

**Rantoul Village Board of Trustees
Regular Study Session**

March 7, 2017

Order of Business

Board Packet Page(s)

- 1. Call to Order – Mayor Smith**
Roll Call
- 2. Public Participation**
Citizens wishing to address the Village Board with respect to any item of business listed upon the agenda or any matter not appearing on the agenda are asked to complete a public participation form and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.
- 3. Items from Trustees**
- 4. Items from the Mayor**
 - A) Appointments to new Planning and Zoning Commission 1
- 5. Items from Clerk**
- 6. Presentation by Michelle Ramage and Big Brothers and Big Sisters**
- 7. Items for the Consent Agenda**
 - A) Approval of Minutes, Regular Study Session, February 7, 2017
 - B) Approval of Minutes, Regular Board Meeting, February 14, 2017
 - C) Approval of Bills and Monthly Financial Reports
- 8. Administrator Report**
 - A) Early Separation Incentive Program 2
 - B) Updates to Micro Loan Program 3-10
- 9. Items from Community Development**
 - A) Intergovernmental Agreement for Regional Analysis of Fair Housing 11-12
- 10. Items from Public Works**
 - A) Design Engineering Agreement with BHMG for 69kv transmission line 13-19
 - B) Purchase new meters from HD Supply Waterworks - \$186,211.00 20-24
- 11. Items from Comptroller**
 - A) Budget Amendments BA-FY #17-04 (Public Works) 25
- 12. Items from Counsel**
 - A) Purchasing Policy Update
- 13. Adjournment**

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: Employee Separation Incentive	DEPARTMENT: Administration
AGENDA SECTION:	AMOUNT: TBD
ATTACHMENTS: (X) ORDINANCE () RESOLUTION () OTHER (See Summary Highlights) () SUPPORTING DOCUMENTS	DATE: 03/07/2017
<p>SUMMARY HIGHLIGHTS: As part of our ongoing efforts to look for ways to reduce costs I would like to propose an early separation incentive for the full boards consideration. The proposal will be offered to the follow class of employees: 60 years of age with at least 20 years total service to the village. The separation incentive will be based on health insurance and will NOT be in IMRF based retirement. The following parameters and timeline is proposed:</p> <p>March 2017 Adopt Full Plan May 1, 2017 Plan goes into effect (open enrollment into the program) August 1, 2017-Any eligible employee will have to notify the village administrator in writing they plan to opt into the plan. Once submitted the decision cannot be revoked. August 1, 2017-April 30, 2018-Employeess will have this time to actually separate employment with the village or retire. Once they enroll they can stay through April 30, 2018, which is the end of the fiscal year.</p> <p>The proposed incentive will consist of the follow: The village shall cover for two years the full cost of employee only insurance. The village shall cover for two years 40% of the costs associated with employee +1 and family insurance. Employees will not be allowed to take a more expensive plan. For example, if Joe Smith is on single insurance, he will not have the option to change to employee +1 or family. If an employee has employee +1 coverage or family, they can opt to take the single coverage instead as long as they can show proof of credible coverage for dependents.</p> <p>For any employee who accepts this incentive, with the exception of one position, their positions will remain open for at least two years. The total potential annual savings if fully utilized is approximately \$180,000 in the corporate fund and \$44,000 in the utility fund. I will present a spread sheet at the study session that includes each position that is eligible for the plan.</p>	
RECOMMENDED ACTION: I recommend approving the ordinance authorizing the early separation incentive	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 2

ITEM: Micro Loan Program Changes	DEPARTMENT: Administration/Economic Development
AGENDA SECTION:	AMOUNT: N/A
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 03/07/17
<p>SUMMARY HIGHLIGHTS:</p> <p>The micro loan program was established in 1995 to assist in the expansion, retention and creation of new businesses in the downtown area. Aside from expanding the program area to the entire community, no significant changes have been made to the program since its inception.</p> <p>Last summer staff proposed some changes to the program that dealt with appointments to the board. Those changes included replacing the appointment of an environmental expert to the appointment of an at-large member and changing the appointment of two trustees to the Mayor or his/her designee and the Village Administrator or his/her designee. This allows for someone from the staff who is here full-time to attend the meetings. The total number of committee members remained the same at seven (7). Another approved change included designating only businesses located in commercially or industrially zoned districts as being viable recipients for the program funds.</p> <p>Since I have been able to be more active on this board I feel other additional changes are needed to ensure the longevity of the fund and to ensure the funds can be utilized for what the participants really need. Attached to this staff report is an updated program description and proposed lending guidelines. I have included the proposed changes below in a brief summary form:</p> <ol style="list-style-type: none"> I. Loan minimum set at \$7,500; the loan max will increase from \$50,000 to \$100,000 II. The minimum interest rate will continue to be 2% and the maximum rate will continue to be 10%, however the new guidelines allow the loan committee to adjust the interest rate from time to time III. Eligible expenses will now include inventory and working capital IV. Bank of Rantoul will continue to administer the program; however all applications will now come through staff. Staff will put all pertinent information together and bring to the committee. The committee will evaluate each application based on the new guidelines and then approve a recommendation to the village board. The board will have to approve all loans. 	

The micro loan committee met on Thursday March 2 to discuss the proposed changes and voted to recommend them to the village board. Our goal is to continue to ensure the program meets the objectives of supporting job creation and increased property values and sales tax revenue to the community.

RECOMMENDED ACTION: Approve the ordinance amending the micro loan program to include the new guidelines as recommended by the committee

DEPARTMENT HEAD APPROVAL:

VILLAGE ADMINISTRATOR:
Jeffrey Fiegenschuh, Administrator

VILLAGE OF RANTOUL LOAN PROGRAM GUIDELINES
2017-2019

- Intent:** To provide gap financing to new and existing businesses within Rantoul for the creation and retention of jobs.
- Staff Role:** All loan applications will be submitted to the Village Administrator or his/her designee. Staff will evaluate each application and provide an analysis to the micro loan committee for further consideration. See attached sheet for the application process.
- PROGRAM BOARD:** The board shall consist of 7 members. They include; two (2) members having lending experience with a commercial lending institution; one (1) member having significant experience with retail or service commercial business; one (1) member having significant experience with an industrial business; one (1) at-large member; two (2) members from the municipality-The Mayor or his/her designee and the Village Administrator or his/her designee. The Mayor or his/her designee shall chair the board meetings. **The board is a recommendation body only. The group will recommend loans for approval by the Village Board of Trustees at the following regularly scheduled board meeting.**
- WHERE:** The program area will cover any commercial or industrial business located within a commercial or industrial zoning classification within the corporate limits of the Village of Rantoul.
- INTEREST RATE:** Interest rate shall be no less than 2% and no greater than 10% and may be adjusted from time to time by the loan committee.
- Loan Terms:** **Minimum loan shall be \$7,500 with a maximum loan of \$100,000.**
- PROGRAM CRITERIA:** Acquisition, construction, installation, renovation, repair or other improvements to real estate and buildings for commercial business. Machinery and equipment may be included along with furniture, fixtures, working capital and inventory. Existing debt refinancing is **NOT** eligible for funding.
- COLLATERAL:** Collateral is required. The amount required will be determined on a case by case basis by the program board.

Application Process:

An application will only be reviewed after receipt of all application materials listed below. The approval letter must be issued before loan proceeds can be disbursed.

1. Meet with Village Economic Development staff to review the scope of the project and receive a copy of the program application.
2. Submit completed application in its entirety in hard copy or digital version to the Village Economic Development Department. Items included in the application are:
 - a. Business Plan, including detailed sources and uses of all funds
 - b. Business financial statements, including 3 years of projections showing loan repayment capacity
 - c. Resume, Personal financial statement and most recent tax return for all principals
3. Once an application is received, the Loan Committee will review the application for compliance with the program. Following that review, they will either:
 - a. Approve the application as submitted. If approved by the Committee, an award letter and notice to proceed will be issued.
 - b. Issue a letter requesting more information be provided
 - c. Issue a letter of denial explaining the review committee's actions (applicant may revise the plan and resubmit)
4. If the project requires a building permit, applicants must receive that permit before work can begin.

Payment Process:

All loan documentation will be prepared by the Bank of Rantoul for the benefit of the Village. Funds will be disbursed upon written request of borrower. Depending on the use of funds, if real estate related, a title company may be used to ensure bills are paid and liens are waived.

Additional Notes

- Funds are awarded on a first-come, first-served basis until the total program budget is exhausted.
- The amount the program is able to approve for reimbursement will not always be equal to the maximum amount due to the availability of funds.
- This loan program is a use of Village funds and, as such, is subject to an open, public process. The Loan Committee meetings are public, as are Village Board meetings where the application may be discussed. Applicants should be aware that their personal and business information could be subject to FOIA requests.

Loan Committee Decision Criteria

BORROWER

- Willingness to repay: credit references and background experience
- Ability to repay: cash flow from other outside income

BUSINESS/USE OF FUNDS

- Community Benefit (blight reduction, increased EAV, increased sales tax base Etc.)
- Sustainability of business
- Creation of value within Rantoul

ADDITIONAL FACTORS

- Minority-owned business
- Benefit to Village growth and infill plans

Program Application

Applicant Information

Name Business Tax ID # or SSN

Street Address City State Zip

Phone Number Email

Business Location (if different)

Type and History of Business-

Amount of Loan Requested & Intended Use

Principals (include resumes of principals, co-signors & guarantors)

Number of Jobs Created or Retained _____

Description of Collateral

Other Committed Funding Sources

Business References, including phone numbers

Statement of Community Benefit (i.e. provide needed goods/services, increase traffic to a shopping area)

Applicant Disclosure Statement

I _____ (Applicant) assert that the preceding information is true and correct and that the loan funds will be used as stated by me in this Application.

Applicant (please print name)	Date
-------------------------------	------

Applicant Signature

Owner Disclosure Statement

(Required if Applicant is not the property owner of the parcel being improved)

I _____ (Owner) certify that I, as owner of the property at _____, give _____ (Applicant) authority to implement the described improvements at the property. I further acknowledge that the Village of Rantoul assumes no liability in the event of any dispute between the Owner and Applicant concerning any building improvement work undertaken by the Applicant.

Owner (please print name)

Date

Owner Signature

Property Address

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE 1 of 2

<p>ITEM: Intergovernmental Agreement for the Completion of a Regional Analysis of Fair Housing</p>	<p>DEPARTMENT: Community Development</p>
<p>AGENDA SECTION:</p>	<p>AMOUNT: \$0.00</p>
<p>ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input type="checkbox"/> SUPPORTING DOCUMENTS</p>	<p>DATE: February 28, 2017</p>
<p>SUMMARY HIGHLIGHTS: A regional fair housing analysis is required by HUD. The agreement would allow the Village of Rantoul to join other HUD funded agencies to complete and submit a single analysis.</p>	
<p>RECOMMENDED ACTION: Approval of the intergovernmental agreement.</p>	
<p>DEPARTMENT HEAD APPROVAL: </p>	<p>VILLAGE ADMINISTRATOR: </p>
<p>AGENDA PAGE NUMBER:</p>	

BOARD OF TRUSTEES
VILLAGE OF RANTOUL

AGENDA ITEM

PAGE 2 OF 2

<p>SUBJECT: Intergovernmental Agreement for the Completion of a Regional Analysis of Fair Housing</p>	<p>DEPARTMENT: Community Development</p>
<p>BACKGROUND/DISCUSSION: In 2015, the U.S. Dept. of Housing & Urban Development (HUD) established the final rule on Affirmatively Furthering Fair Housing (AFFH rule) which created a standardized process for fair housing planning. Under this rule, the Village of Rantoul is required to analyze fair housing problems throughout Champaign County, Ford County, and Piatt County.</p> <p>The AFFH rule allows communities to complete a single study, which HUD is encouraging. The Village of Rantoul, City of Champaign, City of Urbana, the Housing Authority of Champaign County, the Piatt County Housing Authority, and the Ford County Housing Authority all have the same study area.</p> <p>Along with the initial six entities, the Champaign County Regional Planning Commission, City of Danville, Danville Housing Authority, and the Vermillion County Housing Authority also wish to join the analysis. This would expand the study area to include Vermillion County.</p> <p>Instead of each agency having to pay to analyze the same area, all of the communities would share the cost. The only anticipated cost to complete the study would be staff time.</p>	
<p>AGENDA PAGE NUMBER:</p>	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

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

ITEM: Design Engineering Agreement with BHMG	DEPARTMENT: Public Works
AGENDA SECTION:	PROJECT AMOUNT: \$74,400.00 Design Engineering
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: February 14, 2017

SUMMARY HIGHLIGHTS:

This Agenda Item provides for an engineering agreement with BHMG to design a 69kv transmission line from the existing 69kv line along the south side of Route 136 (beginning west of Evans Road) to the Industrial Park Substation (west side of Jeld Wen). This new line will be approximately 1,600' and consist of self-support poles along with direct embedded poles.

Following a review of qualifications and site visits with firms familiar with local electric transmission design, the Village secured a proposal from BHMG based on similar work experience with municipalities, familiarity with the Rantoul electric T&D and generator systems, and their proposed straight forward approach in their project design.

This project provides for the construction of a second 69kv source into the Industrial Substation (west side of Jeld Wen) which will provide an alternate means to serve this substation and the Prospect Substation. Having increased system flexibility will improve system and service reliability to the Village's industrial customers and offer a means to better ensure service restoration should a storm similar to the spring 2014 event re-occur.

Funding for this project is included in the 2016/2017 Budget.

RECOMMENDED ACTION: Authorize the approval of an engineering agreement with BHMG in the amount of \$74,400.00 for the design and engineering of a 69kv transmission line from the existing 69kv line south of Route 136 to the Industrial Park Substation.

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

AGENDA PAGE NUMBER:



Industrial Park 69 KV Line

Engineering Proposal

for

Village of Rantoul
200 West Grove Avenue
Rantoul, IL 61866

By

BHMG Engineers, Inc.
630 Jeffco Blvd.
Arnold, MO 63010

January 6, 2017



Overview:

The Village of Rantoul is considering installing a 69 KV transmission line from the existing 69 KV line south of Route 136 to the Industrial Park Substation. This will provide the Industrial Park Substation with a second 69 KV source. The new line will be approximately 1,600 feet and consist of self-supported poles along with direct embedded poles.

BHMG was approached to provide an engineering proposal for the design and engineering of the transmission line and switch locations. A detailed list of the services included in the proposal are listed below in the Scope of Work.

Scope of Work

BHMG will provide the following services for this project.

- Design Development
 - Kick-off Meeting to discuss design criteria and options
- Easement Support
 - Assist the Village in acquiring the easement from County Rd. 3000N to Route 136.
 - Provide the plat and easement documents for the acquired easement.
 - Provide survey data for the acquired easement.
- PLS-CADD Modeling and Steel Pole Design
 - Develop a PLS-CADD model of the proposed transmission line using the survey data provided by the Village.
 - Create the steel pole loading tree based on the design criteria determined by the Village.
 - Prepare bid documents and drawings for the steel pole bidding process.
 - Assist the Village in requesting bids for the steel poles and provide technical assistance during the bidding process.
- Construction Drawings and Final Design
 - Develop a Plan and Profile and framing details for the transmission line.
 - Perform all required foundation design based on the Village-provided soil boring reports.
 - Arrange and attend the 90% review meeting.
 - Provide a material list for any material required on the project.



- Prepare bid documents and drawings for the line construction portion of the project.
- Assist the Village in requesting bids for the construction and provide technical assistance during the bidding process.
- Project Management
 - Prepare contract documents for steel poles and line construction.
 - Acquire the IDOT, EcoCAT, and Cultural Review permits if needed.
 - Prepare and update the project schedule.
 - Provide record drawings after construction is completed.
 - Provided sag and tension details.

Engineering Proposal

The engineering and project management services as described in the Scope of Work can be completed for a not-to-exceed fee of \$74,400.00.

The construction observation portion of the project has not been included in this proposal. BHM can provide these services via time and expense method, on an as-needed basis.

Upon review of this proposal we welcome the opportunity to meet to discuss the project and next steps.

Standard Billing Rates

BHMG Engineers, Inc. and BHMG Service Corp

Beginning May 2016

<u>Classification</u>	<u>Hourly Rate</u>
Principal	\$192.00
Project Engineer	\$167.00
Engineer 4	\$155.00
Engineer 3	\$149.00
Engineer 2	\$132.00
Engineer 1	\$115.00
Engineering Intern 2	\$ 82.00
Engineering Intern 1	\$ 75.00
Senior Designer	\$159.00
Designer 3	\$125.00
Designer 2	\$115.00
Designer 1	\$101.00
Clerical	\$ 69.00
Senior Technician	\$167.00
Technician 3	\$146.00
Technician 2	\$119.00
Technician 1	\$109.00

- Out of pocket/actual expenses will be in addition to the rates listed above.
- Rates are reviewed annually, in May.



MANHOOR ESTIMATE

Client: Village of Rantoul
 Project: Industrial Park - 69kV Transmission Line
 Project No.: B899

Date: 1/4/2017
 Estimator: LCP
 Checked: VJB

ITEM	Principal	Project Engineer	Engineer	Designer	CAD	Admin	Total	Other Expense
DESIGN DEVELOPMENT								
Kick-Off Meeting	12		12					
Review Meeting (Internal)	2		2					
Subtotal Design Development (Hours)	14	-	14	-	-	-	28	
Subtotal Design Development (Fee)	\$ 2,688	\$ -	\$ 2,086	\$ -	\$ -	\$ -	\$ 4,774	\$ 1,000
PLS CAD MODELING/STEEL POLE SPEC.								
Survey Data Entry			4					
PLS-CADD Modeling	4		40					
Steel Pole Loading Drawings	8		8		8			
Steel Pole Specifications	8		4			10		
Tech. Queries / Clarifications	4		4					
Bid Opening / Evaluation	-		-			2		
Subtotal Steel Poles (Hours)	24	-	60	-	8	12	104	
Subtotal Steel Poles (Fee)	\$ 4,608	\$ -	\$ 8,940	\$ -	\$ 840	\$ 828	\$ 15,216	\$ 1,000
CONSTRUCTION DRAWINGS/DESIGN								
Drawings:								
Plan & Profile	8		16					
Framing Detail	8		20		8			
Material List	8		4			2		
Technical Specifications	16		8			24		
Foundation Design (Outside)								\$ 6,000.00
95% Review Meeting	12		12			-		\$ 1,000.00
Final Revisions - Dwgs. & Specs.	2		4		4	2		
Tech. Queries / Clarifications	8		4					
Pre - Bid Conference	12		12			1		
Bid Opening / Evaluation	-		-			2		
EcoCat/Cultural Resources Review	8							\$ 2,000.00
Subtotal Construction Doc. (Hours)	82	-	80	-	12	31	205	
Subtotal Construction Doc. (Fee)	\$ 15,744	\$ -	\$ 11,920	\$ -	\$ 1,260	\$ 2,139	\$ 31,063	\$ 9,000
EASEMENT SUPPORT								
Meeting with Landowner	12							
Easement Document (Outside)								\$ 10,000
Subtotal Easement Support (Hours)	12	-	-	-	-	-	12	
Subtotal Easement Support (Fee)	\$ 2,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,304	\$ 10,000
ENGINEERING/MATERIAL SUMMARY								
Total Hours	132	-	154	-	20	43	349	
Fee/hour	\$192	\$167	\$149	\$125	\$105	\$69		
Fee	\$25,344		\$22,946		\$2,100	\$2,967	\$53,400	\$21,000

\$74,400

Village of Rantoul
Proposed Electric
Extension

Substation

69kv Wire

Proposed 69kv



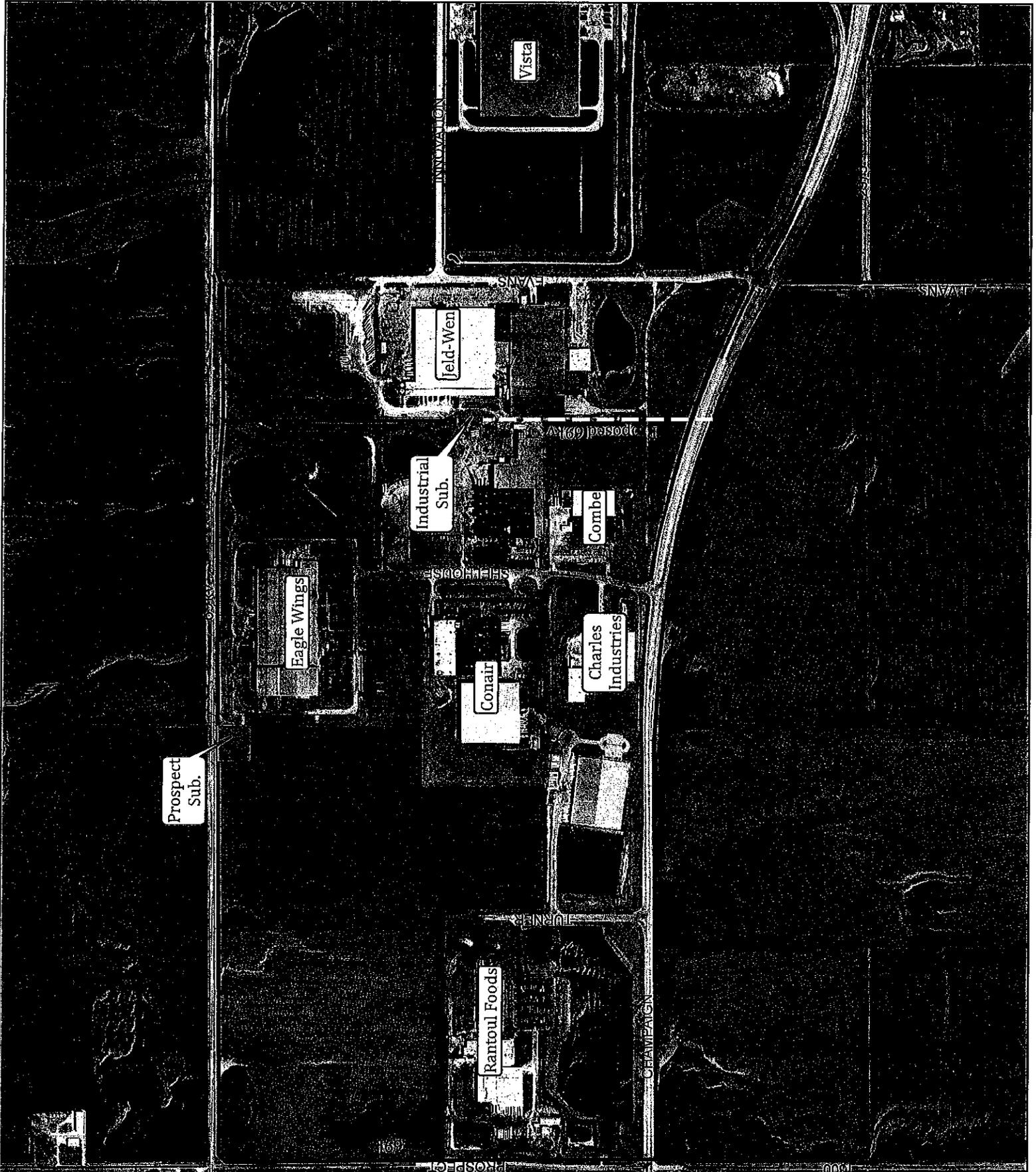
07/18/2016

Village of Rantoul
Public Works Dept.
200 W. Grove Avenue
Rantoul, IL 61866
(217) 892-2178

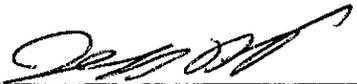


2014 Aerial Image provided by
Champaign County GIS Consortium

NOTE: This product was prepared for informational
and general reference purposes. The Village of Rantoul
and its employees assume no liability for omissions or
inaccuracies in the information provided.



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM	PAGE ____ OF ____
ITEM: Water Meter Purchase – HD Supply Waterworks	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$186,211.00 - Total \$176,211.00 - Water \$ 10,000.00 - Contingency
ATTACHMENTS: () ORDINANCE () RESOLUTION (X) OTHER (See Summary Highlights) (X) SUPPORTING DOCUMENTS	DATE: February 28, 2017
<p>SUMMARY HIGHLIGHTS: This Agenda item provides for the purchase of the larger (1-1/2", 2", 3", 4" & 6") water meters and the associated materials through HD Supply Waterworks for the next phase of the water meter replacement project. The Sensus IPERL & OMNI meters were priced, evaluated and selected during the early stages of the meter replacement process and HD Supply was the regional and low priced vendor. The smaller (3/4" & 1") meters were received in the fall of 2016.</p> <p>Professional Meters Inc. (PMI) was approved in September 2016 as the contractor to schedule and replace the water meters. PMI is scheduled to begin the replacement of the residential meters in late March.</p> <p>The anticipated materials required for this work is \$176,211.00. A contingency fund of \$10,000.00 is requested in order to secure any additional materials or quantity adjustments that might be encountered during this phase.</p> <p>Funding for this project was included in the previous and current Fiscal Budgets.</p>	
<p>RECOMMENDED ACTION: Authorize the approval of a contract with HD Supply Waterworks in the amount of \$176,211.00 with a \$10,000.00 contingency, for the purchase of new water meters (1-1/2", 2", 3", 4" & 6") and the associated materials to replace meters in conjunction with the AMR project.</p>	
<p>DEPARTMENT HEAD APPROVAL: G. Gregory Hazel, P.E. </p>	<p>VILLAGE ADMINISTRATOR: </p>
AGENDA PAGE NUMBER:	



Bid Proposal for Rantoul Omni Meters

VILLAGE OF RANTOUL
 Bid Date: 02/06/2017
 HD Supply Bid #: 246331

HD Supply Waterworks
 115 N Cummings Lane
 Washington, IL 61571
 Phone: 309-444-3183
 Fax: 309-444-3644

Seq#	Qty	Description	Units	Price	Ext Price
10	150	3/4S IPERL 1G 3-TERM NORMAL	EA	115.00	17,250.00
20	150	1 IPERL 1G 3-TERM NORMAL	EA	185.00	27,750.00
30	30	1-1/2" OMNI C2 1GAL 8WHL CLL	EA	1,185.00	35,550.00
40	30	1.5" CF33-66S-2125NL SWVXM/FLG	PR	215.00	6,450.00
50	60	1-1/2X1/8 RUBBER MTR WASHER	EA	0.40	24.00
70	21	2" OMNI C2 1GAL 8WHL CLL METER	EA	1,270.00	26,670.00
80	8	2 BRNZ MTR FLANGE SET NO LEAD	EA	75.00	600.00
90	26	SPACESVR FLG 2" 4 BLT X 2 BLT 3/4" THICK W/ SS STUDS & NUTS	EA	85.00	2,210.00
120	17	3" OMNI C2 1GAL 8WHL CLL METER	EA	1,613.00	27,421.00
130	2	3" COMPANION FLANGE	EA	21.00	42.00
140	34	3X1/8 FLG ACC RR FF 304SS B&N	EA	12.00	408.00
160	6	4" OMNI C2 10GAL 8WHL 23"LL	EA	2,800.00	16,800.00
170	6	4 X 3/4" FILLER FLANGE	EA	130.00	780.00
180	13	4X1/8 FLG ACC RR FF 304SS B&N W/ 5/8X4 BOLTS	EA	21.00	273.00
200	1	OMNI 4" C2 METER 10G 8WHL PROJ	EA	2,800.00	2,800.00
220	2	OMNI 6" C2 10G 8WHL METER	EA	4,838.00	9,676.00
230	4	6X1/8 FLG ACC RR FF 304SS B&N	EA	30.00	120.00
250	10	PAIR TA46 1X1-1/2 TAPT ADAPT	EA	58.00	580.00
260	300	H10895 3/4 RUBBER MTR WASHER	EA	0.13	39.00
270	300	H10895 1 RUBBER MTR WASHER	EA	0.16	48.00
280	4000	3-STRAND 22 GAUGE WIRE	FT	0.18	720.00
				Sub Total	176,211.00
				Tax	0.00
				Total	176,211.00

**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:

<u>Item</u>	<u>Estimated Cost</u>	<u>Description</u>	<u>Source</u>
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:

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>
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 Meter Reading (AMR) Electric & Water Meter Replacement Contracts -	DEPARTMENT: Public Works
AGENDA SECTION:	AMOUNT: \$836,494.00 – Total <div style="text-align: right;"> \$117,294.00 – Electric \$644,200.00 – Water \$ 75,000.00 - Contingency </div>
ATTACHMENTS: (X) SUPPORTING DOCUMENTS	DATE: August 29, 2016
<p>SUMMARY HIGHLIGHTS: 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:	

