

Rantoul Village Board of Trustees
Regular Study Session
June 7, 2016

Order of Business

Board Packet Page(s)

1. **Call to Order – Mayor Smith**
Roll Call
2. **Public Participation**
Citizens wishing to address the Village Board with respect to any item of business listed upon the agenda or any matter not appearing on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.
3. **Items from the Mayor**
4. **Items from Trustees**
5. **Items from the Clerk**
6. **Items for the Consent Agenda**
 - A) Approval of Minutes, Regular Study Session, [May 3, 2016](#)
 - C) Approval of Minutes, Regular Board Meeting, [May 10, 2016](#)
 - D) Approval of Bills and Monthly Financial Reports
7. **Administrator Report**
 - A) Approve ordinance in July for [Public Safety Police Pension Fee](#) 1-3
 - B) Approve contract with Regional Planning Commission not to exceed \$27,477.00 for [updates to Zoning codes](#) and building design guidelines 4-35
 - C) Approval of Contract to Roessler Construction for [RBC Renovations](#) 36
8. **Items from Public Works**
 - A) Approve Local Agency Resolution of Intent for \$413,000.00 for [Neighborhood Overlay Projects](#) 37-44
 - B) Approve [Construction Engineering Service Agreement](#) for 2nd phase of shared Use path with Village share \$12,024.00 45-54
 - C) Approve [Local Agreement](#) between Village and IDOT for 2nd phase of shared Use path with Village share \$185,235.00 55-63
 - D) Authorize a bid for [Sangamon Avenue Reconstruction](#) from Marshall St To Chanute St. 64-69
 - E) Authorize Burns & McDonnell to prepare [airport property release](#) application To be submitted to IDA and the FAA not to exceed \$59,951.00 70-87
 - F) Approve 3 Construction Engineering Service Agreements with Baxter & Woodman Engineering for various [roadway improvement projects](#) 108-117
 - G) Resolution to support [ITEP Grant for Downtown Streetscape](#) 89-91

9. **Items from Recreation**
 - A) Approve sale of [Storage lot](#) in the amount of \$26,500.00 92-94
10. **Items from Comptroller**
 - A) Award Contract to Adkinson Construction for [Village Hall Roof](#) Replacement cost of \$89,950.00 with a \$2,000.00 contingency 95-97
11. **Items from Inspection**
 - A) Request for [Special Use Permits](#) for two additional Warehouse self-storage buildings 98-107
12. **Items from Counsel**
 - A) Ordinance Ascertaining the Prevailing Wage for PW as of June 1, 2016
12. **Adjournment**

Statement Regarding Compliance with the Americans with Disabilities Act (ADA)

The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons who require an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Village of Rantoul should contact the ADA Coordinator at (217) 892-6821. TTY users should dial 7-1-1 or call the Illinois Relay Center at 1-800-526-0844 (TTY) or 1-800-526-0857 (V). TTY users requiring Spanish language assistance should call 1-800-501-0864 (TTY).

We would appreciate advance notice of at least 48 hours for any requests to receive an agenda in an alternate format or other types of auxiliary aids and services.

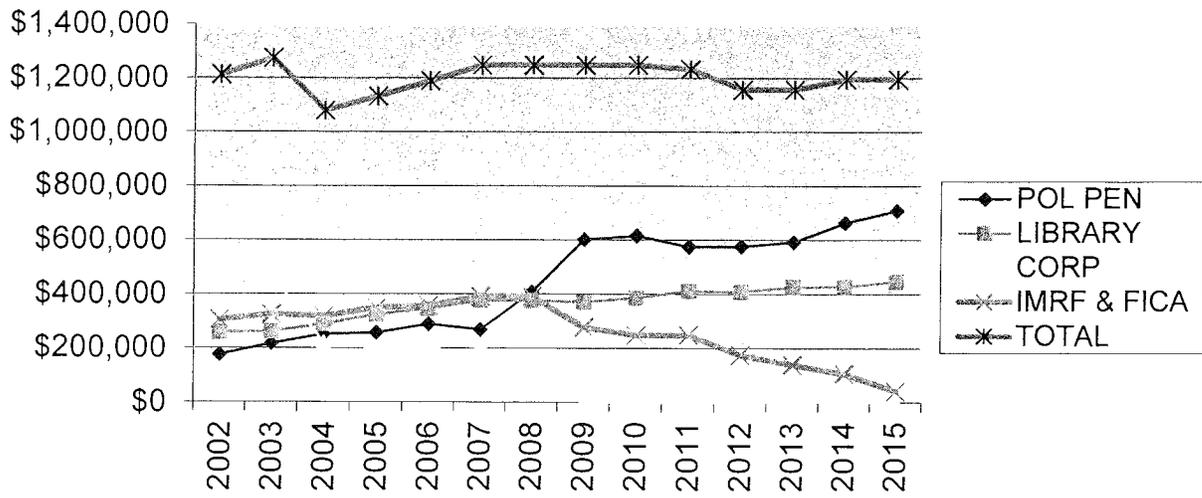
**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Public Safety Pension Fee	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 06/07/2016
<p>SUMMARY HIGHLIGHTS:</p> <p>Since last December when the board approved the FY 16 property tax levy I've brought up the need to find additional funding for the police pension plan. Currently the police pension plan is funded at approximately 68% of total liabilities, which is below the 90% state goal, but well above many other local pension plans.</p> <p>Since my arrival in October 2014, the amount the village contributes to the police pension fund has increased close to \$100,000, while our property values have remained flat. During this same time, the dollar amount the village levies in property tax has remained the same. The increased pension costs have been offset by cuts in other areas.</p> <p>Last year the police pension actuary recommended decreasing the expected rate of return by .25% from 7.25% to 7%, which the pension board voted to support. This action caused the village's pension contribution to increase. This year they will be considering a proposal to drop the expected rate of return to 6.75%, which is appropriate and more closely aligned with actual market conditions.</p> <p>Due to these appropriate rate of return reductions, the actuary is going to be recommending that the village plan for 4% increases annually going forward. Based on last years' contribution, this amounts to an annual increase of over \$45,000 compounded at 4% annually. Attached to this staff report is a copy of a graph highlighting the amount the village has levied in property tax since 2002. As you can see, the portion of the levy used to fund the police pension has steadily increased, while the amount used to fund general operations has decreased. This past year the entire property tax levy covered the library and pension costs. No funds were used in the corporate fund for general government operations.</p> <p>Because the village's overall consolidated tax levy is the highest in the county and our overall EAV continues to be stagnant, it does not make economic or political sense to increase property taxes to cover the increased pension contributions.</p> <p>As I've stated at previous meetings, I am recommending the village board adopt a police pension fee to be added to every utility account to help fund the police pension payments going forward. I've attached an excel sheet highlighting my three year funding recommendation. This new fee will do four things. (1) It will help take the pressure off our reliance on future property tax increases; (2) It will provide a steady and stable source of revenue that will be dedicated 100% to funding our police pension obligations; (3) Over the long-term, the fee will help bring the village closer to the goal of 100% funding; (4) With a utility fee everyone pays and no one is exempt, like they are with property and sales taxes. The actuary will be in attendance at the June 14th meeting to discuss this issue further and I will be bringing a full proposal back to the board for consideration at the July meeting. If approved the new fee will go into effect in August.</p>	

VILLAGE PROPERTY TAX LEVY



RECOMMENDED ACTION: I recommend approving an ordinance at the July meeting establishing a public safety pension fee to help fund our police pension obligations.

DEPARTMENT HEAD APPROVAL:

VILLAGE ADMINISTRATOR:
Jeffrey Fiegenschuh, Administrator

Utility Bill Public Safety Fee

Residential

	Customers	Month	Year
	5561		
Year 1	\$3.00	16,683	200,196
Year 2	\$3.25	18,073	216,876
Year 3	\$3.50	19,463	233,556

Commercial

	Customers	Month	Year
	\$434.00		
Year 1	\$4.00	1,736	20,832
Year 2	\$4.35	1,888	22,655
Year 3	\$4.75	2,061	24,738

Industrial

	Customers	Month	Year
	73		
Year 1	\$15.00	1,095	13,140
Year 2	\$16.25	1,186	14,200
Year 3	\$17.75	1,295	15,549

Total

Year 1	234,168
Year 2	253,731
Year 3	273,843

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Zoning Code Updates	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 06/07/2016
<p>SUMMARY HIGHLIGHTS:</p> <p>This year staff allocated funds to update the village zoning and design guidelines criteria. The zoning codes have not been updated in over 10 years. The village solicited bids through a competitive RFQ process and received two submissions, one from the Regional Planning Commission and one Graydon Landuse.</p> <p>I've attached the submissions for your review. Both firms responded in a timely manner and followed the criteria set forth in the RFQ. Based on their experience working with Rantoul, knowledge of our codes and development practices and overall costs the most competitive proposal is the Regional Planning Commission's. The firm offered three different budget options, with two options relying on our intern for more research.</p> <p>If approved, the RPC will begin work immediately, with the final completed plan ready for board approval next spring.</p>	
<p>RECOMMENDED ACTION: I recommend approving a contract with the Regional Planning Commission in an amount not too exceed \$27,477 for updates to the village's zoning codes and building design guidelines.</p>	
<p>DEPARTMENT HEAD APPROVAL:</p>	<p>VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator</p> 



Village of Rantoul

Response to RFQ: Zoning Code and
Building Design Guidelines Update

MAY 6, 2016



Champaign County Regional Planning Commission
Department of Planning and Community Development
1776 East Washington Street, Urbana, IL 61802
Phone (217) 328-3313 www.ccrpc.org



CHAMPAIGN COUNTY
REGIONAL PLANNING
COMMISSION
333 S. TANNER STREET
RANTOUL, IL 61866
TEL: 217-328-3313
WWW.CCRPC.IL.GOV

May 5, 2016

Jeffrey A. Fiegenschuh
Village Administrator
333 S. Tanner Street
Rantoul, IL 61866

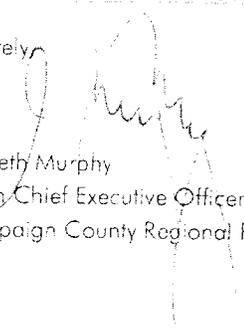
Dear Mr. Fiegenschuh:

The Champaign County Regional Planning Commission (CCRPC) would be pleased to have the opportunity to work with the Village of Rantoul in updating its Zoning Ordinance, Zoning Map, Business Design Guidelines, and Subdivision Code with the goal of modernizing these to better facilitate and encourage development and redevelopment in the Village. The CCRPC team has extensive land use planning, zoning, and editing experience to apply to updating the Village's codes and processes. We understand that each community is unique; therefore we will work closely with planning staff and officials at the Village of Rantoul throughout the project.

CCRPC is an intergovernmental membership organization that was formed in 1966. We have provided planning services and training to other Illinois MPOs, counties, and municipalities throughout central Illinois. As a local organization, we are invested in Champaign County and have area-specific knowledge, experience, contacts, and data. Our planning contracts cover our costs and we do not seek profit, so we can offer high-quality deliverables at lower costs and customize the scope of our work to adjust project costs as necessary. Our planners have strong educational backgrounds, we have cutting-edge technology, and our existing relationship with the Village of Rantoul will provide a robust foundation for this endeavor. With our commitment to the area and our fresh, innovative planning practices, we believe that our team will be a great asset to the Village of Rantoul, and we hope you do too.

We greatly appreciate your consideration of our proposal. Please note that there is flexibility in the scope of work and thus in the budget that we can discuss at any time. If you have any questions about our proposal, please contact Rita Morocoima-Black, CCRPC Planning and Community Development Director at (217) 328-3313 or via email at rmorocoima@ccrpc.org.

Sincerely,



Elizabeth Murphy
Interim Chief Executive Officer
Champaign County Regional Planning Commission

CONTENTS

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PROJECT TEAM

CCRPC is an intergovernmental membership organization that provides and administers a variety of planning, economic development, early childhood education, and other community services for Champaign and surrounding counties. Since 1966, CCRPC has worked to bring fresh ideas, innovative technology, and original solutions to our community and our clients. We have established positive and productive working relationships among our member agencies, local residents, and local agencies by providing them with high-caliber, cost-effective services. CCRPC operates with a staff of approximately 220 employees on an annual operating budget of about \$23 million, largely comprised of federal and state grants and programs. As a multi-purpose agency, CCRPC delivers 100 different programs and services and has worked in many different locations around the State of Illinois.

The Planning & Community Development (PCD) Division of CCRPC has a staff of 11 full time employees and 3 part time interns working on a wide range of programs from comprehensive planning to geostatistical analysis to business finance. We specialize in zoning ordinances, hazard mitigation planning, corridor studies, land resource managements, transportation planning, economic development, sustainability planning, and customized community engagement methods. We integrate superior data and information analysis into our projects and we look forward to sharing our data and findings as tools that can facilitate future decision-making and plan implementation in the Village of Rantoul. The following page outlines the background and expertise of the CCRPC team for Rantoul's update of the zoning code and building design guidelines.

AWARDS

2015	Project	Public Engagement Strategy for Long Range Transportation Plan Sustainable Choices 2040
	Agency	Transportation Research Board (TRB)
2010	Project	University Avenue Corridor Study
	Agency	Association of Metropolitan Planning Organizations (AMPO)
2008	Project	Urban Bicycle Master Plan
	Agency	Association of Metropolitan Planning Organizations (AMPO)
2008	Project	Urban Bicycle Master Plan
	Agency	American Planning Association (APA-IL)
2005	Project	Long Range Transportation Plan 2004
	Agency	Association of Metropolitan Planning Organizations (AMPO)
2002	Project	Pedestrian Signal Project
	Agency	Champaign Urban Design and Conservation Foundation (CCDF)
2002	Project	Guidelines for the location and installation of accessible Pedestrian Signals (APS) in Champaign, Illinois
	Agency	Federal Association of Development Organizations (FADO)
2002	Project	Red & Parkman Signal (APS) Project
	Agency	PAACE, Inc.

RITA MOROCOIMA-BLACK

Planning & Community Development Director, *Project Oversight*



Ms. Black has over 30 years of experience in project management and budgeting for community development, transportation planning, and engineering projects. Her time with CCRPC has resulted in significant recommendations and ensuing changes to the local area transportation system in terms of alternative transportation modes, roadway geometries, crosswalk

design, implementation of Accessible Pedestrian Signals, and how land use and the transportation system are interrelated.

Ms. Black holds a Masters Degree in Civil Engineering from the University of Illinois and a B.A. in Urban Planning from Universidad Simon Bolivar in Venezuela.

SUSAN MONTE, AICP

Planner III, *Project Lead*



Ms. Monte is an experienced project manager with a practical background in land use planning, zoning casework, and drafting amendments to regulatory ordinances. At CCRPC, she provides planning services to Champaign County, CCRPC member agencies, and rural communities. Relevant recent projects include developing a municipal zoning ordinance for the Village of Longview and updates to the Zoning Ordinance for the Village of Ogden. Currently Ms. Monte is completing

an update of the St. Joseph Zoning Ordinance for review by the Village of St. Joseph Board of Trustees.

Ms. Monte is a Certified Floodplain Manager and member of the American Institute of Certified Planners. She received a M.L.A (Master of Landscape Architecture) and B.A. in Liberal Arts and Sciences degrees at the University of Illinois at Urbana-Champaign.

KATHLEEN OLDREY

Planner II, *Project Team Member*



Ms. Oldrey has a strong background in planning topics, research, writing and editing, and data collection and analysis. At CCRPC, she has contributed to writing and editing plan and web content; organized workshops, trainings, and meetings; responded to data requests from members of the public and CCRPC's member agencies; and worked to revise CCRPC's set of community indicators. Her experience prior to joining the CCRPC team includes research and data work at

Virginia Polytechnic Institute and State University and the Virginia Tech Transportation Institute.

Ms. Oldrey holds a Master's degree in Urban and Regional Planning and a Graduate Certificate in Nonprofit and Nongovernmental Organization Management from Virginia Polytechnic Institute and State University, and B.A.'s in Geography and English from Indiana University of Pennsylvania.

INTERN

Project Team Member

A CCRPC part-time intern with experience with ArcGIS, Adobe Creative Suite and Microsoft Office products will provide assistance in developing graphics and maps to illustrate key zoning concepts; compiling and drafting

legal descriptions of properties impacted by proposed zoning map amendments; and preparing notifications to property owners in conjunction with proposed zoning map amendments.

RELEVANT EXPERIENCE

ZONING ORDINANCE and OFFICIAL ZONING MAP Village of Longview Adopted 07/31/2014

Successful project: Over a period of nine months, CCRPC staff worked with the Village of Longview Board of Trustees to facilitate a community conversation to discuss strengths, weaknesses, opportunities and shortcomings of the community, and to receive input regarding developing a municipal zoning ordinance and zoning map for the Village. Utilizing input received from a community town hall, CCRPC staff drafted a proposed zoning map, coordinated a zoning ordinance meeting, and assisted the Longview Zoning Commission in the review of all draft materials.

CCRPC staff prepared legal notices, notifications to property owners, draft resolutions, and a final draft zoning ordinance and zoning map for Village Board review and enactment. At various public meetings and at the public hearing, some community members were opposed to a Village zoning ordinance, however a majority voiced support. Ultimately the Village Board adopted the proposed zoning ordinance and zoning map.

Client References:

Andrew Bequette
Attorney, Beckett & Webber, PC
401 S Main Street
Tuscola, IL 61953
(217) 253-2383
andrew@beckettwebber.com

Amanda Mank
Village of Longview President
Longview Village Hall
202 E Logan
Longview, IL 61852
(217) 722-5410
amandamank@rocketmail.com

**VILLAGE OF LONGVIEW
TOWN HALL MEETING**

**THURSDAY, DECEMBER 10, 2013
7:00 PM - 8:00 PM
LONGVIEW VILLAGE HALL, 202 E LOGAN, LONGVIEW, IL**

The Village is beginning the process to develop a Zoning Code for Longview. As a first step, we invite Longview citizens and all those interested to participate in a **TOWN HALL MEETING**. *Attend and be heard!*

Your input and ideas are needed.

At this meeting:

- Your input—what's unique about Longview?
- What you most like and least like about living in Longview
- Your vision for Longview, 10 or 20 years from now
- Your questions/expectations about a zoning code

For more information or to request special accommodations, please contact S. Monte at CCRPC. smonte@ccrpc.org or phone 328-3313, x-164

AMENDMENT TO ZONING ORDINANCE

ORDINANCE

Village of Ogden

Adopted 06/16/2011

Client Reference:
 Jack Reidner
 Village of Ogden President
 Ogden Village Hall
 101 W Main Street
 Ogden, IL 61859
 (217) 582-2030
 ogdmayor@comcast.net

Successful project: At the request of the Ogden Village Board, CCRPC staff researched and proposed a specific text amendment to add wind energy systems provisions to the Village of Ogden Zoning Ordinance. CCRPC staff prepared legal notices and notifications for the public hearing at the ZBA and presented the final amendments at the public hearing. No public opposition to the proposed draft amendments occurred. The proposed amendment was subsequently adopted by the Village Board.

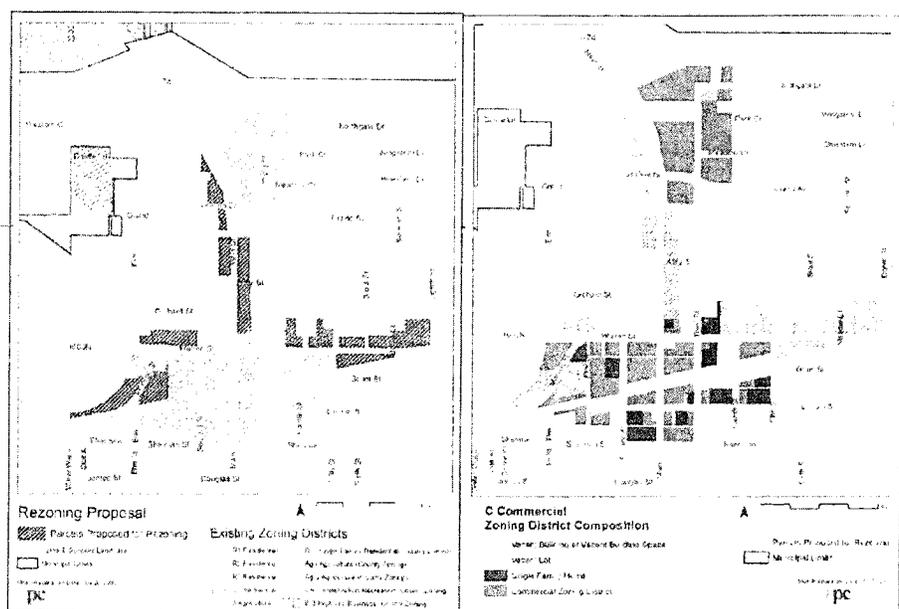
ZONING ORDINANCE and OFFICIAL ZONING MAP

Village of St Joseph

Ongoing

Client Reference:
 Tami Fruhling-Voges
 Village of St Joseph Trustee
 St Joseph Village Office
 207 E Lincoln Street
 St Joseph, IL 61873
 (217) 469-7218
 fruvo@comcast.net

CCRPC staff is midway through a project to assist the St. Joseph Village Board and Plan Commission in updating its zoning ordinance. The project is a comprehensive review and update of the existing zoning ordinance and includes proposed zoning map amendments to update the map for consistency with the Village's recently updated comprehensive plan. CCRPC staff will handle the preparation of a legal notice and the required notifications for a public hearing to review proposed text and map amendments.



PROJECT APPROACH

CCRPC is proposing a fresh, context sensitive, and thorough approach to updating the Village of Rantoul's zoning code and building design guidelines.

FRESH

CCRPC staff have deep local knowledge of central Illinois as a result of living and working here for many years, while also having an outsider's unbiased viewpoint that will bring a **fresh perspective** to Rantoul's past, present, and future zoning and design guideline needs.

CCRPC staff regularly attend local and national conferences and workshops in order to stay current on best planning practices including zoning and building design guidelines. We will use our local experience combined with our ongoing training to modernize Rantoul's zoning ordinance and building design guidelines in a way that is relevant and user-friendly.

CONTEXT-SENSITIVE

Rantoul's zoning ordinance and building design guidelines should be a reflection of the Village's collective goals and future vision. This update will provide a framework for the ordinance to function in a way that is **respectful of the current fabric of the community** and also responsive to positive change and future opportunities.

Throughout the process, CCRPC staff will check in with Village staff (in person, over email, and over the phone) to ensure the findings, direction, and final products match community viewpoints and expectations. CCRPC will also help in designing and executing public workshops during the update process in order to better understand the perspectives and goals of residents, businesses, institutions, and other stakeholders.

THOROUGH

From start to finish, CCRPC will integrate best planning practices, its own local and regional knowledge, superior data analysis tools, and input from local stakeholders to ensure a collaborative, vested, and successful updating process with valuable final products. CUUATS staff will provide Village staff with a thorough analysis of all aspects of the existing ordinance and building design guidelines in conjunction with a review of all related plans, documents, and practices. Throughout the process, CCRPC staff will ensure a **thorough explanation of how to effectively and efficiently implement updates** for both staff and residents

We believe CCRPC is uniquely suited for meeting Rantoul's needs. Our approach, combined with our educational background, understanding of best practices, and up-to-date technology will provide innovative and accessible zoning code and design guidelines updates that will help the Village work toward its goals for the future.

SCOPE OF WORK

Task 1. Assess the codes to identify strengths, weaknesses, opportunities and constraints relating to contents and structure.

1. Consult with Village code enforcement, planning and zoning administration staff to obtain their observations and input regarding strengths, weaknesses, opportunities, and constraints of the existing codes.
2. Perform in-depth, section-by-section analysis of existing codes and identify sections by their need for content updates, clarification updates, or both.
3. Review zoning ordinance, business design guidelines, and subdivision code content for basic and inherent weaknesses related to constitutional takings, due process, First Amendment, and religious land uses freedoms.
4. Invite comments and suggestions from the Village Attorney regarding the same.
5. Review characteristics of zoning variances and zoning appeals applied for over the past 5-10 years and the history of standard and special conditions assigned to special uses granted by the Village to identify potential amendments for consideration as potential improvements.

Task 2. Achieve a general modernization of the codes: provide clarity; update definitions; review and update landscape and design standards in industrial, commercial and residential zones; update use assignments in each zoning district, including uses that might move from special review to use by right and vice versa to achieve the stated purpose of the zone. Incorporate graphics as needed to illustrate standards and guidelines to increase clarity.

1. Research best practices regarding all relevant zoning provisions, performance standards, and landscape and design standards.
2. Revise for precise and clear definitions and the removal of extraneous definitions.
3. Revise for precise language to replace language to replace unclear or antiquated language.
4. Update parking, storage, signage, land use, screening, buffer, and design standards based on current best practices and consultation with Village staff.
5. Update schedule of authorized principal land uses.
6. Develop clear graphics to identify the more complex provisions related to height, setback, density, floor area ratio, and signage standards.
7. Revise code for overall clarity and user-friendliness.

Task 3. Assist in crafting language to allow mixed uses as indicated in the Future Land Use Map.

1. Research best practices and innovative applications regarding zoning and land use planning for mixed uses.
2. Consult with Village staff and Plan Commission to adapt best land use planning, zoning, subdivision, business design guidelines, and related code enforcement practices to the Village of Rantoul.
3. Update or add home occupation provisions for residential zoning districts and identify relevant approaches to allow for mixed uses in other zoning districts.

Task 4. Develop one or more mixed density residential zones districts. The new district(s) should provide for mixed use opportunities and incorporate "complete neighborhood" concepts.

1. Analyze existing residential stock and neighborhood conditions.
2. Research best practices for mixed density residential districts.
3. Consult with Village staff and Plan Commission to adapt best practices to the Village of Rantoul.

Task 5. Simplify review and approval procedures for special reviews, variances and special use permits. The existing processes are complex, lack clarity, and result in a lengthy review and approval timeframes.

1. Review current procedures with Village staff.
2. Recommend revisions to clarify and streamline review and approval procedures.
3. Recommend potential revisions to zoning ordinance procedural provisions based on current state statutes.
4. Develop streamlined process and procedure guide, including flowcharts and other visual aids for both staff and applicants.
5. Develop an "applicant kit" for each type of zoning and subdivision application, including a timeline and flowchart, all necessary forms, convenient contact information, and a frequently asked questions page specific to that application.

Task 6. While the zoning ordinance must be overhauled to achieve many of the goals of the village, it must also be revised because it contains archaic and often ambiguous language. This can lead to undesirably broad interpretation of the regulations. Further, it is silent in some areas and gives no incentives to developers on significant issues (e.g. appearance of landscaping, screening and buffers). The consultant will be responsible for ensuring that all the basic code elements are included in the new ordinances, which will most likely include the following sections: definitions, non-conformities, use classifications, evaluation criteria, development and design standards, review procedures, signage and parking standards, administration, monitoring and revisions, lighting standards, and the zoning district map.

1. Revise and edit the code, focusing on sections identified by Village staff and incorporating all needed changes identified in Task 1 and not already addressed during Task 2.
2. Include performance standards and incentives where feasible.

Task 7. As per discussion at the May 3 2016 Pre-Proposal Conference, CCRPC will include work associated with preparing proposed zoning ordinance text and map amendment materials for a required public hearing before the ZBA.

1. Develop legal descriptions of property proposed to be impacted by map amendment(s), a draft summary memorandum, and a draft ZBA *Finding of Fact* regarding proposed zoning ordinance and map amendments.
2. Prepare public hearing notice for publication, (Village to incur publication costs).
3. Prepare notification letters to owners of properties potentially impacted by proposed map amendment(s) and to adjacent properties as required, (Village to incur mailing costs).
4. Attend (1) public hearing at ZBA and (1) follow-up Village Board meeting.
5. RPC assumes that the Village will provide a recording secretary at the public hearing and that the Village will prepare minutes of the required public hearing.

PROJECT SCHEDULE

July – September 2016 (3 months)

CCRPC project team to perform preliminary work.

- Meet with Village of Rantoul staff and/or officials to discuss preliminary review, finalize scope of work and project expectations
- Review existing codes and processes; analyze for strengths, weaknesses, opportunities, and constraints; and identify needed content and clarity revisions in section-by-section assessment **(Task 1)**
- Meet with Village of Rantoul staff to present conclusions from Task 1

CCRPC project team to revise existing content:

- Revise for general modernization, clarity, and user-friendliness **(Task 2)**, including updated categories, design standards, definitions, and use assignments
- Perform section-by-section revision for archaic language and ambiguity **(Task 6)**, focusing on sections identified in the preliminary review **(Task 1)** and sections identified by Village staff
- Present to Plan Commission and/or Village Board of Trustees

July – November 2016 (5 months)

CCRPC project team to develop and propose new content:

- Draft code language to allow mixed use neighborhoods as shown in the existing Future Land Use Map, based on mixed use code language best practices **(Task 3)**
- Develop text to allow mixed density residential zones, based on mixed use code language best practices **(Task 4)**
- Present to Plan Commission and/or Village Board of Trustees
- Assist Village staff with one or more public workshops

CCRPC project team to revise existing and develop new process materials:

- Review existing application and review procedures, and consult with Village staff on strengths, weaknesses, opportunities, and constraints of existing process **(Task 5)**
- Streamline procedures and eliminate redundancies to create a process that is efficient, simple, and easy to understand and implement **(Task 5)**
- Develop updated process guide, including flowcharts and other visual aids, to be published as part of the zoning code and/or as a standalone resource **(Task 5)**
- Develop applicant kits (further described in Item 5) for zoning and subdivision applications, to facilitate the application process for both applicants and staff
- Present to Plan Commission and/or Village Board of Trustees
- Assist Village staff with one or more public workshops

November - December 2016 (2 months)

CCRPC project team to finalize and present project deliverables:

- Create final documents from the Part 2-4 deliverables
- Present final deliverables to Plan Commission and/or Village Board of Trustees

December – April 2017 (5 months)

CCRPC project team to prepare for required public hearing before the ZBA and follow-up Village Board meeting (**Task 7** - additional task included per discussion at the May 3, 2016 Pre-Proposal Conference):

- Compile legal descriptions of property proposed to be impacted by map amendment(s),
- Prepare public hearing notice for publication,
- Prepare notification letters to owners of properties potentially impacted by proposed map amendment(s), and to adjacent properties as required,
- Draft a summary memorandum and a draft ZBA finding of fact regarding proposed zoning ordinance text amendments and map amendments,
- Attend (1) public hearing at ZBA and (1) follow-up Village Board meeting.

	2016					2017				
	July	August	September	October	November	December	January	February	March	April
Task 1										
Task 2										
Task 3										
Task 4										
Task 5										
Task 6										
Final Approval										
Task 7										

PROJECT BUDGET

Deliverables	Description	Hours			Cost
		Project Lead	Planner II	RPC Intern	
Progress Reports & Research	Preliminary review: obtain zoning case history, review questions, concerns of ZBA, Zoning Administrator, Village Board, Village Attorney	20	20		\$2,162.80
	Monthly Conference Calls & Reports (8)	16	16		\$1,730.24
Draft Ord/ Maps	Develop preliminary draft to address text and map amendments and printed final copies	55	100	40	\$8,790.20
	Planning Commission and Village Board Committee Meetings (4)	25	25		\$2,703.50
Meetings	Workshops in FY16 (2)	20	20		\$2,162.80
	Workshops in FY17 (1)	6	6		\$661.80
	ZBA Public Hearing followed by Village Board Meeting	8	8		\$882.40
Final Work Products	Legal descriptions of property to be impacted by proposed amendments				
	Draft public hearing notice				
	Notification letters to owners of properties impacted by proposed amendments and to property owners of adjacent properties as required	56	56	40	\$7,004.40
	Memorandum and draft ZBA <i>Finding of Fact</i> regarding proposed zoning ordinance text and map amendments				
	Applicant kits for each zoning variance application				
Total Personnel					\$26,098
(travel \$300 + workshop/meeting materials \$300) Commodities					\$600
10% Contingency					\$2,582
Total (Option A: Intern provided by CCRPC)					\$29,280

Option B: Intern provided by Village July - August 2016	CCRPC costs	\$25,887
	10% Contingency	\$2,501
Total		\$28,388
Option C: Intern provided by Village July - August 2016 and January-February 2017	CCRPC costs	\$25,059
	10% Contingency	\$2,418
Total		\$27,477

Billing Rate for work requested outside outside the final scope \$50/hr

PROJECT DELIVERABLES

Project Reports & Research

1. One preliminary meeting with Village staff for each task, to present initial ideas, solicit input, and gain insights from staff on strengths and weaknesses of existing codes and processes;
2. One check-in meeting during work on each task, to present progress and confirm expectations and task direction; and
3. Monthly or bi-monthly progress reports to Village staff, submitted in writing.

Draft Ordinances/Maps

1. Fifteen (15) print copies and digital copy of the proposed draft zoning code, building design guidelines, and subdivision code, emphasizing clarity and user-friendliness, including graphics and maps illustrating key concepts, and consistent in content and formatting to provide a cohesive user experience;
2. Fifteen (15) print copies and digital copy of the proposed draft Official Zoning Map;

Meetings

1. Attendance at 2-4 Plan Commission and Village Board of Trustees meetings to present progress and get feedback from commissioners and trustees; prospective topics include, but are not limited to, sections of revised code and code language, proposed map amendments to zoning districts; process and procedure guide, and applicant kits;
2. Provide materials and assist Village staff with 3 public workshops;
3. Provision of sufficient copies of all discussed draft documents at each meeting; and
4. Attendance at ZBA public hearing to present final products and follow-up Village Board of Trustees meeting.

Final Work Products

1. Legal descriptions of property proposed to be impacted by map amendment(s);
2. Draft of public hearing notice;
3. Prepared notification letters to owners of properties impacted by proposed map amendment(s), and to property owners of adjacent properties as required;
4. A summary memorandum and a draft ZBA *Finding of Fact* regarding proposed zoning ordinance text amendments and map amendments for use by ZBA members and for Village Board reference;
5. Applicant kits, designed for zoning variance applications, appeal applications, special use applications, or map amendment applications, to include a timeline and flowchart relevant to that application, needed forms and other paperwork, useful contact information, and "frequently asked questions" specific to that application; and
6. Digital copies of approved versions of updated codes, zoning map, and administrative procedural guides.

CLIENT REFERENCES



Jack Reidner
Village of Ogden President
Ogden Village Hall
101 W Main Street
Ogden, IL 61859
(217) 582-2030
ogdmayor@comcast.net

Andrew Bequette
Attorney
Beckett & Webber, PC
401 S Main Street
Tuscola, IL 61953
(217) 253-2383
andrew@beckettwebber.com

Amanda Mank
Village of Longview President
Longview Village Hall
202 E Logan
Longview, IL 61852
(217) 722-5410
amandamank@rocketmail.com

Tami Fruhling-Voges
Village of St Joseph Trustee
St Joseph Village Office
207 E Lincoln Street
St Joseph, IL 61873
(217) 469-7218
fruvo@comcast.net

Statement of Qualifications to

Update the Ranboul Zoning Code & Building Design Guidelines

CITY OF RANBOUL, ILLINOIS

graydon

Planning & Law | The complete experience

May 6, 2016

Sean S. Suder, LEED AP
Direct: 513.629.2724
Mobile: 513.235.3470
ssuder@graydonlanduse.com

May 4, 2016

Jeffrey A. Fiegenschuh, ICMA-CM
Village Administrator
Village of Rantoul
333 S. Tanner Street
Rantoul, IL 61866

RE: Statement of Qualifications to Update the Rantoul Zoning Code & Building Design Guidelines

Mr. Fiegenschuh:

Zoning regulations should advance your community's vision, not serve as a barrier to achieving it. Your regulations should reflect existing and desired development patterns and promote desired outcomes. We are a group of planning and law professionals who work with small and mid-size communities throughout the eastern-half of the United States to diagnose and create consistent, clear, usable and defensible zoning and land use regulations that operate to achieve your vision.

Rantoul, like many communities we work with, have an outdated and piecemeal-updated zoning ordinance that may have worked for the community when it was adopted, but is no longer promoting the community's desired outcomes. Communities often recognize the disconnect between their vision and their regulations as a result of frustration and costly disputes. We work with local governments across the eastern United States to review, analyze, diagnose, re-structure, and re-write their zoning and land use regulations so that they reflect their vision and promote desired outcomes. Our personal and custom approach serves small and mid-size communities like Rantoul well.

Planning and law professional Sean Suder, Graydon Land Use's Managing Director, will serve as the lead consultant and will personally attend all meetings and perform all work. We will contract separately with MKSK Studios, with offices throughout the Midwest, for graphics and mapping services. When you work with us, you should be assured that we will focus on providing excellent customer service and will perform top-quality work on time and on budget.

We look forward to introducing ourselves and our qualifications to you and demonstrating how we can make a difference for the people of Rantoul. If you have any questions, please feel free to contact me at ssuder@graydonlanduse.com, or at (513) 629-2724.

Sincerely,



Sean S. Suder
Graydon Land Use Strategies, LLC

Land Use and Zoning Codes and Ordinances

We are a team of planning and legal professionals who can give a position for clear, with an appreciation of context, definitions and processes. This combination, along with our collaboration with top design professionals, locally situated us to assist governmental entities in writing, testing, interpreting, maintaining and implementing their land use codes and regulations.

We know that outdated and piecemeal codes increase the risk of disputes, delays, and lead to uncertainty and inconsistency with localities, property owners, and the community alike. They can also lead to undesirable, unattractive, and delayed developments.

We bring our years drafting local ordinances that focus on word choice, sentence structure, readability, simplicity, consistency of terms, and coherence. Applying these principles helps avoid vague, ambiguous, unclear and inconsistent ordinances that may erode land use regulations.

We draft regulations that are:

- Clear
- Concise
- Usable
- Understandable

We provide a complete perspective:

There are planning consultants, and there are law & planning consultants. Your project deserves a more complete perspective.

- We know how you can lose. We have challenged and defeated many different types of zoning codes and decisions.
- We know how to keep you from wasting time and resources. We have worked in local government and have administered zoning and land use codes from the inside.
- We know planning and law. We have a keen understanding of effective writing, construction.
- We know how to communicate, breaking down complex topics into simple words. That is what we are trained to do.
- Zoning and land use regulation is what we do. Zoning is not a follow-on service to a planning project, it is our front.

graydon and co.

1000 Walnut Street, Cincinnati, OH 45202

Graydon Land Use At a Glance

Principal
Sean S. Sinder, FEED AP
Managing Director
ssinder@graydonlanduse.com

Location/Principal Office
501 Walnut Street
Suite 1500
Cincinnati, OH 45202
513.629.2724

www.graydonlanduse.com

We work on:

- Zoning and land development codes
- Historic preservation ordinances and guidelines
- Form-based codes
- Environmental and sustainability ordinances
- Code updates and maintenance
- Code diagnostics
- Geographic reviews
- Staff and board training



Project Director: M. K. Sisk

Our team prides itself on being personal, professional, and present.

Sean Suder, Managing Director of Graydon Land Use, will be the primary point person for the project team and personally writes and reviews all of the codes. Sean performs his work at his office in Cincinnati, but will be present in the Rantoul on a regular basis as desired.

Sean's resume is set forth in Appendix A: Resumes.

MKSK Studios will assist Graydon Land Use with graphics, building design guidelines, and mapping. Since 1979, MKSK has made an impact on the design and planning fields with creative solutions to a diversity of design challenges. A combination of creative problem solving and technical expertise has resulted in hundreds of built projects, with a studio of gifted professionals, with a guiding principle of design excellence. MKSK strives to raise the standard of landscapes, architecture, land planning, and urban design services.



Examples of our work:

Examples of our work can be viewed in Appendix B: Relevant Experience

Community Engagement

We believe that listening to the people who use the existing regulations and processes is the best way to understand how they are or are not working for the community. Simple, pointed questions often elicit volumes of valuable information. This information informs our diagnostic analysis and recommendations. The first phase of the project will be the information gathering phase (task 1). During this phase, we will conduct small group listening sessions with various key stakeholders, including Village staff, elected officials, developers, and real estate professionals, and representatives from community groups and institutions.

Generally, the project will flow as follows:

- Gather information and learn
- Provide content
- Review and discuss content
- Receive feedback and gather additional information
- Revise content
- re-introduce content
- Present and discuss revised content
- repeat until all issues are complete with timeline

This will be achieved by various means and methods depending on how your community is best engaged:

- One-on-one meetings
- Small group listening sessions
- Public open houses and workshops
- Large group meetings
- Public meeting presentations

We have experience with all types of engagement and will custom tailor our approach to Rantoul and this project.

graydonlanduse.com

Statement of Qualification to
Update the Rantoul Zoning Code & Building Design Guidelines



Task 1

- Review existing codes in terms of strengths, weaknesses, opportunities and constraints relating to contents and structure. We call this a code diagnosis and propose the following process:
- Review each section of the existing zoning regulations and ask the following questions for each:
 1. Does this regulation promote the community's vision and desired outcomes?
 2. If not, is there a more efficient, effective way to achieve the vision?
 3. If not, eliminate the regulation and move on to drafting regulations that promote the vision.
- Work with Village staff to understand the practical implications of retaining, amending, or drafting new regulations.
- Diagram existing regulations that allow us to identify the areas in addition to those identified in the plan where we should focus our efforts on creating new regulations.

Task 2

- Perform a general reformation of the codes: provide clarity, update definitions, review and update landscape and design standards in industrial, commercial and residential zones; update use assignments in each zoning district, including uses that might move from special review to use by right and vice versa to achieve the stated purpose of the zone; incorporate graphics as needed to illustrate standards and guidelines to increase clarity. Based on our analysis in Task 1, and our discussions with Rantoul Planning & Inspections staff, Plan Commission and the Village Board of Trustees, we will propose revised or new language, along with any appropriate new or updated graphics, to address these issues in a draft to be delivered and discussed at Public Workshop #1 in Rantoul.

Task 3

- Assist in drafting language to allow mixed uses as indicated in the Future Land Use Map. Based on our analysis in Tasks 1 and 2, our discussions with Rantoul Planning & Inspections staff, Plan Commission, and the Village Board of Trustees, and any relevant feedback in Public Workshop #1, we will propose revised or new language, along with any appropriate new or updated graphics, and a revised land use map, to address these issues in a draft to be delivered and discussed at Public Workshop #2 in Rantoul.

Task 4

- Develop one or more mixed density residential zones districts. The new district(s) should provide for mixed use opportunities and incorporate "complete neighborhood" concepts. Based on our analysis in Tasks 1, 2, and 3, our discussions with Rantoul Planning & Inspections staff, Plan Commission and the Village Board of Trustees, and any relevant feedback in Public Workshop #1 and #2, we will propose revised or new language, along with any appropriate new or updated graphics, and a revised land use map, to address these issues in a draft to be delivered and discussed at Public Workshop #3 in Rantoul.

Task 5

- Simplify review and approval procedures for special use reviews, variances and special use permits. The existing process is a complex, time-consuming and lengthy review and approval timeline. Based on our analysis in Tasks 1, 2, 3, and 4, and discussions with Rantoul Planning & Inspections staff, Plan Commission and the Village Board of Trustees, and any relevant feedback in Public Workshop #1, #2, and #3, we will propose revised or new language along with any appropriate new or updated graphics, and a revised land use map, to address these issues in a draft to be delivered and discussed at Public Workshop #4 in Rantoul.



Task 6

- While the zoning ordinance must be amended to achieve many of the goals of the village, it must also be revised because it contains archaic and often ambiguous language. This can lead to a considerably broad interpretation of the regulations. Further, it is silent in some areas and gives no incentives to developers on significant issues (e.g. appearance of landscaping, screening & buffers). We will be responsible for ensuring that all the basic code elements are included in the new ordinances. This will be addressed in Task 1 and will be incorporated in all other tasks and amendments proposed as appropriate or desired.

Appendix A: Project Schedule (1/1/20) to Deliverables

Task	Schedule	Fee	Deliverables
Task 1	0-60 Days	\$12,500	<ul style="list-style-type: none"> • Kick-off Trip #1 • Diagnostic memorandum and report • Outline of proposed changes to code layout/structure, if any
Task 2	60-90 Days	\$12,500	<ul style="list-style-type: none"> • Trip #2 • Draft #1 of Code amendments
Task 3	90-120 Days	\$9,500	<ul style="list-style-type: none"> • Trip #3 • Draft districts
Task 4	120-180 Days	\$7,500	<ul style="list-style-type: none"> • Trip #4 • Draft districts
Task 5	180-270 Days	\$10,000	<ul style="list-style-type: none"> • Trip #5 • Draft procedures
Task 6	270-360 Days	\$7,500	<ul style="list-style-type: none"> • Trip #6 • Final comprehensive draft code and map
Total		\$60,000	includes all ground-trip expenses

References:

Relevant information is included on the project sheets in Appendix B: Relevant Experience



Appendix A

Resumes

Sean S. Suder LEED® AP

PROJECT MANAGER

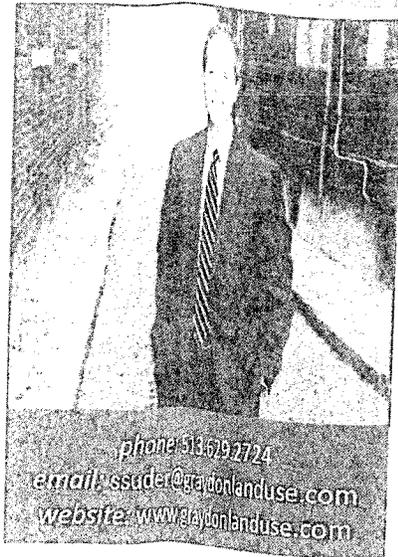
graydonlanduse.com

As a city planner and lawyer who has worked both in the private and public sectors, Sean brings real world experience and perspective to zoning and land use matters.

With a proven track record as a chief of planning, lawyer, and construction manager, Sean has successfully led a wide range of planning projects. Sean knows that the only way to get a project done is to work collaboratively with a team.

As chief counsel for land use and planning for the City of Cincinnati, Sean worked with a team of city staff, consultants, elected officials, and citizens to successfully implement zoning and code regulation that reduced regulatory time, developed increased certainty for the community, and retained important public parks for the city.

As an expert in the code enforcement arena, Sean represents developers and property owners in law, looking to manage their regulatory risk and obtain approvals.



Education and Awards

Bachelor of Urban and Environmental Planning, University of Virginia School of Architecture

Law Doctor, University of Virginia School of Law

Leadership in Energy and Environmental Design Accredited Professional (LEED® AP)

Admitted to practice law in Ohio, Kentucky, and Tennessee

Work Experience

City of Cincinnati, Land Use and Planning (Chief Counsel - 2010-2014)

Sean served as chief counsel for Cincinnati's *Urban Preservation Code* (Winner of the 2012 *Community Award*), *Code Enforcement Improvement Code*, which includes the City's first stream compliance ordinance by 2014, and *Form Based Code* (Winner of 2011 *Code of Cincinnati* award) which was funded by a 2010 HUD Sustainable Communities Grant.

Sean has represented a wide variety of departments of City Planning and Buildings, City Planning and Building Board of Appeals, Historic Conservancy, Land and Housing and Housing Appeals. He has also worked on cases, property transfer, and government in a number of zoning and land use matters and has represented various public utility service and other entities in the private sector.

University of Cincinnati (Adjunct Professor/Lecturer)

Sean is an adjunct professor of land use and planning at the University of Cincinnati College of Architecture, Planning, and Land Center, and directs presentations at the University of Cincinnati College of Design, Art, Architecture and Planning.

Urban Land Institute, Cincinnati District Council (Executive Committee)

Sean is a member of the Cincinnati District Council. He has served on the Executive Committee and is a member of the regional Council.

Congress for New Urbanism (Member)

American Planning Association (Member)

National Trust for Historic Preservation Forum (Member)

Over the Rhine Foundation (Trustee)

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Appendix B

Relevant Experience

LITCHFIELD, CONNECTICUT

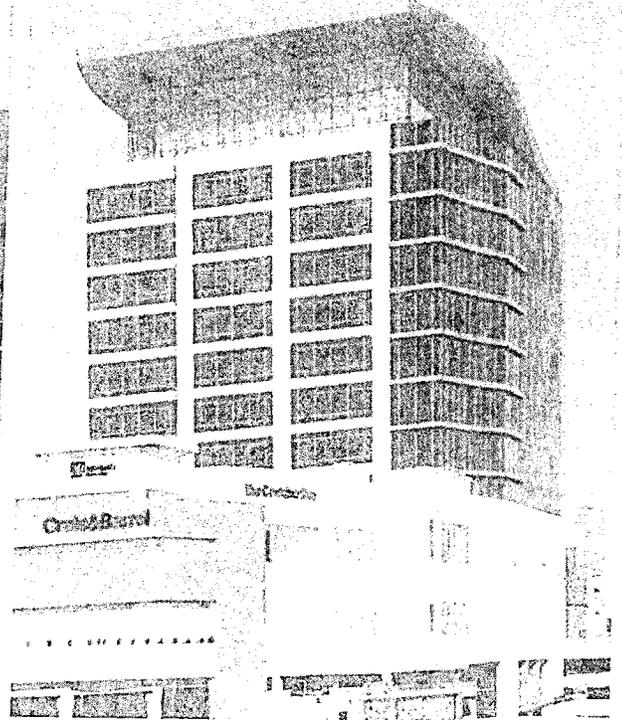
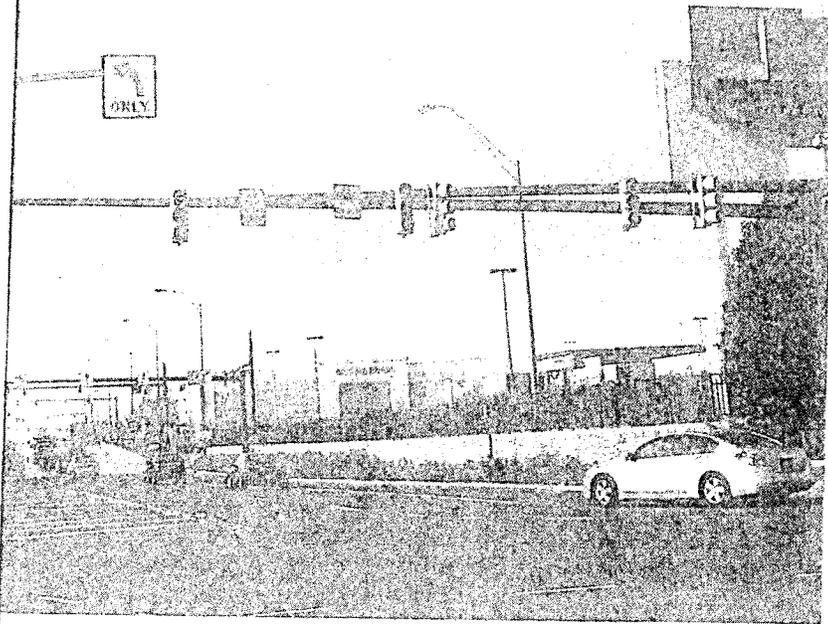


Litchfield, Connecticut, pop. 8,000, hired Graydon Land Use to reformat, and reshape 1970's zoning regulations, outdated aquifer protection regulations and subdivision regulations, and all of the Town's permit forms, in this historic and picturesque town in the Litchfield Hills of Western Connecticut. The project commenced in January 2015, and all the codes were vigorously vetted by the Planning & Zoning Commission and the public and were adopted 13 months from project commencement.

Contact:
Dennis Tobin, PhD.
Zoning Administrator
Town of Litchfield, CT
(860) 567-7565

Consultant Team:
Graydon Land Use
Jacobs Advance Planning

SYCAMORE TOWNSHIP, OHIO

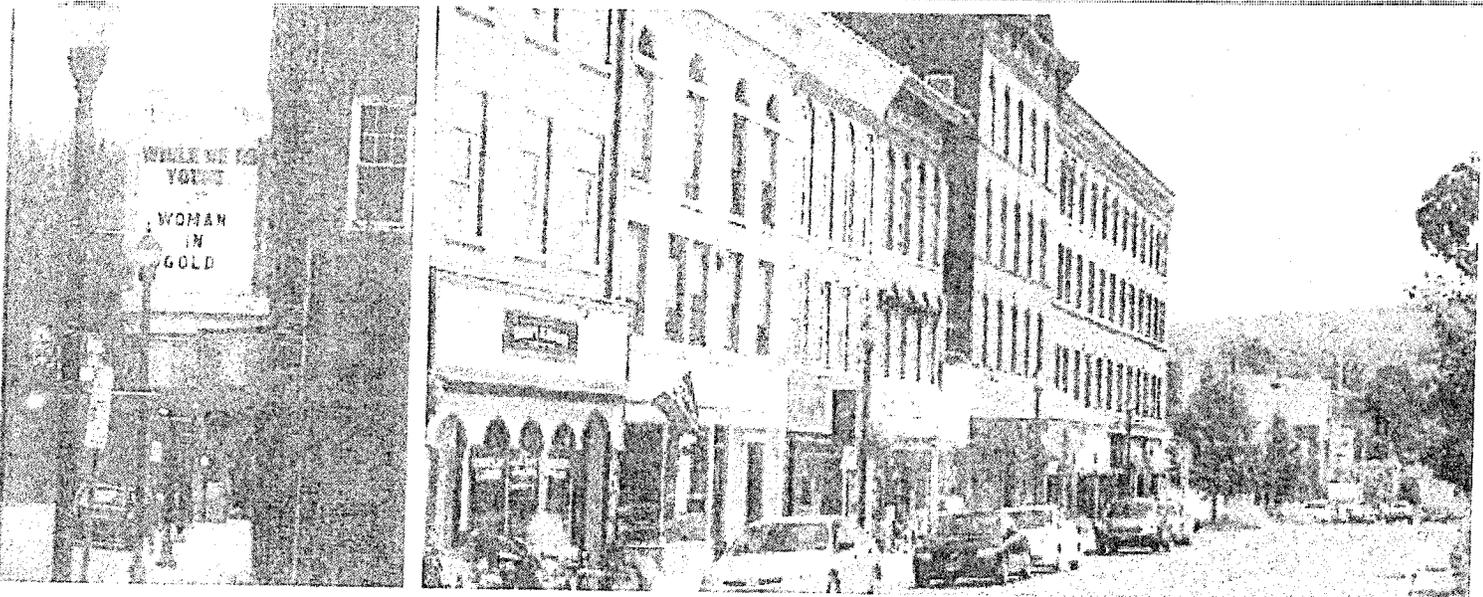


Graydon Land Use Was hired as part of a consultant team to assist Sycamore Township, Hamilton County, Ohio, pop. 18,000, with reviewing, diagnosing, and updating its existing 1990's zoning regulations with modern zoning that promotes the mix of uses and density desired in this largely developed suburban Cincinnati office, retail, and residential hub. The project commenced in November 2015 and is ongoing through 2016.

Contact:
Paul Culter, AICP
Jacobs Advance Planning
513.595.7910

Consultant Team:
Jacobs Advance Planning (Prime)
Compass Pointe Planning (Sub)
Graydon Land Use (Sub)

WINCHESTER, CONNECTICUT



The Town of Winchester hired Graydon Land Use to review, diagnose, and overhaul its Zoning Regulations, which date from 1950's and are not consistent with the Town's vision, have had and continue to have a disproportionate adverse impact on the Town Center and its surrounding neighborhoods, and are better suited to development outside of the Town Center. The Zoning Regulations have been diagnosed, reorganized, restructured, streamlined, simplified, and modernized the Town's Zoning Regulations to reflect modern trends in land use regulations that are sensitive to the need to re-populate and encourage investment in the Town.

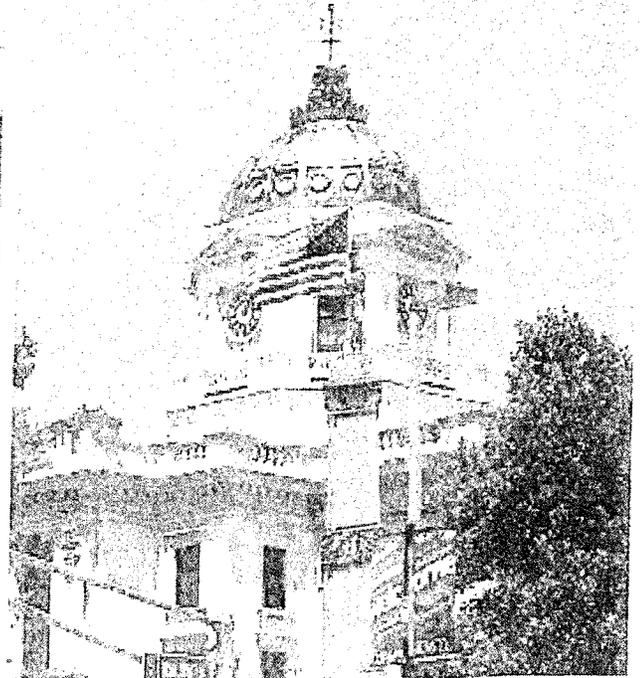
For example, particular attention has been paid to density, parking and use regulations that need modernization to address these issues. All zoning districts have been reviewed and consolidated to reflect a simpler land use pattern. They have been divided into Town Districts, Rural/Lake Districts, and Overlay Districts. Common Regulations have also been consolidated and the new districts reflect Development Pattern Districting (DPD) principles.

The project commenced in May 2015 and is scheduled to conclude in Summer 2016

Contact:
Steve Sadlowksi, AICP
Town Planner
Town of Winchester, CT
(860) 379-2713

Consultant Team:
Graydon Land Use

MONROE COUNTY, INDIANA



Graydon Land Use was hired as part of a team to assist Monroe County, Indiana, in reviewing, analyzing and recommending revisions to the urbanizing area surrounding the City of Bloomington, home of Indiana University. The County's goal is to achieve better development outcomes, promote higher-density and more productive land use, and to mitigate the land use impacts of an extended Interstate 69 through the County. The project commenced in early 2016 and will continue through the year.

Contact:

Justin Goodwin, AICP
MKSK Studios
614.621.2796

Consultant Team:

MKSK Studios (Prime)
Graydon Land Use (Sub)

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ___ OF ___
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ITEM: Lincolns Challenge, RBC Remodel	DEPARTMENT: Admin
AGENDA SECTION:	AMOUNT: \$ 54,605.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 2nd, 2016

SUMMARY HIGHLIGHTS: In an effort to save the Village significant cost on utilities and building upkeep at Grissom Hall, a budget of \$125,000.00 was established to remodel the 2nd floor of the RBC. Lincolns Challenge Academy will move from Grissom Hall to the 2nd floor of the Rantoul Business Center upon completion. There is a July 31st deadline.

A public bid went out and had no submittals by the due date. The project was a series of small jobs and were broken apart into projects after the failed bid. Some of the projects were overseen by Village staff. However, a moderate portion was given to Groski Reifsteck for oversight and contractor selection.

Gorski Reifsteck selected Roessler Constrecution to complete the project. The quoted project cost is \$54,605.00 to complete bathroom repairs/ADA, drinking fountain installation, mechanical closet construction and other projects specifically tooled for the school.

The total budget:

RBC	SPRINKLER	\$26,500.00	5.0%		illini fire	TOTAL
RBC	NETWORK	\$4,755.56	100.0%		champaign county telephone	\$92,860.56
RBC	HVAC	\$0.00	100.0%		VOR	
RBC		\$0.00	0.0%	estimate	0	
RBC	ELECTRIC	\$4,500.00	100.0%		WATERS	
RBC	MANAGEMENT	\$2,500.00	100.0%	N/A	GORSKI REIF	
RBC	roessler	\$54,605.00	0.0%	estimate	ROESLLER	

This total budget is significantly less that our original estimate and improves the quality of the 2nd floor for future leasing opportunity. It may also increase the value of the RBC overall. We will also be collecting revenue from Lincoln's Challenge and should be paid back for this investment in less than two years.

Recommended action:	I recommend accepting Roessler's quote and completing the RBC remodel.
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DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR:
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AGENDA PAGE NUMBER:

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Local Agency Resolution of Intent for the Neighborhood Overlay Projects – G.O. Bond	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$413,000.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 18, 2016
<p>SUMMARY HIGHLIGHTS: This Agenda Item provides for the formal allocation of Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) funds in the amount of \$413,000.00 for the neighborhood overlay and roadway improvement projects. This work includes improvements on portions of High Street, Garden Street, Englewood Drive, Birch Drive, Phillips Drive and Locust Avenue, Bethany Park and between Enterprise and Alpers.</p> <p>A portion of this work will be financed using the Village’s State allotment of Motor Fuel Tax funds. The Village is planning on using a flat amount of \$75,000.00 a year from State Motor Fuel Tax to fund a portion of the bond payment. The \$75,000.00 is allocated between these Neighborhood Overlay Projects and the Sangamon improvement. The \$413,000.00 represents the allocation from State Motor Fuel Tax for the Neighborhood Overlay Projects for the life of the bond.</p> <p>The project will be advertised in the next few weeks, with bids anticipated to be received at the end of June 2016.</p>	
<p>RECOMMENDED ACTION: Authorize the approval of the Local Agency Resolution of Intent in the amount of \$413,000.00 for the Neighborhood Overlay Projects.</p>	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	



BE IT RESOLVED, by the Board of Trustees of the County Board, City Council, President, Board of Trustees Village of Rantoul, Illinois that the following improvement be made in accordance with the Illinois Highway Code:

Table with 4 columns: Name of Thoroughfare, Intersecting Street (From/To), and Description of Improvement. Rows include High Street and Garden St, Englewood Drive, Birch Dr, Phillips Dr and Locust Ave, Bethany Park, and Entrance Drive.

BE IT FURTHER RESOLVED,

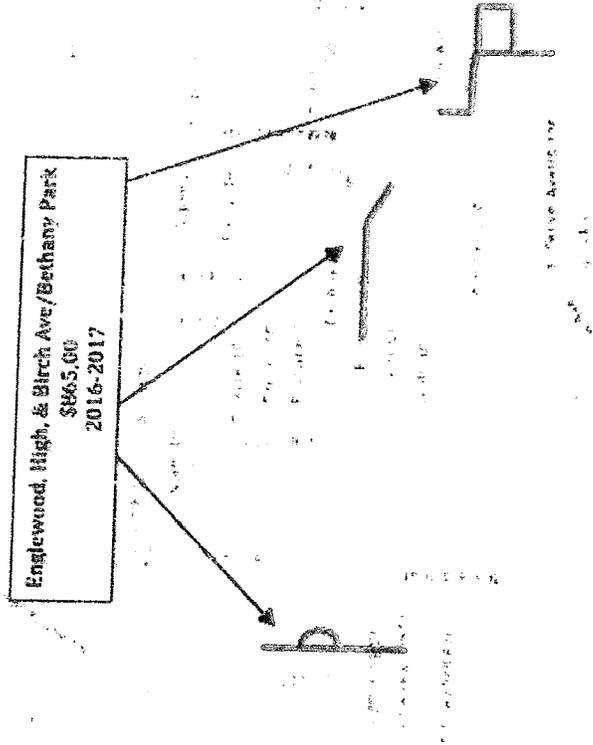
- 1. That the improvement shall be known as Section 16-00110-00-RS
2. That said work is to be done by contract.
3. That the proposed improvement shall be financed with the proceeds of a (General Obligation, MFT Fund) bond and it is the intention of the Village of Rantoul to retire all or a portion of such bonds, together with interest thereon, from the Village's allotment of Motor Fuel Tax Funds.
4. That there is hereby appropriated the sum of Four Hundred Thirteen Thousand dollars (\$ 413,000) from the Village's allotment of Motor Fuel Tax Funds for direct payment of Construction and Construction Engineering costs associated with subject improvement.

BE IT FURTHER RESOLVED that the Clerk is hereby directed to transmit four certified copies of this resolution to the district office of the Department of Transportation at Paris, Illinois.

Signature block for Michael Graham, Clerk in and for the Village of Rantoul. Includes fields for County, City, Village, Town, Name, Date, and County, City, Village or Town Clerk.

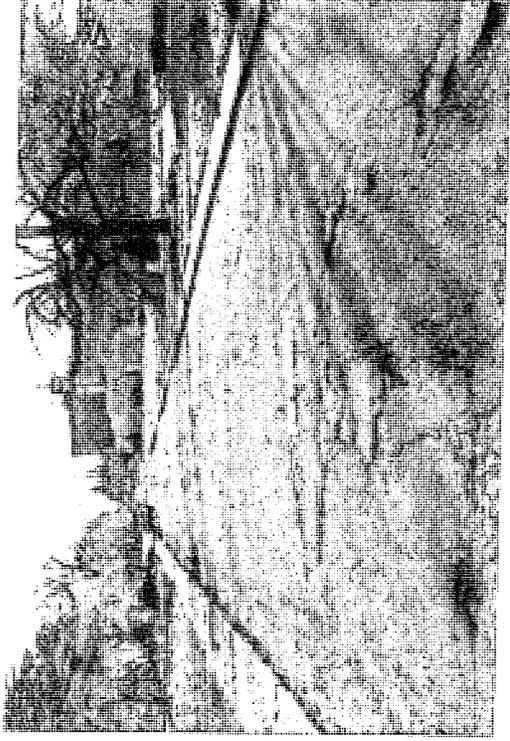
Neighborhood Overlay Projects

- Approximate Construction Cost - \$765,000
- Design Engineering - \$29,000
- Construction Engineering - \$68,000
- Total Cost \$862,000
- Bond Funded



Neighborhood Overlay Projects

- High Street & Garden Street
 - 4" pavement and Aggregate Removal/ Replace with new Hot Mix Asphalt (HMA)
 - 1705 linear feet



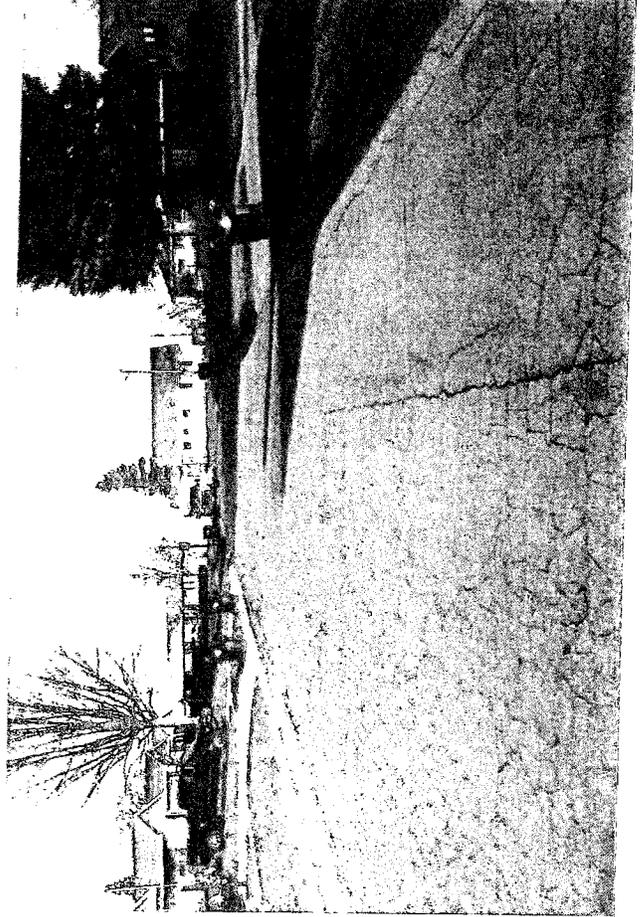
Neighborhood Overlay Projects

- Englewood Drive
 - 4" pavement and Aggregate Removal/ Replace with new Hot Mix Asphalt (HMA)
 - 1325 linear Feet



Neighborhood Overlay Projects

- Birch Ave/ Bethany Park
 - 4" pavement and Aggregate Removal/ Replace with new Hot Mix Asphalt (HMA)
 - 1215 Linear Feet



— REFERENCE —

SANGAMON PORTION

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM		PAGE ___ OF ___
ITEM: Local Agency Resolution of Intent – G.O. Bond	DEPARTMENT: Public Works	
AGENDA SECTION:	AMOUNT: \$720,000	
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: March 30, 2016	
SUMMARY HIGHLIGHTS: This Agenda Item provides for the formal allocation of Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) funds in the amount of \$720,000 for the reconstruction of Sangamon Avenue from Marshall Street to Chanute Street. A portion of the project will be financed using Motor Fuel Tax dollars from the Village's allotment. The Village is planning on using a flat amount of \$75,000 a year from State Motor Fuel Tax to fund a portion of the bond payment. The \$75,000 is allocated between Sangamon and the Neighborhood Overlay Projects. The \$720,000 represents the allocation from State Motor Fuel Tax for the Sangamon Project for the life of the bond. The project will be advertised in the next few weeks, with construction anticipated to begin in late May or June 2016.		
RECOMMENDED ACTION: Authorize the approval of the Local Agency Resolution of Intent in the amount of \$720,000 for the reconstruction of Sangamon Avenue.		
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.	VILLAGE ADMINISTRATOR:	
AGENDA PAGE NUMBER:		



**Illinois Department
of Transportation**

- REFERENCE -
Local Agency
Resolution of Intent
MFT/G.O. Bond

BE IT RESOLVED, by the Board of Trustees of the _____ of the
County Board, City Council, President, Board of Trustees
Village _____ of Rantoul, Illinois that the following
County, City, Village, Town Name
improvement be made in accordance with the Illinois Highway Code:

Name of Thoroughfare	Intersecting Street		Description of Improvement
	From	To	
Sangamon Avenue	Marshall St	Chanute St	Pavement reconstruction, storm sewer, curb and gutter, sidewalk ramps and parkway restoration.

BE IT FURTHER RESOLVED,

- That the improvement shall be known as Section 16-00109-00-PV
- That said work is to be done by contract.
- That the proposed improvement shall be financed with the proceeds of a (General Obligation, ~~MFT Fund~~) bond and it is the intention of the Village of Rantoul to retire
County, City, Village, Town Name

all or a portion of such bonds, together with interest thereon, from the Village's
County's, City's, Village's, Town's

allotment of Motor Fuel Tax Funds.

- That there is hereby appropriated the sum of Seven Hundred and Twenty Thousand
dollars (\$ 720,000) from the Village's
County, City, Village, Town

allotment of Motor Fuel Tax Funds for direct payment of Construction and Construction costs
Engineering
Engineering, Right-of-Way, Construction

associated with subject improvement.

BE IT FURTHER RESOLVED that the Clerk is hereby directed to transmit four certified copies of this resolution to the district office of the Department of Transportation at Paris, Illinois.

Approved	I, <u>Michael Graham</u> Clerk in and for the
Regional Engineer	<u>Village</u> of <u>Rantoul</u> County, City, Village, Town Name
Department of Transportation	Illinois, do hereby certify that the foregoing is true, perfect, and complete copy of a resolution adopted by the <u>Board of Trustees</u> County Board, City Council, President, Board of Trustees
Date	at a meeting on _____ Date
	IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this _____ day of _____
	(SEAL) _____ County, City, Village or Town Clerk

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
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ITEM: Construction Engineering Agreement for the second phase of the shared use path – Burns & McDonnell	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$64,184.00 - Total Construction Engineering <u>\$52,160.00</u> - ITEP Grant \$12,024.00 - Village Share
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 18, 2016
SUMMARY HIGHLIGHTS: This Agenda Item provides for the Construction Engineering Service Agreement (IDOT form BLR05611) with Burns & McDonnell Engineering to provide the construction engineering services for the second phase of the shared use path (4150' total) on the west side of the Canadian National Railroad into the downtown area and to Rudzinski Park. The division of costs for the Construction Engineering will be as follows: \$64,184.00 - Total Construction Engineering <u>\$52,160.00</u> - ITEP Grant (80%) \$12,024.00 - Village Share (20%) The Village's match requirement of twenty percent (20%) (\$12,024.00) is to be funded through State Motor Fuel Tax (MFT) dollars.	
RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Service Agreement with Burns & McDonnell Engineering to provide the construction engineering services for the second phase of the shared use path (4150' total) with a division of cost as follows: ITEP Grant (\$52,160.00) and a Village share of \$12,024.00.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

- REFERENCE -
DESIGN ENGR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
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ITEM: Local Agency Agreement with IDOT for the use of ITEP Funds for the Preliminary Engineering of the west side Bike Path	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$84,500.00 - Total Preliminary Engineering <u>\$67,600.00</u> - ITEP Grant \$16,900.00 - Village Share
ATTACHMENTS: #2 () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: June 20, 2014
SUMMARY HIGHLIGHTS: This Agenda Item provides for the initial Local Agency Agreement for Federal Participation with the Illinois Department of Transportation (IDOT) for the Village of Rantoul to utilize a portion of the new Illinois Transportation Enhancement Program (ITEP) grant (\$505,320.00 total) for the preliminary design engineering of a new bike path extension (4150' total) on the west side of the Canadian National Railroad into the downtown area and to Rudzinski Park. This agreement provides for the Division of Costs for the Preliminary Engineering as follows: \$84,500.00 - Total Preliminary Engineering <u>\$67,600.00</u> - ITEP Grant \$16,900.00 - Village Share The Village's match requirement of twenty percent (20%) (\$16,900.00) is anticipated to be funded through Motor Fuel Tax (MFT) dollars.	
RECOMMENDED ACTION: Authorize the approval of a Local Agency Agreement for Federal Participation with the Illinois Department of Transportation (IDOT) for the preliminary design engineering of a new bike path extension (4150' total) with a division of cost as follows: ITEP Grant (\$67,600.00) and a Village share of \$16,900.00.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

Local Agency	 Illinois Department of Transportation Construction Engineering Services Agreement For Federal Participation	LOCAL AGENCY	Consultant
Village of Rantoul			Burns & McDonnell Engineering
County Champaign			Address 1431 Opus Place
Section 14-00107-00-BT			City Downers Grove
Project No. TE-00D5 (113)			State IL
Job No. P-95-340-14			Zip Code 60515
Contact Name/Phone/E-mail Address Greg Hazel/217-892-6526 g-hazel@village.rantoul.il.us			Contact Name/Phone/E-mail Address Stephen Crede/630-710-8667 screde@burnsmcd.com

THIS AGREEMENT is made and entered into this _____ day of June, 2016 between the above Local Agency (LA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the PROJECT described herein. Federal-aid funds allotted to the LA by the state of Illinois under the general supervision of the Illinois Department of Transportation (STATE) will be used entirely or in part to finance engineering services as described under AGREEMENT PROVISIONS.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer	Deputy Director Division of Highways, Regional Engineer, Department of Transportation
Resident Construction Supervisor	Authorized representative of the LA in immediate charge of the engineering details of the PROJECT
In Responsible Charge	A full time LA employee authorized to administer inherently governmental PROJECT activities
Contractor	Company or Companies to which the construction contract was awarded

Project Description

Name Rantoul Shared Use Path Route N/A Length 0.8 mi Structure No. N/A

Termini From Glenwood Drive to E Campbell Avenue to the North and Sangamon Avenue to the South

Description: Project will include a 10-foot wide off-road HMA shared use path from Glenwood Drive east to Baerman Drive, north to Grove Street, east to Penfield Street, north to Belle Ave, east to Ohio Ave and north and south along Ohio Ave to Campbell Ave and Sangamon Avenue. This path will be used as a shared use path and will be built on Village owned property within roadway right of way.

Agreement Provisions

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the engineering services for the LA, in connection with the PROJECT hereinbefore described and checked below:
 - a. Proportion concrete according to applicable STATE Bureau of Materials and Physical Research (BMPR) Quality Control/Quality Assurance (QC/QA) training documents or contract requirements and obtain samples and perform testing as noted below.
 - b. Proportion hot mix asphalt according to applicable STATE BMPR QC/QA training documents and obtain samples and perform testing as noted below.
 - c. For soils, to obtain samples and perform testing as noted below.
 - d. For aggregates, to obtain samples and perform testing as noted below.

NOTE: For 1a. through 1d. the ENGINEER is to obtain samples for testing according to the STATE BMPR "Project Procedures Guide", or as indicated in the specifications, or as attached herein by the LA; test according to the STATE BMPR "Manual of Test Procedures for Materials", submit STATE BMPR inspection reports; and verify compliance with contract specifications.

- e. Inspection of all materials when inspection is not provided at the sources by the STATE BMPR, and submit inspection reports to the LA and the STATE in accordance with the STATE BMPR "Project Procedures Guide" and the policies of the STATE.
 - f. For Quality Assurance services, provide personnel who have completed the appropriate STATE BMPR QC/QA trained technician classes.
 - g. Inspect, document and inform the LA employee In Responsible Charge of the adequacy of the establishment and maintenance of the traffic control.
 - h. Geometric control including all construction staking and construction layouts.
 - i. Quality control of the construction work in progress and the enforcement of the contract provisions in accordance with the STATE Construction Manual.
 - j. Measurement and computation of pay items.
 - k. Maintain a daily record of the contractor's activities throughout construction including sufficient information to permit verification of the nature and cost of changes in plans and authorized extra work.
 - l. Preparation and submission to the LA by the required form and number of copies, all partial and final payment estimates, change orders, records, documentation and reports required by the LA and the STATE.
 - m. Revision of contract drawings to reflect as built conditions.
 - n. Act as resident construction supervisor and coordinate with the LA employee In Responsible Charge.
2. Engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with the AGREEMENT.
 3. To furnish the services as required herein within twenty-four hours of notification by the LA employee In Responsible Charge.
 4. To attend meetings and visit the site of the work at any reasonable time when requested to do so by representatives of the LA or STATE.
 5. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without the written consent of the LA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall not be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
 6. The ENGINEER shall submit invoices, based on the ENGINEER's progress reports, to the LA employee In Responsible Charge, no more than once a month for partial payment on account for the ENGINEER's work completed to date. Such invoices shall represent the value, to the LA of the partially completed work, based on the sum of the actual costs incurred, plus a percentage (equal to the percentage of the construction engineering completed) of the fixed fee for the fully completed work.
 7. That the ENGINEER is qualified technically and is entirely conversant with the design standards and policies applicable to improvement of the SECTION; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated herein.
 8. That the ENGINEER shall be responsible for the accuracy of the ENGINEER's work and correction of any errors, omissions or ambiguities due to the ENGINEER'S negligence which may occur either during prosecution or after acceptance by the LA. Should any damage to persons or property result from the ENGINEER's error, omission or negligent act, the ENGINEER shall indemnify the LA, the STATE and their employees from all accrued claims or liability and assume all restitution and repair costs arising from such negligence. The ENGINEER shall give immediate attention to any remedial changes so there will be minimal delay to the contractor and prepare such data as necessary to effectuate corrections, in consultation with and without further compensation from the LA.
 9. That the ENGINEER will comply with applicable federal statutes, state of Illinois statutes, and local laws or ordinances of the LA.
 10. The undersigned certifies neither the ENGINEER nor I have:
 - a) employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for me or the above ENGINEER) to solicit or secure this AGREEMENT;

- b) agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - c) paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for me or the above ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - d) are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - e) have not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
 - f) are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (e) of this certification; and
 - g) have not within a three-year period preceding this AGREEMENT had one or more public transactions (Federal, State or local) terminated for cause or default.
11. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LA.
 12. To submit all invoices to the LA within one year of the completion of the work called for in this AGREEMENT or any subsequent Amendment or Supplement.
 13. To submit BLR 05613, Engineering Payment Report, to the STATE upon completion of the work called for in the AGREEMENT.
 14. To be prequalified with the STATE in Construction Inspection when the ENGINEER or the ENGINEER's assigned staff is named as resident construction supervisor. The onsite resident construction supervisor shall have a valid Documentation of Contract Quantities certification.
 15. Will provide, as required, project inspectors that have a valid Documentation of Contract Quantities certification.

II. THE LA AGREES,

1. To furnish a full time LA employee to be In Responsible Charge authorized to administer inherently governmental PROJECT activities.
2. To furnish the necessary plans and specifications.
3. To notify the ENGINEER at least 24 hours in advance of the need for personnel or services.
4. To pay the ENGINEER as compensation for all services rendered in accordance with this AGREEMENT, on the basis of the following compensation formulas:

Cost Plus Fixed Fee
Formulas

- FF = 14.5%[DL + R(DL) + OH(DL) + IHDC], or
- FF = 14.5%[(2.3 + R)DL + IHDC]

Where: DL = Direct Labor
 IHDC = In House Direct Costs
 OH = Consultant Firm's Actual Overhead Factor
 R = Complexity Factor
 FF=Fixed Fee
 SBO = Services by Others

Total Compensation = DL +IHDC+OH+FF+SBO

Specific Rate (Pay per element)

Lump Sum _____

5. To pay the ENGINEER using one of the following methods as required by 49 CFR part 26 and 605 ILCS 5/5-409:

With Retainage

- a) **For the first 50% of completed work**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to 90% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **After 50% of the work is completed**, and upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments covering work performed shall be due and payable to the ENGINEER, such payments to be equal to 95% of the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- c) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and the STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

Without Retainage

- a) **For progressive payments** – Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
- b) **Final Payment** – Upon approval of the work by the LA but not later than 60 days after the work is completed and reports have been made and accepted by the LA and STATE, a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amounts of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

6. The recipient shall not discriminate on the basis on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this agreement. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31U.S.C. 3801 et seq.).

7. To submit approved form BC 775 (Exhibit C) and BC 776 (Exhibit D) with this AGREEMENT.

III. It is Mutually Agreed,

1. That the ENGINEER and the ENGINEER's subcontractors will maintain all books, documents, papers, accounting records and other evidence pertaining to cost incurred and to make such materials available at their respective offices at all reasonable times during the AGREEMENT period and for three years from the date of final payment under this AGREEMENT, for inspection by the STATE, Federal Highway Administration or any authorized representatives of the federal government and copies thereof shall be furnished if requested.
2. That all services are to be furnished as required by construction progress and as determined by the LA employee In Responsible Charge. The ENGINEER shall complete all services specified herein within a time considered reasonable to the LA, after the CONTRACTOR has completed the construction contract.
3. That all field notes, test records and reports shall be turned over to and become the property of the LA and that during the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.
4. That this AGREEMENT may be terminated by the LA upon written notice to the ENGINEER, at the ENGINEER's last known address, with the understanding that should the AGREEMENT be terminated by the LA, the ENGINEER shall be paid for any services completed and any services partially completed. The percentage of the total services which have been rendered by the ENGINEER shall be mutually agreed by the parties hereto. The fixed fee stipulated in numbered paragraph 4d of Section II shall be multiplied by this percentage and added to the ENGINEER's actual costs to obtain the earned value of work performed. All field notes, test records and reports completed or partially completed at the time of termination shall become the property of, and be delivered to, the LA.
5. That any differences between the ENGINEER and the LA concerning the interpretation of the provisions of this AGREEMENT shall be referred to a committee of disinterested parties consisting of one member appointed by the ENGINEER, one member appointed by the LA, and a third member appointed by the two other members for disposition and that the committee's decision shall be final.
6. That in the event the engineering and inspection services to be furnished and performed by the LA (including personnel furnished by the ENGINEER) shall, in the opinion of the STATE be incompetent or inadequate, the STATE shall have the right to supplement the engineering and inspection force or to replace the engineers or inspectors employed on such work at the expense of the LA.

7. That the ENGINEER has not been retained or compensated to provide design and construction review services relating to the contractor's safety precautions, except as provided in numbered paragraph 1f of Section I.
8. This certification is required by the Drug Free Workplace Act (30ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the State unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of a contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but no more than five (5) years.

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

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

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
 - (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the grantee's or contractor's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation and employee assistance program; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
 - (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
 - (d) Notifying the contracting or granting agency within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
 - (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is convicted, as required by section S of the Drug Free Workplace Act.
 - (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.
 - (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.
9. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of DOT-assisted contracts. Failure by the ENGINEER to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination this AGREEMENT or such other remedy as the LA deems appropriate.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
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ITEM: Local Agency Agreement with IDOT for the use of ITEP Funds for the Construction Engineering of the west side Bike Path	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$826,597.00 - Total Project <u>\$641,362.00</u> - ITEP Grant \$185,235.00 - Village Share
ATTACHMENTS: <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 18, 2016
SUMMARY HIGHLIGHTS: This Agenda Item provides for the draft Local Agency Agreement between the Village of Rantoul and the Illinois Department of Transportation (IDOT) for allocation of costs and funding for the construction of the second phase of the shared use path (0.8 miles) on the west side of the Canadian National Railroad into the downtown area and to Rudzinski Park. The Village of Rantoul was initially awarded an Illinois Transportation Enhancement Program grant (ITEP) for this second phase of a 10' wide HMA shared use path on April 14, 2014 and received an increase funding allocation on April 22, 2106 as the project now encircles the park area. This agreement provides for the Division of Costs for the anticipated project costs as follows: \$826,597.00 - Total Anticipated Project Cost <u>\$641,362.00</u> - ITEP Grant \$185,235.00 - Village Share The Village's match requirement of twenty percent (\$185,235.00) is to be funded through State Motor Fuel Tax (MFT) dollars.	
RECOMMENDED ACTION: Authorize the approval of a Local Agency Agreement between the Village of Rantoul and the Illinois Department of Transportation (IDOT) for allocation of costs and funding for the construction of the second phase of the shared use path (0.8 miles) with a division of cost as follows: ITEP Grant (\$641,362.00) and a Village share of \$185,235.00.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	



Illinois Department of Transportation

Office of Planning and Programming
2300 South Dirksen Parkway / Springfield, Illinois / 62764

Rec. 4-29-16
file - Shared Use - ph
2016

April 22, 2016

Mr. G. Gregory Hazel, P.E.
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Dear Mr. Hazel:

Thank you for your letter requesting an increase in Illinois Transportation Enhancement Program (ITEP) funds for the Village of Rantoul – Downtown Area Bike Path project (ITEP #531007). The Illinois Department of Transportation (IDOT) provided \$505,320 for this project from ITEP in 2014.

As indicated in your letter, the Village of Rantoul is requesting additional funds for this project due to increased costs. IDOT is willing to approve an increase in Construction funds in the amount of \$131,882, and an increase in Construction Engineering funds in the amount of \$4,160 for a total increase of \$136,042 in federal ITEP funds.

Please continue to move forward with this project. You may contact Mr. Brian Trygg, IDOT's District Five Local Roads and Streets Engineer, by telephone at (217) 466-7252, regarding any required changes to agreements and related documents to accommodate this increase.

Any questions related to the ITEP program should be directed to Ms. Christy Davis by telephone at (217) 785-8492, in the Bureau of Programming.

Sincerely,

Roger L. Driskell, P.E.
Director
Office of Planning and Programming



Illinois Department of Transportation

Office of the Secretary
2300 South Dirksen Parkway / Springfield, Illinois / 62764
Telephone 217/782-5597

REFERENCE
2014

April 14, 2014 ✓

Mr. Greg Hazel
Director of Public Works
200 West Grove Avenue
Rantoul, Illinois 61866

Dear Mr. Hazel:

The Illinois Department of Transportation is pleased to inform you that Governor Pat Quinn has approved Illinois Transportation Enhancement Program (ITEP) funding for the village of Rantoul - Downtown Area Bike Path Project, ITEP Project #531007.

The ITEP commitment for this project will not exceed \$505,320, pending a more detailed project review, specifically to determine eligible federal costs. We received 232 project applications requesting over \$260 million. The tremendous interest in this program made it very competitive.

Please contact Mr. Scott Lackey, District Five, Bureau of Local Roads and Streets in Paris, by telephone at (217) 466-7252, in the near future to discuss program requirements and preparation of any agreements and/or contracts. Projects within a Metropolitan Planning Organization (MPO) planning boundary are required to be listed in the local MPO's Transportation Improvement Program (TIP). Sponsoring agencies must coordinate with local MPO's to ensure your project is included in the TIP.

Congratulations on your successful application. If you have any questions, please feel free to visit our ITEP website at www.dot.il.gov/opp/itep.html. You will find a listing of "Frequently Asked Questions," and additional questions can be submitted through the website. You can also contact Ms. Christy Davis, in the department's Bureau of Statewide Program Planning, by telephone at (217) 785-8492. We are looking forward to working jointly with you to improve the quality of life for Illinois citizens through ITEP.

Sincerely,

Ann L. Schneider
Secretary

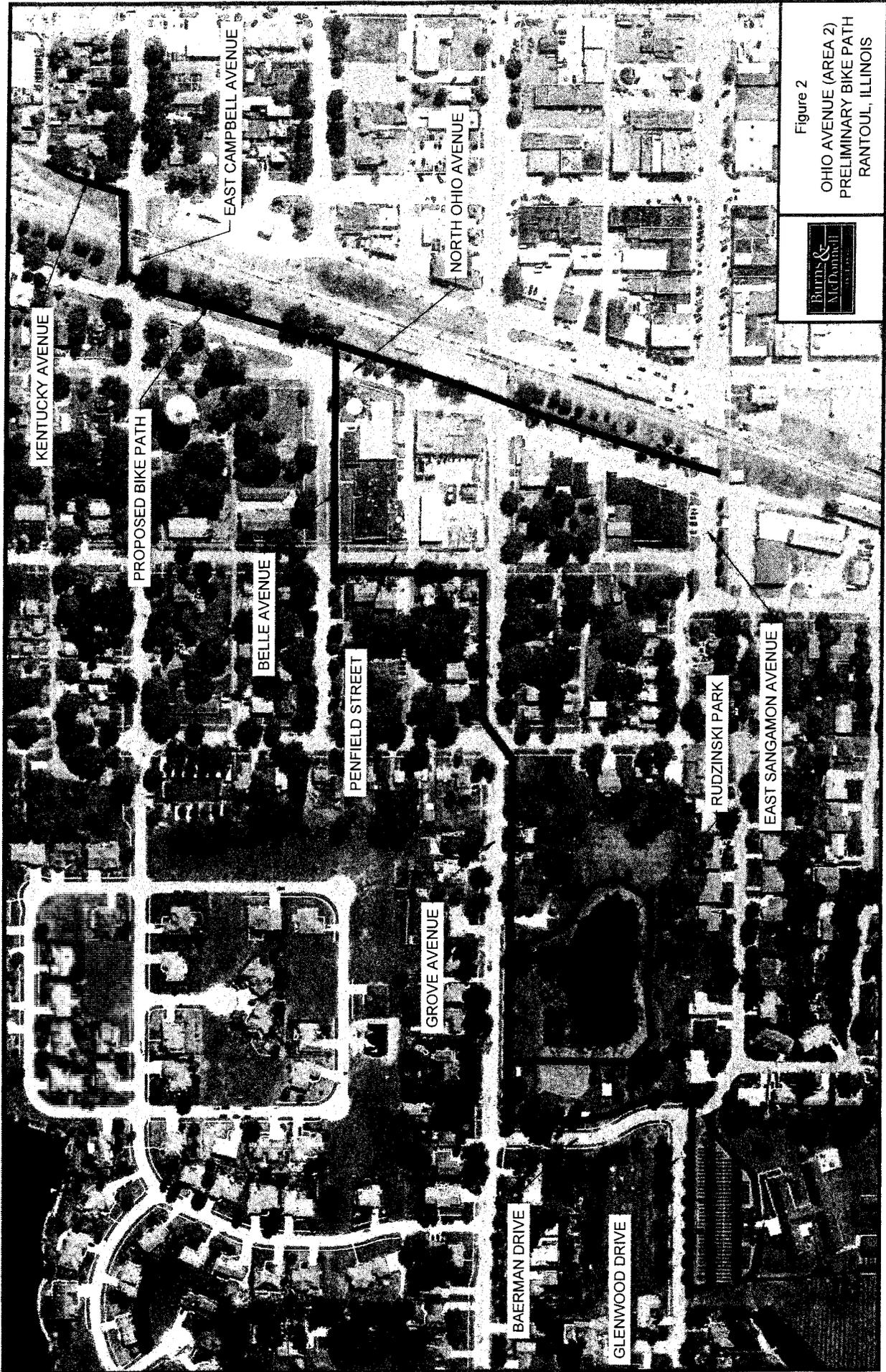


Figure 2

OHIO AVENUE (AREA 2)
 PRELIMINARY BIKE PATH
 RANTOUL, ILLINOIS



 Illinois Department of Transportation Local Public Agency Agreement for Federal Participation	Local Public Agency	State Contract	Day Labor	Local Contract	RR Force Account
	Village of Rantoul				
	Section	Fund Type		ITEP, SRTS, or HSIP Number(s)	
	14-00107-00-BT			ITEP	
Construction		Engineering		Right-of-Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
P-95-340-14	TE-00D5 (113)	P-95-340-14	TE-00D5 (113)		

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA", and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be constructed in accordance with plans prepared by, or on behalf of the LPA, approved by the STATE and the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

Location

Local Name Rantoul Shared Use Path Route N/A Length 0.8 mi
 Termini From Glenwood Drive east to Baerman Drive, north to Grove Street, east to Penfield Street, north to Belle Avenue, east to Ohio Avenue and north and south along Ohio Avenue to Campbell Avenue and Sangamon Avenue.
 Current Jurisdiction Village of Rantoul TIP Number N/A Existing Structure No N/A

Project Description

Construction of a 10-foot wide HMA shared use path along Glenwood Dr, Baerman Dr, Grove St, Penfield Str, Belle Ave & Ohio Ave.

Division of Cost

Type of Work	ITEP	%	%	LPA	%	Total
Participating Construction	521,602	(80)	()	127,811	(20)	649,413
Non-Participating Construction		()	()	28,500	(100)	28,500
Preliminary Engineering	67,600	(80)	()	16,900	(20)	84,500
Construction Engineering	52,160	(80)	()	12,024	(20)	64,184
Right of Way		()	()		()	
Railroads		()	()		()	
Utilities		()	()		()	
Materials						
TOTAL	\$ 641,362			\$ 185,235		\$ 826,597

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

If funding is not a percentage of the total, place an asterisk in the space provided for the percentage and explain above.

Local Public Agency Appropriation

By execution of this Agreement, the LPA attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the LPA share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum (required for State-let contracts only)

Method of Financing (State Contract Work Only)

METHOD A---Lump Sum (80% of LPA Obligation) _____
 METHOD B--- _____ Monthly Payments of _____ due by the _____ of each successive month.
 METHOD C---LPA's Share _____ divided by estimated total cost multiplied by actual progress payment.

(See page two for details of the above methods and the financing of Day Labor and Local Contracts)

Agreement Provisions

THE LPA AGREES:

- 1) To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, and the **STATE** and the **FHWA**, if required.
- (2) To provide for all utility adjustments, and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Agency Highway and Street Systems.
- (3) To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
- (4) To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, an addendum is required.
- (5) To maintain or cause to be maintained, in a manner satisfactory to the **STATE** and the **FHWA**, the completed improvement, or that portion of the completed improvement within its jurisdiction as established by addendum referred to in item 4 above.
- (6) To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
- (7) To maintain, for a minimum of 3 years after final project close-out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General and the department; and the **LPA** agrees to cooperate fully with any audit conducted by the Auditor General and the **STATE**; and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the **STATE** for the recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
- (8) To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
- 9) To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
- (10) (State Contracts Only) That the method of payment designated on page one will be as follows:
 - Method A - Lump Sum Payment. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA**'s estimated obligation incurred under this Agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.
 - Method B - Monthly Payments. Upon award of the contract for this improvement, the **LPA** will pay to the **STATE**, a specified amount each month for an estimated period of months, or until 80% of the **LPA**'s estimated obligation under the provisions of the Agreement has been paid, and will pay to the **STATE** the remainder of the **LPA**'s obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based on final costs.
 - Method C - Progress Payments. Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA**'s share of the construction cost divided by the estimated total cost, multiplied by the actual payment (appropriately adjusted for nonparticipating costs) made to the contractor until the entire obligation incurred under this Agreement has been paid.Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C, shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to **LPA** on this or any other contract. The **STATE**, at its sole option, upon notice to the **LPA**, may place the debt into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.
- (11) (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to construct the complete project.
- (12) (Preliminary Engineering) In the event that right-of-way acquisition for, or actual construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal funds received under the terms of this Agreement.
- (13) (Right-of-Way Acquisition) In the event that the actual construction of the project on this right-of-way is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the project is federally authorized, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this Agreement.

- (14) (Railroad Related Work Only) The estimates and general layout plans for at-grade crossing improvements should be forwarded to the Rail Safety and Project Engineer, Room 204, Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois, 62764. Approval of the estimates and general layout plans should be obtained prior to the commencement of railroad related work. All railroad related work is also subject to approval by the Illinois Commerce Commission (ICC). Final inspection for railroad related work should be coordinated through appropriate IDOT District Bureau of Local Roads and Streets office.
- Plans and preemption times for signal related work that will be interconnected with traffic signals shall be submitted to the ICC for review and approval prior to the commencement of work. Signal related work involving interconnects with state maintained traffic signals should also be coordinated with the IDOT's District Bureau of Operations.
- The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA**/railroad agreement prior to requesting reimbursement from IDOT. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets office.
- Engineer's Payment Estimates shall be in accordance with the Division of Cost on page one.
- (15) And certifies to the best of its knowledge and belief its officials:
- are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - have not within a three-year period preceding the Agreement had one or more public transactions (Federal, State, local) terminated for cause or default.
- (16) To include the certifications, listed in item 15 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
- (17) (State Contracts) That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
- (18) That for agreements exceeding \$100,000 in federal funds, execution of this Agreement constitutes the **LPA's** certification that:
- No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement;
 - If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress or an employee of a Member of Congress, in connection with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions;
 - The **LPA** shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.
- (19) To regulate parking and traffic in accordance with the approved project report.
- (20) To regulate encroachments on public right-of-way in accordance with current Illinois Compiled Statutes.
- (21) To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with current Illinois Compiled Statutes.
- (22) To complete this phase of the project within three (3) years from the date this agreement is approved by the **STATE** if this portion of the project described in the Project Description does not exceed \$1,000,000 (five years if the project costs exceed \$1,000,000).
- (23) To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project which no expenditures have been charged against Federal funds for the past twelve (12) months.
- To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) month period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the federal authorization date. Subsequent invoices will be submitted in intervals not to exceed six (6) months.
- (24) The **LPA** will submit supporting documentation with each request for reimbursement from the **STATE**. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, and personnel and direct cost summaries and other documentation supporting the requested reimbursement amount (Form BLRS 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of this phase of the improvement or from the date of the previous invoice, which ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed.

- (25) The **LPA** shall provide the final report to the appropriate **STATE** district within twelve months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
- (26) (Single Audit Requirements) That if the **LPA** expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPAs** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Finance and Administration, Audit Coordination Section, 2300 South Dirksen Parkway, Springfield, Illinois, 62764), within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205.

Federal funds utilized for construction activities on projects let and awarded by the **STATE** (denoted by an "X" in the State Contract field at the top of page 1) are not included in a **LPA's** calculation of federal funds expended by the **LPA** for Single Audit purposes.

- (27) That the **LPA** is required to register with the System for Award Management or SAM (formerly Central Contractor Registration (CCR)), which is a web-enabled government-wide application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website: <https://www.sam.gov/portal/public/SAM/#1>.

The **LPA** is also required to obtain a Dun & Bradstreet (D&B) D-U-N-S Number. This is a unique nine digit number required to identify subrecipients of federal funding. A D-U-N-S number can be obtained at the following website: <http://fedgov.dnb.com/webform>.

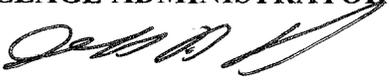
THE STATE AGREES:

- (1) To provide such guidance, assistance and supervision and to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Titles II and III requirements.
- (2) (State Contracts) To receive bids for the construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement, after receipt of a satisfactory bid.
- (3) (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when Agreed Unit Prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the Agreed Unit Prices and Engineer's Payment Estimates in accordance with the Division of Cost on page one.
- (4) (Local Contracts) For agreements with Federal and/or State funds in engineering, right-of-way, utility work and/or construction work:
- (a) To reimburse the **LPA** for the Federal and/or State share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payment by the **LPA**;
 - (b) To provide independent assurance sampling, to furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors of steel, cement, aggregate, structural steel and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

- (1) Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
- (2) That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this Agreement.
- (3) This Agreement shall be binding upon the parties, their successors and assigns.
- (4) For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT – assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT – assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Sangamon Avenue Reconstruction (Marshall to Chanute)	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$1,500,000.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 24, 2016
SUMMARY HIGHLIGHTS: This Agenda Item provides for the reconstruction of Sangamon Avenue from Marshall to Chanute Street. This work consists of approximately 2,472' of hot mix asphalt pavement removal and installation, storm sewer improvements, curb and gutter repair, and sidewalk replacement at spot locations. Baxter and Woodman, Inc. provided the project design, which was funded through Community Development Block Grant (CDBG) Funds. The construction phase will be through a combination of CDBG funds and an allocation from the new general obligation bonds. A State Motor Fuel Tax (MFT) resolution was approved in April to provide this component of funding. Bids will be due on June 10, 2016 at 2:00pm. Following a review of the bid submittals, a bid tabulation and project recommendation will be developed for consideration at the June 14, 2016 Board Meeting.	
RECOMMENDED ACTION: Authorize the award of a contract to the lowest responsible Bidder submitting a responsive bid for the improvements along Sangamon Avenue from Marshall to Chanute Street.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

ADVERTISEMENT FOR BIDS
Sangamon Drive
MFT SECTION # 16-00109-00-PV
VILLAGE OF RANTOUL, ILLINOIS

1. Time and Place of Opening Bids. Sealed proposals for the construction of the 2016 Sangamon Avenue Improvements, from approximately 300' west of Marshall Street to Chanute Street, for the Village of Rantoul, Champaign County, Illinois, will be received at Village Hall at 333 South Tanner St, Rantoul, Illinois 61866 until **2:00 P.M.** prevailing time on **June 10, 2016**, and at that time will be publicly opened and read aloud.

2. Description of Work. The proposed construction consists of 2,472 feet (0.47 mi) of hot-mix asphalt pavement removal, storm sewer improvements, hot-mix asphalt surface removal, pavement patching, curb and gutter, hot-mix asphalt pavement, sidewalk replacement at spot locations, parkway restoration and other miscellaneous work necessary to complete the improvements.

3. Information for Bidders. All pertinent documents may be viewed on the Village of Rantoul's website at (www.village.rantoul.il.us). Copies of the Bidding Documents may be downloaded from the Village of Rantoul Website (<http://www.myrantoul.com/Bids.aspx>). The contractor is required to be IDOT prequalified to bid on this project.

All Bids must be accompanied by a proposal guaranty as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

4. Rejection of Bids. The Awarding Authority reserves the right to waive technicalities and to reject any or all proposals as provided in BLRS Special Provision for Bidding Requirements and Conditions for Contract Proposals.

.Dated at Rantoul, Illinois this 20th day of May 2016.

Charles Smith, Mayor

Mike Graham, Clerk

END OF ADVERTISEMENT FOR BIDS

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ___ OF ___
ITEM: Local Agency Resolution of Intent – G.O. Bond	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$720,000
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: March 30, 2016
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for the formal allocation of Illinois Department of Transportation (IDOT) Motor Fuel Tax (MFT) funds in the amount of \$720,000 for the reconstruction of Sangamon Avenue from Marshall Street to Chanute Street.</p> <p>A portion of the project will be financed using Motor Fuel Tax dollars from the Village's allotment. The Village is planning on using a flat amount of \$75,000 a year from State Motor Fuel Tax to fund a portion of the bond payment. The \$75,000 is allocated between Sangamon and the Neighborhood Overlay Projects. The \$720,000 represents the allocation from State Motor Fuel Tax for the Sangamon Project for the life of the bond.</p> <p>The project will be advertised in the next few weeks, with construction anticipated to begin in late May or June 2016.</p>	
RECOMMENDED ACTION: Authorize the approval of the Local Agency Resolution of Intent in the amount of \$720,000 for the reconstruction of Sangamon Avenue.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

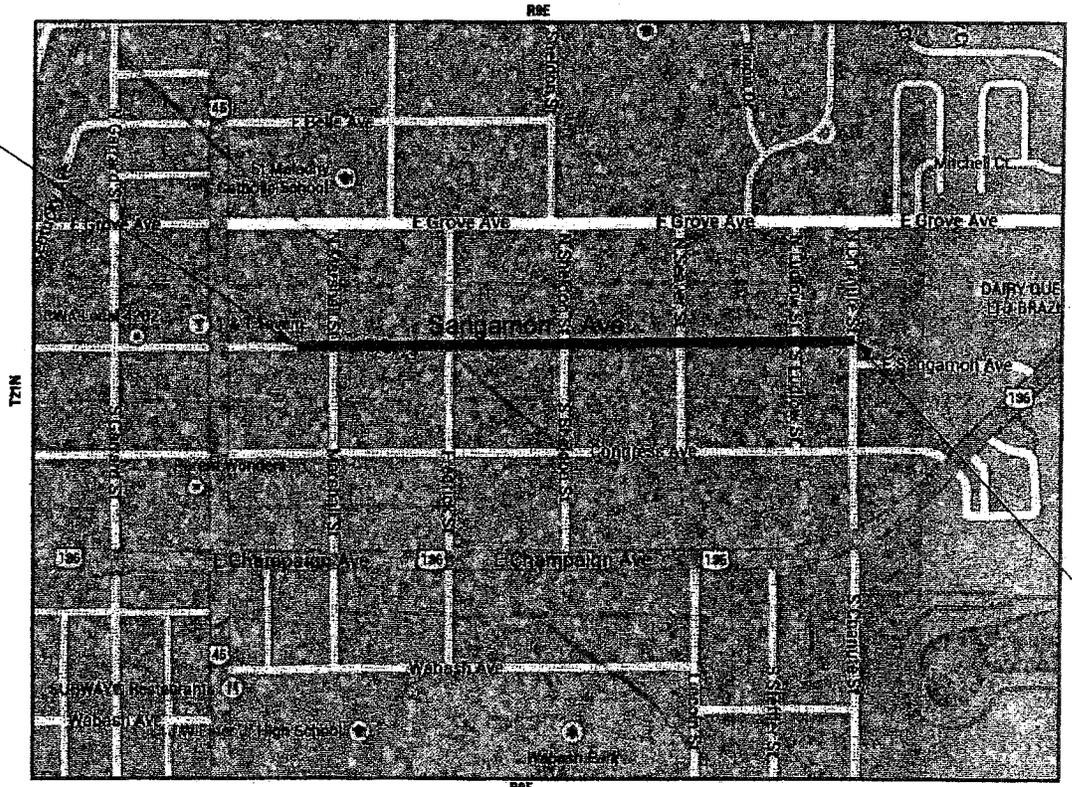
STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PROPOSED HIGHWAY PLANS

M.F.T. SECTION NO.: 16-00109-00-PV
SANGAMON AVENUE
FROM MARSHALL ST TO CHANUTE ST
ROADWAY RECONSTRUCTION
VILLAGE OF RANTOUL
CHAMPAIGN COUNTY

LOCATION MAP

E
BEGINS



SANGAMON AVE
IMPROVEMENT ENDS
STA. 231 + 55

SECTION 2, T21N, R9E, OF THE THIRD PRINCIPAL MERIDIAN
RANTOUL TOWNSHIP
GROSS LENGTH = 2472 FT. = 0.468 MILE
NET LENGTH = 2472 FT. = 0.468 MILE

Sangamon Ave

- Estimated Construction Cost - \$1,300,000
 - Construction Engineering - \$120,000
- Design: Baxter and Woodman
 - Complete Feb 2015
- CDBG Funding used for design
- \$125,000 CDBG Funding to pay down cost



Sangamon Ave



- Last Project in mid 1980s
- Reconstruction of 24 ft existing roadway, sidewalk and storm sewer replacement
- Construction 2016
- Bond Funded

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Engineering Services to Prepare an Airport Property Release Application	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$59,951.00
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: May 25, 2016
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for an engineering service agreement with Burns & McDonnell to prepare an airport property release application. The intent of the application is to identify parcels of property that are within the current boundary of the Rantoul National Aviation Center which are not necessary for current or future airport operations and then attempt to secure approval from the Illinois Division of Aeronautics (IDA) and the Federal Aviation Administration (FAA) to release them from the Aviation Center. Once released, the properties could offer a wider range of use and/or could even be sold.</p> <p>Two (2) previous property specific release applications were drafted in early 2015, but this agreement will provide a more comprehensive and all-inclusive approach to allow for additional development opportunities and uses.</p> <p>The Burns & McDonnell team serves the Village as the Airport Engineers and is familiar with the airport properties and the required application process.</p>	
RECOMMENDED ACTION: Authorize an engineering service agreement with Burns & McDonnell in the not-to-exceed amount of \$59,951.00 for the preparation of an airport property release application which will be submitted to IDA and the FAA.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Release of Airport Property	DEPARTMENT: Airport
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: 3/30/2015
<p>SUMMARY HIGHLIGHTS: Under the Federal Aviation Administration’s (FAA) requirements for airport properties, the Village cannot sell properties or buildings that were included in the FAA-sponsored airport Public Benefit Conveyance without first seeking permission from the FAA. The airport was originally envisioned to be a much larger commercial airport but it never was able to attract the demand to make expansion viable. Consequently the airport has a much larger footprint than is otherwise necessary for a general aviation airport and it would be beneficial to ask for the release of certain airport properties so as to allow their sale.</p> <p>We have a perspective buyer for building 52, building 56, and 4.5 acres of the parcel they sit on (A2b-3; see attached map). This property is removed from the airport and currently vacant. No future aeronautical use of this land is foreseeable. The perspective buyer has been vetted by the Inspection Department and Village administration to ensure they will conduct an operation compatible with the neighborhood. This property was listed by Coldwell Banker.</p> <p>Process for Release:</p> <ol style="list-style-type: none"> 1. Village Justification Letter 2. Illinois Department of Transportation Review 3. FAA Airport District Office (ADO) Review 4. FAA Regional Office Review 5. FAA Regional Legal Review 6. FAA Airport Headquarters Review 7. Federal Register Notice Publication (30 days open to Public Comment Period) 8. Address public comments, if required 9. FAA ADO writes/sends out approval or denial letter 	
<p>RECOMMENDED ACTION: The airport’s recommendation is that the Village Board declare this 4.5 acre portion of Parcel A2b-3 as surplus to the airport’s requirements presently and in the future so as to allow its release and disposal.</p>	
<p>DEPARTMENT HEAD APPROVAL: Rune Duke, Airport Manager</p>	<p>VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator</p>

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Release of Airport Property	DEPARTMENT: Airport
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: 2/19/2015
<p>SUMMARY HIGHLIGHTS: Under the Federal Aviation Administration’s (FAA) requirements for airport properties, the Village cannot sell properties or buildings that were included in the FAA-sponsored airport Public Benefit Conveyance without first seeking permission from the FAA. The airport was originally envisioned to be a much larger commercial airport but it never was able to attract the demand to make expansion viable. Consequently the airport has a much larger footprint than is otherwise necessary for a general aviation airport and it would be beneficial to ask for the release of certain airport properties so as to allow their sale. The parcels being requested for release are: O2, A2b-1, and a portion of A1a and A2c-3b.</p> <p>Process for Release:</p> <ol style="list-style-type: none"> 1. Village Justification Letter 2. Illinois Department of Transportation Review 3. FAA Airport District Office (ADO) Review 4. FAA Regional Office Review 5. FAA Regional Legal Review 6. FAA Airport Headquarters Review 7. Federal Register Notice Publication (30 days open to Public Comment Period) 8. Address public comments, if required 9. FAA ADO writes/sends out approval or denial letter <p>Pursuing the approval for the release of airport land does not obligate the Village to selling this land. This step of having the land released simply provides the airport and the Village the option to sell the land. If the FAA were to approve our request, then we could discuss the process of rezoning as we would now know that the sale of certain airport land is an option. Zoning/land use options include commercial/industrial, golf course, and green space.</p>	
<p>RECOMMENDED ACTION: The airport’s recommendation is that the Village Board declares the designated land (pink areas in attachments) as surplus to the airport’s and Village’s future requirements so that this land could possibly be sold following FAA concurrence.</p>	
<p>DEPARTMENT HEAD APPROVAL: Rune Duke, Airport Manager</p>	<p>VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator</p>



May 24, 2016

Pete Passarelli
Assistant Public Works Director
Village of Rantoul
200 W. Grove Avenue
Rantoul, IL 61866

Re: Proposal for Preparation of Application Packages for Airport Property Release and Conversion to Concurrent Use

Dear Mr. Passarelli:

The Village of Rantoul has identified certain parcels within the boundary of the Rantoul National Aviation Center that are not necessary for current or future airport operations, are under-utilized and do not contribute to the airport financially or operationally. In order to provide revenue and reduce maintenance costs to the airport, the Village of Rantoul intends to submit an application to the Illinois Division of Aeronautics (IDA) and the Federal Aviation Administration (FAA) to release a portion of these parcels from the airport property and convert a portion of them to concurrent use. The subject parcels are identified in the Plan for Surplus Property and Concurrent Use at the Rantoul Airport. During our phone conversation on September 11, 2015 the Plan was amended to take no action on two portions of A1A, including 5.5 acres by the golf course and the parcel that contains the transformer substation at the south end of the airport.

Scope of Services

Burns & McDonnell is pleased to present this proposal for aviation planning and environmental services in support of this endeavor. We have identified the following scope elements required to complete the application package and submit it to the IDA and FAA.

- Conduct a site investigation of parcels to be released or converted to concurrent use
- Conduct a field survey to establish property corners and write new legal descriptions for parcels to be sub-divided
- Prepare a Condensed Environmental Assessment (CEA) for each parcel greater than 3 acres to be released or converted (16 each)
- Prepare a Categorical Exclusion (CATEX) for each parcel less than 3 acres to be released or converted (3 each)
- Revise the airport property boundary lines and property map table in the Airport Layout Plans
- Revise the airport property boundary lines, property map table and legal descriptions in the Exhibit A property map
- Coordinate with IDA and FAA to submit the application package and respond to subsequent comments and questions

Compensation

Burns & McDonnell proposes to complete the Project on a not-to-exceed time and materials basis for Fifty Nine Thousand Nine Hundred Fifty One and 00/100 Dollars (\$59,951.00). An estimate of man-hours associated with this scope is included as Attachment 2. Burns & McDonnell will not exceed this amount without prior written approval of the Village of Rantoul. For additional or changed scope of work, the amount of payment shall be as negotiated on a lump sum or hourly labor billing rate plus reimbursable expense basis. This fee is contingent on the assumptions and clarifications indicated below.

1431 Opus Place \ Suite 400 \ Downers Grove, IL 60515
☎ 630-724-3200 \ F 630-724-3201 \ burnsmcd.com



Pete Passarelli
Village of Rantoul
September 21, 2015
Page 2

Assumptions and Clarifications

The proposed fee is based on the following:

- The CEA format provided by IDA will be sufficient documentation for all parcels greater than 3 acres to be released or converted
- The CATEX format provided by IDA will be sufficient documentation for all parcels less than 3 acres to be released or converted
- The environmental documentation (CEA and CATEX) will be combined into a single report document for submittal to the IDA and FAA
- Line work for the location and limits of parcels to be release or converted will be provided by (or approved by) the Village prior to conducting field visits and site surveys and before preparing the environmental documentation

Authorization

This scope of work will be performed under the Terms and Conditions for Professional Services included as Attachment 3. If this proposal is satisfactory, please sign and date this document and return one signed copy to us. We appreciate the opportunity to serve the Village, and look forward to your favorable response and approval. Please call if you have any questions or require additional information regarding this proposal.

Sincerely,

Brian Quinlan, PE
Associate Civil Engineer

Village of Rantoul

By: _____

Title: _____

Date: _____

Enclosure: Attachment 1 – Plan for Surplus Property and Concurrent use at the Rantoul Airport
Attachment 2 – Estimate of Man-hours
Attachment 3 – Terms and Conditions for Professional Services

cc: Burns & McDonnell File

ATTACHMENT 1



*Village of
Rantoul*

Rantoul National Aviation Center
6 Aviation Center Drive
Rantoul, Ill 61866

Phone 217.892.6895
Fax 217.892.6899

Plan for Surplus Property and Concurrent Use at the Rantoul Airport

We present the following discussion of certain airport parcels as either requested for release or concurrent use (synonymous with non-aeronautical use) given the following premises:

- 1) The airport is much larger than a general aviation airport with less than 20 based aircraft needs to be (in regards to non-aeronautical buildings and non-attached land).
- 2) The majority of airport revenue is utilized to support non-aeronautical buildings and land.
- 3) The airport is not financially self-sufficient.
- 4) There is no current designation on the ALP of any concurrent use approved parcels of land.
- 5) There is a large number of concurrent use conducted on airport grounds.
- 6) The airport hosts a large number of non-aeronautical special events due to the large amount of ground available and the financial benefit they provide.
- 7) The large amount of land and buildings for an airport of this size results in the airport's encumbrances (grant assurances, deeds, etc.) being a burden on the airport, i.e., financial self-sustainability and flexibility being at odds with our federal obligations.
- 8) We wish to meet our federal obligations while being in a better position long-term financially.

We also based our decision making for certain parcels on: (1) selling land within the BRL is not prohibited, and (2) identifying a special event area (concurrent use) would result in the elimination of special event notification/approval for those special events that occur within this area that meet the stipulations/restrictions therein.

Due to the lengthy and financially burdensome process of either requesting a parcel for release or concurrent use, the airport would initiate this transition towards full compliance and parcel designation through a step-by-step process. This methodical but slower process has been verbally accepted by IDOT DOA as agreeable. This paper simply tries to lay out the overall plan, while also discussing each parcel that would have a change of use on the ALP, in order to provide awareness to the reader of what our thought process is. All justification and explanation is not provided.

Surplus Property to be Released

The sale of airport property is part of a long-term vision of reducing the airport's footprint to a more realistic size for the type of airport it is. The financial burden of maintaining, managing, and trying to lease many of these lots results in a loss for the airport and inhibits financial self-

sustainability. Removing certain properties would be a long-term benefit and would only be done if it would increase the likelihood of self-sustainability. Certain buildings (because of their condition) are not realistically leasable but are likely to sell. Our experience has shown a sale of certain buildings is the only way we can reduce our maintenance fees and get any measurable amount of revenue from them. These properties could be argued to have never been needed for aeronautical use.

Parcel A2b-3 (4.5 Acres)

This southeast area includes several acres of vacant land and Buildings 52 and 56. This area will be sold off to a private company. This area is outside the airport fence line, not contiguous to the airport, has no aeronautical development possibilities, the buildings are in poor condition which make leasing less than likely, and the cost of grounds and building maintenance makes a sale beneficial.

Parcel A2b-1 (3.754 Acres)

This parcel consists of green space and an asphalt parking lot. This area is outside the airport fence line, not contiguous to the airport, has no aeronautical development possibilities, and is a burden to the airport due to grounds maintenance. This area will be sold off either by itself to a developer or in conjunction with the sale of Building 720 (not airport building) to the south of this lot. This area was approved by the Village Board as surplus to the airport's future needs.

Parcel O2 (2.392 Acres)

This parcel has several abandoned tennis courts in poor condition and a parking lot. This area is outside the airport fence line, not contiguous to the airport, has no aeronautical development possibilities, and is a burden to the airport due to grounds maintenance. The parking lot is utilized by the Rantoul Business Center and the tennis courts are the proposed location for the Rantoul Veterans Memorial. This site is proposed to be sold to the Village of Rantoul for development and utilization by the Rantoul Business Center. This area was approved by the Village Board as surplus to the airport's future needs.

Parcel A2c-3b (3.2 Acres)

This parcel is green space. This parcel has development potential due to its location adjacent to Hangar 4's parking lot and Galaxy Drive. The possible buyers of this land include the Chanute Air Museum, the Village of Rantoul, or a private developer. This is a proposed site for the Rantoul Veterans Memorial which could be developed should the Village purchase this land. This land is outside the airport fence line, is not near the flight line, has no aeronautical development possibilities, and is a burden to the airport due to grounds maintenance. This area was approved by the Village Board as surplus to the airport's future needs.

Parcel A1a (5.5 Acres)

This parcel includes green space which has been used in the past for a golf course driving range. This land is outside the airport fence line, is not on the flight line (for development purposes), has no aeronautical development possibilities, and is a burden to the airport due to grounds maintenance. Several acres are within the BRL but the proposed use as golf course land (green space) appears to be a compatible land use as notably golf course is a compatible land use in the more restrictive RPZ. A future driving range could be required to be designed so all balls are hit

parallel to the north-south runway in order to protect the airport from FOD. The golf course is willing to purchase this land but has decided that it will not lease it. We believe releasing this land would reduce the airport's cost, provide revenue to the airport where there was not an opportunity in the past, and not impact the safety of the airport users. This area was approved by the Village Board as surplus to the airport's future needs.

Parcel A2d-2 (21 Acres)

This parcel includes Building 801 and green space. This building is currently utilized by a church which we propose to sell the property to at or above fair market value. We believe the sale of this building will have a much more positive impact on the airport versus continuing to lease it. Being responsible for managing and maintaining it is not a long-term benefit when looking at the amount of revenue we get for its lease. We believe this land and building should not be airport due to its location outside the airport fence line, has no foreseeable aeronautical development possibilities, and the cost of grounds and building maintenance makes a sale beneficial.

Concurrent Use

Many of the users of the Rantoul Airport buildings are short term users with leases less than 5 years. Depicting these buildings on the ALP as concurrent use and approving them for said use is the best method for ensuring grant assurance compliance. It is not realistic at this airport to go through the concurrent use process for each short term user due to the time and expense involved, and the likelihood this burden would reduce the attractiveness of their utilization by companies. Indicating existing concurrent use of certain facilities and parcels meets our grant assurance requirements. Proposing concurrent use for our special event area (outside the BRL) could result in a long-term reduction in paperwork due to the elimination of the need to notify FAA of each special event. Coordination would still continue for special events that occur outside this area or include an activity that would not be allowed under the concurrent use approval (e.g., tall crane). This concurrent use special event area realistically identifies this area for what it is truly used for and would mean compliance with our grant assurances.

Parcel A2b-3 (4.4 Acres)

This northwest area includes Buildings 61 and 62. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. These buildings have a long-term benefit to the airport due to the value of the lease revenue despite not being connected to the airport and not having a foreseeable aeronautical benefit.

Parcel A2b-2 (11.719 Acres)

This parcel includes Building 718 and several old parking lots. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This building has a long-term benefit to the airport due to the value of the lease revenue despite not being connected to the airport and not having a foreseeable aeronautical benefit.

Parcel A1b-6 (1.5 Acres)

The western portion of this parcel includes Building 736 and a driveway. The eastern boundary for the area proposed for concurrent use terminates at the RPZ. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This building

has a long-term benefit to the airport due to the value of the lease revenue despite not being connected to the airport and not having a foreseeable aeronautical benefit.

Parcel A2c-3a (5.339 Acres)

This parcel has Building 96 and 98 and the associated parking lot. This entire parcel is proposed for concurrent use due to its ability to generate lease revenue for the airport by being warehouse space for non-aeronautical companies. Its current use includes storage space for the airport and Village. This parcel could be sold at a future date if it was advantageous to the airport.

Parcel A2c-7 (1.5 Acres)

This northeastern area has Building 23 and 26. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. These buildings have a long-term benefit to the airport due to the value of the lease revenue but do not have a foreseeable aeronautical benefit. Due to the location of this parcel to the flight line, releasing this property would not be advisable.

Parcel A2c-3c (6.934 Acres)

This parcel includes Hangar 4. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This building has a long-term benefit to the airport due to its location to the flight line.

Parcel A2c-8 (7.251 Acres)

This parcel includes Hangar 3. This area is forecast to be used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This entire parcel is proposed for concurrent use due to its ability to generate lease revenue for the airport by being warehouse space for non-aeronautical companies. This parcel could be sold at a future date if it was advantageous to the airport.

Parcel A1b-3 (3.719 Acres)

This parcel is the parking lot for Hangar 3. This area is forecast to be used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This entire parcel is proposed for concurrent use due to its ability to generate lease revenue in combination with Hangar 3. This parcel could be sold at a future date if it was advantageous to the airport.

Parcel A3b (7.247 Acres)

This parcel includes Hangar 2 and its parking lot. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This building has a long-term benefit to the airport due to its location to the flight line but could be sold if it was advantageous to the airport. The cost associated with reincorporating Hangar 2 to the runways would be cost prohibitive due to the condition of the ramp and taxiway. Hangar 2 is in poor condition as well. This building does not have a foreseeable or realistic aeronautical user.

Parcel A3a (8.739 Acres)

This parcel includes Hangar 1 and its parking lot. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This building has a long-term benefit to the airport due to its location to the flight line but could be sold if it was advantageous

to the airport. The cost associated with reincorporating Hangar 1 to the runways would be cost prohibitive due to the condition of the ramp and taxiway. Hangar 1's high bay is no longer usable for aircraft storage but could be utilized for an air freight operation. An air cargo operation is not realistic at Rantoul and so this property would be sold if it was beneficial to the airport.

Parcel A1b-4 (20.821 Acres)

This parcel includes green space and the parking lot associated with Hangar 1. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This parcel is also utilized on a frequent basis by special events at the airport. Reflecting this entire area as concurrent use would represent the current conditions and future conditions at the airport. A long-term recognition of the airport's special event area would benefit the airport and its users.

Parcel A1b-1 (25 Acres)

This parcel includes Building 20, parking lot, Hangar 2 ramp, Hangar 4 outdoor aircraft display, and Public Work's concrete storage pad. This western portion is utilized by non-aeronautical companies and non-aeronautical special events. Indicating this area as concurrent use would reflect what is occurring at the airport. The northern area of this parcel does extend to within the BRL but does not encompass any area within the RPZ.

Parcel A1a (15 Acres)

This area includes a special event area to the northwest and a utility transformer substation to the south. Indicating this area as concurrent use would reflect what is occurring at the airport.

Parcel A1b-2 (3.5 Acres)

This area is utilized for special events. Indicating this area as concurrent use would reflect what is occurring at the airport.

Parcel A2d-2 (68 Acres)

This parcel includes the Prairie Pines Campground, a hay barn, and several vacant concrete pads. This area is currently used by non-aeronautical companies so must be reflected as a concurrent use on the ALP. This parcel is also utilized on a frequent basis by special events at the airport. Reflecting this entire area as concurrent use would represent the current conditions and future conditions at the airport.

Parcel A2d-1 (1.888 Acres)

This parcel is made up of green space. This area is forecast for non-aeronautical development so may be sold at a later time but is now best represented as concurrent use due to its utilization by special events.

ATTACHMENT 2

Rantoul National Aviation Center
Preparation of Application Packages for Airport Property Release and Conversion to Concurrent Use
May 24, 2016

Estimate of Man-hours							
Task No.	Task Description	Senior Project Engr./Arch.	Senior Engineer/ Architect	Engineer/ Architect	Technician	Clerical	Summary of Hours
1.0	ALP Drawing Revisions						
1.01	Cover Sheet				1		1
1.02	Airport Layout Drawing		1		2		3
1.03	Inner Portion of Runway 9 Approach		0.5		1		1.5
1.04	Inner Portion of Runway 18 Approach		0.5		1		1.5
1.05	Terminal Area Drawing				1		1
1.06	Airport Property Map		2		2		4
1.07	Airport Land Use Drawing		1		1		2
1.08	Runway 9-27 Departure Surface Drawing				1		1
2.0	Environmental Documentation						
2.01	CEA Part I - General Project Identification (16 Each)		4		4		8
2.02	CEA Part II - Environmental Consequences (16 Each)		32		32		64
2.03	CEA Part III - Permits, Mitigation, Coordination and Public Involvement (16 Each)		4		4		8
2.04	CEA Supporting Documentation (16 Each)		96		96		192
2.05	Categorical Exclusions (3 Each)		15		15		30
2.06	Site Visit		16		8		24
3.0	Design & Administration Tasks						
3.01	RNAC / IDOT-DOA / FAA Coordination	4					4
3.02	Project Management	16					16
Manhour Totals		20	172	0	169	0	361

Labor							
	Hourly Rates	\$202.00	\$174.00	\$158.00	\$131.00	\$72.00	
	Cost	\$4,040.00	\$29,928.00	\$0.00	\$22,139.00	\$0.00	
Total Labor Cost							\$56,107.00

3.0 Direct Costs							
3.01	Printing		150	sf @	\$1.00	per sf	\$150.00
3.02	Shipping		2	each @	\$20.00	per each	\$40.00
3.03	Mileage		280	miles @	\$0.55	per mile	\$154.00
3.04	Survey Subconsultant						\$3,500.00
Total Expenses Cost							\$3,844.00
						Total Project Cost	\$59,951.00

Schedule of Hourly Professional Service Billing Rates

<u>Position Classification</u>	<u>Classification Level</u>	<u>Hourly Billing Rate</u>
General Office *	5	\$61.00
Technician *	6	72.00
Assistant *	7	82.00
	8	114.00
	9	131.00
Staff *	10	145.00
	11	158.00
Senior	12	174.00
	13	191.00
Associate	14	202.00
	15	214.00
	16	217.00
	17	225.00

NOTES:

1. Position classifications listed above refer to the firm's internal classification system for employee compensation. For example, "Associate", "Senior", etc., refer to such positions as "Associate Engineer", "Senior Architect", etc.
2. For any nonexempt personnel in positions marked with an asterisk (*), overtime will be billed at 1.5 times the hourly labor billing rates shown.
3. Project time spent by corporate officers will be billed at the Level 17 rate plus 25 percent.
4. For outside expenses incurred by Burns & McDonnell, such as authorized travel and subsistence, and for services rendered by others such as subcontractors, the client shall pay the cost to Burns & McDonnell plus 10%.
5. Monthly invoices will be submitted for payment covering services and expenses during the preceding month. Invoices are due upon receipt. A late payment charge of 1.5% per month will be added to all amounts not paid within 30 days of the invoice date.
6. The services of contract/agency personnel shall be billed to Owner according to the rate sheet as if such contract/agency personnel is a direct employee of Burns & McDonnell.
7. The rates shown above are effective for services through December 31, 2015, and are subject to revision thereafter.

ATTACHMENT 3

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Project: Airport Property Release and Conversion to Concurrent Use
Client: Village of Rantoul

Date of Letter, Proposal, or Agreement: September 21, 2015
Client Signature: _____

1. SCOPE OF SERVICES

For the above-referenced Project, Burns & McDonnell Engineering Company, Inc. (BMCD) will perform the services set forth in the above-referenced Letter, Proposal, or Agreement, in accordance with these Terms and Conditions. BMCD has relied upon the information provided by Client in the preparation of the Proposal, and shall rely on the information provided by or through Client during the execution of this Project as complete and accurate without independent verification.

2. PAYMENTS TO BMCD

A. Compensation will be as stated in the above-referenced Letter, Proposal, or Agreement. Statements will be in BMCD's standard format and are payable upon receipt. Time is of the essence in payment of statements, and timely payment is a material part of the consideration of this Agreement. A late payment charge will be added to all amounts not paid within 30 days of statement date and shall be calculated at 1.5 percent per month from statement date. Client shall reimburse any costs incurred by BMCD in collecting any delinquent amount, including reasonable attorney's fees. If a portion of BMCD's statement is disputed, Client shall pay the undisputed portion by the due date. Client shall advise BMCD in writing of the basis for any disputed portion of any statement.

B. Taxes as may be imposed on professional consulting services by state or local authorities shall be in addition to the payment stated in the above-referenced Letter, Proposal, or Agreement.

3. INSURANCE

A. During the course of performance of its services, BMCD will maintain Worker's Compensation insurance with limits as required by statute, Employer's Liability insurance with limits of \$1,000,000, and Commercial General Liability and Automobile Liability insurance each with combined single limits of \$1,000,000.

B. If the Project involves on-site construction, construction contractors shall be required to provide (or Client may provide) Owner's Protective Liability Insurance naming Client as a Named Insured and BMCD as an Additional Insured or to endorse Client and BMCD using ISO form CG 20 10 11 85 endorsement or its equivalent as Additional Insureds on all construction contractor's liability insurance policies covering claims for personal injuries and property damage in at least the amounts required of BMCD in 3A above. Construction contractors shall be required to provide certificates evidencing such insurance to Client and BMCD. Contractor's compensation shall include the cost of such insurance including coverage for contractual and indemnification obligations herein.

C. Client and BMCD release each other and waive all rights of subrogation against each other and their officers, directors, agents, or employees for damage covered by property insurance during and after the completion of BMCD's services. A provision similar to this shall be incorporated into all construction contracts entered into by Client, and all construction contractors shall be required to provide waivers of subrogation in favor of Client and BMCD for damage covered by any construction contractor's property insurance.

4. INDEMNIFICATION

A. To the extent allowed by law, Client will require all construction contractors to indemnify, defend, and hold harmless Client and BMCD from any and all loss where loss is caused or alleged to be caused in whole or in part by the construction contractors, their employees, agents, subcontractors or suppliers.

B. If this Project involves construction and BMCD does not provide consulting services during construction including, but not limited to, on-site monitoring, site visits, site observation, shop drawing review, and/or design clarifications, Client agrees to indemnify and hold

harmless BMCD from any liability arising from this Project or Agreement, except to the extent caused by BMCD's negligence.

5. PROFESSIONAL RESPONSIBILITY- LIMITATION OF REMEDIES

A. BMCD will exercise reasonable skill, care, and diligence in the performance of its services and will carry out its responsibilities in accordance with customarily accepted professional practices. If BMCD fails to meet the foregoing standard, BMCD will perform at its own cost, the professional services necessary to correct errors and omissions reported to BMCD in writing within one year from the completion of BMCD's services for the Project. No warranty, express or implied, is included in this Agreement or regarding any drawing, specification, or other work product or instrument of service.

B. In no event will BMCD be liable for any special, indirect, or consequential damages including, without limitation, damages or losses in the nature of increased Project costs, loss of revenue or profit, lost production, claims by customers of Client, and/or governmental fines or penalties.

C. BMCD's aggregate liability for all damages connected with its services for the Project not excluded by the preceding subparagraph, whether or not covered by BMCD's insurance, will not exceed the compensation paid to BMCD or \$100,000, whichever is greater.

D. These mutually negotiated obligations and remedies stated in this Paragraph 5, Professional Responsibility - Limitation of Remedies, are the sole and exclusive obligations of BMCD and remedies of Client, whether liability of BMCD is based on contract, warranty, strict liability, tort (including negligence), indemnity, or otherwise.

6. PERIOD OF SERVICE AND SCHEDULE

The provisions of this Agreement have been agreed to in anticipation of the orderly and continuous progress of the Project through completion of the services stated in the Proposal. BMCD's obligation to render services hereunder will extend for a period that may reasonably be required for the completion of said services. BMCD shall make reasonable efforts to comply with deliverable schedules (if any) and consistent with BMCD's professional responsibility.

7. COMPUTER PROGRAMS OR MODELS

Any use, development, modification, or integration by BMCD of computer models or programs does not constitute ownership or a license to Client to use or modify such computer models or programs.

8. ELECTRONIC MEDIA AND DATA TRANSMISSIONS

A. Any electronic media (computer disks, tapes, etc.) or data transmissions furnished (including Project Web Sites or CAD file transmissions) are for Client information and convenience only. Such media or transmissions are not to be considered part of BMCD's instruments of service. BMCD, at its option, may remove all indicia of its ownership and involvement from each electronic display.

B. BMCD shall not be liable for loss or damage directly or indirectly, arising out of Client's use of electronic media or data transmissions.

9. DOCUMENTS

A. All documents prepared by BMCD pursuant to this Agreement are instruments of service in respect of the Project specified herein. They are not intended or represented to be suitable for reuse by Client or others in extensions of the Project beyond that now contemplated or on any other Project. Any reuse, extension, or completion by Client or others without written verification, adaptation, and permission by BMCD for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to BMCD.

B. In the event that BMCD is to reuse, copy or adapt all or portions of reports, plans, or specifications prepared by others, Client represents

(continued on reverse side)

that Client either possesses or will obtain permission and necessary rights in copyright, patents, or other proprietary rights and will be responsible for any infringement claims by others. Client warrants the completeness, accuracy, and efficacy of the information, data, and design provided by or through Client (including prepared for Client by others), for which BMcD shall rely on to perform and complete its services.

10. ESTIMATES, SCHEDULES, FORECASTS, AND PROJECTIONS

Estimates, schedules, forecasts, and projections prepared by BMcD relating to loads, interest rates and other financial analysis parameters, construction costs and schedules, operation and maintenance costs, equipment characteristics and performance, and operating results are opinions based on BMcD's experience, qualifications, and judgment as a professional. Since BMcD has no control over weather, cost and availability of labor, cost and availability of material and equipment, cost of fuel or other utilities, labor productivity, construction contractor's procedures and methods, unavoidable delays, construction contractor's methods of determining prices, economic conditions, government regulations and laws (including the interpretation thereof), competitive bidding or market conditions, and other factors affecting such estimates or projections, BMcD does not guarantee that actual rates, costs, quantities, performance, schedules, etc., will not vary significantly from estimates and projections prepared by BMcD.

11. POLLUTION

In view of the uncertainty involved in investigating and recommending solutions to environmental problems and the abnormal degree of risk of claims imposed upon BMcD in performing such services, notwithstanding the responsibility of BMcD set forth in Paragraph 5A to the maximum extent allowed by law, Client agrees to release, defend, indemnify and hold harmless BMcD and its officers, directors, employees, agents, consultants and subcontractors from all liability, claims, demands, damages, losses, and expenses including, but not limited to, claims of Client and other persons and organizations, reasonable fees and expenses of attorneys and consultants, and court costs, except where there has been a final adjudication that the damages were caused by BMcD's willful disregard of its obligations under this Agreement. Such indemnification includes claims arising out of, or in any way relating to, the actual, alleged, or threatened dispersal, escape, or release of, or failure to detect or contain, chemicals, wastes, liquids, gases, or any other material, irritant, contaminant, or pollutant.

12. ON-SITE SERVICES

A. Project site visits by BMcD during investigation, observation, construction or equipment installation, or the furnishing of Project representatives shall not make BMcD responsible for construction means, methods, techniques, sequences, or procedures; for construction safety precautions or programs; or for any construction contractor(s)' failure to perform its work in accordance with the contract documents.

B. Client shall disclose to BMcD the location and types of any known or suspected toxic, hazardous, or chemical materials or wastes existing on or near the premises upon which work is to be performed by BMcD's employees or subcontractors. If any hazardous wastes not identified by Client are discovered after a Project is undertaken, Client and BMcD agree that the scope of services, schedule, and compensation may be adjusted accordingly. Client agrees to release BMcD from all damages related to any pre-existing pollutant, contaminant, toxic, or hazardous substance at the site.

13. CHANGES

Client shall have the right to make changes within the general scope of BMcD's services, with an appropriate change in compensation and schedule, upon execution of a mutually acceptable amendment or change order signed by authorized representatives of Client and BMcD.

14. TERMINATION

Services may be terminated by Client or BMcD by seven (7) days' written notice in the event of substantial failure to perform in accordance with the terms hereof by the other party through no fault of the terminating party. If so terminated, Client shall pay BMcD all

amounts due BMcD for all services properly rendered and expenses incurred to the date of receipt of notice of termination, plus reasonable costs incurred by BMcD in terminating the services. In addition, Client may terminate the services for Client's convenience upon payment of twenty percent of the yet unearned and unpaid estimated, lump sum, or not-to-exceed fee, as applicable.

15. DISPUTES, NEGOTIATIONS, MEDIATION

A. If a dispute arises relating to the performance of the services to be provided and, should that dispute result in litigation, it is agreed that the substantially prevailing party (as determined in equity by the court) shall be entitled to recover all reasonable costs of litigation, including staff time, court costs, attorney's fees and other related expenses.

B. The parties shall participate in good faith negotiations to resolve any and all disputes. Should negotiations fail, the parties agree to submit to and participate in a third party-facilitated mediation as a condition precedent to resolution by litigation. Unless otherwise agreed to, mediation shall be conducted under the rules of the American Arbitration Association.

C. Causes of action between the parties shall accrue, and applicable statutes of limitation shall commence to run the date BMcD's services are substantially complete.

16. WITNESS FEES

A. BMcD's employees shall not be retained as expert witnesses, except by separate written agreement.

B. Client agrees to pay BMcD pursuant to BMcD's then current schedule of hourly labor billing rates for time spent by any employee of BMcD responding to any subpoena by any party in any dispute as an occurrence witness or to assemble and produce documents resulting from BMcD's services under this Agreement.

17. CONTROLLING LAW AND VENUE

This Agreement shall be subject to, interpreted and enforced according to the laws of the State of Illinois, without regard to any conflicts of law provisions. Parties agree to submit to the exclusive venue and jurisdiction of the 18th Judicial Circuit Court, County of DuPage, Wheaton, Illinois, or the United States District Court, Northern District of Illinois.

18. RIGHTS AND BENEFITS - NO ASSIGNMENT

BMcD's services will be performed solely for the benefit of Client and not for the benefit of any other persons or entities. Neither Client nor BMcD shall assign or transfer interest in this Agreement without the written consent of the other.

19. ENTIRE CONTRACT

These Terms and Conditions and the above-referenced Letter, Proposal, or Agreement contain the entire agreement between BMcD and Client relative to BMcD's services for the Project herein. All previous or contemporaneous agreements, representations, promises, and conditions relating to BMcD's services for the Project are superseded. Since terms contained in purchase orders do not generally apply to professional services, in the event Client issues to BMcD a purchase order, no preprinted terms thereon shall become part of this Agreement. Said purchase order documents, whether or not signed by BMcD, shall be considered only as an internal document of Client to facilitate administrative requirements of Client's operations.

20. SEVERABILITY

Any unenforceable provision herein shall be amended to the extent necessary to make it enforceable; if not possible, it shall be deleted and all other provisions shall remain in full force and affect.

- END -

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM		PAGE _____ OF _____
ITEM: Downtown Streetscape ITEP Grant Application Resolution of Support	DEPARTMENT: Public Works	
AGENDA SECTION:	AMOUNT: \$	
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: June 2, 2016	
SUMMARY HIGHLIGHTS: This agenda item provides authorization for the Mayor to sign the Local Assurance Form for the Downtown Streetscape ITEP Grant and provides for a resolution of support for the Project by the Village Board.		
RECOMMENDED ACTION: Provide authorization and resolution of support for project.		
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 	
AGENDA PAGE NUMBER:		



**This page must be signed by a representative of the local sponsoring agency
in order for the project to be considered for funding.**

The project sponsor certifies that it is willing and able to manage, maintain, and operate the project as a highway authority eligible to receive federal funding. The project sponsor possesses legal authority to nominate the transportation enhancement project and to finance, acquire, and construct the proposed project. The sponsor authorizes the nomination of the transportation enhancement project, including all assurances contained therein. The sponsor authorizes the person identified below as the official project representative to act in connection with the nomination and to provide such additional information as may be required. The project sponsor affirms that, if selected, the project will commence within the time periods defined by the Sunset Clause (refer to Section I of the ITEP Guidelines Manual) and in accordance with departmental policies.

I certify that the information contained in this transportation enhancement application, including attachments, is accurate and that I have read and understand the information and agree to the assurances on this form.

Name: _____
Please print

Title: _____
Please print

Signature: _____ **Date:** _____

Name of Sponsoring Agency: _____

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM

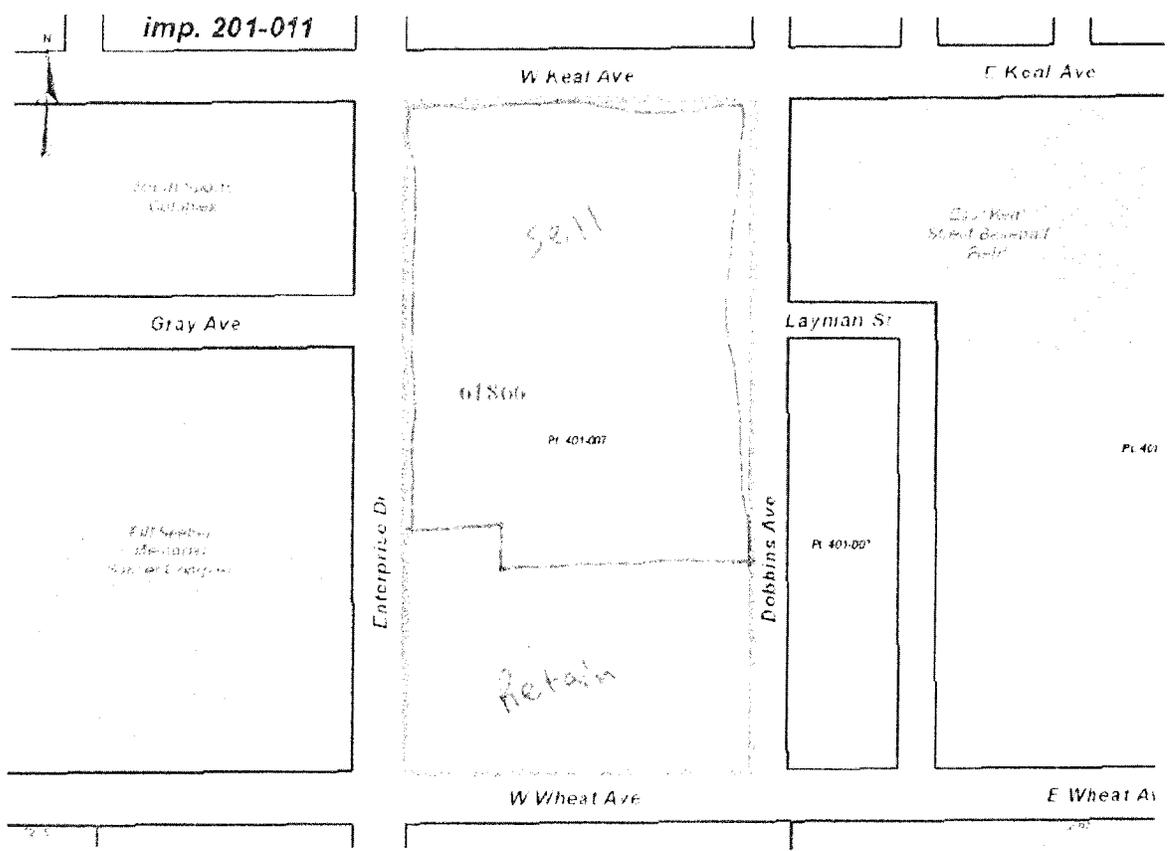
PAGE 1 OF 1

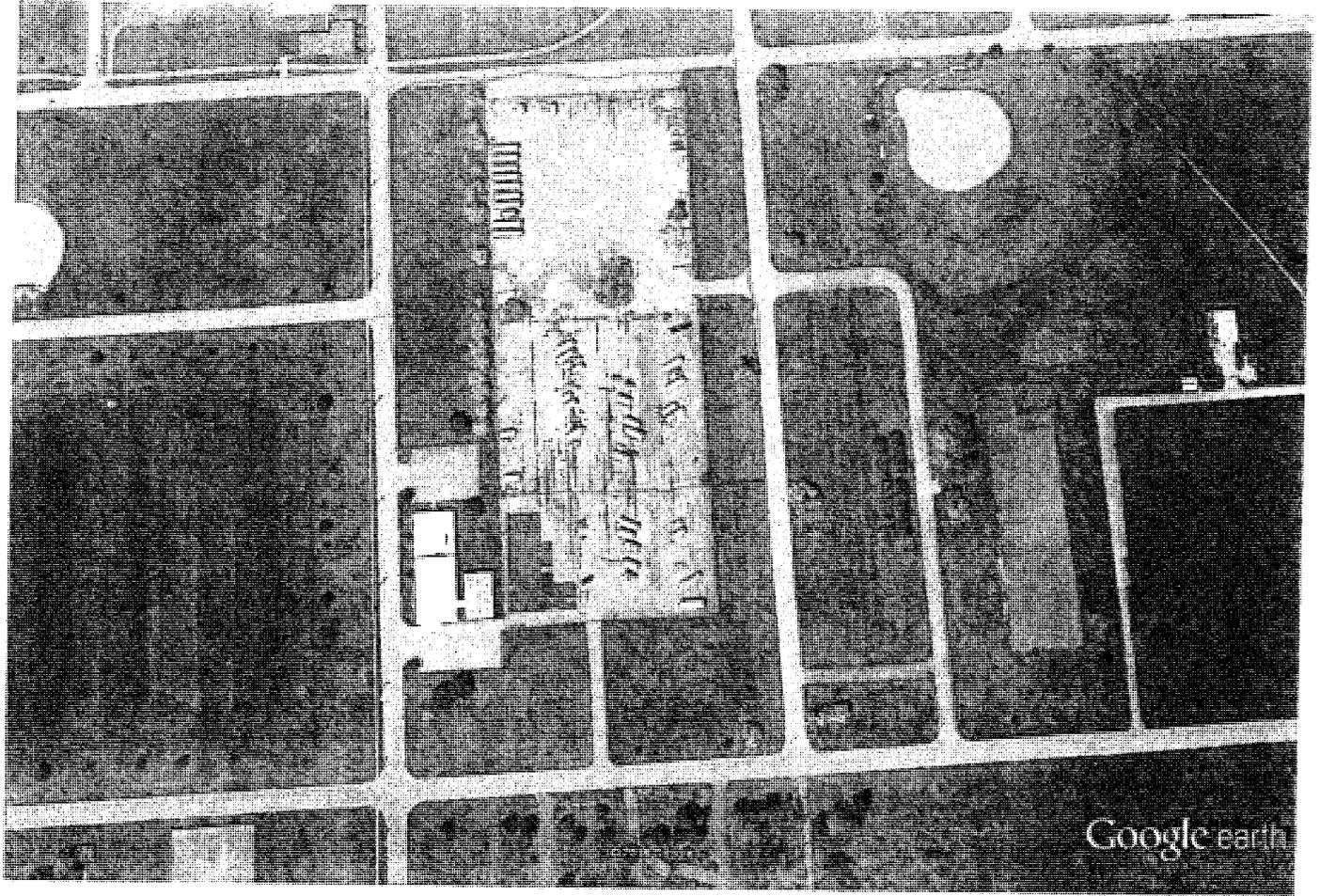
ITEM: Storage Lot	DEPARTMENT: RECREATION
AGENDA SECTION:	AMOUNT: \$26,500
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) () SUPPORTING DOCUMENTS	DATE: June 1, 2016
SUMMARY HIGHLIGHTS: This agenda item is in regard to the proposed sale of the Village owned storage lot located at Enterprise/Wheat Avenues. Over the past month we have worked on platting the subdivision. Highlights: Buyer: PBJ Storage LLC Purchase Price: \$26,500 Subdivision Name: Jim's Way Mr. Beth will be finalizing the contract if the board agrees to bring this item forward.	
RECOMMENDED ACTION: Approve sale of storage lot in the amount of \$26,500.	
DEPARTMENT HEAD APPROVAL: Luke A. Humphrey	VILLAGE ADMINISTRATOR: 

249,000 appraised
5.37 acres total
~ 2.9 acres paved 19

Webster & Associates, Inc.

PLAT MAP





Go gle earth

feet 800
meters 200

.60 m



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Municipal Building Roof Replacement	DEPARTMENT: Comptroller
AGENDA SECTION:	AMOUNT: \$89,850 + \$5,000
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 5/31/2016
<p>SUMMARY HIGHLIGHTS: An invitation for bids (IFB) was advertised for the replacement of the roof at the Municipal Building. Gorski-Reifsteck Architects handled the bidding process. The IFB asked for bids on a 25 year shingle roof, and as alternatives, a 35 year roof and a metal roof. Two bids were received, one from Advanced Commercial Roofing and one from Adkinson Construction. The low bid was from Adkinson. The bid tab is attached. Gorski-Reifsteck is recommending the low bid from Adkinson with the add alternative of the 35 year warrantied life shingle for a total cost of \$89,850. The architects estimate was \$92,000 for the 25 year shingle. We are also requesting \$2,000 in contingency for any unforeseen roof decking issues that may arise.</p>	
<p>RECOMMENDED ACTION: Award a contract to Adkinson Contruction for the Municipal Building roof replacement with the 35 year warrantied life shingle in the amount of \$89,950 with a \$2,000 contingency. This project is a budgeted item.</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: 



GORSKI REIFSTECK
ARCHITECTURE • CONSTRUCTION MANAGEMENT • INTERIORS

May 31, 2016

Mr. Jeffrey Fiegenschuh, Village Administrator
Village of Rantoul Municipal Building
333 South tanner
Rantoul, IL 61866

Re: Division 01 Bid Results
Rantoul Municipal Building Roof Replacement, GRA #201618

Dear Mr. Fiegenschuh:

Bids were received Thursday, May 26th for the contractor work of the Rantoul Municipal Building Roof Replacement project (please see the attached bid tabulation sheet). We received two bids from contractors in this bidding division. The apparent low bidder for the Base Bid work and both Add Alternate Bids, in the general (roofing) division, is as follows:

Adkisson Construction Contractors, Inc.	Division 1 - Base Bid	\$87,850.00
	Add Alternate Bid 1	\$ 2,000.00
	Add Alternate Bid 2	\$96,000.00

Gorski Reifsteck Architect's opinion of probable project cost for the work was \$92,000 for the base bid work (utilizing a 25-year asphalt single). With only two sets of bids, higher and lower, no bidding patterns are discernable; but Gorski Reifsteck Architects believes that the documents were sufficient for a competitive bid.

We received these bids during a favorable bidding climate, but at the beginning of the summertime construction season, which seems to have been the reason for the limited number of ultimate bidders. A group of twenty (20) contractors were invited to bid, six (6) contractors (as well as several plan rooms) received the bidding documents and expressed initial interest. Five potential general bidders attended the prebid meeting for this project.

We have notified all bidders of the results and have discussed these bids with the contractor listed above as the apparent low bidder, Adkisson Construction. We reviewed the project work with them, reminding them of the addendum items. Adkisson Construction Contractors are comfortable with their bids and with the scope of the project work and would like to enter into an agreement with the Village of Rantoul to complete the project work. Board authorization will clarify the ultimate project scope and allow the submission of required contractor Payment and Performance Bonds and the submission of required shop drawings (with color selections).

Given the small difference for the contractor's use of a longer life asphalt shingle (Add Alternate Bid #1 - \$2,000.00), Gorski Reifsteck Architects would recommend accepting add Alternate Bid #1 as part of the project work, in addition to the Base Bid work of \$87,850.00.

Respectfully submitted,

Kevin G. Price
Gorski Reifsteck Architects

Attachment: Division 01 Bid Tabulation Sheet



GORSKI REIFSTECK
 ARCHITECTS & ENGINEERS, P.C.
 1000 PINE STREET, SUITE 1000, DENVER, CO 80202

Rantoul Municipal Building Roof Replacement

Project # 201618

Bid Opening
 5/26/2016
 2:00pm

Bidder's Name	Bid Security / Check Number	Disclosure Affidavit	Subcontractor and Suppliers List	Addenda Received		Base Bid	ADD			Total Bid
				1 date	2 date		Alt Bid 1	Alt Bid 2	Alt Bid 3	
1. Advanced Commercial Roofing	B73	-	-	✓		\$ 157,425.	\$ 24,330.	\$ 108,344.	\$ -	\$ -
2. Bash Pepper Roofing	B73	-	-	✓		\$ 87,850.	\$ 2,000.	\$ 94,000.	\$ -	\$ -
3. Atkinson Construction						\$ -	\$ -	\$ -	\$ -	\$ -
4.						\$ -	\$ -	\$ -	\$ -	\$ -
5.						\$ -	\$ -	\$ -	\$ -	\$ -
6.						\$ -	\$ -	\$ -	\$ -	\$ -
7.						\$ -	\$ -	\$ -	\$ -	\$ -
8.						\$ -	\$ -	\$ -	\$ -	\$ -
9.						\$ -	\$ -	\$ -	\$ -	\$ -
10.						\$ -	\$ -	\$ -	\$ -	\$ -
11.						\$ -	\$ -	\$ -	\$ -	\$ -
12.						\$ -	\$ -	\$ -	\$ -	\$ -
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14.						\$ -	\$ -	\$ -	\$ -	\$ -
15.						\$ -	\$ -	\$ -	\$ -	\$ -
16.						\$ -	\$ -	\$ -	\$ -	\$ -
17.						\$ -	\$ -	\$ -	\$ -	\$ -
18.						\$ -	\$ -	\$ -	\$ -	\$ -
19.						\$ -	\$ -	\$ -	\$ -	\$ -
20.						\$ -	\$ -	\$ -	\$ -	\$ -
21.						\$ -	\$ -	\$ -	\$ -	\$ -
22.						\$ -	\$ -	\$ -	\$ -	\$ -
23.						\$ -	\$ -	\$ -	\$ -	\$ -
24.						\$ -	\$ -	\$ -	\$ -	\$ -

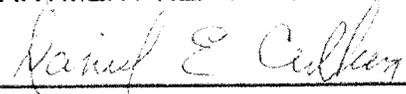
I hereby do certify that the bids submitted by the bidders whose names are recorded above were

 Architect/Engineer

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE OF 1 Of

ITEM: Special Use Permit Request to have two additional warehouse self-storage facility buildings	DEPARTMENT: Inspection
AGENDA SECTION:	AMOUNT: -0-
ATTACHMENTS: <input checked="" type="checkbox"/> (XX) ORDINANCE <input type="checkbox"/> () RESOLUTION <input type="checkbox"/> () OTHER (See Summary Highlights) <input type="checkbox"/> () SUPPORTING DOCUMENTS	DATE: June 3, 2016
SUMMARY HIGHLIGHTS: The Plan Commission held a public hearing on May 16, 2016 to hear testimony on the Special Use Application of Michelle and Ronald Goin to have two additional warehouse self-storage facility buildings at the location of the former Big R Car Wash located at 1436 E. Grove Avenue. Under the current zoning text, a special use would be required for any application request in the C-2 District (General/Commercial District).	
RECOMMENDED ACTION: Plan Commission recommends approval of the request.	
DEPARTMENT HEAD APPROVAL: 	VILLAGE ADMINISTRATOR:
AGENDA PAGE NUMBER:	

TO: The Plan Commission
of the Village of Rantoul,
Champaign County, Illinois

Planning/Zoning Case Number: 16-03
Date of Filing: 3-21-16
[For Village Use Only]

APPLICATION FOR SPECIAL USE

1. **Applicant(s):** Set forth the full name(s) of each of the Applicant(s) as appearing on the deed or other instrument of transfer for the property and specify the nature of the legal or equitable ownership interest of the Applicant(s) in the property and the date any such interest was acquired.

Name(s): MICHELLE L and RONALD D GOIN
Address(es): 109 N GUTHRIE GIBSON CITY, ILL 60936
Daytime Phone: 217 892-8785
E-mail Address: wesjace@aol.com
Nature of Property Interests: STORAGE UNITS SPECIAL USE PERMIT
Date Property Interests Acquired: 18 March 2016

2. **Property:** Set forth the legal description, common address and zoning classification of the property. *(NOTE: The Village of Rantoul CANNOT fill in the legal description for you. You can find the legal description on your mortgage or title search. If the legal description is not listed below on this application, then the application will be rejected and you will have to reapply)*

Legal Description (Attach additional sheet, if necessary):

PART OF LOT 2 IN CHAMPAIGN NATIONAL BANK SUB-DIVISION
IN THE VILLAGE OF RANTOUL (AS PER ATACHED LEGAL
DESCRIPTION)
PIN# 20 09 01 101 014

Common Address: 1436 E GROVE RANTOUL, ILL 61866
Zoning Classification: C-2

3. **Special Use Request:** Set forth specifically the applicable Section(s) of the Zoning Ordinance authorizing the requested special use in the applicable zoning district, a detailed description of all proposed activities in connection with the requested special use and the nature of any proposed improvements to the property in connection with the requested special use.

Section(s):

Description of All Activities Involved in Special Use:

UTILIZATION OF THE BUILDINGS AS STORAGE/MINI WAREHOUSE
OPERATION

1915 0205

LEGAL DESCRIPTION

PART OF LOT 2 IN CHAMPAIGN NATIONAL BANK SUBDIVISION IN THE VILLAGE OF RANTOUL, ILLINOIS, AS PER PLAT RECORDED IN BOOK "88" AT PAGE 197, SITUATED IN CHAMPAIGN COUNTY, ILLINOIS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF LOT 2 IN CHAMPAIGN NATIONAL BANK SUBDIVISION IN THE VILLAGE OF RANTOUL, ILLINOIS AS RECORDED IN PLAT BOOK "88" AT PAGE 197 IN THE OFFICE OF THE CHAMPAIGN COUNTY RECORDER, PROCEED SOUTH 00 DEGREES 08 MINUTES 07 SECONDS EAST ALONG THE EASTERLY LINE OF SAID LOT 2, A DISTANCE OF 260.00 FEET; THENCE SOUTH 90 DEGREES 00 MINUTES 00 SECONDS WEST A DISTANCE OF 155.00 FEET; THENCE NORTH 00 DEGREES 08 MINUTES 07 SECONDS WEST A DISTANCE OF 260.00 FEET TO A POINT ON THE NORTHERLY LINE OF PREVIOUSLY MENTIONED LOT 2; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST ALONG SAID NORTHERLY LINE OF LOT 2, A DISTANCE OF 155.00 FEET TO THE POINT OF BEGINNING, SITUATED IN CHAMPAIGN COUNTY, ILLINOIS.



THE CURRENT WASH BAYS WILL BE ENCLOSED, ENTRANCE DOOR
INSTALLED ON EACH ONE. THE PRESENT VACUUM BAY BUILDING
WILL BE ENCLOSED ON ALL SIDES AND ENTRANCE DOORS ALSO
INSTALLED WHERE NEEDED

THERE WILL BE NO OUTSIDE STORAGE AREAS

Proposed Investments (e.g., to construct, reconstruct, enlarge, modify or
demolish any structure(s) or other improvements; generally describe any
structure(s) or other improvements so affected): _____

4. **Factors Involved in Special Use.** To the extent applicable, set forth in detail the various factors involved in connection with the extent and intensity of the requested special use, including, but not limited to: the hours of operation; the expected number of customers, guests or clients per day; the expected number of employees; any required vehicular access and the expected number of vehicles per day; any special health, safety or sanitation requirements; any sign or lighting requirements; any noise, odor, dust, smoke or vibration expected to be emitted; and any other conditions which might have an impact upon nearby properties or upon the character and future development of the applicable zoning district.

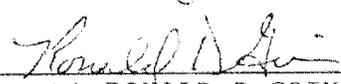
THESE UNITS WILL BE SELF STORAGE WITH 24 HOUR ACCESS
BY THE TENANTS OF THE INDIVIDUAL UNITS .

5. **Site Plan.** Submit with this application, a site plan, approximately to scale, of the property showing the lot lines, dimensions, the location of any existing structure(s) and/or any other improvements to be constructed on the property, including parking and loading areas, if any, and the location of the area where the special use is sought. If the site plan is prepared by the Applicant(s), such plat plan should be on paper no larger than 11 inches x 17 inches. If architect or engineer, then the site plan may be on any size paper. At least ten (10) copies of such site plan shall be submitted with this application.
6. **Filing Fee and Cost of Publication.** Attach the filing fee in the form of a check made payable to the Village of Rantoul in the amount of \$50.00. The costs of publishing any notices(s) of the public hearing to be held in connection with this application must also be paid by the Applicant(s) in the form of a check made payable to the Village of Rantoul upon being billed by the Village of Rantoul for such costs.
7. **Authorization or Consent of Others Having Ownership Interests.** If the Applicant(s) signing this application below do not include all persons or entities having a legal or equitable ownership interest in the property, submit with this application the written authorization or consent of any such other persons or entities to make application for the variance requested.

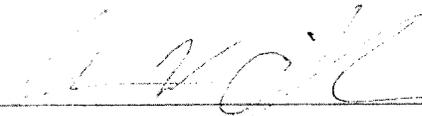
Each of the undersigned, being first duly sworn do hereby state that each knows the contents of this Application and the matters and things therein set forth, and that the same are true and correct to the best of the knowledge and belief of each of the undersigned.

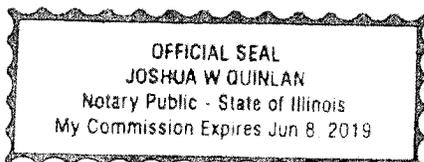
DATED this 18 day of MARCH, 2016.


 Applicant(s) MICHELLE L GOIN

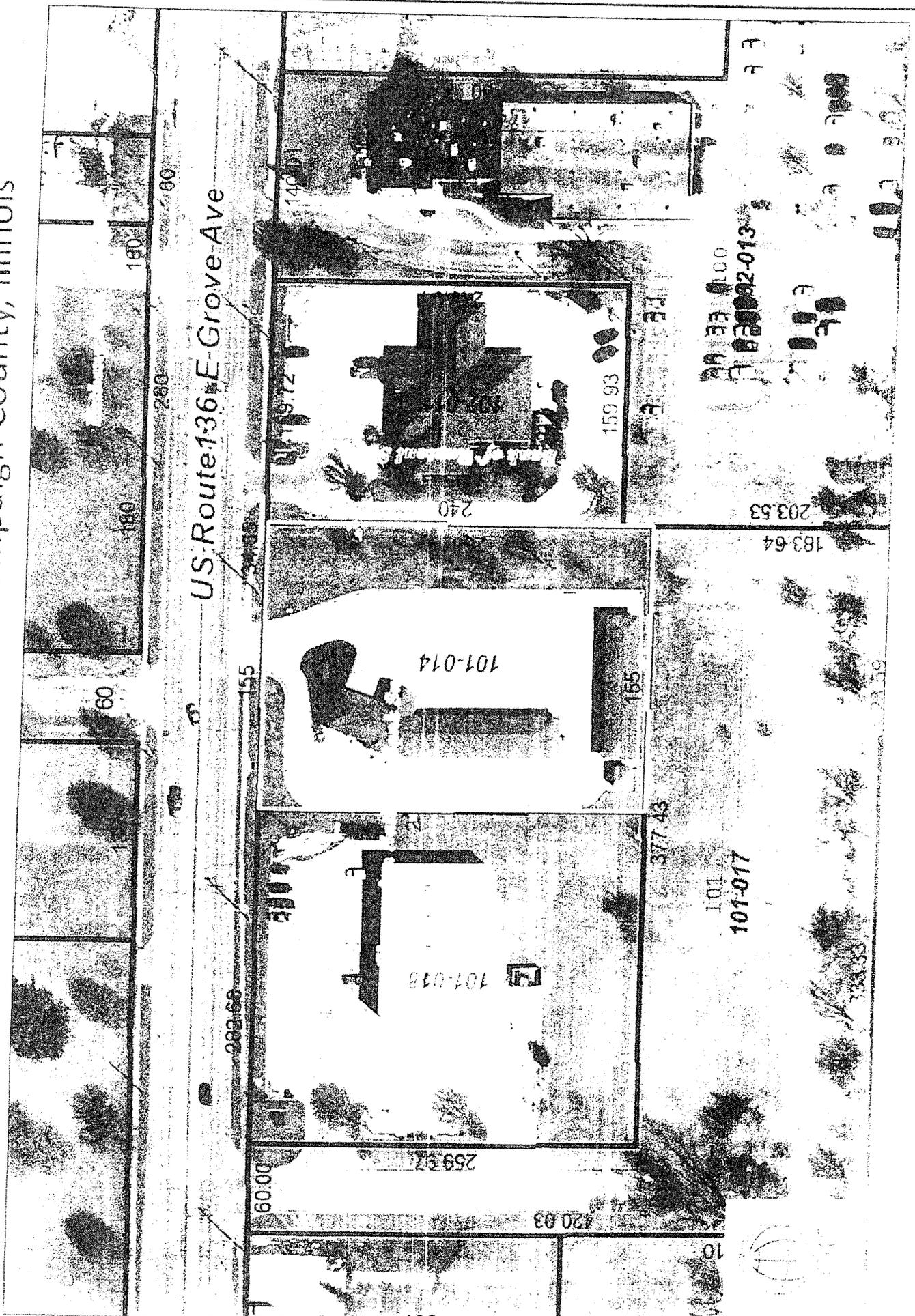

 Applicant(s) RONALD D GOIN

Subscribed and sworn to before me this
~~24~~ day of March, 2016.





GIS Webmap Public Interface Champaign County, Illinois



Champaign County Assessor Information

Select by Perm Number

Select by Prop loc

Select Assessment by Township

Select Sales by Township

[Click here for GIS parcel map](#)

[Click here for Champaign County Treasurer Info](#)

Previous Screen

Taxpayer and Parcel Information

		Township			
		Assessor:		GARY CRANE 893-0797	
Name	BIG R CAR WASH INC	Pin:	20-09-01-101-014		
Mailing Address	KEMPER CPA GROUP LLP	Sect	Twp	Prop code	Range Acres
	1701 BROADMOOR DR STE 200	0	0	3000	0 .00
	CHAMPAIGN IL 61821-5968				
Property Location	1436 E GROVE AVE	RANTOUL	61866	Latest Deed Reference	
Taxpayer Description				Bk:	Pg: Docno:

Brief Legal Description

Sales Information

mo/yr	Amount	Type	Acreage
***** Values not final. May be subject to change.			

Assessment Records

		Land	Building	Farm Land	Farm Building	Total
2015 Pay 2016	*****	\$12,810.	\$52,810.	\$0.	\$0.	\$65,620.
2014 Pay 2015	FINAL	\$12,810.	\$52,810.	\$0.	\$0.	\$65,620.
2013 Pay 2014	FINAL	\$13,100.	\$54,000.	\$0.	\$0.	\$67,100.
2012 Pay 2013	FINAL	\$13,100.	\$54,000.	\$0.	\$0.	\$67,100.
2011 Pay 2012	FINAL	\$13,800.	\$56,900.	\$0.	\$0.	\$70,700.
2010 Pay 2011	FINAL	\$14,310.	\$59,020.	\$0.	\$0.	\$73,330.
Market Value		\$38,468.	\$158,589.	Not part of formula		\$197,057.

Appeal Assessments between July 1st and Sept 10th at Board of Review 384-3758.

Exemptions Records

Annual Drainage

Special Drainage

		Owner Occupied	Home Improvements	All Others	Total	Amount	Paid in	Amount
2015 Pay 2016	*****	Exemptions being updated						
2014 Pay 2015	FINAL	\$0.	\$0.	\$0.	\$0.	\$0.00	2015	\$0.00
2013 Pay 2014	FINAL	\$0.	\$0.	\$0.	\$0.	\$0.00	2014	\$0.00

2012 Pay 2013	FINAL	\$0.	\$0.	\$0.	\$0.	\$0.00	2013	\$0.00
2011 Pay 2012	FINAL	\$0.	\$0.	\$0.	\$0.	\$0.00	2012	\$0.00
2010 Pay 2011	FINAL	\$0.	\$0.	\$0.	\$0.	\$0.00	2011	\$0.00

Commercial/Industrial 1436 E GROVE Unit #/Level: / \$119,900 ✓
 2160660 A RANTOUL, IL 61866 Region: 01 Area: 1 Grid: 1 DOM: 17
 RETAIL/COMMERCIAL CDOM: 17
 List: HERMAN FOGAL (217) 840-1941 x. of REALTY 2000, INC. (217) 892-2000 Firm: 217 Agt: 1478

Subdivision: CHMPG NATIONAL County: CHAMPAIGN
 BANK
 Near: RT 136 Town: Yes
 Lot Size: 155 x 260 Zoning: C-2
 Acres: Conforming Y/N: Yes
 Apx Age: 19 Current Use: VACANT
 Year Built: 2000 Fire Protect. Dist: rantoul
 PIN: 200901101014



Legal: SEE ATTACHED LEGALS

SITE DATA		UTILITIES	
Dimensions:	155 X 220	Utility Company:	RANTOUL
Total Square Feet:	40300	Electric Company:	RANTOUL
		Gas Company:	NICOR
		Water Company:	RANTOUL

TRANSPORTATION		IMPROVEMENTS	
Direct Highway Access:	Y/N Yes	Building Dimensions:	150 X 26.6
Rail Available:	No	Footprint ASQ:	4191
Rail Service By:	NO		
Rail Siding:	Y/N No		
# of Cars:	NA		
Miles to Airport:	30		

OPERATING AREAS				
	ASQ	Ceill Hgt	HVAC Htd	A/C (Y/N)
Manufacturing	3975	10.6	No	No
Warehouse	624	10.6	Yes	No
Office	137	7.7	Yes	No
Other	2304	11.2	No	No
Total ASQ	7040			

BUILDING CHARACTERISTICS						
# Stories:	1					
Basement:	Other-See Remarks					
Floor Load/Thickness:						
# Loading Docks:	0					
Sizes:	0					
# Overhead Doors:	8					
Sizes:	12	12	12	12	12	12
Crane: Y/N	No					
Parking Paved:	Yes					
Security System Y/N	No					
Handicap Modified Y/N	No					

TAXES			
Tax Yr:	2015	Total Tax:	7552
		#Exempt:	0

Exterior:	Block , Brick	Lease Terms:	
Roof:	Asbestos Shingle , Tar and Gravel	Utilities:	Electric , Gas , Sewer-Sanitary , Sewer-Storm
Includes:	Equipment , Real Estate	HVAC:	Other-See Remarks
Days Open:	Other-See Remarks	Fuel Types:	Natural Gas
Hours Open:	Varied	Construction:	Brick / Block
Miscellaneous:	Extra Storage		
Electrical:	430 / 460 Volts		
Documents on File:	Tax Bill		
Listing Conditions:			

Directions: RT 136 EAST THRU RANTOUL , PAST MAPLEWOOD DR, THEN ON THE SOUTH SIDE ADJACENT TO

AUTO ZONE PARTS

Remarks:	PREVIOUSLY UTILIZED AS A VEHICLE WASH, HAS 6 MANUAL OPERATED A 2 AUTOMATIC BAYS .MAJORITY OF EQUIPMENT HAS BEEN REMOVED, OVERHEAD DOORS REMAIN. THERE IS ALSO A COVERED 96 X 24 FOOT OPEN BAY AREA UTILIZED AS VACUUM SERVICES AREA AS WELL AS A 14 X 10 STORAGE BUILDING TO VACUUM AREA. THE CONCRETE SLAB AREA IS 180 X 144 EXCLUDING THE ENTRANCE DRIVEWAY. MAIN BUILDING CONTAINS A 17X 7.6 OFFICE AREA TO INCLUDE A BATHROOM AS WELL AS A 26 X 24 MECHANICAL AND SOAP STORAGE AREA. 6 BAYS TO THE SOUTH AND 2 TO THE NORTH OF MAIN OFFICE. VACUUM AREA IS LOCATED AT SOUTH END OF THE PROPERTY. SOME OF THE TRACKS. ELECTRICAL AND PLUMBING REMAIN IN PLACE AS WELL AS THE OVERHEAD DOORS ON THE WASH BAYS.. BRICK AND BLOCK CONSTRUCTION.. THIS PROPERTY IS ZONED C-2 AND THE AUTHORIZED ZONING USES ARE AVAILABLE		
Agent Remarks:	GREAT LOCATION FOR COMMERCIAL BUSINESS,PLENTY OF PARKING ..POSSIBLE USES ARE GARDEN/GREENHOUSE,PRODUCE STAND,ADMIN OFFICES,COIN OP LAUNDRY,AUTO AND BOAT SALES, CARPENTER SHOP,C-STORE,BLDG MAT SALES		
Possession:	30 DAYS	Tenants Rights: Y/N No	
Struc:	DRIVE BY AND VIEW THIS PROPERTY ON EAST SIDE OF RANTOUL..CALL HERM FOGAL LISTING AGENT AT 217 840-1941 FOR QUESTIONS OR TO VIEW THE INTERIOR PORTION		
CC	3	Key Box: ccar/lbox	Owner: RICHARDSON Phone: (217) 841-1994
List Dt:	02/19/2016	List Frm:	<u>217</u>
List Off:	0	List Agt:	<u>1478</u> Office Phone: (217) 892-2000
Contact #:	(217) 840-1941		
Orig List Agt:	1478		
<p>---- Information herein deemed reliable but not guaranteed ----</p> <p>Copyright 2016 Champaign County Association of Realtors 03/07/2016 11:30 AM</p>			

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
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ITEM: Construction Engineering Agreement for various neighborhood roadway improvements – Baxter & Woodman	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$84,860.00 – Neighborhood Roadways
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: June 6, 2016

SUMMARY HIGHLIGHTS:

This Agenda Item provides for a Construction Engineering (CE) Service Agreement with Baxter & Woodman Engineering to provide the construction engineering services for various local neighborhood roadway improvements within the Village. The construction includes improvements on portions of High Street, Garden Street, Englewood Drive, Birch Drive, Phillips Drive and Locust Avenue, Bethany Park and between Enterprise and Alpers.

Baxter and Woodman has provided the original design engineering services for these areas and it is recommended that their services continue to be utilized during the construction phase. The Construction Engineering Service Agreement amount is \$84,860.00.

The Construction Engineering Service Agreements for E. Perimeter Road and Sangamon Avenue were approved in February 2016.

These improvements are included in the 2016-2017 Budget and are supported through the use of Local & State Motor Fuel Tax funds.

RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Service Agreement with Baxter & Woodman Engineering in the amount of \$84,860.00 to provide the construction engineering services for various local neighborhood roadway improvements.

DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:
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AGENDA PAGE NUMBER:

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM		PAGE ____ OF ____
ITEM: Construction engineering agreements with Baxter & Woodman for community road improvements	DEPARTMENT: Public Works	
AGENDA SECTION:	AMOUNT: Construction engineering fees: \$119,979.00 - Sangamon Ave \$51,499.00 - East Perimeter Road	
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: January 20, 2016	
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda Item provides for two (2) separate engineering agreements with Baxter & Woodman Consulting Engineers to provide the construction engineering services for roadway improvements along Sangamon Avenue and East Perimeter Road. These improvements were previously identified during the Village's Capital Improvement portion of the budget process, and design funds for both projects were made available through the Housing and Urban Development (HUD) funds of Community Development (CD).</p> <p>Baxter and Woodman was selected following the Request For Qualifications (RFQ) process for the Flessner Avenue intersection design. Based on their overall project performance and their familiarity with these projects, it is recommended that their services continue to be utilized.</p> <p>The projects that are designed and "shovel-ready" include:</p> <ol style="list-style-type: none"> 1. Reconstruction of Sangamon Avenue from Marshall Street to Chanute Street (2200'). This will include new pavement, sub-base, curb & gutter, partial sidewalk replacement (ADA compliance), and storm sewer system improvements. The estimated construction cost is \$1,261,000.00 and will be partially funded through a \$125,000.00 CDBG pay down with the remaining supported though the bond allocation. Construction engineering will be \$119,979.00. 2. Reconstruction of E. Perimeter Road from east of S. Maplewood Drive to Golfview Road (4090'). The estimated construction cost is \$515,000.00 and will be TIF funded. Construction engineering will be \$51,499.00. <p>It is anticipate that these projects would be advertised and bid this spring, with construction occurring during this summer.</p>		
<p>RECOMMENDED ACTION: Authorize the approval of two (2) engineering agreements with Baxter & Woodman for the construction engineering services for the roadway improvements along Sangamon Ave (\$119,979.00) and East Perimeter Road (\$51,499.00).</p>		
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR:</p>	
<p>AGENDA PAGE NUMBER:</p>		

June 6, 2016

Mr. G. Gregory Hazel, P.E.
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, IL 61866

Subject: 2016 Neighborhood Program – Construction Engineering Services, Design Supplement

Dear Mr. Hazel:

Baxter & Woodman Inc. is pleased to submit this Construction Engineering Services Proposal to assist the Village with the resurfacing of various streets in the 2016 Neighborhood Program. The project is located on High Street – Shared use path to Eden Park Drive; Garden Street; Englewood Drive – Bel Place to Clark Street; Birch Drive; Phillips Drive; Locust Avenue; Bethany Park – Birch Drive to Grove Road; and Entrance Drive – Alpers Drive to Enterprise Drive. The work includes HMA resurfacing and/or repairs, curb & gutter and sidewalk repairs, adjustment of drainage structures, parkway restoration, and other miscellaneous items of work.

Scope of Services:

1. Act as the Owner's representative with duties, responsibilities and limitations of authority as assigned in the construction contract documents.
2. PROJECT INITIATION
 - Prepare Award Letter, Agreement, Contract Documents, Performance/Payment Bonds, and Notice to Proceed. Review Contractor insurance documents.
 - Attend and prepare minutes for the preconstruction conference, and review the Contractor's proposed construction schedule and list of subcontractors.
3. CONSTRUCTION ADMINISTRATION
 - Attend periodic construction progress meetings.
 - Shop drawing and submittal review by Engineer shall apply only to the items in the submissions and only for the purpose of assessing, if upon installation or incorporation in the Project, they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the contract documents. Owner further agrees that the Engineer's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. Engineer's consideration of a component does not constitute acceptance of the assembled item.
 - Review construction record drawings for completeness prior to submission to CADD.

- Prepare construction contract change orders and work directives when authorized by the Owner.
- Review the Contractor's requests for payments as construction work progresses, and advise the Owner of amounts due and payable to the Contractor in accordance with the terms of the construction contract documents.
- Research and prepare written response by Engineer to request for information from the Owner and Contractor.
- Project manager or other office staff visit site as needed.
- Provide the services of a materials testing company, as a subconsultant, to perform proportioning and testing of the Portland cement concrete and bituminous mixtures in accordance with the IDOT's Bureau of Materials manuals of instructions for proportioning. Review laboratory, shop and mill test reports of materials and equipment furnished by the Contractor.

4. FIELD OBSERVATION

- Engineer's site observation shall be at the times agreed upon with the Owner. Engineer will provide Resident Project Representatives at the construction site on a full-time basis of forty (40) hours per week from Monday through Friday, not including legal holidays, from the Engineer' office of not more than eight (8) hours per regular weekday, not including legal holidays (for up to 430 hours) as deemed necessary by the Engineer, to assist the Contractor with interpretation of the Drawings and Specifications, to observe in general if the Contractor's work is in conformity with the Final Design Documents, and to monitor the Contractor's progress as related to the Construction Contract date of completion. Through standard, reasonable means, Engineer will become generally familiar with observable completed work. If Engineer observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner to address. Engineer shall not supervise, direct, control, or have charge or authority over any contractor's work, nor shall the Engineer have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the site, nor for any failure of any contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work. Engineer neither guarantees the performance of any contractor nor assumes responsibility for any contractor's failure to furnish and perform the work in accordance with the contract documents, which contractor is solely responsible for its errors, omissions, and failure to carry out the work. Engineer shall not be responsible for the acts of omissions of any contractor, subcontractor, or supplier, or of any of their agents or employees or any other person, (except Engineer's own agents, employees, and consultants) at the site or otherwise furnishing or performing any work; or for any decision made regarding the contract documents, or any application, interpretation, or clarification, of the contract documents, other than those made by the Engineer.

- Provide the necessary base lines, benchmarks, and reference points to enable the Contractor to proceed with the work.
- Keep a daily record of the Contractor's work on those days that the Engineers are at the construction site including notations on the nature and cost of any extra work, and provide weekly reports to the Owner of the construction progress and working days charged against the Contractor's time for completion.

5. PROJECT CLOSEOUT

- Provide construction-related engineering services including, but not limited to, General Construction Administration and Resident Project Representative Services.

6. DESIGN SCOPE OF SERVICES:

PROJECT UNDERSTANDING:

The work includes completing Supplemental Engineering in support of the Phase II Engineering and Environmental Studies for the reconstruction of Sangamon Avenue from Marshall Street to Chanute Street.

This project is following IDOT project development procedures to ensure eligibility for construction funding with MFT dollars. The project is being coordinated with IDOT's Bureau of Local Roads for reviews and Phase II Plan Approval.

ENVIRONMENTAL COORDINATION AND PERMITTING:

IDOT recently revised their policy regarding Special Waste on BLRS projects such that Special Waste may no longer be cleared by Local Agencies, but rather must be cleared by BLRS. A special waste screening is required by BLRS in order to receive approval from IDOT.

- *Conduct Special Waste Screening:* Conduct Special Waste Screening as outlined in Section 20-12.03(b) of the IDOT Bureau of Local Roads and Streets Manual. Screening will include Environmental Regulatory Records Review.
- *Preparation of a Preliminary Environmental Site Assessment:* Based on the Special Waste Screening results, determine if a Preliminary Environmental Site Assessment (PESA) is required. If a PESA is necessary, prepare a PESA report in accordance with the Illinois Department of Transportation (IDOT), Chapter 20, 20-12.04 of the Bureau of Local Roads Manual (BLRM). The PESA report will include review of historical land use surrounding the project site and environmental data and environmental occurrences within minimum search distances contained in published databases.

- Prior to preparing the PESA, a site visit will be conducted to collect land use information for property surrounding the project location. The Site visit will also be utilized to determine if recognized environmental conditions are present or observed in the vicinity of the project. The PESA report will be prepared utilizing historical land use, data and observations collect during the site visit, environmental data and occurrences in the project vicinity, a description of the property surrounding the project, identification of recognized environmental conditions in the vicinity of the project (if any are present) and a summary of the report findings and report recommendations.
- The PESA report will be submitted to the local reviewing agency and IDOT District 5 for review and comment. The Final PESA report will be submitted to the client in hard copy format and electronic copies of the report will be available upon request.

FINAL SANGAMON AVENUE CONTRACT PLANS AND SPECIFICATIONS:

- Revise the previously prepared plans, specifications, summary of quantities and schedule of materials to modify the reconstruction of Sangamon Avenue from Marshall Street to Chanute Street to the latest BLRS IDOT standards. Revise the plans, summary of quantities and schedule of materials for additional design work.
- Coordinate with IDOT and the Village and submit plans, specifications, summary of quantities and schedule of materials to BLRS for review and approval.
- Provide assistance to the Village on the required documentation and procedures for MFT Resolution of Intent and coordination with IDOT.
- QA/QC—Perform in-house peer and milestone reviews by senior staff of additional work items.
- Manage PROJECT—Plan, schedule, and control the activities that must be performed to complete the additional work items including budget, schedule, and scope.

Project Schedule

Estimate of Hours and Fee

	Planned Hours	Compensation	Sub- Consultant	Expenses	Total Compensation
Overall Project Total	711	\$73,785.00	\$8,000.00	\$3,075.00	\$84,860.00
CONSTRUCTION					
Project Initiation	14	\$1,775.00		\$108.00	\$1,883.00
Construction Administration	58	\$8,220.00		\$587.00	\$8,807.00
Field Observation	430	\$40,850.00	\$8,000.00	\$1,720.00	\$50,570.00
Project Closeout	122	\$12,440.00		\$400.00	\$12,840.00
DESIGN					
Environmental Coordination	45	\$5,500.00		\$260.00	\$5,760.00
Final Contract Documents	42	\$5,000.00			\$5,000.00

Our engineering fee for the stated scope of services will be based on our hourly billing rates for actual work time performed plus reimbursement of out-of-pocket expenses, including travel costs which in total will not exceed **\$84,860.00**.

The attached Standard Terms and Conditions apply to this proposal. If you find this proposal acceptable, **please sign and return one copy for our files.**

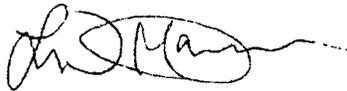
BAXTER WOODMAN

CONSULTING ENGINEERS

We appreciate this opportunity to assist the Village with its street maintenance program, and we look forward to working with you on this project. Please feel free to call me if you have any questions.

Sincerely,

BAXTER & WOODMAN, INC.
CONSULTING ENGINEERS



Louis D. Hausmann, PE
Vice President/COO

Attachment

VILLAGE OF RANTOUL, IL

ACCEPTED BY: _____

TITLE: _____

DATE: _____

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STANDARD TERMS AND CONDITIONS

Agreement - These Standard Terms and Conditions, together with the letter proposal, constitute the entire integrated agreement between the Owner and Baxter & Woodman, Inc. (BW) and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing.

Owner's Responsibility - Provide BW with all criteria and full information for the Project. BW will rely, without liability, on the accuracy and completeness of all information provided by the Owner including its consultants, contractor, specialty contractors, manufacturers, suppliers and publishers of technical standards without independently verifying that information. The Owner warrants that all known hazardous materials on or beneath the site have been identified to BW. BW and their consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, unidentified or undisclosed hazardous materials unless this service is set forth in the proposal.

Schedule for Rendering Services - The agreed upon services shall be completed within a reasonable amount of time. If BW is hindered, delayed or prevented from performing the services as a result of any act or neglect of the Owner or force majeure, BW's work shall be extended and the rates and amounts of BW's compensation shall be equitably adjusted in writing executed by all Parties.

Invoices and Payments - The fees to perform the proposed scope of services constitute BW's estimate to perform the agreed upon scope of services. Circumstances may dictate a change in scope, and if this occurs, an equitable adjustment in compensation and time shall be made by all parties. No service for which added compensation will be charged will be provided without first obtaining written authorization from the Owner. BW invoices shall be due and owing by Owner in accordance with the terms and provisions of the Local Government Prompt Payment Act.

Opinion of Probable Construction Costs - BW's opinion of probable construction costs represents its reasonable judgment as a professional engineer. Owner acknowledges that BW has no control over construction costs of contractor's methods of determining prices, or over competitive bidding, of market conditions. BW cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from BW's opinion of probable construction costs.

Standards of Performance - (1) The standard of care for all services performed or furnished by BW, will be completed with the same care and skill ordinarily used by professionals practicing under similar circumstances, at the same time and in the same locality on similar projects. BW makes no guarantees or warranties, express or implied, in connection with its services; (2) BW shall be responsible for the technical accuracy of its services and documents; (3) BW shall use reasonable care to comply with all applicable laws and regulations and Owner-mandated standards; (4) BW may employ such sub-consultants as BW deems necessary to assist in the performance or furnishing of the services, subject to reasonable, timely, and substantive objection by Owner; (5) BW shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work; (6) BW neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents; (7) Engineer is not acting as a municipal advisor as defined by the Dodd-Frank Act. Engineer shall not provide advice or have any responsibility for municipal financial products or securities. (8) BW is not responsible for the acts or omissions of any contractor, subcontractor, or supplier, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work; (9) Shop drawing and submittal review by BW shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the Project work they are generally consistent with the construction documents. Owner agrees that the contractor is solely responsible for the submissions (regardless of the format in which provided, i.e. hard copy or electronic transmission) and for compliance with the construction documents. Owner further agrees that BW's review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend to safety programs or precautions. BW's consideration of a component does not constitute acceptance of the assembled item; (10) BW's site observation during construction shall be at the times agreed upon in the Project scope. Through standard, reasonable means, BW will become generally familiar with observable completed work. If BW observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and Owner for them to address.

Insurance - BW will maintain insurance coverage with the following limits and Certificates of Insurance will be provided to the Owner upon written request:

Worker's Compensation: Statutory Limits	Excess Umbrella Liability:	\$5 million per claim and aggregate
General Liability: \$1 million per claim	Professional Liability:	\$5 million per claim
		\$5 million aggregate
Automobile Liability: \$1 million combined single limit		

BW's liability under this Agreement, based on any theory of liability or for any cause of action, shall not exceed the total amount of BW's contract amount for the project. Any claim against BW arising out of this Agreement may be asserted by the Owner, but only against the entity and not against BW's directors, officers, shareholders or employees, none of whom shall bear any liability and may not be subject to any claim.

Indemnification and Mutual Waiver - (1) To the fullest extent permitted by law, BW shall indemnify and hold harmless the Owner and its officers and employees from claims, costs, losses, and damages arising out of or relating to the Project, provided that such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of BW or its officers, directors, employees, agents, or consultants; (2) Owner shall indemnify and hold harmless BW and its officers, directors, employees, agents and consultants from and against any and all claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death of to injury or destruction of tangible property, including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of Owner or its officers, directors, employees, consultants, or others retained by or under contract to the Owner with respect to this Agreement or to the Project; (3) To the fullest extent permitted by law, Owner and BW waive against each other, and the other's employees, officers, directors, insurers, and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to the Project; (4) In the event claims, losses, damages or expenses are caused by the joint or concurrent negligence of the ENGINEER and OWNER, they shall be borne by each party in proportion to its negligence; (5) The Owner acknowledges that BW is a business corporation and not a professional service corporation, and further acknowledges that the corporate entity, as the party to this contract, expressly avoids contracting for individual responsibility of its officers, directors, or employees. The Owner and BW agree that any claim made by either party arising out of any act of the other party, or any officer, director, or employee of the other party in the execution or performance of the Agreement, shall be made solely against the other party and not individually or jointly against such officer, director, or employees.

Termination - Either party may terminate this Agreement upon ten (10) business days' written notice to the other party in the event of failure by the other party to perform with the terms of the Agreement through no fault of the terminating party. A condition precedent to termination shall be an opportunity for the Parties to meet. If this Agreement is terminated, Owner shall receive reproducible copies of drawings, developed applications and other completed documents. Owner shall be liable for, and promptly pay for all services and reimbursable expenses rendered to the date of suspension/termination of services.

Use of Documents - BW documents are instruments of service and BW retains ownership and property interest (including copyright and right of reuse). Client shall not rely on such documents unless in printed form, signed or sealed by BW or its consultant. Electronic format of BW's design documents may differ from the printed version and BW bears no liability for errors, omissions or discrepancies. Reuse of BW's design documents is prohibited and Client shall defend and indemnify BW from all claims, damages, losses and expenses, including attorney's fees, consultant/expert fees, and costs arising out of or resulting from said reuse. BW's document retention policy will be followed upon Project closeout, and project documents will be kept for a period of 14 years after Project closeout.

Successors, Assigns, and Beneficiaries - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or BW to any third party, including any lender, Contractor, Contractor's subcontractor, supplier, manufacturer, other individual, entity or public body, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement are for the sole and exclusive benefit of the Client and BW and not for the benefit (intended, unintended, direct or indirect) of any other entity or person.

Dispute Resolution - All disputes between the Parties shall first be negotiated between them for a period of thirty (30) days. If unresolved, disputes shall be then submitted to mediation as a condition precedent to litigation. If mediation is unsuccessful, litigation in the county where the Project is pending shall be pursued.

Miscellaneous Provisions - (1) This Agreement is to be governed by the law of the state or jurisdiction in which the Project is located. (2) All notices must be in writing and shall be deemed effectively served upon the other party when sent by certified mail, return receipt requested; (3) All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason; (4) Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the Owner and BW, which agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close to expressing the intention of the stricken provision; (5) A party's non-enforcement of any provision shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement; (6) To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence, no later than the date of substantial completion, which is the point where the Project can be utilized for the purposes for which it was intended.