



Village Board Meeting June 29, 2020 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/533/MEETING-INFORMATION](https://westmont.illinois.gov/533/MEETING-INFORMATION). A link to the form will be found here.
- By phone: Call 630-981-6195 and leave your full name, address, and comment. Comment 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 minutes of the Village Board meeting held June 18, 2020.

Background Of Subject Matter Required Parliamentary Procedure.
Type Motion

Documents:

[2020-06-18 VILLAGE BOARD MEETING MINUTES.PDF](#)

b. Finance Ordinance

i. Finance Ordinance #4

Total to be announced at the meeting.

Background Of Subject Matter *
Type Motion

c. Purchase Orders

i. PO 21200231

Thomas Engineering Group LLC \$72,708.00

Background Of Subject Matter CBD Alley G - Phase 1 & 2 Design Engineering
Type Purchase Order
Budgeted Yes
Budgeted Explanation This was identified in the budget as "Not on Hold" due to the project's relationship with the Quincy Station Project.

Documents:

[21200231.PDF](#)

ii. PO 21200232

Thomas Engineering Group LLC \$79,938.00

Background Of Subject Matter Lincoln/Irving Parking Lot - Phase 2 Design Engineering
Type Purchase Order
Budgeted Yes
Budgeted Explanation This was not "On Hold". Because the 1 N Cass project would displace parking, we need to design Lincoln/Irving parking lot right away. If the project is approved, it would be ideal for that lot to be done before the lot on Cass is closed for construction.

Documents:

[21200232.PDF](#)

iii. **Total Of Purchase Orders**

\$152,646.00

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

8. **Unfinished Business**

9. **New Business**

a. **Karen's Korner B1 Permit At 4 West Burlington**

Board to consider an ordinance approving a B-1 Permit application from Kelly Holmes to operate a vintage home goods store called Karen's Korner Woman's Boutique at 4 West Burlington Avenue.

Background Of Subject Matter	Kelly Holmes has operated similar stores in Clarendon Hills and would like to relocate her business to Westmont as soon as possible.
Recommendation	The proposed use is consistent with the B-1 Limited Business District use tables and provisions.
Type	Ordinance

Documents:

[KELLY HOLMES B1 PERMIT APPLICATION.PDF](#)

b. **Engineering Agreement With Anthony Bryant Of Primera Engineers**

Board to consider an ordinance approving an agreement with Anthony Bryant to perform the duties of the Village Engineer and Stormwater Administrator for the Village of Westmont.

Background Of Subject Matter	If hired, Anthony would be responsible for the following duties under the contract: He would be acting Village engineer, Acting Stormwater Administrator, Execute all PW inspections, Perform PW and engineering reviews and other Misc duties.
Recommendation	Staff recommends the proposal for professional engineering services from Anthony Bryant of Primera Engineers.
Type	Ordinance
Budgeted	No

Documents:

c. **Economic Relief Program**

Board to consider an ordinance adopting a Westmont Economic Relief Program.

<i>Background Of Subject Matter</i>	The grant program is designed to provide economic relief to Westmont Businesses.
<i>Type</i>	Ordinance
<i>Budgeted</i>	Yes

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.



Clerk's Office
Village of Westmont

MINUTES OF THE VIRTUAL BOARD MEETING HELD **Thursday, June 18, 2020.**

Mayor Gunter called the meeting to order at **6:00 P.M.**

WESTMONT VIRTUAL VILLAGE BOARD MEETING ROLL CALL:

PRESENT: Mayor Gunter P Clerk Szymski P

TRUSTEES: Addington P Barker P
Barry P Guzzo A
Liddle P Nero P

STAFF:

May <u>P</u> (Village Mgr)	Parker <u>P</u> (Finance Director)	Sylvester <u>P</u> (Community Dev. Director)
Brainerd <u>P</u> (HR Director)	McIntyre <u>P</u> (Communications Director)	Liljeberg <u>P</u> (I.T. Manager)
Chief Gunther <u>P</u> (Police Dept.)	Dep Chief Thompson <u>A</u> (Police Dept.)	Dep Chief Gruen <u>A</u> (Police Dept.)
Chief Riley <u>P</u> (Fire Dept.)	Olsson <u>A</u> (Assistant Finance Director))	Richards <u>A</u> (Deputy Clerk)
Ramsey <u>P</u> (P.W. Director)	Mielcarski <u>P</u> (Management Analyst)	Mulhearn <u>A</u> (Deputy Liquor Commissioner)

ATTORNEY: Zemenak P Carrara A

A QUORUM WAS PRESENT TO TRANSACT BUSINESS.

PRESS:

Bugle A

CHAMBER OF COMMERCE DIRECTOR: Forssberg - P

THE PLEDGE OF ALLEGIANCE WAS WAIVED.

OPEN FORUM:

Manager May reported that there are no submitted comments.

- Shop, dine, discover Westmont.

Village Clerk Szymski

- Garage Sales are now permitted and no permits are required.
- The Community Wide Garage Sale will be August 7, 8 & 9. Those that are interested can sign-up through the Village website.
- The Westmont Library is planning to re-open to the public in July. Look for details to be published on the Library website.
- Wished Trustee Guzzo well.

Trustee Nero

- Recapped the Public Works Committee meeting that was held earlier today.
 - Three 20-Year plaques will be issued to employees: Frank Koulus, Jeff Bonk, Jim Cates. We appreciate all of their hard work.
 - There was a virtual tour of the new public works facility.
 - The next Public Works Committee meeting on September 4th, 2020 may be held in the new facility.
 - So far we have had 130 trees planted in the Village.
 - Well No. 13 is completely gone.
 - We had to install a few water sampling sites.
 - Talked about the Ogden Avenue Median Project.
 - Talked about the water tower competition.
 - Adopt a Planter Program has begun. 16 residents and businesses have adopted planters. The Village will place an adoption sign in each planter identifying the residents and businesses who sponsored the planters.
- Downers Grove Township Assessor's Office put out information on a senior freeze for taxes. The assessor's office will be sending a letter explaining everything. Their offices do have curbside assistance. If anyone is interested in more information, call 630-719-6630.

Trustee Liddle

- The next Administration / Finance Committee meeting will be held on July 2nd at 4:30pm.
- Taste of Westmont will be going "virtual" due to COVID-19. Look for details coming up.
- There will not be Cruisin' Nights in June. Invited Larry McIntyre to discuss what may be done moving forward.
 - Larry McIntyre talked about the discussions he has had with other municipalities. The current thought was in July we can invite classic car owners downtown and cruise the street, which would not be closed off. There would be no Community Events Permit required, since right of way would not be affected.

Trustee Guzzo (absent)

- In Trustee Guzzo's absence Mayor Gunter announced that the Public Safety Committee meeting will be held on August 27 at 4:30pm.

Trustee Barker

- The next issue of Neighbors magazine will feature the Community Hope Collage project on the cover. Please share your messages of Hope in the form of artwork, inspirational writing, and other media. Details will be on the village website. The slogan is "It's OK to not be OK".
- 70.9% of Westmont has responded to the Census. Please ask your friends and neighbors to participate. The deadline for the census has been moved.
- There was an effort to plant trees throughout the Village. Encouraged residents to water them if they are able.
- Mayor Gunter and the Village of Westmont was featured in a video produced by Morton Arboretum regarding the importance of trees in our community. A link to the video can be found on the village website.
- Talked about the time lapse photography project that a local resident did for Smith Woods. That video will be made available for everyone to see.

Trustee Addington

- Talked about the Lions Club efforts to support the PRC. PRC is looking for assistance. Lions Club will also pass out hand sanitizer, masks and other items for free throughout the community.
- The next Community Development Committee meeting is scheduled for July 16, 2020 at 4:30pm.
- There is a Planning and Zoning Meeting on July 8th at the Westmont High School auditorium. There will be a public hearing regarding 1 North Cass, 7-story mixed-use building proposal. If people are interested in giving their feedback or testimony that is the meeting to attend. Other items that will be addressed at this meeting is the parking lot proposal for Nature's Best, the text amendment clarifying that larger office buildings may have accessory deli/restaurant uses and the plat of subdivision for the 700 Oakmont building.
- Over a dozen local restaurants were approved for temporary outdoor seating during Phase 3 of the Governor's COVID-19 reopening plan.
- Las Palmas has reopened and is using their patio.
- The new medical facility on Ogden Ave is moving along.
- There are a lot of positives and new developments happening in Westmont.

Trustee Barry

- The developments in Westmont have been moving forward. Quincy Street has expanded to the park.
- There are many new homes going up near Miller School around Traube and Washington. It almost looks like a new subdivision.
- Talked about Westmont's Strategic Plan and being progressive as we move forward.

Manager May announced that the new deadline for the US Census is October 31, 2020. Manager May also talked about the CARES Act and what that means for Westmont. The State of IL set guidelines for municipalities. Westmont will need to go to the County of DuPage to



Village Clerk's Office

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

receive an allocation. All of the expenses must be justified, but we should be able to get reimbursed for the PPE that we have needed, and other costs associated with effects of COVID-19.

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 minutes of the Village Board meeting held June 4, 2020.

(B) FINANCE ORDINANCE #3: Dated **June 18, 2020** in the amount of **\$ 1,801,314.61.**

(C) PURCHASE ORDERS

21200130	Imperial Service Systems	\$ 29,250.00
2120011	DuPage Metropolitan Enforcement Group	20,800.00
21200171	WBK Engineering, LLC	29,846.50
21200172	Encap	198,602.00
	<u>PURCHASE ORDER TOTAL</u>	<u>\$ 278,498.50</u>
	<u>TOTAL OF PURCHASE ORDERS & FINANCE ORDINANCE #3</u>	<u>\$ 2,079,813.11</u>

(D) PROCLAMATION - GRADUATE RECOGNITION MONTH

Board to consider a proclamation to declare the month of June as Graduate Recognition Month in the Village of Westmont.

Mayor Gunter mentioned that there were several signs put up in Westmont congratulating graduates.

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

VOTE ON MOTION #1

Ayes: Addington, Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

(2) 513 REVERE AVENUE FAR VARIANCE

Economic Development Director Sylvester addressed the Board on this item.

Director Sylvester read a statement from property owner Chris Lavoie, applicant, and property owner.

Manager May stated that this does not change the footprint of the building and that this is all 2nd floor work. Director Sylvester confirmed that information.

Motion by **Trustee Addington** to consider an ordinance approving a zoning code variance to increase the Floor Area Ratio to allow the second-story expansion of a residential property at 513 Revere Avenue.

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

VOTE ON MOTION #2

Ayes: Addington, Barry, Barker, Nero, Liddle

Nays: None

Absent: Guzzo

(3) PROFESSIONAL SERVICES AGREEMENT - SAFE BUILT ILLINOIS LLC

Village Manager May addressed the Board on this item.

Motion by **Trustee Liddle** to consider an ordinance approving a Professional Services Agreement between the Village of Westmont and SAFEbuilt ILLINOIS, LLC.

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

VOTE ON MOTION #3

Ayes: Addington, Barker, Barry, Liddle

Nays: None

Absent: Guzzo

Recused: Nero

(4) DON MORRIS ARCHITECT CONTRACT AMENDMENT

Director Sylvester addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance to amend the fee structure of the contract with Don Morris Architects to reduce the amount billed for a commercial plan exam.

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

VOTE ON MOTION #4

Ayes: Addington Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

(5) "NO SOLICITORS" ORDINANCE AMENDMENT

Village Manager May addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance amending Chapter 22, Article IV, Division 4 of the Westmont Code of Ordinances to address "No Solicitors" signs for charitable/religious solicitations.

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

VOTE ON MOTION #5

Ayes: Addington, Barker, Barry, Liddle, Nero

Nays: None

Absent: Guzzo

MISCELLANEOUS:

- Trustee Barker asked about the times that mobile food trucks are allowed to operate in Westmont.
- Trustee Barker wished a Happy Anniversary to his wife. They have been married for 38 years.
- Finance Director Parker said that an email will be sent out to the Village Board about the time frame for mobile food vendors, as that is handled through the Clerk's Office.
- Mayor mentioned the Food Truck that was licensed on Burlington Avenue. Manager May said that that food truck would only operate til noon.
- Trustee Barry passed on a compliment that was received about Fire Chief Riley.
- Attorney Zemenak confirmed that the solicitor hours are 8am to 5pm.
- Attorney Zemenak reviewed the code for mobile food vendor hours of operation and stated that they are 4:00am - 3:00pm.



Village Clerk's Office

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

(6) ADJOURNMENT

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

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

VOTE ON MOTION #6

Ayes: Addington, Barry, Barker, Liddle, Nero

Nays: None

Absent: Guzzo

MEETING ADJOURNED AT 6:59 P.M.

ATTEST:

APPROVED:

Virginia Szymski, Village Clerk

Ronald J. Gunter, Mayor

Dated this 29th day of June, 2020



Village of Westmont

Purchase Order

PO Date: 2020-06-24

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 # **21200231**

Vendor:

THOMAS ENGINEERING GROUP LLC
238 S KENILWORTH AVE
STE 100
OAK PARK, IL 60302

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100544	855-533-1700					
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	CBD Alley G - Ph. 1 & 2 Design Eng. CBD Alley G - Ph. 1 & 2 Design Engineering - VB approved 5/7/20. GL Account: 3053030 - 55033 - 1GOV \$36,354.00 GL Account: 3353333 - 55033 - 5INF \$36,354.00 Ship To: MUNICIPAL SERVICES 31 W QUINCY WESTMONT, IL 60559	1.0	EACH	\$72,708.00	\$72,708.00	

By: Spencer Parkes
Authorized Signature

PO Total \$72,708.00

*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: 2020-06-24

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 # **21200232**

Vendor:

THOMAS ENGINEERING GROUP LLC
238 S KENILWORTH AVE
STE 100
OAK PARK, IL 60302

Ship To:

See Shipping Information Below

Vendor Number	Vendor Phone Number	Vendor Fax Number	Delivery Reference			
100544	855-533-1700					
Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price	
1	Lincoln/Irving Parking lot Ph. 2 Engineering - Lincoln/Irving Parking lot GL Account: 8358383 - 57061 - 4EDV Ship To: MUNICIPAL SERVICES 31 W QUINCY WESTMONT, IL 60559	1.0	EACH	\$79,938.00	\$79,938.00	

By: Spencer Parkes
Authorized Signature

PO Total **\$79,938.00**

*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.



Part A – Formal Application
B-1 Business District Development Permit Addendum

Village of Westmont Ordinance Section 7.02(F) requires all new uses (businesses) and occupancies to any property or unit in the B-1 zoning district, regardless of whether new construction or structural alterations are required, to obtain a "B-1 District Business District Development Permit". The B-1 zoning district covers most of downtown Westmont—please see the Village's zoning map to determine if a particular property is located in the B-1 zoning district. The Village Board of Trustees shall review all applications for B-1 Business District Development Permits and issue a decision as to whether or not the permit is approved..

The information you provide on this application will be provided to the Village Board to assist them in understanding your proposal and in deciding if a B-1 Business District Development Permit will be issued.

PROPOSED USES

Provide the proposed uses for the project. If the proposed project includes a mix of uses (within a single building or a single development plan), then complete the Mixed-Use Development section. If the proposed project only includes a single type of use, then complete only the Single-Use section.

A. SINGLE-USE

Describe the type of use (i.e., restaurant, retail, office, etc....), including square foot information and, for restaurants and similar uses, seating capacity.

Retail - 775sq ft Karen's Corner Women's

*Boutique - Refinished furniture, paint line (zip code pro)
candles, jewelry, home goods, seasonal*

B. MIXED-USE DEVELOPMENT

Describe the type of use (i.e., restaurant, retail, office, etc....), including square foot information and, for restaurants and similar uses, seating capacity.

For Mixed-Use Development, Please note the proposed amount of each use:

- Commercial: Sq. Ft. _____
- Office: Sq. Ft. _____
- Civic: Sq. Ft. _____
- Residential: Number of units _____

PARKING

Number of Off-street parking spaces required: _____

(Please consult with Village Planner if necessary)

Number of Off-street parking spaces available: _____

Please describe the location of available Off-street parking:

MOVE-IN / TIMEFRAME

Anticipated Construction / Renovation Start Date _____

Anticipated Build-Out Date _____

Remove some fixtures that are currently in the space, & paint to in three pieces -

ADDITIONAL QUESTIONS:

Are there any existing code violations?

- No
- Yes. Please explain: _____

Are there any records of unresolved environmental issues?

- No
- Yes. Please explain: _____

REQUIRED INFORMATION TO SUBMIT:

1. Please include a photograph, elevation, or rendering of the storefront.
2. If available, please provide a copy of your proposed signage.

OTHER PERMITS REQUIRED:

1. A Sign Permit will be required for any proposed signage
2. A Business License will be required
3. An Occupancy Permit will be required



Vintage-fresh's Post



Like



Comment



Share



Danielle Marvika and 2 others



Like



Comment



Share





Vintage-Fresh

October 14, 2016

A Night shot of the shop. I just love it!! T... See More

Boost Post

28

10 Comments

Like

Comment

Share



Green Nest Decor's Post



Like



Comment



Share



Like



Comment



Share





Vintage-Fresh

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January 8, 2024



Aimee Pearson and 34 others · 1 Comment

Like

Comment

Share





June 24th, 2020

Mike Ramsey
Director of Public Works
31 W Quincy Street
Westmont, IL 60559

Re: **Village of Westmont
Proposal for Professional Village Engineering & Stormwater Administrator Services**

Dear Mr. Ramsey:

We are pleased to provide this proposal for professional engineering services to the Village of Westmont to fill the role of Village Engineer and Stormwater Administrator. Primera Engineers proposed Project Manager, Anthony Bryant, has working with the Village of Westmont for 18 years and will bring extensive experience and knowledge of the Village of Westmont to the service that will be provided. In addition, the full resources of Primera, will be available to the Village.

It is our understanding that the following tasks will be the responsibility of Primera as part of this contract:

- Acting Village Engineer
- Acting Stormwater Administrator
- Execute Public Works and Engineering Inspections
- Perform Public Works and Engineering Reviews
- Provide Consulting Services for Stormwater and Drainage Projects
- Participation in Quarterly Village/Public Works Meetings
- Involvement and Planning of Engineering Capital Improvement Projects
- Manage MFT Contracts/Submittals
- General Engineering Consulting Services on an as-needed basis

Scope of Work

Base Scope

Primera will provide professional civil engineering services for the following scope of work:

- Acting Village Engineer: Primera's proposed Project Manager will serve as Village Engineer and work closely with Village Staff and Primera support staff to provide the following tasks:
 1. Public Works and Engineering Inspections and Approvals
 2. Engineering and Public Works reviews for compliance with local and stormwater ordinances
 3. Participation in Village and Public Works meetings when requested
 4. Involvement and Planning of Engineering Capital Improvement Projects
 5. Manage Village Annual MFT Program
 6. Provide General on-call consulting engineering services
 7. Oversight and Management of Village Consultants
- Acting Stormwater Administrator: Primera's proposed Project Manager will serve as Village Stormwater Administrator and work closely with Village Staff and Primera support staff to provide the following tasks:

650 Warrenville Road

Lisle, Illinois 60532

P 630/324.5100 | C 630/885.9385

1. Provide Consulting Services for Stormwater and Drainage Projects
2. Provide Stormwater consulting services and review pursuant to the requirements of the DuPage County Stormwater Management Ordinance.

Assumptions

- Phase I, II, or III engineering design services will be provided under separate contract

Additional Services (Not Included in Current Proposal)

The following services are not included in the current scope or compensation, but can be provided as additional services under separate agreement if desired:

- Any work or service not specifically listed in Scope of Work or Scope of Services above.
- Traffic and Parking Studies and Analysis
- Topographic or Legal Surveys, or construction layout survey services.
- Geotechnical Investigation or Report.
- Environmental surveys, remediation plans, or abatement work.
- Planning or programming meetings with Owner or User groups.
- Utility location or Subsurface Utility Engineering (S.U.E.)
- Earth retaining structures, permanent or temporary.
- Preparation of Engineering Plans and Specifications
- Completion of Phase I Studies
- Phase III Resident Engineering Services (Construction Oversight)
- Payment of filing, permit, or inspection fees for any Authority Having Jurisdiction (AHJ).

Schedule

We understand that time is of the essence for the Village. Primera is available to begin work immediately upon receipt of written Notice to Proceed. Primera anticipates for budgetary purposes a project duration of approximately six (6) months, subject to renewal by mutual agreement with Primera Engineers and the Village.

Compensation

Primera will be compensated on a time and materials basis and will provide the described scope of work and services for a cost not-to-exceed fee of: **\$50,000.00**

Additional funding can be added to this contract by mutual agreement by Primera Engineers and the Village of Westmont.

Additional scope and tasks may be added to this contract through mutual agreement by Primera Engineers and the Village of Westmont.

Primera Engineers will bill the Village monthly based on the attached Standard Rate Sheet.

We appreciate the opportunity to be of service to you on this project. We will honor the terms outlined in this proposal for a period of 30 days from the date of the proposal; after this time we reserve the right to revisit terms herein. Should you have any questions or comments on this proposal, please do not hesitate to contact Anthony Bryant at 630-885-9385 or myself at 312-242-6414.

Sincerely,

PRIMERA ENGINEERS, Ltd.



Robert J. Deming, PE, LEED Green Associate
Vice-President/Civil Group Manager

Copy to: AJB

M:\2020 Proposals\20200574\Submittal\Civil\20200574 - Westmont Village Engineering Proposal.docx

MAXIMUM BILLING RATES PER YEAR					
TITLE	2020	2021	2022	2023	2024
Principal	\$ 371.00	\$ 383.00	\$ 394.00	\$ 406.00	\$ 418.00
Senior Project Manager	\$ 230.00	\$ 244.00	\$ 250.00	\$ 258.00	\$ 265.00
Project Manager	\$ 169.00	\$ 174.00	\$ 179.00	\$ 184.00	\$ 190.00
Senior Program Manager	\$ 266.00	\$ 274.00	\$ 282.00	\$ 291.00	\$ 300.00
Program Manager	\$ 162.00	\$ 167.00	\$ 172.00	\$ 177.00	\$ 182.00
Engineer 5	\$ 262.00	\$ 270.00	\$ 278.00	\$ 286.00	\$ 295.00
Engineer 4	\$ 211.00	\$ 217.00	\$ 224.00	\$ 230.00	\$ 237.00
Engineer 3	\$ 160.00	\$ 164.00	\$ 169.00	\$ 174.00	\$ 180.00
Engineer 2	\$ 129.00	\$ 133.00	\$ 137.00	\$ 141.00	\$ 145.00
Engineer 1	\$ 90.00	\$ 92.00	\$ 95.00	\$ 98.00	\$ 101.00
Architect 4	\$ 167.00	\$ 172.00	\$ 178.00	\$ 183.00	\$ 188.00
Designer 4	\$ 142.00	\$ 146.00	\$ 150.00	\$ 155.00	\$ 159.00
Designer 3	\$ 124.00	\$ 128.00	\$ 132.00	\$ 136.00	\$ 140.00
Designer 2	\$ 110.00	\$ 113.00	\$ 116.00	\$ 120.00	\$ 123.00
Designer 1	\$ 85.00	\$ 88.00	\$ 90.00	\$ 93.00	\$ 96.00
Commissioning Authority 4	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00	\$ 180.00
Analyst	\$ 103.00	\$ 106.00	\$ 109.00	\$ 112.00	\$ 116.00
Senior Technician	\$ 80.00	\$ 83.00	\$ 86.00	\$ 89.00	\$ 92.00
Technician 4	\$ 139.00	\$ 143.00	\$ 148.00	\$ 152.00	\$ 157.00
Technician 3	\$ 108.00	\$ 111.00	\$ 115.00	\$ 118.00	\$ 122.00
Technician 2	\$ 85.00	\$ 90.00	\$ 95.00	\$ 100.00	\$ 105.00
Technician 1	\$ 76.00	\$ 78.00	\$ 81.00	\$ 83.00	\$ 86.00
Project Management Assistant	\$ 89.00	\$ 92.00	\$ 95.00	\$ 97.00	\$ 100.00
Project Coordinator	\$ 88.00	\$ 90.00	\$ 93.00	\$ 96.00	\$ 99.00
Administrative	\$ 77.00	\$ 80.00	\$ 82.00	\$ 84.00	\$ 87.00

3% rate increase per year is for cost of living/inflation adjustment