

Rantoul Village Board of Trustees
Regular Study Session
September 6, 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. Presentation by Susan Monte and Kathleen Oldrey from the Regional Plan Commission – Zoning Update**
- 4. Items from the Mayor**
- 5. Items from Trustees**
 - A) Rename the Maplewood Detention pond to Joseph T. Brown Memorial Lake 1-5
- 6. Items from the Clerk**
- 7. Items for the Consent Agenda**
 - A) Approval of Minutes, Regular Study Session, August 2, 2016
 - B) Approval of Minutes, Regular Board Meeting, August 9, 2016
 - C) Approval of Minutes, Special Board Meeting, August 16, 2016
 - D) Approval of Bills and Monthly Financial Reports
- 8. Administrator Report**
 - A) Proposed addendum to Patrolmen Contract 6
 - B) Approve resolution establishing a 457 plan 7
 - C) Approve resolution establishing plan documents for an Employee Health Retirement Account 8-16
 - D) Approve a change in Sick Leave Policy 17
 - E) Establish Neighborhood Services Position 18-29
 - F) Establish Human Resource Generalist position 30
- 9. Items from Public Works**
 - A) Stop signs at Frost Ave. and Doolittle Blvd. 31-32
 - B) Indian Hills Sanitary Sewer Construction Contract 33-43
 - C) Construction and Design Engineering Agreement for Indian Hills Sanitary Sewer project 44-59
 - D) Broadmeadow Road Drainage Improvement Contract 60-65
 - E) Construction Engineering Agreement for Broadmeadow Road Drainage Improvements 66-73
 - F) AMR Electric and Water Meter Replacement Contract 74-83

Order of Business

Board Packet Page(s)

10. Items from Recreation

- A) Reconfiguration of Fleet Maintenance overhead bay doors 84-87

11. Items from Counsel

- 12.** Motion to enter into closed session pursuant to 5 ILCS 120/2 (C) 5, to consider the purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired

13. 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.

Thursday, August 25th, 2016

The members of the Village of Rantoul Naming Committee, Ken Calhoun, Herman Fogal and Ken Turner, were asked to meet and respond to correspondence received from Rantoul resident, Carolyn Taylor. The correspondence, dated November 1, 2013, asks the Village of Rantoul to consider naming the Maplewood retention pond for the late Mayor, Joseph T. Brown. The naming committee met on March 1st, 2016 and March 10th, 2016 to discuss the renaming. As a result of the two meetings, the committee members saw the need to discuss the renaming of the pond with local community residents before any action was taken. The committee reconvened on April 19th, 2016 to discuss verbal/written results. All Committee members were present at the meeting. The members stated that the results from the community were in favor of renaming the pond after Mayor Brown.

A 30-day notice to the Rantoul residents was placed in the July 7th 2016 edition of the Rantoul Press. All responses were due to the Village of Rantoul offices/ officials by August 5th, 2016.

Received correspondence favored the renaming of the Maplewood Retention Pond after the late Mayor, Joe Brown.

The Village clerk will be contacted regarding the provisions for a resolution.

Respectfully Submitted,



Kenneth E. Turner
Chairman,
Village of Rantoul
Naming Committee

30 days to comment on naming of pond

RANTOUL — Residents have 30 days to turn in comments on a proposal to name the Maplewood retention pond after former Mayor Joe Brown.

Village trustee Ken Turner said the village naming committee has set an Aug. 5 deadline to receive comments.

Turner is part of a committee established by Mayor Chuck Smith that also includes residents Ken Calhoun and Herm Fogal.

The village trustee said last month that the name change of the pond would not require any address changes in the area. The public may contact him with questions or concerns at 892-6802.

He said the committee has been receiving some responses and that most of them have been in favor of a resident's suggestion to name the retention pond after the late Mr. Bond, who was also a village board member and longtime member of law enforcement, including county sheriff.

November 1, 2013

Mayor Charles Smith
Village of Rantoul
333 S. Tanner Street
Rantoul, IL 61866

Dear Mayor Smith:

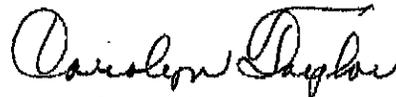
As a resident of Rantoul, I take pride in our community and I recognize the leadership and improvements that have been made during difficult times by many dedicated officials.

I write this letter to you and the Village Trustees with the hope that you will consider a suggestion for naming the reservoir area between Chanute Street and Maplewood Drive in honor of former Mayor, Joe Brown.

It is my understanding that the implementation of this reservoir has served a very useful purpose in helping eliminate the flooding problem in the surrounding area. The reservoir also adds a scenic surrounding for the neighborhood.

I appreciate the time and consideration you may give to this suggestion. Rantoul has a unique history and sometimes we don't have to go back centuries to appreciate it.

Sincerely,



Carolyn Taylor
376 Gibbs Drive
Rantoul, IL 61866
893-4642

Cc:

Anthony Brown

Jeremy Reale

Chad Smith

Jennifer Fox

Hank Gamel

Roger Jones

July 27, 2016

Mayor Chuck Smith
Village of Rantoul
333 S. Tanner
Rantoul, Illinois 61866

Dear Mayor Smith/Members of the Village Board:

Being raised in the Rantoul community and growing up in a law enforcement family I know firsthand how times have changed and how law enforcement officers do not get the respect and support they deserve.

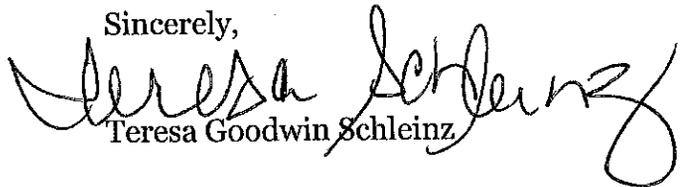
I would like for you to consider naming the Maplewood Retention Pond after the late Sheriff Joseph T. Brown. I was Joe's personal secretary and I know the hard work and dedication he put forth serving Champaign County and the Village of Rantoul.

Sheriff Brown was respected by many not only in our community but throughout the State of Illinois.

I believe this would be a great honor to name this pond after a great man – Joseph T. Brown.

Thank you.

Sincerely,



Teresa Goodwin Schleinz

RESOLUTION NO. 09-16-1213

**A RESOLUTION
CREATING A MEMORIAL DESIGNATION IN
RECOGNITION OF THE SERVICES OF JOSEPH T. BROWN**

WHEREAS, Joseph T. Brown was born on March 20, 1937 in Urbana, Illinois, and;

WHEREAS, he was a member of St. Malachy Catholic Church and a fourth-degree knight with the Rantoul Knights of Columbus and a member of the Sons of the American Revolution; and

WHEREAS, he graduated from Rantoul High School in 1955 and began his law enforcement career in 1959 as a Rantoul patrolman, continuing that service in the Champaign County Sheriff's Office as Deputy Sheriff, Chief Investigator, Chief Deputy and Sheriff of Champaign County from 1978 to 1990; and

WHEREAS, he continued his public service at the Illinois Secretary of State office and as the Champaign County Public Administrator/guardian, and;

WHEREAS, he was dedicated to the community and served the citizens of Rantoul as Village Trustee from 1991-1995 and Mayor 1997-2001, and

WHEREAS, Joseph T. Brown passed away on December 2, 2011 following a lifetime commitment to the citizens of Rantoul

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Rantoul, Champaign County, Illinois as follows:

That, in recognition of his many years of dedicated service to the Village as an honorable public servant, the pond on Maplewood Drive shall hereafter be designated as the "Joseph T. Brown Memorial Lake"

PASSED this 13th day of September, 2016

Village Clerk

APPROVED this 13th day of September, 2016

Village President

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Sick Leave Policy	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER contract addendum <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/07/2016
<p>SUMMARY HIGHLIGHTS:</p> <p>As part of the new collective bargaining agreement with the sergeants, the village agreed to increase the amount sick leave that can be sold back upon retirement from 12 hours per year to 13 hour per year for a maximum of 390 hours at 30+ years of service.</p> <p>Recently the patrolmen as a group asked if the village would be willing to open up their contract to consider adding the following language which mirrors the language from the sergeant FOP contract:</p> <p>"An employee who completes twenty (20) years or more of service as a police officer in the Village and who retires on in good standing shall be entitled to a maximum of three hundred and ninety (390) hours of accumulated but unused sick leave at the rate of thirteen (13) hours of pay for each full year worked for the village. (For example, if any such employee retires in good standing after thirty (30) full years of service, any such employee would receive 390 hours of accumulated unused sick leave i.e. 30 years times 13 hours= 390 hours of pay. Such compensation shall be distributed at such employee's request, at the regular straight time hourly rate of pay, as of the date of his or her retirement".</p> <p>Although we are under no obligation to negotiate since their contract was recently approved, I would like you to approve this measure as a good faith effort. Currently, the Sergeants and all non-union employees enjoy this benefit. The IBEW electric workers have not asked to negotiate, but their contract is up next year.</p>	
<p>RECOMMENDED ACTION: I recommend approving the ordinance approving the addendum to the 2015 FOP patrolmen contract.</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 2

ITEM: FOP 457 Accounts	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/06/2016
<p>SUMMARY HIGHLIGHTS</p> <p>Once the resolution establishing the new Section 115 Grantor Trust retirement plan (IRS Code Section 115) is approved we'll need to approve the resolution authorizing the creation of a new 457 retirement plan to accompany the grantor trust.</p> <p>The Illinois Public Pension Fund Association requires the establishment of the 457 plan to accompany the 115 retirement plan. The cost of implementing the 457 plan is included in the original \$350 fee for the grantor trust. The plan is optional and not required for the employee to participate. This is just a requirement the IPPFA has when establishing the 115 plan.</p>	
<p>RECOMMENDED ACTION: Approve the resolution authorizing the establishment of the 457 retirement plan</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 2

ITEM: FOP Retirement Accounts/457 Accounts	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/06//2016
<p>SUMMARY HIGHLIGHTS</p> <p>This year the village approved a 4-year agreement with the FOP Sergeants group. Part of this agreement was to work towards establishing a retirement VEBA account for the bargaining group by May, 2017.</p> <p>For the past few weeks our management team has been meeting with representatives from the patrolmen and sergeants group to discuss how to move forward with implementing this new concept. Last week our group met with Joel Babbitt who works for the Illinois Public Pension Fund Association to discuss proceeding with this concept. He laid out several options for the village to consider. Based on the information discussed, both management and the bargaining groups feel the village should move forward and implement a Section 115 Grantor Trust retirement plan (IRS Code Section 115). This is similar to a 457 plan, but all contributions and allocations to and from the fund are 100% tax free as long as they go towards health care costs.</p> <p>Below are some bullet point highlights:</p> <ul style="list-style-type: none"> • There are over 15,000 of these plans currently with local units of government in the US • The plan functions as a FSA to be used only after someone separates service from the Village <ul style="list-style-type: none"> ○ The money can be used on premium and out of pocket expenses such as co-pay, co-insurance, deductibles, etc. • For union employees, the funding is contractual • For non-union, it is done by class • All contributions are pre-tax, including Medicare and Social Security (if applicable) • All contributions save the employer the Medicare and Social Security (if applicable) match (just like with a FSA) • Plan reduces the use of sick time • The plan allows an employee to accumulate money to pay for healthcare related expense in retirement • Every participant manages their own funds, similar to a 401k type of account <p>Attached to this staff report is additional documentation highlighting the increased health care costs for employees entering retirement. This is to showcase the need for our employees to have the ability to save for life after they retire.</p>	
<p>RECOMMENDED ACTION: Approve the resolution authorizing the establishment of the Section 115 Grantor Trust.</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

Health Care Costs Remain Major Retirement Expense

A 65-year-old couple can expect to pay \$220,000 on health care in retirement, a government group says.

It is imperative that government employers educate their workers about the very high cost of health care they will face in retirement, according to "Factoring Health Care Costs Into Your Retirement Plan," a new report from the National Association of Government Defined Contribution Administrators, Inc. (NAGDCA). While many government workers are often covered by pensions, they are still likely to come up short on overall retirement savings, not even factoring in health care costs, NAGDCA says.

While the report focuses on government plans, the same warnings apply for private sector workers, given they have less access to pension plans and often have no workplace retirement benefit at all. Inside or outside government, a 65-year-old couple retiring today should expect to spend as much as \$220,000 on health care over the course of 20 years. On top of that, health care spending is projected to grow 5.8% each year through 2022.

With these numbers in mind, the general population is in dreadful shape when it comes to retirement preparedness, NAGDCA says. Only 22% of workers are very confident they will have enough money in retirement, according to the Employee Benefit Research Institute's 25th annual Retirement Confidence Survey, while the Brookings Institute finds nearly half (45%) of Americans have no retirement savings.

Although nearly 90% of households in the highest income quartile have a retirement account, only about a quarter of households in the lowest income quartile have such accounts. Furthermore, the median retirement account balance is \$3,000 for working-age households and only \$12,000 for households approaching retirement, according to the Brookings Institute.

"The reality is, Americans age 50 and above may become the first generation since the Great Depression to face retirement with greater financial challenges than those preceding them," NAGDCA says.

NEXT: The health care factor

“Health care is a big-ticket expense for most retirees, especially with rising costs and the potential likelihood of needing long-term care,” NAGDCA says.

Whereas in the past, employers picked up a significant share of their workers’ retirement health care costs, “soaring health care costs, Americans’ increased longevity, and the sheer size of the Baby Boomer population” are driving a major shift in employer-provided retiree health benefits, NAGDCA says. In fact, Mercer data shows that these arrangements are disappearing; in 2013, only one-in-six large employers with 500 to 4,999 employees offered health insurance coverage to retirees.

While Medicare will cover 62% of an individual’s health care costs, the remaining 38% is a sizeable portion, NAGDCA notes. Medicare premiums currently cost a healthy retiree \$1,705.20 a year. Together with supplemental insurance averaging \$2,232, their total health care outlay each year is \$3,937.20. For couples, it’s 7,874.40. Deductibles and co-pays would be in addition to these costs, NAGDCA says.

In addition to regular health care, many Americans will need long-term care, whether it’s home health care, which currently averages \$98,280 a year, according to MetLife Mature Market Institute; adult day care, which averages \$81,900; assisted living, which costs \$191,700; a nursing home semi-private room, which costs \$202,575; or a nursing home private room, which comes in at \$226,300. It is also important to consider that Medicare doesn’t cover long-term care, NAGDCA says.

NEXT: What advisers and sponsors can do

Americans need help well ahead of retirement to understand these tremendous costs, NAGDCA says.

“Planning ahead for the likelihood of needing long-term care can make the difference between financial security and devastation,” the government group says. “To help fill the gap, many employers are taking a cue from financial planners [by] offering programs and resources to help workers recognize the challenges they face and plan for them.”

One key way to help people understand these costs is by equipping them with health care cost tools, like retirement income calculators. “A few may even suggest funding

options or investment portfolio adjustments to help workers achieve their goals,” NAGDCA says. “Of course, the more information the tool has, the more reliable its observations and recommendations can be.”

Employers can also offer a supplemental retirement plan. In the government sector, that could be a governmental 457(b) deferred compensation plan. In the private sector, for highly compensated employees, that would be a non-qualified deferred compensation plan. Then there is also the option of health savings accounts for the general worker population. Education on long-term care insurance should also be part of the solution.

Employers need to encourage their plan providers to tailor educational workshops, newsletters and guidance around the need to save for health care and long-term care in retirement, NAGDCA says.

While government workers may be better off than the general population because of their defined benefit pension plan, it is “not designed to cover the budget gaps health and long-term care costs create,” NAGDCA says. Sponsors and advisers need to make participants aware of this—and provide them with answers.

NAGDCA's full “Factoring Health Care Costs Into Your Retirement Plan” can be downloaded [here](#).

Lee Barney
editors@plansponsor.com

Copyright ©1989-2015 Asset International, Inc. All Rights Reserved. No Reproduction without Prior Authorization

Health Care Costs for Couples in Retirement Rise to an Estimated \$260,000, Fidelity Analysis Shows

Long-Term Care Insurance Could Add an Additional \$130,000

08/16/2016

BOSTON — Paying for health care can be one of the largest expenses for people in retirement. A 65-year-old couple retiring in 2016 will need an estimated \$260,000¹ to cover health care costs in retirement, according to Fidelity's Retiree Health Care Cost Estimate. This is a six percent increase over last year's estimate of \$245,000 and the highest estimate since calculations began in 2002.

The estimate applies to retirees with traditional Medicare insurance coverage and provides a general idea of the monthly expenses associated with Medicare premiums, Medicare co-payments and deductibles, and prescription drug out-of-pocket expenses.

The six percent increase in this year's estimate is attributed to several factors, including an uptick in the utilization of medical services and rapidly rising drug costs.

"In recent years, the health care industry has experienced a period of historically low spending levels, due to a range of factors including a period of slow economic growth," said Adam Stavisky, senior vice president, Fidelity Benefits Consulting. "Looking forward, we expect health care spending to pick up² from where it's been in recent years, though less than what we've seen over the last few decades."

This year, Fidelity also examined the costs associated with long-term care, which could impact seven in 10 Americans who reach age 65 in the next five years³.

While Medicare covers many health-related expenses in retirement, long-term care costs are only covered by Medicare in limited circumstances. Fidelity estimates that a 65-year-old couple would need \$130,000, in addition to savings for retiree medical expenses, to insure against long-term care expenses. This assumes the couple is in a good health and purchases a policy with \$8,000 monthly maximum benefit, with three years of benefits, and an inflation adjuster of 3 percent per year.

Long-term care expenses are based on many factors, and the need for long-term care insurance (and level of coverage) is highly dependent on individual circumstances. To help people better understand long-term care and long-term care coverage options, Fidelity recently published "[Long Term Care: Challenges and Changes](#)."

"Long-term care is an increasingly important part of retirement planning, as a significant percentage of retirees will likely need some level of long term-care in retirement. Unfortunately, recent [Fidelity research](#)⁴ on family finances has shown that less than half of parents surveyed have not had detailed conversations about long-term care with their kids. Planning on how to address these potential costs will help avoid placing the burden of care on family and friends," added Stavisky.

Health Savings Accounts Can Help Address Health Care Costs in Retirement

To help employees manage health care expenses, a growing number of companies are offering high-deductible health plans (HDHP) with a health savings account (HSA). The popularity of HSAs is booming, with the number of HSA accounts in the U.S. rising to 16.7 million in 2015, an increase of 22 percent from the previous year.⁵

One reason for the increase is that HSAs offer a triple-tax advantage to save for qualified medical expenses both in the short and long term. Since many people save more in their HSA than they spend, more are choosing to invest their HSA money to help it grow for use in retirement.

Fidelity provides HSAs for almost half a million workers and has HSA assets of about \$1.5 billion. In the past year, the number of Fidelity HSA account holders increased by 38 percent and HSA assets increased by 40 percent⁶. To understand the role HSAs play in overall financial wellness, Fidelity has published "[Three Healthy Habits for Health Savings Accounts](#)," which is available on [fidelity.com](#).

About Fidelity Investments

Fidelity's goal is to make financial expertise broadly accessible and effective in helping people live the lives they want. With assets under administration of \$5.4 trillion, including managed assets of \$2.1 trillion as of June 30, 2016, we focus on meeting the unique needs of a diverse set of customers: helping more than 25 million people invest their own life savings, nearly 20,000 businesses manage employee benefit programs, as well as providing nearly 10,000 advisory firms with investment and technology solutions to invest their own clients' money. Privately held for nearly 70 years, Fidelity employs 45,000 associates who are focused on the long-term success of our customers. For more information about Fidelity Investments, visit <https://www.fidelity.com/about>.

Our Company

Personal Investing

We provide financial planning and retirement options such as IRAs, annuities, and managed accounts; brokerage and cash management products; college savings accounts; and other financial services for millions of individual investors.

Workplace Investing

We work with employers to build benefit programs for their employees, and provide recordkeeping, investments, and servicing in defined contribution, defined benefit, health & welfare, and stock plan services.

Fidelity Institutional

We bring sophisticated technology and highly personalized service together to offer clearing, custody, investment products, brokerage, and trading services to a wide range of financial firms.

Fidelity Institutional Asset Management

Fidelity Institutional Asset Management is a distribution organization dedicated to the institutional marketplace. It serves consultants and institutional investors, such as defined benefit and defined contribution plans, endowments, and financial advisors.

Fidelity Charitable

Fidelity Charitable is an independent public charity that allows donors to establish a dedicated donor-advised fund to support their favorite charities in the short term and create a systematic plan for longer term philanthropic goals.

Fidelity Labs

Fidelity Labs explores emerging technology and harnesses innovation to benefit Fidelity's businesses and customers.

Careers at Fidelity

Fidelity Careers

Sales, relationship management, product, marketing, technology, operations, and corporate functions

Asset Management Careers

Investment management and support

Keep up on our latest news and community outreach efforts.



Media Inquiries? Call 617-563-5800 or email [Fidelity Corporate Affairs](#).

1. Estimate based on a hypothetical couple retiring in 2016, 65-years-old, with average life expectancies of 85 for a male and 87 for a female. Estimates are calculated for "average" retirees, but may be more or less depending on actual health status, area of residence, and longevity. Estimate is net of taxes. The Fidelity Retiree Health Care Costs Estimate assumes individuals do not have employer-provided retiree health care coverage, but do qualify for the federal government's insurance program, Original Medicare. The calculation takes into account cost-sharing provisions (such as deductibles and coinsurance) associated with Medicare Part A and Part B (inpatient and outpatient medical insurance). It also considers Medicare Part D (prescription drug coverage) premiums and out-of-pocket costs, as well as certain services excluded by Original Medicare. The estimate does not include other health-related expenses, such as over-the-counter medications, most dental services and long-term care. Life expectancies based on research and analysis by Fidelity Investments Benefits Consulting group and data from the Society of Actuaries, 2014.

2. "The Facts on Medicare Spending and Financing," by Juliette Cubanski and Tricia Neuman, Kaiser Family Foundation, July 20, 2016.

3. "Perspectives on the Challenges of Financing Long-term Services and Support," LeadingAge Pathways Report, February 2016.

4. Family & Finance Study, previously known as the Fidelity Investment's Intra-Family Generational Finance Study. According to the report, 43% of parents indicate they have not had detailed conversations with family members about long-term care and eldercare. The study was conducted online among U.S. parents and their adult children during the period of February 26 – March 22, 2016 by GfK Public Affairs and Corporate Communication, using GfK's KnowledgePanel®. The total sample recruited for this study included 1,273 parents and 221 adult children. To qualify, parents had to be at least 55 years of age, have an adult child older than 25 and have investable assets of at least \$100,000. Their children qualified if they were at least 25 years of age, had money saved in an IRA, 401(k) or other investment account. In addition, adult children 30 and older were required to have at least \$10,000 saved. This qualifier was waived for the children under 30.

5. Devenir research, "2015 Year-End HSA Market Statistics and Trends," February 17, 2016.

6. Internal Fidelity data, growth from Q2 2015 to Q2 2016.

Diversification/asset allocation does not ensure a profit or guarantee against loss.

Keep in mind that investing involves risk. The value of your investment will fluctuate over time and you may gain or lose money.

Past performance is no guarantee of future results.

Fidelity does not provide legal or tax advice. The information herein is general in nature and should not be considered legal or tax advice. Consult an attorney or tax professional regarding your specific situation.

Fidelity Brokerage Services LLC, Member NYSE, SIPC, 900 Salem Street, Smithfield, RI 02917

Fidelity Investments Institutional Services Company, Inc., 500 Salem St., Smithfield, RI 02917

© 2016 FMR LLC. All rights reserved.

770545.1.0



Copyright 1998-2016 FMR LLC. All Rights Reserved.
[Terms of Use](#) | [Privacy](#) | [Security](#) | [Site Map](#)

This is for persons in the U.S. only.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Sick Leave Policy	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/06/2016
<p>SUMMARY HIGHLIGHTS:</p> <p>It is becoming increasingly common for employees in our society to be primary or secondary caregivers for their grandchildren. Many organizations have moved in the direction of allowing their employees to utilize sick leave to care for sick grandchildren. I would like the village board to consider changing our personal policy code to allow for this as well. Below is what our current code reads:</p> <p style="padding-left: 40px;">Sick leave shall be allowed for: the personal illness, injury or disability of any such full-time employee or of any such part-time employee, or the illness, injury or disability of his spouse or child (including stepchild) living in the same household or of his parent (including stepparent and spouse's parent) if the care of any such person by any such full-time employee or any such part-time employee is medically necessary.</p> <p>Currently we have several employees who provide primary and/or secondary care for their grandchildren. However, when those kids are ill the employee must take vacation to care for them. I would like the board to consider including the following language to the highlighted red section above:</p> <p style="padding-left: 40px;">Sick leave shall be allowed for: the personal illness, injury or disability of any such full-time employee or of any such part-time employee, or the illness, injury or disability of his spouse or child (including stepchild) and <u>grandchildren either living or not living in the same household</u> or of his/her parent (including stepparent and spouse's parent) if the care of any such person by any such full-time employee or any such part-time employee is medically necessary.</p> <p>The cost of the program is very minimal because of the limited number of employees it currently affects. There is no cash payout, it's just a matter of using sick leave or vacation. This plan long-term could save on future sick leave payouts as well. For example, if an employee has to utilize sick leave to care for a grandchild for two weeks, this in theory could be two less weeks they may be able to sell back as vacation upon retirement.</p>	
<p>RECOMMENDED ACTION: I recommend approving the ordinance amending the personal code to allow sick leave to be utilized to care for a grandchild</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Neighborhood Services Position	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: Mid to low \$50K range
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/06/2016
<p>As many of you are aware at our final Rantoul Tomorrow meetings the community members in attendance asked the village and schools to put more emphasis on neighborhood improvements in Rantoul. We had been discussing a reorganization of the inspections department prior to this initiative and now it seems to make sense to include an emphasis on neighborhood coordination with any future reorganization that takes place.</p> <p>Recently Dan Culkin informed me he plans to retire prior to May 1, 2017. Due to this I've decided to put off the overall reorganization of his department until after the first of the year. This will allow additional input from staff and ensure there is less friction prior to Dan's retirement.</p> <p>However, I still feel we need to move forward with the creation of a neighborhood services coordinator position as soon as possible. Brenda Runyon has been taking on additional duties related to several key aspects of this work without any additional compensation and while still doing her current job duties.</p> <p>In the short-term, the new position will work with and answer directly to the Village Administrator. When the inspections department reorganization is completed, the position will be reshuffled into the new department and answer directly to the new Community Development Director/Administrative Services Director. My hope is to fill this position internally, which will allow us to leave one other position open permanently.</p> <p>I've done some initial research regarding job duties and pay for similar positions in the area. I've attached a job description from similar positions in Champaign and Goodyear, AZ (where I served as a Deputy City Manager). Once finalized the new job description will look similar to these. Regarding beginning pay the average starting salary for similar positions in the area is in the low to mid \$50K range. The funds needed to pay for this will come from staff savings in other areas.</p> <p>If the creation of this position is approved I hope to have it filled by early October.</p>	
<p>RECOMMENDED ACTION: I recommend approving an ordinance authorizing the creation of the Neighborhood Services Coordinator position.</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

City of Champaign
Pay Grade G-29
Salary Range \$. .
EEO Class 1C
BU/NBU Status NBU Exempt

register w/ city -
grant-funds
+ support (local money)
□ HOA/LOA homeowner (lake owner association)
□ Neighborhood Watches (police)
□ Neighborhood groups

Neighborhood Services Department **NEIGHBORHOOD COORDINATOR**

GENERAL STATEMENT OF DUTIES

Performs professional level administrative duties overseeing the City's citizen participation and outreach program. Represents the Department and the City on community committees, advisory boards, and at community functions as assigned, including attendance at Neighborhood Services Advisory Board meetings.

DISTINGUISHING FEATURES OF THE CLASS

Performs administrative and professional work managing all activities involving the coordination of citizen participation and assists the Neighborhood Services Department Director in a variety of special projects, budget preparation, policy analysis and general department management. The employee in this class directs a variety of specialized tasks related to the implementation of the City's Neighborhood Wellness Program, including citizen participation program administration, planning and development of projects, program and activities; and service coordination among City departments. The employee in this class receives advice, council and general direction from the Neighborhood Services Director with respect to general policies, programs, plans and objectives; and is expected to demonstrate initiative and sound judgment in carrying out the Department's neighborhood participation programs and exercising supervision over a combination of professional, technical and clerical employees, interns, volunteers or interdepartmental task groups.

ILLUSTRATIVE EXAMPLES OF WORK

- Plans, organizes, and monitors the City's neighborhood coordination activities.
- Directs, coordinates and monitors the work of interdepartmental task groups.
- Consults with and advises the Neighborhood Services Director and the Neighborhood Services Team on citizen participation and neighborhood service delivery policy issues.

- Plans, develops and recommends, through the cooperation of other City Departments, strategies for the delivery of City services to support citizen initiatives tailored to neighborhood needs.
- Facilitates public participation process such as neighborhood meetings and citizen meetings to solicit input into City service delivery including: assisting City departments with the scheduling of citizen participation meetings, public hearings and events.
- Plans and implements strategies for the organization of neighborhood associations and serves as the City's primary liaison to neighborhood associations.
- Provides technical assistance and support to neighborhood associations to identify and prioritize neighborhood needs, to develop citizen initiatives to address those needs, and to communicate needs for municipal service delivery to City departments and the City council.
- Develops citizen education programs to inform the public about City service delivery and the public input process, including: 1) workshops and seminars promoting an understanding of the basics of city government, 2) informational presentations on how and when the public should contact local government, and/or other similar programs.
- Develops training programs for City staff in Neighborhood-Based Customer Service Delivery and Citizen Participation techniques, including definition of training objectives, and preparation of lesson plans and resource materials.
- Updates and maintains the City's list of neighborhood associations and neighborhood members' lists, including a registry of active neighborhood crime watch groups.
- Makes written and oral presentations to the public, City staff and the City council.
- Represents the Department and the City on community committees, advisory boards, and at community functions as assigned, including attendance at Neighborhood Services Advisory Board meetings.

REQUIREMENTS

- Knowledge of:
- The principles and practices of public participation; promoting community and civic involvement; and organizing, motivating, supervising and working with volunteers.
- The principles and practices of neighborhood planning, revitalization and community development.
- The principles and practices of public administration and local government structure and public service delivery, including budgeting, purchasing, contracting and maintenance of public records.
- National neighborhood assistance and citizen participation programs and related industry trends.

- The form, function and principles and practices of working with neighborhood organizations.
- Principles and practices of management, operational, administrative, political, environmental, and other issues relating to citizen participation programs.
- Principles and practices of training and educational program and event planning.
- Principles and practices of promoting inclusiveness and diversity.
- Principles and practices of mediation, facilitation, negotiation, consensus building and stakeholder management.
- Principles and practices of public relations and marketing.
- Principles and practices of grant writing and fundraising.
- Federal, state and local ordinances applicable to community development.

Ability to:

- Plan and coordinate broad, comprehensive neighborhood assistance and citizen involvement programs.
- Assess neighborhood conditions holistically and determine needed improvements.
- Define issues, analyze problems, develop and evaluate sound alternative solutions in accordance with applicable laws, regulations and City policy.
- Organize, set priorities and exercise sound independent judgment in areas of responsibility in compliance with applicable local laws, ordinances, regulations, policies and procedures.
- Communicate information clearly, concisely, logically and persuasively to individuals of all backgrounds, neighborhood groups and other agencies.
- Consistently demonstrate tact, diplomacy, political acumen and sound independent judgment in dealing with sensitive situations.
- Demonstrate sensitivity to political/policy issues raised by elected officials, neighborhood groups and citizens and articulate them to the Neighborhood Services Director and City Management.
- Conduct complex research, including analysis of statistical information and findings, and prepare clear and concise reports and feasible recommendations.
- Direct and coordinate a variety of routine and complex projects simultaneously.
- Establish and maintain effective working relationship with employees of all levels, elected officials, other government agencies, for-profit and non-profit business leaders, volunteers, media representatives and the general public.
- Accept and share responsibility for satisfactory completion of assigned duties.
- Perform duties in a manner consistent with the City's Organizational Philosophy.
- Create educational and promotional materials such as flyers, brochures, and handbooks.
- Use multiple communication media, including but not limited to print, video, Power Point and electronic systems to present routine and complex information to individuals and groups of all backgrounds.
- Understand, interpret, explain and apply City, state and federal policy, law and regulations.
- Assess the need for change in the internal and external task environments; adapt seamlessly to change; and lead change efforts when necessary.

ACCEPTABLE EXPERIENCE AND TRAINING

Five years of progressively responsible experience developing, coordinating or managing a comprehensive neighborhood outreach, citizen participation or volunteer program, including two or more years of supervisory experience; and graduation from an accredited college or university with a bachelor's degree in public administration, urban planning, political science, public relations, sociology, psychology, social sciences or related discipline. Three years of experience in developing, coordinating or managing a comprehensive neighborhood outreach, citizen participation or volunteer program, including one year of supervisory experience, is qualifying with a master's degree in any of the above related fields. Successful candidates must obtain a certification in public participation from the International Association of Public Participation (IAP2) within one year of employment.

Job Title: Neighborhood Services Coordinator

Department: City Manager

Immediate

Supervisor: Governmental Relations & Communications Manager

Origination Date:	10/21/2003
Revision Date:	07/18/2013
Job Grade:	605
FLSA Status:	Exempt

BRIEF DESCRIPTION OF THE JOB:

This position performs a variety of professional administrative duties associated with coordinating City services to established neighborhoods. Incumbents in this position promote citizen involvement in neighborhood issues and serve as a liaison between the City, community leaders, nonprofit groups as well as homeowner and neighborhood associations. This is accomplished through assessing the needs and establishing programs for neighborhoods through citizen participation, technical assistance, community education, and development of neighborhood/business/ school/city partnerships.

ESSENTIAL FUNCTIONS:

This information is intended to be descriptive of the key responsibilities of the position. The following examples do not identify all duties performed by any single incumbent.

Physical Strength Code	ESSENTIAL FUNCTIONS	
1 S	Plans and implements neighborhood based training forums for initiatives such as Homeowners Association Academy. Develops additional neighborhood-based educational sessions based on city policy goals and neighborhood needs. Develops and maintains relationships with area non-profits and volunteer groups. Acts as liaison between organizations as needed.	
2 S	Forms and maintains partnerships with existing neighborhood associations and home owners associations. Provides information to neighborhoods and communities regarding city policies, processes and procedures. Acts as a liaison to associations and neighborhood groups while facilitating community based problem solving. Maintains and improves neighborhood association and home owner association tracking systems and contact information. Attends association meetings.	
3 S	Works with Mayor and City Council in their roles as liaisons of neighborhoods and provides assistance and guidance to neighborhoods by facilitating neighborhood and community-based problem solving, providing support and referrals to neighborhood associations for services and grants, organizing and providing education and leadership to citizen groups and committees, and leading resident meetings. Manages activities or events to promote integration of new and established neighborhoods	
4 S	Surveys neighborhoods on needs and wants, coordinating funding requests from neighborhood to city, recruiting volunteers for programs and developing or leading forums for community education to design and implement programs to generate citizen involvement.	
5 S	Uses computer skills to develop programs, prepare reports and presentations, brochures, flyers, newsletters, and other communication tools.	

City of Goodyear, Arizona

Physical Strength (Code)		ESSENTIAL FUNCTIONS
6	S	Researches and analyzes the needs of the neighborhoods. Prepares and presents oral and written publications, reports and recommendations to neighborhoods, community organizations, boards and commissions, City management and staff, at on-site and off-site locations. Collaborates with departments to develop suggestions for needed changes and new programs and ordinances to address neighborhood issues.
7	S	Oversees citizen concerns with appropriate City staff. Responsible for responding on behalf of the Council or departments as appropriate.

City of Goodyear, Arizona

JOB REQUIREMENTS:

JOB REQUIREMENTS	
Formal Education / Knowledge	Work requires knowledge of a specific vocational, administrative, or technical nature which may be obtained with a two year associate's degree, diploma or equivalent from a college, technical, business, vocational, or correspondence school. Appropriate certification may be awarded upon satisfactory completion of advanced study or training.
Experience	Minimum three years experience in a related field.
Certifications and Other Requirements	Valid Driver's License.
Reading	Work requires the ability to read newspapers, research material, manuals, legislative documents, and legal process materials at a college level.
Math	Work requires the ability to perform general math calculations such as addition, subtraction, multiplication, and division. Comprehensive skills to handle budget process needs and analyze numeric data also required.
Writing	Work requires the ability to write research and reports, letters to citizens, concise synopsis of data, meeting conversations, general correspondences, memorandums, and letters at a college level.
Managerial	Work requires the occasional direction of helpers, assistants, seasonal employees, interns, or temporary employees.
Policy / Decision Making	Moderate - The employee normally performs the job by following established standard operating procedures and/or policies. There is a choice of the appropriate procedure or policy to apply to duties. More complex work as well as decisions with more significant impacts are typically reviewed prior to being finalized.
Budget Responsibility	Has no budgetary responsibility.
Technical Skills	Comprehensive Application - Work requires the use of standard technical skills appropriate to the work environment of the organization. Limited analysis and independent thinking is utilized.
Interpersonal / Human Relations Skills	Moderate - Interactions at this level typically result in recommendations regarding policy development, changes in policy, and implementation of policies. Interactions at this level are typically concerned with providing communications at higher levels of organizational operations and may utilize activities such as evaluating customer satisfaction, developing cooperative associations, and allocating resources to improve work operations, work quality, overall achievement of organizational goals and objectives, and customer satisfaction.

City of Goodyear, Arizona

Physical Demands

Frequency Code Scale

N = Never	R = Rarely	O = Occasionally	F = Frequently	C = Constantly
Never occurs	Less than 1 hour/week	Up to 1/3 of the time	From 1/3 to 2/3 of the time	2/3 or more of the time

Physical Demand	Frequency Code (Mark only one)	Description: (Check all that apply)	Physical Demand	Frequency Code (Mark only one)	Description: (Check all that apply)
Standing	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Making presentations <input type="checkbox"/> Observing work site <input type="checkbox"/> Observing work duties <input checked="" type="checkbox"/> Communicating with co-workers	Pushing/ Pulling	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> File drawers <input checked="" type="checkbox"/> Equipment <input type="checkbox"/> Tables and chairs <input type="checkbox"/> Hoses
Fine Dexterity	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> Computer keyboard <input checked="" type="checkbox"/> Telephone keypad <input checked="" type="checkbox"/> Calculator <input type="checkbox"/> Calibrating equipment	Climbing	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Stairs <input type="checkbox"/> Ladders <input checked="" type="checkbox"/> Step stools <input type="checkbox"/> Onto equipment
Walking	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> To other departments/offices <input type="checkbox"/> Around work site	Vision	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> Reading <input checked="" type="checkbox"/> Computer screen <input checked="" type="checkbox"/> Driving <input type="checkbox"/> Observing work site
Lifting	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Supplies <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Files	Foot Controls	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Driving <input type="checkbox"/> Operating heavy equipment <input type="checkbox"/> Operating Dictaphone
Carrying	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Supplies <input type="checkbox"/> Equipment <input checked="" type="checkbox"/> Files	Balancing	<input type="checkbox"/> N <input checked="" type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input type="checkbox"/> On ladders <input type="checkbox"/> On equipment <input checked="" type="checkbox"/> On step stools
Sitting	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Desk work <input checked="" type="checkbox"/> Meetings <input checked="" type="checkbox"/> Driving	Bending	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower shelves/ground <input type="checkbox"/> Making repairs
Reaching	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> For supplies <input checked="" type="checkbox"/> For files	Crouching	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower shelves/ground
Handling	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Paperwork <input type="checkbox"/> Monies	Hearing	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> Communicating via telephone/radio, to co-workers/public <input type="checkbox"/> Listening to equipment
Kneeling	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Filing in lower drawers <input checked="" type="checkbox"/> Retrieving items from lower shelves/ground	Twisting	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input checked="" type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> From computer to telephone <input checked="" type="checkbox"/> Getting inside vehicle
Crawling	<input type="checkbox"/> N <input type="checkbox"/> R <input checked="" type="checkbox"/> O <input type="checkbox"/> F <input type="checkbox"/> C	<input checked="" type="checkbox"/> Under equipment <input type="checkbox"/> Inside attics/pipes/ditches	Talking	<input type="checkbox"/> N <input type="checkbox"/> R <input type="checkbox"/> O <input type="checkbox"/> F <input checked="" type="checkbox"/> C	<input checked="" type="checkbox"/> Communicating via telephone/radio, to co-workers/public
Other		(Explain)			

City of Goodyear, Arizona

Physical Demands (continued)

Machines, Tools, Equipment and Work Aids:

Telephone, copier, fax machine, vehicle.

Computer Equipment and Software:

Personal computer, lap top, printer, scanner, related software, digital camera, palm pilot, cell phone.

Environmental Factors:

Environmental Conditions	Never	Seasonally	Several Times Per Month	Several Times Per Week	Daily
Extreme temperature (heat, cold, extreme temp. changes from outside work)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Wetness and/or humidity (bodily discomfort from moisture)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respiratory hazards (fumes, gases, chemicals, dust and dirt)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noise and vibration (sufficient to cause hearing loss)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical hazards (high voltage, dangerous machinery, aggressive prisoners, patients – not customers)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Health and Safety Conditions:

Health and Safety Conditions	N = Never	R = Rarely	O = Occasionally	F = Frequently	C = Constantly
	Never occurs	Less than 1 hour per week	1/3 or more of the time	From 1/3 to 2/3 of the time	2/3 or more of the time
Mechanical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Chemical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Electrical hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire hazards	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Explosives	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communicable diseases	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Physical danger or abuse	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Primary Work Location:

- Office Environment
- Warehouse
- Shop
- Vehicle
- Recreation Centers/Neighborhood Centers
- Outdoors
- Other (Specify)

Protective Equipment Required:

--

City of Goodyear, Arizona

Job Demands

Overall Strength Demands:

Overall Strength Demands	
<input type="checkbox"/> Sedentary	Exerting up to 10 pounds occasionally or negligible weights frequently; sitting most of the time.
<input checked="" type="checkbox"/> Light	Exerting up to 20 pounds occasionally, 10 pounds frequently, or negligible amounts constantly <u>AND/OR</u> walking or standing to a significant degree.
<input type="checkbox"/> Medium	Exerting 20-50 pounds occasionally, 10-25 pounds frequently, or up to 10 pounds constantly.
<input type="checkbox"/> Heavy	Exerting 50-100 pounds occasionally, 25-50 pounds frequently, or from 10 up to 20 pounds constantly.
<input type="checkbox"/> Very Heavy	Exerting over 100 pounds occasionally, 50-100 pounds frequently, or from 20 up to 50 pounds constantly.

Non-physical Demands:

Non-physical Demands	Frequently	Occasionally	Rarely	Never
Time Pressures	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emergency Situations	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Frequent Change of Tasks	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Irregular Schedule/Overtime	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Performing Multiple Tasks Simultaneously	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Working Closely with Others as Part of a Team	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tedious or Exacting Work	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Noisy/Distracting Environment	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (Describe below.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EXPECTED BEHAVIOR:

Staff – Expected Behavior

The employee is expected to embrace, support, and promote the City's values, beliefs, and culture Which include but are not limited to the following:

- Be positive. Do not participate in gossip
- Maintain confidentiality
- Walk the talk – uphold and live the Goodyear culture
- Encourage positive feedback
- Be accountable – submit responses to all requests for information by due date and meet deadlines
- Support a learning culture
- Be on time for all meetings
- Create and implement ethical standards for your worksite
- Be fiscally responsible

City of Goodyear, Arizona

- Support the City's values and mission
- Let common sense prevail
- Be visionary – anticipate issues
- Support organizational change
- Establish and maintain positive and effective working relationships with co-workers, supervisors, subordinates, contractors and vendors
- Understand City policies and procedures, make rational decisions/recommendations in accordance with established policy.
- Work in a safe manner and report unsafe activities and conditions. Follow the City-wide safety policy and everyone's responsibility. Make it a critical part of the day to day operations.
- Foster teamwork and actively participate on teams and in City activities
- Lead by example
- Provide outstanding customer service to internal and external customers

These traits are not basic job requirements but are expected behavior. Other duties and responsibilities will be performed as assigned.

SIGNATURES—REVIEW AND COMMENT:

I have reviewed this job analysis and its attachments and find it to be an accurate description of the demands of this job.

Signature of Employee

Date

Job Title of Supervisor

Signature of Supervisor

Date

Job Title of Department Director

Signature of Department Director

Date

Comments: _____

The above statements are intended to describe the general nature and level of work being performed by individuals assigned to this job. They are not intended to be an exhaustive list of all responsibilities, duties, and skills required of personnel so classified in this position. This job description is subject to change as the needs and requirements of the job change.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: HR Generalist	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: Mid to upper \$50K range
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 09/06/2016
<p>Last week Tony Peyton informed me he plans to retire by the end of the fiscal year. He has done a great job for us and worked to professionalize our HR area. Currently the approved budget and employee roster only allows for a part-time HR position. I feel this is inadequate and when Toney departs I would like to hire a full-time person.</p> <p>With an employee roster the size of Rantoul's, the complexities of the current human resources realm and handling employee benefits and employment law the village and its employees are better served with a full-time position. Some of the key aspects of the position include:</p> <ul style="list-style-type: none"> • Overseeing all aspects of employee benefits and administration • Keeping the Village Administrator, department heads and elected officials updated with regards to all issues relating to employment law • Assist the VA with all future union negotiations • Coordinate with department heads the hiring of all village employees • Work with the VA and department heads in developing department goals, objectives and systems. • Oversee the new (if approved) employee compensation study • Assist with all employee evaluations. <p>I'm seeking approval to create the full-time position now so if Tony leaves before April 30 we are prepared to fill the position as soon as possible. Worst case scenario, the position will be filled by early March so they can work with Tony for a few weeks prior to his departure. This position will be part of the leadership team, but will not be a department director. The person filling the position will report directly to the Village Administrator or his/her designee.</p>	
<p>RECOMMENDED ACTION: I recommend approving an ordinance authorizing the creation of the full time HR Generalist position and fill it prior too Tony's retirement.</p>	
DEPARTMENT HEAD APPROVAL:	<p>VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator</p>

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
--------------------	---------------------------------

ITEM: Install additional Stop signs at the Frost Avenue and Doolittle Boulevard intersection	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT:
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 2, 2016
SUMMARY HIGHLIGHTS: <p>This Agenda item seeks to establish a three (3) way stop at the Frost Avenue and Doolittle Boulevard intersection. Discussions involving the Village of Rantoul and the Rantoul City Schools (RCS) led to a consensus requesting the installation of additional stop signs for the east /west traffic flow. As this is a current school bus stop location, it was deemed appropriate to compliment the school bus stop-control by limiting the east/ west traffic.</p>	
RECOMMENDED ACTION: Authorize and establish a three (3) way stop at the Frost Avenue and Doolittle Boulevard intersection.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

Village of Rantoul

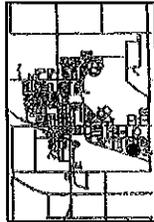
Frost and Doolittle



Stop Signs



Right of Way



08/02/2016

Village of Rantoul

Public Works Dept.

200 W. Grove Avenue

Rantoul, IL 61866

(217) 892-2178

2014 Aerial Image provided by

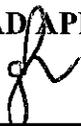
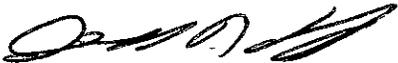
Champaign County GIS Consortium

NOTE: This product was prepared for informational and general reference purposes. The Village of Rantoul shall assume no liability for any error, omission, or inaccuracy in the information provided.



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
--------------------	-----------------------------------

ITEM: Indian Hills Sanitary Sewer Construction Contract	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: <u>\$597,064.75 – Total</u> \$556,564.75 – Construction \$12,500.00 – Alternate Bid #1 \$28,000.00 - Contingency (5%)
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: August 30, 2016
SUMMARY HIGHLIGHTS: This Agenda Item provides for the installation and realignment of the sanitary sewer line from Woodland Drive to Deerfield Drive. This project provides for the construction of approximately 1,033' of 15" sanitary sewer pipe; sanitary manholes; reconnection of sanitary service laterals; water main relocation; approximately 2,400 square yards of concrete pavement removal and replacement; landscape restoration and other related items of work. This work will address the wet weather sanitary sewer surcharge issues that occur in this area. This project was advertised and bids were received at 3:30pm on August 30, 2016. Cross Construction provided the lowest responsible base bid in the amount of \$556,564.75, with an alternate bid #1 in the amount of \$12,500.00 (Approval is requested to provide for hydro-stops of the water main during its relocation to eliminate the need for a boil order). Seven (7) firms submitted bids and a copy of the bid tabulation is attached for your review. A contingency fund in the amount of \$28,000.00 (5%) is requested to address any unforeseen underground conflicts, repairs, or adjustments to quantities. This work will be funded through the sanitary sewer and local MFT accounts.	
RECOMMENDED ACTION: Authorize the award of a contract with Cross Construction in the base amount of \$556,564.75; award alternate bid #1 in the amount of \$12,500.00; and authorize a contingency fund in the amount of \$28,000.00 for the sanitary sewer improvements and street rehabilitation from Woodland Drive to Deerfield Drive.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

BID TABULATION

PROJECT: Indian Hills Sanitary Sewer Construction

OWNER: Village of Rantoul

By: Village of Rantoul, Department of Public Works – August 30, 2016 3:30pm
Cost Opinion \$588,408.00 with an alternate bid #1 amount of \$20,000.00

Bidder	Base Bid	Alternate Bid #1	
A&R Services Inc. 711 Kettering Park Drive Urbana, IL 61801	\$563,023.55	\$18,845.00	
Cross Construction 3615 N. Countryview Road Urbana, Illinois 61802	\$556,564.75	\$12,500.00	
Duce Construction Company 417 Wilbur Avenue Champaign, IL 61822	\$617,676.00	\$13,730.00	
Feutz Contractors Inc. PO Box 130 1120 N. Main St. Paris, IL 61944 217-465-8402	\$630,861.66	\$14,400.00	
Mid Illinois Concrete 1802 N Cunningham Urbana, IL 61802 (217) 366-3444	\$588,008.55	\$23,493.10	
Schomburg & Schomburg Construction, Inc. 923 N. Collett Street Danville, IL 61832	\$584,831.22	\$17,780.19	
Stark Excavating 220 Wilbur Ave Champaign, IL 61822	\$599,748.75	\$14,900.00	

Sign in sheet -

My HJ Village of Rantoul

Indian Hills Sanitary Sewer

Name	Email	Company	Bid Price	Alternate 1
John	BidsInbound@deltek.com	Deltek Inc		
Sarah Stadalisky	sarah.stadalisky@constructconnect.com	ConstructConnect		
Erin Mool	estimating@starkcompanies.com	Stark Excavating		
David Walker	dwalker@schomburginc.com	Shomburg & Schomburg Construction		
William Schlueter	Bsclueter@kaskaskiaeng.com	Kaskaskia Eng. Group		
BJ Thorney	bj@feutzcontractors.com	Feutz Contractors, Inc.		
Eric Johnson	eric@bidocean.com	Bid Ocean		
Justin	JUSTIN@CROSSCONSTRUCTIONCORP.COM	Cross Construction		
Jon	jon@midilconcrete.com	Mid-Illinois Concrete		
Bryan Johnston	bryan.johnston@countymaterials.com	County Materials Corp.		
Jeff Smith	jsmith@ar-mech.com	A&R Services, Inc.		
Kevin Henderson	khenderson@duce-construction.com	Duce Construction		
Barry Harvey	barrvh@imcprecast.com	IMCO Precast		
Doug Keene	dkeene@kaskaskiaeng.com	Kaskaskia Eng. Group		
Todd Modglin	todd@midilconcrete.com	Mid Illinois Concrete		
Dexter Davis	dexterdavis2@aol.com	Buddy's Ground Maintenance		
Jerry Heniff	gerald.heniff@cmc.com	CMC Paving Solutions		

**VILLAGE OF RANTOUL
INDIAN HILLS SANITARY SEWER
ENGINEER'S OPINION OF PROBABLE COST**

PAY ITEM	ITEM	UNIT	TOTAL UNITS	UNIT COST	SEWER COST	ROADWAY COST	TOTAL COST	% PROJECT
1	PERIMETER EROSION BARRIER	FOOT	273	\$ 4.00	\$ 1,092	-	\$ 1,092	0.18%
2	FERTILIZER, NITROGEN	POUND	40	\$ 5.00	\$ 202	-	\$ 202	0.03%
3	FERTILIZER, POTASSIUM	POUND	40	\$ 5.00	\$ 202	-	\$ 202	0.03%
4	FERTILIZER, PHOSPHORUS	POUND	40	\$ 5.00	\$ 202	-	\$ 202	0.03%
5	SUPPLEMENTAL WATERING	UNIT	10	\$ 200.00	\$ 2,000	-	\$ 2,000	0.33%
6	TRENCH BACKFILL	CU YD	1,538	\$ 44.00	\$ 67,690	-	\$ 67,690	11.13%
7	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	489	\$ 8.00	\$ 3,911	-	\$ 3,911	0.64%
8	SODDING, SALT TOLERANT	SQ YD	489	\$ 12.00	\$ 5,866	-	\$ 5,866	0.96%
9	INLET FILTERS	EACH	14	\$ 150.00	\$ 2,100	-	\$ 2,100	0.35%
10	AGGREGATE BASE COURSE, TYPE B 2"	SQ YD	154	\$ 7.50	\$ 1,158	-	\$ 1,158	0.19%
11	AGGREGATE BASE COURSE, TYPE B 4"	SQ YD	86	\$ 10.00	\$ 857	-	\$ 857	0.14%
12	AGGREGATE BASE COURSE, TYPE B 6"	SQ YD	2,418	\$ 13.50		\$ 32,647	\$ 32,647	5.37%
13	PORTLAND CEMENT CONCRETE PAVEMENT 8" (JOINTED)	SQ YD	2,418	\$ 61.00	-	\$ 147,516	\$ 147,516	24.25%
14	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	86	\$ 72.00	\$ 6,169	-	\$ 6,169	1.01%
15	PORTLAND CEMENT CONCRETE SIDEWALK, 5 INCH	SQ FT	1,389	\$ 6.00	\$ 8,335	-	\$ 8,335	1.37%
16	DETECTABLE WARNINGS	SQ FT	40	\$ 26.00	\$ 1,040	-	\$ 1,040	0.17%
17	PAVEMENT REMOVAL, FULL DEPTH (6")	SQ YD	2,418	\$ 12.00	-	\$ 29,020	\$ 29,020	4.77%
18	DRIVEWAY PAVEMENT REMOVAL	SQ YD	86	\$ 18.00	\$ 1,542	-	\$ 1,542	0.25%
19	COMBINATION CURB AND GUTTER REMOVAL	FOOT	270	\$ 5.00	\$ 1,352	-	\$ 1,352	0.22%
20	SIDEWALK REMOVAL	SQ FT	1,389	\$ 2.25	\$ 3,126	-	\$ 3,126	0.51%
21	DOWEL BAR 1 1/2"	EACH	1,387	\$ 8.00	-	\$ 11,098	\$ 11,098	1.82%
22	TIE BARS 3/4"	EACH	432	\$ 8.00	-	\$ 3,455	\$ 3,455	0.57%
23	ADJUSTING WATER MAIN, 6"	FOOT	20	\$ 200.00	\$ 4,000	-	\$ 4,000	0.66%
24	FIRE HYDRANTS TO BE MOVED	EACH	1	\$ 1,500.00	\$ 1,500	-	\$ 1,500	0.25%
25	CATCH BASINS TO BE ADJUSTED	EACH	5	\$ 600.00	\$ 3,000	-	\$ 3,000	0.49%
26	MANHOLES TO BE ADJUSTED	EACH	1	\$ 601.00	\$ 601	-	\$ 601	0.10%
27	VALVE VAULTS TO BE ADJUSTED	EACH	2	\$ 600.00	\$ 1,200	-	\$ 1,200	0.20%
28	INLETS TO BE ADJUSTED	EACH	4	\$ 600.00	\$ 2,400	-	\$ 2,400	0.39%
29	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	270	\$ 22.00	\$ 5,949	-	\$ 5,949	0.98%
30	MOBILIZATION	L SUM	1	\$ 35,000.00	\$ 35,000	-	\$ 35,000	5.75%
31	SANITARY SEWER SERVICE CONNECTION, 6" PVC	EACH	13	\$ 850.00	\$ 11,050	-	\$ 11,050	1.82%
32	REMOVE AND REPLACE EXISTING MAILBOX	EACH	3	\$ 1,500.00	\$ 4,500	-	\$ 4,500	0.74%
33	MANHOLES, SANITARY, 4'-DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	5	\$ 4,500.00	\$ 22,500	-	\$ 22,500	3.70%
34	SANITARY MANHOLES TO BE REMOVED	EACH	2	\$ 650.00	\$ 1,300	-	\$ 1,300	0.21%
35	CONFLICT MANHOLES TO BE REMOVED	EACH	1	\$ 500.00	\$ 500	-	\$ 500	0.08%
36	TRAFFIC CONTROL AND PROTECTION	L SUM	1	\$ 16,000.00	\$ 16,000	-	\$ 16,000	2.63%
37	SANITARY SEWER 6"	FOOT	60	\$ 100.00	\$ 6,000	-	\$ 6,000	0.99%
38	SANITARY SEWER 15"	FOOT	1,033	\$ 132.00	\$ 136,328	-	\$ 136,328	22.41%
39	CONSTRUCTION LAYOUT	L SUM	1	\$ 6,000.00	\$ 6,000	-	\$ 6,000	0.99%

ALTERNATE BID

A1	WATER MAIN LINE STOP, 6"	L SUM	1	\$ 20,000.00	\$ 20,000	-	\$ 20,000	3.29%
----	--------------------------	-------	---	--------------	-----------	---	-----------	-------

TOTAL BASE BID:	\$364,673	\$ 223,735	\$588,408
TOTAL ALTERNATE BID:	\$ 20,000	-	\$ 20,000
TOTAL BASE BID PLUS ALTERNATE BID:	\$384,673	\$ 223,735	\$608,408
CONTINGENCY (10%):	\$ 38,467	\$ 22,374	\$ 60,841
GRAND TOTAL (ROUNDED):	\$423,000	\$ 246,000	\$669,000

THE NEWS GAZETTE, INC.
PO BOX 677
CHAMPAIGN IL 61824-0677
(217) 351-5288

ORDER CONFIRMATION (CONTINUED)

Salesperson: KAREN CLAYBORN

Printed at 08/02/16 15:26 by kclaybor

Acct #: 30674

Ad #: 1324159

Status: N

NOTICE TO BIDDERS

The Village of Rantoul will accept sealed bids for the Indian Hills Sanitary Sewer Improvement contract. This contract provides for the furnishing and installing of all materials, labor and equipment required for the complete construction of approximately 1,033 feet of 15-inch diameter polyvinyl chloride (PVC) sanitary sewer pipe; sanitary manholes; reconnection of sanitary service laterals; water main relocation; approximately 2,400 square yards of concrete pavement removal and replacement; landscape restoration and other related items of work.

Bids will be received by the Village of Rantoul (the Owner) until 3:30 p.m., local (central) time, August 30, 2016. Bids received after this time will not be accepted. Bids will be received at the following location:

Village of Rantoul
333 South Tanner
Rantoul, IL 61866

All forms are included in bidding documents and are available at the above address or on the Village website at <http://www.myrantoul.com/government/purchasing/index.html>. Bidders shall comply with all requirements of bidding documents and shall submit all pertinent supplemental documentation per instructions. A prebid conference will not be held for this project.

Bids will be publicly opened and read aloud immediately after time stated above.

1324159 8/7,14

DOCUMENT 001116 - INVITATION TO BID

Burns & McDonnell Engineering Company
1431 Opus Place Suite 400
Downers Grove, IL 60515

Project Name: Indian Hills Sanitary Sewer
Project No. 89622
Date: August 2016

DESCRIPTION OF WORK OF THIS CONTRACT

You are invited to bid on a general contract. The Contract provides for the furnishing and installing of all materials, labor and equipment required for the complete construction of approximately 1,033 feet of 15-inch diameter polyvinyl chloride (PVC) sanitary sewer pipe; sanitary manholes; reconnection of sanitary service laterals; water main relocation; approximately 2,400 square yards of concrete pavement removal and replacement; landscape restoration and other related items of work.

The project is located in the Village of Rantoul, Champaign County, Illinois 61866.

BID INFORMATION

Bids will be received by the Village of Rantoul (the Owner) until 3:30 p.m., local (central) time, August 30, 2016. Bids received after this time will not be accepted. Bids will be received at the following location:

Village of Rantoul
333 South Tanner
Rantoul, IL 61866

Electronic copies of the Bid Documents in Adobe .pdf format may be obtained for bidding purposes from Burns & McDonnell upon deposit of fifty dollars (\$50.00) for each set of Contract Documents consisting of one Project Manual and one set of Contract Drawings. Paper copies may be obtained upon deposit of seventy-five dollars (\$75.00) and shipped overnight for a fee of twenty-five dollars (\$25.00) or using the Bidder's Federal Express account number. Deposits are non-refundable as provided in the Instructions to Bidders. Bid Documents may be obtained at the following Issuing Office:

Burns & McDonnell
1431 Opus Place, Suite 400
Downers Grove, IL 60515
630-724-3200

A prebid conference will not be held for this project.

Bids will be publicly opened and read aloud immediately after time stated above.

ADDITIONAL PROVISIONS

The Bid shall be conditioned upon compliance with all labor related requirements including the regulations and stipulations concerning equal employment opportunity, affirmative action requirements, and prevailing wage rates.

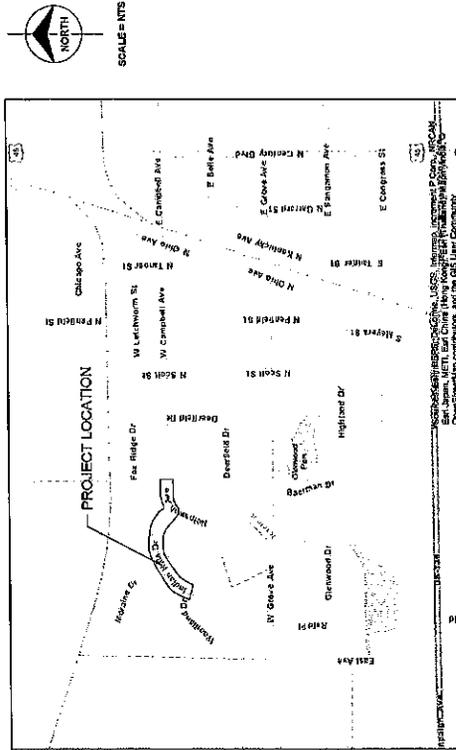
OWNER'S RIGHT TO REJECT

The Owner reserves the right to reject any or all Bids and to waive irregularities therein, and all Bidders shall agree that such rejection shall be without liability on the part of the Owner for any damage or claim brought by any Bidder because of such rejections, nor shall the Bidders seek any recourse of any kind against the Owner because of such rejections. The filing of any Bid in response to this invitation shall constitute an agreement of the Bidder to these conditions.

END OF DOCUMENT 00 11 16

VILLAGE OF RANTOUL INDIAN HILLS SANITARY SEWER RANTOUL, ILLINOIS

Project Location Map



Contract Drawings

GENERAL DRAWINGS

DWG. NO. DATE BY ECD DESCRIPTION
 G001 COVER INDEX
 G002 GENERAL NOTES, LEGEND, AND ABBREVIATIONS
 G003 SUMMARY OF QUANTITIES

CIVIL DRAWINGS

DWG. NO. DATE BY ECD DESCRIPTION
 C001 INDIAN HILLS SANITARY SEWER: STA 1+00 TO 4+50
 C002 INDIAN HILLS SANITARY SEWER: STA 4+50 TO 8+50
 C003 INDIAN HILLS SANITARY SEWER: STA 8+50 TO 11+25
 C101 CIVIL DETAILS
 C102 CIVIL DETAILS
 C103 CIVIL DETAILS
 C104 CIVIL DETAILS
 C105 CIVIL DETAILS
 C106 CIVIL DETAILS
 C107 CIVIL DETAILS

August 2016
 BMCD Project No. 89622

Joseph M. DeFoglia
 Civil Engineer
 062-068861



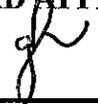
BURNS & MCDONNELL
 1651 OPUS PLACE SUITE 400
 DOWNER GROVE, IL 60515
 LICENSE NO. 184,007310

Cover
 Sheet 1 of 13

REV	DATE	BY	ECD	DESCRIPTION
0		DEZSHELI	MM	ISSUED FOR BID

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
--------------------	---------------------------------

ITEM: Construction & Design Engineering Agreement for the Indian Hills Sanitary Sewer Project – Burns & McDonnell	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$70,262.00 – Construction Engineering <u>\$22,854.00</u> – Add Design Engineering \$93,116.00 – Total
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 9, 2016
SUMMARY HIGHLIGHTS: This Agenda Item provides for a Construction Engineering (CE) Service Agreement with Burns & McDonnell to provide the construction engineering services (Task #2) for the Indian Hills Sanitary Sewer Project. This project extends from Woodland Drive to Deerfield Drive and provides for the construction of approximately 1,033' of 15" sanitary sewer pipe; sanitary manholes; reconnection of sanitary service laterals; water main relocation; approximately 2,400 square yards of concrete pavement removal and replacement; landscape restoration and other related items of work. These tasks are in the amount of \$70,262.00 and will address sanitary surcharge issues in this area. Burns & McDonnell initially undertook this study and design on a more limited scope of work in December 2015, which was in the amount of \$22,938.00. As the complexity and the area of the project increased, additional engineering efforts were required and are captured as a component (Task #1 in the amount of \$22,854.00) of this Agreement.	
RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Service Agreement with Burns & McDonnell in the amount of \$93,116.00 to provide the construction engineering services and additional design services for the Indian Hills Sanitary Sewer Project.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	



August 1, 2016

Greg Hazel, PE
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Re: Proposal for Indian Hills Sanitary Sewer Construction Engineering Services

Dear Mr. Hazel:

Burns & McDonnell is pleased to submit a proposal to provide construction engineering services for the Indian Hills Sanitary Sewer project. The scope of our services provided to the Village of Rantoul (Village) is outlined below.

Task 1 – Additional Design Services

Burns & McDonnell's agreement for design services was executed on January 4, 2016. The scope of that agreement included design of a sanitary sewer connection on Indian Hills drive between Woodland Drive and Moraine Court. The total length of this sewer connection was anticipated to be approximately 300 feet. At the direction of Village staff in subsequent meetings, the scope of the project was revised to include approximately 1,000 feet of new sanitary sewer on Indian Hills Drive and Neipswah Avenue from Woodland Drive to Deerfield Drive. As a result of the increase in length of new sewer the project also includes more pavement removal and replacement than what was originally anticipated.

As a result of the revised scope, Burns & McDonnell completed efforts that were not included in the original agreement. These include additional flow monitoring training and support, sanitary sewer design, pavement removal and replacement design, specification development and development of cost opinions. The fee for this task covers the additional effort performed as a result of the scope revisions.

Task 2 – Construction Engineering Services

Activities provided as part of this task include:

- Attendance at a preconstruction meeting that will be held at the Village with the selected Contractor. Burns & McDonnell will facilitate the meeting on behalf of the Village and will prepare a meeting agenda and distribute meeting minutes following the meeting.
- Preconstruction videotaping of the project area to document existing conditions.
- Submittal Review: Burns & McDonnell will review shop drawings and data submitted by the contractor for conformity with the contract plans and specifications. As part of this task we will develop and maintain a shop drawing review log including receipt dates, review status and conformity information for the submittals required to be made by the contractors. The log will be maintained throughout the construction phase of the Project.



Greg Hazel, PE
Village of Rantoul
August 1, 2016
Page 2

- Resident Engineering:
 - Burns & McDonnell will provide construction observation and inspection services for the project. Our services will consist of providing one on-site Construction Inspector, responsible for observing the work for conformance with the Contract Construction Documents, preparing weekly reports, reviewing contractor's monthly and final pay requests, reviewing contractor's change orders, and notifying the Village and the Burns & McDonnell Project Manager of any items not in conformance with the Construction Contract Documents. Photo documentation will be provided as part of these services. Our Inspector will meet with Village staff at least once per week to discuss the Project.
 - This proposal is based on providing these services five (5) days per week for an estimated 60 working days. During sewer installation and paving, these services will be provide for ten (10) hours per day. During other aspects of the project these services will be provide for eight (8) hours per day. This equates to a total of 360 hours.
- Material Testing: Burns & McDonnell will perform all required field tests such as concrete tests and soil compaction tests. We will analyze the results of all field and laboratory tests to determine the suitability of materials tested.
- Contract Closeout: Burns & McDonnell will close out the contract following completion of the project. Our services will consist of developing a project punch list and final site inspections with the Village and Contractor.
- Conforming to Construction Drawings: Burns & McDonnell will incorporate "as-built" records from the Contractor into the project drawing files and provide a set of Conforming to Construction Drawings to the Village.

Compensation

Burns & McDonnell proposes to complete the project on a time-and-materials basis for a fee of \$93,116.00 in accordance with the attached rate sheet. This fee includes \$22,854 for additional design services and \$70,262 for construction engineering services.

General Considerations

If this proposal is satisfactory, please sign and date this document and return one signed copy to us to effect an Agreement. The attached Terms and Conditions for Professional Services are incorporated in and made a part of the Agreement.



Greg Hazel, PE
Village of Rantoul
August 1, 2016
Page 3

We greatly appreciate this opportunity to serve the Village. If you have any questions about this proposal, please call Randy at 630-724-3276 or Joe at 630-724-3809.

Sincerely,

Randall L. Patchett, P.E.
Regional Water Global Practice Manager

Stephen T. Crede
Project Manager

Joseph M. Darlington, P.E.
Civil Engineer

RLP/jmd

Village of Rantoul

Signature: _____

Title: _____

Date: _____

Schedule of Hourly Professional Service Billing Rates

Position Classification	Classification Level	Hourly Billing Rate
Technician *	6	\$74.00
Assistant *	7	84.00
	8	116.00
	9	135.00
Staff *	10	151.00
	11	164.00
Senior	12	182.00
	13	201.00
Associate	14	210.00
	15	222.00
	16	227.00
	17	231.00

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, 2016, and are subject to revision thereafter.

Form BMR916A

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Project: Indian Hills Sanitary Sewer Construction Engineering Services
Client: Village of Rantoul, Illinois

Date of Letter, Proposal, or Agreement: August 1, 2016
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 \$100,000.

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 -

December 3, 2015

Greg Hazel, PE
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Re: Proposal for Indian Hills Sanitary Sewer Study & Design

Dear Mr. Hazel:

Burns & McDonnell is pleased to submit a proposal to provide engineering services for the Indian Hills Sanitary Sewer Study & Design project. The scope of our services provided to the Village of Rantoul (Village) is outlined below.

Project Understanding

The Indian Hills subdivision is a housing development located in the northwest portion of the Village. Indian Hills includes Moraine Drive, Moraine Court, Woodland Drive, Indian Hills Drive, Fox Ridge Drive, Neipswah Avenue, Neipswah Court, and Deerfield Drive. The housing development is bounded on the south by West Grove Avenue. Burns & McDonnell understands that two sanitary manholes along Woodland Drive surcharge during rain events.

The goal of this project is to identify improvements that can be made to mitigate the impact of surcharging in the Moraine Drive sanitary sewer in the local area.

Task 1 – Kick-Off Meeting and Site Visit

Burns & McDonnell will schedule a kick-off meeting and site visit with the Village. The purpose of this meeting is to discuss background information and project objectives with the Village. Prior to the meeting, we will request information from the Village which will include:

- As-built drawings of the sanitary sewer system for the Indian Hills housing development
- As-built drawings of the storm sewer system for the Indian Hills housing development
- Results of a recent smoke test performed by the Village as discussed during a July 15th meeting. We would use the results to determine if there are storm water interconnects along Woodland Drive.
- Video tapes from television inspection of the sanitary sewers in the Indian Hills development

The kick-off meeting will be held after Burns & McDonnell has had an opportunity to review the above information. In conjunction with the kick-off meeting, Burns & McDonnell will perform a site inspection to visually document existing conditions. This site inspection will consist of limited sanitary and storm sewer structure inspections at key locations to confirm elevations and pipe routing and document the presence of debris or flow restrictions.

Greg Hazel, PE
Village of Rantoul
December 3, 2015
Page 2

Task 2 – Flow Monitoring Support

Burns & McDonnell understands the Village will perform flow monitoring to quantify dry weather and wet weather flows in up to three locations. We will assist the Village in selecting final locations for the flow meters during the project. Possible locations include on Grove Avenue west of Indian Hills Drive and the intersection of Neipswah Avenue and Indian Hills Drive. The results of the flow monitoring will be used to determine if connecting the sewer between Woodland Drive and Moraine Drive is a plausible solution, or whether making the connection will overwhelm the sewers downstream of Moraine Drive.

For the purposes of this project, the meters will need to be installed for a minimum of 30 days and be serviced on a weekly basis. Flow data should be downloaded weekly for evaluation. A rain gauge will be needed to measure rain data over the duration of the flow monitoring period. To accurately analyze infiltration and inflow during wet weather events, one significant rainfall event (0.5 inches in a 24-hour period) is required. We understand the Village will be servicing the meters, downloading the data, providing rain gauge data to use for this project.

We have included 16 hours and one site visit to support the Village as needed during this task.

Task 3 – Evaluation and Letter Report

Using data collected by the flow meters during Task 2, Burns & McDonnell will establish the following:

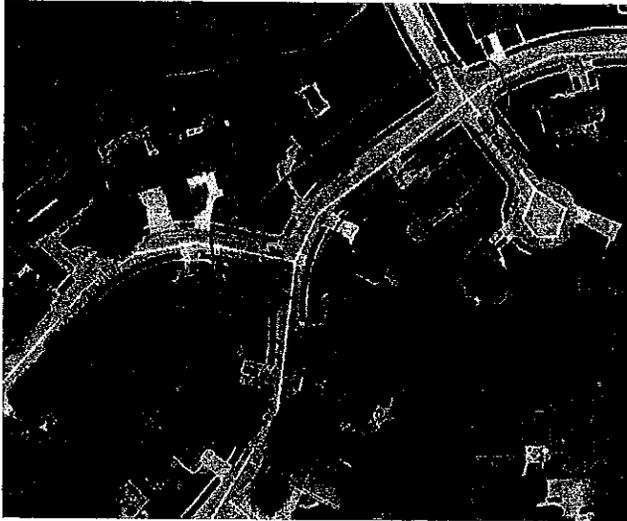
- Base (Dry Weather) flows
- Infiltration estimates
- Inflow estimates
- Projection of inflow volume to a specific design storm. We would typically recommend the use of a 10-year event; however this will be discussed further with the Village prior to completing the flow monitoring.

Based on results of the evaluation, we will make recommendations for improvements, such as connecting the sewer between Woodland Drive and Moraine Drive. Calculations will be performed to document the level of protection against flooding downstream of the recommended improvements should they be implemented. Results of the evaluation and recommendations will be summarized in a letter report. An electronic copy of the report will be provided to the Village in Adobe .pdf format. One meeting to review the report is included.

Greg Hazel, PE
Village of Rantoul
December 3, 2015
Page 3

Task 4 – Sanitary Sewer Connection Design

Burns & McDonnell will collect topographic survey of the area shown in the figure below. Sufficient survey information will be collected to design a new sanitary sewer connection.



We will prepare a biddable plan set including a cover page, general notes, site plan, and detail drawings for construction of a sewer connection between Woodland Drive and Moraine Court. We will also prepare a project manual that will include the Village's standard contract documents and specifications. An estimate of probable construction cost will also be developed.

We will complete and submit a construction permit application to the Illinois Environmental Protection Agency for the new sanitary sewer. We do not anticipate that any other permits will be

required for this project. We understand the Village plans to bid this project in conjunction with a project to replace culverts in the area and will handle bidding of these projects internally. We have not included an effort to assist the Village during the bid phase at this time. We will provide the Village with final bid documents in Adobe .pdf format.

Compensation

Burns & McDonnell proposes to complete the project on a time-and-materials-basis-not-to-exceed fee of \$22,938. Our time will be billed to the Village in accordance with the attached rate sheet.

General Considerations

If this proposal is satisfactory, please sign and date this document and return one signed copy to us to effect an Agreement. The attached Terms and Conditions for Professional Services are incorporated in and made a part of the Agreement.



Greg Hazel, PE
Village of Rantoul
December 3, 2015
Page 4

We greatly appreciate this opportunity to serve the Village. If you have any questions about this proposal, please call Randy at 630-724-3276 or Joe at 630-724-3809.

Sincerely,

Randall L. Patchett, P.E.
Regional Water Global Practice Manager

Joseph M. Darlington, P.E.
Civil Engineer

RLP/jmd

Village of Rantoul

Signature: _____

Title: _____

Date: _____

Village of Rantoul
Indian Hills Sanitary Sewer Study & Design
Estimated Fees for Engineering Services
 December 3, 2015

Task Description	(17) Principal	(16) Associate	(15) Associate	(14) Associate	(13) Senior Engineer	(12) Senior Engineer	(11) Staff Engineer	(10) Staff Engineer	(9) Project Engineer	(8) Project Engineer	(7) Clerical	Expenses	Task Total
Task 1 - Kick-Off Meeting & Site Visit													
Review Existing Information							1		2	2			\$ 1,920.00
Kick-Off Meeting & Site Visit							4		2	2		\$ 150.00	\$ 1,272.00
Task 2 - Flow Monitoring Support													
Flow Monitoring Support							8		4			\$ 150.00	\$ 1,938.00
Task 3 - Evaluation and Report													
Data Evaluation & Analysis							4		16	8			\$ 7,476.00
Report Preparation							4		16				\$ 3,640.00
Design Review Meeting & Report Revisions					2		2		2			\$ 150.00	\$ 3,110.00
Task 4 - Sanitary Sewer Connection Design													
Topographic Survey							1		2			\$ 3,500.00	\$ 11,602.00
Plans							4		16				\$ 3,920.00
Specifications							6		16				\$ 2,726.00
Opinion of Cost							1		4				\$ 3,044.00
IEPA Permitting							2			8			\$ 682.00
													\$ 1,228.00

Total hours	0	0	0	0	0	0	37	0	80	20	0		
Hourly Billing Rate	\$225.00	\$217.00	\$214.00	\$202.00	\$191.00	\$174.00	\$158.00	\$145.00	\$131.00	\$114.00	\$92.00		
Subtotals	\$0.00	\$0.00	\$0.00	\$0.00	\$382.00	\$0.00	\$5,846.00	\$0.00	\$10,480.00	\$2,280.00	\$0.00	\$ 3,960.00	\$ 22,938.00

Total Hours	139
Total Fee	\$ 22,938.00

Rate Sheet: BMF915A



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.

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Project: Indian Hills Sanitary Sewer Study & Design
Client: Village of Rantoul, Illinois

Date of Letter, Proposal, or Agreement: December 3, 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 \$100,000.

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: Broadmeadow Drainage Improvements and Street Rehabilitation Contract	DEPARTMENT: Public Works
---	---------------------------------

AGENDA SECTION:	PROJECT AMOUNT: \$1,072,376.40 – Construction <u>\$55,000.00 - Contingency (5%)</u> \$1,127,376.40
------------------------	---

ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: August 31, 2016
--	------------------------------

SUMMARY HIGHLIGHTS:

This Agenda Item provides for storm water improvements and street rehabilitation of Broadmeadow Road from Malsbury Drive to James Road and then along James Road. This project provides for the construction of approximately 3,330' of reinforced concrete pipe storm sewer which will range from 12" to 36" diameter and various size manholes. In addition, roadway improvements involving the reconstruction and /or mill & resurfacing will occur over the length of the project. This work will enhance the limited storm water collection system in this area and then repair and resurface the roadways.

This project was advertised and bids were received at 2:00pm on August 31, 2016. Feutz Contractors provided the lowest responsible base bid in the amount of \$1,072,376.40. Five (5) firms submitted bids and a copy of the bid tabulation is attached for your review. A contingency fund in the amount of \$55,000.00 (5%) is requested to address any unforeseen underground conflicts, repairs, or adjustments to quantities.

This work will be funded through the storm water and local MFT accounts.

RECOMMENDED ACTION: Authorize the award of a contract with Feutz Contractors in the base amount of \$1,072,376.40 and authorize a contingency fund in the amount of \$55,000.00 for the storm water improvements and street rehabilitation along Broadmeadow Road.

DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
--	---

AGENDA PAGE NUMBER:

BID TABULATION

PROJECT: Broadmeadow Drainage Improvements & Street Rehabilitation

OWNER: Village of Rantoul

By: Village of Rantoul, Department of Public Works – August 31, 2016 2:00pm
Cost Opinion \$1,379,304.00

Bidder	Base Bid		
Cross Construction 3615 N. Countryview Road Urbana, Illinois 61802	\$1,152,926.61	\$	
Duce Construction Company 417 Wilbur Avenue Champaign, IL 61822	\$1,310,000.00	\$	
Feutz Contractors Inc. PO Box 130 1120 N. Main St. Paris, IL 61944 217-465-8402	\$1,072,376.40	\$	
Stark Excavating 220 Wilbur Ave Champaign, IL 61822	\$1,265,219.00	\$	
Schomburg & Schomburg Construction, Inc. 923 N. Collett Street Danville, IL 61832	\$1,550,758.35	\$	
	\$	\$	
	\$	\$	

VILLAGE OF RANTOUL
 BROADMEADOW DRAINAGE IMPROVEMENTS & STREET REHABILITATION
 ENGINEER'S OPINION OF PROBABLE COST

ITEM NO.	ITEM	UNIT	TOTAL UNITS	UNIT COST	SEWER COST	ROADWAY COST	TOTAL COST	% OF PROJECT
1	TREE REMOVAL (6 TO 15 UNITS DIAMETER)	INCH	61	\$ 30	\$ 1,830	--	\$ 1,830	0.13%
2	TREE REMOVAL (OVER 15 UNITS DIAMETER)	INCH	32	\$ 40	\$ 1,280	--	\$ 1,280	0.09%
3	FERTILIZER, NITROGEN	POUND	134	\$ 5	\$ 669	--	\$ 669	0.05%
4	FERTILIZER, POTASSIUM	POUND	134	\$ 5	\$ 669	--	\$ 669	0.05%
5	FERTILIZER, PHOSPHORUS	POUND	134	\$ 5	\$ 669	--	\$ 669	0.05%
6	SUPPLEMENTAL WATERING	UNIT	15	\$ 200	\$ 3,000	--	\$ 3,000	0.22%
7	UNSUITABLE MATERIAL, REMOVAL AND REPLACEMENT, CA-1, 100% CRUSHED STONE	TON	200	\$ 40	\$ 8,000	--	\$ 8,000	0.58%
8	TRENCH BACKFILL	CU YD	1,769	\$ 44	\$ 77,845	--	\$ 77,845	5.64%
9	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	2,612	\$ 8	\$ 20,896	--	\$ 20,896	1.51%
10	SEEDING	ACRE	0	\$ 10,000	\$ 2,052	--	\$ 2,052	0.15%
11	SODDING, SALT TOLERANT	SQ YD	1,619	\$ 12	\$ 19,428	--	\$ 19,428	1.41%
12	AGGREGATE BASE COURSE, TYPE B 4"	SQ YD	193	\$ 10	\$ 1,930	--	\$ 1,930	0.14%
13	AGGREGATE BASE COURSE, TYPE A 8"	SQ YD	1,440	\$ 19	--	\$ 27,360	\$ 27,360	1.98%
14	BITUMINOUS MATERIALS (PRIME COAT)	GALLON	8,109	\$ 4	--	\$ 30,003	\$ 30,003	2.18%
15	HOT-MIX ASPHALT BINDER COURSE, IL-19.0, N50	TON	174	\$ 105	--	\$ 18,257	\$ 18,257	1.32%
16	HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50	TON	2,077	\$ 100	--	\$ 207,658	\$ 207,658	15.06%
17	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 6 INCH	SQ YD	193	\$ 72	\$ 13,896	--	\$ 13,896	1.01%
18	PORTLAND CEMENT CONCRETE SIDEWALK, 6 INCH	SQ FT	180	\$ 6	\$ 1,080	--	\$ 1,080	0.08%
19	PAVEMENT REMOVAL, FULL DEPTH	SQ YD	2,958	\$ 12	--	\$ 35,496	\$ 35,496	2.57%
20	DRIVEWAY PAVEMENT REMOVAL	SQ YD	193	\$ 18	\$ 3,474	--	\$ 3,474	0.25%
21	COMBINATION CURB AND GUTTER REMOVAL	FOOT	790	\$ 5	\$ 3,950	--	\$ 3,950	0.29%
22	SIDEWALK REMOVAL	SQ FT	180	\$ 3	\$ 450	--	\$ 450	0.03%
23	CLASS B PATCHES, TYPE IV, 8 INCH	SQ YD	130	\$ 75	\$ 9,750	--	\$ 9,750	0.71%
24	CLASS D PATCHES, TYPE IV, 2 INCH	SQ YD	1,386	\$ 50	\$ 69,400	--	\$ 69,400	5.03%
25	PRECAST REINFORCED CONCRETE FLARED END SECTIONS 27"	EACH	1	\$ 3,000	\$ 3,000	--	\$ 3,000	0.22%
26	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 12" RCP	FOOT	531	\$ 65	\$ 34,515	--	\$ 34,515	2.50%
27	STORM SEWER, DUCTILE IRON PIPE, 12"	FOOT	242	\$ 126	\$ 30,252	--	\$ 30,252	2.19%
28	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 15" RCP	FOOT	302	\$ 90	\$ 27,180	--	\$ 27,180	1.97%
29	STORM SEWER, DUCTILE IRON PIPE, 15"	FOOT	28	\$ 135	\$ 3,780	--	\$ 3,780	0.27%
30	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 18" RCP	FOOT	402	\$ 95	\$ 38,190	--	\$ 38,190	2.77%
31	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 18" RCP, SPECIAL	FOOT	122	\$ 125	\$ 15,250	--	\$ 15,250	1.11%
32	STORM SEWER, DUCTILE IRON PIPE, 18"	FOOT	27	\$ 145	\$ 3,915	--	\$ 3,915	0.28%
33	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 24" RCP	FOOT	737	\$ 100	\$ 73,700	--	\$ 73,700	5.34%
34	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 27" RCP	FOOT	162	\$ 106	\$ 17,172	--	\$ 17,172	1.24%
35	STORM SEWER, DUCTILE IRON PIPE, 27"	FOOT	41	\$ 175	\$ 7,175	--	\$ 7,175	0.52%
36	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 30" RCP	FOOT	301	\$ 113	\$ 34,013	--	\$ 34,013	2.47%
37	STORM SEWER, RUBBER GASKET, CLASS A, TYPE 2, 36" RCP	FOOT	435	\$ 125	\$ 54,375	--	\$ 54,375	3.94%
38	STORM SEWER PIPE TEE CONNECTION, 12"	EACH	2	\$ 750	\$ 1,500	--	\$ 1,500	0.11%
39	STORM SEWER PIPE TEE CONNECTION, 16"	EACH	4	\$ 750	\$ 3,000	--	\$ 3,000	0.22%
40	STORM SEWER REMOVAL 8"	FOOT	293	\$ 9	\$ 2,637	--	\$ 2,637	0.19%
41	STORM SEWER REMOVAL 10"	FOOT	810	\$ 10	\$ 8,100	--	\$ 8,100	0.59%
42	STORM SEWER REMOVAL 12"	FOOT	254	\$ 11	\$ 2,794	--	\$ 2,794	0.20%
43	STORM SEWER REMOVAL 18"	FOOT	304	\$ 12	\$ 3,648	--	\$ 3,648	0.26%
44	STORM SEWER REMOVAL 24"	FOOT	131	\$ 13	\$ 1,703	--	\$ 1,703	0.12%
45	ADJUST SANITARY SEWER, 8"	FOOT	10	\$ 135	\$ 1,350	--	\$ 1,350	0.10%
46	ADJUSTING WATER MAIN, 8"	FOOT	60	\$ 200	\$ 12,000	--	\$ 12,000	0.87%
47	ADJUSTING WATER MAIN 12"	FOOT	20	\$ 250	\$ 5,000	--	\$ 5,000	0.36%
48	WATER SERVICE ADJUSTMENT	EACH	10	\$ 750	\$ 7,500	--	\$ 7,500	0.54%
49	CATCH BASINS, TYPE C, 2'-DIAMETER, R-1714 (7") FRAME, OPEN LID	EACH	3	\$ 2,900	\$ 8,700	--	\$ 8,700	0.63%
50	CATCH BASINS, TYPE A, 4' DIAMETER, TYPE 1 (8") FRAME, OPEN LID	EACH	21	\$ 2,900	\$ 60,900	--	\$ 60,900	4.42%
51	CATCH BASINS, TYPE A, 4' DIAMETER, TYPE 8 GRATE	EACH	2	\$ 2,900	\$ 5,800	--	\$ 5,800	0.42%
52	CATCH BASINS, TYPE A, 4' DIAMETER, R-1706-1 (4") FRAME, OPEN LID	EACH	2	\$ 2,900	\$ 5,800	--	\$ 5,800	0.42%
53	CATCH BASINS, TYPE A, 4' DIAMETER, R-1714 (7") FRAME, OPEN LID	EACH	1	\$ 2,900	\$ 2,900	--	\$ 2,900	0.21%
54	CATCH BASINS, TYPE A, 5' DIAMETER, TYPE 1 FRAME, OPEN LID	EACH	2	\$ 4,000	\$ 8,000	--	\$ 8,000	0.58%
55	CATCH BASINS, TYPE A, 6' DIAMETER, TYPE 1 FRAME, OPEN LID	EACH	1	\$ 4,800	\$ 4,800	--	\$ 4,800	0.35%
56	CATCH BASINS, TYPE A, 6' DIAMETER, TYPE 8 GRATE	EACH	4	\$ 4,800	\$ 19,200	--	\$ 19,200	1.39%
57	MANHOLE, TYPE A, 4' DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	4	\$ 3,000	\$ 12,000	--	\$ 12,000	0.87%
58	MANHOLE, TYPE A, 6' DIAMETER, TYPE 1 FRAME, CLOSED LID	EACH	5	\$ 4,000	\$ 20,000	--	\$ 20,000	1.45%
59	MANHOLES TO BE REMOVED	EACH	4	\$ 600	\$ 2,400	--	\$ 2,400	0.17%
60	CATCH BASINS TO BE REMOVED	EACH	15	\$ 600	\$ 9,000	--	\$ 9,000	0.65%
61	INLETS TO BE REMOVED	EACH	10	\$ 600	\$ 6,000	--	\$ 6,000	0.44%
62	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	790	\$ 22	\$ 17,380	--	\$ 17,380	1.26%
63	MOBILIZATION	L SUM	1	\$ 75,000	\$ 75,000	--	\$ 75,000	5.44%
64	HOT-MIX ASPHALT SURFACE REMOVAL, 2" SPECIAL	SQ YD	14,660	\$ 3	--	\$ 44,680	\$ 44,680	3.23%
65	TRAFFIC CONTROL AND PROTECTION	L SUM	1	\$ 75,000	--	\$ 75,000	\$ 75,000	5.44%
66	CONSTRUCTION LAYOUT	L SUM	1	\$ 25,000	\$ 25,000	--	\$ 25,000	1.81%
67	FENCE REMOVAL	FOOT	207	\$ 20	\$ 4,140	--	\$ 4,140	0.30%
68	FENCE REPLACEMENT	FOOT	207	\$ 45	\$ 9,315	--	\$ 9,315	0.68%
69	SANITARY SERVICE ADJUSTMENT	EACH	10	\$ 750	\$ 7,500	--	\$ 7,500	0.54%
70	REMOVE AND REPLACE SIGN	EACH	1	\$ 100	\$ 100	--	\$ 100	0.01%
71	AIR CONDITIONING UNIT REMOVAL AND REPLACEMENT	EACH	1	\$ 5,000	\$ 5,000	--	\$ 5,000	0.36%

TOTAL BASE BID: \$ 940,949 \$ 438,355 \$ 1,379,304
 CONTINGENCY (10%): \$ 94,095 \$ 43,835 \$ 137,930
 GRAND TOTAL (ROUNDED): \$ 1,035,000 \$ 482,000 \$ 1,517,000

DOCUMENT 001116 - INVITATION TO BID

Burns & McDonnell Engineering Company
1431 Opus Place Suite 400
Downers Grove, IL 60515

Project Name: Broadmeadow Drainage Improvements & Street Rehabilitation
Project No. 90475
Date: August 2016

DESCRIPTION OF WORK OF THIS CONTRACT

You are invited to bid on a general contract. The Contract provides for the furnishing and installing of all materials, labor and equipment required for the complete construction of approximately 3,330 feet of reinforced concrete pipe storm sewer ranging from 12" to 36" diameter, 4' and 5' concrete manholes, 4' to 6' concrete catch basins, and other ancillary appurtenances. The project also includes approximately 2,850 square yards of full depth pavement removal, approximately 15,000 square yards of asphalt surface removal, 1,300 square yards of asphalt pavement patching, approximately 175 tons of asphalt binder course, approximately 2,080 tons of asphalt surface course and landscape restoration.

The project is located in the Village of Rantoul, Champaign County, Illinois 61866.

BID INFORMATION

Bids will be received by the Village of Rantoul (the Owner) until 2:00 p.m., local (central) time, August 31, 2016. Bids received after this time will not be accepted. Bids will be received at the following location:

Village of Rantoul
333 South Tanner
Rantoul, IL 61866

All forms are included in bidding documents and are available at the above address or on the Village website at <http://www.myrantoul.com/government/purchasing/index.html>. Bidders shall comply with all requirements of bidding documents and shall submit all pertinent supplemental documentation per instructions.

A mandatory prebid conference will not be held for this project.

Bids will be publicly opened and read aloud immediately after time stated above.

ADDITIONAL PROVISIONS

The Bid shall be conditioned upon compliance with all labor related requirements including the regulations and stipulations concerning equal employment opportunity, affirmative action requirements, and prevailing wage rates.

OWNER'S RIGHT TO REJECT

The Owner reserves the right to reject any or all Bids and to waive irregularities therein, and all Bidders shall agree that such rejection shall be without liability on the part of the Owner for any damage or claim brought by any Bidder because of such rejections, nor shall the Bidders seek any recourse of any kind against the Owner because of such rejections. The filing of any Bid in response to this invitation shall constitute an agreement of the Bidder to these conditions.

END OF DOCUMENT 001116

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
--------------------	--------------------------

ITEM: Construction Engineering (CE) Service Agreement for the Broadmeadow Drainage Improvements and Street Rehabilitation – Burns & McDonnell	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$118,902.00 – Construction Engineering
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 12, 2016
SUMMARY HIGHLIGHTS: <p>This Agenda Item provides for a Construction Engineering (CE) Service Agreement with Burns & McDonnell to provide the construction engineering services for the Broadmeadow Drainage Improvements and Street Rehabilitation Project. This project extends from Malsbury Drive to James Road and then along James Road and will enhance the limited storm water collection system in this area and then repair and resurface the roadways. Included will be the construction of approximately 3,330' of reinforced concrete pipe storm sewer which will range from 12" to 36" diameter. In addition, roadway improvements involving the reconstruction and/or mill & resurfacing will occur over the length of the project.</p> <p>Burns & McDonnell has provided the original design engineering services for this project and it is recommended that their services continue to be utilized during the construction phase. The Construction Engineering Service Agreement amount is \$118,902.00.</p> <p>This work will be funded through the storm water and Local Motor Fuel Tax (MFT) accounts.</p>	
RECOMMENDED ACTION: Authorize the approval of a Construction Engineering Service Agreement with Burns & McDonnell in the amount of \$118,902.00 to provide the construction engineering services for the Broadmeadow Drainage Improvements and Street Rehabilitation Project.	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	



August 12, 2016

Greg Hazel, PE
Director of Public Works
Village of Rantoul
200 West Grove Avenue
Rantoul, Illinois 61866

Re: Proposal for Broadmeadow Drainage Improvements & Street Rehabilitation
Construction Engineering Services

Dear Mr. Hazel:

Burns & McDonnell is pleased to submit a proposal to provide construction engineering services for the Broadmeadow Drainage Improvements & Street Rehabilitation project. The scope of our services provided to the Village of Rantoul (Village) is outlined below.

Task 1 – Construction Engineering Services

Activities provided as part of this task include:

- Attendance at a preconstruction meeting that will be held at the Village with the selected Contractor. Burns & McDonnell will facilitate the meeting on behalf of the Village and will prepare a meeting agenda and distribute meeting minutes following the meeting.
- Preconstruction videotaping of the project area to document existing conditions.
- Submittal Review: Burns & McDonnell will review shop drawings and data submitted by the contractor for conformity with the contract plans and specifications. As part of this task we will develop and maintain a shop drawing review log including receipt dates, review status and conformity information for the submittals required to be made by the contractors. The log will be maintained throughout the construction phase of the Project.
- Resident Engineering:
 - Burns & McDonnell will provide construction observation and inspection services for the project. Our services will consist of providing one on-site Construction Inspector, responsible for observing the work for conformance with the Contract Construction Documents, preparing weekly reports, reviewing contractor's monthly and final pay requests, reviewing contractor's change orders, and notifying the Village and the Burns & McDonnell Project Manager of any items not in conformance with the Construction Contract Documents. Photo documentation will be provided as part of these services. Our Inspector will meet with Village staff at least once per week to discuss the Project.
 - This proposal is based on providing these services for five (5) days per week for an estimated 90 working days. We have included ten (10) hours per day during sewer & paving work and eight (8) hours per day for the rest of the project. This equates to a total of 560 hours.



Greg Hazel, PE
Village of Rantoul
August 12, 2016
Page 2

- **Material Testing:** Burns & McDonnell will subcontract required field tests such as asphalt tests, concrete tests and soil compaction tests. We will analyze the results of field and laboratory tests to determine the suitability of materials tested.
- **Contract Closeout:** Burns & McDonnell will close out the contract following completion of the project. Our services will consist of developing a project punch list and final site inspections with the Village and Contractor.
- **Conforming to Construction Drawings:** Burns & McDonnell will incorporate “red-line record information” from the Contractor into the project drawing files and provide a set of Conforming to Construction Drawings to the Village.

Compensation

Burns & McDonnell proposes to complete the project on a time-and-materials basis for a fee of \$118,902.00 in accordance with the attached rate sheet.

General Considerations

If this proposal is satisfactory, please sign and date this document and return one signed copy to us to effect an Agreement. The attached Terms and Conditions for Professional Services are incorporated in and made a part of the Agreement.

We greatly appreciate this opportunity to serve the Village. If you have any questions about this proposal, please call Randy at 630-724-3276 or Joe at 630-724-3809.

Sincerely,

Randall L. Patchett, P.E.
Regional Water Global Practice Manager

Stephen T. Crede
Project Manager

Joseph M. Darlington, P.E.
Civil Engineer

RLP/jmd



Greg Hazel, PE
Village of Rantoul
August 12, 2016
Page 3

Village of Rantoul

Signature: _____

Title: _____

Date: _____

Village of Rantoul
Broadmeadow Drainage Improvements & Street Rehabilitation
Estimated Fees for Construction Engineering Services
August 12, 2016

Task Description	Principal (17)	Associate (16)	Associate (15)	Associate (14)	Senior Engineer (13)	Senior Engineer (12)	Staff Engineer (11)	Staff Engineer (10)	Project Engineer (9)	Project Engineer (8)	Clerical (7)	Expenses	Task Total
Task 1 - Construction Engineering													\$ 118,902.00
PreConstruction Meeting					4			4		8		\$ 200.00	\$ 2,460.00
PreConstruction Video Taping										8		\$ 200.00	\$ 1,128.00
Submittal Review					4			4		24			\$ 4,116.00
Resident Engineering *					96					560		\$ 13,200.00	\$ 95,632.00
Material Testing (HMA) **								2				\$ 3,500.00	\$ 3,802.00
Project Close-out (Punch List)					16					32		\$ 400.00	\$ 7,024.00
Conforming to Construction Drawings										40		\$ 100.00	\$ 4,740.00

Total hours	0	0	0	0	0	120	0	10	0	672	0		
Hourly Billing Rate	\$231.00	\$227.00	\$222.00	\$210.00	\$201.00	\$182.00	\$164.00	\$151.00	\$135.00	\$116.00	\$84.00		
Subtotals	\$0.00	\$0.00	\$0.00	\$0.00	\$21,840.00	\$0.00	\$1,510.00	\$0.00	\$77,952.00	\$0.00	\$17,600.00	\$	\$ 118,902.00

* Based on an estimated 90 Working Days. Includes ten (10) hour days for sewer & paving; eight (8) hours days for the rest of the project.

** Based on HMA testing and concrete testing every day.

Rate Sheet: BMR916A

Total Hours	802
Total Fee	\$ 118,902.00



Schedule of Hourly Professional Service Billing Rates

Position Classification	Classification Level	Hourly Billing Rate
Technician *	6	\$74.00
Assistant *	7	84.00
	8	116.00
	9	135.00
Staff *	10	151.00
	11	164.00
Senior	12	182.00
	13	201.00
Associate	14	210.00
	15	222.00
	16	227.00
	17	231.00

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, 2016, and are subject to revision thereafter.

Form BMR916A

TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

Project: **Broadmeadow Construction Engineering Services**
Client: **Village of Rantoul, Illinois**

Date of Letter, Proposal, or Agreement: **August 12, 2016**
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 \$100,000.

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, competitive 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: Advanced Meter Reading (AMR) Electric & Water Meter Replacement Contracts -	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$836,494.00 – Total <div style="text-align: right; padding-right: 20px;"> \$117,294.00 – Electric \$644,200.00 – Water \$ 75,000.00 - Contingency </div>
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: August 29, 2016
<p>SUMMARY HIGHLIGHTS:</p> <p>This Agenda item provides for the resources and labor to perform the replacement of the electric and water meters within the village's utility distribution systems in conjunction with the Automated Metering Reading system. The Village will perform the electric meter replacements for the pilot test area, but to complete the nearly 6000 electric meters in a timely manner, additional resources will be required. The electric meters serve as an integral component of the data transfer, so they will need to be in place prior to partial or full system deployment. The contractor's replacement of the water meters will be in conjunction with or follow the electric meter replacements.</p> <p>A Request for Proposals (RFP) was advertised and proposals were received until 4:00pm on August 29, 2016. A summary of the proposals is attached for your review. Anixter Inc. GridAdvance Services Team provided the greatest value at the least cost for the electric meter change out in the total amount of \$117,294.00, while Professional Meters, Inc. (PMI) provided the only water meter change out proposal in the total amount of \$644,200.00. A contingency in the amount of \$75,000.00 is requested to address any service issues that require repair or replacement and to address AMI module install & meter head exchanges which do not require the replacement of the meter but the replacement of the 3-wire conductor and composite lid.</p> <p>The AMI & AMR systems will provide improved recording of customer utility use; enhanced customer service by allowing remote electric meter disconnect or activation; and improved system reliability through the real time reporting of service interruptions.</p> <p>Funding for this project was originally established in the 2015-2016 Fiscal Budget. Associated project costs have been accounted for in the current utility rates and Budget.</p> <p>RECOMMENDED ACTION: Authorize the approval of a contract with Anixter in the amount of \$117,294.00 for the resources to replace electric meters; and a contract with PMI in the amount of \$644,200.00 for the resources to replace water meters; and a \$75,000.00 contingency to address any service issues that require repair or replacement and to address AMI module install & meter head exchanges which do not require meter replacement but the replacement of the 3-wire conductor and composite lid. This work is in conjunction with the AMI/AMR project.</p>	
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR: 
AGENDA PAGE NUMBER:	

BID TABULATION

PROJECT: AMR/AMI Electric and Water Meter Installations

OWNER: Village of Rantoul

By: Village of Rantoul, Department of Public Works – August 29, 2016 4:00pm
Cost Opinion: Electric \$119,000.00 and Water \$931,000.00

Bidder	Electric Proposal	Water Proposal	
Anixter Inc. GridAdvance Services Team 2208 South 14 th Street Mattoon, Illinois 61938 (800)-637-7121	\$117,294.00	N/A	
Professional Meters, Inc. 3605 N Route 47 Suite E P.O. Box 506 Morris, Illinois 60450 (815) 942-7000	\$169,670.00	\$644,200.00	
	\$		
	\$		
	\$		

Bid Title: Advanced Metering Infrastructure (AMI) Electric and Water Meter Installation
Category: Request for Proposal (RFP)
Status: Open

Description:

NOTICE TO BIDDERS

The Village of Rantoul (Village) will accept sealed Proposals for Request for Proposals (RFP) for Advanced Metering Infrastructure (AMI) Electric and Water Meter Installation. Proposals will be received at 333 S. Tanner, Rantoul, IL 61866 until 4:00 PM prevailing time on August 29, 2016.

Notice of Intent to Respond and the non-disclosure agreement (NDA) for details on Village meter locations and other data must be received by the Village at 333 S. Tanner, Rantoul, IL by August 1, 2016.

All forms are included in bidding documents and are available at the above address or on the Village website. Bidders shall comply with all requirements of bidding documents and shall submit all pertinent supplemental documentation per instructions.

The Village will make final selection of the vendor to perform the proposed services after August 29, 2016. The Village reserves the right to cancel any and all solicitations and to accept or reject in whole or in part, any and all proposals when it is in the best interest of the Village.

The Village may elect to cancel any and all solicitations, reject potential bids, and to waive bid defects when such action is deemed in the best interest of the Village. This determination will be at the sole discretion of the Village and/or its representatives.

Questions should be directed to Tom Asp at tasp@ctcnet.us and copy Peter Passarelli PPassar@village.rantoul.il.us. Persons requiring special accommodations (e.g large print) for this invitation to bid may contact Peter Passarelli at (217-892-6513) or PPassar@village.rantoul.il.us.

Publication Date/Time:

7/21/2016 10:00 AM

Publication Information:

News-Gazette

Closing Date/Time:

8/29/2016 4:00 PM

Submittal Information:

Scot Brandon

Bid Opening Information:

August 29, 2016 - 4:00pm

Related Documents:

[Attachment B Proposal Form Rev 5 20160719](#)

[Attachment C-W iPERL Installation Manual](#)

[Attachment D-W Eaton AMI Steps to Commission a Water Node](#)

[Attachment E-W RF Water Project Deployment and Troubleshooting](#)

[Attachment F General Insurance and License Requirements Rev 1 20160619](#)

[Attachment G Land Use Map Rev 1 20150118](#)

[Attachment J-E Node Installation Manual 1](#)

[Attachment J-E Node Installation Manual 2](#)

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
--------------------	-----------------------------------

ITEM: Advanced Metering Infrastructure and Automated Meter Reading – Eaton / Cooper Contract	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$2,108,600
ATTACHMENTS: (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: November 23, 2015

SUMMARY HIGHLIGHTS:

This Agenda item provides for a contract with Eaton / Cooper Power Systems, LLC. for the implementation of the Advanced Meter Infrastructure (AMI) and Automated Meter Reading (AMR) systems for the Village’s electric, water, and natural gas utility systems.

The Village initially advertised in July 2014 for engineering firms to assist in the AMI / AMR vendor Request For Qualifications (RFQ) advertisement and review process. CTC Technology & Energy, an engineering and business consulting firm, was selected and has provided guidance during the vendor submittals, evaluations, interviews, and contract development. The short list of vendors were interviewed and evaluated in May 2015 and Easton / Cooper Power Systems, LLC was chosen as the entity that provided the best system to match the Village’s needs. CTC & the Village have been striving to finalize a working agreement with Eaton / Cooper. As the project progresses, there will be additional vendors selected / contracts developed to support the implementation of the three utilities.

The AMI & AMR systems will provide improved recording of customer utility use; enhanced customer service by allowing remote meter disconnect or activation; and improved system reliability through the real time reporting of service interruptions.

The initial efforts were included in the 2015-2016 Fiscal Budget. As the deployment progresses, funds will be will be allocated in upcoming budget years as follows:

Summary by deployment year:	Year 1	Year 2	Year 3
Material & Services (Electric)	\$783,331	\$782,603	\$0
Installation (Electric)	\$223,960	\$113,820	\$0
Material & Services (Water)	\$178,284	\$853,184	\$318,332
Installation (Water)	\$99,375	\$528,655	\$230,530
Material & Services (Gas)	\$0	\$121,738	\$22,238
Installation (Gas)	\$0	\$36,705	\$6,705
Sub-Totals	\$1,284,950	\$2,436,705	\$577,805

RECOMMENDED ACTION: Authorize the approval of an agreement with Eaton / Cooper Power Systems in the amount of \$2,108,600 to implement the initial steps of the AMI/AMR project.

DEPARTMENT HEAD APPROVAL:
G. Gregory Hazel, P.E.

VILLAGE ADMINISTRATOR:

AGENDA PAGE NUMBER:

Village of Rantoul
AMI Deployment Summary
 November 20, 2015

I. Summary by vendor/contract:

Item	Estimated Cost	Description	Source
1. Eaton AMR	\$1,807,000	Electric AMI Meters, Network, software, Water & gas modules, support services (500 remote disconnect meters included)	Eaton Contract
1.a Eaton AMR	\$301,600	System wide remote disconnect meters (6032 additional remote disconnect meters)	Eaton Contract
2. HD Supply	\$779,000	Water Meters	HD Supply Contract
3. Other	\$172,100	Hardware, cable & support	Multiple vendors & Purchase Orders
4. Electric & Gas Meter Installations	\$381,200	AMI Network, software, electric/gas module installs	Internal Labor, supplemented with contract labor as needed
5. Water Meter Installs	\$858,600	Water Meter and AMI Module installations	RFP to be issued with vendor(s)
TOTAL	\$4,299,500		

II. Summary by deployment year:

	Year 1	Year 2	Year 3
Material & Services (Electric) Installation (Electric)	\$783,331	\$782,603	\$0
Material & Services (Water) Installation (Water)	\$223,960	\$113,820	\$0
Material & Services (Gas) Installation (Gas)	\$178,284	\$853,184	\$318,332
Material & Services (Gas) Installation (Gas)	\$99,375	\$528,655	\$230,530
Material & Services (Gas) Installation (Gas)	\$0	\$121,738	\$22,238
Material & Services (Gas) Installation (Gas)	\$0	\$36,705	\$6,705
Sub-Totals	\$1,284,950	\$2,436,705	\$577,805

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE _____ OF _____
--------------------	-----------------------------------

ITEM: Advanced Metering Infrastructure and Automated Meter Reading - Update	DEPARTMENT: Public Works
--	---------------------------------

AGENDA SECTION:	AMOUNT:
------------------------	----------------

ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: October 30, 2015
--	-------------------------------

SUMMARY HIGHLIGHTS:
 This Agenda item provides for further discussion of the implementation of the Advanced Meter Infrastructure (AMI) and Automated Meter Reading (AMR) systems for the Village's electric, water, and natural gas utility systems.

The Village initially advertised in July 2014 for engineering firms to assist in the AMI / AMR vendor Request For Qualifications (RFQ) advertisement and review process. CTC Technology & Energy, an engineering and business consulting firm, was selected and has provided guidance during the vendor submittals, evaluations, interviews, and contract development. The short list of vendors were interviewed and evaluated in May 2015 and Eaton / Cooper Power Systems, LLC was chosen as the entity that provided the best system to match the Village's needs.

In June 2015, Mr. Asp (with CTC) presented an update to the Village Board and then coordinated a Eaton presentation & project overview on October 29, 2015.

The AMI & AMR systems will provide improved recording of customer utility use; enhanced customer service by allowing remote meter disconnect or activation; and improved system reliability through the real time reporting of service interruptions.

This project was included in the 2015-2016 Fiscal Budget. The Public Works staff is currently working to finalize the contract terms and will bring a contract to the Village Board in December 2015 for the initial phase of the AMR/AMI project.

RECOMMENDED ACTION: Discussion Only.

DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. 	VILLAGE ADMINISTRATOR:
--	-------------------------------

AGENDA PAGE NUMBER:

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM		PAGE ____ OF ____
ITEM: Consultant selection for feasibility study involving Advanced Metering Infrastructure and Automated Meter Reading	DEPARTMENT: Public Works	
AGENDA SECTION:	AMOUNT: \$37,990.00	
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: October 29, 2014	
<p>SUMMARY HIGHLIGHTS: This Agenda item provides for the selection of consulting services to conduct a feasibility study and business case analysis regarding the possible implementation of Advanced Meter Infrastructure (AMI) and Automated Meter Reading (AMR) for the Village's electric, water, and possibly natural gas utility systems.</p> <p>The Village advertised and requested proposals in July 2014 and eight (8) firms prepared submittals that were received on September 18, 2014.</p> <p>Following a thorough review and screening of all submittals, the top four (4) firms were evaluated on the following criteria using a numbered point system (0-5) to grade each selection criteria.</p> <ol style="list-style-type: none"> 1. Amount of experience of the team with similar projects. 2. Breadth of expertise on the team. 3. The written presentation skills of the project team as demonstrated in the response to RFP. 4. The demonstrated ability to complete projects on time. 5. The cost of the respondent's services for the consultant services. <p>A copy of the evaluation results are attached for your reference.</p> <p>CTC Technology & Energy, an engineering and business consulting firm, was selected and is recommended as the firm to perform the feasibility study to determine whether an AMI or AMR system makes good business sense for the Village of Rantoul. These systems typically will provide improved recording of customer utility use; enhanced customer service by allowing remote meter disconnect or activation; and improved system reliability through the real time reporting of service interruptions.</p> <p>This project was included in the 2014-2015 Fiscal Budget.</p>		
RECOMMENDED ACTION: Authorize the approval an agreement with CTC Technology & Energy in the amount of \$37,990.00 to conduct the AMI/AMR feasibility study.		
DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E.	VILLAGE ADMINISTRATOR:	
AGENDA PAGE NUMBER:		

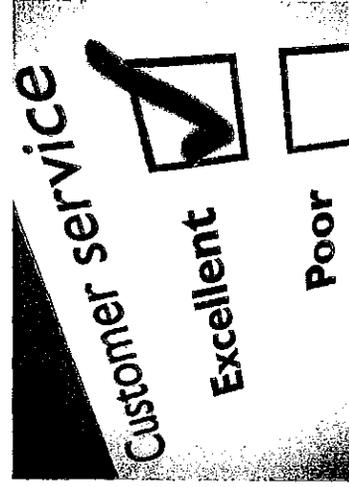
Summary of Customer Benefits

Benefit

- Connection to their service provider (not just a bill)
- Better, more timely information
- Elimination of estimated reads
- Improved customer service, questions answered in real-time
- Improved reliability
- Improved outage response time / improved outage restoration time
- Restoration verification without inconvenient callbacks
- Better voltage and power quality
- Less severe, less frequent rate increases due to the utility's ability to manage costs & optimize efficiencies
- Integration of consumer-owned renewable generation sources
- More timely reconnects
- Option of prepaid metering
- Facilitation of move-ins / move-outs in real-time
- Utility savings on disconnects allows burden to be placed on non-payers rather than all customers
- Flexible billing days, rate options
- Quick identification of meter or service problems and water leaks
- Tools to improve energy efficiency and manage energy costs
- Education and empowerment

EATON
Powering Business Worldwide

Increased
Customer Satisfaction



Electric Usage/Interval Data

Feature

- Usage Information
- Interval/Demand Information

Benefit

- Billing readings
- Assistance with Billing questions
 - Compare to previous year/month
- Move-in/Move-outs
 - Time saver for Village personnel – Done from office versus going into the field
- Load Flow Studies
- Assistance with Billing Questions
- Rate Studies
- Load Factor Calculation
- Complex Billing
- Provide Info to Consumers to help them manage their energy usage

Water and Gas Usage/Interval Data

Feature

- Usage Information
- Interval/Demand Information
- Water Leak Detection
 - Minimum flow rate determines size of leak and can be used to determine source

Benefit

- Billing readings
- Assistance with Billing questions
 - Compare to previous year/month
- Move-in/Move-outs
- Flow Studies & Loss Identification
- Assist with Billing Questions
- Rate Studies
- Water Conservation and Identification of Watering Restriction Violations
- Water Leak Identification (w/ the size of the leak)
 - Early detection = smaller bill for the customer that is collectable by the Village
 - Enables suggestion of likely causes

Water Leaks

Device Name	Meter Number	Device Type	Leak Rate	Customer Info
<input type="checkbox"/> 100099 RF Water Commercial	100099	RF/W-Meter	3.085 gph	View Details
<input type="checkbox"/> 100104 RF Water	100104	RF/W-Meter	2.020 gph	View Details

Items Per Page: 10 25 50 4 Prev 1-2 of 2 Next



© 2015 Eaton. All rights reserved

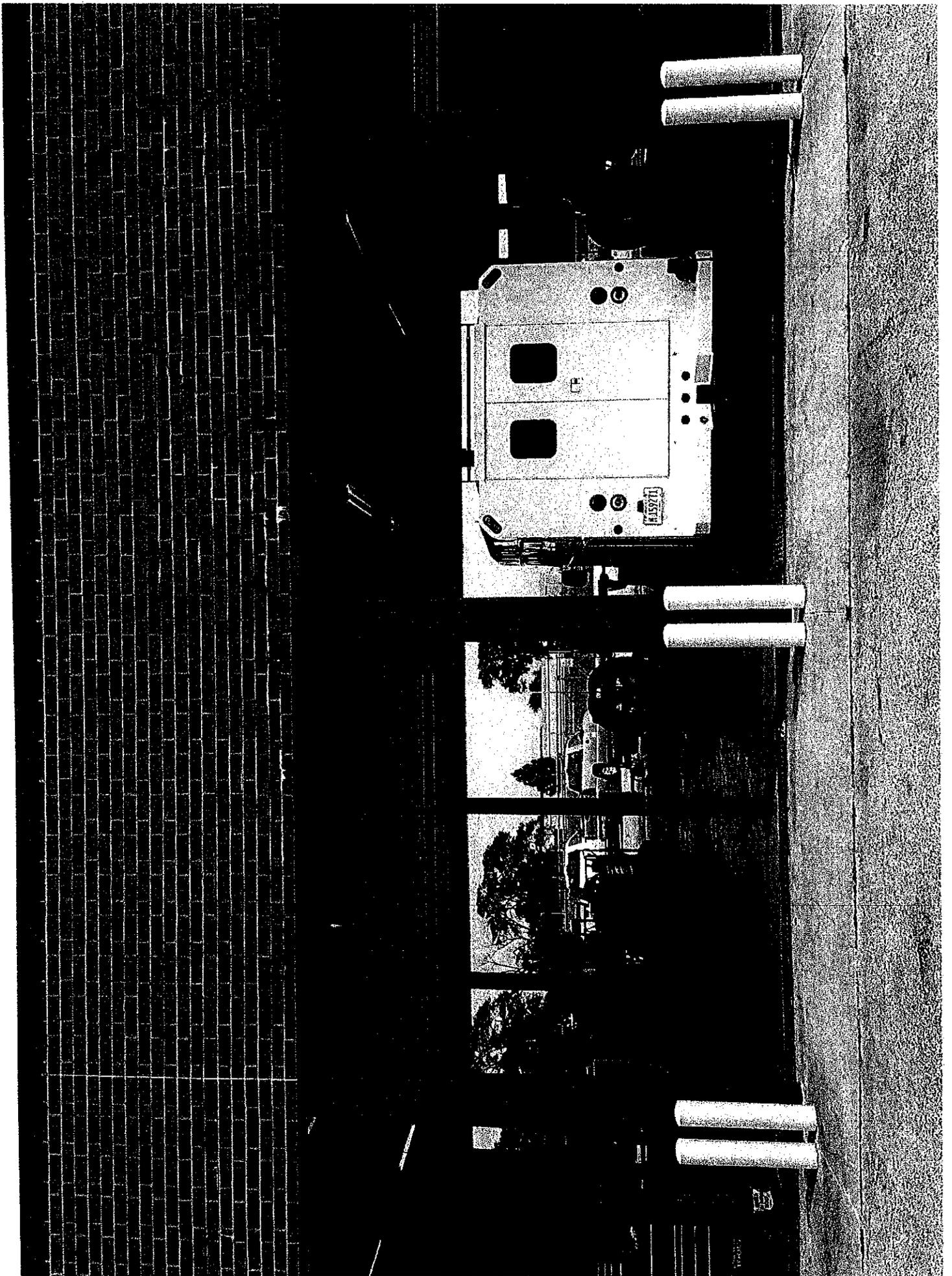
**Cooper
Power Systems**
by **Eaton**

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Fleet Maintenance Bay Doors	DEPARTMENT: RECREATION
AGENDA SECTION:	AMOUNT: \$38,000
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: August 30, 2016
<p>SUMMARY HIGHLIGHTS: This agenda item is requesting approval for reconstruction of the overhead door opening at our Fleet Maintenance shop to accommodate all Village fleet. We went out for bid on this project in April 2015 and received no bids. Since that time I have been recruiting any construction company I could find to submit a proposal for this project. Broeren Russo Builders Inc. has submitted a proposal in the amount of \$38,000 which is within our budgeted amount for this project. The goal of this reconstruction is to demo 2 single bay door openings and convert this opening into one single opening with increased width and height. At the current time there are multiple pieces of equipment which we are unable to get into the shop for service. These pieces of equipment include the 1500lb fork lift, vactor, tree spade truck and snow plow equipment. This will also help with future fire truck, bucket truck and endloader equipment as they are becoming larger. With your approval we will move forward with the contract and schedule the work to be completed before winter.</p>	
<p>RECOMMENDED ACTION: Requesting approval for Broeren Russo Builders Inc. to reconstruct two fleet maintenance overhead bay doors into one large overhead bay door in the amount of \$38,000.</p>	
DEPARTMENT HEAD APPROVAL: Luke A. Humphrey	VILLAGE ADMINISTRATOR: 



Project name Rantoul - Maint. Bldg OHD
100 W Flessner Ave
Rantoul
IL 61866

Estimator ALH

Labor rate table 2016/2017 Rate Table

Equipment rate table 2016 Equipment

Job size 1 ea

Bid date 8/31/2016 9:00 AM

Notes **Scope Includes:**

- Broeren-Russo supervision
- Dumpster
- Demolition of two existing overhead doors
- Demolition of brick and block above existing overhead doors to allow for new structural steel framing and infill
- Demolition of two concrete/steel pipe bollards @ exterior of building
- Furnish and Installation of one 22'-2" x 14' OHD provided by Deni's Doors
- Fab and Erect Structural Steel per drawing provided by Engineering Resource Associates, Inc.
- Concrete Patchwork necessary caused by demo
- Infill work and Metal Siding
- Roof Flashing

Exclusions:

- Demo of existing HVAC at Ceiling
- Demo and relocation of Electrical at Ceiling
- Site Security after hours

Description	Quantity	Total	
		Unit Cost	Amount
2000 DEMOLITION/SITEWORK			
2050 Demolition			3,650
DEMOLITION/SITEWORK			<u>3,650</u>
3000 CONCRETE			
3300 CIP Concrete			2,021
CONCRETE			<u>2,021</u>
5000 METALS			
5055 Lift Equipment			1,629
5120 Structural Beams			6,860
5400 Metal Stud Framing			2,115
METALS			<u>10,603</u>
7000 THERMAL/MOISTURE			
7190 Vapor Barriers			273
7200 Insulation			654
7400 Preformed Roofing/Siding			3,712
7600 Flashing & Sheet Metal			1,334
THERMAL/MOISTURE			<u>5,974</u>
8000 DOORS & WINDOWS			
8300 Overhead Doors/Equip			7,711
DOORS & WINDOWS			<u>7,711</u>
9000 FINISHES			
9262 Hang Gyp Board			1,816
FINISHES			<u>1,816</u>
16000 ELECTRICAL			
16010 Electrical Systems			1,584
ELECTRICAL			<u>1,584</u>

Estimate Totals

Description	Amount	Totals	Rate
Labor	8,259		
Material	5,548		
Subcontract	18,038		
Equipment	1,515		
Other			
	<u>33,360</u>	33,360	
General Conditions	1,185		
Broeren-Russo Fee	3,455		10.000 %
	<u>4,641</u>	38,000	
Total		38,000	