



## Regular City Council Meeting

Crest Hill, IL

September 02, 2025

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

### Agenda

#### Opening of Meeting:

Pledge of Allegiance

Roll Call

#### Minutes:

- [1.](#) Approve the Minutes from the Work Session Meeting Held on August 11, 2025
- [2.](#) Approve the Minutes from the Regular Meeting Held on August 18, 2025
- [3.](#) Approve the Minutes from the Work Session Held on August 25, 2025

#### City Attorney:

- [4.](#) Approve a Resolution Approving the Execution of an agreement by and between the City of Crest Hill and LocalGov Staffing Solutions for Recruitment Services Relating to the Search for a Director of Public Works

#### City Administrator:

- [5.](#) Approve an Ordinance Implementing a Non-Home Rule Municipal Grocery Retailers' Occupation Tax and a Municipal Grocery Service Occupation Tax in the City of Crest Hill, Will County, Illinois

#### Public Works Department:

- [6.](#) Approval of Pay Request Change Order #9 from Vissering Construction, Inc. with Direction to Send it to the IEPA for Approval for a Total Amount of \$127,228.00
- [7.](#) Approval of the City of Crest Hill 50/50 Tree Planting Program

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.

**City Engineer:**

- [8.](#) Award the Contract and have the Mayor Execute the Construction Contract Documents with D Construction Inc. for the 2025 MFT Pavement Patching Program (Section No 26-00000-02-GM) in the Amount of \$281,310.00.00
- [9.](#) Approve a Resolution Approving an Agreement for the Hillcrest Water Main Replacement Improvement by and between the City of Crest Hill, Will County, Illinois and Len Cox and Sons Excavating, Inc. for an Amount of \$1,795,366.25
- [10.](#) Approve a Resolution Approving an Agreement for Professional Design/Construction Engineering Services for 2024 Sanitary Sewer Cleaning and Televising for Lining Priority Areas 4 and 5 by and between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. for an Amount of \$35,960.00

**Community Development:**

- [11.](#) Approval of Permanent Exterior Holiday Lights on City Hall with the City of Crest Hill, Will County, Illinois and Vivid Outdoor Lighting in the Amount up to \$33,000.00

**Police Department:**

**Mayor's Report:**

- [12.](#) Proclamation-Payroll Week September 1-September 7, 2025

**City Clerk's Report:**

**City Treasurer's Report:**

- [13.](#) Approval of the List of Bills Issued through September 3, 2025, in the Amount of \$1,679,472.11
14. Approval of the Regular and Overtime Payroll from August 11, 2025, to August 24, 2025, in the Amount of \$282,344.89

**Unfinished Business:**

**New Business:**

**Committee/Liaison Reports:**

**City Council Comments:**

**Public Comment:**

**Executive Session:** If Called by Council for a Good Cause

**Adjourn:**

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
August 11, 2025

The August 11, 2025, the City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Treasurer Jamie Malloy, City Clerk Christine Vershay-Hall, Alderman Scott Dyke, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also Present were: City Administrator Blaine Wing, Police Chief Ed Clark, City Engineer Ron Wiedeman, Community & Economic Development Director Daniel Ritter, City Attorney Mike Stiff.

Absent were: Alderman Angelo Deserio, Finance Director Glenn Gehrke, Interim Public Works Director Julius Hansen, Community Development Consultant Ron Mentzer, Building Commissioner Don Seeman, Interim Human Resource Manager Dave Strahl.

Mayor Soliman, with Council concurrence, invited Lawrence George from the food pantry to address the City Council.

Lawrence George expressed his appreciation to the Council for their support of the Crest Hill Food Pantry, which has operated behind Hillcrest Shopping Center since Mayor Soliman helped establish it there. He described the pantry's success over the past 10-15 years in helping people overcome poverty, praised his team of volunteers, and highlighted their new tablet registration system called "Link to Feed" that tracks visitors across multiple pantries.

Mr. George then shared the pantry's financial challenges, stating that for years and years, they have been supported through fundraisers and the oldest fundraiser being 77 years old. Mr. George commented that with both he and his wife now retired, the pantry faces mounting debt of \$10,000.00 to \$20,000.00 and they are maxed on their debt with PNC. He outlined several potential solutions, including selling the house that serves as the pantry, finding businesses to purchase while keeping the pantry operational, or transferring ownership to the Family Outreach Program to qualify for grants. He then commented that they want to applaud all their volunteers and staff for all the hard work that they do. He then concluded by providing his contact number (815-730-9567) and asking for prayers and ideas to save the pantry.

**TOPIC: Josh Hassert Legislative Update**

Josh Hassert provided a legislative update from Springfield. He reported that the Illinois General Assembly adjourned the 2025 spring session on June 1st, with 432 bills passing both chambers. Notable items that failed to pass included transit reform, cannabis/hemp regulation, energy reform, and tier two pensions - all expected to be addressed during veto session.

Mr. Hassert detailed the budget situation, explaining that despite a \$1 billion shortfall, legislators passed what they called a "balanced budget" appropriating \$55.2 billion with assumed revenues of \$55.4 billion. Local government distributive fund (LGDF) funding remained flat - "nothing was taken away, but nothing was given either," he noted.

New revenue sources totaling \$88 million included tax amnesty, motor fuel tax transfers, sports betting increases, hotel tax revenue, and tobacco tax harmonization that raised taxes from 36% to 45% on wholesale prices, now including vapes and products like Zyn. The capital budget included \$8.2 billion in new capital and reappropriations.

On transit reform, Mr. Hassert explained that while the Senate passed a bill, the House refused to take it up due to controversial last-minute proposals including a \$1.50 per package delivery tax that would have applied to Amazon, FedEx, DoorDash, and grocery deliveries.

Regarding local issues, Mr. Hassert reported that Stateville planning continues with no concerning news about funding cuts. The State Police facility is moving forward, with plans to transfer over one hundred acres to the Forest Preserve for habitat restoration once construction is completed. He expects a busy veto session in October, happening a month earlier than usual.

Council members asked about the delivery tax feedback, and it was said that it had the most negative feedback and the transit reform impacts. Mr. Hassert explained that the proposed Northern Illinois Transit Association (NITA) would centralize CTA, Metra, and Pace operations, but suburban areas objected to Chicago-centric board representation.

**TOPIC: Exhibit A - Approval of Change Order No. 1 to add Abbey Lane to the 2025 Roadway Rehabilitation Program for a cost of \$100,000.00**

City Engineer Ron Wiedeman requested approval to add Abbey Lane to the 2025 roadway rehabilitation program for an additional \$100,000. He displayed a map showing the targeted streets in yellow and purple, explaining that during design work, they discovered many asphalt driveways had settled 2-3 inches behind the back curb, causing water to pool and freeze in winter, potentially damaging curb, and gutter.

Engineer Wiedeman commented that we had some money within the concrete flat work program, and we went and replaced all of those as part of that concrete flat work project this year. With Abbey Lane having the same "serious condition" rating as other scheduled streets, and with favorable bids saving approximately \$586,000.00 under budget, Engineer Wiedeman recommended including Abbey to complete the southern half of the subdivision.

Alderman Albert commented that it was nice to hear some good news that we are under budget on some of these projects and that they are coming in less than expected.

Mayor Soliman conducted an informal vote.

AYES: Ald. Kubal, Albert, Cipiti, Oberlin, Gazal, Jefferson, Dyke.

NAYES: Ald.

ABSENT: Ald. Deserio.



Mayor Soliman noted for the record that Alderman Deserio had texted that he was under the weather and unable to attend the meeting.

The item will appear on Monday night's agenda for formal approval.

Mayor Soliman asked to deviate to the City Administrator Updates, item #9 on the agenda.

### **CITY ADMINISTRATOR UPDATES:**

#### **Public Works Director Recruitment Presentations**

City Administrator Wing introduced two firms presenting their proposals for the Public Works Director executive search.

**Arndt Municipal Support** - James Arndt, President and CEO of Arndt Municipal Support, along with Scott Smith, a Retired City Manager presented first. Mr. Arndt highlighted their recent successes including searches for Mattoon City Manager, Salem City Manager and Police Chief, Charleston Public Works Director, and Casey Public Works Director (with twenty-five candidates and a finalist from Tampa Bay). They had ninety applicants for the Niles Village Manager position with sixteen candidates to present. Their approach includes tailored services, white glove treatment, proactive weekly communication, and use of the Maxwell DISC assessment for candidate fit.

Mr. Arndt commented that they offer three service options: full recruitment with on-site support and negotiation assistance; presentation of candidates with client handling interviews; or professional outreach only. When asked about Will County experience, they mentioned West Chicago's building official search but acknowledged limited local presence.

**LocalGov Staffing Solutions** - Lori Peterson, a certified staffing professional, presented their direct hire recruitment approach. She emphasized her 1,000+ public sector recruitments since 2007 and her company's launch in April 2023 with seven completed recruitments including Manhattan's accountant position. Ms. Peterson proposed reimagining the job advertisement to highlight Crest Hill's assets: the five-year-old public works facility, great fleet and equipment, opportunity to build a team due to vacancies, permanent administrator in place, new treatment plant, and Lake Michigan water project.

Her direct hire process eliminates application deadlines to move quickly in the candidate market, maintains constant communication with candidates, and uses fifteen different outreach methods beyond LinkedIn. The firm charges a small non-refundable retainer upfront; if they do not find a suitable candidate, they work for free until successful. When questioned about Public Works Director experience specifically, Ms. Peterson acknowledged she had not filled that exact position but expressed confidence based on her research showing limited competition in the current market.

Administrator Wing indicated staff would provide a side-by-side comparison in Friday's update for Council decision at Monday's meeting.

**TOPIC: Status Update on Public Act 102-0613 (Lead Service Line Replacement and Notification Act)**

City Engineer Ron Wiedeman, along with City Administrator Blaine Wing, presented a comprehensive update on the Lead Service Line Replacement and Notification Act.

Administrator Wing explained that after his arrival two months ago, information was brought to his attention following a retirement in Public Works. This led to weekly meetings involving both Engineering Firms, Public Works staff, Engineering staff, and Finance staff for the past five to six weeks.

Engineer Wiedeman explained that the act requires the owners and operators of community water supplies such as municipalities to develop and maintain a complete materials inventory of all service lines and to implement a comprehensive replacement plan of lead and galvanized with lead solder water services.

He also clarified responsibilities stating that in Crest Hill, Crest Hill is responsible for the water service from the water main to the b-box, then from the b-box to the resident or to the home would be the resident's responsibility.

Engineer Wiedeman provided a timeline of actions taken:

- August 2024: Started addressing fields in the inventory.
- September 2024: Strand helped identify homes built after 1986 using GIS and Zillow (significant because plumbing code changed that year, prohibiting lead solder)
- November 2024: IEPA requested the lead service line inventory by December 15th.
- December 15, 2024: Submitted inventory with Strand's help.
- January 2025: IEPA reviewed, provided comments, City resubmitted, and plan was accepted with completion deadline of April 2027

Engineer Wiedeman noted an important historical fact that in the early forties, the City of Joliet outlawed lead services and a lot of the older stuff that we here have in town does not mean they do not have any lead. He then stated confidently that lead is not something that we have to worry about here in Crest Hill.

The team's efforts have reduced the number of unknowns from 2,500 to 1,415, with 1,397 being public side unknowns and only 118 private side unknowns. Matt from Strand explained how they determined private side materials: Crest Hill in 2023 and 2024 did an extensive meter replacement program and then went through a ton of filing boxes and there were like 6500 services, and we went through each one and there was material that the plumbers would indicate on there.

Moving forward, the City plans to:

- Apply for \$50,000.00 grants for professional services over three years (\$150,000 total)
- Conduct surveys through letters, exploration digs, or metal detecting.
- Complete the inventory by end of 2025.
- Send required IEPA letters by end of August 2025
- Maintain a dedicated webpage with interactive maps.

Engineer Wiedeman demonstrated the interactive map at [gettheleadout.com/cresthill](http://gettheleadout.com/cresthill), showing current data: zero lead services, 140 galvanized services, and approximately 6,500 known services. Residents can click on their property to see what the City knows about their service lines.

Alderperson Oberlin expressed concerns about data preservation, stating that her concern is to make sure that we have the information going forward accessible and in five years from now we are not saying we did not keep a copy of that. Administrator Wing assured that data would be in the GIS database and publicly available, following the same color-coding system as sixteen other communities.

When asked about grant funding usage, Engineer Wiedeman confirmed it would be used for investigation purposes on both City and private sides. He also clarified that while the City is responsible for replacements from water main to b-box, Federal and State money is only available for lead replacements, not galvanized.

**TOPIC: Provide Direction Multi-Unit Dwelling and Two-Unit Duplex with Single-B-Box and Multiply Meters and/or Unit with Galvanized Water Services**

Engineer Ron Wiedeman presented two distinct situations requiring the Council's direction regarding properties with single b-boxes serving multiple units.

**Multi-Dwelling Units (Condos/Apartments)**

Engineer Wiedeman identified 228 locations where a single b-box feeds multiple units through a meter room. He then explained the problem is when there is a resident that does not pay their bill, the City has no way of turning off their water because there is one b-box that controls the entire residence.

Engineer Wiedeman commented that the proposed solution involves installing "alley meters" that allow remote shut-off capability. Engineer Wiedeman stated, the Utility Billing Supervisor, Regina, from her desk can turn that meter off. This way we do not have to send out any staff and she can just turn it off from her desk or turn it back on from her desk.

Administrator Blaine Wing noted the City already owns approximately 108 alley meters in stock. The estimated cost for completing all 228 locations would be approximately \$183,000.00. Engineer Wiedeman suggested spreading the work over four years at \$45,000.00 annually, with the Billing Department coordinating appointments and the Public Works Department either completing the work or hiring contractors.

Council members raised concerns about access, with the City Attorney clarifying that permission could be obtained from either property owners or tenants for common areas. Since these properties already complied with the recent meter replacement program, cooperation was expected to continue.

Mayor Soliman asked if anyone had any objections to getting more alley meters and no objections were raised.

## Raynor Area Duplexes

The second issue involved eighty-two duplex units (41 buildings) in the Raynor Avenue area, built before Crest Hill became a City. Engineer Wiedeman discovered these properties have a unique configuration which is a copper line from our water main to the b-box. Then they have one single b-box and that b-box then runs to about five to seven feet in front of the home where at that point, it splits to galvanize and then goes into the house.

This configuration prevents the City from shutting off water to individual units and creates inconvenience when plumbing work is needed. The proposed solution involves installing T-connections with two new b-boxes and running new copper lines to each residence, estimated at \$500,000.00 total.

Council extensively discussed payment options:

1. City pays 100% over multiple years.
2. City pays for right-of-way portion only; residents pay the rest.
3. Payment plan with 24-48 months at no interest
4. 50/50 cost split with payment plans
5. Incentive-based sliding scale (e.g., 80/20 for early sign-ups, 50/50 later, 25/75 final)

Council members expressed concern about the financial burden on residents, with cost estimates of \$12,000.00-15,000.00 per service replacement. It was then pointed out many properties are rentals owned by landlords who collect rent.

Alderman Albert asked if we could look into an SSA.

Administrator Wing suggested exploring a Special Service Area (SSA) as another funding option, though the Council noted only one previous SSA existed in the City's history, and they can be challenging if enough residents oppose.

City Attorney Mike Stiff raised an important consideration about treating all galvanized service properties consistently and stated that you need to give them the same type of potential financial accommodation as you are the others. This affects not just the 82 duplex units but potentially 60+ additional properties with galvanized services.

The Council consensus was to return with an incentive-based plan and draft letter, featuring the sliding scale discount model to encourage early participation.

## **TOPIC: Intergovernmental Agreement between Chaney-Monge School District 88, Richland School District 88A and the City of Crest Hill**

Police Chief Ed Clark presented the intergovernmental agreement for the School Resource Officer (SRO) program. He noted that since the December 2024 presentation, there had been many meetings with school officials and Officer Outlaw to develop the program structure.

Chief Clark explained that they have looked through several IGAs to produce what we thought was the best one, and thanked City Attorney Mike Stiff for his assistance. The agreement clearly delineates responsibilities and complies with the Juvenile Court Act, Illinois School Student Records Act, and Family Educational and Privacy Rights Act.

Key aspects of the agreement include:

- Three-way split of salary costs between the city and both school districts
- Shared costs for ongoing training and education
- Sole responsibility for discipline remains with schools.
- Goal is not to introduce children unnecessarily into the juvenile justice system.

Chief Clark emphasized that the goal is to foster communication and growth with the children of Crest Hill.

Aldersperson Oberlin raised a concern about Section 18b not specifically mentioning lockers in searches. The City Attorney explained that lockers, being school property, do not require the same privacy considerations as personal effects and can be searched at the school's request.

Aldersperson Oberlin asked what Officer Outlaws duties would be when schools are not in session and it was stated that Officer Outlaw would assist with investigations and potentially traffic enforcement. She retains all rights and benefits of a regular Crest Hill Police Officer. Chief Clark plans weekly check-ins with schools initially to ensure smooth program operation.

Alderwoman Gazal asked what Officer Outlaw's schedule would be and Chief Clark explained it would be randomized between the two schools to prevent predictability. He stated he does not want somebody to predict when the school resource officer is going to be there. Both superintendents coordinate to avoid scheduling conflicts.

Chief Clark commented that Officer Outlaw's activities at school would be doing classroom presentations, meeting with students, attending meetings, and becoming embedded with the school. Both schools have provided workspace for her.

Alderman Albert commented on Officer Outlaw's existing relationships with students where he has seen at least half a dozen kids go up and say hello to her at the back-to-school event.

Mayor Soliman conducted an informal vote.

AYES: Ald. Dyke, Jefferson, Gazal, Oberlin, Albert, Kubal.

NAYES: None.

ABSTAIN: Ald. Cipiti.

ABSENT: Ald. Deserio.

It was stated that the agreement will be voted on at Monday's Council meeting with a resolution making it retroactive to today's date, as Officer Outlaw began her informal duties with the school year's start. This will be a one-year deal and reevaluated at the one-year mark.

#### **PUBLIC COMMENTS:**

There were no public comments.

**MAYOR UPDATES:**

Mayor Soliman provided an update on the mobile DMV scheduled for Monday, October 20th from 10 AM to 2 PM, with setup and cleanup extending hours to 9 AM to 3 PM. He clarified that appointments will be required and handled through Representative Manley's office via telephone. The appointment schedule allows for two people every 15 minutes. The Mayor noted he would follow up about walk-in availability and confirmed that the mobile DMV will not offer road tests or written tests, only paperwork services. This information will be posted on the City website.

**COMMITTEE/LIAISON UPDATES:**

There were no committee/liaison updates.

**CITY ADMINISTRATOR UPDATES:**

City Administrator Blaine indicated he had nothing additional to report beyond the earlier presentations but wanted to thank Police Chief Ed Clark for his work, though the Chief had already left the meeting.

Attorney Stiff stated that there is a need for an executive session for 5ILCS 120/2(c)(1).

(#1) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to go into an executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Dyke, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: Ald. Deserio.

There being seven (7) affirmative votes, the MOTION CARRIED.

Executive Session 9:15 p.m.

(#2) Motion by Alderperson Oberlin seconded by Alderman Cipiti, to reconvene from the executive session on Personnel 5 ILCS 120/2(c)(1).

On roll call, the vote was:

AYES: Ald. Dyke, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: Ald. Deserio.

There being seven (7) affirmative votes, the MOTION CARRIED.

Reconvened 9:51p.m.

There being no further business before the Council, and no action needed from the executive sessions, the meeting is adjourned.

The meeting adjourned at 9:52 PM.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2025.  
As presented \_\_\_\_\_  
As amended \_\_\_\_\_

\_\_\_\_\_  
CHRISTINE VERSHAY-HALL, CITY CLERK

\_\_\_\_\_  
RAYMOND R. SOLIMAN, MAYOR

DRAFT

MINUTES OF THE REGULAR MEETING  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
August 18, 2025

The regular meeting of the City of Crest Hill was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Jamie Malloy, Alderman Scott Dyke, Alderman Angelo Deserio, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also present were: City Administrator Blaine Wing, Police Chief Ed Clark, Finance Director Glenn Gehrke, City Engineer Ron Wiedeman, Community & Economic Development Daniel Ritter, City Attorney Mike Stiff.

Absent were: Interim Public Works Director Julius Hansen, Community Development Consultant Ron Mentzer, Interim Human Resource Manager Dave Strahl, Building Commissioner Don Seeman.

APPROVAL OF MINUTES: Mayor Soliman presented the minutes from the Regular Meeting Held on August 4, 2025, per the memo dated August 18, 2025.

(#1) Motion by Alderman Jefferson seconded by Alderwoman Gazal, to Approve the Minutes from the Regular Meeting Held on August 4, 2025, per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

CITY ATTORNEY: There were no agenda items.

CITY ADMINISTRATOR: City Administrator Blaine Wing reported that he had no agenda items. He noted that he had forwarded information regarding upcoming agenda items for both the workshop and future Council meetings in his Friday update and was available for questions. No questions were raised.



PUBLIC WORKS DEPARTMENT: Mayor Soliman noted that the Interim Public Works Director Julius Hansen was on vacation and would be returning the following week. There were no agenda items.

CITY ENGINEER: City Engineer Ron Wiedeman requested to Approve a Resolution Approving an Agreement for Professional Engineering Services for 2025 Sanitary Sewer Cleaning and Televising Bid and Oversight Services by and between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. For an Amount of \$22,400.00 per the memo dated August 18, 2025.

(#2) Motion by Alderperson Oberlin seconded by Alderman Albert, to Approve a Resolution Approving an Agreement for Professional Engineering Services for 2025 Sanitary Sewer Cleaning and Televising Bid and Oversight Services by and between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. For an Amount of \$22,400.00 per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution #1338

City Engineer Ron Wiedeman requested to Approve a Resolution Approving a Construction Agreement for CIPP Water Main Rehabilitation Phase 1 Improvement by and between the City of Crest Hill, Will County, Illinois and Fer-Pal Construction, Ltd. For an Amount of \$2,479,975.70 per the memo dated August 18, 2025.

(#3) Motion by Alderman Dyke seconded by Alderman Deserio, to Approve a Resolution Approving a Construction Agreement for CIPP Water Main Rehabilitation Phase 1 Improvement by and between the City of Crest Hill, Will County, Illinois and Fer-Pal Construction, Ltd. For an Amount of \$2,479,975.70 per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution #1339

City Engineer Ron Wiedeman requested to Approve a Resolution Approving a Revision to the Construction Agreement for the 2025 Roadway Rehabilitation Program to Add Abbey Lane and Increase the Contract Amount to \$813,911.65 per the memo dated August 18, 2025.

(#4) Motion by Alderman Albert seconded by Alderman Jefferson, to Approve a Resolution Approving a Revision to the Construction Agreement for the 2025 Roadway Rehabilitation Program to Add Abbey Lane and Increase the Contract Amount to \$813,911.65 per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution #1340

COMMUNITY DEVELOPMENT: Community & Economic Development Director Daniel Ritter reported that there were no agenda items but had several updates. He announced that a new City Planner, Atefa, started with the City and he invited Council members to stop by and meet her.

Director Ritter also announced two upcoming grand openings that would be open to the public:

1. Morning Delight Café – Ribbon Cutting on Thursday, August 21, 2025, at 8:30 a.m. at 2400 Caton Farm Road.
2. O'Reilly Auto Parts – Ribbon Cutting on September 6, 2025, at 10:30 a.m., followed by a community event from 11:00 a.m. to 2:00 p.m. featuring classic cars and free food at the former Big Lots location.

Director Ritter also noted that there were several more new businesses coming to fill vacancies, which he would announce as the dates get closer.

Alderman Dyke asked about the opening timeline for the gas station at Broadway and Caton Farm Road. Director Ritter replied that while they did not have a final date, the station was waiting for the pumps to be delivered and expected to open within a month.

POLICE DEPARTMENT: Police Chief Ed Clark requested to Approve a Special Event Police Services Agreement with the Crest Hill Lions Club per the memo dated August 18, 2025. Chief Clark commented that this is for the Lions Club annual Lions Luau on August 31, 2025, from 7:00 p.m. to 10:00 p.m. and the agreement would provide two officers and two vehicles.

(#5) Motion by Alderperson Oberlin seconded by Alderman Jefferson, to Approve a Special Event Police Services Agreement with the Crest Hill Lions Club per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Cipiti, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin.

NAYES: None.

ABSTAIN: Ald. Albert.

ABSENT: None.

There being seven (7) affirmative votes, the MOTION CARRIED.

Police Chief Ed Clark requested to Approve a Resolution Approving an Intergovernmental Agreement between the City of Crest Hill, Richland School District 88A, and Chaney-Monge School District 88 for the School Resource Officer Pilot Program per the memo dated August 18, 2025. Chief Clark asked if the agreement be post-dated for August 11<sup>th</sup>.

(#6) Motion by Alderperson Oberlin seconded by Alderman Albert, to Approve a Resolution Approving an Intergovernmental Agreement between the City of Crest Hill, Richland School District 88A, and Chaney-Monge School District 88 for the School Resource Officer Pilot Program per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Resolution #1341

Following the vote, Chief Clark expressed his excitement to see the program start and committed to keeping the Council updated as it progressed.

Alderman Gazal reminded Chief Clark about the speed monitoring car that needed to be placed. The Chief confirmed they would charge it and place it soon.

Mayor Soliman remarked that this was "a great day in the city of Crest Hill" as the School Resource Officer program was long overdue but greatly welcomed. He acknowledged the strong partnership formed between the Crest Hill Police Department, including Chief Clark, Deputy Chief Dobczyk, and Deputy Chief Reavis, and the school superintendents Phil Robb (Richland) and Andy Siegfried (Chaney-Monge). The Mayor expressed hope that eventually there would be one resource officer in each school.

Alderman Dyke asked if they are going forward with something to help at that intersection of Ludwig and Nicholson. Chief Clark commented that there have been three traffic crashes over the last five years and only one was intersection related but he is not sure if there is anything we can do sign wise and would discuss this with the Engineer.

Alderman Albert voiced his strong support for the program and congratulated Officer Outlaw on being selected as the first School Resource Officer. Mayor Soliman added that Officer Outlaw has done fantastic work with the DARE program for the past 10-12 years and is highly respected by teachers and students in both schools.

MAYOR'S REPORT: Mayor Soliman had no agenda items.

CITY CLERK: City Clerk Christine Vershay-Hall requested to Approve a Block Party Request for Thaddeus Castrejon on Saturday, September 13, 2025, per the memo dated August 18, 2025. This would be a request to close off Sycamore Street from Route 30/Plainfield Road to Parkrose from 9:00 a.m. until 11:00 p.m.

(#7) Motion by Alderman Albert seconded by Alderman Deserio, to Approve a Block Party Request for Thaddeus Castrejon on Saturday, September 13, 2025, per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Oberlin, Cipiti, Albert, Kubal, Dyke, Deserio, Jefferson, Gazal.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

Alderman Gazal wanted to confirm that barricades are supplied for block parties and was told they do supply barricades.

Chief Clark noted that they were coordinating the barricade placement because a business on the corner would be operational that morning, so they were planning to place barricades west of that parking lot to allow access.

Clerk Christine Vershay-Hall also reported that the city-wide garage sale held the previous weekend had sixty applications despite the heat and rain, which was a good turnout.

CITY TREASURER: City Treasurer Jamie Malloy requested to Approve the List of Bills Issued Through August 19, 2025, in the Amount of \$757,920.84 per the memo dated August 18, 2025.

(#8) Motion by Alderman Jefferson seconded by Alderman Dyke, to Approve the list of bills issued through August 19, 2025, in the amount of \$757,920.84 for Council approval per the memo dated August 18, 2025.

On roll call, the vote was:

AYES: Ald. Albert, Kubal, Dyke, Deserio, Jefferson, Gazal, Oberlin, Cipiti.

NAYES: None

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

City Treasurer Jamie Malloy presented the Regular and Overtime Payroll from July 28, 2025, through August 10, 2025, in the amount of \$284,576.15 per the memo dated August 18, 2025.

City Treasurer Jamie Malloy presented the Monthly Cash & Investment Report for June 2025, and July 2025 were included in the Council packets. Finance Director Glenn Gehrke was present to answer any questions.

Finance Director Gehrke explained that this was a report format that had been used years ago that they were reintroducing and mentioned that additional reports would be implemented in the system moving forward. He confirmed these reports would be provided monthly.

UNFINISHED BUSINESS: There was no unfinished business.

NEW BUSINESS: There was no new business.

COMMITTEE/LIAISON REPORTS: Alderman Jefferson announced that the Winter Fest will be held on Saturday, December 6, 2025. There will be more information to come.

CITY COUNCIL COMMENTS: Alderman Albert reminded everyone about the Lions Club Luau at St. Joe's Park on Sunday, August 31. The event would run from 12:00 PM to 10:00 PM with a car show, vendor fair, live music all day, bingo, and raffles. General admission would be free. He thanked all the volunteers and sponsors who helped make the event possible.

Alderwoman Gazal thanked the Public Works staff for delivering barricades to Remington Homes for their seal coating project and picking them up afterward, helping to keep everyone safe.

PUBLIC COMMENT: There were no public comments.

There being no further business before the Council, and no action needed from an executive session, a motion for adjournment was in order.

(#9) Motion by Alderman Dyke seconded by Alderman Albert, to adjourn the August 18, 2025, Council meeting.

On roll call, the vote was:

AYES: Ald. Deserio, Jefferson, Gazal, Oberlin, Cipiti, Albert, Kubal, Dyke.

NAYES: None.

ABSENT: None.

There being eight (8) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 7:22 p.m.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2025.

As presented \_\_\_\_\_

As amended \_\_\_\_\_

\_\_\_\_\_  
CHRISTINE VERSHAY-HALL, CITY CLERK

\_\_\_\_\_  
RAYMOND R. SOLIMAN, MAYOR

MINUTES OF THE WORK SESSION  
CITY COUNCIL OF CREST HILL  
WILL COUNTY, ILLINOIS  
August 25, 2025

The August 25, 2025, the City Council work session was called to order by Mayor Raymond R. Soliman at 7:00 p.m. in the Council Chambers, 20600 City Center Blvd. Crest Hill, Will County, Illinois.

The following Council members were present: Mayor Raymond Soliman, City Clerk Christine Vershay-Hall, City Treasurer Jamie Malloy, Alderman Scott Dyke, Alderman Darrell Jefferson, Alderwoman Claudia Gazal, Alderperson Tina Oberlin, Alderman Mark Cipiti, Alderman Nate Albert, Alderman Joe Kubal.

Also Present were: City Administrator Blaine Wing, City Engineer Ron Wiedeman, Interim Public Works Director Julius Hansen, Building Commissioner Don Seeman, City Attorney Mike Stiff.

Absent were: Alderman Angelo Deserio, Police Chief Ed Clark, Finance Director Glenn Gehrke, Community & Economic Development Director Daniel Ritter, Community Development Consultant Ron Mentzer, Interim Human Resource Manager Dave Strahl.

**TOPIC: Ordinance to Replace the Grocery Tax Effective 1/1/2026**

City Administrator Blaine Wing began by providing background on the topic, explaining that when he started approximately two and a half months ago, the previous Interim Administrator had already been working on this topic for Council's consideration. He noted that he had followed up with the City Attorney and adjusted the draft ordinance accordingly. Administrator Wing reminded the Council and audience that the Governor will be sunsetting the grocery tax as of the conclusion of this year but allows municipalities, if we act prior to October first, to implement a replacement at the local level for this grocery tax.

Administrator Wing reported that over 474 municipalities had already passed similar ordinances, with that list continuing to grow, and these ordinances are forwarded to the State. He emphasized the financial impact for us has been estimated the overall tax and revenue would bring in about \$400,000.00. Administrator Wing commented that after consulting with the State, they determined their initial estimate was too low, and while they do not have a precise number, it could potentially reach \$450,000.00. He also pointed out that if we another grocery store comes to Crest Hill, we would want this in place already.

Administrator Wing expressed his goal is to have a Council decision before the October 1st deadline, preferably at the September 2nd meeting, to provide sufficient time to notify the State that Crest Hill would be joining the other communities implementing a replacement tax.

Administrator Wing was asked whether he had an answer to a question about Joliet's approach, he acknowledged he had not been able to follow up with the City of Joliet directly but noted important information from their website regarding the grocery tax's impact on individuals using SNAP benefits. He then explained that this does not impact

that when they are using the snap card, which exempts that one percent for the items that are normally taxed the one percent.

Mayor Soliman clarified an important point stating that this would not be an additional tax. This is just keeping its status quo that it has always been, and nobody will see any changes. Administrator Wing confirmed this by explaining that State tax will go through December 31<sup>st</sup> and the next day, January 1st, the local tax, which is the same percentage, would kick in.

City Attorney Mike Stiff then provided additional historical context about the ordinance's development. He explained that they had an initial work session shortly after the IML (Illinois Municipal League) conference last year, where the grocery tax was discussed. He noted that several municipalities had passed similar ordinances last year, which are sitting in Springfield on file with the Department of Revenue waiting for January 1, 2026, to start. Attorney Stiff also explained that there had been previous discussions with Interim Administrator Graff about whether Crest Hill could implement a different retailer's tax instead, but it was determined that the City already has a retailers' occupation tax that was passed by referendum several years ago.

Attorney Stiff detailed the evolution of the current draft ordinance, stating the difference is he has added where it will go if passed in the code.

With no further questions from Council, Mayor Soliman confirmed the item would be placed on the agenda for the following meeting.

**TOPIC: Resolution Approving an Agreement for Professional Design/Construction Services for 2024 Sanitary Sewer Cleaning and Televising for Lining Priority Areas 4 and 5 by and Between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. For an amount of \$35,960.00**

City Engineer Ron Wiedeman explained that this contract represented the follow-up to sewer videos completed the previous year. He noted that at the last meeting, Council had approved additional sewer televising for the remainder of the trunk sewer that goes from our diversion structure that is just west of Oakland Avenue back to the west plant. This new contract addressed areas identified in last year's work that needed additional attention, either lining or repair work.

Engineer Wiedeman directed Council's attention to an exhibit starting on page 34 of their packet, explaining the color-coding system. He explained that blue is good and means priority one and not a lot of work. He then walked through the specific problem areas, noting that we have a segment under Weber Road that we would like to get repaired and pointing out areas of orange and red coloring as they approached Broadway and the west plant, indicating more significant issues.

Engineer Wiedeman clarified the scope of work stating most sections will just be lined and there are a couple of them that must be pulled up and replaced and some structures, manholes will be adjusted. Engineer Wiedeman estimated the construction cost at half a million dollars, and he is seeking approval only for the design work at this time for \$35,960.00.

Mayor Soliman confirmed the item would be placed on the agenda for the following meeting.

**TOPIC: West STP Change Order No. 9**

Interim Public Works Director Julius Hansen presented Change Order No. 9 for the West Treatment Plant construction. He explained that there were ten sub-items within this change order involving construction work at the West Plant. Interim Director Hansen emphasized that this work has been done and needs approval for spending the \$127,228.00 on these change orders.

Interim Director Hansen assured the Council that the work was done to keep the progress the going and importantly the scheduled completion date does not change because of these change orders. Interim Director Hansen also mentioned that Strand Engineering had reviewed all the attached documents, which he acknowledged were extensive, and that Dominic from Strand was present at the meeting to answer any questions about the detailed paperwork.

After a brief presentation with no questions from Council members, Mayor Soliman conducted an informal vote for the pay request change order #9 in the amount of \$127,228.00.

AYES: Ald. Oberlin, Cipiti, Albert, Kubal, Dyke, Jefferson, Gazal.

NAYES: None.

ABSENT: None.

Mayor Soliman confirmed the item would be placed on the agenda for the following meeting.

**TOPIC: Tree Planting Program**

Interim Public Works Director Julius Hansen presented the annual tree planting program. He began by explaining that the program's purpose is to plant trees for residents that request the trees. This program is to beautify the City.

Interim Director Hansen detailed how Public Works collaborate with The Fields, noting this program is done annually and The Fields does a great job.

Interim Director Hansen commented that we would be able to plant thirty-seven trees with the City providing 50% of the cost and the residents providing the other 50%. He mentioned that in the previous year they planted approximately twenty trees on private property, and if participation remained similar, they would plant the remaining trees in the right of way along the street on City property until we exhaust the budget of \$6,000.00.

A significant discussion emerged when Alderperson Oberlin pointed out that the documentation stated, "no tree will be planted in the parkway," which conflicted with past practice. Alderperson Oberlin stated emphatically, "All 3 of my trees in my parkway were from this program. So has that changed unbeknownst to me?" Interim Director Hansen initially indicated the program was strict for private property, but Alderwoman Gazal insisted that they always open it to the parkways.



This led to a productive clarification discussion. Interim Director Hansen acknowledged the confusion stating this is why we are bringing it to the Council because he is told one thing, and the Council tells him another. He agreed to modify the approach, stating that the residents can have it in their parkway or on private property if that would be what the Council would like to do. However, some parkways are not appropriate.

The Council then discussed parkway width requirements, with members recalling that parkways needed to be at least six feet wide to accommodate trees, noting that the east end is three feet by three quarters. So those parkways would not be, and we would exhaust all the wide parkway locations before we would even think about anything that was minimal.

Administrator Wing added that if the Council agreed that evening, they could immediately advertise the program on social media and the website stating, details coming, then add full details after the Council officially act at the September 2nd meeting.

Alderman Dyke asked if we have done any valve exercising, Interim Public Works Director Julius Hansen provided an update. He confirmed they have a contractor, ME Simpson, exercising valves throughout the City with good success.

Mayor Soliman confirmed that this would be on the agenda for the following meeting.

Mayor Soliman asked for Council's concurrence to deviate from the agenda order to address item 9, Holiday Lights on City Hall.

**TOPIC: Holiday Lights on City Hall**

Building Commissioner Don Seeman presented the proposal for permanent holiday lighting for the exterior of the City Center and the Police Department.

Commissioner Seeman began by providing financial context stating in years past, the City has paid around \$6,000.00 for the white lights. These lights are up for forty days from the Friday after Thanksgiving until January 6<sup>th</sup>. He explained that they had obtained three proposals for permanent lighting solutions.

Commissioner Seeman methodically reviewed each proposal, starting with Night Lights, the low bidder at \$29,330.00. However, he expressed concerns about this bid because there is a contingency on the City giving this contractor a five-star Google rating to receive the \$4,000.00 discount and recommending their company to other municipalities. He noted additional concerns including only a 2-year warranty, confusion about building measurements that could result in additional charges, and limited training options. Commissioner Seeman explained that if there is any deviation from the measurements, we would be charged per foot for anything extra from this contractor.

The second contractor, Bright House Lighting, and their bid was \$31,392.00 (reduced from \$35,721 after eliminating the lower west side portion). Commissioner Seeman expressed reservations about their approach since they would be invasive with our electricity and put sub panels in.

The third contractor, Vivid Lights from Manhattan, bid amount was \$32,647.54.00. Commissioner Seeman highlighted several advantages and stated that they do everything.

All the transformers are exterior up in the soffit, hidden wires, hidden connectors. He emphasized their superior warranty of fifteen years with three years' service for any free service calls. The price included the lower part of the west elevation and would cover from the south end of the west elevation all the way around the buildings, all the way through the sally port to the end of the Police Station on the east side, the northeast corner.

Commissioner Seeman concluded with his professional recommendation that he believes Vivid Lighting is the most qualified contractor. He commented that he understands it is not the low bid, but sometimes the low bid is not the best bid. You are not getting apples for apples.

Administrator Wing supported Commissioner Seeman's analysis, explaining his initial motivation for exploring permanent lighting instead of having the plastic components year-round. He also highlighted that with year-round lighting we could change the colors of the lights for certain events, such as the Police Departments upcoming event and do blue and white. He noted the system would be internet-based with different zones and preset animations.

Administrator Wing also mentioned that Vivid had offered a ten percent discount, bringing their price from \$36,275.04 to \$32,647.54. He agreed with Commissioner Seeman's assessment, stating that despite being about \$1,000.00 more than one competitor he stated that we are getting the full package compared to having a portion removed, and Vivid is the one that I also would be recommending.

Council members asked several questions about warranty details and transformer locations. When asked about visibility when lights are off, Administrator Wing explained there would be very minimal visibility in the soffit.

Alderman Albert commented that the fact that this company has a fifteen-year warranty is why he would even consider this company. Attorney Stiff commented that he objected to Night Lights' requirement for a guaranteed 5-star Google review. Alderman Albert commented that it is a nice strategy on their part, but no thanks.

A significant discussion arose when Alderman Jefferson identified contradictory warranty language in the documentation.

The discussion concluded with agreement to move forward with Vivid Lights, with staff promising to visit some of their existing installations before the September 2nd meeting.

### **TOPIC: Consent Agenda Discussion**

Administrator Blaine Wing introduced the consent agenda discussion, referencing materials in the Council packet starting on page 110. He explained that staff had researched what neighboring communities were doing with their City agendas and work sessions, focusing on communities using the same agenda software and website vendor to ensure a seamless transition.

Administrator Wing explained the concept stating that items on consent are considered routine by one motion. These items will not be separately discussed unless an Alderperson so requests, in which event the item would be removed from the consent item and then it

would be discussed or considered separately. He noted that many communities require two Council members to pull an item, but his recommendation was that any single Council member could request an item be pulled for discussion.

Administrator Wing walked through a sample regular Council meeting agenda, highlighting key changes including public comment in two spots - one before the consent agenda specifically for agenda items, and another at the end for general comments. He explained this would allow anybody from the public to comment so that before Council would even talk about the items, the public would be able to comment.

Using a hypothetical example, Administrator Wing stated that if five items were on consent and a Council member wanted to pull item B, to discuss they could and it could be for various reasons then the remaining items would be approved as a group, then the pulled item would be discussed separately.

Aldерwoman Gazal questioned the purpose, asking "How are you supposed to understand or explain it to the public?" noting that work sessions are not televised. Administrator Wing explained that the consent agenda would speed up Council meetings by avoiding rehashing discussions from work sessions, estimating most communities save about an hour per meeting.

Alderman Jefferson shared concerns based on experience in another township where "things changed from the work session to the meeting and a lot of Council members was acquiesced to things that weren't actually discussed on the work session." They requested copies of work session minutes before regular meetings to ensure accuracy. Administrator Wing acknowledged this concern but noted the timing challenge with only approximately five working days between meetings.

Clerk Vershay-Hall commented that sometimes there are staffing issues, or too many meetings at one time between work session, regular meetings and plan commission meetings and the minutes get backed up, especially if they are long meetings. She also commented that if a set of draft minutes is not done it would not make the consent agenda for approval.

The discussion touched on voting procedures, with Administrator Wing clarifying that any member wanting to vote no or abstain on a specific item would need to pull it from consent for individual consideration. He emphasized that items generating significant discussion at work sessions would not be placed on consent agendas.

City Attorney provided examples of what would typically go on consent versus regular discussion items, noting that controversial items like the Lockport Township Fire Department Training Facility would not be one that would of went on consent agenda.

Administrator Wing concluded by proposing next steps stating that he would suggest including a couple links to other communities with his Friday update. He then commented that he would also have the staff put that current agenda into what the new template would be like. He indicated this would allow for one more workshop discussion before implementation, which would take 3-4 weeks with their current software.

**TOPIC: Public Comment Policy & Procedure**

Administrator Blaine Wing briefly addressed this agenda item, apologizing that due to his workload, he had not been able to follow up with the City Attorney regarding the public comment policy and procedure. He mentioned that the attorney had provided background information on discussions the Council had in 2022 and 2024, but they needed more time for follow-up meetings. The item was tabled to a future workshop.

**TOPIC: Closed Session Policy Discussion**

Like the previous item, Administrator Wing explained he had not had time to fully prepare this discussion item. He noted the attorney had provided background information, but they had not had time for necessary follow-up discussions. This item was also tabled to a future workshop.

**TOPIC: Winter Fest 2025**

Administrator Wing provided a brief update on Winter Fest 2025, asking the Council to save the date of Saturday, December 6<sup>th</sup> is the Winter Fest, starting at 3 pm. He mentioned they were recommending a revised parade route and would provide more information including a sample flyer and map at a future meeting.

Alderwoman Gazal has been working on sponsorships and reported that she started sending out the sponsorship flyer and making some emails for sponsorship. They discussed the sponsorship process, with Administrator Wing and the Mayor offering to help provide email contacts. The Council member suggested that sponsorship funds could potentially help offset the cost of the new holiday lights. A flyer was created by staff member Marybel on Friday to support sponsorship efforts.

**TOPIC: Discussion – Recommending Approving a Public Works Director Recruitment Firm**

Administrator Blaine Wing presented information on two finalist recruitment firms for the Public Works Director position, which are Local Gov Staffing Solutions and Arndt Municipal Support. He distributed a comparison sheet highlighting key differences including years in business, experience, candidate guarantees, and costs.

Administrator Wing reviewed the details stating that Local Gov Staffing Solutions offered their services for \$17,100.00 with a 60-day candidate guarantee and a ten percent discount on all services through December 31, 2026. Arndt Municipal Support bid \$21,000 with a 365-day candidate guarantee. Neither firm included advertising costs (estimated at \$700.00-750.00) or candidate travel expenses. Both firms received positive references.

When asked about the candidate guarantee, Administrator Wing explained that both firms will guarantee that the person who is selected for the first one, for up to two months, is here. If for any reason that person either resigns or gets terminated, they would do the whole search process minus the advertising and any travel again. He noted that while sixty days should be sufficient to determine if an employee will work out, the one-year guarantee from Arndt provided additional security.

Administrator Wing offered his recommendation stating that he liked the first firm and the price is the lower price, but he thinks either firm would do a good job for us.

Council members overwhelmingly supported Administrator Wing's recommendation. Mayor Soliman commented that Lori Peterson from Local Gov was passionate about what she does and 'hungry' and was willing to go that extra mile. Mayor Soliman stated that he would vote for her.

Alderman Dyke commented that he appreciated her efficient approach and liked that she does not want to waste time on the extra interviews because you will lose candidates while going through the entire process.

Alderman Jefferson noted commented that he liked Lori Peterson, as well, since she was very precise and gave an actual time frame when she would have a candidate ready and he likes her price. He also stated that the term separated usually means under any terminology that is used to separate from the hiring company, which would cover resignation, discharged, and termination.

With strong consensus for Local Gov Staffing Solutions and Lori Peterson, Administrator Wing confirmed he would verify that "separated" covers both termination and resignation and would place the item on the upcoming agenda. He also offered to check if Lori Peterson wanted to attend the meeting.

**PUBLIC COMMENTS:**

Stuart Soifer approached the podium and asked for more clarification on the public comment section in the beginning of the agenda. Administrator Wing explained that the public comment section at the beginning of the agenda would be for any agenda items and the public comment section at the end of the meeting would be for anything else that may not be on the agenda, but the audience wanted to make a comment.

**MAYOR UPDATES:**

Mayor Soliman had nothing to report.

**COMMITTEE/LIAISON UPDATES:**

There were no committee/liaison updates.

**CITY ADMINISTRATOR UPDATES:**

City Administrator Blaine had nothing to report besides the items he had already addressed.

There being no further business before the Council, and no action needed from the executive sessions, the meeting is adjourned.

The meeting adjourned at 8:26 PM.

Approved this \_\_\_\_ day of \_\_\_\_\_, 2025.  
As presented \_\_\_\_\_  
As amended \_\_\_\_\_

\_\_\_\_\_  
CHRISTINE VERSHAY-HALL, CITY CLERK

\_\_\_\_\_  
RAYMOND R. SOLIMAN, MAYOR

DRAFT



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**Agenda Memo****Crest Hill, IL**

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<b>Meeting Date:</b>	September 2, 2025
<b>Submitter:</b>	Blaine Wing, City Administrator
<b>Department:</b>	Administration
<b>Agenda Item:</b>	Discussion-Recommendating Approving a Public Works Director Recruitment Firm

**Summary:** Following presentations from the two (2) finalists, staff contacted references. Comments were positive for both firms and staff is comfortable with either firm overseeing the recruitment for the City's next Public Works Director.

On Monday, August 29, 2025, staff presented a matrix highlighting the strengths and weaknesses of each firm, as well as the overall costs. City Council then provided direction to proceed to hire LocalGov Staffing Solutions, LLC.

**Recommended Council Action:** Approved the attached resolution and agreement.

**Financial Impact:**

**Funding Source:** General Fund

**Budgeted Amount:** Not budgeted, but funds are available.

**Cost:** \$17,100 + advertising costs not to exceed \$750.

**Attachments:** Resolution and Agreement

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING THE EXECUTION OF AN AGREEMENT BY AND BETWEEN THE CITY OF CREST HILL AND LOCALGOV STAFFING SOLUTIONS FOR RECRUITMENT SERVICES RELATING TO THE SEARCH FOR A DIRECTOR OF PUBLIC WORKS**

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**WHEREAS**, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City 's government and affairs and which protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

**WHEREAS**, the City of Crest Hill is currently without the services of a permanent Director of Public Works, and has determined that it is necessary to conduct a search for a new Director of Public Works; and

**WHEREAS**, LocalGov Staffing Solutions (the "Company"), is an Illinois Company that is in the business of providing recruitment services to units of local government (the "Services"); and

**WHEREAS**, on July 8, 2025, the Company submitted to the City a written proposal for various levels of recruitment services, which proposal was revised on August 13, 2025 and is attached hereto as Exhibit A and incorporated herein; and

**WHEREAS**, the City Council desires to engage the Company to provide the "Direct Hire Recruitment Services Process" Option in the amount of \$17,100.00 as outlined in Exhibit A; and

**WHEREAS**, the Company has submitted to the City a Services Agreement for said Direct Hire Recruitment Services, which is attached hereto as Exhibit B and incorporated herein; and

**WHEREAS**, the Company is ready, willing, and able to perform the Services for the City; and

**WHEREAS**, the Corporate Authorities of the City have reviewed the Proposal (Exhibit A) and the Services Agreement (Exhibit B) and have determined that the conditions, terms, and provisions of the Services Agreement are fair, reasonable, and acceptable to the City; and

**WHEREAS**, the City Council has determined that it is in the best interests of the City and its citizens to enter into the Agreement with the Company.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:



**SECTION 1: PREAMBLE.** The City Council hereby finds that all the recitals contained in the preamble to this Resolution are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

**SECTION 2: AGREEMENT APPROVED.** The City Council hereby finds and declares that the conditions, terms, and provisions of the Agreement (Exhibit B) are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the City Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

**SECTION 3: SEVERABILITY.** If any section, paragraph, clause or provision of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

**SECTION 4: REPEALER.** All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

**SECTION 5: EFFECTIVE DATE.** This Resolution shall be in full force and effect immediately upon its passage and approval, as provided by law.

*[Intentionally Blank]*

PASSED THIS 2<sup>ND</sup> DAY OF SEPTEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Angelo Deserio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderwoman Claudia Gazal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Darrell Jefferson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderperson Tina Oberlin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Mark Cipiti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Nate Albert	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Alderman Joe Kubal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayor Raymond R. Soliman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Christine Vershay-Hall, City Clerk

APPROVED THIS 2<sup>ND</sup> DAY OF SEPTEMBER, 2025.

**EXHIBIT A**  
**(July 8, 2025 Proposal-revised**  
**August 13, 2025)**



*LocalGovStaffing.com*



CITY OF NEIGHBORS

**City of Crest Hill  
Recruitment Services  
Director of Public Works**

**Proposal**

**July 8, 2025**

**Revised 8/13/2025**

*Laurie Pederson  
President*

[LP@LocalGovStaffing.com](mailto:LP@LocalGovStaffing.com)

847.805.7180



## Executive Summary

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LocalGov Staffing Solutions (LGSS) specializes in local government recruitment and placement services, leveraging nearly two decades of expertise. We are dedicated to connecting skilled professionals with impactful public sector roles, addressing the unique needs of local governments across the United States. By fostering lasting relationships built on trust and integrity, we support the growth and success of both our clients and candidates—ultimately benefiting the communities they serve.

## Our Services

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Our service offerings are specifically designed to cater to the unique needs of local government entities. At LocalGov Staffing Solutions, we provide a comprehensive range of talent acquisition services including direct hire, advertising and candidate outreach services, candidate background screenings and reference checks.

Our advanced sourcing technology and in-depth knowledge of local government enable us to identify and recruit top-tier candidates who are not only highly qualified but also passionate about public service. We tailor our services to meet the specific requirements of each client, ensuring efficient and effective staffing solutions.

## Innovative Approach

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At LocalGov Staffing Solutions, innovation drives our recruitment strategy. We leverage the latest sourcing technology, data-informed outreach methods, and industry best practices to stay ahead of workforce trends. By combining modern tools with deep knowledge of municipal operations, we're able to reach both active and passive candidates — giving our clients a competitive edge in attracting top-tier talent while reducing time to hire and improving retention.



## Direct Hire Recruitment Services Process

Timeline	The direct hire process will be conducted by reviewing and vetting candidates as they apply, and the timeline will vary based on the applicant interest.
Advertising & Outreach	All advertising and candidate outreach will be conducted by LGSS.
Screen candidates	All applicants will be reviewed for qualifications.
Conduct pre-interview	Qualified candidates will be interviewed via live video to verify qualifications and experience prior to client interview.
Present qualified applicants to client	Qualified candidate applications will be sent to the City for review and approval to move forward with an interview.
Interview Scheduling	LGSS will schedule all interviews between the City and Candidates.
Client conducts interview process	Client interviews candidates. Interview questions can be provided upon request.
LGSS conducts background screening	LGSS will conduct a Background Screening on the finalist candidate.
Client finalizes hire	Client or LGSS may present an offer to a finalist and assist with negotiations.
★ Candidate Guarantee	If for any reason the hired person leaves the employment of the City of Crest Hill within the first 60 days from start date, LGSS will replace the candidate at no additional charge. One guarantee per position/placed employee. (Terms and Conditions apply.)



## Pricing Summary – Direct Hire Option

### Recruitment Services Fee

\$19,000

### 10% New Client Discount\*

\$ -1,900

### Total Fee

\$17,100

## Non-Refundable Retainer & Payment Terms

Due to the potential for an extended recruitment process for the Director of Public Works position, LGSS is requesting a non-refundable retainer fee upon placement of advertisement.

<b>Retainer:</b>	\$ 2,500	Invoiced upon placement of job advertisement.
<b>Final Invoice:</b>	\$ 14,600	Invoiced on the candidate's first day of employment.
<b>Total Fee:</b>	\$ 17,100	
<b>Payment Terms:</b>	Payment is due within 30 days of invoice receipt.	

## Investing in Long-Term Partnerships

New Client Discount will apply to all services contracted with LGSS from the date of contract execution through 12/31/2026.

## Additional Details

- Advertising sources will be selected by LGSS at no additional cost to the City. If additional advertising is needed, LGSS will suggest appropriate sources for client review and approval prior to placement, and any associated costs will be billed to the client.
- The recruitment process will be conducted virtually by LGSS. The client may choose to conduct in-person interviews, which will be scheduled by LGSS.
- Background screening cost is included for the final candidate. If additional screenings occur, the client will be charged for each additional, not-to-exceed \$500 per candidate.



## Outreach Recruitment Services Option

Not every position requires a full-service recruitment effort. Some clients have the internal capacity to manage parts of the process and need support in specific areas. To meet a range of needs and budgets, we offer both outreach-only and full-service options. If our standard packages are not the right fit, we are happy to customize a solution to match your goals.

Advertising & Outreach	Update Job Announcement. All advertising and candidate outreach will be conducted by LGSS.
Email Campaign	LGSS will launch an email campaign using our proprietary database of professionals. The list will be refined based on job criteria and client feedback. Targeted emails will be sent announcing the position.
Candidate Outreach	LGSS takes a comprehensive approach to candidate outreach. Beyond advertising and email campaigns, we personally reach out via phone, email and text to engage both active and passive job seekers. We follow-up with interested candidates answering candidate questions to ease the client's workload.
Resume Review	All applicants will apply directly to LGSS. All resumes will be reviewed.
Detailed Matrix	Candidates will answer a short questionnaire during the application process. All qualifications will be included in a spreadsheet matrix and provided to the client.

## Pricing Summary – Outreach Recruitment Services

### Recruitment Services Fee

**\$4,000**

### 10% New Client Discount

**-\$400**

### Total Fee:

**\$3,600\***

- Advertising costs will be paid by LGSS and billed back to the client on the invoice.  
Payment Terms: Clients will be invoiced upon the completion of LGSS services.  
Payment is due within 30 days.





## **Best Practices, Confidentiality & Compliance**

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At LocalGov Staffing Solutions, we are committed to strict compliance with all applicable employment laws, ethical standards, and industry best practices. Our processes prioritize transparency, fairness, and equity while adhering to privacy laws and maintaining the highest level of client and candidate confidentiality.

Additionally, we recognize the importance of accountability in government operations and are well-versed in Open Meetings, Open Records, and Sunshine Laws across various states. Our team stays informed of jurisdiction-specific legal requirements, ensuring full compliance while safeguarding sensitive information. By integrating industry-leading practices and aligning with state transparency mandates, we provide a reliable and trustworthy service that upholds the integrity of public institutions, supports our clients, and promotes the well-being of the candidates we place.

## **Conclusion**

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At LocalGov Staffing Solutions, we are committed to delivering exceptional recruitment services tailored to the unique needs of local government entities. Our expertise, strategic approach, and dedication to compliance ensure that we provide transparent, efficient, and effective staffing solutions. By leveraging industry best practices, advanced technology, and a deep understanding of public sector requirements, we help our clients build strong, reliable teams.

We appreciate the opportunity to partner with you and look forward to supporting your organization's staffing needs with professionalism, integrity, and results-driven solutions.

# The LGSS Advantage

## Guaranteed Results

Small upfront fee.  
No placement, no additional cost.  
(Direct-Hire option)

## Strategic Advertising

LGSS maximizes the value of advertising dollars by tailoring job postings to each position type for optimal visibility and impact.

Beyond traditional advertising and social media, LGSS utilizes advanced technology to connect with both active and passive candidates through targeted phone calls, texts, emails, and InMail.

## Extensive Candidate Outreach

## Tailored Service Packages

We offer custom services tailored to meet our clients needs. Not every client needs a full-service recruitment. Build your own process.

## Local Government Expertise

With nearly two decades of experience in public sector recruitment, we understand the specialized requirements of government roles.

We build lasting relationships based on trust and integrity, providing ongoing support to ensure the success of both our clients and candidates.

## Unmatched Client & Candidate Support

## Compliance & Transparency

We uphold strict adherence to all employment laws, ethical standards, and industry best practices, ensuring transparency, fairness, and equity. Additionally, we are well-versed in Open Meetings, Open Records, and Sunshine Laws across various states, ensuring compliance with public sector transparency requirements.



# **EXHIBIT B**

## **(September 2, 2025 Services Agreement)**



## DIRECT HIRE & PLACEMENT SERVICES AGREEMENT

This Direct Placement Agreement ("Agreement") is made this 2nd day of September, 2025 by and between LocalGov Staffing Solutions, LLC, ("LGSS"), and the City of Crest Hill, Illinois ("Client"). LGSS is in the business of identifying and assisting in the recruiting of candidates with certain skill sets and abilities and Client desires to engage LGSS to conduct assignments to identify candidates in accordance with the terms of this Agreement.

### 1. Proposal Reference

This Agreement incorporates and is based upon the proposal submitted by Consultant dated July 8, 2025/Revised 8/13/2025, which outlines the scope of work, deliverables, timeline, and fee structure. The terms of that proposal are binding and hereby made a part of this Agreement. The City of Crest Hill has selected the Direct Hire Recruitment Services Process included in the referenced proposal.

### 2. LocalGov Staffing Solutions Obligations

- a. Client will provide a position profile, summary of responsibilities, or job description for the position including any experience, qualifications, degrees, licenses, or salary information required. Client agrees to provide additional information and feedback if reasonably requested by LGSS to refine the candidate search or to ensure qualifications. We will use reasonable and diligent efforts to find a candidate that meets your criteria and submit information to you in the format you reasonably request.
- b. This Agreement authorizes LGSS to advertise and promote the Client's name, logo, and relevant community and organizational information in connection with the position.
- c. LGSS will commence a diligent search for qualified candidates for the designated job opening(s). Prior to referring any candidate to the Client, LGSS will use its best efforts to ensure that the candidate meets the Client's selection criteria and performance-related standards through a careful screening of the candidate's professional background and interest related to the opening. Within that screening process, and prior to presenting a candidate to the Client for consideration, LGSS is expected to: (i) ensure that the candidate has a basic understanding of the position, (ii) confirm that the candidate has the basic qualifications for the position, (iii) personally interview each candidate presented, and (iv) provide written documentation of the candidate's qualifications (i.e. resume). Upon concluding the screening process LGSS will refer candidates to the Client and inform the candidates accordingly.
- d. A candidate shall be considered to be "Referred" or a "Referral" when a copy of the candidate's resume is sent to the Client by LGSS. A candidate who has been Referred to the Client in connection with a specific search may nevertheless be considered for other career opportunities with the Client.

### 3. Fees and Expenses

- a. Fees for our services are paid on a contingency basis and are payable only if you hire a Candidate, directly or indirectly, or use the services of our Candidate within one (1) year of our referral. The fee is also earned in the event the Client refers the Candidate to another company who hires the Candidate. Your prior receipt of a candidate's resume or other materials from the candidate or any other source (including another recruiter, electronic job board, social network site or media sites, or your employee) and your prior consideration of the candidate for employment shall not affect your obligation to pay the fee. The Fee shall cover all fees and expenses incurred by LGSS in conduct of the search, including, but not limited to, professional fees, research expenses, and communication costs.
- b. Prior to the Employee's start date with Client, LGSS and Client will execute a Direct Placement Exhibit A ("Exhibit A"), which will state the employee name and start date.
- c. If LGSS refers a candidate to Client, and Client does not hire that candidate for the initially discussed position, Client agrees not to hire or engage that candidate, either for the original position or for any other position with Client, for a period of twelve (12) months from the date of referral, without paying LGSS a placement fee of \$3,000. This obligation applies whether the candidate is hired as an employee, independent contractor, consultant, or through any other arrangement.



- d. LGSS shall invoice the Fee to Client in two installments. A non-refundable retainer of \$2,500 will be invoiced upon placement of the job advertisement. The remaining balance of \$14,600 will be invoiced on the candidate's first day of employment. The total fee for this recruitment shall be \$17,100. Payment for each invoice is due to LGSS within thirty (30) days of the invoice date.

#### 4. Candidate Guarantee

- a. If a candidate placed by LGSS resigns or is terminated for performance-related reasons within 60 days of their start date, we will provide one replacement candidate at no additional cost within 60 days of the employee's departure. If we are unable to successfully provide a replacement, we will issue a refund, minus the retainer fee and any additional advertising and background screenings included in process) to cover recruiter time and sourcing efforts throughout the process. This guarantee reflects our confidence in our recruitment process and our commitment to long-term hiring success.
- b. Exclusions include the following:
  - i. Layoffs, downsizing, or position elimination by the employer.
  - ii. Significant changes to the candidate's role, compensation, or work environment.
  - iii. Misconduct or policy violations by the employer leading to candidate resignation.
- c. Valid for Full-Service Recruitment candidates (Direct Hire/Permanent Placement) where LGSS is involved in the entire recruitment process through placement of candidate. Not valid for customized or partial services.

#### 5. Confidentiality and Open Record Compliance

- a. LGSS agrees to accept in confidence all materials and information disclosed by Client and to use these materials and information only as shall be necessary in performing the services described in this Agreement and for no other purpose.
- b. The Client agrees to notify LGSS in writing if any applicant names or related information are subject to disclosure under open records laws, open meetings laws, Sunshine Laws, or any other applicable public disclosure requirements. LGSS shall not be responsible for any such disclosures made by the Client in compliance with these laws. The Client further agrees to take reasonable measures to protect the confidentiality of applicant information to the extent permitted by law by law.

#### 6. Limitation of Liability

The Client assumes responsibility for the payment of all employment-related taxes, as well as any other costs or risks typically associated with its employed workforce. LGSS shall not be liable for any claims, costs, expenses, damages, obligations or losses arising from or in connection with the acts or omission of any Employee. Client shall indemnify LGSS and hold it harmless against and from any such claims made or brought by third parties.

#### 7. Equal Opportunity Employer

Client is an equal opportunity employer and does not discriminate on the basis of race, color, religion, sex, marital status, sexual orientation, national origin, age, disability or Vietnam era, disabled or other veteran status. LGSS agrees that it will conduct its business in conformity with the Equal Opportunity Commission's guidelines and will not discriminate in referring candidates to Client.

#### 8. Term

The term of this Agreement shall commence on the date hereof and shall continue until canceled by either party hereto upon thirty (30) day's prior written notice of termination to the other party. Client is still responsible for all outstanding invoices, even after any such termination.

#### 9. Miscellaneous

This Agreement together with each Exhibit executed and delivered in accordance with the terms of this Agreement, shall constitute the entire understanding of the parties hereto and supersedes all previous agreements or negotiations on the subject matter hereof, whether written or oral, and shall not be modified or amended except by written agreement duly executed by both parties hereto.



**ACKNOWLEDGED:** I am an authorized representative of Client and agree to the foregoing terms and conditions of this Agreement.

**LOCALGOV STAFFING SOLUTIONS, LLC**

**Client:**

By: Laurie Pederson  
Name: Laurie Pederson  
Title: President/Owner  
Date: 9/2/2025

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Date: \_\_\_\_\_



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**Agenda Memo****Crest Hill, IL**

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<b>Meeting Date:</b>	August 25, 2025
<b>Submitter:</b>	Blaine Wing, City Administrator
<b>Department:</b>	Administration
<b>Agenda Item:</b>	Ordinance to Replace the Grocery Tax Effective 1/1/2026

**Summary:** Prior to October 1, 2025, the City of Crest Hill has an option to replace the 1% grocery tax. The City Council has discussed this replacement tax in past and on Monday, staff will provide an update.

**Recommended Council Action:** Approve the draft ordinance for consideration on September 2, 2025.

**Financial Impact:**

**Funding Source:** Revenue

**Budgeted Amount:** \$400,000

**Cost:** Not known

**Attachments:** Several informational attachments

# SPESIA & TAYLOR

## MEMO

To: Mayor Soliman and City Council

From: Mike Stiff

Date: January 20, 2025

Re: Ordinance to Replace the Grocery Tax effective January 1, 2026

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The Illinois legislature in 2024 passed legislation which does away with the state grocery tax effective January 1, 2026. When I reported this to the City Council, I also advised that the legislation also included language which allows individual municipalities, including non-home rule communities to pass their own local grocery tax ordinances. I was directed to prepare an Ordinance establishing a grocery tax to replace the outgoing tax. Again, the state tax does not go away until January 1, 2026. The attached ordinance, if passed, must be submitted to the Illinois Dept. of Revenue, by October 1, 2025, to be effective on January 1, 2026 when the old tax goes away.

MRS



**ORDINANCE NO. \_\_\_\_\_****AN ORDINANCE IMPLEMENTING A NON-HOME RULE MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX AND A MUNICIPAL GROCERY SERVICE OCCUPATION TAX IN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS**

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**WHEREAS**, the City of Crest Hill is a non-home rule Illinois municipality pursuant to the Constitution of the State of Illinois of 1970, as amended; and

**WHEREAS**, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

**WHEREAS**, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

**WHEREAS**, on August 5, 2024, Governor Pritzker signed legislation repealing the Illinois Grocery Tax effective January 1, 2026; and

**WHEREAS**, the legislation signed into law by Governor Pritzker on August 5, 2024, also amends the Illinois Municipal Code to allow all Illinois municipalities to reinstate the grocery tax at the local level; and

**WHEREAS**, Section 8-11-24(a) of the Illinois Municipal Code (65 ILCS 5/8-11-24(a)) provides that, beginning on January 1, 2026, all Illinois municipalities may impose a tax “upon all persons engaged in the business of selling groceries at retail in the municipality on the gross receipts from those sales made in the course of that business” (the “Municipal Grocery Retailers’ Occupation Tax”) (65 ILCS 5/8-11-24(a)); and

**WHEREAS**, if imposed, the Municipal Grocery Retailers’ Occupation Tax must be “at the rate of 1% of the gross receipts from these sales” (65 ILCS 5/8-11-24(a)); and

**WHEREAS**, any Municipal Grocery Retailers’ Occupation Tax shall be administered, collected, and enforced by the Illinois Department of Revenue; and

**WHEREAS**, Section 8-11-24(b) of the Illinois Municipal Code (65 ILCS 5/8-11-24(b)) requires any municipality imposing a Municipal Grocery Retailers’ Occupation Tax under Section 8-11-24(a) of the Illinois Municipal Code (65 ILCS 5/8-11-24(a)) to also impose a Service Occupation Tax “at the same rate upon all persons engaged, in the municipality, in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries” (the “Municipal Grocery Service Occupation Tax”) (65 ILCS 5/8-11-24(b)); and

**WHEREAS**, the Mayor and City Council of the City of Crest Hill have determined that it is appropriate, necessary, and in the best interests of the City of Crest Hill and its residents, that the City of Crest Hill levy both a Municipal Grocery Retailers' Occupation Tax, as authorized by Section 8-11-24(a) of the Illinois Municipal Code (65 ILCS 5/8-11-24(a)), and a Municipal Grocery Service Occupation Tax, as authorized by Section 8-11-24(b) of the Illinois Municipal Code (65 ILCS 5/8-11-24(b)).

**NOW THEREFORE, BE IT ORDAINED BY THE CORPORATE AUTHORITIES OF THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS, PURSUANT TO ITS STATUTORY AUTHORITY, AS FOLLOWS:**

**SECTION 1.** The Corporate Authorities hereby find that all the recitals contained in the preamble to this Ordinance are true, correct, and complete and are hereby incorporated by reference hereto and made a part hereof.

**SECTION 2.** Municipal Grocery Retailers' Occupation Tax Imposed. A tax is hereby imposed upon all persons engaged in the business of selling groceries at retail within the City of Crest Hill at a rate of one percent (1%) of the gross receipts from such sales made in the course of such business while this Ordinance is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

**SECTION 3.** Municipal Grocery Service Occupation Tax Imposed. A tax is hereby imposed upon all persons engaged, within the City of Crest Hill, in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries. The rate of this tax shall be the same rate identified in Section 2 above. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

**SECTION 4.** The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department of Revenue of the State of Illinois. The Department of Revenue shall have full power to administer and enforce the provisions of this Ordinance.

**SECTION 5.** As required under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-1.3), the City Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue on or before October 1, 2025.

**SECTION 6.** The taxes imposed by this Ordinance shall take effect on the later of: (i) January 1, 2026; (ii) the first day of July next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding April 1st; or, (iii) the first day of January next following the adoption and filing of this Ordinance with the Department of Revenue, if filed on or before the preceding October 1st.

**SECTION 7.** In the event that any provision or provisions, portion or portions, or clause or clauses of this Ordinance shall be declared to be invalid or unenforceable by a Court of competent jurisdiction, such adjudication shall in no way affect or impair the validity or enforceability of any of

the remaining provisions, portions, or clauses of this Ordinance that may be given effect without such invalid or unenforceable provision or provisions, portion or portions, or clause or clauses.

**SECTION 8.** That all ordinances, resolutions, motions, or parts thereof, conflicting with any of the provisions of this Ordinance, are hereby repealed to the extent of the conflict.

**SECTION 9.** That the City Clerk is hereby directed to publish this Ordinance in pamphlet form.

**SECTION 10.** That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

*[Intentionally Blank]*

PASSED THIS 3<sup>RD</sup> DAY OF FEBRUARY, 2025.

	Aye	Nay	Absent	Abstain
Alderwoman Jennifer Methvin	_____	_____	_____	_____
Alderman Scott Dyke	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk

APPROVED THIS 3<sup>RD</sup> DAY OF FEBRUARY, 2025.

\_\_\_\_\_  
Raymond R. Soliman, Mayor

ATTEST:

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk



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## City Council Work Session Agenda Memo

Crest Hill, IL

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<b>Meeting Date:</b>	5/09/2024
<b>Submitter:</b>	Blaine Wing, City Administrator
<b>Department:</b>	Administration
<b>Agenda Item:</b>	Ordinance to Replace the Grocery Tax effective January 1, 2026

**Summary:** Besides the information that was shared by Attorney Stiff, I want the City Council to know that preliminary review estimates the value to be \$100,000 to \$150,000 in tax revenue.

**Recommended Council Action:** To discuss the draft ordinance.

**Financial Impact:** Estimated value to be \$100,000 to \$150,000 in tax revenue.

## Illinois Municipalities That Have Adopted Ordinances Implementing the Local Grocery Sales Tax

As of 8/15/2025 at 12:00 p.m.

**Disclaimer:** This list of municipalities that have adopted a local grocery sales tax ordinance is based on information received directly from the municipality or confirmed by the Illinois Department of Revenue (IDOR). It is not an official IDOR document and may be incomplete. Some municipalities are listed more than once due to their jurisdiction overlapping multiple counties. The Illinois Municipal League has compiled and posted this information as a resource and will update the list periodically as new information becomes available.

	Municipality	County
1	Albany	Whiteside
2	Albers	Clinton
3	Aledo	Mercer
4	Algonquin	Kane
5	Algonquin	McHenry
6	Alsip	Cook
7	Altamont	Effingham
8	Alton	Madison
9	Amboy	Lee
10	Andalusia	Rock Island
11	Anna	Union
12	Annawan	Henry
13	Antioch	Lake
14	Arcola	Douglas
15	Argenta	Macon
16	Arthur	Douglas
17	Arthur	Moultrie
18	Athens	Menard
19	Atkinson	Henry
20	Auburn	Sangamon
21	Avon	Fulton
22	Bannockburn	Lake
23	Barrington	Cook
24	Barrington	Lake
25	Barry	Pike
26	Batavia	DuPage
27	Batavia	Kane
28	Beckemeyer	Clinton
29	Bedford Park	Cook
30	Beecher	Will
31	Belleville	St Clair
32	Berwyn	Cook
33	Bethany	Moultrie
34	Bloomington	DuPage

35	Blue Island	Cook
36	Bluffs	Scott
37	Bourbonnais	Kankakee
38	Bowen	Hancock
39	Breese	Clinton
40	Bridgeview	Cook
41	Brighton	Jersey
42	Brighton	Macoupin
43	Broadview	Cook
44	Brookfield	Cook
45	Brookport	Massac
46	Brownstown	Fayette
47	Buffalo Grove	Cook
48	Buffalo Grove	Lake
49	Bull Valley	McHenry
50	Bunker Hill	Macoupin
51	Burbank	Cook
52	Burlington	Kane
53	Bushnell	McDonough
54	Byron	Ogle
55	Cairo	Alexander
56	Calumet Park	Cook
57	Campbell Hill	Jackson
58	Canton	Fulton
59	Carbon Hill	Grundy
60	Carbondale	Jackson
61	Carlinville	Macoupin
62	Carlyle	Clinton
63	Carmi	White
64	Carpentersville	Kane
65	Carrollton	Greene
66	Cartersville	Williamson
67	Caseyville	St Clair
68	Central City	Marion
69	Centralia	Clinton
70	Centralia	Jefferson
71	Centralia	Marion
72	Centralia	Washington
73	Cerro Gordo	Piatt
74	Charleston	Coles
75	Chatsworth	Livingston
76	Chebanse	Iroquois
77	Chebanse	Kankakee
78	Chester	Randolph
79	Chesterfield	Macoupin
80	Chicago Heights	Cook
81	Chillicothe	Peoria

82	Cicero	Cook
83	Cissna Park	Iroquois
84	Clarendon Hills	DuPage
85	Clay City	Clay
86	Clifton	Iroquois
87	Clinton	DeWitt
88	Coal Valley	Henry
89	Coal Valley	Rock Island
90	Cobden	Union
91	Coffeen	Montgomery
92	Colfax	McLean
93	Collinsville	Madison
94	Collinsville	St Clair
95	Colona	Henry
96	Cooksville	McLean
97	Cornell	Livingston
98	Coulterville	Randolph
99	Countryside	Cook
100	Crestwood	Cook
101	Crete	Will
102	Creve Coeur	Tazewell
103	Cuba	Fulton
104	Cutler	Perry
105	Danville	Vermilion
106	Davis Junction	Ogle
107	Decatur	Macon
108	Deer Creek	Tazewell
109	Deer Creek	Woodford
110	Deer Park	Cook
111	Deer Park	Lake
112	Deerfield	Cook
113	Deerfield	Lake
114	DeKalb	DeKalb
115	DePue	Bureau
116	Des Plaines	Cook
117	DeSoto	Jackson
118	Diamond	Grundy
119	Diamond	Will
120	Dixon	Lee
121	Downers Grove	DuPage
122	DuQuoin	Perry
123	Dwight	Grundy
124	Dwight	Livingston
125	Earlville	LaSalle
126	East Alton	Madison
127	East Dundee	Cook
128	East Dundee	Kane



129	East Moline	Rock Island
130	East Peoria	Tazewell
131	Edwardsville	Madison
132	El Paso	McLean
133	El Paso	Woodford
134	Elburn	Kane
135	Eldorado	Saline
136	Elizabeth	JoDaviess
137	Elizabethtown	Hardin
138	Elk Grove Village	Cook
139	Elk Grove Village	DuPage
140	Elkville	Jackson
141	Erie	Whiteside
142	Evergreen Park	Cook
143	Fairbury	Livingston
144	Fairfield	Wayne
145	Fairview Heights	St Clair
146	Farmer City	DeWitt
147	Fisher	Champaign
148	Flora	Clay
149	Flossmoor	Cook
150	Forest Park	Cook
151	Forest View	Cook
152	Forrest	Livingston
153	Forreston	Ogle
154	Forsyth	Macon
155	Fox River Grove	Lake
156	Fox River Grove	McHenry
157	Frankfort	Cook
158	Frankfort	Will
159	Freeburg	St Clair
160	Freeport	Stephenson
161	Galva	Henry
162	Geneseo	Henry
163	Geneva	Kane
164	Genoa	DeKalb
165	Georgetown	Vermilion
166	Gilberts	Kane
167	Gilman	Iroquois
168	Girard	Macoupin
169	Glen Carbon	Madison
170	Glen Ellyn	DuPage
171	Glencoe	Cook
172	Glenview	Cook
173	Golconda	Pope
174	Goodfield	Tazewell
175	Goodfield	Woodford

176	Grafton	Jersey
177	Grand Ridge	LaSalle
178	Grandview	Sangamon
179	Grayslake	Lake
180	Greenup	Cumberland
181	Greenview	Menard
182	Greenville	Bond
183	Griggsville	Pike
184	Hainesville	Lake
185	Hamel	Madison
186	Hampshire	Kane
187	Hanover Park	Cook
188	Hanover Park	DuPage
189	Harrisburg	Saline
190	Harvard	McHenry
191	Harwood Heights	Cook
192	Havana	Mason
193	Hawthorn Woods	Lake
194	Hecker	Monroe
195	Hecker	St Clair
196	Herrin	Williamson
197	Herscher	Kankakee
198	Heyworth	McLean
199	Hickory Hills	Cook
200	Highland	Madison
201	Highland Park	Lake
202	Highwood	Lake
203	Hillsboro	Montgomery
204	Hinsdale	Cook
205	Hinsdale	DuPage
206	Hodgkins	Cook
207	Hoffman Estates	Cook
208	Homer Glen	Will
209	Homewood	Cook
210	Hoopeston	Vermilion
211	Hopkins Park	Kankakee
212	Huntley	Kane
213	Huntley	McHenry
214	Illiopolis	Sangamon
215	Ina	Jefferson
216	Indian Head Park	Cook
217	Island Lake	Lake
218	Island Lake	McHenry
219	Itasca	DuPage
220	Jacksonville	Morgan
221	Jerome	Sangamon
222	Jerseyville	Jersey

223	Johnsburg	McHenry
224	Johnston City	Williamson
225	Justice	Cook
226	Kankakee	Kankakee
227	Kewanee	Henry
228	Kildeer	Lake
229	La Grange Park	Cook
230	Ladd	Bureau
231	Lake Barrington	Lake
232	Lake Forest	Lake
233	Lake Zurich	Lake
234	Lakemoor	Lake
235	Lakemoor	McHenry
236	Lexington	McLean
237	Liberty	Adams
238	Libertyville	Lake
239	Lincoln	Logan
240	Lincolnshire	Lake
241	Lincolnwood	Cook
242	Livingston	Madison
243	Lombard	DuPage
244	Long Grove	Lake
245	Loves Park	Boone
246	Loves Park	Winnebago
247	Lovington	Moultrie
248	Lyons	Cook
249	Machesney Park	Winnebago
250	Mackinaw	Tazewell
251	Macomb	McDonough
252	Macon	Macon
253	Mahomet	Champaign
254	Manhattan	Will
255	Mapleton	Peoria
256	Marengo	McHenry
257	Marion	Williamson
258	Markham	Cook
259	Martinsville	Clark
260	Maryville	Madison
261	Mason City	Mason
262	Matteson	Cook
263	Matteson	Will
264	Mattoon	Coles
265	Mazon	Grundy
266	McCullom Lake	McHenry
267	McLeansboro	Hamilton
268	Mechanicsburg	Sangamon
269	Melrose Park	Cook

270	Mendota	LaSalle
271	Meredosia	Morgan
272	Merrionette Park	Cook
273	Metamora	Woodford
274	Metropolis	Massac
275	Midlothian	Cook
276	Milan	Rock Island
277	Milledgeville	Carroll
278	Millstadt	St Clair
279	Minooka	Grundy
280	Minooka	Kendall
281	Minooka	Will
282	Mokena	Will
283	Moline	Rock Island
284	Montgomery	Kane
285	Montgomery	Kendall
286	Morris	Grundy
287	Morrison	Whiteside
288	Morrisonville	Christian
289	Morton	Tazewell
290	Morton Grove	Cook
291	Mount Carroll	Carroll
292	Mount Prospect	Cook
293	Mount Sterling	Brown
294	Mount Zion	Macon
295	Moweaqua	Christian
296	Moweaqua	Shelby
297	Murphysboro	Jackson
298	New Athens	St Clair
299	New Baden	Clinton
300	New Baden	St Clair
301	Newton	Jasper
302	Niles	Cook
303	Noble	Richland
304	Nokomis	Montgomery
305	Normal	McLean
306	Norridge	Cook
307	North Aurora	Kane
308	North Chicago	Lake
309	Northlake	Cook
310	O'Fallon	St Clair
311	Oak Forest	Cook
312	Oak Lawn	Cook
313	Oak Park	Cook
314	Oakbrook Terrace	DuPage
315	Odell	Livingston
316	Odin	Marion

317	Ogden	Champaign
318	Okawville	Washington
319	Olney	Richland
320	Oneida	Knox
321	Oregon	Ogle
322	Palatine	Cook
323	Palmyra	Macoupin
324	Palos Hills	Cook
325	Palos Park	Cook
326	Park City	Lake
327	Park Ridge	Cook
328	Pawnee	Sangamon
329	Pecatonica	Winnebago
330	Pekin	Peoria
331	Pekin	Tazewell
332	Peoria	Peoria
333	Peoria Heights	Peoria
334	Peoria Heights	Tazewell
335	Peoria Heights	Woodford
336	Peotone	Will
337	Peru	LaSalle
338	Petersburg	Menard
339	Pinckneyville	Perry
340	Pingree Grove	Kane
341	Pittsburg	Williamson
342	Pittsfield	Pike
343	Plainfield	Kendall
344	Plainfield	Will
345	Pleasant Plains	Sangamon
346	Polo	Ogle
347	Pontiac	Livingston
348	Prairie Grove	McHenry
349	Princeton	Bureau
350	Princeville	Peoria
351	Prophetstown	Whiteside
352	Prospect Heights	Cook
353	Ramsey	Fayette
354	Rantoul	Champaign
355	Rapids City	Rock Island
356	Raymond	Montgomery
357	Red Bud	Randolph
358	Richton Park	Cook
359	Ridge Farm	Vermilion
360	Ringwood	McHenry
361	River Forest	Cook
362	River Grove	Cook
363	Riverton	Sangamon

364	Roanoke	Ford
365	Roanoke	Woodford
366	Roberts	Ford
367	Rock Falls	Whiteside
368	Rock Island	Rock Island
369	Rockford	Ogle
370	Rockford	Winnebago
371	Rockton	Winnebago
372	Rolling Meadows	Cook
373	Romeoville	Will
374	Roselle	Cook
375	Roselle	DuPage
376	Royalton	Franklin
377	Saint Charles	DuPage
378	Saint Charles	Kane
379	Saint Joseph	Champaign
380	San Jose	Logan
381	San Jose	Mason
382	Sandoval	Marion
383	Sandwich	DeKalb
384	Sandwich	Kendall
385	Savoy	Champaign
386	Schaumburg	Cook
387	Schaumburg	DuPage
388	Schram City	Montgomery
389	Seneca	Grundy
390	Seneca	LaSalle
391	Sesser	Franklin
392	Shabbona	DeKalb
393	Shawneetown	Gallatin
394	Shelbyville	Shelby
395	Sheridan	LaSalle
396	Sherman	Sangamon
397	Shiloh	St Clair
398	Shorewood	Will
399	Silvis	Rock Island
400	Smithton	St Clair
401	South Barrington	Cook
402	South Chicago Heights	Cook
403	South Elgin	Kane
404	South Holland	Cook
405	Southern View	Sangamon
406	Sparta	Randolph
407	Spring Grove	McHenry
408	Spring Valley	Bureau
409	Steeleville	Randolph
410	Sterling	Whiteside

411	Stickney	Cook
412	Stillman Valley	Ogle
413	Stockton	JoDaviess
414	Stone Park	Cook
415	Streator	LaSalle
416	Streator	Livingston
417	Sugar Grove	Kane
418	Summit	Cook
419	Swansea	St Clair
420	Sycamore	DeKalb
421	Tamaroa	Perry
422	Tampico	Whiteside
423	Taylorville	Christian
424	Third Lake	Lake
425	Thomasboro	Champaign
426	Thornton	Cook
427	Tilden	Randolph
428	Tilton	Vermilion
429	Tinley Park	Cook
430	Tinley Park	Will
431	Toulon	Stark
432	Tremont	Tazewell
433	Trenton	Clinton
434	Tuscola	Douglas
435	Urbana	Champaign
436	Valier	Franklin
437	Valmeyer	Monroe
438	Varna	Marshall
439	Vernon Hills	Lake
440	Vienna	Johnson
441	Villa Grove	Douglas
442	Volo	Lake
443	Warren	JoDaviess
444	Warrensburg	Macon
445	Warrenville	DuPage
446	Washington	Tazewell
447	Washington Park	St Clair
448	Waterloo	Monroe
449	Wenona	Marshall
450	Wenonah	Montgomery
451	West City	Franklin
452	West Dundee	Kane
453	West Frankfort	Franklin
454	West Peoria	Peoria
455	West Salem	Edwards
456	Westchester	Cook
457	Westmont	DuPage

458	Westville	Vermilion
459	Wheaton	DuPage
460	Wheeling	Cook
461	Wheeling	Lake
462	Williamsfield	Knox
463	Williamsville	Sangamon
464	Wilmington	Will
465	Winfield	DuPage
466	Witt	Montgomery
467	Wonder Lake	McHenry
468	Wood River	Madison
469	Woodridge	Cook
470	Woodridge	DuPage
471	Woodridge	Will
472	Woodson	Morgan
473	Woodstock	McHenry
474	Worth	Cook
	Wyoming	Stark
	Yates City	Knox
	Yorkville	Kendall



# Local Grocery Sales Tax Implementation

## IMPLEMENTATION TIMELINE

**Now:** To implement a local grocery sales tax on January 1, 2026, adopt the Illinois Municipal League’s model ordinance ([available via this link](#)) to ensure timely filing with the Illinois Department of Revenue (IDOR).

**Prior to October 1, 2025:** Submit a certified copy of an ordinance authorizing the local implementation of a grocery sales tax to IDOR, postmarked by October 1, 2025.

You must submit the ordinance to IDOR through MyLocalTax ([available via this link](#)) or via USPS, FedEx or UPS (it may not be submitted by email) to:

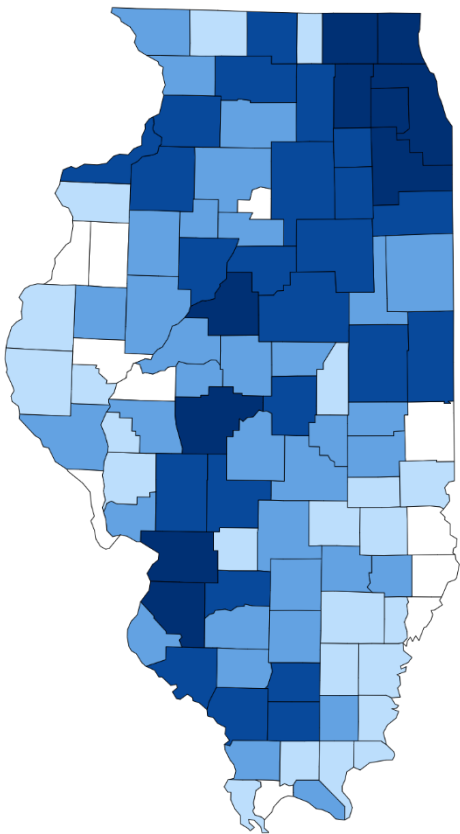
Aaron Allen, Division Manager  
Local Tax Allocation Division 3-500  
Illinois Department of Revenue  
101 West Jefferson Street  
Springfield, IL 62702  
(217) 785-7116

**January 1, 2026:** The statewide grocery sales tax expires; only locally imposed grocery sales taxes will remain in effect.

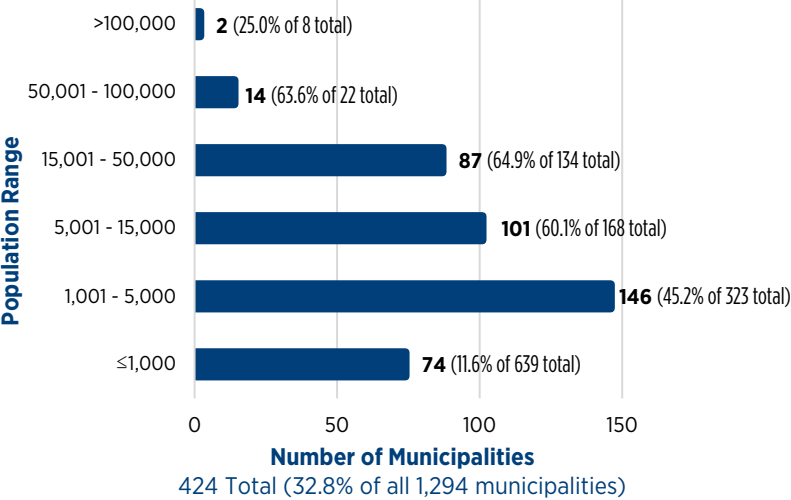
*Please consult with your municipal attorney prior to taking any action to adopt a taxing ordinance.*

**More information is available at [iml.org/grocerytax](http://iml.org/grocerytax).**

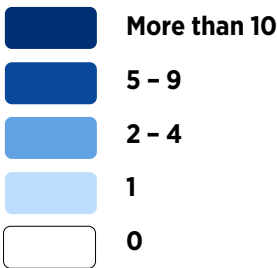
**424 municipalities in 91 counties have implemented a local grocery sales tax.**



**Municipalities that have implemented a local grocery sales tax (by population)\***



**Municipalities that have implemented a local grocery sales tax (by county)\***



\*Data as of August 15, 2025.

# Locally Imposed Grocery Sales Tax

BY ILLINOIS MUNICIPAL LEAGUE STAFF

April 29, 2025

During the 2024 Spring Legislative Session, the Illinois Municipal League (IML) played an integral role in securing the authority for both home rule and non-home rule municipalities to implement by ordinance a 1% locally imposed grocery sales tax (without need for referendum approval) following the elimination of the statewide grocery tax effective January 1, 2026.

While IML's preference was to maintain the status quo and for the tax to remain statewide, Public Act 103-0781 repeals the statewide tax on groceries. However, the authority to implement a 1% grocery sales tax locally by ordinance was approved as part of the same legislation.

IML advocated for a delayed implementation date of the statewide grocery tax repeal and the elimination of the Illinois Department of Revenue's (IDOR) administrative fees to collect and remit the tax, meaning municipalities will see no decrease or lapse in grocery tax revenue, if timely in implementing the tax locally.

## IMPLEMENTATION TIMELINE

- **Now:** Municipalities that wish to implement the local grocery tax effective on January 1, 2026, should adopt IML's model ordinance now to ensure timely filing with the Illinois Department of Revenue.
- **Prior to October 1, 2025:** A certified copy of an ordinance authorizing the local implementation of a grocery sales tax must be submitted to IDOR, postmarked by October 1, 2025.
- **January 1, 2026:** The statewide grocery sales tax expires; only locally imposed grocery sales taxes will remain.

The statewide tax will not be repealed until January 1, 2026; until then, nothing will change and no action will be necessary by municipalities. However, for those municipalities that wish to implement the tax locally on day one, there are important benchmarks to consider.

For municipalities, both home rule and non-home rule, that wish to implement a local grocery sales tax effective on January 1, 2026, the first step is to pass an authorizing ordinance. IML has developed a model ordinance that can be adopted locally, which is available on our website.<sup>1</sup> A certified copy of the ordinance must then be submitted to IDOR, postmarked by October 1, 2025, in order for the tax to be imposed beginning January 1, 2026. This will guarantee no lapse in revenues from this tax.

The ordinance must be sent to IDOR through MyLocalTax<sup>2</sup> or via USPS, FedEx or UPS (it may not be submitted by email) to:

*Aaron Allen, Division Manager  
Local Tax Allocation Division 3-500  
Illinois Department of Revenue  
101 West Jefferson Street  
Springfield, IL 62702  
(217) 785-7116*

If a municipality chooses to wait to implement a local 1% grocery tax at a later date, please keep in mind that ordinances authorizing a local tax must be sent to IDOR and postmarked before April 1 for collection to begin on July 1, or postmarked after April 1 but before October 1, for collections to begin January 1 of the following year.

If your municipality does not wish to impose the grocery tax locally after the statewide expiration, no action is required and the 1% grocery tax will be automatically repealed within your jurisdiction on January 1, 2026.

IML suggests you consult with your municipal attorney prior to considering the adoption of this model ordinance. More resources are available at [iml.org/grocerytax](http://iml.org/grocerytax).

<sup>1</sup> <https://www.iml.org/page.cfm?category=5382>

<sup>2</sup> [https://mytax.illinois.gov/MyLocalTax/\\_/](https://mytax.illinois.gov/MyLocalTax/_/)



Scan for  
PDF Version

## Memo



Public Works Department

City of Crest Hill

<b>Date:</b>	8/13/2025
<b>Submitter:</b>	Julius Hansen, Interim Director of Public Works
<b>Department:</b>	Public Works
<b>Agenda Item:</b>	Approval of Pay Request Change Order No. 9 from Vissering Construction Inc. with direction to send it to the IEPA for approval for a total amount of \$127,228

**Summary:**

Strand Engineering and PW Staff have reviewed the attached change order #9 pay requests from Vissering Construction Inc for the West Plant Expansion Project and are asking the council to approve this change order along with the invoice in the list of bills. Vissering's pay request change order #9 is \$127,228 for work performed between November 8,2024 to June16,2025.

**Recommended Council Action:**

Approval of Change Order #9 from Vissering Construction Inc. with direction to send it to the IEPA for approval for a total amount of \$127,228.

**Financial Impact:**

See attached memo and application for payment from Strand Engineering

**Attachments:**

Memo and application for payment from Strand Engineering for Change Order #9



## PROPOSAL WORKSHEET SUMMARY

**Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS**

Change Order Request #: 032

To: Strand Associates, Inc.  
Dominic Gattone

Date: 11/18/2024  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION	
Per RFI112 Response - Door 7017A Hardware Change	

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	VCC	\$ 960.00	\$ 3,336.00	\$ 16.00		\$ 4,312.00
2						\$ -
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Sub-Total		\$ 960.00	\$ 3,336.00	\$ 16.00	\$ -	\$ 4,312.00

**ACCEPTANCE OF PROPOSAL (OWNER):** City of Crest Hill

Name/Title: Michael Eulitz, Interim Director of Public Works

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Net:	\$	4,312.00
Sub-Contractor's Net:	\$	-
Net Subtotal:	\$	4,312.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	646.80
Sub-Total:	\$	4,958.80
Bonds & Insurance - 1%:	\$	49.59
<b>Worksheet Total:</b>	<b>\$</b>	<b>5,008.00</b>

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager

Signature: T. J. Watt

Date: November 18, 2024



Email Quote

Date: November 15, 2024

To: Tony Marzetta

Company: Vissering Construction

Total Pages: 1

From: Cole Cartrette

Phone: (920) 491-5913

(800) 672-6795 ext. 291301

E-mail: Cole.Cartrette@laforceinc.com

Re: West Sewage

Crest Hill, IL

LaForce Job#: 47390

Tony,

Your price for revising hardware at 7017A is \$3,270.00 (Tax Exempt). Included in you cost is the following:

	Description of Change
7017A	Rework Door and Frame to Accept new hardware
	Lock

Please provide your written authorization of this quote if we are to proceed with these changes. No material can be ordered without your written authorization.

Please call with any questions.

Cole Cartrette  
Cc. Angelica Kielbasa - LaForce

Authorized by: \_\_\_\_\_

Company name: \_\_\_\_\_

Date: \_\_\_\_\_

This quote is subject to prompt acceptance within 30 calendar days from the date of this quote first noted above. If not accepted by that date it may be withdrawn or modified by LaForce.



where success is measured one project at a time

## REQUEST FOR INTERPRETATION

Project: West Sewage Treatment Plant Improvements  
for the City of Crest Hill, Illinois  
1631 Gaylord Road, Crest Hill, IL 60403

To: Strand Associates – Attn: Dominic Gattone  
1170 S Houbolt Road, Joliet, IL 60431

Re: Door 7017A Hardware

R.F.I. Number: 112

From: Vissering Construction Company

Date: 10-24-2024

Engineer Project Number: 3894.036

Vissering Job Number: 11108.00

Specification Section:	Paragraph:	Drawing Reference:	Detail:
------------------------	------------	--------------------	---------

### Request:

The hardware for Door 7017A was changed to Hardware Set 8 on CPR011. This hardware set has a Rim Exit Device on the push side of the door (the exterior side in this instance). This will make the door unlockable and would allow for it to be opened at any time from the exterior of the building. Please advise if this is the correct intent or if this should've been a lever-set with a cylinder. If so, this would require the door to be re-fabricated with the proper prep for a lever-set.

Engineer's clarification could result in additional costs.

Signed by: **Tony Marzetta – Project Manager**

Date: **10/24/2024**

### Response

SAI: Please convert the door hardware to a lever-set with a cylinder.  
Include modification of the frame to include a latch. Provide CPR.

☐ Attachments

Response From:	To:	Date Rec'd:	Date Ret'd:
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Signed by: Dominic Gattone

Date: 11/11/2024

Copies: ☐ Owner ☐ Consultants ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ File



## PROPOSAL WORKSHEET SUMMARY

**Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS**

Change Order Request #: 030

To: Strand Associates, Inc.  
Dominic Gattone

Date: 11/8/2024  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

## WORK DESCRIPTION

**Provide Expansion Joints on the suction and discharge side of each pump in the basement of Structure B20**

[illegible]

**ACCEPTANCE OF PROPOSAL (OWNER):** City of Crest Hill

Name/Title: Michael Eulitz, Interim Director of Public Works

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Net:	\$	16,496.00
Sub-Contractor's Net:	\$	1,359.00
Net Subtotal:	\$	17,855.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	2,542.35
Sub-Total:	\$	20,397.35
Bonds & Insurance - 1%:	\$	203.97
<b>Worksheet Total:</b>	<b>\$</b>	<b>20,601.00</b>

**ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.**

Name/Title: Dominic Gattone, PE

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager

Signature: T. J. Nott

Date: November 8, 2024

**CREST HILL WEST SEWAGE  
TREATMENT PLANT IMPROVEMENTS  
CITY OF CREST HILL**

<b>FROM:</b> G A Rich & Sons, Inc. P O Box 50 Deer Creek, IL 61733	<b>PROJECT:</b> Crest Hill West Plant upgrades <b>JOB NUMBER:</b> 22-5-16 <b>RFP#</b> 030 Install Expansion Joints  <b>CONTRACT WORK:</b> Process Piping / Plumbing
---	--

**I DESCRIPTION OF CHANGE:**  
  
 Provide hardware and install 8 expansion joints provided by Vissering in Stucture 20

**II SUMMARY OF DETAILED BREAKDOWN:**

	Additions	Deletions	Net Total
A. MATERIAL	\$240.00		\$240.00
B. LABOR	\$852.00		\$852.00
C. EQUIPMENT	\$90.00		\$90.00
D. OTHER COSTS			
1 TAX EXEMPT		8.25% of MAT) - Deletion -0-	\$0.00
2 EXPENDABLE TOOLS		(2.5% of LABOR) - Deletion -0-	\$0.00
E. SUB TOTAL		(A+B+C+D1+D2)	\$1,182.00
F. OVERHEAD AND PROFIT		(E x 15%) - Deletion -0-	\$177.30
G. TOTAL		(E + F)	\$1,359.30

**III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS**  
 Detailed Breakdowns and Summaries from each Sub-Contractor must be attached.
 

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1		
2		
3		
4		
H		
I	(H x 6%) - Deletion -0-	\$0.00

**IV FINAL SUMMARY**

J PROPOSAL	(G+H+I)	\$1,359.30
K BONDS	(2.5% of PROPOSAL) - Deletion -0-	\$0.00
L BUILDER'S RISK INSURANCE (if applicable)	(0.3% of PROPOSAL) - Deletion -0-	
M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount		\$1,359.30
N Time added to contract	1 Calendar Days	

**CONTRACTOR**  
 SIGNATURE Bret Verardo  
  
 TITLE Project Manager

DATE 11/08/24







# LAI, Ltd.

5400 Newport Drive • Suite #10 • Rolling Meadows, Illinois 60008 • 847/392-0990 • FAX 847/392-1095

Item 6.

## Quotation

To:	Julie Eurich & Tony Marzetta	From:	Rich Hussey / Michael Atkins
			LAI, Ltd
Email:	jeurich@vissering.com tmarzetta@vissering.com	Pages:	1 of 1
Phone:	(815) 673-5511	Date:	10/10/2024
Re:	Crest Hill WWTP - CPR030		

Item #	Description	QTY	Unit Price	List Extended Price
1	6" General Rubber Expansion Joints, Single Filled Arch, EPDM Sleeve, w/ 316SS rings & Rods	8	\$2,062	\$16,496
Total in USD (Excluding Applicable Taxes)				\$16,496

**TOTAL: \$16,496**

**Note:** Credit Card Orders are subject to a 3% CC processing fee

Taxes not included.

Shipping included

Quote is valid for 60 days.



Cost Proposal Request  
West Sewage Treatment Plant Improvements  
City of Crest Hill  
Contract 1-2022  
October 4, 2024

COST PROPOSAL NO.: 030

TO: Vissering Construction  
ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Mike Eulitz	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to provide expansion joints on the suction and discharge side of each pump in the basement of Structure B20.

DESCRIPTIONS AFFECTING THE DRAWINGS

030-01 See attached red line drawings.

NO.	REVISIONS
1	AS BUILT
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WEST SEWAGE TREATMENT PLANT IMPROVEMENTS  
CITY OF CREST HILL  
WILL COUNTY, ILLINOIS

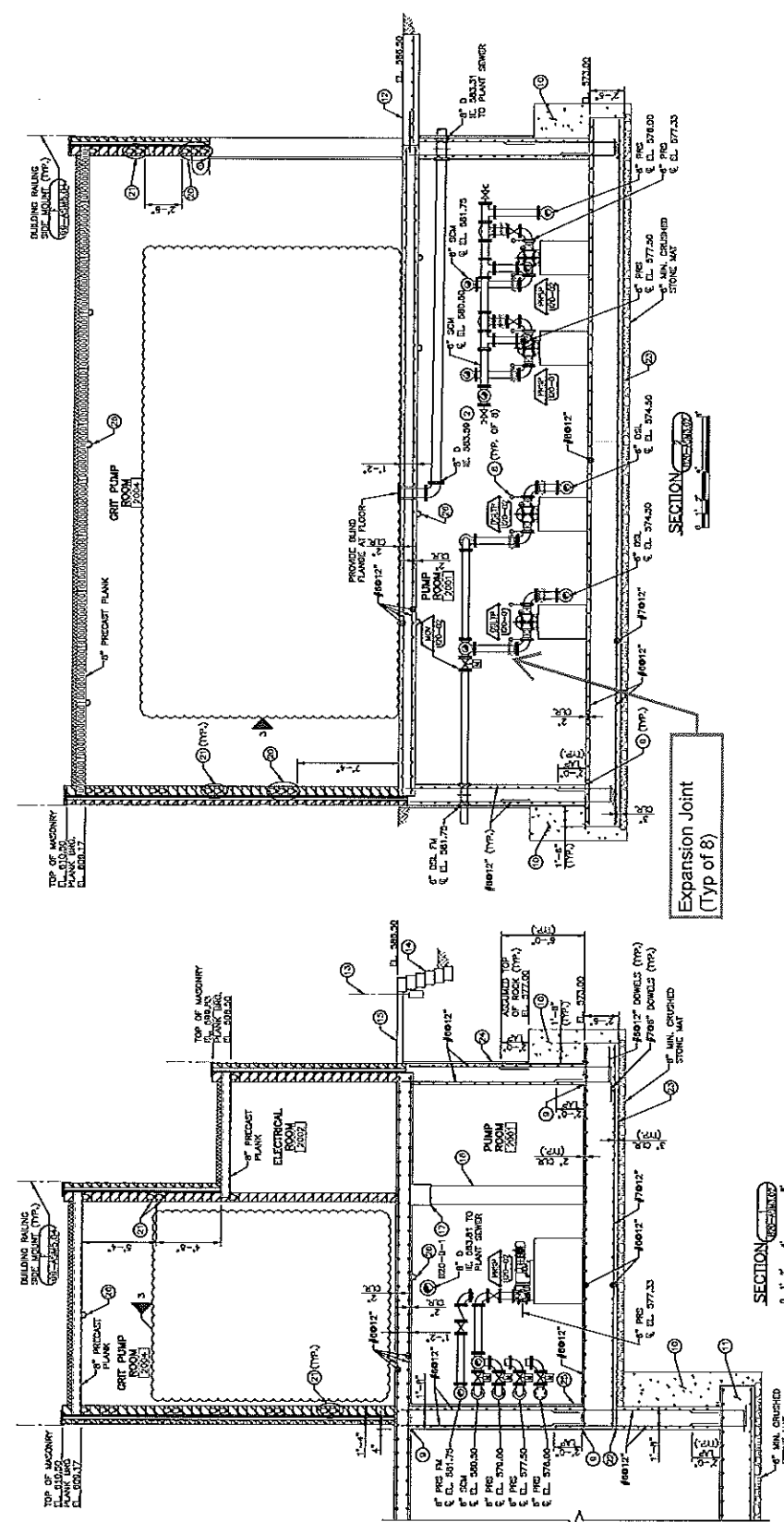
SECTIONS - 2  
GRIT REMOVAL FACILITIES

JOB NO. 3384261  
PROJECT NO. 3384261  
CONTRACT NO. 3384261  
SHEET 79  
B20-ASM3.02

**STRAND ASSOCIATES**

Item 6.

- GENERAL NOTES:**
- FOR GENERAL NOTES SEE DRAWING B20-ASM1.01.
  - PROVIDE CLASS A-ON CONCRETE WHERE INDICATED.
- LEGEND:**
- CLASS A-ON CONCRETE
- KEY NOTES (CONTINUED):**
- ALUMINUM BRACING (SEE B20-ASM1.01)
  - MODULAR BLOCK REMAINING WALL (SEE B20-ASM1.01)
  - CONCRETE SEWAGE (SEE B20-ASM1.01)
  - NOT USED.
  - CONCRETE SEW (SEE B20-ASM1.01)
  - CONCRETE COLUMN BEYOND SEE SCHEDULE ON DRAWING B20-ASM1.01.
  - NOT USED.
  - CONCRETE SEW OVER THE ONE ROOF AND DOUBLE ROOF WITH 10-47 EACH COURSE FOR THE ENTIRE LENGTH OF THE WALL MASONRY WALLS (TYP. OF WEST AND EAST WALLS).
  - 2 COURSE RING WITH 10-47 EACH COURSE DRILLED AT 4'-0" O.C. VERTICALLY UNLESS NOTED OTHERWISE.
  - ROUGHENED CONSTRUCTION JOINT WITH HYDROPHILIC WATERSTOP.





**VISSERING**  
Construction Company

where success is measured one project at a time

## PROPOSAL WORKSHEET SUMMARY

**Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS**

Change Order Request #: 001 REVISED - 2

To: Strand Associates, Inc.  
Dominic Gattone

Date: 3/13/2025  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

### WORK DESCRIPTION

VFD SPEC CHANGES - REV2 - THIS PROPOSAL IS BASED ON CONVERSATION WITH JERRY JANZEN & MARY SEEHAFTER FROM STRAND. WE ARE INSTRUCTED TO USE FUSED ENCLOSURES IN LIEU OF FUSED DISCONNECTS TO MEET NEC HEIGHT REQUIREMENTS.

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	WUNDERLICH MALEC - SEE ATTACHED				\$ 15,836.00	\$ 15,836.00
2						\$ -
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ 15,836.00	\$ 15,836.00

**ACCEPTANCE OF PROPOSAL (OWNER):** City of Crest Hill

Name/Title: Julius Hansen, Interim Director of Public Works

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Net:	\$	-
Sub-Contractor's Net:	\$	15,836.00
Net Subtotal:	\$	15,836.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	791.80
Sub-Total:	\$	16,627.80
Bonds & Insurance - 1%:	\$	166.28
<b>Worksheet Total:</b>	<b>\$</b>	<b>16,794.00</b>

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager

Signature: 72 Matt

Date: March 13, 2025



January 24, 2025

Project Name: West Sewage Treatment Plant Improvements

Project Location: City of Crest Hill, Illinois

Consulting Engineer: Strand Associates, Inc

WME Change Order – CO9 Rev B

Vissering Construction

Tony Marzetta - [tmarzetta@vissering.com](mailto:tmarzetta@vissering.com)

Project 11108.00

**Reference: Fused Enclosures (Revised per our meeting on 1/23/25)**

Wunderlich-Malec Environmental is pleased to offer the following add proposal. This proposal is based on a conversation between Jerry Janzen and Mary Seehafer at Strand. We were instructed to use Fused Enclosures in Lieu of Fused Disconnects to meet NEC height requirements.

Total Price Approved is \$15,836.28 Net Excluding Tax

<u>Location</u>					
Quote Line	Part ID	Qty	Unit Price	Ext Price	
1	A10 MECHANICAL FINE SCREEN	1.0	\$ 1,283.56	\$	1,283.56
2	A10 SMALL INFLUENT PUMPS	1.0	\$ 2,981.77	\$	2,981.77
3	A10 LARGE INFLUENT PUMPS	1.0			N/C
4	B20 PRIMARY SLUDGE PUMPS	1.0	\$ 1,283.56	\$	1,283.56
5	B20 DIGESTER SLUDGE XFER PUMP	1.0	\$ 2,298.35	\$	2,298.35
6	C45 PROCESS RETURN PUMPS	1.0	\$ 1,137.89	\$	1,137.89
7	D50 ANAEROBIC ZONE MIXERS	1.0	\$ 1,292.91	\$	1,292.91
8	D50 MIXED LIQUOR REC PUMPS	1.0	\$ 1,283.56	\$	1,283.56
9	D50 NITRATE RECYCLE PUMPS	1.0	\$ 1,292.91	\$	1,292.91
10	D50 AEROBIC DIGESTER BLOWERS	1.0			N/C
11	D50 RAS PUMPS	1.0	\$ 2,981.77	\$	2,981.77
		11.0		\$	15,836.28

This proposal consists of one (1) page. If you have any questions regarding this proposal, please do not hesitate to contact me at 952-843-5846

Yours Truly,

*Ken Kawiecki*

SIGNED ELECTRONICALLY

Ken Kawiecki

[ken.kawiecki@wmeng.com](mailto:ken.kawiecki@wmeng.com)

Wunderlich-Malec Environmental

"Employee Owned, Customer Committed"

EEO/Affirmative Action Employer

Corporate Office 6101 Blue Circle Drive, Eden Prairie, MN 55343 Phone: 952-933-3222 Fax: 952-933-0608 [www.wmeng.com](http://www.wmeng.com)  
 Arizona California Colorado Georgia Illinois Maine Minnesota New Hampshire New Mexico New York North Carolina Ohio Oregon Tennessee Texas Wisconsin



PROPOSAL  
WORKSHEET SUMMARY

Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS

Change Order Request #: 035

To: Strand Associates, Inc.  
Dominic Gattone, PE

Date: 2/25/2025  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION
Per CPR035 - Scum Beach Tipping Mechanism

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	LAI - Walker Process		\$ 19,750.00			\$ 19,750.00
2	VCC - Labor - Str 60 - 32 Hours	\$ 3,520.00	\$ 962.00	\$ 2,112.00		\$ 6,594.00
3	VCC - Labor - Str40 - 64 Hours	\$ 7,040.00				\$ 7,040.00
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24						\$ -
25						\$ -
Sub-Total		\$ 10,560.00	\$ 20,712.00	\$ 2,112.00	\$ -	\$ 33,384.00

ACCEPTANCE OF PROPOSAL (OWNER): City of Crest Hill

Name/Title: Julius Hansen, Interim Public Works Director

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Net: \$ 33,384.00

Sub-Contractor's Net: \$ -

Net Subtotal: \$ 33,384.00

Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits): \$ 5,007.60

Sub-Total: \$ 38,391.60

Bonds & Insurance - 1%: \$ 383.92

Worksheet Total: \$ 38,776.00

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

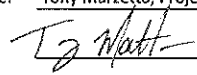
Name/Title: Dominic Gattone, PE

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager

Signature: 

Date: February 25, 2025



Cost Proposal Request  
West Sewage Treatment Plant Improvements  
City of Crest Hill  
Contract 1-2022  
January 24, 2025

COST PROPOSAL NO.: 034

TO: Vissering Construction  
ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Julius Hansen	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to retrofit a "flushing mechanism" for the scum beach on each circular clarifier (3 total).

DESCRIPTIONS AFFECTING THE SPECIFICATIONS

- 034-01 Section 46 43 22 - 2.07 - ADD "D - The scum trough shall include a gasketed mechanical flushing device actuated each time the skimmer passes. It shall be adjustable for when it opens and its duration."
- 034-02 Section 46 43 23 - 2.16 - ADD "D - The scum trough shall include a gasketed mechanical flushing device actuated each time the skimmer passes. It shall be adjustable for when it opens and its duration."





Division of McNish, LLC  
Dedicated to the  
Water and  
Wastewater Industry

## Walker Process Equipment

Division of McNish LLC

840 North Russell Avenue

Aurora, Illinois 60506-2853

E-Mail: [walker.process@walker-process.com](mailto:walker.process@walker-process.com)

Website: [www.walker-process.com](http://www.walker-process.com)

Phone: 630-892-7921

Fax: 630-892-7951

Date

TO ANY CONCERNED:

SUBJECT: Crest Hill, IL  
PROPOSAL NO.: 25-0012S

Gentlemen:

We are pleased to submit this proposal as our offer to sell and furnish the following equipment:

**Scum box flushing devices for existing Walker Clarifiers X230223 and X230224.**

This proposal is divided into the following sections that together form our complete proposal:

- Pricing Summary
- Scope of Supply and Clarifications
- General Items
- Terms and Conditions of Sale
- Mechanical Warranty

If we can furnish any clarifications or additional information regarding the scope and terms of this proposal, please contact our Sales Representative, or myself. We look forward to working with you on this project.

Sincerely,  
WALKER PROCESS EQUIPMENT  
Division of McNish LLC

Lane G. Sheldon  
Regional Sales Manager

## PRICING SUMMARY

Listed below is a summary of prices for equipment as noted within this proposal. The prices are for equipment as described herein, F.O.B. shipping point with freight prepaid via truck, exclusive of any taxes.

Our pricing includes a maximum of seven (7) hard copy service manuals unless a greater number is specified in the project specifications. If requested, WPE will supply the electronic version of the O & M Manual in PDF format. The rights to the content of WPE O & M Manuals and drawings belong solely to WPE. WPE reserves the right to revise the content at any time.

**NOTE:** Please refer to the following pages for clarifications to our scope of supply.

Scum Box Flusher for X230223..	\$7,200.00
Scum Box Flusher for X230224..	\$12,550.00

**CONDITIONS OF SALE:** This offer to sell is expressly made subject to the following requirements: WPE means Walker Process Equipment Division of McNish LLC.

Your purchase order must be received by WPE not later than April 1, 2025. Please note that prices quoted are not firm and are subject to Price Adjustment per item 11 listed under Terms and Conditions of Sale attached hereto and made a part of this Proposal; AND

Please note that all terms in your Purchase Order that conflict with or in any way change the terms of this Proposal, including the Terms and Conditions of Sale attached hereto and made a part hereof constitute a counteroffer and must be expressly accepted by WPE in a Purchase Order signed by WPE. Work started by WPE in connection with this Proposal before a Purchase Order is finalized and signed shall not constitute acceptance by WPE of any counteroffer from you. If you request WPE to perform work in connection with this Proposal before a Purchase Order is signed, all such work will be performed by WPE based on this Proposal and attached Terms and Conditions of Sale.

WPE proposes to supply all equipment and materials listed in this Proposal as a material supplier only and not as a subcontractor.

The number of this proposal must be referenced in the Purchaser's purchase order. The prices quoted in this proposal are based upon and subject to Purchaser's acceptance of the Terms and Conditions of Sale attached to this proposal. WPE reserves the right to change the prices quoted if the subsequent Purchase Order changes or modifies in any manner, the Scope of Supply or the attached Terms and Conditions of Sale, unless WPE's written consent is first obtained. This proposal shall become a binding contract for the scope of equipment supply and mechanical warranty responsibility, upon acceptance by Purchaser and approval by WPE as provided for in the Terms and Conditions of Sale.

### **PAYMENT AND PRICE TERMS:**

- 15% net 30 days upon receipt of approved submittal.
- 80% net 30 days upon shipment of materials, or upon offer to ship.
- 5% net 30 days upon start-up of the equipment or within 90 days of final shipment whichever occurs first.

When multiple structures or partial shipments are involved, each structure or its equivalent tonnage will be considered a unit for payment.

Invoices not paid within 30 days from date of invoice will bear interest at the rate of two percent (2%) per month.

These terms are completely independent from, and in no way contingent upon, when you receive payment from the Owner and/or prime contractor. Walker Process prices do not include sales, use, excise, or other similar taxes, and all such taxes shall be paid by the Purchaser. Our offering does not include bonds of any kind, which the purchaser may require.

### **ESTIMATED SCHEDULES:**

The prices given in this proposal are based on our best estimate of costs and current deliveries by suppliers and our projected factory workload. WPE project managers will work with you to coordinate our shipments with your construction schedule and expect you to expedite a timely turnaround of our submittal for approval. WPE will not be held responsible for delays or shortages of materials caused by our suppliers and/or by conditions beyond our control and under no circumstances will be liable for liquidated damages.

We estimate that we can ship fabricated materials in accordance with the schedules listed within each of the proposed items of this proposal.

Approval Schedules are shown in weeks after receipt of **order with complete information**. Shipment schedules are shown in weeks after receipt of **final Approved Submittal**.

**SCHEDULES STATED WITHIN THIS PROPOSAL ARE SUBJECT TO REVISION. SHIPPING DATES ARE BASED ON AVAILABILITY OF MATERIALS, SUPPLIES, AND LABOR. WALKER PROCESS EQUIPMENT WILL NOT ACCEPT LIABILITY FOR DELAYS CAUSED BY SHORTAGES OF MATERIALS OR CAUSED BY EVENTS BEYOND OUR CONTROL.**

If approved Submittals and/or requested verified tank dimensions are not received by WPE within six (6) weeks of initial transmittal, WPE shall be entitled to a reasonable extension of the Shipment Schedule and Contract Price.

### **TERMS AND CONDITIONS:**

Refer to the attached Terms and Conditions of Sale, which form an integral part of this proposal.

### **FIELD SERVICE:**

If our scope of supply indicates the price includes the services of a factory field service technician for checkout, initial start-up, testing, commissioning, and/or instruction of plant personnel as noted in the "Scope of Supply", refer to the attached General Items regarding our Terms of Field Service.

### **SCOPE OF SUPPLY**

#### **WALKER PROCESS WILL SUPPLY FOR ONE (1) 80' RSP COLLECTOR FOR WALKER PROCESS COLLECTOR WITH SERIAL NUMBER X230223 :**

Skimmer assembly modification components to add scum box flushing capability:

- One (1) flap gate nozzle
- Two (2) actuator supports
- One (1) flap gate
- Two (2) support arms
- Two (2) tripper arms
- Two (2) U-bolts
- One (1) flexible coupling assembly
- One (1) pipe clamp
- Two (2) cap screws

### **MATERIALS OF CONSTRUCTION**

Submerged Components of the mechanism – carbon steel

Fasteners – type 304 stainless steel

### **SHOP PAINTING:**

Ferrous surfaces will be prepared in accordance with SSPC-SP10 and given one (1) coat of Sherwin-Williams Dura-Plate 235 epoxy, Red Oxide, 4.0 – 8.0 mils dft.

Aluminum, stainless steel, galvanized steel, plastic and other special materials will not be shop painted.

**FIELD SERVICE:** None included

**WALKER PROCESS WILL SUPPLY FOR TWO (2) 60' RSMPT COLLECTORS FOR WALKER PROCESS COLLECTORS WITH SERIAL NUMBER X230224-1 AND X230224-2 :**

**Skimmer assembly modification components to add scum box flushing capability:**

- One (1) flap gate nozzle
- Two (2) actuator supports
- One (1) flap gate
- Two (2) support arms
- Two (2) tripper arms
- Two (2) U-bolts
- One (1) flexible coupling assembly
- One (1) pipe clamp
- Two (2) cap screws

**MATERIALS OF CONSTRUCTION**

**Submerged Components** of the mechanism – carbon steel

**Fasteners** – type 304 stainless steel

**SHOP PAINTING:**

Ferrous surfaces will be prepared in accordance with SSPC-SP10 and given one (1) coat of Sherwin-Williams Dura-Plate 235 epoxy, Red Oxide, 4.0 – 8.0 mils dft.

Aluminum, stainless steel, galvanized steel, plastic and other special materials will not be shop painted.

**FIELD SERVICE:** None included

**ESTIMATED SCHEDULE:** Based on current deliveries by suppliers and our current projected workload, we estimate that we can ship fabricated materials in accordance with the schedules listed below. Approval Schedule is shown in weeks after receipt of order with complete information. **SCHEDULES ARE ESTIMATES AND WILL BE UPDATED THROUGHOUT THE TIME BETWEEN ORDER ENTRY AND ACTUAL AVAILABILITY FOR SHIPMENT.**

Submittal of Approval Drawings . . . . .	8-10 weeks
Shipment, after Receipt of Approval . .	10-12 weeks

**NOTE :**

Installing contractor will have to burn a hole in the scum box to receive the 4" flap gate pipe and weld it into the scum box.

## GENERAL ITEMS

**SAFETY REGULATIONS:** Equipment and specified accessories supplied by WALKER PROCESS EQUIPMENT Division of McNish LLC (WPE) will comply with the Occupational Safety and Health Act of 1970 as may be amended to date of order. Purchaser will be responsible for specifying items required by the Act, which depend upon the particular service or operating methods of the Owner.

**PAINTING:** If Purchaser's equipment has shop painting included in the price, as outlined in the main body of this proposal, please take note of the following:

Our prices are based on shop surface preparation and shop coat(s) as outlined in the main body of this proposal. In the event that an alternative paint system is selected by the Purchaser, WPE requires written notification and data from Purchaser on the alternate paint selected. With Purchaser's agreement, WPE will then either adjust our price as may be necessary to comply or ship the material unpainted if compliance is not possible, due to application problems or environmental controls.

Shop primer paint is intended to serve only as minimal protective from the time of application (usually for a period not to exceed 30 days). Therefore, it is imperative that the finish coat normally be applied within 30 days of shipment on all shop coated surfaces. Without final coating(s) protection, primer degradation will likely occur after this period, which in turn may require renewed field surface preparation and field coating by Purchaser and/or Field Painting Contractor. Unless noted otherwise, shop prime paint will be held back 3 inches from areas that require field welding.

All field surface preparation, field paint, field touch-up, and field repair to shop coated surfaces are not by WPE. WPE will not be responsible for condition of shop primed or shop finished painted surfaces after equipment leaves its shops. Purchaser is invited to inspect painting in our shops for proper surface preparation and shop coating application prior to shipment.

WPE assumes no responsibility for field surface preparation or field touch-up of shop coatings related to shipping damage or handling damage. Any bruises, mars and/or scratches caused by loading, shipping, unloading and handling the equipment must be immediately touched up in the field by Purchaser and/or Field Painting Contractor prior to any equipment storage or equipment installation. WPE will not accept any responsibility for rusting due to equipment not receiving additional coats in the field by the Purchaser and/or Field Painting Contractor.

Purchaser must advise WPE in writing of any and all concerns regarding the shop applied surface preparation and/or the shop applied coating(s) before equipment is installed. WPE will not accept any back charges related to either the shop applied surface preparation or the shop applied coating(s) after equipment has been installed.

Application of field coating(s) shall be in strict compliance with the coating manufacturer's recommendations. Prior to application of field coat(s), the Purchaser and/or Field Painting Contractor must ensure that the maximum recoat time for the shop coating, as set forth by the shop coating manufacturer, will not be exceeded. If the maximum recoat time will be exceeded, the Purchaser and/or Field Painting Contractor shall consult the shop coating manufacturer for necessary surface preparation prior to applying subsequent top coats. Application of field coating(s) shall be construed as the Purchasers and Field Painting Contractors full acceptance of both the shop applied surface preparation and the shop applied coating(s). WPE will not accept any back charges related to either the shop applied surface preparation or the shop applied coating(s) after field coatings are applied.

All finish coats are not by WPE unless otherwise stated in the main body of this proposal. Finish coats must be the same type and by the same paint manufacturer as the prime coat, to ensure optimum compatibility and avoid invalidation of the paint warranty. The Purchaser and Field Painting Contractor are responsible that the field finish coating system is fully compatible with the shop applied coating(s).

Painting of fasteners and other touch-up to painted surfaces will be by Purchaser and/or Field Painting Contractor after mechanism erection.

No shop coatings are used by WPE on aluminum, stainless steel or other non-ferrous metals, or on galvanized metal, unless specifically designated.

All pipes, tubes, etc., 20" in diameter and larger, which receive shop surface preparation as outlined in the main body of this proposal, receive both interior and exterior shop surface preparation and shop coating. For pipes, tubes, etc., smaller than 20" in diameter, shop surface preparation and shop coating only extends into the ends of the pipes, tubes, etc., as far as the gun will reach without inserting the gun within the pipe or tube.

Motors, gear motors, and other components not manufactured by WPE will be painted solely with the originating manufacturer's standard paint system. No additional shop coatings are applied by WPE for components not manufactured by WPE.

Prior to field sandblasting, the Purchaser and/or Field Painting Contractor shall protect all gears, motors, drives, mixers, shafting, electrical controls, seals, breather vents and miscellaneous items of equipment that could be damaged by sandblasting or entry of sand. Painting can damage seals and plug breather vents on the drive units. WPE will not be responsible for leaks or loss of lubricant due to field applied paint of seals and/or vents.

Evaluation of dry film coating thickness complies with the requirements of industry standard SSPC-PA2, "Paint Application Specification #2 Measurement of Dry Coating Thickness With Magnetic Gages."

**ANCHORAGE:** Note that existing concrete tanks may require concrete modifications in the areas where new anchors will be placed in order to meet current design codes. Sometimes the required modification may be extensive. Foundation loads from the equipment provided will be submitted, but WPE is not responsible for cost, design, or the work for the concrete modification.

WPE is not responsible for determining the condition, adequacy, capacity, or suitability of existing anchors or concrete if the existing anchors are to be reused.

**STAINLESS STEEL:** Stainless steel products that have been subjected to the pickle, passivate and electro-polish process are more resistant to rust and corrosion than untreated products, however this does not guarantee that the products will not rust, corrode or discolor. Due to the many circumstances outside of the control of Walker Process Equipment Division of McNish LLC and our fabricators all present and prospective purchasers of stainless steel product are cautioned about possible conditions that affect their application if cosmetic appearance is required. McNish LLC and Walker Process Equipment Division of McNish LLC make no warranty, expressed or implied, as to the rust, corrosion or discoloration resistance of stainless steel products supplied by Walker Process Equipment Division of McNish LLC.

**ADHESIVE (EPOXY) ANCHORS:** WPE specifically excludes all responsibility for field installation of adhesive anchors, all field installer certifications of adhesive anchors, and all equipment and appurtenances required to field install the adhesive anchors.

**RECEIVING MATERIAL:** Upon receipt of each shipment, the Contractor/Purchaser should check the goods received against the tally on the PACKING LIST provided by WPE. If any items are missing, an appropriate notation should be made on the shipping papers and WPE should be notified immediately. Shipments for which no shortages are reported to WPE within fourteen (14) days of delivery to the jobsite will be considered complete as listed on the PACKING LIST.

**STORAGE/PROTECTION:** All motors, drives, shipping cartons containing sensitive equipment, and any other items that would reasonably deem special care be exercised in storage must be stored inside or adequately protected from moisture, and exposure. WPE will not be responsible for damage or deterioration due to improper handling, exposure or inadequate protection.

**FIELD INSTALLATION:** The equipment described and offered in this proposal is to be field installed by OTHERS. WPE will provide General Installation instructions, as a guide only, to assist installer who is presumed to be experienced, competent and equipped to handle and install the equipment as offered herein. It is the Contractor's responsibility to furnish any erection aids he deems necessary.

**GENERAL ITEMS NOT INCLUDED:** Unless specifically indicated to the contrary in the scope, the following items are excluded from our offering:

INSPECTION FOR DAMAGE UPON ARRIVAL, UNLOADING, HAULING OR STORAGE, SHIMS/SHIM SETS, ALL ELECTRIC CONTROLS, CONDUIT, WIRING AND ALARMS, GREASE FITTINGS, GREASE LINES, LUBRICATING OIL OR GREASE, INFLUENT PIPE, SLUDGE OR SCUM PIPING AND FITTINGS AND VALVES, FIELD PAINTING OR WELDING, CONCRETE WORK, INSTALLATION OF EQUIPMENT, ANCHORAGE TEMPLATES, LABOR AND MATERIALS TO REPAIR DEFECTS CAUSED FROM SHIPPING AND HANDLING AND INSTALLATION, HANDRAILS AND WALKWAYS NOT LOCATED ON THE EQUIPMENT, TOOLS, SPARE PARTS, VIDEO TAPES/TAPING OF INSTRUCTIONS/TRAINING SESSIONS.

*If this proposal includes an offer for WPE to provide field inspection services of existing equipment, the price shown does not include any material or labor necessary to provide safe access to all areas that require visual inspection, such as scaffolding, ladders, lifts, lighting, safety harnesses, testing for air quality in confined areas, breathing apparatus, safety observers, safety permits or any other materials or labor required for the inspections. The contractor is solely responsible to coordinate the draining and cleaning of all tanks and structures to be inspected and to provide all material and labor required to assist WPE with the inspection.*

*When field service is requested to inspect existing structures, the following conditions shall apply:*

- *The field inspection services will be performed to generally accepted industry professional standards and WPE will use ordinary skill in providing field inspection services.*
- *The Customer shall provide well-ventilated access to all areas requiring inspection and will provide all required scaffolding, ladders, safety equipment, tools, surveying equipment, labor assistance etc., required to perform the field inspection services.*
- *The Customer shall completely drain and clean all tanks, structures and access areas prior to WPE providing field inspection services.*
- *The Customer shall understand that WPE personnel are not corrosion experts, concrete experts, coatings experts, or failure analysis experts; All field inspections are strictly limited to "visual" observations and do not encompass measuring structural members or structural analysis.*
- *The Customer shall satisfy itself as to the adequacy and accuracy of the information provided by WPE personnel and shall take complete responsibility as to the use of the information provided by the WPE personnel and the information contained within the WPE field inspection report, which will be provided by WPE to the Customer.*
- *WPE makes no warranty of any kind, expressed or implied with respect to the field inspection services.*

## TERMS AND CONDITIONS OF SALE

1. **Controlling Terms.** All purchase orders submitted to Walker Process Equipment, a division of McNish LLC (hereinafter referred to as "Seller") by a purchaser (hereinafter referred to as the "Buyer") for products and/or services sold by Seller shall constitute acceptance of Seller's Bid Proposal, these Terms and Conditions of Sale and Seller's Mechanical Warranty (hereinafter referred to, collectively, as "Seller's Contract Documents"). In the event any provision of Buyer's purchase order conflicts with Seller's Contract Documents, the provisions of Seller's Contract Documents shall control. Any modifications, amendments or other changes to Seller's Contract Documents must be agreed upon in writing signed by Seller. Seller is neither a party to, nor shall Seller be bound by, the terms of any contract or agreements between Buyer and any other party. (Seller's Contract Documents and Buyer's purchase order are hereinafter referred to, collectively, as the "Contract").
  
2. **Acceptance of Purchase Orders.** All purchase orders received by Seller are subject to approval of Buyer's credit and is contingent upon Seller's receipt of written approval of all equipment submittals or written waiver thereof.
  
3. **Shipment and Delivery.** The shipping schedule set forth in Seller's proposal is based upon Seller's knowledge of the availability of materials at the time of quotation. Seller will use reasonable efforts to meet specified delivery dates, but such dates are estimates only and are not guaranteed. Seller reserves the right to make partial shipments and invoice Buyer for same. If Buyer delays shipment, Seller may invoice and the Buyer agrees to remit the amount due per terms as if the equipment had shipped. The Seller shall not be liable for any delays beyond its reasonable control (i.e., force majeure) including inadequate or reduced supply, or excessive costs, of suitable materials.
  
4. **F.O.B. Point and Title.** Seller's delivery of goods to a carrier F.O.B. shipping point constitutes delivery to Buyer and will transfer all title, ownership, and possession of the goods to Buyer.
  
5. **Payment Terms.** Payment terms are independent of, and are not contingent upon, the time and manner in which Buyer receives payment from any other person. All accounts that remain unpaid after the due date will accrue interest at a rate of two percent (2%) per month (annual percentage rate of 24%), or the maximum interest rate permitted by law. Buyer shall pay all costs and expenses, including reasonable attorneys' fees, which are incurred by Seller to collect any past due accounts.
  
6. **Setoff.** Buyer shall have no right to setoff or deduct any sums owed to Seller under this Contract for any amounts that are in dispute between Seller and Buyer and relate to any other project or contract between Seller and Buyer. Any setoff so made shall constitute a default by Buyer under this Contract and Seller shall then be entitled to pursue all remedies available to Seller for such default, including, but not limited to, the Seller's right to stop performing Seller's obligations under this Contract.
  
7. **Taxes.** Prices quoted by Seller do not include any federal, state, local, sales, use, excise or other taxes. Any tax applicable to Buyer's purchase of Seller's goods shall be paid by Buyer directly to the appropriate governmental authority.
  
8. **Warranty.** Seller warrants all goods that it manufactures in accordance with the terms of Seller's Mechanical Warranty, a copy of which is attached hereto and made a part hereof (the "Warranty"). Seller reserves the right to declare the Warranty null and void upon the breach of any of Buyer's obligations under its Contract.
  
9. **Cancellation.** If Buyer requests or causes a cancellation of any work performed by Seller on Buyer's behalf, Buyer agrees to pay Seller for all costs and expenses incurred by Seller, plus overhead and profit, through and including the date of cancellation.
  
10. **Backcharges.** No back charges or delay in payment for goods or services furnished by Seller under this Contract shall be made by Buyer without Seller's advance written approval. If Buyer assesses back charges against Seller that are not approved in advance by Seller, Buyer shall be in breach of this Contract and Seller shall have no further obligation to continue performing any further work or service for Buyer.



11. **Price Adjustment.**

**Fabricated Steel Components**

A contract price revision will take effect if, at the time WPE can purchase fabricated steel required for this project, the increase in the cost of fabricated steel assemblies (carbon steel or stainless steel) is greater than 2% above the cost at the bid date. The contract price will be adjusted by the amount that the current cost of steel exceeds 102% of the cost of steel on the bid date.

**Other Large Value Items**

A contract price revision will take effect if, at the time WPE can purchase Large Value Items for this project, the increase in the cost of those items such as aluminum (handrailing and grating), plastic, fiberglass, control panels, mixers, burners etc. is greater than 2% from the cost quoted to us within 3 weeks prior to the bid date. The contract price will be adjusted by the amount that the cost of the large value items exceeds 102% of the cost of these items on the bid date.

12. **Indemnification.** Seller agrees to indemnify Buyer, hold Buyer harmless, and upon request, to defend Buyer from and against all damages, losses, liabilities, costs and expenses, including reasonable attorney's fees, incurred by Buyer and arising from any claims, demands and suits, for personal injury, death, or property damage caused by the acts or omissions of Seller, in whole or in part, in connection with Seller's furnishing of the goods and services by this Contract. Seller's maximum liability to Buyer hereunder shall not exceed the limits of Seller's insurance policies as evidenced by the Certificate of Insurance delivered by Seller to Buyer in connection with this Contract.

13. **Limitation of Liability.** Notwithstanding anything contained in this Contract to the contrary, Seller shall have no liability to Buyer for any consequential, incidental, indirect, liquidated, special, exemplary, and punitive damages arising from or alleged to arise from Seller's breach of this Contract, as Seller's sole liability to Buyer for breach of this Contract shall be for direct damages actually suffered or incurred by Buyer. Seller's liability to Buyer for warranty claims shall be solely as stated in Seller's Mechanical Warranty attached hereto and made a part hereof. Seller's maximum liability to Buyer for direct damages under this Contract shall be limited to, and shall not exceed, the purchase price of the goods and services furnished by Seller to Buyer under this Contract.

14. **Force Majeure.** Seller shall not be liable for any costs or damages of any kind under this Contract related to or arising from delays or nonperformance of Seller's obligations caused by any event occurring beyond Seller's control, including, without limitation, acts of God, disasters caused by weather or any other event, strikes, disease, epidemics, pandemics, riots, war, shortages in materials or supplies required or the manufacture or shipment of the products, or governmental orders.

15. **INDEMNIFICATION PROVISION FOR WATER TREATMENT PROJECTS**

Buyer hereby agrees to indemnify, hold harmless, and upon request, to defend, Seller and Seller's shareholders, directors, officers, employees, agents and legal representatives (hereinafter referred to, collectively, as the "Indemnified Parties"), from and against any and all damages, losses, liabilities, fines, penalties, costs and expenses (including, but not necessarily limited to, all fees incurred by the Indemnified Parties for attorneys and other professional consultants) engaged by the Indemnified Parties, in connection with, or relating to, any claim, demand, action, suit, administrative proceeding, judgment, order, investigation or remediation asserted or issued by any third party, including, without limitation, any federal, state, or local governmental authority, arising or alleged to arise from the presence of any Hazardous Substances (as hereinafter defined), which have been discharged, directly or indirectly, into or from any body of water treated or to be treated by any equipment manufactured or provided by Seller pursuant to the terms of this Purchase Order. For purposes hereof, the use of the term "Hazardous Substances" shall mean industrial wastes, toxic pollutants, and chemicals (including but not limited to per-and polyfluoroalkyl substances (PFAs) or other manufactured chemicals), and any other hazardous substances as such terms are defined under Environmental Laws (as hereinafter defined), petroleum and petroleum products, asbestos or any material which contains any hydrated mineral silicate, including, without limitation, chrysotile, amosite, crocidolite, tremolite, anthophyllite and/or actinolite, whether friable or non-friable, polychlorinated biphenyl ("PCB") or PCB containing materials or fluids, radon, any other hazardous or radioactive substance, material, pollutant,

contaminant or waste, and any other substance with respect to which Environmental Laws or governmental authority requires environmental investigation, monitoring or remediation. The term "Environmental Laws" shall mean all federal, state, and local laws, statutes, ordinances and regulations, now or hereafter in effect, in each case as amended or supplemented from time to time, including, without limitation, all applicable judicial or administrative orders, applicable consent decrees and binding judgments relating to the regulation and protection of human health, safety, the environment and natural resources (including, without limitation, ambient air, surface, water, groundwater, wetlands, land surface or subsurface strata, wildlife, aquatic species and vegetation).

16. **Field Service.** Field service quoted is not supervisory but advisory only and is offered subject to the express agreement that our servicemen's function and responsibilities are limited to inspection, interpretation of assembly drawings and IOM manuals, and identification of materials for proper assembly and operation. In order to ensure the availability of a servicemen, Buyer must provide Seller with an eight (8) week advance notice to schedule service requests. If less than eight (8) weeks-notice is given by Buyer, Seller cannot guarantee availability when requested, and also may result in premium charges to Buyer's account. Once a service date is scheduled, any travel cost increased due to a change in the service date requested by Buyer will be billed to the Buyer. If, in the event Seller's field service technician arrives when requested, and the jobsite is not ready for service, Seller shall deduct the days/trips from the allotted time included in our scope of supply, or invoice Buyer at the per diem rate plus actual travel expenses.

Any additional field service requested by Buyer shall be provided by Seller at a rate of \$1,200 per diem plus actual travel, housing and meal expenses. Consultation or advisory services of a process engineer or staff engineer within the continental limits of the United States will be charged at the rate of \$1,450 per diem plus actual travel, housing, and meal expenses. There will be no credit for using less days or trips than the amount identified within this proposal. The per diem rates quoted are for normal site work schedule, eight (8) hours per day, five (5) days per week; all overtime and Saturday work to be invoiced at one and one-half the per diem rate; Sunday and legal holiday work to be invoiced at double the per diem rate.

17. **Limitation of Actions.** Notwithstanding any statutory period of limitation to the contrary, and except as otherwise provided in Seller's Warranty, any action or claim against Seller by Buyer with respect to Seller's furnishing of goods must be brought within one (1) year from date of Seller's shipment or offer of shipment of the goods purchased by Buyer.

18. **Disputes and Governing Law.** All disputes and controversies arising between Seller and Buyer shall be settled by a court of competent jurisdiction in Kane County, Illinois. All agreements between Seller and Buyer shall be construed in accordance with, and governed by, the laws of the State of Illinois, and shall be construed to be between merchants.

19. **Disclosure.** Seller is a Division of McNish LLC. Goods or services to be provided by Seller pursuant to this Contract may include goods or services provided by another division of McNish LLC.

20. **Invalidity.** If any provision of Seller's Contract Documents is held to be invalid or is otherwise rendered unenforceable, such invalidity or unenforceability shall not affect the validity or enforceability of the remaining provisions thereof.

21. **Binding Effect.** This Contract shall be binding upon, and inure to the benefit of, Seller and Buyer, and their respective successors, assigns, and legal representatives.

22. **Entire Agreement.** This Contract constitutes the entire agreement between Seller and Buyer, and supersedes all prior agreements, negotiations, and communications, whether oral or written, between Seller and Buyer with respect to the subject matter hereof.

**SELLER:**

WALKER PROCESS EQUIPMENT,  
Division of McNish LLC

Signature:



Name/Title:

Lane G. Sheldon / Regional Sales Manager

Date:

February 13, 2025

**ACCEPTED BY BUYER:**

Name of Company:

\_\_\_\_\_

Authorized Signature:

\_\_\_\_\_

Name/Title:

\_\_\_\_\_

Date:

\_\_\_\_\_

## MECHANICAL WARRANTY

Walker Process Equipment, division of McNish LLC ("Seller") warrants, to Buyer that all products and parts of its manufacture ("Goods") are free from defects in material and workmanship on the date of shipment. Seller's obligation under this Mechanical Warranty is to replace or repair, at no charge to Buyer and the original user of the Goods, any Goods which prove to Seller's satisfaction to have a defect in material or workmanship that interferes with the mechanical operation of the Goods under normal use and service within one (1) year from date of initial operation of the Goods or fifteen (15) months from date of shipment, whichever time period first occurs (the "Warranty Period").

If, within the Warranty Period, Buyer gives Seller prompt written notice of any defects in the Goods, Seller shall then, as Buyer's sole remedy, repair or replace, any such Goods, which Seller determines, in its sole discretion, to have failed under normal use. Unless otherwise agreed to, in writing, by Seller, (i) all repairs or replacements shall be made F.O.B. Seller's manufacturing facility or other locations designated by Seller; and (ii) Buyer shall be solely responsible for the cost of any labor required in order to allow Seller to gain access to the Goods in order to allow Seller to assess the claimed defects; and (iii) Buyer shall be responsible for all costs of installation of all Goods replaced or repaired by Seller under this Warranty. If Seller determines that any claimed defect is not, in fact, covered by this Warranty, Buyer shall pay Seller its then customary charges for any repairs or replacements made by Seller. Any suit or action brought under this Warranty must be commenced not later than ninety (90) days after the expiration of the Warranty Period, notwithstanding any statute of limitations to the contrary. Buyer shall provide Seller with satisfactory evidence that all the Goods have been maintained in accordance with Seller's instructions as stated in the installation, operations and maintenance (IOM) manual provided by Seller to Buyer.

This Warranty does not apply to, and is rendered null and void by, any Goods which, after leaving Seller's manufacturing plant, are: (i) repaired or altered without Seller's prior written approval; or (ii) improperly stored, installed or operated, including any Goods operated beyond its rated capacity or without required safety devices and protective measures; or (iii) the subject of intentional or negligent misuse, misapplication, neglect, or accident; or (iv) installed contrary to Seller's instructions; or (v) the subject of start-up, inspections, or instructions in the operation or maintenance performed by any person who is not an authorized representative of Seller; or (vi) damaged from corrosion, erosion, or any other deterioration occurring after the Goods, or parts thereof, leave the point of manufacture; or (vii) not maintained in accordance with Seller's instructions as stated in the Installation, Operation and Maintenance (IOM) Manual provided by Seller to Buyer.

This Mechanical Warranty shall not apply to products or parts which are not manufactured by Seller. Buyer's sole remedy for defective products and parts not manufactured by Seller shall be solely as provided under the warranty, if any, of the original manufacturer of such products and parts. All warranty claims for defective products and parts not manufactured by Seller shall be submitted directly to the original manufacturer for coverage.

The obligations of Seller under this Warranty are subject to, and contingent upon, Buyer not being in breach of any of its payment obligations to Seller for the Goods.

This Warranty is provided by Seller, and accepted by Buyer, in lieu of all other warranties and remedies, express or implied. Seller disclaims the implied warranties of merchantability and fitness for a particular purpose, and any implied warranties arising from course of performance, course of dealing, or usage or trade. Seller shall not be liable under this Mechanical Warranty to Buyer or any other party for direct, special, consequential, indirect or incidental damages of any kind, including, but not limited to, loss of profits. Seller's sole obligation and Buyer's exclusive remedy for warranty claims relating to any Goods is as stated in this Mechanical Warranty.



PROPOSAL  
WORKSHEET SUMMARY

Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS

Change Order Request #: 36 - REVISED

To: Strand Associates, Inc.  
Dominic Gattone, PE

Date: 3/24/2025  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION
Per CPR-036 - EF Clarifier Scum & Foam Management - Provide vac truck & labor to clean the Clarifier Scum Box & surrounding area. Furnish, Install, Dismantle, & Dispose of temporary structure as described in CPR036

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	VCC - Labor - Carpenter - 52 Hours	\$ 5,200.00				\$ 5,200.00
2	VCC - Labor - Operator - 12 Hours	\$ 1,440.00				\$ 1,440.00
3	VCC - Labor - Finisher - 16 Hours	\$ 1,760.00				\$ 1,760.00
4	VCC - Materials		\$ 1,244.00			\$ 1,244.00
5	Clean Box				\$ 4,900.00	\$ 4,900.00
6	VCC - Small Tools			\$ 1,264.00		\$ 1,264.00
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24						\$ -
25						\$ -
Sub-Total		\$ 8,400.00	\$ 1,244.00	\$ 1,264.00	\$ 4,900.00	\$ 15,808.00

ACCEPTANCE OF PROPOSAL (OWNER): City of Crest Hill

Name/Title: Julius Hansen, Interim Public Works Director

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Contractor's Net:	\$ 10,908.00
Sub-Contractor's Net:	\$ 4,900.00
Net Subtotal:	\$ 15,808.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$ 1,881.20
Sub-Total:	\$ 17,689.20
Bonds & Insurance - 1%:	\$ 176.89
Worksheet Total:	\$ 17,866.00

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager

Signature: T. Marzetta

Date: March 24, 2025



Cost Proposal Request  
West Sewage Treatment Plant Improvements  
City of Crest Hill  
Contract 1-2022  
March 7, 2025

COST PROPOSAL NO.: 036

TO: Vissering Construction  
ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Julius Hansen	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

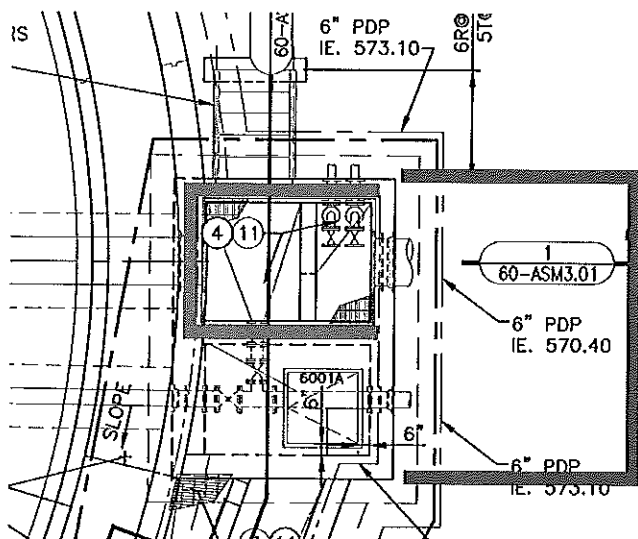
Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to direct overflowing scum in a controlled way to a defined location outside of the clarifier tank.

Provide one vacor truck cleanout of the Excess Flow Clarifier influent box to perform the work.

Provide temporary containment at the influent box, as shown in red on Sheet 158, Drawing 60-ASM1.01. Containment strategy may be at Contractor's option, including but not limited to, boards, plywood, wood, sandbags. After conversion of plant to new systems, remove and patch any concrete penetrations used for temporary containment.

Relocate Owner's jersey barriers to approximate locations as shown in blue. Provide additional sandbagging as required.





PROPOSAL  
WORKSHEET SUMMARY

Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS

Change Order Request #: 037

To: Strand Associates, Inc.  
Dominic Gattone, PE

Date: 6/19/2025  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION
Per CPR037 - Redirect the C45 Filter Building roof drain piping in the vicinity of the tertiary filters. Cut existing piping and run new piping as high as possible on south wall. Connect piping to ST-4 at 582.00 Reduce pipe diameter to 4-inch inside building

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	GA Rich - See Attached				\$ 6,773.00	\$ 6,773.00
2	Vissering Construction	\$ 880.00	\$ 216.00	\$ 16.00		\$ 1,112.00
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24						\$ -
25						\$ -
Sub-Total		\$ 880.00	\$ 216.00	\$ 16.00	\$ 6,773.00	\$ 7,885.00

ACCEPTANCE OF PROPOSAL (OWNER): City of Crest Hill

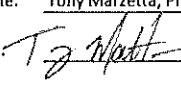
Name/Title: Julius Hansen, Interim Public Works Director  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Contractor's Net: \$ 1,112.00  
Sub-Contractor's Net: \$ 6,773.00  
Net Subtotal: \$ 7,885.00  
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits): \$ 505.45  
Sub-Total: \$ 8,390.45  
Bonds & Insurance - 1%: \$ 83.90  
Worksheet Total: \$ 8,474.00

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager  
Signature:   
Date: June 19, 2025

**CREST HILL WEST SEWAGE  
TREATMENT PLANT IMPROVEMENTS  
CITY OF CREST HILL**

<b>FROM:</b> G A Rich & Sons, Inc. P O Box 50 Deer Creek, IL 61733	<b>PROJECT:</b> Crest Hill West Plant upgrades <b>JOB NUMBER:</b> 22-5-16 <b>RFP#</b> 037_Tertiary filter roof drain modifications  <b>CONTRACT WORK:</b> Process Piping / Plumbing
---	--

**I DESCRIPTION OF CHANGE:**  
  
 Demo a section of storm drains in the tertiary building and rerote them to solve the clearance issue at the top of the steps where the new piping is demolished we will cap off the wye within the water room area, no block wall to be disturbed

<b>II SUMMARY OF DETAILED BREAKDOWN:</b>			
	Additions	Deletions	Net Total
A. MATERIAL	\$955.00		\$955.00
B. LABOR	\$4,135.00		\$4,135.00
C. EQUIPMENT	\$800.00		\$800.00
D. OTHER COSTS			
1 TAX EXEMPT		8.25% of MAT) - Deletion -0-	\$0.00
2 EXPENDABLE TOOLS		(2.5% of LABOR) - Deletion -0-	\$0.00
E. SUB TOTAL		(A+B+C+D1+D2)	\$5,890.00
F. OVERHEAD AND PROFIT		(E x 15%) - Deletion -0-	\$883.50
G. TOTAL		(E + F)	\$6,773.50

**III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS**  
 Detailed Breakdowns and Summaries from each Sub-Contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1		
2		
3		
4		
H		
I	(H x 6%) - Deletion -0-	\$0.00

**IV FINAL SUMMARY**

J PROPOSAL	(G+H+I)	\$6,773.50
K BONDS	(2.5% of PROPOSAL) - Deletion -0-	\$0.00
L BUILDER'S RISK INSURANCE (if applicable)	(0.3% of PROPOSAL) - Deletion -0-	
M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount		\$6,773.50
N Time added to contract _____ 1 Calendar Days		

**CONTRACTOR SIGNATURE** Bret Verardo

**TITLE** Project Manager

**DATE** 06/03/25







Cost Proposal Request  
 West Sewage Treatment Plant Improvements  
 City of Crest Hill  
 Contract 1-2022  
 March 12, 2025

COST PROPOSAL NO.: 037

TO: Vissering Construction  
 ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Julius Hansen	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to redirect the C45 Filter Building roof drain piping in the vicinity of the tertiary filters.

Cut existing piping and run new piping as high as possible on south wall. Connect piping to ST-4 at 582.00. Reduce pipe diameter to 4-inch inside building.

Remove and cap northerly run of roof drain piping as shown below on Sheet 126 - C45-P1.01.

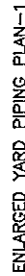
DESCRIPTIONS AFFECTING THE DRAWINGS

037-01 Drawing 05-M1.02 (Sheet 37)



See comments on attached PDF.

037-02 Drawing C45-P1.01 (Sheet 126)

See comments on attached PDF.



**LEGEND**

	EXISTING ASPHALT PAVEMENT
	EXISTING SIDEWALK

GENERAL NOTES:

### KEY POINTS:

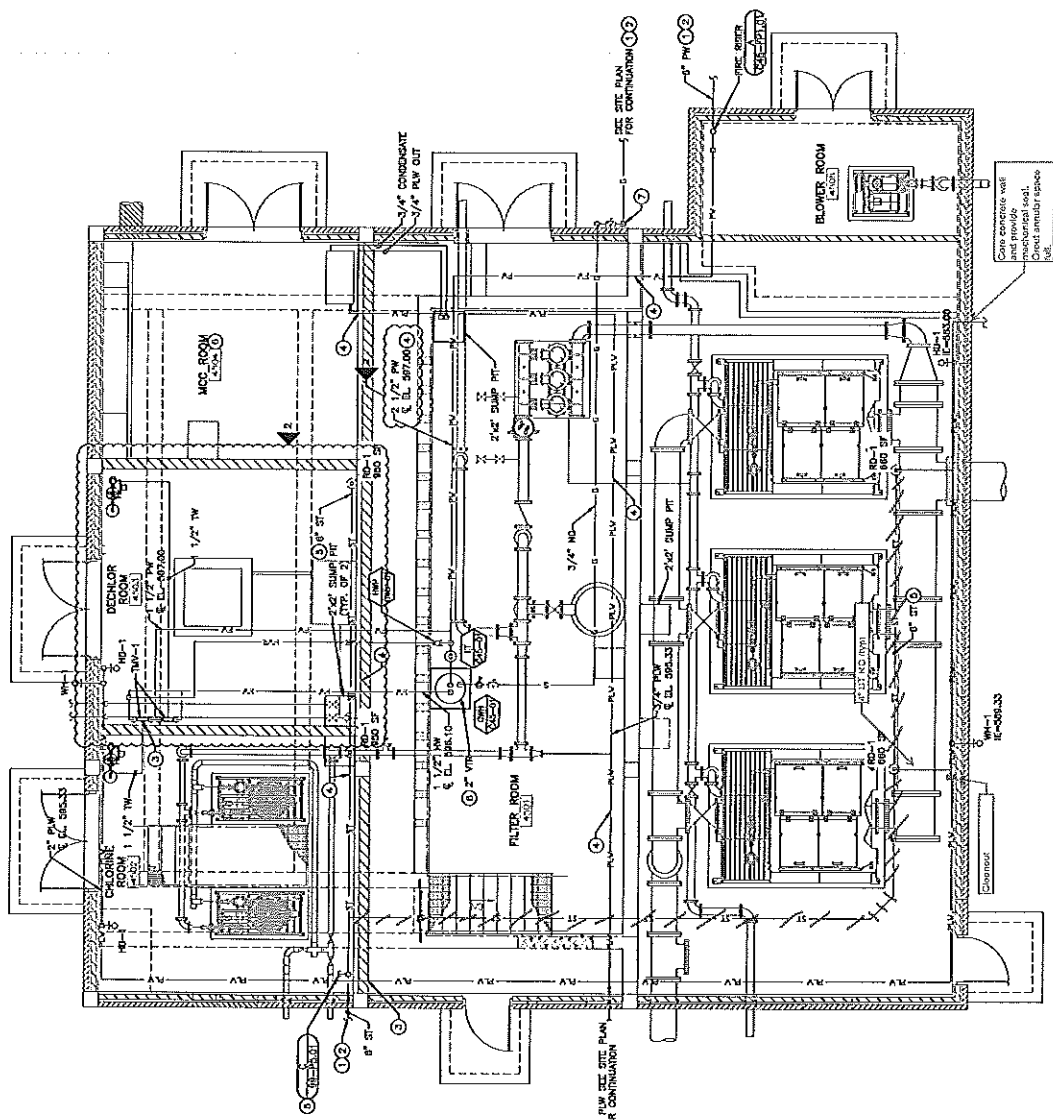
① NOT USED

**GENERAL NOTES:**

1. WORK SHALL BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ALL APPLICABLE CODES AND ORDINANCES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FOR THIS INSTALLATION.
2. FOR DETAILS, EQUIPMENT CONNECTIONS, AND PIPE SIZES, REFER TO THE PROJECT MANUAL, SPECIFICATIONS, AND SCHEDULES.
3. CONTRACTOR SHALL COORDINATE PLUMBING INSTALLATION WITH UNDERGROUND ELECTRICAL CONDUIT. SEE ELECTRICAL DRAWINGS FOR ADDITIONAL INFORMATION.
4. DO NOT ROUTE ANY PIPING THAT WOULD OBSTRUCT FLOOR DOOR FUNCTION.
5. ROUTE ALL PW AND RW AS HIGH AS POSSIBLE WITHIN FLOOR FINISH.
6. WATER REGULATION CONNECTION IS REQUIRED WITHIN 24" OF EACH HOT WATER USE POINT.

**KEY INDEX:**

1. SEE SITE PLAN FOR CONTINUATION.
2. PLUMBING CONTRACTOR IS RESPONSIBLE FOR PIPING TO 5'-0" FROM BUILDING.
3. TRANSITION TO OPEN WATER SUPPLY PIPING ABOVE WALL PENETRATION INTO CHLORINE ROOM. ROUTE DOWN FROM CHLORINE ROOM TO WALL PENETRATION. ROUTE DOWN FROM WALL PENETRATION TO CHLORINE ROOM AND ON BUILDING EXTERIOR. SEAL WALL PENETRATION AIRTIGHT.
4. ROUTE PIPING TIGHT TO UNDERSIDE OF DECK JOCKEY PIPING RISING IDEAL.
5. TRANSITION FROM ROOF TO CHLORINE ROOM PIPING AT AN ELEVATION SUCH THAT TOP OF PIPING IS 2'-0" ABOVE FINISH FLOOR. PROVIDE CLEANOUT AT 2'-0" AFT STRUCTURAL DECK. PROVIDE CLEANOUT AT 2'-0" AFT PIPING TO FLOOR PENETRATION.
6. WATER AND DRAIN PIPING SHALL NOT BE ROUTED ABOVE ELECTRICAL EQUIPMENT.
7. TRANSITION FROM POLYETHYLENE GLASS PIPING TO STEEL PIPING TO CHLORINE ROOM. PROVIDE SHUTOFF VALVE PRIOR TO PIPING ENTERING BUILDING.
8. VENT GAS WATER HEATER THROUGH ROOF. SEE DETAIL 95-2301 FOR SMALL TYPE ROOF PENETRATION.



WEST SEWAGE TREATMENT PLANT IMPROVEMENTS  
CITY OF GRAFT HILL  
WILL COUNTY, ILLINOIS

**TERTIARY FILTER BUILDING  
PLUMBING PLAN**

NO.	REVISIONS
1	ISSUED FOR PERMIT
2	CHANGED SYMBOL NO. 1
3	CHANGED SYMBOL NO. 1
4	CHANGED SYMBOL NO. 1
5	CHANGED SYMBOL NO. 1

JOB NO. 3804/01	PROJECT NO. NONE
DRAWING DATE 04/20/01	
STRAND ASSOCIATES	
126	
C45-P1.01	



Strand Associates, Inc.<sup>®</sup>  
 1170 South Houbolt Road  
 Joliet, IL 60431  
 (P) 815.744.4200  
 www.strand.com

July 30, 2025

Mr. Julius Hansen, Interim Director of Public Works  
 City of Crest Hill  
 20600 City Center Boulevard  
 Crest Hill, IL 60403

Re: West Sewage Treatment Plant (STP) Improvements  
 Change Order (CO) No. 9  
 City of Crest Hill, Illinois (City)

Dear Julius,

Three copies of the enclosed CO No. 9 have been delivered to Vissering Construction Company (Contractor) for review and signature. If approved, please sign all three copies, return two copies to Strand Associates, Inc.<sup>®</sup> (Strand), and keep one copy for the City's records. The items in CO No. 9 are in the best interest of the City to be included. The following is a summary of the changes.

Item 9a adds cost to the Construction Contract related to including expansion joint fittings on the upstream and downstream side of the rotary lobe sludge pumps in Structure B20. The change will help prevent vibrations from being transmitted from the pumps to the piping in the building.

Item 9b adds cost to the Construction Contract for door hardware changes at door 7017A in Structure E70. The change was necessary for security measures and to protect the door hardware from exposure to the elements on its exterior side.

Item 9c adds cost to the Construct Contract for the hazard rating for the overhead door 7005B motor in Structure E70. Shop drawing review necessitated this change to a NEMA 4X motor to accommodate the hazardous nature of the centrifuge room and help the longevity of the door motor.

Item 9d adds cost to the Construction Contract related to adding scum beach tipping mechanisms to the two final clarifiers. The mechanisms were removed from the original design. This was intended as an anti-freezing measure to reduce maintenance for STP staff. However, STP staff have since requested the re-addition of these mechanisms.

Item 9e adds cost to the Construction Contract related to fused variable frequency drive (VFD) enclosures. The Underwriters Laboratory listing on the equipment requires fusing, instead of circuit breakers, for VFDs below a certain size. This is due to the National Electrical Code height requirements.

Item 9f deducts cost from the Construction Contract to eliminate a digester drain valve and associated piping. It was determined that this valve and its associated functionality were not required. Other valves and pumps allow tank draining.

Item 9g adds cost to the Construction Contract related to a change in the network switches required for interacting with the City-wide network. Correspondence with the City's information technology vendor clarified the compatible product.

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Strand Associates, Inc.®

Mr. Julius Hansen, Interim Director of Public Works  
City of Crest Hill  
Page 2  
July 30, 2025

Item 9h adds cost to the Construction Contract related to installation and demolition of a temporary scum management box at Structure 60 and one Vactor truck cleaning. This was a management strategy for the clarifier scum for the winter upsets that were occurring. The box will remain installed until later in the project.

Item 9i adds cost to the Construction Contract related to relocation of the Structure C45 roof drain piping. As previously installed, there was an overhead conflict on the filter platform.

Item 9j adds cost to the Construction Contract related to temporarily raising the rim elevation of Manhole MH-D-10. This change was requested by the City to ease its maintenance and cleaning needs.

CO No. 9 adds \$127,228. The total value of all COs is a deduct of (\$1,052,634). CO No. 9 does not include a modification to the construction schedule.

If you have any questions, please call 815-744-4200.

Sincerely,

STRAND ASSOCIATES, INC.®



Dominic L. Gattone, P.E.

Enclosures



**Strand Associates, Inc.®**  
 1170 South Houbolt Road  
 Joliet, IL 60431  
 (P) 815.744.4200  
 www.strand.com

July 30, 2025

**CHANGE ORDER NO. 9**

**PROJECT:** West Sewage Treatment Plant (STP) Improvements  
**OWNER:** City of Crest Hill, Illinois  
**CONTRACT:** 1-2022  
**CONTRACTOR:** Vissering Construction Company

**Description of Change**

9a	Work described in the enclosed Contractor's Cost Proposal Request (CPR) 030 (dated November 8, 2024), and Engineer's CPR 030 (dated October 4, 2024) related to the work for inclusion of expansion joint fittings for the Structure B20 rotary lobe pumps.	ADD	\$20,601
9b	Work described in the enclosed Contractor's CPR 32 (dated November 18, 2024), and Engineer's Request for Information (RFI) 112 response (dated November 11, 2024) related to door hardware change for door 7017A in Structure E70.	ADD	\$5,008
9c	Work described in the enclosed Contractor's CPR 33 (dated November 20, 2024) related to the hazard rating for the overhead door 7005B motor.	ADD	\$3,788
9d	Work described in the enclosed Contractor's CPR 35 Revision 2 (dated February 25, 2025), and enclosed Engineer's CPR 034 (dated January 24, 2025) related to adding scum beach tipping mechanisms to the two final clarifiers.	ADD	\$38,776
9e	Work described in the enclosed Contractor's Change Order Request (COR) 001 Revision 2 (dated March 13, 2025) related to the fused variable frequency drive (VFD) enclosures.	ADD	\$16,794
9f	Work described in the enclosed Contractor's CPR 029 (dated March 31, 2025), and enclosed Engineer's CPR 029 (dated September 17, 2024) including the credit for eliminating a digester drain valve and associated piping.	(DEDUCT)	(\$3,467)
9g	Work described in the enclosed Contractor's CPR 031 Revision 2 (dated April 8, 2025), and enclosed Engineer's RFI 102 response (dated September 18, 2024) related to the Aruba network switches.	ADD	\$16,337
9h	Work described in the enclosed Contractor's CPR 036 Revision 1 (dated March 24, 2025), and enclosed Engineer's CPR 036 (dated March 7, 2025) related to installation and demolition of a temporary scum management box at Structure 60 and one Vactor truck cleaning.	ADD	\$17,866

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Strand Associates, Inc.®

City of Crest Hill-Vissering Construction Company  
 Contract 1-2022, Change Order No. 9  
 Page 2  
 July 30, 2025

9i	Work described in the enclosed Contractor's CPR 037 (dated June 19, 2025), and enclosed Engineer's CPR 037 (dated March 12, 2025) related to the relocation of Structure C45 roof drain piping.	ADD	\$8,474
9j	Work described in the enclosed Contractor's CPR 038 (dated June 19, 2025), and enclosed Engineer's CPR 038 (dated April 24, 2025) related to temporarily raising the rim of Manhole MH-D-10 and future demolition.	ADD	\$3,051
TOTAL VALUE OF THIS CHANGE ORDER:		ADD	\$127,228

**Contract Price Adjustment**

Original Contract Price	\$50,640,000
Previous Change Order Adjustments	(\$1,179,862)
Adjustment in Contract Price this Change Order	\$127,228
Current Contract Price including this Change Order	\$49,587,366

**Contract Substantial Completion Date Adjustment**

Original Contract Substantial Completion Date	December 1, 2024
Contract Substantial Completion Date Adjustments due to previous Change Orders	548 days
Contract Substantial Completion Date Adjustments due to this Change Order	0 days
Current Substantial Contract Completion Dates including all Change Orders	June 1, 2026

**Contract Final Completion Date Adjustment**

Original Contract Final Completion Date	March 1, 2025
Contract Final Completion Date Adjustments due to previous Change Orders	640 days
Contract Final Completion Date Adjustments due to this Change Order	0 days
Current Final Contract Completion Dates including all Change Orders	December 1, 2026

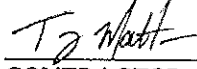
This document shall become a supplement to the Contract and all provisions will apply hereto.

**RECOMMENDED**

  
 ENGINEER-Strand Associates, Inc.®

7-30-25  
 Date

**APPROVED**

  
 CONTRACTOR-Vissering Construction Company

07-30-2025  
 Date

**APPROVED**

OWNER-City of Crest Hill, Illinois

\_\_\_\_\_  
 Date





## PROPOSAL WORKSHEET SUMMARY

**Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS**

Change Order Request #: 033

To: Strand Associates, Inc.  
Dominic Gattone

Date: 11/20/2024  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

### WORK DESCRIPTION

Per Submittal Review Comments - Supply operator for Door7005B in a NEMA4X in lieu of the NEMA 12 as specified

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	Raynor Door Authority - See Attached				\$ 3,572.00	\$ 3,572.00
2						\$ -
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
						\$ -
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						\$ -
						\$ -
						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ 3,572.00	\$ 3,572.00

**ACCEPTANCE OF PROPOSAL (OWNER):** City of Crest Hill

Name/Title: Michael Eulitz, Interim Director of Public Works

Signature:

Date:

Contractor's Net:	\$	-
Sub-Contractor's Net:	\$	3,572.00
Net Subtotal:		3,572.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	178.60
Sub-Total:	\$	3,750.60
Bonds & Insurance - 1%:	\$	37.51
<b>Worksheet Total:</b>	<b>\$</b>	<b>3,788.00</b>

**ACCEPTANCE OF PROPOSAL (A/E):** Strand Associates, Inc.

Name/Title: Dominic Gattone, PE

**Signature:**

Date:

**ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO**

Name/Title: Tony Marzetta, Project Manager

Signature:

Date:



November 11, 2024

Vissering Construction Company  
175 Benchmark Industrial Dr  
Streator IL 61364

**PROJECT: CREST HILL**

To supply the operator for Door 7005B in a NEMA4X in lieu of the NEMA12 specified, the credit for the NEMA12 is \$636.00, and the cost for the NEMA4X is \$4,208.00. Please issue a change order to cover the difference in cost in the amount of:

➤ **3,572.00**

I'm available at 815-703-3675 if you have any questions or wish to discuss this matter further.

Regards,



Chad Soderberg  
Project Manager

jlr



PROPOSAL  
WORKSHEET SUMMARY

Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS

Change Order Request #: 031 - REV2

To: Strand Associates, Inc.  
Dominic Gattone, PE

Date: 4/8/2025  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION
Per RF102 Response requiring LVS to procure the managed Aruba Network Switch

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	Connelly Electric - See Attached Revised				\$ 15,405.00	\$ 15,405.00
2						\$ -
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24						\$ -
25						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ 15,405.00	\$ 15,405.00

ACCEPTANCE OF PROPOSAL (OWNER): City of Crest Hill

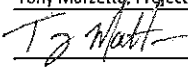
Name/Title: Julius Hansen, Interim Public Works Director  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Contractor's Net:	\$ -
Sub-Contractor's Net:	\$ 15,405.00
Net Subtotal:	\$ 15,405.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$ 770.25
Sub-Total:	\$ 16,175.25
Bonds & Insurance - 1%:	\$ 161.75
Worksheet Total:	\$ 16,337.00

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager  
Signature:   
Date: April 8, 2025



40 S. Addison Rd.  
Addison, IL 60101

CHANGE NOTICE

Connelly CCN # 019\_R2  
Field Ticket #  
Date: 4/8/2025  
Project Name: Crest Hill WWTP - West Sewage Treatment Pl  
Project Number: 22-0686  
Page Number: 1

Client Address:

Vissering Construction  
1631 Gaylord Rd.  
Crest Hill, IL 60403  
Telephone: 815.673.5511  
Contact: Tony Marazetta

Work Description

This quote covers direct costs only and we reserve the right to claim for impact and consequential costs.  
This price is good for acceptance within 10 days from the date of receipt.  
We will supply and install all materials, labor, and equipment as per your instructions on Connelly CCN # 019\_R2.

Description: Aruba Network Switch adder - See attached proposal from LVS. This is in response to RFI 102 requiring LVS to procure the managed network switches.

Clarifications:  
All terms and conditions of original contract still apply.

Exclusions:  
Pricing is based on availability today. If prices go up before a change order is in hand a separate change order will be required to cover the difference.  
Overtime  
Permits  
Scope Gap - only what is listed on LVS proposal

Summary

Low Voltage Solutions	(\$14,671.00 + 0.000 % + 0.000 % + 5.000 %)	15,404.55
Subtotal		15,404.55
Final Amount		\$15,404.55



**LOW VOLTAGE**  
**solutions, inc.®**

20516 Calton Farm Road  
Lockport, IL 60441  
Office (630) 434-9600  
Fax (630) 434-9767  
www.lvsolutions.com

Date: January 10, 2025

Change Order# 90-17119 CO#03 r1

Project: CREST HILL STP - RFI 102 PoE Network Switches r1 - 1631 Gaylord Rd., Crest Hill, IL 60403

Job Number: 90-17119

Submitted By: David Noel, P.E.

*We hereby agree to make the change(s) specified below:*

Per RFI 102 response, LVS proposes to furnish and install:

- (4) HPE Aruba 2930F 48G PoE+ 4SFP (JL262A) Network Switches
- (8) HPE Aruba Networking 1G SFP LC SX 500m MMF TAA Transceivers (JL745A)

Price is base on today's market, any major increase will be a change.

Exclude:

Programming of network switches.

NOTE: This Change Order becomes part of and in conformance with the existing contract.

WE AGREE hereby to make the change(s) specified above at this price→ **\$14,671.00**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

ACCEPTED - The above prices and specifications of this  
Change Order are satisfactory and are hereby accepted.  
All work to be performed under same terms and conditions  
as specified in original contract unless otherwise stipulated.

\_\_\_\_\_  
Authorized Signature

**Bicsi**

**NECA**



where success is measured one project at a time

## REQUEST FOR INTERPRETATION

Project: West Sewage Treatment Plant Improvements  
for the City of Crest Hill, Illinois  
1631 Gaylord Road, Crest Hill, IL 60403

R.F.I. Number: 102

From: Vissering Construction Company

To: Strand Associates – Attn: Dominic Gattone  
1170 S Houbolt Road, Joliet, IL 60431

Date: 08-29-2024

Engineer Project Number: 3894.036

Re: Network PoE Switches

Vissering Job Number: 11108.00

Specification Section:	Paragraph:	Drawing Reference:	Detail:
------------------------	------------	--------------------	---------

Request:

Spec section 260900.2.20 discusses non-PoE Switches and DIN Rail Mounted switches. The switches that will be installed in the network racks will be rack-mounted PoE switches. Is there a specific manufacturer or model that is desired for these switches?

Engineer's clarification could result in additional costs.

Signed by: **Tony Marzetta – Project Manager**

Date: **08/29/2024**

Response

SAI:

The preference is HPE Aruba 2930F switches, per the Owner's IT vendor.

☐ Attachments

Response From:	To:	Date Rec'd:	Date Ret'd:
----------------	-----	-------------	-------------

Signed by: Dominic Gattone Date: 09/18/2024

Copies: ☐ Owner ☐ Consultants ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ \_\_\_\_\_ ☐ File



PROPOSAL  
WORKSHEET SUMMARY

Project: CITY OF CREST HILL - WEST SEWAGE TREATMENT PLANT IMPROVEMENTS

Change Order Request #: 038

To: Strand Associates, Inc.  
Dominic Gattone, PE

Date: 6/19/2025  
A/E Project #: IDFPB No. 184-001273  
VCC Project #: 11108.00

WORK DESCRIPTION
Per CPR038 - Temporarily raise the rim elevation of MH-D-10 on the east side of the Excess Flow Clarifier. Temporary raise rim from EL 587.35 to 590.33 to match the top of the Excess Flow Clarifier. Return manhole to EL 587.35 after plant conversion (fall of 2025)

Line No	Cost Description	Labor Amt	Material Amt	Equip & Other Amt	Sub-Contractor Amt	Sub-Total
1	GA Rich - See Attached				\$ 2,877.00	\$ 2,877.00
2						\$ -
3						\$ -
4						\$ -
5						\$ -
6						\$ -
7						\$ -
8						\$ -
9						\$ -
10						\$ -
11						\$ -
12						\$ -
13						\$ -
14						\$ -
15						\$ -
16						\$ -
17						\$ -
18						\$ -
19						\$ -
20						\$ -
21						\$ -
22						\$ -
23						\$ -
24						\$ -
25						\$ -
Sub-Total		\$ -	\$ -	\$ -	\$ 2,877.00	\$ 2,877.00

ACCEPTANCE OF PROPOSAL (OWNER): City of Crest Hill

Name/Title: Julius Hansen, Interim Public Works Director  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

Contractor's Net:	\$ -
Sub-Contractor's Net:	\$ 2,877.00
Net Subtotal:	\$ 2,877.00
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$ 143.85
Sub-Total:	\$ 3,020.85
Bonds & Insurance - 1%:	\$ 30.21
Worksheet Total:	\$ 3,051.00

ACCEPTANCE OF PROPOSAL (A/E): Strand Associates, Inc.

Name/Title: Dominic Gattone, PE  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

ACCEPTANCE OF PROPOSAL (CONTRACTOR): VISSERING CONSTRUCTION CO

Name/Title: Tony Marzetta, Project Manager  
Signature: T2 Matt  
Date: June 19, 2025

**CREST HILL WEST SEWAGE  
TREATMENT PLANT IMPROVEMENTS  
CITY OF CREST HILL**

<b>/ FROM:</b> G A Rich & Sons, Inc. P O Box 50 Deer Creek, IL 61733	<b>PROJECT:</b> Crest Hill West Plant upgrades  <b>JOB NUMBER:</b> 22-5-16 <b>RFP#</b> 038 EF Scum MH Rim  <b>CONTRACT WORK:</b> Process Piping / Plumbing
---	--

**I DESCRIPTION OF CHANGE:**  
 Temporarily raise the rim from EL 597.35 to 590.33 to match the top of the excess flow clarifier. Return manhole rim to EL 587.35 after plant conversion (Fall 2025)

<b>II SUMMARY OF DETAILED BREAKDOWN:</b>			
	Additions	Deletions	Net Total
A. MATERIAL	\$800.00		\$800.00
B. LABOR	\$1,272.00		\$1,272.00
C. EQUIPMENT	\$430.00		\$430.00
D. OTHER COSTS			
1 TAX EXEMPT	8.25% of MAT) - Deletion -0-		\$0.00
2 EXPENDABLE TOOLS	(2.5% of LABOR) - Deletion -0-		\$0.00
E. SUB TOTAL	(A+B+C+D1+D2)		\$2,502.00
F. OVERHEAD AND PROFIT	(E x 15%) - Deletion -0-		\$375.30
G. TOTAL	(E + F)		\$2,877.30

**III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS**  
 Detailed Breakdowns and Summaries from each Sub-Contractor must be attached.

SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1		
2		
3		
4		
H		
I	(H x 6%) - Deletion -0-	\$0.00

**IV FINAL SUMMARY**

J PROPOSAL	(G+H+I)	\$2,877.30
K BONDS	(2.5% of PROPOSAL) - Deletion -0-	\$0.00
L BUILDER'S RISK INSURANCE (if applicable)	(0.3% of PROPOSAL) - Deletion -0-	
M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount		\$2,877.30
N Time added to contract	1 Calendar Days	

**CONTRACTOR SIGNATURE**  
Bret Verardo

**TITLE**  
Project Manager

**DATE**  
06/03/25







Cost Proposal Request  
West Sewage Treatment Plant Improvements  
City of Crest Hill  
Contract 1-2022  
April 24, 2025

COST PROPOSAL NO.: 038

TO: Vissering Construction  
ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Julius Hansen	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to temporarily raise the rim elevation of MH-D-10 on the east side of the Excess Flow Clarifier.

Temporarily raise rim from EL 587.35 to 590.33 to match the top of the Excess Flow Clarifier. Return manhole rim to EL 587.35 after plant conversion (fall of 2025).



## PROPOSAL WORKSHEET SUMMARY

Change Order Request #: 029

Date: 8/1/2024  
A/E Project #: IDFPR No. 184-001273  
VCC Project #: 11108.00

## WORK DESCRIPTION

**IN RESPONSE TO RFI104; ELIMINATE THE DRAIN VALVE,  
WALL CORE AND ASSOCIATED DRAIN IPIPING FROM  
THE NORTHWESTERN-MOST AEROBIC DIGESTER**

[illegible]

Contractor's Net:	\$	-
Sub-Contractor's Net:	\$	(3,467.00)
Net Subtotal:	\$	(3,467.00)
Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	-
Sub-Total:	\$	(3,467.00)
Bonds & Insurance - 1%:	\$	-
<b>Worksheet Total:</b>	<b>\$</b>	<b>(3,467.00)</b>

Contractor's Fee: (15% on Own Work, 5% on Subs, & 0% on Credits):	\$	-
Sub-Total:	\$	(3,467.00)
Bonds & Insurance - 1%:	\$	-
<b>Worksheet Total:</b>	<b>\$</b>	<b>(3,467.00)</b>

Sub-Total:	\$	(3,467.00)
Bonds & Insurance - 1%:	\$	-
<b>Worksheet Total:</b>	<b>\$</b>	<b>(3,467.00)</b>

**Worksheet Total: \$ (3,467.00)**

**CREST HILL WEST SEWAGE  
TREATMENT PLANT IMPROVEMENTS  
CITY OF CREST HILL**

<b>FROM:</b> G A Rich & Sons, Inc. P O Box 50 Deer Creek, IL 61733	<b>PROJECT:</b> Crest Hill West Plant upgrades <b>JOB NUMBER:</b> 22-5-16 <b>RFP#</b> CPR 029_STR 65 8" Drain & valve credit in STR 65 <b>CONTRACT WORK:</b> Process Piping / Plumbing
---	---

**I DESCRIPTION OF CHANGE:**  
 Credit 8" Drain and valve inside STR 65 per CMR 029. Valve credit by Vissering

**II SUMMARY OF DETAILED BREAKDOWN:**

	Additions	Deletions	Net Total
A. MATERIAL	-\$2,285.00		-\$2,285.00
B. LABOR	-\$832.00		-\$832.00
C. EQUIPMENT	-\$350.00		-\$350.00
D. OTHER COSTS			
1 TAX EXEMPT	8.25% of MAT) - Deletion -0-		\$0.00
2 EXPENDABLE TOOLS	(2.5% of LABOR) - Deletion -0-		\$0.00
E. SUB TOTAL		(A+B+C+D1+D2)	-\$3,467.00
F. OVERHEAD AND PROFIT		(E x 15%) - Deletion -0-	\$0.00
G. TOTAL		(E + F)	-\$3,467.00

**III CONTRACTOR'S MARK-UP ON WORK OF SUBCONTRACTORS**  
 Detailed Breakdowns and Summaries from each Sub-Contractor must be attached.
 

	SUBCONTRACTOR: Firm Name	CONTRACT WORK: Description	PROPOSAL
1			
2			
3			
4			
H			
I		(H x 6%) - Deletion -0-	\$0.00

**IV FINAL SUMMARY**

J PROPOSAL	(G+H+I)	-\$3,467.00
K BONDS	(2.5% of PROPOSAL) - Deletion -0-	\$0.00
L BUILDER'S RISK INSURANCE (if applicable)	(0.3% of PROPOSAL) - Deletion -0-	
M TOTAL PROPOSAL for subject RFP increase (decrease) in contract amount		-\$3,467.00
N Time added to contract	1 Calendar Days	

**CONTRACTOR**  
 SIGNATURE Bret Verardo  
  
 TITLE Project Manager

DATE 03/29/25





Cost Proposal Request  
 West Sewage Treatment Plant Improvements  
 City of Crest Hill  
 Contract 1-2022  
 September 17, 2024

COST PROPOSAL NO.: 029

TO: Vissering Construction  
 ISSUED BY: Dominic Gattone, P.E.

DISTRIBUTION

Tony Marzetta, Project Manager	Vissering Construction (Contractor)
Mike Eulitz	City of Crest Hill
Dominic Gattone, P.E.	Strand Associates, Inc.®

Please submit an itemized quotation for changes in the Contract Price and Time incidental to proposed modifications to the Contract Documents described herein.

The intent of this cost proposal request is to eliminate the drain valve, wall core, and associated drain piping from the northwestern-most aerobic digester.

DESCRIPTIONS AFFECTING THE DRAWINGS

029-01 See attached red line drawings.







## Memo



Public Works Department

City of Crest Hill

<b>Date:</b>	8/13/2025
<b>Submitter:</b>	Julius Hansen, Interim Director of Public Works
<b>Department:</b>	Public Works
<b>Agenda Item:</b>	Approval of 2025 Tree Planting Program

**Summary:**

Public Works in conjunction with The Fields on Caton Farm, Inc are planning to conduct the City of Crest Hill Tree Planting Program in the Fall of 2025. The plan is to solicit residents that would like to have a tree planted on their property and the city will pay for half of the total cost, Once the resident has submitted an application and included their contribution of half of the cost of the tree their location will be noted on a spreadsheet. Locations will continue to be added to the list until the maximum number of 37 is reached by the deadline of September 22,2025. Then the spreadsheet is sent to The Fields on September 26, 2025. They will plant the trees in October as specified by the residents and public works.

**Recommended Council Action:**

Approval of the Tree Planting Program

**Financial Impact:**

Public Works has budgeted approximately \$6000 for tree planting in the 2025/26 fiscal year budget. This would allow a maximum of 37 trees to be planted if the village funded half the cost of each tree. If less than 37 trees are requested by residents in the 50/50 program then the remaining trees will be planted on city property at various locations at 100% cost to the city. In the past approximately 20 trees were planted on residents property.

**Attachments:** Memo, Tree Planting Application, Forestry Program Guidelines



## City of Crest Hill 50/50 Tree Planting Program Guidelines

The City of Crest Hill is proud to continue its 50/50 Tree Planting Program, designed to promote community reforestation and enhance neighborhood beautification. Through this program, residents are invited to participate in a cost-sharing opportunity, where the City will contribute 50% toward the purchase of a new tree for eligible properties. The following guidelines outline the details and requirements of the program.

1. Applications will be accepted on a first come, first served basis, regardless of applicant's ward, until allocated funds are exhausted for the 2025-2026 fiscal year.
2. The City of Crest Hill will pay up to \$162.50 (50% of the cost as provided by The Fields) toward the purchase of a tree in cooperation with the homeowner.
3. One tree will be allowed per household/address.
4. Homeowners and nonprofit groups will have the opportunity to participate in this program. If demand exceeds available funding and applications are received simultaneously, a lottery system will be used to determine priority.
5. To maximize community participation, individuals who received a tree in the previous year are not eligible for the current year.
6. Trees will be planted on property by the landscaper (The Fields). The one-year guarantee will be in effect directly between the homeowner and the landscaper.
7. The homeowner must pay their portion of the cost in advance before delivery/ planting is made.
8. The City of Crest Hill is not responsible for any damage or restoration to private property resulting from the delivery or planting of the tree.
9. A variety of trees species will be offered. The list and pricing will be updated annually and included with the application materials.
10. A sketch showing the approximate placement of the tree must be submitted with the application.
11. Once the tree has been paid for, and a planting date is set, The Fields will contact JULIE and underground utilities located. **TREES CANNOT BE PLACED OVER ANY UTILITY LINES, INCLUDING WATER AND SEWER LINES.**
12. Trees shall **NOT** be planted within a 20' radius of utility structures such as manholes, hydrants, valve boxes, and light poles, subject to approval by the Director of Public Works.
13. Residents can chose to plant trees in the parkway when appropriate.

If you have any questions regarding the tree program, please contact the Administrative Clerk Kim Linden at (815) 741-5108

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ WARD: 1 2 3 4

DATE OF APPLICATION: \_\_\_\_\_

Common Name	Unit Price	Tree Type	Comments	Tree Choice
State Street Maple	\$325.00	Shade Tree	Morton Selection	
Redpointe Maple	\$325.00	Shade Tree		
Armstrong Gold Maple	\$325.00	Shade Tree	Columnar Form	
Northwood Maple	\$325.00	Shade Tree		
Matador Maple	\$325.00	Shade Tree		
Firefall Maple	\$325.00	Shade Tree	Seedless	
Symatree Maple	\$325.00	Shade Tree	Seedless	
Northern Catalpa	\$325.00	Shade Tree		
Northern Sentinel Honeylocust	\$325.00	Shade Tree		
Espresso Kentucky Coffeetree	\$325.00	Shade Tree	Seedless	
Swamp White Oak	\$325.00	Shade Tree		
Regal Prince Oak	\$325.00	Shade Tree	Columnar Form	
Bouldvard Linden	\$325.00	Shade Tree		
Sterling Silver Linden	\$325.00	Shade Tree		
Triumph Elm	\$325.00	Shade Tree	Morton Selection	
Patriot Elm	\$325.00	Shade Tree		
Hotwings Tatarian Maple	\$325.00	Ornamental Tree		
Spring Flurry Serviceberry	\$325.00	Ornamental Tree		
Ivory Silk Japanese Tree Lilac	\$325.00	Ornamental Tree	Morton Selection	

TREE CHOICE: Please indicate your choice with 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>. As there are a certain number of trees, your first choice may not always be available.

**APPLICATIONS DUE BY SEPTEMBER 22, 2025**

City of Crest Hill  
Public Works  
2090 Oakland Ave  
Crest Hill, IL 60403  
(815)741-5108



50/50 TREE PROGRAM  
LOCATION OF TREE

Please draw a rough sketch below to indicate placement of the tree on your property.

**FOR OFFICE USE ONLY**

Date Received: \_\_\_\_\_

Date Paid: \_\_\_\_\_

Clerk's Office Initials: \_\_\_\_\_

Date forwarded to PW: \_\_\_\_\_

**Approved by Public Works:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name and Title



## Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	September 2, 2025
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering
<b>Agenda Item:</b>	Award the contract and have the mayor execute the construction contract documents with D Construction Inc. in the amount of \$281,310.00.00 for the 2025 MFT Pavement Patching Program (Section No 26-00000-02-GM)

**Summary:** Bids were advertised and solicited for qualified contractors to provide unit price costs 2025 MFT Pavement Patching Program.

The city solicited bids through IDOT's construction bulletin looking for qualified contractors. A total of four (4) local prequalified contractors picked up bids and four (4) submitted bids. The bids were received for the improvement at Crest Hill City Hall until 10:00 AM local time on Thursday, August 7, 2025. Bids were opened and read aloud on Thursday, August 7, 2025, at 10:00 AM in the Council Chambers. The following is a list of the bids received:

### Results

1. D Construction, Inc.	\$281,310.00
2. P.T. Ferro Construction Co.	\$322,581.25
3. Gallagher Asphalt	\$349,132.85
4. Austin-Tyler Construction	\$451,997.65

I have reviewed the bids and found them to be correct and in order, and I feel that the bids do reflect the market as it exists today.

See attached limits for the locations patching will take place under this contract.

**Recommended Council Action:** Award the contract and have the mayor execute the construction contract documents with D Construction Inc. in the amount of \$281,310.00.00 for the 2025 MFT Pavement Patching Program (Section No 26-00000-02-GM)

**Financial Impact:**

**Funding Source:** MFT

**Budgeted Amount:** \$300,000.00 [line item 05-00-7640]

**Cost:** \$281,310.00

**Attachments:**

LOR Wiedeman Bid Award Recommendation\_2025\_0813

Patching\_Map\_250119

**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

16221 W. 159th Street Suite 201 Lockport, Illinois 60441 TEL (815) 770-2850

August 13, 2025

City of Crest Hill  
20600 City Center Boulevard  
Crest Hill, Illinois 60403

Attention: Ron Wiedeman, PE – City Engineer

Subject: City of Crest Hill  
2025 Patching Program  
(CBBEL No: 250119)  
**Engineer's Award Recommendation**

Dear Mr. Wiedeman:

On Thursday, August 7, 2025, at 10:00 A.M. bids were received and opened for the subject project. Four bids were received for this project. Christopher B. Burke Engineering, Ltd. (CBBEL) has reviewed the contract proposals for the 2025 Patching Program and all documents were in compliance with City and contract requirements. The bids have been reviewed and tabulated and are as follows:

<b>Engineer's Estimate</b>	<b>\$ 383,142.50</b>
D. Construction, Inc.	\$ 281,310.00
Schroeder Asphalt Services, Inc.	\$ 322,581.25
PT Ferro Construction Co.	\$ 349,132.85
McGill Construction LLC	\$ 451,997.65

D. Construction was the low bidder with a proposal of \$281,310.00. We have reviewed D. Construction's bid documents and found them to be in order. Therefore, CBBEL recommends awarding the project to D. Construction, Inc. in the amount of \$281,310.00.

Enclosed for your reference are the bid tabulation and bid summary. Should you have any questions, please do not hesitate to contact me.

Sincerely,

Alex Schaefer, PE  
Senior Project Manager

Enclosure as noted

## 2025 Patching Program

### BID SUMMARY

Section No. 26-00000-00-GM  
CBBEL Project No. 250119

Bids Opened August 7, 2025

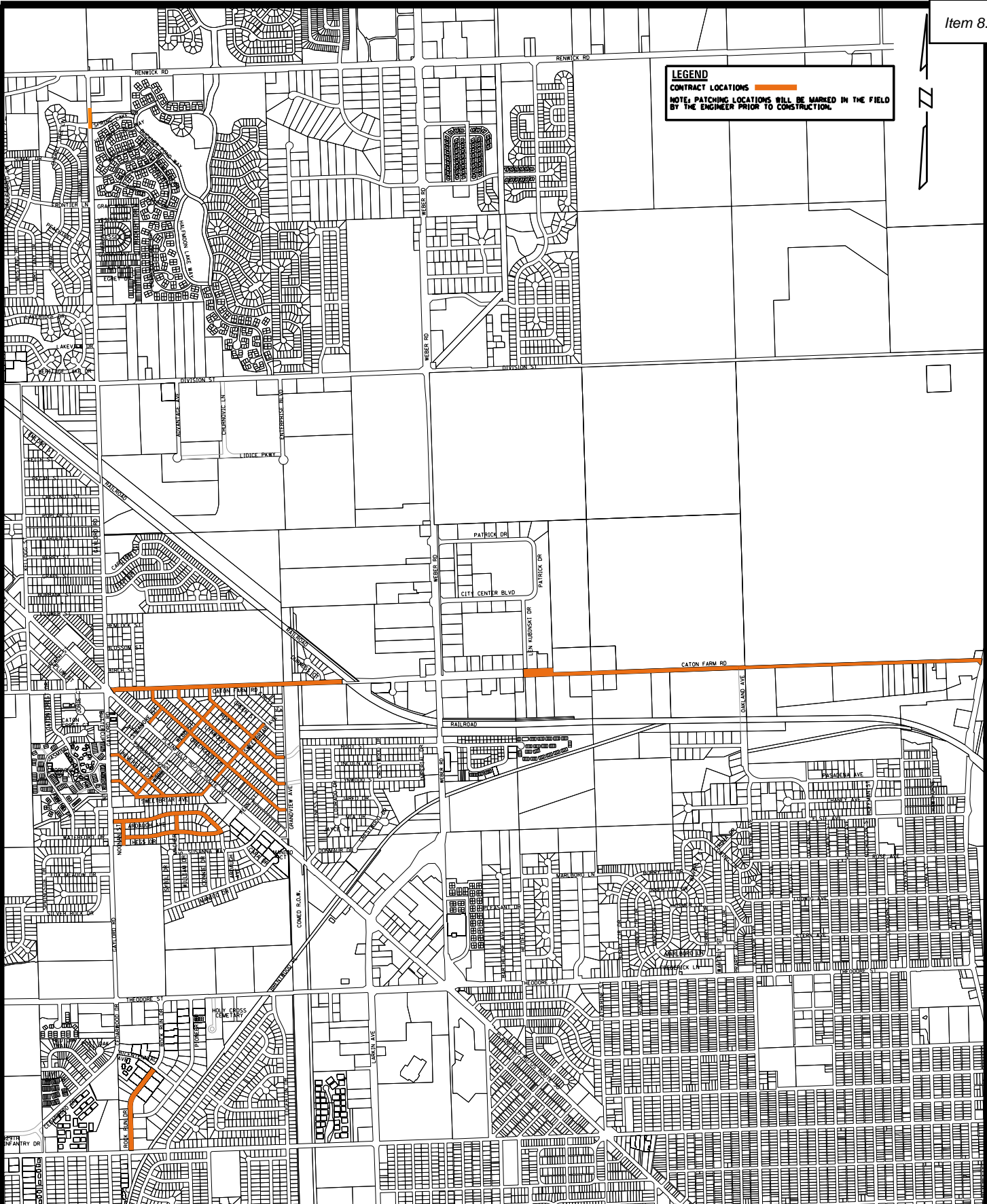
CONTRACTOR		BID
ENGINEER'S ESTIMATE	\$	383,142.50
D. CONSTRUCTION, INC.	\$	281,310.00
P.T. FERRO CONSTRUCTION CO.	\$	322,581.25
GALLAGHER ASPHALT CORPORATION	\$	349,132.85
AUSTIN-TYLER CONSTRUCTION, INC.	\$	451,997.65



Bids Opened August 7, 2025

ITEM NO	SP	PAY CODE	ITEM	UNIT	QUANTITY	ENGINEEER'S ESTIMATE		D. CONSTRUCTION, INC.		P.T. FERRO CONSTRUCTION CO.		GALLAGHER ASPHALT		AUSTIN-TYLER CONSTRUCTION,	
						UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL	UNIT PRICE	TOTAL
1	#	44201676	CLASS D PATCHES (SPECIAL), 2 INCH, N50 - SKIP PATCHING	SQ YD	2150	\$ 35.00	\$ 75,250.00	\$ 21.00	\$ 45,150.00	\$ 29.00	\$ 62,350.00	\$ 40.00	\$ 86,000.00	\$ 42.00	\$ 90,300.00
2	#	44201676	CLASS D PATCHES (SPECIAL), 2 INCH, N70 - SKIP PATCHING	SQ YD	1350	\$ 40.00	\$ 54,000.00	\$ 21.00	\$ 28,350.00	\$ 32.00	\$ 43,200.00	\$ 47.00	\$ 63,450.00	\$ 45.50	\$ 61,425.00
3	#	44201723	CLASS D PATCHES (SPECIAL), 6 INCH, N50 - SKIP PATCHING	SQ YD	2870	\$ 75.00	\$ 215,250.00	\$ 59.00	\$ 169,330.00	\$ 62.50	\$ 179,375.00	\$ 60.00	\$ 172,200.00	\$ 90.00	\$ 258,300.00
4	#	44201796	CLASS D PATCHES (SPECIAL), 12 INCH, N70 - SKIP PATCHING	SQ YD	130	\$ 175.00	\$ 22,750.00	\$ 120.00	\$ 15,600.00	\$ 195.00	\$ 25,350.00	\$ 130.00	\$ 16,900.00	\$ 191.00	\$ 24,830.00
5	#	60266600	VALVE BOXES TO BE ADJUSTED	EACH	1	\$ 750.00	\$ 750.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 253.60	\$ 253.60	\$ 1,180.00	\$ 1,180.00
6		78000100	THERMOPLASTIC PAVEMENT MARKING - LETTERS AND SYMBOLS	SQ FT	45	\$ 15.00	\$ 675.00	\$ 30.00	\$ 1,350.00	\$ 18.00	\$ 810.00	\$ 11.00	\$ 495.00	\$ 9.00	\$ 405.00
7		78000200	THERMOPLASTIC PAVEMENT MARKING - LINE 4"	FOOT	1715	\$ 1.50	\$ 2,572.50	\$ 4.00	\$ 6,860.00	\$ 1.25	\$ 2,143.75	\$ 1.65	\$ 2,829.75	\$ 2.41	\$ 4,133.15
8		78000400	THERMOPLASTIC PAVEMENT MARKING - LINE 6"	FOOT	165	\$ 2.00	\$ 330.00	\$ 6.00	\$ 990.00	\$ 4.50	\$ 742.50	\$ 2.20	\$ 363.00	\$ 3.56	\$ 587.40
9		78000600	THERMOPLASTIC PAVEMENT MARKING - LINE 12"	FOOT	25	\$ 5.00	\$ 125.00	\$ 12.00	\$ 300.00	\$ 18.00	\$ 450.00	\$ 3.30	\$ 82.50	\$ 7.02	\$ 175.50
10		78000650	THERMOPLASTIC PAVEMENT MARKING - LINE 24"	FOOT	120	\$ 12.00	\$ 1,440.00	\$ 24.00	\$ 2,880.00	\$ 18.00	\$ 2,160.00	\$ 8.80	\$ 1,056.00	\$ 12.18	\$ 1,461.60
11	#	Z0017400	DRAINAGE & UTILITY STRUCTURES TO BE ADJUSTED	EACH	10	\$ 1,000.00	\$ 10,000.00	\$ 1,000.00	\$ 10,000.00	\$ 500.00	\$ 5,000.00	\$ 550.30	\$ 5,503.00	\$ 920.00	\$ 9,200.00
# DENOTES SPECIAL PROVISION															
						TOTAL	\$ 383,142.50		\$ 281,310.00		\$ 322,581.25		\$ 349,132.85		\$ 451,997.65

**LEGEND**  
 CONTRACT LOCATIONS  
 NOTE: PATCHING LOCATIONS WILL BE MARKED IN THE FIELD BY THE ENGINEER PRIOR TO CONSTRUCTION.



CLIENT:



**CITY OF CREST HILL**

1610 PLAINFIELD ROAD  
 CREST HILL, IL 60403

TITLE:

## 2025 PAVEMENT PATCHING PROGRAM

PROJ. NO. 250119

DATE: 6/3/2025

SHEET 1 OF 1

DRAWING NO.



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

16221 W. 159th Street, Suite 201 Lockport, Illinois 60441 (815) 770-2850

DSGN.	TTC	SCALE:	N.T.S.
DWN.	TTC	MODEL:	Default
CHKD.	AJS	PLOT DATE:	6/3/2025
FILE:	PATCHING_MAP_250119		

MAP-1

126



## Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	September 2, 2025
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering
<b>Agenda Item:</b>	Resolution approving an Agreement for the Hillcrest Water Main Replacement Improvement by and Between the City of Crest Hill, Will County, Illinois and Len Cox and Sons Excavating, Inc. for an amount of \$1,795,366.25.

**Summary:** Attached is the construction agreement for the Hillcrest Water Main Replacement Improvement, which was awarded to Len Cox & Sons, Inc. at the July 21, 2025 council meeting.

### Recommended Council Action:

Resolution approving an Agreement for the Hillcrest Water Main Replacement Improvement by and Between the City of Crest Hill, Will County, Illinois and Len Cox and Sons Excavating, Inc. for an amount of \$1,795,366.25.

### Financial Impact:

**Funding Source:** Water Fund

**Budgeted Amount:** \$9,129,250.00

**Cost:** \$1,795,366.25

Amount spent to date from the 2026 budget for Water and Sewer Capital Projects included this contract is \$5,986,928.00

### Attachments:

Len Cox-Hillcrest- Resolution

Len Cox & Sons Signed Hillcrest Construction Contract

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING A CONSTRUCTION AGREEMENT FOR THE  
HILLCREST WATER MAIN REPLACEMENT IMPROVEMENT BY AND BETWEEN  
THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND LEN COX & SONS  
EXCAVATING, INC. FOR AN AMOUNT OF \$1,795,366.25**

---

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREAS, Len Cox & Sons Excavating, Inc. (the "COMPANY"), is an entity that is in the business of providing Construction Services for the Hillcrest Water Main Replacement Improvement. (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR Construction Services for the Hillcrest Water Main Replacement Improvement. (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services ( a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$1,795,366.25 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and

substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

*[Intentionally Blank]*

PASSED THIS 2ND DAY SEPTEMBER, 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 2ND DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Raymond R. Soliman, Mayor

ATTEST:

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk

# EXHIBIT A

## AGREEMENT BETWEEN THE CITY OF CREST HILL AND "CONTRACTOR"

**THIS AGREEMENT** ("Agreement") is made and entered into by and between the City of Crest Hill ("City") and Len Cox & Sons Excavating ("Contractor") on this, the \_\_\_\_\_, \_\_\_\_\_. The City and the Contractor may be referred to individually as a "Party" or collectively as the "Parties," where appropriate.

**1. The Contract Documents, in order of priority, shall consist of the following:**

- i. This Agreement
- ii. Addenda numbers 0 to 0, inclusive.
  - iii. Contract Special Provisions bearing the title "HILLCREST SHOPPING CENTER WATER MAIN REPLACEMENT PROJECT."
- iv. BDE Special Provisions for the June 13, 2025, Letting.
- v. All Contract Drawings and Construction Details included with the notice to bidders, invitation to bid, and bidding instructions for the Wilcox Street Storm Sewer Improvement Project.
- vi. City of Crest Hill Division 100 bearing the title General Requirements and Covenants
- vii. Performance and Payment Bonds.
- viii. Contractor's Bid and Proposal.
- ix. All documentation submitted by Contractor prior to notice of Award.
- x. Notice to bidders, invitation to bid, and bidding instructions for Hillcrest Shopping Center Water Main Replacement Project.
- xi. Notice of Award.
- xii. Notice to Proceed.

The documents listed in this Paragraph 1, above, are not attached to this Agreement (except as expressly noted otherwise above) but are incorporated herein by reference. The Contract Documents (as set forth above) may only be amended, modified, or supplemented as provided in the City of Crest Hill Division 100 bearing the title General Requirements and Covenants. To the extent any provisions of any of the Contract Documents conflict with this Agreement, the provisions that are most beneficial to the City shall control. In the event that the Contractor believes such a conflict exists, the Contractor shall, as soon as practicable, request clarification from the City.



## 2. THE WORK

The Contractor shall fully execute the Work, as described and set out in the Contract Documents in a good and workmanlike manner.

## 3. DATES OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

The Contractor shall commence the work within fifteen (15) days after the date set forth in the Notice to Proceed issued by the City in connection with this Agreement (the "Commencement Date"). The Contractor shall achieve substantial completion of the entire Work:

\_\_\_\_\_ Within \_\_\_\_\_ days after the Commencement Date.

  X   On or before November 28, 2025.

After the date of substantial completion, the Contractor shall have until May 29, 2026 to complete all parkway restoration, clean-up and punch-list items.

The Contractor shall not be entitled to payment or compensation for any alleged damages, costs, or expenses whatsoever that arise in connection with the Contractor ensuring timely completion of the Work, regardless of the source or cause of such alleged damages, costs, or expenses and regardless of whether said source or cause was reasonable, foreseeable, or avoidable. In the event that the Contractor believes that it will suffer damages or incur additional costs, including but not limited to any costs of acceleration, or expenses and the source or cause of such damages, costs, or expenses was an act of the City or an act of God, the Contractor's only recourse and remedy shall be to request an extension of the time for substantial completion, which the City may agree, but is not obligated, to grant in its sole discretion.

## 4. LIQUIDATED DAMAGES

The City and the Contractor agree that any breach of this agreement by the Contractor that results in the delay of the project will cause the City to be damaged in a manner and amount that is uncertain and difficult to ascertain. In light of this agreement, the City and Contractor further agree that, in the event that the Contractor breaches any provision of this Agreement and such breach results in any delay of the project, the Contractor shall pay the City liquidated damages in the amounts set forth in the Contract Documents. The Parties agree and affirm that, while actual damages may be difficult to prove because of an unexpected breach of this Agreement, and delay of the project, by the Contractor, the liquidated damages set forth in the Contract Documents are reasonable as of the time this Agreement is executed. Further, the Parties agree and affirm that said damages bear a rational relation and connection to the damages that are reasonably foreseeable to be sustained by the City as a result of Contractor's unexpected breach of this Agreement. Accordingly, it is the express intent of the Parties, as evidenced by their respective execution of this Agreement, to hereby settle any claims of damages that might arise as a result of Contractor's breach of this Agreement, to the extent that such breach causes any actual delay of the project.

## 5. CONTRACT SUM

The City shall pay the Contractor for the performance of the Work in the manner and at the rate bid and accepted by the City as shown on the Contractor's Bid Proposal Form and the City's Notice of Award.

## 6. PROGRESS PAYMENTS

- (a) The Contractor shall file progress payment requests on a monthly basis, and the City shall make payments to the Contractor as provided below and elsewhere in the Contract Documents.
- (b) The period covered by each period payment request shall be one calendar month ending on the last day of the month.
- (c) Upon receipt of any progress payment request, the City shall review and respond to the request within Sixty (60) days after receipt by either paying the Contractor the sums requested or else by withholding payment of all or part of said sums and notifying the Contractor in writing of the reasons for such withholding.
- (d) Progress payments shall be computed as follows:
  - (i) The amount of each progress payment shall include:
    - (1) That portion of the Contract Sum properly allocable to labor, materials, and equipment used for completed and approved Work during the time period being billed.
  - (ii) The amount of each progress payment shall then be reduced by:
    - (1) The aggregate of any amounts previously paid by the City; and
    - (2) The amount, if any, for Work that remains uncorrected and for which the City previously withheld payment or part thereof; and
    - (3) For Work performed or defects discovered since the last payment application, any amount for which the City may withhold payment as set forth in the Contract Documents; and
    - (4) Retainage, as set forth herein.
- (e) In order to be valid, each request for payment shall include or be accompanied by the following:
  - (i) A sworn statement showing the amount presently due to the Contractor (supported by detailed timecards and invoices for materials the amount previously paid), the sum of all amounts previously paid to the Contractor, and the total amount remaining to be paid to Contractor under the Contract.
  - (ii) A list of all subcontractors, suppliers, and materialmen, if any, who have been engaged to perform work in connection with the Project, which list shall be sworn

and shall show the sum of all amounts previously paid, presently due, and remaining to be paid to each subcontractor, supplier, and/or materialman.

- (iii) A sworn lien waiver, signed by the Contractor or its authorized representative, that fully and satisfactorily waives any and all lien rights that the Contractor may have in the Work or any property or funds of the City in an amount equal to the sum of the amount requested for payment and all amounts previously paid or retained during the course of the Contract.
- (iv) Sworn lien waivers signed by each subcontractor, supplier, and/or materialman on whose behalf the Contractor is applying for payment in any amount whatsoever, that fully and satisfactorily waives any and all lien rights that such subcontractor, supplier, and/or materialman may have in the Work or any property or funds of the City in an amount equal to the sum of the amount requested for payment to said subcontractor, supplier, and/or materialman and all amounts previously paid or retained during the course of the Contract for the purpose of paying said subcontractor, supplier, and/or materialman.

#### **7. REDUCTIONS IN PAYMENT BY CITY (CITY'S RIGHT TO SETOFF)**

- (a) The Parties hereby agree that the City is entitled to impose a set-off against payment based on any of the following:
  - (i) Claims have been made against the City on account of the Contractor's conduct in the performance or furnishing of the Work, or the City has incurred costs, losses, or damages on account of the Contractor's conduct in the performance or furnishing of the Work, including but not limited to claims, costs, losses, or damages from workplace injuries, adjacent property damage, non-compliance with Laws and Regulations, and patent infringement; or
  - (ii) The Contractor has failed to take reasonable and customary measures to avoid damage, delay, disruption, and interference with other work at or adjacent to the Site; or
  - (iii) The Contractor has failed to provide and maintain required bonds or insurance; or
  - (iv) The City has been required to remove or remediate a hazardous environmental condition for which the Contractor is responsible; or
  - (v) The City has incurred extra charges or engineering costs related to submittal reviews, evaluations of proposed substitutes, tests and inspections, or return visits to manufacturing or assembly facilities; or
  - (vi) The Work is defective, requiring correction or replacement; or
  - (vii) The City has been required to correct defective Work at its own cost; or
  - (viii) The Contract Sum has been reduced by change orders; or
  - (ix) An event that would constitute justify the City to terminate this Agreement for cause has occurred; or

- (x) Liquidated damages have accrued as a result of the Contractor's failure to timely achieve Substantial Completion or final completion of the Work; or
  - (xi) Liens have been filed in connection with the Work, except where the Contractor has delivered a specific bond satisfactory to the City to secure the satisfaction and discharge of such Liens; or
  - (xii) There are other items entitling the City to a set off.
- (b) If the City imposes any set-off against payment the City will give the Contractor immediate written notice stating the reasons for such action and the specific amount of the reduction and shall promptly pay the Contractor any amount remaining after deduction of the amount so withheld. The City shall promptly pay the Contractor the amount so withheld, or any adjustment thereto agreed to by the City and the Contractor, if the Contractor remedies the reasons for such action. The reduction imposed shall be binding on the Contractor unless it duly submits a change proposal contesting the reduction.
- (c) Upon a subsequent determination that the City's refusal of payment was not justified, the amount wrongfully withheld shall be promptly paid, along with 5% interest per annum.

#### **8. RETAINAGE**

For each progress payment made prior to Substantial Completion of the Work, the City may withhold 10% as retainage from the payment otherwise due. The City reserves the right, but is under no obligation, to reduce retainage prior to substantial completion.

#### **9. FINAL PAYMENT**

- (a) Subject to all requirements and provisions of this Agreement, including but not limited to the City's right to setoff its obligations to the Contractor (see Section 7, above), and the Contract Documents, final payment, constituting the entire unpaid balance of the Contract Sum, shall be made by the City to the Contractor when the Contractor has fully performed the Work and all other obligations under the Contract Documents other than those obligations related to the Contractor's responsibility (1) to correct deficient or unacceptable Work as provided in the Contract Documents, and (2) to satisfy other requirements, if any, which extend beyond final payment.
- (b) Upon receiving a request for final payment under the Contract, the City shall pay the balance of the contract sum within thirty (30) days of completion of punch list items by the Contractor and sign-off and approval by the City. Notwithstanding the forgoing, the City may avail itself of any longer timelines applicable to a payment as available under the Illinois Local Government Prompt Payment (Act 50 ILCS 505/1 *et seq.*), the provisions of which Act shall apply to this Contract. **THE LAW REQUIRES THAT THE CONTRACTOR SHALL SUBMIT A SWORN STATEMENT OF PERSONS FURNISHING MATERIALS AND LABOR BEFORE ANY PAYMENTS ARE REQUIRED TO BE MADE TO THE CONTRACTOR (770 ILCS 60/5).**

#### **10. INSURANCE**

##### **A. General Insurance Requirements.**

The Contractor shall fully comply with all requirements set forth in Section 7-2 of the Division 100, General Requirements and Covenants (Insurance Requirements), along with any and all other insurance requirements set out in the Contract Documents.

#### **B. Other Insurance Requirements**

The Contractor shall deliver to the City prior to commencing Work, certificates of insurance (ACORD Form 27 or other form acceptable to the City) evidencing the required insurance coverage of Contractor and each Subcontractor. The certificates required to be provided under this Paragraph shall contain clauses and/or provisions stating (i) that the policies will not be canceled or reduced without thirty (30) days prior notice to and the written consent of the City, and (ii) that the policies are primary and noncontributory. The policies shall further name the City and all of its elected officials, officers, employees, and agents as additional insureds. The City shall not waive any rights of subrogation. The Contractor shall provide and maintain insurance in the amounts outlined with companies acceptable to the City, for a minimum of two (2) years after completion final completion of the project. Under no circumstances shall the City be deemed to have waived any of the insurance requirements of this Contract by any action or omission. Liability of the Contractor and Subcontractors is not limited by purchase of insurance.

### **11. INDEMNIFICATION**

- (a) To the fullest extent permitted by law, Contractor waives any right of contribution against and shall defend, indemnify and hold harmless the City and any elected official, officer, attorney, employee, consultant, representative, or agent of the City (collectively the "indemnitees") from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from or in connection with the performance of the Work, provided that any such claim, damage, loss or expense (collectively "Claims") is caused by or alleged to be caused by an act or omission of Contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them may be liable in the performance of the Agreement, regardless of whether or not it is actually or allegedly caused in part by an indemnitee. The obligations of the Contractor under this Section 11(a) shall be construed to include, but shall not be limited to, injury or damage consequent upon failure to use or misuse by the Contractor, his agents, subcontractors, and employees of any scaffold, hoist, crane, stay, ladder, support, or other mechanical contrivance erected or constructed by any person, or any or all other kinds of equipment, whether or not owned or furnished by the City. The Contractor shall include this provision in each of its subcontract agreements and shall require its subcontractors to be so bound.
- (b) In the event that the Contractor or its Subcontractors are requested but refuse to honor the indemnity obligations of this Section or to provide a defense, then the Contractor shall, in addition to all other obligations, pay the cost of bringing any action to enforce this Section, including reasonable attorneys' fees.
- (c) The Contractor hereby intentionally, knowingly, and voluntarily waives the right to assert, under the case of *Kotecki v. Cyclops Welding Corp.*, 146 Ill. 2d 155 (1991) that Contractor's liability may be limited to the amount of its statutory liability under the Workers' Compensation Act, and agrees that Contractor's liability to indemnify and defend the Owner is not limited by the so called

"Kotecki Cap." The Contractor shall include this provision in each of its subcontract agreements and shall require its subcontractors to be so bound.

- (d) The indemnification provisions of this Section 11 are not intended to circumvent the Construction Contract Indemnification for Negligence Act (740 ILCS 35/0.01, *et seq.*) and shall not be construed as such, but in such a way to affect their enforcement to the fullest extent of the law.

## **12. COMPLIANCE WITH LAWS**

The Contractor shall perform its Work in compliance with all applicable laws, ordinances rules, regulations and codes, including but not limited to the *Illinois Prevailing Wage Act* (820 ILCS 130/1 *et seq.*). The Contractor shall pay not less than the prevailing rate of wages to all laborers, workers and mechanics performing work under this Contract. Moreover, the Contractor shall ensure that each subcontract is awards shall contain specific language therein requiring each subcontractor to pay not less than the prevailing wage to all laborers, workers and mechanics performing work for the project contemplated under this Contract. Further, the Contractor and all Subcontractors shall submit monthly certified payroll records to the City verifying that employees are being paid the prevailing rate of wages. The Contractor shall obtain necessary permits and licenses and consult with applicable governmental authorities as appropriate to ensure that the Work complies with all applicable laws. The Contractor agrees to fully comply with all requirements of federal and state law, including, but not limited to, the requirements of *Illinois Human Rights Act* (775 ILCS 5/1-101 *et seq.*) and the provision of sexual harassment policies and procedures pursuant to Section 2-105 of that Act. The Contractor further agrees to comply with all federal and state Equal Opportunity Laws, including, but not limited to, the *Americans With Disabilities Act* (42 U.S.C. Section 12101 *et. seq.*) and all rules and regulations promulgated thereunder. The *Illinois Employment of Illinois Workers on Public Works Act* (30 ILCS 570/0.01 *et. seq.*), and *Steel Products Procurement Act* (30 ILCS 565/1 *et. seq.*), shall prevail on this project to the extent such Acts are applicable and enforceable.

## **13. ASSIGNMENT**

The Contractor shall not assign this Contract without the prior written consent of the City, which consent may be withheld at City's sole discretion. All Contractor's subcontracts shall be in writing, and shall be assignable by the Contractor to the City.

## **14. BOND**

Pursuant to the *Public Construction Bond Act* (30 ILCS 550/1, *et seq.*), prior to commencing work, the Contractor shall provide a bond in the amount of one hundred percent (100%) of the Contract Sum and conditioned to guarantee the full and complete performance of the work, according to the terms of the specifications, plans and contract, which contract shall be properly executed and signed at the time of filing of said bonds. Pursuant to Section 4 of the *Prevailing Wage Act* (820 ILCS 130/4), the required bond shall include a provisions as will guarantee the faithful performance of the prevailing wage requirements of this Contract and Illinois Law. With permission of the City, and when state and federal funds are not used on the Work, the Contractor may provide a non-diminishing irrevocable letter of credit, for contracts under \$100,000, in lieu of aforesaid bond. This bond or the non-diminishing irrevocable letter of credit are to remain in full force and effect up to and including the final acceptance of the work.

After which it shall become null and void only after the Contractor provides a maintenance bond which shall meet the approval of said City of Crest Hill.

**15. CITY SHALL NOT WAIVE ANY RIGHTS BY MAKING ANY PAYMENT**

Notwithstanding any other provision in this Agreement or the other Contract Documents, the City shall not, in any manner, be deemed or intended to have waived any claim by making any progress or final payment in any amount.

**16. WARRANTY**

The Contractor shall supervise and direct the Work using the Contractor's best skill and attention. The Contractor shall be solely responsible for and have charge and control of contractor means, methods, techniques, sequences, and procedures for coordinating all portions of the Work. The Contractor warrants to the City that materials and equipment furnished under the Contract will be of good quality and new, unless otherwise required or permitted by this Agreement or any of the other Contract Documents and that the Work will be performed in a workmanlike manner and be free from faults and defects and in conformance with this Agreement and all other Contract Documents.

Neither the final payment under the Agreement by the City nor any provisions in the Contract Documents shall relieve the Contractor of any responsibility for negligence in the furnishing and installation of faulty materials or for faulty workmanship which shows up within the extent and period proved by law or within the guarantee period of one (1) year from final acceptance of the work performed under this Agreement, whichever is greater, nor of the responsibility of remedying such faulty workmanship and materials. In the event that any testing or inspection of the Work or any part thereof reveals defects in materials or workmanship, the Contractor shall remedy such defects and shall bear all costs and expenses associated with any and all testing necessitated thereby, including but not limited to additional testing which is related to determining whether such defects have been properly remedied.

**17. BID RIGGING AND ROTATING CERTIFICATION**

As required by the section 33E-11 of the *Criminal Code* (720 ILCS 5/33E-11), by executing this Agreement, Contractor certifies that it is not barred from contracting with any unit of State or local government as a result of a violation of any criminal statute including, but not limited to, the bid rigging (Section 33E-3) or bid rotating (Section 33E-4) provisions of the *Criminal Code*.

**18. AUTHORITY TO EXECUTE**

Each of the parties executing this Contract represent and warrant that they have the proper and necessary authority to execute this Contract and to bind their representative entities.

**19. GOVERNING LAW; CHOICE OF FORUM**

This Contract shall be governed by the laws of the state of Illinois. Furthermore, the Parties hereby agree that the Twelfth Judicial Circuit Court of Will County, Illinois, will be the sole and exclusive venue and jurisdiction for any litigation associated with the Contract Documents. As such, the Parties hereby intentionally, knowingly, and voluntarily waive and forever forfeit any right that they presently have or may accrue in the future to file any motion seeking to dismiss any such litigation for want of

jurisdiction in said court, to remove any such litigation to any federal court, or to challenge venue in said court for any reason, including but not limited to a motion based on the doctrine of *forum non conveniens*.

## **20. SEVERABILITY CLAUSE**

If any provision of this Contract is held invalid, such invalidity shall not affect the other provisions of this Contract which may be given effect without the invalid provision.

## **21. TERMINATION**

- (a) Termination Without Cause: The City may, upon seven (7) days written notice to the Contractor, terminate the Agreement between the City and Contractor without cause. Upon written request and submittal of the appropriate documentation as required by the City, the City shall pay the Contractor for all work performed by the Contractor to the date of termination that has been approved by the City. The City may, upon the Contractor executing such a confirmatory assignments as the City shall request, accept and assume all of the Contractor's obligations under all subcontracts executed in accordance with the terms of the Contract Documents that may accrue after the date of such termination and that the Contractor has incurred in good faith in connection with the Work. Upon receipt of notice of termination, the Contractor shall cease all operations on the date specified by the City, terminate subcontracts not assumed by the City, make no further orders of materials or equipment, complete work not terminated (if any), and provide such reports as may be requested by the City as to the status of the Work and the Work remaining to be completed. The City's right to terminate the Contract under this Section shall be in addition to, and not in limitation of, its rights to stop the Work without terminating the Contract.
- (b) Termination for Cause: If the Contractor shall institute proceedings or consent to proceedings requesting relief or arrangement under the Federal Bankruptcy Act or any similar or applicable federal or state law, or if a petition under any federal or state bankruptcy or insolvency law is filed against the Contractor and such petition is not dismissed within sixty (60) days after the date of said filing, or if the Contractor admits in writing his inability to pay his debts generally as they become due, or if he makes a general assignment for the benefit of his creditors, or if a receiver, liquidator, trustee or assignee is appointed on account of his bankruptcy or insolvency; or if a receiver of all or any substantial portion of the Contractor's properties is appointed; or if the Contractor abandons the Work; or if he fails, except in cases for which extension of time is provided, to prosecute promptly and diligently the Work or to supply enough properly skilled workmen or proper materials for the Work; or if he submits an Application for Payment, sworn statement, waiver of lien, affidavit or document of any nature whatsoever which is intentionally falsified; or if he fails to make prompt payment to Subcontractors or for materials or labor or otherwise breaches his obligations under any subcontract with a Subcontractor; or if a mechanic's or material man's lien or notice of lien is filed against any part of the Work or the site of the Project and not promptly bonded or insured over by the Contractor in a manner satisfactory to the City; or if the Contractor disregards any laws, statutes, ordinances, rules, regulations or orders of any governmental body or public or quasi-public authority having jurisdiction of the Work or the site of the Project; or if he otherwise violates any provision of the Contract Documents; then the City, without prejudice to any right or remedy available to the City under the Contract Documents



or at law or in equity, the City may, after giving the Contractor and its surety under the performance and payment bond required above seven (7) days' written notice, terminate the employment of the Contractor. If requested by the City, the Contractor shall remove any part or all of his equipment, machinery and supplies from the site of the Project within seven (7) days after the date of such request, and in the event of the Contractor's failure to do so, the City shall have the right to remove or store such equipment, machinery and supplies at the Contractor's expense. In case of such termination, the Contractor shall not be entitled to receive any further payment for Work performed by the Contractor through the date of termination. The City's right to terminate the City-Contractor Agreement pursuant to this Section 21(b) shall be in addition to and not in limitation of any rights or remedies existing hereunder or pursuant hereto or at law or in equity.

- (c) In the event that the City terminates this Agreement for Cause, as set forth above, the Contractor shall not be entitled to receive further payment until the Work is finished and the City may finish the Work by whatever reasonable method the City may deem expedient. Upon written request of the Contractor, the City shall furnish to the Contractor a detailed accounting of the costs incurred by the City in finishing the Work. If, after the City completes the Work, the unpaid balance of the Contract Sum exceeds the costs of finishing the Work, including but not limited to any additional expenses made necessary thereby and other damages incurred by the City and not expressly waived, such excess shall be paid to the Contractor. If such costs and damages exceed the unpaid balance, the Contractor shall pay the difference to the City. This obligation for payment shall survive termination of the Contract.

## 22. NOTICES

Any time that this Agreement or any of the other Contract Documents require one Party to notify or give notice to the other Party, such notice shall be provided in writing to the designated representative of the party to whom the notice is addressed and shall be deemed to have been duly served if delivered in person, by mail, by courier, or by electronic transmission as set forth in the Agreement. In the case of in-person delivery, the notice shall be deemed delivered on the date of such delivery. In the case of delivery by mail or by courier, the notice shall be deemed to be delivered three (3) business days after it is sent. In the case of email delivery, the notice shall be deemed given on the date of said email so long as the email is sent prior to 6:00 p.m. CST—otherwise it shall be deemed delivered as of the next business day.

**THIS CONTRACT** is entered into as of the day and year first above written.

**CITY:**

**CONTRACTOR:**

**CITY OF CREST HILL,**

**Len Cox & Sons Excavating.**

**WILL COUNTY, ILLINOIS**

**BY:** \_\_\_\_\_

**BY:** Jason T. Cox

**ITS:** \_\_\_\_\_

**ITS:** Patron

**Mayor**

**ATTEST:**

**BY:** \_\_\_\_\_

**ITS:** \_\_\_\_\_





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
8/7/2025

Item 9.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Marsh & McLennan Agency LLC 20 North Martingale Road Schaumburg IL 60173	<b>CONTACT NAME:</b> Bethani Morris	
	<b>PHONE (A/C, No, Ext):</b> (847) 908-8720 <b>FAX (A/C, No):</b> (847) 440-9123	
<b>INSURED</b> Len Cox & Sons Excavating Borio Development LLC 1203 Theodore Street, Suite 2A Crest Hill IL 60403	<b>E-MAIL ADDRESS:</b> Bethani.Morris@MarshMMA.com	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Natl Fire Ins Co of Hartford	<b>NAIC #</b> 20478
	<b>INSURER B:</b> Valley Forge Insurance	20508
	<b>INSURER C:</b> Continental Insurance Company	35289
	<b>INSURER D:</b> Continental Casualty Co	20443
<b>INSURER E:</b>		
<b>INSURER F:</b>		

## COVERAGES

CERTIFICATE NUMBER: 1484577602

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		7036689449	3/15/2025	3/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		7036689435	3/15/2025	3/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
C	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0		7036689421	3/15/2025	3/15/2026	EACH OCCURRENCE \$ 9,000,000 AGGREGATE \$ 9,000,000 \$
B	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N / A	WC736689452	3/15/2025	3/15/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Leased & Rented Installation Floater		C6057497922	3/15/2025	3/15/2026	Limit: \$300,000 Limit: \$250,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

RE: Hillcrest Water Main Replacement Project -

The following are additional insured for General Liability and Automobile Liability on a primary and non-contributory basis when required by written contract or agreement per attached forms subject to the provisions and limitations of the policies per policy terms and conditions:

- City of Crest Hill and their respective elected and appointed officials, employees, agents, consultants, attorneys and representatives
  - Christopher B. Burke Engineering, Ltd. (CBBEL)
  - Katz Brothers Development LLC
- See Attached...

## CERTIFICATE HOLDER

## CANCELLATION

City of Crest Hill  
Will County, Illinois

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Line Toljak*

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AGENCY CUSTOMER ID: LENCOX&amp;-01

LOC #:

**ADDITIONAL REMARKS SCHEDULE**Page 1 of 1

AGENCY Marsh & McLennan Agency LLC		NAMED INSURED Len Cox & Sons Excavating Borio Development LLC 1203 Theodore Street, Suite 2A Crest Hill IL 60403
POLICY NUMBER		
CARRIER	NAIC CODE	EFFECTIVE DATE:

**ADDITIONAL REMARKS**

**THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,**  
**FORM NUMBER:** 25 **FORM TITLE:** CERTIFICATE OF LIABILITY INSURANCE

Subject to all policy terms, conditions, endorsements and exclusions, the Umbrella/Excess Liability follows the underlying liability coverage for coverages specified on the Umbrella policy schedule of underlying insurance.





**Business Auto Policy  
Policy Endorsement**

**CONTRACTORS EXTENDED COVERAGE ENDORSEMENT - BUSINESS AUTO PLUS**

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

This endorsement modifies insurance provided under the following:

**BUSINESS AUTO COVERAGE FORM**

**I. LIABILITY COVERAGE**

**A. Who Is An Insured**

The following is added to **Section II, Paragraph A.1., Who Is An Insured:**

1. a. Any incorporated entity of which the Named Insured owns a majority of the voting stock on the date of inception of this Coverage Form; provided that,
  - b. The insurance afforded by this provision **A.1.** does not apply to any such entity that is an **insured** under any other liability "policy" providing **auto** coverage.
2. Any organization you newly acquire or form, other than a limited liability company, partnership or joint venture, and over which you maintain majority ownership interest.

The insurance afforded by this provision **A.2.:**

- a. Is effective on the acquisition or formation date, and is afforded only until the end of the policy period of this Coverage Form, or the next anniversary of its inception date, whichever is earlier.
- b. Does not apply to:
  - (1) **Bodily injury or property damage** caused by an **accident** that occurred before you acquired or formed the organization; or
  - (2) Any such organization that is an **insured** under any other liability "policy" providing **auto** coverage.
3. Any person or organization that you are required by a written contract to name as an additional insured is an **insured** but only with respect to their legal liability for acts or omissions of a person, who qualifies as an **insured** under **SECTION II – WHO IS AN INSURED** and for whom Liability Coverage is afforded under this policy. If required by written contract, this insurance will be primary and non-contributory to insurance on which the additional insured is a Named Insured.
4. An **employee** of yours is an **insured** while operating an **auto** hired or rented under a contract or agreement in that **employee's** name, with your permission, while performing duties related to the conduct of your business.

"Policy", as used in this provision **A. Who Is An Insured**, includes those policies that were in force on the inception date of this Coverage Form but:

1. Which are no longer in force; or
2. Whose limits have been exhausted.

**B. Bail Bonds and Loss of Earnings**

**Section II, Paragraphs A.2. (2) and A.2. (4)** are revised as follows:

1. In **a.(2)**, the limit for the cost of bail bonds is changed from \$2,000 to \$5,000; and
2. In **a.(4)**, the limit for the loss of earnings is changed from \$250 to \$500 a day.

Form No: CNA63359XX (04-2012)

Endorsement Effective Date:

Endorsement Expiration Date:

Endorsement No: 12; Page: 1 of 4

Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Policy No: BUA 7036689435

Policy Effective Date: 03/15/2025

Policy Page: 65 of 180







**Business Auto Policy  
Policy Endorsement**

**C. Fellow Employee**

Section II, Paragraph B.5 does not apply.

Such coverage as is afforded by this provision C. is excess over any other collectible insurance.

**II. PHYSICAL DAMAGE COVERAGE**

**A. Glass Breakage – Hitting A Bird Or Animal – Falling Objects Or Missiles**

The following is added to **Section III, Paragraph A.3.:**

With respect to any covered **auto**, any deductible shown in the Declarations will not apply to glass breakage if such glass is repaired, in a manner acceptable to us, rather than replaced.

**B. Transportation Expenses**

**Section III, Paragraph A.4.a.** is revised, with respect to transportation expense incurred by you, to provide:

- a. \$60 per day, in lieu of \$20; subject to
- b. \$1,800 maximum, in lieu of \$600.

**C. Loss of Use Expenses**

**Section III, Paragraph A.4.b.** is revised, with respect to loss of use expenses incurred by you, to provide:

- a. \$1,000 maximum, in lieu of \$600.

**D. Hired "Autos"**

The following is added to **Section III, Paragraph A.:**

**5. Hired "Autos"**

If Physical Damage coverage is provided under this policy, and such coverage does not extend to Hired Autos, then Physical Damage coverage is extended to:

- a. Any covered **auto** you lease, hire, rent or borrow without a driver; and
- b. Any covered **auto** hired or rented by your **employee** without a driver, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. The most we will pay for any one **accident** or **loss** is the actual cash value, cost of repair, cost of replacement or \$75,000, whichever is less, minus a \$500 deductible for each covered **auto**. No deductible applies to **loss** caused by fire or lightning.
- d. The physical damage coverage as is provided by this provision is equal to the physical damage coverage(s) provided on your owned **autos**.
- e. Such physical damage coverage for hired **autos** will:
  - (1) Include loss of use, provided it is the consequence of an **accident** for which the Named Insured is legally liable, and as a result of which a monetary loss is sustained by the leasing or rental concern.
  - (2) Such coverage as is provided by this provision will be subject to a limit of \$750 per **accident**.

**E. Airbag Coverage**

The following is added to **Section III, Paragraph B.3.:**

The accidental discharge of an airbag shall not be considered mechanical breakdown.

Form No: CNA63359XX (04-2012)

Endorsement Effective Date:

Endorsement Expiration Date:

Endorsement No: 12; Page: 2 of 4

Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Policy No: BUA 7036689435

Policy Effective Date: 03/15/2025

Policy Page: 66 of 180





## Business Auto Policy Policy Endorsement

### F. Electronic Equipment

Section III, Paragraphs B.4.c and B.4.d. are deleted and replaced by the following:

- c. Physical Damage Coverage on a covered **auto** also applies to **loss** to any permanently installed electronic equipment including its antennas and other accessories
- d. A \$100 per occurrence deductible applies to the coverage provided by this provision.

### G. Diminution In Value

The following is added to **Section III, Paragraph B.6.:**

Subject to the following, the **diminution in value** exclusion does not apply to:

- a. Any covered **auto** of the private passenger type you lease, hire, rent or borrow, without a driver for a period of 30 days or less, while performing duties related to the conduct of your business; and
- b. Any covered **auto** of the private passenger type hired or rented by your **employee** without a driver for a period of 30 days or less, under a contract in that individual **employee's** name, with your permission, while performing duties related to the conduct of your business.
- c. Such coverage as is provided by this provision is limited to a **diminution in value** loss arising directly out of accidental damage and not as a result of the failure to make repairs; faulty or incomplete maintenance or repairs; or the installation of substandard parts.
- d. The most we will pay for **loss** to a covered **auto** in any one accident is the lesser of:
  - (1) \$5,000; or
  - (2) 20% of the **auto's** actual cash value (ACV).

### III. Drive Other Car Coverage – Executive Officers

The following is added to **Sections II and III:**

- 1. Any **auto** you don't own, hire or borrow is a covered **auto** for Liability Coverage while being used by, and for Physical Damage Coverage while in the care, custody or control of, any of your "executive officers", except:
  - a. An **auto** owned by that "executive officer" or a member of that person's household; or
  - b. An **auto** used by that "executive officer" while working in a business of selling, servicing, repairing or parking **autos**.

Such Liability and/or Physical Damage Coverage as is afforded by this provision.

- (1) Equal to the greatest of those coverages afforded any covered **auto**; and
- (2) Excess over any other collectible insurance.

- 2. For purposes of this provision, "executive officer" means a person holding any of the officer positions created by your charter, constitution, by-laws or any other similar governing document, and, while a resident of the same household, includes that person's spouse.

Such "executive officers" are **insureds** while using a covered **auto** described in this provision.

### IV. BUSINESS AUTO CONDITIONS

#### A. Duties In The Event Of Accident, Claim, Suit Or Loss

The following is added to **Section IV, Paragraph A.2.a.:**

Form No: CNA63359XX (04-2012)  
 Endorsement Effective Date:                      Endorsement Expiration Date:  
 Endorsement No: 12; Page: 3 of 4  
 Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Policy No: BUA 7036689435  
 Policy Effective Date: 03/15/2025  
 Policy Page: 67 of 180





## Business Auto Policy Policy Endorsement

- (4) Your **employees** may know of an **accident** or **loss**. This will not mean that you have such knowledge, unless such **accident** or **loss** is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

The following is added to **Section IV, Paragraph A.2.b.**:

- (6) Your **employees** may know of documents received concerning a claim or **suit**. This will not mean that you have such knowledge, unless receipt of such documents is known to you or if you are not an individual, to any of your executive officers or partners or your insurance manager.

### **B. Transfer Of Rights Of Recovery Against Others To Us**

The following is added to **Section IV, Paragraph A.5. Transfer Of Rights Of Recovery Against Others To Us**:

We waive any right of recovery we may have, because of payments we make for injury or damage, against any person or organization for whom or which you are required by written contract or agreement to obtain this waiver from us.

This injury or damage must arise out of your activities under a contract with that person or organization.

You must agree to that requirement prior to an **accident** or **loss**.

### **C. Concealment, Misrepresentation or Fraud**

The following is added to **Section IV, Paragraph B.2.**:

Your failure to disclose all hazards existing on the date of inception of this Coverage Form shall not prejudice you with respect to the coverage afforded provided such failure or omission is not intentional.

### **D. Other Insurance**

The following is added to **Section IV, Paragraph B.5.**:

Regardless of the provisions of Paragraphs **5.a.** and **5.d.** above, the coverage provided by this policy shall be on a primary non-contributory basis. This provision is applicable only when required by a written contract.

That written contract must have been entered into prior to **Accident** or **Loss**.

### **E. Policy Period, Coverage Territory**

**Section IV, Paragraph B. 7.(5).(a).** is revised to provide:

- a. 45 days of coverage in lieu of 30 days.

## **V. DEFINITIONS**

**Section V. paragraph C.** is deleted and replaced by the following:

**Bodily injury** means bodily injury, sickness or disease sustained by a person, including mental anguish, mental injury or death resulting from any of these.

Form No: CNA63359XX (04-2012)

Endorsement Effective Date:

Endorsement No: 12; Page: 4 of 4

Underwriting Company: Continental Casualty Company, 151 N Franklin St, Chicago, IL 60606

Endorsement Expiration Date:

Policy No: BUA 7036689435

Policy Effective Date: 03/15/2025

Policy Page: 68 of 180





CNA PARAMOUNT

## Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

This endorsement modifies insurance provided under the following:

### COMMERCIAL GENERAL LIABILITY COVERAGE PART

It is understood and agreed as follows:

- I. **WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** caused in whole or in part by your acts or omissions, or the acts or omissions of those acting on your behalf:
  - A. in the performance of your ongoing operations subject to such **written contract**; or
  - B. in the performance of **your work** subject to such **written contract**, but only with respect to **bodily injury or property damage** included in the **products-completed operations hazard**, and only if:
    1. the **written contract** requires you to provide the additional insured such coverage; and
    2. this **coverage part** provides such coverage.
- II. But if the **written contract** requires:
  - A. additional insured coverage under the 11-85 edition, 10-93 edition, or 10-01 edition of CG2010, or under the 10-01 edition of CG2037; or
  - B. additional insured coverage with "arising out of" language; or
  - C. additional insured coverage to the greatest extent permissible by law;
 then paragraph I above is deleted in its entirety and replaced by the following:
 

**WHO IS AN INSURED** is amended to include as an **Insured** any person or organization whom you are required by **written contract** to add as an additional insured on this **coverage part**, but only with respect to liability for **bodily injury, property damage or personal and advertising injury** arising out of **your work** that is subject to such **written contract**.
- III. Subject always to the terms and conditions of this policy, including the limits of insurance, the Insurer will not provide such additional insured with:
  - A. coverage broader than required by the **written contract**; or
  - B. a higher limit of insurance than required by the **written contract**.
- IV. The insurance granted by this endorsement to the additional insured does not apply to **bodily injury, property damage, or personal and advertising injury** arising out of:
  - A. the rendering of, or the failure to render, any professional architectural, engineering, or surveying services, including:
    1. the preparing, approving, or failing to prepare or approve maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
    2. supervisory, inspection, architectural or engineering activities; or
  - B. any premises or work for which the additional insured is specifically listed as an additional insured on another endorsement attached to this **coverage part**.
- V. Under **COMMERCIAL GENERAL LIABILITY CONDITIONS**, the Condition entitled **Other Insurance** is amended to add the following, which supersedes any provision to the contrary in this Condition or elsewhere in this **coverage part**:

CNA75079XX (10-16)

Page 1 of 2

Policy No: 70836689449

Endorsement No:

Effective Date: 03/15/2025

Insured Name: Len Cox &amp; Sons Excavating

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400200033608073594400









CNA PARAMOUNT

## Blanket Additional Insured - Owners, Lessees or Contractors - with Products-Completed Operations Coverage Endorsement

### Primary and Noncontributory Insurance

With respect to other insurance available to the additional insured under which the additional insured is a named insured, this insurance is primary to and will not seek contribution from such other insurance, provided that a **written contract** requires the insurance provided by this policy to be:

1. primary and non-contributing with other insurance available to the additional insured; or
2. primary and to not seek contribution from any other insurance available to the additional insured.

But except as specified above, this insurance will be excess of all other insurance available to the additional insured.

**VI.** Solely with respect to the insurance granted by this endorsement, the section entitled **COMMERCIAL GENERAL LIABILITY CONDITIONS** is amended as follows:

The Condition entitled **Duties In The Event of Occurrence, Offense, Claim or Suit** is amended with the addition of the following:

Any additional insured pursuant to this endorsement will as soon as practicable:

1. give the Insurer written notice of any **claim**, or any **occurrence** or offense which may result in a **claim**;
2. send the Insurer copies of all legal papers received, and otherwise cooperate with the Insurer in the investigation, defense, or settlement of the **claim**; and
3. make available any other insurance, and tender the defense and indemnity of any **claim** to any other insurer or self-insurer, whose policy or program applies to a loss that the Insurer covers under this **coverage part**. However, if the **written contract** requires this insurance to be primary and non-contributory, this paragraph 3. does not apply to insurance on which the additional insured is a named insured.

The Insurer has no duty to defend or indemnify an additional insured under this endorsement until the Insurer receives written notice of a **claim** from the additional insured.

**VII.** Solely with respect to the insurance granted by this endorsement, the section entitled **DEFINITIONS** is amended to add the following definition:

**Written contract** means a written contract or written agreement that requires you to make a person or organization an additional insured on this **coverage part**, provided the contract or agreement

- A.** is currently in effect or becomes effective during the term of this policy; and
- B.** was executed prior to:

1. the **bodily injury** or **property damage**; or
  2. the offense that caused the **personal and advertising injury**;
- for which the additional insured seeks coverage.

Any coverage granted by this endorsement shall apply solely to the extent permissible by law.

All other terms and conditions of the Policy remain unchanged.

This endorsement, which forms a part of and is for attachment to the Policy issued by the designated Insurers, takes effect on the effective date of said Policy at the hour stated in said Policy, unless another effective date is shown below, and expires concurrently with said Policy.

CNA75079XX (10-16)  
Page 2 of 2

Policy No: 70836689449  
Endorsement No:  
Effective Date: 03/15/2025

Insured Name: Len Cox & Sons Excavating

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CNA PARAMOUNT

## Contractors' General Liability Extension Endorsement

- a. the **Named Insured's** acts or omissions; or
  - b. the acts or omissions of those acting on the **Named Insured's** behalf,  
in the performance of the **Named Insured's** ongoing operations at the trade show event premises during the trade show event.
2. The coverage granted by this paragraph does not apply to **bodily injury or property damage** included within the **products-completed operations hazard**.

## 2. **ADDITIONAL INSURED - PRIMARY AND NON-CONTRIBUTORY TO ADDITIONAL INSURED'S INSURANCE**

The **Other Insurance** Condition in the **COMMERCIAL GENERAL LIABILITY CONDITIONS** Section is amended to add the following paragraph:

If the **Named Insured** has agreed in writing in a contract or agreement that this insurance is primary and non-contributory relative to an additional insured's own insurance, then this insurance is primary, and the Insurer will not seek contribution from that other insurance. For the purpose of this Provision 2, the additional insured's own insurance means insurance on which the additional insured is a named insured. Otherwise, and notwithstanding anything to the contrary elsewhere in this Condition, the insurance provided to such person or organization is excess of any other insurance available to such person or organization.

## 3. **BODILY INJURY - EXPANDED DEFINITION**

Under **DEFINITIONS**, the definition of **bodily injury** is deleted and replaced by the following:

**Bodily injury** means physical injury, sickness or disease sustained by a person, including death, humiliation, shock, mental anguish or mental injury sustained by that person at any time which results as a consequence of the physical injury, sickness or disease.

## 4. **BROAD KNOWLEDGE OF OCCURRENCE/ NOTICE OF OCCURRENCE**

Under **CONDITIONS**, the condition entitled **Duties in The Event of Occurrence, Offense, Claim or Suit** is amended to add the following provisions:

### A. **BROAD KNOWLEDGE OF OCCURRENCE**

The **Named Insured** must give the Insurer or the Insurer's authorized representative notice of an **occurrence**, offense or **claim** only when the **occurrence**, offense or **claim** is known to a natural person **Named Insured**, to a partner, executive officer, manager or member of a **Named Insured**, or an **employee** designated by any of the above to give such notice.

### B. **NOTICE OF OCCURRENCE**

The **Named Insured's** rights under this **Coverage Part** will not be prejudiced if the **Named Insured** fails to give the Insurer notice of an **occurrence**, offense or **claim** and that failure is solely due to the **Named Insured's** reasonable belief that the **bodily injury or property damage** is not covered under this **Coverage Part**. However, the **Named Insured** shall give written notice of such **occurrence**, offense or **claim** to the Insurer as soon as the **Named Insured** is aware that this insurance may apply to such **occurrence**, offense or **claim**.

## 5. **BROAD NAMED INSURED**

**WHO IS AN INSURED** is amended to delete its Paragraph 3. in its entirety and replace it with the following:

- 3. Pursuant to the limitations described in Paragraph 4. below, any organization in which a **Named Insured** has management control
  - a. on the effective date of this **Coverage Part**; or



### Contract Bond

Route HILLCREST WATER MAIN  
REPLACEMENT

County WILL  
Local Agency CREST HILL  
Section N/A

We, Len Cox & Sons Excavating

1203 Theodore Street, Crest Hill, IL 60403

a/an) ☐ Individual ☒ Co-partnership ☐ Corporation organized under the laws of the State of Illinois

as PRINCIPAL, and **Swiss Re Corporate Solutions America Insurance Corporation**

**1200 Main Street, Suite 800, Kansas City, MO 64105**

as SURETY,

are held and firmly bound unto the above Local Agency (hereafter referred to as "LA") in the penal sum of One Million Seven Hundred Ninety-Five Thousand Three Hundred Sixty-Six Dollars and Twenty-Five Cents

\_\_\_\_\_ Dollars ( \$1,795,366.25 ), lawful money of the United States, well and truly to be paid unto said LA, for the payment of which we bind ourselves, our heirs, executors, administrators, successors, jointly to pay to the LA this sum under the conditions of this instrument.

WHEREAS THE CONDITION OF THE FOREGOING OBLIGATION IS SUCH that, the said Principal has entered into a written contract with the LA acting through its awarding authority for the construction of work on the above section, which contract is hereby referred to and made a part hereof, as if written herein at length, and whereby the said Principal has promised and agreed to perform said work in accordance with the terms of said contract, and has promised to pay all sums of money due for any labor, materials, apparatus, fixtures or machinery furnished to such Principal for the purpose of performing such work and has further agreed to pay all direct and indirect damages to any person, firm, company or corporation suffered or sustained on account of the performance of such work during the time thereof and until such work is completed and accepted; and has further agreed that this bond shall inure to the benefit of any person, firm, company or corporation to whom any money may be due from the Principal, subcontractor or otherwise for any such labor, materials, apparatus, fixtures or machinery so furnished and that suit may be maintained on such bond by any such person, firm, company or corporation for the recovery of any such money.

NOW THEREFORE, if the said Principal shall well and truly perform said work in accordance with the terms of said contract, and shall pay all sums of money due or to become due for any labor, materials, apparatus, fixtures or machinery furnished to him for the purpose of constructing such work, and shall commence and complete the work within the time prescribed in said contract, and shall pay and discharge all damages, direct and indirect, that may be suffered or sustained on account of such work during the time of the performance thereof and until the said work shall have been accepted, and shall hold the LA and its awarding authority harmless on account of any such damages and shall in all respects fully and faithfully comply with all the provisions, conditions and requirements of said contract, then this obligation to be void; otherwise to remain in full force and effect.



IN TESTIMONY WHEREOF, the said PRINCIPAL and the said SURETY have caused this instrument to be signed by their respective officers this 28th day of July A.D. 2025

**PRINCIPAL****Len Cox & Sons Excavating**

(Company Name)

(Company Name)

By: \_\_\_\_\_

By: \_\_\_\_\_

(Signature &amp; Title)

(Signature &amp; Title)

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

(Signature &amp; Title)

(Signature &amp; Title)

(If PRINCIPAL is a joint venture of two or more contractors, the company names and authorized signature of each contractor must be affixed.)

STATE OF ILLINOIS,

COUNTY OF WillI, Carrie A. Mander, a Notary Public in and for said county, do hereby certify thatJason T Cox, Partner & Art Rambo, estimator

(Insert names of individuals signing on behalf or PRINCIPAL)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of PRINCIPAL, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this

11

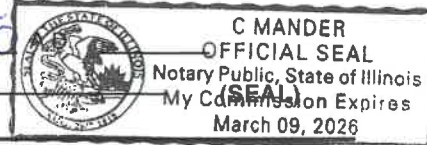
day of

August 2025

My commission expires

March 09, 2026C. Mander

Notary Public

**SURETY****Swiss Re Corporate Solutions America Insurance Corporation**

(Name of Surety)

By: \_\_\_\_\_

(Signature of Attorney-in-Fact) Todd Schaap

(SEAL)

STATE OF ~~ILLINOIS~~ **WISCONSIN**COUNTY OF RACINEI, Marlo Cripean, a Notary Public in and for said county, do hereby certify thatTodd Schaap

(Insert names of individuals signing on behalf or SURETY)

who are each personally known to me to be the same persons whose names are subscribed to the foregoing instrument on behalf of SURETY, appeared before me this day in person and acknowledged respectively, that they signed and delivered said instrument as their free and voluntary act for the uses and purposes therein set forth.

Given under my hand and notarial seal this

28th

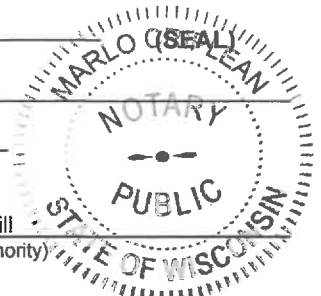
day of

JulyA.D. 2025

My commission expires

6/13/2028Marlo C

Notary Public



Approved this \_\_\_\_\_ day of \_\_\_\_\_, A.D. \_\_\_\_\_

Attest: \_\_\_\_\_

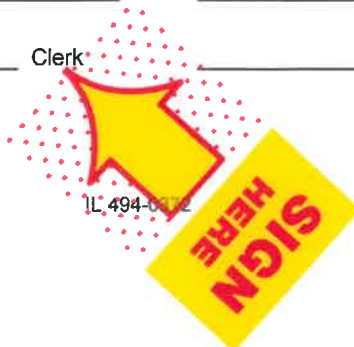
City of Crest Hill

(Awarding Authority)

CITY

Clerk

( President of Board of Trustees )







# SWISS RE CORPORATE SOLUTIONS

SWISS RE CORPORATE SOLUTIONS AMERICA INSURANCE CORPORATION ("SRCSAIC")  
 SWISS RE CORPORATE SOLUTIONS PREMIER INSURANCE CORPORATION ("SRCSPIC")  
 WESTPORT INSURANCE CORPORATION ("WIC")

## GENERAL POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, THAT SRCSAIC, a corporation duly organized and existing under laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, and SRCSPIC, a corporation organized and existing under the laws of the State of Missouri and having its principal office in the City of Kansas City, Missouri, and WIC, organized under the laws of the State of Missouri, and having its principal office in the City of Kansas City, Missouri, each does hereby make, constitute and appoint:

THOMAS O. CHAMBERS, TODD SCHAAP, KIMBERLY S. RASCH, and PAUL JACOBSEN

## JOINTLY OR SEVERALLY

Its true and lawful Attorney(s)-in-Fact, to make, execute, seal and deliver, for and on its behalf and as its act and deed, bonds or other writings obligatory in the nature of a bond on behalf of each of said Companies, as surety, on contracts of suretyship as are or may be required or permitted by law, regulation, contract or otherwise, provided that no bond or undertaking or contract or suretyship executed under this authority shall exceed the amount of:

UNLIMITED

This Power of Attorney is granted and is signed by facsimile under and by the authority of the following Resolutions adopted by the Boards of Directors of both SRCSAIC and SRCSPIC at meetings duly called and held on the 18th of November 2021 and WIC by written consent of its Executive Committee dated July 18, 2011.

"RESOLVED, that any two of the President, any Managing Director, any Senior Vice President, any Vice President, the Secretary or any Assistant Secretary be, and each or any of them hereby is, authorized to execute a Power of Attorney qualifying the attorney named in the given Power of Attorney to execute on behalf of the Corporation bonds, undertakings and all contracts of surety, and that each or any of them hereby is authorized to attest to the execution of any such Power of Attorney and to attach therein the seal of the Corporation; and it is

FURTHER RESOLVED, that the signature of such officers and the seal of the Corporation may be affixed to any such Power of Attorney or to any certificate relating thereto by facsimile, and any such Power of Attorney or certificate bearing such facsimile signatures or facsimile seal shall be binding upon the Corporation when so affixed and in the future with regard to any bond, undertaking or contract of surety to which it is attached."



By Erik Janssens  
 Erik Janssens, Senior Vice President of SRCSAIC & Senior Vice President of SRCSPIC & Senior Vice President of WIC

By Gerald Jagrowski  
 Gerald Jagrowski, Vice President of SRCSAIC & Vice President of SRCSPIC & Vice President of WIC



IN WITNESS WHEREOF, SRCSAIC, SRCSPIC, and WIC have caused their official seals to be hereto affixed, and these presents to be signed by their authorized officers

this 10 day of NOVEMBER, 20 22

State of Illinois  
 County of Cook

SS

Swiss Re Corporate Solutions America Insurance Corporation  
 Swiss Re Corporate Solutions Premier Insurance Corporation  
 Westport Insurance Corporation

On this 10 day of NOVEMBER, 20 22, before me, a Notary Public personally appeared Erik Janssens, Senior Vice President of SRCSAIC and Senior Vice President of SRCSPIC and Senior Vice President of WIC and Gerald Jagrowski, Vice President of SRCSAIC and Vice President of SRCSPIC and Vice President of WIC, personally known to me, who being by me duly sworn, acknowledged that they signed the above Power of Attorney as officers of and acknowledged said instrument to be the voluntary act and deed of their respective companies.



Christina Manisco  
 Christina Manisco, Notary

I, Jeffrey Goldberg, the duly elected Senior Vice President and Assistant Secretary of SRCSAIC and SRCSPIC and WIC, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney given by said SRCSAIC and SRCSPIC and WIC, which is still in full force and effect.

IN WITNESS WHEREOF, I have set my hand and affixed the seals of the Companies this 28th day of July, 2025.

Jeffrey Goldberg  
 Jeffrey Goldberg, Senior Vice President &  
 Assistant Secretary of SRCSAIC and  
 SRCSPIC and WIC





## Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	September 2, 2025
<b>Submitter:</b>	Ronald J Wiedeman
<b>Department:</b>	Engineering
<b>Agenda Item:</b>	Resolution approving an Agreement for Professional Design/Construction Services for 2024 Sanitary Sewer Cleaning and Televising for Lining Priority Areas 4 and 5 by and Between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. for an amount of \$35,960.00.

### Summary:

The Engineering Department is requesting the city contract with Robinson Engineering, Ltd provide design and construction engineering services and go out for bid for the repair of the city's existing sanitary sewer interceptor pipe that was cleaned and televised as part of the 2024 program and as identified in Robinson's July 8, 2025 review summary as lining priority 4 and 5.

Lining priority 4 and 5 are identified as the sections of existing interceptor that are in a higher need of repair and consist of approximately 15.1% of the 21,480.7 LF of piped cleaned and televised in 2024.

The repairs will consist of Cured in Place Pipelining (CIPP) and will address most defects consisting of small holes, fractures and roots seen in the existing pipe. The areas that CIPP will not address by itself will also need other methods like grouting and pipe seals to be completed. These locations are identified in Robinson's July 8, 2025 review summary.

**Recommended Council Action:** Resolution approving an Agreement for Professional Design/Construction Services for 2024 Sanitary Sewer Cleaning and Televising for Lining Priority Areas 4 and 5 by and Between the City of Crest Hill, Will County, Illinois and Robinson Engineering, Ltd. for an amount of \$35,960.00.

### Financial Impact:

**Funding Source:** Sewer Fund

**Budgeted Amount:** \$500,000.00

**Cost:** \$35,950.00

**Attachments:**

Resolution-CCTV Professional Design-Construction Service Proposal 2024 Priority-4 &5

Exhibit A-2025 Crest Hill-Interceptor CIPP Design Construction Proposal

2024 Television Locations Exhibit

Sanitary Sewer Cleaning and Televising 2024 Locations Review

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL  
DESIGN/CONSTRUCTION ENGINEERING SERVICES FOR 2024 SANITARY  
SEWER CLEANING AND TELEVISIONING FOR LINING PRIORITY AREAS 4 AND 5 BY  
AND BETWEEN THE CITY OF CREST HILL, WILL COUNTY, ILLINOIS AND  
ROBINSON ENGINEERING, LTD. FOR A COST OF \$35,960.00**

---

WHEREAS, the Corporate Authorities of the City of Crest Hill, Will County, Illinois, have the authority to adopt resolutions and to promulgate rules and regulations that pertain to the City's government and affairs and protect the public health and, safety, and welfare of its citizens; and

WHEREAS, pursuant to Section 2-2-12 of the Illinois Municipal Code (65 ILCS 5/2-2-12), the City Council possesses the authority to enter into contracts that serve the legitimate corporate purposes of the City; and

WHEREASECS Robinson Engineering, Ltd. (the "COMPANY"), is an entity that is in the business of providing Professional Design/Construction Services for the 2024 Sanitary Sewer Cleaning and Televisioning for the lining priority areas 4 and 5. (the "Services"); and

WHEREAS, the City Council desires to engage the Company to provide the Services and the Company is ready, willing to perform the Services for the City; and

WHEREAS, City Staff have negotiated an AGREEMENT FOR Professional Design/Construction Services for the 2024 Sanitary Sewer Cleaning and Televisioning for the lining priority areas 4 and 5. (the "Agreement") with the Company for the purposes of engaging the Company to perform the Services ( a copy of the Agreement is attached hereto as Exhibit A and fully incorporated herein); and

WHEREAS, the Staff and City Council has reviewed the Agreement and determined that the conditions, terms, and provisions of the Agreement are fair, reasonable, and acceptable to the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City and its citizens to enter into the Agreement with the Company.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Crest Hill, Illinois, pursuant to its statutory authority, as follows:

SECTION 1: PREAMBLE. The City Council hereby finds that all of the recitals contained in the preamble to this Resolution are true, correct and complete and are hereby incorporated by reference hereto and made part hereof.

SECTION 2: AGREEMENT APPROVED. The City Council hereby finds and declares that the conditions, terms, and provisions of this Agreement (Exhibit A) in the amount of \$35960.00.00 are fair, reasonable, and acceptable to the City and that the same is hereby approved in form and substance. Therefore, the City Council hereby authorizes and directs the Mayor to execute and deliver, and the Clerk to attest, the Agreement, and further to take any and all other actions, including without limitation the execution and delivery of any and all documents, necessary and appropriate to effectuate the intent of this Resolution, which is to enter into the Agreement with the Company.

SECTION 3: SEVERABILITY. If any section, paragraph, clause or provisions of this Resolution is held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any other provision of this Resolution.

SECTION 4: REPEALER. All ordinances, resolutions or orders, or parts thereof, which conflict with the provisions of this Resolution, are to the extent of such conflict hereby repealed.

SECTION 5: EFFECTIVE DATE. This Resolution shall be in full force and effect immediately upon its passage and publication according to law.

*[Intentionally Blank]*

PASSED THIS 2ND DAY SEPTEMBER , 2025.

	Aye	Nay	Absent	Abstain
Alderman Scott Dyke	_____	_____	_____	_____
Alderman Angelo Deserio	_____	_____	_____	_____
Alderwoman Claudia Gazal	_____	_____	_____	_____
Alderman Darrell Jefferson	_____	_____	_____	_____
Alderperson Tina Oberlin	_____	_____	_____	_____
Alderman Mark Cipiti	_____	_____	_____	_____
Alderman Nate Albert	_____	_____	_____	_____
Alderman Joe Kubal	_____	_____	_____	_____
Mayor Raymond R. Soliman	_____	_____	_____	_____

APPROVED THIS 2ND DAY OF SEPTEMBER 2025.

\_\_\_\_\_  
Raymond R. Soliman, Mayor

ATTEST:

\_\_\_\_\_  
Christine Vershay-Hall, City Clerk



# EXHIBIT A

August 8, 2025

To: City of Crest Hill  
2090 Oakland Avenue  
Crest Hill, IL 60403

Attn: Ron Wiedeman, P.E., City Engineer

RE: **Proposal for Professional Engineering Services**  
**2025 Interceptor Cured-In-Place Pipelining, Design and Construction Engineering**

Dear Mr. Wiedeman:

Robinson Engineering, Ltd. (REL) is pleased to present a proposal to provide professional engineering services related to the cured-in-place pipelining (CIPP) of the City's sanitary sewer interceptor pipes from Weber Rd. to the East Wastewater Treatment Plant (E. WWTP). REL appreciates the opportunity to participate in this project that is important to the City of Crest Hill (City). We take great pride in partnering with our clients to achieve their goals and sincerely appreciate the opportunity to offer our expertise and dedication on this project.

Included in this proposal are the following: Project Overview, Scope of Services, Proposed Project Schedule, Items Requested from the City, Payment Terms, Standard Terms and Conditions, and Standard Billing Rates.

## PROJECT OVERVIEW

The goal of this project is to restore structural integrity to the interceptor pipes that received a 4 or 5 lining priority rating on the 2024 televising project. REL will prepare bidding documents and solicit bids for sewer cured-in-place pipelining rehabilitation in the City's sanitary sewer system from Weber Rd. to the E. WWTP. REL will respond to contractor's questions during the bidding phase, and issue addenda to the bid documents if required. REL will attend the bid opening, prepare the bid tabulation and assist the City with evaluating the bids. This project also requires construction oversight and management services to verify that the sewers are lined correctly, service connections are fully reinstated, access points at manholes are sealed properly, that restoration and punch list items are properly addressed, and that pay requests are verified and processed.

## SCOPE OF SERVICES

REL will provide the following scope of services:

### A. Design Engineering Bid Package

1. Prepare bid specifications
2. Generate Engineer's opinion of probable cost of construction
3. Prepare map exhibits and 90% bid document submittal (for client review)
4. Perform QA/QC and prepare final bidding documents
5. Provide bid assistance / advertising / respond to contractor questions
6. Evaluate prequalification statements
7. Issue addenda (where appropriate)
8. Attend bid opening / prepare bid tabulation
9. Assist the City with evaluating bids
10. Attend coordination meetings / provide project management

**B. Construction Engineering and Oversight**

1. Prepare Contract documents
2. Review construction submittals and resident notices
3. Prepare for and attend pre-construction meeting
4. Prepare responses to contractor inquiries
5. Provide part-time construction observation (approximately 12 hours during construction activities)
6. Provide progress updates to the City
7. Review pre- and post-lining CCTV data for compliance
8. Prepare change orders as necessary
9. Review contractor payment applications and provide recommendations for payment
10. Prepare punch list and project close out

**C. Project Management and Meetings:**

REL will facilitate a kickoff meeting, provide project management for the duration of the project and attend additional meetings with the City as needed throughout the project.

**PROPOSED PROJECT SCHEDULE**

<u>Sequence</u>	<u>Task</u>	<u>Start Date</u>	<u>Target End Date</u>
A.	Design Engineering Bid Package	25-Aug-25	22-Sep-25
B.	Construction Engineering and Oversight	27-Oct-25	26-Dec-25
C.	Project Management and Meetings	25-Aug-25	26-Dec-25

All dates are assuming an authorization to proceed will occur on or before August 18, 2025

**ITEMS REQUESTED FROM THE CITY**

- Updated GIS data files for sanitary sewers, manholes, service laterals, lift stations and force mains
- Coordination for bid opening, contract award and during construction

**PAYMENT TERMS**

For the above scope of services REL proposes payment terms as summarized below. This fee is based on our understanding of the project scope and experience with similar projects. This fee will be billed monthly as the work is completed. Any other work not listed in the above scope of services and as requested and authorized by the City of Crest Hill will be billed at our standard hourly rates.

Design Engineering Bid Package (Lump Sum)	\$16,700
Construction Engineering and Oversight (T&M)	<u>\$19,250</u>
<b>Total</b>	<b>\$35,950</b>

**STANDARD TERMS AND CONDITIONS**

The Standard Terms and Conditions for this proposal are attached hereto and incorporated herein.

**STANDARD BILLING RATES**

The 2025 Standard Billing Rates effective January 1, 2025, and subject to revision January 1, 2026, are attached hereto and incorporated herein.

August 8, 2025

Proposal for Professional Engineering Services

2025 Interceptor Cured-In-Place Pipelining, Design and Construction Engineering

Again, we thank you for the opportunity to submit this proposal for your consideration. Please feel free to call me at 815-412-2025 or email at [joe.sullivan@reltd.com](mailto:joe.sullivan@reltd.com) if you have any questions regarding this proposal, or if any additional information is needed.

Very Truly Yours,



Joseph Sullivan  
I&I Department Manager  
(630) 346-2877  
[joe.sullivan@reltd.com](mailto:joe.sullivan@reltd.com)

U:\Sullivan\\_PROPOSALS\Crest Hill\2025 CTH - Interceptor CIPP, Grout DE & CE\2025 Crest Hill - Interceptor CIPP Design & Construction Proposal.docx

xc: Dana West, PE, CFM, CPESC, Senior Project Manager

Accepted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name, Title

# ROBINSON ENGINEERING, LTD ("REL")

## STANDARD TERMS AND CONDITIONS

Item 10.

**CONTRACT** – These Standard Terms and Conditions may be amended, added to, superseded, or waived only if both REL and Client specifically agree in writing to any amendment of these Terms and Conditions ("Agreement").

**STANDARD OF CARE** - The standard of care for all professional engineering, survey or related professional services performed or furnished by REL under this Agreement will be the care and skill ordinarily used by members of the same profession practicing under similar circumstances at the same time and in the same locality. REL makes no warranties, express or implied, under this Agreement or otherwise, in connection with REL's services on this Project.

**RELIANCE** – REL may, without liability, rely on the accuracy and completeness of information provided by Client, Client's consultants and any contractors, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards without the need for verification.

**CHANGES IN SCOPE** – The proposed fees constitute REL's estimate to perform the services required to complete the Project. However, all required services are not always definable in the initial planning. Accordingly, circumstances may dictate a change in the scope of services to be performed. Where this occurs, changes in the Agreement shall be negotiated, an equitable adjustment shall be made to REL's compensation and agreed to in writing by REL and Client.

**DELAYS** – REL shall complete its obligations within a reasonable time. If, through no fault of REL, such periods of time or dates are changed, or the orderly and continuous progress of REL's services is impaired, or REL's services are delayed or suspended, then the time for completion of REL's services, and the rates and amounts of REL's compensation, shall be adjusted equitably.

**RIGHT OF ENTRY** – Client agrees to obtain legal right-of-entry on the property when entry to property is required by the work of this Agreement.

**ENVIRONMENTAL CONDITIONS OF SITE** - REL's scope of services does not include any services related to any environmental issues related to the site including petroleum, radioactive material, polychlorinated biphenyls (PCBs), hazardous waste, and any substance, product, waste, or other material of any nature whatsoever that is or becomes listed, or regulated by any Federal, State, or local statute, law, rule, regulation, ordinance, resolution, code, order, or decree regulating, relating to, or imposing liability or standards of conduct concerning any hazardous, toxic, or dangerous waste, substance, or material.

**SUSPENSION & TERMINATION** – Client may suspend the Project upon seven (7) days written notice to REL. If REL's services are substantially delayed through no fault of REL, REL may suspend services after giving seven (7) days written notice to Client. Either party may terminate this agreement upon thirty (30) days written notice to the other party in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. If the project resumes after being suspended 30 days or more, the contract fee may be re-negotiated to reflect costs of delay, start-up, and other costs.

Client shall remain liable for and shall promptly pay REL and (if applicable) REL's independent professional associates or consultants for all services rendered to the date of such suspension/termination of services plus suspension/termination charges incurred by REL and REL's independent professional associates or consultants. Suspension/termination charges may include, but not be limited to, salaries, overhead, and fee, incurred by REL and REL's independent professional associates or consultants either before or after the termination date.

**OPINION OF PROBABLE COSTS** – REL's opinions of probable Construction Cost (if any) are to be made on the basis of REL's experience, qualifications, and general familiarity with the construction industry. However, because REL has no control over the cost of labor, materials, equipment, or services furnished by

others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, REL cannot and does not guarantee that proposals, bids, or actual Construction Cost will not vary from opinions of probable Construction Cost prepared by REL. If Client requires greater assurance as to probable Construction Cost, then Client agrees to obtain an independent cost estimate.

**REUSE OF PROJECT DOCUMENTS** – All Documents are instruments of service, and REL owns the Documents, including all associated copyrights and the right of reuse at the discretion of REL. REL shall continue to own the Documents and all associated rights whether or not the Specific Project is completed. Client may make and retain copies of Documents for information and reference in connection with the use of the Documents on the Specific Project. REL grants Client a limited license to use the Documents on the Specific Project, extensions of the Specific Project, and for related uses of the Client, subject to receipt by REL of full payment due and owing for all services relating to preparation of the Documents, and subject to the following limitations:

- Client acknowledges that such Documents are not intended or represented to be suitable for use on the Specific Project unless completed by REL, or for use or reuse by Client or others on extensions of the Specific Project, on any other project, or for any other use or purpose, without written verification or adaptation by REL;
- Any such use or reuse, or any modification of the Documents, without written verification, completion, or adaptation by REL, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to REL or to its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants;
- Client shall indemnify and hold harmless REL and its officers, directors, members, partners, agents, employees, and REL's independent professional associates or consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the Documents without written verification, completion, or adaptation by REL; and
- Such limited license to Client shall not create any rights in third parties.

**RELATIONSHIP WITH CONTRACTORS** – REL shall not at any time supervise, direct, control, or have authority over any contractor's work, nor will REL have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety at the Site, nor for any failure of a contractor to comply with Laws and Regulations applicable to that Contractor's furnishing and performing of its work. REL shall not be responsible for the acts or omissions of any contractor. REL shall have no authority to stop the work of any contractor on the Project. If applicable, the Client shall ensure that REL and REL's independent professional associates or consultants are named on any contractor's General Liability Policy on a primary and non-contributory basis.

**LIMITATION OF LIABILITY** – To the fullest extent permitted by law, the total liability, in the aggregate, of REL and its officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client, and anyone claiming through or under Client, for any claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way relating to this Project or Contract, from any cause or causes, including but not limited to tort (including negligence and professional errors and omissions), strict liability, breach of contract, or breach of warranty, shall be limited to (1) responsibility for payment of all or the applicable portion of any deductibles, either directly to REL's insurers or in settlement or satisfaction, in

Client's Initial: \_\_\_\_\_ Date: \_\_\_\_\_

whole or in part, of Client's Claims, and (2) total available insurance proceeds paid on behalf of or to REL by REL's insurers in settlement or satisfaction of Client's Claims under the terms and conditions of REL's applicable insurance policies up to the amount of insurance required under this Agreement.

Such limitation will not be reduced, increased, or adjusted on account of legal fees paid, or costs and expenses of investigation, claims adjustment, defense, or appeal. If no such insurance coverage is provided with respect to Client's Claims, then the total liability, in the aggregate, of REL and REL's officers, directors, members, partners, agents, employees, or REL's independent professional associates and consultants, to Client and anyone claiming by, through, or under Client, for any and all such uninsured Client's Claims will not exceed **\$50,000**.

The Client may negotiate a higher limitation of liability for an additional fee, which is necessary to compensate for the greater risk assumed by REL.

**INSURANCE** – REL shall maintain insurance coverage for Professional, Commercial General, Automobile, Worker's Compensation and Employer's Liability in amounts in accordance with any legal requirements and REL's business requirements. Certificates of Insurance shall be provided by REL upon written request.

**INDEMNIFICATION** – To the fullest extent permitted by Laws and Regulations, REL shall indemnify and hold harmless Client, and Client's officers, directors, and employees, from losses, damages, and judgments (including reasonable consultants' and attorneys' fees and expenses) from third-party claims or actions relating to a Specific Project, provided that any such claim, action, loss, damages, or judgment is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of REL or REL's officers, directors, members, employees, or REL's independent professional associates and consultants. The indemnification commitments in this Agreement do not include a defense obligation by the indemnitor. To the fullest extent permitted by Laws and Regulations, a party's total liability to the other party and anyone claiming by, through, or under the other party for any cost, loss, or damages caused in part by the negligence of the party and in part by the negligence of the other party or any other negligent entity or individual, will not exceed the percentage share that the party's negligence bears to the total negligence of Client, REL, and all other negligent entities and individuals. This indemnification provision is subject to and limited by the provisions included above in "Limitation of Liability."

**MUTUAL WAIVER** – To the fullest extent permitted by Laws and Regulations, Client and REL waive against each other, and the other's officers, directors, members, partners, agents, employees, or other independent professional associates and consultants, any and all claims for or entitlement to special, incidental, indirect, or consequential damages arising out of, resulting from, or in any way related to this Agreement from any cause or causes. Such excluded damages include but are not limited to loss of profits or revenue; loss of use or opportunity; loss of good will; cost of substitute facilities, goods, or services; and cost of capital.

**GOVERNING LAW, JURISDICTION & VENUE** – This Agreement shall be governed by, and construed in accordance with, the laws of the State of Illinois. Further, the parties agree and consent to the exclusive jurisdiction of the courts of the State of Illinois for all purposes regarding this Agreement and that venue of any action brought hereunder shall be exclusively in Cook County, IL.

**NON-ENFORCEMENT** – A party's non-enforcement of any provision shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

**ASSIGNMENT** – A party shall not assign its rights or obligations pursuant to this Agreement without the express written permission and consent of the other party. This Agreement shall be binding upon and inure to the benefit of any permitted assigns.

**SURVIVAL** – All express representations, waivers, indemnifications, and limitations of liability included in this Agreement shall survive its completion or termination for any reason.

**THIRD PARTIES** - Nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or REL to any Contractor, Contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement shall be for the sole and exclusive benefit of Client and REL and not for the benefit of any other party.

**SEVERABILITY** - Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Client and REL, who agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that expresses the intention of the stricken provision.

**STATUTE OF LIMITATIONS** – To the fullest extent permitted by law, all causes of action arising under this Agreement shall be deemed to have accrued, and all statutory periods of limitation shall commence to run, no later than the date of Substantial Completion of this Agreement.

**CONFLICTS** - If a conflict exists between the Agreement provisions and these Standard Terms and Conditions then these Standard Terms and Conditions shall prevail and control.

**DIGITAL TRANSMISSIONS** – The parties agree that each may rely, without investigation, upon the genuineness and authenticity of any document, including any signature or purported signature, transmitted digitally, without reviewing or requiring receipt of the original document. Each document or signature so transmitted shall be deemed an enforceable original. Upon request, the transmitting party agrees to provide the receiving party with the original document transmitted digitally; however, the parties agree that the failure of either party to comply with such a request shall in no way affect the genuineness, authenticity, or enforceability of the document. Each party waives and relinquishes as a defense to the formation or enforceability of any contract between the parties, or provision thereof the fact that a digital transmission was used.

**COMPLIANCE WITH FREEDOM OF INFORMATION AND OPEN MEETING ACTS** - REL and (if applicable) REL's independent professional associates or consultants may be required to produce documents and emails as part of the Freedom of Information Act and Open Meetings Act (Illinois Public Act 96-0542), or from a court ordered subpoena. Requests of this nature are beyond the control of REL and are specifically not included in this contract. REL will notify the Client of any request received on behalf of this contract and will invoice the Client for time and materials at the published rates in effect at the time of the request.

**TERMS OF PAYMENT** – As it applies to county, township, municipality, municipal corporation, school district, school board, forest preserve district, park district, fire protection district, sanitary district and all other local governmental units, the Illinois Prompt Payment Act (30 ILCS 540 et seq) shall apply. For Clients not covered by the Illinois Prompt Payment Act (30 ILCS 540 et seq), Client recognizes that late payment of invoices results in extra expenses for REL and (if applicable) REL's independent professional associates or consultants. As such, REL and (if applicable) REL's independent professional associates or consultants retains the right to assess Client interest at a rate of one percent (1%) per month, but not to exceed the maximum rate provided for by law, on invoices which are not paid within thirty (30) days from the date of the invoice. Also, Client agrees to pay reasonable attorney and collection fees incurred by REL in the collection of Client's past due amounts. In the event undisputed portions of REL's invoices are not paid when due, REL reserves the right to suspend the performance of its services under this Agreement until all past due amounts including services, expenses, assessed charges, reasonable attorney and collection fees, have been paid in full. Client waives any and all claims against REL for any such suspension.

Client's Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Classification	Rate
Principal Engineer 1	\$223.00
Senior Project Manager 1 / 2	\$203.00 / \$213.00
Senior Engineer 1 / 2 / 3	\$179.00 / \$193.00 / \$201.00
Project Engineer 1 / 2 / 3 / 4	\$143.00 / \$151.00 / \$161.00 / \$172.00
Project Manager 1 / 2 / 3	\$151.00 / \$159.00 / \$169.00
Engineering Technician	\$143.00
Chief Land Surveyor	\$179.00
Land Surveyor 1 / 2 / 3	\$137.00 / \$154.00 / \$167.00
Surveying Technologist 1 / 2	\$121.00 / \$137.00
Senior Planner	\$169.00
Planner	\$148.00
Senior Project Scientist	\$167.00
Grant Writer 1 / 2	\$104.00 / \$123.00
Project Developer 1 / 2 / 3	\$121.00 / \$162.00 / \$185.00
GIS Coordinator	\$179.00
GIS Developer	\$147.00
GIS Technologist	\$119.00
CAD Manager	\$169.00
CAD Designer	\$148.00
CAD Technologist 1 / 2	\$112.00 / \$128.00
Resident Engineer 1 / 2 / 3	\$143.00 / \$159.00 / \$171.00
Resident Engineering Representative 1 / 2 / 3	\$142.00 / \$148.00 / \$156.00
Field Superintendent	\$189.00
Assistant Field Superintendent	\$178.00
Field Crew Chief	\$142.00
Field Crew Member 1 / 2	\$91.00 / \$108.00
Operations Manager	\$159.00
Operations Coordinator	\$114.00
Operator 1 / 2 / 3	\$98.00 / \$104.00 / \$111.00
IT Technologist / IT Coordinator	\$121.00 / \$162.00
Administrative 1 / 2	\$91.00 / \$103.00
Project Administration	\$119.00
Intern / Engineering Intern	\$60.00
1 Man Field Crew - Prevailing Wage*	\$189.00
2 Man Field Crew - Prevailing Wage*	\$316.00

• Rates are subject to revision on or after 1/1/2026.

• Reimbursable Expenses at a factor of 1.10. Sub-Consultant Fee Markup at 10%

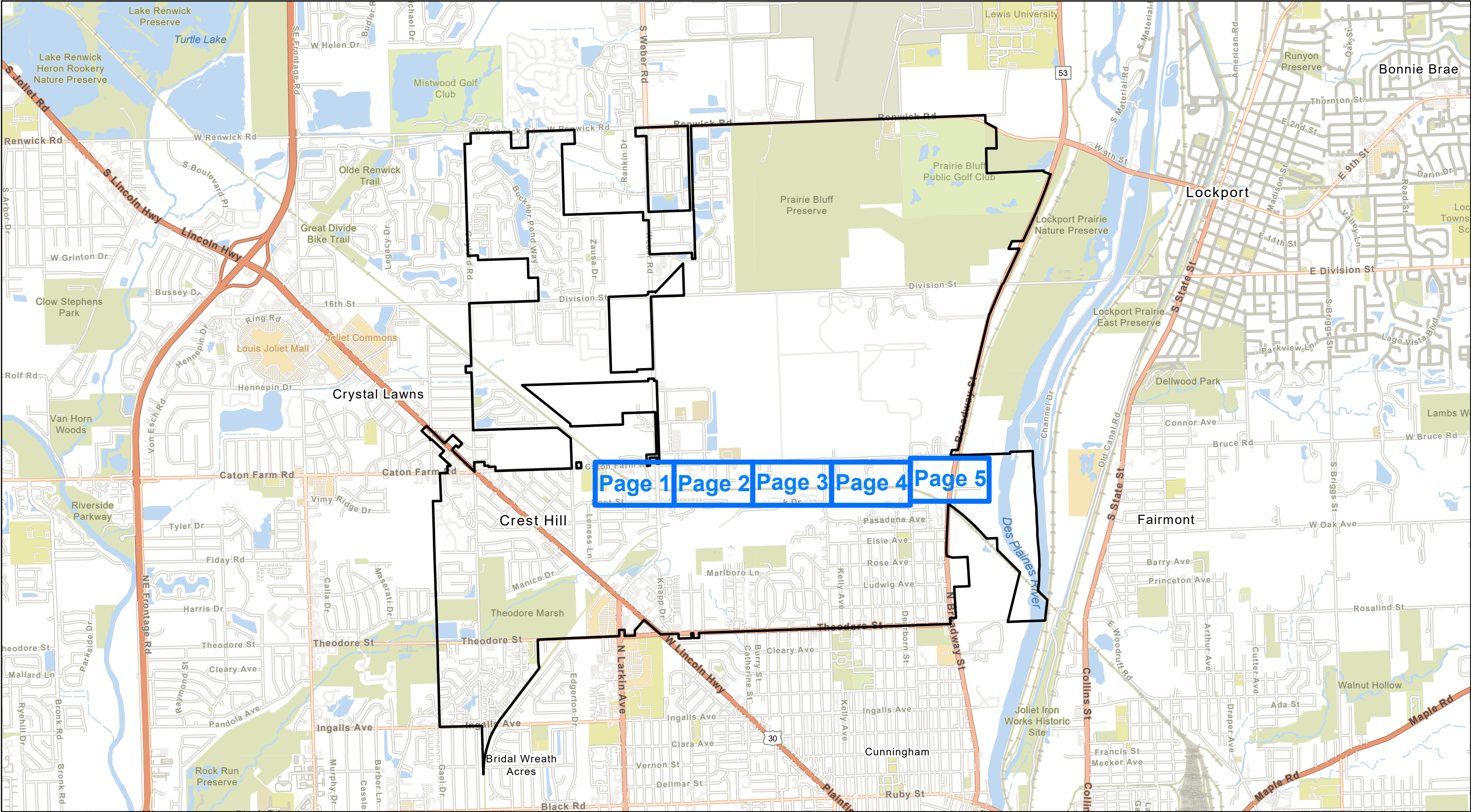
• \*Estimated Illinois prevailing wage rate for covered work based on recent Department of Labor Davis Bacon clarification.





# City of Crest Hill

## Sanitary Sewer Lining Priority and Grouting Repairs



 Map Index Grid  City Limits

OVERVIEW MAP

Project 24-R0481  
Date: 7/3/2025



180





## Agenda Memo

Crest Hill, IL

<b>Meeting Date:</b>	September 2, 2025
<b>Submitter:</b>	Blaine Wing, City Administrator
<b>Department:</b>	Administration
<b>Agenda Item:</b>	Purchase Permanent Holiday Lighting for Exterior of City Center and Police Department

**Summary:** In the past the City has paid approximately \$6,000.00 per year for temporary exterior lights on the City Center for the Christmas Holiday during a period of time in November and December. Attached you will find the recommended proposal/agreement for a permanent solution for lighting on the exterior of the City Center and Police Station with Vivid Outdoor Lighting. These lights will be able to be used throughout the year for various holidays, events, etc.

Additionally, staff confirmed the warranty for the product is 15 years and 5 years for the installation.

**Recommended Council Action:** Approval of the purchase and installation of permanent exterior Holiday Lights for City Hall and Police Department with Vivid Outdoor Lighting.

### Financial Impact:

**Funding Source:** General Fund

**Budgeted Amount:** Not budgeted, but funds are available.

**Cost:** \$32,647.54

**Attachments:** Proposal/Agreement



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**Agenda Memo****Crest Hill, IL**

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<b>Meeting Date:</b>	8/25/25
<b>Submitter:</b>	Don Seeman
<b>Department:</b>	Building Department
<b>Agenda Item:</b>	Purchase Permanent Holiday Lighting for Exterior of City Center and Police Department

**Summary:** In the past the City has paid approximately \$6,000.00 per year for temporary exterior lights on the City Center for the Christmas Holiday during a period of time in November and December. Attached you will find 3 quotes for a permanent solution for lighting on the exterior of the City Center and Police Station. These lights will be able to be used throughout the year for a multitude of Holidays and monthly campaigns.

**Recommended Council Action:** Approval of the purchase of permanent exterior Holiday Lights for City Hall and Police Department

**Financial Impact:**

**Funding Source:** General Fund

**Budgeted Amount:**

**Cost:** Up to \$33,000.00

**Attachments:**



# Vivid Outdoor Lighting

13715 Lakeshore Court | Manhattan, Illinois 60442  
815-715-8980 | vividoutdoorlights@gmail.com |  
www.vividoutdoorlighting.com

Item 11.

## RECIPIENT:

**Don Seeman**

20600 City Center Boulevard  
Crest Hill, Illinois 60403

## Estimate #1300

Sent on Jul 31, 2025

**Total \$32,647.54**

Product/Service	Description	Qty.	Unit Price	Total
Optional				
Track - 3/4" Hat Track (1,184 Raw Feet 7% for cuts etc. +83' Total: 1,267 Linear Feet Color Timberwolf	Track - 3/4" Hat Track to be color matched to the homes soffit/fascia color. Sections consist of 6.5' lengths.  1,184 Raw Feet 7% for cuts etc. +83' Total: 1,267 Linear Feet Color Timberwolf	198	\$34.95	\$6,920.10
Optional				
Gemstone RGB-WW Lights Per Bag	9 Lights/string. 10 daisy chains per bag 90 Lights/bag. Must be purchased by the bag. ETL Certified.	20	\$513.99	\$10,279.80
Optional				
400 Watt Power Kit 12 Volt	400 Watt Power Kit 12 Volt to power the Gemstone System  1 - 20 foot standard power cord NEMA5-15P to C13 1 - loom adapter/clamp 1 - 8" loom sleeve	4	\$320.00	\$1,280.00
Optional				
150Watt Power Kit 12 Volt	150 Watt Power Kit 12 Volt to power the Gemstone System  1 - 20 foot standard power cord NEMA5-15P to C13 1 - loom adapter/clamp 1 - 8" loom sleeve	4	\$220.00	\$880.00
Optional				
Hub Controller	The Gemstone Lights HUB Controller provides the ultimate in quality, flexibility, and upgradeability. The Controller functions using both WiFi & Bluetooth connectivity to provide the ultimate control for your lighting system.	8	\$180.00	\$1,440.00



# Vivid Outdoor Lighting

13715 Lakeshore Court | Manhattan, Illinois 60442  
 815-715-8980 | vividoutdoorlights@gmail.com |  
 www.vividoutdoorlighting.com

Item 11.

Product/Service	Description	Qty.	Unit Price	Total
Optional				
14/2 Stranded Cable 500'	14/2 Stranded Cable is used as a power injection line to compensate for the voltage drop across the track light system. Please see the installation section for more information on proper boosting methods.	6	\$185.00	\$1,110.00
Optional				
Cable Extension	Gemstone Lights Cable Extension packs are used when jumps between Track Lights have to be made. Cable extensions come in a variety of different sizes from 1 to 20 feet. All extensions have a compression fit waterproof connector on each end. Various sizes are needed to complete a job.	2	\$280.00	\$560.00
Optional				
Split Loom	Loom / 50' in White/Black option	4	\$27.50	\$110.00
Optional				
Colored Screws Grey	Color matching screws for the track system #6X5/8	8	\$11.50	\$92.00
Optional				
Labor For Gemstone	Labor for the Gemstone project. We typically charge a 60% to material basis for the labor cost. Project should take 3-5 full days for completion. This product comes with a 15 year warranty and we also give 3 years of service for free for any required service calls if need be.	1	\$13,603.14	\$13,603.14

<b>Subtotal</b>	\$36,275.04
Discount (10.0%)	- \$3,627.50
<b>Total</b>	<b>\$32,647.54</b>



## Vivid Outdoor Lighting

13715 Lakeshore Court | Manhattan, Illinois 60442  
815-715-8980 | vividoutdoorlights@gmail.com |  
www.vividoutdoorlighting.com

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Agenda Memo****Crest Hill, IL**

**Meeting Date:** September 2, 2025

**Submitter:** Mayor Raymond R. Soliman RS

**Department:** Mayor's Office

**Agenda Item:** Proclamation Payroll Week September 1 through September 7, 2025

**Summary:** Lisa Moran, President of the Chicago Chapter of PayrollOrg, has requested a Proclamation recognizing all of the individuals in the City's Payroll Department celebrating September 1-7, 2025, as payroll week in the City of Crest Hill.

**Recommended Council Action:** Approval

**Financial Impact:**

**Funding Source:**

**Budgeted Amount:**

**Cost:**

**Attachments:**



**THE CITY OF CREST HILL, ILLINOIS  
PROCLAMATION BY THE MAYOR**

**WHEREAS**, PayrollOrg and its more than 20,000 members have launched a nationwide public awareness campaign that pays tribute to the nearly 150 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

**WHEREAS**, payroll professionals in Crest Hill, Illinois play a key role in maintaining the economic health of the City of Crest Hill, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

**WHEREAS**, payroll departments collectively spend more than \$2.4 trillion annually complying with myriad federal and state wage and tax laws; and

**WHEREAS**, payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

**WHEREAS**, payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

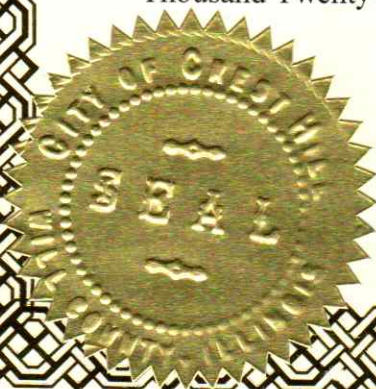
**WHEREAS**, payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

**WHEREAS**, the week in which Labor Day falls has been proclaimed National Payroll Week

**NOW THEREFORE, I, Raymond R. Soliman, Mayor of the City of Crest Hill**, in the great State of Illinois, do hereby give additional support to the efforts of the people who work in Crest Hill, Illinois and of the payroll profession by proclaiming September 1 thru 7, 2025 as Payroll Week in the City of Crest Hill, Illinois.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the Great Seal of the City of Crest Hill, to be affixed this 2<sup>nd</sup> day of September, in the year Two Thousand Twenty-Five.

  
Raymond R. Soliman, Mayor



## Report Criteria:

Detail report type printed

[Report].Check Issue Date = 08/25/2025,09/03/2025

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
26	Aflac	163346	Augu AFLAC 08-2025	08/26/2025	2,668.76	2,668.76	24891	09/03/2025	825	01015300
Total 26:					2,668.76	2,668.76				
45	Allied Nurser	250812-08-1	PULVERIZED DIRT	08/12/2025	282.00	282.00	24894	09/03/2025	825	01035400
Total 45:					282.00	282.00				
46	Republic Ser	0721-008537	JULY 2025 MONTHLY S	07/20/2025	121,004.86	121,004.86	24949	09/03/2025	825	80005300
Total 46:					121,004.86	121,004.86				
68	American Wa	SO249896 3	MEMBERSHIP DUES -	07/21/2025	87.00	87.00	24896	09/03/2025	825	07065341
Total 68:					87.00	87.00				
82	Vestis	6030439405	UNIFORMS FOR STP	08/13/2025	26.29	26.29	24959	09/03/2025	825	07085344
		6030439405	UNIFORMS FOR WATE	08/13/2025	14.00	14.00	24959	09/03/2025	825	07065344
		6030439408	UNIFORMS FOR FLEE	08/13/2025	14.88	14.88	24959	09/03/2025	825	01035344
		6030439408	UNIFORMS FOR STRE	08/13/2025	40.03	40.03	24959	09/03/2025	825	01035344
		6030439408	MATS FOR PUBLIC WO	08/13/2025	25.46	25.46	24959	09/03/2025	825	01045300
		6030439408	UNIFORMS FOR BUILD	08/13/2025	7.23	7.23	24959	09/03/2025	825	01045344
		6030439408	UNIFORMS FOR STP	08/13/2025	16.36	16.36	24959	09/03/2025	825	07085344
		6030441935	UNIFORMS FOR STP	08/20/2025	24.29	24.29	24959	09/03/2025	825	07085344
		6030441935	UNIFORMS FOR WATE	08/20/2025	13.02	13.02	24959	09/03/2025	825	07065344
		6030441938	UNIFORMS FOR FLEE	08/20/2025	12.13	12.13	24959	09/03/2025	825	01035344
		6030441938	UNIFORMS FOR STRE	08/20/2025	78.53	78.53	24959	09/03/2025	825	01035344
		6030441938	MATS FOR PUBLIC WO	08/20/2025	19.46	19.46	24959	09/03/2025	825	01045300
		6030441938	UNIFORMS FOR BUILD	08/20/2025	55.68	55.68	24959	09/03/2025	825	01045344
		6030441938	UNIFORMS FOR STP	08/20/2025	47.66	47.66	24959	09/03/2025	825	07085344
Total 82:					395.02	395.02				
102	AT&T 831-00	3202326018	ATT PUBLIC WORKS/C	08/19/2025	2,503.11	2,503.11	24897	09/03/2025	825	01105350
Total 102:					2,503.11	2,503.11				
103	AT&T 831-00	7801695014	INTERNET & PHONE S	08/19/2025	175.03	175.03	24898	09/03/2025	825	07065350
Total 103:					175.03	175.03				
137	Battery Servi	0122585	FLEET- UNIT # 233 SIG	08/20/2025	619.80	619.80	24899	09/03/2025	825	01075400
Total 137:					619.80	619.80				
231	Certified Lab	9268893	WASP SPRAY	08/25/2025	479.60	479.60	24902	09/03/2025	825	07085366
Total 231:					479.60	479.60				
285	Cintas Fire P	0F94759146	SPRINKLER REPAIR	08/19/2025	481.89	481.89	24904	09/03/2025	825	07085366
Total 285:					481.89	481.89				



Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
291	City of Joliet	958262	FLEET- FUEL JULY 202	08/15/2025	209.12	209.12	24905	09/03/2025	825	01075410
		958262	FLEET- FUEL JULY 202	08/15/2025	3,872.73	3,872.73	24905	09/03/2025	825	01075410
		958262	FLEET- FUEL JULY 202	08/15/2025	5,327.64	5,327.64	24905	09/03/2025	825	01075410
Total 291:					9,409.49	9,409.49				
292	CityTech US	4554	PUBLIC SALARY ANNU	08/07/2025	390.00	390.00	24906	09/03/2025	825	01105300
Total 292:					390.00	390.00				
295	Clarke Enviro	001037902	MOSQUITO ABATEME	08/13/2025	4,023.00	4,023.00	24907	09/03/2025	825	01035300
Total 295:					4,023.00	4,023.00				
327	ComEd 2395	July 2025	JULY STATEMENT	08/07/2025	253.52	253.52	24908	09/03/2025	825	07075353
Total 327:					253.52	253.52				
334	ComEd 3357	July 2025	JULY 2025	07/26/2025	216.14	216.14	24909	09/03/2025	825	01035351
Total 334:					216.14	216.14				
451	Dynegy 1266	July 2025	ELECTRIC WELL #4	08/08/2025	225.13	225.13	24917	09/03/2025	825	07065353
Total 451:					225.13	225.13				
452	Dynegy 6760	July 2025	EAST PLANT ELECTRI	08/08/2025	8,038.59	8,038.59	24921	09/03/2025	825	07085353
Total 452:					8,038.59	8,038.59				
453	Dynegy 6635	July 2025	ELECTRIC FOR WEST	08/08/2025	7,404.57	7,404.57	24920	09/03/2025	825	07085353
Total 453:					7,404.57	7,404.57				
454	Dynegy 0817	July 2025	ELECTRIC FOR WELL	08/08/2025	2,454.54	2,454.54	24915	09/03/2025	825	07065353
Total 454:					2,454.54	2,454.54				
455	Dynegy 0098	July 2025	WELL 10 ELECTRIC	08/08/2025	1,699.20	1,699.20	24913	09/03/2025	825	07065353
Total 455:					1,699.20	1,699.20				
457	Dynegy 6385	July 2025	WELL 9 & 12 ELECTRI	08/08/2025	2,352.75	2,352.75	24919	09/03/2025	825	07065353
Total 457:					2,352.75	2,352.75				
458	Dynegy 0906	July 2025	ELECTRIC FOR WELL	08/08/2025	1,484.68	1,484.68	24916	09/03/2025	825	07065353
Total 458:					1,484.68	1,484.68				
459	Dynegy 1656	July 2025	ELECTRIC FOR WELL	08/08/2025	2,627.47	2,627.47	24918	09/03/2025	825	07065353
Total 459:					2,627.47	2,627.47				
461	Dynegy 0425	July 2025	WELL #1 ELECTRIC	08/08/2025	1,731.18	1,731.18	24914	09/03/2025	825	07065353

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 461:					1,731.18	1,731.18				
524	FBI-LEEDA	200131438	FBI-LEEDA DOBCZYK	08/06/2025	795.00	795.00	24922	09/03/2025	825	01025345
Total 524:					795.00	795.00				
601	Global Indust	123552133	BULK LIFTER	08/23/2025	94.98	94.98	24925	09/03/2025	825	01035402
Total 601:					94.98	94.98				
610	Grainger	9613564278	PAPER TOWELS	08/19/2025	713.52	713.52	24926	09/03/2025	825	01045400
Total 610:					713.52	713.52				
640	Hawkins Inc	7166491	WATER MAINTENANC	08/12/2025	641.64	641.64	24927	09/03/2025	825	07065361
		7168931	SULFUR DIOXIDE & C	08/15/2025	140.00	140.00	24927	09/03/2025	825	07065421
		7168931	SULFUR DIOXIDE & C	08/15/2025	140.00	140.00	24927	09/03/2025	825	07085421
		7175145	WATER CHEMICALS	08/11/2025	1,711.59	1,711.59	24927	09/03/2025	825	07065421
Total 640:					2,633.23	2,633.23				
649	Jason Heiss	Train-Meal R	MEAL EXPENSE-HEIS	08/15/2025	45.00	45.00	24930	09/03/2025	825	01025343
Total 649:					45.00	45.00				
736	ILEAS	DUES14005	ILEAS 2025 ANNUAL D	07/01/2025	120.00	120.00	24928	09/03/2025	825	01015345
Total 736:					120.00	120.00				
820	Joliet Townsh	Animal Contr	ANIMAL CONTROL SE	08/22/2025	1,250.00	1,250.00	24931	09/03/2025	825	01105300
Total 820:					1,250.00	1,250.00				
826	JP Morgan C	A SmartSign	DUCK CROSSING SIG	07/16/2025	156.11	156.11	448	08/25/2025	725	01035400
		A SmartSign	DUCK CROSSING SIG	07/31/2025	156.11	156.11	448	08/25/2025	725	01035400
		ACC of Shor	K9 EXPENSE	07/28/2025	163.00	163.00	448	08/25/2025	725	01025346
		APWA Expo	PWX REGISTRATION B	08/06/2025	389.00	389.00	448	08/25/2025	725	01035341
		APWA Expo	PWX REGISTRATION E	08/06/2025	500.00	500.00	448	08/25/2025	725	01035341
		APWA Regist	APWA TRAINING	07/31/2025	90.00	90.00	448	08/25/2025	725	01035341
		APWA Regist	APWA TRAINING	07/31/2025	45.00	45.00	448	08/25/2025	725	07065341
		APWA Regist	APWA TRAINING	07/31/2025	30.00	30.00	448	08/25/2025	725	07085341
		Chewy Augu	K9 FOOD	08/03/2025	96.09	96.09	448	08/25/2025	725	01025346
		Comcast 025	1631 GAYLORD STP	07/12/2025	377.72	377.72	448	08/25/2025	725	07085350
		Comcast 055	WEST PLANT	08/09/2025	242.66	242.66	448	08/25/2025	725	07085300
		Comcast 060	INTERNET - CATON	07/21/2025	176.56	176.56	448	08/25/2025	725	07065350
		Crown Award	AWARDS	07/22/2025	119.12	119.12	448	08/25/2025	725	01025402
		IML Registrat	IIML REGISTRATION-S	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IIML REGISTRATION-D	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IIML REGISTRATION-C	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IIML REGISTRATION-TI	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IIML REGISTRATION-M	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IIML REGISTRATION-N	07/22/2025	325.00	325.00	448	08/25/2025	725	01105341
		IML Registrat	IML REGISTRATION-BL	07/29/2025	225.00	225.00	448	08/25/2025	725	01105341
		Microsoft G1	MICROSOFT ANNUAL	08/02/2025	99.00	99.00	448	08/25/2025	725	01065301
		Microsoft G1	MICROSOFT ANNUAL	08/05/2025	134.38	134.38	448	08/25/2025	725	01065350
		Microsoft G1	MICROSOFT ANNUAL	08/09/2025	36.00	36.00	448	08/25/2025	725	01065300

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		Microsoft G1	MICROSOFT ANNUAL	08/10/2025	8.40	8.40	448	08/25/2025	725	01065300
		OfficeMax 7-	SHREDDER	07/22/2025	259.99	259.99	448	08/25/2025	725	01025400
		Potsolve 762	AUGUST 2025	08/01/2025	209.46	209.46	448	08/25/2025	725	01065300
		SignsByTom	DROPBOX SIGNAGE	07/15/2025	157.53	157.53	448	08/25/2025	725	01125401
		The UPS Sto	POSTAGE	07/31/2025	232.89	232.89	448	08/25/2025	725	07065321
Total 826:					5,854.02	5,854.02				
846	Kimball Midw	103649378	SCREWS, NUTS, AND	08/13/2025	177.69	177.69	24932	09/03/2025	825	01045400
		103649411	NUTS AND SCREWS	08/13/2025	297.58	297.58	24932	09/03/2025	825	07085366
Total 846:					475.27	475.27				
849	Kirwan Mech	i77732	HVAC MAINTENANCE/	08/20/2025	891.00	891.00	24933	09/03/2025	825	07085366
		i77744	HVAC MAINTENANCE/	08/20/2025	951.00	951.00	24933	09/03/2025	825	07065361
Total 849:					1,842.00	1,842.00				
956	McMaster Ca	50615132	FLEET- POLICE TRUN	08/18/2025	77.84	77.84	24934	09/03/2025	825	01075400
Total 956:					77.84	77.84				
961	Menards	92328	JULIE SUPPLIES	08/13/2025	187.28	187.28	24935	09/03/2025	825	01035318
		92334	BUILDING MAINTENAN	08/13/2025	153.95	153.95	24935	09/03/2025	825	01045400
		92452	WATER DEPARTMENT	08/15/2025	43.47	43.47	24935	09/03/2025	825	07065361
		92560	BUILDING MAINTENAN	08/18/2025	64.91	64.91	24935	09/03/2025	825	01045400
		92574	FLEET- POLICE TRUN	08/18/2025	22.82	22.82	24935	09/03/2025	825	01075400
		92681	PW SUPPLIES	08/20/2025	26.48	26.48	24935	09/03/2025	825	01035400
		92776	EAST STP SUPPLIES	08/22/2025	137.90	137.90	24935	09/03/2025	825	07085420
Total 961:					636.81	636.81				
971	Mettler Toled	655424815	101-FULL PREVENTITI	07/29/2025	354.62	354.62	24936	09/03/2025	825	07085300
Total 971:					354.62	354.62				
986	Allegra Joliet	139644	BUSINESS CARDS FO	08/07/2025	168.30	168.30	24893	09/03/2025	825	01105321
		139644	BUSINESS CADS - AN	08/07/2025	164.10	164.10	24893	09/03/2025	825	01105321
		139644	BUSINESS CARDS - JA	08/07/2025	82.05	82.05	24893	09/03/2025	825	01105321
		139644	BUSINESS CARDS - BL	08/07/2025	82.05	82.05	24893	09/03/2025	825	01105321
		139644	SHIPPING/HANDLING	08/07/2025	35.00	35.00	24893	09/03/2025	825	01105321
		140918	BUSINESS CARDS DA	08/18/2025	97.05	97.05	24893	09/03/2025	825	01105321
Total 986:					628.55	628.55				
1059	Nicor 39-52-5	July 2025	WELL #10 NICOR	08/07/2025	63.71	63.71	24939	09/03/2025	825	07065350
Total 1059:					63.71	63.71				
1102	Ottosen DiNo	16147	LABOR / PERSONNEL	07/31/2025	2,575.50	2,575.50	24940	09/03/2025	825	01105302
Total 1102:					2,575.50	2,575.50				
1148	Physicians I	4472453 102	PREEMPLOYMENT SC	08/13/2025	437.00	437.00	24941	09/03/2025	825	01105300
Total 1148:					437.00	437.00				

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
1174	PreCise MR	IN200-20073	FLEET- PUBLIC WORK	08/22/2025	414.00	414.00	24942	09/03/2025	825	01035300
Total 1174:					414.00	414.00				
1196	R&R Septic	25-2186	PUMP TRUCK TO MOV	08/19/2025	750.00	750.00	24943	09/03/2025	825	07085373
		25-2279	PUMP TRUCK TO MOV	08/25/2025	750.00	750.00	24943	09/03/2025	825	07085373
Total 1196:					1,500.00	1,500.00				
1207	Rapid Lands	29518	VEGETATION CUTTIN	08/14/2025	300.00	300.00	24944	09/03/2025	825	01165300
		29519	VEGETATION CUTTIN	08/14/2025	260.00	260.00	24944	09/03/2025	825	01165300
		29520	VEGETATION CUTTIN	08/14/2025	465.00	465.00	24944	09/03/2025	825	01165300
		29521	VEGETATION CUTTIN	08/14/2025	160.00	160.00	24944	09/03/2025	825	01165300
Total 1207:					1,185.00	1,185.00				
1214	Reasonable	11846	TREE REMOVAL	08/19/2025	2,340.00	2,340.00	24947	09/03/2025	825	01035300
Total 1214:					2,340.00	2,340.00				
1222	Reliance Sta	August 2025	RELIANCE STD 08-202	08/01/2025	280.00	280.00	24948	09/03/2025	825	01002438
Total 1222:					280.00	280.00				
1243	Ray OHerron	2427264	UNIFORM EQUIPMENT	08/11/2025	208.37	208.37	24945	09/03/2025	825	01025344
		2429502	AMMO	08/22/2025	843.81	843.81	24945	09/03/2025	825	01025341
		2429643	UNIFORM EQUIPMENT	08/23/2025	128.03	128.03	24945	09/03/2025	825	01025344
		2429664	UNIFORM-CERCONE	08/23/2025	128.03	128.03	24945	09/03/2025	825	01025344
Total 1243:					1,308.24	1,308.24				
1293	Share Corp.	313288	EAST PLANT MATERIA	08/15/2025	436.48	436.48	24953	09/03/2025	825	07085366
Total 1293:					436.48	436.48				
1343	Spring-Green	9712767	SPRING MAXIMIZER T	08/12/2025	243.00	243.00	24955	09/03/2025	825	01045300
Total 1343:					243.00	243.00				
1373	Strand Assoc	0228465	ON CALL WASTEWATE	08/12/2025	625.62	625.62	24956	09/03/2025	825	07065331
		0228466	LAKE MICHIGAN DEM	08/12/2025	1,318.62	1,318.62	24956	09/03/2025	825	07065332
		0228467	GPWC - EASTERN & W	08/12/2025	25,230.00	25,230.00	24956	09/03/2025	825	12007602
		0228468	CHEMICAL FEED SYST	08/12/2025	6,925.35	6,925.35	24956	09/03/2025	825	07065332
		0228560	WATER SCADA DESIG	08/12/2025	14,000.00	14,000.00	24956	09/03/2025	825	07065331
		0228561	WATER SCADA UPDAT	08/12/2025	1,700.00	1,700.00	24956	09/03/2025	825	07065331
		0228699	CIPP WM REHABILITAT	08/12/2025	1,821.54	1,821.54	24956	09/03/2025	825	12007602
		0228700	CIPP PHASE 1-CE SER	08/12/2025	8,974.57	8,974.57	24956	09/03/2025	825	12007620
		0228701	CATON FARM WM EXT	08/12/2025	7,642.77	7,642.77	24956	09/03/2025	825	12007620
		0228760	WELL 14 - RAW WATE	08/12/2025	1,208.73	1,208.73	24956	09/03/2025	825	12007602
		0228802	PFAS STUDY-STRAND	08/19/2025	507.22	507.22	24956	09/03/2025	825	07065331
Total 1373:					69,954.42	69,954.42				
1432	Ron Tirapelli	189255	FLEET- UNIT # 937 FO	08/13/2025	115.45	115.45	24950	09/03/2025	825	01075400
		665339	FLEET- UNIT # 937 RE	08/12/2025	495.68	495.68	24950	09/03/2025	825	01075400
		665339-01	FLEET- UNIT # 937 RE	08/12/2025	444.09	444.09	24950	09/03/2025	825	01075400
		665412	FLEET- UNIT # 937 IGN	08/13/2025	273.35	273.35	24950	09/03/2025	825	01075400

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		665628	FLEET- UNIT #38 IGNIT	08/19/2025	1,241.24	1,241.24	24950	09/03/2025	825	01075400
		665629	FLEET- UNIT #32 IGNIT	08/19/2025	1,233.04	1,233.04	24950	09/03/2025	825	01075400
	Total 1432:				3,802.85	3,802.85				
1503	Uni-Max Man	5488	JANITORAL SERVICES	08/15/2025	1,940.00	1,940.00	24957	09/03/2025	825	01045300
	Total 1503:				1,940.00	1,940.00				
1521	USABlueBoo	INV0079773	BLUE JULIE PAINT	08/14/2025	855.03	855.03	24958	09/03/2025	825	01035318
		INV0079843	WATER LAB SUPPLIES	08/14/2025	391.65	391.65	24958	09/03/2025	825	07065420
		INV0080564	STP LAB SUPPLIES	08/21/2025	355.53	355.53	24958	09/03/2025	825	07085420
	Total 1521:				1,602.21	1,602.21				
1563	VSP of Illinoi	823440514 S	VSP-09-2025	08/17/2025	352.19	352.19	24961	09/03/2025	825	01015300
	Total 1563:				352.19	352.19				
1629	Work Zone S	67542	STREET SIGNS	08/01/2025	1,214.00	1,214.00	24964	09/03/2025	825	05005400
	Total 1629:				1,214.00	1,214.00				
1853	Buckeye Pow	PSV431199	CITY CENTER GENER	08/14/2025	3,918.99	3,918.99	24901	09/03/2025	825	01045360
		PSV431201	WELL 11 GENERATOR	08/14/2025	560.08	560.08	24901	09/03/2025	825	07065361
		PSV431856	CITY CENTER GENER	08/20/2025	2,480.00	2,480.00	24901	09/03/2025	825	01045360
	Total 1853:				6,959.07	6,959.07				
1879	Nicor 24-47-6	July 2025	NICOR MONTHLY STAT	08/07/2025	177.69	177.69	24938	09/03/2025	825	01105350
	Total 1879:				177.69	177.69				
1880	Nicor 17-28-8	July 2025	POLICE DEPARTMENT	08/07/2025	186.28	186.28	24937	09/03/2025	825	01105350
	Total 1880:				186.28	186.28				
1921	Dell Financial	4426930	DELL COMPUTER LEA	08/02/2025	8,066.98	8,066.98	24911	09/03/2025	825	01065301
	Total 1921:				8,066.98	8,066.98				
1952	Airy's Inc	51610	MAIN BREAK ON THE	08/12/2025	9,612.42	9,612.42	24892	09/03/2025	825	07065430
	Total 1952:				9,612.42	9,612.42				
1953	Amazon Capi	17PV-7KDH-	TONER	08/12/2025	102.69	102.69	24895	09/03/2025	825	01105401
		19QX-WC41-	LADDER FOR INSPEC	08/14/2025	208.48	208.48	24895	09/03/2025	825	01167501
		19VD-PM9F-	COPY PAPER	08/12/2025	79.94	79.94	24895	09/03/2025	825	01025401
		1CJJ-3TH3-D	FLEET- POLICE CONE	08/14/2025	517.24	517.24	24895	09/03/2025	825	01075400
		1CQY-4W97-	LADDER FOR INSPEC	08/14/2025	208.48	208.48	24895	09/03/2025	825	01167501
		1FT7-77Q7-	GALLON BAGS	08/19/2025	23.99	23.99	24895	09/03/2025	825	07085420
		1FT7-77Q7-	BATTERIES	08/19/2025	10.00	10.00	24895	09/03/2025	825	01035401
		1FT7-77Q7-	BATTERIES	08/19/2025	10.00	10.00	24895	09/03/2025	825	07065401
		1FT7-77Q7-	BATTERIES	08/19/2025	9.99	9.99	24895	09/03/2025	825	07085401
		1QML-QGCK	TONER	08/25/2025	85.72	85.72	24895	09/03/2025	825	01025401
		1TQ1-NCNN-	PLATES	08/18/2025	18.48	18.48	24895	09/03/2025	825	01035401
		1TQ1-NCNN-	WADER BOOTS	08/18/2025	85.95	85.95	24895	09/03/2025	825	01035344

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
		1TQ1-NCNN-	PENS	08/18/2025	12.15	12.15	24895	09/03/2025	825	01035401
		1VVL-4CCY-	FLEET-POLICE CONSP	08/21/2025	53.13	53.13	24895	09/03/2025	825	01075400
		1VY9-T9R9-	8GB MINI SD CARD CH	08/14/2025	7.19	7.19	24895	09/03/2025	825	01115401
		1VY9-T9R9-	LETTER OPENERS	08/14/2025	3.99	3.99	24895	09/03/2025	825	01115401
		1VY9-T9R9-	STAPLERS	08/14/2025	19.06	19.06	24895	09/03/2025	825	01105401
		1VY9-T9R9-	LABEL TAPE	08/14/2025	14.99	14.99	24895	09/03/2025	825	01115401
		1VY9-T9R9-	JANITORIAL SUPPLIES	08/14/2025	58.27	58.27	24895	09/03/2025	825	01045400
		1W1Q-RKT7-	FLEET- UNIT # 221 MIR	08/12/2025	18.99	18.99	24895	09/03/2025	825	01075400
		1YHJ-L6CM-	BATTERIES	08/25/2025	25.49	25.49	24895	09/03/2025	825	01045400
		CM#1PQL-T	AMAZON CREDIT	08/14/2025	19.99	19.99	24895	09/03/2025	825	01105401
		CM#1VT3-4V	CREDIT-ORDER NEVE	08/25/2025	123.94	123.94	24895	09/03/2025	825	01025401
		QQR-636T-T	YELLOW PAPER FOR	08/19/2025	14.16	14.16	24895	09/03/2025	825	01165401
		QQR-636T-T	ENVELOPES	08/19/2025	19.02	19.02	24895	09/03/2025	825	01165401
Total 1953:					1,463.47	1,463.47				
1954	Charles J De	121	ADMINISTRATIVE HEA	08/20/2025	300.00	300.00	24903	09/03/2025	825	01015300
Total 1954:					300.00	300.00				
1985	SpectrumVol	656537 Sept	SPECTRUM MONTHLY	09/01/2025	264.30	264.30	24954	09/03/2025	825	01105350
Total 1985:					264.30	264.30				
1992	Vissering Co	WSTP Pay A	WSTP PAY APP 31	07/30/2025	1,036,996.72	1,036,996.72	24960	09/03/2025	825	35007512
Total 1992:					1,036,996.72	1,036,996.72				
2072	Scribes Inc	65108	NAME PLATE & BADGE	08/11/2025	66.39	66.39	24952	09/03/2025	825	01105321
Total 2072:					66.39	66.39				
2073	David Strahl	71	HOURS FOR DAVID ST	08/11/2025	1,539.34	1,539.34	24910	09/03/2025	825	01105300
		72	HOURS FOR DAVID ST	08/18/2025	2,952.50	2,952.50	24910	09/03/2025	825	01105300
		73	HOURS FOR DAVID ST	08/25/2025	3,558.14	3,558.14	24910	09/03/2025	825	01105300
Total 2073:					8,049.98	8,049.98				
2091	Lenny's Gas	5485	FLEET- JULY 2025 VEH	08/08/2025	32.00	32.00	24924	09/03/2025	825	01075400
Total 2091:					32.00	32.00				
2094	William McCl	16	CITY COUNCIL MEETI	08/05/2025	150.00	150.00	24963	09/03/2025	825	01105300
		16	CITY COUNCIL MEETI	08/05/2025	150.00	150.00	24963	09/03/2025	825	01105300
Total 2094:					300.00	300.00				
2137	Willett Hofma	38892	CREST HILL-TREATMM	06/16/2025	31,346.23	31,346.23	24962	09/03/2025	825	07065330
		39190	CREST HILL-TREATMM	07/17/2025	11,165.51	11,165.51	24962	09/03/2025	825	07065330
Total 2137:					42,511.74	42,511.74				
2183	Jacob Poor	SSBOA Regi	JAKE POOR TRAINING	08/20/2025	70.00	70.00	24929	09/03/2025	825	01165341
Total 2183:					70.00	70.00				
2190	Scanlon Exc	Oakland Ave	2025 MFT CONCRETE	08/15/2025	282,783.14	282,783.14	24951	09/03/2025	825	05007640

Vendor Number	Name	Invoice Number	Description	Invoice Date	Invoice Amount	Check Amount	Check Number	Check Issue Date	GL Period	GL Account
Total 2190:					282,783.14	282,783.14				
2193	Brian Ward	Clothing Allo	FY 26 CLOTHING REIM	08/18/2025	157.33	157.33	24900	09/03/2025	825	01034107
Total 2193:					157.33	157.33				
2196	Dependent S	4905	MANADATED DEPEND	08/15/2025	1,150.00	1,150.00	24912	09/03/2025	825	01015300
Total 2196:					1,150.00	1,150.00				
2197	Forte	89082958	SECURITY CAMERAS	07/31/2025	4,000.00	4,000.00	24923	09/03/2025	825	01065301
Total 2197:					4,000.00	4,000.00				
2198	2025 Utility R	2025 RAYMO	CUSTOMER REFUND	08/20/2025	147.83	147.83	24946	09/03/2025	825	91001005
Total 2198:					147.83	147.83				
Grand Totals:					1,679,472.11	1,679,472.11				

## Report Criteria:

Detail report type printed

[Report]. Check Issue Date = 08/25/2025,09/03/2025