



Village Board Meeting May 7, 2020

Electronic Attendance Only - 6:00 p.m.

Note: This meeting will be held remotely. The meeting will be streaming live on the Village's youtube channel:

<https://www.youtube.com/VillageofWestmont> Members of the community can participate in the meeting by submitting comments / questions by filling out the online public comment form by visiting

<https://westmont.illinois.gov/meetinginfo> or by calling (630) 981-6195. If you are calling in a comment please do so 2 hours prior to the meeting time.

If there are questions on how to submit a form please email clerk@westmont.il.gov

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Citizens can submit public comments by filling out an online form or by phone call.

- The Online Public Comment Form can be found by visiting [HTTPS://WESTMONT.ILLINOIS.GOV/MEETINGINFO](https://westmont.illinois.gov/meetinginfo). A link to the form will be found here.
- By phone: Call 630-981-6195 and leave your full name, address, and comment. Comments made by phone must be submitted 2 hours prior to the Village Board Meeting.
- If there are any questions on how to make public comments, email clerk@westmont.il.gov

Background of Subject Matter *

Type Discussion Only

5. Reports

a. Board Reports

- Mayor
- Clerk
- Trustees

Background Of Subject Matter *

Type Discussion Only

6. Items To Be Removed From Consent Agenda

7. Consent Agenda (Omnibus Vote)

a. Village Board Minutes

i. Board Meeting Minutes

Board to consider approving the minutes of the Village Board meeting held April 23, 2020.

Background Of Subject Matter Required parliamentary procedure
Type Motion

Documents:

[2020-04-23 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. Finance Ordinance

i. Finance Ordinance #1

Total to be announced at the meeting.

Background Of Subject Matter *
Type Motion

c. Purchase Orders

i. PO 20202820

ESI Consultants LTD \$67,550.00

Background Of Subject Matter Phase 3 Engineering for Ogden Median Construction.
Additional Background Board approved agreement for a larger scope including median construction, improvements, and gateway signs on 3/26/2020 for a total of \$112,500. At the Village's request ESI provided this quote for a more limited scope.
Type Purchase Order
Budgeted Yes
Budgeted Explanation Not On Hold. As noted in the budget, while other pieces of the gateway/median project were designated On Hold, the median construction itself was not On Hold, due to the requirement to work with the IDOT project.

Documents:

[20202820.PDF](#)

ii. PO 21200007

Bell Fuels \$200,000.00

Background Of Subject Matter Annual Village Fuel
Additional Background This is an open purchase order, and actual payments will be made as used.

Type Purchase Order
Budgeted Yes
Budgeted Explanation Not On Hold

Documents:

[21200007.PDF](#)

iii. **PO 21200012**

Meade, Inc \$75,000.00

Background Of Subject Matter Street Light Repair/Locates for Fiscal Year
Additional Background This is an open purchase order, and actual payments will be made as used.
Type Purchase Order
Budgeted Yes
Budgeted Explanation Not On Hold

Documents:

[21200012.PDF](#)

iv. **PO 21200010**

Clarke Environmental \$79,520.00

Background Of Subject Matter Annual Mosquito Abatement
Additional Background This is an open purchase order, and actual payments will be made as used.
Type Purchase Order
Budgeted Yes
Budgeted Explanation Not On Hold

Documents:

[21200010.PDF](#)

v. **PO 21200008**

Bestco Benefit Plans \$180,000.00

Background Of Subject Matter Annual Retiree Health Insurance Costs
Additional Background This is an open purchase order, and actual payments will be made monthly.
Type Purchase Order
Budgeted N/A
Budgeted Explanation The Village functions only as a passthrough, as the full cost of the plan is paid by the retirees.

Documents:

[21200008.PDF](#)

vi. **PO 21200011**

Government Insurance Network \$2,250,000.00

Background Of Subject Matter Annual Health Insurance Costs

Additional Background This is an open purchase order, and actual payments will be made monthly. A portion of the cost will be offset by contributions paid by employees and retirees.

Type Purchase Order

Budgeted Yes

Budgeted Explanation Not On Hold

Documents:

[21200011.PDF](#)

vii. **PO 21200009**

Emerald Marketing, Inc \$26,448.90

Background Of Subject Matter Annual Cost for Neighbors Magazine

Additional Background This is an open purchase order, and actual payments will be made as used.

Type Purchase Order

Budgeted Yes

Budgeted Explanation Not On Hold

Documents:

[21200009.PDF](#)

viii. **Total Of Purchase Orders**

\$ 2,878,518.90

Background Of Subject Matter *

Type Purchase Order

d. **Total Of Purchase Orders And Finance Ordinance**

Total to be announced at the meeting.

Background Of Subject Matter *

Type Motion

e. **Proclamation - Municipal Clerk's Week**

Board to consider a proclamation declaring this week, May 3-9, as Municipal Clerk's Week in the Village of Westmont.

Background Of Subject Matter *

Type Proclamation

Documents:

[2020 CLERKS WEEK PROCLAMATION .PDF](#)

f. **Proclamation - Public Service Week**

Board to consider a proclamation declaring this week, May 3-9, 2020 as Public Service Week in the Village of Westmont.

Background Of Subject Matter *

Type Proclamation

Documents:

[2020 PUBLIC SERVICE RECOGNITION WEEK PROCLAMATION.PDF](#)

g. **Proclamation - Police Week**

Board to consider a proclamation declaring May 10-16, 2020 as Police Week in the Village of Westmont.

Background Of Subject Matter *

Type Proclamation

Documents:

[2020 POLICE WEEK PROCLAMATION.PDF](#)

h. **Proclamation - Dementia Action Week**

Board to consider a proclamation to declare the week of May 11-17, 2020 as Dementia Action Week in the Village of Westmont.

Background Of Subject Matter *

Type Proclamation

Documents:

[2020 DEMENTIA ACTION WEEK PROCLAMATION.PDF](#)

i. **Proclamation - EMS Week**

Board to consider a proclamation declaring May 17-23, 2020 as EMS Week in the Village of Westmont.

Background Of Subject Matter *

Type Proclamation

Documents:

[2020 PROCLAMATION - EMS WEEK .PDF](#)

j. **Proclamation - Public Works Week**

Board to consider a proclamation declaring May 17-23, 2020 as Public Works Week in the Village of Westmont.

Background Of Subject Matter	*
Type	Proclamation

Documents:

[2020 PUBLIC WORKS PROCLAMATION.PDF](#)

8. **Unfinished Business**

9. **New Business**

a. **Police Pension Trustee Reappointment**

Board to consider a motion approving Mayor Gunter's reappointment of Thomas Conidi as a member of the Board of Trustees of the Police Pension Fund for a two-year term.

Background Of Subject Matter	The Pension Board is comprised of two active officers elected by the members, one retired officer elected by the retirees, and two civilian members appointed by the Mayor. The Mayor appoints one of the two civilian representatives each year.
Additional Background	This year marks Thomas Conidi's 16th anniversary of consecutive service on the Pension Board. He has an MBA from DePaul and has been a financial adviser since 1986. He currently works for Wells Fargo as Vice President - Investment Officer.
Recommendation	Staff recommends approval
Type	Motion

b. **Parking Variance - 9-11 West Quincy**

Board to consider an ordinance approving a variance to reduce the required parking spaces for a proposed renovation and reuse of the vacant building at 9-11 West Quincy Street.

Background Of Subject Matter	The requested variances would allow fewer parking stalls than Village zoning ordinances require for the proposed restaurant and apartment uses and would exempt the property owner from certain landscaping and similar requirements.
Additional Background	At the March 12, 2020 meeting, the Village Board approved an economic development agreement for the proposed renovation of the vacant building at 9-11 West Quincy Street.
Recommendation	The Planning and Zoning Commission held a public hearing and voted unanimously to recommend approval of the requested variances at its February 12, 2020 meeting.
Type	Ordinance

Documents:

[BOARD MEMO 9 11 W QUINCY PARKING VARIANCE.PDF](#)
[COPY OF SCAN OF FINAL APPLICATION MATERIALS.PDF](#)

c. **Engineering Agreement - CBD Alley Reconstruction Section G Project**

Board to consider an ordinance authorizing an engineering agreement with Thomas Engineering Group for Phase 1 & 2 Design Engineering Services for the proposed Central Business District (CBD) Alley Reconstruction Project Section G.

Background Of Subject Matter	Request to approve the sum of \$72,708.00 for Phase 1 & 2 Design Engineering Services for the proposed CBD Alley Reconstruction Project SecG bounded by Cass-Lincoln and Quincy-Richmond.
Additional Background	Reconstruction of the alley includes "green" initiatives (permeable brick pavers, permeable concrete) following our CBD Alley Program.
Recommendation	Staff recommends approval of the proposal in the amount of \$72,708 for Ph1 and Ph2 Design Engineering Services for the CBD Alley Reconstruction Project SecG.
Type	Ordinance
Budgeted	Yes

Documents:

[2020.04.20 MS TEG WESTMONT ALLEYS SECTION G TEG PHASE II PROPOSAL.PDF](#)

10. Miscellaneous

11. Executive Session

This Board may adjourn to closed session to discuss matters so permitted and may act upon such matters upon returning to open session.

12. Adjourn

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 9:00 A.M. to 5:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting.

- Papa Passero's has a do it yourself pizza kit that is an activity for kids.

Trustee Johanik-Guzzo

- The next Public Safety Committee meeting is scheduled for May 21st at 4:30pm.
- Citizens can celebrate their special occasions by requesting a visit from Fire & Police Departments to do a special drive by.
- The Fire Department will hold a Virtual Citizens's Fire Academy
- Residents can drop off unwanted / expired prescriptions at Walgreens, 1000 Ogden Ave in Downers Grove.
- Extended sympathies to the Long family and to the Forssberg Family.
- Thank you to the residents and staff for maintaining social distancing.

Trustee Addington

- In lieu of the Community Development Committee meeting, Director Sylvester put together a detailed report.
- Between Lions President Stella and Trustee Liddle, masks have been made and delivered to the People's Resource Center and to other people in need.
- Lions will be donating gift cards to various organizations.

Trustee Barker

- Think Westmont first especially during this time.
- The Westmont First Committee will meet virtually on Monday, so that the Census can be discussed.
- A Census Challenge was created to try and get more people to complete the US Census. The idea is to post a video of you and your family on social media and then tag 3 of your Westmont resident friends to do the same. More information is on the Village website.
- The next EIC meeting will be early May. We are waiting for more information on storm drain stenciling and the river sweep.
- On behalf of the EIC, do not put wipes of any kind down the sewer system. They must be disposed of in the regular trash.

Trustee Liddle

- Gave an update on the Administration / Finance Committee meeting.
 - There were continuing discussions regarding the budget.
 - Trustee Nero spearheaded an economic incentive program, which is still in discussion.
 - Please check the Village website for information on volunteering or donating to People's Resource Center.

Trustee Nero

- The next Public Works Committee meeting will be June 18th at Village Hall at 4:30 pm.
- Do not flush any kind of wipe down the toilet. It causes a problem with our sanitary districts. We do not want to contaminate our water system.
- Personally, I will donate public use masks to PRC. If other organizations are interested, please contact me.



Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

Mayor Gunter wanted to mention 2 couples who celebrated their 69th wedding anniversary at Aspired Living. Our Fire Department personally went out to the facility to congratulate them. It was broadcast on ABC 7 news.

Thanked our Fire Department and the City of Darien for providing a celebration for my (Mayor Gunter's) granddaughter.

ITEMS TO BE REMOVED FROM CONSENT AGENDA:

No items to be removed from the consent agenda.

(1) CONSENT AGENDA [Omnibus Vote]:

Village Manager May addressed the Board on this agenda item.

Motion by **Trustee Liddle** to approve the consent agenda.

(A) BOARD MEETING MINUTES

Board to consider approving the following Village Board Minutes:

- Village Board Meeting held April 9, 2020
- Special Meeting: Budget Meeting held April 16, 2020

(B) FINANCE ORDINANCE #23: Dated **April 23, 2020** in the amount of **\$ 1,082,472.45.**

(C) PURCHASE ORDERS

20202776	Emergency Telephone System Board	\$ 70,050.00
	<u>TOTAL OF PURCHASE ORDERS & FINANCE ORDINANCE #23</u>	<u>\$1,161,522.45</u>

(D) ARBOR DAY PROCLAMATION

Board to consider a proclamation to declare April 24, 2020 as Arbor Day in the Village of Westmont.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #1

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS



(2) EXTENSION - DECLARATION OF THE STATE OF LOCAL EMERGENCY

Village Manager May and Attorney Zemenak addressed the Board on this item.

Motion by **Trustee Nero** to consider a motion which extends until May 22, 2020 the Declaration of State of Local Emergency executed by the Mayor on March 20, 2020.

Seconded by **Trustee Liddle** and the motion passed.

VOTE ON MOTION #2

Ayes: Addington, Barry, Barker, Guzzo, Nero, Liddle

Nays: None

Absent: None

(3) MAYOR PRO TEM AND LINE OF SUCCESSION

Village Manager May and Attorney Zemenak addressed the Board on this item.

Motion by **Trustee Addington** to consider an ordinance amending Chapter 2, Section 1-126 of the Westmont Code of Ordinances to provide for presiding officer, mayor pro tem, acting mayor and line of succession.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #3

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(4) FISCAL YEAR 2020-21 BUDGET

Finance Director Parker addressed the Board on this item.

Motion made by **Trustee Liddle** to consider a resolution adopting the Fiscal Year 2020-21 Budget.

Trustee Barry received an email from a resident. The resident expressed that cuts should be made now and to not take a wait and see approach.

Seconded by **Trustee Addington** and the motion passed.

VOTE ON MOTION #4

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(5) 1 WEST QUINCY - FINAL PLAT

Community Director Sylvester addressed the Board on this item.

Community Development Director Sylvester read a statement from the developer.

Motion made by **Trustee Liddle** to consider an ordinance approving the final plat for 1 West Quincy Street.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #5

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(6) POLICE DEPARTMENT AGREEMENT WITH TRANSUNION

Attorney Zemenak addressed the Board on this item.

Removed from the agenda.

(7) DEBT COLLECTION ORDINANCE AMENDMENT

Police Chief Gunther addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance amending Chapter 1, Article I, Section 1-8 of the Westmont Code of Ordinances to authorize the use of private collection agencies and to add collection costs to unpaid fines or penalties.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #7

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

(8) COLLECTION AGENCY AGREEMENT

Police Chief Gunther addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance approving an agreement with Municipal Collections of America to perform private collection agency services for the Village for unpaid fines & penalties.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #8

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None



Village Clerk's Office

31 West Quincy Street • Westmont, Illinois 60559
Tel: 630-981-6220 Fax: 630-829-4441

MISCELLANEOUS:

- Mayor Gunter talked about the extension of the stay at home order and that face covers will be required in public.
- Trustee Barker thanked Daniel from Sweet & Savory for putting together a lunch for 25 nurses and staff that was delivered to Loyola.
- Mayor Gunter encouraged residents to support our restaurants.

(9) ADJOURNMENT

Motion by **Trustee Liddle** to adjourn the meeting.

Seconded by **Trustee Nero** and the motion passed.

VOTE ON MOTION #9

Ayes: Addington, Barry, Barker, Liddle, Guzzo, Nero

Nays: None

Absent: None

MEETING ADJOURNED AT 7:04 P.M.

ATTEST:

APPROVED:

Virginia Szymski, Village Clerk

Ronald J. Gunter, Mayor

Dated this 7th day of May, 2020



Village of Westmont

Purchase Order

PO Date: 2020-04-27

Page: 1 of: 1

Bill To:

MUNICIPAL SERVICES
31 W QUINCY
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20202820**

Vendor:

ESI CONSULTANTS LTD
1979 NORTH MILL STREET
SUITE 100
NAPERVILLE, IL 60563-1295
Fax: 630-420-1733

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100419	630-420-1700	630-420-1733				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Ogden Median - Ph. 3 Construction Ogden Median - Ph 3 Construction GL Account: 3053030 - 55033 - 1GOV Ship To: MUNICIPAL SERVICES 31 W QUINCY WESTMONT, IL 60559	1.0	EACH	\$67,550.00	\$67,550.00	

By: Spencer Parkes
Authorized Signature

PO Total \$67,550.00

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-04-30

Page: 1 of 1

Bill To:

MUNICIPAL SERVICES
31 W QUINCY
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **21200007**

Vendor:

Bell Fuels, Inc.
1515 Creek Drive
Morris, IL 60450

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100125	815-416-1060					
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Fuel Purchase - FY 21 GL Account: 0154240 - 56022 - 5INF Ship To: MUNICIPAL SERVICES 31 W QUINCY WESTMONT, IL 60559	1.0	EACH	\$200,000.00	\$200,000.00	

By: Spencer Parkes
Authorized Signature

PO Total **\$200,000.00**

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-04-30

Page: 1 of 1

Bill To:

MUNICIPAL SERVICES
31 W QUINCY
WESTMONT, IL 60559

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order #

21200012

Vendor:

MEADE, INC.
9550 W 55TH STREET
SUITE A
MCCOOK, IL 60525
Email: dporemba@meade100.com
Fax: 708-588-2501

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100636	708-588-2500	708-588-2501				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	2021 Locate/Repair lights Street light repairs & locates for 2021 GL Account: 0154230 - 55041 - 5INF Ship To: MUNICIPAL SERVICES 31 W QUINCY WESTMONT, IL 60559	1.0	EACH	\$75,000.00	\$75,000.00	

By: *Spencer Parkes*
Authorized Signature

PO Total **\$75,000.00**

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.

*This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.

*Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.

*The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-05-01

Page: 1 of: 1

Bill To:

ADMINISTRATION
31 W QUINCY
WESTMONT, IL 60559
Phone: 630-981-6216

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **21200010**

Vendor:

CLARKE ENVIRONMENTAL MOSQUITO
675 SIDWELL COURT
ST. CHARLES, IL 60174
Email: accountsreceivable@clarke.com
Fax: 630-672-7439

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100102	800-323-5727	630-672-7439				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Mosquito Abatement Services -FY21 GL Account: 0154250 - 55031 - 5INF Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	4.0	EACH	\$19,880.00	\$79,520.00	

By: Spencer Parkes
Authorized Signature

PO Total \$79,520.00

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-05-01

Page: 1 of 1

Bill To:

ADMINISTRATION
31 W QUINCY
WESTMONT, IL 60559
Phone: 630-981-6216

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **21200008**

Vendor:

Bestco Benefit Plans, LLC
Benistar
10 Tower Lane
Suite 100
Avon, CT 06001

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100558						
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	RI) Retiree Health Insurance Premiums RI) Retiree Health Insurance Premium for FY21, reimbursed by retirees GL Account: 0110104 - 11767 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	12.0	EACH	\$15,000.00	\$180,000.00	
					\$180,000.00	

By: Spencer Parkes
Authorized Signature

PO Total \$180,000.00

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.

*This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.

*Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.

*The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-05-01

Page: 1 of 1

Bill To:

ADMINISTRATION
31 W QUINCY
WESTMONT, IL 60559
Phone: 630-981-6216

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **21200011**

Vendor:

GOVERNMENT INSURANCE NETWORK
ASSURANCE c/o GIN
111 N. CANAL STREET, SUITE 550
CHICAGO, IL 60606
Email: sremmenga@assuranceagency.com
Fax: 847-440-9131

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100440	312-625-5616	847-440-9131				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
	Employee Insurance Payment FY 21					
1	Employee Health Insurance Payments GL Account: 0110104 - 11765 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	1.0	EACH	\$750,000.00	\$750,000.00	
2	Employee Health Insurance Payments GL Account: 0110104 - 11765 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	1.0	EACH	\$750,000.00	\$750,000.00	
3	Employee Health Insurance Payments GL Account: 0110104 - 11765 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	1.0	EACH	\$750,000.00	\$750,000.00	

By: *Spencer Parkes*
Authorized Signature

PO Total \$2,250,000.00

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.

*This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.

*Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.

*The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



Village of Westmont

Purchase Order

PO Date: 2020-04-30

Page: 1 of 1

Bill To:

ADMINISTRATION
31 W QUINCY
WESTMONT, IL 60559
Phone: 630-981-6216

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **21200009**

Vendor:

EMERALD MARKETING, INC.
28 SOUTH WATER STREET
SUITE 301
BATAVIA, IL 60510
Fax: 630-995-3484

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100164	630-995-3482	630-995-3484				
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Neighbors Magazine-9pg+addl mailing FY20-21 Neighbors Magazine-9pg+addl mailing 75% FY 20-21 GL Account: 0151112 - 58035 - 1GOV \$19,836.66 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	6.0	EACH	\$3,306.11	\$19,836.66	
2	Neighbors Magazine-9pg+addl mailing 25% FY 20-21 GL Account: 0151112 - 58035 - 1GOV \$6,612.24 Ship To: ADMINISTRATION 31 W QUINCY WESTMONT, IL 60559 Phone: 630-981-6216	6.0	EACH	\$1,102.04	\$6,612.24	

By: Spencer Parkes
Authorized Signature

PO Total \$26,448.90

*All vendors must comply with applicable regulations of the Illinois Department of Human Rights.
 *This order is exempt from Federal Excise Tax under title 25 USCA, and from Illinois Sales Use and Service Taxes. E9997-4320-07.
 *Acceptance of this Purchase Order constitutes agreement by vendor that any action arising out of this Agreement may be commenced only in the State or Federal courts located in DuPage County and/or the Northern District of Illinois. The prevailing party shall have their attorney's fees and court costs paid by the losing party.
 *The Village of Westmont will process all bills in accordance with the Illinois Government Prompt Payment Act 50 ILCS 505.



P20-____ Village of Westmont
Proclamation - Municipal Clerks Week
May 3th through May 9th, 2020

WHEREAS, The Office of the Municipal Clerk, is a time-honored and vital part of local government that exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants, and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

WHEREAS, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, The Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Village Clerk through participation in educational programs, seminars, workshops and the annual meetings of their county, state and country; and

WHEREAS, It is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW THEREFORE, I, Ronald J. Gunter, Mayor of the Village of Westmont, do hereby proclaim:

May 3- May 9, 2020 as *MUNICIPAL CLERKS WEEK*

In the Village of Westmont and further extend appreciation to our own
Municipal Clerk, Virginia Szymiski,
and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois, this 7th day of May, 2020.

Ayes: _____ Nays: _____ Absent: _____

BY:

ATTEST:

Mayor Ronald J. Gunter

Deputy Clerk, Alicja Richards



P20-_____
Village of Westmont
PUBLIC SERVICE RECOGNITION WEEK
May 3-9, 20

Honoring public servants and connecting citizens with their government

WHEREAS, Americans are served every single day by public servants at the federal, state, county and local levels. These unsung heroes do the work that keeps our nation working;

WHEREAS, Celebrated since 1985, PSRW is a nationwide public education campaign honoring the men and women who serve our nation as federal, state, county and local government employees.

WHEREAS, public employees take not only jobs, but oaths;

WHEREAS, Many public servants, risk their lives each day in service to the people of the United States and around the world;

WHEREAS, Public servants day in and day out provide the diverse services demanded by the American people of their government with efficiency and integrity; and

WHEREAS, Without these public servants at every level, continuity would be impossible in a democracy that regularly changes its leaders and elected officials;

THEREFORE, I, Ronald J. Gunter Mayor of the Village of Westmont, do hereby declare and proclaim to all citizens and set seal hereto, that May 3-9, 2020, is Public Service Recognition Week.

All citizens are encouraged to recognize the accomplishments and contributions of government employees at all levels — federal, state, county and local.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois, this 7th day of May, 2020.

Ayes: _____ Nays: _____ Absent: _____

Ronald J. Gunter
Mayor

Attest: _____
Virginia Szymski
Village Clerk



POLICE DEPARTMENT
500 North Cass Avenue, Westmont, Illinois 60559-1503

Main: 630-981-6300 Records: 630-981-6303
Investigations: 630-981-6302 Administration: 630-981-6363
westmont.il.gov | police@westmont.il.gov



P20- _____

National Police Week



May 10 thru May 16, 2020

In 1962, President Kennedy proclaimed May 15th as National Peace Officers Memorial Day and the calendar week in which May 15th falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.

WHEREAS, the crisis that our nation and the world is currently facing due to the CoVid19 pandemic has resulted in the cancellation of public gatherings during National Police Week 2020; and

WHEREAS, this crisis will not deter us from honoring our heroes; and

WHEREAS, there are over 900,000 law enforcement officers serving all the communities across the United States, including the dedicated members of the Westmont Police Department; and

WHEREAS, since the first recorded death in 1791, and this year 307 names of law enforcement officers in the United States have made the ultimate sacrifice and have been killed in the line of duty; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington D.C.; and

THEREFORE, BE IT RESOLVED, I Ronald J. Gunter, by virtue of the authority vested in me, as Mayor of the Village of Westmont, do hereby proclaim May 10th thru May 16th as Police Week in the Village of Westmont, and May 15th as Peace Officers Memorial Day. We publicly salute the service of the men and women of the Westmont Police Department and those law enforcement officers protecting us in all communities across this great nation.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois, this 7th day of May, 2020.

Ayes: _____ Nays: _____ Absent: _____

Ronald J. Gunter
Mayor

Attest: _____
Virginia Szymiski
Village Clerk



Proclamation 20-_____

Dementia Action Week

Whereas, previously known as Dementia Awareness Week, Dementia Action Week takes place between the 11th and the 17th of May. The goal of Dementia Action Week is to encourage people to take action to improve the lives of those affected by dementia, working to create a dementia-friendly

Whereas, through education and awareness, Westmont's Dementia Friendly Advisory Committee strive to build a Dementia Friendly Community that supports those living with dementia and their families; and

Whereas, participation in working to enable all dementia residents the opportunity to keep an active role in our community is a goal of Dementia Action Week; and,

THEREFORE, I, Ronald J. Gunter Mayor of the Village of Westmont, do hereby proclaim May 11-17, 2020 as **DEMENTIA ACTION WEEK in Westmont** and call upon all citizens to build toward becoming a Dementia Friendly Community.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois, this 7th day of May 2020.

Ayes: _____ Nays: _____ Absent: _____

Ronald J. Gunter
Mayor

Virginia Szymiski
Village Clerk



FIRE DEPARTMENT
6015 South Cass Avenue, Westmont, Illinois 60559-1503

Tel: 630-981-6400 Fax: 630-829-4486
westmont.il.gov | fire@westmont.il.gov



Proclamation No. 20-_____
EMS Week Proclamation

To designate the Week of May 17-23, 2020, as Emergency Medical Services Week
Ready Today. Preparing for Tomorrow.

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services has grown to fill a gap by providing important, out of hospital care, including preventative medicine, follow-up-care, and access to telemedicine; and

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; now

THEREFORE, I, Ron Gunter, Mayor, Westmont, Illinois, in recognition of this event do hereby proclaim the week of May 17-23, 2020, as **“EMERGENCY MEDICAL SERVICES WEEK”**

This year’s EMS Week theme is Ready Today. Preparing for Tomorrow. This theme, which was developed some time ago, is particularly meaningful as we see the EMS community rallying today to support the COVID-19 crisis, while still responding to the everyday emergencies that are happening in our community.

PASSED AND APPROVED by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois, this 7th day of May, 2020.

Ayes: _____ Nays: _____ Absent: _____

APPROVE:

ATTEST:

Ronald J. Gunter
Mayor

Virginia Szymski
Village Clerk



P20- _____
Village of Westmont Proclamation
National Public Works Week
May 17-23, 2020



“The Rhythm of Public Works”

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of **Westmont**; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers and employees at all levels of government and the private sector, who are responsible for rebuilding, improving and protecting our nation’s transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children in **Westmont** to gain knowledge of and to maintain a progressive interest and understanding of the importance of public works and public works programs in their respective communities; and,

WHEREAS, the year 2020 marks the 60th annual National Public Works Week sponsored by the American Public Works Association/Canadian Public Works Association, be it now,

THEREFORE, I, Ron Gunter, Mayor of the Village of Westmont, do hereby proclaim the week of May 17, 2020 as **“National Public Works Week”** in the Village of Westmont and call upon all citizens and civic organizations in Westmont to acquaint themselves with the issues involved in providing our public works and to recognize the contributions which public works officials make every day to our health, safety, comfort, and quality of life.

PASSED AND APPROVED, by the Mayor and Board of Trustees of the Village of Westmont, DuPage County, Illinois this 7th day of May, 2020.

Ayes: _____ Nays: _____ Absent: _____

Ronald J. Gunter
Mayor

Attest: _____
Virginia Szymski
Village Clerk



Village Board Memo May 7, 2020

Item for Village Board Consideration:

Recommendation from the Planning and Zoning Commission to approve a request from Frank LaGambina, Luxica LLC, regarding the property located at 9-11 West Quincy Street, Westmont for the following:

- A. Request for variances from parking lot requirements as provided in Westmont Zoning Ordinance Sections 10.06(H)--Design; and 10.06(K)--Required Spaces.

Recommended Action:

Approve the requested variances from Section 10.06(H) for parking lot design and from Section 10.06(K) for required parking spaces for a proposed re-use of the building at 9-11 West Quincy Street, subject to the following condition of approval:

- Applicant must pay the required “fee-in-lieu of required parking spaces” in accordance with the requirements of Article A, Section Section 10.06(B)(2).

I. Basis of Recommendation

A. Planning and Zoning Commission Action

The Planning and Zoning Commission held a public hearing on Wednesday evening, February 12th and unanimously recommended ‘approval’ of this request.

B. Background

Mr. LaGambina’s development company, Luxica, is in the process of purchasing the vacant building at 9-11 West Quincy Street. Mr. LaGambina proposes to renovate the building. The first floor is proposed to have 2 tenant spaces--one for a restaurant and one for a retail or office use, while the second floor is proposed to be used for 4 apartment units, each with 2 bedrooms.

C. Critical Issues

The property at 9-11 West Quincy is an existing building in the downtown, and it has been vacant for over 10 years. Like many similar buildings in the downtown, the property does not have sufficient room to provide the required parking spaces for the proposed uses. Parking requirements are calculated as follows:

Use	Formula	Required Spaces
Restaurant with 94 seats and 8 employees	1 stall for every 4 seats plus 2 stall for every 3 employees	24+ 6
1,500 s.f. of "High Volume Commercial"	1 space for every 200 s.f.	8
4 apartments, each with 2 bedrooms	2 spaces for each unit	8
Total Required:		46

Appendix "A", Article X, Section 10.06(K) of the Zoning Code requires 46 parking spaces for the proposed a) restaurant; b) first-floor retail; and c) apartment units on the second floor. As shown on the site plan (see attached), 5 parking spaces will be provided on site, requiring a variance for 41 spaces.

In order to receive the required parking variance, the applicant has agreed to pay the required "fee in-lieu of parking stalls" as required by the Zoning Ordinance. This fee is used by the Village to secure additional parking in other locations in the Downtown area.

1. Parking Lot Design

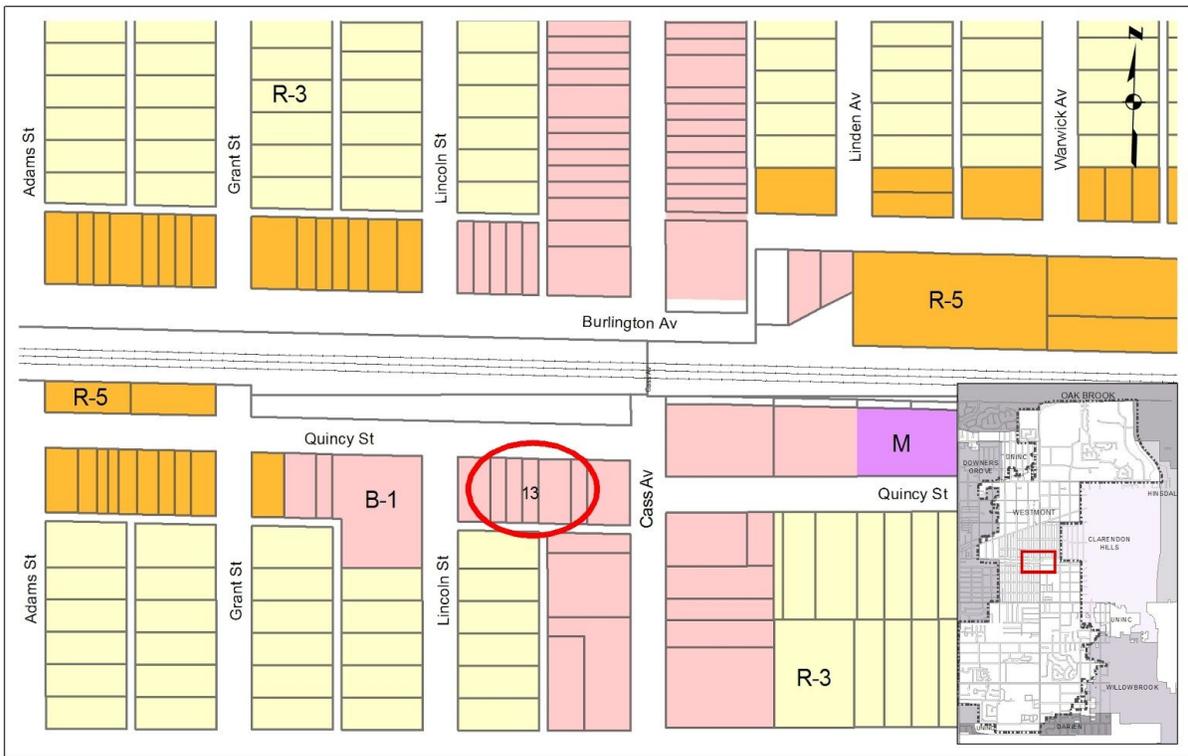
Section 10.06(H) of the Zoning Ordinance provides Design requirements for parking lots, including surfacing, landscaping, and screening requirements. Due to the small size of the proposed parking area and its location within the Village's historic downtown, complying with these requirements would further reduce the amount of parking stalls that could be provided.

2. Zoning Analysis

The subject property is located in the B-1 Limited Business District, and adjacent properties to the east and west are similarly zoned, with Single-family residential uses to the south, beyond the alley. The Zoning Ordinance permits restaurants and general retail-uses in the B-1 District as Permitted or "By-Right" uses, subject to compliance with off-street parking requirements. The building also includes 4 existing apartment units on the second floor, for which parking must also be accommodated on site. Site plan and architectural review are not required, as there is no proposal at this time for changes to the building exterior.



Aerial Map - 9-11 West Quincy Street



Location & Zoning Map

3. Comprehensive Plan

The Village's adopted Comprehensive Plan has multiple sections that call for encouraging the revitalization of the downtown area. Specific examples include:

- Page 37, Chapter 4, Goal 3: Strengthen Downtown Westmont
 - Continue to revitalize Downtown with a mixture of uses;
 - Remove burdensome regulations or procedures that create barriers to Downtown investment and development;
 - Permit Downtown businesses to meet parking requirements through...the existing 'fee-in-lieu-of' parking program
- Page 54, Chapter 5, Commercial Land Use Plan: Downtown
 - Mixed-use buildings should be encouraged to accommodate first floor retail/restaurant uses with office or residential above
- Pages 98 and 102, Chapter 8, Sub-Area Plans: Downtown
 - Development and uses that maintain visual interest and generate foot traffic should be encouraged
 - Maintaining the streetwall is critical...New commercial and mixed-use buildings should be built to the front lot line and surface parking lots should be ...located behind buildings.

D. Legal

Notifications: Public notice was published in the Westmont Suburban Life on January 23rd, 2020. Mailed notices were sent on January 24, 2020. A sign was placed on the property on January 28, 2020.

Code References: Appendix "A", Article X, Sections 10.06(H) and 10.06(K); Appendix "A", Article XIII, Section 13.07

Other Actions: The recommendation of the Planning and Zoning Commission will be referred to the Village Board for a final decision.

II. Recommended Conditions, Stipulations, or Other Requirements

A. Payment of the fee-in-lieu of providing required parking spaces in accordance with the requirements of Article A, Section Sec.10.06(B)(2).

III. Attachments and References

1. Copy of Application and Project Summary, dated February 2, 2020;
2. Parking calculation sheet, dated February 3, 2020;
3. Findings of Fact responses from applicant, dated February 3, 2020;
4. Plat of Survey and Site Plan;
5. Photos of the property and building.



Village of Westmont Planning and Zoning Commission Requests Application and Instructions

Community Development Department
31 West Quincy Street
Westmont, Illinois 60559
630-981-6260

<i>Office Use Only</i>
Date Received: _____
By: _____

Incomplete Applications will not be accepted. All fields are required. If Not Applicable, write "N/A" in the field.

APPLICATION FOR (Check ONE only. Submit additional copies of the form for each application type):

_____ Annexation

ZONING CODE

- _____ Zoning Map Amendment
- _____ Special Use Permit
- Zoning Variance
- _____ Zoning Text Amendment

AGREEMENTS

_____ Planned Development

PLATS

- _____ Preliminary Subdivision/Consolidation Plat
- _____ Final Plat Review
- _____ Final Plat Recording

PLANS

- _____ Site Plan
- _____ Landscape Plan

DESCRIPTION OF SITE:

Common Description (Street Address): 11 W Quincy St Westmont Il 6055

PIN Number(s): 09-09-407-022 Current Zoning and Land Use: B1 Mixed Use Building

Short Legal Description:

LOTS 8 AND 7 IN BLOCK 1 IN WESTMONT, BEING A SUBDIVISION BY ARTHUR T. MC INTOSH AND COMPANY OF THE SOUTHEAST QUARTER AND PART OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 9 , TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON FEBRUARY 15, 1921 AS DOCUMENT 146502, IN DU PAGE COUNTY, ILLINOIS

NOTE--Applicant must provide the FULL Legal Description for the subject property in a text format, such as Microsoft Word, Google Docs, or in the body of an email (See *Application Checklist*).

Existing Structures & Signs: 2 stoy vacant buildng

Description of Project:

Complete re-development to provide first floor commercial space (Total 4000 sq ft) and 4 apartments on the second floor. Development to include significant improvements to all aspects of the building including Life/Safety systems such as Alarm and Sprinklers.

PETITIONER INFORMATION (Person with verifiable and current interest in the property):

Petitioner (and corporation if applicable): Frank La Gambina by Luxica LLC 11 Series

Address: 53 E St Charles Rd Villa Park IL 60181

Phone: 630-400-3477 Email: flagambina@sbcglobal.net

Relationship of Petitioner to Property Owner: Owner Acquiring Popety

PETITIONER #2 INFORMATION (Person with verifiable and current interest in the property):

Petitioner (and corporation if applicable): _____

Address: _____

Phone: _____ Email: _____

Relationship of Petitioner to Property Owner: _____

PROPERTY OWNER INFORMATION (IF DIFFERENT THAN PETITIONER):

Property owner (s) (and corporation if applicable) (list all beneficiaries of Trust): _____

Address: _____

Phone: _____ Email: _____

PROPERTY OWNER #2 INFORMATION (IF DIFFERENT THAN PETITIONER):

Property owner (s) (and corporation if applicable) (list all beneficiaries of Trust): _____

Address: _____

Phone: _____ Email: _____

PROJECT STAFF:

Developer: La Gambina Homes Inc.

Phone: 630-400-3477 Email: flagambina@sbcglobal.net

Attorney: Andrew J Draus

Phone: 630-705-1700 Email: lawdraus@aol.com

Engineer: Dave Johnson Associates Ltd.

Phone: 630-752-8600 Email: djaonline@djaonline.net

Architect:

Phone: _____ Email: _____

Landscape Architect: N.A.

Phone: _____ Email: _____

Each Applicant is solely responsible for compliance with the provisions of the Village of Westmont Zoning Ordinance, Land Development Ordinance, and other ordinances, as well as the provisions, laws, and regulations of any other entity having jurisdiction over any matters coming before the Planning and Zoning Commission and Village Board. **Should this be an application for a parking variance in the B-1 Limited Business District, the applicant acknowledges that Ordinance No. 10-67 requires the payment of a cash-in lieu fee for waived parking spaces.**

The undersigned requests approval of this petition and further certifies on oath that the information contained herein and in all documents submitted in support hereof, is true and correct to the best of my knowledge and belief. By signing below, the applicant and/or property owner grant express permission to Village of Westmont staff and officials to enter onto the site and to inspect the premises as necessary in relation to this application.

By signing below, the applicant and/or property owner acknowledges that the **submittal and review fees are non-refundable.**

PETITIONER SIGNATURE:

Type or print name: Frank La Gambina

Signature: _____

SUBSCRIBED AND SWORN TO BEFORE ME
THIS _____ DAY OF _____, 20 _____

Notary Public

PETITIONER #2 SIGNATURE:

Type or print name: Dan Riordan

Signature:  _____

SUBSCRIBED AND SWORN TO BEFORE ME
THIS _____ DAY OF _____, 20 _____

Notary Public

OWNER SIGNATURE:

Type or print name: _____

Signature: _____

SUBSCRIBED AND SWORN TO BEFORE ME
THIS _____ DAY OF _____, 20 _____

Notary Public

OWNER #2 SIGNATURE:

Type or print name: _____

Signature: _____

SUBSCRIBED AND SWORN TO BEFORE ME
THIS _____ DAY OF _____, 20 _____

Notary Public



11 W Quincy – Questions & Responses 2/2/2020

Dear Westmont Village Board,

We are currently in the process of acquiring the property located at 11 W Quincy St in Westmont for the purposes of redevelopment into a mixed use 2 story property, with commercial space on the first floor and residential on the 2nd floor. The closing is scheduled to occur on Friday, Feb. 5 2020. We are excited to undertake this project! Along with the current 94 unit residential development to the east, we believe this project will “complete the corner” as well as preserve the character of Downtown Westmont.

Project Summary

The total project size is approximately 8,000 sqft. will include approximately 4,000 sqft. of space per floor. The first floor will be commercial space, and the second floor will hold four 2 bedroom, 2 bath apartment units on the second floor. The commercial space will be broken into two units, a space for a 2,500 sqft. restaurant (1,250 sqft. seating, 1,250 sqft. non-seating areas including kitchen, bathrooms, hallways, and storage), and a 1,500 retail space. While detailed floor plans are not yet available, we are currently working with a prospective restaurant tenant who has engaged with an architect and designer and are in the planning stages.

Variance Requested:

In order for this project to be feasible, the plan requires a variance on the required number of parking spaces. We are currently able to provide five parking spaces to the rear of the building. Please see the attached site plan as a reference.

Please find attached:

- Planning and Zoning Commission Application for Variance (Parking variance required)
- Proposed Site Plan
- Plat of Survey

We look forward to working with you on this project! Please feel free to reach out to me directly with any questions or additional information needed at chris@luxicagroup.com. Thank you!

A handwritten signature in black ink, appearing to read 'Chris Czarnowski'.

Chris Czarnowski
Luxica

LUXICA

53 E. St. Charles Rd.
Villa Park, IL 60181

630.290.3502
Fax: 630.255.5210
luxicagroup.com

Feb 3 2020

11 W Quincy

Calculation Of Parking Requirement & Variance Needs Per Ordinance

Summary:

The redevelopment plan for 11 W Quincy calls for 8,000 sqft. of total space. The first floor (~4,000 sqft) is divided into two first floor commercial spaces: a 2,500 restaurant space and 1,500 sqft of additional commercial space. The second floor (~4,000 sqft) is divided into four 2 bedroom apartment units. **As per this planned use, the required parking per the ordinance as calculated below is 46 parking spaces. The property currently provides for 5 parking spaces. Thus the need for variance is 41 spaces as detailed below.**

Note – Calculations below are estimates made on the maximum parking that may be required and used for the purposes of obtaining parking variance.

Detailed Parking Requirements Per Use Calculations:

(1) Restaurant Space (~2,500 sqft)

Restaurants, not including fast-food-service or drive-in establishments: one parking space per 100 square feet of floor area excluding kitchen and storage areas, or one parking space per each four seats including those seats in bars, cocktail lounges and waiting areas, whichever is greater, plus two spaces per each three employees using the maximum number of employees working at any given time.

Method 1 (1 parking space per 100 sqft excluding kitchen and storage):

The restaurant of 2,500 sqft will have approximately 400 sqft of kitchen and storage. Thus the remaining space in the restaurant is 2,100 sqft. **Method 1 results in the need for 21 spaces.**

Method 2 (one parking space per each four seats including those seats in bars, cocktail lounges and waiting areas, whichever is greater, plus two spaces per each three employees):

To further break down the restaurant space, the 2,500 sqft. is planned to have a 400 sqft. kitchen, two 250sqft bathrooms (500 sqft total), and 100 sqft. of bar area (excludes seating area). Thus the remaining space for seating areas is 1,500 sqft. There will be a maximum of 94 seats in this area (a ratio of 17sqft per person). 94 seats / 4 seats per parking spot yields 23.5 spots (rounded to **24 parking spaces**). **Method 2 is greater than Method 1 and is thus used.**

Restaurant Employees

The maximum number of employees at a given time will be eight (1 manager, 1 bartender, 1 table bus employee, 3 servers, and 2 kitchen employees). At two spaces per every three employees, the employee parking requirement is 5.3 which rounds to **6**.

THUS THE TOTAL NEED FOR THE RESTAURANT SPACE IS 24+6=30 PARKING SPACES.

(2) 1,500 Commercial Space

High volume commercial uses.- one off-street parking space for each 200 square feet of floor area

1,500 sqft = 7.5 SPACES NEED FOR 2ND COMMERCIAL SPACE (ROUNDS TO 8)

(3) Residential Space

Dwelling uses. Multiple-family dwellings (2 Bedrooms) - 2 parking spaces for each dwelling unit.

The plan calls for four 2 Bedroom units, thus the requirement for residential is $2 \times 4 = 8$ **parking spaces.**

THUS THE TOTAL PARKING REQUIREMENT FOR THE PLANNED DEVELOPMENT IS 46 PARKING SPACES.

ADDENDUM – RESPONSES TO FINDINGS OF FACT FOR VARIATIONS
Feb 3 2020

(A) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in the district in which it is located.

Under the current code, 46 parking spaces are required (38 for the commercial space and 8 for the residential apartments - 2 Bedroom apartments require 2 parking spaces for each dwelling unit. The property currently has capacity for a maximum of five parking spaces. Therefore, in the absence of a parking variance, the 8,000 sqft property would not be allowed to even have the four planned apartment units, let alone have any commercial space. This is not economically viable.

(B) The plight of the owner is due to unique circumstances.

The goal of this project is to put the building back into productive use. Portions of the existing structure were built 1920's, long before the proliferation of vehicles and parking requirements. The nature of the downtown central business district is similar – older structures, while adding character to the downtown, do not typically meet parking requirements. The nature of downtown itself is unique as compared to newer strip malls on outlying areas where meeting these requirements is more feasible. Another unique factor is that the project is a transit oriented development located directly across from the downtown commuter rail station- this somewhat reduces the need for parking.

(C) The variation, if granted, will not alter the essential character of the locality.

Allowing the variance will actually allow for the preservation of the character of the building in downtown, while at the same time allowing us to provide new businesses for local patrons, and new places to live in Downtown Westmont.

SURVEY LEGEND

- Monumentation Found
- Monumentation Set (IRLS 35-2551)
- (50') Record Dimension
- X- Fence Line

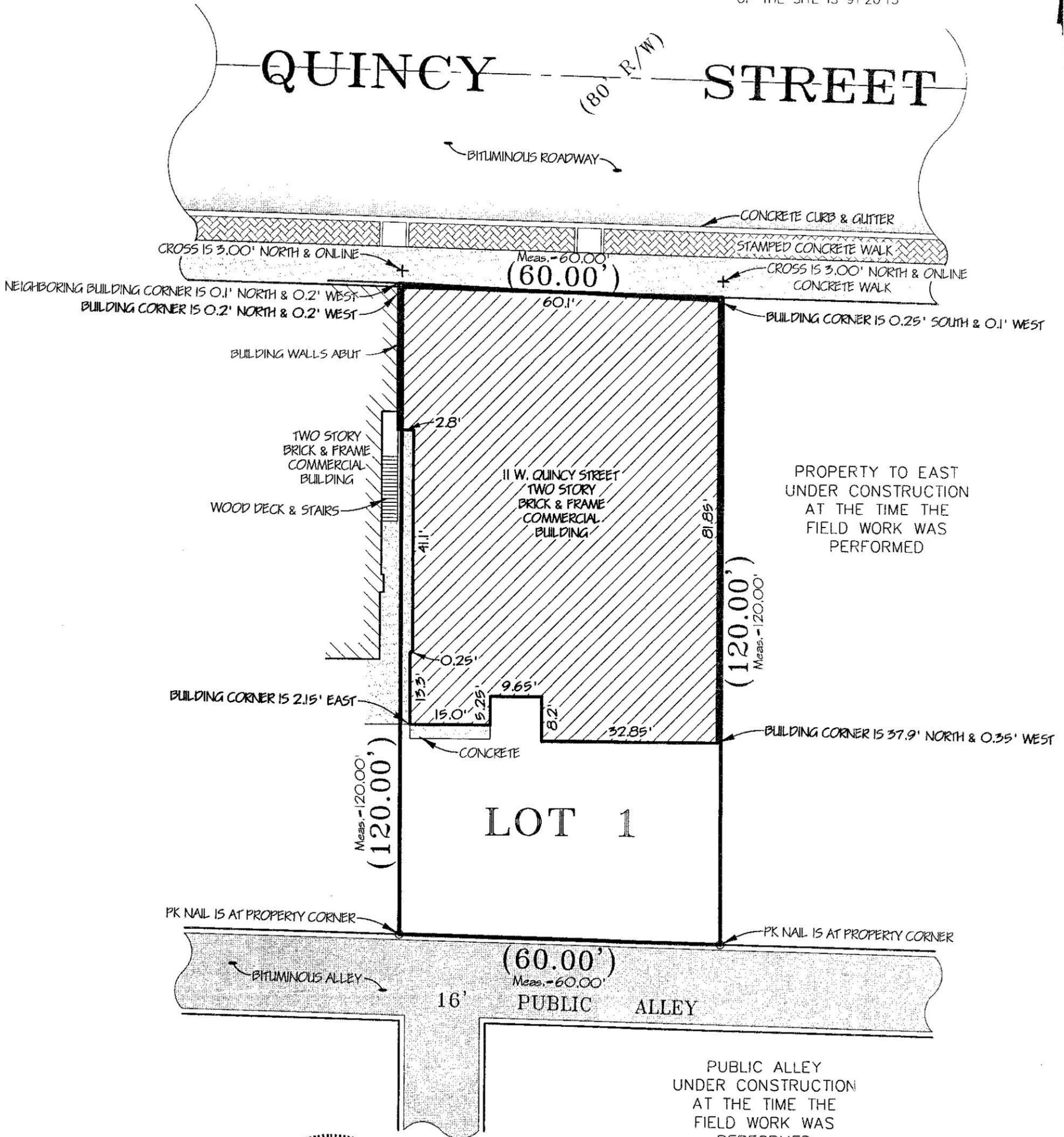
PLAT OF SURVEY

LOT 1 IN ZIVICH SISTER'S RESUBDIVISION OF LOTS 6 AND 7 IN BLOCK 1 IN WESTMONT, BEING A SUBDIVISION BY ARTHUR T. MCINTOSH AND COMPANY OF THE SOUTHEAST QUARTER AND PART OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 15, 1921 AS DOCUMENT 146502, IN DUPAGE COUNTY, ILLINOIS.

AREA OF SITE = 7,200 SQ.FT.

ANGLE ON THE NORTHEAST CORNER OF THE SITE IS 91°20'15"

CARRADUS



NOTES

1. All distances shown hereon are in feet and decimal parts thereof corrected to 68° F. Distances shown along curved lines are Arc Measurements unless otherwise noted.
2. Compare the Legal Description, Building Lines, and Easements as shown hereon with your Deed, Title Insurance Policy or Title Commitment.
3. Consult local authorities for additional setbacks and restrictions not shown hereon.
4. Compare all survey points and report any discrepancies immediately.
5. Consult utility companies and municipalities prior to the start of any construction.
6. Dimensions to and along buildings are exterior foundation measurements.
7. Do Not Assume distances from scaled measurements made hereon.

STATE OF ILLINOIS)
COUNTY OF DU PAGE) SS

THIS IS TO CERTIFY THAT I, ALLEN D. CARRADUS, A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF ILLINOIS, HAVE SURVEYED THE PROPERTY AS DESCRIBED HEREON AND THAT THE ANNEXED PLAT IS A CORRECT AND TRUE REPRESENTATION THEREOF, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SIGNED AND SEALED AT WHEATON, ILLINOIS THIS 26th DAY OF November, A.D. 2019
BY Allen D. Carradus ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2551.
MY LICENSE EXPIRES NOVEMBER 30, 2020.

CARRADUS LAND SURVEY, INC.
Residential & Commercial Land Surveying Services
100 Bridge Street Suite 1, Wheaton, Illinois 60187
(630) 588-0416 (Fax) 653-7682

PREPARED FOR: **ANSELMO LINDBERG & ASSOCIATES LLC**

DRAWN BY: CMG	DATE OF FIELD WORK: 11/26/19	SCALE: 1" = 20'	FLD BK - PAGE: 48-00
			PROJECT NO: 32589

SURVEY LEGEND

- Monumentation Found
- Monumentation Set (IRLS 35-2551)
- (50') Record Dimension
- X- Fence Line

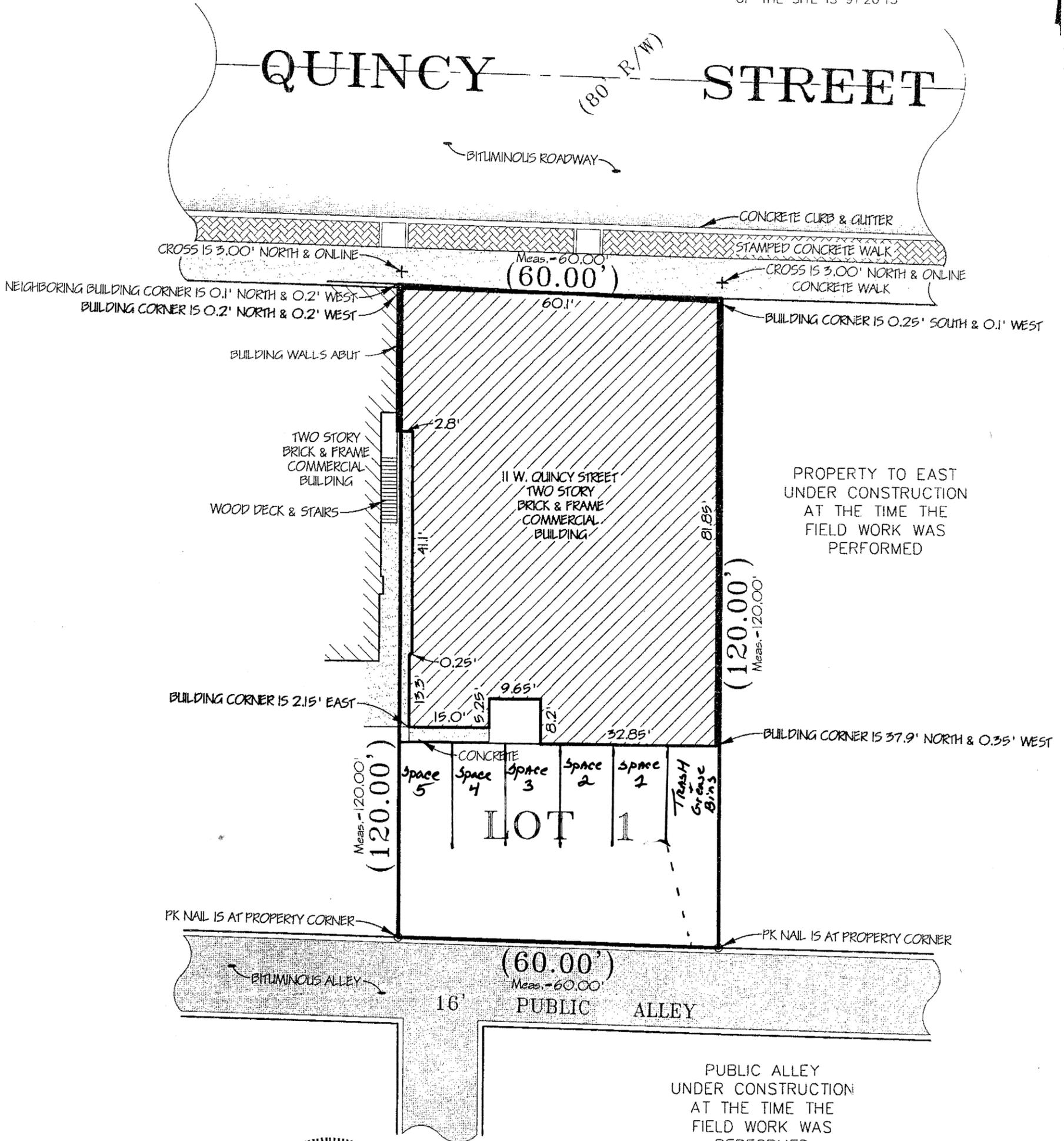
PLAT OF SURVEY

LOT 1 IN ZIVICH SISTER'S RESUBDIVISION OF LOTS 6 AND 7 IN BLOCK 1 IN WESTMONT, BEING A SUBDIVISION BY ARTHUR T. MCINTOSH AND COMPANY OF THE SOUTHEAST QUARTER AND PART OF THE EAST HALF OF THE NORTHEAST QUARTER OF SECTION 9, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 15, 1921 AS DOCUMENT 146502, IN DUPAGE COUNTY, ILLINOIS.

AREA OF SITE = 7,200 SQ.FT.

ANGLE ON THE NORTHEAST CORNER OF THE SITE IS 91°20'15"

CARRADUS



NOTES

1. All distances shown hereon are in feet and decimal parts thereof corrected to 68° f. Distances shown along curved lines are Arc Measurements unless otherwise noted.
2. Compare the Legal Description, Building Lines, and Easements as shown hereon with your Deed, Title Insurance Policy or Title Commitment.
3. Consult local authorities for additional setbacks and restrictions not shown hereon.
4. Compare all survey points and report any discrepancies immediately.
5. Consult utility companies and municipalities prior to the start of any construction.
6. Dimensions to and along buildings are exterior foundation measurements.
7. Do Not Assume distances from scaled measurements made hereon.

STATE OF ILLINOIS)
COUNTY OF DU PAGE) SS

THIS IS TO CERTIFY THAT I, ALLEN D. CARRADUS, A PROFESSIONAL LAND SURVEYOR, LICENSED IN THE STATE OF ILLINOIS, HAVE SURVEYED THE PROPERTY AS DESCRIBED HEREON AND THAT THE ANNEXED PLAT IS A CORRECT AND TRUE REPRESENTATION THEREOF, AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SIGNED AND SEALED AT WHEATON, ILLINOIS THIS 26th DAY OF November, A.D. 2019
BY Allen D. Carradus ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 35-2551.
MY LICENSE EXPIRES NOVEMBER 30, 2020.

CARRADUS LAND SURVEY, INC.
Residential & Commercial Land Surveying Services
100 Bridge Street Suite 1, Wheaton, Illinois 60187
(630) 588-0416 (Fax) 653-7682

PREPARED FOR: **ANSELMO LINDBERG & ASSOCIATES LLC**

DRAWN BY: CMG DATE OF FIELD WORK: 11/26/19 SCALE: 1" = 20' FLD.BK. - PAGE: 48-00 PROJECT NO: 32589

11 W Quincy, Westmont Elevations FEB 3 2020



FRONT ELEVATION



REAR ELEVATION

SUBJECT PHOTOS



EAST ELEVATION



WEST ELEVATION

April 20, 2020

Mr. Noriel Noriega, P.E., CPESC
Village of Westmont
39 E. Burlington Avenue
Westmont, Illinois 60559

Re: Professional Engineering Services Proposal
CBD Alley Reconstruction Project Section G

Dear Mr. Noriega:

Thomas Engineering Group, LLC (TEG) respectfully submits the following Proposal to the Village of Westmont for the CBD Alley Reconstruction Project Section G. TEG is excited about the opportunity to continue to work with Village staff on this project. TEG staff has already assisted the Village with previous alley sections making TEG an excellent fit for this continued assignment. We will continue to investigate and evaluate best design and management practices to ensure that the Village's infrastructure investments are sustainable and cost effective.

PROJECT UNDERSTANDING

The Village of Westmont's Public Works Department is seeking professional engineering services for design services to review and survey current conditions, make recommendations, and provide a detailed design plan and profile, associated details and specifications, and a cost estimate for improvements to the north-south and east-west alley sections located between Quincy Street, Cass Avenue, Richmond Street, and Lincoln Street. The Village desires to utilize the same pavement structure utilized for the previously designed alley sections.

It is our understanding that the alley is located in rights-of-way that are 16 ft. wide, with the north-south alley being approximately 400 ft. in length and the east-west alley being approximately 350 ft.



TEG also understands a portion of the east-west alley has been vacated for a future 4 story residential development, shown in the location map above. TEG understands that close coordination with the developer will be needed throughout the design process to ensure a successful project. The design drawing(s) will be incorporated into a plan set for a project scheduled for construction in spring of 2021.



The scope of engineering services includes the preparation of construction plans and specifications. Specific elements of the Project are listed below to convey a clear understanding of the target Project and required services.

1. A full topographic survey of Alley G, bound by Quincy Street, Cass Avenue, Richmond Street, and Lincoln Street will be completed. Hours for topographic survey of the alley are included in the detailed estimate of Design Fees provided herein.
2. Subconsultant costs for drilling and backfilling two (2) pavement cores/soil borings, infiltration testing, and environmental testing along the alley are included in the detailed estimate of Design Fees provided herein. These will assist in the design and feasibility study of providing a green alley design.
3. Where there are existing utility structures located within pavement (sanitary), existing structures will need to be adjusted to revised grades, removed, or abandoned along with associated infrastructure piping. Hours are included in the detailed estimate of Design Fees provided herein for manhole inspections and engineering of any necessary storm sewer.
4. TEG anticipates that the primary challenges of the project will include carefully planning coordination of construction activities with business, garage access, routine deliveries to businesses, and routine trash collection.
5. Another important challenge of this alley reconstruction program includes preserving the adjacent structures and preventing damage to private property.
6. Consideration has also been given to coordination with the adjacent businesses, the future 4 story residential development, Downers Grove Sanitary District, and other utility owners that may be impacted by the proposed improvements.

PROJECT APPROACH

TEG will initially engage Village staff to determine the specific concerns of the Project. TEG will compile this information and subsequently use our expertise to make recommendations that will best serve the Village. The TEG Team will perform the topographic field survey and begin developing alley improvement plans, specifications, and estimates in accordance with applicable standards and criteria based on the funding type. The following scope applies to an improvement funded entirely with local funds and is an overview of the typical scope of services that are anticipated for professional design engineering services for the CBD Alley Reconstruction Project Section G.

1. Data Collection/Project Initiation
2. Data Analyses
3. Development of Concept Plans and Estimates (30%)
4. Preliminary Plans, Specifications, and Estimates (PS&E) Submittal (60%) and Village Review
5. Pre-Final PS&E Submittal (90%) and Village Review
6. Project Advertisement/Bid Assistance



PHASE I – PRELIMINARY ENGINEERING/PHASE I FOLLOW-UP

The goal of the preliminary engineering is to gain an understanding of the Village's preferred alternative and to evaluate the most cost-effective and context-appropriate improvements that meet the Village's desires and budgetary needs. Our process will use the following steps of Data Collection, Project Initiation, and Data Analysis.

STEP ONE – Data Collection/Project Initiation. Before beginning the project design process, TEG will attend a preliminary meeting with the Village to discuss the purpose and need of the Project, decisions made during the Phase I process, the Project context, and to refine the scope as necessary to develop a shared understanding of the Project.

Data will be obtained from various Village Departments for development of the base drawings for the Project. The TEG Team will evaluate the conditions of relevant features and collect the necessary data required for determining the scope of construction for the existing conditions. TEG will use available surveys, aerials, as-builts, etc. and conduct any additional surveys necessary to prepare the required level of base mapping. The topographic survey will be performed throughout the alley ROW during this STEP. Other types of data that may have to be gathered include:

- a. As-builts/Record Drawings (if available)
- b. ROW plats
- c. Previous Studies
- d. Property Specific Data
- e. Utility Information
- f. Water and sewer main atlases

Upon TEG's completion of base mapping, we will assist the Village with early utility coordination beginning at this stage by sending a notice and base mapping plans to all utilities located within the limits of the affected ROW.

STEP TWO – Data Analyses. The TEG Team will evaluate construction details with Village staff using the data collected in STEP ONE to identify several cost-effective strategies for the preferred alternative. Stormwater conveyance issues will also be identified in this STEP and shared with Village staff to identify the preferred scope of improvement and identification of pavement materials.

PHASE II – DEVELOPMENT OF CONSTRUCTION DOCUMENTS

Construction documents will be developed following decisions made in the preliminary STEPS listed above. Review comments obtained from utility notices will be included in the plans for affected facilities. Estimates of cost and time will be prepared and maintained to track construction costs and schedules.

STEP THREE – Development of Concept Plans and Estimates (30%). TEG will advance the Project's design to a 30% completion level and base drawings will be prepared in the CAD format of the Village's preference. Sheet scales will be determined during their creation. The Project will be designed in English units. Following finalization of preliminary plans, a plan-in-hand review will be performed to verify their accuracy.



A standard set of construction plans and contract documents will be prepared for this Project and are anticipated to include the following items.

- a. **Cover Sheet:** Includes location map, index of drawings, index of IDOT statewide standards, contact information, seal and signature blocks.
- b. **General Notes and Summary of Quantities:** Includes all general notes applicable to this Project, list of all calculated quantities of construction materials with specialty item designations, IDOT pay code numbers, IDOT pay item descriptions, units, and total quantities.
- c. **Alignment, Ties, and Benchmarks:** Includes proposed alley alignment and necessary survey information to construct the improvements.
- d. **Typical Sections:** Includes existing and proposed typical sections with IDOT pay items and any other necessary details.
- e. **Plan & Profile Sheets:** Includes all details necessary for construction such as removals, restoration, geometry, and drainage.
- f. **Cross Sections:** Existing and proposed, plotted at 25 foot intervals, including all details necessary for construction of proposed improvements within the existing ROW.
- g. **IDOT and Westmont Details:** Includes details applicable to the Project.
- h. **Special Provisions:** Includes the necessary IDOT and Village standard language for construction.

STEP FOUR – Preliminary Plans, Specifications, and Estimates (PS&E) Submittal (60%) and Village Review. With comments received from the field checks described in STEP THREE, TEG will advance the Project's design to a 60% completion level.

STEP FIVE – Pre-Final PS&E Submittal (90%) and Village Review. Once all preliminary review comments have been received, TEG will prepare plans, specifications, and estimates for the Pre-Final Submittal. During the 30% and 60% submittals, the various permits will be submitted in accordance with resource agency requirements and design schedule.

STEP SIX – Project Advertisement/Bid Assistance. Once all final review comments have been cleared and approved, TEG will engage the Village prior to advertisement. This proposed task will include the preparation of contract documents including plans and bid packages. TEG will duplicate and transmit all bid documents as necessary. The TEG Team will attend required meetings including the pre-bid conference and bid opening as required by the Village.

DESIGN SCHEDULE

TEG has an excellent record of designing Projects within budget and scope as well as ensuring that Projects are delivered/completed on time. The proposed design schedule is as follows:

- | | |
|---|---------------|
| • Data Collection / Project Initiation | June 2020 |
| • Data Analysis | July 2020 |
| • Development of Concept Plans and Estimate (30%) | August 2020 |
| • Preliminary PS&E Submittal (60%) and Village Review | October 2020 |
| • Pre-Final PS&E Submittal (90%) and Village Review | December 2020 |
| • Project Advertisement | January 2020 |
| • Anticipated Construction Start | April 2021 |



DESIGN FEES

We have utilized a direct labor multiple (DLM) contract type and a factor of 3.0 to calculate our cost estimate of consultant services (CECS) based on the actual Hourly Rate of Pay for the individuals assigned to the Project.

Our geotechnical subconsultant will provide geotechnical soil testing for ecological “green” alley section design. The geotechnical scope of services includes determining the surface infiltration rates of the existing subgrade materials to determine the permeable paver typical cross section, in addition to investigating the soil environmental conditions.

The total hours and costs associated with the project are summarized below:

<u>Scope Item</u>	<u>Job Hours</u>	<u>Total Cost</u>
Base Scope (EXCLUDING Geotechnical Analysis)	381 Hours	\$66,208.00
Geotechnical Soil Analysis	N/A	\$6,500.00
TOTAL		\$72,708.00

Additional details of our estimates can be found in the Schedule of Estimate of Hours and Schedule of Services and Fees in Exhibits “A” and “B”. Please reference the following pages for greater detail of our estimate. While we believe that this estimate accurately reflects our best effort at understanding the scope of work as described in our proposal, we understand that the Village of Westmont may interpret the scope differently and may seek to add, subtract, or modify the scope or level of effort contained herein. TEG is excited to serve the Village of Westmont again and can negotiate the scope and effort to meet the expectations of the Village.

Please note that the hours and fee included above for this project are the total for the full Alley G Phase II engineering design scope. If funding for the project is provided from one or more sources, the total amount necessary is the above regardless of the funding source and can be provided from multiple sources if needed.

If you have any questions or require additional information, please e-mail at nicko@thomas-engineering.com or call me at (815) 531-7868.

Sincerely,

thomas engineering group, llc



Nicholas J. Orf, P.E., CFM, CPESC
Project Manager

Attachments



EXHIBIT "A"
Estimate of Hours
Base Scope



Project: Village of Westmont - Alley Design Section G
 Prepared By: Thomas Engineering Group, LLC
 Date: 04/20/20

SHEET WORK

Plan Sheet Task	Plan Sheet Description (- Clarification)	Scale (If Applicable)	Number of Sheets	Hours Per Sheet	Total Hours
1	Cover Sheet, Index of Sheets		1	1	1
2	General Notes, Summary of Quantities		2	3	6
3	Alignment, Ties, and Benchmarks		2	2	4
4	Typical Sections - Includes existing and proposed typical sections - Sections extend from existing ROW to ROW		1	4	4
5	Plan-Profile Sheets - Includes removal items - Includes proposed geometry - Includes Drainage and Utilities - Includes Erosion Control Plan/Landscaping - Includes Restoration details - Includes construction details		8	8	64
6	Cross Section Sheets (2 per sheet) - Includes existing and proposed elements	25' Intervals	16	4	64
7	IDOT District 1 Details		4	0.5	2
Plan Sheet Subtotal			34		145

NON-SHEET WORK

Non-Sheet Task	Non-Sheet Description	Submittals, Duration, Etc.	Total Hours
1	Data Collection/Eval of Ex. Conditions/Survey	1	80
2	Special Provisions/Opinion of Probable Cost	1	32
3	Drainage, Green Infrastructure, Utilities	1	40
4	Utility/Business/Developer Coordination and Meetings	1	60
5	Bid Opening, Bid Assistance, Pre-Con Meeting	1	8
6	QA/QC (3% of Total)	Entire Project	12
7	Administration and Management (6% of Total)	Entire Project	24
Non-Sheet Subtotal			256

Total 401

The TEG Team will attend required meetings including the pre-bid conference and bid opening as required by the Village. TEG will also attend the pre-construction meeting and provide complete bid assistance following with Request for Information (RFI) assistance during the construction of the Project.

EXHIBIT "B"
Schedule of Services and Fees
Base Scope



TO: Mr. Noriel Noriega, P.E. CPESC
 Village of Westmont
 Public Work Department

Thomas Engineering Group, LLC		Alley G Design Services							TOTAL	
		SHEET WORK								
		TASK 1	TASK 2	TASK 3	TASK 4	TASK 5	TASK 6	TASK 7		
Title	RATE	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	JOB HOURS	DIRECT LABOR
PROJECT MANAGER	\$ 70.00					4			4	\$ 280.00
PROJECT ENGINEER	\$ 60.00		4	2	2	24	24	1	57	\$ 3,420.00
CHIEF SURVEYOR	\$ 55.00								0	\$ -
SURVEY/CADD TECHNICIAN	\$ 44.00	1	2	2	2	36	40	1	84	\$ 3,696.00
QC/QA	\$ 70.00								0	\$ -
TASK SUBTOTAL		1	6	4	4	64	64	2	145	
SUBTOTAL (SHEET WORK) \$										7,396.00

Thomas Engineering Group, LLC		Alley G Design Services							TOTAL	
		NON-SHEET WORK								
		TASK 1	TASK 2	TASK 3	TASK 4	TASK 5	TASK 6	TASK 7		
Title	RATE	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	JOB HOURS	DIRECT LABOR
PROJECT MANAGER	\$ 70.00		4	4	8	4		4	24	\$ 1,680.00
PROJECT ENGINEER	\$ 60.00	4	24	24	40	4		20	116	\$ 6,960.00
CHIEF SURVEYOR	\$ 55.00	44							44	\$ 2,420.00
SURVEY/CADD TECHNICIAN	\$ 44.00	32	4	12	12				60	\$ 2,640.00
QC/QA	\$ 70.00						12		12	\$ 840.00
TASK SUBTOTAL		80	32	40	60	8	12	24	256	
SUBTOTAL (NON-SHEET WORK) \$										14,540.00
TOTAL DIRECT LABOR \$										21,936.00

MULTIPLIER		
3	\$	65,808.00
DIRECT COSTS (COPIES/MAIL/MEETINGS/ETC.)	\$	400.00
DIRECT COSTS (SUBCONSULTANT - PAVEMENT CORES)	\$	6,500.00
TOTAL	\$	72,708.00

BASE SCOPE PROPOSAL \$ 72,708.00