



# Meeting Agenda

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

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**Village Board of Trustees**  
Tuesday, April 16, 2024  
6:30 PM

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**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF THE MINUTES**

1. Approval of the Village Board of Trustees **Meeting Minutes** for **April 02, 2024**.

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

**PRESIDENT'S REPORT**

2. Issuance of a **Proclamation** recognizing **April 15, 2024** as "**Purple Up Day**".  
Requested by: American Legion, Walter Graham Post No. 332
3. Appointment and Confirmation of **Nick Sommer** to the **Stateline Mass Transit District (SMTD)** Board of Directors [4-year term].

**TREASURER'S REPORT**

4. Cash Report and Bills
5. Approval of Bills

**CONSENT AGENDA**

*All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.*

6. Approval of **Resolution 2024-R19**, of entering into a **professional services agreement with Fehr-Graham & Associates** for completion of **soil borings and geotechnical report for the Hodges Run property** located at the southeast corner of Hodges Run and Main Street.
7. Approval of **Resolution 2024-R20**, approving an agreement with Thayer Lighting to perform lighting upgrades at Village Hall for an amount not to exceed **\$11,408.70**.

- 8.** Approval of **Resolution 2024-R21**, authorizing the purchase of a standard bucket and a 12' box plow from **Altorfer Cat** not to exceed **\$17,850.00**.
- 9.** Approval of **Resolution 2024-R22**, creating of the position of **Permitting & Licensing Assistant**.

**MOTIONS AND RESOLUTIONS (Final action)**

**NEW BUSINESS (First reading or suspend rules)**

- 10.** Approval of **Resolution 2024-R23**, awarding **Rock Road Companies, Inc.** the contract for the completion of the **2024 Residential Streets Program** for the amount of **\$687,359.00**.

**QUESTIONS AND REPORTS**

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

**EXECUTIVE SESSION (IF NECESSARY)**

**ADJOURNMENT**



# Meeting Minutes

**Location:**

Village Hall -  
10631 Main Street  
Roscoe, IL 61073

**Village Board of Trustees**  
Tuesday, April 02, 2024  
6:30 PM

**CALL TO ORDER**

President Gustafson Called to Order Village Board Meeting at 630pm on Tuesday April 2, 2024.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

President Gustafson requested for Roll Call:

**PRESENT**

- Trustee William Babcock
- Trustee Stacy Mallicoat
- Trustee Susan Petty
- Trustee Justin Plock
- Trustee Michael Sima
- Trustee Michael Wright
- Village President Carol Gustafson

**APPROVAL OF THE MINUTES**

1. Approval of the Minutes for the **March 19, 2024** Village Board Meeting.

President Gustafson entertained a motion for approval of minutes for March 19, 2024 Village Board Meeting:

Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

None

**PRESIDENT'S REPORT**

President Gustafson briefed the Board of the Winnebago County Migrant Contingency Plan Support. This plan would support those stranded abandoned Migrants in Winnebago County, should those individuals be abandoned in the Village of Roscoe, Winnebago County would take on the responsibility and costs of those abandoned Migrants, providing assistance to getting those abandoned to the staging areas in Chicago which are funded through State grants. The request is the Boards support for this policy. President Gustafson explained this would be to support the County's plan, and Village of Roscoe would bear no responsibility. President Gustafson referred to the plan and passed resolution in the board packets.

President Gustafson entertained a motion to support:

Motion made by Trustee Petty, Seconded by Trustee Sima.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

2. Discussion of the Winnebago County Migrant Contingency Plan

President Gustafson entertained a motion to support:

Motion made by Trustee Petty, Seconded by Trustee Sima.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

**TREASURER’S REPORT**

3. Cash Report and Bills

President Gustafson provided summary of bills submitted for approval:

The total bills to be submitted for approval are expenditures per list of \$86,416.65

Payroll expenses: \$96,563.07

Total submitted for Expenditures: \$183,079.72

Cash on hand after payment of the bills \$7,910,007.62

Motor Fuel expenditures: \$18,122.00 (Willowbrook Road Project | Fehr Graham)

Cash on hand in the Motor Fuel fund is: \$1,379,643.58

Total amount submitted tonight for approval \$201,201.72

Discussion: Trustee Petty stated that she noticed the final payment for the Public Works Building was submitted.

4. Approval of Bills

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Motion made by Trustee Petty, Seconded by Trustee Mallicoat.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright.

Motioned Passed: 6-0-0

5. Year to Date, Revenues and Expenditures

President Gustafson called on Treasurer Mark Olsen for a quick overview; Mr. Olsen stated everything is looking good. Interest income is doing well, budget is looking good. Detailed report will be provided at next board meeting in two weeks.

**CONSENT AGENDA**

*All items on the Consent Agenda are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the Consent Agenda, and will be discussed and approved separately.*

President Gustafson reviewed Consent Agenda, board agreed to vote as a whole for all items:

Trustee Plock motioned to approve the following voting as whole:

- 4th Annual Disc Golf For Youth Suicide Prevention, Marshmallow's Hope
- Pour in the Park
- Radio Control Float / flying model planes Chicory Ridge
- Appointment of Representative to Land Bank

Motion made by Trustee Plock, Seconded by Trustee Petty.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

6. Approval of **Special Event Permit for the 4th Annual Disc Golf For Youth Suicide Prevention** - Marshmallows Hope. (Porter Park - June 30, 2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima,

Trustee Wright

- 7. Approval of **Special Event Permit for Stateline Chamber's Pour in the Park.** (Riverside Park - May 05, 2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

- 8. **Approval of Special Event Permit for the Rock Valley Radio Control Flying Club's Radio Control,** float flying of model planes. (Chicory Ridge Park 06/22/2024)

Motion made by Trustee Plock, Seconded by Trustee Petty.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright.

Motioned Passed: 6-0-0

- 9. Approval of Resolution **2024-R15,** designating the Village Administrator to serve as the **Village's Representative on the Board of Trustees of the Northern Illinois Land Bank Authority.**

Motion made by Trustee Plock, Seconded by Trustee Petty.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright.

Motion Passed: 6-0-0

**MOTIONS AND RESOLUTIONS (Final action)**

President Gustafson summarized the action from Liquor Commission:

- 10. Approval of **Ordinance 2024-04, increasing the maximum number of authorized Class "BL"** (Boutique Gaming) liquor licenses to thirteen (13) authorized Class "BL" liquor licenses.

Motion made by Trustee Plock, Seconded by Trustee Mallicoat.

Voting Nay: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Failed: 0-6-0

- 11. **Approval of issuing a Class "BL"** (Boutique Gaming) liquor license to JCET LLC (Licensed Premises: 5761 Elevator Road, Roscoe, IL 61073)

No Vote- motion failed

**MOTIONS AND RESOLUTIONS (Final action)**

- 12. Approval of **Resolution 2024-R16**, approving compensation increases for certain non-union employees of the Village of Roscoe.

President Gustafson entertained a motion:

Motion made by Trustee Mallicoat, Seconded by Trustee Plock.  
Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright.

Motion Passed: 6-0-0

This is retroactive to January 1, 2024.

- 13. Approval of **Resolution 2024-R17**, approving a professional services agreement with **Place Foundry, LLC** to provide **economic development consulting** services to the Village of Roscoe [On-Call Services].

President Gustafson entertained a motion:

Motion made by Trustee Plock, Seconded by Trustee Babcock.  
Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright.

Motion Passed: 6-0-0

**NEW BUSINESS (First reading or suspend rules)**

- 14. Approval of **Resolution 2024-R18**, approving an agreement with **Northern Illinois Service Co.** for the demolition of **5466 Bridge St.**

President Gustafson requested motion to suspend rules:

Motion made by Trustee Wright to suspend rules,

Seconded by Trustee Mallicoat.  
Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

Motion made by Trustee Mallicoat to approve,

Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

**QUESTIONS AND REPORTS**

President Gustafson requested Troy of Public Works to go over "Popup Markets"

15. Discussion of pop-up market kiosks.

Troy provided an overview stating these sheds will be customized with the fronts to open with a countertop ledge. They will be built on a foundation that will make these sheds portable to move to different locations for different events. Some of these locations' examples are Riverside Park, Porter Park, Downtown Roscoe (Main Street). Some examples for events that these sheds could be used are for the Villages Halloween event, Hometown Holiday event, National Night Out event, etc. Looking at 8 total.

Trustee Plock asked where will they be stored? Troy stated Riverside Park by the shed, they should be good there. Trustee Plock asked about vandalism, Troy stated there really hasn't been any vandalism there, but will need to look at securing.

16. Update on Porter Park Cabin Renovation - Troy Taylor

Troy provided overview of Porter Park Cabin, stating it is coming along very well. Windows have been ordered as down payment was provided today, there is no completion date at this time. Renovations of cabin are going nicely, cabinets still need to be stained.

**PUBLIC COMMENT (Limited to 3 minutes per speaker)**

None

**EXECUTIVE SESSION (IF NECESSARY)**

President Gustafson entertained a motion to move to Executive Session:

Motion made by Trustee Petty, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

Motion Passed: 6-0-0

President Gustafson entertained motion to return to Open Session:

Motion made by Trustee Petty, Seconded by Trustee Wright.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright

NO ACTION TAKEN IN EXECUTIVE SESSION

**ADJOURNMENT**

President Gustafson entertained a motion to adjourn;

Motion made by Trustee Petty, Seconded by Trustee Plock.

Voting Yea: Trustee Babcock, Trustee Mallicoat, Trustee Petty, Trustee Plock, Trustee Sima, Trustee Wright:

Motion Passed: 6-0-0



# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item #2.

<b>Agenda Item:</b> Purple Up Day for military children proclamation			
<b>Date:</b> April 16, 2024		<b>Meeting:</b> Village Board	
<b>Prepared by:</b> Vic Wilder		<b>Department:</b> Special Events	

### Overview/Background Information

Purple Up Day was started by the American Legion Auxiliary to show their appreciation and to celebrate the children of our military families. The color purple is a combination of all colors of the Armed Forces. This day, April 15<sup>th</sup> is to recognize the difficulties children of our military have while growing up. Many times, these children will live with only parent while the other is deployed. Some of these children will move as many as 9 times from kindergarten through high school graduation.

### Key Issues

This proclamation gives support to the American Legion and all those currently serving in the military that have families.

### Fiscal Note/Budget Impact

There is no fiscal impact to the Village of Roscoe not to the annual budget.

### Prior Legislative Actions

This is the first time we have been asked to participate in this proclamation.

### Action Required/Recommendation

Approve the Proclamation “Purple Up Day”, April 15, 2024.

### Attachments

Proclamation along with information regarding our local American Legion Post No. 332.



**PROCLAMATION**  
in recognition of  
**Purple Up Day for Military Children**

**WHEREAS**, the American Legion, since its founding in 1919, has devoted much of its talent, effort and resources to improving conditions for our nation's youth; and

**WHEREAS**, The Americanism, Children & Youth programs of the American Legion Family provide settings that permit children to realize and to achieve their full potential; and

**WHEREAS**, The American Legion and American Legion Auxiliary have labored unselfishly to achieve this goal through their untiring effort, dedicated leadership and devotion to overriding principles of these benevolent programs; and

**WHEREAS**, Purple indicates the color of all military branches combined; ARMY (green), MARINES (red), NAVY, AIR FORCE, COAST GUARD, and SPACE FORCE (blue). Therefore we are asking all communities to honor military children on this day and wear purple to support military children.

**NOW THEREFORE**, I, Carol Gustafson, President of the Village of Roscoe, Illinois, in recognition that the American Legion recognizes military children under the Children & Youth Program for the entire month of April, do hereby proclaim the 15<sup>th</sup> day of April, 2024, as "PURPLE UP DAY FOR MILITARY CHILDREN".

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of the Village of Roscoe to be affixed this 16<sup>th</sup> day of April, 2024.

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*Carol Gustafson, Village President*  
Village of Roscoe, Illinois

## Village of Roscoe

Bills Submitted for Approval on April 16, 2024

**Pooled Expenditures:**

Checking account balance before expenditures		\$	135,103.44
Pooled Money Market			14,150.01
Illinois Funds Balance			8,212,010.70
Total pooled cash and equivalents			<u>8,361,264.15</u>

Expenditures per list \$ 146,762

Additional invoices

146,762.45

Total expenditures 146,762.45

Payroll expense:

Gross Wages	4/6/2024	111,531.99	
Payroll tax and IMRF	4/6/2024	9,177.37	120,709.36

**Total General Fund Expenditures 267,471.81**

Pooled checking account balance after expenditures \$ 8,093,792.34

## Motor Fuel Tax Expenditures

Motor Fuel account balance before expenditures		\$	19,323.08
Motor Fuel Money Market			10,392.01
Illinois Funds Balance			1,385,820.72
Total Motor Fuel cash and equivalents			<u>1,415,535.81</u>

Expenditures:

Vendor	Date	Invoice	Description	Amount
Fehr-Graham	3/29/2024	122053	Willowbrook Rd	21,570.75
Fehr-Graham	3/29/2024	122057	Love Rd	1,305.00

**Total Motor Fuel Fund Expenditures 22,875.75**

Motor Fuel cash and equivalent balance after expenditures 1,392,660.06

**Total expenditures for all funds: 290,347.56**

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>FEHR-GRAHAM &amp; ASSOCIATES</b>										
2161	FEHR-GRAHAM & ASSOCIATES	122053	PROJ 20-471 WILLOWBROOK RD REC	50-030-5220 ENGINEERI	03/29/2024	424	21,570.75	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122057	PROJ 20-512 LOVE RD RECONSTRUC	50-030-5220 ENGINEERI	03/29/2024	424	1,305.00	.00		
Total FEHR-GRAHAM & ASSOCIATES:							22,875.75	.00		
Grand Totals:							22,875.75	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	GL Per	Net Invoice Amount	Amount Paid	Date Paid	Voided
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- Department Key
- 010 Administration
  - 012 Village Clerk
  - 015 Liability Insurance
  - 030 Public Works
  - 040 Police/Public Safety
  - 050 Parks and Recreation

Dated: \_\_\_\_\_

Administrator: \_\_\_\_\_

Trustees: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

These signatures approve all invoices in this report. Any invoices not approved are circled in Red.

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {=} "50"

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- Detail report.
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Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>AIRGAS USA, LLC</b>									
201	AIRGAS USA, LLC	5506708844	CYLINDER RENTAL - PW	01-030-5860 Rentals/Leases	03/31/2024	77.01	.00		
Total AIRGAS USA, LLC:						77.01	.00		
<b>AMAZON CAPITAL SERVICES</b>									
311	AMAZON CAPITAL SERVICES	1J61-W943-TY	STANDARD WARNING TRIANGLES & F	01-030-6040 Operating Supplies	04/08/2024	50.72	.00		
311	AMAZON CAPITAL SERVICES	1J61-W943-TY	STANDARD WARNING TRIANGLES - S	01-030-6040 Operating Supplies	04/08/2024	28.99	.00		
311	AMAZON CAPITAL SERVICES	1J61-W943-TY	FIRST AID KIT - TRUCK #501	01-030-6040 Operating Supplies	04/08/2024	21.73	.00		
311	AMAZON CAPITAL SERVICES	1LQY-NM4V-7	AIR FRESHNER REFILLS - PW STOCK	01-030-6040 Operating Supplies	04/03/2024	41.78	.00		
311	AMAZON CAPITAL SERVICES	1LQY-NM4V-7	FLAT FREE MOWER TIRES - JACOBSE	01-050-6050 REPAIR PARTS	04/03/2024	69.99	.00		
311	AMAZON CAPITAL SERVICES	1QTP-JGGQ-G	WIRELESS NUMERIC KEYPAD	01-010-6020 Office Supplies	04/06/2024	37.79	.00		
Total AMAZON CAPITAL SERVICES:						251.00	.00		
<b>ANCEL GLINK, P.C.</b>									
402	ANCEL GLINK, P.C.	103115	LEGAL FEES RE WHITE OAK HOME B	01-010-9000 Contingency	04/08/2024	3,183.75	.00		
Total ANCEL GLINK, P.C.:						3,183.75	.00		
<b>APG OF SOUTHERN WISCONSIN</b>									
442	APG OF SOUTHERN WISCONSI	331592	ZONING LEGAL NOTICES	01-010-5330 Printing & Publishing	03/26/2024	17.66	.00		
Total APG OF SOUTHERN WISCONSIN:						17.66	.00		
<b>Cardmember Service</b>									
1091	Cardmember Service	040124 PD	Belt, Tshirts, pocket knife, Socks, Hats, B	01-040-4612 Uniforms - Full time	04/01/2024	824.73	.00		
1091	Cardmember Service	040124 PD	Sarver - Crash Investigation Hotel Stay x	01-040-5530 Training	04/01/2024	632.00	.00		
1091	Cardmember Service	040124 PD	Forms, Paper Towels, Trash Bags, Tv St	01-040-6020 Office Supplies	04/01/2024	892.75	.00		
1091	Cardmember Service	040124 PD	Tax Exempt **Refund** PD	01-040-6020 Office Supplies	04/01/2024	12.19-	.00		
1091	Cardmember Service	040124 PD	Rifle Cases, Mounted Flashlights, Tablecl	01-040-7410 Equipment	04/01/2024	1,796.20	.00		
1091	Cardmember Service	040124 PW	APWA.NET - PW ANNUAL MEMBERSHI	01-030-5530 Training	04/01/2024	194.00	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - BATHROOM SUPPLIES -	01-030-6040 Operating Supplies	04/01/2024	112.42	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - ADA MENS & WOMENS	01-050-5121 Maint&Repairs - Bldg & Gr	04/01/2024	27.98	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
1091	Cardmember Service	040124 PW	AMZN MKTP - ADA MENS & WOMENS	01-050-5121 Maint&Repairs - Bldg & Gr	04/01/2024	30.36	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - ADA MENS & WOMENS	01-050-5121 Maint&Repairs - Bldg & Gr	04/01/2024	23.97	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - ROYCE STAINLESS STE	01-050-5121 Maint&Repairs - Bldg & Gr	04/01/2024	263.85	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - BATHROOM SUPPLIES -	01-050-5121 Maint&Repairs - Bldg & Gr	04/01/2024	200.87	.00		
1091	Cardmember Service	040124 PW	SP ICREATABLES BLUEPRINTS - PAR	01-050-5530 Training	04/01/2024	24.99	.00		
1091	Cardmember Service	040124 PW	AMZN MKTP - ADA UNISEX BATHROO	01-050-7130 BUILDING IMPROVEMEN	04/01/2024	30.30	.00		
1091	Cardmember Service	040124 VH	IL CITY/COUNTY MGRS MEMBERSHIP	01-010-5510 Memberships	04/01/2024	301.25	.00		
1091	Cardmember Service	040124 VH	ILGL ANNUAL MEMBERSHIP	01-010-5510 Memberships	04/01/2024	243.00	.00		
1091	Cardmember Service	040124 VH	ZOOM SERVICES	01-010-5950 IT - Contractual	04/01/2024	40.00	.00		
1091	Cardmember Service	040124 VH	MICROSOFT MONTHLY CHARGES	01-010-5950 IT - Contractual	04/01/2024	32.33	.00		
1091	Cardmember Service	040124 VH	DINNER FOR PLANNING SESSION	01-010-5950 IT - Contractual	04/01/2024	98.20	.00		
1091	Cardmember Service	040124 VH	PARKING	01-010-5990 Other Miscellaneous Expe	04/01/2024	40.00	.00		
1091	Cardmember Service	040124 VH	VANDERWALLE KICK OFF LUNCH	01-010-5990 Other Miscellaneous Expe	04/01/2024	77.46	.00		
1091	Cardmember Service	040124 VH	FEATHER FLAGS - FOOD TRUCK FRID	01-010-6090 Special Events	04/01/2024	143.08	.00		
1091	Cardmember Service	040124 VH	ANNUAL SHRM MEMBERSHIP	01-017-5510 Dues/ Memberships	04/01/2024	264.00	.00		
Total Cardmember Service:						6,281.55	.00		
<b>CHARLES P KOSTANTACOS</b>									
1211	CHARLES P KOSTANTACOS	010124	JAN 2024 - LEGAL - F&P COMMISSION	01-040-5890 Police commission Expens	04/03/2024	237.50	.00		
Total CHARLES P KOSTANTACOS:						237.50	.00		
<b>CLEAR GOV, INC.</b>									
1352	CLEAR GOV, INC.	2023-13569	2023 CLEAR GOV - BUDGETING	01-010-5950 IT - Contractual	08/14/2023	6,090.00	.00		
1352	CLEAR GOV, INC.	2023-14291	2024 CLEAR GOV - BUDGTEING	01-010-5950 IT - Contractual	01/01/2024	10,000.00	.00		
1352	CLEAR GOV, INC.	2024-14390	2024 CLEAR GOV - TRANSPARENCY	01-010-5950 IT - Contractual	02/01/2024	3,824.54	.00		
Total CLEAR GOV, INC.:						19,914.54	.00		
<b>COMCATE</b>									
1390	COMCATE	8234	CODE ENF SOFTWARE 2024-2025	01-010-5952 IT - Software	11/01/2023	8,361.15	.00		
Total COMCATE:						8,361.15	.00		
<b>COMMONWEALTH EDISON</b>									
1411	COMMONWEALTH EDISON	032124 753947	2/22/24-3/21/24 STREE LIGHT *LITE RT	01-030-5411 Street Lights	03/21/2024	3,889.94	.00		
Total COMMONWEALTH EDISON:						3,889.94	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>DARREN STARNES</b>									
1165	DARREN STARNES	040424	BOOT ALLOWANCE	01-030-4610 Uniforms	04/04/2024	175.00	.00		
Total DARREN STARNES:						175.00	.00		
<b>DR. STILLWATER COMPANY</b>									
1951	DR. STILLWATER COMPANY	34736 PU	1 5 GALLON WATER JUG TICKET#097	01-030-5990 Other Miscellaneous Expe	03/25/2024	6.25	.00		
Total DR. STILLWATER COMPANY:						6.25	.00		
<b>Enterprise Fleet Management</b>									
10016	Enterprise Fleet Management	FBN5006431	Monthly Lease Charges / Repairs - PD	01-040-6070 Enterprise Leases	04/03/2024	8,362.93	.00		
10016	Enterprise Fleet Management	FBN5007307	NEW TRUCK INITIAL CHARGES & REG	01-030-6070 Enterprise Leases	04/03/2024	32,887.41	.00		
10016	Enterprise Fleet Management	FBN5013031	CHEVY SILVERADO LEASE	01-010-6070 Enterprise Leases	04/03/2024	585.32	.00		
10016	Enterprise Fleet Management	FBN5013031	NISSAN LEASE	01-013-6070 Enterprise Leases	04/03/2024	567.98	.00		
Total Enterprise Fleet Management:						42,403.64	.00		
<b>FEHR-GRAHAM &amp; ASSOCIATES</b>									
2161	FEHR-GRAHAM & ASSOCIATES	122055	PROJ 24-137 RAISE GRANT APPLICAT	01-010-5220 Engineering	03/29/2024	1,975.00	.00		
2161	FEHR-GRAHAM & ASSOCIATES	1220569	PROJ 24-560 ENGINEERING SVCS	01-010-5220 Engineering	03/29/2024	7,771.50	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122058	PROJ 23-246A 2024 RSP DESIGN ENGI	90-010-5220 ENGINEERING	03/29/2024	3,285.00	.00		
2161	FEHR-GRAHAM & ASSOCIATES	122059	PROJ 23-246B 2024 RSP MATERIALS T	90-010-5220 ENGINEERING	03/29/2024	6,975.25	.00		
Total FEHR-GRAHAM & ASSOCIATES:						20,006.75	.00		
<b>FIRST SUPPLY LLC-ROCKFORD</b>									
2231	FIRST SUPPLY LLC-ROCKFORD	14103978-00	MALE ADAPTERS, COPPER TUBING -	01-050-5121 Maint&Repairs - Bldg & Gr	03/19/2024	123.35	.00		
2231	FIRST SUPPLY LLC-ROCKFORD	14104152-00	CASING TUBE, TRAP, ADAPTER - LEL	01-050-5121 Maint&Repairs - Bldg & Gr	03/21/2024	129.19	.00		
2231	FIRST SUPPLY LLC-ROCKFORD	14107712-00	LAV SUPPLY & OUTLET PLUGS - LELA	01-050-5121 Maint&Repairs - Bldg & Gr	03/21/2024	50.76	.00		
Total FIRST SUPPLY LLC-ROCKFORD:						303.30	.00		
<b>FRONTIER</b>									
2411	FRONTIER	032524	03/25-04/24/24 PHONE SVC - VH	01-010-5320 Telephone	03/25/2024	460.61	.00		
2411	FRONTIER	040124 PD	PHONE PD	01-040-5320 Telephone	04/01/2024	411.46	.00		
Total FRONTIER:						872.07	.00		



Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>Fusion Cloud Services, LLC</b>									
4851	Fusion Cloud Services, LLC	1029149373	TELEPHONE SERVICE-VH	01-010-5320 Telephone	03/31/2024	122.77	.00		
4851	Fusion Cloud Services, LLC	1029149373	TELEPHONE SERVICE-PW	01-030-5320 Telephone	03/31/2024	122.77	.00		
4851	Fusion Cloud Services, LLC	1029149373	TELEPHONE SERVICE-PD	01-040-5320 Telephone	03/31/2024	122.77	.00		
Total Fusion Cloud Services, LLC:						368.31	.00		
<b>GALLS, LLC</b>									
2471	GALLS, LLC	027423539	Megaphone PD	01-040-7410 Equipment	03/20/2024	94.00	.00		
2471	GALLS, LLC	027513955	Pants	01-040-4612 Uniforms - Full time	03/29/2024	60.12	.00		
Total GALLS, LLC:						154.12	.00		
<b>GLENWOOD CENTER</b>									
2561	GLENWOOD CENTER	11800	PRE EMPLOYMENT EVALUATION - PD	01-040-5890 Police commission Expens	03/26/2024	450.00	.00		
Total GLENWOOD CENTER:						450.00	.00		
<b>iFiber</b>									
2911	iFiber	F-240271	QUARTERLY FIBER CONNECTION FE	01-010-5950 IT - Contractual	04/01/2024	2,100.00	.00		
Total iFiber:						2,100.00	.00		
<b>ILL ASSOC OF CHIEFS OF POLICE</b>									
2921	ILL ASSOC OF CHIEFS OF POLI	15790	Tier 2 Accreditation Annual Fee PD	01-040-5953 PD Subscriptions	04/05/2024	800.00	.00		
Total ILL ASSOC OF CHIEFS OF POLICE:						800.00	.00		
<b>INTEGRA BUSINESS SYSTEMS</b>									
3171	INTEGRA BUSINESS SYSTEMS	INV112669	COPIER - PW	01-030-6020 Office Supplies	04/01/2024	31.91	.00		
3171	INTEGRA BUSINESS SYSTEMS	INV112735	COPIER USAGE - PD	01-040-6020 Office Supplies	04/02/2024	96.14	.00		
3171	INTEGRA BUSINESS SYSTEMS	INV112769	COPIER - VH	01-010-6020 Office Supplies	04/02/2024	35.29	.00		
Total INTEGRA BUSINESS SYSTEMS:						163.34	.00		
<b>LOWE'S</b>									
4091	LOWE'S	901746	HICKORY & DRYWALL - PORTER PAR	01-050-7130 BUILDING IMPROVEMEN	03/21/2024	507.96	.00		
Total LOWE'S:						507.96	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>Mark D. Olson, CPA, Ltd</b>									
4291	Mark D. Olson, CPA, Ltd	1706	ROSCOE POLICE PENSION ACCOUNT	01-014-5233 Treasurer Services	04/10/2024	525.00	.00		
4291	Mark D. Olson, CPA, Ltd	1706	TREASURER SVCS	01-014-5233 Treasurer Services	04/10/2024	5,250.00	.00		
Total Mark D. Olson, CPA, Ltd:						5,775.00	.00		
<b>MENARD'S</b>									
4411	MENARD'S	22940	SINGLE TANK TOP HEATER - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/18/2024	49.99	.00		
4411	MENARD'S	23001	COPPER ELBOW & COUPLING - LELA	01-050-5121 Maint&Repairs - Bldg & Gr	03/19/2024	18.74	.00		
4411	MENARD'S	23527	ALUMINUM FLAT - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/28/2024	11.93	.00		
4411	MENARD'S	23589	14" WHT CABLE TIE - PW STOCK	01-030-6040 Operating Supplies	03/29/2024	9.79	.00		
4411	MENARD'S	23589	MUD RING, ANGLE VALVE & FASTENE	01-050-7130 BUILDING IMPROVEMEN	03/29/2024	42.89	.00		
4411	MENARD'S	23590	10.1 CUBIC FT STAINLESS STEEL REF	01-050-7130 BUILDING IMPROVEMEN	03/29/2024	449.00	.00		
Total MENARD'S:						582.34	.00		
<b>MOTOROLA SOLUTIONS, INC</b>									
4675	MOTOROLA SOLUTIONS, INC	829012024030	Radio Subscription- PD	01-040-5953 PD Subscriptions	04/01/2024	858.00	.00		
Total MOTOROLA SOLUTIONS, INC:						858.00	.00		
<b>NICOR GAS</b>									
4931	NICOR GAS	032724	10631 MAIN ST.	01-010-5410 Utilities	03/27/2024	633.87	.00		
Total NICOR GAS:						633.87	.00		
<b>NORTH PARK PUBLIC WATER DIST.</b>									
4971	NORTH PARK PUBLIC WATER D	033024	WATER- VH	01-010-5410 Utilities	03/30/2024	54.52	.00		
4971	NORTH PARK PUBLIC WATER D	033024 0000-0	2/4/24-3/1/24 6545 WINDFLOWER LN -	01-050-5410 Utilities	03/30/2024	18.65	.00		
4971	NORTH PARK PUBLIC WATER D	033024 200-00	2/3/24-3/1/24 5402 SWANSON - PW	01-030-5410 Utilities	03/30/2024	31.37	.00		
Total NORTH PARK PUBLIC WATER DIST.:						104.54	.00		
<b>NORTHERN ILLINOIS SERVICE</b>									
5031	NORTHERN ILLINOIS SERVICE	65200	51.97 TONS CA-6 ROAD STONE - PAT	01-030-6060 Repair Materials - Roads	04/04/2024	397.57	.00		
Total NORTHERN ILLINOIS SERVICE:						397.57	.00		
<b>Paper Recovery Service Corporation</b>									
10043	Paper Recovery Service Corporati	94942	RENTAL FEE FOR PAPER RECYCLE C	01-010-6020 Office Supplies	03/31/2024	25.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided	
Total Paper Recovery Service Corporation:							25.00	.00		
<b>PLACE FOUNDRY LLC</b>										
5430	PLACE FOUNDRY LLC	0198.02	DOWNTOWN ROSCOE PLAN	01-010-5240 Consulting - Main Street	04/05/2024	6,500.00	.00			
Total PLACE FOUNDRY LLC:							6,500.00	.00		
<b>PORT-A-JOHN</b>										
5471	PORT-A-JOHN	A-122481	HANDICAP W/ HAND SANITIZER - POR	01-050-5860 Rentals/Leases	04/05/2024	120.00	.00			
5471	PORT-A-JOHN	A-122482	HANDICAP W/ HAND SANITIZER - CHI	01-050-5860 Rentals/Leases	04/05/2024	120.00	.00			
Total PORT-A-JOHN:							240.00	.00		
<b>PREMIER TECHNOLOGIES</b>										
5502	PREMIER TECHNOLOGIES	52664	SLA - WORKSTATION MANAGEMENT	01-010-5950 IT - Contractual	04/01/2024	3,158.10	.00			
5502	PREMIER TECHNOLOGIES	52779	LAPTOP RESET	01-010-5950 IT - Contractual	04/01/2024	500.00	.00			
Total PREMIER TECHNOLOGIES:							3,658.10	.00		
<b>ROCK ENERGY COOPERATIVE</b>										
5851	ROCK ENERGY COOPERATIVE	040724 4000	3/1/24-4/1/24 MCCURRY RD & WILLOW	01-030-5410 Utilities	04/07/2024	15.55	.00			
5851	ROCK ENERGY COOPERATIVE	040724 5000	3/1/24-4/1/24 MCCURRY RD & WILLOW	01-030-5410 Utilities	04/07/2024	24.55	.00			
5851	ROCK ENERGY COOPERATIVE	040724 8001	3/1/24-4/1/24 MCCURRY RD	01-030-5410 Utilities	04/07/2024	23.35	.00			
Total ROCK ENERGY COOPERATIVE:							63.45	.00		
<b>ROCK ROAD COMPANIES</b>										
5901	ROCK ROAD COMPANIES	319564	COLD MIX - PW	01-030-6060 Repair Materials - Roads	03/28/2024	411.40	.00			
Total ROCK ROAD COMPANIES:							411.40	.00		
<b>ROCK VALLEY INDUSTRIES, LLC</b>										
5992	ROCK VALLEY INDUSTRIES, LL	26310	CLEANING - VH	01-010-5121 Maint&Repairs - Bldg & Gr	04/01/2024	1,140.00	.00			
5992	ROCK VALLEY INDUSTRIES, LL	26310	CLEANING - PW	01-030-5121 Maint&Repairs - Bldg & Gr	04/01/2024	394.00	.00			
5992	ROCK VALLEY INDUSTRIES, LL	26310	CLEANING - PD	01-040-5121 Maint&Repairs - Bldg & Gr	04/01/2024	1,290.00	.00			
Total ROCK VALLEY INDUSTRIES, LLC:							2,824.00	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>SHERWIN-WILLIAMS CO</b>									
6471	SHERWIN-WILLIAMS CO	9269-2	GALLON - MARSHMELLOW INTERIOR	01-050-7130 BUILDING IMPROVEMEN	04/05/2024	38.99	.00		
Total SHERWIN-WILLIAMS CO:						38.99	.00		
<b>U S CELLULAR</b>									
7401	U S CELLULAR	0642045218	CELL PHONES - ADMIN	01-010-5320 Telephone	03/16/2024	190.10	.00		
7401	U S CELLULAR	0642045218	CELL PHONES - PW	01-030-5320 Telephone	03/16/2024	306.53	.00		
7401	U S CELLULAR	0642045218	CELL PHONES - PD	01-040-5320 Telephone	03/16/2024	309.59	.00		
Total U S CELLULAR:						806.22	.00		
<b>UNIFIRST CORPORATION</b>									
7460	UNIFIRST CORPORATION	1320117683	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	03/20/2024	25.54	.00		
7460	UNIFIRST CORPORATION	1320119704	UNIFORMS & MATS - PW	01-030-4610 Uniforms	03/27/2024	112.65	.00		
7460	UNIFIRST CORPORATION	1320119704	UNIFORMS - PARKS	01-050-4610 Uniforms	03/27/2024	10.01	.00		
7460	UNIFIRST CORPORATION	1320121855	UNIFORMS & MATS - PW	01-030-4610 Uniforms	04/03/2024	112.65	.00		
7460	UNIFIRST CORPORATION	1320121855	UNIFORMS - PARKS	01-050-4610 Uniforms	04/03/2024	10.01	.00		
7460	UNIFIRST CORPORATION	1320121858	MAT SERVICE - VH	01-010-5121 Maint&Repairs - Bldg & Gr	04/03/2024	25.54	.00		
7460	UNIFIRST CORPORATION	1320123681	UNIFORMS & MATS - PW	01-030-4610 Uniforms	04/10/2024	111.83	.00		
7460	UNIFIRST CORPORATION	1320123681	UNIFORMS - PARKS	01-050-4610 Uniforms	04/10/2024	10.01	.00		
Total UNIFIRST CORPORATION:						418.24	.00		
<b>VANDEWALLE &amp; ASSOCIATES</b>									
7483	VANDEWALLE & ASSOCIATES	202403083	Planning Services	01-016-5241 Spec Projects-Consulting	03/20/2024	5,365.95	.00		
Total VANDEWALLE & ASSOCIATES:						5,365.95	.00		
<b>WEX BANK</b>									
7663	WEX BANK	96074244	FUEL-PD	01-040-6030 Gas & Oil	03/31/2024	4,078.44	.00		
7663	WEX BANK	96075075	FUEL-PW	01-030-6030 Gas & Oil	03/31/2024	1,212.06	.00		
7663	WEX BANK	96075075	FUEL - PARKS	01-050-6030 Gas & Oil	03/31/2024	202.72	.00		
Total WEX BANK:						5,493.22	.00		
<b>WILLIAM CHARLES ELECTRIC, LLC</b>									
7731	WILLIAM CHARLES ELECTRIC,	8236324-01	ROUTE 251 & PRAIRIE ROSE - INTER	01-030-5411 Street Lights	03/25/2024	1,906.54	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total WILLIAM CHARLES ELECTRIC, LLC:						1,906.54	.00		
<b>WINNEBAGO COUNTY FINANCE OFFICE</b>									
7775	WINNEBAGO COUNTY FINANC	13282	INTERNET SERVICE/PUBLIC IP ADDR	01-010-9000 Contingency	03/31/2024	55.00	.00		
Total WINNEBAGO COUNTY FINANCE OFFICE:						55.00	.00		
<b>ZIEGLER'S ACE HARDWARE</b>									
102	ZIEGLER'S ACE HARDWARE	4764-1	PERCUS BIT - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/27/2024	6.59	.00		
102	ZIEGLER'S ACE HARDWARE	4768-1	TITANIUM DRILL BIT - LELAND	01-050-5121 Maint&Repairs - Bldg & Gr	03/28/2024	15.18	.00		
102	ZIEGLER'S ACE HARDWARE	4776-1	MISC FASTENERS - LELAND BATHRO	01-050-5121 Maint&Repairs - Bldg & Gr	04/04/2024	22.66	.00		
102	ZIEGLER'S ACE HARDWARE	4791-1	7X7 GALVANIZED CABLE - CHICKORY	01-050-5121 Maint&Repairs - Bldg & Gr	04/04/2024	19.80	.00		
102	ZIEGLER'S ACE HARDWARE	4806-1	MISC FASTENERS & WAX RING - LELA	01-050-5121 Maint&Repairs - Bldg & Gr	04/09/2024	10.97	.00		
102	ZIEGLER'S ACE HARDWARE	4810-1	SLIP NUT - LELAND BATHROOMS	01-050-5121 Maint&Repairs - Bldg & Gr	04/10/2024	4.98	.00		
Total ZIEGLER'S ACE HARDWARE:						80.18	.00		
Grand Totals:						146,762.45	.00		

Vendor	Vendor Name	Invoice Number	Description	GL Account and Title	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
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- Department Key
- 010 Administration
  - 012 Village Clerk
  - 015 Liability Insurance
  - 030 Public Works
  - 040 Police/Public Safety
  - 050 Parks and Recreation

Dated: \_\_\_\_\_

Administrator: \_\_\_\_\_

Trustees: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

These signatures approve all invoices in this report. Any invoices not approved are circled in Red.

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Only unpaid invoices included.
- Invoice Detail.GL account (2 Characters) = {<-> "50"

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 6.

<b>Agenda Item:</b> Proposal for Hodges Run Property Soil Borings			
<b>Date:</b> 04/02/2024		<b>Meeting:</b> Committee of the Whole	
<b>Prepared by:</b> Brandon Boggs		<b>Department:</b> Public Works/Engineering	

### Overview/Background Information

Per the direction of the Village Board, the Public Works/Engineering Department is submitting a proposal to complete geotechnical soil borings at the Hodges Run property. Once completed, a report of the subgrade conditions will be submitted to the Village detailing water table levels and subgrade conditions with recommendations for fill placement/removal (if necessary) as needed for the potential business incubator development.

### Key Issues

Staff would like to complete these investigations to ensure that the Village understands the subgrade conditions and potential negative impacts before advancing any development on the property. Our hope is that this report will not detail any adverse conditions.

### Fiscal Note/Budget Impact

The proposal for these services is quoted at \$6,300 (lump sum).

### Prior Legislative Actions

N/A

### Action Required/Recommendation

Staff recommends approval of this proposal so that Fehr Graham is able to authorize the subconsultant, Geocon Professional Services, to begin the soil boring work.

### Attachments

Fehr Graham proposal

March 28, 2024

Mr. Joseph Kurlinkus  
Village Administrator  
Village of Roscoe  
10631 Main Street  
Roscoe, Illinois 61073

**Re: Hodges Run Property Soil Borings  
Geotechnical Engineering Services Proposal**

Dear Mr. Kurlinkus:

Fehr Graham is pleased to present you with the following proposal for geotechnical engineering services as they relate to the above-referenced project. As we understand, the Village of Roscoe is in the preliminary planning period for a business incubator development at the property owned by the Village located at the intersection of Main Street and Hodges Run.

**SCOPE OF PROJECT**

The proposed project is located at the southeast corner of Main Street and Hodges Run in the Village of Roscoe, Illinois. It is understood the Village is currently vetting the feasibility of developing the site into a small business incubator site which will include a parking lot, bathroom structure, several PCC slabs to support small/lightly loaded wooden shops, and other miscellaneous amenities.

**SCOPE OF SERVICES**

Fehr Graham will administer geotechnical engineering services through our sub-consultant, Geocon Professional Services, for this project.

Geocon proposes to complete a total of four (4) soil borings at a depth of 10 feet below existing grade at various locations throughout the four (4) parcels owned by the Village. Subsurface exploration will be secured using the Standard Penetration Test method at 2.5-foot intervals to a depth of 10 feet below grade. Groundwater level observations will be noted during the drilling activities and in the open borehole upon completion. Upon completion, the boreholes will be filled with cutting from the drilling process, and surface materials restored, as appropriate.

Laboratory visual classification and other testing will be performed to determine the behavioral characteristics of the subsurface materials encountered.

Geocon will also prepare a geotechnical report with recommendations for subgrade preparation and fill placement, as well as geotechnical parameters needed for the design and construction of the proposed business incubator site. All related testing reports will be submitted to the Village once completed.



March 28, 2024  
Mr. Joseph Kurlinkus, Village of Roscoe  
Hodges Run Property Soil Borings  
Page 2

## EXCLUSIONS

The following items are **not** included in the scope of services proposed here within:

- » Design engineering and construction engineering services.
- » Topographic and Boundary survey.
- » Stormwater pollution prevention plans and NOI.
- » IDOT coordination/permitting.
- » Coordination with impacted adjacent property owners.
- » Environmental investigations and studies.
- » Construction staking.
- » Easement procurement.
- » As-Built survey.
- » Title search.

*\*Any of the above services can be performed as an additional cost to the project upon request.*

## FEES

Based on the information currently available, we are prepared to provide this service for a lump sum fee of **\$6,300.00**.

**Payment for the services rendered will be requested via a monthly invoice.**

## AUTHORIZATION

I trust that the information we have provided is in line with your expectations. If you would like us to proceed, please sign and return the attached Agreement for Professional Services, which will serve as your official authorization for us to proceed with the proposed work scope.

As always, Fehr Graham is willing to commit the necessary resources to this project to provide timely and competent solutions to assure that this project moves forward. We look forward to working with you on this project. In the interim, should you have any questions regarding this proposal, please feel free to contact me directly at (815) 238-4576.

Respectfully submitted,



Brandon M. Boggs  
Engineer

BMB:adn

Attachments –  
Agreement for Professional Services

Client Josef Kurlinkus  
Village of Roscoe  
10631 Main Street  
Roscoe, IL 61073  
  
815-623-2829

Description of Services:

**Village of Roscoe - Geotechnical Engineering Services for Hodges Run Property (Soil Borings) in Roscoe, IL**

Fehr Graham will provide professional services as related to the above-referenced project as detailed in the proposal letter, dated on March 28, 2024.

COST:

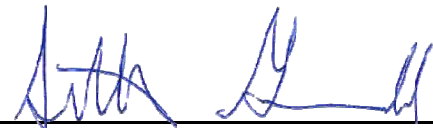
The fixed fee for performing the above services is \$6,300.00

The attached General Conditions are incorporated into and made a part of this Agreement.

ACCEPTED AND AGREED TO:

I/we, the undersigned, authorize Fehr Graham to provide services as outlined above, and also agree that I/we are familiar with and **ACCEPT THE TERMS OF THE ATTACHED GENERAL CONDITIONS.**

CLIENT:  
Signature \_\_\_\_\_  
Name \_\_\_\_\_  
Title \_\_\_\_\_  
Date Accepted \_\_\_\_\_

CONSULTANT:  
By  \_\_\_\_\_  
Name Seth W. Gronewold  
Title Principal  
Date Proposed March 28, 2024  
24-728

1. The Client requests the professional services of Fehr Graham hereinafter called "The Consultant" as described herein.
2. The Consultant agrees to furnish and perform the professional service described in this Agreement in accordance with accepted professional standards. Consultant agrees to provide said services in a timely manner, provided, however, that Consultant shall not be responsible for delays in completing said services that cannot reasonably be foreseen on date hereof or for delays which are caused by factors beyond his control or delays resulting from the actions or inaction of any governmental agency. Consultant makes no warranty, expressed or implied, as to his findings, recommendations, plans and specifications or professional advice except that they were made or prepared in accordance with the generally accepted engineering practices.
3. It is agreed that the professional services described in the Agreement shall be performed for Client's account and that Client will be billed monthly for said services. A 1½% per month service charge will be incurred by Client for any payment due herein and not paid within 30 days of such billing which is equal to an ANNUAL PERCENTAGE RATE OF 18%. Partial payments will be first credited to the accrued service charges and then to the principal.
4. The Client and the Consultant each binds himself, his partners, successors, executors, and assigns to the other party to this Agreement and to the partners, successor, executors, and assigns of such other party in respect to this Agreement.
5. The Client shall be responsible for payment of all costs and expenses incurred by the Consultant for his account, including any such monies that the Consultant may advance for Client's account for purposes consistent with this Agreement.
6. The Consultant reserves the right to withdraw this Agreement if not accepted within 30 days.
7. A claim for lien will be filed within 75 days of the date of an invoice for services (last day of services rendered) unless the account is paid in full or other prior arrangements have been made. All attorney fees incurred by the Consultant due to the filing of said lien or the foreclosure thereof shall be borne by the Client.

In the event suit must be filed by Consultant for the collection of fees for services rendered, Client will pay all reasonable attorney's fees and court costs.

If Client defaults in payment of fees or costs due under the terms of this Agreement and Consultant incurs legal expenses as a result of such failure, Client shall be responsible for payment for Consultant's reasonable attorney fees and costs so incurred.

8. The Consultant shall present, for the consideration of the Client, engineering and technical alternatives, based upon its knowledge and experience in accordance with accepted professional standards, with selection of alternatives and final decisions as requested by the client to be the sole responsibility of the Client.
9. Construction Phase Activities (When applicable) - In connection with observations of the work of the Contractor(s) while it is in progress the Consultant shall make visits to the site at intervals appropriate to the various stages of construction as the Consultant deems necessary in Agreement to observe as an experienced and qualified design professional the progress and quality of the various aspects of the Contractor(s)' work. Based on information obtained during such visits and on such observation, the Consultant shall endeavor to determine in general if such work is proceeding in accordance with the Contract Documents and the Consultant shall keep the Client informed of the progress of the work.

The purpose of the Consultant's visits to the site will be to enable the Consultant to better carry out the duties and responsibilities assigned to and undertaken by the Consultant during the Construction Phase, and, in addition, by exercise of the Consultant's efforts as an experienced and qualified design professional, to provide for the Client a greater degree of confidence that the completed work of the Contractor(s) will conform generally to the Contract Documents and that the integrity of the design concept as reflected in the Contract Documents has been implemented and preserved by the Contractor(s). The Consultant shall not, during such visits or as a result of such observations of Contractor(s)' work in progress, supervise, direct or have control over Contractor(s)' work nor shall the Consultant have authority over or responsibility for the means, methods, techniques, sequences, or procedures of construction selected by Contractor(s), for safety precautions and programs incident to the work of Contractor(s) or for any failure of Contractor(s) to comply with laws, rules, regulations, ordinances, codes, or orders applicable to Contractors(s) furnishing and performing their work. Accordingly, the Consultant can neither guarantee the performance of the construction contracts by Contractor(s) nor assume responsibility for Contractor(s)' failure to furnish and perform their work in accordance with the Contract Documents.

10. Estimates of Fees – When fees are on a time and material basis the estimated costs required to complete the services to be performed are made on the basis of the Consultant's experience, qualifications, and professional judgment, but are not guaranteed. If the costs appear likely to exceed the estimate in excess of 20%, the Consultant will notify the Client before proceeding. If the Client does not object to the additional costs within seven (7) days of notification, the increased costs shall be deemed approved by the Client.
11. The Consultant is responsible for the safety on site of his own employees. This provision shall not be construed to relieve the Client or the Contractor(s) from their responsibility for maintaining a safe work site. Neither the professional services of the Consultant, nor the presence of his employees or subcontractors shall be construed to imply that the Consultant has any responsibility for any activities on site performed by personnel other than the Consultant's employees or subcontractors.
12. Original survey data, field notes, maps, computations, studies, reports, drawings, specifications and other documents generated by the Consultant are instruments of service and shall remain the property of the Consultant. The Consultant shall provide copies to the Client of all documents specified in the Description of Services.

Any documents generated by the Consultant are for the exclusive use of the Client and any use by third parties or use beyond the intended purpose of the document shall be at the sole risk of the Client. To the fullest extent permitted by law, the Client shall indemnify, defend and hold harmless Consultant for any loss or damage arising out of the unauthorized use of such documents.

Item # 6.

13. No claim may be asserted by either party against the other party unless an action on the claim is commenced within two (2) years after the date of the Consultant's final invoice to the Client.
14. If a Client's Purchase Order form or acknowledgment or similar form is issued to identify the agreement, authorize work, open accounts for invoicing, provide notices, or document change orders, the preprinted terms and condition of said Purchase Order shall be superseded by the terms hereof.
15. Standard of Care – Services performed by Consultant under this agreement will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar conditions. No other representation expressed or implied, and no warranty or guarantee is included or intended in any report, opinion or document under this agreement
16. Liability Insurance – Consultant will maintain such liability insurance as is appropriate for the professional services rendered as described in this Agreement. Consultant shall provide Certificates of Insurance to Client, upon Client's request, in writing.
17. Indemnification and Limitation of Liability – Client and Consultant each agree to indemnify and hold the other harmless, including their respective officers, employees, agents, members, and representatives, from and against liability for all claims, costs, losses, damages and expense, including reasonable attorney's fees, to the extent such claims, losses, damages or expenses are caused by the indemnifying party's acts, errors or omissions.

The Client understands that for the compensation herein provided Consultant cannot expose itself to liabilities disproportionate to the nature and scope hereunder. Therefore, the Client agrees to limit Consultant's liability to the Client arising from Consultant's professional acts, errors or omissions, such that the total aggregate liability of Consultant shall not exceed \$50,000 or Consultant's total fee for services rendered on this Project, whichever is less.

18. Allocation of Risk – Consultant and Client acknowledge that, prior to the start of this Agreement, Consultant has not generated, handled, stored, treated, transported, disposed of, or in any way whatsoever taken responsibility for any toxic substance or other material found, identified, or as yet unknown at the Project premises. Consultant and Client further acknowledge and understand that the evaluation, management, and other actions involving toxic or hazardous substances that may be undertaken as part of the Services to be performed by Consultant, including subsurface excavation or sampling, entails uncertainty and risk of injury or damage. Consultant and Client further acknowledge and understand that Consultant has not been retained to serve as an insurer of the safety of the Project to the Client, third parties, or the public.

Client acknowledges that the discovery of certain conditions and/or taking of preventative measures relative to these conditions may result in a reduction of the property's value. Accordingly, Client waives any claim against Consultant and agrees to indemnify, defend, and hold harmless Consultant and its subcontractors, consultants, agents, officers, directors, and employees from any claim or liability for injury or loss allegedly arising from procedures associated with environmental site assessment (ESA) activities or the discovery of actual or suspected hazardous materials or conditions. Client releases Consultant from any claim for damages resulting from or arising out of any pre-existing environmental conditions at the site where the work is being performed which was not directly or indirectly caused by and did not result from, in whole or in part, any act or omission of Consultant or subcontractor, their representatives, agents, employees, and invitees.

If, while performing the Services set forth in any Scope of Services, pollutants are discovered that pose unanticipated or extraordinary risks, it is hereby agreed that the Scope of Services, schedule, and costs will be reconsidered and that this Agreement shall immediately become subject to renegotiation or termination. Client further agrees that such discovery of unanticipated hazardous risks may require Consultant to take immediate measures to protect health and safety or report such discovery as may be required by law or regulation. Consultant shall promptly notify Client upon discovery of such risks. Client, however, hereby authorizes Consultant to take all measures Consultant believes necessary to protect Consultant and Client personnel and the public. Furthermore, Client agrees to compensate Consultant for any additional costs associated with such measures.

19. In the event of legal action to construe or enforce the provisions of this agreement, the prevailing party shall be entitled to collect reasonable attorney fees, court costs and related expenses from the losing party and the court having jurisdiction of the dispute shall be authorized to determine the amount of such fees, costs and expenses and enter judgment thereof.
20. Assignment - Neither party to this Agreement shall, without the prior written consent of the other party, which shall not be unreasonably withheld, assign the benefit or in any way transfer its obligations under this Agreement or any part hereof; provided, however, either Party may freely assign this Agreement to a parent, subsidiary or affiliate without the other party's consent. This Agreement shall inure to the benefit of and be binding upon the parties hereto, and except as otherwise provided herein, upon their executors, administrators, successors, and assigns.
21. Termination – The obligation to provide further services under this Agreement may be terminated by either party upon seven (7) days written notice 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. In the event of any termination, Consultant will be paid for all services rendered to the date of receipt of written notice of termination, at Consultant's established chargeout rates, plus for all Reimbursable Expenses including a 15% markup.
22. Provision Severable – The unenforceability or invalidity of any provisions hereof shall not render any other provisions herein contained unenforceable or invalid.
23. Governing Law and Choice of Venue – Client and Consultant agree that this Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. If there is a lawsuit, Client and Consultant agree that the dispute shall be submitted to the jurisdiction of the Illinois District Court in and for Stephenson County, Illinois.

**VILLAGE OF ROSCOE, ILLINOIS  
ORDINANCE NO. 2024-R19**

**A RESOLUTION AUTHORIZING THE HIRING OF FEHR-GRAHAM AND ASSOCIATES TO PERFORM SURVEYS AND GEO TECHNICAL INVESTIGATIONS OF CERTAIN VILLAGE OWNED PROPERTIES**

**WHEREAS**, the Village of Roscoe owns parcels of property within the Village, commonly known as: **5459, 5473, 5487, and 5501 Hodges Run**; and

**WHEREAS**, the Board of Trustees of the Village of Roscoe have determined that it is necessary to have accurate surveys and geo-technical investigations performed on said properties to protect the health, safety, and welfare, and economic interests of the Village and its residents; and

**WHEREAS**, the Board of Trustees of the Village of Roscoe have determined that it is necessary to have a qualified engineering firm perform such engineering services; and

**WHEREAS**, the Village acknowledges that these tasks are above and beyond the scope of services which are the contractual duties of the Village engineer or any of its current employees or consultants; and

**WHEREAS**, the Village desires to engage the services of Fehr-Graham & Associates to perform the surveys and geo-technical investigations of Village owned property; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe, that by the adoption of this Resolution, the Village is authorized to enter into an agreement with Fehr-Graham & Associates to perform surveys and geo-technical investigations **5459, 5473, 5487, and 5501 Hodges Run**, as outlined in the scope of services (attached hereto as Exhibit “A”), on behalf of the Village of Roscoe, Illinois, and to accept and sign an agreement for services with Fehr-Graham & Associates for the same.

[SIGNATURE PAGE TO FOLLOW]

<b>2024-R19</b>				
<b>1st Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 16, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**Exhibit "A"**  
**Resolution 2024-R19**

[Agreement for Services]

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



**Agenda Item:** Upgrading Lights at Village Hall

**Date:** 04/02/2024

**Meeting:** Committee of The Whole

**Prepared by:** Troy Taylor

**Department:** Public Works

### Overview/Background Information

Thayer lighting, the company that did the led light upgrades at Porter cabin and the back-conference room at Village Hall, has sent staff a lighting proposal for the Village Hall. This proposal is for upgrading all the lights in the offices, board room, bathrooms, hallways, and secretary of state to led lights.

Thayer lighting works with ComEd to receive rebates for switching over to led light fixtures. The Village received \$3,802.59 in rebates dropping the total project to \$11,408.70

### Key Issues

- The can lights light bulbs in board room and hallways are going to be stopped being produced soon
- Led lights will last a long time and will use less energy.
- This project includes labor/installation

### Fiscal Note/Budget Impact

This project is budgeted for in the 2024 budget. There is \$50,000 for Village Hall improvements.

### Prior Legislative Actions

N/A - This is first time at the Committee of The Whole.

### Action Required/Recommendation

Staff Recommends that the Committee of The Whole approve Thayer lightings proposal for \$11,408.70 to upgrade all lights at Village Hall to led.

Committee of The Whole approval to send to Village Board.

### Attachments

- Proposals from Thayer lighting.



# LIGHTING PROPOSAL



March 5, 2024

Josef Kurlinkus  
**Village of Roscoe**  
10631 Main St  
Roscoe, IL 61073-8564

Proposal Number: 20240301-VillageofRoscoe - Village Hall - SBO

Hello Josef,

Thank you for allowing Thayer Energy Solutions to be your partner in updating your business with the most energy efficient lighting products. You have taken the first step to reducing your energy costs, reducing your operating costs and providing the best work environment for your employees and customers.

On the following pages you will find a summary of the savings you will experience as well as your total project investment. If you have any questions about this information, please contact your Energy Advisor.

Should you find our proposal to be acceptable, you need only sign the final page of this document and return it to your Energy Advisor. Our Project Manager will then be in touch with you to schedule the installation of your new energy efficient systems.

Since 1988, Thayer Energy Solutions has retrofitted over 100 million square feet of commercial industrial space. I am confident you will find our customer service to exceed your expectations. As the owner of Thayer, I personally guarantee the integrity of our staff and quality of our products.

Thank you for the opportunity to work with you.

Patti Thayer  
Owner/President

Thayer Energy Solutions  
959 Industrial Court  
Loves Park, IL 61111  
(815) 282-1112

# SUMMARY

Net Project Cost

**\$5,404.89**

Simple Payback

**3.6 Years**

Annual Savings

**\$1,432.65**

Total Savings Over 10 Years

**\$16,951.30**

Annualized ROI

**41.4%**

## RETURN ON INVESTMENT (ROI)

**Total Return on Investment (ROI)**

**413.6%**

**Annualized ROI (over 10 years)**

**41.4%**

**Simple Payback**

**3.6 Years**

## PROJECT INVESTMENT

**Project Cost**

**\$9,207.48**

Total Project Cost

\$9,207.48

Rebates

-\$3,802.59

**Net Project Cost**

**\$5,404.89**

## COST SAVINGS

Annual Energy Savings

\$1,155.83

Annual HVAC Savings

\$152.57

Annual Maintenance Savings

\$124.25

**Total Annual Savings**

**\$1,432.65**

**Total Savings Over 10 Years**

**\$16,951.30**

## ENERGY SAVINGS

Existing Energy Usage

18,212 kWh

Proposed Energy Usage

7,704 kWh

Energy Savings

10,507 kWh

**Energy Reduction**

**58%**

# ENVIRONMENTAL IMPACT



**TREES  
PLANTED**



**CARBON  
REDUCTION**



**CARS  
REMOVED**

## DOING YOUR PART

LED lamps and tubes not only consume a fraction of the energy consumed by older lighting technologies like incandescent lamps, they can last almost five times as long. LEDs also contain no mercury. By doing nothing more than investing in this lighting upgrade, you've done your part to help future generations enjoy our planet.

# MATERIALS SUMMARY

## Existing Fixtures

Location	Fixture	Qty	Watts
Board Room & Foyer	Direct / Indirect 4L 4ft T8	6	113 W
Entry	Wall 2L 4ft T8	4	56 W
Hall	Direct / Indirect 4L 4ft T8	2	113 W
Hall	Direct / Indirect 2L 4ft T8	1	56 W
Offices	2x4 Recessed 3L 4ft T8	43	84 W
Kitchen	2x4 Recessed 2L 4ft T8	2	56 W
Back Hall & Closet	Wrap 3L 4ft T8	4	84 W
Hall Closet & Restrooms	2x2 Recessed 2L 4ft T8 U6	3	56 W
Plans Room	Wrap 4L 4ft T8	3	113 W
Plans Room	Wrap 3L 4ft T8	4	84 W
Back Restrooms	2x4 Recessed 3L 4ft T8	2	84 W
IT Room	2x4 Recessed 4L 4ft T8	1	113 W
ComEd 15% Public Sector Bonus Limited Time Only		-	- W

## Proposed Fixtures

Location	Fixture	Qty	Watts
Board Room & Foyer	4 lamp 4ft LED T8 with External Driver 40K	6	48 W
Entry	2 lamp 4ft LED T8 with External Driver 40K	4	24 W
Hall	4 lamp 4ft LED T8 with External Driver 40K	2	48 W
Hall	2 lamp 4ft LED T8 with External Driver 40K	1	24 W
Offices	LED 2x4 Volumetric Troffer Retrofit 25/30/35W 35-50K	43	35 W
Kitchen	LED 2x4 Volumetric Troffer Retrofit 25/30/35W 35-50K	2	35 W
Back Hall & Closet	3 lamp 4ft LED T8 with External Driver 40K	4	36 W
Hall Closet & Restrooms	2 lamp U6 LED T8 with External Driver 40K	3	26 W
Plans Room	4 lamp 4ft LED T8 with External Driver 40K	3	48 W



# MATERIALS SUMMARY

Plans Room	3 lamp 4ft LED T8 with External Driver 40K	4	36 W
Back Restrooms	LED 2x4 Volumetric Troffer Retrofit 25/30/35W 35-50K	2	35 W
IT Room	LED 2x4 Volumetric Troffer Retrofit 25/30/35W 35-50K	1	35 W
ComEd 15% Public Sector Bonus Limited Time Only	ComEd 15% Public Sector Bonus Limited Time Only	1	- W



# TERMS AND CONDITIONS

Customer has reviewed all information in this proposal and ComEd Installation Agreement and agrees to the following terms with Thayer Lighting, Inc.

1. Payment Terms: 50% deposit due upon order. 50% due upon completion. Any adjustments will be reflected upon a final invoice. Your payment is due upon receipt of this invoice.
2. In the event of default Payment, Customer agrees to pay outstanding balance, all costs of collections, and all legal fees, which may incur.
3. Project Manager will contact customer to schedule installation between the hours of 7:00am-4:30pm. Installation may vary by 1 or 2 days, customer will be notified.
4. Customer and employees must be willing to vacate work space and assist in moving furniture, etc. as Thayer installers move throughout the building. Customer recognizes that there will be an additional charge for labor if Thayer Lighting, Inc. is required to spend additional time or return to customer location due to installation area not being available for installation at agreed upon time.
5. Project Manager will discuss on-site storage with customer prior to installation beginning.
6. Any additions to the enclosed scope of work will be provided in a separate proposal and must be signed by a representative of Customer and Thayer Lighting, Inc. Fixture quantities may be +/- what is shown on the original scope of work and what is ultimately installed. This will be detailed on the change order, however pricing per fixture remains as quoted and a new balance due will be provided to the Customer. Customer is charged only for what is installed.
7. I certify that replaced equipment will be permanently removed by Thayer Lighting, Inc. I also certify that all materials removed, will be permanently taken out of service and disposed of in accordance with local codes and ordinances, and that nor resale of replaced equipment has or will take place.
8. ComEd incentives are subject to approval from ComEd and not controlled or guaranteed by Thayer Lighting, Inc.
9. ComEd nor Thayer Lighting, Inc. does not guarantee energy savings listed in this proposal.
10. Customer recognizes that this proposal is proprietary work product of Thayer Lighting, Inc. and agrees not to share the document with competing vendors (or employees thereof) of Thayer Lighting.
11. Labor warranty 1 year from project date.
12. Please note that there will be an additional 3.15% fee reflected on invoices for all credit card payments.
13. Quotes are valid 30 days.

## Exclusions

The following items are not included:

1. Overtime or premium time hours.



2. Cutting and/or patching of Roof, Floor, Parking Lot, Sidewalk, Ceiling or Walls.
3. Allowances for any work not listed in this proposal.
4. Permits or Plan Review fees.
5. Bonds.
6. Painting.
7. Ceiling tile or T Bar repair or replacement.
8. Repairs to or replacement of any existing conduit or wiring.
9. Correcting pre existing electrical deficiencies.

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

Print Name: \_\_\_\_\_

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



# LIGHTING PROPOSAL



March 5, 2024

Josef Kurlinkus  
**Village of Roscoe**  
10631 Main St  
Roscoe, IL 61073-8564

Proposal Number: 20240301-VillageofRoscoe - Village Hall - Can Lights & Sconces

Hello Josef,

Thank you for allowing Thayer Energy Solutions to be your partner in updating your business with the most energy efficient lighting products. You have taken the first step to reducing your energy costs, reducing your operating costs and providing the best work environment for your employees and customers.

On the following pages you will find a summary of the savings you will experience as well as your total project investment. If you have any questions about this information, please contact your Energy Advisor.

Should you find our proposal to be acceptable, you need only sign the final page of this document and return it to your Energy Advisor. Our Project Manager will then be in touch with you to schedule the installation of your new energy efficient systems.

Since 1988, Thayer Energy Solutions has retrofitted over 100 million square feet of commercial industrial space. I am confident you will find our customer service to exceed your expectations. As the owner of Thayer, I personally guarantee the integrity of our staff and quality of our products.

Thank you for the opportunity to work with you.

Patti Thayer  
Owner/President

Thayer Energy Solutions  
959 Industrial Court  
Loves Park, IL 61111  
(815) 282-1112

# SUMMARY

Project Cost

**\$6,003.81**

Annual Savings

**\$629.89**

Annualized ROI

**22.2%**

Total Savings Over 10 Years

**\$7,349.79**

## RETURN ON INVESTMENT (ROI)

Total Return on Investment (ROI)

**222.4%**

Annualized ROI (over 10 years)

**22.2%**

## PROJECT INVESTMENT

Project Cost

**\$6,003.81**

## COST SAVINGS

Annual Energy Savings

\$462.77

Annual HVAC Savings

\$61.08

Annual Maintenance Savings

\$106.04

**Total Annual Savings**

**\$629.89**

**Total Savings Over 10 Years**

**\$7,349.79**

## ENERGY SAVINGS

Existing Energy Usage

7,361 kWh

Proposed Energy Usage

3,154 kWh

Energy Savings

4,207 kWh

**Energy Reduction**

**57%**

# ENVIRONMENTAL IMPACT



**TREES  
PLANTED**



**CARBON  
REDUCTION**



**CARS  
REMOVED**

## DOING YOUR PART

LED lamps and tubes not only consume a fraction of the energy consumed by older lighting technologies like incandescent lamps, they can last almost five times as long. LEDs also contain no mercury. By doing nothing more than investing in this lighting upgrade, you've done your part to help future generations enjoy our planet.

# MATERIALS SUMMARY

## Existing Fixtures

Location	Fixture	Qty	Watts
Board Room	Downlight CFL 2 x 26W 7-8"	20	66 W
Board Room	Sconce CFL Plug in 2 x 26W	2	66 W
Hallway	Downlight CFL 2 x 26W 7-8"	17	66 W

## Proposed Fixtures

Location	Fixture	Qty	Watts
Board Room	16W/23W/29W 8 inch Recessed Downlight 27-50K	20	29 W
Board Room	Ellusion - LED Medium Wall Sconce - with Seeded Glass - Polished Nickel Finish	2	15 W
Hallway	16W/23W/29W 8 inch Recessed Downlight 27-50K	17	29 W



# TERMS AND CONDITIONS

Customer has reviewed all information in this proposal and ComEd Installation Agreement and agrees to the following terms with Thayer Lighting, Inc.

1. Payment Terms: 50% deposit due upon order. 50% due upon completion. Any adjustments will be reflected upon a final invoice. Your payment is due upon receipt of this invoice.
2. In the event of default Payment, Customer agrees to pay outstanding balance, all costs of collections, and all legal fees, which may incur.
3. Project Manager will contact customer to schedule installation between the hours of 7:00am-4:30pm. Installation may vary by 1 or 2 days, customer will be notified.
4. Customer and employees must be willing to vacate work space and assist in moving furniture, etc. as Thayer installers move throughout the building. Customer recognizes that there will be an additional charge for labor if Thayer Lighting, Inc. is required to spend additional time or return to customer location due to installation area not being available for installation at agreed upon time.
5. Project Manager will discuss on-site storage with customer prior to installation beginning.
6. Any additions to the enclosed scope of work will be provided in a separate proposal and must be signed by a representative of Customer and Thayer Lighting, Inc. Fixture quantities may be +/- what is shown on the original scope of work and what is ultimately installed. This will be detailed on the change order, however pricing per fixture remains as quoted and a new balance due will be provided to the Customer. Customer is charged only for what is installed.
7. I certify that replaced equipment will be permanently removed by Thayer Lighting, Inc. I also certify that all materials removed, will be permanently taken out of service and disposed of in accordance with local codes and ordinances, and that nor resale of replaced equipment has or will take place.
8. ComEd incentives are subject to approval from ComEd and not controlled or guaranteed by Thayer Lighting, Inc.
9. ComEd nor Thayer Lighting, Inc. does not guarantee energy savings listed in this proposal.
10. Customer recognizes that this proposal is proprietary work product of Thayer Lighting, Inc. and agrees not to share the document with competing vendors (or employees thereof) of Thayer Lighting.
11. Labor warranty 1 year from project date.
12. Please note that there will be an additional 3.15% fee reflected on invoices for all credit card payments.
13. Quotes are valid 30 days.

## Exclusions

The following items are not included:

1. Overtime or premium time hours.



2. Cutting and/or patching of Roof, Floor, Parking Lot, Sidewalk, Ceiling or Walls.
3. Allowances for any work not listed in this proposal.
4. Permits or Plan Review fees.
5. Bonds.
6. Painting.
7. Ceiling tile or T Bar repair or replacement.
8. Repairs to or replacement of any existing conduit or wiring.
9. Correcting pre existing electrical deficiencies.

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

Print Name: \_\_\_\_\_

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

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R20**

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF  
LIGHTING FIXTURES FOR ROSCOE VILLAGE HALL**

**WHEREAS**, the Village of Roscoe wishes to protect the health, welfare and safety of its residents by providing well maintained roads, parks, and other public places, and provide well maintained and effectively illuminated public buildings; and

**WHEREAS**, the Village of Roscoe owns and maintains a public building known as the Roscoe Village Hall, which is currently in the processes of undergoing maintenance; and

**WHEREAS**, the Village wishes to purchase new lighting fixtures and the associated accessories and equipment necessary for their installation, as further specified set forth in Exhibit “A”, which is incorporated herein by reference; and

**WHEREAS**, the Village of Roscoe has investigated the purchase of said lighting fixtures and accessories from several vendors, and has determined that Thayer Lighting Inc. can provide the best price for the required equipment and accessories; and

**WHEREAS**, the President and Board of Trustees of the Village of Roscoe find that it is in the best interest of the Village and its residents to purchase said equipment from **Thayer Lighting Inc** for an amount not to exceed \$ 11,408.70; and

**WHEREAS**, the Village of Roscoe is authorized and empowered by statute to adopt and enforce the provisions of this resolution.

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe, that:

**Section 1.** The Village President, or his designee is authorized to sign an agreement with **Thayer Lighting Inc. of Rockford, IL** for the purchase of new lighting fixtures and the associated accessories and equipment necessary for their installation, as further specified set forth in **Exhibit “A”**, which is incorporated herein by reference, for installation at the Village’s **Roscoe Village Hall**; and

**Section 2.** That the Village Treasurer is hereby authorized to expend funds, and issue payment in an amount not to exceed \$ 11,408.70., under the terms and amounts as set forth in Exhibit “A”.



**2024-R20**

**1<sup>st</sup> Read:**

**PASSED BY ROLL CALL VOTE ON:**

<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 16, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**Exhibit "A"**  
**Resolution 2024-R20**

**[Scope of Services]**

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



<b>Agenda Item:</b> Purchase of Loader General Duty Bucket & 12' Box/Push Plow			
<b>Date:</b> 04/02/2024		<b>Meeting:</b> Committee of The Whole	
<b>Prepared by:</b> Troy Taylor		<b>Department:</b> Public Works	

### Overview/Background Information

The Villages new loader came with a 4 in 1 bucket. This bucket has hydraulic cylinders that open and close part of the bucket to be able to pick up items (trees, logs, etc.). These hydraulic cylinders will be exposed to a lot of salt (which will lead to leaking seals and rust) when we use the loader to load all the vehicles to salt the roads in. Also, these cylinders, along with the split bucket, could potentially bend if used to pick up big boulders.

The proposed bucket, is a general duty bucket that does not open and close. This has no cylinders to rust or bend. Staff will use this bucket in the winter times for salt loading, bulk snow removal that could have salt in from the roads, and any summer projects that could potentially bend the 4 in 1 bucket.

The 12' box/push plow will be used to clear parking lots more efficient and help with plowing on the streets in cul-da-sacs and intersections.

### Key Issues

The general duty bucket will protect the 4 in 1 bucket the Village has now.  
 The box/push plow with help with efficiency when plowing.  
 Both bucket and plow are from Cat to work with our Cat loader  
 Cat is under Sourcewell for cooperative purchasing contracts

### Fiscal Note/Budget Impact

The Village approved \$20,000 for the bucket and box/plow in the 2024 budget.  
 The total through Altorfer Cat for the bucket and box/plow is \$17,850.00

### Prior Legislative Actions

N/A

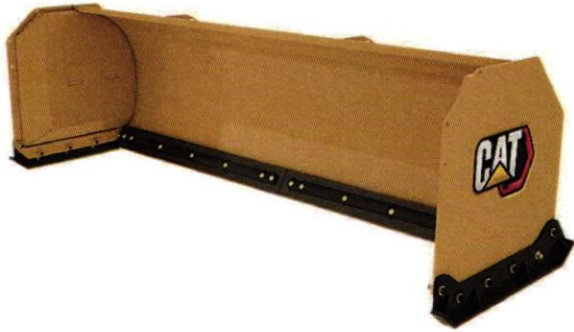
### Action Required/Recommendation

Committee of The Whole approval to send to Village Board.

### Attachments

Email quote from Altorfer Cat.





14" Steel Edge Straight Push: \$11,200.00

16" Steel Edge Straight Push: \$12,100.00



\$7,500.00

Cat General Duty 2.7 YD3 Cutting Edge Bucket:

Hey Troy

Please let me know this works and if you have any questions

Thank you

## Kyle Klotz

Machine Sales Representative

Altorfer Cat

5055 South Main Street Rockford, Illinois 61102

Cell: 815-601-0335 | [kyle.klotz@altorfer.com](mailto:kyle.klotz@altorfer.com)



## Troy Taylor

---

**From:** Kyle Klotz <kyle.klotz@Altorfer.com>  
**Sent:** Wednesday, March 20, 2024 12:51 PM  
**To:** Troy Taylor  
**Subject:** RE: Bucket and Plow

Hey Troy

You are good to use the same numbers we originally quoted

\$7,500.00 for the bucket (360-3321) and \$10,350.00 for the 12' Box Push (477-9891)

---

**From:** Troy Taylor <publicworks@villageofroscoe.com>  
**Sent:** Friday, October 27, 2023 1:32 PM  
**To:** Kyle Klotz <kyle.klotz@Altorfer.com>  
**Subject:** RE: Bucket and Plow

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thank you for getting me these numbers.

Troy Taylor  
Village of Roscoe  
Public Works Superintendent  
815-877-0746



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**From:** Kyle Klotz <[kyle.klotz@Altorfer.com](mailto:kyle.klotz@Altorfer.com)>  
**Sent:** Friday, October 27, 2023 1:23 PM  
**To:** Troy Taylor <[publicworks@villageofroscoe.com](mailto:publicworks@villageofroscoe.com)>  
**Subject:** RE: Bucket and Plow

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R21**

**A RESOLUTION APPROVING OF THE PURCHASE OF A BUCKET AND PUSH PLOW FOR THE VILLAGE'S WHEEL LOADER FOR USE BY THE VILLAGE OF ROSCOE PUBLIC WORKS DEPARTMENT FOR THE QUOTED AMOUNT OF \$17,850.00.**

**WHEREAS**, the Village of Roscoe wishes to protect the health, welfare and safety of its residents by providing well maintained roads, and other public places, and a safe and well-equipped public works department; and

**WHEREAS**, the Village wishes to purchase a cutting edge bucket and push plow to be used with its wheel loader for use by the Village of Roscoe Public Works Department; and

**WHEREAS**, , the Village of Roscoe has put out for bid, under the auspices of Sourcewell f/k/a National Joint Powers Alliance (NJPA) contract, specifications for said equipment as further specified set forth in Exhibit "A", which is incorporated herein by reference; and

**WHEREAS**, the President and Board of Trustees of the Village of Roscoe find that it is in the best interests of the Village and its residents to purchase said vehicle from **Altorfer Inc.**, under the Sourcewell Contract; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe, that:

**Section 1.** The Village President, is authorized to sign an agreement with **Altorfer Inc** for the purchase of a new 12" Steel Edge Straight Push Plow and Cat General Duty 2.7 YD3 Cutting Edge Bucket, as further specified set forth in **Exhibit "A"**, which is incorporated herein by reference, for use by the Village Public Works Department, for the total quoted amount of **\$17,850.00**.

2024-R21				
<b>1<sup>st</sup> Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
NAME	AYE	NAY	ABSTAIN	ABSENT
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 16, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK



**Exhibit "A"**  
**Resolution 2024-R21**

**[Purchase Order]**

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 9.

<b>Agenda Item:</b> Creation of the position of Permitting & Licensing Assistant at Village Hall			
<b>Date:</b> March 29, 2024		<b>Meeting:</b> Committee of the Whole – 04-02-2024	
<b>Prepared by:</b> Anne Hanson / Josef Kurlinkus		<b>Department:</b> Human Resources	

### Overview/Background Information

Over the past several years, the duties of the Village’s administrative assistant have been expanded, and now include overseeing much of the licensing and permitting taking place within the Village. This often includes initial meetings with applicants, verifying compliance with Village code, and much of the preliminary work that is required before an application or permit is issued. Because the amount of time that must be devoted to this role has expanded, we believe it is time to spin off these duties into a separate position, which we would call the Permitting & Licensing Assistant. We would then fill the position of Administrative Assistant whose duties would be more clerical in nature.

The Village’s current administrative assistant, Janel Reidinger was instrumental in creating procedures that the Village has implemented to streamline the zoning permit & development review process. She currently oversees the Village’s liquor license process, and brings additional skills from her work experience prior to joining the Village. Our intent would be to promote Janel into this new role, and look to fill the vacant administrative assistant position.

### Key Issues

- 1) Spin-off licensing and permitting duties to the new position of Permitting & Licensing Assistant.
- 2) Promote the current Village Hall administrative assistant to the new position.
- 3) Fill the vacant administrative assistant position with a new hire.

### Fiscal Note/Budget Impact

This would be a full-time position with the initial wage established at: \$25.96 per hour.

### Prior Legislative Actions

None

### Action Required/Recommendation

Recommend to the Board for Approval, the creation of the position of Permitting & Licensing Assistant.

### Attachments

Job Description



**VILLAGE OF ROSCOE**  
**POSITION DESCRIPTION**

**Job Title:** Permit/Licensing Assistant  
**Department:** Village Hall  
**Reports to:** Village Administrator  
**Status:** Full Time  
**Prepared Date:** March 21, 2024

This position processes the submittals of permits and licenses as necessary; performs general office work involving a variety of clerical procedures including payment processing. This position interfaces with customers as a primary component of the job and provides customer assistance in person and over the phone.

To succeed in this role, the ideal candidate will need to effectively communicate to a full range of people, inside and outside the organization and work cooperatively and effectively with others.

We are looking to add a team member capable of remaining calm and professional under pressure and have the capacity to understand and be sensitive to the feelings of others. The ideal candidate will have the ability to prioritize requests and responsibilities effectively.

**Essential Duties and Responsibilities:**

- Verify completion of permit application; distribute submittal documents to internal and external Village departments and consultants for review; track status of reviews and required submittals
- Review and issue basic residential over the counter permit applications (ie. decks, sheds, pools and fences)
- Enters permit and license applications into computer data base and prints/emails permits and licenses.
- Prepares and submits for recording fence waivers for constructing in the easements.
- Contacts applicants if necessary to request additional information.
- Responsible for collecting permit and license fees
- Ensures proper documentation and recording with general ledger cash register codes.
- Balances cash daily.
- Schedules various meetings and inspections for the department on an as needed basis and collects appropriate signatures.
- May serve as go-between for code enforcement and engineer.

- Works with engineer to distribute submittal documents to officials for review; track status of review, keeps master log
- Performs a variety of clerical duties such as typing correspondence, records, reports, forms, which may require the exercise of judgment in selecting information and suitable format.
- Establishes new filing units and systems and maintains control of items out of file. Issues and maintains files on various licenses such as liquor licenses, employee server registrations, gaming/vending/amusement, solicitor, used car dealer and mobile home licenses.
- Processes annual license renewals and may on occasion prepare invoices for unpaid licenses.
- Verifies pertinent information relating to licensing.
- Special events; create new, plan, promote and hold successful events

**Qualifications:**

- Qualified candidates must possess a high school diploma
- Experience in a public building department permit review and processing setting or similar government setting is preferred.
- Prior customer service experience preferred.
- Must also be able to effectively manage one's time, solve problems and exercise sound judgment in a multi-tasking environment.
- Must be detail oriented and exercise considerable independent judgment in making determinations on various important problems, which do not involve deviations from established policies and procedures.
- Applicants will be required to interpret and apply Village policies and procedures, written instructions, and general correspondence; must demonstrate the ability to complete assignments accurately and within established deadlines.

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R22**

**RESOLUTION CREATING THE POSITION OF AND APPROVING THE HIRING OF  
AN PERMITTING AND LICENSING ASSISTANT FOR THE VILLAGE OF ROSCOE**

**WHEREAS**, the Village of Roscoe is in need of a full-time administrative position to review and maintain the licenses and permitting records of the Village of Roscoe, as well as to assist applicants with the permitting process within the Village; and

**WHEREAS**, the President and Board of Trustees of the Village of Roscoe desire to create such a position and to hire a full-time employee to fill said position; and

**WHEREAS**, the Board of Trustees of the Village of Roscoe, believes it to be in the best interest of the Village and its residents to create and fill the above positions; and

**NOW THEREFORE BE IT RESOLVED**, by the Board of Trustees of the Village of Roscoe, that:

- 1) The full-time position of **Permitting and Licensing Assistant** is hereby created in the Village of Roscoe, with such job duties and responsibilities as further specified set forth in **Exhibit “A”**, which is incorporated herein by reference; and
- 2) That said position shall be a full time position, wherein the holder of the position shall receive all those benefits as provided for other Village of Roscoe full time personnel, and shall be paid a starting hourly wage in an amount not to exceed a base rate of **\$25.96 per hour**.
- 3) That the employee shall report to the Village Administrator of the Village of Roscoe.
- 4) That the Village Administrator is hereby authorized to hire one qualified candidate to fill the position of administrative assistant, and that such candidate selected and hired as prescribed by State Statute and Local Ordinance and all applicable procedures as set forth by the Board of Trustees of the Village of Roscoe.
- 5) That this Resolution is not intended to eliminate the currently authorized position of Administrative Assistant-Village Hall, but is intended to create a newly authorized position, additional position.
- 6) That this Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

<b>2024-R22</b>				
<b>1st Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 16, 2024:**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**Exhibit "A"**  
**Resolution 2024-R22**

**[Job Description – Licensing and Permitting Assistant]**

# VILLAGE OF ROSCOE

## AGENDA ITEM - STAFF REPORT



Item # 10.

<b>Agenda Item:</b>	2024 Residential Streets Program – Bid Recommendation Letter		
<b>Date:</b>	04-11-2024	<b>Meeting:</b>	Village Board of Trustees
<b>Prepared by:</b>	Brandon Boggs (Fehr Graham)	<b>Department:</b>	Public Works/Engineering

### Overview/Background Information

Bids for the 2024 Residential Streets Program were opened publicly at Village Hall on April 5<sup>th</sup> at 10:00am. Only two bids were received: Rock Road Companies, Inc. and Curran Contracting Co.

### Key Issues

N/A

### Fiscal Note/Budget Impact

The Village Board budgeted \$1,149,463.00 for the 2024 Residential Streets Program. The low bid (Rock Road Companies, Inc.) was the lowest qualified bidder at a combined \$687,359.00 for both Base and Alternate bids.

### Prior Legislative Actions

N/A

### Action Required/Recommendation

Staff recommends approval to entering into a contract with Rock Roads for the quoted amount of \$687,359.00 for the 2024 Residential Streets Program project.

### Attachments

Bid Recommendation Letter (w/ Bid Tabulation)



April 10, 2024

Village President Carol Gustafson  
Village of Roscoe  
10631 Main Street  
Roscoe, Illinois 61073

**RE: Village of Roscoe  
2024 Residential Streets Program Bid Recommendation**

Dear Village President,

Bids were opened on April 5, 2024, at 10:00 a.m. at Roscoe Village Hall for the above-referenced project. Only two bids were received, and a tabulation of bids is enclosed for your reference. A comparison of the submitted bids can be found below:

**Base Bid**

Engineer's Estimate	\$629,587.50
Rock Road Companies, Inc.	\$438,193.00 (low bid)
Curran Contracting Co.	\$479,368.50

**Alternate Bid**

Engineer's Estimate	\$362,325.00
Rock Road Companies, Inc.	\$249,166.00 (low bid)
Curran Contracting Co.	\$290,313.00

After full evaluation of the submitted bids, it is our recommendation that the Base Bid and Alternate Bid contract for the 2024 Residential Streets Program be awarded to the lowest responsible bidder, Rock Road Companies, Inc., for the amount of \$687,359.00.

Please feel free to contact me should you have any further questions.

Sincerely,



Brandon M. Boggs  
Village Engineer

BMB:cld

Enc.

O:\Roscoe, Village of\23-246A - 2024 RSP Design Engineering\PA Final\24-146A - Roscoe 2024-04-10 RSP 2024 Bid Recommendation Letter.docx

CONTRACTOR AND ADDRESS:				Engineer's Estimate		Rock Road Companies, Inc.		Curran Contracting Company	
				P.O. Box 1818		286 Memorial Court			
				Janesville, WI 53547-1818		Crystal Lake, IL 60014			
Item No. and Description	Approx. Quantity	Unit	Total	Unit	Total	Unit	Total	Unit	Total
<b>BASE BID</b>									
1. PAVEMENT REMOVAL, VARIABLE DEPTH	20,750 SY	\$ 5.00	\$103,750.00	\$2.74	\$56,855.00	\$3.55	\$73,662.50		
2. AGGREGATE BASE REPAIR, 12"	1,050 SY	\$ 30.00	\$31,500.00	\$27.00	\$28,350.00	\$22.00	\$23,100.00		
3. AGGREGATE BASE COURSE, TYPE B, 2"	2,350 TON	\$ 45.00	\$105,750.00	\$0.01	\$23.50	\$0.01	\$23.50		
4. SHAPING AND GRADING ROADWAY	20,750 SY	\$ 2.25	\$46,687.50	\$2.83	\$58,722.50	\$3.75	\$77,812.50		
5. HMA SURFACE COURSE, 3"	3,660 TN	\$ 90.00	\$329,400.00	\$78.70	\$288,042.00	\$77.00	\$281,820.00		
6. TRAFFIC CONTROL AND PROTECTION	1 LS	\$ 10,000.00	\$10,000.00	\$5,000.00	\$5,000.00	\$21,750.00	\$21,750.00		
7. EROSION AND SEDIMENT CONTROL	1 LS	\$ 2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00		
<b>BASE BID TOTAL</b>			\$629,587.50		\$438,193.00		\$479,368.50		
<b>ALTERNATE BID</b>									
1. PAVEMENT REMOVAL, VARIABLE DEPTH	11,100 SY	\$ 5.00	\$55,500.00	\$2.74	\$30,414.00	\$4.85	\$53,835.00		
2. DRIVEWAY PAVEMENT REMOVAL	110 SY	\$ 5.00	\$550.00	\$28.00	\$3,080.00	\$24.00	\$2,640.00		
3. AGGREGATE BASE REPAIR, 12"	570 SY	\$ 30.00	\$17,100.00	\$27.00	\$15,390.00	\$22.00	\$12,540.00		
4. AGGREGATE BASE COURSE, TY. B, 2"	1,300 TON	\$ 45.00	\$58,500.00	\$0.01	\$13.00	\$0.01	\$13.00		
5. SHAPING AND GRADING ROADWAY	11,100 SY	\$ 2.25	\$24,975.00	\$2.83	\$31,413.00	\$3.75	\$41,625.00		
6. AGGREGATE SHOULDERS, TYPE B, 3"	1,000 SY	\$ 15.00	\$15,000.00	\$10.13	\$10,130.00	\$10.00	\$10,000.00		
7. HMA SURFACE COURSE, 3"	1,980 TN	\$ 90.00	\$178,200.00	\$78.70	\$155,826.00	\$77.00	\$152,460.00		
8. TRAFFIC CONTROL AND PROTECTION	1 LS	\$ 10,000.00	\$10,000.00	\$1,700.00	\$1,700.00	\$16,000.00	\$16,000.00		
9. EROSION AND SEDIMENT CONTROL	1 LS	\$ 2,500.00	\$2,500.00	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00		
<b>ALTERNATE BID TOTAL</b>			\$362,325.00		\$249,166.00		\$290,313.00		
Addendum No. 1				Yes		Yes			
Formal Contract Proposal (BLR 12200)				Yes		Yes			
Schedule of Prices (BLR 12201)				Yes		Yes			
Proposal Bid Bond (BLR 12230)				Yes		Yes			
Apprenticeship or Training Program Certification (BLR 12325)				Yes		Yes			
Affidavit of Illinois Business Office (BLR 12326)				Yes		Yes			

**VILLAGE OF ROSCOE, ILLINOIS  
RESOLUTION NO. 2024-R23**

**RESOLUTION BY THE BOARD OF TRUSTEES OF THE VILLAGE OF ROSCOE,  
AWARDING THE CONTRACT FOR THE VILLAGE'S RESIDENTIAL STREETS  
PROGRAM (2024)**

**WHEREAS**, the Village wishes to encourage orderly development within its borders; and

**WHEREAS**, the Village must build and maintain roads within its jurisdictional boundaries in order to ensure the health, welfare and safety of its residents; and

**WHEREAS**, the Village has previously let out for bid a contract for **2024 Residential Streets Program**; and

**WHEREAS**, the Village of Roscoe has complied with local ordinance and State Statute in the solicitation and evaluation of such bids; and

**WHEREAS**, the Village has evaluated all bids and determined that the lowest and best bid for the **2024 Residential Streets Program** patching was from **Rock Road Companies, Inc.** for the unit prices as set forth in attached Exhibit "A"; and

**WHEREAS**, the Village wishes to award said contract to **Rock Road Companies, Inc.** and

**WHEREAS**, it will be in the best interests of the citizens of the Village to award said contract to the aforesaid company; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Trustees of the Village of Roscoe, that by the adoption of this resolution:

**Section 1.** The Village President is authorized to enter, and sign an agreement on behalf of the Village, with **Rock Road Companies, Inc.** for the Combined Bid Proposal (Base + Alternate) for the 2024 Residential Streets Program, with unit prices in the bid amounts as set forth in Exhibit "A", for the bid amount of \$687,359.00

**Section 2.** That this resolution shall be in full force and effect from and after its adoption as provided by law.

<b>2024-R23</b>				
<b>1<sup>st</sup> Read:</b>				
<b>PASSED BY ROLL CALL VOTE ON:</b>				
<b>NAME</b>	<b>AYE</b>	<b>NAY</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
Trustee William Babcock				
Trustee Stacy Mallicoat				
Trustee Susan Petty				
Trustee Justin Plock				
Trustee Michael Sima				
Trustee Michael Wright				
President Carol A. Gustafson				

**APPROVED APRIL 16, 2024**

**ATTEST:**

\_\_\_\_\_  
VILLAGE PRESIDENT

\_\_\_\_\_  
VILLAGE CLERK

**EXHIBIT “A”**  
**[Resolution 2024-R23]**

**Bid Proposal**