

VILLAGE OF ALGONQUIN
VILLAGE BOARD MEETING
March 2, 2021
7:30 p.m.
2200 Harnish Drive

In light of the current COVID-19 public health emergency, Governor J.B. Pritzker's Gubernatorial Disaster Proclamation, and the Village's Continuation of Proclamation of Local Disaster Emergency in response thereto, the Village President has determined that an entirely in-person meeting is not practical or prudent because of the disaster. This meeting will be held remotely and in-person, but there will be a limit of ten (10) in-person seats available for the public in the Village Board Room. The following information is being made available to the public for the purpose of public participation in the spirit of transparency and an open meeting process.

The complete Village Board packet is posted at the Algonquin Village Hall and may be viewed online via the Village Board's link on the Village's website, www.algonquin.org. If you would like to listen to the meeting, please go to <https://algonquin.zoom.us/j/94698133560> or dial in (877)853-5257, (888)475-4499, or (312)626-6799 webinar ID **946 9813 3560**. If you wish to submit any public comment, please contact the Deputy Village Clerk in advance of the meeting at 847-658-5609 or meetingcomments@algonquin.org or during the to comment during the meeting public comment portion of the meeting after logging into the zoom meeting, please raise your hand and you will be called on, if you are dialing in, dial *9 to raise your hand. The Village will attempt to read such public comments during the public commentary portion of the meeting. Any comments received during the meeting but after the public commentary portion has ended will be provided in writing to the Village Board members after the meeting.

Remote meetings will be recorded for the purpose of accurate meeting minutes.

-AGENDA-

- 1. CALL TO ORDER**
- 2. ROLL CALL – ESTABLISH QUORUM**
- 3. PLEDGE TO FLAG**
- 4. ADOPT AGENDA**
- 5. AUDIENCE PARTICIPATION**
(Persons wishing to address the Board, if in person must register with the Village Manager prior to call to order, otherwise see the information above regarding participation.)
- 6. CONSENT AGENDA/APPROVAL:**
All items listed under Consent Agenda are considered to be routine by the Village Board and may be approved and/or accepted by one motion with a voice vote.
 - A. APPROVE MEETING MINUTES:**
 - (1) Village Board Meeting Held February 16, 2021
 - (2) Committee of the Whole Meeting Held February 16, 2021
- 7. OMNIBUS AGENDA/APPROVAL:**
The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote.
(Following approval, the Village Clerk will number all Ordinances and Resolutions in order.)
 - A. ADOPT RESOLUTIONS:**
 - (1) Adopt a Resolution Accepting and Approving an Agreement with Moore Landscape for the 2021 Downtown Flower and Planter Bed Maintenance Program in the Amount of \$94,250.00
 - (2) Adopt a Resolution Accepting and Approving the Supplemental Expenditures of MFT Funds for the Harper Drive Pike Path in the Amount \$65,026.12
- 8. DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AND/OR OMNIBUS AGENDA**
- 9. APPROVAL OF BILLS FOR PAYMENT AND PAYROLL EXPENSES AS RECOMMENDED BY THE VILLAGE MANAGER**
 - A. List of Bills Dated March 2, 2021 totaling \$2,316,782.02**
- 10. COMMITTEE OF THE WHOLE:**
 - A. COMMUNITY DEVELOPMENT**
 - B. GENERAL ADMINISTRATION**
 - C. PUBLIC WORKS & SAFETY**
- 11. VILLAGE CLERK'S REPORT**
- 12. STAFF COMMUNICATIONS/REPORTS, AS REQUIRED**
- 13. CORRESPONDENCE**
- 14. OLD BUSINESS**
- 15. EXECUTIVE SESSION: If required**
- 16. NEW BUSINESS**
- 17. ADJOURNMENT**



MINUTES OF THE REGULAR VILLAGE BOARD MEETING
OF THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF
ALGONQUIN, McHENRY & KANE COUNTIES, ILLINOIS
MEETING OF FEBRUARY 16, 2021
HELD REMOTELY DUE TO COVID-19 EMERGENCY DECLARATION

CALL TO ORDER AND ROLL CALL: Acting Village President Debby Sosine, called the meeting to order at 7:30 P.M. with Village Clerk, Maggie Auger, calling the roll.

Trustees Present: Laura Brehmer, Jerry Glogowski, Janis Jasper, John Spella, Jim Steigert and Acting Village President Debby Sosine

Staff in Attendance: Tim Schloneger, Village Manager; Mike Kumbera, Assistant Village Manager; Russ Farnum, Community Development Director; Police Chief, John Bucci; Michelle Zimmerman, Public Works; Katie Glock, Recreation Superintendent, Kevin Crook, Chief Innovations Officer. Also in attendance, Village Clerk, Maggie Auger, and Village Attorney, Kelly Cahill.

PLEDGE TO FLAG: Clerk Auger led all present in the Pledge of Allegiance.

ADOPT AGENDA: Moved by Trustee Jasper, seconded by Trustee Spella, to adopt tonight's agenda as amended, excluding #6 and #16.

Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Steigert, and Acting Village President Sosine.

Motion carried; 6-eyes, 0-nays.

AUDIENCE PARTICIPATION:

NONE

PRESENTATION: Transportation Project Award presentation was postponed.

CONSENT AGENDA: The Items under the Consent Agenda are considered to be routine in nature and may be approved by one motion with a roll call vote.

A. APPROVE MEETING MINUTES:

- (1) Village Board Meeting Held on February 2, 2021
- (2) Committee of the Whole Meeting Held on February 9, 2021

B. VILLAGE MANAGERS REPORT FOR THE MONTH OF JANUARY 2021

Moved by Trustee Spella, seconded by Trustee Glogowski, to approve the Consent Agenda of February 16, 2021.

Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Steigert, and acting Village President Sosine.

Motion carried; 6-eyes, 0-nays.

OMNIBUS AGENDA: The following Ordinances, Resolutions, or Agreements are considered to be routine in nature and may be approved by one motion with a roll call vote.

(Following approval, the Village Clerk numbers all Ordinances and Resolutions in order)

A. PASS ORDINANCES:

- (1) **2020-O-07:** Pass an Ordinance declaring Certain Items as Surplus

B. ADOPT RESOLUTIONS:

- (1) **2020-R-06:** Pass a Resolution Authorizing the Purchase of Technology Upgrades: High Availability Virtualization Equipment from CDWG in the amount of \$88,624.88
- (2) **2020-R-07:** Pass a Resolution Accepting and Approving an Agreement with GOVTEMPSUSA,LLC for the Employee Leasing Agreement of Peggy Blanchard, April 8, 2021 through April 8, 2022 .
- (3) **2020-R-08:** Pass a Resolution Accepting and Approving the Extension of the Boundary Agreement between the Village of Algonquin and Village of Barrington Hills.
- (4) **2020-R-09** Pass a Resolution Accepting and Approving an Agreement with Instituform Technologies USA, LLC for the Ratt Creek Sanitary Sewer Lining, in the amount of \$210,418.35.
- (5) **2020-R-10** Pass a Resolution Accepting and Approving an Agreement with CBBELL Amending the Agreement for the Terrace Hill Phase 3 Construction Engineering Agreement Approving and Additional \$85,000 to carry the Construction Observation/Inspection through the end of the project.

Moved by Trustee Brehmer, seconded by Trustee Glogowski, to approve the Omnibus Agenda for February 16, 2021

Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Steigert, and acting Village President Sosine.

Motion carried; 6-ayes, 0-nays.

DISCUSSION OF ITEMS REMOVED FROM THE CONSENT AND/OR OMNIBUS AGENDA

NONE

APPROVAL OF BILLS: Moved by Trustee Glogowski, seconded by Trustee Brehmer, to approve the List of Bills for payment for February 16, 2021 in the amount of \$852,084.00 including payroll expenses as recommended for approval.

Roll call vote; voting aye – Brehmer, Glogowski, Jasper, Spella, Steigert, and acting Village President Sosine.

Motion carried; 6-ayes, 0-nays.

PAYMENT OF BILLS RECAP:

<u>FUND DESCRIPTION</u>	
GENERAL	\$218,397.22
CEMETERY	2,542.00
STREET IMPROVEMENT	21,875.01
PARK IMPROVEMENT	17,533.55
WATER & SEWER	31,832.60
DEVELOPMENT FUND	19,109.62
BUILDING MAINT. SERVICE	14,878.15
VEHICLE MAINT. SERVICE	<u>32,868.05</u>
TOTAL FUNDS	\$359,036.20

COMMITTEE REPORTS & CLERK'S REPORTS:

UNDER COMMITTEE OF THE WHOLE

A. COMMUNITY DEVELOPMENT:

B. GENERAL ADMINISTRATION:

C. PUBLIC WORKS & SAFETY:

VILLAGE CLERK'S REPORT

Clerk Auger announced future meetings.

STAFF REPORTS:

ADMINISTRATION: Tim Schloneger

- 1) Thanks to Public Works who are out there 24/7 taking care of residents in the snow and cold weather.
- 2) Great response from the liquor licenses fee reduction program, Village had 22 people turn in their COVID related expenses to get that discount.

COMMUNITY DEVELOPMENT: Russ Farnum

- 1) On the Agenda for the March 8, 2021 Planning and Zoning Commission Meeting, proposals from Chick-fil-A and Caseys.
- 2) Staff approved drive up COVID Testing site at River Pointe Shopping Center, the Jewel/Osco on Randall Rd.
- 3) My last Board Meeting and wanted to thank the Board and wish them the best.

POLICE DEPARTMENT: John Bucci

- 1) The PD ran four dates of testing for the officer eligibility list – we had just over 100 applicants, and we posted a list yesterday of 51 individuals that successfully passed the written test. I would like to thank all of the applicants for their interest in pursuing a career in Law Enforcement – special thanks to PW for taking special attention to the Village hall during the testing - Two of the four testing dates were during heavy snow storms.
- 2) Congrats to Russ, it was a pleasure getting to know you and I wish you the best!

PUBLIC WORKS: Michelle Zimmerman

- 1) Public Works has been mostly on snow and ice control this past week. Public Works appreciates all the support from the Village Board.

CORRESPONDENCE & MISCELLANEOUS:

Acting President Sosine congratulated Katie Gock, Stacey VanEnkevort, and Michael Kumbera for meeting the requirements to renew their Certified Park and Recreation Professional (CPRP) certification status.

OLD BUSINESS:

NONE

EXECUTIVE SESSION:

NONE

NEW BUSINESS:

- A. Moved by Trustee Glogowski, seconded by Trustee Brehmer, to approve the Resolution (**2020-R-11**) accepting and Approving the Agreement with GOVTEMPSUSA,LLC for the Employment Services of Mike Darrow as Interim Community Development Director from February 17, 2021 – May 21, 2021 with the option to extend through August 20, 2021.

Roll call vote; voting aye –Brehmer, Glogowski, Jasper, Spella, Steigert, and acting Village President Sosine.

Motion carried; 6-ayes, 0-nays.

ADJOURNMENT: There being no further business, it was moved by Trustee Spella, seconded by Trustee Steigert, to adjourn.

Roll call vote; voting aye – Trustees Brehmer, Glogowski, Jasper, Spella, Steigert, and acting Village President Sosine.

Motion carried; 6-ayes, 0-nays

The meeting was adjourned at 7:48 PM.

Submitted:

Clerk, Maggie Auger

Approved this 2nd day of March, 2021

Acting Village President, Debby Sosine



Village of Algonquin
Minutes of the Committee of the Whole Meeting
Held On February 16, 2021
Held Remotely due to COVID 19

AGENDA ITEM 1: Roll Call to Establish a Quorum

Trustee Brehmer, Chairperson, called the Committee of the Whole meeting to order at 7:49 p.m.

Present: Trustees Laura Brehmer, Jerry Glogowski, Janis Jasper, John Spella, Jim Steigert, and Acting President Debby Sosine. A quorum was established

Staff Members Present: Village Manager, Tim Schloneger; Assistant Village Manager, Michael Kumbera; Public Works, Michelle Zimmerman; Community Development Director, Russ Farnum; Police Chief, John Bucci; Chief Innovation Officer, Kevin Crook; Recreation Superintendent, Katie Gock; Building Commissioner, Craig Arps; Village Clerk, Maggie Auger and Village Attorney, Kelly Cahill.

AGENDA ITEM 2: Public Comment

Chris Kius from Kane County Board Dist#23 informed the Board that the KDOT will be holding a stakeholder planning session and all invited to Zoom meeting on February 25, 2021 at 10 am. COVID vaccine distribute plan in place, but getting vaccines in an irregular rate. So far administered 50,612 doses in Kane County. Kane County will be working with the State to distribute CARES ACT funds for low income rental assistance in the coming months.

AGENDA ITEM 3: Community Development

Mr. Farnum and Mr. Arps

A. Consideration of an Amendment to Chapter 23, Building Codes

Russ Farnam gave an overview of the updating and revising all of Chapter 23. Chapter 23 adopts and amends all the Building Codes enforced by the Village. Currently, Chapter 23 references the 2006 edition of the International Codes (I-Codes). Staff felt it was time for another review based on changes in construction technology, methods and materials.

Additionally, Permit fees have not been updated since the adoption of the 2006 I-Codes.

Consequently, staff felt it was also time to update the Permit Fee Schedule in Appendix B.

After a lengthy discussion by the Committee Members and information given by the Building Commissioner, there were too many outstanding issues to be resolved and cost concerns, so the matter was tabled to a later date.

AGENDA ITEM 4: General Administration

Michael Kumbera

A. Review Proposed Enterprise Fund and Special Fund Budgets for 2021/2022

1. Water and Sewer Operating Fund- The Water and Sewer Operating fund is a separate enterprise fund that does not receive anytax income since revenue is derived solely from the usage of the Village's water and sewerservices. The fund is classified as a true enterprise fund. It is the pure business of

providing water and sewer services. The revenues and expenditures are directly related to the demand for these water and sewer services and are not supplemented by any other fund or tax dollars. The fiscal year 2021/2022 Water and Sewer Operating Fund budget is proposed estimated expenditures of \$10,440,800 and revenues expected to be \$11,170,000 which includes the \$1,320,000 Capital Fund transfer of fees.

2. Swimming Pool Fund - The Swimming Pool Fund is proposed to be balanced with required improvements and maintenance of the facility with \$220,000 in Revenues and \$220,000 in Expenses. With a subsidy from the General Fund (87% of the pool's expenses) to cover maintenance costs, recreational swimming opportunities continue to be offered to the public in the 2021 swim season at affordable rates. The plan is to have the pool open in the 2021 season, however, the Facility will operate within the Federal, State and local health authorities and will look different than in the past.
3. Cemetery Fund - The recommendations proposed in this budget are in line with the amount of activity seen over the past few years. Needed maintenance can continue to improve the appearance of the cemetery and the respect fitting for this facility. Expected revenue is \$44,000 with expenditures at \$43,500.
4. Building Services Fund - The Building Services Fund is a self-balancing fund, with the expenditures being offset by the revenues generated from each department of the Village. The expected Revenues are \$924,000 and expected Expenses are \$924,000. The charges to each department are based on the building maintenance and supply needs of that specific department.
5. Vehicle Maintenance Service Fund - The Vehicle Maintenance Service Fund is a self-balancing fund with the expenditures being offset by the revenues (reimbursements) generated from each department of the Village. The expected Revenues is \$1,163,000 and the expected Expenses are \$1,163,000. The charges to each department are based on the fleet vehicles and equipment maintenance needs of that specific department.

Trustee Brehmer, Chairperson of the meeting asked for a consensus to move this item to the Village Board.

Roll Call Vote: voting aye: Brehmer, Glogowski, Jasper, Spella, Steigert & Acting President Sosine
Consensus: 6 -ayes, 0 -nays

AGENDA ITEM 5: Public Works & Safety

Michelle Zimmerman

A. Consider an Agreement with Moore Landscape for the 2021 Downtown Flower and Planter Bed Maintenance Program

The request for proposals was distributed to five qualified vendors, of which two responded. Both respondents are qualified contractors and would serve us to the level of quality this program requires. Moore Landscapes of Northbrook, Illinois is the contractor who has been providing this service for the last two years. They have provided an excellent product, excellent service, and have been very reliable. We recommend the Village Board award this work for \$94,250 to Moore Landscapes of Northbrook, IL.

Trustee Brehmer, Chairperson of the meeting asked for a consensus to move this item to the Village Board.

Roll Call Vote: voting aye: Brehmer, Glogowski, Jasper, Spella, Steigert & Acting President Sosine
Consensus: 6 -ayes, 0 -nays

B. Consider a Supplement Resolution for the Harper Drive Bike Path Maintenance Expenditures

We received an ITEP (Illinois Transportation Enhancement Program) grant to construct this bike path, for which 80% of the cost of the project was paid for through federal funds distributed through IDOT. In the case of this project, the Village passed an initial resolution to expend \$185,000 for our portion on the project. IDOT's typical time frame for closing out federally funded project is between 3-5 years after they are completed, thus the Village is just receiving the balancing change order and the additional amount owed for our portion of the cost share. A supplemental resolution in the amount of \$65,026.12 is needed in order to final out the Harper Drive Bike Path Project (MFT number 14-00087-00-BT) maintenance expenditures. Thus, it is our recommendation that the Committee of the Whole take action to move this matter forward to the Village Board for approval of this supplemental resolution.

Trustee Brehmer, Chairperson of the meeting asked for a consensus to move this item to the Village Board.

Roll Call Vote: voting aye: Brehmer, Glogowski, Jasper, Spella, Steigert & Acting President Sosine
Consensus: 6 -ayes, 0 -nays

AGENDA ITEM 7: Executive Session

None

AGENDA ITEM 8: Other Business

None

AGENDA ITEM 9: Adjournment

There being no further business, Chairperson Brehmer adjourned the meeting at 9:13 p.m.

Submitted: Maggie Auger, Village Clerk



2021 - R - ____
VILLAGE OF ALGONQUIN
RESOLUTION

BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ALGONQUIN, KANE AND MCHENRY COUNTIES ILLINOIS: that the Village President is authorized to execute an Agreement between the Village of Algonquin and Moore Landscape for the 2021 Downtown Flower and Planter Bed Maintenance Program in the Amount of \$94,250.00, attached hereto and hereby made part hereof.

DATED this 2nd day of March, 2021

APPROVED:

(seal)

Debby Sosine, Acting Village President

ATTEST:

Maggie Auger, Village Clerk

VILLAGE OF ALGONQUIN PURCHASE AGREEMENT - VENDOR (Services)

Effective Date: May 1, 20 21		Purchase Order No.	
Project: Landscape Maintenance Services - Downtown		Location: Downtown Algonquin	
Originating Department:		Public Works	
Owner	Consultant/Vendor	Developer	
Village of Algonquin Address: 110 Meyer Dr. Algonquin, IL. 60102 Phone: 847-658-2754 Fax: Contact: steveludwig@algonquin.org	Name: Moore Landscapes, LLC Address: 1869 Techy Rd. Northbrook, IL. 60062 Phone: 224-577-7520 Fax: Contact: Matt Hentschel	(where applicable) Phone: Fax: Contact:	

COST OF WORK

The Contract Price of the Work under this Purchase Agreement is: \$ 94,250

SCOPE OF WORK:

Furnish the Work/items described below in accordance with the following plans and specifications:

- ⌘ General Contract, dated _____, 20__
- ⌘ Specification No(s): _____, dated _____, 20__
- ⌘ Plans dated : _____
- ⌘ Addendum No(s): _____
- ⌘ Other: Per specifications attached.

The Scope of the Work and prices under this Purchase Agreement are for the duration of project:

QUANTITY	UNIT OF MEASURE	DESCRIPTION/ITEMS	CONTRACT SUM	EXTENSION
1	1	Landscape Maintenance Services - Downtown Algonquin	\$ 94,250 NOT TO EXCEED	\$ 94,250
			TOTAL	\$ 94,250

NOTES:

- 1) The SCOPE OF WORK shall not be changed without written agreement between the Consultant/Vendor and the Owner. Payment is based upon the attached Schedule of values and reimbursables.
- 2) No work beyond the SCOPE OF WORK shall be undertaken until written authorization is received from the Owner. Consultant/Vendor shall notify the Owner when the value of the Services performed equals eighty percent (80%) of the Contract Sum, at which point the Owner, Developer and Consultant/Vendor shall determine the time remaining on the Project for which Consultant/Vendor Services are or may be required, and the sufficiency of the Developer escrow account regarding payment for such Services.

WARRANTIES and INDEMNIFICATION

Consultant/Vendor agrees to employ the skill and efforts of a professional engineer in this area. CONSULTANT/VENDOR SHALL FULLY INDEMNIFY AND SAVE THE OWNER HARMLESS FROM ALL CLAIMS, LIENS, FEES, AND CHARGES, AND THE PAYMENT OF ANY OBLIGATIONS ARISING THEREUNDER, pursuant to the provisions in the Supplemental Conditions attached hereto.

THE TERMS OF THIS PURCHASE AGREEMENT AND THE ATTACHED SUPPLEMENTAL CONDITIONS ARE THE ENTIRE AGREEMENT BETWEEN THE OWNER AND CONSULTANT/VENDOR. No payment will be issued unless a copy of this Purchase Agreement is signed, and dated and returned to the Owner. Material certifications/test reports required.

ACCEPTANCE OF PURCHASE AGREEMENT

The parties, for themselves, their heirs, executors, administrators, successors and assigns, do hereby agree to the full performance of all terms and provisions herein contained. IN WITNESS WHEREOF, the parties hereto have executed this Purchase Agreement the day and year written below.

CONSULTANT/VENDOR:

By: _____
 Representative of Vendor authorized to execute Purchase Agreement

OWNER:

Village of Algonquin
 By: _____
 Title: Acting Village President
 Dated: _____

SUPPLEMENTAL CONDITIONS

- 1. Acceptance of Purchase Agreement:** The Purchase Agreement is an offer to contract, buy or rent and not an acceptance of an offer to contract, sell or rent. Acceptance of this Purchase Agreement is expressly limited to the terms hereof, and in the event that Consultant/Vendor's acknowledgment or other response hereto states terms additional to or different from those set forth herein, this Purchase Agreement shall be deemed a notice of objection to such additional or different terms and rejection thereof. This Purchase Agreement may be accepted by the commencement of any Work hereunder, and in any event, shall be deemed accepted in its entirety by Consultant/Vendor unless the Owner is notified to the contrary within ten (10) days from its date of issue.
- 2. Amendment, Modification or Substitution:** This Purchase Agreement contains the entire agreement between the parties. Any modification or rescission thereof must be in writing and signed by the Owner. No proposals or prior dealings of the parties or trade custom not embodied herein shall alter the interpretation or enforcement of this Purchase Agreement.
- 3. Familiarity With Plans; Qualifications:** Consultant/Vendor acknowledges that it (a) has examined the site of the proposed Work and is familiar with the conditions surrounding same; and (b) has examined the plans and drawings, and has studied and is aware of, and satisfied with, the requirements of the Contract Documents as they relate to Consultant/Vendor's Services under this Purchase Agreement. Consultant/Vendor represents to the Owner that it is fully experienced and properly qualified as an expert to perform the class of work provided for herein, and that it is properly equipped, organized and financed to handle such work. Consultant/Vendor shall finance its own operations hereunder, shall operate as an independent contractor and not as the agent of the Owner, and shall hold the Owner free and harmless from all liability, costs and charges by reason of any act or representations of Consultant/Vendor, its agents or employees.
- 4. Safety:** Insofar as jobsite safety is concerned, the Consultant/Vendor is responsible solely for its own and its employees' activities on the jobsite, but this shall not be construed to relieve the Owner or any construction contractors from their responsibilities for maintaining a safe jobsite. Neither the professional activities of the Consultant/Vendor, nor the presence of the Consultant/Vendor or its employees and subcontractors, shall be construed to imply the Consultant/Vendor has any responsibility for the methods of work performance, superintendence, sequencing of construction, or safety in, on or about the jobsite by others.
- 5. Extra's and Change Orders:** No claim by Consultant/Vendor that any instructions, by drawing or otherwise, constitute a change in Consultant/Vendor's performance hereunder, for which Consultant/Vendor should be paid additional compensation shall be valid, unless prior to commencing such allegedly extra or changed performance, Consultant/Vendor shall have received a written supplement to this Purchase Agreement authorizing such performance signed on behalf of the Owner by a person have actual authority to do so.
- 6. Inspection and Acceptance:** The Owner shall have the right at all reasonable times to inspect all Work performed or furnished by Consultant/Vendor. Notwithstanding any prior inspection or payment, all Work is subject to final acceptance by the Owner.
- 7. Taxes:** This project is tax exempt. The Owner's tax-exempt number is **E 9995 0855 05**.
- 8. Payment:** The Owner will make partial payments to the Consultant/Vendor from time to time for Services performed by the Consultant/Vendor. Provided, however, in no event shall the Owner be obligated to pay Consultant/Vendor any sum that exceeds the Contract Price absent a written change order executed by the Owner. Consultant/Vendor shall invoice Owner monthly on a time and materials basis in the amount(s) and at the rate(s) set forth in the attached Schedule. Each invoice shall detail the dates worked, Services performed, and, where applicable, reimbursable expenses reasonably and directly incurred for such Services. Consultant/Vendor shall only be reimbursed for expenses shown on the attached Schedule. Reimbursement shall be at the amount shown on the attached Schedule, or if no amount is shown, at cost. Consultant/Vendor shall invoice Owner for all Reimbursable Expenses, where applicable, due and owing together with an itemization of such (including receipts). Invoices in compliance with this Purchase Agreement shall be paid by the Owner to Consultant/Vendor within 60 days after Owner's receipt of the invoice. The amount(s) and rate(s) set forth on the attached Schedule include all anticipated costs of providing the Services. No additional costs of any kind may be incurred without the prior written consent of Owner.
- 9. Consultant/Vendor Warranty:** Consultant/Vendor warrants to perform the Services to the best of its ability and in a diligent and conscientious manner and to devote appropriate time, energies and skill to those duties called for hereunder during the term of this Purchase Agreement and in connection with the performance of such duties. All Services performed by Consultant/Vendor pursuant to this Purchase Agreement shall be performed in accordance with all applicable federal, state and local laws, rules and regulations, and shall conform to the *Village's 2006 Contractual Inspection Services Guide* and any specifications and drawings applicable to this Purchase Agreement.

10. Insurance:

10.1 Consultant/Vendor shall at all times maintain business automobile, commercial liability and workers compensation insurance covering its work and all obligations under this Purchase Order, and shall name the Owner as an additional insured on its commercial liability insurance policies for Consultant/Vendor operations under this Purchase Agreement. Liability insurance limits shall be in an such amounts and include such coverages as set forth in the VILLAGE OF ALGONQUIN PURCHASE ORDER INSURANCE REQUIREMENTS attached to this Agreement. Consultant/Vendor shall furnish the Owner with a certificate of insurance and such other documentation (including a copy of all or part of the policy) at the time of execution of this Agreement and thereafter on an annual basis on the anniversary date of this Agreement or at any other time as the Owner deems necessary to establish compliance with this provision.

10.2 Consultant/Vendor shall furnish and pay for surety bonds and with surety or sureties satisfactory to Owner, guaranteeing the full performance of all of the conditions and terms hereof and guaranteeing that Consultant/Vendor shall promptly pay for all labor, materials, supplies, tools, equipment and other charges or costs of Consultant/Vendor in connection with the Work. Such performance and payment bond shall be in an amount determined by Owner.

10.3 Breach of this paragraph is a material breach subject to immediate termination.

11. Indemnity: Consultant/Vendor hereby agrees to indemnify, and hold the Owner directors, officers, employees, agents, successors and assigns (the "Indemnitees") harmless from any and all claims, demands, liability, loss, damage, fines, penalties, attorney's fees and litigation expenses (collectively "Loss") arising out of injury to, including the death of, persons and/or damage to property, to the extent caused by the negligent acts or omissions of Consultant/Vendor, its agents, employees, subcontractors, successors and assigns. In any and all claims against the Owner or any of its agents or employees, by any employee of Consultant/Vendor, the indemnification obligation under this paragraph shall not be limited by any limitation on the amount or type of damages, compensation or benefits payable by or for Consultant/Vendor under workers compensation acts, disability benefits acts or employee benefit acts, or other applicable law. Consultant/Vendor assumes the entire liability for its own negligence, and as part of this Purchase Agreement waives all defenses available to Consultant/Vendor as an employer which limit the amount of Consultant/Vendor's liability to the Owner to the amount of Consultant/Vendor's liability under any workers compensation, disability benefits or employee benefit acts.

12. Term and Termination: The term of this Purchase Agreement shall commence as of the Effective Date and shall continue until the Project is completed or the Purchase Agreement is terminated by either party, or the value of the service provided by Consultant/Vendor has reached 100% of the Contract Sum. Notwithstanding the foregoing, either party may terminate this Purchase Agreement with or without cause at any time by providing written notice within a reasonable period of time prior to termination. In the event of a termination, Consultant/Vendor shall be paid for all services performed through the date of termination, based on the percentage of services completed. In no event shall the Consultant/Vendor be entitled to any additional compensation or damages in connection with a termination hereunder.

13. Remedies: Consultant/Vendor shall, for the duration of this Purchase Agreement, at the discretion of the Owner and at the expense of Consultant/Vendor, undertake or re-do any and all faulty or imperfect Services furnished or performed by Consultant/Vendor thereunder. In the event Consultant/Vendor fails to perform under this Purchase Agreement, it will be in default and the Owner may furnish or perform the same and recover from Consultant/Vendor the cost and expense directly or indirectly resulting there from, including all consequential damages but not limited to the cost or expense of providing such services, inspections, testings and reasonable attorneys fees as a result of a default. The foregoing remedies shall be available in addition to all other remedies available to the Owner.

14. Compliance With Laws: During the performance hereunder, Consultant/Vendor agrees to give all notices and comply with all Laws and Regulations of the United States and/or the State of Illinois applicable to the performance of the Work, including but not limited to those Laws and Regulations regarding the payment of prevailing wages, non-discrimination laws, employment of Illinois workers, labor, wage and collective bargaining. Except where otherwise expressly required by applicable Laws and Regulations, the Owner shall not be responsible for monitoring Consultant/Vendor's compliance with any Laws or Regulations.

15. Notices: All notices, demands, requests or other communications which may be or are required to be given, served, or sent by any party to any other party pursuant to this Purchase Agreement shall be in writing and shall be hand delivered, or sent by courier, or via facsimile with confirmation to the addresses shown on the Purchase Agreement.

16. Records, Reports and Information: Consultant/Vendor agrees to furnish Owner with reports and information regarding the Services performed under this Purchase Agreement, at such times as Owner may reasonably request, making full disclosure of efforts made by Consultant/Vendor and the results thereof. Consultant/Vendor agrees to maintain records, documents, and other evidence which will accurately show the time spent and Services performed under this Purchase Agreement for a minimum period of five (5) years after completion of the Services, and such records shall be subject to audit by Owner upon reasonable advance notice to Consultant/Vendor on a mutually agreed date and time.

17. Assignment: Neither party shall assign this Purchase Agreement without written consent of the other, which consent shall not be unreasonably withheld, except that Owner may unilaterally assign its rights under this Purchase Agreement upon reasonable notice to Consultant/Vendor to the Developer/Owner (if any) identified in this Purchase Agreement.

18. Limitation Of Liability: In no event shall the Owner be liable for special, incidental or consequential damages (including without limitation loss of use, time or data, inconvenience, commercial loss, lost profits or savings) to the full extent such may be disclaimed by law.

19. Waiver: Either party's failure to insist in any one or more instances, upon the strict performance of any provision hereof or to exercise any right hereunder shall not be deemed to be a waiver or relinquishment of the future performance of any such provision or the future exercise of such right, but the obligation of Consultant/Vendor and Owner with respect to such future performance shall continue in full force and effect.

20. Controlling Law, Severability: The validity of this Purchase Agreement or any of its provisions and the sufficiency of any performance thereunder shall be determined under the laws of Illinois. Venue shall be in McHenry County, Illinois. The Owner is entitled recover its reasonable attorneys fees incurred in enforcing the terms of this Purchase Agreement. If any provision or requirement of this Purchase Agreement is declared or found to be unenforceable that balance of this Purchase Agreement shall be interpreted and enforced as if the unenforceable provision or requirement was never a part hereof.

CONSULTANT/VENDOR:

Date

VILLAGE OF ALGONQUIN
PURCHASE ORDER INSURANCE REQUIREMENTS

A. At all times while providing, performing, or completing the Work, Contractor (Contractor/Vendor and Vendor/Consultant) shall maintain the following minimum insurance coverage in the form, and from companies, acceptable to Owner.

1. **Commercial General Liability Insurance**

Limits: Each Occurrence and in the Aggregate \$1,000,000

Such insurance shall include completed operations, contractual liability and personal/advertising injury coverage. The policy will name the Village of Algonquin as an additional insured on a primary non-contributory basis.

2. **Commercial Automobile Liability Insurance**

Limits: Each Occurrence \$1,000,000

3. **Workers Compensation/Employers Liability Insurance**

Limits: Coverage A Statutory
Limits: Coverage B \$1,000,000

The policy will contain a waiver of subrogation clause in favor of the Village of Algonquin.

4. **Umbrella Excess Liability Coverage** *Required if an "x"*

Limits: Each Occurrence and in the aggregate \$2,000,000

The policy will name the Village of Algonquin as an additional insured on a primary non-contributory basis.

5. **Professional Liability Coverage** *(required if professional services are being provided)*

Limits: Each Occurrence \$1,000,000

The Contractor shall provide the Village with a copy of the professional liability insurance policy and any endorsements.

B. All insurance required of the Contractor shall state that it is primary insurance as to additional insureds with respect to all claims arising out of the operations by or on their behalf. If additional insureds have other applicable insurance coverages, those coverages shall be regarded as on an excess or contingent basis.

C. All required coverage shall be placed with an insurance company licensed to conduct business in the State of Illinois and be rated at least A VI by A.M. Best Company.

D. Prior to commencing work under this Agreement, the Contractor shall furnish the Village with a copy of all certificates showing the minimum coverage in insurance companies acceptable to the Village. All Certificates of Insurance required to be obtained by the Contractor shall provide coverages under the policies named shall not be canceled, modified, reduced or allowed to expire without at least thirty (30) days prior written notice given to the Village. All certificates evidencing coverage extended beyond the date of final payment shall be provided at the time of the final pay request. All Certificates of Insurance shall name the Village as additional insured as provided in these Requirements.

E. The Contractor agrees that the obligation to provide insurance as required is solely the Contractor's responsibility and cannot be waived by any act or omission of the Village, including, but not limited to:

1. allowing work by Contractor or any subcontractor of any tier to start before receipt of Certificates of Insurance; or
2. failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance received.

F. The purchase of insurance by the Contractor under this Agreement shall not be deemed to limit the liability of the Contractor in any way, for damages suffered by the Village in excess of policy limits or not covered by the policies purchased.

G. Such insurance coverages and limits are minimums, and shall not be construed in any way as a limitation on the duty of the Contractor to carry adequate insurance or on Contractor's liability for losses or damages under this Contract.

H. The Contractor shall notify the Village, in writing of any possible or potential claim for personal injury or property damage arising out of the work of this Agreement promptly whenever the occurrence giving rise to such a potential claim becomes known to the contractor.

I. The Contractor shall require every subcontractor of any tier, if any, not protected under the Contractor's policies, to maintain insurance of the same nature in amounts, and under the same terms, as required of the Contractor.

This is **SCHEDULE A**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin
Purchase Agreement (Vendor/Services)**
No. _____ effective _____, 20_____

Scope of Work/Services – Vendor/Services

VOA: _____

_____ : _____

Village of Algonquin
Request for Proposals
LANDSCAPE MAINTENANCE SERVICES



ISSUE DATE: January 18, 2021

RFP RESPONSE DEADLINE: February 3, 2021

PROPOSALS RECEIVED AFTER THE SUBMISSION DEADLINE WILL BE DELETED OR RETURNED UNOPENED

RFP COORDINATOR:

Steve Ludwig
General Services Superintendent
110 Meyer Drive
Algonquin, IL 60102
Telephone: 847-658-2754 ex. 4411
Email: steveldudwig@algonquin.org

Summary

The Village of Algonquin request proposals from companies to provide **Landscape Maintenance Services for Downtown Algonquin**.

Issued:	January 18, 2021
Service Requested	Landscape Maintenance Services
RFP Closing Date/Time:	February 3 rd , 2021 – 3 P.M.
RFP Contact:	Steve Ludwig, General Services Superintendent 847-658-2754 ext. 4411 steveludwig@algonquin.org (preferred contact method)

Proposals must be sealed and delivered, or emailed with required signatures and documentation to the attention of Steve Ludwig, General Services Superintendent, Village of Algonquin, 110 Meyer Drive Algonquin, IL 60102 on or before February 3rd, 2021 no later than 3:00 PM. Due to pandemic closure of this building, if you are submitting non-digitally, please email steveludwig@algonquin.org to schedule a delivery time. There will not be a public proposal opening.

All late proposals will be rejected.

A duly authorized representative of the firm must sign all proposals.

All unsigned proposals will be automatically rejected.

The Village of Algonquin administration will competitively evaluate all qualified proposals and present a recommendation to enter into an agreement with the Board of Trustees at the February 9th, 2021 Committee of the Whole meeting.

We appreciate your interest in The Village of Algonquin and look forward to your response.

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Instructions to Proposers

INVITATION TO PROPOSE:

Village of Algonquin invites your firm to submit a proposal in accordance with this Request for Proposals (RFP) for **Landscape Maintenance Services** for landscaping located in downtown Algonquin, Illinois. Your response to this request will be evaluated to determine the qualifications of your firm. Proposals must adhere to the format and content of this RFP. Proposals will not be evaluated unless all parts requested are submitted in a complete proposal package. The information set forth is the minimum required in order to qualify for consideration. The successful proposer shall be required to enter into a landscape maintenance agreement based on the specifications outlined in this RFP.

GENERAL INFORMATION:

The Village of Algonquin, a home rule community as defined by the Illinois Constitution, was incorporated in 1890 and is located approximately 45 miles northwest of the City of Chicago in McHenry and Kane Counties. Algonquin has a land area of 12 square miles and a population of 30,046 as certified in the 2010 Decennial Census.

Policy making and legislative authority are vested in the Village Board, which consists of the President and six trustees. The Village Board is responsible, among other things, for passing ordinances, adopting the budget, appointing committees and hiring the Village Manager and Village Attorney. The Village Manager is responsible for carrying out the policies and ordinances of the Village Board, for overseeing the day-to-day operations of the Village, and for appointing the heads of the Village's departments.

The Village provides a full range of services including police protection, construction and maintenance of streets and other infrastructure, parks and recreation, community development, general services administration, and the operating of the water and wastewater facilities.

The Village owns and maintains 21 active park sites (155 acres) plus an additional 512 acres of protected natural areas, naturalized storm water basins, and undeveloped park sites. Facilities include one (1) community center (Historic Village Hall) and one (1) outdoor swimming facility/splash pad. Recreation is staffed by 1.5 FTEs (not including seasonal staff at the Lions Armstrong Memorial Pool) in the General Services Administration Department and Parks and Forestry is staffed by 13.5 FTEs in the Public Works Department. The Village also partners with local school districts, library districts, churches, and private businesses to provide recreation and Village of Algonquin Comprehensive Parks and Recreation Master Plan RFP 4 leisure services to the community (approximately 1,000 courses offered annually).

In addition to being served by the Village of Algonquin for parks and recreation services, portions of the community are served by separate park districts including the Barrington Hills Park District, Dundee Township Park District, and Huntley Park District.

BACKGROUND:

The Village utilizes long-range planning to define a consistent future vision and strategic priorities as it forces the organization to imagine the desired future of its services, recognizing the realities of the external operating environment and developing an action plan to make the desired future a reality.

To provide the variety of facilities and programs to the Algonquin community and maintain a healthy financial condition, the Village's overall philosophy is to project revenues and expenses conservatively, and to use sound financial planning to achieve the strategic priorities, utilize existing reserves to maintain assets, take steps and allocate resources to address competition, attract and retain customers, and provide a balanced level of services and programs expected by the community. Furthermore, staff recognize that to ensure long-term financial sustainability, the Village must proactively divest in those programs/facilities with declining participation, and those that do not or cannot consistently reach established revenue benchmarks, while putting resources into areas with potential growth. As a result, the Village has had the fiscal agility to use reserves to address capital project needs, maximize and grow revenue, ensure adequate staffing, and undertake key strategic initiatives for long-term success.

To continue maintaining its aging infrastructure and offer the programs, services and new facilities and amenities the community desires, the Village Board and staff must continue to make measured decisions, balancing future community needs against the Village's sound fiscal condition, including implementing the cost recovery models developed during the program planning process, and determining realistic and financially feasible future priorities during the next comprehensive parks and recreation planning process. The key factors to all Village long-range planning process include the following:

- Engage stakeholders in the planning process to build consensus and support for the effective development and implementation of long-range plans;
- Conduct a needs assessment process to analyze community park and recreation needs and interests and identify the gaps to be addressed to meet those needs and interests;
- Assess the future vision of the organization and determine the strategic priorities to achieve that vision;
- Foster an awareness of the organization's presence and impact on the community;
- Develop a "living document," which reflects the outcomes of the process and provides clear direction on actions to be taken to address strategy and provides a foundation for the development of all other planning and operating documents (e.g., budget, capital, community survey, facility, and marketing plans);
- Ensure the most effective use of the organization's resources by focusing decision making and spending on strategic priorities.

RFP COORDINATOR:

The contact, identified below, is the sole point of contact regarding the RFP from the date of issuance until selection of the successful vendor. This contact information is also the address to submit proposals.

Steve Ludwig, General Services Superintendent
110 Meyer Drive
Algonquin, IL 60102
Telephone: 847-658-2754 ex. 4411
Email: steveludwig@algonquin.org

QUESTIONS REGARDING RFP:

Requests for clarification or additional information must be made in via email to the RFP Coordinator prior to the date specified in the RFP Schedule. The RFP Coordinator will be unable to respond to requests for additional information or clarification received after January 29th, 2021.

SUBMISSION OF PROPOSAL:

In order to qualify for the work on this project, proposers must submit all information requested in the following proposal forms. All proposals must remain in effect for at least 60 days from submittal. Village of Algonquin has the sole discretion to: (1) reject any and all proposals, and (2) negotiate the modification of any and all proposals with any proposer in whatever manner it deems in its best interest. There is no guarantee, either expressed or implied, that a landscape contract will be made to any firm.

CONTRACTOR INFORMATION:

Village of Algonquin may request additional information, samples, or references in support of proposals. Additional, Village of Algonquin may perform an interview with contractors under consideration to clarify any information provided, or to gather more evidence of managerial, financial, and technical abilities.

SITE TOURS:

Before submitting a proposal, each proposer shall have the opportunity to thoroughly examine the site and fully understand the conditions that in any way may affect the work proposed. Failure to inspect the site will in no way relieve the successful contractor from the necessity of furnishing any material or performing any labor necessary for the satisfactory completion of the work.

All proposers are invited to tour the site(s), on their own, or may contact steveludwig@algonquin.org to schedule a walk through, or clarify project details.

General Conditions

SCOPE:

The Village of Algonquin (hereafter referred to as “Owner”) is requesting proposals (hereafter referred to as “RFP(s)”) from qualified consulting firms (hereafter referred to as “Contractor”) to provide professional services to the Village for landscape maintenance services (hereafter referred to as “Maintenance”). The selected Firm will have proven experience and knowledge in landscape maintenance services, annual display installations and maintenance, project management and effective public involvement processes and work closely with Village staff in coordinating the maintenance of the Village’s landscape. Each proposer shall be responsible for researching the existing conditions and matters that affect the cost or performance of the services.

The Landscape Contractor shall furnish all labor, equipment tools, services, skills, etc., required to maintain the landscape in an attractive condition throughout the contract period. Maintenance of plant materials shall include but not be limited to pruning, fertilizing, watering, weeding and cleanups.

The intent is to maintain a High-Quality appearance of the property as determined by Owner. The Contractor shall maintain such appearance. Any discrepancies in the understanding of this clause shall be resolved in a manner as determined by the Owner.

AGREEMENT DURATION:

The term of the agreement shall be for a period of one (1) year with an option to renew for an additional three (3), one (1) year periods upon mutual agreement of the Owner and Contractor.

QUALITY CONTROL:

A single firm experienced in landscape maintenance of similar nature and scope shall perform work covered. Subject to approval of the Owner, the Contractor may subcontract the Maintenance to be performed under this Contract. However, the election to subcontract Maintenance shall not relieve the Contractor from responsibility or liability to which it has assumed under this Contract and the Contractor shall remain liable to the same extent that its liability would attach, as if the Maintenance had been performed by the Contractor’s own employees.

By Submitting the proposal, the Contractor certifies as to meeting the following requirements:

1. Has completed within the past five (5) years a minimum of five (5) municipal projects for whom they are currently working, and perform work of similar specifications and cost.
2. Maintains a permanent place of business, with a minimum of five (5) years in business.
3. Has access to all necessary equipment and has organizational capacity and technical competence necessary to do the work properly and expeditiously.
4. Will provide a sworn financial statement upon request, which evidences the Contractor has adequate financial resources to complete the work being proposed, as well as all other work the Contractor is presently under contract to complete.
5. Has a documented safety program with a history of satisfactory past performance.

6. The Landscape Maintenance Contractor for work under this section shall be licensed by the State of Illinois to apply herbicides and insecticides approved for use in the State of Illinois.
7. Has a record of satisfactory completion of previous projects. Criteria which will be considered in determining satisfactory completion of projects by Contractor will include
 - a. Diligently pursued execution of the work and completed past contracts according to established schedules
 - b. Completed past projects in accordance with the contract documents.

INSURANCE:

Throughout the term of this Agreement, the Contractor shall maintain, at his sole expense, effective insurance covering his activities at the project premises. Said insurance shall be secured from a company(s) licensed to do business in the locale of the Project premises. The Contractor shall furnish the Owner with documentation of this insurance coverage. Such insurance shall be in the amounts stated below.

1. **Commercial General Liability Insurance**
Limits: Each Occurrence and in the Aggregate **\$1,000,000**
 Such insurance shall include completed operations, contractual liability and personal/advertising injury coverage. The policy will name the Village of Algonquin as an additional insured on a primary non-contributory basis.
2. **Commercial Automobile Liability Insurance**
Limits: Each Occurrence **\$1,000,000**
3. **Workers Compensation/Employers Liability Insurance**
Limits: Coverage A **Statutory**
Limits: Coverage B **\$1,000,000**
 The policy will contain a waiver of subrogation clause in favor of the Village of Algonquin.
4. **Professional Liability Coverage** *(required if professional services are being provided)*
Limits: Each Occurrence **\$1,000,000**
 The Contractor shall provide the Village with a copy of the professional liability insurance policy and any endorsements.

INDEMNIFICATION:

Contractor shall indemnify, reimburse and hold the Owner harmless against any and all claims, damages, causes of action, liabilities, expenses, costs and fees, including attorney fees, that Owner incurs arising out of or occurring in connection with Contractor’s performance of the work pursuant to this Agreement.

PAYMENTS:

Contractor shall submit an Application Payment/Invoice, to the Owner, for services on a monthly basis. The Owner shall render the Contractor regularly scheduled payments in remuneration for the Contractor’s Maintenance Services in amounts as specified. Said payments shall be made in advance of each scheduled period, net (30) days from the Contractor’s invoice date. The Owner shall give prompt reply to all questions or requests of the Contractor pertaining to the Maintenance and shall promptly approve or reject all Contractor submittals.

PROJECT CONDITIONS:

In order for the Contractor to properly perform and complete his work, the Owner must cooperate by providing him with access to the work areas and any staging, offloading or preparation areas that are required. The Contractor shall be familiar with the Maintenance premises and how the existing conditions will affect his work during maintenance services. The Contractor shall visit and examine the site to become acquainted with the adjacent areas, means of approach to the site and conditions of actual job site. Failure to visit the site or failure to examine any and all Contract Documents will in no way relieve the Contractor from necessity of furnishing any materials or equipment, or performing any work that may be required to complete the work in accordance with the RFP. Neglect of above requirements will not be accepted as reason for delay in the work or additional compensation. The Owner shall provide full information regarding all requirements for the Maintenance, not specifically contained herein, and shall establish and maintain an effective communications system with the Contractor throughout all phases of the Maintenance.

SEQUENCING AND SCHEDULING:

Upon acceptance of the proposal, the Contractor shall coordinate with the Owner to arrange a schedule of services and shall continue coordination at intervals set forth by the Owner. The Owner shall diligently endeavor to facilitate the Contractor's work by providing reasonable access to all work areas. The Owner shall facilitate the Contractor's Services program by providing access to the project premises during both regular business hours and, as is necessary, at other times so that the Contractor can conduct both regular, scheduled maintenance and any special service(s). Further, the Owner shall assure the Contractor of the availability of off-loading and staging areas and other facilities required for the efficient performance of the work. Maintenance shall include a complete, regularly scheduled program (and as agreed upon with Owner) for maintaining the health and appearance of the project's landscape and plantings. These services shall be carried out by trained and qualified service technician(s) at all times. The Contractor is responsible for all aspects of landscape maintenance during the term of the agreement.

Landscaping Services:

STREET BED MAINTENANCE:

Algonquin's Downtown houses twenty-one (21) raised beds. There are fifteen (15) street beds along Main Street and six (6) raised beds in the pocket park located between 8 S. Main St. (currently Bold American Fare restaurant) and 2 S. Main St. (the Historic Village Hall).

- Open ground between plants shall be kept weed-free using mechanical or chemical methods.
- All plant material shall be kept free of insects and disease.
- At all times public and environmental safety is to be considered when applying pesticides.
- Street beds shall be fertilized, with a complete fertilizer, as appropriate, and as recommended by the Contactor.
- Litter and debris shall be removed during maintenance visits in order to ensure a neat appearance.
- Soil surfaces shall be raked smooth and cultivated regularly.
- Perennials plants shall be deadheaded and staked at appropriate times to maintain a neat appearance.
- Contractor is responsible for monitoring irrigation quantity in street beds and making recommendations to Village staff on adjustments to the drip irrigation systems that may need to be made.
- All beds shall receive a Spring Clean-up and a Fall Clean-up.

Spring Clean-Up:

Spring clean-up is to include the cutting back of ornamental grasses and perennials. Removal of any leaf debris. Application of pre-emergent herbicide which shall be applied and raked into soil. Street beds shall be top-dressed with 2" of shredded hardwood mulch.

Fall Clean-Up:

Fall clean-up is to include the removal of any leaf debris. Perennials and grasses to be left up during winter months. Post-emergent herbicide shall be applied. Any recommended protection of plant material during winter months should all be applied at this time as well.

Selective Pruning:

Pruning of the street trees shall not be performed/allowed under this contract. Pruning of shrubs to be conducted according to plant species mandates (considerations must be made for flowering, fall color, etc.). Shrubs should be kept at appropriate heights and shall maintain a natural, non-formal look. Shrubs shall be pruned to ensure they do not affect pedestrians or vehicular right-of-way. Any recommended rejuvenation pruning shall first be approved by Village.

MAIN STREET PEDESTRIAN BRIDGE RAIL PLANTERS:

The Main Street Pedestrian Bridge, located just South of Algonquin Rd., has four (4) Rail Planters located on the East side of the bridge. Rail planters measure 132" x 22" x 18". These planters contain perennial plants.

- Open ground between plants shall be kept weed-free using mechanical or chemical methods.
- All plant material shall be kept free of insects and disease.
- At all times public and environmental safety is to be considered when applying pesticides.
- Street beds shall be fertilized, with a complete fertilizer, as appropriate, and as recommended by the Contactor.
- Litter and debris shall be removed during maintenance visits in order to ensure a neat appearance.
- Soil surfaces shall be raked smooth and cultivated regularly.
- Perennials plants shall be deadheaded and staked at appropriate times to maintain a neat appearance.
- It is the responsibility of the Contractor to arrange for, and oversee watering of the planters and hanging baskets.
- Contractor is responsible for monitoring the watering needs of the plants, and providing irrigation in bridge rail planters of sufficient quantities and as often as needed to provide plants that are consistently healthy and thriving in appearance.
- All beds shall receive a Spring Clean-up and a Fall Clean-up.
- Planters shall be top-dressed with 2" of shredded hardwood mulch.

Seasonal Rotations:

HANGING BASKETS:

All Hanging Baskets shall receive summer and winter displays. Proposed displays shall be pre-approved by Village and shall compliment seasonal rotations in freestanding planters, and compliment the street bed plant profile.

- Contractor to pick up hanging baskets from the Village to grow summer displays in late January.
- Winter displays shall be removed and disposed.
- Cocoa liners and soil shall be replaced.
- Summer displays shall be grown in hanging baskets (cocoa liners, soil, plants, greenhouse, propagation, maintenance, and other means necessary to provide full, healthy summer displays for May 15th delivery, shall be provided by the Contractor).
- Baskets shall contain a full display upon delivery, and shall be maintained throughout the season by the Contractor to provide a full, healthy, and thriving appearance until basket pick-up occurs in late October.
- Contractor to coordinate delivery with Owner, deliver, and hang, all hanging baskets no later than May 15th.

- Hanging Baskets shall be picked up by contractor in late October.
- Summer displays shall be removed and disposed.
- Hanging baskets shall be filled with winter displays that have been pre-approved by the Village.
- Contractor to deliver and hang all hangings no later than the Friday before Thanksgiving.

Hanging Baskets Main Street

Main street houses a total forty (40) Planters Unlimited 30” Hanging Baskets. There are twenty-eight (28) hanging baskets on street poles and the pedestrian bridge along Main St. between the intersections of Algonquin Road (Route 62) and IL. Route 31. Additionally, there are twelve (12) hanging baskets on poles in the pocket park located between 2 and 8 S. Main St.

Hanging Baskets – Downtown Parks (LaFox River Dr., S. Harrison St., Cornish Park and Riverfront Park)

The river front area houses a total forty-six (46) Anderson #10 hanging baskets mounted on light poles. These planters are located primarily at Riverfront Park. Other locations include LaFox River Dr., South Harrison St., and Cornish Park.

FREE-STANDING PLANTERS:

Free-standing planters receive varying seasonal displays. Proposed displays shall be pre-approved by Owner. Contractor to deliver and install all plant material. Because the timing of seasonal installations can be weather dependent, installations shall be discussed and coordinated with the Owner. Display installations shall generally occur as follows; Spring – approximately April 15th, Summer – approximately May 15th, Fall – approximately the last week of September, Winter - the Friday before Thanksgiving. Contractor is responsible for ensuring ample topsoil in containers prior to plantings. Plantings should complement the street planters and the hanging baskets.

The following exhibits provides details on the type, size, location, and number of planters, as well as, what seasons the planters receive.

Main Street: IL. Route 62 to IL. Route 31			
<u>Planter Type</u>	<u>Size</u>	<u>Quantity</u>	<u>Seasons</u>
Campania Easton	22.5"	9	Spring, Summer, Fall, Winter
Campania Millbridge	26.5"	15	Spring, Summer, Fall, Winter
	TOTAL	24	

Clock Tower: Cornish Park at Harrison Street			
<u>Planter Type</u>	<u>Size</u>	<u>Quantity</u>	<u>Seasons</u>
Glazed Pot	18x12"	2	Summer
Glazed Pot	30x24"	4	Summer
	TOTAL	6	

Harrison Street and Riverfront Park:			
<u>Planter Type</u>	<u>Size</u>	<u>Quantity</u>	<u>Seasons</u>
Glazed Pot	18x12"	8	Summer
Glazed Pot	30x24"	5	Summer
	TOTAL	13	

MAINTENANCE OF HANGING BASKETS & FREESTANDING PLANTERS:

- Spent or dead blooms, including stems, declining foliage and plant debris shall be removed to encourage continued blooming and maintain a neat appearance.
- Plants shall be fertilized with either a balanced liquid or bloom-inducing fertilizer to consistently promote lushness and colorful displays.
- It is the responsibility of the Contractor to arrange for, and oversee, watering of the planters and hanging baskets.
- Contractor is responsible for monitoring water needs of the plants, and providing irrigation of sufficient quantities and as often as needed (typically many times per week) to provide plants that are consistently healthy and thriving in appearance.
- Plants shall be monitored for the presence of insects or diseases and shall be treated accordingly. An Integrated Pest Management (IPM) strategy, emphasizing least toxic choices, preventative cultural practices and most effective and cost-efficient results shall be implemented.
- Litter shall be removed.
- Seasonal displays shall not be void of plant material at any time.
- Should any plant material need to be replaced due to impacts beyond those for which the Contractor is responsible as noted in this document (i.e. watering, fertilization, and insect and disease control) the Contractor shall provide a proposal for replacement, which shall be submitted to, and approved by, the Owner prior to replacement installation.
- Any plant material that substantially fails due to lack of watering, fertilization, improper insect and disease management, or any other maintenance as required by the Contractor via this document, shall be fully replaced by the Contractor, as soon as practicable, at no expense to the Owner.
- The Owner and Contractor agree to foster timely plant replacement processes.

Timeline of Selection Process

The timeline for selecting a firm and anticipated project schedule is as follows:

<u>Item of Action</u>	<u>Date</u>
Request for Proposal Issued	January 18, 2021.
Questions on Request for Proposal Due	January 29, 2021.
Deadline for Proposal Submission	February 3, 2021.
Presentation to Board	February 9, 2021
Contract Finalized	February 19, 2021.
Anticipated Contract Start	April 1, 2021

Miscellaneous Provisions:

ACCEPTANCE OF PURCHASE AGREEMENT:

The selected proposing firm must follow the following general requirements to be hired by the Village:

RESERVATION OF RIGHTS:

The Village reserves the right to amend the RFP schedule or issue amendments to the RFP at any time. The Village also reserves the right to cancel or reissue the RFP, to reject any or all proposals, to waive any irregularities or informalities in the selection process, and to accept or reject any item or combination of items. The Village reserves the right to request clarification of information from any proposer or to request supplemental material deemed necessary to assist in the evaluation of the proposal. The Village reserves the right to effect any agreement deemed by the Village to be in its best interest. This RFP does not obligate the Village to accept or contract for any expressed or implied services. The Village reserves the right to award the services, as described in the section titles "Scope of Services," in total or in part, to any combination of proposers.

CONTRACT TERMINATION:

In the event that the proposer to whom any services are awarded does not execute a contract within thirty (30) calendar days after Village Board approval, the Village may give notice to such proposer of intent to award the contract to the next most qualified proposer or to call for new proposals and may proceed to act accordingly. The executed contract may be terminated by the Village in the event the successful proposer:

- Fails to meet delivery schedules;
- Fails to perform in accordance with this contract; and/or
- Becomes insolvent and/or files for protection under the bankruptcy laws.

The vendor shall be entitled to just and equitable compensation for any satisfactory work completed through the termination date. Under no circumstances will any damages be paid as a result of the termination of this contract. If the Village exercises the right to terminate the contract early, the vendor may be prohibited from submitting future proposals to the Village. This document and the response shall serve as or be referenced in the final agreement between the Village and Contractor.

COSTS OF RESPONSE:

The Village will not reimburse any proposer for any of the costs involved in the preparation and submission of responses to this RFP or in the preparation for and attendance at subsequent interviews. Proposer Responsibilities Proposers shall thoroughly examine and be familiar with these specifications. The failure or omission of any proposer to receive or examine this document shall in no way relieve any proposer of obligations with respect to this proposal or the subsequent contract.

SAFETY:

Insofar as jobsite safety is concerned, the Contractor is responsible solely for its own and its employees' activities on the jobsite, but this shall not be construed to relieve the Owner or any construction contractors from their responsibilities for maintaining a safe jobsite. Neither the professional activities of the Contractor, nor the presence of the Contractor or its employees and subcontractors, shall be construed to imply the Contractor has any responsibility for the methods of work performance, superintendence, sequencing of construction, or safety in, on or about the jobsite by others.

COMPLIANCE WITH LAWS:

During the performance of work, Contractor agrees to give all notices and comply with all Laws and Regulations of the United States and/or the State of Illinois applicable to the performance of the Work, including but not limited to those Laws and Regulations regarding the payment of prevailing wages, non-discrimination laws, employment of Illinois workers, labor, wage and collective bargaining. Except where otherwise expressly required by applicable Laws and Regulations, the Owner shall not be responsible for monitoring Contractor's compliance with any Laws or Regulations.

Proposal Forms

Proposals must adhere to the format of these forms and content of this RFP. Proposals will not be evaluated unless all parts of the form are submitted in complete package. The information set forth is the minimum required in order to qualify for consideration.

Firm Name: _____

Address: _____

Telephone: _____ Date: _____

Street Bed Maintenance Services Proposal:

In compliance with your Request to Propose, we propose to furnish all materials, labor and equipment and services necessary to perform the Landscape Maintenance Services for a period of one (1) years for the above stated project, for an annual fee of (inclusive of all state and local state taxes):

_____ Dollars

<u>Services:</u>	<u>Proposed Total:</u>
Maintenance:	
Street Bed/Bridge Rail Planter Maintenance	\$
Seasonal Rotation Maintenance:	\$
Seasonal Rotations:	
Hanging Baskets (Downtown Parks)	\$
Hanging Baskets (Main Street)	\$
Free-Standing Planters	\$
Contract Total for One (1) Year:	\$
Monthly Payment:	\$

Indicate number of visits for maintenance: _____

Indicated projected number of visits for watering: _____

RFP Form Price Authorization:

By signing this RFP form, such action certifies that the Proposer has personal knowledge of the following:

That said Proposer has examined the RFP and specifications, carefully prepared the RFP form, and has checked the same in detail before submitting said proposal; and that said proposer, or the agents, officers, or employees thereof, have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive proposals in connection with this RFP.

That all of said work will be performed at the proposer's own proper cost and expense. The proposer will furnish all necessary materials, labor, tools, machinery, apparatus and other means of construction in the manner provided in the applicable specifications, and at the time stated in the contract.

The undersigned, being a reputable Landscape Contractor and having submitted the necessary pre-qualification forms, hereby submits in good faith and in full accordance with all specifications, attached or integral, his/her Request for Proposal for the landscape services of:

Name of Contractor: _____

Authorize Signature: _____ Date: _____

Name & Title of Signatory: _____

RFP Form: Proposal Content & Submission Information

Submitting Proposal, Proposal Components & Evaluation Criteria

All respondents to the RFP must include the items provided in the following list. All the listed items should be addressed completely and should follow, as closely as possible, the order and format in which it is listed below. These categories and criteria will be major considerations in the evaluation and determination of the most qualified and capable firm(s). The sequence of the listing is not intended to reflect the relative weight of each category.

LETTER OF TRANSMITTAL:

- A. Statement indicating an understanding of the work to be performed and interest in
- B. performing the scope of work;
- C. Discuss consultants' availability over the next 6-12 months; and
- D. Identify one (1) key contact person for communicating with the Village on the proposal and all project-related matters

INSURANCE:

- A. Submit a certificate of Insurance from your insurance agent or insurance company that evidences your company's ability to obtain the minimum insurance requires as outlined above.

QUALIFICATIONS/PROJECT PORTFOLIO:

- A. Areas of specialization;
- B. Practice philosophy;
- C. Years in the business and history of firm; and
- D. Examples of three (3) to five (5) success projects the firm currently manages or has managed. The projects should be comparable in complexity, size, scope, and discipline (as described in the Scope of Work section) and been undertaken during the past five (5) years.

PROJECT MANAGEMENT:

- A. Introduction to the team (all firm staff and sub-consultants assigned to complete work on the project), including resumes for all the key personnel, which provide educational background/training, experience and detailed descriptions of roles played on past projects;
- B. Services/functional roles to be performed by each team member (including all subconsultants);

- C. Availability and commitment of assigned professionals who will undertake the scope of work; and
- D. Technical resources of the firm and any sub-consultants.

METHODOLOGY AND PROCESS TO COMPLETE WORK:

- A. Describe the vision, strategic overview and approach to the project;
- B. Express how the components above reflect your qualifications for this project;
- C. Discuss what parameters you will engage to ensure the project will be managed in a manner that aligns with the Village's goals and objectives.
- D. Include detailed descriptions of the procedures and methods you propose to use to complete all tasks within the scope of work;
- E. Outline methods of communication and the procedures that will be implemented to ensure the Village is kept informed.
- F. Include detailed descriptions of Quality Assurance Methods, including but not limited to, the number of visits per month that will be scheduled with the Village and your quality control procedures.

REFERENCES:

- A. List at least five (5) municipal references we may contact (preferably from the projects provided in 2(d) of this section that have been undertaken during the past five (5) years) with client contact information (current email and telephone).
- B. Indicate project names and the personnel assigned to this project (including all subconsultants) roles and involvement in each project.

INDUSTRY AWARDS:

- A. List project name and location and type of award.

Understanding & Approach of Scope of Work

Proposal shall describe the approach to the scope of work described in the Scope of Work section of this RFP, including process and schedule. Firms are encouraged to make suggestions to amend the scope of work to achieve the project goals. This criterion will be evaluated based on the proposer's understanding of the project objectives and ability to demonstrate a process that efficiently and effectively achieves the desired outcomes. Reasoned creativity is encouraged. The Village anticipates modifying, where appropriate, the objectives and/or scope of work listed in this RFP based on the firm's experience and expertise in completing similar projects.

Disclosure

Proposal will disclose any professional or personal financial interest which could be a possible conflict of interest in contracting with the Village. Consultant shall further disclose arrangements to derive additional compensation from various products or services, including financial. The firm must also list all current and unresolved litigations, arbitrations, or mediations of the firm in its proposal.

This is **SCHEDULE B**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin**
Purchase Agreement (Vendor/Services)
No. _____ effective _____, 20_____

Contract Price – Vendor/Services

VOA: _____

_____ : _____

Schedule C

Insurance Requirements – Vendor/Services

Required Insurance:

Limits of liability for the insurance required under the Agreement are as follows or as otherwise agreed to in writing by the Owner and the Vendor:

1. **Workers Compensation.** Vendor shall provide workers compensation insurance for all its employees providing services under this Agreement in accordance with applicable law.
2. **Commercial General Liability.** Vendor shall provide commercial general liability insurance to cover the liabilities of Vendor, its Affiliates, independent contractors, and subcontractors, arising out of the Vendor's performance of this Agreement with limits of one million dollars (\$1,000,000) for each claim, one million dollars (\$1,000,000) products aggregate and two million dollars (\$2,000,000) general aggregate which may be provided through umbrella coverage. This insurance, including insurance provided under the commercial umbrella, if any, shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to, or maintained by, Owner
 - a. Vendor shall provide evidence of said insurance, in the form of an insurance certificate, within thirty (30) days from the date hereof.
 - b. Additional Insured. Such insurance shall name Owner as an additional insured and such coverage shall be primary and non-contributing with respect to the Owner's coverage.
 - c. Waiver of Subrogation. Vendor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant this Agreement.
 - d. Continuing CGL Coverage. Vendor shall maintain commercial general liability insurance for at least 3 years following the earlier termination or the completion of this Agreement or the completion of the Work under this Agreement and all authorized extensions thereof.
3. **Business Automobile Insurance.** Vendor shall provide business auto liability insurance to cover the liabilities of Vendor, its Affiliates, independent contractors, and subcontractors, arising out of Vendor's performance of this Agreement with limits of one million dollars (\$1,000,000) for each claim, one million dollars (\$1,000,000) products aggregate and two million dollars (\$2,000,000) general aggregate which may be provided through umbrella coverage. Such insurance shall cover liability arising out of any auto (including owned, hired and non-owned autos). Vendor waives all rights against Owner and its agents, officers, directors and employees for recovery of damages to the extent these damages are covered by the business auto liability or commercial umbrella liability insurance obtained by Vendor this Agreement or under any applicable auto physical damage coverage.

VOA: _____

_____ : _____

Evidence of Insurance.

1. Vendor shall furnish Owner with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, stating compliance with the insurance requirements set forth above.
2. Failure of Owner to demand such certificate or other evidence of compliance with these insurance requirements or failure of Owner to identify a deficiency from evidence that is provided shall not be construed as a waiver of Vendor's obligation to maintain such insurance.
3. Owner shall have the right, but not the obligation, to prohibit Vendor or any of its independent contractors or subcontractors from entering the Project site or performing work required under this Agreement until such certificates or other evidence that insurance has been placed in complete compliance with these requirements is received and approved by Owner.
4. Failure to maintain the insurance required in this Schedule shall constitute an event of default under this Agreement and shall allow Owner to immediately terminate this Agreement at Owner's option.
5. If Vendor fails to maintain the insurance as set forth herein, Owner shall have the right, but not the obligation, to purchase said insurance at Vendor's expense.
6. With respect to insurance maintained after final payment in compliance with a requirement above, an additional certificate(s) evidencing such coverage shall be promptly provided to Owner when requested.
7. Vendor shall provide Owner with 30 days written notice prior to the cancellation or material change of any insurance required under this Agreement.
8. Vendor shall provide certified copies of all insurance policies required above within 10 days of Owner's written request for said copies.

General Insurance Provisions

1. No Representation of Coverage Adequacy. By requiring the insurance as set out in this Schedule, Owner does not represent that coverage and limits will necessarily be adequate to protect Vendor, and such coverage and limits shall not be deemed as a limitation on Vendor's liability under the indemnities provided to Owner in this Agreement, or any other provision of the Contract Documents.
2. Cross-Liability Coverage. If Vendor's liability policies do not contain the standard separation of insureds provision, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.
3. The insurance requirements set out in this Schedule are independent from other obligations of Vendor under this Agreement and apply whether or not required by any other provision of this Agreement.
4. Independent Contractor/Subcontractor's Insurance. Vendor shall cause each independent contractor and subcontractor employed by Vendor to purchase and maintain insurance of the type specified in this Schedule. When requested by Owner, Vendor shall furnish to Owner copies of certificates of insurance evidencing coverage for each independent contractor or subcontractor.

VOA: _____

_____ : _____

This is **SCHEDULE D**, consisting of _____ pages,
referred to in and part of the **Village of Algonquin**
Purchase Agreement (Vendor/Services)
No. _____ effective _____, 20_____

Supplemental Terms and Conditions

VOA: _____

_____ :



Resolution for Maintenance Under the Illinois Highway Code



Resolution Number [] Resolution Type Supplemental Section Number 14-00087-00-BT

BE IT RESOLVED, by the Board of the Village of Algonquin Illinois that there is hereby appropriated the sum of sixty five thousand twenty six dollars and twelve cents Dollars (\$65,026.12)

of Motor Fuel Tax funds for the purpose of maintaining streets and highways under the applicable provisions of Illinois Highway Code from 09/05/15 to 12/31/16

BE IT FURTHER RESOLVED, that only those operations as listed and described on the approved Estimate of Maintenance Costs, including supplemental or revised estimates approved in connection with this resolution, are eligible for maintenance with Motor Fuel Tax funds during the period as specified above.

BE IT FURTHER RESOLVED, that Village of Algonquin shall submit within three months after the end of the maintenance period as stated above, to the Department of Transportation, on forms available from the Department, a certified statement showing expenditures and the balances remaining in the funds authorized for expenditure by the Department under this appropriation, and

BE IT FURTHER RESOLVED, that the Clerk is hereby directed to transmit four (4) certified originals of this resolution to the district office of the Department of Transportation.

I, [Name of Clerk], Village Clerk in and for said Village of Algonquin in the State of Illinois, and keeper of the records and files thereof, as provided by statute, do hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the Board of Algonquin at a meeting held on [Date].

IN TESTIMONY WHEREOF, I have hereunto set my hand and seal this [Day] day of [Month], Year.

(SEAL)

Clerk Signature []

APPROVED

Regional Engineer Department of Transportation [] Date []

Instructions for BLR 14220

This form shall be used when a Local Public Agency (LPA) wants to perform maintenance operations using Motor Fuel Tax (MFT) funds. Refer to Chapter 14 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. This form is to be used by a Municipality or a County. Road Districts will use BLR 14221. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Resolution Number	Insert the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box, choose the type of resolution: -Original would be used when passing a resolution for the first time for this project. -Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions. -Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement covered by the resolution.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Resolution Amount	Insert the dollar value of the resolution for maintenance to be paid for with MFT funds in words, followed by the same amount in numerical format in the ().
Beginning Date	Insert the beginning date of the maintenance period. Maintenance periods must be a 12 or 24 month consecutive period.
Ending Date	Insert the ending date of the maintenance period.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Name of Clerk	Insert the name of the LPA Clerk.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
LPA Type	From the drop down box choose the LPA body type; County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council or President and Board of Trustees for a City, Village or Town.
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.
Day	Insert the day the Clerk signed the document.
Month, Year	Insert the month and year of the clerk's signature.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation representative shall sign and date here upon approval.

Three (3) certified signed originals must be submitted to the Regional Engineer's District office. Following IDOT's approval, distribution will be as follows:

Local Public Agency Clerk
Engineer (Municipal, Consultant or County)
District



Final Report of Expenditures



Local Public Agency Village of Algonquin	County Lake	Section Number 14-00087-00-BT
Contractor Copenhaver Construction	Award Date 09/08/15	Award Amount \$703,432.08

Was this project a bondable capital improvement? Yes No

Financial Statement						
Total Funds Received		Expenditures				Surplus/Deficit
Source	Amount	Construction	Engineering	Right of Way		
Fed	\$503,856.00	\$503,856.00				\$0.00
MFT	\$195,697.32	\$195,697.32				\$0.00
MFT	\$9,360.00	\$9,360.00				\$0.00
MFT Phase II			\$32,985.27			(\$32,985.27)
Fed Phase III Eng			\$47,934.11			(\$47,934.11)
MFT Phase III Eng			\$11,983.53			(\$11,983.53)
						-
Total Funds Received	\$708,913.32					
	Total Expenditures:	\$708,913.32	\$92,902.91			
Add					Project Total	\$801,816.23

Remarks
Contract # 61B80, Job # C-91-377-15

The improvement was constructed in accordance with the plans approved by the Department on Date
 Final inspection of the designated work was made by the Department on Date and it was
 found to be completed substantially in accordance with the requirements of the plans, specifications and contract. The financial statement is in accordance with department records.
 This improvement shall henceforth be maintained by: Village of Algonquin
 Public Agency

Prepared By Date
 Title of Preparer

Submitted: Local Public Agency Signature Date
 Approved: Regional Engineer, DOT Date
 Title

Instructions for BLR 13510 - Page 1 of 2

Form instructions are not to be submitted with the form.

This form shall be used when a Local Public Agency (LPA) has completed a project or has abandoned a project prior the construction phase. This forms accounts for any Motor Fuel Tax, Federal Funds and/or State funds authorized/used on the project. For more information see Chapter 13 of the Bureau of Local Roads and Street Manual (BLRS Manual). For signature requirements, refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

Local Public Agency	Insert the name of the LPA
County	Insert the name of the county in which the LPA is located.
Section Number	Insert the section number associated with this project.
Contractor	Insert the name of the contractor if applicable.
Award Date	Insert the date the contract was awarded, if applicable.
Award Amount	Insert the contract award amount, if applicable
Was this project a bondable capital improvement?	Check Yes if the project was a bondable capital improvement, check no if it was not. An example of a bondable capital project may include, but is not limited to: project development, design, land acquisition, demolition when done in preparation for additional bondable construction, construction engineering, reconstruction of a roadway, designed overlay extension or new construction of roads, bridges, ramps, overpasses and underpasses, bridge replacement and/or major bridge rehabilitation. Permanent ADA sidewalk/ramp improvements and seeding/sodding are eligible expenditures if part of a larger capital bondable project. A bondable capital improvement project does not mean the LPA was required to sell bonds to fund the project, however the project did meet the criteria to be bondable.
Source of Funding	Insert the source of funding, use a separate line for each different source of funding
Amount	Insert the dollar amount of the funds for the type of funding listed to the left. For MFT funds insert the amount of funds authorized.
Construction	Insert the dollar amount expended for Construction for the fund type listed to the left.
Engineering	Insert the dollar amount expended for engineering for the fund type listed to the left.
Right of Way	Insert the dollar amount expended for right of way for the fund type listed to the left.
Other	This column is to be used for type "other" expenditures. Insert in the column heading the type, for example if this is being
Surplus/Deficit	This is the sum of the total funds received minus the amounts expended for all applicable types for this funding. (This is a calculated field, no entry necessary)
Total Funds Received	This is the total of all funds received for this project.
Total Expenditures	Under each type of expenditure, this is the total of funds expended for that type.
Project Total	The Project total is the sum of all expenditures for all types of work.
Remarks	Insert any applicable remarks concerning this project.
Date	Insert the date the plans were approved by IDOT for this project if applicable.
Date	Insert the date of the final inspection by IDOT for this project if applicable.

Instructions for BLR 13510 - Page 2 of 2

Public Agency	Insert the name of the entity the will maintain this improvement.
Prepared By	Insert the name of the person preparing this form, along with the date prepared.
Title of Preparer	Insert the title of the person preparing this form.
Title	Insert the title of LPA representative that signed above.
Title of Preparer	Insert the title of the person preparing this form.
Local Public Agency	The LPA representative shall sign and date here.
Title	Insert the title of LPA representative that signed above.

**Three (3) signed originals must be submitted to the Regional Engineer's District office.
Following IDOT's approval, distribution will be as follows:**

- Local Public Agency Clerk
- Engineer (Municipal, Consultant or County)
- District



Village of Algonquin

The Gem of the Fox River Valley

February 25, 2021

Village President and Board of Trustees:

The List of Bills dated 3/2/21, payroll expenses, and insurance premiums totaling \$2,316,782.02 are recommended for approval. For your information, this list of bills includes the following, which are not typical in the day-to-day operations of the Village.

Atlas Bobcat	\$ 74,272.00	Telehandler
Burke, LLC	79,363.00	Downtown Kiosk – Pay #1
Encap, Inc.	15,016.87	Creeks Crossing Park Improvement
Luse Environment	3,400.00	Asbestos Removal – 5625 Edgewood
NILCO	27,650.00	Snow Removal Downtown
Trine Construction	264,519.18	IEPA - Downtown Streetscape Stage 3
Trotter & Associates	10,400.25	Woods Creek Lift Station Upgrades
Trotter & Associates	29,523.75	Downtown Streetscape Stage 3
Trotter & Associates	75,513.79	WWTP Improvements Phase 6B
Williams Brothers Construction	623,533.00	IEPA - WWTP Improvements Phase 6B

Please note:

The 2/28/2021 payroll expenses totaled \$596,096.60.

March 2021 insurance premiums to IPBC totaled \$161,537.12**. **Trial Invoice

This List of Bills excludes payments that are processed automatically and recorded by journal entry. These payments include postage permit costs and bank/collection fees. Information on these expenses are available upon request.

Tim Schloneger
Village Manager

Village of Algonquin

List of Bills 3/2/2021

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
AMERICAN SOLUTIONS FOR BUSINESS					
BUSINESS CARDS - VOIGTS	23.50	BLDG MAINT- REVENUE & EXPENSES PRINTING & ADVERTISING	28900000-42243-	INV05202968	28210041
BUSINESS CARDS FOR PD	186.71	POLICE - EXPENSE PUB SAFETY PRINTING & ADVERTISING	01200200-42243-	INV05202968	20210039
LETTERHEAD/STATIONARY ENVELOPES	976.40	GS ADMIN - EXPENSE GEN GOV PRINTING & ADVERTISING	01100100-42243-	INV05046652	10210342
LETTERHEAD/STATIONARY ENVELOPES	488.20	SEWER OPER - EXPENSE W&S BUSI PRINTING & ADVERTISING	07800400-42243-	INV05046652	10210342
LETTERHEAD/STATIONARY ENVELOPES	488.20	WATER OPER - EXPENSE W&S BUSI PRINTING & ADVERTISING	07700400-42243-	INV05046652	10210342
	Vendor Total: \$2,163.01				
APPLIED ECOLOGICAL SERVICES					
SPELLA MAINTENANCE	4,000.00	PARK IMPR - EXPENSE PUB WORKS INFRASTRUCTURE MAINT IMPROV	06900300-43370-	004897	40210403
	Vendor Total: \$4,000.00				
ARAMARK UNIFORM SERVICES					
MAT SERVICES - PD	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000080005	28210002
MAT SERVICES - PD	25.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000083313	28210002
MAT SERVICES - GMC	25.01	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000080010	28210002
MAT SERVICES - GMC	25.01	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000083315	28210002
MAT SERVICES - WWTF	33.56	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000079994	28210002
MAT SERVICES - PW	57.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000080008	28210002
MAT SERVICES - PW	57.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	610000083314	28210002
SHOP TOWELS	28.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000079995	29210005
SHOP TOWELS	28.20	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000083306	29210005
UNIFORM SERVICES - BLDG & MAIN	18.30	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	610000080002	29210035
UNIFORM SERVICES - BLDG & MAIN	42.69	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	610000080002	29210035

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		BLDG MAINT- REVENUE & EXPENSES			
UNIFORM SERVICES - BLDG & MAIN	18.30	UNIFORMS & SAFETY ITEMS	28900000-47760-	610000083312	29210035
		VEHCL MAINT-REVENUE & EXPENSES			
UNIFORM SERVICES - BLDG & MAIN	42.69	UNIFORMS & SAFETY ITEMS	29900000-47760-	610000083312	29210035
	Vendor Total: \$425.96				
		ARIES INDUSTRIES INC			
		SEWER OPER - EXPENSE W&S BUSI			
USB TO S-VIDEO/COMPOSITE AUDIO	272.23	SMALL TOOLS & SUPPLIES	07800400-43320-	403226	70210321
	Vendor Total: \$272.23				
		ATLAS BOBCAT LLC			
		GENERAL SERVICES PW - EXPENSE			
TELEHANDLER	74,272.00	CAPITAL PURCHASE	01500300-45590-	Q44927	50210104
	Vendor Total: \$74,272.00				
		BEAR AUTO GROUP			
		VEHICLE MAINT. BALANCE SHEET			
RETURNED KIT/COOLER/GASKET	-757.94	INVENTORY	29-14220-	CM32623	29210098
		VEHICLE MAINT. BALANCE SHEET			
BATTERY CORE REFUND	-400.00	INVENTORY	29-14220-	CM33135	29210098
		VEHICLE MAINT. BALANCE SHEET			
RETURNED SHAFT ASSEMBLY	-247.26	INVENTORY	29-14220-	CM32834	29210098
		VEHICLE MAINT. BALANCE SHEET			
CREDIT ON ACCOUNT	-75.00	INVENTORY	29-14220-	CM33159	29210098
		VEHICLE MAINT. BALANCE SHEET			
JET KIT	9.86	INVENTORY	29-14220-	33311	29210098
		VEHICLE MAINT. BALANCE SHEET			
SPARK PLUGS	19.24	INVENTORY	29-14220-	33462	29210098
		VEHICLE MAINT. BALANCE SHEET			
AERI KIT	20.73	INVENTORY	29-14220-	33232	29210098
		VEHICLE MAINT. BALANCE SHEET			
SENSOR	28.05	INVENTORY	29-14220-	33358	29210098
		VEHICLE MAINT. BALANCE SHEET			
RELAY ASSEMBLY	28.38	INVENTORY	29-14220-	33443	29210098
		VEHICLE MAINT. BALANCE SHEET			
MOULDING	31.39	INVENTORY	29-14220-	33454	29210098
		VEHICLE MAINT. BALANCE SHEET			
VALVE ASSEMBLY	38.80	INVENTORY	29-14220-	33057	29210098
		VEHICLE MAINT. BALANCE SHEET			
VALVE ASSEMBLY	38.80	INVENTORY	29-14220-	33264	29210098
		VEHICLE MAINT. BALANCE SHEET			
CYLINDER LOCK	59.08	INVENTORY	29-14220-	33368	29210098
		VEHICLE MAINT. BALANCE SHEET			
TPMS KIT	62.71	INVENTORY	29-14220-	32958	29210098
		VEHICLE MAINT. BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
TPMS KIT	62.71	INVENTORY	29-14220-	33154	29210098
		VEHICLE MAINT. BALANCE SHEET			
CONTROL	81.53	INVENTORY	29-14220-	32862	29210098
		VEHICLE MAINT. BALANCE SHEET			
SHAFT ASSEMBLY	247.26	INVENTORY	29-14220-	32834	29210098
		VEHICLE MAINT. BALANCE SHEET			
SENSOR	275.00	INVENTORY	29-14220-	33068	29210098
		VEHICLE MAINT. BALANCE SHEET			
RESERVOIR	352.02	INVENTORY	29-14220-	33308	29210098
		VEHICLE MAINT. BALANCE SHEET			
ALTERNATOR	433.03	INVENTORY	29-14220-	33159	29210098
		VEHICLE MAINT. BALANCE SHEET			
CYLINDER/CYLINDER LOCK/KEY	510.74	INVENTORY	29-14220-	33296	29210098
		VEHICLE MAINT. BALANCE SHEET			
GEAR ASSEMBLY	1,582.88	INVENTORY	29-14220-	33135	29210098
	Vendor Total: \$2,402.01				
BONNELL INDUSTRIES INC					
		VEHICLE MAINT. BALANCE SHEET			
SPINNER MOTOR	356.02	INVENTORY	29-14220-	0197834-IN	29210140
	Vendor Total: \$356.02				
BRISTOL HOSE & FITTING					
		VEHICLE MAINT. BALANCE SHEET			
SWIVELS	67.29	INVENTORY	29-14220-	3449800	29210019
		VEHICLE MAINT. BALANCE SHEET			
SWIVEL AND RIGID PIPE	115.39	INVENTORY	29-14220-	3449490	29210019
	Vendor Total: \$182.68				
BURKE LLC					
		STREET IMPROV- EXPENSE PUBWRKS			
DOWNTOWN KIOSKS	79,363.00	CAPITAL IMPROVEMENTS	04900300-45593-	PAY REQUEST #1	40210415
	Vendor Total: \$79,363.00				
CALL ONE INC					
		BLDG MAINT- REVENUE & EXPENSES			
02/09/2021 STATEMENT	111.77	TELEPHONE	28900000-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	28900000-42215-	378064	10210344
		CDD - EXPENSE GEN GOV			
02/09/2021 STATEMENT	291.08	TELEPHONE	01300100-42210-	378064	10210344
		GENERAL SERVICES PW - EXPENSE			
02/09/2021 STATEMENT	316.04	TELEPHONE	01500300-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	01500300-42215-	378064	10210344
		GS ADMIN - EXPENSE GEN GOV			
02/09/2021 STATEMENT	524.55	TELEPHONE	01100100-42210-	378064	10210344
		POLICE - EXPENSE PUB SAFETY			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
02/09/2021 STATEMENT	688.33	TELEPHONE	01200200-42210-	378064	10210344
02/09/2021 STATEMENT	741.80	ALARM LINES	01200200-42215-	378064	10210344
PWA - EXPENSE PUB WORKS					
02/09/2021 STATEMENT	124.60	TELEPHONE	01400300-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	01400300-42215-	378064	10210344
SEWER OPER - EXPENSE W&S BUSI					
02/09/2021 STATEMENT	121.06	TELEPHONE	07800400-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	07800400-42215-	378064	10210344
SWIMMING POOL -EXPENSE GEN GOV					
02/09/2021 STATEMENT	35.00	TELEPHONE	05900100-42210-	378064	10210344
VEHCL MAINT-REVENUE & EXPENSES					
02/09/2021 STATEMENT	116.04	TELEPHONE	29900000-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	29900000-42215-	378064	10210344
WATER OPER - EXPENSE W&S BUSI					
02/09/2021 STATEMENT	163.75	TELEPHONE	07700400-42210-	378064	10210344
02/09/2021 STATEMENT	729.01	ALARM LINES	07700400-42215-	378064	10210344
Vendor Total: \$7,608.08					
CARUS LLC					
WATER OPER - EXPENSE W&S BUSI					
WTP # 2 CHEMICALS	710.84	CHEMICALS	07700400-43342-	SLS 10089827	70210315
Vendor Total: \$710.84					
CDS OFFICE SYSTEMS INC					
VEHICLE MAINT. BALANCE SHEET					
ARBITRATOR	220.00	INVENTORY	29-14220-	INV1360667	29210152
Vendor Total: \$220.00					
CDW LLC					
GEN NONDEPT - EXPENSE GEN GOV					
RSA SECURID ANNUAL MAINT 1-YEAR	1,144.32	IT EQUIP. & SUPPLIES - GEN GOV	01900100-43333-	7817306	10210335
SEWER OPER - EXPENSE W&S BUSI					
RSA SECURID ANNUAL MAINT 1-YEAR	143.04	IT EQUIPMENT & SUPPLIES	07800400-43333-	7817306	10210335
WATER OPER - EXPENSE W&S BUSI					
RSA SECURID ANNUAL MAINT 1-YEAR	143.04	IT EQUIPMENT & SUPPLIES	07700400-43333-	7817306	10210335
Vendor Total: \$1,430.40					
CHICAGO PARTS & SOUND LLC					
VEHICLE MAINT. BALANCE SHEET					
SPARK PLUGS	73.80	INVENTORY	29-14220-	1-0185741	29210131
VEHICLE MAINT. BALANCE SHEET					
FLOW GOLD	115.32	INVENTORY	29-14220-	1-0184495	29210131
VEHICLE MAINT. BALANCE SHEET					
BOOT AND COIL	190.62	INVENTORY	29-14220-	1-0186443	29210131
Vendor Total: \$379.74					
CHRISTOPHER B BURKE ENG LTD					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
CONCRETE R&R BID	1,000.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-	163888	40210406
RATT CREEK REACH 5 UTILITY STUDY	9,317.44	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICES	12900400-42232-	163891	40210404
IN HOUSE ENGINEERING	6,800.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-	163884	40210405
IN HOUSE ENGINEERING	12,100.00	W & S IMPR. - EXPENSE W&S BUSI ENGINEERING/DESIGN SERVICES	12900400-42232-	163884	40210405
RT 62 BRIDGE DECK OVERLAY	1,900.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S2101	163884	40210405
SLEEPY HOLLOW CONSTRUCTION	1,050.00	STREET IMPROV- EXPENSE PUBWRKS ENGINEERING/DESIGN SERVICES	04900300-42232-S1983	163884	40210405
Vendor Total: \$32,167.44					
CINTAS CORPORATION NO 2					
REFILL 1ST AID CABINET - GSA	111.22	GS ADMIN - EXPENSE GEN GOV OFFICE SUPPLIES	01100100-43308-	8404986166	10210017
REPLENISH CDD FIRST AID SUPPLIES	99.11	CDD - EXPENSE GEN GOV OFFICE SUPPLIES	01300100-43308-	8404986167	30210003
Vendor Total: \$210.33					
CLARK BAIRD SMITH LLP					
LEGAL SERVICES FOR PD	1,738.75	POLICE - EXPENSE PUB SAFETY LEGAL SERVICES	01200200-42230-	13625	10210339
Vendor Total: \$1,738.75					
COLE PARMER INSTRUMENT CO					
WTP #3	638.28	WATER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07700400-44412-	2486867	70210281
Vendor Total: \$638.28					
COMCAST CABLE COMMUNICATION					
2/7/21-3/6/21 PUBLIC WORKS	16.84	PWA - EXPENSE PUB WORKS EQUIPMENT RENTAL	01400300-42270-	8771 10 012 0277023	10210033
2/14/21-3/13/21 POOL	108.35	SWIMMING POOL -EXPENSE GEN GOV TELEPHONE	05900100-42210-	8771 10 002 0452635	10210037
2/11/21-3/10/21 WTP #1	148.35	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0436950	10210032
2/12/21-3/11/21 WTP #3	148.35	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	8771 10 002 0443121	10210036
2/1/21-2/28/21 STATEMENT	171.27	BLDG MAINT- REVENUE & EXPENSES TELEPHONE	28900000-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	703.10	CDD - EXPENSE GEN GOV TELEPHONE	01300100-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	658.29	GENERAL SERVICES PW - EXPENSE TELEPHONE	01500300-42210-	116177023	10210343

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
2/1/21-2/28/21 STATEMENT	803.36	GS ADMIN - EXPENSE GEN GOV TELEPHONE	01100100-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	1,405.53	POLICE - EXPENSE PUB SAFETY TELEPHONE	01200200-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	214.41	PWA - EXPENSE PUB WORKS TELEPHONE	01400300-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	995.63	SEWER OPER - EXPENSE W&S BUSI TELEPHONE	07800400-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	185.72	VEHCL MAINT-REVENUE & EXPENSES TELEPHONE	29900000-42210-	116177023	10210343
2/1/21-2/28/21 STATEMENT	343.37	WATER OPER - EXPENSE W&S BUSI TELEPHONE	07700400-42210-	116177023	10210343
Vendor Total: \$5,902.57					
COMMONWEALTH EDISON					
1/14/21-2/12/21 HUNTINGTON BOOSTER	467.72	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0101073045	70210025
1/13/21-2/11/21 WOODS CREEK LS	792.42	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	0107108145	70210079
1/15/21-2/15/21 901 SANDBLOOM ROAD	608.80	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0112085088	70210026
1/14/21-2/12/21 WILBRANDT REAR TOWER	27.23	POLICE - EXPENSE PUB SAFETY ELECTRIC	01200200-42212-	0249109037	10210007
1/14/21-2/12/21 5625 EDGEWOOD DR	14.48	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	0254089033	50210014
1/14/21-2/12/21 STONEGATE VALVE	73.06	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	0282127066	70210243
1/14/21-2/12/21 HANSON TOWER	128.44	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	1697161042	70210027
1/14/21-2/12/21 MCCD TRAILHEAD	36.36	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	2073075100	50210089
1/14/21-2/12/21 SPRINGHILL/COUNTY LINE	56.56	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	2079003028	70210028
1/14/21-2/12/21 JACOBS TOWER	185.01	WATER OPER - EXPENSE W&S BUSI ELECTRIC	07700400-42212-	2355094078	70210029
1/14/21-2/12/21 LOWE DRIVE LS	67.01	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	3027111096	70210030
1/14/21-2/12/21 CHARGING STATIONS	281.12	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	3139139140	50210015
1/14/21-2/12/21 N RIVER ROAD LS	76.50	SEWER OPER - EXPENSE W&S BUSI ELECTRIC	07800400-42212-	3153024057	70210031
1/14/21-2/12/21 RT 31 & RT 62 STREET LIGHTS	129.63	GENERAL SERVICES PW - EXPENSE ELECTRIC	01500300-42212-	3886048007	50210031
		GENERAL SERVICES PW - EXPENSE			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
1/5/21-2/3/21 RATE 23 STREET LIGHTING	16,141.43	ELECTRIC	01500300-42212-	4473011026	50210016
		SEWER OPER - EXPENSE W&S BUSI			
1/14/21-2/12/21 BRITTANY HILLS LS	50.03	ELECTRIC	07800400-42212-	4483077090	70210024
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/12/21 COPPER OAKS TOWER	215.20	ELECTRIC	07700400-42212-	4777074007	70210032
		WATER OPER - EXPENSE W&S BUSI			
1/8/21-2/8/21 WELL #13	1,035.23	ELECTRIC	07700400-42212-	5151039132	70210035
		SEWER OPER - EXPENSE W&S BUSI			
1/14/21-2/11/21 RIVERFRONT LS - FINAL	24.58	ELECTRIC	07800400-42212-	5743051108 FINAL	70210033
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/12/21 HILLSIDE BOOSTER	284.96	ELECTRIC	07700400-42212-	5743093053	70210034
		GENERAL SERVICES PW - EXPENSE			
1/14/21-2/12/21 STREET LIGHTS	1,027.43	ELECTRIC	01500300-42212-	4473011035	50210017
Vendor Total: \$21,723.20					
COMPASS MINERALS AMERICA INC					
		MFT - EXPENSE PUBLIC WORKS			
20-00000-00-GM SALT MFT	9,585.68	MATERIALS	03900300-43309-	755828	40210418
		MFT - EXPENSE PUBLIC WORKS			
20-00000-00-GM SALT MFT	14,378.13	MATERIALS	03900300-43309-	756850	40210418
		MFT - EXPENSE PUBLIC WORKS			
20-00000-00-GM SALT MFT	14,526.85	MATERIALS	03900300-43309-	757956	40210418
Vendor Total: \$38,490.66					
CORE & MAIN LP					
		WATER OPER - EXPENSE W&S BUSI			
BBOXES & PARTS	1,616.00	MAINT - DISTRIBUTION SYSTEM	07700400-44415-	N720892	70210316
Vendor Total: \$1,616.00					
DIXON ENGINEERING INC					
		WATER OPER - EXPENSE W&S BUSI			
HANSON TOWER	2,750.00	MAINT - STORAGE FACILITY	07700400-44411-	20-7339	70210314
Vendor Total: \$2,750.00					
DREISILKER ELECTRIC MOTORS INC					
		BUILDING MAINT. BALANCE SHEET			
HVAC PARTS	917.25	INVENTORY	28-14220-	1175344	28210090
Vendor Total: \$917.25					
DYNEGY ENERGY SERVICES					
		WATER OPER - EXPENSE W&S BUSI			
1/8/21-2/7/21 WELL #15	267.30	ELECTRIC	07700400-42212-	4111038007	70210103
		SEWER OPER - EXPENSE W&S BUSI			
1/15/21-2/14/21 ALGONQUIN SHORES LS	947.29	ELECTRIC	07800400-42212-	0033167056	70210098
		SEWER OPER - EXPENSE W&S BUSI			
1/14/21-2/11/21 BRAEWOOD LS	1,180.39	ELECTRIC	07800400-42212-	0813024065	70210099
		WATER OPER - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
1/14/21-2/11/21 CARY BOOSTER	793.41	ELECTRIC	07700400-42212-	1263068132	70210280
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/11/21 COUNTRYSIDE BOOSTER	253.06	ELECTRIC	07700400-42212-	3909078023	70210100
		SEWER OPER - EXPENSE W&S BUSI			
1/13/21-2/10/21 GRAND RESERVE LS	794.56	ELECTRIC	07800400-42212-	1784099011	70210101
		SWIMMING POOL -EXPENSE GEN GOV			
1/15/21-2/14/21 POOL	117.67	ELECTRIC	05900100-42212-	4484041003	10210102
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/11/21 WELL #9	1,294.97	ELECTRIC	07700400-42212-	1753062020	70210102
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/11/21 ZANGE BOOSTER	418.74	ELECTRIC	07700400-42212-	2425109004	70210104
		WATER OPER - EXPENSE W&S BUSI			
	Vendor Total: \$6,067.39				
ENCAP INC					
		PARK IMPR - EXPENSE PUB WORKS			
CREEKS CROSSING PARK IMPROVEMENT	15,016.87	INFRASTRUCTURE MAINT IMPROV	06900300-43370-	6947	40210407
	Vendor Total: \$15,016.87				
EVOQUA WATER TECHNOLOGIES LLC					
		SEWER OPER - EXPENSE W&S BUSI			
MECHANICAL MAINT.	75.00	MAINT - TREATMENT FACILITY	07800400-44412-	904787918	70210322
	Vendor Total: \$75.00				
EXXON MOBIL					
		POLICE - EXPENSE PUB SAFETY			
GAS FOR SQUADS	8.34	FUEL	01200200-43340-	7187859226125291102	10210263
	Vendor Total: \$8.34				
FISHER AUTO PARTS INC					
		VEHICLE MAINT. BALANCE SHEET			
MINI LIGHT BULB	2.22	INVENTORY	29-14220-	325-560695	29210097
		VEHICLE MAINT. BALANCE SHEET			
OIL FILTER	7.10	INVENTORY	29-14220-	325-561092	29210097
		VEHICLE MAINT. BALANCE SHEET			
FUEL FILTER	11.96	INVENTORY	29-14220-	325-560020	29210097
		VEHICLE MAINT. BALANCE SHEET			
FUEL INJECTION GASKET	13.64	INVENTORY	29-14220-	325-561093	29210097
		VEHICLE MAINT. BALANCE SHEET			
FUEL INJECTION GASKET/FUEL WATER FILTE	21.54	INVENTORY	29-14220-	325-560663	29210097
		VEHICLE MAINT. BALANCE SHEET			
OIL FILTER	28.82	INVENTORY	29-14220-	325-561178	29210097
		VEHICLE MAINT. BALANCE SHEET			
DISC BRAKE PADS	38.64	INVENTORY	29-14220-	325-560631	29210097
		VEHICLE MAINT. BALANCE SHEET			
FUEL FILTER	43.61	INVENTORY	29-14220-	325-560892	29210097
		VEHICLE MAINT. BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
OIL FILTER/WIPER BLADES	48.49	INVENTORY	29-14220-	325-560407	29210097
		VEHICLE MAINT. BALANCE SHEET			
PENETRATING CATALYST	53.52	INVENTORY	29-14220-	325-560129	29210097
		VEHICLE MAINT. BALANCE SHEET			
OIL	57.72	INVENTORY	29-14220-	325-560406	29210097
		VEHICLE MAINT. BALANCE SHEET			
WINTER WIPER BLADES	60.40	INVENTORY	29-14220-	325-560638	29210097
		VEHICLE MAINT. BALANCE SHEET			
DIESEL EXHAUST FLUID	79.90	INVENTORY	29-14220-	325-560998	29210097
		VEHICLE MAINT. BALANCE SHEET			
DIESEL EXHAUST FLUID	111.86	INVENTORY	29-14220-	325-559979	29210097
		VEHICLE MAINT. BALANCE SHEET			
OIL FILTERS/OIL/AIR CLEANER FILTER	120.72	INVENTORY	29-14220-	325-559827	29210097
	Vendor Total: \$700.14				
G & O THERMAL SUPPLY COMPANY					
		BUILDING MAINT. BALANCE SHEET			
SEAL KIT	578.40	INVENTORY	28-14220-	1122909-00	28210093
	Vendor Total: \$578.40				
GENERAL RUBBER CORPORATION					
		SEWER OPER - EXPENSE W&S BUSI			
PLUMBING MAINT.	518.48	MAINT - TREATMENT FACILITY	07800400-44412-	1054012	70210303
	Vendor Total: \$518.48				
GLOBAL EQUIPMENT COMPANY					
		BUILDING MAINT. BALANCE SHEET			
AIR DEFLECTOR VENT COVER	68.91	INVENTORY	28-14220-	117180392	28210089
		BUILDING MAINT. BALANCE SHEET			
AIR DEFLECTOR VENT COVER	133.09	INVENTORY	28-14220-	117253121	28210089
	Vendor Total: \$202.00				
GOVTEMPSUSA LLC					
		CDD - EXPENSE GEN GOV			
1/25/21-2/7/21 BLANCHARD	3,471.30	PROFESSIONAL SERVICES	01300100-42234-	3675924	30210030
	Vendor Total: \$3,471.30				
GRAINGER					
		SEWER OPER - EXPENSE W&S BUSI			
PPE - BODY HARNESSSES	322.00	UNIFORMS & SAFETY ITEMS	07800400-47760-	9787194837	40210414
		WATER OPER - EXPENSE W&S BUSI			
PPE - BODY HARNESSSES	322.00	UNIFORMS & SAFETY ITEMS	07700400-47760-	9787194837	40210414
		BUILDING MAINT. BALANCE SHEET			
SCRAPER BLADE	10.84	INVENTORY	28-14220-	9796256189	28210016
		BUILDING MAINT. BALANCE SHEET			
AIR FILTERS	168.66	INVENTORY	28-14220-	9799327003	28210016
		BUILDING MAINT. BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
FV RETROFIT KIT/FUNNEL	343.18	INVENTORY	28-14220-	9801863474	28210016
		BUILDING MAINT. BALANCE SHEET			
FV RETROFIT KIT/DIAPHRAGM ASSEMBLY	385.40	INVENTORY	28-14220-	9786562695	28210016
		BUILDING MAINT. BALANCE SHEET			
FV RETROFIT KIT/DIAPHRAGM ASSEMBLY	406.91	INVENTORY	28-14220-	9786562703	28210016
		BUILDING MAINT. BALANCE SHEET			
FV RETROFIT KIT	673.54	INVENTORY	28-14220-	9799920344	28210016
Vendor Total:	\$2,632.53				
HD SUPPLY FACILITIES MAINTENANCE LTD					
		WATER OPER - EXPENSE W&S BUSI			
PUMP PARTS	32.71	SMALL TOOLS & SUPPLIES	07700400-43320-	482639	70210311
		SEWER OPER - EXPENSE W&S BUSI			
TREATMENT FACILITY MAINTENANCE	171.32	MAINT - TREATMENT FACILITY	07800400-44412-	447391	70210320
		WATER OPER - EXPENSE W&S BUSI			
WTP 1 & 2	501.10	MAINT - TREATMENT FACILITY	07700400-44412-	478347	70210312
		WATER OPER - EXPENSE W&S BUSI			
WTP #2	660.61	MAINT - TREATMENT FACILITY	07700400-44412-	484849	70210317
Vendor Total:	\$1,365.74				
HERITAGE CRYSTAL CLEAN					
		VEHCL MAINT-REVENUE & EXPENSES			
WASTE DISPOSAL	153.00	PROFESSIONAL SERVICES	29900000-42234-	16660401	29210017
Vendor Total:	\$153.00				
ILLINOIS MUNICIPAL LEAGUE					
		CDD - EXPENSE GEN GOV			
CDD DIRECTOR JOB ADVERTISEMENT	35.00	PRINTING & ADVERTISING	01300100-42243-	379	10210338
		GS ADMIN - EXPENSE GEN GOV			
2021 MEMBERSHIP	2,000.00	TRAVEL/TRAINING/DUES	01100100-47740-	2021 MEMBERSHIP	10210341
Vendor Total:	\$2,035.00				
ILLINOIS SECRETARY OF STATE					
		VEHICLE MAINT. BALANCE SHEET			
UNIT 203 PLATE RENEWAL	151.00	OUTSOURCED INVENTORY	29-14240-	PLATE RENEWAL #203	29210149
Vendor Total:	\$151.00				
INDUSTRIAL SCIENTIFIC CORPORATION					
		SEWER OPER - EXPENSE W&S BUSI			
GAS MONITORING 12/22/20-1/21/21	196.42	PROFESSIONAL SERVICES	07800400-42234-	2390166	40210313
		WATER OPER - EXPENSE W&S BUSI			
GAS MONITORING 12/22/20-1/21/21	196.42	PROFESSIONAL SERVICES	07700400-42234-	2390166	40210313
Vendor Total:	\$392.84				
ISAWWA					
		WATER OPER - EXPENSE W&S BUSI			
ERIC BROWN TRAINING	569.00	TRAVEL/TRAINING/DUES	07700400-47740-	200059988	70210318

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
Vendor Total: \$569.00					
JOHNSON CONTROLS FIRE PROTECTION LP					
FIRE SYSTEMS - BRAEWOOD LS	2,530.00	BUILDING MAINT. BALANCE SHEET OUTSOURCED INVENTORY	28-14240-	87471802	28210015
Vendor Total: \$2,530.00					
JOSEPH D FOREMAN & CO					
GATE VALVE REPAIR KIT	1,159.63	WATER OPER - EXPENSE W&S BUSI MAINT - DISTRIBUTION SYSTEM	07700400-44415-	328694	70210310
Vendor Total: \$1,159.63					
K-TECH SPECIALTY COATINGS INC					
LIQUID DEICER	6,482.66	MFT - EXPENSE PUBLIC WORKS MATERIALS	03900300-43309-	202101-K0094	40210416
Vendor Total: \$6,482.66					
KATHLEEN M NOCCHI					
UB 1011638 326 HUBBARD	338.10	WATER & SEWER BALANCE SHEET AR - WATER BILLING	07-12110-	107178	
Vendor Total: \$338.10					
LANGTON SNOW SOLUTIONS INC					
COURT SNOW PLOWING	9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46376	40210417
COURT SNOW PLOWING	9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46311	40210409
COURT SNOW PLOWING	9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46312	40210410
COURT SNOW PLOWING	9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46516	40210420
COURT SNOW PLOWING	9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46515	40210421
COURT SNOW PLOWING	23,887.11	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46241	40210419
CREDIT FOR DUPLICATE INVOICE	-9,554.81	CUL DE SAC - EXPENSE PUB WORKS SNOW REMOVAL	16230300-42264-	46720	
Vendor Total: \$62,106.35					
LAUTERBACH & AMEN LLP					
PAYROLL SERVICES JANUARY 2021	3,356.50	GS ADMIN - EXPENSE GEN GOV PROFESSIONAL SERVICES	01100100-42234-	52699	10210023
PAYROLL SERVICES JANUARY 2021	719.25	SEWER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07800400-42234-	52699	10210023
PAYROLL SERVICES JANUARY 2021	719.25	WATER OPER - EXPENSE W&S BUSI PROFESSIONAL SERVICES	07700400-42234-	52699	10210023
Vendor Total: \$4,795.00					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
LAWSON PRODUCTS INC					
PAINT/FLANGE/PLOW BOLTS/FUSES/DISCS	937.48	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	9308201097	29210006
	Vendor Total: \$937.48				
LEACH ENTERPRISES INC					
HOSE WIRE/HOSE END	28.62	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	971023	29210049
SEAT PURGE VALVE KIT	39.21	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	971322	29210049
HYDRAULIC HOSE WIRE	39.66	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	971202	29210049
HYDRAULIC HOSE WIRE/SWIVEL/HOSE END	177.16	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	971348	29210049
	Vendor Total: \$284.65				
LEADS ONLINE LLC					
4/1/2021 - 3/31/2022 ACCESS	2,848.00	POLICE - EXPENSE PUB SAFETY EQUIPMENT RENTAL	01200200-42270-	259540	20210131
	Vendor Total: \$2,848.00				
LECHNER SERVICES					
UNIFORMS - BUILDING/VEHICLE	265.50	BLDG MAINT- REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	28900000-47760-	2862568	29210148
UNIFORMS - BUILDING/VEHICLE	2,644.00	VEHCL MAINT-REVENUE & EXPENSES UNIFORMS & SAFETY ITEMS	29900000-47760-	2862568	29210148
	Vendor Total: \$2,909.50				
LUSE ENVIRONMENTAL SERVICES INC					
ASBESTOS REMOVAL 5625 EDGEWOOD	3,400.00	PARK IMPR - EXPENSE PUB WORKS INFRASTRUCTURE MAINT IMPROV	06900300-43370-	20-3295	40210188
	Vendor Total: \$3,400.00				
MACCARB INC					
CO2 FOR BIOMIST	92.40	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	INV020178	28210080
	Vendor Total: \$92.40				
MANSFIELD OIL COMPANY					
FUEL	3,320.15	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	22198636	29210009
FUEL	4,502.86	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	22198637	29210009
FUEL	4,790.90	VEHICLE MAINT. BALANCE SHEET FUEL INVENTORY	29-14200-	22209905	29210009
	Vendor Total: \$12,613.91				
MARSH USA INC					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		POLICE - EXPENSE PUB SAFETY			
NOTARY RENEWAL - DOLES	20.00	TRAVEL/TRAINING/DUES	01200200-47740-	376338869846	20210127
	Vendor Total: \$20.00				
MARTELLE WATER TREATMENT					
		WATER OPER - EXPENSE W&S BUSI			
AQUA MAG	3,623.40	CHEMICALS	07700400-43342-	21118	70210013
		WATER OPER - EXPENSE W&S BUSI			
SODIUM HYPOCHLORITE	3,840.00	CHEMICALS	07700400-43342-	21109	70210013
	Vendor Total: \$7,463.40				
MCHENRY COUNTY RECORDER					
		CDD - EXPENSE GEN GOV			
RECORDING FEES JANUARY 2021	86.00	PROFESSIONAL SERVICES	01300100-42234-	1/1/21-1/31/21	10210012
		SEWER OPER - EXPENSE W&S BUSI			
RECORDING FEES JANUARY 2021	21.50	PROFESSIONAL SERVICES	07800400-42234-	1/1/21-1/31/21	10210012
		WATER OPER - EXPENSE W&S BUSI			
RECORDING FEES JANUARY 2021	21.50	PROFESSIONAL SERVICES	07700400-42234-	1/1/21-1/31/21	10210012
	Vendor Total: \$129.00				
MENARDS CARPENTERSVILLE					
		SEWER OPER - EXPENSE W&S BUSI			
GARBAGE CANS	183.48	SMALL TOOLS & SUPPLIES	07800400-43320-	68402	70210319
		GENERAL SERVICES PW - EXPENSE			
PROPANE	7.84	SMALL TOOLS & SUPPLIES	01500300-43320-	69597	50210140
		GENERAL SERVICES PW - EXPENSE			
HOSE	15.98	SMALL TOOLS & SUPPLIES	01500300-43320-	69537	50210140
	Vendor Total: \$207.30				
METRO STRATEGIES INC					
		STREET IMPROV- EXPENSE PUBWRKS			
PR FIRM JANUARY 2021	3,000.00	ENGINEERING/DESIGN SERVICES	04900300-42232-	ALPW-19	40210004
	Vendor Total: \$3,000.00				
MFMA					
		VEHCL MAINT-REVENUE & EXPENSES			
2021 ANNUAL DUES	30.00	TRAVEL/TRAINING/DUES	29900000-47740-	21-003	29210154
	Vendor Total: \$30.00				
MICHAEL DARROW					
		CDD - EXPENSE GEN GOV			
LIVING EXPENSE FEBRUARY & MARCH	840.00	PROFESSIONAL SERVICES	01300100-42234-	FEBRUARY & MARCH	10210348
	Vendor Total: \$840.00				
MIDAMERICAN ENERGY SERVICES LLC					
		SEWER OPER - EXPENSE W&S BUSI			
1/14/21-2/12/21 WWTF	20,339.47	ELECTRIC	07800400-42212-	455591	70210080
		WATER OPER - EXPENSE W&S BUSI			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
1/14/21-2/12/21 WTP #1	3,878.93	ELECTRIC	07700400-42212-	455594	70210096
		WATER OPER - EXPENSE W&S BUSI			
1/8/21-2/8/21 WTP #3	2,375.28	ELECTRIC	07700400-42212-	455531	70210082
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/12/21 WELL #7 & #11	3,286.53	ELECTRIC	07700400-42212-	455593	70210097
		WATER OPER - EXPENSE W&S BUSI			
1/14/21-2/17/21 WTP #2	4,925.99	ELECTRIC	07700400-42212-	455592	70210081
	Vendor Total: \$34,806.20				
NAPA AUTO SUPPLY ALGONQUIN					
		VEHICLE MAINT. BALANCE SHEET			
OZIUM GEL	9.58	INVENTORY	29-14220-	106462	29210133
		VEHICLE MAINT. BALANCE SHEET			
LOCK DEICER	12.36	INVENTORY	29-14220-	106470	29210133
		VEHICLE MAINT. BALANCE SHEET			
BRACKET	17.98	INVENTORY	29-14220-	107019	29210133
		VEHICLE MAINT. BALANCE SHEET			
RELAY	35.52	INVENTORY	29-14220-	105956	29210133
		VEHICLE MAINT. BALANCE SHEET			
SOLENOID	88.34	INVENTORY	29-14220-	106951	29210133
		VEHICLE MAINT. BALANCE SHEET			
ALARM	113.97	INVENTORY	29-14220-	105967	29210133
		VEHICLE MAINT. BALANCE SHEET			
FLOOD LAMP	153.98	INVENTORY	29-14220-	106262	29210133
	Vendor Total: \$431.73				
NICOR GAS					
		WATER OPER - EXPENSE W&S BUSI			
1/7/21-2/5/21 WTP #2	444.42	NATURAL GAS	07700400-42211-	00-63-34-1000 6	70210036
		WATER OPER - EXPENSE W&S BUSI			
1/11/21-2/9/21 WTP #3	826.00	NATURAL GAS	07700400-42211-	04-29-91-4436 2	70210037
		WATER OPER - EXPENSE W&S BUSI			
1/6/21-2/4/21 WTP #1	719.94	NATURAL GAS	07700400-42211-	44-94-77-1000 8	70210038
		SWIMMING POOL -EXPENSE GEN GOV			
1/6/21-2/4/21 POOL HOUSE	121.17	NATURAL GAS	05900100-42211-	77-21-74-1000 8	10210010
		SEWER OPER - EXPENSE W&S BUSI			
1/7/21-2/5/21 WWTF	285.39	NATURAL GAS	07800400-42211-	83-83-64-3667 1	70210039
		SWIMMING POOL -EXPENSE GEN GOV			
1/6/21-2/4/21 BATH HOUSE	38.60	NATURAL GAS	05900100-42211-	87-21-74-1000 7	10210011
		SEWER OPER - EXPENSE W&S BUSI			
1/7/21-2/5/21 DIGESTER BUILDING	1,716.55	NATURAL GAS	07800400-42211-	93-54-83-1000 7	70210302
	Vendor Total: \$4,152.07				
NILCO					
		GENERAL SERVICES PW - EXPENSE			
SNOW REMOVAL DOWNTOWN	5,530.00	PROFESSIONAL SERVICES	01500300-42234-	15601	50210127

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		GENERAL SERVICES PW - EXPENSE			
SNOW REMOVAL DOWNTOWN	5,530.00	PROFESSIONAL SERVICES	01500300-42234-	15601-1	50210127
		GENERAL SERVICES PW - EXPENSE			
SNOW REMOVAL DOWNTOWN	5,530.00	PROFESSIONAL SERVICES	01500300-42234-	15618	50210127
		GENERAL SERVICES PW - EXPENSE			
SNOW REMOVAL DOWNTOWN	11,060.00	PROFESSIONAL SERVICES	01500300-42234-	15627	50210127
	Vendor Total: \$27,650.00				
NORTHWEST TRUCKS INC					
		VEHICLE MAINT. BALANCE SHEET			
PURGE VALVE KIT	103.11	INVENTORY	29-14220-	X101023168	29210021
	Vendor Total: \$103.11				
OFFICE DEPOT					
		CDD - EXPENSE GEN GOV			
STAMP	23.02	OFFICE SUPPLIES	01300100-43308-	149761733002	30210009
	Vendor Total: \$23.02				
ONE TIME PAY					
		GEN FUND REVENUE - GEN GOV			
V KOTHARI/CONTRACTOR CREDIT	98.00	RECREATION PROGRAMS	01000100-34410-	CLASS CREDIT	
		SEWER OPER - EXPENSE W&S BUSI			
REPAIR B-BOX LEAK	6,210.00	MAINT - COLLECTION SYSTEM	07800400-44416-	WATER REPAIR	
	Vendor Total: \$6,308.00				
PAHCS II					
		POLICE - EXPENSE PUB SAFETY			
PRE-EMPLOYMENT PHYSICALS	500.00	BOARD OF POLICE COMMISSION	01200200-47720-	507481	10210345
	Vendor Total: \$500.00				
POLYDYNE INC					
		SEWER OPER - EXPENSE W&S BUSI			
CHEMICALS	4,396.68	CHEMICALS	07800400-43342-	1519922	70210016
	Vendor Total: \$4,396.68				
R A ADAMS ENTERPRISES					
		VEHICLE MAINT. BALANCE SHEET			
CLEAR WHITE COVER	175.00	INVENTORY	29-14220-	S035525	29210011
	Vendor Total: \$175.00				
RADAR MAN INC					
		VEHICLE MAINT. BALANCE SHEET			
PD LIDAR REPAIR	650.00	OUTSOURCED INVENTORY	29-14240-	4864	29210137
	Vendor Total: \$650.00				
RALPH HELM INC					
		VEHICLE MAINT. BALANCE SHEET			
REPAIRS FOR UNIT 8SB03	42.50	OUTSOURCED INVENTORY	29-14240-	121430	29210153

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		VEHICLE MAINT. BALANCE SHEET			
REPAIRS FOR UNIT 6SB07	244.37	OUTSOURCED INVENTORY	29-14240-	121432	29210153
	Vendor Total: \$286.87				
RAY O'HERRON CO INC					
		POLICE - EXPENSE PUB SAFETY			
UNIFORM - LANDREVILLE	88.72	UNIFORMS & SAFETY ITEMS	01200200-47760-	2087204-IN	20210007
		POLICE - EXPENSE PUB SAFETY			
UNIFORM - STENGER	134.10	UNIFORMS & SAFETY ITEMS	01200200-47760-	2086444-IN	20210007
	Vendor Total: \$222.82				
REINDERS INC					
		VEHICLE MAINT. BALANCE SHEET			
KEY/HEX NUT	35.59	INVENTORY	29-14220-	1865313-00	29210062
		VEHICLE MAINT. BALANCE SHEET			
ACTUATOR	422.36	INVENTORY	29-14220-	1865676-00	29210157
	Vendor Total: \$457.95				
RUSH TRUCK CENTER					
		VEHICLE MAINT. BALANCE SHEET			
HEADLIGHT	53.94	INVENTORY	29-14220-	3022363522	29210129
		VEHICLE MAINT. BALANCE SHEET			
RELAY CONTROL	71.70	INVENTORY	29-14220-	3022430776	29210129
		VEHICLE MAINT. BALANCE SHEET			
BELT ADJUSTER/FAN BELT	164.80	INVENTORY	29-14220-	3022430775	29210129
		VEHICLE MAINT. BALANCE SHEET			
THROTTLE SWITCH	205.00	INVENTORY	29-14220-	3022432273	29210129
		VEHICLE MAINT. BALANCE SHEET			
TENSION PULLEY/FAN BELT	337.90	INVENTORY	29-14220-	3022432274	29210129
		VEHICLE MAINT. BALANCE SHEET			
SYNTHETIC ATF	341.40	INVENTORY	29-14220-	3022323190	29210129
		VEHICLE MAINT. BALANCE SHEET			
PULLEY FAN DRIVE/IDLER SPACER	424.90	INVENTORY	29-14220-	3022438843	29210129
		VEHICLE MAINT. BALANCE SHEET			
SENSORS	582.72	INVENTORY	29-14220-	3022414022	29210129
	Vendor Total: \$2,182.36				
SAUBER MFG CO					
		VEHICLE MAINT. BALANCE SHEET			
631 REPAIR	530.61	OUTSOURCED INVENTORY	29-14240-	PSI216076	29210136
	Vendor Total: \$530.61				
SECRETARY OF STATE					
		POLICE - EXPENSE PUB SAFETY			
DOLES NOTARY APPLICATION	10.00	TRAVEL/TRAINING/DUES	01200200-47740-	DOLES NOTARY APP	20210130
	Vendor Total: \$10.00				

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SERPENTIX CONVEYOR CORP					
BEET FILTER PRESS CONVEYOR	7,132.00	SEWER OPER - EXPENSE W&S BUSI MAINT - TREATMENT FACILITY	07800400-44412-	19873	70210323
	Vendor Total: \$7,132.00				
SOUTH SIDE CONTROL SUPPLY COMPANY					
TEMP CONTROL	256.76	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	S100671336.001	28210087
	Vendor Total: \$256.76				
STANS OFFICE TECHNOLOGIES					
STANS MFP PD FEBRUARY	123.10	POLICE - EXPENSE PUB SAFETY MAINT - OFFICE EQUIPMENT	01200200-44426-	358245	10210334
STANS MFP GSA FEBRUARY	138.32	GS ADMIN - EXPENSE GEN GOV MAINT - OFFICE EQUIPMENT	01100100-44426-	358182	10210334
STANS MFP CDD FEBRUARY	150.23	CDD - EXPENSE GEN GOV MAINT - OFFICE EQUIPMENT	01300100-44426-	358232	10210334
STANS MFP PW FEBRUARY	7.83	BLDG MAINT- REVENUE & EXPENSES MAINT - OFFICE EQUIPMENT	28900000-44426-	358233	10210334
STANS MFP PW FEBRUARY	15.63	GENERAL SERVICES PW - EXPENSE MAINT - OFFICE EQUIPMENT	01500300-44426-	358233	10210334
STANS MFP PW FEBRUARY	7.83	PWA - EXPENSE PUB WORKS MAINT - OFFICE EQUIPMENT	01400300-44426-	358233	10210334
STANS MFP PW FEBRUARY	7.83	SEWER OPER - EXPENSE W&S BUSI MAINT - OFFICE EQUIPMENT	07800400-44426-	358233	10210334
STANS MFP PW FEBRUARY	7.83	VEHCL MAINT-REVENUE & EXPENSES MAINT - OFFICE EQUIPMENT	29900000-44426-	358233	10210334
STANS MFP PW FEBRUARY	7.83	WATER OPER - EXPENSE W&S BUSI MAINT - OFFICE EQUIPMENT	07700400-44426-	358233	10210334
	Vendor Total: \$466.43				
STAPLES ADVANTAGE					
LETTER SIZE ENVELOPES	11.79	GS ADMIN - EXPENSE GEN GOV OFFICE SUPPLIES	01100100-43308-	3468722927	10210016
	Vendor Total: \$11.79				
STEINER ELECTRIC COMPANY					
RETURNED STREET LIGHT BULBS	-48.30	GENERAL SERVICES PW - EXPENSE MAINT - STREET LIGHTS	01500300-44429-	S006764619.002	
GROUND WIRE	105.50	SEWER OPER - EXPENSE W&S BUSI METERS & METER SUPPLIES	07800400-43348-	S006779265.001	70210313
GROUND WIRE	105.50	WATER OPER - EXPENSE W&S BUSI METERS & METER SUPPLIES	07700400-43348-	S006779265.001	70210313
UPPER TUBE	111.10	VEHICLE MAINT. BALANCE SHEET INVENTORY	29-14220-	S006825735.005	29210088
		VEHICLE MAINT. BALANCE SHEET			

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
UPPER TUBE AND HOSE	38.63	INVENTORY	29-14220-	S006825735.003	29210088
UPPER TUBE AND HOSE	74.50	INVENTORY	29-14220-	S006825735.003	29210088
VEHICLE MAINT. BALANCE SHEET					
OIL COOLER AND HOSE	683.33	INVENTORY	29-14220-	S006825735.001	29210156
Vendor Total: \$1,070.26					
STREICHERS					
UNIFORM - SIEGFORT	126.00	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	I1482376	20210010
UNIFORM - SKRODZKI	159.96	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	I1483151	20210010
UNIFORM - RADELL	347.20	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	I1483194	20210010
Vendor Total: \$633.16					
SYMBOLARTS LLC					
OFFICER BADGES	352.50	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	0366515-IN	20210126
Vendor Total: \$352.50					
SYNAGRO					
SLUDGE HAULING JANUARY 2021	9,262.20	SEWER OPER - EXPENSE W&S BUSI SLUDGE REMOVAL	07800400-42262-	19876	70210020
Vendor Total: \$9,262.20					
THOMPSON ELEVATOR INSP					
ELEVATOR INSPECTIONS	200.00	CDD - EXPENSE GEN GOV PROFESSIONAL SERVICES	01300100-42234-	20-2992	30210002
Vendor Total: \$200.00					
TITAN SUPPLY					
MATS	3,412.40	BUILDING MAINT. BALANCE SHEET INVENTORY	28-14220-	27639	28210011
Vendor Total: \$3,412.40					
TODAYS UNIFORMS					
UNIFORM - LANDREVILLE & TREFILEK	85.90	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	198494	20210090
UNIFORM - PELAYO	99.90	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	198493	20210090
UNIFORM - REVERA	139.90	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	198497	20210090
UNIFORM - PELAYO	259.80	POLICE - EXPENSE PUB SAFETY UNIFORMS & SAFETY ITEMS	01200200-47760-	198087	20210090
Vendor Total: \$585.50					
TRAFFIC & PARKING CONTROL CO					
GENERAL SERVICES PW - EXPENSE					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
SIGN POLES	1,653.20	SIGN PROGRAM	01500300-43366-	I688534	50210142
		GENERAL SERVICES PW - EXPENSE			
BLANKS & ANCHORS FOR SIGNS	3,008.84	SIGN PROGRAM	01500300-43366-	I688957	50210141
Vendor Total: \$4,662.04					
TRINE CONSTRUCTION CORP					
		W & S IMPR. - EXPENSE W&S BUSI			
DOWNTOWN STREETSCAPE STAGE 3	235,422.07	WASTEWATER COLLECTION	12900400-45526-W1943	APPLICATION #11	40210408
DOWNTOWN STREETSCAPE STAGE 3	29,097.11	WATER MAIN	12900400-45565-W1953	APPLICATION #11	40210408
Vendor Total: \$264,519.18					
TROTTER & ASSOCIATES INC					
		W & S IMPR. - EXPENSE W&S BUSI			
WOODS CREEK LS UPGRADES	10,400.25	ENGINEERING/DESIGN SERVICES	12900400-42232-W2121	18066	40210411
		W & S IMPR. - EXPENSE W&S BUSI			
DOWNTOWN STREETSCAPE STAGE 3	26,276.14	ENGINEERING/DESIGN SERVICES	12900400-42232-W1942	18074	40210412
DOWNTOWN STREETSCAPE STAGE 3	3,247.61	ENGINEERING/DESIGN SERVICES	12900400-42232-W1952	18074	40210412
		W & S IMPR. - EXPENSE W&S BUSI			
WWTP IMPROVEMENTS PHASE 6B	32.00	ENGINEERING/DESIGN SERVICES	12900400-42232-W1843	18064	40210413
		W & S IMPR. - EXPENSE W&S BUSI			
WWTP IMPROVEMENTS PHASE 6B	75,513.79	ENGINEERING/DESIGN SERVICES	12900400-42232-W1843	18065	40210413
Vendor Total: \$115,469.79					
US BANK EQUIPMENT FINANCE					
		CDD - EXPENSE GEN GOV			
RICOH COPIER 03/17/2021	169.29	LEASES - NON CAPITAL	01300100-42272-	436707905	10210030
		CDD - INTEREST EXPENSE			
RICOH COPIER 03/17/2021	38.01	INTEREST EXPENSE	01300600-47790-	436707905	10210030
		PUBLIC WORKS ADMIN - INT EXP			
RICOH COPIER 03/17/2021	38.01	INTEREST EXPENSE	01400600-47790-	436707905	10210030
		PWA - EXPENSE PUB WORKS			
RICOH COPIER 03/17/2021	169.28	LEASES - NON CAPITAL	01400300-42272-	436707905	10210030
Vendor Total: \$414.59					
VALLEY AUTOBODY & FRAME					
		VEHICLE MAINT. BALANCE SHEET			
PAINT A PART FOR UNIT 529	166.40	OUTSOURCED INVENTORY	29-14240-	8796	29210147
Vendor Total: \$166.40					
VILLAGE OF ALGONQUIN					
		POLICE - EXPENSE PUB SAFETY			
PETTY CASH REIMBURSEMENT	56.62	PROFESSIONAL SERVICES	01200200-42234-	02/19/21 REQUEST	20210129
PETTY CASH REIMBURSEMENT	2.34	MATERIALS	01200200-43309-	02/19/21 REQUEST	20210129
PETTY CASH REIMBURSEMENT	2.70	POSTAGE	01200200-43317-	02/19/21 REQUEST	20210129
Vendor Total: \$61.66					
VILLAGE OF ALGONQUIN - M.I.A.T.					

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		POLICE - EXPENSE PUB SAFETY			
21/22 MEMBERSHIP DUES	1,000.00	TRAVEL/TRAINING/DUES	01200200-47740-	APD21/22	20210128
	Vendor Total: \$1,000.00				
WAREHOUSE DIRECT INC					
		GENERAL SERVICES PW - EXPENSE			
GUM REMOVER	4,326.87	SMALL TOOLS & SUPPLIES	01500300-43320-	4832791-0	50210139
	Vendor Total: \$4,326.87				
WEST SIDE TRACTOR SALES					
		VEHICLE MAINT. BALANCE SHEET			
LATCH/HINGE/BRACKET	131.26	INVENTORY	29-14220-	W88528	29210155
	Vendor Total: \$131.26				
WILLIAMS BROTHERS CONSTRUCTION INC					
		W & S IMPR. - EXPENSE W&S BUSI			
WWTP IMPROVEMENTS PHASE 6B	623,533.00	WASTEWATER TREATMENT PLANT	12900400-45570-W1844	APPLICATION #9	40210401
	Vendor Total: \$623,533.00				
ZIEGLERS ACE HARDWARE					
		VEHCL MAINT-REVENUE & EXPENSES			
SHOP TOOLS NICK OLMSTEAD	7.18	SMALL TOOLS & SUPPLIES	29900000-43320-	038329/L	29210150
	Vendor Total: \$7.18				
ZUKOWSKI ROGERS FLOOD & MCARDLE					
		POLICE - EXPENSE PUB SAFETY			
TRAFFIC CASES, ORDINANCE VIOLATIONS	4,437.50	LEGAL SERVICES	01200200-42230-	147945	
		POLICE - EXPENSE PUB SAFETY			
TRAFFIC CASES, ORD VIOL-COSTS ADVANCE	33.80	LEGAL SERVICES	01200200-42230-	147945	
		CDD - EXPENSE GEN GOV			
PLANNING, ZONING, BLDG COMMISSIONER	87.50	LEGAL SERVICES	01300100-42230-	147945	
		CDD - EXPENSE GEN GOV			
PERSONNEL MATTERS	43.75	LEGAL SERVICES	01300100-42230-	147945	
		GS ADMIN - EXPENSE GEN GOV			
PERSONNEL MATTERS	87.50	LEGAL SERVICES	01100100-42230-	147945	
		GS ADMIN - EXPENSE GEN GOV			
LIQUOR COMMISSIONER	87.50	LEGAL SERVICES	01100100-42230-	147945	
		GS ADMIN - EXPENSE GEN GOV			
MISCELLANEOUS	2,187.50	LEGAL SERVICES	01100100-42230-	147945	
		POLICE - EXPENSE PUB SAFETY			
POLICE DEPARTMENT	43.75	LEGAL SERVICES	01200200-42230-	147945	
		GS ADMIN - EXPENSE GEN GOV			
MEETINGS	1,531.25	LEGAL SERVICES	01100100-42230-	147945	
		GENERAL SERVICES PW - EXPENSE			
PUBLIC WORKS MISCELLANEOUS	262.50	LEGAL SERVICES	01500300-42230-	147945	
		GENERAL SERVICES PW - EXPENSE			
PUBLIC WORKS ADMINISTRATION	175.00	LEGAL SERVICES	01500300-42230-	147945	

Vendor Invoice Description	Amount	Account Description	Account	Invoice	Purchase Order
		STREET IMPROV- EXPENSE PUBWRKS			
VILLAGE PROPERTY MATTERS-MISCELLANEC	1,225.00	LEGAL SERVICES	04900300-42230-	147945	
		STREET IMPROV- EXPENSE PUBWRKS			
VILLAGE PROP MATTERS-MISC COSTS ADVAI	132.00	LEGAL SERVICES	04900300-42230-	147945	
		STREET IMPROV- EXPENSE PUBWRKS			
CREEKSIDE TAP - TIF	1,881.25	LAND ACQUISITION	04900300-45595-	147945	
		GS ADMIN - EXPENSE GEN GOV			
COVID ISSUES	306.25	LEGAL SERVICES	01100100-42230-	147948	10210346
	Vendor Total: \$12,522.05				
	REPORT TOTAL: \$1,559,148.30				

Village of Algonquin

List of Bills 3/2/2021

FUND RECAP:

<u>FUND</u>	<u>DESCRIPTION</u>	<u>DISBURSEMENTS</u>
01	GENERAL	167,243.66
03	MFT	44,973.32
04	STREET IMPROVEMENT	96,351.25
05	SWIMMING POOL	420.79
06	PARK IMPROVEMENT	22,416.87
07	WATER & SEWER	100,860.81
12	WATER & SEWER IMPROVEM	1,024,939.41
16	DEVELOPMENT FUND	62,106.35
28	BUILDING MAINT. SERVICE	11,570.80
29	VEHICLE MAINT. SERVICE	28,265.04
TOTAL ALL FUNDS		<u><u>1,559,148.30</u></u>

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE: _____

APPROVED BY: _____



VILLAGE OF ALGONQUIN SCHEDULE OF MEETINGS

March 1, 2021

The following meetings are scheduled to be held by the Village Board or Village Commission. Due to COVID 19, some meetings may be held remotely. Meeting information, which includes meeting location, remote log in information, and meeting agendas can be found by visiting www.algonquin.org. Full agendas for meeting will also be posted at the Ganek Municipal Center, as required by law, not less than 48 hours in advance of the scheduled meeting. Each agenda will include the location of the meeting and/or the remote log in information for each meeting.

March 2, 2021	Tuesday	7:30 PM	Village Board Meeting	REMOTE
March 8, 2021	Monday	7:30 PM	Planning & Zoning Commission	REMOTE
March 9, 2021	Tuesday	7:30 PM	Committee of the Whole Meeting	REMOTE
March 10, 2021	Wednesday	7:00 PM	Historic Commission Meeting	HVH
March 11, 2021	Thursday	7:00 PM	Economic Development Commission-Cancelled	N/A
March 16, 2021	Tuesday	7:30 PM	Village Board Meeting	REMOTE
March 16, 2021	Tuesday	7:45 PM	Committee of the Whole Meeting	REMOTE
March 20, 2021	Saturday	8:30 AM	Historic Commission Workshop	HVH
March 27, 2021	Saturday	8:30 AM	Historic Commission Workshop	HVH
April 6, 2021	Tuesday	7:30 AM	Village Board Meeting	REMOTE

ALL MEETINGS AND/OR TIMES ARE SUBJECT TO CHANGE OR CANCELLATION.

ALL CHANGES AND/OR CANCELLATIONS WILL BE POSTED AT THE GANEK MUNICIPAL CENTER AND
WWW.ALGONQUIN.ORG