Drawing – In order to develop accurate construction costs a complete design topographic survey will be conducted as part of the Phase I study. This survey will consist of topographic information, cross sections, and a drainage and utility survey.

This work item will include the preparation of a base CAD file which will include identification and

location of all existing utilities within the project limits. Existing cross section information will be generated from the survey data and plotted on cross section sheets to aid in the development of a proposed roadway profile and completion of the drainage analysis.

A surveying subconsultant will perform the above tasks. We propose to use Jorgensen & Associates, Inc. as a subconsultant to perform the field survey. A copy of Jorgensen & Associates, Inc.'s detailed proposal is provided in **Attachment A**.

This item includes time for subconsultant coordination and review of subconsultant deliverables.

Item 4 – Crash Analysis – In order to satisfy IDOT and FHWA requirements, it will be necessary to gather and review crash data for the study area to determine the existence of any safety hazards. It is assumed that no crash analysis will be required at IL Route 38 (Roosevelt Road) and IL Route 64 (North Avenue). Therefore, this work item will consist of the following tasks:

- a. Collect 5 years of crash data.
- b. Tabulate data and plot collision diagrams.
- c. Prepare wet/dry crash analysis.
- d. Prepare roadway lighting warrant analysis.
- e. Perform pedestrian and bicycle safety analysis.
- f. Evaluate safety improvement needs, identify countermeasures and recommendations to increase safety for pedestrians, cyclists, and vehicles, and write crash analysis text.

Item 5 – Traffic Analyses – Traffic analyses will be required to determine the operational performance of the signalized and unsignalized intersections along the corridor under existing and proposed conditions. It is anticipated that the traffic counts will be taken on a weekday when school is in session to capture the most active traffic conditions. While the design criteria for 3R guidelines allow for existing/opening day traffic to be used for analysis, with potential lane configuration change at St. Charles Road, 2050 projections will be requested from CMAP and analyzed to ensure the lane reconfiguration continues to operate sufficiently with any anticipated traffic growth. Pedestrian counts at Lufkin Park will be completed concurrently during the school year and when weather is favorable (late April or early May). This item will consist of the following tasks:

- a. Obtain 24-hr. turning movement, bike, and pedestrian counts using video counting units (VCU) at the following signal and all-way stop controlled intersections:
 1. Ardmore Avenue at Roosevelt Road (IL Route 38)
 2. Ardmore Avenue at Riordan Road/Willowbrook High School Entrance
 3. Ardmore Avenue at Highridge Road
 4. Ardmore Avenue at Harrison Street
 5. Ardmore Avenue at Leslie Lane
 6. Ardmore Avenue at Rand Road
 7. Ardmore Avenue at Congress Street

8. Ardmore Avenue at Van Buren Street
 9. Ardmore Avenue at Jackson Street
 10. Ardmore Avenue at Adams Street
 11. Ardmore Avenue at Monroe Street
 12. Ardmore Avenue at Madison Street
 13. Ardmore Avenue at Washington Street
 14. Ardmore Avenue at Highland Avenue
 15. Ardmore Avenue at Park Boulevard
 16. Ardmore Avenue at Prairie Path
 17. Ardmore Avenue at Central Boulevard
 18. Ardmore Avenue at School Street
 19. Ardmore Avenue at Kenilworth Avenue
 20. Ardmore Avenue at Great Western Trail
 21. Ardmore Avenue at Home Avenue
 22. Ardmore Avenue at St. Charles Road
 23. Ardmore Avenue at Elm Street (East)
 24. Ardmore Avenue at Elm Street (West)
 25. Ardmore Avenue at Oak Street
 26. Ardmore Avenue at Division Street
 27. Ardmore Avenue at Terrace Street
 28. Ardmore Avenue at Vermont Street
 29. Ardmore Avenue at Plymouth Street
 30. Ardmore Avenue at Sunset Drive
 31. Ardmore Avenue at Ridge Road
 32. Ardmore Avenue at Schiller Street/Hill Street
 33. Ardmore Avenue at North Avenue (IL Route 64) (assume 2 cameras needed)
- b. Obtain mid-block 24-hour speed and volume counts using radar units at two locations along the corridor, to be determined.
 - c. Obtain 15-hour mid-block pedestrian crossing usage between Rand Road/Congress Street and Jackson Street using VCU's (Lufkin Park).
 - d. Reduce and tabulate traffic count data, determine peak hours, prepare traffic volume, speed, and pedestrian crossing exhibits.
 - e. Obtain 2050 No-Build and 2050 Build traffic projections from CMAP.
 - f. Develop design hourly traffic volumes (DHV's)
 - g. Perform A.M. and P.M. peak hour capacity analyses using Highway Capacity Software (HCS) at the following intersections for Existing and Opening-Day traffic volumes:
 1. Ardmore Avenue at Roosevelt Road (IL Route 38)
 2. Ardmore Avenue at Riordan Road/Willowbrook High School Entrance
 3. Ardmore Avenue at Highridge Road
 4. Ardmore Avenue at Jackson Street
 5. Ardmore Avenue at Madison Street
 6. Ardmore Avenue at Washington Street
 7. Ardmore Avenue at School Street

8. Ardmore Avenue at St. Charles Road
 9. Ardmore Avenue at Vermont Street
 10. Ardmore Avenue at Plymouth Street
 11. Ardmore Avenue at North Avenue (IL Route 64)
 12. Up to 3 additional intersections to be determined by the Village
- h. Perform A.M. and P.M. peak hour capacity analyses using Highway Capacity Software (HCS) at the following intersections for 2050 No-Build and 2050 Build geometrics and traffic volumes:
1. Ardmore Avenue at St. Charles Road
- i. Summarize capacity and queuing analysis results in a tabular format for inclusion in the Traffic, Geometric, and Safety Analysis Technical Memorandum. Assumes three revision. It is assumed the IDOT-Traffic and IDOT-GSU will require a review of only the IL Route 64 intersection.
- j. Analyze potential crossing improvements at Lufkin Park, the Illinois Prairie Path, and the Great Western Trail crossings of Ardmore Avenue using IDOT-TRA 23.
- k. Train Village staff to use Miovision camera, equipment, and completing data processing. Following completion of traffic data collection for this project, Miovision equipment will be transferred to Village ownership (1 camera, 2 battery packs, 1 external charger). See attached Miovision quote for list of equipment to be transferred.

Item 6 – Alternative Geometric Studies – As part of this study, up to 3 geometric concept plans will be designed. In addition, a roadway typical section analysis will be conducted to determine the appropriate cross section for the corridor including the implementation of bicycle facilities. The findings of the Concept Geometric Studies will be presented to the Village in a Technical Memorandum and presented to the public at a public information meeting. This item will consist of the following tasks:

- a. Prepare roadway typical sections to accommodate vehicular, pedestrian, and cyclist traffic in the corridor. Up to 3 concepts will be analyzed.
- b. Prepare concepts for up to 3 horizontal geometric roadway segment concepts.
- c. Evaluate preliminary right-of-way needs, environmental impacts, and constructability of each alternative.
- d. Prepare and revise a Traffic, Geometric, and Safety Analysis Technical Memorandum including a recommendation for the preferred alternative. Revise one time based on one set of Village comments.

Item 7 – Preferred Alternative Geometric Studies – Following the selection of a preferred alternative, detailed horizontal, vertical, and cross section analysis will be completed. This work item will consist of the following:

- a. Define/refine horizontal geometrics for the preferred alternative.
- b. Define/refine vertical roadway geometrics including detailed analysis of proposed roadway cross sections.

- c. Evaluate the existing sidewalk for ADA/PROWAG compliance.
- d. Determine existence of and potential for environmental impacts due to the proposed improvement.
- e. Identify right-of-way needs and prepare right-of-way acquisition table.
- f. Design vehicle turning-template analyses will be completed using AutoTURN software at side street locations.
- g. Prepare plan and profile exhibits.

Item 8 – Intersection Design Studies – Potential changes to the corner radii, turning movements, signal operation, and storage and taper lengths at St. Charles Road will require the preparation of Intersection Design Studies (IDS) as required by IDOT and FHWA. It is assumed that St. Charles Road will be the only signalized intersection to require an IDS. The IDS will be revised once based on Village comments and twice based on IDOT Comments. A disposition of comments is included with each revised submittal. It is assumed that no ADA Detail Sheets will be required. This task item includes the following:

- a. Prepare IDS base sheets.
- b. Complete Design Vehicle and Control Vehicle turning template analyses using AutoTURN software.
- c. Prepare roadway profiles through intersection turn lane approach tapers.
- d. Complete intersection sight distance analyses.
- e. Compile and insert traffic data into IDS sheets.

Item 9 – Cost Estimates – It is very important for both planning and funding purposes to maintain an accurate and up-to-date project cost throughout the Phase I Study. This task item consists of preparing an initial construction cost and revising it throughout the project study. Up to two revisions are included at the project milestone submittals as noted below:

- a. Prepare cost estimate for Preliminary Geometric Concepts.
- b. Update cost estimate for Draft Project Development Report.
- c. Update cost estimate for Final Project Development Report.

This item also includes time for Civiltech's internal Quality Assurance/Quality Control (QA/QC) review process with Phase II, Phase III, and Right-of-Way Acquisition staff.

Item 10 – Geotechnical Studies –

A factor which often contributes to project cost increases during the implementation of an improvement is the inaccuracy of cost estimates for pavement rehabilitation and treatment of unsuitable subgrade soils. We propose to use Midland Standard Engineering and Testing, Inc. (MSET) as a subconsultant to perform the pavement coring, highway soils survey, and infiltration testing for this project. A copy of MSET's detailed proposal is provided in **Attachment B**.

Recommendations will be developed for the pavement structure in the design year (based upon a 20-year design life) and a pavement design will be developed.

This item includes time for subconsultant coordination and review of subconsultant deliverables.

Item 11 – Wetland Studies –

With stream crossings and mapped wetlands, a wetland, waterway, and buffer investigation of the project area will be required. We propose to prepare a Wetland Delineation Report for all areas within the project area in accordance with the U.S. Army Corps of Engineers (USACE) Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2.0), (Supplemental Wetland Manual), and the DuPage County Countywide Stormwater and Floodplain Ordinance (Ordinance). Delineating both USACE jurisdictional “waters of the U.S.” (WOUS) and DuPage County regulated Waters of DuPage will satisfy requirements of the Illinois Interagency Wetlands Policy Act (IWPA) of 1989 for the Illinois Department of Natural Resources (IDNR) and the Illinois Department of Transportation (IDOT) Phase I process.

Civiltech proposes to conduct investigations of all potential wetlands and waterways within the project area. These investigations include an off-site records/document review followed by an on-site investigation. Proposed services include: the identification and delineation of wetlands and waters; the determination of USACE HQARs; and the determination of DuPage County critical wetlands and waters. Wetland delineation field investigation activities include on-site testing for the presence of hydric soils, hydrophytic vegetation, and sufficient hydrology. A floristic quality assessment (FQA) will be conducted for each identified wetland. Waters delineation field activities include the determination of the Ordinary High Water Mark (OHWM) of all identified waters.

Civiltech proposes to flag all USACE “waters of the U.S.” (WOUS) jurisdictional wetland limits and DuPage County wetlands and waters within the project area. We also propose to estimate the location of adjacent wetlands within 100 feet of the Project Corridor per the Ordinance. We will coordinate with our surveyors to ensure that all wetland and data point flags are surveyed. Civiltech proposes to prepare a Wetland Delineation Report that will include findings from the field investigations. As the Village of Villa Park is a DuPage County Complete Waiver Community, wetland delineations and permitting may be handled by the Village or through DuPage County. Civiltech will coordinate with the appropriate agency to gain concurrence on the delineated limits of the wetlands, waterways, and buffers, and include those limits in the final Wetland Delineation Report. A final Wetland Delineation Report in Adobe PDF format file will be prepared and available for review and distribution.

If needed, for areas within, adjoining, and adjacent to the project area, Civiltech proposes to complete the U.S. Fish and Wildlife Service’s Information for Planning and Consultation (IPaC) for identification of federally listed endangered and threatened species consultation. Civiltech also proposes to complete, if needed, the IDNR’s Ecological Compliance Assessment Tool (EcoCAT) for state listed endangered and threatened species consultation. If more appropriate, we will help coordinate and obtain the relevant biological clearances from IDOT for use in Phase II permitting.

Civiltech proposes to use the Wetland Delineation Report and the state and federal, endangered and threatened species consultations to prepare and electronically submit IDOT's Wetland Impact Evaluation (WIE) form. Civiltech will prepare the WIE form and the associated exhibit for Village review, and integrate one revision from the Village. Civiltech will then submit the WIE form and the associated exhibit to IDOT, and integrate one additional revision from IDOT.

Item 12 – Preliminary Environmental Site Assessment (PESA) – As part of the environmental studies required for a Federal-aid project, it is necessary to perform a Special Waste Screening Analysis to determine if there are any sites located along the project area that may result in the need for further environmental investigation. It is anticipated that the initial screening will result in the need for a Preliminary Environmental Site Assessment (PESA) to be completed along the corridor to determine the extent of any special remediation that may need to occur.

This work will be completed by a subconsultant, Huff & Huff. A copy of Huff & Huff's detailed proposal is provided in **Attachment C**.

This item includes time for subconsultant coordination and review of subconsultant deliverables.

Item 13 – Drainage Study – The existing drainage system within the project limits is a closed system with curb and gutter and storm sewer. This item will include an analysis of the existing drainage conditions and as well as the recommendations and requirements for the proposed drainage for the selected improvement. This work item will consist of the following tasks:

Existing Drainage Plan

- a. Obtain and review previous drainage studies, applicable permits, and documented drainage problems and complaints
- b. Prepare General Location Drainage Map.
- c. Obtain contour mapping of study area.
- d. Determine watershed divides and identify drainage features.
- e. Identify drainage outlets and determine interpreted drainage divides.
- f. Identify existing drainage problems within the project limits.
- g. Perform plan in hand field reconnaissance to review existing drainage conditions.
- h. Develop Existing Drainage Plan sheets for the project study limits which will be a plan view exhibit at 1-inch = 50 feet scale.
- i. Submit Existing Drainage Plan (EDP) to the Village.

Proposed Drainage Plan

- a. Develop and document design criteria for the proposed drainage design.
- b. Address project compliance with the DuPage County Countywide Stormwater and Floodplain Ordinance.
- c. Develop recommended Proposed Drainage Plan for the project study limits. The Proposed Drainage Plan will be a plan over profile sheet that matches the proposed roadway plan over profile sheet layout.

- d. Submit Proposed Drainage Plan (PDP) to the Village.

Drainage Technical Memorandum

- a. Develop a Location Drainage Technical Memorandum (LDTM) that summarizes the existing and proposed drainage plan.
- b. Submit the LDTM to the Village, and IDOT-Hydraulics and Local Roads for review.

Note: It is assumed that hydraulic analyses as well as an evaluation of proposed floodplain impacts will not be required at the Sugar Creek culvert crossing.

Item 14 – Structural Studies – The existing bridge over Canadian National Railway has an IDOT SN (022-6930) and is a three-span PPC deck beam structure with a sufficiency rating of 81.0. The existing culvert at Sugar Creek (south of Highridge Road) does not have a structure number, and the condition is unknown. An Abbreviated Bridge Condition Report (ABCR) will be prepared for the bridge over CN per the IDOT BCR Procedures and Practices memo. This report will evaluate the bridge elements, compare rehabilitation options, and make a recommendation on work to propose for final design for this project, if any (likely to be overlay or joint replacement). A site assessment and Culvert Condition Report will also be provided for the Sugar Creek crossing. Since this is not in the official state structure inventory, an abbreviated report / technical memo will be done to summarize recommendations.

Based on the assumption there will be no widening at the bridge over CN, this scope does not include any analysis, assessment, exhibits, or alternative analysis for bridge widening. Options for replacing or extending the existing culvert will be investigated if widening is proposed at this section.

Item 15 – Section 4(f) Evaluation and Documentation – The proposed improvement may require improvements to the Illinois Prairie Path and Great Western Trail at their crossings of Ardmore Avenue. The Illinois Prairie Path and the Great Western Trail are owned and maintained by DuPage County Division of Transportation. It is anticipated that the recreational facility impacts will be found to be minor and that the Section 4(f) evaluations will consist of preparing the necessary documentation to result in a *de minimis* finding for both facilities. It is assumed that the Great Western Trail and the Illinois Prairie Path will each require a separate Section 4(f) document. The evaluation will include the following work tasks:

- a. Complete checklist and appendices for each facility.
- b. Prepare 4(f) exhibits for each facility.
- c. Address any public comments.
- d. Prepare materials for Village review. Includes two revisions and preparation of disposition of comments.
- e. Provide draft letters to the Official with Jurisdiction for their concurrence and signature for each facility.

- f. Submit documentation to IDOT/FHWA for approval for each facility. Includes two revisions and preparation of disposition of comments.

Item 16 – Draft Project Development Report – Documentation of the Phase I study will consist of design studies, traffic analyses, environmental impacts, and coordination. Per coordination with IDOT/FHWA, it is assumed this project will be processed as a State Approved Categorical Exclusion with the preparation of a Project Development Report (PDR) (BLR 22210). This item consists of the following tasks:

- a. Write, proofread, and edit the Draft PDR.
- b. Prepare report exhibits, including a location map, a land use exhibit, existing and proposed typical sections, a detour route exhibit, and temporary maintenance plan.
- c. Compile appendices.
- d. Prepare Design Exception Guide form (BLR 22000).
- e. Prepare Design Exception forms (BLR 22120). Assume no more than 5 design exception requests will be necessary. Revise forms up to 2 times.
- f. Provide Draft PDR for Village review. Includes QA/QC before submittal.
- g. Provide a disposition of Village comments and revise Draft PDR one time for IDOT submittal. Includes QA/QC before submittal to IDOT and preparation and assembly of one hard copy.
- h. Attend a review meeting/phone conference with the Village and IDOT, if required.

Item 17 – Agency Coordination – This item consists of time for Village, IDOT, and other agency coordination. Preparation of materials for the meeting and meeting minutes are included with each meeting. For scoping purposes, it is assumed all meetings will occur virtually. This item consists of the following tasks:

- a. IDOT Kickoff Meeting. IDOT/FHWA Coordination Meeting has been completed, however, an official IDOT Kickoff meeting is required.
- b. Village Coordination/Design Review Meetings – Assume 3 meetings.
- c. DuPage County Division of Transportation Coordination – Assume 3 meetings.
- d. ICC and Railroad Coordination Meetings – Assume 1 meeting with ICC, CN, and Union Pacific.
- e. Coordination regarding adjacent projects with Village and consultant staff. Assume 2 meetings.
- f. Phone/email coordination with Village of Villa Park Police and Fire, schools, postmaster, Park District, PACE, and potentially local businesses to inform them of the project, discuss potential detours, and construction staging. Assume a maximum of 3 coordination meetings total will also be necessary if requested.
- g. Coordination with IDOT regarding processing of submittals and reviews.
- h. Coordination with DMMC for project programming.
- i. IDOT Detour Committee Meeting attendance and coordination.
- j. Complete PPI form.

- k. Complete ADA Project Alert Form
- l. Complete STP Quarterly Updates, assume 5 quarterly updates to be completed.

Item 18 – Public Involvement – The purpose of public involvement process is to promote a proactive and responsive approach that seeks the input of all concerned stakeholders early and often, and that provides for appropriate input at key points in the project decision making process. We propose to hold three public information meetings as part of the project. The first will present alternative concepts for improvements along Ardmore Avenue. The second public information meeting will occur once a preferred alternative has been selected and after a Draft Project Development Report has been reviewed by IDOT. The third public information meeting will present the final design, incorporating any changes from the previous meeting and IDOT review. Following are the specific tasks that are anticipated for each of the Public Information Meetings:

- a. Select and coordination with meeting venue.
- b. Prepare invitation letters to area residents and businesses.
- c. Prepare public meeting newspaper display advertisement.
- d. Prepare public meeting brochure.
- e. Distribute public meeting notification letters to area residents and businesses.
- f. Prepare public meeting exhibits and up to two rendered views per meeting (up to 6 total).
- g. Prepare for and attend public meeting dry run with Village staff.
- h. Attend public information meeting.
- i. Prepare meeting summary and responses to comments received.

Item 19 – Final Project Development Report – Based on the outcome of the draft report review, public involvement activities and input from the Village and IDOT, the final Project Development Report will be prepared. Design Approval would be requested from IDOT. This work item will consist of the following tasks:

- a. Prepare a disposition of IDOT comments on the draft PDR.
- b. Revise, proofread, and edit the draft PDR report.
- c. Revise draft PDR exhibits and appendices.
- d. Provide Pre-Final PDR for Village approval. Includes QA/QC before submittal.
- e. Provide a disposition of Village comments and revise Pre-Final PDR up to one time for IDOT submittal. Includes QA/QC before submittal to IDOT.
- f. Prepare Checklist for Determination of State/Federal Approved Categorical Exclusions (BLR 19110).
- g. Submit the Final PDR to IDOT for Design Approval.

Item 20 – Supervision, Administration and Project Coordination - This item includes project setup, monthly invoicing and preparation of status reports, client coordination, and in-house coordination meetings. This item also includes implementation of Civiltech's Quality Control/Quality Assurance in-house review process. It is recommended to hold monthly progress meetings with the Village. It is assumed that the project will be completed in 15 months.

Ardmore Avenue Improvements
Village of Villa Park

**COST ESTIMATE OF CONSULTANT SERVICES
PHASE I ENGINEERING**

		Personnel & Hours												Total Hours	% of Hours	Labor Cost
		Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician			
	Task	\$80.00	\$72.00	\$45.00	\$40.00	\$58.00	\$48.00	\$40.00	\$86.00	\$43.00	\$52.00	\$43.00	\$45.00			
1	Early Coordination and Data Collection	0	0	20	30	0	2	2	0	0	0	0	42	96	2.2%	\$ 4,166
2	Environmental Survey Request	0	8	30	66	0	0	0	0	0	0	0	44	148	3.4%	\$ 6,546
3	Field Survey and Preparation of Base CAD Drawing	0	8	18	22	0	0	0	0	0	0	0	22	70	1.6%	\$ 3,256
4	Crash Analysis	0	8	32	80	0	4	4	0	0	0	0	8	136	3.1%	\$ 5,928
5	Traffic Analysis	2	6	8	72	52	194	0	0	0	0	0	64	398	9.2%	\$ 19,040
6	Alternative Geometric Studies	12	42	100	300	0	0	0	0	0	0	0	40	494	11.4%	\$ 22,284
7	Preferred Geometric Studies	4	70	104	278	0	0	0	0	0	0	0	20	476	11.0%	\$ 22,060
8	Intersection Design Studies	2	10	26	44	2	4	4	0	0	0	0	8	100	2.3%	\$ 4,638
9	Cost Estimates	11	29	28	92	0	0	0	8	8	0	0	0	176	4.1%	\$ 8,940
10	Geotechnical Studies	0	8	10	20	0	0	0	0	0	0	0	0	38	0.9%	\$ 1,826
11	Wetland Studies	0	26	0	64	0	0	0	0	0	0	0	26	116	2.7%	\$ 5,602
12	Preliminary Environmental Site Assessment	0	6	4	0	0	0	0	0	0	0	0	0	10	0.2%	\$ 612
13	Drainage Study	2	2	4	0	0	0	0	40	382	0	0	0	430	9.9%	\$ 20,350
14	Structural Studies	0	0	0	0	0	0	0	46	130	0	0	0	176	4.1%	\$ 9,546
15	Section 4(f) Evaluation and Documentation	2	22	32	52	0	0	0	0	0	0	0	8	116	2.7%	\$ 5,624
16	Draft Project Development Report	4	44	68	146	0	0	0	0	0	0	0	24	286	6.6%	\$ 13,468
17	Agency Coordination	6	92	84	28	0	0	0	0	0	0	0	0	210	4.8%	\$ 12,004
18	Public Involvement	6	48	72	142	0	0	0	0	0	78	80	24	450	10.4%	\$ 21,432
19	Final Project Development Report	2	34	50	90	0	0	0	0	0	0	0	12	188	4.3%	\$ 8,998
20	Supervision, Administration & Project Coordination	44	108	26	18	8	0	0	16	0	0	0	0	220	5.1%	\$ 15,026
	Sub-Total	97	571	716	1544	62	204	10	110	520	78	80	342	4334		
	% of Hours	2.2%	13.2%	16.5%	35.6%	1.4%	4.7%	0.2%	2.5%	12.0%	1.8%	1.8%	7.9%		100.0%	
	Total Cost	\$7,760	\$41,112	\$32,220	\$61,760	\$3,596	\$9,792	\$400	\$9,460	\$22,360	\$4,056	\$3,440	\$15,390			\$211,346
	Multiplier*	2.70														\$570,634
	Direct Costs (See Exhibit A-4)															\$28,770
	Subconsultants (See Exhibit A-4)															\$212,400
																\$811,804

* Multiplier includes Overhead and Profit

**Ardmore Avenue Improvements
Village of Villa Park**

**WORKHOUR ESTIMATE
PHASE I ENGINEERING**

Item No.	Task	Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician	Total Hours	% of Hours
1	Early Coordination and Data Collection														
a.	Collect and review previous studies and existing roadway plans.			6										6	6.3%
b.	Collect Land Use, Zoning, School District, Park District, etc. maps and plans.				6									6	6.3%
c.	Obtain public and private utility atlases.			4	8								8	20	20.8%
d.	Obtain existing signal timings and signal plans.						2	2						4	4.2%
e.	Obtain existing GIS and right-of-way data.												8	8	8.3%
f.	Perform two field visits including obtaining drone photography of corridor.			8	12								12	32	33.3%
g.	Obtain recent digital aerial photography of study area at a scale of 1" = 50'.												2	2	2.1%
h.	Prepare a base map to be used throughout Phase I study.			2	4								12	18	18.8%
	Sub-total Item 1	0	0	20	30	0	2	2	0	0	0	0	42	96	100.0%
2	Environmental Survey Request														
a.	Prepare exhibits for ESR submittal.		4	8	20								20	52	35.1%
b.	Identify properties greater than 40-year old. Prepare 40-year old Building Photolog and Summary Table.			4	36								16	56	37.8%
c.	Prepare and submit Bridge Bat Assessment Form(s) if required.		2	12	6								6	26	17.6%
d.	Prepare and Submit ESR Form.		2	6	4									12	8.1%
e.	Prepare GIS Shape Files of ESR boundary for inclusion in ESR submittal.												2	2	1.4%
	Sub-total Item 2	0	8	30	66	0	0	0	0	0	0	0	44	148	100.0%
3	Field Survey and Preparation of Base CAD Drawing														
	<i>Field Survey will be conducted by a subconsultant - Jorgensen & Associates, Inc.</i>														
a.	Development of project base sheets and project CAD files.			2	2								6	10	14.3%
b.	Review of Field Survey		2	12	12									26	37.1%
c.	Draft existing public/private utilities in base file.		2	4	8								16	30	42.9%
d.	Coordination with subconsultant.		4											4	5.7%
	Sub-total Item 3	0	8	18	22	0	0	0	0	0	0	0	22	70	100.0%
4	Crash Analysis														
a.	Collect 5 years of crash data.			4										4	2.9%
b.	Tabulate data and plot collision diagrams.		4	16	60								8	88	64.7%
c.	Prepare wet/dry crash analysis				2									2	1.5%
d.	Prepare roadway lighting warrant analysis.				2									2	1.5%
e.	Perform pedestrian and bicycle safety analysis.			4			4	4						12	8.8%
f.	Evaluate safety improvement needs, identify countermeasures & recommendation, and write analysis.		4	8	16									28	20.6%
	Sub-total Item 4	0	8	32	80	0	4	4	0	0	0	0	8	136	100.0%

**Ardmore Avenue Improvements
Village of Villa Park**

**WORKHOUR ESTIMATE
PHASE I ENGINEERING**

Item No.	Task	Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician	Total Hours	% of Hours
5	Traffic Analysis														
a.	Obtain 24-hour turning movement, bike, and pedestrian counts (assume 33 intersections)				48								48	96	24.1%
b.	Obtain mid-block 24-hour speed and volume counts using radar units at two locations.				4								4	8	2.0%
c.	Obtain 15-hour mid-block pedestrian crossing usage between Rand Road/Congress Street and Jackson Street using VCU's.				8								8	16	4.0%
d.	Reduce and tabulate traffic count data; determine peak hours, prepare traffic volume, speed, and pedestrian crossing exhibits.				12		60							72	18.1%
e.	Obtain 2050 traffic projections from CMAP.					2	2							4	1.0%
f.	Develop design hourly traffic volumes (DHFV's).					6	16							22	5.5%
g.	Perform A.M. and P.M. existing and Opening Day capacity analyses at corridor intersections					20	60							80	20.1%
h.	Perform A.M. and P.M. 2050 Build and No-Build peak hour capacity analyses at St. Charles Road					4	8							12	3.0%
i.	Summarize traffic analysis findings for inclusion in project documentation.	2	4	8		12	32							58	14.6%
j.	Analyze potential crossing improvements at Lufkin Park, the Illinois Prairie Path, and the Great Western Trail crossings.		2			8	12							22	5.5%
k.	Train Village staff to use Miovision camera, equipment, and complete data processing.						4						4	8	2.0%
	Sub-total Item 5	2	6	8	72	52	194	0	0	0	0	0	64	398	100.0%
6	Alternative Geometric Studies														
a.	Prepare up to 3 roadway typical sections to accommodate vehicular, pedestrian and cyclist traffic.		6	8	24								15	53	10.7%
b.	Prepare concepts for up to 3 horizontal geometric roadway segment concepts.	8	20	60	180								10	278	56.3%
c.	Evaluate preliminary right-of-way needs, environmental impacts, and constructability of each alternative.	4	10	20	48									82	16.6%
d.	Prepare and revise a Traffic, Geometric, and Safety Analysis Tech Memo.		6	12	48								15	81	16.4%
	Sub-total Item 6	12	42	100	300	0	0	0	0	0	0	0	40	494	100.0%
7	Preferred Geometric Studies														
a.	Define horizontal geometrics for the preferred alternative.		16	40	100									156	32.8%
b.	Define vertical roadway geometrics including detailed analysis of proposed roadway cross sections.		16	16	48									80	16.8%
c.	Evaluate the sidewalk for ADA/PROWAG compliance.		2	2	10									14	2.9%
d.	Determine existence of and potential for environmental impacts due to the proposed improvement.	2	6	6	26									40	8.4%
e.	Identify right-of-way needs and prepare right-of-way acquisition table		4	6	10									20	4.2%
f.	Design vehicle turning-template analyses will be completed using AutoTURN software.		6	10	36									52	10.9%
g.	Prepare plan and profile exhibits.	2	20	24	48								20	114	23.9%
	Sub-total Item 7	4	70	104	278	0	0	0	0	0	0	0	20	476	100.0%

**Ardmore Avenue Improvements
Village of Villa Park**

**WORKHOUR ESTIMATE
PHASE I ENGINEERING**

Item No.	Task	Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician	Total Hours	% of Hours
8	Intersection Design Studies														
a.	Prepare IDS base sheets.		4	16	20								4	44	44.0%
b.	Complete Design Vehicle and Control Vehicle turning template analyses using AutoTURN software.		2	4	8									14	14.0%
c.	Prepare roadway profiles through intersection turn lane approach tapers.			4	8								4	16	16.0%
d.	Complete intersection sight distance analyses.	2	2	2	8									14	14.0%
e.	Compile and insert traffic data into IDS sheets.		2			2	4	4						12	12.0%
	Sub-total Item 8	2	10	26	44	2	4	4	0	0	0	0	8	100	100.0%
9	Cost Estimates														
a.	Preliminary Geometric Concepts		10	20	56									86	48.9%
c.	Update for Draft PDR		2	6	24									32	18.2%
d.	Update for Final PDR	1	1	2	12									16	9.1%
e.	QA/QC of Cost Estimates	10	16						8	8				42	23.9%
	Sub-total Item 9	11	29	28	92	0	0	0	8	8	0	0	0	176	100.0%
10	Geotechnical Studies														
	<i>Geotechnical Studies will be conducted by a subconsultant - Midland Standard Engineering and Testing, Inc.</i>														
a.	Pavement Design		4	8	20									32	84.2%
b.	Review of Geotechnical Report		2	2										4	10.5%
c.	Coordination with subconsultant.		2											2	5.3%
	Sub-total Item 10	0	8	10	20	0	0	0	0	0	0	0	0	38	100.0%
11	Wetland Studies														
a.	Desktop Review		2		8									10	8.6%
b.	On-Site Wetland Investigation		16		16									32	27.6%
c.	Wetland Delineation Report		2		24								6	32	27.6%
d.	T&E Consultation - Assume IPaC and EcoCAT		2		8									10	8.6%
e.	Prepare wetland impact evaluation form and exhibits.		1		2								8	11	9.5%
f.	Prepare online WIE form.		1		2								4	7	6.0%
g.	Submit WIE exhibits and form to Village for review. Assume 1 revision.		1		2								4	7	6.0%
h.	Submit WIE exhibits and form to IDOT. Assume 1 revision.		1		2								4	7	6.0%
	Sub-total Item 11	0	26	0	64	0	0	0	0	0	0	0	26	116	100.0%

**Ardmore Avenue Improvements
Village of Villa Park**

**WORKHOUR ESTIMATE
PHASE I ENGINEERING**

Item No.	Task	Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician	Total Hours	% of Hours
12	Preliminary Environmental Site Assessment														
	<i>Preliminary Environmental Site Assessment will be conducted by a subconsultant - Huff & Huff</i>														
a.	Coordination with subconsultant.		4											4	40.0%
b.	Review of PESA Report		2	4										6	60.0%
	Sub-total Item 12	0	6	4	0	0	0	0	0	0	0	0	0	10	100.0%
13	Drainage Study														
	<i>Existing Drainage Plan</i>														
a.	Obtain and review previous drainage studies, applicable permits, and documented drainage problems and complaints								1	8				9	2.1%
b.	Prepare General Location Drainage Map.								1	8				9	2.1%
c.	Obtain contour mapping of study area.									4				4	0.9%
d.	Determine watershed divides and identify drainage features.								2	12				14	3.3%
e.	Identify drainage outlets and determine interpreted drainage divides.								2	16				18	4.2%
f.	Identify existing drainage problems within the project limits.								2	8				10	2.3%
g.	Perform plan in hand field reconnaissance to review existing drainage conditions.								4	8				12	2.8%
h.	Develop Existing Drainage Plan sheets for the project study limits.								8	100				108	25.1%
i.	Submit Existing Drainage Plan (EDP) to the Village.								2					2	0.5%
	<i>Proposed Drainage Plan</i>														
a.	Develop and document design criteria for the proposed drainage design.								1	8				9	2.1%
b.	Address project compliance with the DuPage County Stormwater and Floodplain Ordinance.								1	4				5	1.2%
c.	Develop recommended Proposed Drainage Plan for the project study limits.								4	160				164	38.1%
d.	Submit Proposed Drainage Plan (PDP) to the Village.								2					2	0.5%
	<i>Drainage Technical Memorandum</i>														
a.	Develop a Location Drainage Technical Memorandum (LDTM) that summarizes the existing and proposed drainage plan.								8	40				48	11.2%
b.	Submit the LDTM to the Village and IDOT for review.	2	2	4					2	6				16	3.7%
	Sub-total Item 13	2	2	4	0	0	0	0	40	382	0	0	0	430	100.0%
14	Structural Studies														
a.	Inspect Existing Bridge over CN RR								6	6				12	6.8%
b.	Prepare and submit Bridge Condition Report to assess repair options at the bridge								20	80				100	56.8%
c.	Inspect Existing Culvert at Sugar Creek								4	4				8	4.5%
d.	Prepare and submit Technical Memo to assess culvert condition and options for replacement or extension								16	40				56	31.8%
	Sub-total Item 14	0	0	0	0	0	0	0	46	130	0	0	0	176	100.0%
15	Section 4(f) Evaluation and Documentation														
a.	Complete checklist and appendices for each facility.	2	8	12	20									42	36.2%
b.	Prepare 4(f) exhibits for each facility.		2	8	16								8	34	29.3%
c.	Address any public comments.		4	4										8	6.9%
d.	Prepare materials for Village review.				4									4	3.4%
e.	Provide draft letters to the Official with Jurisdiction for their concurrence and signature for each facility.		4	4	4									12	10.3%
f.	Submit documentation to IDOT/FHWA for approval for each facility.		4	4	8									16	13.8%
	Sub-total Item 15	2	22	32	52	0	0	0	0	0	0	0	8	116	100.0%
16	Draft Project Development Report														
a.	Write, proofread, and edit the Draft PDR.		12	32	80									124	43.4%
b.	Prepare report exhibits.		8	12	24								20	64	22.4%
c.	Compile appendices.		6	6	12									24	8.4%
d.	Prepare Design Exception Guidelines (BLR 22000)		4	4	6									14	4.9%
e.	Prepare Design Exception Forms (BLR 22120) Assume up to 5 forms.		8	8	12									28	9.8%
f.	Provide Draft PDR for Village review. Includes QA/QC before submittal.	2	2		2									6	2.1%
g.	Provide a disposition of Village comments and revise Draft PDR one time. Includes QA/QC before submittal to IDOT.	2	2	4	10								4	22	7.7%
h.	Attend review meeting/phone conference with the Village and IDOT, if required.		2	2										4	1.4%
	Sub-total Item 16	4	44	68	146	0	0	0	0	0	0	0	24	286	100.0%

**Ardmore Avenue Improvements
Village of Villa Park**

**WORKHOUR ESTIMATE
PHASE I ENGINEERING**

Item No.	Task	Senior Project Manager	Project Manager	Project Engineer	Design Engineer	Senior Traffic Engineer	Traffic Engineer IV	Traffic Engineer II	Sr. Drainage/ Structural Engineer	Drainage/ Structural Engineer	Creative Director	Graphic Designer	Design Technician	Total Hours	% of Hours
17	Agency Coordination														
a.	IDOT Kickoff meeting		2	4	4									10	4.8%
b.	Village Coordination/Design Review Meetings - Assume 3 meetings.		8	8	8									24	11.4%
c.	DuPage County Division of Transportation coordination - Assume email coordination and 3 meetings.		8	8	8									24	11.4%
d.	ICC and Railroad Coordination Meetings – Assume 1 meeting with ICC, CN, and Union Pacific.		6	6	6									18	8.6%
e.	Coordination regarding adjacent projects with Village and consultant staff. Assume 2 meetings.		4	4										8	3.8%
f.	Phone email coordination with stakeholders. Assume up to 3 meetings.		24	24										48	22.9%
g.	Coordination with IDOT regarding processing of submittals and reviews.	2	24	16										42	20.0%
h.	Coordination with DMMC for project programming.	2	2											4	1.9%
i.	IDOT Detour Committee Meeting attendance and coordination.		4	4										8	3.8%
j.	Complete PPI Form	2	2	2										6	2.9%
k.	Complete ADA Project Alert Form		2	2	2									6	2.9%
l.	Complete STP Quarterly Update Forms, assume 5 updates to be completed.		6	6										12	5.7%
	Sub-total Item 17	6	92	84	28	0	0	0	0	0	0	0	0	210	100.0%
18	Public Involvement														
	Assume 3 public information meetings:														
a.	Selection of and coordination with meeting venue.		6	6										12	2.7%
b.	Preparation of invitation letters to area residents and businesses.			6	6									12	2.7%
c.	Preparation of public meeting newspaper display advertisement.			6	6									12	2.7%
d.	Preparation of Public meeting brochure.		6	6	16									40	8.9%
e.	Distribution of public meeting notification letters to area residents and businesses.		6	6	40						12		12	70	15.6%
f.	Preparation of public meeting exhibits and rendered views.		6	12	36						60	80	12	206	45.8%
g.	Preparation for and attendance at public meeting dry run with Village staff.		6	6	6									18	4.0%
h.	Attendance at public information meeting.	6	12	12	12									42	9.3%
i.	Preparation of meeting summary and disposition of comments.		6	12	20									38	8.4%
	Sub-total Item 18	6	48	72	142	0	0	0	0	0	78	80	24	450	100.0%
19	Final Project Development Report														
a.	Prepare a disposition of IDOT comments on the Draft PDR.		2	4	8									14	7.4%
b.	Revise, proofread and edit the Draft PDR text.		16	20	32									68	36.2%
c.	Revise Draft PDR Exhibits and Appendices.		8	12	20								12	52	27.7%
d.	Provide Pre-Final PDR for Village approval. Includes QA/QC before submittal.	2	2	4	8									16	8.5%
e.	Provide disposition of Village comments and revise Pre-Final PDR up to 1 time.		2	4	12									18	9.6%
f.	Prepare Checklist for Determination of State/Federal Approved Categorical Exclusions (BLR 19110)		2	4	8									14	7.4%
g.	Submit the Final PDR to IDOT for Design Approval.		2	2	2									6	3.2%
	Sub-total Item 19	2	34	50	90	0	0	0	0	0	0	0	12	188	100.0%
20	Supervision, Administration & Project Coordination														
a.	Project setup, monthly invoicing, status reports & schedule monitoring. Assume 15 months.		32	8										40	18.2%
b.	Client Coordination.	4	18											22	10.0%
c.	In-House coordination meetings.		18	18	18									54	24.5%
d.	Quality Control/Quality Assurance in-house review process.	40	40			8			16					104	47.3%
	Sub-total Item 20	44	108	26	18	8	0	0	16	0	0	0	0	220	100.0%
	Total Hours:	97	571	716	1544	62	204	10	110	520	78	80	342	4334	
	% of Hours:	2.2%	13.2%	16.5%	35.6%	1.4%	4.7%	0.2%	2.5%	12.0%	1.8%	1.8%	7.9%	100.0%	

**Ardmore Avenue Improvements
Village of Villa Park**

**PHASE I ENGINEERING
DIRECT COSTS AND SUBCONSULTANT SERVICES**

			Direct Cost	Subconsultant Expense
Item 1	Early Coordination and Data Collection			
Mileage				
	2 trips @	22 miles @	\$0.670	\$29.48
Item 2	Environmental Survey Request			
Mileage				
	2 trips @	22 miles @	\$0.670	\$29.48
Item 3	Field Survey and Preparation of Base CAD Drawing			
Subconsultant Expense - Jorgensen and Associates, Inc. See Attachment A				\$149,491.09
Item 5	Traffic Analysis			
Mileage				
	8 trips @	22 miles @	\$0.670	\$117.92
Video Count Data Reduction		34 locations x \$410 each		\$13,940.00
Pedestrian Crossing Counts		6 cameras x \$6 / hr for 15 hr		\$540.00
Miovision Equipment				\$8,000.00
Item 10	Geotechnical Studies			
Subconsultant Expense - Midland Standard Engineering and Testing, Inc. See Attachment B				\$51,915.00
Item 11	Wetland Studies			
Mileage				
	2 trips @	22 miles @	\$0.670	\$29.48
Item 12	Preliminary Environmental Site Assessment			
Subconsultant Expense - Huff & Huff See Attachment C				\$10,994.00
Item 16	Public Involvement			
Mileage				
	6 trips @	22 miles @	\$0.670	\$88.44
Legal Ad		6 each @	\$250.00	\$1,500.00
Location Rental Fee		3 each @	\$500.00	\$1,500.00
Printing	1,500	sheets @	\$0.50	\$750.00
Public Meeting Supplies (foam core board, easels, etc.)				\$1,000.00
Postage				
3 meetings @ 500 letters				
	1500 letters	\$0.73		\$1,095.00
	15 Certified Letters	\$10.00		\$150.00
TOTAL:			\$28,770	\$212,400

DIRECT COSTS AND SUBCONSULTANT SERVICES

EXHIBIT A-4

Page 1 of 1

January 8, 2025

Attachment A

Jorgensen and Associates

ARDMORE AVENUE IMPROVEMENTS
VILLAGE OF VILLA PARK



JORGENSEN & ASSOCIATES, INC.
LAND SURVEYORS
Est. 1990

December 4, 2024

Mr. James R. Tibble, P.E.
Civiltech Engineering, Inc.
Two Pierce Place
Suite 1400
Itasca, Illinois 60143

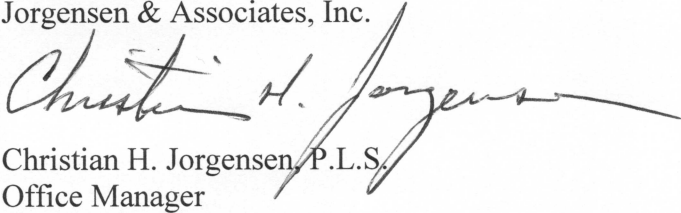
Re: Village of Villa Park - Ardmore Avenue - Roosevelt Road to North Avenue Survey
Proposal

Dear Mr. Tibble:

Enclosed please find our revised proposal to prepare a topographic survey for the referenced project. Our proposal is based on your email of November 13th and December 3rd.

I would like to thank you for considering Jorgensen & Associates for this project. We look forward to continuing our working relationship with your firm. Should you have any questions, comments or require any further information concerning our proposal, please feel free to call me at (847)708-7546.

Respectfully submitted,
Jorgensen & Associates, Inc.



Christian H. Jorgensen, P.L.S.
Office Manager

CHJ/pt

Enclosures

E:\Civiltech\Villa Park\Ardmore Avenue\Letter

Route: Ardmore Avenue
Section: Roosevelt Road to North Avenue
County: DuPage
Job No.:

Exhibit "A"

Payroll Burden & Fringe Costs

	<u>% of Direct Productive Payroll</u>
Federal Insurance Contributions Act _____	11.96%
State Unemployment Compensation _____	0.32%
Federal Unemployment Compensation _____	0.13%
Workmen's Compensation Insurance _____	1.35%
Paid Holidays, Vacation, Sick Leave, Personal Leave _____	11.22%
Bonus _____	4.12%
401(K) _____	0.88%
Group Insurance _____	<u>42.24%</u>
Total Payroll Burden & Fringe Costs	72.22%

Route: Ardmore Avenue
 Section: Roosevelt Road to North Avenue
 County: DuPage
 Job No.:

Exhibit "B"

Overhead and Indirect Costs

	<u>% of Direct Productive Payroll</u>
Business Insurance _____	4.26%
Depreciation _____	4.22%
Indirect wages and salaries _____	43.10%
Office Expenses _____	1.18%
Office Supplies _____	2.59%
Dues & Subscriptions _____	0.54%
Computer Software _____	4.32%
Professional Fees _____	1.57%
Telephone _____	2.77%
Fees, license & dues _____	0.05%
Repairs and maintenance _____	2.30%
Business space rent _____	4.74%
Facilities - capital _____	0.33%
In-house mileage _____	-5.71%
Survey Supplies _____	0.80%
Automobile/travel expense _____	7.16%
Miscellaneous Expense _____	0.54%
State Income Tax _____	0.39%
Recruiting _____	1.05%
Postage _____	0.10%
Educational & Professional Registrations _____	0.26%
Tech _____	<u>1.66%</u>
 Total Overhead	 78.22%

PAYROLL ESCALATION TABLE
FIXED RAISES

FIRM NAME Jorgensen & Associates, Inc.
PRIME/SUPPLEMENT Prime

DATE 12/04/24
PTB NO. _____

CONTRACT TERM 12 MONTHS
START DATE 12/4/2024
RAISE DATE 6/4/2025

OVERHEAD RATE 150.44%
COMPLEXITY FACTOR _____
% OF RAISE 0.00%

ESCALATION PER YEAR

12/4/2024 - 6/4/2025 6 12	6/5/2025 - 12/4/2025 6 12			
= 50.00%	= 50.00%			
= 1.0000				
The total escalation for this project would be:		0.00%		

12/04/24

FIRM NAME

PRIME/SUPPLEMENT

PSB NO.

Prime

ESCALATION FACTOR

0.00%

[illegible]

Survey Party Chief, P.L.S.

\$34.50

\$34.50

Instrument Operator

\$21.25

\$21.25

Cadd Supervisor

\$36.25

\$36.25

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

\$0.00

0

DBE 0.00%

PREPARED BY THE CONSULTANT

SHEET **1** **OF** **1**

Printed 12/4/2024

Route: Ardmore Avenue
Section: Roosevelt Road to North Avenue
County: DuPage
Job No.:

**Manhour Breakdown
Topographic Survey Estimate**

Park Boulevard	$\pm 465' = \pm 0.088 \text{ mile}$
Ardmore Avenue	$\pm 16,700' = \pm 3.163 \text{ miles}$
Total Length	$\pm 17,165' = \pm 3.251 \text{ miles}$

1. Field – Topographic Survey

a. Measure traverse, level circuit & G.P.S. survey 41 hours x 2 men =	82 MH
b. Search & locate existing R.O.W. lines 103 hours x 2 men =	206 MH
c. Locate existing topography & inverts 428 hours x 2 men =	<u>856 MH</u>
Sub-total Item #1	1,144 MH

2. Office - Compile Field Data

a. Compute traverse, level circuit & G.P.S. survey 18 hours x 1 man =	18 MH
b. Edit & compile field data 72 hours x 1 man =	72 MH
c. Research records 4 hours x 1 man =	4 MH
d. Compute existing R.O.W. lines 102 hours x 1 man =	<u>102 MH</u>
Sub-total Item #2	196 MH

3. Office - Create Existing Topography Base File

a. Layout and drafting
198 hours x 1 man = 198 MH

4. Office - Create T.I.N. & Contours

a. Compute contours
26 hours x 1 man = 26 MH

5. QC/QA

a. Check topographic survey
37 hours x 1 man = 37 MH

b. Check contours
5 hours x 1 man = 5 MH

Total All Items 1,606 MH

Route: Ardmore Avenue
Section: Roosevelt Road to North Avenue
County: DuPage
Job No.:

**Breakdown of
In House Direct Costs**

Item

1. Field – Topographic Survey

a. Trips to project site – 72 each
± 100 miles/trip x 72 trips = ± 7,200 miles
± 7,200 miles @ \$0.67/mile = \$ 4,824.00

Attachment B

Midland Standard Engineering & Testing, Inc.

ARDMORE AVENUE IMPROVEMENTS
VILLAGE OF VILLA PARK



WWW.MSETINC.COM

MIDLAND STANDARD ENGINEERING & TESTING, INC.

140 Nolen Drive South Elgin, Illinois, 60177

(847) 844-1895 f(847) 844-3875

November 15, 2024

Mr. James Tibble, P.E.
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, Illinois 60143

Re: Proposal for Roadway Geotechnical Report (RGR) and Pavement Cores
Ardmore Avenue, IL. Route 38 to IL Route 64
Villa Park, Illinois

Dear Mr. Tibble:

We are pleased to have the opportunity to submit the following proposal for performance of a Roadway Geotechnical Report and pavement coring for the proposed road reconstruction on the referenced project.

Project Description and Scope of Work

The project consist of two sections as follows:

1. Ardmore Avenue from IL 38 to Madison Avenue – 5300 lineal feet resurfacing. A total of eleven (11) pavement cores with subgrade soil testing, spaced at 500-foot intervals, is planned.
2. Ardmore Avenue from Madison Avenue to IL Route 64 – 11,000 lineal feet pavement reconstruction. A total of thirty-seven (37) soil borings with pavement cores, spaced at 300-foot intervals is planned.

Method of Performance - Field Work

The typical subgrade soil survey exploration will be accomplished by performing soil borings and pavement cores to provide existing pavement measurements and subgrade soil conditions.

- a) Soil survey and structure borings will be extended to depths of seven (7) feet with split spoon sampling at 30-inch intervals or more frequently if required to sample all soil strata.
- b) Pavement cores will be made with an electric drill/core barrel setup along the existing alignment to determine the existing pavement section.
- c) Laboratory testing will include moisture content determinations, consistency (penetrometer value), determination on cohesive soil samples and classification tests as required to identify major subgrade soil types, and an Illinois Bearing Ratio test will be performed on the dominant subgrade soil.

The soil survey borings will be performed in compliance with the current State of Illinois, Geotechnical Manual'.

Method of Performance - Analysis and Report

The boring information will be used to develop soils profile drawings and boring logs as required which will be prepared showing the soil types and test data in accordance with applicable specifications. Pavement core information will be presented on core logs. We understand that reproducible copies of the plan and profile showing existing and proposed grade will be provided by Civiltech for our plotting of the soil profile.

The results of this field exploration and laboratory testing would be used in an analysis and formulation of our recommendations. Major subject areas for our analysis, recommendations and report would include:

1. Identification of subgrade soil treatment areas.
2. General earthwork recommendations.
3. Description of the existing pavement section encountered in the cores.
4. Subgrade soil strength criteria for input to the pavement design being done by the Design Engineer.
5. Provide options for pavement reconstruction including FDR treatments.

A written IDOT Roadway Geotechnical Report summarizing and presenting the data and recommendations will be prepared by a Professional Engineer, licensed in the State of Illinois.

Schedule and Timing

We will begin on work after notice to proceed, and utility clearance. We plan on mobilizing and doing all the borings concurrently. Final reports and profiles will be coordinated with Civiltech as the base plan and profile drawings and other designs are completed.

Fee

We propose to provide this work at the unit rates quoted on the attached Schedule of Services and Fees, Attachments 1. These estimated quantities and unit rates are based on information as outlined in this proposal and experience on past projects. On the basis of the above information, we estimate that these services can be provided for a fee of: **\$ 51,915.00.**

Closure

Our staff is acquainted with the local subsurface conditions and has participated in the planning, development and execution of numerous highway soil explorations in this area. We appreciate the opportunity to provide our services and look forward to working with you on this project. If you have any questions concerning our proposed scope of work or fees, please contact us.

Very truly yours,

MIDLAND STANDARD ENGINEERING & TESTING, INC.



William J. Wyzgala, P.E.

Vice President

WJW

Enclosure: Attachment 1

ATTACHMENT 1
SCHEDULE OF SERVICES AND FEES
Ardmore Avenue from Route 38 to Route 64
Villa Park, Illinois

<u>Item</u>	<u>Estimated Quantity</u>	<u>Unit Cost</u>	<u>Extension</u>
<u>Field Services</u>			
Layout Core & Boring location using Trimble Satellite Receiver, JULIE Clearance, per hour	8	\$180.00	\$1,440.00
Mobilization of Drilling/Coring equipment, traffic control and personnel, per day	3	\$250.00	\$750.00
Roadway profile borings, 7' deep, with Split Spoon Sampling, each	38	\$230.00	\$8,740.00
Pavement Core, each	48	\$195.00	\$9,360.00
Subgrade Soil, DCP Strength Test & Mc Sample, ea.	11	\$65.00	\$715.00
Traffic Control, signs, barricades, Flagmen, etc., per day	8	\$900.00	\$7,200.00
Field Services Total:			\$28,205.00
<u>Laboratory Services</u>			
Moisture Content Determinations, ea	125	\$6.00	\$750.00
Pavement Core, Measure, Log & Photo, each	48	\$25.00	\$1,200.00
Atterberg Limit Determination, ea.	12	\$115.00	\$1,380.00
Grain Size Analysis by Hydrometer, ea.	12	\$135.00	\$1,620.00
Organic Content Tests, ea.	4	\$90.00	\$360.00
Illinois Bearing Ratio Test including Standard proctor Test, ea.	2	\$325.00	\$650.00
Laboratory Services Total:			\$5,960.00
<u>Engineering Services for RGR Report Including:</u>			
Layout Coordination w/Design Engineer			
Utility Clearance and Permits			
Engineering Supervision of Soil Borings			
Preparation of Soil Profile Drawings			
Summary of Existing Pavement Materials			
Analysis and Recommendations for Subgrade			
Preparation, Option for FDR Treatments,			
IDOT RGR Report, Consultation			
	<u>Est. Quantity</u>	<u>Rate/Hour</u>	<u>Extension</u>
Principal Engineer, per hr.	2	\$160.00	\$320.00
Geotechnical Engineer, per hr.	40	\$150.00	\$6,000.00
Staff Engineer, per hr.	20	\$110.00	\$2,200.00
Field Engineer, per hr.	30	\$105.00	\$3,150.00
Engineering Technician, per hr.	64	\$95.00	\$6,080.00
Engineering Services Total:			\$17,750.00
TOTAL:			\$51,915.00

Attachment C

Huff & Huff, Inc.

ARDMORE AVENUE IMPROVEMENTS
VILLAGE OF VILLA PARK



A Subsidiary of GZA

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION
MANAGEMENT

915 Harger Road
Suite 330
Oak Brook, IL 60523
T: 630.684.9100
F: 630.684.9120
www.huffnhuff.com
www.gza.com



November 18, 2024

via email: jtibble@civiltechinc.com

James R. Tibble, P.E. – Senior Project Manager
Civiltech Engineering, Inc.
Two Pierce Place, Suite 1400
Itasca, Illinois 60143

**Re: Phase I Environmental Services
Ardmore Avenue Improvements
Villa Park, DuPage County, Illinois
Proposal No. 81.P013119.25**

Dear Mr. Tibble:

Huff & Huff, Inc., a subsidiary of GZA, Inc. (GZA) is pleased to submit this proposal to Civiltech Engineering, Inc. (Client) to conduct natural resource and special waste services for the Ardmore Avenue Improvement project in the Village of Villa Park, Cook County, Illinois (Village). Client has requested regulated Substances services include the completion of a Preliminary Environmental Site Assessment (PESA). This proposal presents our: Project Understanding; Scope of Services; Level of Effort, Cost, and Schedule; and Proposal Acceptance. Terms and Conditions are included as an attachment.

1. PROJECT UNDERSTANDING

GZA understands that the Village has received STP funding for the improvement of Ardmore Avenue from IL Route 38 (Roosevelt Road) to IL Route 64 (North Avenue). The project corridor is approximately 3-miles in length and a Client provided figure depicting project limits is attached for reference. Land-use along the project corridor includes a mix of residential, institutional, parks, commercial and industrial with two (2) active railroad crossings including an at-grade crossing and a fly-over; and two (2) former railroad corridors redeveloped as the Great Western Trail and Prairie Path.

We understand the scope of the project will include segments of roadway resurfacing and reconstruction, bicycle and pedestrian improvements, and traffic calming improvements. The scope of this proposal is specifically for the local jurisdiction and excludes the IDOT-controlled intersections with Ardmore Avenue, including IL Route 38 (Roosevelt Road) and IL Route 64 (North Avenue) and we anticipate that IDOT will perform a PESA for areas under their jurisdiction.

2. SCOPE OF SERVICES

Task 1: Preliminary Environmental Site Assessment (PESA)

GZA will complete a PESA for the local jurisdiction along Ardmore Avenue between IL-38 and IL-64 and the process will follow general protocols contained within:

- A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation (IDOT) Highway Projects (Erdmann et al., 2012).
- ASTM International (ASTM) standard 1527-21.



- Chapter 27-3 of the IDOT Bureau of Design and Environment (BDE) (December 2019) Manual. The IDOT BDE Manual was published September 2012 and Revised August 2023.
- IDOT Bureau of Local Roads and Streets (BLRS) Manual, Chapter 20-12, Special Waste, July 2013.
- Public Act 96-1416.
- Clean Construction or Demolition Debris Fill Operations (CCDD) and Uncontaminated Soil Fill Operations: Amendments to 35 Illinois Administrative Code 1100. Effective on August 27, 2012.

A. Site Evaluation

Current environmental features and conditions of sites adjacent to the right-of-way/project area (local, non-IDOT jurisdiction) will be evaluated. A site walkover of potential right-of-way/project areas designated for excavation and/or acquisition will be conducted for first-hand evaluation of current environmental conditions within the project limits. The features and conditions listed above will be investigated and, as appropriate, documented in photographs. The land-use and housekeeping practices of adjacent properties also will be evaluated in accordance with ASTM protocols.

B. Records Review

A records review will be conducted to determine potential environmental concerns within the study area. It will include a search of standard state and federal environmental record databases in accordance with the specifications of ASTM standards. This search is based on the outline of the study area. Specifically, H&H/HZA will search each database to identify any potential sources requiring further investigation. As appropriate, Freedom of Information Act (FOIA) requests will be filed with the Illinois Environmental Protection Agency (IEPA) to obtain additional data pertaining to identified sites.

C. Report Preparation

One report summarizing the results of the evaluation will be prepared. The following information will be included in this report:

- a) The project location and description
- b) Historical uses of corridors.
- c) The area geology and hydrology.
- d) The environmental status of sites adjacent to the corridors regarding chemical use and storage, underground and aboveground storage tanks, solid waste, special waste, and hazardous waste, and PCBs.
- e) An analysis of the site inspection.
- f) A summary of the findings regarding environmental concerns. This will include IDOT's BDE Manual Chapter 27-3, Special Waste Procedures, and identification of Potentially Impacted Properties (PIPs) per Subpart F, Section 1100, 35 IAC, related to Clean Construction or Demolition Debris management.

Task 2: Project Administration

Time under this task includes project administration and management activities that include cost and schedule tracking; coordination with Client on authorized activities; memo production and other in-house management activities; and project closeout. This task includes preparing a Health and Safety Plan as appropriate for the project and tasks therein.

Task 3: QA/QC

Time under this task includes Quality Assurance/Quality Control (QA/QC) time for the reports as described above.



3. LEVEL OF EFFORT AND SCHEDULE

The fee for the currently proposed scope of services is included on the attached CECS worksheets in IDOT BLR 05514 CPFF format. The PESA work will commence within five business days of project approval, with a target completion date of ten (10) weeks from the date of approval. Tasks will be coordinated with Client and the Village's schedules. If an expedited schedule is necessary, GZA will coordinate with Client to establish a schedule that is appropriate for the project needs.

Conditions of Engagement

The conditions of engagement are described in the attached Terms and Conditions for Professional Services. GZA's reports will be prepared on behalf of and for the exclusive use of Client. Client acknowledges and agrees that the report and the findings in the report shall not, in whole or in part, be disseminated or conveyed to any other party, or used or relied upon by any other party, in whole or in part, except for the specific purpose and to the specific parties alluded to above, without the written consent of GZA. GZA would be pleased to discuss the conditions associated with any additional dissemination, use, or reliance by other parties.

4. ACCEPTANCE

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to GZA. We appreciate the opportunity to submit this proposal. Please feel free to contact me at (630) 684-4425 with any questions.

Very truly yours,
Huff & Huff, Inc

Jeremy J. Reynolds, P.G.
Associate Principal

Attachments: IDOT BLR 05514 CPFF Cost Worksheets
Terms and Conditions
Client Provided Project Figure

This Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name, and on behalf of _____.

By: _____ Title: _____

Printed/Typed Name: _____ Date: _____

The Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by an e-mail delivery of a document in ".pdf" format, each such signature shall create a valid and binding obligation of the party executing the document, or on whose behalf each document is executed, with the same force and effect as if each such facsimile or ".pdf" signature were an original thereof.



November 18, 2024
Civiltech Engineering, Inc.
Phase I Environmental Services (PESA) – Ardmore Avenue
Villa Park, DuPage County, Illinois
ATTACHMENTS

ATTACHMENT A
IDOT BLR 05514 CPFF COST SHEETS

**Local Public Agency**

Village of Villa Park

County

DuPage

Section Number**Prime Consultant (Firm) Name**

Civiltech Engineering, Inc.

Prepared By

JJR

Date

11/15/2024

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA, Inc.

Job Number

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Phase I - PESA

PAYROLL ESCALATION TABLE

CONTRACT TERM **12** MONTHS
START DATE **12/1/2024**
RAISE DATE **3/1/2025**
END DATE **11/30/2025**

OVERHEAD RATE **190.00%**
COMPLEXITY FACTOR **0**
% OF RAISE **2.00%**

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	12/1/2024	3/1/2025	3	25.00%
1	3/2/2025	12/1/2025	9	76.50%

The total escalation = 1.50%

Local Public Agency	County	Section Number
Village of Villa Park	DuPage	
Consultant / Subconsultant Name		Job Number
Huff & Huff, Inc., a subsidiary of GZA, Inc.		

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	86.00
ESCALATION FACTOR	1.50%

CLASSIFICATION	IDOT PAYROLL RATES ON FILE	CALCULATED RATE
Principal	\$85.96	\$86.00
Architectural Historian	\$40.87	\$41.48
Associate Principal II	\$76.57	\$77.72
Associate Principal I	\$71.92	\$73.00
Senior Project Manager III	\$73.19	\$74.29
Senior Project Manager I	\$56.56	\$57.41
Senior Landscape Architect	\$61.47	\$62.39
Senior Planning PM	\$59.03	\$59.92
Senior Technical Specialist II	\$62.64	\$63.58
Senior Technical Specialist I	\$55.79	\$56.63
Senior Scientist PM II	\$61.17	\$62.09
Senior Technical Scientist	\$57.15	\$58.01
Scientist PM II	\$53.34	\$54.14
Scientist PM I	\$46.97	\$47.67
Assistant PM Scientist	\$39.32	\$39.91
Environmental Engineer PM II	\$49.99	\$50.74
Environmental Engineer PM I	\$47.00	\$47.71
Assistant PM Engineer I	\$41.15	\$41.77
Engineer II	\$31.75	\$32.23
Engineer I	\$35.69	\$36.23
Scientist SI	\$34.50	\$35.02
Scientist SII	\$30.16	\$30.61
Technical Graphics Technician	\$27.73	\$28.15
Administrative Executive	\$52.42	\$53.21
Senior Administrative Assistant	\$36.31	\$36.85
Billing Administrator	\$25.00	\$25.38

Local Public Agency

Village of Villa Park

County

DuPage

Section Number

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA, Inc.

Job Number

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	20	\$0.67	\$13.40
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
ERIS E3 Search+PSR+Fire Insurance Maps (3-mi)	Actual Cost Quote	1	\$400.00	\$400.00
ERIS 3-mi Aerials	Actual Cost Quote	1	\$150.00	\$150.00
ERIS 3-mi Topos	Actual Cost Quote	1	\$100.00	\$100.00
				\$0.00
TOTAL DIRECT COSTS:				\$663.40

Local Public Agency

Village of Villa Park

County

DuPage

Section Number

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA, Inc.

Job Number

COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE 190.00%

COMPLEXITY FACTOR 0

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Task 1: PESA	663	80	2,672	5,077	882	0	8,631	78.51%
Task 2: Project Administration	0	3	152	289	50	0	491	4.47%
Task 3: QAQC	0	5	374	711	124	0	1,209	11.00%
Subconsultant DL							\$0.00	
Direct Costs Total ==>	\$663.40						\$663.40	6.03%
TOTALS		88	3,198	6,077	1,056	-	10,994	100.00%

9,275

Local Public Agency

Village of Villa Park

County

DuPage

Section Number

Consultant / Subconsultant Name

Huff & Huff, Inc., a subsidiary of GZA, Inc.

Job Number

AVERAGE HOURLY PROJECT RATES
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1: PESA			Task 2: Project Administration			Task 3: QAQC								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Principal	86.00	0.0																	
Architectural Historian	41.48	0.0																	
Associate Principal II	77.72	2.5	2.84%	2.21				0.5	16.67%	12.95	2	40.00%	31.09						
Associate Principal I	73.00	3.0	3.41%	2.49							3	60.00%	43.80						
Senior Project Manager III	74.29	0.0																	
Senior Project Manager II	61.35	0.0																	
Senior Project Manager I	57.41	0.0																	
Senior Landscape Architect	62.39	0.0																	
Senior Planning PM	59.92	0.0																	
Senior Technical Specialist II	63.58	0.0																	
Senior Technical Specialist I	56.63	0.0																	
Senior Scientist PM II	62.09	0.0																	
Senior Technical Scientist	58.01	0.0																	
Scientist PM II	54.14	0.0																	
Scientist PM I	47.67	0.0																	
Assistant PM Scientist	39.91	5.0	5.68%	2.27	5	6.25%	2.49												
Environmental Engineer PM II	50.74	0.0																	
Environmental Engineer PM I	47.71	1.5	1.70%	0.81				1.5	50.00%	23.85									
Assistant PM Engineer I	41.77	1.0	1.14%	0.47				1	33.33%	13.92									
Engineer II	32.23	36.0	40.91%	13.18	36	45.00%	14.50												
Engineer I	36.23	0.0																	
Scientist SI	35.02	30.0	34.09%	11.94	30	37.50%	13.13												
Scientist SII	30.61	0.0																	
Technical Graphics Technician	28.15	8.0	9.09%	2.56	8	10.00%	2.81												
Administrative Executive	53.21	0.0																	
Senior Administrative Assistant	36.85	1.0	1.14%	0.42	1	1.25%	0.46												
Billing Administrator	25.38	0.0																	
TOTALS		88.0	100%	\$36.35	80.0	100.00%	\$33.40	3.0	100%	\$50.73	5.0	100%	\$74.89	0.0	0%	\$0.00	0.0	0%	\$0.00



November 18, 2024
Civiltech Engineering, Inc.
Phase I Environmental Services (PESA) – Ardmore Avenue
Villa Park, DuPage County, Illinois
ATTACHMENTS

APPENDIX B

TERMS AND CONDITIONS



TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

© 2024 by GZA GeoEnvironmental, Inc.

These Terms and Conditions, together with GZA's Proposal, make up the Agreement between GZA and You, Client, named above. If the attached GZA Proposal is styled as a Master Services Agreement, then these Terms and Conditions will apply to any and all services ordered by you and performed by GZA.

BEFORE SIGNING THE PROPOSAL, BE SURE YOU READ AND UNDERSTAND THE PARAGRAPHS ENTITLED "INDEMNIFICATION" AND "LIMITATION OF REMEDIES" WHICH DEAL WITH THE ALLOCATION OF RISK BETWEEN YOU AND GZA.

- 1) **Services.** GZA will perform the services set forth in its Proposal and any amendments or change orders authorized by you (the "Services"). Any request or direction from you that would require extra work or additional time for performance or would result in an increase in GZA's costs will be the subject of a negotiated amendment or change order. All Services performed by GZA will be governed by this Agreement, even if performed prior to your execution of the Proposal.
- 2) **Term.** If the attached GZA proposal is styled as a Master Services Agreement, then the term of this Agreement will begin on the date of execution of the proposal (the "Effective Date"), and either party may terminate this Agreement for convenience upon thirty (30) days' written notice, provided that GZA will be paid for all services performed through the date of termination.
- 3) **Standard of Care; Warranties.**
 - a) GZA will perform professional Services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality. GZA's sole responsibility with regard to Services which do not meet the foregoing standard of care is to reperform such Services, at GZA's expense, but only if you provide GZA written notice of such non-conformity within ninety (90) days after completion of the Services.
 - b) **NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY GZA'S PROPOSAL OR BY ANY OF GZA'S REPORTS OR OTHER CONDUCT.**
 - c) GZA assigns to you any manufacturers' warranties of equipment or materials purchased from others, to the extent they are assignable, and your sole recourse will be against the manufacturer. Full risk of loss of materials and equipment will pass to you upon delivery to the Site, and you will be responsible for insuring and otherwise protecting them against theft and damage.
- 4) **Payment.**
 - a) Except as otherwise stated in the Proposal, you will compensate GZA for the Services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
 - b) Any retainer specified in GZA's Proposal shall be due prior to the start of Services and will be applied to the final invoice for Services.
 - c) GZA will submit invoices periodically, and payment will be due within 20 days from invoice date. You will notify GZA in writing of any invoice disputes within 10 days of the invoice date, and if no written notice of dispute is received, the invoice will be deemed approved in full. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. GZA may terminate the Services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all Services through termination, plus termination costs. You will reimburse GZA's costs of collecting overdue invoices, including reasonable attorneys' fees (including costs for time expended by in-house counsel, which will be charged to you at the prevailing market rate for attorneys of similar experience practicing in the jurisdiction). Any amounts paid by you to GZA will be applied first to interest and costs incurred by GZA, and then to the principal balance.
- 5) **Your Responsibilities.**
 - a) If the Services involve entry onto a third-party property or otherwise require access to property you do not own or control, you will secure the access agreements, approvals, permits, licenses and consents necessary for performance of the Services, without GZA becoming a party to or otherwise being required to sign any such agreements, approvals, permits, licenses and consents. If you are the owner or operator of the Site, you will provide GZA with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the Site (including, if applicable, asbestos containing materials ["ACM"]) and other information that may be pertinent to the Services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to GZA. GZA is entitled to rely on the accuracy and completeness of documents and information you provide. You acknowledge that the quality of the services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA.
 - b) If you use the services of a contractor or construction manager at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the contractor or construction manager provisions obligating the latter:
 - i) to defend, indemnify and hold harmless, to the fullest extent permitted by law, GZA, its affiliates and subsidiaries, and each of their officers, directors, members, partners, agents, insurers, employees, and subconsultants (the "GZA Indemnitees") and you, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, the construction manager, or any of their subcontractors or any engineer engaged by them;
 - ii) to name you and GZA as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor or construction manager, or any of their subcontractors, and to ensure that such policies are primary and noncontributory with regard to the above indemnity obligations; and
 - iii) to require that all of their subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
 - c) In the event that you are unable to secure such provisions in the agreement(s) with the contractor or construction manager, you shall promptly (but in any event prior to the commencement of the Services) notify GZA and GZA shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections. Failure to provide such notice will be a material breach of this Agreement.
 - d) To the extent you are entitled to indemnification (either contractual or at common law) or are otherwise indemnified by the contractor or construction manager and/or their subcontractors, you agree to waive any claim (including without limitation indemnification or insurance claims) against GZA.
- 6) **Right of Entry; Site Restoration.** You grant GZA and its subcontractor(s) permission to enter the Site to perform the Services. If you do not own the Site, you represent and warrant that the owner has granted permission for GZA to enter the Site and perform the Services; you will provide reasonable verification on request; and you will indemnify the GZA Indemnitees for any claims by the Site owner related to alleged trespass by GZA or its subcontractors. Although GZA

will exercise reasonable care to limit damage to landscaping, paving, systems and structures at the Site, you acknowledge that some damage may occur even with the exercise of due care and you agree to compensate GZA for any restoration it is asked to perform, unless otherwise indicated in the Proposal.

- 7) **Underground Facilities.** GZA's only responsibility under this Agreement will be to provide proper notification to the applicable state utility "Call-Before-You-Dig" program. You further agree to assume responsibility for and to defend, indemnify and hold harmless GZA with respect to personal injury and property damages due to GZA's interference with subterranean structures including but not limited to utilities, conduits, pipes, and tanks:
 - a) that are not correctly shown on any plans and information you or governmental authorities provide to GZA; or
 - b) that are not correctly marked by the appropriate utility.
- 8) **Reliance.** The services, information, and other data furnished by you shall be at your expense, and GZA may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the Services provided by GZA is directly related to the accuracy and completeness of the information and data that you furnish to GZA. **GZA'S REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO GZA. YOU SHALL DEFEND, INDEMNIFY AND HOLD HARMLESS THE GZA INDEMNITEES FROM ALL CLAIMS, DAMAGES, LOSSES, AND EXPENSES, INCLUDING ATTORNEYS' FEES, ARISING OUT OF OR RESULTING FROM ANY USE, REUSE, OR MODIFICATION OF THE DOCUMENTS WITHOUT WRITTEN VERIFICATION, COMPLETION, OR ADAPTATION BY GZA AND SUCH LIMITED LICENSE TO YOU SHALL NOT CREATE ANY RIGHTS IN THIRD PARTIES.** However, in GZA's sole discretion, which may be withheld for any reason whatsoever, if you request that GZA extend reliance to a third party, then such reliance will be conditioned upon the third party's acceptance of such reliance on GZA's standard reliance terms and you will be obligated to pay GZA a reliance fee calculated as 10% of GZA's original fee for the report upon which reliance is being extended.
- 9) **Lab Tests and Samples.** GZA is entitled to rely on the results of laboratory tests using generally accepted methodologies. GZA may dispose of samples in accordance with applicable laws 30 days after submitting test results to you unless you request in writing for them to be returned to you or to be held longer, in which case you will compensate GZA for storage and/or shipping beyond 30 days.
- 10) **GZA Professionals.** GZA employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, Certified Hazardous Materials Managers, or Certified Industrial Hygienists, collectively referred to in this section as "GZA Professionals"), whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the Services of GZA or other contractor/consultant(s), which audit may require additional Services, even though GZA and such GZA Professionals have each performed such Services in accordance with the standard of care set forth herein. You agree to compensate GZA for all Services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.
- 11) **Hazardous Materials; GZA "Not a Generator".** Before any hazardous or contaminated materials, including, if applicable, ACMs (the "Wastes") are removed from the Site, you will sign manifests naming you as the generator of the Wastes (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any Wastes are taken. GZA will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any Wastes at or removed from the Site. GZA will not have responsibility for or control of the Site or of operations or activities at the Site other than its own. GZA will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any Wastes at or removed from the Site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold the GZA Indemnitees harmless for any costs or liability incurred by GZA in defense of or in payment for any legal actions in which it is alleged that GZA is the owner, generator, treater, storer or disposer of any Wastes.
- 12) **Limits on GZA's Responsibility.** GZA will not be responsible for the acts or omissions of contractors or others at the Site, except for its own subcontractors and employees. GZA will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall GZA's professional activities nor the presence of GZA or its employees and subcontractors be construed to imply that GZA has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by GZA of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.
- 13) **Changed Conditions.**
 - a) You recognize the uncertainties related to the Services (including, without limitation, environmental and geotechnical Services), which often require a phased or exploratory approach, with the need for additional Services becoming apparent during the Services. You also recognize that actual conditions encountered may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.
 - b) If changed or unanticipated conditions or delays make additional Services necessary or result in additional costs or time for performance, GZA will notify you and the parties will negotiate appropriate changes to the scope of Services, compensation and schedule.
 - c) If no agreement can be reached, GZA will be entitled to terminate the Services and to be equitably compensated for the Services already performed. GZA will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part, or any other causes beyond GZA's reasonable control, and you will compensate GZA for any resulting increase in its costs.
- 14) **Documents and Information.** All documents, data, calculations and work papers prepared or furnished by GZA are instruments of service and will remain GZA's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to GZA. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to GZA. Any technology, methodology or technical information learned or developed by GZA will remain its property. Provided GZA is not in default under this Agreement, GZA's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.
- 15) **Electronic Media.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated by GZA, you covenant and agree that all such electronic files are instruments of service of GZA, who shall be deemed the author and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by GZA and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer

of these electronic files to others or reuse or modifications to such files by you without the prior written consent of GZA will be at the user's sole risk and without any liability to GZA.

- 16) **Confidentiality; Subpoenas.** Information about this Agreement and GZA's Services and information you provide to GZA regarding your business and the Site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as GZA reasonably believes is necessary: (a) to perform the Services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws, regulations, court orders and professional obligations. GZA will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. Information available to the public and information acquired from third parties will not be considered confidential. You will reimburse GZA for responding to any subpoena or governmental inquiry or audit related to the Services, at the rates set forth in the applicable Proposal, amendment or change order (including, without limitation, for outside counsel expenses incurred by GZA and/or time expended by in-house counsel, which will be charged to you at the prevailing market rate for attorneys of similar experience practicing in the jurisdiction). Notwithstanding the foregoing, GZA shall be entitled to use your name and a general description of the Services in promotional materials.
- 17) **Insurance.** During performance of the Services, GZA will maintain workers' compensation, commercial general liability, automobile liability, and professional liability/contractor's pollution liability insurance. GZA will furnish you certificates of such insurance on request.
- 18) **Indemnification.** You agree to hold harmless, indemnify, and defend the GZA Indemnitees against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the Services, except to the extent they are caused by GZA's negligence or willful misconduct. The duty to defend will be triggered upon a claim, suit, fine and/or penalty being alleged or threatened, and will only terminate when and to the extent GZA's proportion of negligence is finally adjudicated by a court of competent jurisdiction. If the foregoing indemnification is determined to be void or unenforceable as a matter of law, then it shall be automatically reformed to apply the original intent of the clause to the maximum extent permissible by law.
- 19) **Limitation of Remedies.**
 - a) To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of GZA and its affiliates, parents and subsidiaries and subcontractors and each of their employees, insurers, principals, officers, directors, partners and agents (collectively referred to in this paragraph as "GZA") for all claims arising out of this Agreement or the Services is limited to \$50,000 or, if greater, 10% of the compensation received by GZA under this Agreement.
 - b) You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
 - c) Any claim against GZA related in any way to the services provided pursuant to this Proposal, or the terms herein, is waived unless suit is commenced in a proper jurisdiction within one year of substantial completion of GZA's services. This waiver may not be construed to extend any applicable statute of limitations.
 - d) GZA will not be liable for lost profits, loss of use of property, delays, contractual penalties or other special, indirect, incidental, consequential, punitive, exemplary, liquidated, or multiple damages. This includes but is not limited to fines and/or penalties and/or sanctions imposed by any local, state, or federal government, agency, or regulatory body.
 - e) GZA will not be liable to you or the Site owner for injuries or deaths suffered by GZA's or its subcontractors' employees.
 - f) You will look solely to GZA for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any GZA principal, officer, employee or agent. To the extent damages are covered by property insurance or any other insurance, both you and GZA waive all rights against each other and against the contractors, consultants, agents, and employees of the other, for damages, except such rights as they may have to the proceeds of such insurance as set forth in this Agreement. You or GZA, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.
- 20) **Disputes.**
 - a) All disputes between you and GZA shall be subject to non-binding mediation.
 - b) Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
 - c) The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
 - d) No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitations period or the one year waiver period described in 18(c) above would expire if suit were not filed prior to such forty-five (45) days after service of notice. However, where non-payment of an invoice has occurred and GZA sends you a final demand letter for payment, your failure to respond within ten (10) days of receipt (or, for certified mail, the date of the first attempt to deliver the letter to your address of record if you ultimately do not accept receipt of the letter) of such letter will be deemed to be a waiver of your right to enforce this mediation clause and GZA may immediately file suit to enforce the terms of this Agreement.
 - e) You agree to pay reasonable attorneys' fees and all other costs and expenses (including, but not limited to reasonable investigative expenses and expert and consultant expenses) which may be incurred by GZA in the enforcement of this Agreement in the event that (a) it is finally adjudicated by a court of competent jurisdiction that you have breached this Agreement; or (b) where you allege that GZA has breached this Agreement or otherwise acted negligently and it is finally adjudicated by a court of competent jurisdiction that GZA did not in fact breach this Agreement or act negligently. If for any reason it is adjudicated that the foregoing provision is in violation of applicable law, is subject to a state statute automatically converting this clause to be reciprocal between the parties, is contrary to public policy or is unconscionable or a contract of adhesion, then the foregoing clause will be null and void and of no effect. Under no circumstances shall the foregoing clause be replaced with a reciprocal clause.
 - f) You shall make no claim against GZA for professional negligent acts, errors, omissions and/or alleged breach of contract either directly, indirectly, as a counterclaim or crossclaim, or in a third party claim, unless you have first provided GZA with a written certification executed by an independent professional practicing in the same discipline as GZA and licensed in the jurisdiction in which GZA provided you its Services. This certification must (i) identify the name and license of the certifier, (ii) specify each and every act or omission that the certifier contends is a violation of the standard of care expected of professional

performing professional services under similar circumstances; and (iii) state in complete detail the basis for certifier's opinion that each such act or omission constitutes a violation of the standard of care. This certificate must be provided to GZA no less than thirty (30) days prior to the submission of a formal claim.

21) Miscellaneous.

- a) This Agreement and all claims relating thereto shall be governed by the substantive and procedural laws of the Commonwealth of Massachusetts, as they presently exist or may hereafter be amended, without regard to principles of conflict of laws.
- b) The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the Services under this Agreement and the termination of the contract for any reason.
- c) Any amendment to these Terms and Conditions must be in writing and signed by both parties. No modification of these Terms and Conditions will be binding against GZA unless specifically approved in writing by a principal of GZA.
- d) Having received these Terms and Conditions, your oral authorization to commence Services, your acceptance of performance of the Services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e) This Agreement supersedes any contract terms, purchase orders or other documents issued by you, even if signed by an authorized representative of GZA.
- f) Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g) Your failure or the failure of your successors or assigns to receive payment, reimbursement, insurance proceeds or grant funds from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to GZA under this agreement.
- h) These Terms and Conditions shall govern over any inconsistent terms in GZA's Proposal.
- i) Any provision of this Agreement later held to be unenforceable for any reason shall be deemed void, and all remaining provisions shall continue in full force and effect on the parties, who agree that the Agreement shall be reformed to replace such voided provision with a valid and enforceable provision that comes as close as possible to expressing the intention of the voided provision.
- j) The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.
- k) Any reports generated by GZA will be subject to GZA's standard report limitations for that particular type of report.
- l) To the extent applicable to GZA's Services, you acknowledge and agree that GZA cannot anticipate the effects of climate change/extreme weather on any report, design or other document produced by GZA, unless such analysis is specifically within the scope of GZA's Services.
- m) You agree that during the performance of GZA's Services and for a period of twelve (12) months completion of those Services, you will not encourage, induce, or otherwise solicit, or actively assist any other person or organization to encourage, induce or otherwise solicit, directly or indirectly, any employee of the GZA or any of its affiliates to terminate their employment with GZA or any of its affiliates, or otherwise interfere with the advantageous business relationship of GZA or any of its affiliates with their employees. You agree that if you violate this non-solicitation provision, you will pay GZA liquidated damages in an amount equal to the total earnings of the solicited employee during the last twelve (12) months of their employment with GZA.
- n) This Agreement does not create any third-party beneficiaries and is intended for the benefit of the parties hereto and their respective successors and permitted assigns, and is not for the benefit of, nor may any provision hereof be enforced by, anyone else.

22) Asbestos Abatement Services (If Applicable). If the Services include asbestos abatement services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement.

- a) You acknowledge that conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of those conditions, despite due professional care. GZA therefore cannot guarantee specific results such as the identification or removal of all asbestos or other contamination.

23) Microbial Services (If Applicable). If the Services include Microbial services, then the following terms and conditions will apply and will supersede any conflicting terms contained elsewhere in this Agreement. For purposes of this Agreement, Microbial is defined as any and all fungal and/or bacterial growth including but not limited to mold, mildew, yeast, fungus, fungi, bacteria, spores, odors, particulates, vapors, gas, or other emissions produced by or arising out of or toxins emanating therefrom.

- a) You recognize that meeting the standard of care does not establish an assurance that corrective procedures will be permanent. Because Microbial infestations are created by near-omnipresent living microscopic spores which grow very quickly and are influenced by nanoclimatological conditions that are very difficult to detect and sources of water intrusion, elevated moisture or relative humidity over which GZA has neither control or responsibility, GZA cannot and does not claim that its Services will eliminate the risk of a Microbial infestation recurring.
- b) You acknowledge that the Services entail risk of personal injury and property damage (including cross-contamination) that cannot be avoided, even with the exercise of due care. You also acknowledge that environmental conditions can vary from those encountered at the times and locations of explorations and data collection, and that the limitation on available data may result in some level of uncertainty with respect to the interpretation of these conditions, despite due care. GZA therefore cannot guarantee specific results such as the identification of all contamination or other environmental conditions or problems nor their resolution.
- c) You acknowledge that Microbial infestations may be hidden from view and concealed in locations that are difficult to discover. Accordingly, you agree that despite GZA's efforts, some Microbial locations may remain undetected. In such situations, you agree that you will have no claim against GZA provided GZA followed the applicable standard of care and all applicable laws and regulations pertaining to the Work.
- d) You further agree that when GZA performs Services intended to minimize the risk of Microbial infestations, GZA shall not be liable for damages resulting from Microbial contamination including but not limited to fungal or bacterial infestations and water damage or dry or wet rot. You agree to waive any Microbial infestation claim(s) against GZA and you agree to indemnify, defend and hold the GZA Indemnitees harmless from any claim alleging that GZA's Services caused or aggravated a Microbial infestation or did not prevent a Microbial infestation from recurring.

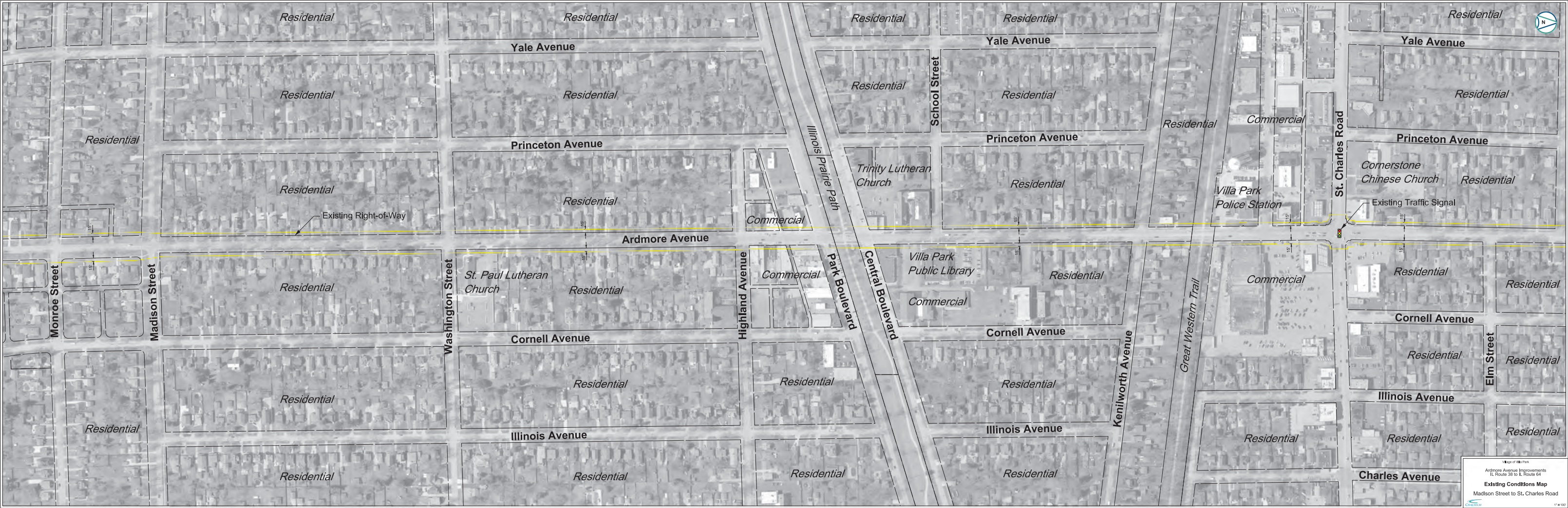


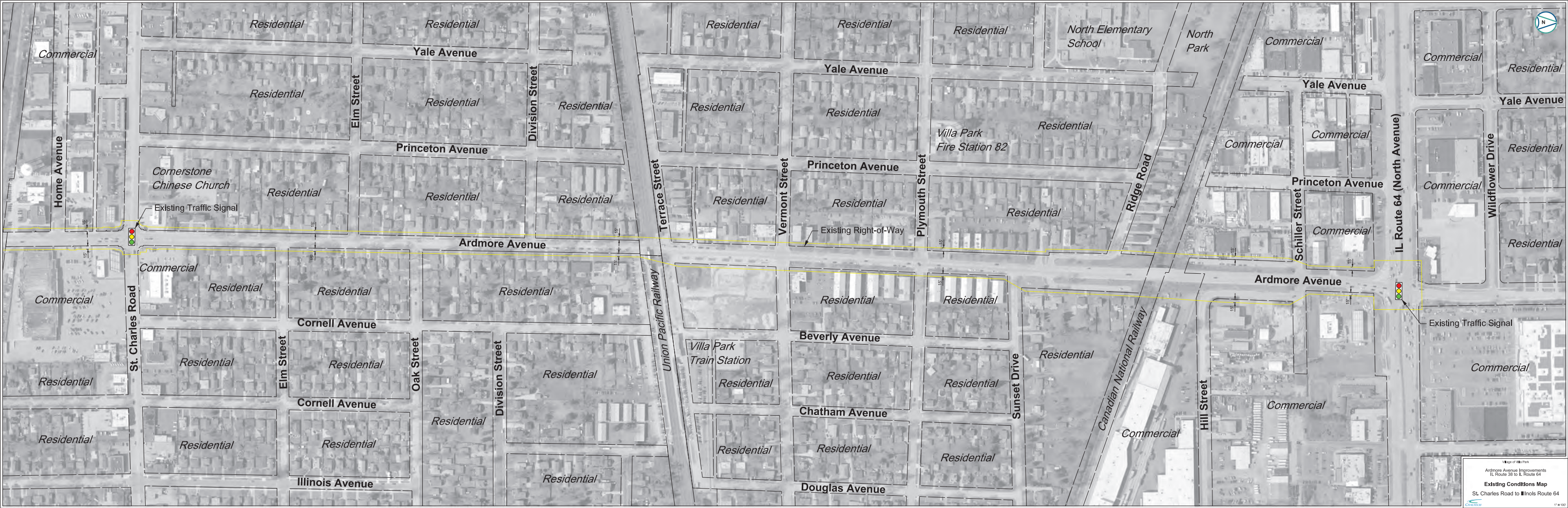
November 18, 2024
Civiltech Engineering, Inc.
Phase I Environmental Services (PESA) – Ardmore Avenue
Villa Park, DuPage County, Illinois
ATTACHMENTS

ATTACHMENT C
CLIENT PROVIDED PROJECT FIGURE



Village of Villa Park
 Ardmore Avenue Improvements
 IL Route 38 to IL Route 04
Existing Conditions Map
 IL Route 38 to Madison Street
 1" = 100'
 Exhibit 3A





Village of Villa Park
Ardmore Avenue Improvements
IL Route 38 to IL Route 64
Existing Conditions Map
St. Charles Road to Illinois Route 64
1" = 100'
Exhibit 3C

MINUTES OF PARKS & RECREATION ADVISORY COMMISSION

November 12, 2024

ROOM 10 AT THE IOWA COMMUNITY CENTER

338 N. IOWA AVE, VILLA PARK ILLINOIS

COMMISSIONERS: Chair S. Bousum, S. Collentine, C. Murphy, D. Noxon, M. Storino, R. Pazar

PARKS & RECREATION LIASON: Director G. Gola

VILLAGE BOARD LIAISON: J. Cordova

COMMISSION CHAIRPERSON: S. Bousum

COMMISSION VICE-CHAIR: C. Tucker

SECRETARY: M. Storino

RECORDER OF MINUTES: Z. Santiago

- **CALL TO ORDER:** Chair S. Bousum called meeting to order at 7:03pm.
ROLL CALL: Chair S. Bousum, C. Tucker, M. Storino, D. Noxon, R. Pazar
C. Murphy arrived at 7:05pm
- **PUBLIC COMMENTS ON AGENDA ITEMS:** None.
- **PUBLIC COMMENTS ON NON-AGENDA ITEMS:** None.
- **Amendments to the Agenda:** None.
- **Approval of Minutes: All approved Minutes**
Comm. Chair S. Bousum asked for any changes or comments on last meeting's minutes: None; Comm. Chair S. Bousum: motion to approve the minutes by Acclamation vote was taken with all ayes, any opposed: **none**
- **Department Staff Updates**
 - Recreation Division – Asst. Dir. Gina M. Racanelli

FALL / WINTER PROGRAM UPDATES

EARLY CHILDHOOD

- Little Learners Club Fall Break: Tuesday, November 26 and Wednesday, November 27.
- Mini Camp Winter Break: Thursday, December 26 and Thursday, January 2.

YOUTH

- Fall camp: Monday-Wednesday November 25-27.
 - We will travel to The Game Show Arcade.
- Winter Break Camp: Monday, December 23-Friday, January 3.

SENIORS

<u>October Update</u>	<u>Programs</u>	<u># Registered</u>
<i>TOTAL:</i>	<i>22</i>	<i>298</i>

ATHLETICS & FITNESS

- 231 registered in the Villa Park Youth Basketball League *Conquer the Court*, as of November 12, 2024 (159 in 2023).
- Staff continue to interview and program new fitness classes for the VPRC.

FALL / WINTER EVENT UPDATES

- Halloween Happenings
 - Friday, October 18, 2024, at Iowa Community Center
 - Co-sponsored by Villa Park Lions Club
 - **21 community Groups** registered to set-up scenes for trick-or-treating (*17 in 2023*)

- **103** registered (*96 in 2023*) for indoor entertainment.
- **500** participants for the outdoor portion of the event (*350 in 2023*)
- Scarecrow decorating contest
 - had **23** registrations (*14 in 2023*).
 - The winner was announced on Facebook and will be featured on the cover of the 2025 Fall Winter brochure.
- Holiday Train Ride
 - Saturday, December 7
 - **134** participants (*125 in 2023*)
 - Full, with an active waitlist
- Pictures with Santa Paws
 - Wednesday, December 4, 4:30-5:30 pm, held at the Depot at Cortesi Veterans Memorial Park
 - **8** participants registered as of 11/12 (*19 total in 2023*)
- Visit with Santa
 - Saturday, December 14, 10-12 pm
 - **16** participants registered as of 11/12 (*19 total in 2023*)
- Phone Calls from Santa
 - Tuesday, December 13 at 5 pm
 - **4** participants registered as of 11/12 (*9 total in 2023*)
- Letters From Santa
 - Letters mailed mid-December
 - **8** participants registered as of 11/12 (*19 total in 2023*)

LOOKING FORWARD: WINTER/SPRING ACTIVITIES UPDATE

- Winter/Spring Program Brochure
 - programs running from January through May 2024 at VPRC.
 - production is in the 3rd round of proofs.
 - Parks and Rec will be debuting an interim Logo.
 -

Gina: We are open at 5:30 in the morning not 6:00 am, Monday through Friday. The family of three pass or more for residents is the same price no matter how many kids you have. Early bird rate will be \$575, and the regular rate will be \$638 for residents. For non-residents we have a family of 3 and a family of 4, and then a fee for each additional child after 4. Non-resident breakdown is a little different. We did leave the on-going monthly fee with the 12-month contract and the request of \$25.00 as a standard rate. The board wanted to make it official that children living at home and are unmarried up to the age of 23 living at the same address. They can be added as family members to the family pass, it's not cutting it off at 17. Only for the family pass. We include an annual youth gym and track membership, for children under the age of 12 who don't have passes. It's good for 10 to 17 years old but it specifically for 10 to 11 years old, who cannot use the fitness center. Track membership is the same. Daily admission fees stayed as we discussed. Started selling memberships on November 8th, 2024. The QR code will direct you to the membership registration. We designed new key fobs with our temporary logo, which was changed to the Village's log at bottom it will say Parks and Recreation. The key same key fob will be able to be used for pool passes, people will buy membership and we will place it on the same fob with the new address. We will also be having a new phone number.

Comm. C. Tucker: The key fobs do we give them or are they included in the price?

Gina: The key fob will be included in the membership.

Comm. C. Tucker: If they lose it?

Greg: There is a charge,

Gina: We do give a one-time grace period just like the pool if you lose it once, we replace it. We have not been discussed but I think it will be \$10.00 if you lose it a second time.

Comm. C. Tucker: Is everybody like if a family, eight key fobs or is it one key fob per family.

Gina: I think everybody should have a key fob.

Comm D. Noxon: If a 13year old, if they would like to do something?

Gina: Right, unless the parents say they just add them to mine, they will never go with me of course we will honor that.

Greg: If a family was one on key fob. We don't know who many people there are so, if we wanted to track the numbers, we don't know if 4 people came in or 1 came in. So, everyone should have a key fob.

Comm D. Noxon: Will it identify the age group, so you know who's doing what?

Gina: It will come up with a breakdown, but the picture will also be there.

Comm. C. Tucker: How are you going to know if someone using the track pass starts using the fitness center?

Gina: There will be security cameras throughout the facility, we will be fitness center monitoring closely.

Greg: There will be a monitor at the front desk too. If somebody pays for the track and there's nobody on the track and they don't come through the front desk to leave. Where did they go? You can go up and see.

Comm. C. Tucker: If they started off with a track pass and decided they wanted to go to a fitness pass, would that be converted half membership, how would you switch it.

Gina: We must figure out the year they have been using it.

Greg: If they buy it in January and decide in February they want to do the dual pass, we will roll over the amount and they will have to pay the difference.

Gina: If it is passing more than half the year, we will not honor it. Depending on how long they been having the membership.

Comm. C. Tucker: So, it depends on where it occurs in the year?

Gina: Yes, we do have daily admission. So, if someone would like to try the fitness center, they have a track membership. They can buy a daily pass for fitness.

Comm. C. Tucker: The monthly is a contract, right?

Gina: Yes

Greg: The contract for the monthly, it must be paid for the year.

Gina: The monthly fee is an auto deduction.

Comm. C. Murphy: Was the timing on the approval that we were able to meet the print deadline on the brochure?

Gina: Absolutely, I get to decide when it goes to print so I can hold it up just a little.

Comm. R. Pazar: Have you sold any memberships since you started selling on November eighth?

Gina: We sold one on November eighth, Railey wants to make sure everything is working because it's a new system and new software within the last year. I believe that she will be doing a big blast in advertising.

Comm D. Noxon: Are they going to do an open house?

Greg: Probably during the holiday break, at least two dates may be three. People can come in and look at the building, buy passes if they want. I think we are going to have some free days. Before we officially open.

Gina: Yes

Comm. C. Tucker: Is the winter camp Monday through Friday?

Gina: Yes, except for the holidays

Comm. C. Tucker: Is there an age limit?

Gina: It's 5 - 12 years old.

Comm. Chair S. Bousum: Any other questions?

- Parks, Buildings & Grounds Division – Supt. Brian Roche

Current/Completed Park and Facility Projects

- Lufkin Park
 - Staff have shut down the splash pad and restroom building for the season
 - Staff tried an adhesive product on the stones in the interpretative circle, it worked for some time but started to fail
 - We are coordinating with Perfect Turf, who did the turf in the playground, they are donating the time and materials to install this same turf in the stone sections at the interpretative circle, this should happen before the end of the week
- Jefferson Pool Liner
 - The liner install continues to go well, there have been a few rainy days in which they cannot work but it has only set them back about 3 days
 - There was more prep work involved than initially estimated, though this would take about 2 weeks and we are now about 4
 - Top edge is done, and walls are completed, they are working to install the liner on the floor of the main pool and then finish with the detail items
 - They are working to be completed by the end of this week or early next week
- VH Flagpole
 - The installation of the flagpole was completed and electrical was also installed, the pole looks great, staff did a nice job, we have a larger flag on this pole than other locations as this pole is now a bit larger
- Fire Station Improvements
 - It was discussed at yesterday's COW meeting to proceed in planning for the ICC to become a temp fire station for the duration of time the two fire station projects take
 - The intent now would be to bundle the temp fire station into the bidding for the station 81 work so one contractor is coordinating the timeline of work
 - We are just into planning for the temp fire station, and we will coordinate this to happen once we are moved out of ICC and into the new VPRC
- Memorial Trees
 - Two memorial trees were installed, one at ICC near the skate Park and one on the Prairie Path near Euclid Ave
 - Staff have winterized all outdoor drinking fountains, irrigation systems, restroom buildings, and the splash pad for the season. These items typically are shut off in late October or early November, and will be turned back on in late April or early May
 - Staff are working on the annual November List Items, items such as chopping leave, trimming bushes and trees, removing sports equipment from Parks, preparing for snow removal, winter facility prep, cleaning up garden plots, etc.
- Upcoming Projects
 - Joyful Traditions and Prairie Path prep
 - Rec center move in, prep, purchasing equipment and supplies, etc.

Comm. C. Tucker: Were you in charge of memorial bricks? Are we in charge of putting them in for the VFW? Are all of them in now?

Greg: We are in charge Yes, we put them in. Brian staff was in charge of putting them in. There were 83 to 84 bricks there.

Brian: They all got installed, we cleaned, and power washed everything, we did all the joints, some new sand to secure everything. Then we sealed all of it when we were done.

Comm. C. Tucker: So, are the bricks all sealed back in?

Brian: Old and new bricks are sealed installed and cleaned up.

Comm. C. Tucker: The liner, is that a one-piece liner?

Brian: No, so it's multiple pieces but all the seams are heat wheeled together. So, but the time they wheeled it, it did not come apart.

Comm. C. Tucker: So, it is not like a tent type of thing, they put all the pieces in, and they wheeled them all together to make sure they were set?

Brian: Correct

Comm. C. Tucker: How are they going to make sure air does not get under the liner?

Gina: That was water

Greg: Air and water didn't get into Lufkin for 12 13 years 15 years. They have a life expectancy of 10 years. There was nothing that we did until the liner was delaminated back in 2011 or 12. That was when we started our problems started.

Brian: It will be watered tight and warranted for 10 first years. There were multiple things that came up, that we have asked like training. Pulling the board in and out of the liner, and if we were to have a section that is secure or if we tore it or ripped it, they continue to insure us there would be no issues.

Gina: They said they will reinforce it; they asked if they could have one area. Obviously if it's an emergency, we must do it wherever the person is at. But for training we need one deep water and one shallow water and so our aquatic supervisor talked with them, and they talked about where those two areas would be and assured us that if there was a problem it would be covered in the warranty.

Comm C. Tucker: This is only in the big pool, no kiddy pool, am I right?

Greg: Correct

Comm. C. Tucker: Once the ladders are permanently in, will go up and down or are they are removeable?

Gina: Yes, they are removeable, and they are on a sleeve. We removed them when we have swim meets.

Comm. Chair S. Bousum: Any other questions?

c. Director of Parks and Recreation – Dir. Greg Gola

- Rec Center:

- Grand Opening and Ribbon cutting: Friday, Jan 3
- Exterior site work is just about complete
 - Parking lots
 - Parking lot and sidewalk lights
 - Landscaping
- Building signage to be installed late November or in December
- Terrace work to begin
 - Staff purchasing seating/planters
- Interior construction progressing to where finish work is being completed
 - Paint/flooring/gym, multi-purpose, dance room/hallways/classrooms
 - Furniture finalized and to be ordered
 - Hoops installed
 - Lighting finished
 - Low voltage items: cameras etc. to be completed
 - Last items will be the weight room flooring and then equipment install

- Final cleaning contract to be approved at the next Board meeting
- Lufkin Park: Informational signage ordered and to be installed
- Lions Park OSLAD Grant: majority of the project to begin in 2025, If weather permits, some items such as sidewalks and footings for pergola can be installed
- Fencing along Lions Park; To Code

ONE LAST THING:

December will be the last meeting held at the ICC. We will hold January's meeting at the New Villa Park Recreation Center

Comm. D. Noxon: Are you getting any kickback from the neighbor on the west side of the fence?

Greg: Yup

Comm. D. Noxon: Are they in favor or they don't want it?

Greg: They don't want it.

Brian: Requirement for a commercial faculty to have a privacy screen.

Greg: By a residential area

Comm. C. Tucker: The carpet you're talking about in the weight room. Is that carpet, carpet?

Greg: Big carpet squares, if one gets ruined you can remove it.

Gina: Its popular in bossiness, if you're going to carpeting use squares if there's a stain or something you spill you replace it.

Comm. C. Tucker: Where did the RB appliances go? Were they just in bad shape? The ones we used to be in the rec center.

Brian: I think we salvaged anything that was salvageable

Greg: We repurpose the stuff that we could, some of the stuff will stay here.

Comm Chair S. Bousum: Any other questions?

ci. Unfinished Business: None

cii. New Business

Greg: Brian mentioned about the fire station being remodeled and well it needs it because of the staffing and so forth and I know at the Committee of the whole yesterday there a discussion about the use over here and not allowing people to park here so this is for me it's a recreation facility and we need to have parking here for people to use the skate park, soccer, baseball so we're working through that it was brought up at the Committee of the whole.

Comm. D. Noxon: What spots do they have at Jefferson School, they have enough to accommodate that?

Gina: They use when baseball is playing, they the parents from youth baseball use Jefferson parking and they use the car parking here.

Comm. D. Noxon: There could be enough room come baseball season whatever for them to be eliminated from here? Would there be enough parking space for baseball?

Gina: It seems like baseball is really on the upswing.

Greg: The baseball numbers are going up, we had 300 or so last season.

Comm. D. Noxon: Just for the games, they might have to park down the street?

Greg: We are still trying to figure out what we can do for parking here. At least keep some parking here at IOWA. I understand the fire department, because they have the big rigs that need to get in and out you can't have cars parked all over the place which is understandable and one of the ideas was just to close off the parking on the other side of the gym when they're parked in the gym you know can make that turn so we'll see what we can do it's we're still haggling that out.

I might have mentioned after they're done. When this building comes down, we'll keep the gym and then Brian's can have some his equipment and storage. We're always looking for storage so we could use that for some equipment storage and then we would probably add on couple of accessible bathrooms. Maybe we do it

um leave those restrooms open like we at Lufkin Park have it on my timer and they're open from 9:00am to dusk.

Comm. D. Noxon: Whatever happened with the discussion of the tennis court and going half?

Greg: When D88 came out, the construction would be in 2026 so, I think the village manager is working with the school's superintendent on an agreement. When we can use it, when they do the pickle ball course. We would pitch in and be able to use it.

Comm Chair S. Bousum: Any other new business? **None**

COMMISSIONER COMMENTS:

Comm. Murphy: No comments. Congratulations and thank you and to our commission and staff and our team. I think we hit a wonderful spot, and all the information was approved and the amount of effort that goes into it by Gina, Greg and your team research and getting all the prices that were put together the obstacles that everyone together had to overcome. I think many of us have lost a lot of sleep and had a little stress over pulling together just a monstrous undertaking and now that it approved. Looking at the sheet and there's nothing that I'm aware of that still left for contention. Obviously will see how everything goes and I'm not suggesting we won't make modifications or changes, but I feel confident that we hit a wonderful starting point where everyone in agreement and it's taking a lot of time and a lot of work for everyone to get here so thank you and congratulations.

Comm. M. Storino: No comments. Excited for the new faculty

Comm. Pazar: No comments. Just Happy Thanksgiving everyone, I guess.

Comm. D. Noxon: No comments. Another great meeting

Comm. Tucker: No Comments. Excited about the rec center and that we're moving forward and that we're finishing this book that we started so long ago. I'm really happy that we're seeing that we're rolling this. All this consensus this master plan is finally coming into effect.

Comm. Chair S. Bousum: No comments. Generally, it's has been kind of a long track I was thinking about when I first joined this commission, and this was just sort of like, I've been working on it for a long time but mostly still just a dream more on the hope than to-do list and that's been pretty awesome.

CHAIRPERSON COMMENTS: Nice to see all the projects coming along!

VILLAGE LIASION: No Brian kind of covered it off um about the fire department moving in here which is going to be interesting. It's going to be bittersweet next month this is our last meeting. I'll have my whole wrap up of how we got to this point. I was on this commission here for eight years and then and in that book, I remember putting it together, so you know going through that little bus and driving around doing all that stuff, so it'll be good. It's great things ,I'm looking forward to it.

ciii. VILLAGE STAFF COMMENTS:

- a. Asst. Director Gina Racanelli: It's really exciting that this is like right upon us now because when we when it started I was so excited but it seemed like it was you know far away and now we're just a matter of weeks we can say so speaking for myself and the rec staff we're all really excited and thank you for your support through the process George I'm glad that you think it'll be easier to get the fire department or harder to get them out because I think it'll be harder to get them in
- b. Superintendent Brian Roche: Happy thanksgiving and thank you
- c. Director Greg Gola: I'd like to piggyback on what Christine said about Gina's staff did a lot of the leg work for putting together the all the rates from the different park districts and then a couple months ago you know we had we didn't get out till 9:00. So, the commission worked on this

one, not only couple months ago, but for a long time and as George said this going on, since we completed the master plan and thank you to this current commission for all the work and all the other past Commissioners when we started the process, and we did the feasibility study and all the community input meetings and all that work. We will see it a month away come to fruition and it's pretty exciting and just want to see a full building that's Gina's task is to fill that thing up with a bunch of people and you know kids there at 9:00 in the morning on Saturday and you know basketball programs and volleyball in the whole nine yards so, as well as all the other rec activities that will go on. So, it's exciting and thank you everybody and happy thanksgiving.

civ. ADJOURNMENT: Chair Bousum called for motion to adjourn at 8:03pm. Comm. Murphy made motion and was second by Comm. Pazar. Acclamation: vote was taken with all ayes.

NEXT MEETING: December 10, 2024

MINUTES OF PARKS & RECREATION ADVISORY COMMISSION

December 10, 2024

ROOM 10 AT THE IOWA COMMUNITY CENTER

338 N. IOWA AVE, VILLA PARK ILLINOIS

COMMISSIONERS: Chair S. Bousum, S. Collentine , C. Murphy, D. Noxon, M. Storino, R. Pazar

PARKS & RECREATION LIASON: Director G. Gola **VILLAGE BOARD LIAISON:** J. Cordova

COMMISSION CHAIRPERSON: S. Bousum **COMMISSION VICE-CHAIR:** C. Tucker

SECRETARY: M. Storino **RECORDER OF MINUTES:** Z. Santiago

1. CALL TO ORDER: Chair S. Bousum called meeting to order at 7:08pm.

ROLL CALL: Chair S. Bousum, M. Storino, S. Collentine, D. Noxon, R. Pazar

2. PUBLIC COMMENTS ON AGENDA ITEMS: None.

3. PUBLIC COMMENTS ON NON-AGENDA ITEMS: None.

4. Amendments to the Agenda: None.

5. Approval of Minutes

Comm. Chair Bousum to roll call; motion to approve the minutes by Comm. D Noxon, Comm. R. Pazar seconded. Acclamation vote was taken with all ayes. Minutes are approved.

6. Department Staff Updates

a) Recreation Division – Asst. Dir. Gina M. Racanelli

PROGRAM UPDATES

YOUTH

- 2024 Winter Camp: Monday, December 23 and Thursday-Monday, December 26-30 and Thursday-Friday, January 2-3.
 - Activities planned: crafts, games, athletics and field trips to The Water Works Indoor Pool and Suburbanite Bowl
- Fall camp was held Nov 25-27
 - Campers went on a field trip to Altitude Trampoline Park on 11/22
 - Attendance:
 - 5 campers on 11/25 (5 in 2023)
 - 16 campers on 11/26 (5 in 2023)
 - 9 campers on 11/27 (8 in 2023)

EARLY CHILDHOOD

- Little Learners Club week of 11/26 with 13 participants.
- Little Learners Club will run Thursday, December 26 and Thursday, January 2.

DISCOVER DANCE

- Midseason Showcase
 - Saturday, November 16
 - Dancers from each class performed a short dance to showcase what they have been working on.
- **SENIORS**

<u>November Update</u>	<u>Programs</u>	<u># Registered</u>
<i>TOTAL:</i>	<i>15</i>	<i>333</i>

ATHLETICS & FITNESS

Villa Park Youth Basketball League *Conquer the Court* has 259 registered (182 in 2023, 138 in 2022, and 109 in 2021).

Skills training is happening now, one evening each week by team and a one 1-hour time slot on Saturdays at Willow brook High School.

Evening practices take place at Jackson MS, Jefferson MS, York Center Park District, the ICC, and will start in January at the VPRC.

Saturday **3on3 games** for K-grade 4 and **5on5 games** for grades 5&6 and 7&8 will be played at both the VPRC and WBHS Fieldhouse starting in January.

There are 11 more teams than we had last season.

Nate Cook and Rick Tarsitano are doing a great job of coordinating skills sessions this fall and will continue to help with games at both WBHS and at VPRC starting in January.

Staff are looking ahead to Summer athletic and aquatics staffing needs.

EVENT UPDATES

- Holiday Train Ride
 - Saturday, December 7
 - **Sold out at 138** participants (*125 in 2023*)
- Pictures with Santa Paws
 - Wednesday, December 7 held at the Depot at Cortesi Veterans Memorial Park
 - **11** participants (*19 in 2023*)
- Visit with Santa
 - Saturday, December 14
 - **18** participants registered as of 11/14 (*19 in 2023*)
- Letters from Santa
 - Friday, December 6; Registration Deadline 12/6
 - 29 participants registered as of 12/3 (9 in 2023)
- Phone Calls from Santa
 - Friday, December 13; Registration Deadline December 9
 - 6 participants registered as of 12/3 (5 in 2023).

New Hire/Programs

- Ceramics-Contracted Program
- Sticky Fingers Cooking-Contracted Program
- Princess Glam Night-Glitzy Girlz Contracted Program
- Neon Glam Jam Dance Party-Glitzy Girlz Contracted Program
- Soap Making Workshop-Soapy Roads of Lombard Contracted Program
- Do! Play with your Food-Chef Joe Hart
- Slice Slice Baby- Chef Joe Hart
- Introduction to Cooking- Chef Joe Hart
- Around the World in 80 Plates- Chef Joe Hart
- The new dog trainer on board - Matthew Corvo, Can Do Academy will teach a Feb-Mar and Apr-May session of both Puppy Kindergarten and an adult obedience class.

- New culinary instructor- Joe Hart will teach Baking 101, The Frugal Gourmet, Love is in the Air (couples cooking class) and You Want a Pizza Me? classes for adults/senior classes start in February
- New contractor- Pinot's Palette-a sip and paint party for adults Mar 14

Not contractors but "new"

- Todd Gutzman from Fire is teaching a Heart saver 1st Aid and CPR class Feb 21
- Tony from Michael Anthony's teaching a "Cooking Local" class Feb 11

We are in the process of hiring 2 new Fitness Instructors and have added these 8 fitness classes that will start in January at the VPRC.

Balancing Basics and Core with Jenny Th 10:15-11 am

Cardio Circuits with Brian M/W/F 6-6:45 am

Friday Fitness FUN with Brian F 5:30-6:15 pm

Low Impact Cardio and Core with Jenny Tu 11:15am-12pm

Stretching and Functional Fitness with Jenny Tu/Th 10:15-11 am

Stroller Fitness with Jenny Tu/Th 9:15-10 am

Walking Strong with Susan F 10:15-11 am

Weights & Cardio with Brian M-F 12-12:45 pm

We also have two NEW Athletic Contractors:

One80sports

Youth Athletic programs **Mondays and Wednesdays 4:30-6pm**

- Ages 3-5
 - Intro Basketball
 - Intro Soccer
 - Intro T-Ball
- Ages 6-8
 - Advanced Basketball
 - Advanced Floor Hockey
 - Advanced Soccer
 - Intro Speed and Agility

Chicago Elite Volleyball Club -running Thursday evening 4-week sessions

- 4:30-5:30pm Grades 2-5
- 5:30-6:30pm Grades 6-8

VPRC Fitness Memberships	Number of Participants	Amount Paid
Adult Resident Annual (Monthly ongoing)	3	\$50
Adult Resident Annual (PIF)	5	\$1,250
Couple - Resident Annual (Monthly ongoing)	6	\$288
Couple - Resident Annual (PIF)	6	\$1,350
Family of 3 or more Annual (PIF)	3	\$575
Senior Non-Resident Senior Track Only Non-Resident Annual (PIF)	1	\$80
Senior Resident 6 months (PIF)	2	\$350
Senior Resident Annual (Monthly ongoing)	3	\$40
Senior Resident Annual (PIF)	21	\$3,675

Senior Resident Track Only Annual (PIF)	16	\$560
Youth Resident Annual (PIF)	1	\$175
TOTAL MEMBERSHIPS	67	\$8,393

Comm. D. Noxon: The 67 membership that were sold, do you find the majority going into individuals or more towards family.

Gina: Senior annual membership (resident) paid in full was the most at 21 registered. Senior (resident) track only paid in full was at 16. Those were the two categories with the highest number of memberships.

Comm. C. Murphy: What is the early bird for membership savings deadline?

Gina: The 15th of January, on the 16th the prices go up.

Comm. D. Noxon: Did find out anything on Silver Sneakers?

Gina: I did contact AARP who is helping us with the Silver Sneakers. I apologize, I did not get that update for tonight. I can look into and email you this week.

Comm. D. Noxon: No rush after the first year is fine.

Comm. D. Noxon: I was approached about free membership for staff, I don't remember this every being talked about. I went back to all my back to our meetings and the only thing brought up, was Trustee Patrick requesting it.

So, did they get the membership and was it bundle into the vote on the memberships?

Gina: No, it was not bundled with the membership vote. I was there for the membership vote and that was not part of it. We heard official word a couple weeks after, that correct Greg.

Greg: Yes, the board member Trustee Partick suggested that we have free membership to the village employees. Then the Village Manager moves forward.

Comm. D. Noxon: It was not something that was voted on?

Greg: No, we mentioned it in our weekly meeting but not at that level. It was brought up for the first time at the board level.

Comm. C. Murphy: Can I piggyback on that, how many memberships is that from a staff perspective and what implication do we anticipate from an operations and financial perspective?

Greg: We will have to see how many employees we have?

Gina: We won't know the implication it will have, if the equipment will be used faster and how many employees will take advantage of it.

Comm. C. Murphy: I would have been happier to discuss this as a commission first, I feel like we are still working through a lot of issues with operations and financial perspective it would have been better from my perspective to postpone it a year.

Greg: This first year will be a trial, you want a healthy staff, and you want them to exercise. It will save on cost for medical insurance and missed work. There is an incentive that perk to the staff. Again if 150 staff take advantage, which is a good thing. We can see the impact and see where we are at during the year.

Comm. C. Murphy: I would like to see it as a budgetary item, and wait a year and see what response we get from people. If we get an over whelming response, then go back to the Village manager and say and we need additional staff to facilitate what was approved. This obviously will have an operational impact as well.

Greg: There won't be impact if they are only using the track or the fitness center.

Comm Chair S. Bousum: Is this decision a done deal or voted by the board or decided on by the board?

Greg: There was no vote.

Comm Chair S. Bousum: But it's happening?

Greg: Yes

Comm. D. Noxon: Will it help with our insurance rates for our employees, if they are a member to the gym.

Greg: If people are getting into an exercise routine losing weight and their health is better than yeah, it'll probably impact on insurance because you have healthier employees. If they're working out, it doesn't mean we're going to give you a 5% discount, it's probably based on their overall health yeah overall health.

Parks, Buildings & Grounds Division – Supt. Brian Roche

Current/Completed Park and Facility Projects

- Jefferson Pool Liner
 - The liner install is nearly complete, they are working on some final items with this warm weather and completing the punch list, they are trying to finish up this week
 - Once done we will have to fill the pool for winter, and we will monitor the liner and pool prior to startup next season
- The Joyful Traditions event this past weekend went well, staff were there to setup, work during, and cleanup following, the Prairie Path is decorated and staff will continue to inspect all the décor and lighting on a weekly basis, after the event the lights on the light poles along the path will stay up until about March or as long as we can maintain them
- New VPRC Setup and Move In
 - Our biggest project and priority right now is preparing the VPRC for opening on January 3rd, 2025.
 - We have purchased décor, supplies, equipment and have been storing it until we move
 - We started moving items into the building today, setting up our storage and custodial areas, other furniture and equipment is being delivered this week
 - Training on facility operations is scheduled for this week, on Wednesday, Thursday and Friday to go over HVAC, Plumbing, Electrical, Lighting, the Fire system and sprinkler, A/V, Kitchen equipment, Gym equipment, and the elevator
 - Last week we completed a punch list walkthrough of the facility and submitted it to WB Olsen to be addressed this week and next
- Upcoming Projects (After VPRC!)
 - Village Hall IT office renovation
 - Parks Office break area and restroom improvements

Comm Noxon: Are they doing an ice rink this year?

Greg: The solutions moving forward creating our own rink. If they are predicting a lot cold weather.

b) Director of Parks and Recreation – Dir. Greg Gola

- We have the schedule for 2025 Rec Commission meetings. They will stay at the same time and day: Tuesday evenings at 7pm, but of course, the location will change to the VPRC.
 - Consensus vote to approve?
- The VPRC construction is complete, and the Deep cleaning of the entire facility is being completed
 - We have done the punch list walk through and just the minor items that need attention are being completed
 - Door adjustments
 - Hard pipe on the exterior wire runs
 - Painting touch ups
 - Couple of missing fire extinguishers cabinets to be installed
- Hacienda Landscaping has started to get construction submittals to Upland Design from review, in prep for spring work.

Comm. Chair S. Bousum: All in favor of keeping the current schedule at 7pm on Tuesday for next year. Comm.

Comm. Chair S. Bousum: Motion to approve, All ayes

Comm. Chair S. Bousum: Any Opposed? **None.**

Greg: People were concerned about the expenses of the pavers. It saved the Village over about 150,000 to 200,000.

Comm. Chair S. Bousum: Opposed to pouring concrete?

Greg: It was because of the storm water storage there um when we were going through all the discussions about adding parking further north. We have the parking that ends where the building ends on the North side but we're going to add more parking, but we don't have enough storm water storage for the parking. Also, for the Osland grant project that's coming up. So, we would have had to put underground storage and if we did the asphalt and it, we would have had to put underground storage tanks which would have been 5 00,000 with the asphalt.

Comm. D. Noxon: We are going to have any of those ballads that say traffic must stop when pedestrians are in the Crossways or are we going to have painted Crossways for from like where the WB Olson trailer is to the rec center that intersection.

Greg: We can talk to Public Works about that to see if there's a need for it.

Brian: The Tri Trail project is going to create a crosswalk to the rec center. The south side of the street right there on side parking that's all going to go away and become that Tri Trail pathway. So, it'll just be a two-lane Street and then that will have a crosswalk that will go to the rec center.

Comm. C. Murphy: Do you need any volunteers?

Greg: We are not opposed to having help, well see if we need some.

Unfinished Business

None

7. New Business

None

8. COMMISSIONER COMMENTS:

Comm. C. Murphy: I would like to go on the record tonight and state that I formally. I am not in favor of the proposed tax freeze and the negative implications to our 2025 Parks and Recreation budget have the potential to be significant and therefore for that reason and several others. I am not in not in favor of that proposed tax freeze.

Comm. R. Pazar: Excited for the new building, and happy holidays

Comm. M. Storino: Excited to everyone next year in the new building

Comm. D. Noxon: no comments and happy holidays

Comm. C. Collentine: I am very excited that this is coming to fruition and happy holiday everyone.

Chair S. Bousum: Very excited, building and finally open. And happy holidays

CHAIRPERSON COMMENTS:

VILLAGE LIASION: The budget hasn't been approved yet the budget will be up before approval next Monday so it's about a week out. We have to figure out if we're going pass a tax levy which that's just the first piece and then the budget so if the tax levy doesn't get passed then there's got to be about \$311,000 cut in the budget for next year. If it does pass and everything's fine, then the budget will be the second thing next week is the last week that we has to do it before we all just take off for per holiday.

9. VILLAGE STAFF COMMENTS:

a) Asst. Director Gina Racanelli: Thank all of you for your support. I felt like it would never get here after moving forward and accepting the Grant and it's been a whirlwind, and it seems like it was just

yesterday when we were starting out. I'd also like to take the opportunity to thank in the rec division staff for the work that they did behind the scenes in and being ready to open on January 3rd and it was a lot of it was a labor of love. It was a lot of extra things that went into what they were doing on their job in addition to you know putting out the programs and so forth and we had two staff went out and got certified in Food Service management. We were required to have at least one because of the type of kitchen we had, and I asked if two would do it because it's there's a lot of hours the building is open. Also added to all the other things that they do staff have done research as it relates to Fitness and Athletics and trying to grow that area and our the staff that works in the office here and in the parks office have been extremely helpful. The little things that seem small but are kind of seem big to us because of everything else that's happening Zoraida has only been with us a short time. She put this together you know our little snack for tonight, and Cathy and Judy in our office extremely helpful and everybody's preparing to move. We don't really talk about the folks that aren't here very much but you know without all of them this would have been very difficult to do so thank you to all of them and of course my coworker Brian and my favorite boss of all time Greg.

- b) Superintendent Brian Roche: Looking forward to the new rec center getting everybody in there to start using it and happy holidays thank you
- c) Director Greg Gola: Gina took the words out of my mouth with as far as the all the other staff behind the scenes they deserve a lot of credit. I know when we had the groundbreaking back in the fall of 2023, The end of beginning of September or October poor Gina because once we once groundbreaking happened, I was on her about getting programs and getting the staff ready to go and so it's been a busy year for sure. I think it's a nice facility for the residents. Everybody's hard work, coming together and having such a nice building. Happy holidays everybody and appreciate all your support thank you.

10. ADJOURNMENT: Chair Bousum called for meeting to adjourn at 8:06pm. Comm. C. Murphy approved motion; second by Comm. R. Pazar. Acclamation: vote was taken with all ayes.

NEXT MEETING: January 14, 2025 at VPRC

Public participation is invited. **When called upon, please approach the microphone and state your name. Kindly limit your remarks to three (3) minutes.**

VILLAGE OF VILLA PARK

**Village of Villa Park, Committee of the Whole Room
20 S. Ardmore Avenue
Villa Park, IL 60181**

Environmental Concerns Commission

November 21, 2024

7:00 PM

Chairperson: Robert Wagner

Commissioners: Joe Amore, Marianne Greco, Sandra Hill, Ellen Jurkonis, Allan Leishman, Lynn Smith and Junior Commissioner Ivan Figueroa

1. **Call to Order - Roll Call** – Commissioners Amore, Greco, Hill, Jurkonis, Leishman, and Wagner responded to an in-person presence while Commissioner Figueroa attended by an approved phone conference. Their attendance created a quorum. Vassili Voskresenski attended as the Village staff representative.
2. **Public Comments on Agenda Items** - none
3. **Amendments to the Agenda** – Commissioner Leishman made a motion seconded by Commissioner Hill to merge Business Items a and c. Motion passed.
4. **Consent Agenda**
 - a. Approval of Minutes from October 24, 2024 Regular Meeting – Commissioner Leishman moved and Commissioner Amore seconded a motion to approve the minutes. Motion passed. Commissioner Smith joined the meeting at 7:11 p.m.
5. **Business**
 - a. Report of the Bike, Pedestrian and Transit Subcommittee (BPTS) – Commissioner Leishman shared information on BPTS meeting dates for 2025, Project Sidewalk progress including work with the Willowbrook Environmental Club, and he moved to approve a BPTS recommendation for modifications to Article 7 of the Code of Ordinances focusing on bicycle parking recommendations. Motion was seconded by Commissioner Hill. After discussion, the motion passed.
 - b. Recap of 2024 Pumpkin Smash – Chairman Wagner thanked Commissioners for their help and stated the event went well with 58 cars and some walkers attending. 2.06 tons of pumpkins were collected. He recommended using the Parks and Recreation Department’s public information next year to promote the event.

- c. 2025 Goals Setting: Report from Engagement, Education, Advocacy Groups – Discussion on this item was extensive with groups presenting goals and ideas being shared. Future discussions will be added to the agendas in 2025 for further consideration of the goals.

Four Education Goals with notes were presented by Commissioners Greco and Smith.

1. Environmental Movie Night with filmmaker or expert and Q and A
2. Discussion of Sustainable Landscape
3. Discussion of Community Garden
4. Pace Education Event at Brewfest.

Three Advocacy Goals with steps to completion were presented by Commissioners Leishman and Hill.

1. Advocate for Public Events to Produce Less Waste
2. Monitor Natural Water Quality Around Village
3. Advocate for Pedestrian Crossing Capital Improvement

Four Engagement Goals with suggestions for action were presented by Commissioners Figueroa and Wagner.

1. Survey of Village residents and Willowbrook students on environmental issues
2. Tree initiative
3. Social media
4. Adopt and Educate residents on use of Recycle Coach App

- d. Communication/ Community Outreach: Cooking Oil Collection (November 30th), Joyful Traditions (December 7th) – Chairman Wagner informed the ECC of publicity and plans for the Cooking Oil Collection. Commissioner Leishman offered to help Chairman Wagner at the event. North School Environmental Club advisors offered to create ornaments for the ECC tree for Joyful Traditions. Commissioner Jurkonis will coordinate this and will be present at the tree decorations. Commissioner Amore will also attend.
- e. Preparing for Green Champion – Chairman Wagner encouraged members to identify candidates for this award and he has submitted articles seeking nominations from residents.
- f. 2024 Budget / Spending Requests: Lead Service Lines Display, Commission T-Shirts, and ECC Branded Re-usable Bags – Chairman Wagner indicated the ECC has \$324.17 left in the budget. Commissioner Leishman moved and

Commissioner Greco seconded a motion to cover the cost of a display on lead pipes for use as residents learn about the issue of lead pipes. The motion indicated the cost was not to exceed \$100 and Chairman Wagner offered to create the display. Motion passed. Another motion made by Commissioner Leishman and seconded by Commissioner Smith to allot a maximum of \$200 for the purchase of storage containers which can be used to easily transport the materials the ECC shares at events. Motion passed.

- g. Lead Service Lines – Update – Mr. Voskresenski reported that the Village has hired a consultant to work on this issue.

6. Public Comments on Non-Agenda Items- none

- 7. Commissioner Comments –** Commissioner Leishman shared that he will take an Amtrak vacation. Commissioner Smith encouraged members to advocate for the 3 Rs during the holidays. Commissioner Amore reminded members of Styrofoam recycling and he wished others a Happy Thanksgiving. Commissioner Hill reported that the Argonne/Library project of air monitoring is in the final stages of completion. Commissioner Greco told of reading about the possible jailing of citizens in Japan if they are on their phones while riding a bike.

- 8. Chairman Comments –** Chairman Wagner shared updates including chloride monitoring in Villa Park ponds, the Metropolitan Mayors Caucus Recycle Coach program, the trash tonnage reports, issues with water meter reporting, and Giving Tuesday. Mr. Voskresenski will ask about the tonnage reports.

9. Village Board Liaison Comments - none

10. Village Staff Comments - none

- 11. Adjournment –** Commissioner Hill made a motion which was seconded by Commissioner Leishman to adjourn. Motion passed and the adjournment was made at 8:58.



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: January 27, 2025

SUBJECT: Pursuant to 5 ILCS 120/2
(c) (1) – The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION: