

AGENDA

RULES MEETING OF THE BOARD OF TRUSTEES VILLAGE OF PARK FOREST, COOK AND WILL COUNTIES, ILLINOIS

Village Hall

7:00 p.m.

July 11, 2016

Roll Call

1. Enabling Resolution to Enter into an Intergovernmental Agreement with the MWRDGC for the Distribution of Rain Barrels
2. Urban Forestry Operations
3. Purchase of Freedom Hall Stage Curtains
4. Awarding of the 2016 Sewer Cleaning and Televising Contract
5. 2016 Street Resurfacing

Mayor's Comments

Manager's Comments

Trustee's Comments

Attorney's Comments

Clerk Comments

Audience to Visitors

Adjournment

Agenda Items are Available in the Lobby of Village Hall and on the Village website
www.villageofparkforest.com

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or (708)748-1129 or via e-mail at sblack@vopf.com. Every effort will be made to allow for meeting participation.

AGENDA BRIEFING

DATE: July 5, 2016

TO: Mayor Ostenburg
Board of Trustees

FROM: Nicholas Christie – Assistant Village Engineer - DPW

RE: Enabling Resolution Authorizing the Execution of an Intergovernmental Agreement with the MWRDGC for the Distribution of Rain Barrels

BACKGROUND/DISCUSSION:

The Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) is the government body that has been responsible for treating the sanitary sewage for 91% of Cook County since 1889. The additional 9% of the County is made up of mainly of forest preserves and collar communities that send their sewage elsewhere to be treated. Park Forest is one of the few Cook County communities not tributary to the MWRDGC, as it sends its sewage to the Thorn Creek Sanitary District. However, in 2004, the Illinois General Assembly granted the MWRDGC jurisdiction over all storm water in Cook County, including Park Forest. This has made for an uncertain relationship between Park Forest and the MWRDGC when determining funding eligibility and the Districts authority over storm water outfalls throughout the Village.

In an effort to promote Green Infrastructure, on May 21st, 2015, the MWRDGC adopted a program to distribute free rain barrels to residents within Cook County. All that was necessary was for each participating community to enter into an Intergovernmental Agreement with the MWRDGC. At the time, we were told that Park Forest was not eligible for the program, as we were not a part of the MWRDGC corporate boundaries (the taxing district for which MWRDGC treats sanitary sewage). Staff argued that this was a storm water initiative and Park Forest was eligible for the program due to the authority granted by the Illinois General Assembly. The MWRDGC legal team reviewed the argument presented by staff and eventually agreed that we were eligible for the program.

The MWRDGC free rain barrel program allows Cook County residents to request up to 4 free rain barrels, at no charge to the municipality. Under the program, the resident makes the request to the Village, and we in turn request the rain barrels from the MWRDGC. Once requested, they will be delivered by a contractor to each individual's home, along with all necessary connecting hardware. The Village will not, nor will the MWRDGC, install the rain barrel for the homeowner.

It should be noted that the MWRDGC has indicated to us that this program will end December 31, 2016, though any Community Intergovernmental Agreement executed before August 31st, 2016 will still be allowed to participate in the program. This makes it critical to get the information out to the community about the program as soon as possible. The MWRDGC has indicated that all resident requests submitted prior to December 31, 2016 will be honored.

This agreement is only for residential homes within Cook County. Community Groups, Nongovernment Organizations, and Campus Type facilities (town halls, libraries, park district facilities, fire departments, police stations, etc.) are also eligible for rain barrels with a separate agreement with the MWRDGC. We are currently evaluating our Village facilities to see if we can take advantage of this program.

RECOMMENDATION: Approve the Enabling Resolution authorizing the execution of an Intergovernmental Agreement with the MWRDGC for the distribution of rain barrels to Cook County residents at no cost to the Village of Park Forest or the residents.

SCHEDULE FOR DISCUSSION: This item will appear on the Agenda of the Rules meeting of July 11, 2016 for your discussion and consideration.

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE EXECUTION OF AN
INTERGOVERNMENTAL AGREEMENT WITH THE METROPOLITAN WATER
RECLAMATION DISTRICT OF GREATER CHICAGO**

WHEREAS, the Village of Park Forest and the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) wish to promote Green Infrastructure; and

WHEREAS, on November 17, 2004, the Illinois General Assembly passed Public Act 093-1049 declaring that storm water management in Cook County shall be under the general supervision of the MWRDGC; and

WHEREAS, on April 17, 2014, the MWRDGC Board of Commissioners adopted their Rain Barrel Program and on May 21, 2015 adopted amendments to said program to encourage greater participation in the distribution of rain barrels ; and

WHEREAS, the Village of Park Forest wishes to participate in the MWRDGC Rain Barrel Program for the distribution of rain barrels to Cook County residents at no cost to the Village of Park Forest or the residents; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Board of Trustees of the Village of Park Forest, Cook County and Will County, Illinois, in the exercise of Park Forest's home rule powers that the Intergovernmental Agreement between the Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) and the Village of Park Forest in substantially the form attached hereto as Exhibit "A" is hereby approved. **BE IT FURTHER RESOLVED** that the Mayor is hereby authorized to execute the Agreement and associated documents on behalf of the Village.

ADOPTED this day of _____, 2016.

APPROVED:

ATTEST:

John A. Ostenburg, Mayor

Sheila McGann, Village Clerk

**INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF
PARK FOREST AND THE METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO FOR THE DISTRIBUTION OF RAIN BARRELS**

THIS INTERGOVERNMENTAL AGREEMENT (hereinafter the “Agreement”) entered into, by and between the Metropolitan Water Reclamation District of Greater Chicago, a unit of local government and body corporate and politic, organized and existing under the laws of the State of Illinois (hereinafter the “District”) and the Village of Park Forest, a municipal corporation and home rule unit of government organized and existing under Article VII, Section 6 of the 1970 Constitution of the State of Illinois (hereinafter the “Village”).

WITNESSETH:

WHEREAS, on November 17, 2004, the Illinois General Assembly passed Public Act 093-1049 (hereinafter the “Act”); and

WHEREAS, the Act declares that stormwater management in Cook County shall be under the general supervision of the District; and

WHEREAS, the Act, as amended, specifically authorizes the District to plan, implement, and finance regional and local activities relating to stormwater management in Cook County; and

WHEREAS, one component of the District’s stormwater management program includes green infrastructure, which hereinafter shall mean the range of stormwater control measures that use plant/soil systems, permeable pavement, stormwater harvest and reuse, or native landscaping to store, infiltrate, and/or evapotranspire stormwater and reduce flows to the sewer systems or to surface waters as more fully set forth at 415 ILCS 56/5; and

WHEREAS, the District has committed to developing an enhanced rain barrel distribution program (“Rain Barrel Program”), in conformance with Appendix E, Section II(A) of a certain consent decree entered into in United States, et al., v. Metropolitan Water Reclamation District of Greater Chicago, Case No. 1:11-cv-08859 (N.D. Ill. 2014)(“Consent Decree”), and the District’s formal commitment herein is intended to satisfy that obligation; and

WHEREAS, on April 17, 2014, the District’s Board of Commissioners adopted a Rain Barrel Program Policy (“Rain Barrel Program”) that is intended to satisfy certain requirements of the Consent Decree, and as part of the Policy, the District intends to develop a Municipal Distribution Network of its Rain Barrel Program as further set forth herein; and

WHEREAS, on May 21, 2015, the District’s Board of Commissioners adopted amendments to its Rain Barrel Program designed to encourage greater participation and distribution of rain barrels; and

WHEREAS, under the Rain Barrel Program, the District shall provide rain barrels designed to capture and use rain water to residences throughout its service area; and

WHEREAS, the distribution of rain barrels through the Rain Barrel Program may be approached more effectively, economically, and comprehensively, with the Village, and the District cooperating and using their joint efforts and resources; and

WHEREAS, the Village is located, wholly or partly, within the boundaries of Cook County; and

WHEREAS, the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*, and Section 10 of Article VII of the Illinois Constitution, allow and encourage intergovernmental cooperation; and

WHEREAS, on May 21, 2015, the District's Board of Commissioners authorized the District to enter into an intergovernmental agreement, in substantially the same form as this intergovernmental agreement, with units of local government throughout the District's service area; and

WHEREAS, on _____, 2016, the Village's Board of Trustees authorized the Village to enter into an intergovernmental agreement with the District; and

NOW THEREFORE, in consideration of the matters set forth, the mutual covenants and agreements contained in this agreement and, for other good and valuable consideration, the Village and District hereby agree as follows:

ARTICLE 1. INCORPORATION OF RECITALS

The recitals set forth above are incorporated herein by reference and made a part hereof.

ARTICLE 2. SCOPE OF WORK

1. The scope of this Agreement will include the District providing rain barrels, connection hardware and delivery at no cost, to the homes of residents in the Village that are located in Cook County (hereinafter the "Project"), as more fully set forth in Exhibit 1.
2. The District is expressly and intentionally not providing any assistance for the installation and operation of the rain barrel other than an instruction pamphlet, in a form substantially similar to the one attached hereto as Exhibit 2.
3. In order for the Village to be eligible to participate in this Rain Barrel Program, on behalf of its residents in Cook County, the Village agrees to perform the following requirements:

- a. place all rain barrel orders on behalf of residents in Cook County using a form provided by the District. The Village shall be responsible for ensuring that orders are only submitted for residents living in Cook County; and
- b. obtain informed written consent from each resident receiving rain barrels allowing and agreeing to the District's limited access to their property solely for the purpose of delivering the rain barrel(s); and
- c. within one year of the date of this Agreement, the Village shall report back to the District with the number of rain barrels distributed, and cooperate with the District in the conducting of a post installation survey.

The documents setting forth an explanation of the Rain Barrel Program and needing to be signed by the Village and its residents, prior to free rain barrels being distributed, are attached hereto as Exhibit 1. In order to encourage as wide a distribution of rain barrels as possible, the maximum number of rain barrels to be distributed per home is four.

4. The Village shall return to the District all rain barrels that were delivered by the District in connection with the Rain Barrel Program but for any reason whatsoever were not installed or were subsequently disconnected from a resident's home.

ARTICLE 3. PERMITS AND FEES

1. Federal, State, and County Requirements. In the event any federal, state or local permits are required, the Village shall obtain all such permits required by law in connection with the Rain Barrel Program, and shall assume any costs in procuring said permits. Additionally, the Village shall obtain all consents and approvals required by federal, state, and/or county regulations in connection with the Rain Barrel program, and shall assume any costs incurred in procuring all such consents and approvals.
2. Maintenance. The Village shall obtain any and all permits necessary for the performance of any maintenance work associated with the improvements in connection with the Rain Barrel Program.

ARTICLE 4. INSPECTION AND MAINTENANCE

The District shall have the right (including any necessary right of access) in conjunction with the Village to conduct a joint annual inspection of the installed rain barrels upon reasonable notice to the Village and the homeowner(s).

ARTICLE 5. EFFECTIVE DATE

This Agreement becomes effective on the date that the last signature is affixed hereto.

ARTICLE 6. DURATION

Subject to the terms and conditions of Article 2 and Article 10, Section 4, this Agreement shall remain in full force and effect for perpetuity.

ARTICLE 7. NON-ASSIGNMENT

Neither party may assign its rights or obligations hereunder without the written consent of the other party.

ARTICLE 8. WAIVER OF PERSONAL LIABILITY

No official, employee, or agent of either party to this Agreement shall be charged personally by the other party with any liability or expenses of defense incurred as a result of the exercise of any rights, privileges, or authority granted herein, nor shall he or she be held personally liable under any term or provision of this Agreement, or because of a party's execution or attempted execution of this Agreement, or because of any breach of this Agreement.

ARTICLE 9. INDEMNIFICATION

The Village shall defend, indemnify, and hold harmless the District, its Commissioners, officers, employees, and other agents ("District Party") from liabilities of every kind, including losses, damages and reasonable costs, payments and expenses (such as, but not limited to, court costs and reasonable attorneys' fees and disbursements), claims, demands, actions, suits, proceedings, judgments or settlements, any or all of which are asserted by any individual, private entity, or public entity against the District Party and arise out of or are in any way related to: (1) the distribution, installation and use of rain barrels through the Rain Barrel Program within the corporate limit of the Village within Cook County; or (2) the exercise of any right, privilege, or authority granted to the Village under this Agreement.

ARTICLE 10. REPRESENTATIONS OF THE VILLAGE

The Village covenants, represents, and warrants as follows:

1. By submitting an application on behalf of its residents for rain barrel(s), the Village represents that it has the full authority and permission from the homeowner(s) and that such permission includes:
 - a. the right of the District, or its vendor, to deliver the rain barrel(s) to the individual homeowner, including but not necessarily limited to reasonable access to the homeowner's real property for purposes of delivering the rain barrel(s); and

- b. that the Village and the District may access the homeowner's property to conduct a joint annual inspection of the installed rain barrels upon reasonable notice to the recipient of the rain barrel(s).
2. The individuals signing this Agreement and all other documents executed on behalf of the Village are duly authorized to sign same on behalf of and to bind the Village;
3. The execution and delivery of this Agreement, consummation of the transactions provided for herein, and the fulfillment of the terms hereof will not result in any breach of any of the terms or provisions of or constitute a default under any agreement of the Village or any instrument to which the Village is bound or any judgment, decree, or order of any court or governmental body or any applicable law, rule, or regulation; and
4. The Village acknowledges and accepts that the Rain Barrel Program being offered by the District is a voluntary program, wherein the Village residents are receiving complimentary rain barrels and as such, the District may discontinue the Rain Barrel Program at any time, without notice and without obligation to provide any additional rain barrels.

ARTICLE 11. REPRESENTATIONS OF THE DISTRICT

The District covenants, represents, and warrants as follows:

1. The District has full authority to execute, deliver, and perform or cause to be performed this Agreement;
2. The individuals signing this Agreement and all other documents executed on behalf of the District are duly authorized to sign same on behalf of and to bind the District; and
3. The execution and delivery of this Agreement, consummation of the transactions provided for herein, and the fulfillment of the terms hereof will not result in any breach of any of the terms or provisions of or constitute a default under any agreement of the District or any instrument to which the District is bound or any judgment, decree, or order of any court or governmental body or any applicable law, rule, or regulation.

ARTICLE 12. DISCLAIMERS

This Agreement is not intended, nor shall it be construed, to confer any rights, privileges, or authority not permitted by Illinois law. Nothing in this Agreement shall be construed to establish a contractual relationship between the District and any party other than the Village.

ARTICLE 13. WAIVERS

Whenever a party to this Agreement by proper authority waives the other party's performance in any respect or waives a requirement or condition to performance, the waiver so granted, whether express or implied, shall only apply to the particular instance and shall not be deemed a waiver for subsequent instances of the performance, requirement, or condition. No such waiver shall be construed as a modification of this Agreement regardless of the number of times the performance, requirement, or condition may have been waived.

ARTICLE 14. SEVERABILITY

If any provision of this Agreement is held to be invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability will not affect any other provisions of this Agreement, and this Agreement will be construed as if such invalid, illegal, or unenforceable provision has never been contained herein. The remaining provisions will remain in full force and will not be affected by the invalid, illegal, or unenforceable provision or by its severance. In lieu of such illegal, invalid, or unenforceable provision, there will be added automatically as part of this Agreement a provision as similar in its terms to such illegal, invalid, or unenforceable provision as may be possible and be legal, valid, and enforceable.

ARTICLE 15. DEEMED INCLUSION

Provisions required (as of the effective date) by law, ordinances, rules, regulations, or executive orders to be inserted in this Agreement are deemed inserted in this Agreement whether or not they appear in this Agreement or, upon application by either party, this Agreement will be amended to make the insertions. However, in no event will the failure to insert such provisions before or after this Agreement is signed prevent its enforcement.

ARTICLE 16. ENTIRE AGREEMENT

This Agreement, and any exhibits or riders attached hereto, shall constitute the entire agreement between the parties. No other warranties, inducements, considerations, promises, or interpretations shall be implied or impressed upon this Agreement that are not expressly set forth herein.

ARTICLE 17. AMENDMENTS

This Agreement shall not be amended unless it is done so in writing and signed by the authorized representatives of both parties.

ARTICLE 18. REFERENCES TO DOCUMENTS

All references in this Agreement to any exhibit or document shall be deemed to include all supplements and/or authorized amendments to any such exhibits or documents to which both parties hereto are privy.

ARTICLE 19. JUDICIAL AND ADMINISTRATIVE REMEDIES

The parties agree that this Agreement and any subsequent Amendment shall be governed by, and construed and enforced in accordance with, the laws of the State of Illinois in all respects, including matters of construction, validity, and performance. The parties further agree that the proper venue to resolve any dispute which may arise out of this Agreement is the appropriate Court of competent jurisdiction located in Cook County, Illinois.

This Agreement shall not be construed against a party by reason of who prepared it. Each party agrees to provide a certified copy of the ordinance, bylaw, or other authority to evidence the reasonable satisfaction of the other party that the person signing this Agreement for such party is authorized to do so and that this Agreement is a valid and binding obligation of such party. The parties agree that this Agreement may be executed in quadruplicate.

The rights and remedies of the District or the Village shall be cumulative, and election by the District or the Village of any single remedy shall not constitute a waiver of any other remedy that such party may pursue under this Agreement.

ARTICLE 20. NOTICES

Unless otherwise stated in this Agreement, any and all notices given in connection with this Agreement shall be deemed adequately given only if in writing and addressed to the party for whom such notices are intended at the address set forth below. All notices shall be sent by personal delivery, UPS, Fed Ex or other overnight messenger service, first class registered or certified mail, postage prepaid, return receipt requested, or by facsimile. A written notice shall be deemed to have been given to the recipient party on the earlier of (a) the date it is hand-delivered to the address required by this Agreement; (b) with respect to notices sent by mail, two days (excluding Sundays and federal holidays) following the date it is properly addressed and placed in the U.S. Mail, with proper postage prepaid; or (c) with respect to notices sent by facsimile, on the date sent, if sent to the facsimile number(s) set forth below and upon proof of delivery as evidenced by the sending fax machine. The name of this Agreement i.e., INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE VILLAGE OF PARK FOREST AND THE METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO FOR THE DISTRIBUTION OF RAIN BARRELS must be prominently featured in the heading of all notices sent hereunder.

Any and all notices referred to in this Agreement, or that either party desires to give to the other, shall be addressed as set forth in Article 21, unless otherwise specified and agreed to by the parties:

ARTICLE 21. REPRESENTATIVES

Immediately upon execution of this Agreement, the following individuals will represent the parties as a primary contact and receipt of notice in all matters under this Agreement:

For the District

Director of Maintenance & Operations
Metropolitan Water Reclamation District
100 East Erie Street
Chicago, Illinois 60611
Phone: (312) 751-7905
FAX: (312) 751-5681

For the Village

Mayor
Village of Park Forest
350 Victory Drive
Park Forest, Illinois 60466
Phone: (708) 283-5606
FAX: (708) 503-8560

Each party agrees to promptly notify the other party of any change in its designated representative, which notice shall include the name, address, telephone number and fax number of the representative for such party for the purpose hereof.

IN WITNESS WHEREOF, the Metropolitan Water Reclamation District of Greater Chicago and the Village of Park Forest, the parties hereto, have each caused this Agreement to be executed in quadruplicate by their duly authorized officers, duly attested and their seals hereunto affixed.

VILLAGE OF PARK FOREST

BY: _____
John A. Ostenburg, Mayor

DATE: _____

ATTEST:

Sheila McGann, Village Clerk

DATE: _____

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

Chairman of the Committee on Finance Date

Executive Director Date

ATTEST:

Clerk Date

APPROVED AS TO OPERATIONS, AND TECHNICAL MATTERS:

Assistant Director of Maintenance & Operations Date

Director of Maintenance & Operations Date

APPROVED AS TO FORM AND LEGALITY:

Head Assistant Attorney Date

General Counsel Date

EXHIBIT 1

Metropolitan Water Reclamation District of Greater Chicago

Rain Barrel Program

A component of the District's Green Infrastructure Program

I. PROGRAM DESCRIPTION

Rain Barrels are a form of green infrastructure that are designed to capture and reuse rain water. The largest benefit of rain barrel use is achieved by disconnecting the roof runoff from the system and installing rain barrels to reuse water. Roofs comprise 41% of the impervious surface in Cook County. Many of these surfaces are directly connected to the public drainage system.

The goal of the Metropolitan Water Reclamation District of Greater Chicago's (District's) Rain Barrel Program is removing the direct load from entering the sewer system, reducing basement backups, and reducing combined sewer overflow volume, overland flooding, and infiltration and inflow. The District believes the value of keeping water out of the system will benefit the community.

The District's Rain Barrel Program will utilize three distribution networks throughout its service-delivery area to distribute and promote the use of rain barrels. These networks are described in Section II. Each rain barrel distributed will display a specially-designed label that summarizes the environmental benefits of using rain barrels (see Attachment A).

II. DISTRIBUTION NETWORKS

The three networks that will be utilized to distribute rain barrels are: municipalities, community groups/non-governmental organizations and campus- type facilities.

A. Municipalities

Cook County has 129 communities within the District's service area. Each community will be encouraged to adopt the Rain Barrel Program as its own. This program is contingent on funding approval by the Board of Commissioners on an annual basis. Until otherwise indicated, the Program will provide free rain barrels to residents who live in the District's service area.

Municipalities are required to enroll in this free program via an Intergovernmental Agreement (IGA). Once an IGA is signed, municipalities may order rain barrels, connection hardware, and delivery for their residents from the District's vendor at no cost to the municipality. The District will cover the cost of the rain barrels, the connection hardware and home delivery as the District has a contract with a vendor in place; the vendor will furnish and deliver rain barrels, and municipal partners will be

provided with an email address and telephone number that can be used to order the rain barrels for delivery to residents. Distribution will be limited to a maximum of four rain barrels per home.

The District will provide the following templates for municipalities to use:

- **Sample letter and rain barrel reservation form** – The letter and form can be adapted and mailed to residents; the form is designed to collect the information needed to place an order on the resident’s behalf.
- **Sample brochure that can incorporate your logo** – Upon request, the District will provide municipalities with a supply of brochures imprinted with their municipal logo.
- **Generic press release** – The language in this generic press release can be used in newsletters, on websites or submitted to local publications.

B. Community Groups/Non-Governmental Organizations

Cook County has many community groups and non-governmental organizations (NGOs) that work to educate residents about stormwater management, green infrastructure and environmental improvement. Community groups and NGOs will have access to the District's rain barrel program. To enroll in this free program, they will be asked to sign a Memorandum of Understanding (MOU). Once the MOU is signed, the community group/NGO may order rain barrels, connection hardware, and delivery for their constituents from the District at no cost to the community group/NGO.

In order to participate, the community group or NGO must:

- Submit a plan to the District describing the utilization of rain barrels;
- Provide detailed ordering information to the District ;
- Periodically ensure proper installation of rain barrels;
- Ensure proper education, care and maintenance of the rain barrels;
- Provide a follow-up report on rain barrel distribution. The report should include the following information:
 - email addresses of constituents receiving the rain barrel(s)
 - street addresses where rain barrels were installed
 - number of rain barrels installed, with a maximum of four rain barrels per home or location
 - a brief report of project successes and/or lessons learned in implementing the project.

C. Campus-Type Facilities

Campus-type facilities include: schools, municipal properties (i.e. town halls, libraries, park district facilities, fire and police stations, garage/outbuilding), churches,

community centers, senior centers, hospitals and clinics. The District will provide free rain barrels to any such facility committed to be a community partner and good steward of stormwater. The facility representative should contact the District regarding execution of a template IGA or MOU and to complete an appropriate application which shall include at a minimum:

- Size of campus
- Number of rain barrels requested
- Percent of downspouts intercepted
- Any other additional stormwater controls implemented on the site

After the rain barrels have been delivered and installed, the facility representative should submit a post-implementation plan or "As-Built" document that provides at minimum:

- addresses and locations where rain barrels were installed
- number of rain barrels installed
- a brief report of project successes and/or lessons learned in implementing the project.

III. MARKETING AND PROMOTION

In addition to providing technical assistance to residents, municipalities, community groups/non-governmental organizations and campus-type facilities on the proper use of rain barrels, a combination of tools will be provided by the District's Office of Public Affairs to promote and market rain barrels to the distribution networks. The tools include the District website, community outreach, public service announcements, email campaigns, press releases, promotion on social media, a rain barrel installation video and distribution of brochures.

Templates for applying for free rain barrels will be provided. In addition, the District can provide materials that utilize logos from the municipalities, community groups/non-governmental organizations and campus-type facilities for program purposes. The District will assign a District liaison to interested municipalities, community groups/non-governmental organizations and campus-type facilities. The liaison can provide assistance and direction during program implementation.

District Commissioners will also play a role in the marketing and promotion of the Rain Barrel Program. Commissioners may use and distribute rain barrels at community events as a means of educating and informing the public about the importance of green infrastructure, promoting the District's Rain Barrel Program, and instructing on proper installation. Upon request of each rain barrel for such events, Commissioners will provide the date, location, and purpose of the event for which the rain barrel(s) is/are being used, acknowledging by signature that the use and distribution is in compliance with the District's Ethics Ordinance policy on political activity.

IV. PROGRAM PERFORMANCE

The District's Maintenance and Operations Department will continue to administer the Rain Barrel Program in cooperation with Engineering and Public Affairs. An assigned resident engineer will administer the rain barrel contract, coordinate deliveries, and document distribution for reporting purposes. The resident engineer will collect the addresses and number of rain barrels delivered and installed. The Office of Public Affairs will document marketing, community outreach and technical assistance and submit this information to the resident engineer for inclusion in an annual report.

V. LABEL

A label will be affixed to every rain barrel distributed (see Attachment A). The label summarizes the environmental benefits of using rain barrels and green infrastructure.

VI. FORMS

Draft forms pertaining to this program are attached and will be modified to include information pertaining to the specific participating municipality, community group/non-governmental organization or campus-type facility:

1. Municipal and Community Group/NGO Ordering Instructions - Attachment B
2. Resident Application Sample Form – Attachment C
3. Campus-Type Facility Application Sample Form – Attachment D

Attachment A

SAVE WATER PREVENT FLOODING IMPROVE WATER QUALITY

55 GALLON
FROST-PROOF
RECYCLED

Rain Barrel

including:
MOSQUITO SCREEN
OVERFLOW DRAIN
SPIGOT

This rain barrel is part of the Metropolitan Water Reclamation District of Greater Chicago's green infrastructure program.
Green infrastructure helps prevent flooding and improve water quality by keeping clean water out of the sewer system.



Use water from your rain barrel to wash your car, water your garden or lawn, or wash your pet. Do not drink water from a rain barrel. For installation instructions and more information, visit mwrdd.org. Find the MWRD on Facebook and Twitter and show off your rain barrel!

Attachment B



MWRD Rain Barrel Program Municipal and Community Group/ Non-Governmental Organization Ordering Instructions

Municipalities and Community Groups/Non-Governmental Organizations (NGOs) in the District's service area may order free rain barrels for their residents.

To qualify for free rain barrels, residents must either live in a municipality that has signed an Intergovernmental Agreement with the District or request them through an organization that has signed a Memorandum of Understanding with the District.

If the resident meets the above criteria, then the municipality or community group/NGO may contact Roland Derylo at derylor@mwrdd.org to order rain barrels*; please write **MWRD Rain Barrel Program** in the subject line.

The municipality or community group/NGO will be provided a spreadsheet and will be required to fill in the following resident information: **Name, Address [City, State & Zip], Phone Number, Email Address, Number of Rain Barrels and Color Requested.**

*A maximum of four rain barrels may be ordered per location.

Bulk deliveries will continue to be made to organizations and agencies wishing to purchase rain barrels at cost from the District.

Need more information? Visit www.mwrdd.org or call (312) 751-6633.

Attachment C
Sample Form

Free Rain Barrel Program

Municipal Application Form for Residents

We are pleased to offer free rain barrels to our residents. Please complete the information needed for delivery.

Resident's information:

Name: _____
(Please print)

Home address: _____

City, State, Zip: _____

Phone number: _____

Email address: _____

Number of rain barrels requested: _____

Rain Barrel Color (indicate #): ___ Terra Cotta ___ Blue ___ Black ___ Gray

Notice to Resident: All rain barrels no longer in use must be returned to the municipality. If you decide to remove your rain barrel, please contact [insert name, phone number, email address] to arrange for its return.

**Attachment D
Sample Form**

Free Rain Barrel Program Campus-Type Facility Application Form

The Campus-Type Facility may contact Roland Derylo at derylor@mwrld.org to order rain barrels; please write **MWRD Rain Barrel Program** in the subject line. Please include the information needed for delivery below.

Facility and Ordering information:

Name of Campus-Type Facility: _____
(Please print)

Rain Barrels' Delivery Location Address: _____

City, State, Zip: _____

Number of rain barrels requested: _____

Rain Barrel Color (indicate #): ___ Terra Cotta ___ Blue ___ Black ___ Gray

Campus-Type Facility Representative Contact Information:

Contact Name: _____

Phone number: _____

Email address: _____

EXHIBIT 2

Installation Instructions

Please read these instructions and warnings thoroughly before beginning installation and retain for future reference.

INCLUDED

- Rain barrel body (A)
- Rain barrel lid (B)
- Mesh filter (preinstalled in lid) (C)
- 1 overflow hose and 1 hose clamp (D)
- 1 spout, 1 rubber gasket, 1 nut (E)
- 4 screws

NEEDED

- Slothead and Phillips (crosshead) screwdrivers
- Wrench
- Tape measure and marker
- Safety glasses, safety gloves
- Hacksaw
- Hammer or chisel

Step 1 Locate

Choose a location below a downspout for your rain barrel. The location must have level, firm ground. A 3'x3' paving stone can be used to provide stability. Avoid locations near ground-level basement windows or window wells.

Step 2 Assemble

Put the rubber gasket on the spout and place it through the hole at the front of the barrel. Thread the nut onto the back of the spout from inside the barrel. Hold the nut in place with a wrench and hand tighten only. It only needs to be tight enough to prevent water leakage. Use caution as over-tightening can crack the barrel.

Step 3 Cut Downspout

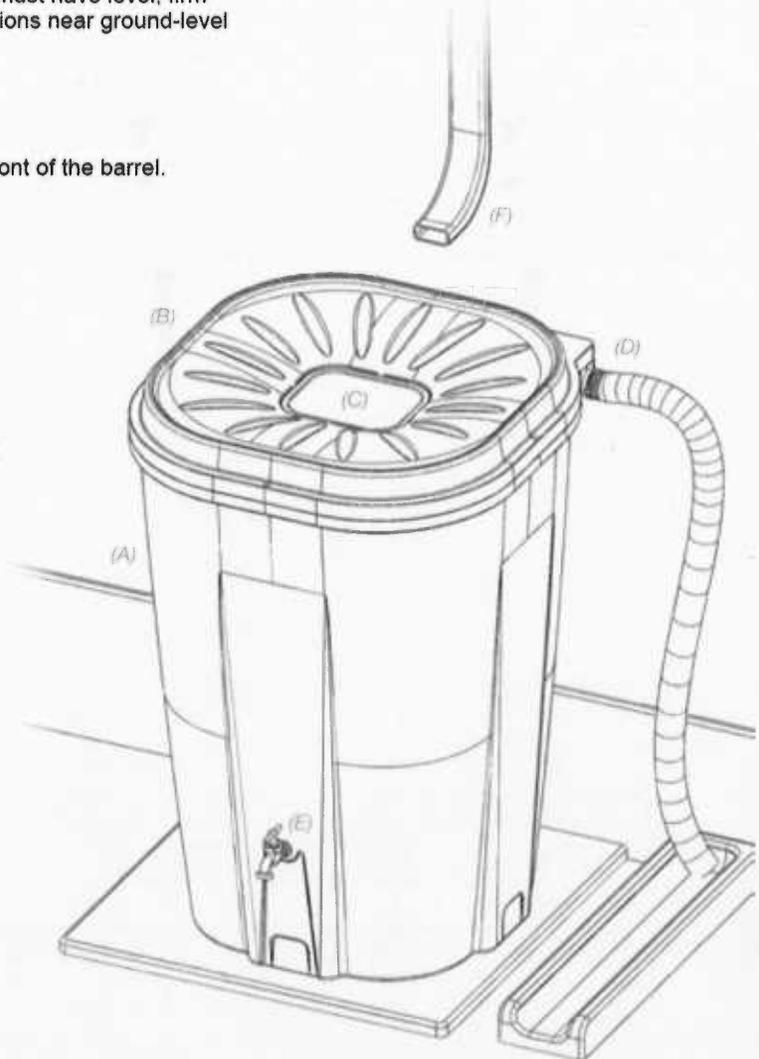
Place the barrel beside the downspout to measure and mark your required cut. Make sure to allow enough room for the barrel, lid and elbow spout. **Wearing safety glasses and gloves,** cut the downspout using a hacksaw. Attach your existing elbow spout (F) to the new downspout end.

Step 4 Overflow

Choose which side overflow spout you will use. Both spouts are blocked by a plastic disc by default. Remove the disc by inserting a slot screwdriver or chisel into the overflow tube from the outside, and gently tap with a hammer around the edges of the disc until it pops free. Attach the overflow hose using the hose clamp and a slot screwdriver. Direct the other end of the hose to wherever your downspout originally drained, which should be either a splash pad or sewer drain.

Step 5 Attach Lid & Place

Place the lid on the barrel and affix using the four provided screws (#6 x 1.5") and a crosshead screwdriver. Hand-tighten only. Over-tightening may crack the plastic. Place assembled bin under downspout and ensure it is level and stable.



Option Connecting Multiple Barrels

Multiple FreeGarden™ RAIN barrels can be connected to collect additional water from the same downspout. On each additional barrel tap out BOTH plastic discs in the overflow spouts as in Step 4 above, then connect and clamp the end of the first barrel's overflow hose to one of the spouts of the additional barrel. Clamp and connect another overflow hose to the other spout of the additional barrel and direct the open end to wherever your downspout originally drained (usually a splash pad or sewer drain).

Usage

Congratulations! You can use your collected rainwater for many purposes, such as:

- Watering lawns
- Watering gardens
- Washing cars
- Cleaning outdoor furniture
- Washing garden tools and containers
- Watering indoor and outdoor potted plants

Note: **NEVER DRINK OR INGEST STANDING WATER.** Do not allow ingestion by pets and animals, and do not cook or wash anything in collected rainwater in any way that may result in ingestion. Ingestion may cause serious illness or death. See below for further important warnings.

Maintenance

SUMMER

Clean the screen once a month to prevent clogging. Check for erosion under/around rain barrel; platform/support must remain level and stable at all times.

WINTER

Drain barrel and store in shed or garage. If left outside with freezing water inside, the barrel may crack.



WARNINGS

Drowning Hazard

Never permit children to play on, in, or near a rain barrel. Always affix the lid securely to avoid drowning. Never use a rain barrel without the lid securely affixed, or with a damaged, cracked, warped or broken cover. Never place a rain barrel near a deck, stairs, chair, or other structures or items that may allow a child to climb above, on, or in the rain barrel.

Water Contamination Hazard

Do not use collected water for drinking, cooking, washing or in any way that may result in ingestion of the water by humans and/or animals. Water in rain barrels may become stagnant and/or contaminated. Ingesting rain barrel water may cause serious illness or death. Use only for watering plants and cleaning of outdoor items not related to eating or drinking.

Tipping Hazard

A misinstalled rain barrel may tip over causing bodily injury or property damage. Never place rain barrels on non-level or uneven surfaces. Always use a solid, stable platform under the rain barrel. Water is very heavy. The preparation and placement of the installation are critical; the platform must be level and provide robust support for a filled rain barrel.

Electrical Hazard

If the downspout contains heating cables, there is a potential electrocution or fire hazard during installation. Ensure power is disconnected at the electrical panel before manipulating heated downspouts. Consult a qualified electrician for modifications to heated downspouts.

Installation Hazards

Rain barrels are for water collection and outdoor use only. No other uses are recommended. Downspout edges may be sharp. Wear protective gloves when cutting and handling downspouts. Always wear safety glasses when cutting or drilling to prevent eye injuries. Protect siding from damage by inserting a sheet of plywood between the downspout and siding. Read all instructions and warnings thoroughly before installing this product.

Warning and Limitations

Improper installation and maintenance may result in property damage, bodily injury and/or death. Enviro World Corporation is not responsible for any damages or injuries caused by or resulting from improper installation and/or continued maintenance. Retain this sheet for future reference.

International Headquarters

Enviro World Corporation
7003 Steeles Ave. W., Unit 6
Toronto, ON Canada M9W 0A2
Tel 416-674-0033 Fax 416-679-0368
Toll-free 877-634-9777 solutions@enviroworld.ca

www.enviroworld.ca

Maintaining and Using Your Rain Barrel

You can use rain barrel water to wash your car, water your lawn, or clean work boots and tools. Rain barrel water is naturally free of chlorine, lime, and calcium, and some gardeners swear their plants prefer it.

Rain barrel water is runoff from your roof, so do not drink it or use it for bathing! Disconnect your rain barrel if you need to use a moss killer on your roof. Wait for a few rainy days before reconnecting your rain barrel to allow the moss killer to rinse away. Do not use rain barrel water on plants if your home has a copper roof or gutters.

Oh No, Overflow!

Don't worry, your rain barrel is meant to overflow once it is full. Overflow water will spill from the opening on the top and the overflow fitting. Connect a hose to the overflow fitting to direct the water away from your house. You can also connect a second rain barrel to the first one using the included connecting hose and double the amount of water captured before it overflows.

Check on your rain barrel when it is raining to make sure the overflow is not causing flooding or flowing into your neighbor's property. If your rain barrel is properly installed on a pervious surface, overflow water should be absorbed into the ground. If you see water pooling on your property, consider installing a rain garden, which is a type of landscaping designed to absorb water.

Regular Maintenance

Regularly check your gutters, downspouts, rain barrel water intake screen, rain barrel mosquito screen and rain barrel spigot for leaks, obstructions or debris. Also, confirm that the lid is secure so children and animals cannot fall into the rain barrel.

Winterizing

Drain your rain barrel before temperatures drop below freezing and keep the spigot open in the winter so water does not accumulate and freeze.

You can also turn it upside down or bring it inside to ensure no water accumulates in the barrel.

Preventing Mosquitoes

Your rain barrel comes with a mosquito-proof screen under the lid. When the mosquito netting is intact, and there are no leaks where mosquitoes can enter the barrel, your rain barrel should be mosquito-free.

Remove accumulated water from the top of the barrel every 3-4 days during the rainy season. Mosquitoes need at least 4 days of standing water to develop larvae.

If you believe mosquitoes may be breeding in your rain barrel, empty it completely and let it dry out to kill all mosquitoes.

If you want to customize the appearance of your rain barrel, you can

Paint Your Rain Barrel

Follow these steps to paint your rain barrel:

1. Wash it thoroughly with soapy water to remove any dust or dirt.
2. Once the barrel is dry, apply a plastic primer designed to adhere to polyethylene plastic. Follow the instructions for the primer, including safety precautions.

Note: Don't skip this step. Primer is important! Paint will not stick to a rain barrel without primer, and house paint primers will not adhere well to rain barrel plastic.

3. Gently buff the primer surface with fine sandpaper to remove any glossy areas.
4. Paint the barrel with artist's acrylic paint. Acrylic paint is durable and won't chip or crack as easily as other paints.
5. Allow several days for the paint to dry completely and apply a clear spray sealant to protect your artwork. Follow the instructions for the spray sealant, including safety precautions. This will protect your work of art from the elements.

AGENDA BRIEFING

DATE: July 5, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director of Recreation & Parks

RE: Urban Forestry Operations

BACKGROUND/DISCUSSION:

Urban Forestry operations contracts approved by the Board in 2015 include the option to renew them annually for two additional years, per approval of both parties. Last season's urban forestry operations were awarded to two companies. AAA Tree Service was awarded the pruning contract and Homer Tree Service was awarded the tree removals contract. Staff has been satisfied with the performance of each company during the 2015 season, has spoken with representatives of both companies and each is willing to renew the original contracts, under the same terms and conditions.

Staff recommends continuing the tree removal contract with Homer Tree Service, Inc. for an average cost per tree of \$19.25. Staff also recommends continuing the pruning maintenance contract with AAA Tree Service, Inc. with an average cost per tree of \$3.75 per diameter inch. An average size tree in Park Forest is 20"DBH (diameter at breast height) costing \$385 to remove this tree or \$75.00 to prune it.

Attached are letters from each company agreeing to a contract renewal.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules Meeting of July 11, 2016 for your consideration.



PHONE 815-838-0320 • FAX 815-838-0375 • www.homertree.com



June 22, 2016

Village of Park Forest
350 Victory Dr.
Park Forest, IL 60466
ATTN: Todd Cann

This letter is to confirm that Homer Tree Care Inc. agrees to honor the same contract for 2016 tree work to the Village of Park Forest as was submitted and approved for the 2015 tree work bid.

We look forward to working on this together.

Please sign and return as acknowledgement to accept our offer.

James Reiter

Project Coordinator

Homer Tree Care Inc.

14000 S. ARCHER AVENUE • LOCKPORT, IL 60441



AAA TREE SERVICE, INCORPORATED
29860 S. SCHEER ROAD
PEOTONE, ILLINOIS 60468
PHONE: (708)258-9656 FAX: (708)258-9310

PROFESSIONAL TREE CARE
RESIDENTIAL & COMMERCIAL

ISA CERTIFIED ARBORIST ON
STAFF CERTIFICATION #S
4444A & 4445A

WE'RE "TREE MEN-DOUS"
SERVICE IS OUR BUSINESS
QUALITY PERFORMANCE
IS OUR GOAL!

FULL LIABILITY &
WORKMAN'S COMP.
INSURANCE COVERAGE

June 22, 2016

Village of Park Forest
350 Victory Dr.
Park Forest, IL 60466

ATTN: Todd Cann

This letter is to confirm that AAA Tree Service, Inc. agrees to honor the same contract for 2016 tree work to the Village of Park Forest as was submitted and approved for the 2015 tree work bid.

We will welcome the opportunity to be of service to your fine community.

Please sign & return as acknowledgement to accept our offer.

Darwin Hancock, Owner
AAA Tree Service, Inc.

Village of Park Forest

AGENDA BRIEFING

DATE: September 11, 2015

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director of Recreation & Parks

RE: Urban Forestry Contract

BACKGROUND/DISCUSSION:

As the Board is aware, this year's budget includes \$80,000 for Urban Forestry Operations. This is a significant reduction from previous years and was done for several reasons. First, the Emerald Ash Borer (EAB) crisis has passed and some monies have been redirected to Lifecycle and playground restoration projects. Secondly, some of the work previously done under this contract is now done by the Village Forester, Todd Cann. Third, because the Village has dealt with the EAB crisis on public lands there will no longer be the large numbers of removals and staff will be able to resume routine maintenance and pruning of village trees. The Board should understand though, that this is only true of public trees. Ash trees on private lands are still vulnerable to infestation and there are still a large number of ash trees that residents and property owners will need to remove.

Bids for urban forestry services were solicited through the Tribune, by direct mail to seven tree service companies and posted on the Village's web site. Responses were received from four companies. Common practice for pricing tree maintenance and removals is by tree diameter at breast height (DBH). Measured in inches, this is nominally 4 ½ feet off the ground. Trees are then separated into four size ranges for pricing purposes; up to 12" DBH, 13" – 24" DBH, 25" – 36" DBH and 37" DBH and above. The bids are enumerated below according to these size groupings. In order to make comparison simpler, bids for the four categories are averaged and listed under each bidder's column.

The low bidder for removals is Homer Tree Service, Inc. with an average cost of \$19.25. The low bidder for pruning maintenance is AAA Tree Service, Inc. with an average cost of \$3.75. For an average size tree in Park Forest, (20"DBH) it will cost \$385 to remove this tree or \$75.00 to prune it. This is in line with what the Village has been paying for this work in past years. Both of these companies have certified arborists on staff and are respected service providers within the south suburbs. Additionally, the Village has had a contract for tree maintenance for several years with AAA Tree Service and has been a supportive partner in managing the EAB infestation, working cooperatively with staff to manage costs.

Removals	Winkler's Tree & Landscaping LaGrange	Homer Tree Care, Inc. Lockport	AAA Tree Service, Inc. Peotone	Trees "R" Us, Inc. Wauconda
12" and less	\$ 25.91	\$ 10.00	\$ 18.00	\$ 22.00
13" to 24"	\$ 25.91	\$ 15.00	\$ 25.00	\$ 28.00
25" to 36"	\$ 25.91	\$ 24.00	\$ 30.00	\$ 34.00
37" and up	\$ 35.91	\$ 28.00	\$ 31.00	\$ 39.00
Per inch Average - Removals	\$ 28.41	\$ 19.25	\$ 26.00	\$ 30.75
Pruning				
12" and less	\$ 4.00	\$ 4.00	\$ 3.00	\$ 48.00
13" to 24"	\$ 4.00	\$ 5.00	\$ 4.00	\$ 96.00
25" to 36"	\$ 4.50	\$ 5.00	\$ 4.00	\$ 144.00
37" and up	\$ 5.00	\$ 5.25	\$ 4.00	\$ 160.00
Per inch average - Pruning	\$ 4.38	\$ 4.81	\$ 3.75	\$ 112.00

In order to keep the Board abreast of urban forestry plans staff has also applied for two separate forestry grants that would further the Boards long term goals as they relate to a flexible infrastructure capital plan. To help meet this goal, Recreation & Parks strategies include replanting trees lost to EAB and developing a comprehensive management plan for the urban forest. The first of these grants is the *Great Lakes Restoration Grant for Emerald Ash Borer*. This grant is federally funded through the Morton Arboretum. It is similar to a grant received in 2011 to replace trees lost to EAB and is a 50/50 grant. The Village is eligible for a total of \$10,000. Applicants are allowed to include the cost of ash tree removals from October of 2014 in the matching funds calculations. This totals \$26,511 for the Village so additional expenses are expected to be \$4,888 for supplies and in-kind labor. The second grant is through the *IDNR Urban and Community Forestry Grant Program* and is to support a complete inventory, assessment and comprehensive master plan for the urban forest. This is also a 50/50 grant and the Village is eligible for \$12,500. The Village has not received word yet as to its status on either grant but the matching funds for both of these grants would come from Urban Forestry Operations.

Staff recommends that a contract be awarded to Homer Tree Service, Inc. of Lockport, IL for tree removals and to AAA Tree Service, Inc. of Peotone, IL for pruning maintenance. As in the past these contracts would be renewable for two years pending agreement of both parties.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Regular Meeting of September 21, 2015 for approval.

AGENDA BRIEFING

DATE: July 5, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Robert Gunther
Director of Recreation & Parks

RE: Freedom Hall Stage curtains

BACKGROUND/DISCUSSION:

This year's budget includes \$24,000 to replace stage curtains at Freedom Hall. Last replaced in 1999, the stage curtains have become a fire hazard as the fire-retardant properties have begun to break down. In 2011, staff received a quote of \$12,000 to clean and renew the fire retardant coating. As the curtains are 17 years old and cleaning and retreating to maintain the fire retardant properties would last only a short time, staff solicited quotes on replacing the curtains.

Staff solicited from three vendors they have had experience with in the past. One provided a quote, another did not respond and the third is no longer in business. The three companies contacted are: Katem Theatrics Inc. in La Grange, Chicago Spotlight Inc. in Chicago and North-West Drapery also in Chicago.

North-West Drapery Service, Inc provided the sole proposal and their description of the work, including installation is attached. Staff recommends purchasing replacement drapes for Freedom Hall Stage from North-West Drapery Service, Inc. for the quoted price of \$23,696.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules Meeting of July 11, 2016 for your consideration.

North-West Drapery
4507 N Milwaukee Avenue
Chicago, IL 60630-3785

DATE	INVOICE #
6/14/2016	128-1743

BILL TO
Village of Park Forest 410 Lakewood Blvd Park Forest, IL 60466

Vendor #	P.O. NO.	TERMS	DUE DATE	REP
	Naomi Fell	Upon Complet...	6/14/2016	MS

DESCRIPTION
Furnish, fabricate and install new stage curtains at Freedom Hall per e-mail dated 06/14/2016

Sales Tax (0.00)	\$0.00
Total	\$23,696.00
Payments/Credits	\$0.00
Balance Due	\$23,696.00

Phone #	Fax #	E-mail
773-282-7117	773-282-6882	northwestfnc@sbcglobal.net

North-West Drapery Service, Inc.

4507 N. Milwaukee Avenue, Chicago, IL 60630
(773) 282-7117 Phone / (773) 282-6882 Fax

Village of Park Forest / Freedom Hall
410 Lakewood Blvd., Park Forest, IL 60466
ATTN: Naomi Fell, Facility Manager
RE: Auditorium Curtain Replacement

06/14/16

Naomi Fell,

Thank you for your interest in North-West Drapery Service, Inc. and the products and services that we can provide to you at Freedom Hall in Park Forest. As per our meeting this past Monday, I am pleased to offer you the following quotation for replacement curtains at Freedom Hall.

We will furnish, fabricate and install new curtains made in typical stage manner using 50% added fullness sewn into box pleats located 12" on center (except where noted). Grommets will be inserted in the center of each pleat for either s-hook or tie line attachment to the existing hanging hardware. All side and bottom hems will be 4" with the exception of the traveler curtains which will each half 12" side hems. The bottom hems of all floor length curtains will have an internal pocket containing a continuous length of chain for added weight. All fabric quoted will be to match the existing curtains. All velour will be 25 oz. cotton flame retardant (FR from here forward). We are omitting replacing the scrim, the first cloud and the hard upholstered black colored light valance. The 25 oz. cotton velour will be the Memorable finish.

Curtain Schedule:

1 each Valance - 25 oz. Cotton velour (sewn flat) - Color to be Colonial Brick
2 pair Tormentor Legs - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair Masking Legs - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair Front Curtain - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair 2nd Traveler - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair Side Panels - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair 3rd Traveler - 25 oz. Cotton velour - Color to be Colonial Brick
1 pair Rear Traveler - 25 oz. Cotton velour - Color to be Black
1 each Cloud - Cyc Cloth - Color to be Black (sewn flat and upholstered to existing cloud)
Re-Rope 3 existing full stage traveler tracks
Your installed price for the above curtain schedule is... **\$23,696.00**

Thank you for taking the time to review this quotation. If you have any questions, please feel free to call or email. Thanks again for your time and I look forward to hearing from you.

Sincerely,

Matt Schoeff email: mschoeff@sbcglobal.net

AGENDA BRIEFING

DATE: July 5, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Nicholas Christie – Assistant Director of Public Works/Village Engineer

RE: Awarding of the 2016 Sewer Cleaning and TV Contract

BACKGROUND/DISCUSSION:

On Tuesday, June 21, 2016 at 2:00 p.m., the Department of Public Works opened 9 bids for the 2016 Sewer Cleaning and TV Contract. Invitations for Bid were published in the *Daily Southtown* and on the Village website. Bid documents were also sent to 18 known bidders. National Power Rodding, LLC, located in Chicago, Il, was the lowest bidder in the amount of \$23,950.70. See attached Bid Tab.

This work will consist of cleaning and televising approximately 10,560 feet of 8-12 inch sanitary sewer and cleaning and televising approximately 458 feet of 12-18 inch storm sewer. The sewers are generally main line truck sewers in neighborhoods located south of Sauk Trail. These neighborhoods are where declining sewer conditions are the most prevalent. This work will most likely be followed up with a sewer lining and rehabilitation contract in Fiscal 2018.

National Power Rodding is a well-known company with excellent references. They most recently worked in the Village in 2009 and we were satisfied with the quality of the work.

This contract will be paid under the Sewer Fund in Contractual Sewer Maintenance where \$220,000 is budgeted. Please note that Contractual Sewer Maintenance is a combination of several items and DPW budgeted \$60,000 specifically for cleaning and televising. According to the bid General Specifications, DPW may increase or decrease contract quantities for any additional work to be completed. If funds allow, DPW may request the contractor to clean and televise additional sewers.

RECOMMENDATION: Award the 2016 Sewer Cleaning and Televising Contract to National Power Rodding, from Chicago, Il in the amount of \$23,950.70. It should be observed that this bid was much less than estimated and DPW would like the opportunity to evaluate additional lineage of sewer. Thus we request a 67% contingency for any additional work as determined by the Village Engineer for a total not to exceed amount of \$40,000.00 and authorize the Village Manager to enter into said contract.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules meeting of July 11, 2016 for your discussion and consideration.

				ENGINEERS ESTIMATE		Visu-Sewer of Illinois, LLC		Sheridan Plumbing and Sewer		National Power Rodding		Pipe View of America	
		UNIT	TOTAL QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED
1	Clean & Televis Sanitary Sewer 8"	L.F.	5,297	\$2.75	\$14,566.75	\$2.35	\$12,447.95	\$3.50	\$18,539.50	\$1.65	\$8,740.05	\$2.11	\$11,176.67
2	Clean & Televis Sanitary Sewer 10"	L.F.	3,572	\$2.80	\$10,001.60	\$2.40	\$8,572.80	\$3.50	\$12,502.00	\$1.65	\$5,893.80	\$2.11	\$7,536.92
3	Clean & Televis Sanitary Sewer 12"	L.F.	1,691	\$2.85	\$4,819.35	\$2.45	\$4,142.95	\$4.00	\$6,764.00	\$1.65	\$2,790.15	\$2.11	\$3,568.01
4	Clean & Televis Storm Sewer 12"	L.F.	298	\$3.75	\$1,117.50	\$2.45	\$730.10	\$4.00	\$1,192.00	\$1.65	\$491.70	\$2.11	\$628.78
5	Clean & Televis Storm Sewer 18"	L.F.	187	\$3.80	\$710.60	\$2.45	\$458.15	\$5.00	\$935.00	\$5.00	\$935.00	\$2.11	\$394.57
6	*Major Cleaning-Sanitary	L.F.	6,000	\$3.50	\$21,000.00	\$2.35	\$14,100.00	\$0.01	\$60.00	\$0.25	\$1,500.00	\$1.50	\$9,000.00
7	*Major Cleaning-Storm	L.F.	100	\$3.50	\$350.00	\$2.45	\$245.00	\$2.25	\$225.00	\$1.00	\$100.00	\$3.00	\$300.00
8	*By-pass Pumping	HR.	20	\$125.00	\$2,500.00	\$10.00	\$200.00	\$5.00	\$100.00	\$25.00	\$500.00	\$180.00	\$3,600.00
9	Traffic Control	L.S.	1	\$1,000.00	\$1,000.00	\$250.00	\$250.00	\$250.00	\$250.00	\$3,000.00	\$3,000.00	\$400.00	\$400.00
				GRAND TOTAL	\$56,065.80	GRAND TOTAL	\$41,146.95	GRAND TOTAL	\$40,567.50	GRAND TOTAL	\$23,950.70	GRAND TOTAL	\$36,604.95
										Apparent low bidder		*Announced bid was \$40,173.86	

				M & J Underground		Hydrovision		Hoerr Construction		United Septic		Michels Pipeline Corp	
		UNIT	TOTAL QUANTITY	UNIT PRICE	EXTENDED	UNIT PRICE	EXTENDED						
1	Clean & Televis Sanitary Sewer 8"	L.F.	5,297	\$2.50	\$13,242.50	\$1.50	\$7,945.50	\$2.50	\$13,242.50	\$2.40	\$12,712.80	\$2.00	\$10,594.00
2	Clean & Televis Sanitary Sewer 10"	L.F.	3,572	\$2.50	\$8,930.00	\$1.50	\$5,358.00	\$2.50	\$8,930.00	\$2.45	\$8,751.40	\$2.00	\$7,144.00
3	Clean & Televis Sanitary Sewer 12"	L.F.	1,691	\$3.00	\$5,073.00	\$1.50	\$2,536.50	\$2.60	\$4,396.60	\$2.50	\$4,227.50	\$2.00	\$3,382.00
4	Clean & Televis Storm Sewer 12"	L.F.	298	\$3.00	\$894.00	\$1.50	\$447.00	\$3.50	\$1,043.00	\$2.50	\$745.00	\$2.25	\$670.50
5	Clean & Televis Storm Sewer 18"	L.F.	187	\$3.50	\$654.50	\$1.50	\$280.50	\$6.80	\$1,271.60	\$2.75	\$514.25	\$3.25	\$607.75
6	*Major Cleaning-Sanitary	L.F.	6,000	\$1.75	\$10,500.00	\$1.00	\$6,000.00	\$2.90	\$17,400.00	\$3.00	\$18,000.00	\$3.25	\$19,500.00
7	*Major Cleaning-Storm	L.F.	100	\$2.00	\$200.00	\$1.00	\$100.00	\$19.00	\$1,900.00	\$3.75	\$375.00	\$3.50	\$350.00
8	*By-pass Pumping-Sanitary	HR.	20	\$119.00	\$2,380.00	\$75.00	\$1,500.00	\$80.00	\$1,600.00	\$0.00	\$0.00	\$140.00	\$2,800.00
9	Traffic Control	L.S.	1	\$3,454.00	\$3,454.00	\$1.00	\$1.00	\$400.00	\$400.00	\$0.00	\$0.00	\$4,480.00	\$4,480.00
				GRAND TOTAL	\$45,328.00	GRAND TOTAL	\$24,168.50	GRAND TOTAL	\$50,183.70	GRAND TOTAL	\$45,325.95	GRAND TOTAL	\$49,528.25

* - Indicates pay items that may not be used during this contract but included to establish a unit price.

AGENDA BRIEFING

DATE: July 5, 2016

TO: Mayor John Ostenburg
Board of Trustees

FROM: Nicholas Christie – Assistant Village Engineer - DPW

RE: Contract for 2016 Street Resurfacing

BACKGROUND/DISCUSSION:

In Fiscal 2017, DPW has four goals for roadway maintenance:

1. Continue to take advantage of Federal Grants to rehabilitate and resurface Village collector streets.
2. Spot patch streets where relatively small and defined pavement failures have occurred.
3. Start to rehabilitate and resurface local Village roads where patching is not viable from an engineering and financial standpoint.
4. Preserve our newly rehabilitated streets through crack sealing, seal coats, and other methods common to the industry.

In order to address goal #3, on Tuesday, July 5, 2016 at 2:00 p.m., the Department of Public Works opened 5 bids for the Fiscal 2016 Street Resurfacing Contract. Invitations to bid were published in the *Daily Southtown* Newspaper, IDOT Contractors Bulletin, and on our website. A total of 8 qualified bidders requested access to view the Bid documents. Iroquois Paving, located in Watseka, IL, was the lowest bidder in the amount of \$258,881.60. This was lower than the Engineer's Estimate of \$361,072.10. See attached Bid Tab. This contract seeks to resurface a) Homan Avenue (Homan Court to Hickory Street) b) Wilson Street (Westgate Drive to Lakewood Drive) c) Main Street (Orchard Drive to Cunningham Drive). Additionally, we included some pavement work in the Downtown area near the Chase Bank in this contract.

Iroquois Paving has performed many similar jobs throughout the south suburbs and has provided sufficient documentation and paperwork required by the bid proposal documents to qualify for awarding of this contract.

The Village has \$300,000 budgeted in the General Fund, \$40,000 budgeted in the Sewer Fund, and \$20,000 budgeted in the Downtown Fund for this work. DPW would like to utilize the full budget amount to improve additional pavement if agreed upon by the contractor. If agreed, additional work that has already been engineered by DPW would be added in the following order: a) additional curb work on Wilson Street; b) extending Homan Avenue improvements to Illinois Street or; c) resurfacing the southbound lane of Illinois Street from Jackson Street to Homan Avenue

RECOMMENDATION: Award the 2016 Street Resurfacing contract to Iroquois Paving located in Watseka, IL, and authorize the Village Manager to enter into said contract in the amount of \$258,881.60 with a 39% contingency for any additional work as determined by the Village Engineer for a total cost not to exceed \$360,000, as budgeted.

SCHEDULE FOR CONSIDERATION: This item will appear on the Agenda of the Rules meeting of July 11, 2016 for your discussion and consideration.

2016 Street Resurfacing Bid Tabulation

VILLAGE OF PARK FOREST
350 VICTORY DRIVE
PARK FOREST, IL 60466

PROJECT NUMBER: 17-0117-02
DATE: JULY 5, 2016

ITEM NO.	DESCRIPTION	ENGINEER'S ESTIMATED QUANTITY		Engineers Estimate		MAT Construction 4450 South Morgan Street Chicago, IL 60609		M & J Asphalt Paving Company 3124 South 60th Court Cicero, IL 60804		"D" Construction 1488 S. Broadway Coal City, IL 60416		Gallagher Asphalt 18100 South Indiana Avenue Thornton, IL 60476		Iroquois Paving 1889 E. US HWY 24 Watseka, IL 60970	
		UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT
1	HMA Surface Removal (2.25")	9,270	S.Y.	\$3.00	\$27,810.00	\$6.00	\$55,620.00	\$3.20	\$29,664.00	\$2.15	\$19,930.50	\$3.25	\$30,127.50	\$1.85	\$17,149.50
2	Mixture for cracks, joints and flangeways	5	TON	\$250.00	\$1,250.00	\$350.00	\$1,750.00	\$600.00	\$3,000.00	\$150.00	\$750.00	\$550.00	\$2,750.00	\$200.00	\$1,000.00
3	Furnish and Install Class D Patches, Type I (5")	130	S.Y.	\$75.00	\$9,750.00	\$40.00	\$5,200.00	\$42.00	\$5,460.00	\$35.00	\$4,550.00	\$50.00	\$6,500.00	\$32.50	\$4,225.00
4	Furnish and Install Class D Patches, Type II (5")	205	S.Y.	\$70.00	\$14,350.00	\$40.00	\$8,200.00	\$38.00	\$7,790.00	\$35.00	\$7,175.00	\$45.00	\$9,225.00	\$29.00	\$5,945.00
5	Furnish and Install Class D Patches, Type III (5")	305	S.Y.	\$65.00	\$19,825.00	\$40.00	\$12,200.00	\$36.00	\$10,980.00	\$35.00	\$10,675.00	\$40.00	\$12,200.00	\$27.50	\$8,387.50
6	Furnish and Install Class D Patches, Type IV (5")	1210	S.Y.	\$60.00	\$72,600.00	\$40.00	\$48,400.00	\$34.00	\$41,140.00	\$33.00	\$39,930.00	\$28.00	\$33,880.00	\$25.25	\$30,552.50
7	Furnish and Install (0.50") Leveling Binder (Machine Method)	355	TON	\$80.00	\$28,400.00	\$115.00	\$40,825.00	\$84.00	\$29,820.00	\$61.00	\$21,655.00	\$69.00	\$24,495.00	\$58.50	\$20,767.50
8	Bituminous Materials (Tack Coat)	4,170	LBS	\$0.20	\$834.00	\$1.10	\$4,587.00	\$0.80	\$3,336.00	\$0.01	\$41.70	\$1.00	\$4,170.00	\$0.01	\$41.70
9	Furnish and Install Bituminous Concrete Surface Course, HMA, Mix D, N50. (2")	1,020	TON	\$75.00	\$76,500.00	\$86.00	\$87,720.00	\$68.00	\$69,360.00	\$61.00	\$62,220.00	\$64.00	\$65,280.00	\$58.50	\$59,670.00
10	Furnish P.C.C. Driveway removal	82	S.Y.	\$12.00	\$984.00	\$44.00	\$3,608.00	\$28.00	\$2,296.00	\$14.00	\$1,148.00	\$12.00	\$984.00	\$12.00	\$984.00
11	Furnish and Install P.C.C. Drive (6.25")	82	S.Y.	\$65.00	\$5,330.00	\$100.00	\$8,200.00	\$56.00	\$4,592.00	\$60.00	\$4,920.00	\$65.00	\$5,330.00	\$54.75	\$4,489.50
12	Removal of existing Combination Curb and Gutter	1,575	L.F.	\$7.50	\$11,812.50	\$12.40	\$19,530.00	\$6.00	\$9,450.00	\$6.00	\$9,450.00	\$6.00	\$9,450.00	\$6.00	\$9,450.00
13	Furnish and Install variable Combination Curb and Gutter with 2" stone cushion	1,575	L.F.	\$18.00	\$28,350.00	\$27.60	\$43,470.00	\$23.00	\$36,225.00	\$23.50	\$37,012.50	\$25.50	\$40,162.50	\$25.50	\$40,162.50
14	Furnish and Install Portland Cement Concrete Sidewalk	1,100	S.F.	\$5.50	\$6,050.00	\$8.65	\$9,515.00	\$5.75	\$6,325.00	\$5.50	\$6,050.00	\$6.00	\$6,600.00	\$5.20	\$5,720.00
15	Detectable Warnings	160	S.F.	\$30.00	\$4,800.00	\$35.00	\$5,600.00	\$25.00	\$4,000.00	\$24.20	\$3,872.00	\$22.00	\$3,520.00	\$22.00	\$3,520.00
16	Furnish P.C.C. Sidewalk Removal	1,100	S.Y.	\$2.00	\$2,200.00	\$3.00	\$3,300.00	\$2.25	\$2,475.00	\$1.10	\$1,210.00	\$1.00	\$1,100.00	\$1.00	\$1,100.00
17	Furnish and Install Thermoplastic Stop Bar Pavement Marking White Line 24"	80	L.F.	\$5.00	\$400.00	\$5.00	\$400.00	\$7.50	\$600.00	\$7.70	\$616.00	\$7.00	\$560.00	\$7.00	\$560.00
18	Furnish and Install Thermoplastic Cross Walk Pavement Markings Yellow or White Solid Line 6"	493	L.F.	\$1.00	\$493.00	\$2.50	\$1,232.50	\$2.50	\$1,232.50	\$2.00	\$986.00	\$1.80	\$887.40	\$1.80	\$887.40
19	Furnish and Install Thermoplastic Skip Dash Center line Pavement Markings Yellow or White Line 4"	610	L.F.	\$0.70	\$427.00	\$1.60	\$976.00	\$1.50	\$915.00	\$1.10	\$671.00	\$1.00	\$610.00	\$1.00	\$610.00
20	Furnish and Install Thermoplastic Pavement Markings Yellow Solid Line 4"	673	L.F.	\$0.70	\$471.10	\$1.60	\$1,076.80	\$1.50	\$1,009.50	\$1.10	\$740.30	\$1.00	\$673.00	\$1.00	\$673.00
21	Furnish and Install Thermoplastic Pavement Markings White or Yellow Solid Line 12"	325	L.F.	\$2.50	\$812.50	\$3.50	\$1,137.50	\$4.50	\$1,462.50	\$4.00	\$1,300.00	\$3.60	\$1,170.00	\$3.60	\$1,170.00

2016 Street Resurfacing Bid Tabulation

VILLAGE OF PARK FOREST
350 VICTORY DRIVE
PARK FOREST, IL 60466

PROJECT NUMBER: 17-0117-02
DATE: JULY 5, 2016

ITEM NO.	DESCRIPTION	ENGINEER'S ESTIMATED QUANTITY		Engineers Estimate		MAT Construction 4450 South Morgan Street Chicago, IL 60609		M & J Asphalt Paving Company 3124 South 60th Court Cicero, IL 60804		"D" Construction 1488 S. Broadway Coal City, IL 60416		Gallagher Asphalt 18100 South Indiana Avenue Thornton, IL 60476		Iroquois Paving 1889 E. US HWY 24 Watseka, IL 60970		
				UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	UNIT PRICE	EXTENDED AMOUNT	
22	Furnish and Install Thermoplastic Pavement Markings															
	White Soild Line "Letters and Symbols"	37	S.F.	\$4.00	\$148.00	\$7.00	\$259.00	\$7.50	\$277.50	\$7.70	\$284.90	\$7.00	\$259.00	\$7.00	\$259.00	
23	Structures to be Adjusted, Cleaned and Mortared	9	EACH	\$750.00	\$6,750.00	\$500.00	\$4,500.00	\$800.00	\$7,200.00	\$550.00	\$4,950.00	\$775.00	\$6,975.00	\$770.00	\$6,930.00	
24	Structures to be Reconstructed	1	EACH	\$5,000.00	\$5,000.00	\$1,600.00	\$1,600.00	\$1,100.00	\$1,100.00	\$950.00	\$950.00	\$1,300.00	\$1,300.00	\$1,265.00	\$1,265.00	
25	Structures to be removed and replaced with 24" dia. P.C.C Catch Basin	8	EACH	\$3,000.00	\$24,000.00	\$2,000.00	\$16,000.00	\$2,200.00	\$17,600.00	\$1,800.00	\$14,400.00	\$1,900.00	\$15,200.00	\$1,885.00	\$15,080.00	
26	Frames and Grates	8	EACH	\$400.00	\$3,200.00	\$360.00	\$2,880.00	\$400.00	\$3,200.00	\$430.00	\$3,440.00	\$250.00	\$2,000.00	\$250.00	\$2,000.00	
27	Furnish, Install and maintain complete, Inlet and Pipe Protection	14	EA.	\$100.00	\$1,400.00	\$125.00	\$1,750.00	\$160.00	\$2,240.00	\$110.00	\$1,540.00	\$155.00	\$2,170.00	\$155.00	\$2,170.00	
28	Furnish, Install and Maintain Traffic Control	1	EA.	\$5,000.00	\$5,000.00	\$5,800.00	\$5,800.00	\$6,400.00	\$6,400.00	\$3,000.00	\$3,000.00	\$27,000.00	\$27,000.00	\$11,925.00	\$11,925.00	
29	CA-6 Stone	50	Ton	\$20.00	\$1,000.00	\$15.00	\$750.00	\$28.00	\$1,400.00	\$30.00	\$1,500.00	\$16.00	\$800.00	\$25.00	\$1,250.00	
30	Temporary Information Signing	75	S.F.	\$15.00	\$1,125.00	\$16.00	\$1,200.00	\$15.00	\$1,125.00	\$25.00	\$1,875.00	\$20.00	\$1,500.00	\$12.50	\$937.50	
Total \$					\$361,072.10		\$397,286.80		\$311,675.00		\$266,842.90		\$316,878.40		\$258,881.60	