



Rantoul Village Board of Trustees
Regular Study Session
March 7, 2023
6:00 PM

Order of Business

1. Call to Order

2. Roll Call

3. Approval of Agenda

4. Public Participation

Citizens wishing to address the Village Board with respect to any item of business listed upon the agenda, or any matter not appearing on the agenda, are asked to complete a public participation form, and submit it to the Village Clerk prior to the meeting. Comments will be limited to three minutes for each speaker.

5. Items from Trustees

6. Items from the Mayor

7. Items from the Clerk

All Minutes are draft versions until approved during the Regular Board Meeting. The Village is required to post the approved minutes on the website within ten days of approval.

(A) Minutes from Study Session Meeting of February 7th

(B) Minutes from Board Meeting of February 14th

8. Items from Human Resources

(A) Employment Demographic Report

9. Items from Police Department

10. Items from Fire Department

11. Items from Comptroller

12. Items from Building & Environmental Safety

13. Items from Community Development

(A) Community Development Presentation

14. Items from Recreation

(A) **A/E Contract – Cordogan Clark
Youth Center Renovation**

15. Items from Public Works

(A) **Electric Division - Mini Excavator Purchase**

(B) **Electric, Gas, Water, & Wastewater Utility Cost of Service Studies**

(C) **Local Agency Agreement between the Village of Rantoul & IDOT – US
136 Resurfacing - Maplewood Drive Intersection Upgrade**

16. Items from the Administrator

(A) Approve Vacant Lot Purchasing Program Amendment



**Rantoul Village Board of Trustees
Regular Study Session
March 7, 2023
6:00 PM**

Order of Business

- (B) Ordinance Relating to Lift Assist
- (C) Ordinance Allowing for Hazardous Substance Call For Service Response Fee
- (D) Budget Presentation

17. Items from Counsel

18. Items for Closed Session

19. Adjournment

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Public Participation	DEPARTMENT:
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Items from the Clerk	DEPARTMENT:
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Minutes from Study Session Meeting of February 7th	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS: 1. Feb 7 minutes	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL Janet Gray	VILLAGE ADMINISTRATOR Scott Eisenhower

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
February 7, 2023**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Study Session of the Board of Trustees of the Village of Rantoul was held at 6:00 P.M. Mayor Smith called the proceeding to order.

Roll Call

The Clerk called the roll, finding the following members present:

Mayor Smith, and Trustees Crider, Wilkerson, Hall, Robertson, and Johnson – 6

The following representatives of Village departments were also present:

Scott Eisenhauer, Administrator; Jolene Gensler, Comptroller; Debbie Sage, Human Resources; Tony Brown, Police Chief; Chad Smith, Fire Chief; Jake McCoy, Assistant Public Works Director; Chris Milliken, Zoning and Planning; Luke Humphrey, Recreation Department; David Wesner, Attorney and Janet Gray, Village Clerk.

Amendment

- A. The Mayor stated there was an addition to the agenda, Item 15C from the Recreation Department.; a request for the purchase of a new engine for the Case Model 621 end loader.

Approval of Agenda

Trustee Hall moved to approve the agenda as amended. Trustee Crider seconded the motion. On a roll call vote:

AYES: Hall, Robertson, Johnson, Crider and Wilkerson – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Public Participation

Terry Workman decided not to address the board.

Reginald Robinson addressed the racial issues he has had in Rantoul. He said he was driven out of his home and was being harassed and followed.

Wendell Golston addressed the Board. He said he was going to get involved with Mr. Robinson and his issues.

The Mayor stated that the Village would not be making any statement or announcement on the recent Police incident until the State Police had completed their review.

Items from Trustees

Trustee Hall

- Invited the public to attend the annual Autism walk in Savoy on April 15.
- Extended his prayers to those involved in the shooting incident on Monday night.
- Would like the Mayor to share what the priorities are for the upcoming year.

Trustee Johnson

- Asked if anyone checked the lighting in the neighborhoods and the city parking lots. The Administrator said a complete overhaul is needed that would include lighting. Director Jack McCoy said a lineman goes out every morning to evaluate the existing light. The department is aware of the need for more lighting.
- Asked about the progress on the Theater downtown. The owner has provided plans for the building. Permits have been submitted for the roof and the façade.
- Asked why the drive-up window isn't open. The public would like to use the window and get a receipt. The Administrator said that decision was made because of staffing and the public using other means to pay their bills.

Trustee Robinson

- Would like to go back to a vote last month and change his vote on the audit to a No vote. The Administrator said the vote cannot be changed but a note would be made in the minutes.
- Expressed condolences to the Lee family.
- Asked about the six employees that did not live in Rantoul. The Administrator said all have moved into the Village except one who is still on probation.

Trustee Crider

- Read a statement from a citizen thanking the Board for the \$300 utility credit.
- Expressed condolences to the Lee family and to the Police Department.
- Asked if the utility department is fully staffed with three people. She recently saw an ad for a utility clerk. The Administrator said the ad was to look at possibly adding a fourth person to the department. The closure of the drive-up window was done in March 2020 as a response to COVID.

Trustee Wilkerson

- Would like to see the drive-up window opened up.
- Would like to see the litter picked up around the Village including trash along the roads. He suggested staff could pick up trash and would like to see other organizations volunteer as well.

Items from Mayor

The Mayor introduced Michael Genin and Sean McCarthy from IMEA who gave a presentation. IMEA is made up of 32 communities and is a not-for-profit wholesale power agency. Rantoul has the ability to generate electricity and receive credits for the power it produces. IMEA has a mutual aid assistance program and has a solar farm in southeast Rantoul.

Items from Clerk

- A. Minutes of January 3, 2023 Regular Study Session
- B. Minutes of January 10, 2023 Board Meeting

These minutes will go to the Board for approval.

Items from Administrator

- A. Fashion Nails is requesting a \$64,280.00 Micro Loan to make improvements to the property they recently purchased at 109 S. Maplewood Dr. The Village would have a second mortgage on the property and the equipment. The Micro Loan Committee recommended the approval of this application to the Village Board.
- B. The Village has been asked to reconsider establishing an "Adult-Use Cannabis Craft Grower" license. This would allow for the cultivation, drying, curing and packaging of cannabis for sale at a dispensing organization or use at a processing organization. Dispensing would not be allowed as a part of the amendment. The staff recommends the approve of Ordinance No. 2732 amending Chapter 20 pertaining to prohibited cannabis business establishments. Trustee Wilkerson and Trustee Johnson requested that this Ordinance not go forward. Trustee Robertson would like to remove all restrictions on cannabis. Blake Schlib and Dane Ehler addressed the Board regarding their request.
- C. The Administrator reviewed the lift assist calls the Fire Department has received in the past year. These calls are non-medical calls which are usually helping a person move from one place to another, or someone who has fallen. These calls are taxing Village resources and will require additional employee training and equipment if the Village continues to respond to them. The purpose of the discussion is to identify the direction to Board wishes to pursue with these types of calls. There are options: 1) continue to provide the service without requesting a fee at a cost to the Village of \$100,000.00 annually 2) provide lift assistance and pass an Ordinance that the Village would bill any Senior Assisted Living Facility for a response and possibly bill individual residents, and 3) say it is not the responsibility of the Village and discontinue providing lift assistance. He requested the Board's approval to draft an Ordinance to bill the facilities that by nature should be providing this service, and bring it to the Board in March.

The Mayor called for a break at 8:12 pm.

The meeting reconvened at 8:22 pm.

- D. The Administrator asked the Board to share items they would like to see considered for inclusion in the new 2023-2024 budget. The budget will formally be presented in March with approval prior to the end of April.

Items A and B will go to the Board for approval.

Items from Human Resources

- A. The January 2023 Village Applicant Demographics Report is in the Board Packet.

Items from Police Department

- A. The department requested approval to purchase two 2023 Ford Utility Squad cars from Morrow Brothers Ford for \$87,300.00. In June 2022 the Board approved the purchase of two 2022 Ford Utility squad cars for \$78,650.00 however Ford cut those cars from production. Shields was unable to make a bid on these vehicles.

This item will go to the Board for approval.

Items from Fire Department

No items to report.

Items from Comptroller

No items to report.

Items from Building & Environment Safety

No items to report.

Items from Community Development

- A. The department requested the approval of the purchase of a new Whelen R4 Vortex Storm Warning Siren and required accessories to be placed at 503 N. Maplewood Drive at a cost of \$27,489.32. This would replace an existing siren which was installed in 2000. Staff is studying relocating the existing siren to another location on a short-term basis. Funding would come from Community Development Block Grant funds.
- B. The department requested the approval of Resolution No. 02-23-1381 authorizing the application to USDA for a Rural Development Business Grant. The Chamber of Commerce brought this grant to the attention of the Village. Funds can be used for items such as the streetscaping and utility infrastructure improvements downtown.

These items will go to the Board for approval.

Items from the Recreation

- A. The department requested the approval of a Resolution authorizing the acceptance of the Notice of State Award in regards to the Illinois Department of Natural Resources Heritage Lake Boat Access Area Development Grant in the amount of \$200,000.00.
- B. The department requested the approval to declare several vehicles as Surplus property. None of the vehicles are valued at more than \$5,000.00 and are no further use to the Village. The vehicles will be listed on Public Surplus auction website for sale. <https://www.publicsurplus.com/sms/rantoul,il/browse/home>
- C. The department requested approval for the purchase and installation of a new engine for the Case Model 621 end loader from Birkey's in the amount of \$24,263.79. Funds will come from Fleet Maintenance Repair. The cost to rent an end loader is \$600.00 per day.

Items A and C will go to the Board for approval.

Items from Public Works

- A. The department requested the approval of Ordinance No. 2731 authorizing a loan agreement for the Wastewater Treatment Plant, Phase One from the Water Pollution Control Loan Program. The plant has crucial equipment approaching the end of its reliable service life that needs upgrading. The implementation of these improvements is divided into three phases. The request is for up to \$11,500,000.00 for construction and installation and includes engineering, legal, financial and other related expenses. The annual payment would be \$612,000.00 at .09%.
- B. The department requested the approval of an Engineering Agreement for Wastewater Treatment Plant and Systems, Phase One – Final Design with Donohue & Associates in the amount of \$436,030.00. The engineering fees will be funded by the Board allocated ARPA funds.
- C. The department requested the approval of the purchase of an Altec Transmission Bucket Truck for the Electric Division from Global Rental Co. in the amount of \$315,930.00. This vehicle will replace the bucket truck that was damaged last year in an accident. Funds will come from the reserve account.
- D. The department provided information on the proposed Prospect Substation upgrade. A second transformer, which has already been purchased is needed to meet the growth of Rantoul Foods. The updated estimated cost of the project as \$3,828,209.28.
- E. The department provided information on the Power Plant Substation upgrade. A new metal switchgear building is needed and could be placed west of the power plant. The first phase of the downtown infrastructural upgrades is estimated at \$2,737,722.49.
- F. The department requested the approval to purchase a new Ram 2500 4x4 Truck Chassis with a Knapheidi Service Body for the Electric Division from Shields Auto Center in the amount of \$66,045.00. This will replace a 1997 truck with 90,000 plus miles. The funds will come from a reserve account.
- G. The department requested the approval of a Resolution authorizing Road Closings for Parade Routes and Community Celebrations. This is an annual Resolution for events such as the 4th of July Parade, RTHS Homecoming Parade and the Christmas Parade.
- H. The department requested the approve of a Resolution for the Annual Street Maintenance Allocation from the Motor Fuel Tax Funds in the amount of \$225,000.00. This is an annual IDOT Motor Fuel Tax Resolution.

Items A, B, C, F, G and H will go to the Board for approval.

Items from Counsel

No items to report.

Meeting Adjourned

The Mayor adjourned the meeting at 9:34.

Respectfully submitted,

Janet E. Gray, MMC
Village Clerk

Approved

Charles Smith
Village President

ATTEST:

Janet E. Gray, MMC
Village Clerk

I, Janet E. Gray, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Study Session of the Board of Trustees held February 7, 2023 as the same appears on the records of the Village now in my custody and keeping.

Janet E. Gray, MMC
Village Clerk

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Minutes from Board Meeting of February 14th	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS: 1. Feb 14 minutes	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR BOARD MEETING
FEBRUARY 14, 2023**

LOUIS B. SCHELLING MEMORIAL BOARD ROOM
RANTOUL MUNICIPAL BUILDING, 333 S. TANNER, RANTOUL, IL

A Regular Meeting of the Board of Trustees of the Village of Rantoul was held at 6:00 P.M. Village Clerk, Janet Gray called the meeting to order.

The first order of business was to elect a Presiding Officer for the meeting from among the Trustees.

Trustee Crider nominated Trustee Hall to serve as the Presiding Officer. Trustee Wilkerson seconded the nomination. On a Roll Call vote:

YEAS: Crider, Wilkerson, Hall and Johnson – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Hall was elected the Presiding Officer for the February 14, 2023 Board Meeting.

Invocation & Pledge of Allegiance

Trustee Wilkerson opened the meeting with prayer. Following the invocation, Trustee Crider led the audience in recitation of the Pledge of Allegiance.

Roll Call

The Clerk called the roll, finding the following members present:

Trustees Hall, Johnson, Crider and Wilkerson – 4.

The following representatives of Village departments were also present:

Scott Eisenhauer, Administrator; Tony Brown, Police Chief; Chris Milliken, Urban Planning Manager; Luke Humphrey, Recreation Director; Jake McCoy, Assistant Public Works Director; Ryan Reid, Sports Complex Manager, David Wesner, Attorney and Janet Gray, Village Clerk.

Approval of Agenda

Trustee Hall asked for a motion to approve the agenda for the meeting, with the removal of the following items:

- Item 17, Ordinance 2732 Amending Chapter 20, Article XII of the Code of Ordinances of the Village of Rantoul pertaining to prohibited Cannabis Business Establishment

- Item 21, Resolution 02-23-1383, A Resolution regarding temporary closing of State right-of-way for annual community events.

No motion was made.

Trustee Wilkerson moved to approve the agenda as presented with the amendment to remove Item 21, Resolution 02-23-1383, A Resolution regarding temporary closing of State right-of-way for annual community events. Trustee Hall seconded the motion. On a Roll Call vote:

YEAS: Wilkerson, Hall, Johnson and Crider – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Public Participation

- Brian Correll spoke in opposition to the Adult Growth Cannabis facility.
- Danny Mathews stated he was unhappy to see the Cannabis issue came back before the board, based on public opposition in the past.
- Kai Kumala spoke regarding the Cannabis Growth facility.
- Rita Ray spoke in opposition to the Adult Growth Cannabis facility.
- Barry Hinkle spoke against the Cannabis Growth facility.
- Roberto Diego said he did not feel the Cannabis Growth facility would be good for the community.
- Martin Sebastian opposed the Ordinance change to allow a Cannabis Growth facility.
- David Alliston, Pastor of the Rantoul Church of the Nazarene opposed the change to allow and Adult Cannabis facility in Rantoul.
- Wendell Golston addressed the Board regarding the Gaming machines in the Village.

A. Consent Agenda

Approval of Consent Agenda Items by Omnibus Vote

- A. Minutes of Regular Study Session January 3, 2023.
- B. Minutes of Regular Board Meeting January 10, 2023.
- C. Approval of bills and monthly financial report.

Trustee Johnson moved to approve the Consent Agenda items by omnibus vote. Trustee Crider seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Presentation on Rantoul Family Sports Complex

Ryan Reid gave a presentation about the Sports Complex showing visitor statistics and the impact on the surrounding area. The complex had 72 employees last year and a summer Intern. They hope to have another intern from the U. of I. this summer. The Complex won the bid to host the US Quadball tournament in November 2023. They were named the 2022 multi-use center of the year by the American Sports Builders Association. The Administrator reviewed the operating revenue and expenses of the complex.

B. Consideration of Bids, Contracts & Other Items of Expenditure

Trustee Crider moved to authorize and approve a Microloan Application for Fashion Nails at 109 S. Maplewood in the amount of \$64,280.00. Trustee Johnson seconded the motion. On a Roll Call vote:

YEAS: Crider, Wilkerson, Hall and Johnson – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Johnson moved to authorize and approve the purchase of two (2) new Ford Police Utility Vehicles for the Police Department from Morrow Brothers Ford, Inc. in the amount of \$87,300.00. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Wilkerson moved to authorize and approve the purchase of a new Whelen R4 Vortex Storm Warning Siren for 503 N. Maplewood Drive and required accessories in the amount of \$27,489.32. Johnson. Trustee seconded the motion. On a Roll Call vote:

YEAS: Wilkerson, Hall, Johnson and Crider – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Crider moved to authorize and approve an Engineering Agreement for the Wastewater Treatment Plan and Systems, Phase One (Final Design) with Donohue & Associates in the amount of \$436,030.00. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Crider, Wilkerson, Hall and Johnson – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Crider moved to authorize and approve the purchase of an Altec Transmission Bucket Truck for the Electric Division from Global Rental Co. in the amount of \$315,930.00. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Crider, Wilkerson, Hall and Johnson – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

Trustee Wilkerson moved to authorize and approve the purchase of a new Ram 2500 4x4 Truck Chassis with a Knapheidi service body for the Electric Division from Shields Auto Center in the amount of \$66,045.00. Trustee Johnson seconded the motion. On a Roll Call vote:

YEAS: Wilkerson, Hall, Johnson and Crider – 4.

NAYS: None – 0.

ABSENT: Robertson and Weathersby – 2.

The motion carried 4-0.

C. Consideration of Ordinances & Resolutions

Ordinance No. 2731

AN ORDINANCE AUTHORIZING AND APPROVING A LOAN AGREEMENT FROM THE WATER POLLUTION CONTROL LOAN PROGRAM

Trustee Johnson moved to approve Ordinance No. 2731. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

Ordinance No. 2732

AN ORDINANCE AMENDING CHAPTER 20, ARTICLE XII OF THE CODE OF ORDINANCES OF THE VILLAGE OF RANTOUL PERTAINING TO PROHIBITED CANNABIS BUSINESS ESTABLISHMENTS

Trustee Wilkerson moved to approve Ordinance No. 2732. Trustee Crider seconded the motion. On a Roll Call vote:

YEAS: None

NAYS: Wilkerson, Hall, Johnson and Crider – 4.

Absent: Robertson and Weathersby – 2.

The motion failed 0-4.

Resolution No. 02-23-1381

**A RESOLUTION AUTHORIZING AND APPROVING ACCEPTANCE OF
THE NOTICE OF STATE AWARD FOR THE ILLINOIS DEPARTMENT OF
NATURAL RESOURCES BOAT ACCESS AREA DEVELOPMENT GRANT
HERITAGE LAKE BOAT ACCESS**

Trustee Johnson moved to pass Resolution No. 02-23-1381. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

Resolution No. 02-23-1386

**A RESOLUTION AUTHORIZING AND APPROVING A GRANT AGREEMENT
BETWEEN THE ILLINOIS DEPARTMENT OF NATURAL RESOURCES**

Trustee Johnson moved to pass Resolution No. 02-23-1386. Trustee Wilkerson seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

Resolution No. 02-23-1382

**A RESOLUTION AUTHORIZING APPLICATION TO THE
USDA RURAL DEVELOPMENT RDBG PROGRAM**

Trustee Wilkerson moved to pass Resolution No. 02-23-1382. Trustee Johnson seconded the motion. On a Roll Call vote:

YEAS: Wilkerson, Hall, Johnson and Crider – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

Resolution No. 02-23-1384

**A RESOLUTION FOR THE ANNUAL STREET MAINTENANCE
ALLOCATION FROM THE MOTOR FUEL TAX FUNDS**

Trustee Johnson moved to pass Resolution No. 02-23-1384. Trustee Crider seconded the motion. On a Roll Call vote:

YEAS: Johnson, Crider, Wilkerson and Hall – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

Resolution No. 02-23-1385

**A RESOLUTION AUTHORIZING THE PURCHASE OF REPLACEMENT
ENGINE FOR CASE MODEL 621 ENDLOADER**

Trustee Wilkerson moved to pass Resolution No. 02-23-1385. Trustee Johnson seconded the motion. On a Roll Call vote:

YEAS: Wilkerson, Hall, Johnson and Crider – 4.

NAYS: None – 0.

Absent: Robertson and Weathersby – 2.

The motion carried 4-0.

D. New Business

There was no new business.

E. Announcement

Trustee Hall invited the public to attend the African American Presentation on February 24 at 5:00-7:00 pm at Eater Jr. High.

F. Closed Session

No closed session was held.

G. Adjournment

There being no further business to come before the Board, Trustee Hall adjourned the meeting at 7:31 pm.

MEETING ADJOURNED AT

Janet E. Gray, MMC
Village Clerk

Approved

Charles Smith
Village President

ATTEST:

Janet E. Gray, MMC
Village Clerk

I, Janet E. Gray, Village Clerk of the Village of Rantoul, Illinois, do hereby certify that the foregoing minutes are a true and correct copy of the Regular Meeting of the Board of Trustees held February 14, 2023 as the same appears on the records of the Village now in my custody and keeping.

Janet E. Gray, MMC
Village Clerk

DRAFT

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Employment Demographic Report	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS: 1. employment demographic report February 2023	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL Scott Eisenhauer	VILLAGE ADMINISTRATOR Scott Eisenhauer

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Police Officer		Experienced Police Officer	
Race		Number	Percentage	Number	Percentage
White	61.5%	30	60%	3	49%
African American	19.6%	13	26%	1	17%
Asian	1.6%	1	2%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	4	8%	1	17%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	2	4%	1	17%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	38	76%	6	100%
Female	53.2%	12	24%	0	0%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	50		6	
Open / Filled					
		Full Time Position		Full Time Position	
		Police Department		Police Department	

Position					
	Census Report 2021	Firefighter		Utility Cashier Clerk	
Race		Number	Percentage	Number	Percentage
White	61.5%	19	63%	31	54%
African American	19.6%	7	23%	17	30%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	1	4%	4	7%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	3	10%	3	5%
Unknown	0.0%	0	0%	2	4%
Gender					
Male	46.8%	26	87%	9	16%
Female	53.2%	3	10%	46	80%
Unknown	0.0%	1	3%	2	4%
Total Applications					
Population Estimate, 07/01/2021	12,119	30		57	
Open / Filled					
		Volunteer Position		Full Time Position	
		Fire Department		Public Works	

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Public Works Director		Chief of Operations - Wastewater	
Race		Number	Percentage	Number	Percentage
White	61.5%	3	60%	3	100%
African American	19.6%	1	20%	0	0%
Asian	1.6%	1	20%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	0	0%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	5	100%	2	67%
Female	53.2%	0	0%	1	33%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	5		3	
Open / Filled					
		Full Time Position		Full Time Position	
		Public Works		Public Works	

Position					
	Census Report 2021	Wastewater Treatment Operator		Street & System Operator	
Race		Number	Percentage	Number	Percentage
White	61.5%	0	0%	9	75%
African American	19.6%	0	0%	2	17%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	1	8%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	0	0%	12	100%
Female	53.2%	0	0%	0	0%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	0		12	
Open / Filled					
		Full Time Position		Full Time Position	
		Public Works		Public Works	

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Aquatic Pool Manager		Aquatic Concession Staff	
Race		Number	Percentage	Number	Percentage
White	61.5%	4	80%	8	67%
African American	19.6%	0	0%	4	33%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	0	0%
Unknown	0.0%	1	20%	0	0%
Gender					
Male	46.8%	1	20%	6	50%
Female	53.2%	3	60%	5	42%
Unknown	0.0%	1	20%	1	8%
Total Applications		0			
Population Estimate, 07/01/2021	12,119	5		12	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Position					
	Census Report 2021	Grounds Maintenance		Forum Staff Attendant	
Race		Number	Percentage	Number	Percentage
White	61.5%	9	42%	8	50%
African American	19.6%	7	33%	3	19%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	1	5%	1	6%
American Indian	0.3%	1	5%	0	0%
Two or More Races	16.2%	1	5%	4	25%
Unknown	0.0%	2	10%	0	0%
Gender					
Male	46.8%	19	90%	6	38%
Female	53.2%	2	10%	10	62%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	21		16	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Youth Center Aide		Lifeguard	
Race		Number	Percentage	Number	Percentage
White	61.5%	7	25%	19	86%
African American	19.6%	9	33%	0	0%
Asian	1.6%	1	4%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	5	19%	0	0%
American Indian	0.3%	1	4%	0	0%
Two or More Races	16.2%	3	11%	2	9%
Unknown	0.0%	1	4%	1	5%
Gender					
Male	46.8%	8	30%	7	32%
Female	53.2%	19	70%	15	68%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	27		22	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Position					
	Census Report 2021	Swim Lesson Instructor		Aquatic Service Manager	
Race		Number	Percentage		
White	61.5%	5	100%	0	0%
African American	19.6%	0	0%	0	0%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	0	0%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	2	40%	0	0%
Female	53.2%	3	60%	0	0%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	5		0	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Aquatic Group Fitness Instructor		Aquatic Front Gate Attendant	
Race		Number	Percentage	Number	Percentage
White	61.5%	2	100%	5	62%
African American	19.6%	0	0%	2	25%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	1	13%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	0	0%	0	0%
Female	53.2%	2	100%	8	100%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	2		8	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Position					
	Census Report 2021	Sports Complex Operations Support		Sports Complex Maintenance Staff	
Race		Number	Percentage		
White	61.5%	6	40%	11	52%
African American	19.6%	5	33%	6	29%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	1	7%	0	0%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	1	7%	4	19%
Unknown	0.0%	2	13%	0	0%
Gender					
Male	46.8%	9	60%	18	86%
Female	53.2%	4	27%	3	14%
Unknown	0.0%	2	13%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	15		21	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Open Positions for Village of Rantoul

February 1, 2022 to February 27, 2023

Position					
	Census Report 2021	Snow Removal		Sports Complex Concession Staff	
Race		Number	Percentage		
White	61.5%	4	44%	35	34%
African American	19.6%	4	44%	36	35%
Asian	1.6%	0	0%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%	1	1%
Hispanic/Latino	12.7%	0	0%	16	16%
American Indian	0.3%	0	0%	1	1%
Two or More Races	16.2%	1	12%	13	13%
Unknown	0.0%	0	0%	0	0%
Gender					
Male	46.8%	7	78%	26	25%
Female	53.2%	2	22%	75	74%
Unknown	0.0%	0	0%	1	1%
Total Applications					
Population Estimate, 07/01/2021	12,119	9		102	
Open / Filled					
		Part Time Position		Part Time Position	
		Recreation		Recreation	

Position					
	Census Report 2021	Total Applicants		February 2023 Hires	
Race		Number	Percentage		
White	61.5%	221	52%	43	56%
African American	19.6%	117	27%	23	29%
Asian	1.6%	3	1%	0	0%
Native Hawaiian/Pacific Islander	0.0%	1	0%	0	0%
Hispanic/Latino	12.7%	34	8%	12	15%
American Indian	0.3%	3	1%	0	0%
Two or More Races	16.2%	40	9%	0	0%
Unknown	0.0%	9	2%	0	0%
Gender					
Male	46.8%	207	48%	35	45%
Female	53.2%	213	50%	43	55%
Unknown	0.0%	8	2%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	428		78	
Open / Filled					

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Items from Building & Environmental Safety	DEPARTMENT:
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Community Development Presentation	DEPARTMENT: Community Development
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: A/E Contract – Cordogan Clark Youth Center Renovation	DEPARTMENT: Recreation
DATE: March 7, 2023	AMOUNT: \$89,800.00
ATTACHMENTS: 1. RFP YC Renovation 2. Cordogan Clark Cost Proposal Worksheet_2 3. Village of Rantoul Youth Center Renovation_Cordogan Clark RS	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: This agenda item provides for an Architecture and Engineering professional services contract with Cordogan Clark for the ARPA funded Youth Center Renovation. The Village issued a RFP (see supporting documents) seeking A/E services on February 1, 2023 and proposals were due February 24, 2023 by 3:00 PM prevailing time. We received four proposals which were reviewed by Village staff. Cordogan Clark provided the lowest cost proposal (see supporting documents) at \$89,800. For reference, Cordogan Clark was selected for A/E services most recently for the Forum Fitness Center PARC project. Our experience with their team will be a tremendous benefit for the Youth Center Renovation and staff feels confident that the Village will receive quality professional services from Cordogan Clark. With your approval, staff will begin the A/E process with Cordogan Clark although all the funds allocated for this project are not in the current FY23 budget, but will be located within FY24 budget.	
RECOMMENDED ACTION: Approve	
DEPARTMENT HEAD APPROVAL Luke A. Humphrey	VILLAGE ADMINISTRATOR

YOUTH CENTER RENOVATION

**REQUEST FOR PROPOSAL/QUALIFICATIONS
ARCHITECTURAL & ENGINEERING SERVICES**



**Village of Rantoul
Recreation Department
100 E. Flessner Ave.
Rantoul, IL 61866**

**REQUEST FOR PROPOSAL/QUALIFICATIONS
ARCHITECTURAL & ENGINEERING SERVICES**

VRNTL-23-R-02

Village of Rantoul, Illinois

YOUTH CENTER RENOVATION

The Village of Rantoul, Illinois is requesting prospective firms provide a proposal and qualifications for architectural and engineering services for the ARPA funded Youth Center Renovation in Rantoul, IL 61866.

The Village of Rantoul encourages minority business firms to submit proposals and successful contract bidders to utilize minority businesses as sub-contractors for supplies, equipment, services, and construction.

Proposals will be received until 3:00 P.M. prevailing time, Friday, February 24, 2023 at the Village of Rantoul Municipal Building, 333 South Tanner Street, Rantoul, IL 61866. Proposals received after the closing time, at the discretion of the Village may be rejected and returned unopened. Proposals submitted should be identified on the outside of the envelope or package as a Proposal for “**VRNTL-23-R-02 Youth Center Renovation**” and should be addressed to:

Village of Rantoul
Recreation Director, Luke Humphrey
333 South Tanner Street
Rantoul, Illinois 61866.

A site visit is scheduled for February 10, 2023 at 10:00am CST at:

Village of Rantoul Youth Center
1306 Country Club Ln.
Rantoul, IL 61866

The RFP can be obtained on our website at www.myrantoul.com/bids

The Village of Rantoul, Illinois reserves the right to reject any or all Proposals and to waive any informalities in the Proposals. No Proposal shall be withdrawn after Proposals are opened without the consent of the Village of Rantoul, Illinois for a period of sixty (60) days.

VILLAGE OF RANTOUL
REQUEST FOR PROPOSAL/QUALIFICATIONS
ARCHITECTURAL & ENGINEERING SERVICES
YOUTH CENTER RENOVATION

I. Introduction

The Village of Rantoul is seeking proposals from qualified architects/engineers to provide PRELIMINARY DESIGN & PROBABLE CONSTRUCTION COSTS, SCOPE OF SERVICES, BIDDING & CONSTRUCTION ADMINISTRATION and RESIDENT INSPECTION SERVICES for the ARPA funded: **YOUTH CENTER RENOVATION**

All documents shall be prepared in accordance with applicable Federal and State law and regulations.

The Scope of Work provided herein is a minimum Scope of Work. Architects/Engineers are encouraged to provide a Scope of Work for the aforementioned that best meets the needs of the Village.

II. Background

The Village of Rantoul Recreation Department provides year-round indoor and outdoor facilities and programs for the leisure needs and well-being of the community. The ARPA funded Youth Center Renovation includes the Kitchen prep and serving area, relocation of the freezers and refrigeration, main dining room finishes and creation of a media viewing space, potentially also subdividing space within the larger space, updating existing offices, updating the gymnasium including all finishes, add a wood sprung floor, new athletic equipment, baseball cages, adding cooling to the gym, portable bleachers and reviewing the potential to add basketball hoops from 4 to 6, reconfigure the entry and check in to allow for security check points, update existing rest rooms, add 6 exterior windows on the North side by the entry, replacing existing gym doors and frames and any other potential renovations that may surface during the planning phase.

III. Scope of Work

PHASE I: PRELIMINARY DESIGN AND PROBABLE CONSTRUCTION COSTS

YOUTH CENTER RENOVATION

Given the brief aforementioned background the Village is soliciting proposals that will, at a minimum, address the following issues with regard to design and construction of all items.

The successful proponent shall provide, in consultation with Village staff, a preliminary conceptual design including renderings, square footage and building design. This will entail a minimum of four meetings with Village staff.

The deadline for completion of Phase I is **April 28, 2023.**

The project site is located at 1306 Country Club Ln. in Rantoul, IL. Consideration of the existing buildings and surrounding facilities is advised for the purposes of maintaining consistency when conceptualizing exterior facility appearance.

A review of all applicable Illinois State Fire Safety Codes and Building Codes must be conducted to identify any, and all, requirements that impact the proposed facility design (i.e. sprinklers, fire drill switch at fire alarm panel, energy compliance). This review shall include a delineation of cost implications, or prohibitions, if any. The Village is currently on the 2018 ICC codes, other than fire, energy and plumbing.

Any aspect of construction must be designed and developed to fully accommodate accessibility standards as per the Illinois Accessibility Code Standards, the Americans with Disabilities Act (ADA) (42 U.S.C. 12101 et seq.) and the regulations thereunder (28 CFR 35.130).

The Architect/Engineer must familiarize themselves with this document and prepare their proposal to meet the requirements of this document.

PHASE II: SCOPE OF SERVICES

YOUTH CENTER RENOVATION

1. Upon agreement of a conceptual design and probable construction costs, the consultant shall prepare detailed design plan and bidding specifications.
2. The successful consultant shall perform all necessary design, bid specifications and secure approvals for all utilities including, but not limited to, sanitary wastewater disposal, potable water, electrical, telephone, gas, smoke detectors, fire alarm, communications, fire protection, etc.
3. The consultant shall also design and prepare bid specifications for all necessary storm water drainage design in accordance with Village of Rantoul criteria, and generally accepted storm water drainage standards.
4. The successful proponent shall design and prepare bid specifications for a grading plan, which includes building access, landscaping, and pre/ post construction grading elevations with one (1) foot contours.
5. The consultant shall provide and delineate all building set-back dimensions to conform with local zoning requirements; where applicable.

6. The successful consultant shall prepare a site plan, which incorporates items 1-4 above.
7. The successful consultant shall design and prepare bid specifications for all exterior and interior facilities which, include but is not limited to power, lighting, heating and ventilating, bathroom facilities, locker rooms, interior walls, telemetry & communications, room design, foundation, etc. A building floor plan shall be prepared in addition.
8. Upon completion of detailed design plans and specifications, the consultant shall prepare an updated, pre-bid, detailed estimate of construction costs for the project.

PHASE III: BIDDING & CONSTRUCTION ADMINISTRATION

The successful consultant shall provide bidding assistance and construction management services in accordance with the attached Construction Management Scope of Work attached hereto (Appendix A).

Bidding assistance shall include, but not be limited to:

- Attendance at pre-bid conference,
- Development of contract addenda,
- Analysis of bids and preparation of a bid recommendation for construction contract

PHASE IV: RESIDENT INSPECTION

Resident Inspection – Resident inspection services shall be in accordance with the attached scope of services. The fee proposal for this item shall be based upon a per diem rate. Inspectors' names and qualifications shall be specified and related experience noted.

IV. Qualifications

A Statement of Qualifications must be submitted as a part of the respondent's proposal, including a listing of key personnel to be assigned to this project (organizational chart and resumes), relevant experience of the firm and the key personnel, and other pertinent information which identifies the respondent's ability to perform the work listed in Section III "Scope of Work" of this Request for Proposals. A separate list of all intended sub-consultants must also be provided, identifying the tasks for the sub-consultant and the proposed relationship between the respondent and the sub-consultant (i.e. joint venture, straight sub- consultant basis, etc.). Similar qualifications information is to be supplied for each proposed sub-consultant.

V. Submissions of Proposal

Interested parties are to submit three (3) copies of a Technical Proposal addressing, at a minimum, their approach to satisfying the requirements stipulated with Section III "Scope of Work" of this Request for Proposals. Included within the Technical Proposal shall be sufficient information that would identify the Consultant's ability to perform the work within a restricted timetable.

Fee Proposal

The Consultant shall provide a lump sum, fixed fee proposal for each of the following tasks:

- **PHASE I: PRELIMINARY DESIGN & PROBABLE CONSTRUCTION COSTS**
- **PHASE II: SCOPE OF SERVICES**
- **PHASE III: BIDDING & CONSTRUCTION ADMINISTRATION**
- **PHASE IV: RESIDENT INSPECTION**

Said fee compensation for each of the above tasks shall include, but not be limited to, meetings with State and Local officials, transportation, duplication and telemetry service, etc. The Consultant shall also identify other miscellaneous costs for reimbursement, including hourly (or other fixed period) rates and multipliers for all personnel and/or task items, minimum billing increments for same (i.e. hours, half-days, full days, etc.), as well as reimbursable cost policies (i.e. billed at cost, billed at cost plus a fixed percentage, etc.). All rates provided shall remain in effect for six months forward from the date of the proposal submission.

In order to receive consideration by the Village for this project, the Consultant must deliver the required copies of the Proposal **on or before Friday, February 24, 2023 by 3:00 p.m.**, to the following location:

Village of Rantoul
c/o Luke Humphrey
333 S. Tanner
Rantoul, IL 61866

Any inquiries and/or questions regarding this Request for Proposals may be directed to Luke Humphrey, Recreation Director at (217) 893-5700 or lhumphrey@myrantoul.com.

VI. Contract

The firm whose detailed proposal is selected for award by the Village shall be required to execute a professional services contract as prepared by the Village as well as adhere to minimum Insurance requirements listed in Appendix B.

VII. Schedule

All proponents are advised to review this document during the preparation of his/her statement of qualification and reaffirm what, if any, provisions and/or conditions of the contract are deemed unacceptable to the proponent.

- Phase I deliverables shall be submitted by: **April 28, 2023**
- Phase II deliverables shall be submitted by: **June 9, 2023**
- Phase III deliverables shall be submitted by: **June 10, 2023 – February 2, 2023**
- Phase IV deliverables shall be submitted by: **June 10, 2023 – February 2, 2023**

VIII. Selection Criteria

Proposals will be examined and technically evaluated based on the factors presented below. It is the responsibility of the Consultant to provide information, evidence or exhibits that clearly demonstrate the ability to satisfactorily respond to the project requirements and the factors listed below. The Village will select the top ranked firm based on the criteria herein as it may apply to the specific Scope of Work.

1. Company Qualifications and Experience

Specialized experience is required in a series of work areas. Proposals must clearly demonstrate full knowledge, understanding, and experience in the methods, techniques, and guidelines required for the performance of the required work. All elements with this factor are of equal importance.

2. Performance Record of Firm

Specialized experience of contracting officers on projects with a similar magnitude and complexity must be referenced.

3. Project Understanding

The Consultant must demonstrate a comprehension of the role and function of this contract in meeting the needs of the Village.

4. Cost Evaluation

Cost will be considered as an independent factor from the above evaluation factors. The cost proposal will be evaluated not only to determine whether it is reasonable, but also to determine the Consultant's understanding of the magnitude of the Scope of Work and ability to complete the contract within necessary time constraints.

5. Evaluation Procedure

All proposals will be reviewed and ranked by the Village pursuant to the criteria set forth herein.

PROPOSED PRICING SCHEDULE:

For reference, the total budget allocation for the YOUTH CENTER RENOVATION is \$1,007,549.00.

PHASE	Description	Amount
PHASE I	PRELIMINARY DESIGN & PROBABLE CONSTRUCTION COSTS _____Dollars	\$ _____
PHASE II	SCOPE OF SERVICES _____Dollars	\$ _____
PHASE III	BIDDING & CONSTRUCTION ADMINISTRATION _____Dollars	\$ _____
PHASE IV	RESIDENT INSPECTION SERVICES _____Dollars	\$ _____

DATE: _____

SUBMITTED BY : _____
Name of Company

BY: _____
Signature and Title

BUSINESS ADDRESS: _____

EMAIL ADDRESS: _____

PHONE NUMBER: _____

CONSTRUCTION SERVICES SCOPE OF WORK

CONSTRUCTION ADMINISTRATION SERVICES: The ARCHITECT/ENGINEER will provide Consulting Services related to Contract Administration including the following Scope of Services:

The CONSULTANT shall provide for the VILLAGE the following specific services:

BIDDING: During the bidding phase of the project, the CONSULTANT will assist the VILLAGE. The VILLAGE will solicit competitive proposals by open bidding among qualified construction contractors. Upon receipt of bids, the CONSULTANT will tabulate and analyze bids and will make a recommendation for the award of the contract.

A. Shop Drawing Review

1. Review and approve or reject shop drawings, diagrams, illustrations, samples and schedules, the results of tests and inspections, and other data which the contractor is required to submit to demonstrate conformance with the design concept of the Project in writing. These reviews will be coordinated with the VILLAGE.

Approval shall only be for conformance with Contract plans and specifications, the design concept of the Project and compliance with the terms and conditions of the Contract Documents. The contractor is responsible for all dimensions, quantities and performance requirements to be confirmed and correlated at the job site; for all information that pertains solely to the fabrication processes or to techniques of construction; and for all coordination of the work of all trades.

Approval of drawings or items shall not relieve the Contractor of the responsibility for complying with all requirements of the Contract Documents.

B. Consult and Advise Construction Matters

1. Conduct a pre-construction conference.
2. Coordinate with the Contractor for needed control line and grades surveys.
3. Provide consultation and advice on construction matters to the VILLAGE. Periodic visits to the construction site by the Project Manager to observe the progress and quality of the executed work, and to determine if the work is proceeding in general accordance with the Contract Documents.
4. Provide for necessary site visits by the home office staff of CONSULTANT.

5. Prepare and submit contract change orders to the VILLAGE for review.
6. Prepare preliminary sketches and supplementary sketches required to resolve actual field conflicts encountered.
7. Certify estimates for payments under the construction contracts, as approved by the Resident Engineer. The VILLAGE shall approve format of payment forms, which must show material on- site and category breakdown.
8. Provide specialists for checkout and final testing of equipment and other items in the Project.
9. Make final technical inspection of the Project for compliance with the requirements of the Contract Documents. This final inspection will be made in company with the VILLAGE's representatives.
10. Prepare a written summary report each month to the VILLAGE on the status of construction and on the status of engineering services. Said report will supplement reports prepared by the Resident Engineer. Said report shall advise the VILLAGE on observations, findings, problem areas and other relevant information gathered under items 3, 4, 5, 7, 8, and 9 of this subsection, prepare punch lists, assist in preparation of project closeout documentation and other relevant aspects of the services provided under this contract.
11. Determine dates of substantial and final completion in consultation with the VILLAGE, assemble written guarantees and related documents which are to be provided by the contractor, and issue the final certificate of payment. Final completion shall be construed to include accomplishment and acceptance of all punch list items.

C. Record Drawings

1. Procure the construction Contractor's marked prints showing revisions during construction prepared as required under Record Plans of the General Requirements in the Contract Documents.
2. Prepare record drawings by revising the original AutoCAD design to show the filed measurements obtained during construction and all major changes in the work. Data for the record drawings will be taken from both the construction contractor's and the Resident Engineer's marked prints.
3. From time to time during the construction period, the CONSULTANT will review the construction Contractor's marked prints to review the completeness and timeliness of data recorded thereon. The CONSULTANT will notify the VILLAGE in the event the Contractor is not keeping good records of field measurements and major changes on these prints.

4. Provide draft as-built for VILLAGE's review and final mylar as-built drawings to submit to the IDNR.

RESIDENT INSPECTION SERVICES: The CONSULTANT will provide Engineering Services related to Resident Engineering and Inspection Services including the following Scope of Services:

The Resident Engineer is the CONSULTANT's agent and will act under the supervision of the CONSULTANT. He will confer with the CONSULTANT regarding his action. His dealings in matters pertaining to on-site work will in general be with the CONSULTANT and the construction contractor keeping the VILLAGE's designated representative advised as indicated below and as necessary. His dealings with the subcontractors will only be through or with the full knowledge of the construction contractor or his superintendent. He shall generally communicate with the VILLAGE with knowledge of the staff of CONSULTANT.

Duties and Responsibilities

1. Liaison:

- a. The Resident Engineer will serve as CONSULTANTS's liaison with the construction contractor, working principally through the construction contractor's designated on-site representatives and assist him in understanding the intent of the Contract Documents.

Assist CONSULTANT in serving as the VILLAGE's liaison with the construction contractor when the construction contractor designates on-site operations.

- b. Assist in obtaining from the VILLAGE additional details or information when required at the job site for proper execution of the work.

2. Review of Work, Rejection of Defective Work, Inspections and Tests:

- a. Conduct daily on-site inspections of the work in progress, or as necessary, to determine (1) if the work is proceeding in general accordance with the Contract Documents and (2) that completed work conforms to the Contract Documents. The Resident Engineer will be responsible to:
 - i. Check the accuracy of the elevation at which construction will commence which is established by the VILLAGE (starting elevation).
 - ii. Investigate and check, as the work progresses, the accuracy of lines and grades established by the VILLAGE.
 - iii. Conduct a visual inspection to confirm that all work is properly constructed and that no other obvious errors have occurred.

- iv. Check work site condition including soil and construction material conditions.
 - v. Coordinate with Contractor with any required field testing and laboratory tests to assure adherence to the contract specifications.
 - vi. Mark up plans to reflect as-built drawings and one set of blue line drawings.
3. Reports:
- a. Furnish the CONSULTANT and the VILLAGE daily reports of the progress of the work and of the construction contractor's compliance with the approved progress schedule and schedule of shop drawing submissions.
 - b. Consult with the CONSULTANT and the VILLAGE in advance of scheduled major tests, inspections or start of important phases of work.
 - c. Prepare change orders and extra work orders, obtaining all backup material. Recommend to the CONSULTANT change orders, extra work orders, and field changes.
4. Payment Requisitions: Review applications for payment with the construction contractor for compliance with the established procedure for their submission and forward them with recommendations to the CONSULTANT, noting particularly their relation to the schedule of values, work completed and materials and equipment delivered at the site, but not incorporated in the work. The review will be based on making measurements and preparing monthly and final payment computations for work done by the construction contractor.
5. Completion:
- a. Before the CONSULTANT issues a Certificate of Substantial Completion, submit to the construction contractor a list of observed items requiring correction or completion.
 - b. Conduct final inspection in the company of the CONSULTANT, the VILLAGE, and the construction contractor and prepare a final list of items to be corrected.
 - c. Verify that all items on the final list have been completed or corrected and make recommendations to the CONSULTANT concerning acceptance.

APPENDIX B

MINIMUM INSURANCE REQUIREMENTS

1. Comprehensive General Liability (including Premises-Operations; Independent Contractors' Protective; Products and Completed Operations; Board Form Property Damage):
 - a. Bodily Injury:

\$1,000,000.00	Each Occurrence
\$1,000,000.00	Aggregate, Products and Completed Operations
 - b. Property Damage:

\$500,000.00	Each Occurrence
\$500,000.00	Aggregate
 - c. Contractual Liability (Hold Harmless Coverage):
 1. Bodily Injury:

\$1,000,000.00	Each Occurrence
----------------	-----------------
 2. Property Damage:

\$500,000.00	Each Occurrence
\$500,000.00	Aggregate
 - d. Personal Injury, with Employment Exclusion deleted:

\$1,000,000.00	Aggregate
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2. Comprehensive Automobile Liability (including owned, non-owned and hired):
 - a. Bodily Injury:

\$1,000,000.00	Each Person
\$1,000,000.00	Each Accident
 - b. Property Damage:

\$500,000.00	Each Occurrence
--------------	-----------------
3. Workers' Compensation:
 - a. State: Illinois
 - b. Employer's Liability: \$500,000
 - c. Benefits Required by Union labor contracts: As applicable
4. Umbrella Liability: \$1,000,000.00

PROPOSED PRICING SCHEDULE:

For reference, the total budget allocation for the YOUTH CENTER RENOVATION is \$1,007,549.00.

PHASE	Description	Amount
PHASE I	PRELIMINARY DESIGN & PROBABLE CONSTRUCTION COSTS _____Dollars	\$ <u>30,562.00</u>
PHASE II	SCOPE OF SERVICES _____Dollars	\$ <u>33,040.00</u>
PHASE III	BIDDING & CONSTRUCTION ADMINISTRATION _____Dollars	\$ <u>18,998.00</u>
PHASE IV	RESIDENT INSPECTION SERVICES _____Dollars \$300.00 PER VISIT ON A BI-WEEKLY BASIS FOR A TOTAL OF 28 WEEKS OF CONSTRUCTION DURATION FOR A TOTAL OF 14 VISITS	\$ <u>4,200.00</u> PLUS \$3,000.00 IN REIMBURSABLES FOR THE PROJECT TOTAL - \$89,800.00

DATE: FEBRUARY 24, 2023

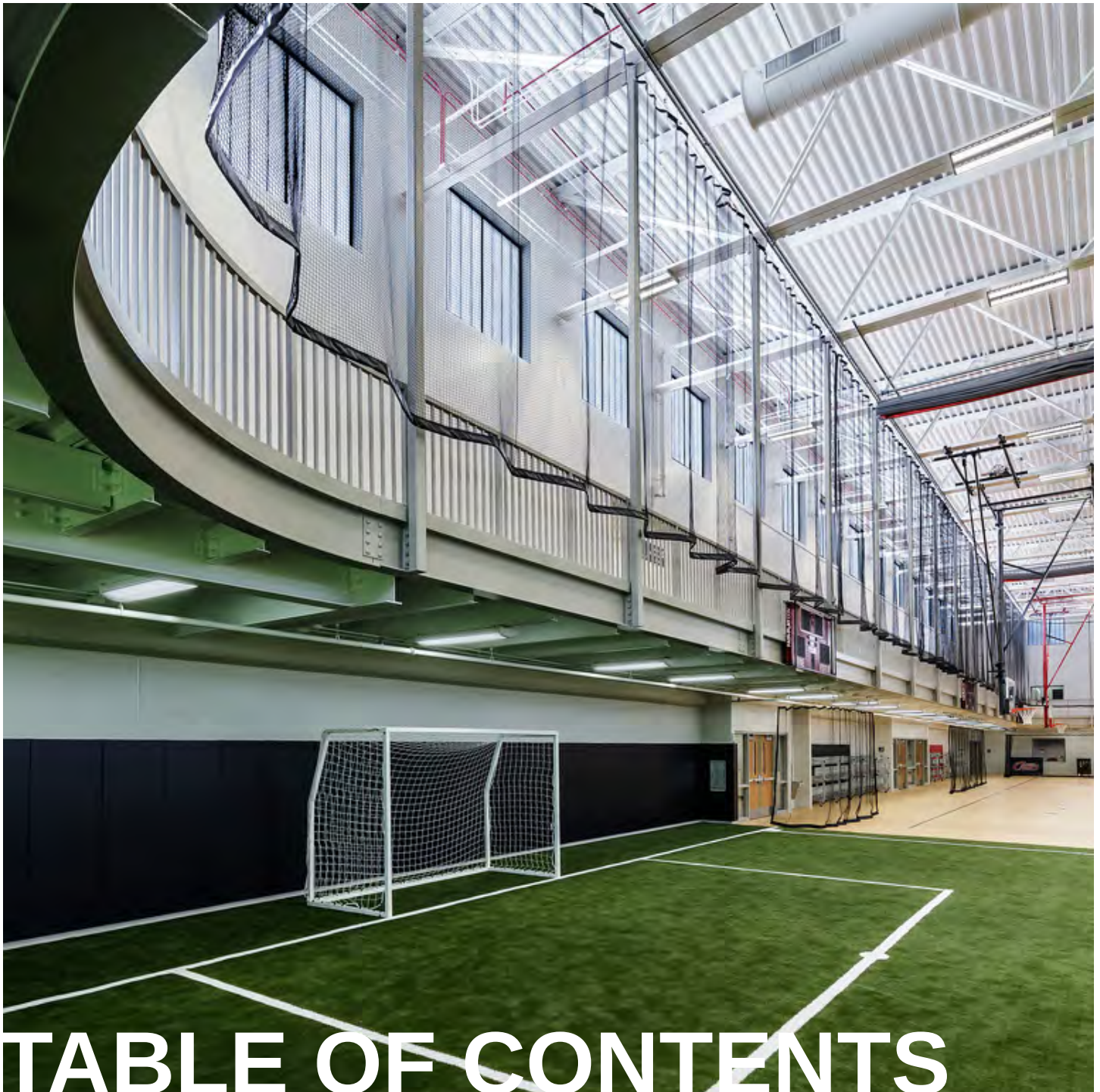
SUBMITTED BY : _____ CORDOGAN CLARK
 Name of Company

BY: Brian Kronewitter BRIAN KRONEWITTER, EXECUTIVE VICE PRESIDENT
 Signature and Title

BUSINESS ADDRESS: 960 RIDGEWAY AVE., AURORA, IL., 60506

EMAIL ADDRESS: bkronewitter@cordoganclark.com

PHONE NUMBER: 630-896-4678



1. STATEMENT OF INTEREST
2. FIRM DESCRIPTION
3. KEY PERSONNEL
4. EXPERIENCE
5. TECHNICAL APPROACH
6. FEE PROPOSAL

February 24, 2023

Village of Rantoul
c/o Luke Humphrey
333 S. Tanner
Rantoul, IL 61866

**RE: REQUEST FOR PROPOSAL/QUALIFICATIONS FOR ARCHITECTURAL & ENGINEERING SERVICES:
VRNTL-23-R-02 YOUTH CENTER RENOVATION**

Dear Mr. Humphrey and Selection Committee,

We are pleased to present our qualifications to the Village of Rantoul to provide professional architectural and engineering services for the Village's Youth Center renovation project. We believe our team will be an excellent partner for this project, and we are eager to continue providing the Village with the highest caliber professional design services at the best value. The Cordogan Clark Team is client focused and committed to this project, with professionals ready to start immediately and remain focused through completion.

Cordogan Clark is a full-service firm of more than 125 architectural, engineering, and construction management professionals dedicated to excellence. We regularly provide a full range of design services including facilities assessment, master planning, feasibility studies, programming, space planning and interior design, renovations, MEP engineering, ADA and Life/Safety analysis and implementation, construction administration, construction estimating and construction management. We can provide: Architectural, Mechanical, Electrical, Plumbing, Fire Protection Engineering and Structural Engineering services – all in house.

Our highly experienced team is committed to working collaboratively with the Village to provide a thorough, practical, and cost-effective solution with the design expertise to ensure the most successful project. The Cordogan Clark Team will deliver the Village of Rantoul the highest caliber – and most responsive – services possible. Our team members develop excellent working relationships with our clients, and are very conscientious of the quality of service, attention to detail, and workmanship we provide during each project.

We also, as for this submittal, frequently collaborate with excellent consultants. Engineering Resource Associates is a local expert in Civil Engineering services, and we have teamed with Engineering Resource Associates on the Village of Rantoul's Forum Fitness Center Renovation and Expansion project and have an excellent working relationship.

This is exactly the type of work our team excels in, and we look forward to the opportunity to assist the Village of Rantoul with your professional service needs. Please do not hesitate to contact us if we can assist your efforts in any way, by reaching out to Brian Kronewitter at bkronewitter@cordoganclark.com or 630.209.7525.

Respectfully submitted,

Cordogan Clark



Brian Kronewitter, AIA, DBIA
Executive Vice President

FIRM DESCRIPTION

Cordogan Clark is a diverse firm of innovative professionals that are committed to excellence and customer services while offering integrated, turn-key services focused on architecture, construction, interiors, planning and engineering. We are passionate about our work, inspired by our clients, and committed to providing exceptional service through integrated and sustainable design and construction solutions. We believe that the best projects arise from a collaborative journey of discovery with our clients that reveals insights and spurs innovation.

We've completed over 5,000 projects resulting in successful environments for sports and recreation, education, working, performing arts, residential, and healthcare. Schools have been the epicenter of our history, but our future is about providing solutions across all markets based on our integrated expertise and advanced built environment thinking. To that end, we have created an innovative service model that provides clients with an extensive network of over 125 professionals across all service categories including construction, architecture, mechanical-electrical-plumbing engineering, structural engineering, master planning, security, interiors, graphic design, videography, campaign assistance, and a host of other expertise.

95%
Repeat Clients

125+
**Full - Time
Employees**

7
**Office
Locations**

LEGAL NAME

Cordogan Clark & Associates

LOCAL OFFICE

960 Ridgeway Avenue
Aurora, Illinois 60506
P: 630.896.4678
F: 630.896.4987

TYPE OF ORGANIZATION

Corporation

POINT-OF-CONTACT

Brian Kronewitter, AIA, DBIA
P: 630.209.7525
E: bkronewitter@cordoganclark.com

YEARS IN BUSINESS

More Than A Century

OWNERSHIP

John Cordogan, Principal

DISCIPLINES & STAFFING

Architecture - 73
Engineering - 18
Construction Management - 12
Interiors - 3
Support Staff - 22

SPECIAL AREAS OF PRACTICE

Recreational
Educational
Municipal
Commercial
Health Care
Hospitality
Residential

WEBSITE

www.cordoganclark.com



FIRM LOCATIONS



LOCAL ADDRESS

960 Ridgeway Avenue
Aurora, Illinois 60506
T: 630.896.4678
F: 630.896.4987

**Our Aurora office will also manage the project*

CHICAGO, ILLINOIS

716 N Wells Street
Chicago, Illinois 60654
T: 312.943.7300
F: 312.943.4771

DAVENPORT, IOWA

102 East 2nd Street
Davenport, Iowa 52801
T: 563.210.2202
F: 312.943.4771

LAFAYETTE, INDIANA

322 Main Street
Lafayette, Indiana 47901
T: 765.420.7400
F: 765.420.7444

MADRID, SPAIN

Calle Valle de Oro
50. Eslabon Coworking
local posterior 28019
Madrid, Spain

SAWYER, MICHIGAN

5202 Browntown Road
Sawyer, Michigan 49119
T: 630.896.4678
F: 630.896.4987

ST. LOUIS, MISSOURI

611 N Tenth Street Suite 200
St. Louis, Missouri 63101
T: 314.421.3542
F: 630.896.4987

ORGANIZATIONAL CHART

Our highly experienced team members are committed to working collaboratively with the Village of Rantoul. The structure of our firm provides close, personal participation by principals and key personnel on each project. Assisted by an excellent staff of trained professionals, Project Director, Brian Kronewitter, and Project Manager, Tim Weber, will guide each project from programming and conceptual stages through construction and occupancy, providing experienced project management and consistent design quality. We are committed to providing each client's project the continual, personal focus of a trained team of professionals, whose level of expertise is achieved through years of on-the-job experience.

The team we have assembled represents the level of effectiveness and efficiency that is needed for this project. In no other team will you find this balance of education experience, project understanding, alignment of skills, and collaborative initiative. Cordogan Clark will provide Mechanical and Electrical Engineering services in-house and Resident Engineer, Engineering Resource Associates, will provide Civil Engineering services. We have teamed with Engineering Resource Associates on the Village of Rantoul's Forum Fitness Center Renovation and Expansion project and have an excellent working relationship.

Please see below for an organizational chart of our proposed team. Detailed resumes for team members can be found on the following pages.

PROJECT LEADERSHIP



BRIAN KRONEWITTER
Project Director



BRUCE CAIRNS
Senior Managing Architect

DESIGN / ARCHITECTURAL / SMEP ENGINEERING TEAM



TIM WEBER
Project Manager



CULLEN ANDERSEN
Architectural Designer



WAI CHIANG
Principal Structural Engineer



DAVID ALLEN
Senior Mechanical Engineer



DOUG SCHOMER
Electrical Systems Designer



BRIAN KRONEWITTER, AIA, DBIA

PROJECT DIRECTOR

Brian Kronewitter is Executive Vice President for Cordogan Clark and leads the firm's Project Development and Construction Division along with managing key client relationships. Client focused, Brian establishes a partnership with clients to maximize project scope, program and scope objectives, ensuring client satisfaction, and providing sound design and budget advice. Brian has over thirty years' experience in the design and construction industry in various leadership capacities. This experience includes providing Architectural, Construction Management, and Design-Build management services in the public and private sectors with significant experience in the K-12, higher education and public sector / municipal facilities markets.

Additionally, Brian has been actively involved in numerous professional organizations, has been on the NEI - AIA Board of Directors and currently is in his second term on the Naperville Building Review Board. Brian received a Bachelor of Architecture and a Bachelor of Science in Environmental Design from Ball State University in Muncie, Indiana. He is a licensed architect in Illinois and Ohio, and a member of the Design Build Institute of America and the American Institute of Architects.

EDUCATION

Bachelor of Architecture
Ball State University

*Bachelor of Science in
Environmental Design*
Ball State University

CERTIFICATIONS

Licensed Architect
Illinois & Ohio

PROFESSIONAL AFFILIATIONS

American Institute of Architecture
Board of Directors

Design-Build Institute of America
Education & Legislative Committee

ILCMA
Committee Member

*Society for College &
University*

Illinois Library Association

*Illinois Parks &
Recreation Association*

*Illinois Community College CFO's
Illinois Municipal League*

Will City Government League

DuPage Mayors & Managers

RELEVANT EXPERIENCE

- Illinois State University, Culinary Innovation Center
- Des Plaines Park District, Arndt Aquatic and Recreation Facility
- Des Plaines Park District, Lakeview HVAC
- City of Evanston, Community Center
- Bowling Green State University, School of Health and Recreation
- Huntley Fire Station #1, Huntley, Illinois
- United City of Yorkville, City Hall and Police Facility
- Kendall County, Facility Needs Assessment
- Kane County, Multi-Use Facility
- Kane County, Adult Justice Facility
- Kane County, Regional Training Center
- Kane County, Diagnostic Center
- Kane County, Sheriff's Headquarters
- Kane County, Municipal Buildings Assessments
- Kane County, Justice Center Renovations
- Kane County, Jail Drive Resurfacing
- Kane County, Circuit Clerk Canopy
- Kane County, Payroll Office Renovation
- Village of Tinley Park, Fire Station Renovations
- Village of Woodridge, Lobby Improvements
- City of Rochelle Commercial Service Building Remodel
- Village of Oak Park, New Public Works Center
- Sugar Grove, Public Library
- City of Delafield, Public Safety & Library Complex



EDUCATION

Bachelor of Architecture
University of Illinois at Chicago

CERTIFICATIONS

Registered Architect
Illinois

LEED Accredited Professional

BRUCE CAIRNS, RA, LEED AP

SENIOR MANAGING ARCHITECT

Bruce designs and manages a variety of education, recreation, and municipal project types. He manages task-oriented projects for municipal and educational institutions and contributes to the design of many other projects as well. Bruce has been instrumental in leading the development of some of Cordogan Clark most notable projects.

Bruce produces freehand drawings and illustrations that capture design goals. He provides comprehensive building evaluations and LEED Design analysis for a variety of projects. With the assistance from key staff, Bruce's coordinates projects through site analysis and initial design to construction documents and administration. Bruce uses his exceptional drawing skills, background in hands-on construction, and attention to a client's needs to provide balanced solutions that exceed expectations.

RELEVANT EXPERIENCE

- Rantoul Fitness Center Renovation & Expansion
- Des Plaines Park District Prairie Lakes Aquatic Center
- Fox Valley Park District, Prisco Fitness Center Addition
- Fox Valley Park District, Vaughan Athletic Center
- Fox Valley Park District, Eola Community Center
- Fox Valley Park District, Prisco Community Center
- Illinois Valley YMCA, Pool Addition and Remodel
- Illinois Valley Hospital, Center for Rehabilitation Services and Aquatic
- Des Plaines Park District Arndt Park Aquatic and Recreation Facility
- Oswegoland Park District Boulder Point
- United City of Yorkville Facilities Master Plan
- United City of Yorkville City Hall & Police Facility
- Des Plaines Park District Mechanical Renovation, Des Plaines
- Huntley Fire Station #1
- Huntley Fire Station #5
- City of Aurora County Clerk Renovation
- Oswego Park District Building Assessment
- Aurora South Neighborhood Master Plan



TIM WEBER, BEC, LEED AP BD+C

PROJECT MANAGER

As Project Manager for a variety of projects, Tim has proven his ability to develop a sophisticated program, provide LEED Analysis, and successfully carry it from schematic design through to final punch-list. His active involvements in organizations like the Building Enclosure Technology and Environment Council (BETEC) and the Building Enclosure Council (BEC-Chicago), allow him to ensure cost effective, high-performing, and durable building enclosures in both new and renovation work.

Tim's innate ability to manage the technical aspects of a project while keeping the creative integrity of the design intent intact makes him an excellent leader of our proposed team. Tim is collaborative, extremely responsive and a clear communicator who will ensure that our team meets the goals of your project.

EDUCATION

Master of Architecture
University of Illinois at
Urbana-Champaign

*Bachelor of Science in Architectural
Studies with Certificate in
Urban Planning*
University of Wisconsin-Milwaukee

CERTIFICATIONS

LEED Accredited Professional

NCARB

Registered Architect
Illinois

PROFESSIONAL AFFILIATIONS

National Institute of Building Sciences

Building Enclosure Technology and
Environment Council

Building Enclosure Council

RELEVANT EXPERIENCE

- Waubensee Community College, Field House
- Illinois State University, Watterson Towers Renovation
- Illinois State University, Watterson Towers Window Replacement
- Illinois State University, Watterson Commons Exterior Restoration
- Illinois State University, Old Union Exterior Restoration
- United City of Yorkville, City Hall and Police Facility
- Kendall County, Facility Needs Assessment
- Kendall County, Public Safety Campus
- Huntley Fire Station #1, Huntley, Illinois
- Huntley Fire Station #5, Huntley, Illinois
- City of Naperville, Fire Station #9
- Village of Sugar Grove, Fire Stations (6)
- Village of Sugar Grove, Police Station (Silver Level LEED)
- Sugar Grove, Library
- Sugar Grove Feasibility Study
- Village of Sugar Grove, Fire Stations (6)
- Village of Sugar Grove, Police Station (Silver Level LEED)
- Village of Woodridge, Lobby Improvements
- Kane County, Historic Kane City Courthouse Parapet Repair
- Kane County, Historic Third Street School Building Assessment
- Western Illinois University, Emergency Response Center
- Capital Development Board, Department of Juvenile Justice
- Fermilab, FCC Precast Repair
- Fermilab FCC2, Data Center Renovation
- Fermilab HACC, Data Center Renovation



CULLEN ANDERSEN

ARCHITECTURAL DESIGNER

Cullen Andersen knew early on that he had a passion for architecture and wanted to make a career for himself that he enjoyed. He attended both Judson University and the University of Wisconsin-Milwaukee for his undergraduate degree in Architecture. He currently works on a variety of projects to attain valuable future knowledge and plans to continue on the path to his graduate degree and future licensure.

RELEVANT EXPERIENCE

- Rantoul Fitness Center Renovation & Expansion
- Scientel Solutions Global Headquarters, Aurora
- Huntley Fire Station #1 Addition
- City of Lake Forest, Elawa Farm
- United City of Yorkville, City Hall and Police Facility
- United City of Yorkville, Prairie Pointe
- Department of Juvenile Justice Construction, Capital Development Board

EDUCATION

Bachelor of Architecture
Judson University

Bachelor of Architecture
University of Wisconsin-Milwaukee



EDUCATION

*Master of Science in
Civil Engineering*
University of Illinois at Chicago

*Bachelor of Science in
Civil Engineering*
University of Illinois at Chicago

CERTIFICATIONS

Registered Structural Engineer
Illinois

Registered Professional Engineer
Indiana, Iowa, Louisiana,
New York, Missouri, Wisconsin

WAI CHIANG, PE, SE

PRINCIPAL STRUCTURAL ENGINEER

Wai Chiang, S.E. is currently a registered structural engineer in State of Illinois and a registered professional engineer in multiple states. Wai has accumulated extensive structural design background in municipal facilities, industrial warehouses, retail buildings, theaters, schools, condominiums, equipment supporting platforms, telecommunication towers, single family residences and mid- to high-rise mixed-use buildings from 14 to 40 stories in height. He was involved from the conceptual development all the way to completion with detailed coordination and communication throughout the process.

In addition to the design experience, Wai is also an experienced forensic engineer who had investigated hundreds of cases related to structural failures, building envelopes, fire / moisture damage, catastrophes, foundation movements, construction accidents, defects, design errors, construction induced vibrations and etc. He had served as an expert witness in trials and given presentations on various forensic engineering topics to the legal, insurance and engineering industries.

RELEVANT EXPERIENCE

- Rantoul Fitness Center Renovation & Expansion
- Oswegoland Park District, Prairie Point Pavilion
- Oswegoland Park District, Fox Bend Golf Course Deck Replacement
- Kane County, Multi-Use Facility
- Kane County, Building Assessment
- City of Glenview, Task Architect
- Huntley Fire Station #1 Addition
- Forest Preserve District of DuPage County, St. James Farm
- City of Aurora, Aurora Public Library
- Fox Valley Park District, Prisco Community Center Renovation
- Aurora University, Entrance
- Norridge Park District, Renovations
- City of Chicago, 41st Street Pedestrian Bridge
- McCormick Place West Convention Center, Chicago, IL, Expansion
- 1555 S Wabash Condominium, Chicago, IL
- Market Street West Condominium, Willow Springs, IL
- Chicago Family Health Center, Chicago, IL, Healthcare Facility Expansion
- Larry Roesch Chrysler Dodge Jeep, Elmhurst, IL, Renovation & Expansion
- Waubensee Community College, Nursing School Remodel
- Wheaton College, North Harrison Hall Renovation



EDUCATION

*Bachelor of Science in
Mechanical Engineering*
Southern Illinois University

Associate Degree in Science
Joliet Junior College

CERTIFICATIONS

Licensed Professional Engineer
Illinois, Indiana, Iowa,
Michigan, Missouri

Certified to use Carrier Energy
Simulation Software for
LEED Projects

LEED Certified Professional

PROFESSIONAL AFFILIATIONS

American Society of Heating,
Refrigerating, and Air Conditioning
Engineers

DAVID ALLEN, PE, LEED AP

SENIOR MECHANICAL ENGINEER

David is responsible for the implementation of all mechanical engineering design and coordination from schematic design through the completion of construction documents and final installation. His responsibilities include the establishment and monitoring of project budgets and schedules; value engineering; coordination of project trades; specification of project equipment and materials, as well as, preparation of specification documents.

David is directly involved in the mechanical systems design, development and coordination of every project the firm manages. His experience includes the design and renovation of building mechanical systems for a wide variety of user groups including municipal, educational, financial, commercial, medical, residential, institutional and industrial.

David brings to each project the ability to work well within a team structure and adept at creating good working relationships with all professionals associated with the project.

RELEVANT EXPERIENCE

- Rantoul Fitness Center Renovation & Expansion
- Fox Valley Park District, Prisco Community Center Addition and Renovation
- Waubensee Community College, Field House
- East Aurora School District 131, High School Expansion and Renovation
- Kishwaukee Family YMCA
- United City of Yorkville City Hall & Police Facility
- Kane County, Multi-Use Facility
- Kane County, Municipal Buildings Assessment
- Will County, Coroner & Recorder of Deeds Building Renovation
- Will County, Sheriff Office Space Planning Kane County, Courthouse Renovations
- Huntley Fire Station #1 Addition
- City of Aurora, Police & Public Safety Headquarters
- Aurora Public Library
- Aurora University, New Dormitory & Alumni Hall Addition
- Village of Sugar Grove, Fire Station #2
- Naperville Municipal Building, Cooling Towers Replacement
- University of Chicago, Task Architect
- Argo Community High School, Facility Master Planning
- Argo Community High School, Multiple Infrastructure Projects



DOUG SCHOMER, LEED AP

ELECTRICAL SYSTEMS DESIGNER

With nearly 40 years of experience, Doug is a veteran of a diverse range of electrical design, management, and installation projects. He has direct knowledge of electrical construction methods and materials especially in the execution of lighting and power applications. His knowledge also extends to low voltage systems such as fire alarms, voice/data systems, infrastructure LAN, and wireless networking. His working knowledge of local codes and AHJ expectations help to expedite the permit process.

Doug has been directly involved in the electrical systems design, development, and coordination of many projects the firm has managed. His project experience ranges from the application of fire and communications systems to sustainable lighting, and from new state-of-the-art facilities to the installation of technology systems for 100 year old buildings.

Doug brings to each project the ability to work well within a team structure, and he works hard to create good working relationships with all professionals associated with the work. His pragmatic approach has been successful in a broad range of educational, recreational, public, residential, financial, and both light and heavy industrial projects.

EDUCATION

*Electrical Apprentice
Certificate of Completion*
Waubonsee Community College

*IBEW Continuing Education
for Basic Programming*
Waubonsee Community College

CERTIFICATIONS

LEED Accredited Professional

Registered Energy Professional
Chicago Department of Buildings

PROFESSIONAL AFFILIATIONS

National Fire Protection
Association

American Society of Heating,
Refrigerating, & Air Conditioning

RELEVANT EXPERIENCE

- Rantoul Fitness Center Renovation & Expansion
- Fox Valley Park District, Prisco Community Center Addition and Renovation
- Naperville Park District, Community Center Renovation
- Naperville, Fire Station #9
- Naperville, Municipal Building
- Naperville, Police Station
- City of Naperville, Municipal Building
- Huntley Fire Station #1 Addition
- Aurora Public Library
- City of Aurora, Police & Public Safety Headquarters
- Kane County, Courthouse Renovations
- Kane County, Municipal Buildings Assessment
- Kane County Clerk Facility, Addition and Renovation
- Will County, Coroner & Recorder of Deeds Building Renovation
- Will County, Sheriff Office Space Planning
- Yorkville City Hall & Police Facility
- Village of Sugar Grove, Public Works Facility
- Village of Sugar Grove, Fire Station #2
- Village of Sugar Grove, Public Library



RANTOUL FORUM FITNESS CENTER

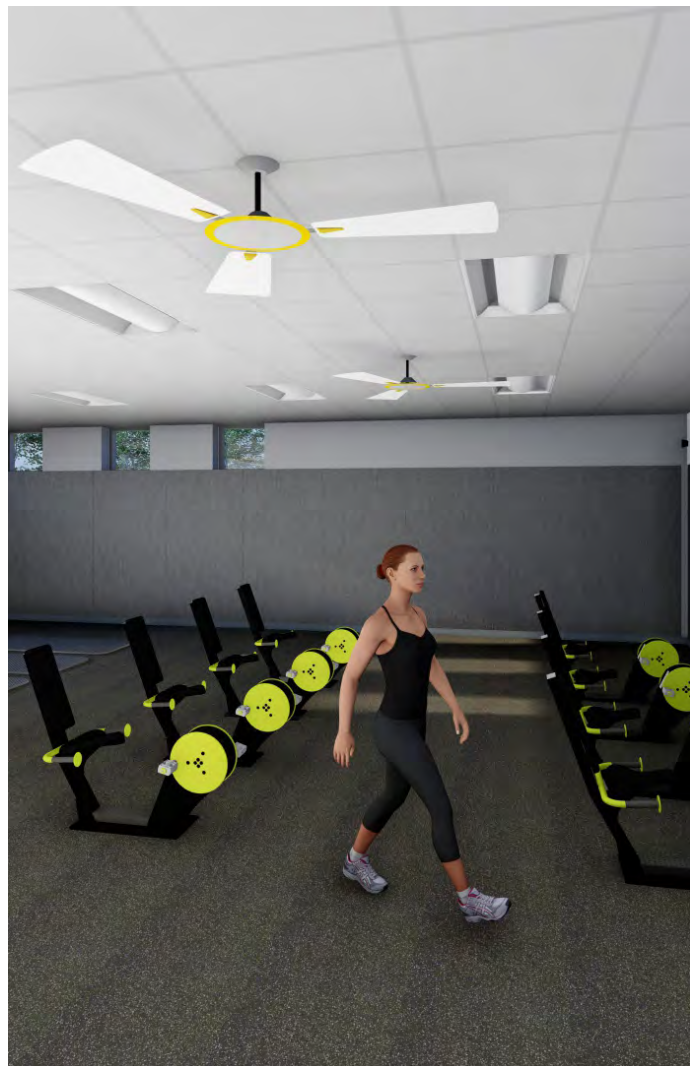
RANTOUL, ILLINOIS

Rantoul Forum Fitness Center in Rantoul, Illinois is an ongoing Cordogan Clark project that includes a 3,000 SF addition to the existing facility as well as significant renovations to the facilities weight room, cardio room, locker rooms, and steam room facilities. The project offers additional space for a growing community interested in health and well being. The addition includes a new vestibule, lobby space and a fitness room that can accommodate group exercise activities like wrestling or yoga.

CLIENT

Village of Rantoul
333 South Tanner Street
Rantoul, Illinois 61866

Luke Humphrey
Recreation Director
217.893.5700





VAUGHAN ATHLETIC CENTER

FOX VALLEY PARK DISTRICT – AURORA, ILLINOIS

The Fox Valley Park District commissioned Cordogan Clark to design a \$20 million Valley Athletic Community Center in Aurora, Illinois. This 227,000 SF recreation complex is the largest facility of its type in Illinois. This new recreation center is designed to meet the needs of the Fox Valley while remaining adaptable to the future needs of the community.

The multi-purpose fieldhouse contains an indoor soccer field along with basketball, volleyball, tennis, and badminton courts. A suspended running track encircles the perimeter of the field house. The aquatic area contains an eight-lane 25-yard lap pool, a leisure pool, a therapy pool, and recreational water systems. The complex also contains dance, cardiovascular, aerobic and weight-training areas, as well as a concession area, locker rooms, administrative offices, and a multipurpose room for community programs.

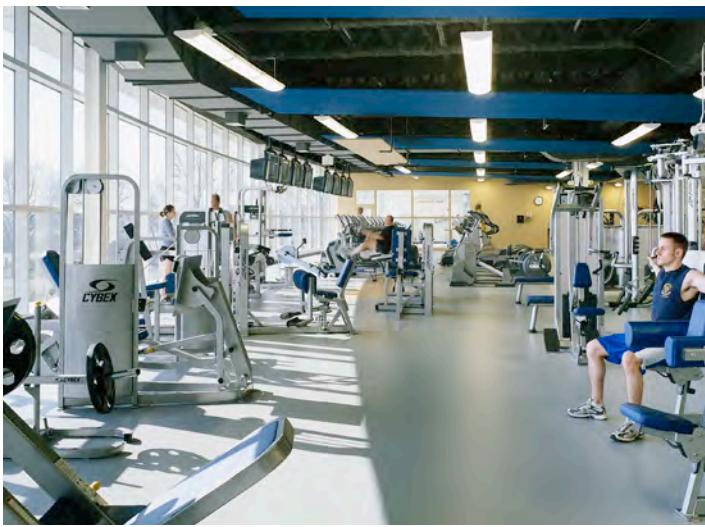
Of all the options that await inside, there is one feature that appears to draw the most attention - the orange slide that swirls and curves outside the east end of the building, and eventually leads swimmers back inside to one of the two plunge pools. "We've had moms tell us that, if the kids are in the car, they can't even drive down Indian Trail," said Tom Roe, the former facility's manager. "The slide is a nice trademark for us."

Within the aquatic area, you will find an eight-lane, 25-yard lap pool, a 7,000 SF leisure pool, therapy pool, and recreational water system.

CLIENT

Fox Valley Park District
101 West Illinois Avenue
Aurora, Illinois 60506

Jim Pilmer
Executive Director
630.897.0516





PRISCO CENTER

FOX VALLEY PARK DISTRICT – AURORA, ILLINOIS

The Fox Valley Park District commissioned Cordogan Clark to design a new addition for the Prisco Fitness Center. This new expansion plan added 24,000 SF at the north end of the facility and renovated 10,000 SF of the existing facility. A new entrance with a convenient access and waiting area was constructed and the customer service area was expanded. Athletic facilities and equipment were upgraded, and the gymnastic and dance areas doubled in size. This expansion not only provided more room for training, but also created a safer environment for athletes. Additional improvements included reconstructed office space, a remodeled track, and the addition of two large multi-purpose rooms, two classrooms, a lounge, and juice bar.

CLIENT

Fox Valley Park District
555 South Eola Road
Aurora, Illinois 60504

Jeff Palmquist
*Director of Planning,
Development, & Grants*
630.897.0516





BOULDER POINT

OSWEGOLAND PARK DISTRICT – OSWEGO, ILLINOIS

Cordogan Clark is in the process of completing an addition to the existing Boulder Point recreational facility that includes renovations to the exterior, interior, ADA upgrades, energy efficiency improvements, and installation of a sprinkler system throughout.

The addition includes a gymnasium expansion, new lobby with parent viewing area and enclosed entry vestibule, new office and storage spaces, as well as two additional activity/community rooms. The public spaces of the existing building also received finish upgrades to restrooms and corridors to modernize the building overall. This project is partially funded by a state of Illinois PARC grant.

CLIENT

*Oswegoland Park Foundation
Administration
313 East Washington Street
Oswego, Illinois 60543*

*Chad Feldotto, ASLA PLA
Director of Parks & Planning
630.554.4428*



LAFAYETTE CAREER ACADEMY

LAFAYETTE, INDIANA

Founded in 1855, the Lafayette School Corporation oversees 12 schools, ranging from grades K-12. With a growing population coupled with a demand for more classrooms, LSC collaborated with Cordogan Clark to develop a multi-million-dollar master plan. Among the most important steps in the plan is establishing a Career Academy. The Academy provides hands-on training in simulated workspaces to prepare high school students for technical and trade jobs prior to graduating from high school. Courses and training at the Academy include career options that range from health science, information technology, Project Lead the Way, to culinary arts, to name a few. LSC purchased a 94,000 SF building, formerly occupied by Lafayette Life Insurance, to be re-purposed and renovated to accommodate the Academy.

The project will be completed in two phases. The initial phase includes renovation of 60% of the two-story building. The main and lower levels showcases classrooms and labs including an Advanced Manufacturing lab, Auto Service Technology classroom, an Agriculture classroom and much more. A new modern, inviting entry welcomes students into the academy. The future phase includes renovating the remaining 40% along with adding an additional 25,000 SF. Part of the phase also includes the installation of an energy efficient heating and cooling system to replace 60-year old equipment.

CLIENT

Lafayette School Corporation
2300 Cason Street
Lafayette, Indiana 47904

Eric Rody
Chief Financial Officer
765.771.6065



PETTY SPORTS & RECREATION CENTER

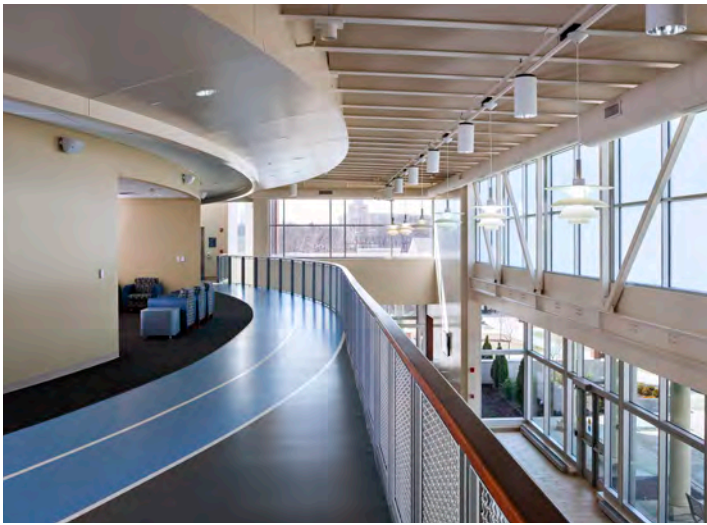
MISSOURI BAPTIST UNIVERSITY – ST. LOUIS, MISSOURI

At the heart of campus life at Missouri Baptist University is a recreation complex that promotes friendship, fitness, and spiritual fellowship. This facility is the proud home to the University's NAIA athletic teams. The complex includes a 1,000-seat gymnasium, a suspended indoor track, locker rooms, a concession area, training and fitness center, classrooms, and offices for faculty and coaching staff. The recreation complex was designed not only for intercollegiate athletes, but for all students. The overhead running track circulates through the gym and into the two-story lobby with small study areas located around it. A grand archway leads to an outdoor courtyard which extends the lobby to serve as a unique gathering space for a variety of activities. The group fitness room, complete with a surround sound system and mirrored walls, offers a beautiful and lofty view of the northern side of the campus. The stair tower serves as a lighted beacon of activity throughout the evening. In front of the building proudly stands a University-commissioned Spartan sculpture, a larger-than-life representation of the goal of optimizing the student experience. The building's architecture not only attracts student athletes but helps create memorable college experiences for non-athletes alike.

CLIENT

Missouri Baptist University
1 College Park Drive
St. Louis, Missouri 63141

Keith Ross
President
314.434.115





ERICKSON HALL & FIELDHOUSE

WAUBONSEE COMMUNITY COLLEGE – SUGAR GROVE, ILLINOIS

Waubonsee Community College opened the doors of the renovated Erickson Hall and its Field House addition in early March, which marks the completion of its 2020 College Master Plan. In the early 2000's, Waubonsee Community College adopted a forward-thinking plan, anticipating a population and enrollment growth within Waubonsee's boundaries. The plan included the addition of seven new buildings between the three campuses as well as multiple infrastructure and renovation projects. Cordogan Clark provided master planning services for Waubonsee Community College and assisted in the development of the 2020 College Master Plan.

The new 59,000 square-foot Field House and 55,000 square-foot renovation provides training, practice and competition space to support Waubonsee's athletics program, credit and noncredit physical education and wellness instruction. The complex offers a seamless, first-class facility that makes it easier for multiple teams to practice and that also serves as a recruiting tool.

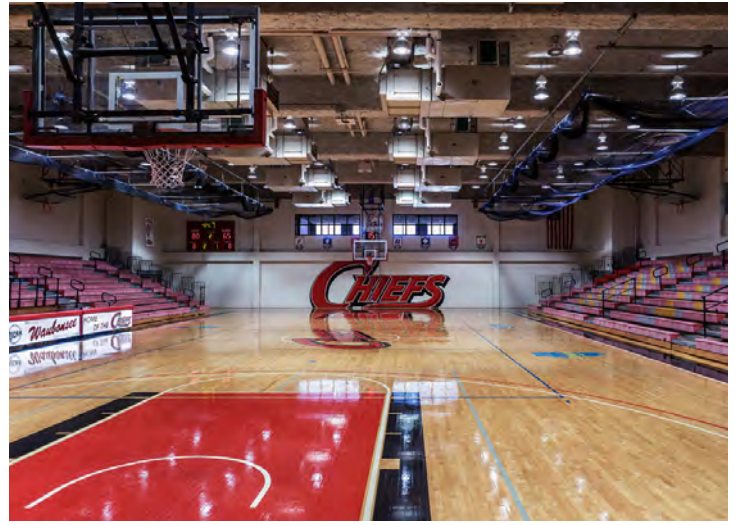
Highlights include:

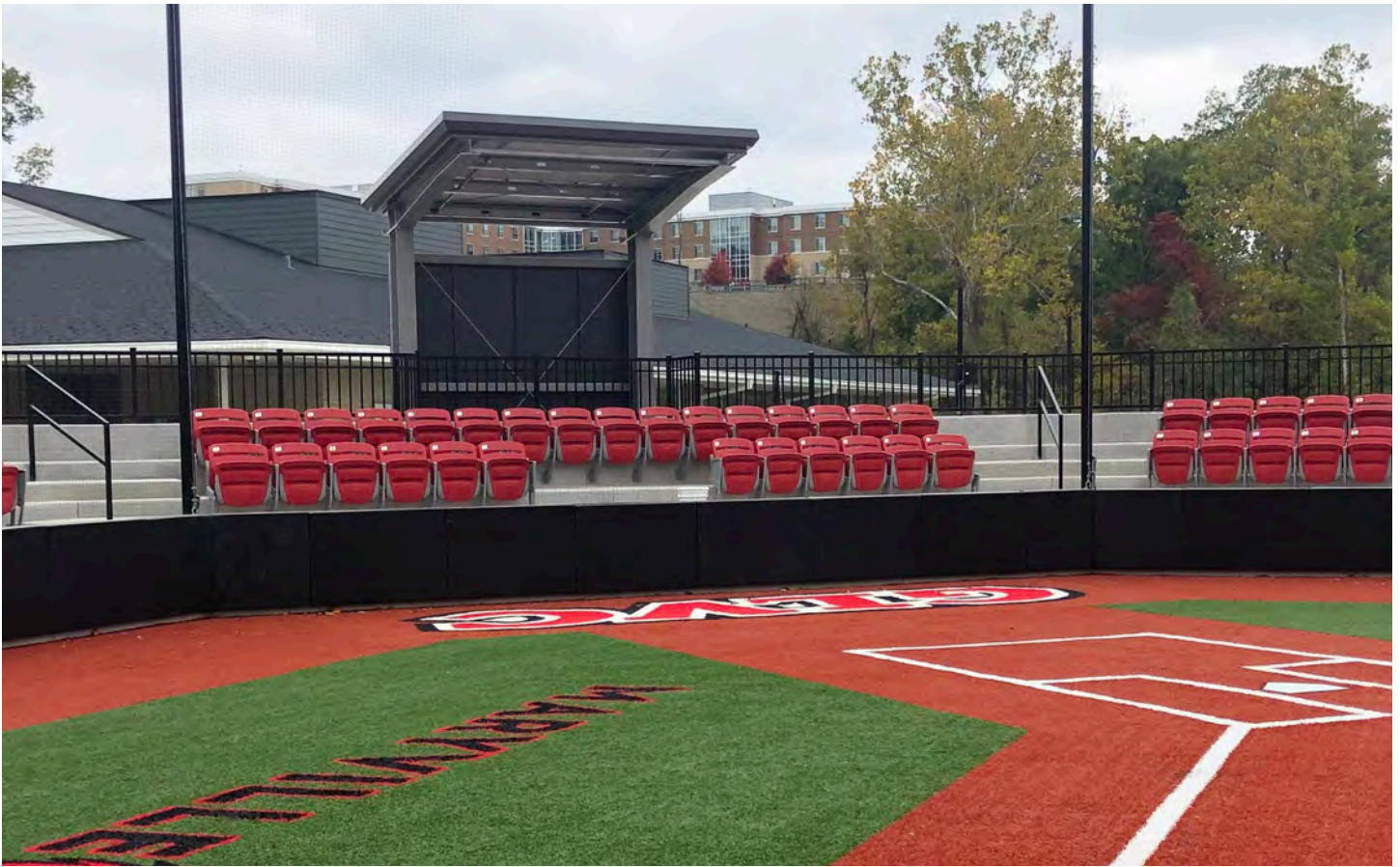
- Three indoor courts (with two traditional athletic flooring and one with artificial turf to accommodate soccer, baseball and softball practices)
- Waubonsee athletic team, visiting team and officials locker-rooms and team meeting rooms Renovated Athletic Hall of Fame
- 170 m three-lane indoor suspended running track
- 2,500 Sq. Ft. Dance and Fitness Studio

CLIENT

Waubonsee Community College
Route 47, Waubonsee Drive
Sugar Grove, Illinois 60554

Dr. Christine Sobek
President
630.466.2912





ATHLETIC FACILITIES BALL PROPERTY

MARYVILLE UNIVERSITY – ST. LOUIS, MISSOURI

The Ball Property is an integral part of the University's Athletic Master Plan developed by Cordogan Clark. The Ball Property supports the varsity sports of women's softball, along with men's & women's tennis and lacrosse teams. The building houses locker rooms that can support tournament play, team rooms, coach's offices, conference rooms, and outdoor concessions, all designed for multiple sports and tournament play. The facility also serves as a central command station for EMS and first responders, providing a central core facility for campus monitoring and coordination during severe weather or emergency events. Artificial turf is provided for each of the fields, allowing year-round play. The site is specially designed for traveling teams and spectators; branding emphasizes that you are now in 'Maryville Country'. This site and building are used as a recruiting tool, allowing the athletic director or president to encourage young athletes to be part of the Maryville family.

CLIENT

Maryville University
650 Maryville University Drive
St. Louis, Missouri 63141

Steven Mandeville
*Vice President for Finance
& Facilities*
314.529.6849





ANHEUSER-BUSCH HALL

MARYVILLE UNIVERSITY – ST. LOUIS, MISSOURI

Maryville University is transforming itself to be a leader in providing a new academic model, integrating technology with innovative methods of instruction. An ambitious capital program is underway to reshape the campus' traditional spaces to align with the pedagogical direction that has been responsible for a drastic increase in student enrollment.

Cordogan Clark converted Anheuser-Busch Hall from a space that was designed for the 'knowledge economy' to one that serves our 'innovation economy'. A symbol of the past, the tiered lecture hall was removed and replaced with a flat floor. With adjoining rooms that connect using glass operable partitions, the space is designed for a variety of configurations that are student driven and can be easily reconfigured into an array of different sized spaces suitable for both traditional lectures and collaborative group work. The exterior stone wall was removed and replaced with glass, and the interior projection wall uses projectors that can be seen from the campus quad, serving as a display wall to communicate the University's message across campus.

CLIENT

Maryville University
650 Maryville University Drive
St. Louis, Missouri 63141

Steven Mandeville
*Vice President for Finance
& Facilities*
314.529.6849



TECHNICAL APPROACH

As architects, our role can be defined as the facilitator, which encourages interaction between all stakeholders. This interaction is crucial during all phases of building development, from planning through occupancy.

PRE-DESIGN AND PROGRAMMING

Our project team will work with the Village to establish the primary goals of the identified projects. A series of in-depth process reviews and interviews with affected groups will help establish the program for the projects. Any existing facilities master plan, community survey data and / or related materials will be reviewed with the entire project team to confirm and clarify the project scope. We will use these materials along with on-site observations to produce an existing facility condition study. We will make site visits as necessary to gather data, photograph, analyze, observe, and document the existing conditions. We will complete site visits at all desired locations for new construction and perform a detailed analysis and evaluation of the site.

SCHEMATIC DESIGN

During the schematic design phase, a preliminary evaluation of program, project budget, and design requirements will be prepared. Our firm will review alternate approaches to design and construction including cost, maintenance and operation implications with the Village through a series of scheduled design charrettes. The impact of building and mechanical systems on energy consumption and operational efficiency is reviewed at this stage.

Based on the final program and project budget requirements, we will prepare for review and approval a set of Preliminary Design Documents illustrating the scale and relationship of project components. We will also prepare a construction cost estimate based on current area and unit costs, with input on specialty items from qualified sources. Final schematic design solutions are then developed and created, including detailed design concepts, floor plans, building elevations & sections and architectural renderings.

DESIGN DEVELOPMENT

The Design Development phase uses the approved schematic design solution as the foundation for an in-depth study of each aspect of the project: building systems; building structure; building materials; building equipment. Comparative analysis is used to evaluate the most effective method of accomplishing the design solution. At this point, we will recommend phased construction opportunities. Alternate structural, mechanical, and electrical systems are evaluated for their ability to fulfill the requirements of the building efficiently, durably, and economically.

Alternative interior design solutions are created and modified to best fulfill the programmatic goals for the facility. Interior materials are selected to complement the design aesthetic. Each design aspect is evaluated and use determined by its cost-effective ability to fulfill the programmatic needs.

Also during this phase, our project team will facilitate the Village's meetings with appropriate permitting agencies and preliminary approvals relating to planning and zoning. We will attend meetings to present preliminary architectural renderings, site plans, and signage. Our project team will assist in every step of board, city and / or county approval processes.

CONSTRUCTION DOCUMENTS

This phase will identify complete bidding and construction documents for the purpose of soliciting competitive bids from contractors. Depending upon the actual services provided, these documents include all Architectural Drawings, Structural Drawings, Mechanical/Electrical Drawings, and Complete Project Manual and Specifications, including comprehensive site documentation.

BIDDING AND NEGOTIATION

Following the project team's review of all construction documents and project specifications, and upon approval of this material, our project team will bid for the work. Upon receiving all bid information, our team will evaluate each proposal for completeness and in determining the lowest qualified bidder. Selection of a contractor will then require interviews, which will identify critical aspects of the project.

CONSTRUCTION ADMINISTRATION

We advocate strong construction administration for our projects and staff this portion of the project with the design team augmented by field construction personnel who know how to manage a project from a contractors' perspective.

Our comprehensive construction administrative services begin with a pre-construction meeting in which procedures, relationships and lines of communication are defined. Timely response to questions and submittals on an ongoing basis will prevent delays in the construction schedule and reduce the risk of claims.

We will represent the Village at all pre-construction and construction meetings. In addition, we will meet on a frequent basis with the contractor and their subcontractors to review the progress of construction and plan for upcoming construction sequences.

Our team will prepare all construction completion documents, punch lists, and all other associated documentation for the closeout of the project.

Our commitment to our clients is to be available to assist with any project and / or related facility assistance for an unlimited duration after the project is complete. In addition to conducting thorough post-occupancy walk-throughs of the facility at 6 months and 11 months to identify any deficiencies for contractor resolution as a part of the warranty period, we will provide all ongoing quality assurance services as needed.

QUALITY CONTROL

Quality control is vital to Cordogan Clark's operation. We have a **MANDATORY QUALITY CONTROL PROGRAM** that is followed on every project. Furthermore, we have designed our Project Delivery Process to take into account the needs of each type of project in order to tailor our process to fit the individual needs of the village. Cordogan Clark has a critical step-by-step overall process beginning with office-wide activities to specific actions taken at the project level.

Cordogan Clark's approach of avoiding design errors and omissions is a high priority in our firm, and we demand the same from our consultants. This attention to detail is extremely important in avoiding problems during construction. Cordogan Clark actively pursues quality control review of all architecture and engineering disciplines prior to issuance of bidding documents, by our Quality Control Team.

QUALITY CONTROL TEAM

These team members are not directly involved with the project and are charged with quality control of the construction documents. They review the plans and the specifications in order to ensure they are clear, concise and are cross referenced one another. Our specifications do not include unedited sections, or sections that do not pertain to the project.

FIELD INVESTIGATION CRITERIA

Our field investigators are directly involved in the project from start to finish. They are responsible for photographing and documenting all existing conditions, and then review the scope of the proposed work prior to developing documents. Their findings are reported back to the pm along with any issues they have found.



SCHEDULING

Cordogan Clark believes that the best approach to scheduling is through detailed up-front planning.

The project schedule is developed by the Project Manager in collaboration with the Construction Manager and the Village. This schedule is utilized by the entire team and includes design activities, community engagement, municipality collaboration, updates / approvals, bidding process, permitting, as well as construction, commissioning, and closeout. This schedule is updated as often as necessary to help guide the process from the beginning through the start of construction.

The schedule includes project milestones such as design and Village approvals. These simple, focused schedules allow for a greater level of coordination among the different trades and can also alert the team of potential delivery or special event conflicts.

There are three fundamental elements of responsible project scheduling described:

PLAN THE PROJECT

Determine what needs to be done. Define the specific work

tasks, coordinate activities, prepare work schedules that define the time and resources required to meet the schedule, assign and properly allocate the resources to complete the activity.

CONTROL AND MONITOR THE PROJECT

Review and measure progress based on work output, monitor activities in relationship to the overall schedule and more detailed two and four week look-ahead schedules. Suggest corrective action when needed, evaluate all options and devise workarounds.

MANAGE THE PROJECT

Communication with the Project Team to advise on what options are available to get the project on schedule and the ramifications of delay or acceleration.

Our experienced team will implement our Informed Planning & Design process to ensure the project is executed in the most efficient manner possible. Pull Plan scheduling will be used to collaboratively create project schedules amongst the consultant team and, if desired, this scheduling can be extended to the design and owner team to help facilitate the execution of key design document or owner decision dates.

EMPHASIS ON SAFETY

While every existing facility is unique in location, layout and materiality, here are a few solutions that serve most existing projects. The list below, while not comprehensive, can result in a significant upgrade in safety and security and do so at a reasonable budget and level of complication. Additionally, these choices can be accomplished in phases, to further manage cost and to allow all district assets to upgrade on a parallel track.

- **Secure Entries**

The images below highlight state-of-the-art entry systems focused on security in its incorporation of sally ports and security checkpoints, all while being both bright, welcoming, and open.

- **Perimeter Security**

Fencing and gates secure your campus and keeps individuals safe even when they're not inside the building.

- **Security Technology**

Including access control, cameras, communications, and technology for secure student pick-up and drop-off. This includes all the hardware mentioned but also a relationship with local law enforcement agencies wherein an understanding of an emergency response is agreed upon and understood by administration and first responders. It takes planning for a positive outcome.



- **Window Films**

Applying safety film to existing glass and caulking the perimeter into the window mullions will greatly reduce the risk of an invasion through the fenestration. This will not stop a ballistic weapon but will prevent an intruder from gaining entry through a broken window.

- **Resiliency for the Next Crisis**

The past year has brought a host of changes in education delivery. We design flexible spaces with the technology and infrastructure that will allow you to adapt to whatever the future holds.



BUDGET, ESTIMATING, & COST CONTROL

Our entire team is actively focused on maintaining the highest level of cost control throughout the planning and design process. As a testimony for our relentless focus on quality, the majority of our work is for repeat clients who trust us to take responsibility with their project needs and available funding.

The Cordogan Clark Construction Management group provides cost estimating services for all of our projects. This in-house service allows more frequent and more thorough estimates than using an outside estimator. In addition, this

group is uniquely positioned to provide up-to-date estimates even during times of market volatility or supply chain issues. Below is a list of recent projects that highlight our expertise and success in construction estimating. The majority of budget variances are due to changes in the program scope, material selections / changes and operational changes between the time of the original project program and the final project design. With an average variance of less than 1%, we are confident we can deliver the Village of Rantoul accurate budget estimates and appropriate project cost controls.

PROJECT NAME	PROGRAMMING ESTIMATE	SCHEMATIC DESIGN ESTIMATE	DESIGN DEVELOPMENT ESTIMATE	FINAL ESTIMATE	ACTUAL LOW BIDS COST	% VARIANCE
Aurora Police Headquarters	\$70,000,000	\$71,000,000	\$71,550,000	\$71,000,000	\$70,500,000	-0.70%
Butler SD53 Phase 1 Capital Projects ('22 Bids)	\$4,830,000	\$4,956,000	\$4,510,000	\$4,320,000	\$4,196,467	-2.86%
Butler SD53 Phase 2 Capital Projects ('22 Bids)	\$8,274,987	\$8,478,277	\$7,592,773	\$7,284,000	\$7,155,719	-1.76%
Clinton Elementary School	\$18,000,000	\$18,750,000	\$18,000,000	\$17,826,137	\$17,939,168	0.63%
Des Plaines Park District Chippewa Pool	\$3,000,000	\$3,005,000	\$2,935,000	\$2,999,000	\$2,757,000	-8.07%
EASD 131 - Resilience Education Center ('22 Bids)	\$14,847,000	\$15,195,000	\$14,937,000	\$14,750,000	\$14,552,835	-1.34%
East Aurora Full Day Kindergarten	\$13,000,000	\$13,350,000	\$12,976,000	\$12,626,137	\$12,591,680	-0.27%
East Aurora HS Additions & Renovations	\$9,550,000	\$9,000,000	\$9,225,000	\$8,900,000	\$8,500,000	-4.49%
Evanston/Skokie SD65 - Summer 2022 Projects ('22 Bids)	\$1,200,000	\$1,275,000	\$1,165,000	\$1,150,000	\$1,125,000	-2.17%
Harbor Place Apartments ('21 Bids)	\$7,759,000	\$8,162,999	\$7,435,999	\$7,525,000	\$7,387,000	-1.83%
Hinsdale Middle School	\$45,734,000	\$46,372,998	\$45,528,745	\$45,635,000	\$45,427,896	-0.45%
Kane County Diagnosis Center	\$1,198,000	\$1,275,000	\$1,225,000	\$1,330,400	\$1,295,735	-2.61%
Kane County Juvenile Justice Ctr. Courtroom Reno ('22 Bids)	\$597,315	\$676,000	\$721,500	\$722,350	\$715,000	-1.02%
Kane County Multi-Purpose Building ('21 Bids)	\$12,736,000	\$13,828,000	\$13,936,000	\$13,538,000	\$13,349,000	-1.40%
Kane County Sheriff's Headquarters	\$12,000,000	\$12,473,843	\$12,783,674	\$12,626,137	\$12,591,680	-0.27%
Kane County Sheriff's Training Facility	\$2,000,000	\$1,985,000	\$1,925,000	\$1,897,342	\$1,890,550	-0.36%
Kane County Third Street Courthouse Reno	\$1,175,000	\$1,102,600	\$1,485,000	\$1,578,500	\$1,561,846	-1.06%
Oswegoland Park District Winrock Pool Renovation	\$3,331,000	\$3,469,000	\$3,473,000	\$3,423,000	\$3,108,000	-9.20%
Rantoul Recreation Center Addition & Renovations ('21 Bids)	\$973,376	\$1,109,825	\$1,222,622	\$1,129,975	\$1,132,460	0.22%
UIUC Housing Food Stores	\$1,500,000	\$1,735,000	\$1,435,508	\$1,450,165	\$1,477,900	1.91%
UIUC Labor & Employee Relations Renovation	\$3,963,397	\$4,079,960	\$4,084,825	\$4,395,951	\$4,315,910	-1.82%
UIUC North Parking Deck/USGS Renovation	\$2,500,000	\$2,785,000	\$2,576,000	\$2,417,428	\$2,426,805	0.39%
VNA Aurora Health Center	\$3,000,000	\$2,775,000	\$2,931,000	\$2,943,000	\$2,915,500	-0.93%
VNA Elgin Health Center	\$3,350,000	\$3,575,000	\$3,600,000	\$3,700,000	\$3,740,835	1.10%
VNA Healthcare - Joliet Clinic ('22 Bids)	\$6,287,536	\$6,527,896	\$6,689,000	\$6,876,000	\$6,924,000	0.70%
VNA Romeoville Health Center	\$3,657,000	\$3,451,000	\$3,550,000	\$3,615,000	\$3,549,000	-1.83%
Will County Recorder & Coroner Renovations	\$1,950,000	\$1,849,669	\$1,849,669	\$1,849,669	\$1,756,181	-5.05%
City of Yorkville City Hall & Police HQ ('22 Bids)	\$5,054,200	\$6,240,246	\$6,364,587	\$6,346,867	\$6,302,765	-0.69%
Average [Under (-), Over +]	\$261,467,811	\$268,483,313	\$265,707,902	\$263,855,058	\$261,185,932	-1.01%
Estimating Accuracy Average for 2021 & 2022:				\$59,322,192	\$58,643,779	-1.14%

EARLY PROGRAMMING/CONCEPTUAL ESTIMATE

Cordogan Clark begins developing the program/concept estimate by taking the time to fully understand the desired program of the facility. Utilizing a cost benchmarking process to validate estimates and establish target budgets for each component of the project allows us to begin defining parameters and replacing assumptions with decisions from day one. Our process front-loads the effort, establish a "reverse engineering" approach to pre-construction that defines the building component projected costs from benchmarking and past experience building recreational buildings. In addition, with this knowledge we are able to develop more accurate project schedules and logistic plans that in turn help define early pricing. Getting started off on the right path in design and budgeting will be the most critical aspect of a smooth running project.

VALUE OF ESTABLISHING DETAILED ESTIMATES EARLY

Our Program/Concept budgets are set up to a greater degree of detail specificity than industry norms. It is our practice to bring forth questions related to design decisions to the team, prior to decisions being made so that the cost implications can be explored in tandem with other critical issues. In this way, budget implications of design decisions can help shape the design instead of being carried until they have to be excluded as part of a traditional value engineering phase. In this way our early estimates can help the owner shape their vision for the project.

TARGET VALUE ANALYSIS

At Cordogan Clark, as the Program / Conceptual Estimate is being developed and the detail is being set up, we establish targets for key parts of the project that are most likely to impact the budget.

February 24, 2023

RE: REQUEST FOR PROPOSAL/QUALIFICATIONS FOR YOUTH CENTER RENOVATION

Dear Luke:

Thank you for considering Cordogan Clark as the Village of Rantoul's partner to provide architectural and engineering services for the Renovation of the Youth Center located at 1306 Country Club Lane.

Project Purpose:

Our understanding is the scope of work shall be to renovate the existing facility that services the Youth Center. The goals include a design solution that fosters collaboration amongst staff and to allow for future growth. We understand the project may be phased where design concepts, 3D imagery, and a rough order of magnitude (ROM) cost estimate shall be Phase I, and the remaining phases may be at a later date.

Project Scope of Work:

We intend to provide the following professional design services:

- Perform site visit(s) to review all systems and elements of concern.
- Review as-built and/or original design documents for the systems being assessed.
- Review applicable building and ADA codes related to the scope of work.
- Meet with Rantoul administrative and facilities staff to review goals.
- Produce schematic design floor plan options and miscellaneous support documents of the design concepts for review.
- Produce Design Development documents for the selected option.
- Provide a preliminary structural, mechanical, electrical, and plumbing (SMEP) design concept.
- Concept Design 3D imagery.
- Provide a Rough Order of Magnitude cost estimate at the end of Phase I.
- Phase II Construction Documents for bidding for the Architectural, Structural, and MEP scope of work.
- Construction Document final cost estimate.
- Phase III Bidding & Negotiation services.
- Phase IV Construction Administration services.

Proposed Fees:

Cordogan Clark in partnership with Engineering Resource Associates (ERA) for on-site construction observation, will provide these basic services for a total fixed fee of \$86,800.00, plus estimated reimbursables of \$3,000.

The following is a fee breakdown per Phase:

- Phase I _____ \$30,562
- Phase II _____ \$33,040
- Phase III _____ \$18,998
- Phase IV – On-site 14 visits at \$300 per visit _____ \$4,200

We look forward to the opportunity to collaborate with you and the Village of Rantoul on this project.

Respectfully Submitted,

Cordogan Clark



Brian Kronewitter, AIA, DBIA
Executive Vice President



PROPOSED PRICING SCHEDULE:

For reference, the total budget allocation for the YOUTH CENTER RENOVATION is \$1,007,549.00.

PHASE	Description	Amount
PHASE I	PRELIMINARY DESIGN & PROBABLE CONSTRUCTION COSTS _____Dollars	\$ <u>30,562.00</u>
PHASE II	SCOPE OF SERVICES _____Dollars	\$ <u>33,040.00</u>
PHASE III	BIDDING & CONSTRUCTION ADMINISTRATION _____Dollars	\$ <u>18,998.00</u>
PHASE IV	RESIDENT INSPECTION SERVICES _____Dollars \$300.00 PER VISIT ON A BI-WEEKLY BASIS FOR A TOTAL OF 28 WEEKS OF CONSTRUCTION DURATION FOR A TOTAL OF 14 VISITS	\$ <u>4,200.00</u> PLUS \$3,000.00 IN REIMBURSABLES FOR THE PROJECT TOTAL - \$89,800.00

DATE: FEBRUARY 24, 2023

SUBMITTED BY : CORDOGAN CLARK
Name of Company

BY: Brian Kronewitter BRIAN KRONIEWITTER, EXECUTIVE VICE PRESIDENT
Signature and Title

BUSINESS ADDRESS: 960 RIDGEWAY AVE., AURORA, IL., 60506

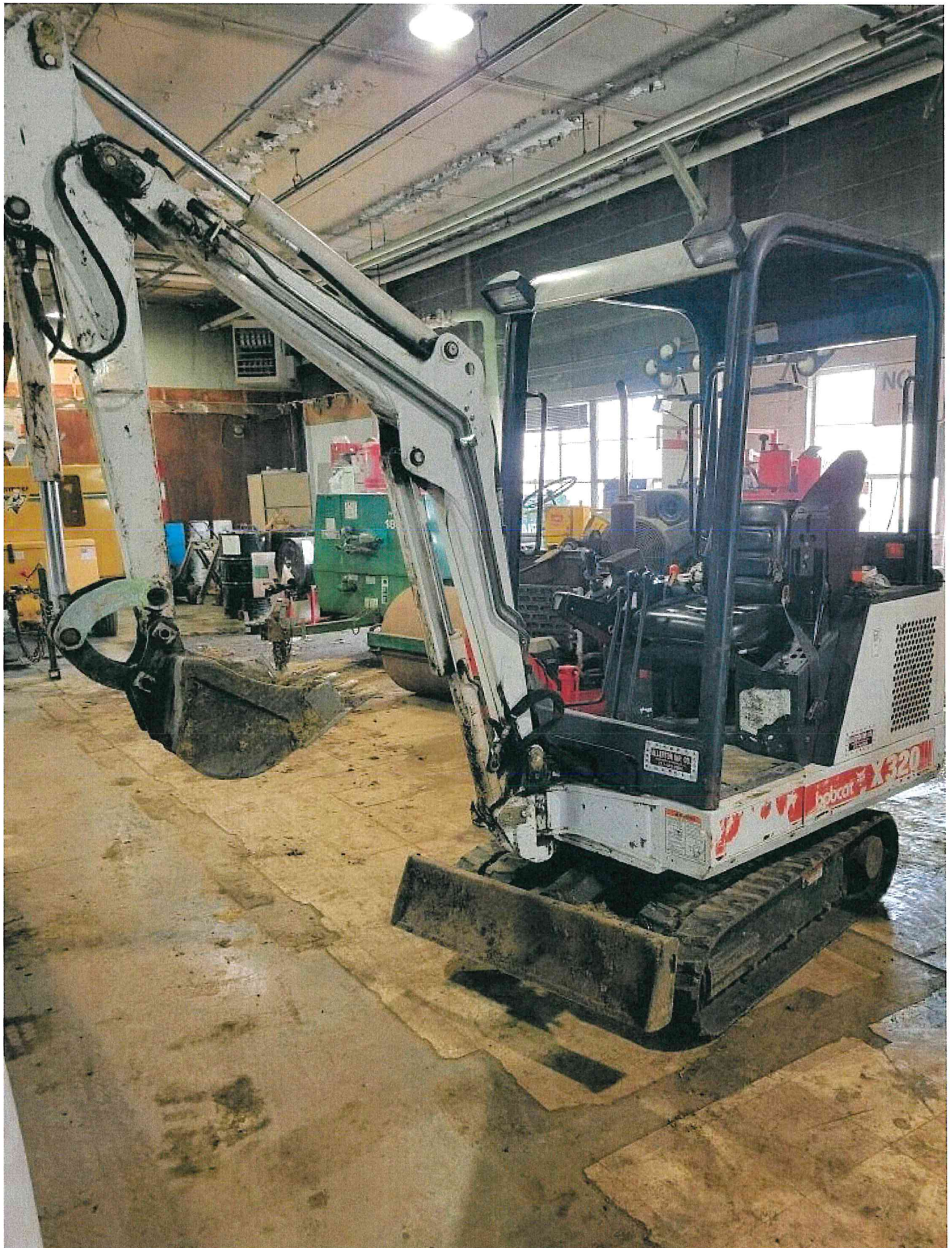
EMAIL ADDRESS: bkronewitter@cordoganclark.com

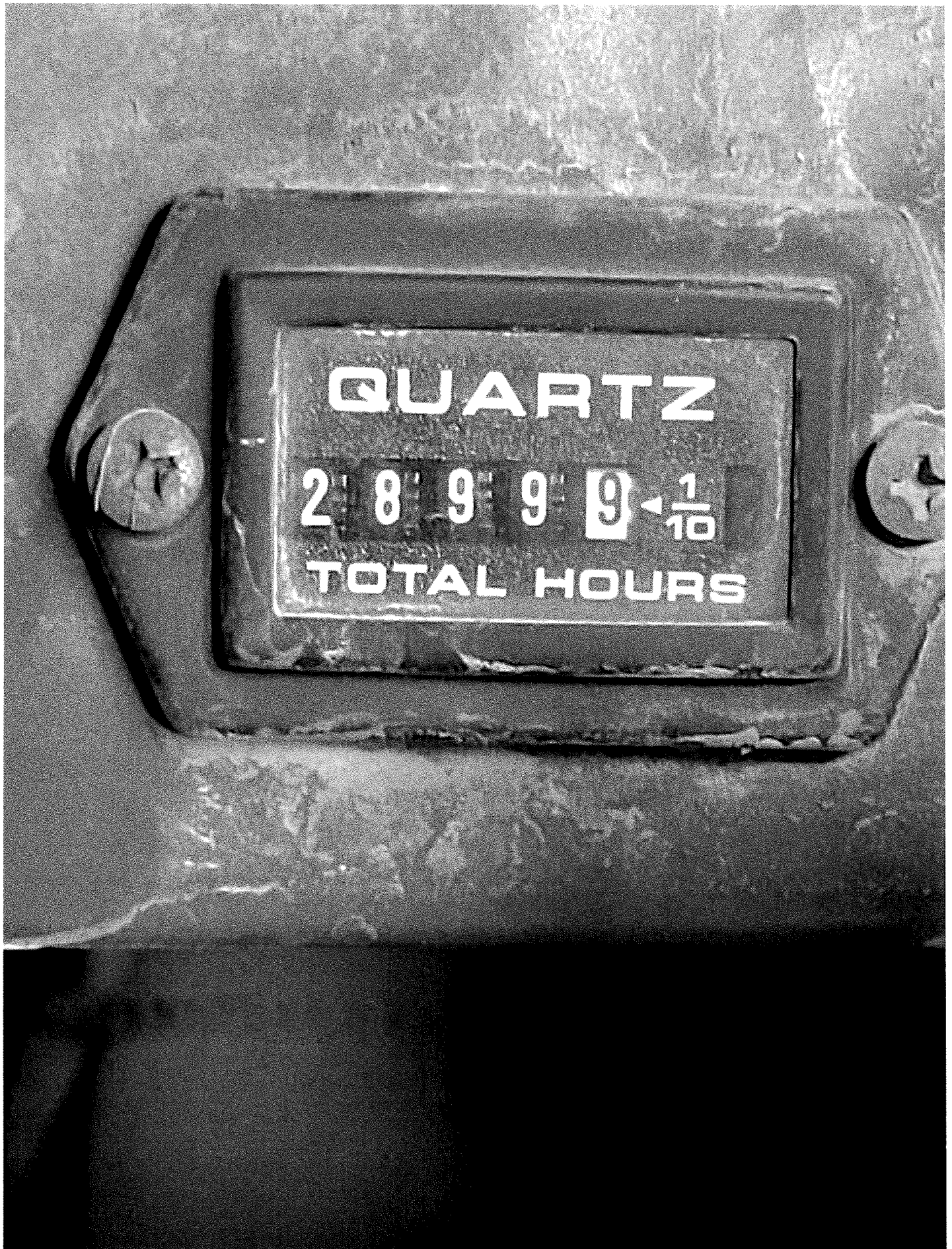
PHONE NUMBER: 630-896-4678

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Electric Division - Mini Excavator Purchase	DEPARTMENT: Public Works
DATE: March 7, 2023	AMOUNT: <u>\$33,568.00</u> \$31,568.00 (Vermeer Yanmar) \$2,000.00 Contingency Fund
ATTACHMENTS: 1. Mini Excavator	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: This Agenda Item provides for the purchase of a new Yanmar Vio17 Mini Excavator from Vermeer Midwest in the amount of \$31,568.00 to be used in the Electric Division. Our current mini excavator is just over 20 years old and at the end of its useful life. The mini excavator is used daily at the Electric Division to dig in backyard easements. The mini excavator pricing was secured locally, and all three vendors provided quotes for approved Sourcewell products. Vermeer Midwest (Yanmar) provided the lowest price at \$31,568.00, while Bobcat provided a price of \$39,296.12, and Altorfer CAT provided a price of \$52,377.00. Staff would recommend purchasing the Vermeer Yanmar Vio 17 Excavator. The unit will be delivered sometime in the summer. A contingency fund of \$2,000.00 is requested for any modifications and increasing commodity prices. The purchase of the mini-excavator is included in the current Electric Division (FY23) budget account #541-1180-430-75-50.	
RECOMMENDED ACTION: Authorize the purchase of a new Yanmar Vio17 Mini Excavator from Vermeer Midwest in the amount of \$31,568.00 to be used in the Electric Division with a contingency fund of \$2,000.00 for any unforeseen requirements.	
DEPARTMENT HEAD APPROVAL Jacob D. McCoy, P.E.	VILLAGE ADMINISTRATOR Scott Eisenhauer







120 E Martin Drive
Goodfield, IL 61742
309-965-3300
www.vermeermidwest.com

CONSUMER RETAIL PURCHASE ORDER AND SECURITY AGREEMENT

2/13/2023

Reference #: Q-16412-1
PO #:

Bill To:
RANTOUL, VILLAGE OF
Matt Caldwell
333 S TANNER
P.O. BOX 38
RANTOUL, IL 61866
2178922178

Ship To:
RANTOUL, VILLAGE OF
Matt Caldwell
333 S TANNER
P.O. BOX 38
RANTOUL, IL 61866
2178922178

1 New Yanmar VIO17

\$30,699.00

- ~ 14.5 HP Yanmar 3TNV74F~SPBV Diesel Engine
- ~ Open ROPS
- ~ 3,836 LBS Operating Weight
- ~ Variable Undercarriage 3'1" to 4' 1" Overall Width
- ~ 7' 7" Digging Depth
- ~ 12' 2" Maximum Reach
- ~ 2 Speed Travel (Up to 2.7 MPH)
- ~8.1 Max GPM Auxiliary Hydraulic Output
- ~ Standard Back Fill Blade
- ~ Standard Bucket 16"
- ~ Rubber Tracks
- ~ True Zero Tail Swing
- ~ (VIPPS) 3 Pumps Combine Flow for Simultaneous Combined Movements
- ~ **4 Year/4,000 Hour Standard Yanmar Limited Warranty.**
- ~ **4 Year/4,000 Hour Standard Yanmar Engine Warranty per Engine Manufacturer**
- ~ Machine must be inspected within 2 years or 2000 hours whichever comes first and again at 3 years or 3000 hours whichever comes first at the cost of the customer

Untaxed Machine	\$30,699.00
Freight and Prep	\$869.00
Grand Total	\$31,568.00

Total Due	\$31,568.00

Note: Buyer certifies all Trade-Ins are free of encumbrances

Notice

Any holder of this consumer credit contract is subject to all claims and defenses which the debtor could assert against the seller of goods or services obtained pursuant hereto or with the proceeds thereof. Recovery hereunder by the debtor shall not exceed amounts paid by the debtor hereunder.

Initials: _____

Quote #: Q-16412

Until the seller is paid in full for said equipment, buyer shall obtain insurance naming seller as "additional insured" covering all risk of loss, theft or damage on equipment and in the event of any such loss, the proceeds of said insurance shall be paid to and assigned to seller. The buyer shall immediately deliver to the seller, a certificate of insurance indicating the same.

Applicable items denoted below:

- Sold new with: 1 Year / 1,000 Hours Parts and Labor Standard Vermeer Limited Warranty

All warranty repairs made under this agreement must be made in dealer's shop and buyer is responsible for hauling equipment for repair. All warranty parts must be returned within 30 days. No warranty is given by the dealer for tires, batteries or accessories, and the buyer is fully responsible for repairs necessitated by accident, misuse or negligence. This warranty is not transferable.

In the event the equipment described herein is unavailable for any reason beyond the seller's control, the seller shall not be liable for any damages caused to the buyer.

If any sales, use, excise or other tax is not stated correctly herein or is changed by an applicable government authority and effective to this purchase, the amount due hereunder shall be adjusted accordingly.

The equipment purchased herein is hereby pledged to seller as security until the entire purchase has been paid, buyer authorizes seller to file a U.C.C.-1

Financing Statement against the buyer for said equipment, until paid in full.

The parties agree that this is the entire agreement and that no oral representation or agreement has been made which would modify this agreement or be a condition precedent or subsequent to the enforcement of this agreement and that this agreement may not be modified except by a writing signed by each of the parties.

I hereby agree

to the conditions of this order, expressed in the foregoing, constituting a purchase order contract. I hereby certify that I am 21 years of age or older and acknowledge receipt of a copy of this order. In order to secure buyer's obligations under this agreement and any extension, renewal or modification thereof, buyer hereby grants to dealer a security interest in all of the goods described herein, and all accessions and additions thereto and all proceeds thereof.

Notice to the buyer:

Do not sign this contract before you read it or if it contains blank spaces. You are entitled to a copy of the contract you sign. You have the right to pay in advance the unpaid balance of this contract.

Buyer's signature: _____ Date: _____
By signing this agreement the buyer agrees to above provisions

Salesman signature: _____ Date: _____

Initials: _____

Quote #:Q-16412



YANMAR

Vi017

MINI-EXCAVATOR



Operating weight

1830 kg

Engine

3TNV70-XBV

Digging force (short arm / long arm)

9,6 kN / 8,6 kN

Digging force (bucket)

16,1 kN

COMPACT DESIGN AND RELIABLE - PERFORMANCE AT YOUR FINGERTIPS





COMPACT & ROBUST DESIGN

The zero-tail swing ViO17 is the perfect choice for working in tight areas such as urban renewal, grading or landscaping. The machine upper frame slews within its track width, allowing you to focus fully on the tasks to perform. Additionally, cylinder guards come as standard to offer maximum protection and minimize unnecessary downtime.



EFFICIENT ENGINE

Combining performance and capability with efficiency and low fuel consumption, the ViO17 adopts Yanmar's TNV series engine platform. The Stage V-compliant 3-cylinder direct injection engine offers impressive power and class-leading performance.



VERSATILITY

Adapted to suit a variety of applications, the ViO17 now comes with the option of a long digging arm to improve its working range. To further increase its range of applications, an additional counterweight of 83kg is now available. Coupled with its variable under-carriage, the ViO17 boasts an outstanding stability. Finally, 4 tie-down points are now available on the track frame to make it safer to transport.



INNOVATIVE SYSTEM

The 3rd hydraulic circuit mounted as standard is equipped with proportional control, which provides operators with greater control over the work tools. Additionally, adjustable potentiometers can also be mounted (as options) on the 3rd and 4th hydraulic circuits to further increase the precision of operations.



MAXIMUM SAFETY

With safety considered a key priority, the ViO17 achieves ROPS, TOPS and FOPS certification for the canopy. Other safety features include an orange seatbelt and LED work lights as standard, while seatbelt sensor, orange/green beacons, travel alarm, and a polycarbonate front shield to provide maximum protection when working with a breaker, come as options.



SMOOTH & ACCURATE HYDRAULICS

Powered by a ViPPS hydraulic system, which cumulates the flow of separate pumps in order to obtain the optimal combination in terms of speed, power, smoothness and balance, the ViO17 guarantees smooth and simultaneous operation of working movements, even while traveling.



LOW COST OF OWNERSHIP

Delivering impressive productivity in a compact package, the ViO17 has been designed to have an easy access to service points in order to facilitate its simple maintenance. Furthermore, Yanmar's full cylinder protection and the 4 tie-down points to make the machine easy to transport help reduce the total cost of ownership.



EASY TO TRANSPORT

Efficient and lightweight, the ViO17 boasts a transport weight of just 1,695kg, meaning it can be easily towed between work sites, along with buckets or a light work tool, on a standard 2.5 tons GVW trailer. Four tie-down points on the track frames (standard) make transport preparation fast and simple.

When the under-carriage is fully retracted the ViO17 can access the most restricted areas and becomes perfect for trenching and landscaping work in tight urban areas or at residential properties. Operators benefit from a short turning radius at the front and rear, and once the under-carriage is extended the ViO17 benefits from excellent stability.



ROBUST AND RELIABLE

Durable, dependable and rental tough, the ViO17 has been designed to excel in even the toughest environments. All cylinders are protected by a spring type steel plate, which reduces drastically the Total Cost of Ownership of the machine. Structure of the chassis and durable steel covers provide bullet-proof resistance. The large counterweight protects against possible shocks and friction against the walls.



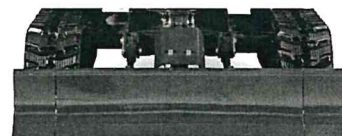
IMPROVED WORKING RANGE

Adaptable to suit a variety of applications, the ViO17 comes now with a long arm (1100mm) in standard, a short arm (950mm) being available as option.

UNMATCHED STABILITY

With an operating weight of 1,830kg, variable undercarriage (955–1,280mm) and optional additional counterweight (83kg), the ViO17 ensures optimum stability and outstanding flexibility to suit every application.

The ViO17 features an extendable undercarriage with reduced clearance between sliding parts, which prevents soil build-up.



Extended undercarriage: 1280 mm



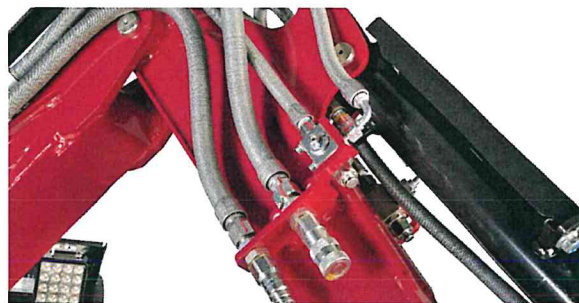
Retracted undercarriage : 955 mm



CONTROLABLE & VERSATILE

Thanks to the 3-pump ViPPS hydraulics system that works with a double variable displacement piston pump and a gear pump, operators benefit from a maximum hydraulic flow and pressure of respectively 48,4 l/min and 210 bars. Furthermore, both the 3rd (standard) and 4th (option) hydraulic lines come equipped with proportional controls and can be further enhanced with the addition of potentiometers (option), giving operators greater control and flexibility over their work tools.

With a digging force of 9.6/16.1kN (short arm/bucket), traction force of 16.9kN (first speed) and two travel speeds (2.1 or 4.3km/h) the ViO17 delivers the power and performance operators require.





ERGONOMIC DESIGN

Thanks to its ergonomic layout, the ViO17 provides a comfortable and practical working environment for the operator. The easy-access canopy features excellent visibility, fully-adjustable suspension seat, and perfect position of joysticks and armrests. Large travel pedals are now available (option) to further improve operators' comfort. The track frame layout features three bottom rollers that ensure a comfortable and stable ride.

SAFETY CONSCIOUS

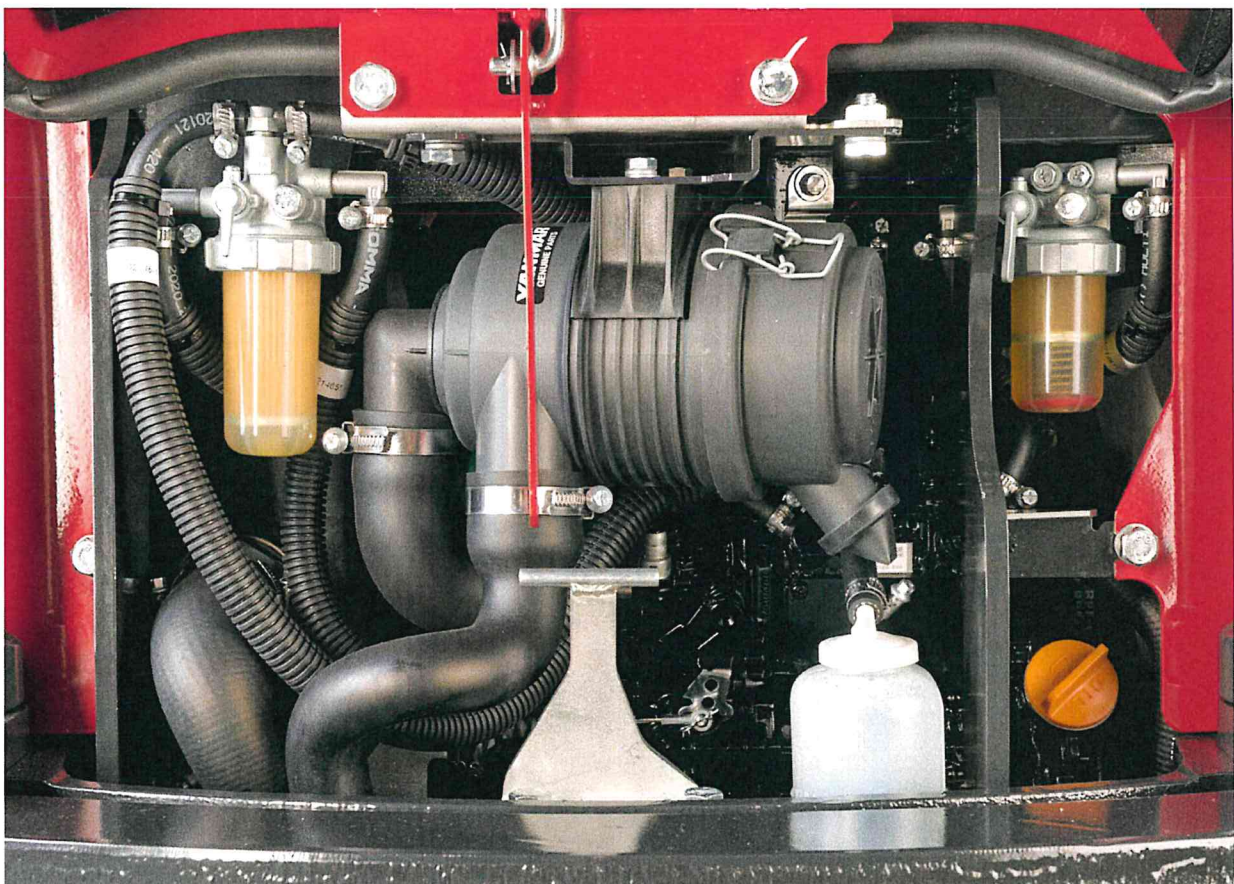
As with every Yanmar excavator, safety has been prioritized throughout design and build. Alongside ensuring 360° visibility from the operator seat, the ViO17 features powerful LED boom work light and an orange seatbelt as standard. Flashing green/orange beacons, travel alarms, additional work lights and seatbelt sensor can be specified as optional extras. A polycarbonate protective shield is also available to protect the operator when using a breaker.



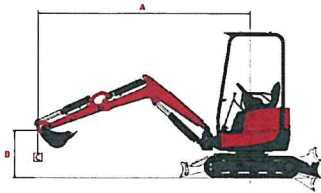
SIMPLE MAINTENANCE

The excellent accessibility to engine components from the hood allow for easy and quick daily maintenance checks. The seamless disassembly of side panels offers a straight and quick way to other key components (hydraulics, radiator, etc.).

The battery and fuse boxes are located in a lockable compartment under the operator's seat to maximize security, while ground-level access removes the need for specialist equipment.



LIFTING CAPACITY



Tipping load,
rating over front



Tipping load,
rating over side 90°

A: Overhang from
rotational axis (m)

B: Height of hooking point (m)
C: Safe working load (kg)

Short arm

	Blade down										Blade up										
A	Max.		3,0 m		2,5 m		2,0 m		1,5 m		Max.		3,0 m		2,5 m		2,0 m		1,5 m		
B	(A=)											(A=)									
2,5 m	2,63	325*	335*	--	--	315*	330*	--	--	--	--	2,63	325*	320*	--	--	310*	320*	--	--	--
2,0 m	2,96	250	335*	--	--	305*	315*	--	--	--	--	2,96	240	235	--	--	305*	305*	--	--	--
1,5 m	3,12	210	340*	250	340*	360*	355*	400*	395*	--	--	3,12	210	205	235	225	355*	350*	390*	390*	--
1,0 m	3,23	205	350*	235	365*	315	415*	435	545*	--	--	3,23	200	195	230	225	310	285	415	410	--
0,5 m	3,26	200	370*	220	395*	295	480*	400	655*	--	--	3,26	195	195	220	210	285	270	390	370	--
0 m	3,12	205	385*	220	400*	290	515*	390	705*	560	1030*	3,12	205	195	215	210	290	260	385	355	540
-0,5 m	2,94	225	395*	--	--	280	490*	375	680*	590	1010*	2,94	220	215	--	--	275	255	370	350	565
-1,0 m	2,58	270	405*	--	--	--	--	385	605*	585	885*	2,58	265	255	--	--	--	--	375	355	570
-1,5 m	1,95	385*	385*	--	--	--	--	--	565*	575*	1,95	375*	385*	--	--	--	--	--	--	565*	590*

Short arm, additional counterweight

	Blade down											Blade up										
A	Max.		3,0 m		2,5 m		2,0 m		1,5 m			Max.		3,0 m		2,5 m		2,0 m		1,5 m		
B	(A=)											(A=)										
2,5 m	2,63	330*	335*	--	--	315*	325*	--	--	--	--	2,63	325*	330*	--	--	315*	315*	--	--	--	--
2,0 m	2,96	330*	340*	--	--	310*	315*	--	--	--	--	2,96	270	270	--	--	310*	310*	--	--	--	--
1,5 m	3,12	245	345*	265	345*	350*	350*	395*	400*	--	--	3,12	240	240	260	255	350*	345*	390*	400*	--	--
1,0 m	3,23	235	355*	260	365*	330	330*	540*	545*	--	--	3,23	230	230	225	255	250	330	325	545*	445	--
0,5 m	3,26	230	370*	265	385*	325	325*	435	675*	--	--	3,26	220	220	250	240	320	310	430	435	--	--
0 m	3,12	235	380*	245	400*	320	320*	435	690*	630	1015*	3,12	230	225	245	235	315	310	430	405	610	620
-0,5 m	2,94	260	395*	--	--	310	310*	430	700*	625	1025*	2,94	255	250	--	--	310	300	425	415	615	645
-1,0 m	2,58	310	415*	--	--	--	--	435	590*	650	890*	2,58	305	305	--	--	--	--	425	400	635	640
-1,5 m	1,95	375*	375*	--	--	--	--	--	565*	560*	1,95	375*	380*	--	--	--	--	--	--	--	560*	565*

Long arm

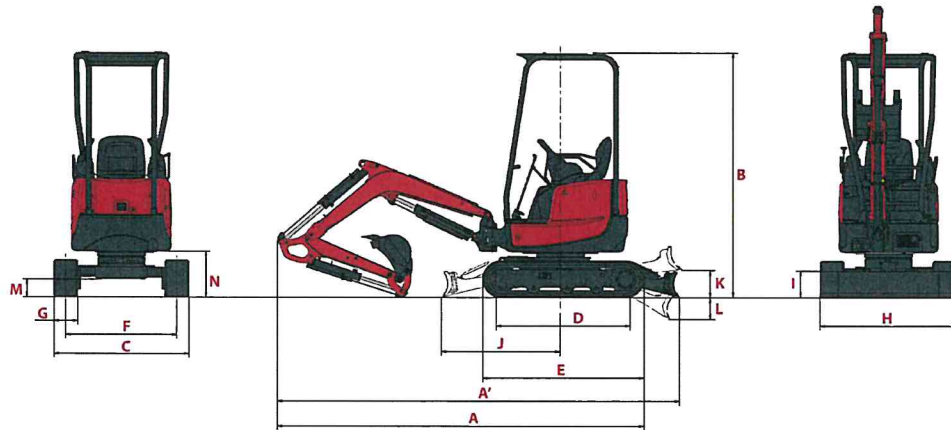
	Blade down											Blade up										
A	Max.		3,0 m		2,5 m		2,0 m		1,5 m		Max.		3,0 m		2,5 m		2,0 m		1,5 m			
B	(A=)											(A=)										
2,5 m	2,72	275*	295*	--	--	270*	275*	--	--	--	--	2,72	275*	300*	--	--	270*	265*	--	--	--	--
2,0 m	3,08	240	310*	250	305*	270*	280*	--	--	--	--	3,08	240	220	245	235	270*	270*	--	--	--	--
1,5 m	3,27	215	320*	240	320*	315*	315*	--	--	--	--	3,27	215	190	235	220	315*	315*	--	--	--	--
1,0 m	3,35	200	330*	230	345*	320	395*	475*	480*	--	--	3,35	200	180	230	210	315	295	475*	385	--	--
0,5 m	3,36	195	345*	235	380*	290	455*	415	640*	--	--	3,36	195	180	230	205	285	265	410	370	--	--
0 m	3,25	200	360*	230	395*	285	495*	405	725*	605	985*	3,25	200	180	230	200	280	255	400	360	595	500
-0,5 m	3,12	220	380*	220	405*	290	525*	400	700*	610	1055*	3,12	220	195	220	200	285	260	385	340	605	520
-1,0 m	2,84	250	395*	--	--	280	465*	380	670*	605	990*	2,84	250	220	--	--	280	250	375	340	590	525
-1,5 m	2,21	335	400*	--	--	--	--	395	495*	610	710*	2,21	335	300	--	--	--	--	385	350	600	515

Long arm, additional counterweight

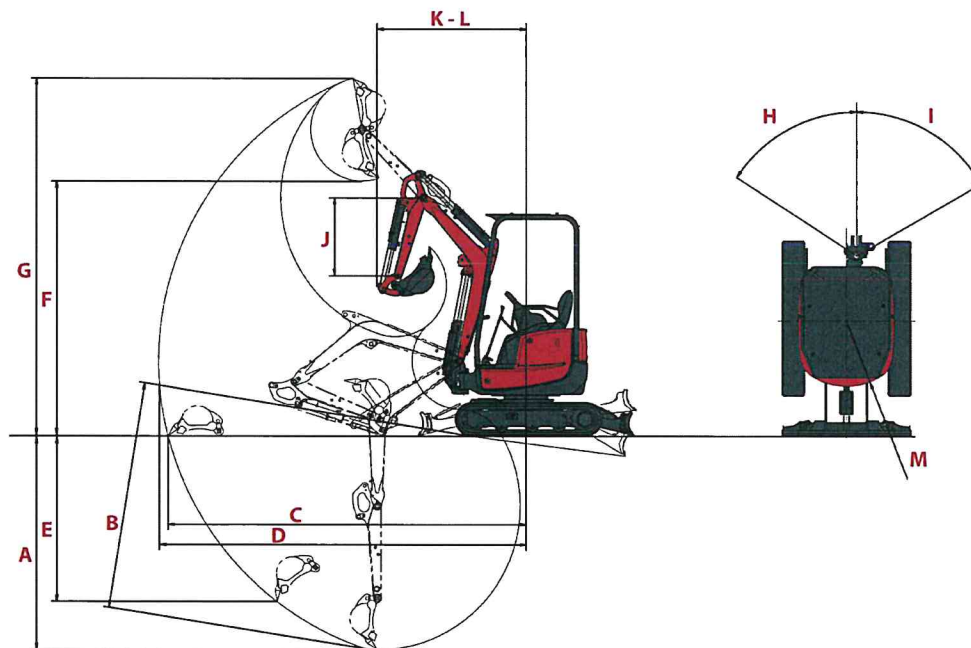
	Blade down										Blade up											
A	Max.		3,0 m		2,5 m		2,0 m		1,5 m		Max.		3,0 m		2,5 m		2,0 m		1,5 m			
B	(A=)											(A=)										
2,5 m	2,72	280*	295*	--	--	270*	275*	--	--	--	--	2,72	280*	290*	--	--	265*	265*	--	--	--	--
2,0 m	3,08	255	305*	295*	305*	270*	270*	--	--	--	--	3,08	255	255	295*	295*	270*	265*	--	--	--	--
1,5 m	3,27	240	310*	300*	310*	310*	315*	--	--	--	--	3,27	235	235	300*	300*	310*	310*	--	--	--	--
1,0 m	3,35	220	325*	260	340*	385*	380*	485*	485*	--	--	3,35	220	215	255	255	380*	375*	485*	480*	--	--
0,5 m	3,36	215	340*	255	375*	330	460*	455	625*	--	--	3,36	210	210	250	255	325	330	445	435	--	--
0 m	3,25	220	360*	250	405*	320	505*	435	705*	630	975*	3,25	220	215	245	245	310	310	425	415	615	560
-0,5 m	3,12	245	375*	250	395*	315	520*	425	715*	635	1060*	3,12	240	230	245	240	310	305	420	415	620	610
-1,0 m	2,84	285	400*	--	--	315	470*	430	675*	640	995*	2,84	280	270	--	--	310	300	420	415	610	655
-1,5 m	2,21	400*	390*	--	--	--	--	470*	485*	720*	700*	2,21	400*	395*	--	--	--	--	475*	410	585	705*

[The data contained in these tables represent the lifting capacity in accordance with ISO standard 10567. They don't include the weight of the bucket and correspond to 75% of the maximum static tipping load or 87% of the hydraulic lifting power. Data marked * are the hydraulic limits of the lifting power.]

WORKING RANGE



A Overall length	3 460 mm / 3 480 mm	H Overall blade width	955-1 280 mm
A' Overall length with blade at the back	3 790 mm / 3 810 mm	I Overall blade height	250 mm
B Overall height	2 300 mm	J Blade distance	1 130 mm
C Overall width	955-1 280 mm*	K Max. lifting height above the ground	260 mm
D Length of track on ground	1 175 mm	L Max. lowering depth from the ground	205 mm
E Undercarriage length	1 525 mm	M Min. ground clearance under lower frame	175 mm
F Lane	720-1 050 mm*	N Min. ground clearance under upper frame	415 mm
G Track width	230 mm		



A Overall length	2 160 mm / 2 310 mm	H Boom swinging base to left	42°
B Overall length with blade at the back	2 260 mm / 2 410 mm	I Boom swinging base to right	65°
C Overall height	3 660 mm / 3 810 mm	J Arm length	950 mm / 1 100 mm
D Overall width	3 760 mm / 3 900 mm	K Front turning radius	1 644 mm / 1 670 mm
E Length of track on ground	810 mm / 930 mm	L Front turning radius with boom swing	1 130 mm / 1 140 mm
F Undercarriage length	2 500 mm / 2 590 mm	M Rear turning radius w/o / with counterweight	640 mm / 725 mm
G Lane	3 350 mm / 3 440 mm		

Balancier standard / **Balancier long**
 *Retracted undercarriage / Extended undercarriage

TECHNICAL SPECIFICATIONS

[WEIGHT +/- 2% (EU-STANDARDS)]

Operating weight (rubber tracks – including quick hitch & ditch cleaning bucket)
Transport weight (rubber tracks – bare stick)

Canopy	Ground pressure
1 830 kg	0,306 kPa (kg/cm ²)
1 695 kg	0,283 kPa (kg/cm ²)

[ENGINE]

Type	3TNV70-XBV
Regulation	Stage V
Fuel	Diesel
Net power (kW)	10,1 kW
Gross power (kW)	10,34 kW
Displacement	0,854 liter
Maximum torque	47,8 – 52 N.m
Cooling	Water-cooling
Starter (V-kW)	12 V – 1,4 kW
Battery (V-Ah)	12 V – 45 Ah
Alternator (V-A)	12 V – 20A

[HYDRAULIC SYSTEM]

Maximum pressure	210 bars
1 double piston pump with variable flow	2 x 17,6 l.min ⁻¹
1 gear up	13,2 l.min ⁻¹
1 gear pump for pilot line	11,2 l.min ⁻¹

PTO	Measured data at max. engine speed	
	Pressure (bar)	Oil flow
1 way	0 – 150 bar	32,2 – 16,5 (l.min ⁻¹)
0 – 150 bars	0 – 150 bar	32,2 – 16,5 (l.min ⁻¹)

 Oil flow decreases as the pressure increase.

[PERFORMANCE]

Travel speed (low / high)	2,1 / 4,3 km.h ⁻¹
Rotation speed	9,5 rpm
Digging force (short arm / long)	9,623 kN / 8,627 kN
Digging force (European bucket)	16,123 kN
Traction force (1st speed)	16,95 kN
Gradeability	30°
Noise level (2000 / 14 / CE & 2005 / 88 / CE)	-

[UNDERCARRIAGE]

Number of slide shoe plate	1
Number of bottom rollers	3
Track tensioning system	Grease adjuster

[CAPACITIES]

Fuel tank	20 liters
Coolant	3,1 liters
Engine oil	2,8 liters
Hydraulic circuit (including hydraulic tank)	28,8 liters
Hydraulic tank	16,5 liters

[MAINTENANCE FREQUENCY]

[Change engine oil and filter: **500 hours**] [Change fuel filter: **250 hours**] [Change hydraulic oil filter: **500 hours**]
[Change hydraulic oil: **1000 hours**] [Change hydraulic oil return filter: **500 hours**] [Change cooling fluid: **2000 hours**]

STANDARD EQUIPMENT

PERFORMANCE

3TNV70-XBV Yanmar diesel engine | Stage V compliant | Direct injection | Air filter clogging indicator | Water separator | Long arm (1100 mm) | Extendable undercarriage (950-1 280 mm) | 1 auxiliary hydraulic line with proportional control on right joystick | 2nd travel speed control on blade lever | 1 LED work light under the boom.

COMFORT & EASE OF USE

Adjustable mechanical suspension vinyl seat with logo | Adjustable armrests | 1 x 12V electric supply + 2 x 5V USB charging ports | Cup holder | Lockable document box.

SAFETY AND DURABILITY

ROPS / TOPS / FOPS1 protection rating canopy | Access handrails | Orange seatbelt | Support bracket for fire extinguisher | 4 tie down points on the undercarriage | Bucket, arm and blade cylinder guard.

MISCELLANEOUS

Toolkit | Grease pump | Blue quick connector on battery terminal.

OPTIONAL EQUIPMENT

PERFORMANCE

Short arm (950mm) | 1/2 hydraulic circuit (clamshell bucket line) | Flat face hydraulic quick couplers | 2 additional front LED work lights | 1 additional rear LED work light | 1 pluggable LED orange flashing beacon | Special paint | 4th auxiliary proportional and adjustable hydraulic line | additional counterweight of 83kg.

COMFORT & EASE OF USE

Large travel pedals | Greasing pump bracket.

SAFETY AND DURABILITY

Safety valves for lifting applications | Seatbelt sensor (visual/sound warning) with or without pluggable LED green flashing beacon | Front polycarbonate operator protection shield (canopy) | Variety of anti-theft systems | Travel alarms.

MISCELLANEOUS

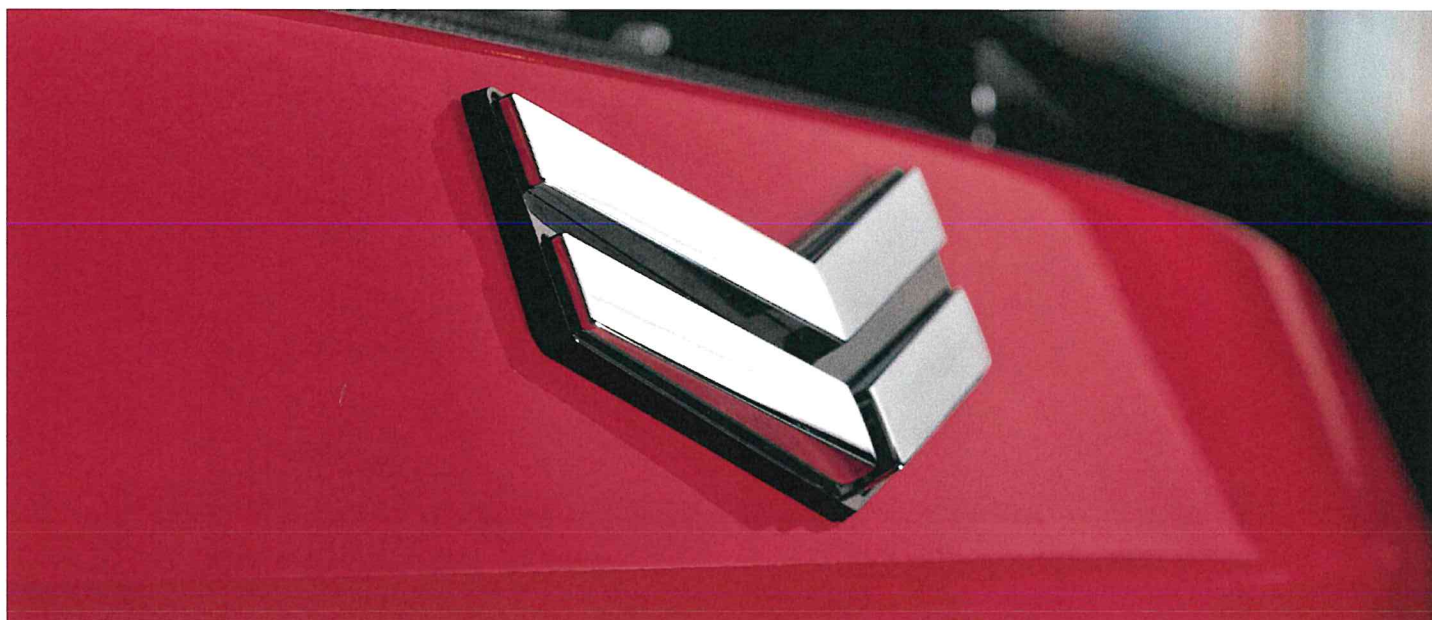
Internal/external battery cut-off removable handles (plastic/steel).

[ATTACHMENTS]

We offer a range of factory fitted attachments to maximize the versatility of your mini excavator. Yanmar offers selected mechanical and hydraulic quick couplers, Powertilt, digging buckets, ditch cleaning buckets, rippers and breakers.



YANMAR



Yanmar Compact Equipment EMEA

GB_Vi017_1021



www.yanmar.com



Product Quotation

Quotation Number: 40654D041060

Date: 2023-02-28 12:37:39

Ship to	Bobcat Dealer	Bill To
City of Rantoul- Electrical Division Attn: Matt Caldwell 200 West Grove Rantoul, IL 61866 Phone: (217) 841-3783	Bobcat of Champaign, Champaign, IL 1510 TRIUMPH DRIVE URBANA IL 61802 Phone: 217-607-1454 Fax: ----- Contact: Tyler Zanardelli Cellular: 2178213599 E Mail: tzanardelli@bobcatofchampaign.co m	City of Rantoul- Electrical Division Attn: Matt Caldwell 200 West Grove Rantoul, IL 61866 Phone: (217) 841-3783

Description	Part No	Qty	Price Ea.	Total
E20 T4 Bobcat Compact Excavator	M5559	1	\$26,819.90	\$26,819.90
Bobcat Cab Enhanced Controls	M5559-A02-C05	1	\$4,652.00	\$4,652.00
Includes: Enclosed ROPS/TOPS Cab with Heater	Boom Swing Control			
Finger-tip Auxiliary Hydraulics	Auto-Shift Travel System			
9" Trenching Bucket, Pin-On, 2 Bolt-On Teeth	6715495	1	\$535.92	\$535.92
18" Trenching Bucket, Pin-On, 4 Bolt-On Teeth	7109522	1	\$668.52	\$668.52
Hydraulic Clamp	7258209	1	\$1,366.00	\$1,366.00
Total of Items Quoted				\$34,042.34
Dealer P.D.I.				\$750.00
Freight Charges				\$1,070.00
Dealer Assembly Charges				\$145.00
Quote Total - US dollars				\$36,007.34

Notes:

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance:

Purchase Order: _____

Authorized Signature:

Print: _____ Sign: _____ Date: _____

Finance Worksheet

Loan A.P.R	Term in Months	Payment Period	Down Payment	Finance Amount	Loan Payment
2.9%	48	Monthly	\$0.00	\$36,007.34	\$795.41
3.9%	60	Monthly	\$0.00	\$36,007.34	\$661.51

Bobcat E20

Bobcat E10

Engine

Emissions Tier (EPA)	Tier 4	Tier 4
Engine Model	D722- E4B- BCZ-7	D722- E4B- BCZ-6
Engine Make	Kubota	Kubota
Engine Fuel	Diesel	Diesel
Maximum Governed RPM	2,500 rpm	2,370 rpm
Horsepower	13.9 hp	10.2 hp
Gross HP	13.9 hp	10.2 hp
Net HP	13.3 hp	9.9 hp
Turbocharged Engine	☐	☐
Number of Cylinders	3	3

Performance

Operating Weight	4,306 lb	2,593 lb
Weight Class	2 t	1 t
Travel Speed - High	2.6 mph	1.7 mph
Travel Speed - Low	1.3 mph	1.3 mph
Arm Digging Force	2,086 lbf	1,248 lbf
Bucket Digging Force	4,684 lbf	1,865 lbf
Rated Lift Capacity	1098 lb	965 lb
Lift Radius	118 in	79 in
Boom Swing - Left	80°	67°
Boom Swing - Right	60°	64°
Maximum Dig Depth	101 in	72 in
Max Dump Height	106 in	72 in
Maximum Reach at Ground Level	167.9 in	122.4 in
Slew Speed	8.4 rpm	9 rpm
Maximum Depth of Vertical Wall	83.3 in	54 in
Ground Pressure (Rubber)	4.4 psi	4.2 psi

Capacities

Fuel Tank	5 gal	4.2 gal
Hydraulic Reservoir	3.8 gal	0.7 gal

Hydraulic System

Auxiliary Std Flow	7.9 gal/ min	5.3 gal/ min
Auxiliary Pressure	2,610 psi	2,756 psi
Number of Hydraulic Pumps	3	1
Pump Type	Dual outlet piston pump with gear pump	Double Gear Pump
Pump Capacity	11 gal/ min	5.28 gal/ min

General

Contract Codes	Excavator 316-435	Excavator 316-435
First Year of Production	2014	2017
Mainframe Model	E20 T4	E10 T4

Dimension

Length	145.2 in	110 in
Overall Length in Travel Position	145.2 in	110 in
Width	53.5 in	28 in
Height	90.4 in	87 in
Height with Operator Cab	90.4 in	87 in
Tail Overhang, Side	0 in	0 in
Blade Width	53.5 in	28 in
Track Width Extended	53.5 in	43 in
Length of track on ground	49.5 in	38.1 in

Features

Air Conditioning	☐	☐
Cab Enclosure	x	☐
Cab Heater	x	☐
Heater Air Conditioning	☐	☐
Radio	x	☐
Tail Swing Type	Zero	Zero
Engine Shutdown	☒	☐
Auxiliary Hydraulics	☒	☒
Secondary Auxiliary Hydraulics	☐	☐
Quick Tach System	☐	☐
Rubber Track	☒	☒
Selectable Auxiliary Hydraulic Flow	x	☐
Angle Blade	☐	☐
Suspension Seat	☐	☐

Certain specification(s) are based on engineering calculations and are not actual measurements. Specification(s) are provided for comparison purposes only and are subject to change without notice. Specification(s) for your individual equipment will vary based on normal variations in design, manufacturing, operating conditions, and other factors.

February 17, 2023

Village of Rantoul

Attention: Randy Etheridge



We are pleased to provide the following proposal for your review:

One (1) New CAT® 302.7-07 CR Excavator

Includes the following standard equipment and options:

ROPS/TOPS, Removable Canopy
Suspension, Vinyl Seat
Floor Mat
Expanding WOCE Blade
12" Wide Rubber Tracks
CAT Manual Pin-Grabber Quick Coupler
CAT 18" Digging Bucket
CAT 12" Digging Bucket
Stick Steer
Expandable Undercarriage

Two-Speed Travel
One-Way / Two-Way Auxiliary Hydraulics
Auto Idle
Long Stick w/ 9' Dig Depth
Thumb Bracket on Stick
Counterweight
Travel Alarm
Hydraulic Thumb
Next Gen Monitor

Equipment Protection Plan (EPP)

Includes 24-Months / 2,000 SMH Premier EPP.

Selling Price \$ 52,377

- Sales Tax Additional, if applicable.

Availability

One in inventory subject to prior sale



February 17, 2023

Village of Rantoul

Attention: Randy Etheridge

We are pleased to provide the following proposal for your review:

One (1) New CAT® 302.7-07 CR Excavator

Includes the following standard equipment and options:

ROPS/TOPS, Removable Canopy
Suspension, Vinyl Seat
Floor Mat
Expanding WOCE Blade
12" Wide Rubber Tracks
CAT Manual Pin-Grabber Quick Coupler
CAT 18" Digging Bucket
CAT 12" Digging Bucket
Stick Steer
Expandable Undercarriage

Two-Speed Travel
One-Way / Two-Way Auxiliary Hydraulics
Auto Idle
Long Stick w/ 9' Dig Depth
Thumb Bracket on Stick
Counterweight
Travel Alarm
Hydraulic Thumb
Next Gen Monitor

Equipment Protection Plan (EPP)

Includes 24-Months / 2,000 SMH Premier EPP.

Selling Price \$ 52,377

- Sales Tax Additional, if applicable.

Availability

One in inventory subject to prior sale



We appreciate the opportunity to submit this proposal, and trust that it will merit your favorable consideration.

Sincerely,

Brandon Luttrell
Machine Sales Representative
Altorfer Cat

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Electric, Gas, Water, & Wastewater Utility Cost of Service Studies	DEPARTMENT: Public Works
DATE: March 7, 2023	AMOUNT: NTE - \$57,000
ATTACHMENTS: 1. Utility Cost Study	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: This Agenda Item provides for an agreement with Utility Financial Solutions (UFS) to perform a cost of service study for the Village's electric, gas, water, & wastewater utilities. These reviews evaluate the current financial position and outlook for these Village utility costs of operation and recommend any modifications or reallocation which might be necessary. This type of review is typically conducted every three (3) years for electric and every five (5) years for gas, water and wastewater. The most recent electric study was undertaken in 2018. UFS's (Mark Beauchamp) has previously performed various utility rate reviews for the Village and is quite familiar with the Village's accounting and utility systems. Mr. Beauchamp has worked well with staff and can provide thorough evaluations and detailed recommendations. Electric: \$20,500.00 Gas: \$17,800.00 Water: \$8,900.00 Wastewater: \$9,800.00 This proposal is in a not-to-exceed amount of \$57,000.00. Funds from FY23 will be utilized for these reviews. These studies should be completed this spring with an anticipated implementation date of May 1, 2023, which will coincide with the new fiscal year. 541-1140-430-30-24	
RECOMMENDED ACTION: Authorize the approval of an agreement with Utility Financial Services (UFS) in the not-to-exceed amount of \$57,000.00 to perform a cost-of-service review of the Village's electric, gas, water, & wastewater utilities.	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR



Village of Rantoul

Electric, Gas, Water, and Sewer

Cost of Service and Rate Design Study

January 26, 2023



Corporate location:

Utility Financial Solutions, LLC

185 Sun Meadow Court

Holland, MI USA 49424

(616) 393-9722

Fax (888) 566-4430

Submitted Respectfully by:

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Utility Financial Solutions, LLC

185 Sun Meadow Ct

Holland MI, 49424



January 26, 2023

Jake McCoy
Interim Public Works Director
Village of Rantoul
333 S. Tanner Street
Rantoul, IL 61866

Utility Financial Solutions, LLC (UFS) is pleased to submit a proposal to provide a cost of service and rate design study for the Village of Rantoul (Village). Our proposal is based on our prior experience with completing cost of service studies for municipal utilities around the United States. UFS is an internationally known firm with a long-standing relationship and history of assisting municipalities with financial analysis and are recognized experts in the utility field. UFS personnel are instructors for the American Public Power Association, Southern Gas Association, and the National Association of Regulatory Utility Commissioners. Courses UFS instruct include financial planning, cost of service, rate design, and a series of Commission training programs.

Proposed Project Manager, Mr. Mark Beauchamp: Mark will oversee project management and contractual agreements. Mr. Beauchamp began Utility Financial Solutions, LLC in 2001 and is the current President of UFS. With industry experience since 1981, Mark has worked with utilities to complete over one thousand cost of service studies. His degrees include Water Purification Technology, Accounting and MBA. His background provides unique experience and knowledge to share with utilities and includes a Class A license in wastewater treatment, water treatment license, Certified Public Accountant and Certified Management Accountant. This unique background has identified Mark as an industry leader in utility cost of service and rate design.

Prior Experience: UFS is comprised of experienced staff including economists, engineers, and finance professionals. Our reputation has allowed us to be the recommended rate consulting firm for numerous associations and agencies around the country. Our extensive experience provides utilities with studies that can be relied upon. Please feel free to contact the references included in this proposal.

Project Approach: UFS has obtained rate approval for many utilities. Our unique approach includes development of key targets to keep the utility financially stable, development of minimum and maximum levels of rate adjustments, and identification of a long-term rate track for the utility. The key targets and development of the rate track is used as part of an educational presentation for the governing body to obtain guidance and input in the rate making process. Our methodology and the education provided is why we have grown to be the preferred provider of rate study services in the United States.

We appreciate the opportunity to submit this proposal and look forward to discussing it with you. If you have questions or need additional information, please contact me at 616.403.5450.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Beauchamp", is written over a horizontal line.

Mark Beauchamp, CPA, MBA, CMA
President, Utility Financial Solutions, LLC

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Understanding of Project Requirements

Summary of Services for Electric, Gas, Water, and Sewer Utilities

1. Five Year Financial Projection that includes the following:
 - a. Determination of Revenue Requirements for each year
 - b. Development and identification of financial targets related to the following:
 - i. Debt Coverage Ratio
 - ii. Minimum Cash Reserves
 - iii. Operating Income
 - c. Identification of long-term rate track to maintain financial stability of utility and minimize the potential rate impacts on customers

Summary of Services for Electric and Gas Utilities

2. Development of Cost of Service Study that identifies the following:
 - a. Comparison of cost to provide service to each class with projected revenues
 - b. Identification of potential new rate classes based on load characteristics
 - c. Monthly customer charges for each class of customers
 - d. Transmission delivery charges (Electric, Gas)
 - e. Distribution delivery charges (Electric, Gas)
 - f. Power supply charges (Electric)
 - g. Gas supply charges (Gas)
 - h. Seasonality of costs
 - i. Identification of fixed and variable costs including the following broken out by season:
 - i. Total demand related costs (Electric, Gas)
 - ii. Total commodity related costs (Electric, Gas)
 - iii. Monthly customer related costs
 - j. Identification of costs based on voltage level of customers (Electric)
 - i. Transmission level customer
 - ii. Primary metered customer
 - iii. Secondary metered customer
3. Rate Design (One year for each utility, quoted)
 - a. Development of rates to move classes closer to cost of service
 - b. Development of rates to move components of rates closer to cost of service
 - c. Identification of Impacts of rate changes by classes considering the following:
 - i. Percentage impacts at various usage levels
 - ii. Dollar impacts at various usage levels
 - iii. Percentage impacts for demand rate classes based on load factors
 - d. Identification of overall rate impacts on customers
 - i. Proposed rate design for each rate class
 - ii. Rate impacts on each customer class
 - iii. Rate impacts at various levels of usage for each rate class

Summary of Services for Electric, Gas, Water, and Sewer Utilities

4. Presentation to Staff and Governing Body
 - a. Review results and assumptions
 - b. Development of appropriate financial targets
 - c. Obtain input and feedback on rate track and rate designs including:
 - i. Overall rate change for each year
 - ii. Customer charges
 - iii. Review of seasonality of rates
 - d. Discussion of overall goals and objectives of management and Council including:
 - i. Energy conservation
 - ii. Economic development
 - iii. Distributed generation customers
 - iv. Other considerations in rate design
5. Reports
 - a. Executive summary report discussing the following:
 - i. Financial projection results and rate adjustment to achieve financial targets
 - ii. Cost of service results for each rate class
 - iii. Cost based rate structures
 - iv. Assumptions used in development of study
 - v. Recommendations on rate track, movement toward cost of service, financial targets, others as identified

Proposed Work Plan and Project Approach

Our approach to this project was developed to meet the objectives of the Village and is based on the scope of services and UFS prior experience in completing electric cost of service studies around the nation including STATE. Listed below are more detailed descriptions of the services provided, our process and sample outputs from our studies. Our proposed work plan is designed to meet the requirements and methodologies established in the industry.

Preliminary Tasks

Listed below are tasks to develop the financial projection and cost of service portion of the study.

1. Review of Relevant Reports

Review of certain reports is necessary to ensure the study is established to fit the specific requirements of the Village. Listed below are examples of reports to obtain and review.

- Yearly financial, operating and maintenance reports including fixed assets reports
- Outstanding bond issues and specific bond covenants
- Rate schedules and any special contracts

2. Collect and Verify Data

Conference call with utility management is critical to ensuring the final reports will meet the objectives of the Village and the information request prepared by Utility Financial Solutions, LLC is understood.

The specific objectives of the discussion will be to:

- Identify and clarify the scope of services and specific expectations of management
- Review billing system capabilities for providing the information necessary for the cost of service analysis.
We will complete one revenue proof to reconcile revenues received compared with calculated revenues from billing system.
- Review chart of accounts and determine strengths and weaknesses and its consistency with utility accounting practices
- Availability of load research data and develop a plan to obtain information needed by cost of service study
- Discuss with management the strengths and weaknesses of determining utility revenue requirements using a utility basis vs. cash basis
- Discuss power supply and recent or anticipated changes in rates or operations
- Review of transmission charges
- Additions or losses of major customers

3. Preparation of Data Request

After completion of the preliminary tasks UFS will prepare an information request that will include the necessary information to complete the study. Listed below are specific reports that will be requested:

Electric

- Customer billing and usage statistics by month for latest fiscal year
- Monthly production statistics or power supply purchases
- Power supply rates for upcoming years
- System hourly load information
- Trial balances for latest two years
- Audited financial statements for the latest three years
- Debt service schedules
- Current work-in-process
- Future capital improvement plan
- Power Supply costs
- System load data (if available for example through a SCADA system)

Gas

- Customer billing and usage statistics by month for latest fiscal year
- Monthly gas supply purchases
- Gas supply rates for upcoming years
- Trial balances for latest two years
- Audited financial statements for the latest three years
- Debt service schedules
- Current work-in-process
- Future capital improvement plan

Water & Sewer

- Audited financial statements for past three years (CAFR)
- Water and wastewater budgets for current and next fiscal year
- Outstanding bond amortizations schedules for water and wastewater departments
- Capital improvement plans
- Water and Sewer system plans

Development of Five Year Financial Projection and Financial Targets

Development of Sales Projection

Customer usages will be projected based on historical growth rates adjusted for high or low usages on a yearly basis. Water and Electric sales can fluctuate substantially based on weather and has varying effects on each customer classes' usage. Customer growth rates and usage patterns will be normalized and projected for future years. We will discuss with the Village internal growth projections used and compare to determine appropriate growth rates. As an optional service, UFS will develop an econometric modeling forecast using multiple regression analysis, based on external factors such as demographic data and weather information for use as independent variables. We will statistically correlate water and sewer sales with the independent variables.

Through review of historical sales and discussion with utility staff we will develop a projection of the following:

1. Future energy and gas sales
2. Future water sales
3. Number of customers
4. Billing demands
5. Miscellaneous revenues
6. If a power cost adjustment mechanism is approved, this will be incorporated into the financial projection

Development of Utility Revenue Requirements

Revenue requirements are developed through review of historical expenses and discussions with the utility on changes in costs and the utility's budget. Completion of this tasks is summarized below:

- **Operating Expense Projection**

Operating expenses often include expenses related to operation, maintenance and administration of the utility and the distribution system. Operating expense projections are often based on historical expenses adjusted for changes in costs and includes adjustments for changes that management anticipates will occur in the future.

- **Sales Growth Projection**

The number of customers and billing units will be projected based on historical growth rates adjusted for high or low usages on a yearly basis. We will discuss with management any significant changes in the number or amount of usage for large industrial customers. Sales will be projected for the test year and future years in the projection model.

- **Power and Gas Supply Projection**

Power supply costs typically represent over 70% of an electric utility's total revenue requirement. The magnitude of this expenditure requires this projection to be based on reasonable assumptions that are documented and reviewed with management. To project power supply expenses, we often review the latest twelve months of detail power supply invoices and develop a power supply projection model where we can include growth of the system and changes in power supply costs. We will work with utility staff to estimate power supply costs based on the projected monthly loads.

- **Transmission Cost Projection**

Transmission costs are often included as part of the power/gas supply bill or may be in a separate invoice. As part of the power and gas supply projections we will include changes in demand rates for transmission and review the transmission cost projection with utility staff.

- **Debt Service**

The amortization schedules for outstanding debt service will be incorporated into the financial projection. The corresponding principal and interest expense are appropriately classified into the income statement and cash flow sections of the long term financial projection. Any potential future bonding requirements will be identified and incorporated into the projection with the debt coverage ratios compared with the bond ordinance requirements adjusted for certain safety factors to adjust for changes in weather and the subsequent sales of electricity.

- **Capital Improvement Plan**

A critical part of the financial projection is the capital improvement plan received from the utility. Often the capital improvement plan UFS receives is reviewed with utility staff for reasonableness and capabilities of the utility to complete the projects as stated. The financial projection analysis can easily incorporate sensitivity analysis for changes in capital, but it is preferred that the report includes a reasonable approximation of the annual expense. The financial model will incorporate the capital plan and identify the sources of funding either from existing cash reserves, the annual rate funded capital or through the issuance of bonds.

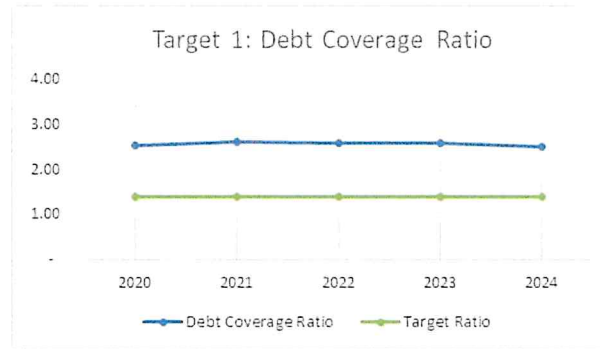
Financial Projection

UFS financial analysis and the subsequent cost of service studies are unique in their ability to easily change from cash basis revenue requirements to Utility Basis revenue requirements. The financial analysis includes both cash basis targets such as cash reserves and debt coverage; and accrual basis targets such as rate of return. UFS studies also include a review of secondary financial matrices such as debt to equity ratios, age of system, days cash on hand and working capital requirements as part of the overall assessment of the financial health of the utility. The financial projection will incorporate assumptions such as inflation, anticipated changes in expenses, debt issuances, and capital improvements. The financial projection incorporates targets to help ensure the long-term financial stability of the Utility is maintained or improved and develop a plan for rate adjustments.

Target One: Debt Coverage Ratio

Based on review of bond issues and debt service schedules, the principal and interest expense will be identified and incorporated into the analysis. We will provide a table as shown below to compare projected Debt Service Ratios with requirements in the Bond Ordinance.

Sample Report Table: Debt Coverage Ratio graph and calculation:



Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
Net Income	\$ 996,826	\$ 997,462	\$ 945,213	\$ 826,113	\$ 758,497
Add Depreciation/Amortization Expense	2,565,601	2,609,101	2,732,859	2,921,523	3,057,531
Add Interest Expense	764,408	726,408	688,408	648,408	606,408
Cash Generated from Operations	\$ 4,326,835	\$ 4,332,972	\$ 4,366,480	\$ 4,396,044	\$ 4,422,435
Debt Principal and Interest	\$ 1,714,408	\$ 1,676,408	\$ 1,688,408	\$ 1,698,408	\$ 1,706,408
Projected Debt Coverage Ratio (Covenants)	2.52	2.58	2.59	2.59	2.59
Minimum Debt Coverage Ratio	1.4	1.4	1.4	1.4	1.4

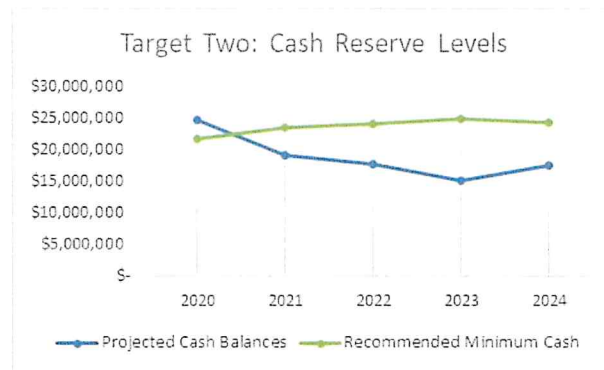
Target Two: Minimum Cash Reserve Calculation

To help ensure timely completion of capital improvements and enable the utility to meet requirements for large, unexpected expenditures and risk factors, the recommended minimum level of cash reserves will be identified.

Development of the minimum cash reserves considers several factors. A sample list is below:

- Working capital
- Variations in expenses
- Capital improvement programs
- Annual bond payments
- Exposure to catastrophic events such as extreme weather

Sample Report Table: Minimum Cash Reserves



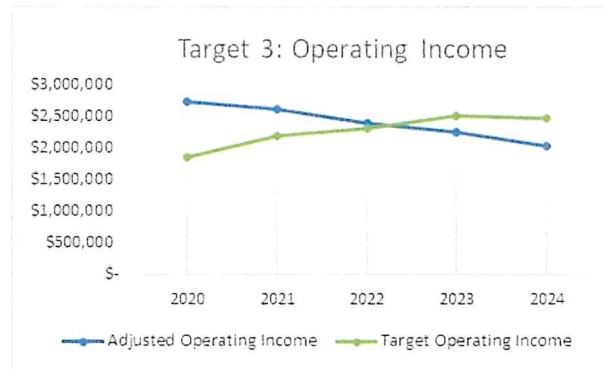
Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
Minimum Cash Reserve Allocation					
Operation & Maintenance Less Depreciation Expense	25.0%	25.0%	25.0%	25.0%	25.0%
Purchase Power Expense	25.0%	25.0%	25.0%	25.0%	25.0%
Historical Rate Base	2.0%	2.0%	2.0%	2.0%	2.0%
Current Portion of Debt Service Payment	83%	83%	83%	83%	83%
Five Year Capital Improvements - Net of bond proceeds	20%	20%	20%	20%	20%
% Plant Depreciated	56%	54%	55%	55%	59%
Calculated Minimum Cash Level					
Operation & Maintenance Less Depreciation Expense	\$ 6,589,952	\$ 6,762,400	\$ 6,941,318	\$ 7,153,036	\$ 7,281,393
Purchase Power Expense	8,381,482	9,722,132	9,982,984	10,548,544	9,731,911
Historical Rate Base	1,527,454	1,689,254	1,769,511	1,877,918	1,877,918
Current Portion of Debt Service Reserve	1,391,419	1,401,379	1,409,679	1,416,319	1,462,799
Five Year Capital Improvements - Net of bond proceeds	3,939,646	3,939,646	3,939,646	3,939,646	3,939,646
Minimum Cash Reserve Levels	\$21,829,952	\$23,514,810	\$24,043,138	\$24,935,462	\$24,293,667
Projected Cash Reserves	\$24,692,803	\$19,224,903	\$17,829,253	\$15,047,239	\$17,559,446

Target Three: Operating Income

The optimal target for setting rates is the establishment of a target operating income to consistently fund capital improvements and replacements. Development of this target considers the following:

- Interest expense on the outstanding debt
- Inflationary increase on asset replacement costs
- Assets contributed by customers to the Utility

Sample Report Table: Target Operating Income



Description	Projected Y1	Projected Y2	Projected Y3	Projected Y4	Projected Y5
Target Operating Income Determinants					
Net Book Value/Working Capital	\$33,525,928	\$38,888,526	\$39,931,938	\$42,194,174	\$38,927,644
Outstanding Principal on Debt	18,160,200	17,210,200	16,210,200	15,160,200	14,060,200
System Equity	\$15,365,728	\$21,678,326	\$23,721,738	\$27,033,974	\$24,867,444
Target Operating Income Allocation					
Interest on Debt	4.21%	4.22%	4.25%	4.28%	4.31%
System Equity	7.06%	6.73%	6.87%	6.90%	7.48%
Target Operating Income					
System Equity	\$ 1,085,106	\$ 1,459,590	\$ 1,629,338	\$ 1,864,944	\$ 1,859,437
Target Operating Income	\$ 1,849,514	\$ 2,185,998	\$ 2,317,746	\$ 2,513,352	\$ 2,465,845
Projected Operating Income	\$ 2,728,770	\$ 2,599,641	\$ 2,394,956	\$ 2,247,337	\$ 2,037,669
Rate of Return in %	5.5%	5.6%	5.8%	6.0%	6.3%

Five-Year Projection Summary

The projections will be summarized, and development of alternative rate tracks will be reviewed and compared to each financial target to help ensure the future financial stability of the utility. We will work with Management and the Governing body in review and development of five-year strategies and rate track. All adjustments are tied to the cost of service study for the test year, so results can easily be updated, and sensitivities run within the same model.

Projected Summary Financial before Rate Adjustments

Fiscal Year	Projected Rate Adjustments	Adjusted Operating Income	Target Operating Income	Projected Cash Balances	Recommended Minimum Cash	Capital Improvements Plan	Debt Coverage Ratio
Year 1	0.0%	\$ 2,728,770	\$ 3,038,480	\$ 16,392,621	\$ 18,099,160	\$ 6,065,000	1.10
Year 2	0.0%	2,711,845	3,019,772	14,592,541	19,169,551	2,175,000	1.11
Year 3	0.0%	2,622,411	3,061,319	10,964,992	19,674,886	4,012,870	1.11
Year 4	0.0%	2,473,225	3,149,568	5,938,354	20,516,844	5,420,360	1.12
Year 5	0.0%	2,380,491	3,098,229	4,959,247	20,862,261	1,380,000	1.12

Projected Summary Financials with Rate Adjustment and \$5.0 million bond issuance

Fiscal Year	Projected Rate Adjustments	Adjusted Operating Income	Target Operating Income	Projected Cash Balances	Recommended Minimum Cash	Capital Improvements Plan	Debt Coverage Ratio
Year 1	2.0%	\$ 3,350,054	\$ 3,038,480	\$ 17,013,904	\$ 18,099,160	\$ 6,065,000	1.26
Year 2	2.0%	3,972,613	3,019,772	22,477,689	19,169,551	2,175,000	1.44
Year 3	1.0%	4,216,200	3,061,319	21,453,355	19,674,886	4,012,870	1.53
Year 4	1.0%	4,407,444	3,149,568	21,578,377	20,516,844	5,420,360	1.62
Year 5	1.0%	4,662,614	3,098,229	21,908,593	20,862,261	1,380,000	1.71

Electric Cost of Service Study

The development of the cost of service study incorporates the revenue requirement identified as part of the financial projection. This section describes the additional procedures used in development of the cost of service study and sample outputs from previous studies.

Development of customer class demands, and allocation factors used to allocate revenue requirements

Load Profile Information

Load profile information identifies how customers use electricity at various times of the day and is critical to ensure the cost of service study is accurate and defensible. UFS works with utility staff in identification of the appropriate sources of load research information. We will analyze information from the following sources:

- Electronic meters installed on time of use and other customers
- Load research information available from other sources
- Analysis of substation feeders
- Utilize our data base of existing load research obtained from other utilities

The load research information identifies the monthly load factors for each class, how much is being used by the class at the peak time of the day when power supply demand or transmission demand charges are determined. The load research information is compared with the hourly system hourly load data to determine the class contributions. The information is then used to determine the class share of transmission and power supply costs.

System Losses

Losses can vary substantially depending on system loading and temperature. We will identify the system loss at the various voltage levels of service to customers. To determine the overall system losses, we typically use a three-year average of losses to reduce the impact of changing weather patterns between the last and first month of each year. The losses are then allocated between voltage level such as transmission, substations, primary service, and secondary voltage levels.

Development of Allocators

The load profile information for each class is used to determine the allocation factors used to allocate expenses based on cost-causation. Examples of cost causation include the identification of the date and time power supply demand charges are determined and each class usage at the time of the peak demands. There are over 40 allocation factors often developed as part of a UFS cost of service study. Allocation factors are developed for each season and developed for specific expenses. A summary of the costs where specific allocation factors need to be developed are listed below.

- Power supply demand cost by time of day and season
- Power supply energy cost by time of day and season
- Distribution related costs for sub-transmission or transmission service
- Distribution related costs for primary metered customers
- Distribution related costs for secondary metered customers
- Customer related costs for each class of customers

Prepare Cost of Service Analysis

Customer classes are typically established based on differences in load and usage patterns. How customers use electricity dictates the cost of providing many of the utility services.

The cost of service portion of the model will determine the following:

- Rate adjustment necessary to meet rate of return requirements of the utility
- Cost to serve each class compared with projected revenues
- Rate adjustment necessary for class to meet cost of service requirements
- Monthly customer charge by class
- Energy charge for each customer class
- Demand charge for demand metered customers

A summary of the cost of service analysis is developed similar to the table below:

Customer Class	Cost of Service	Projected Revenues	% Change
Residential	\$ 47,326,833	\$ 43,615,239	9%
Residential Dual Fuel	21,403	10,081	112%
Residential High Efficiency HVAC	176,818	128,097	38%
Small General Service	17,795,064	16,519,937	8%
SGS - High Efficiency HVAC	59,308	50,427	18%
City Street Lighting	1,639,666	1,194,127	37%
Traffic Signals	127,158	105,392	21%
Security Lighting	198,138	209,386	-5%
Civil Defense Sirens	8,357	8,834	-5%
Medium General Service	30,370,455	30,157,753	1%
MGS - High Efficiency HVAC	194,666	171,438	14%
MGS - Time-of-Use	1,879,529	1,904,024	-1%
Large General Service	10,445,537	10,669,838	-2%
Large Industrial Service	22,575,880	20,755,543	9%
Interruptible Service	5,467,792	4,683,595	17%
Cogen and Small Power Prod	12,203	10,183	20%
Interdepartmental	929,722	946,527	-2%
Total	\$ 139,228,527	\$ 131,140,420	6.2%

The cost of service column from the table above identifies the cost to provide service to each class of customers and is compared with the projected revenues from each class. The percent change is the rate adjustment necessary for each class to achieve cost of service. We typically do not recommend rates move fully to cost of service, but as part of the discussions with staff and Council we develop a plan to move classes toward cost of service to minimize rate impacts on any specific customer class.

Development of new rate classes

As part of the initial discussions with management and review of the existing rate tariffs, we will discuss with utility staff if new rate classes should be considered or if existing rate classes should be combined. Rate classes are created based on similarity in usage patterns, but often utilities will develop new rate classes to create incentives for customers to shift usage to periods of time where power supply costs are lower such as on and off peak time periods for time of use rates. Examples of new rate class developments are listed below.

- **Standby charges** – Cost isolated by investment in facilities to serve customers on a standby basis.
- **Interruptible Loads** – Rates to promote interruptible loads that reflect the savings to the Village. Our study will isolate costs by power supply demand, energy, and transmission to identify the potential cost savings of an interruptible customer.
- **Seasonal Rates** – The cost of service study allocates costs to each rate class based on seasonal time period. The time periods will be identified through review of system loads and power supply and transmission costs.
- **Time of Use** – For time of use rates to be effective in sending the proper price signal, the cost of service analysis is supplemented with marginal costs to identify and recommend appropriate charges on a time of use basis.
- **Economic Development Rates**
 - Rates can be developed to promote economic development by attracting new customers or expansion of existing customers. It is important economic development rates be developed using a marginal cost approach to ensure existing customers are not unduly subsidizing any reduce rates or fees charged under an economic development program.
- **Other Potential Rates are listed below:**
 1. Public education rates
 2. Green Rates
 3. Net Metering Rates
 4. Aggregation Rates

New rate designs may result in additional charges for the services provided by UFS. As part of the initial kick off conference call, we should discuss if any potential new rate classes are being considered.

Breakdown of cost of service rate structure by type of expense for each class of customers

UFS cost of service studies identify cost in a summary and a detail cost breakdown for each class of customers. For example, the summary of costs identifies the class cost breakdown by customer charge, power supply demand, transmission demand, distribution demand and energy costs. An example is listed below:

				Power Supply			
				Summer Rates		Winter Rates	
Customer Class	Monthly Customer Charge	Distribution Rate	Transmission Rate	Demand Rate	Energy Rate	Demand Rate	Energy Rate
Residential	\$ 21.25	\$ 0.02085	0.0057	\$ 0.0334	\$ 0.0441	\$ 0.0303	\$ 0.04647
Small General Service	43.25	0.0224	0.0057	0.0370	0.0441	0.0300	0.0465
City Street Lighting	-	0.2066	0.0040	0.0197	0.0440	0.0191	0.0465
Traffic Signals	41.02	0.0164	0.0067	0.0293	0.0440	0.0280	0.0465
Security Lighting	7.86	0.0198	0.0125	0.0197	0.0440	0.0191	0.0465
Medium General Service	134.50	2.39	1.13	12.04	0.0440	10.17	0.0465
MGS - High Efficiency HVAC	129.04	2.63	1.26	10.49	0.0425	10.93	0.0451
MGS - Time-of-Use	135.22	3.04	1.44	9.85	0.0428	8.40	0.0451
Large General Service	306.92	2.79	1.30	13.06	0.0428	10.46	0.0451
Large Industrial Service	1,810.78	2.95	1.37	14.50	0.0428	13.76	0.0451
Interruptible Service	176.12	2.59	1.38	10.05	0.0428	9.17	0.0451
Interdepartmental	83.83	2.39	1.19	12.50	0.0428	7.96	0.0451

In addition, further breakdowns are available in the studies depending on the needs of each utility. A sample detailed breakdown of distribution costs is listed below:

Cost Breakdown	Residential	Small General Service	Medium General Service	MGS - High Efficiency HVAC	MGS - Time-of-Use	Large General Service	Large Industrial Service
Distribution	\$ 0.0079	\$ 0.0092	\$ 1.96	\$ 2.15	\$ 2.49	\$ 2.29	\$ 2.41
Transmission	0.0057	0.0057	1.13	1.26	1.44	1.30	1.37
Transformer	0.0012	0.0014	0.29	0.32	0.37	0.34	0.36
Substation	0.0006	0.0007	0.14	0.15	0.18	0.16	0.17
Direct	-	-	-	-	-	-	-
Subtotal - kWh or kW Charge	\$ 0.0154	\$ 0.0169	\$ 3.5204	\$ 3.8866	\$ 4.4820	\$ 4.0891	\$ 4.3110
Contribution to City	\$ 0.0112	\$ 0.0112	\$ 0.0112	\$ 0.0112	\$ 0.0112	\$ 0.0112	\$ 0.0112
Distribution Customer Costs	\$ 10.56	\$ 21.31	\$ 59.42	\$ 59.42	\$ 61.24	\$ 90.12	\$ 151.94
Transformer Customer Costs	1.17	2.33	7.00	7.00	7.00	10.49	10.49
Substation Customer Costs	0.09	0.18	0.55	0.55	0.55	0.83	0.83
Meter O&M	0.27	0.59	0.48	0.48	1.01	1.01	18.83
Meter Reading	0.25	0.50	1.49	1.49	1.49	2.24	2.24
Services	0.34	1.17	14.09	8.63	12.47	125.04	1,549.26
Customer Service	8.58	17.15	51.46	51.46	51.46	77.18	77.18
Customer Charge	\$ 21.25	\$ 43.25	\$ 134.50	\$ 129.04	\$ 135.22	\$ 306.92	\$ 1,810.78

Gas Cost of Service

The development of a cost of service study incorporates the revenue requirement identified as part of the financial projection. This section describes the additional procedures used in development of the cost of service study and sample outputs from previous studies.

Development of Allocators

Customers usage information will be used to allocate expenses based on cost-causation, allocators will be developed on a seasonal and annual basis and used to determine the following costs for each customer class.

- Purchased cost of Natural Gas
- Transportation of Gas Supply to the Village
- Distribution related costs
- Customer related costs for each class of customer

Prepare Cost of Service Analysis

Customer classes are typically established based on differences in usage patterns. How customers use natural gas dictates the cost of providing many of the Village services.

The cost of service portion of the model will determine the following:

- Rate adjustment necessary to meet rate of return requirements of the utility
- Cost to serve each class compared with projected revenues
- Rate adjustment necessary for class to meet cost of service requirements
- Monthly customer charge by class
- Commodity charges for each customer class

A summary of the cost of service analysis is developed similar to the table below

Customer Class	Cost of Service Utility Basis	Projected Revenues	% Adjustment Required
Residential	\$ 11,204,309	\$ 10,527,368	6%
Firm Commercial	5,120,204	4,773,971	7%
Commercial Transportation	17,692	24,148	-27%
Interruptible Commercial	579,302	618,785	-6%
Firm Industrial	1,656,619	1,538,041	8%
Interruptible Industrial	806,610	840,675	-4%
Interruptible Industrial w/ Hedging	7,511,241	7,492,706	0%
Firm Industrial Transportation	303,936	313,940	-3%
Total	\$ 27,199,912	\$ 26,129,635	4.1%

The cost of service column “% Adjustment Required” from the table on the previous page identifies the cost to provide service to each class of customers and is compared with the projected revenues from each class. The percent change is the rate adjustment necessary for each class to achieve cost of service. We typically do not recommend rates move fully to cost of service, but as part of the discussions with staff and Board of Commissioners we will develop a plan to move classes toward cost of service to minimize rate impacts on any specific customer class.

Development of new rate classes

As part of the initial discussions with management and review of the existing rate tariffs, we will discuss with utility staff if new rate classes should be considered or if existing rate classes should be combined. Rate classes are created based on similarity in usage patterns, but often utilities will develop new rate classes to create incentives for customers to shift usage to periods of time where gas supply costs are lower. Most new rate designs do not result in additional charges for the services provided by UFS, unless it requires substantial additional analysis. As part of the initial kick off meeting, we should discuss if any potential new rate classes are being considered.

Unbundling costs by type of expense for each class of customers

To obtain information for setting distribution rates the gas unbundling study isolates revenue requirements into various components required to deliver gas to a customer. As part of the study, we will unbundle the utility costs in the following manner.

- Gas supply cost by month
- Transportation related costs to the Village Gate
- Local Transportation related costs and operation and maintenance costs of the system
- Customer service costs for meter installation, meter reading, billing and collections, customer service and any direct cost for specific customer classes

Allocation of Revenue Requirements - Example

Utility Cost Function	Amount	Allocation Factor	Customer Class							
			Residential	Firm Commercial	Commercial Transportation	Interruptible Commercial	Firm Industrial	Interruptible Industrial	Interruptible Industrial w/ Hedging	Firm Industrial Transportation
Gas Firm Commodity Purchases	\$ 10,801,079	Firm Sales	6,332,619	3,307,888	-	-	1,160,573	-	-	-
Gas Interruptible Commodity Purchases	5,488,582	Interruptible Sales	-	-	-	351,395	-	482,060	4,655,128	-
Distribution Overhead	1,060,154	Distribution Expense	489,931	180,025	1,597	21,253	48,738	30,311	263,003	25,296
Measuring & Regulating Equipment	4,050	Avg & Excess	1,415	654	8	113	258	134	1,335	134
Mains MCF Related	218,416	Total Sales	56,875	29,709	479	6,579	10,423	9,026	87,160	18,164
Mains Demand Related	133,811	Peak Demand	34,844	18,201	293	4,031	6,386	5,530	53,399	11,128
Services- Customer related	101,227	Weighted Services Distribution	79,366	17,737	234	146	1,345	877	585	936
Regulators Demand	4,672	Peak Demand	1,216	635	10	141	223	193	1,864	389
Regulators MCF's	2,862	Sales Distribution	778	406	7	90	143	123	1,192	124
Meters	193,869	Meter Cost	159,824	29,765	196	20	2,597	339	226	903
Shop & Field Equipment	4,715	NBV	1,769	704	10	117	203	165	1,530	218
Customer Service	302,937	Weighted Services	235,338	52,594	694	434	3,990	2,602	1,735	5,551
Billing	466,458	Billing	365,721	81,733	1,078	674	6,200	4,044	2,696	4,313
GF Equity Transfers	3,008,330	City Transfer Out	1,212,026	549,632	2,780	71,241	177,076	96,788	862,642	36,144
Uncollectible	54,662	Revenues	22,023	9,987	51	1,294	3,217	1,759	15,674	657
Other Revenues/Expenses	2,045,604	Distribution Expense	945,338	347,364	3,081	41,009	94,042	58,486	507,474	48,810
Debt Service and Revenue Financed Capital	1,952,962	ROR	732,655	291,376	4,197	48,314	84,270	68,424	633,626	90,100
Total Expenses	\$ 25,844,391		\$ 10,671,737	\$ 4,918,409	\$ 14,714	\$ 546,851	\$ 1,599,684	\$ 760,858	\$ 7,089,270	\$ 242,867
General Plant	89,464	Avg & Excess	31,251	14,445	176	2,498	5,690	2,950	29,500	2,953
Measuring & Regulating Equipment	25,895	Sales Distribution	7,036	3,675	59	814	1,289	1,117	10,782	1,123
Mains	-	Sales Distribution	-	-	-	-	-	-	-	-
Mains MCF	562,288	Sales Distribution	152,771	79,801	1,286	17,673	27,998	24,244	234,121	24,396
Mains Demand	344,483	Peak Demand	89,703	46,857	753	10,377	16,440	14,236	137,469	28,649
Services Customer Related	261,862	Weighted Services Distribution	205,310	45,883	605	378	3,481	2,270	1,513	2,421
Regulators Demand	15,404	Anytime Peak Average	5,612	2,618	29	401	927	435	4,491	891
Regulators MCF	9,437	Sales Distribution	2,564	1,339	22	297	470	407	3,929	409
Meters	46,240	Meter Cost	38,120	7,099	47	5	619	81	54	215
Other Equipment	448	Distribution Expense	207	76	1	9	21	13	111	11
Total Depreciation Expense	\$ 1,355,522		\$ 532,572	\$ 201,794	\$ 2,978	\$ 32,451	\$ 56,935	\$ 45,752	\$ 421,971	\$ 61,069
Revenue Requirements	27,199,912		\$ 11,204,309	\$ 5,120,204	\$ 17,692	\$ 579,302	\$ 1,656,619	\$ 806,610	\$ 7,511,241	\$ 303,936

Gas Distribution Rate Summary and Breakdown

Cost of Service Distribution Charges						
Customer Class	Monthly Customer Charge	General Fund Equity Transfers	Distribution	Total Distribution Rate	Billing Basis	
Residential	\$ 12.58	\$ 0.2133	\$ 0.1180	\$ 0.3313	Therms	
Firm Commercial	24.46	0.1851	0.1165	0.3017	Therms	
Commercial Transportation	45.40	0.0581	0.1123	0.1704	Therms	
Interruptible Commercial	265.25	0.1084	0.1134	0.2218	Therms	
Firm Industrial	124.95	0.1700	0.1170	0.2870	Therms	
Interruptible Industrial	543.71	0.1073	0.1125	0.2198	Therms	
Interruptible Industrial w/ Hedg	543.71	0.0990	0.1126	0.2116	Therms	
Firm Industrial Transportation	275.92	0.0199	0.0803	0.1002	Therms	

Gas Supply Cost by Class and Breakdown

Customer Class	Commodity Charge	Administrative Fee	PG&E Local Transportation	Total Commodity Rate	Billing Basis
G1 - Residential	0.794	0.028	0.023	0.846	therm
G2 - Commercial	0.794	0.028	0.023	0.846	therm
G3 - Large Comm	0.684	0.028	0.023	0.736	therm
G6 - Municipal	0.794	0.028	0.023	0.846	therm
G-8 - Cobug	0.684	0.028	0.023	0.736	therm
G10 - Compressed	0.684	0.028	0.023	0.736	therm

Rate Design

Design of utility rates uses input from the cost of service study as guidance on changes to rate classes and the rate components for each rate class. Cost of service results are one factor in design of rates for customers. Other factors must be considered such as impact on customers, social and environmental issues, and philosophy of the utility's governing body.

UFS will develop and recommend a schedule of electric, water, and sewer rates designed to generate adequate revenues, and reflect or move toward the recommended rate adjustment. A five year rate track will be provided with the financial projection.

The rate design model identifies the impacts on customers at various usage levels similar to the tables below and is listed by rate class, meter size and usage level.

Please note that all rate designs outside of the current rate structure will be charged hourly.

Summary of overall rate adjustments for each class - Electric

Customer Class	Projected Revenues Under		Projected Revenues Under	
	Current Rates		Proposed Rates Year 1	
Residential A	\$	4,183,897	\$	4,272,065
General Secondary B		2,974,374		3,019,822
Street Light Service S		133,504		135,687
Secondary Energy & Demand C		3,072,174		3,125,649
Primary Energy & Demand D		20,700,210		20,956,423
Totals	\$	31,064,158	\$	31,509,647

Summary of overall rate adjustments for each class –Gas

Customer Class	Projected Revenues		Proposed Revenues		Dollar Change	% Change
Residential	\$	10,401,709	\$	10,620,897	\$ 219,188	2.1%
Firm Commercial		4,702,929		4,804,923	101,994	2.2%
Commercial Transportation		24,522		24,859	337	1.4%
Interruptible Commercial		605,130		614,652	9,522	1.6%
Firm Industrial		1,510,731		1,547,062	36,331	2.4%
Interruptible Industrial		822,292		834,935	12,643	1.5%
Interruptible Industrial w/ Hedging		7,304,014		7,431,105	127,091	1.7%
Firm Industrial Transportation		318,799		325,175	6,376	2.0%
Total	\$	25,690,126	\$	26,203,609	\$ 513,483	2.00%

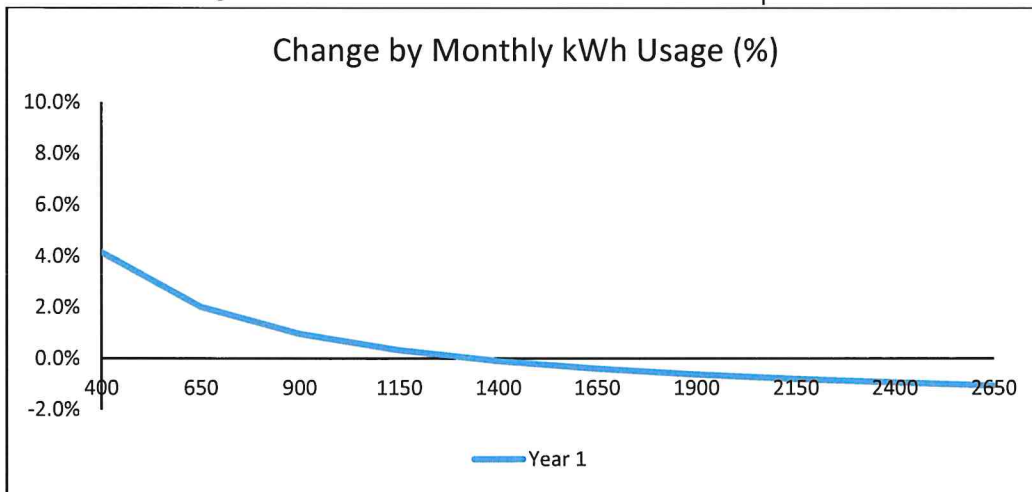
Summary of overall rate adjustments for each class – Water/Sewer

	Water Utility			Wastewater Utility		
	Current Charge	Proposed Charge Year 1	COS Rates	Current Charge	Proposed Charge Year 1	COS Rates
<i>Charged per thousand gallons</i>						
Commodity Charge - Inside City	\$ 4.57	\$ 4.66	\$ 5.01	\$ 7.87	\$ 8.00	\$ 7.88
Commodity Charge - Outside City	9.14	9.09	6.85	15.74	15.60	11.39
3/4" Meter Inside	12.00	13.00	13.95	14.00	14.50	11.39
1" Meter Inside	12.00	13.00	22.36	14.00	15.00	15.18
2" Meter Inside	48.00	53.00	61.10	56.00	56.50	40.83
4" Meter Inside	192.00	202.00	138.97	224.00	224.00	116.28
6" Meter Inside	432.00	432.00	213.53	504.00	504.00	187.33
3/4" Meter Outside	24.00	25.35	15.12	28.00	28.28	17.48
1" Meter Outside	24.00	25.35	24.20	28.00	29.25	26.30
2" Meter Outside	96.00	96.00	92.66	102.00	110.18	136.44
4" Meter Outside	384.00	384.00	230.61	425.70	436.80	297.85
6" Meter Outside	864.00	842.40	463.12	956.70	982.80	520.40
Total Revenue	\$ 1,772,678	\$ 1,861,311		\$ 2,418,218	\$ 2,514,946	
Proposed Rate Change		5.0%			4.0%	

Electric Sample Rate Design, Single Year

Projected Residential Rates

Rates	Current	Year 1	COS
Monthly Facilities Charge:			
All Customers	\$ 6.50	\$ 8.50	\$ 14.47
Energy Charge:			
All Energy	\$ 0.0681	\$ 0.0666	\$ 0.08093
Revenue from Rate	\$ 3,584,465	\$ 3,648,247	\$ 4,709,219
Change from Previous		1.8%	



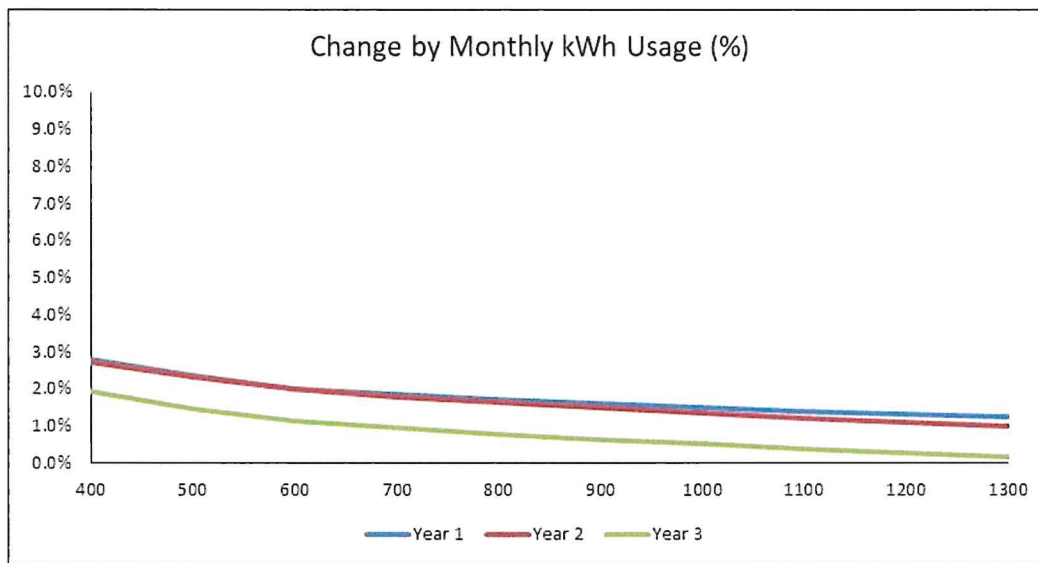
Average Monthly Bill Increase by Usage

	Year 1 \$	Year 1 %
All Energy		
400	\$1.40	4.1%
650	\$1.03	2.0%
900	\$0.65	1.0%
1150	\$0.28	0.3%
1400	(\$0.10)	-0.1%
1650	(\$0.47)	-0.4%
1900	(\$0.85)	-0.6%
2150	(\$1.22)	-0.8%
2400	(\$1.60)	-0.9%
2650	(\$1.97)	-1.1%

Electric Sample Rate Design, Multi Year

Projected Residential Rates

Rates	Current	Year 1	Year 2	Year 3	COS Rates
Monthly Facilities Charge:					
All Customers	\$ 11.75	\$ 13.25	\$ 14.75	\$ 16.25	\$ 18.86
Energy Charge:					
Winter All Energy	\$ 0.1018	\$ 0.1019	\$ 0.1020	\$ 0.1020	\$ 0.10383
Summer Block 1 (First 20 kWhs per day)	\$ 0.1100	\$ 0.1100	\$ 0.1100	\$ 0.1070	\$ 0.10383
Summer Block 2 (Excess)	\$ 0.1249	\$ 0.1240	\$ 0.1220	\$ 0.1190	\$ 0.10383
Revenue from Rate	\$ 10,337,868	\$ 10,553,155	\$ 10,762,483	\$ 10,879,557	\$ 11,175,415
Change from Previous		2.1%	2.0%	1.1%	



Average Monthly Bill Increase by Usage

	Year 1	Year 1 \$	Year 2	Year 2 \$	Year 3	Year 3 \$
All Energy	\$	%	\$	%	\$	%
400	\$1.52	2.8%	\$1.53	2.8%	\$1.10	1.9%
500	\$1.52	2.4%	\$1.53	2.3%	\$1.00	1.5%
600	\$1.53	2.0%	\$1.54	2.0%	\$0.90	1.2%
700	\$1.50	1.9%	\$1.49	1.8%	\$0.80	1.0%
800	\$1.47	1.7%	\$1.42	1.6%	\$0.70	0.8%
900	\$1.44	1.6%	\$1.35	1.5%	\$0.60	0.7%
1000	\$1.41	1.5%	\$1.29	1.4%	\$0.50	0.5%
1100	\$1.38	1.4%	\$1.22	1.2%	\$0.40	0.4%
1200	\$1.35	1.3%	\$1.15	1.1%	\$0.30	0.3%
1300	\$1.32	1.2%	\$1.09	1.0%	\$0.20	0.2%

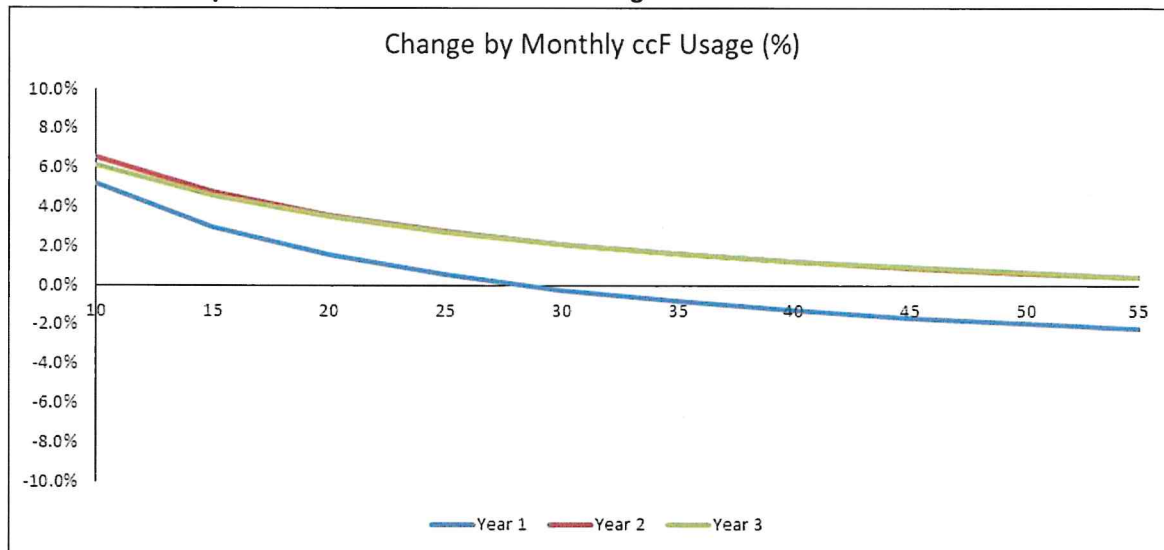
Gas Sample Rate Design, Multi Year

Gas Rate Design

Residential

Rates	Current	Year 1	Year 2	Year 3
Monthly Facilities Charge:				
All Customers	\$ 8.50	\$ 10.00	\$ 11.50	\$ 13.00
Base Commodity Charge:				
All CCF	\$ 0.66900	\$ 0.63232	\$ 0.62289	\$ 0.61409
Incremental Cost of Gas:				
All CCF	\$ 0.30823	\$ 0.30823	\$ 0.30823	\$ 0.30823
BTU Factor:				
All CCF	1.03	\$ 1.03259	\$ 1.03259	\$ 1.03259
Revenue from Rate	\$ 10,401,709	\$ 10,401,709	\$ 10,640,948	\$ 10,885,690
Change from Previous	10,401,709	0.0%	2.3%	2.3%

Residential dollar impacts of customers at various usage levels

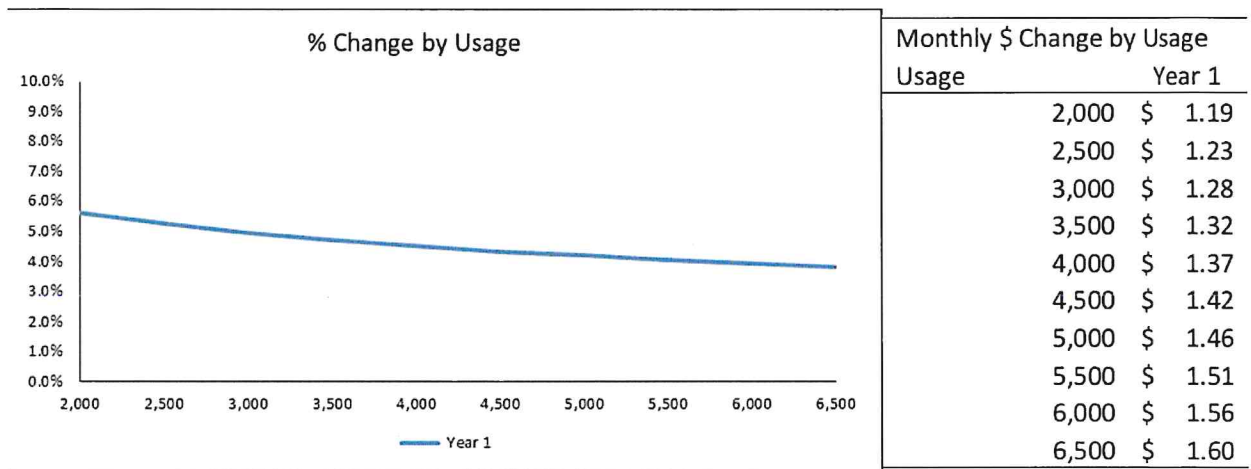


All CCF	Monthly \$ Change by Usage		
	Year 1	Year 2	Year 3
10	\$ 1.12	\$ 1.40	\$ 1.41
15	\$ 0.93	\$ 1.35	\$ 1.36
20	\$ 0.74	\$ 1.31	\$ 1.32
25	\$ 0.55	\$ 1.26	\$ 1.27
30	\$ 0.36	\$ 1.21	\$ 1.23
35	\$ 0.17	\$ 1.16	\$ 1.18
40	\$ (0.02)	\$ 1.11	\$ 1.14
45	\$ (0.20)	\$ 1.06	\$ 1.09
50	\$ (0.39)	\$ 1.01	\$ 1.05
55	\$ (0.58)	\$ 0.96	\$ 1.00

Sample Rate Design Single Year – Water / Wastewater

3/4" Inside

Rates	Current	Year 1
Monthly Facilities Charge	\$ 12.00	\$ 13.00
Usage Charge per 1,000 Gallons		
Inside City	\$ 4.57	\$ 4.66



Sample Rate Design Multi-Year

Water							
Meter Size	Customer Charge						
	Current	Year 1	Prior	Year 2	Prior	Year 3	Prior
3/4"	\$ 5.75	\$ 7.25	26%	\$ 8.75	21%	\$ 9.00	3%
1"	\$ 7.65	\$ 9.50	24%	\$ 9.50	0%	\$ 9.75	3%
1 1/2"	\$ 11.35	\$ 14.00	23%	\$ 15.50	11%	\$ 16.00	3%
2"	\$ 23.50	\$ 24.50	4%	\$ 24.50	0%	\$ 24.50	0%
3"	\$ 70.50	\$ 76.00	8%	\$ 76.00	0%	\$ 80.00	5%
4"	\$ 93.00	\$ 135.00	45%	\$ 135.00	0%	\$ 140.00	4%
6"	\$ 132.00	\$ 210.00	59%	\$ 210.00	0%	\$ 210.00	0%
8"	\$ 208.00	\$ 350.00	68%	\$ 500.00	43%	\$ 750.00	50%
Usage	Volume Charge						
	Current	Year 1	Prior	Year 2	Prior	Year 3	Prior
Usage Block 1	\$ 2.35	\$ 2.45	4%	\$ 2.78	13%	\$ 3.29	18%
Usage Block 2	\$ 1.60	\$ 2.00	25%	\$ 2.10	5%	\$ 2.25	7%
Total Water			11.9%		12.0%		12.0%

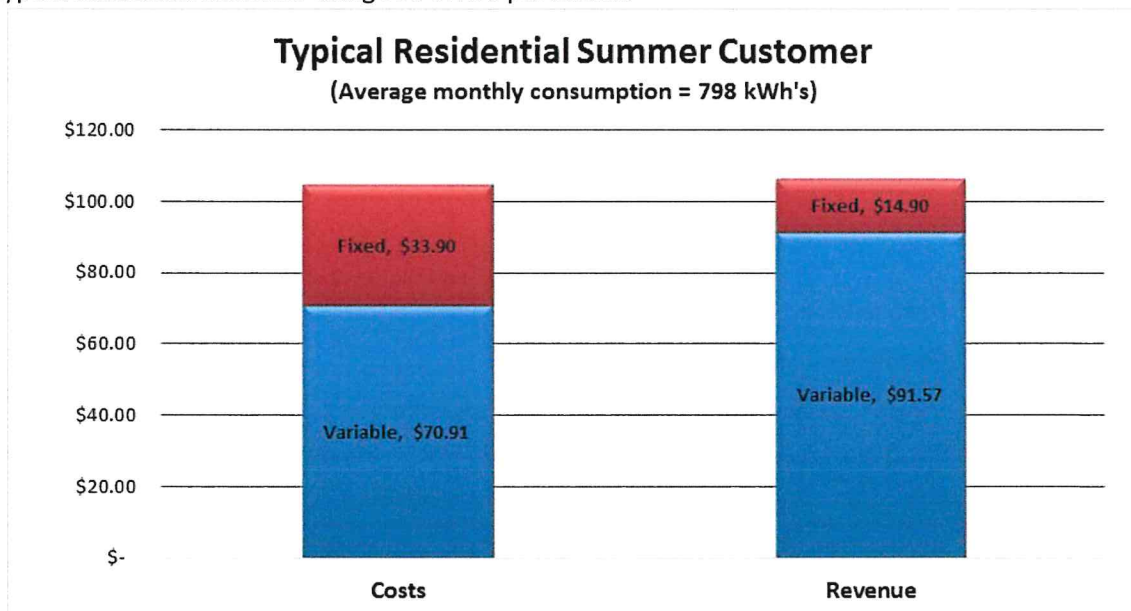
Wastewater							
Meter Size	Customer Charge						
	Current	Year 1	Prior	Year 2	Prior	Year 3	Prior
3/4"	\$ 4.15	\$ 4.25	2%	\$ 4.25	0%	\$ 4.25	0%
1"	\$ 4.15	\$ 4.25	2%	\$ 4.25	0%	\$ 4.25	0%
1 1/2"	\$ 4.15	\$ 8.00	93%	\$ 8.00	0%	\$ 8.00	0%
2"	\$ 4.15	\$ 13.00	213%	\$ 13.00	0%	\$ 13.00	0%
3"	\$ 4.15	\$ 25.00	502%	\$ 50.00	100%	\$ 55.00	10%
4"	\$ 4.15	\$ 50.00	1105%	\$ 100.00	100%	\$ 100.00	0%
6"	\$ -	\$ 100.00	0%	\$ 200.00	100%	\$ 250.00	25%
8"	\$ -	\$ 200.00	0%	\$ 300.00	50%	\$ 375.00	25%
Usage	Volume Charge						
	Current	Year 1	Prior	Year 2	Prior	Year 3	Prior
First 1,000 Gallons	Included above	\$ 2.35	N/A	\$ 2.70	15%	\$ 3.12	16%
Over 1,000 Gallons	\$ 2.45	\$ 2.35	-4%	\$ 2.70	15%	\$ 3.12	16%
Total Wastewater			12.0%		12.0%		12.1%

Renewable Energy – Net Metering and Avoided Cost

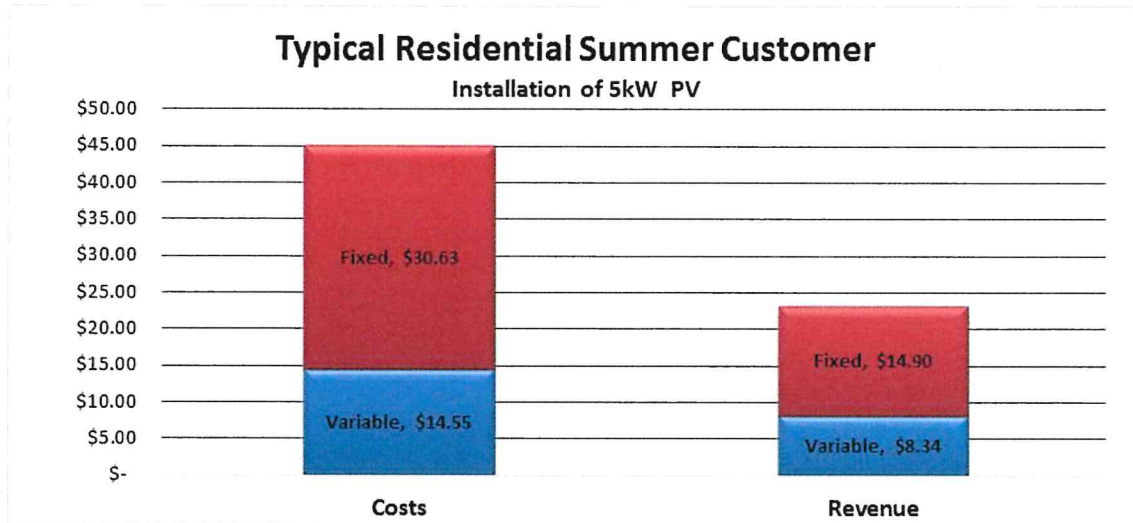
The growth of customer installed Photovoltaic (PV) may result in under-recovering the utilities' fixed costs due to inappropriately structured residential rates. Many utilities face the following residential rate structure issues:

- Customer charges have historically been held low
- Many states require net metering customers with renewables rather than pricing on avoided costs
- Inverted block rate structures that shift fixed cost recovery to outer rate blocks
- Metering and billing limitations
- Historical practices of recovering fixed costs in the energy component of the rate

These issues have resulted in unstable revenue recovery and under-recovery of costs from customers installing distributed generation. This also causes cost shifts and subsidies. The current rate structures may artificially over-value or under-value distributed generation. The graph on the next page shows fixed and variable recovery for a typical residential customer using 798 kWh's per month.



If the customer installed a 5kW PV generator producing 700 kWh's (Estimated production from a 5kW PV) the billed energy consumption is reduced to less than 100 kWh's. When the Utility applies its current rates to the remaining usage the revenues recovered from the customer are approximately \$23.00, however, the cost to provide electricity to the customer is \$45.00. This occurs because residential rate structures do not align with costs.



For this utility, the under-recovery occurs because distribution costs should be recovered through a demand charge and customer charges rather than through the energy (kWh) charge.

A variety of difficulties and limitations exist to correct the rate structure, although some can be easily corrected. They include:

- Limitation on metering & billing systems
- Education of the governing body & customers
- Opposition from interveners and special interest groups
- Past practices in rate designs
- Incorrect price signals sent by certain Joint Action Agencies

Meetings, Reports and Deliverables

Meetings

The following meetings are anticipated for Electric, and Water/Sewer by conference call and/or webex:

- Initial meeting – Clarify scope of services and, expectations of management
- Fieldwork – Fieldwork will be conducted to verify data
- Review draft reports with management
- Presentation as requested by management such as review report with Governing body

Format of Reports

UFS reports are typically separated into two reports listed below. Separate reports will be issued for each utility.

- **Executive Summary Report** – An overview that identifies the objectives, process, and results of the rate study in a clear and concise format, the report includes graphs, charts, tables, and recommendations.
- **Rate Design Recommendation Report** – The rate design report includes the following:
 - Comparison of the current and proposed rates
 - Expected revenues generated from proposed rates
 - Impact on customer classes at various usage levels or load factors within each rate class

Presentation of Cost of Service and Rate Design Study

A critical aspect of the study is the clear and concise presentation to the governing body of the utility. UFS professionals are skilled at explaining and working with advisory and governing bodies to ensure decisions are based on information they can understand and apply to their community.

Firm Qualifications

Qualifications Introduction

UFS has a long standing relationship since 2001 in assisting municipalities with cost of service and financial analysis for Electric utilities and are recognized experts in the utility field. Our group and the project team assigned to this engagement is composed of highly qualified, experienced, and knowledgeable professionals who remain current on all issues facing utilities. UFS' reputation has resulted in an industry leading status shown by our frequent request to instruct classes and speak at conferences around the nation, the number of rate studies we have completed.

UFS provides consulting services to assist publicly-owned utilities in meeting their strategic and financial objectives. Services are designed to ensure complete client satisfaction and a commitment that:

- Services will be completed in the agreed upon timeframe
- Services are delivered within budget for services requested
- Services provided will meet or exceed client expectations
- Services will be unbiased and independent recommendations provided to the utility

The Project Manager for the Village will be Mark Beauchamp, CPA, CMA, MBA, and staff as listed in this proposal. The resume of each individual is included in the resume section below. This section includes:

1. A summary of our experience and qualifications
2. Electric Projects completed in past 36 months
3. Name of Contact Person for UFS
4. Proposed Team Members and Locations
5. Resumes of UFS personnel

Our experience and commitment to publicly-owned utilities ensures that we understand the issues they face and can assist in providing a variety of services including:

- Electric cost of service and rate design
- Review of indirect cost allocations
- Fee and ancillary service charges
- Benchmarking analysis for utilities
- Financial analysis and feasibility studies for offering telecommunication services
- Evaluating and developing policies and procedures
- Econometric forecasts of sales and load growth
- Power supply negotiation and financial analysis

Summary of Qualifications and Experience

Industry Leading Status

Utility Financial Solutions, LLC (UFS) are recognized experts in the utility field assisting electric utilities with cost of service and financial analysis. UFS is an industry leader and frequently requested to teach classes and present at electric utility conferences around the nation.

Training for Utility Management and Governing Bodies

UFS teaches a series of cost of service, rate design and financial training courses for utility management and governing bodies through American Public Power (APPA) education institutes, on-site training, and webinars. We are instructors for their training courses to assist with their certification program. Additionally, UFS teaches Water Cost of Service and Rate Design for EUCLID who is an industry leader in conferences and courses around the nation.

Training for Utility Staff

UFS personnel are the instructors on cost of service and financial planning courses offered through the American Public Power Association (APPA) and the National Association of Regulatory Utility Commissioners (NARUC).

These courses include the following:

- Basic Cost of Service
- Intermediate Cost of Service
- Advanced Cost of Service
- Financial Planning
- Utility Financial Check-up
- Cost of Service and Rate Design for Distributed Generation
- Development of Line Extension Policies
- Rate Structures to promote Energy Conservation
- Rate Structures to create Revenue Stability
- Advanced issues in Rate Design
- Advanced issues in Cost Allocations

Conference Presentations

UFS staff are frequently requested to present special topics at regional conferences around the nation including the APPA's National Conference, Educational Institutes, E&O Workshop and the Business and Financial Workshop. A sample of recent presentations are listed below:

- Development of Avoided Cost and Rate Designs for Distributed Generation
- Appropriate levels of Contributions to City (Payment in lieu of Tax)
- Information provided by Cost of Service Studies
- Cash Reserve Policies for Electric Utilities
- Development of Utility Extension Policies
- Development of Key Financial Targets
- Cost of Service Challenges and Solutions

UFS' industry leading status has allowed us to present courses on distributed generation to the US Department of Energy and provide them with proper pricing methods to recover costs and promote renewable generation.

Quality Control

Proper quality control and management includes help ensure the accomplished work is in alignment with the project scope, is completed timely, within budget and the results are accurate and defensible. UFS implements several quality controls to achieve these desired goals, including a three-level review of the financial projection, cost of service studies and that rate designs achieve the desired revenue requirements. The quality controls developed by UFS are specific to utility rate studies and are based on our prior experience working with electric utilities in the USA, Guam, the Caribbean, and Canada. All portions of our studies include the following at a minimum:

1. Development of a detailed work plan based on scope of services and discussion with management
2. Establish work plan with projected milestones and timelines
3. Proof and Balance historical usage, expenses, and revenues with audited financial statements
4. Compare UFS financial projections with utility budgets
5. Review by Project Manager of projections and cost of service study
6. Review by UFS President or Vice-President of study results
7. Presentation of results by UFS with Utility Staff prior to finalizing study

Timeliness of Studies

Part of the quality control includes the timely completion of the rate studies. UFS experience in completing studies provides us the ability to complete the studies as requested and discussed in the initial kick-off conference call.

Experience:

UFS extensive experience includes completion of rate studies in 43 states, Guam, the Caribbean, and Canada. We have worked with small utilities as well as some of the largest public power systems around the Country. A small sample includes Nashville TN, Rochester MN, Danville VA, Naperville IL, Cedar Falls IA, Palo Alto CA, and Imperial Irrigation District CA.

UFS works with the utilities' governing bodies to obtain rate approvals and develops rates to assist utilities in meeting the community's objectives. We have become the nation's leader in rate development and a sample of some of our services is listed below:

- Development of power cost adjustments
- Time of use rates
- Economic Development Rates
- Standby rates
- Distributed Generation Rates
- Line extension policies
- Street lighting rates
- Combining or expanding rate classes

Financial Strength

UFS commenced business in 2001 and has the highest financial rating by Dunn and Bradstreet.

Independence

UFS maintains its independence throughout its engagements to help ensure unbiased recommendations to the governing bodies. We do not provide services that could impair our independence such as engineering, accounting, or auditing services. UFS only provides financial services related to Financial Planning, Cost of Service and Rate Designs for Utilities.

Diversity of UFS Staff

The proper development of rate study requires knowledge in accounting, finance, economics, and engineering. Utility staff has diverse backgrounds that include degrees in accounting (CPA), engineering, finance, economics, and information technology.

Name and title of primary contact person

Mark Beauchamp, MBA, CPA, CMA

President, Utility Financial Solutions, LLC

E-mail - mbeauchamp@ufswest.com

Cell - (616) 403-5450

Date firm established - UFS was established in September 2001

Proposed service team including titles and responsibilities

Mark Beauchamp - President

Dawn Lund – Vice President

Dan Kasbohm – Manager

Mike Johnson – Manager

Chris Lund – Business and Technology Manager

Joan Bakenhus – Senior Financial Analyst

Jillian Jurczyk – Financial Analyst

Robert Blank – Financial Analyst

Carolyn Ragusett – Administrative Assistant

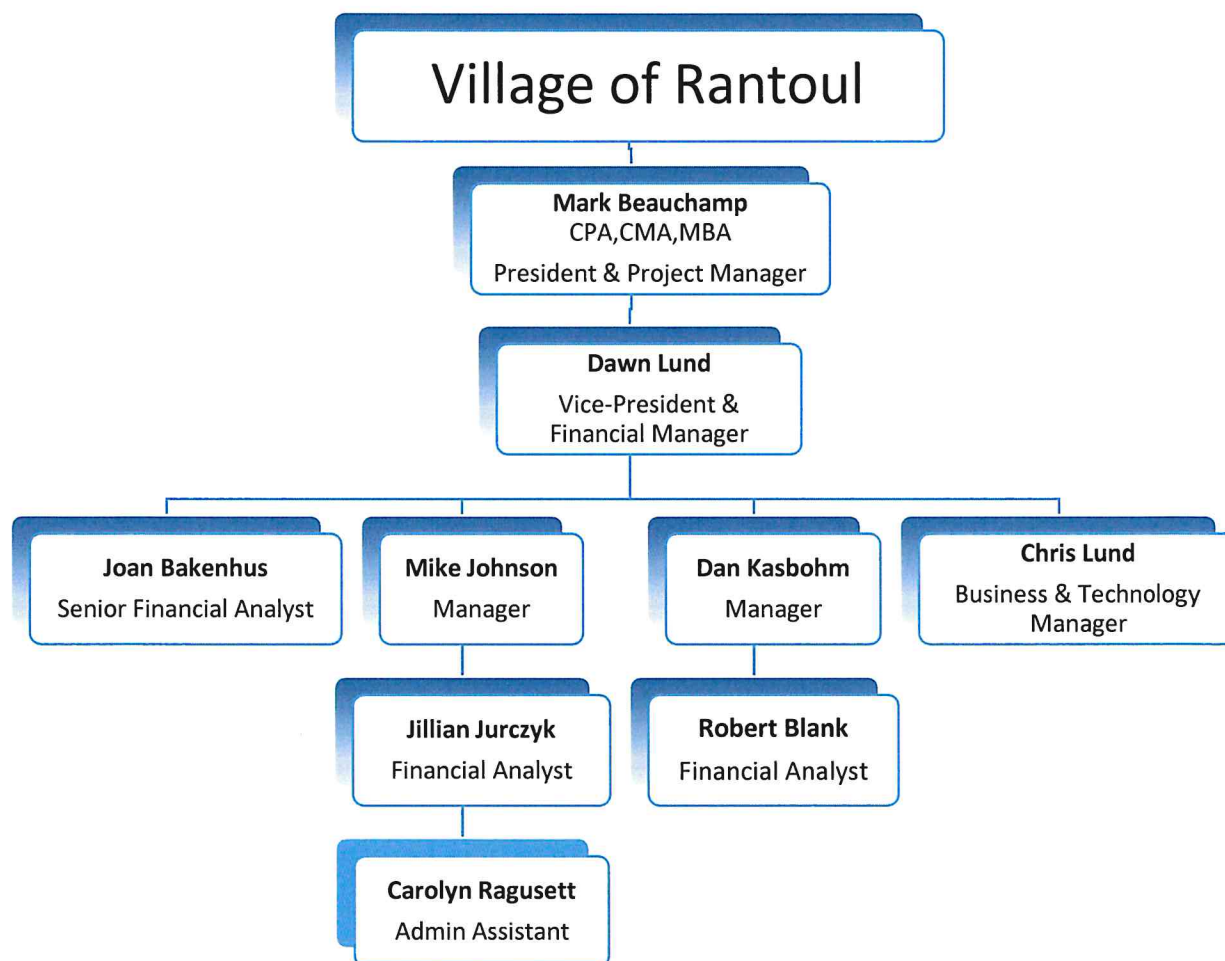
Project Team Qualifications

Proposed team members

UFS has put together a project team with the knowledge and experience to successfully meet your requirements and to deliver the report by the agreed upon timeframe. The team has over 100 years of combined experience performing similar studies for utilities. This provides the Village with the experience to creatively solve financial and operational issues and help ensure financial stability in future years. The project team assigned has six team members located in Michigan plus support services out of Wisconsin and Nebraska. This team has completed cost of service, financial plans, and rate design studies in 43 States, Guam, and the Caribbean.

The personnel assigned to this engagement are listed below:

Full Time Staff and Office Locations			
Main Office and Contact, authorized to negotiate and bind contract:		Authorized to negotiate and bind contract:	
Title: President Mark Beauchamp 185 Sun Meadow Ct Holland MI 49424 Industry Experience since 1981 Phone 616-393-9722 Fax 888-501-0998 Cell 616-403-5450 mbeauchamp@ufswweb.com		Title: Vice President Dawn Lund P. O. Box 582 Leland MI 49654 Industry Experience since 1996 Fax 888-566-4430 Cell 231-218-9664 dlunc@ufswweb.com	
Title: Senior Analyst Dan Kasbohm 14986 Sandstone Road Grand Haven MI 49417 Industry Experience since 2008 Cell 616-402-7045 Fax 888-499-6609 dkasbohm@ufswweb.com		Title: Senior Analyst Mike Johnson 4901 Hermsmeier Road Madison WI 53714 Industry Experience since 1995 Phone 608-230-5849 Fax 888-809-9640 Cell 608-609-6279 mjohnson@ufswweb.com	



Staff Availability

UFS has adequate staff available to complete the tasks in the timeline requested in the RFP.

Resumes

The next section consists of resumes of UFS staff.

	Mark Beauchamp, CPA, CMA, MBA President, Utility Financial Solutions, LLC
	<i>Email:</i> mbeauchamp@ufsweb.com <i>Cellular:</i> 616-403-5450 <i>Location:</i> Holland, MI

Education

- AAS Water Purification Technology
- ABA Business Administration
- BBA Major – Accounting
- MBA Master’s Degree in Business

Course Instructor

American Public Power Association (APPA)

- Advanced Cost of Service Course (Cash Basis & Utility Basis of Ratemaking)
- Intermediate Cost of Service (Cash Basis & Utility Basis of Ratemaking)
- Basic Cost of Service (Cash Basis and Utility Basis of Ratemaking)
- Financial Planning for Municipal Utilities
- Financial Planning for Board & Councils
- Financial Planning and Rate Setting for Managers (Part of Managers Certificate Program)

American Municipal Power (AMP)

- Financial Planning and Rate Designs for Electric Utilities

Expert Witness Service

- Detroit Edison vs. Ameritech – Provided expert witness services for Detroit Edison on development of Pole Attachment Rates for Ameritech
- Nebraska State Unicameral – Served as an expert witness before the state of Nebraska Unicameral on Proper rate setting and credits to provide customer installed renewable generation
- Dayton Power & Light – Provided expert witness services on pole attachment rates. Case was resolved prior to Court appearance
- Coldwater Board of Public Works – Provide expert witness services on rate challenge by large industrial customer. Case was dropped after deposition was provided
- Smethport PA – Provided deposition and responses to Pennsylvania Public Service Commission on Rate Filing for Smethport

License and Qualifications

- Class “A” license in wastewater treatment from the State of Michigan
- (CPA) Certified Public Accountant – Wisconsin
- (CMA) Certified Management Accountant – Institute Certified Management Accountants

Course Instructor

Michigan State University

- Advanced Issues in Cost Allocation (Utility Basis of Rate Making)
- Retail Costing and Pricing of Electricity
- Wholesale Costing and Pricing of Electricity

Southwest American Water Works Association

Michigan Rural Water Association

- Cost of Service & Rate Making for Water Utilities

Michigan Finance Government Officers Association

- Cost of Service & Rate Making for Water & Wastewater Utilities

Industry Involvement

- Member of the American Public Power Association
- Member of the American Water Works Association
- Member of the Institute of Management Accountants
- Speaker at national conferences on Financial Planning for Municipal Utilities, Pricing for Water Utilities, Pricing Fiber Optic backbone systems, Unbundling Electric Rates, and Ways to Attract and Retain Customers
- Author of articles appearing in national magazines and newsletters regarding pricing fiber optics, training electric rates, and designing water rates

Dawn Lund Vice-President, Utility Financial Solutions, LLC	
	Dawn has utility energy experience pricing and marketing utility services for electric, water and wastewater beginning in 1996. Dawn has worked with UFS since 2006 and previously worked with a large utility and held positions as Cost and Rate Specialist and Marketing and Communications Specialist. Dawn works with utilities across the country teaching financial concepts and is also the instructor for Financial Planning courses for the American Public Power Association. She is also a regularly requested speaker for various regional and national organizations. <i>Email:</i> dlund@ufsweb.com <i>Cellular:</i> 231-218-9664 <i>Location:</i> Traverse City, MI

Cost of Service (COS)

- Completed electric water and wastewater cost of service and rate design studies for utilities across the country, Guam, and the Caribbean
- Determining appropriate allocations of overhead costs between utility services

Long-term financial analysis

- Development of long-term sales and expense projections for electric, water, and wastewater utilities
- Development of long-term financial plan and rate track for electric, water, and wastewater

Presentation/Training

- Presentations to City Councils and Boards for approval of utility rates and proposed rate tracks
- Instructor for APPA's Financial Planning courses
- Monthly presentations to various organizations on topics such as: financial planning, key financial targets, cash policies and how to explain rate increases to the end user, cost of services challenges/solutions, and Introduction to allocation studies

Rate Design

- Development of electric rate designs to meet financial and social objectives of utility
- Development of special rates for electric utilities including Net Metering, Economic Development and Time of Use

Other Utility Tools

- Development of power (fuel) cost adjustments for electric utilities
- Development of connection charges for water and wastewater utilities
- Review and recommend changes to ordinances related to utility operations
- Development of fees for utility services
- Business plan development for telecommunications and pricing of fiber services to customers
- Determining high strength surcharge rates for wastewater treatment plants consistent with EPA requirements
- Development of marketing plans for utilities
- Experienced in pricing electric line extension fees and system development charges

Mike Johnson Manager, Utility Financial Solutions, LLC	
	Mike joined Utility Financial Solutions, LLC in 2011 and has experience assisting utilities since 1995. He has a Higher National Diploma in Mechatronics (Combined Electrical/Mechanical Engineering). Mike is experienced in cost of service, rate making, financial/operational modeling, automation, electric utility operations, and power supply. <i>Email:</i> mjohnson@ufsweb.com <i>Cellular:</i> 608-230-5849 <i>Location:</i> Madison, WI

Cost of Service

- Development of cost of service studies for electric, communication, gas, water, and Wastewater utilities
- Forecasts utility revenue requirements
- Cost allocation model development

Rate Design

- Provides cost of services class allocations and rate making
- Designs time of use rates
- Identify effects for different usage patterns within the same class
- Development of rates for alternative fuels and vehicles
- Evaluate marginal costs and development of line extension policies and economic development rates

Expert Witness Services

- Prepared and testified on filings to Public Utility Commission

Long Term Financial Analysis

- Develops utility financial analysis models
- Identifies growth and load forecasting
- Models rate and revenue effect for customer change within utilities (loss of customers/additional load)
- Develops target metrics for utilities including cash policies, operating income, debt coverage

Other Utility Tools

- Computes cost functionalization and allocation systems for designing and managing complex changes
- Evaluates data and system integration issues associated with new software implementations
- Provides market analysis, bidding, and settlement processes analysis
- Identification and valuation of fixed assets
- Assessment of utility value for sales/purchase
- Development of risk mitigation tools, power/fuel cost adjustment mechanisms

Dan Kasbohm

Manager, Utility Financial Solutions, LLC



Dan joined Utility Financial Solutions, LLC in 2007 and has experience in conducting cost of service and financial analysis for electric, water, wastewater, and cable utilities around the nation. He has a Bachelor of Science degree in Engineering and was employed in the automotive industry. Dan is a co-instructor for the Basic and Intermediate Cost of Service courses for the American Public Power Association.

Email: dkasbohm@ufsweb.com

Cellular: 616-402-7045

Location: Grand Haven, MI

Cost of Service (COS)

- Identification of fixed/variable costs related to:
 - Customer availability to be served
 - Commodity based costs
 - Demand based costs
- Identification of class to class subsidization
- Utility cost breakdown by function
- Detailed cost unbundling

Long-term financial analysis & identification of:

- Utility revenue requirements (utility and cash based methods)
- Debt Coverage conformance
- Minimum cash requirements
- Optimal operating income targets
- Optional rate adjustments in projected years

Presentation/Training

- Presenting study results to management and governing body of utility
- Provide utility training on use of projection & COS models
- Co-Instructor for the American Public Power Association Academy
 - Basic & Intermediate Cost of Service

Rate Design

- Current Utility rate structure updates
 - Utility revenue impact
 - Customer bill impacts at various usage levels
 - Identify revenue stability of rates
 - Rate survey analysis
- Development of new rates including:
 - Time of Use (seasonal, daily, hourly)
 - Power Cost Adjustment (PCA)
 - Coincidental-Peak Rates
 - Economic Development rates
 - Street lighting rates

Other Utility Tools

- Power Cost Adjustment mechanisms based on utility cash position, objectives, and dispatch profile
- Street Light Cost of Service by light and pole types
- Load Profile Analysis to identify utility and customer usage patterns
- Power supply forecasting
- Implementation of a justified minimum cash policy
- Calculation of fees for standard utility work
- Development of line extension policies

Joan Bakenhus Senior Financial Analyst, Utility Financial Solutions, LLC	
	Joan has experience working with municipal utilities from 1986-1996 and came back to industry in 2006. Joan has a degree in Business Administration. Joan has worked as a Rate Analyst for one of the largest public power systems in the nation (Lincoln Electric System) and for Utility Financial Solutions, LLC since 2006. Joan is experienced in development of long-term financial plans, rate design models and cost of service studies for electric, water, and wastewater utilities. <i>Email:</i> jbakenhus@ufsweb.com <i>Cellular:</i> 402-483-2542 <i>Location:</i> Nebraska

Cost of Service (COS)

- Working with Utilities to identify information requirements to complete cost of service and financial plans
- Set up and develop utility revenue requirements, cost of service program and utility revenue proof
- Balancing and set up of models for development of cost of service for water, wastewater, and electric utilities to determine commodity and customer charges
- Responsible for analysis, preparation and updating cost of service models for several electric, water utilities

Long Term Financial Analysis

- Development of long-term financial forecasts for water, wastewater, and electric utilities to determine the amount and timing of rate adjustments

Rate Design

- Balancing and set up of models for development rate design for water, wastewater, and electric utilities to determine commodity and customer charges
- Development of rate design models for electric, Water utilities
- Development of rate surveys

Other Utility Tools

- Balancing of sales with revenue to help ensure proper billing statistics are used in cost of service models

Chris Lund

Business & Technology Manager, Utility Financial Solutions, LLC



Chris has a bachelor's degree in Business Administration with concentration in Computer Science and Speech Communications. He has been a technology and management consultant since 1992 and has utility experience since 2005. Chris is an employee of UFS since 2012 and has also sub-consulted on a variety of technology projects for UFS since 2003.

Email: clund@ufsweb.com

Cellular: 231-342-9798

Location: Traverse City, MI

Financial Consulting

- Completed cost of service and rate design studies for electric, water, wastewater, telecommunications and refuse utilities
- Designed, wrote, and implemented long term financial projection model including revenue requirements and rate track
- Determined avoided cost for solar (photovoltaic - PV) and wind for renewable energy rates
- Lead consultant for electric vehicle (EV) rates and service study
- Conducted multiple fiber optic cost of service and rate design studies
- Presentations to City Councils and Boards for approval of utility rates and proposed rate tracks

Data Analytics

- Data mining and analysis specialist for electric load data research
- Specialist with data mining, data conversion and custom reporting
- Experienced with various ODBC (database connectivity)
- Implemented job costing solution for manufacturing companies
- Designed, written, implemented, supported multiple, custom bar coding and data collection systems for wholesale distribution and manufacturing organizations
- Data collection systems pushed data to payroll for time and attendance, automated inventory tracking and job costing

Technology Experience

- Experienced in Microsoft Excel automation – including payroll data, job costing and automated billing (office automation)
- Experienced in Microsoft Access custom database, programming, and reporting – including electronic data interchange (EDI) mapping using Microsoft VBA
- Lead consultant for multiple mission critical, corporate wide enterprise resource planning (ERP) technology solutions
- Implemented, trained, and supported multiple telecommunications projects
- Implemented and supported some of the first voice over internet protocol (VOIP) telecommuting systems
- Guide management with technology related strategy and business integration
- Modification and complete custom program solutions on midrange and PC
- Wrote automated bill of material (BOM) purchasing forecasting system
- Specify, install, and maintain mission critical PC network infrastructure, servers, workstation, and related software
- Experienced in network security and virtual private network (VPN) technology
- Implemented and supported web storefronts integrated with corporate backend database solution for inventory management, order processing, billing, and account status

Jillian Jurczyk, MEc.

Financial Analyst, Utility Financial Solutions, LLC



Jill has been with UFS since 2013. She has a Bachelor's degree in Mathematics and a Master's degree in Applied Economics from Johns Hopkins University. Jill has populated and analyzed cost of service models, developed long-term financial projections, and designed rates for utilities. Jill specializes in econometric modeling and statistical analysis to project sales and usage. She has worked with a variety of econometric software packages and is competent in handling seasonality, trend, heteroscedasticity, and other economic inefficiencies that arise in data analysis.

E-mail: jjurczyk@ufsweb.com

Cellular: 616-283-8502

Location: Holland, MI

Jill's experience included:

- Forecasting Utility revenue requirements
- Projecting revenues and expenses, asset depreciation, and net book value
- Designing rates based on Cost of Service results
- Analyzing rate payer impacts and sensitivities
- Working with Utility Staff to identify study goals and understand organization
- Keeping up to date on the current economic impacts of renewable energy, the relationship to the Clean Power Plan legislation, and potential effects on the Electric Industry

Robert Blank

Financial Analyst, Utility Financial Solutions, LLC



Robert has been working for Utility Financial Solutions, LLC since May of 2014 and has a Bachelor of Business Administration with a major in Finance from Davenport University. Over his time at UFS he has conducted Utility rate surveys as well as developed rate designs. Robert has experience with long term financial projections and cost of service studies for Electric, Water, Wastewater, and Gas utilities.

E-mail: bblank@ufsweb.com

Cellular: 616-403-9926

Location: Holland, MI

Robert's experience includes:

- Developing rate design models for electric utilities
- Conducting Rate Surveys
- Responsible for analysis of financial statements and preparation of cost of service models
- Working with utilities to identify the information needed to conduct an accurate cost of service study
- Calculating Minimum Cash Reserve levels, Target Operating Income, and Debt Coverage Ratios

Carolyn Ragusett Administrative Assistant, Utility Financial Solutions, LLC	
	Carolyn has been working for Utility Financial Solutions, LLC since May 2018 and has 47 years of office industry experience. For 27 years Carolyn was the Office Administrator for a large accounting firm in Wisconsin where she supervised office support staff. She additionally served 9 years as the tax department administrative officer and maintained the tax library. <i>E-mail:</i> cragusett@ufsweb.com <i>Cellular:</i> 920-450-0577 <i>Location:</i> Neenah, WI

Carolyn is skilled in the following:

- Managing and organizing workflow scheduling
- Performance reviews
- Office support and coordinating office activities
- Client correspondence
- Billing, Invoicing, and Collections
- Communication Review of office correspondence and materials
- Valuation Reports

References

Knoxville Utilities Board, Knoxville, Tennessee

Client Contact: Sherri Ottinger, Manager, Rates & Analytical Services



Phone 865-594-7274

Email: sherri.ottinger@kub.org

UFS completed the electric, water, wastewater, and gas cost of service models for Knoxville Utilities Board between 2017 and present. UFS recently completed development of residential demand and time of use pilot rates for all customer classes (September 2019). These projects involved analysis of residential and commercial customer classes, analysis of “non-standard” customers with pass through power or gas supply cost, reclassification of non-standard customers, data analytics on usage patterns, on-site cost of service training, worked closely with KUB staff on design of rates including developing a PILOT residential time of use rate.

Holland Board of Public Works, Holland MI

Client Contact: Dave Koster

Phone 616-355-1562

Email: dkoster@hollandbpw.com



From 2009 to present, UFS has provided electric, water, wastewater, and telecommunications cost of service studies for the Holland Board of Public Works. The water department provides services to the City of Holland and wholesale water services to the City of Zeeland and Park Township. UFS completed the cost of service analysis for the retail and wholesale rates based on wholesale water contracts. The study included development of long-term financial projections, minimum cash reserves, monitoring debt coverage ratios and identification of appropriate amounts of revenue financed capital included in customer rates. UFS updated the water, wastewater, and electric cost of service studies in 2017 using the initially developed model. UFS has also provided studies on pole attachments, solar, PILOT, line extension, and time of use.

Cedar Falls Utilities, Iowa

Client Contact: Wynette Froehner, Finance Director

Phone: 319-268-5209

Email: wynette.froehner@cfunet.net



Study Overview

UFS completed cost of service studies in 2013, 2017 and 2020 for gas, electric, water, and wastewater for Cedar Falls Utilities. The electric study included five-year financial projection to determine revenue requirements, identify financial targets, identify long-term rate track, review current ECA methodology, develop a cost-of-service study to identify the comparison of cost to provide services to each customer class, identify potential new rate classes, transportation and distribution delivery charges, power supply charges, evaluate current time of use rate structure, review solar and net-metering charges, review non-profit rates and justification, one-year rate design, rate survey, and reports and presentation to governing body. The gas and water studies included five-year financial projection for each utility to determine revenue requirements, identify financial targets, and develop long-term rate track, develop a cost-of-service study to identify the comparison of cost to provide services to each customer class, identify potential new rate classes, identify monthly customer charges, transportation delivery charges (gas), distribution delivery charges (water/gas), supply charges (gas), seasonality of costs, one-year rate design for each utility, identify overall rate impacts on customers, and reports and presentation to governing body.

Project Schedule

Our experience with municipal cost of service and rate design studies, allows us to conduct a cost effective and efficient study. The following is the tentative project schedule for completion of the cost of service and rate design. This schedule will be finalized during the initial project kick-off meeting with management.

<i>Task</i>	<i>Expected Completion – Fifteen Weeks</i>
Initial Meeting – Preparation of Information Request	Week One
Completion of Information Request by Client	Week Two
Planning/Set-up Study	Week Three – Five
Review and Development of Revenue Requirements	Week Six – Seven
Fieldwork	Week Eight
Cost of Service Analysis Component/Functional Costs	Week Nine – Ten
Cost based Rate Design and alternatives	Week Eleven – Twelve
Report, Recommendations & Presentation of Draft	Week Thirteen – Fourteen
Final Report	Week Fifteen

THE COMPLETION OF THE PROJECT ON THE PROPOSED SCHEDULE IS DEPENDENT ON THE COOPERATION OF VARIOUS DEPARTMENTS WITHIN UTILITY TO PREPARE THE INFORMATION REQUEST IN A TIMELY MANNER.

UFS Proposed Professional Services Agreement – Electric Utility Village of Rantoul Electric Utility

Prices, terms, and conditions are good for a period of 90 days from this proposal date of January 26, 2023.
Payment will be made through submission of invoice which itemizes the work performed.

Scope of work (*rates currently approved through May 2023*)

Electric cost of service, financial projection, and one-year rate design **\$20,500**

1. 5-year financial projection
2. Cost of service and unbundling
3. 1 year rate design of current published rates for FY2024
4. Virtual presentation to management and staff

Please circle optional services requested under this engagement (a , b , c , d , e)

Optional Services Pricing: (*please circle requested services*)

- | | |
|---|----------|
| a. Additional 1-year rate design (per year) | \$ 1,500 |
| b. Line extension analysis | \$ 2,900 |
| Line extension rates implementation | (hourly) |
| c. Economic development rate analysis | \$ 5,800 |
| Economic development rate implementation | (hourly) |
| d. Update the 2021 value of solar analysis | \$5,500 |

Deliverables in pdf format:

- 1) Long-term financial projection and rate track
- 2) Cost of service analysis and report
- 3) Minimum cash reserve determination
- 4) Debt service ratio
- 5) Target operating income (rate of return)
- 6) One-year rate design & revenue proof
- 7) Optional services as requested.

Anticipated Meetings:

- Project kickoff – Online platform
- Data collection summary – Online platform
- Financial review summary – Online platform
- Draft report to management – Online platform
- Final report to management – Online platform

Hourly Rates (*travel is discounted at 50%*)

Mark Beauchamp	\$ 330.00
Dawn Lund	\$ 290.00
Dan Kasbohm	\$ 255.00
Mike Johnson	\$ 255.00
Chris Lund	\$ 255.00
Joan Bakenhus	\$ 155.00
Jillian Jurczyk	\$ 175.00
Robert Blank	\$ 120.00

Any additional out of scope items and work hours
will be billed at the hourly rates listed above.

We look forward to exceeding your expectations. Please sign, date, and return to clund@ufswest.com at your earliest convenience.

Sincerely,



Dan Kasbohm, Manager
Utility Financial Solutions, LLC

Date:

Accepted By:

Village of Rantoul

UFS Proposed Professional Services Agreement – Gas Utility Village of Rantoul Gas Utility

Prices, terms, and conditions are good for a period of 90 days from this proposal date of January 26, 2023.
Payment will be made through submission of invoice which itemizes the work performed.

Scope of work (*rates currently approved through May 2023*)

Gas cost of service, financial projection, and one-year rate design **\$17,800**

1. 5-year financial projection (HVAC department is included)
2. Cost of service & unbundling
3. 1 year rate design of current published rates for FY2024
4. Virtual presentation to management and staff

Please circle optional services requested under this engagement (a , b , c , d)

Optional Services Pricing: (*please circle requested services*)

- | | |
|---|----------|
| a. Additional 1-year rate design (per year) | \$ 1,500 |
| b. Line extension analysis | \$ 2,900 |
| Line extension rates implementation | (hourly) |
| c. Economic development rate analysis | \$ 5,800 |
| Economic development rate implementation | (hourly) |
| d. Develop PGA model in MS Excel | \$4,500 |

Deliverables in pdf format:

- 1) Long-term financial projection and rate track
- 2) Cost of service analysis and report
- 3) Minimum cash reserve determination
- 4) Debt service ratio
- 5) Target operating income (rate of return)
- 6) One-year rate design & revenue proof
- 7) Optional services as requested.

Anticipated Meetings:

- Project kickoff – Online platform
- Data collection summary – Online platform
- Financial review summary – Online platform
- Draft report to management – Online platform
- Final report to management – Online platform

Hourly Rates (*travel is discounted at 50%*)

Mark Beauchamp	\$ 330.00
Dawn Lund	\$ 290.00
Dan Kasbohm	\$ 255.00
Mike Johnson	\$ 255.00
Chris Lund	\$ 255.00
Joan Bakenhus	\$ 155.00
Jillian Jurczyk	\$ 175.00
Robert Blank	\$ 120.00

Any additional out of scope items and work hours
will be billed at the hourly rates listed above.

We look forward to exceeding your expectations. Please sign, date, and return to clund@ufsweb.com at your earliest convenience.

Sincerely,



Dan Kasbohm, Manager
Utility Financial Solutions, LLC

Date:

Accepted By:

Village of Rantoul

UFS Proposed Professional Services Agreement – Water Utility Village of Rantoul Water Utility

Prices, terms, and conditions are good for a period of 90 days from this proposal date of January 26, 2023.
Payment will be made through submission of invoice which itemizes the work performed.

Scope of work (*rates are currently approved through May 2025*)

Five year financial projection, and one-year rate design: **Water Utility \$ 8,900**

1. 5-year financial projection for each utility (water and sewer)
2. 1 year rate design of current published rates for FY2024 if needed for each utility (water and sewer)
3. Virtual presentation to management and staff

Please circle optional services requested under this engagement (a)

Optional Services Pricing: (*please circle requested services*)

- a. Additional 1-year rate design (per year) \$ 1,500

Anticipated Meetings:

- Project kickoff – Online platform
- Data collection summary – Online platform
- Financial review summary – Online platform
- Draft report to management – Online platform
- Final report to management – Online platform

Deliverables in pdf format:

- 1) Long-term financial projection and rate track
- 2) Minimum cash reserve determination
- 3) Debt service ratio
- 4) Target operating income (rate of return)
- 5) One-year rate design & revenue proof
- 6) Optional services as requested.

Hourly Rates (*travel is discounted at 50%*)

Mark Beauchamp	\$ 330.00
Dawn Lund	\$ 290.00
Dan Kasbohm	\$ 255.00
Mike Johnson	\$ 255.00
Chris Lund	\$ 255.00
Jillian Jurczyk	\$ 175.00
Robert Blank	\$ 120.00

Any additional out of scope items and work hours
will be billed at the hourly rates listed above.

We look forward to exceeding your expectations. Please sign, date, and return to clund@ufsweb.com at your earliest convenience.

Sincerely,



Dan Kasbohm, Manager
Utility Financial Solutions, LLC

Date:

Accepted By:

Village of Rantoul

UFS Proposed Professional Services Agreement – Sewer Utility Village of Rantoul Sewer Utility

Prices, terms, and conditions are good for a period of 90 days from this proposal date of January 26, 2023.
Payment will be made through submission of invoice which itemizes the work performed.

Scope of work *(rates are currently approved through May 2025)*

Five year financial projection, and one-year rate design: **Sewer Utility \$ 9,800**

1. 5-year financial projection for each utility (water and sewer)
2. 1 year rate design of current published rates for FY2024 if needed for each utility (water and sewer)
3. Virtual presentation to management and staff

Please circle optional services requested under this engagement (a)

Optional Services Pricing: *(please circle requested services)*

- a. Additional 1-year rate design (per year) \$ 1,500

Anticipated Meetings:

- Project kickoff – Online platform
- Data collection summary – Online platform
- Financial review summary – Online platform
- Draft report to management – Online platform
- Final report to management – Online platform

Deliverables in pdf format:

- 1) Long-term financial projection and rate track
- 2) Minimum cash reserve determination
- 3) Debt service ratio
- 4) Target operating income (rate of return)
- 5) One-year rate design & revenue proof
- 6) Optional services as requested.

Hourly Rates *(travel is discounted at 50%)*

Mark Beauchamp	\$ 330.00
Dawn Lund	\$ 290.00
Dan Kasbohm	\$ 255.00
Mike Johnson	\$ 255.00
Chris Lund	\$ 255.00
Jillian Jurczyk	\$ 175.00
Robert Blank	\$ 120.00

Any additional out of scope items and work hours
will be billed at the hourly rates listed above.

We look forward to exceeding your expectations. Please sign, date, and return to clund@ufsweb.com at your earliest convenience.

Sincerely,



Dan Kasbohm, Manager
Utility Financial Solutions, LLC

Date:

Accepted By:

Village of Rantoul

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Local Agency Agreement between the Village of Rantoul & IDOT – US 136 Resurfacing - Maplewood Drive Intersection Upgrade	DEPARTMENT: Public Works
DATE: March 7, 2023	AMOUNT: <u>\$3,708,348.00</u> – Total Project Cost \$2,953,840.00 – Federal funds \$63,998.00 – Village funds \$690,510.00 – State Funds
ATTACHMENTS: 1. Agreement 2. 03-23 (Res. No. ____) App. Local Public Agency Agr Concerning US 136 Improvement Project	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: The Agenda Item provides for the approval of the Local Agency Agreement between the Village of Rantoul and the Illinois Department of Transportation (IDOT) to allocate costs and funding for the proposed overlay of US 136 (FAP 709) from Maplewood Drive in Rantoul to the Village limits in the amount of \$63,998.00. The agreement will cover the traffic signal/lighting updates at Maplewood Drive, removal of traffic signals at Lon Drive, installation of flasher beacons for the bike trail/pedestrian crossing walk on the west side of Lon Drive/US 136 intersection. The upgrades will also include incidental sideroad resurfacing at some of the intersections of US 136 (FAP 709) and the Village streets. The upgrades will also include the reconstruction of ADA accessible curb ramps at some of the intersections of US 136 (FAP 709) and the Village streets. The project is scheduled for the April 2023 bid opening. The Village's portions of the project are limited to the corporate limits. The funding will be included in the Electric Division (FY24) budget account #541-1180-430-75-70. Construction is anticipated to begin this summer.	
RECOMMENDED ACTION: Authorize the approval of the Local Agency Agreement between the Village of Rantoul and the Illinois Department of Transportation (IDOT) to allocate costs and funding for the proposed overlay of US 136 (FAP 709) from	

Maplewood Drive to the Village limits in the amount of \$63,998.00.

DEPARTMENT HEAD APPROVAL
Jacob D. McCoy, P.E.

VILLAGE ADMINISTRATOR
Scott Eisenhauer



Illinois Department of Transportation

Office of Highways Project Implementation / Region 3 / District 5
13473 IL Highway 133 / P.O. Box 610 / Paris, Illinois 61944

January 24, 2023

PROGRAM DEVELOPMENT
FAP Route 709 (US 136)
Section (113)RS-7
Champaign County
Contract No. 70944
Job No. C-95-052-21
Agreement No. JN-52023504

Greg Hazel
Village of Rantoul Director of Public Works
200 W. Grove Avenue
Rantoul, IL 61866

Dear Mr. Hazel:

Enclosed is a copy of the subject Agreement covering the proposed standard overlay of US 136 (FAP 709) from Maplewood Drive in Rantoul to East of Main Street in Gifford. This agreement will cover the traffic signal/lighting updates at Maplewood Drive, removal of traffic signals at Lon Drive, installation of flasher beacons for the bike trail / pedestrian cross walk on the west side of the Lon Drive / US 136 intersection. The upgrades will also include incidental sideroad resurfacing at some of the intersections of US 136 (FAP 709) and your city streets. The upgrades will also include the reconstruction of ADA accessible curb ramps at some of the intersections of US 136 (FAP 709) and your city streets. This project is scheduled for the April 2023 Letting and prompt attention and timely responses are critical to meet project deadlines.

Please review this Agreement and, if satisfactory, ensure the execution of the Agreement by the VILLAGE. Return the necessary documents to this office for final execution by the State of Illinois.

The enclosed Final Plans and Special Provisions are for your inspection. If the Plans and Special Provisions meet with your approval, please sign the attached plan approval document and return it to this office for our files.

Should you have any questions, please contact Brian J. Hogan, Project Support Engineer, at (217) 466-7302 or Brian.Hogan@illinois.gov.

Sincerely,

A handwritten signature in blue ink that reads "Kensil A. Garnett".

Kensil A. Garnett, P.E.
Region Three Engineer

BJH/akw

Enclosure

FAP 709 (US 136)
Section (113)RS-7
Village of Rantoul
Job No. C-95-052-21
Agreement No. JN-52023504
Contract No. 70944

AGREEMENT

This agreement entered into this _____ day of _____, A.D., 20____, by and between the STATE OF ILLINOIS, acting by and through its DEPARTMENT OF TRANSPORTATION hereinafter called the STATE, and the VILLAGE of RANTOUL, of the State of Illinois, hereinafter called the VILLAGE.

WITNESSETH:

WHEREAS, the STATE in order to facilitate the free flow of traffic and insure safety to the motoring public, is desirous of improving approximately 32,128.55 feet of US 136 (FAP 709), State Section (113)RS-7 by patching, milling and resurfacing US 136 from Maplewood Drive in Rantoul to East of Main Street in Gifford, aggregate shoulders, incidental sideroad resurfacing, ADA curb ramp upgrades, modernize the traffic signals at the intersection of FAP 709 (US 136) and FAU 7094 (Maplewood Drive), remove the traffic signals at the intersection of FAP 709 (US 136) and FAU 7082 (Lon Drive), and install flasher beacons for the bike trail / pedestrian cross walk on the west side of the intersection of FAP 709 (US 136) and FAU 7082 (Lon Drive), and performing all other work necessary to complete the improvement in accordance with the approved plans and specifications; and

WHEREAS, the VILLAGE is desirous of said improvement in that same will be of immediate benefit to the VILLAGE residents and permanent in nature;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1. The STATE agrees to make the surveys, obtain all necessary rights-of-way, prepare plans and specifications, receive bids and award the contract, furnish engineering inspection during construction and cause the improvement to be built in accordance with the plans, specifications and contract.
2. The STATE agrees to pay for all right-of-way, construction and engineering costs, including the cost of railroad adjustments as hereinafter stipulated. The STATE will negotiate and/or coordinate with the railroad for adjustment of the railroad facilities.
3. It is mutually agreed by and between the parties hereto that the estimated cost and cost proration for this improvement is as follows:

Reimbursable Items	FEDERAL		ESTIMATED VILLAGE COST		STATE MATCH		TOTAL COST
All Construction *	\$2,592,640	80%	\$0	0%	\$648,160	20%	\$3,240,800
Maplewood Drive Signal Modernization	\$338,800	80%	\$42,350	10%	\$42,350	10%	\$423,500
Maplewood Drive Lighting Updates	\$0	0%	\$7,700	100%	\$0	0%	\$7,700
Lon Drive Flasher Beacons	\$22,400	80%	\$5,600	20%	\$0	0%	\$28,000
Sub Total	\$2,953,840		\$55,650		\$690,510		\$3,700,000
Engineering Cost (15% of total participation items)	N/A		\$8,348		N/A		\$8,348
Total Estimated Cost	\$2,953,840		\$63,998		\$690,510		\$3,708,348

*Excluding other items listed

Participation and reimbursement shall be predicated by the percentages shown above for the specified work. Cost shall be determined by multiplying the final quantities times contract unit prices plus 15% for construction and preliminary engineering. Village participation toward the work shall not exceed \$79,998 which represents 125% of their estimated construction and engineering cost.

4. The VILLAGE has passed a resolution appropriating sufficient funds to pay for its share of the cost of this improvement, a copy of which is attached hereto as "Exhibit A" and made a part hereof.
5. The VILLAGE further agrees that upon award of the contract for this improvement, the VILLAGE will pay to the DEPARTMENT OF TRANSPORTATION of the STATE OF ILLINOIS in a lump sum from any funds allotted to the VILLAGE, an amount equal to 80% of its obligation incurred under this AGREEMENT, and will pay to the said DEPARTMENT the remainder of the obligation (including any non-participating costs on FA Projects) in a lump sum, upon completion of the project based upon final costs.
6. The VILLAGE further agrees to pass a supplemental resolution to provide necessary funds for its share of the cost of this improvement if the amount appropriated in "Exhibit A" proves to be insufficient, to cover said cost.
7. The VILLAGE shall exercise its franchise rights to cause private utilities to be relocated, if required, at no expense to the STATE.
8. The VILLAGE agrees to cause its utilities installed on right-of-way after said right-of-way was acquired by the STATE or installed within the limits of a roadway after the said roadway's jurisdiction was assumed by the STATE, to be relocated and/or adjusted, if required, at no expense to the STATE.

9. Upon final field inspection of the improvement and so long as FAP 709 (US 136) is used as a State Highway, the STATE agrees to maintain or cause to be maintained the center turn lane, the through traffic lanes lying on either side of the center turn lane and the left-turn and right-turn lanes, each being variable in length and variable in width, and the curb and gutter or stabilized shoulders and ditches adjacent to those traffic lanes and turn lanes to be maintained by the STATE.
10. Part of this improvement consists of incidental resurfacing at the intersections of US 136 (FAP 709) and: Maplewood Drive (FAU 7094), Bethany Park Drive (MUN 7480), Lon Drive (FAU 7082), and the Village's Water Treatment Plant East (MUN 7700) and West Entrances (MUN 7700). The improvement will also consist of the reconstruction of ADA accessible curb ramps at the intersections of US 136 (FAP 709) and: Bethany Park Drive (MUN 7480) and Lon Drive (FAU 7082).
11. Upon final field inspection of the improvement, the VILLAGE agrees to maintain or cause to be maintained those portions of the improvement which are not maintained by the STATE, including: parking lanes and their adjacent curb and gutter, sidewalks, parkways, guardrails, crosswalk and other stopline markings, VILLAGE owned utilities including appurtenances thereto, highway lighting including furnishing the electrical energy therefore and shall maintain the storm sewers and appurtenances by: performing those functions necessary to keep the sewer in a serviceable condition including cleaning sewer lines, inlets, manholes and catch basins along with the repair or replacement of inlet, manholes and catch basins' frames, grates or lids. The STATE shall share cost of the maintenance, except as aforescribed, repair and/or reconstruction of the joint use sewer(s) to the same proportioning as the sewers initial construction costs.
12. The VILLAGE further agrees to continue its existing maintenance responsibilities on all side road approaches under its jurisdiction, including all left and right turn lanes on said side road approaches, up to the through edge of pavement of FAP 709 (US 136). Drainage facilities, if any, at the aforementioned side roads located within the STATE right-of-way shall be the joint maintenance responsibility of the STATE and the VILLAGE, unless there is an agreement specifying different responsibilities.
13. Upon acceptance by the STATE of the traffic signal work included herein the responsibility for maintenance and energy for the US 136 (FAP 709) / Maplewood Drive (FAU 7094) intersection shall continue to be as outlined in the Master Agreement executed by the STATE and the VILLAGE on July 13th, 2021.
14. Upon acceptance by the STATE of the new Flasher Beacons at the intersection of US 136 (FAP 709) and Lon Drive (FAU 7082) the financial responsibility for maintenance and electrical energy for the operation of the Flasher Beacons shall be proportioned as follows:

Intersection	Maintenance	Electrical Energy
FAP Route 709 (US 136)		
@ FAU 7082 (Lon Drive)		
STATE Share	0%	0%
VILLAGE Share	100%	100%

It is mutually agreed that the actual Flasher Beacon maintenance will be performed by the VILLAGE, either with its own forces or through an ongoing contractual agreement.

It is further agreed that the Flasher Beacons shall be maintained to at least the Levels of Maintenance shown in the Illinois Manual of Uniform Traffic Control Devices, Part 4, Section 4D.02, a copy of which is attached hereto as "Exhibit B" and made a part hereof.

Upon acceptance by the STATE of the new Flasher Beacon installations included herein, the responsibility for maintenance and energy outlined above shall become a part of the Master Agreement executed by the STATE and the VILLAGE on July 13th, 2021 and take the place of the existing percentages.

15. The VILLAGE agrees to provide written approval of that portion of the plans and specifications relative to the VILLAGE financial and maintenance obligations described herein, prior to the STATE's advertising for the aforescribed proposed improvement.
16. UNDER PENALTIES OF PERJURY, the VILLAGE certifies that _____ is their correct **Federal Taxpayer Identification Number** and they are doing business as a (sole proprietor, partnership, corporation, governmental entity, etc).
17. Obligations of the STATE and VILLAGE will cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or Federal funding source fails to appropriate or otherwise make available funds for this contract.
18. This AGREEMENT and the covenants contained herein shall be null and void in the event the contract covering the construction work contemplated herein is not awarded within the three years subsequent to execution of the agreement.

This agreement shall be binding upon and to the benefit of the parties hereto, their successors and assigns.

FAP 709 (US 136)
Section (113)RS-7
Village of Rantoul
Job No. C-95-052-21
Agreement No. JN-52023504
Contract No. 70944

VILLAGE OF RANTOUL

Signature: _____

Printed: _____

Title: _____

Date: _____

Attest:

Clerk

(SEAL)

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

By: _____

Kensil A. Garnett, P.E.
Region Three Engineer

Date: _____

FAP 709 (US 136)
Section (113)RS-7
Village of Rantoul
Champaign County
Job No. C-95-052-21
Agreement No. JN-52023504
Contract No. 70944

PLAN APPROVAL

WHEREAS, in order to facilitate the improvement of FAP 709 (US 136), State Section (113)RS-7, the Village of Rantoul hereby approves the plans and specifications for the proposed construction.

APPROVED _____, 20____

By: _____
Signature

Printed Name

Title

For the Village of Rantoul

CHAPTER 4D. TRAFFIC CONTROL SIGNAL FEATURES

Section 4D.01 General

Support:

- 01 The features of traffic control signals of interest to road users are the location, design, and meaning of the signal indications. Uniformity in the design features that affect the traffic to be controlled, as set forth in this Manual, is especially important for the safety and efficiency of operations.
- 02 Traffic control signals can be operated in pretimed, semi-actuated, or full-actuated modes. For isolated (non-interconnected) signalized locations on rural high-speed highways, full-actuated mode with advance vehicle detection on the high-speed approaches is typically used. These features are designed to reduce the frequency with which the onset of the yellow change interval is displayed when high-speed approaching vehicles are in the “dilemma zone” such that the drivers of these high-speed vehicles find it difficult to decide whether to stop or proceed.

Standard:

- 03 **When a traffic control signal is not in operation, such as before it is placed in service, during seasonal shutdowns, or when it is not desirable to operate the traffic control signal, the signal faces shall be covered, turned, or taken down to clearly indicate that the traffic control signal is not in operation.**

Support:

- 04 Seasonal shutdown is a condition in which a permanent traffic signal is turned off or otherwise made non-operational during a particular season when its operation is not justified. This might be applied in a community where tourist traffic during most of the year justifies the permanent signalization, but a seasonal shutdown of the signal during an annual period of lower tourist traffic would reduce delays; or where a major traffic generator, such as a large factory, justifies the permanent signalization, but the large factory is shut down for an annual factory vacation for a few weeks in the summer.

Standard:

- 05 **A traffic control signal shall control traffic only at the intersection or midblock location where the signal faces are placed.**
- 06 **Midblock crosswalks shall not be signalized if they are located within 300 feet from the nearest traffic control signal, unless the proposed traffic control signal will not restrict the progressive movement of traffic.**

Guidance:

- 07 *A midblock crosswalk location should not be controlled by a traffic control signal if the crosswalk is located within 100 feet from side streets or driveways that are controlled by STOP signs or YIELD signs.*
- 08 *Engineering judgment should be used to determine the proper phasing and timing for a traffic control signal. Since traffic flows and patterns change, phasing and timing should be reevaluated regularly and updated if needed.*
- 09 *Traffic control signals within 1/2 mile of one another along a major route or in a network of intersecting major routes should be coordinated, preferably with interconnected controller units. Where traffic control signals that are within 1/2 mile of one another along a major route have a jurisdictional boundary or a boundary between different signal systems between them, coordination across the boundary should be considered.*

Support:

- 10 Signal coordination need not be maintained between control sections that operate on different cycle lengths.
- 11 For coordination with grade crossing signals and movable bridge signals, see Sections 4D.27, 4J.03, 8C.09, and 8C.10.

Section 4D.02 Responsibility for Operation and Maintenance

Guidance:

- 01 *Prior to installing any traffic control signal, the responsibility for the maintenance of the signal and all of the appurtenances, hardware, software, and the timing plan(s) should be clearly established. The responsible agency should provide for the maintenance of the traffic control signal and all of its appurtenances in a competent manner.*
- 02 *To this end the agency should:*
- A. *Keep every controller assembly in effective operation in accordance with its predetermined timing schedule; check the operation of the controller assembly frequently enough to verify that it is operating in accordance with the predetermined timing schedule; and establish a policy to maintain a record of all timing changes and that only authorized persons are permitted to make timing changes;*

- B. *Clean the optical system of the signal sections and replace the light sources as frequently as experience proves necessary;*
- C. *Clean and service equipment and other appurtenances as frequently as experience proves necessary;*
- D. *Provide for alternate operation of the traffic control signal during a period of failure, using flashing mode or manual control, or manual traffic direction by proper authorities as might be required by traffic volumes or congestion, or by erecting other traffic control devices;*
- E. *Have properly skilled maintenance personnel available without undue delay for all signal malfunctions and signal indication failures;*
- F. *Provide spare equipment to minimize the interruption of traffic control signal operation as a result of equipment failure;*
- G. *Provide for the availability of properly skilled maintenance personnel for the repair of all components; and*
- H. *Maintain the appearance of the signal displays and equipment.*

Section 4D.03 Provisions for Pedestrians

Support:

- 01 Chapter 4E contains additional information regarding pedestrian signals and Chapter 4F contains additional information regarding pedestrian hybrid beacons.

Standard:

- 02 **The design and operation of traffic control signals shall take into consideration the needs of pedestrian as well as vehicular traffic.**
- 03 **If engineering judgment indicates the need for provisions for a given pedestrian movement, signal faces conveniently visible to pedestrians shall be provided by pedestrian signal heads (see Chapter 4E) or a vehicular signal face(s) for a concurrent vehicular movement.**

Guidance:

- 04 *Accessible pedestrian signals (see Sections 4E.09 through 4E.13) that provide information in non-visual formats (such as audible tones, speech messages, and/or vibrating surfaces) should be provided where determined appropriate by engineering judgment.*
- 05 *Where pedestrian movements regularly occur, pedestrians should be provided with sufficient time to cross the roadway by adjusting the traffic control signal operation and timing to provide sufficient crossing time every cycle or by providing pedestrian detectors.*
- 06 *If it is necessary or desirable to prohibit certain pedestrian movements at a traffic control signal location, No Pedestrian Crossing (R9-3) signs (see Section 2B.51) should be used if it is not practical to provide a barrier or other physical feature to physically prevent the pedestrian movements.*

Section 4D.04 Meaning of Vehicular Signal Indications

Support:

- 01 The "Uniform Vehicle Code" (see Section 1A.11) is the primary source for the standards for the meaning of vehicular signal indications to both vehicle operators and pedestrians as provided in this Section, and the standards for the meaning of separate pedestrian signal head indications as provided in Section 4E.02.
- 02 The physical area that is defined as being "within the intersection" is dependent upon the conditions that are described in the definition of intersection in Section 1A.13.

Standard:

- 03 **The following meanings shall be given to highway traffic signal indications for vehicles and pedestrians:**

A. Steady green signal indications shall have the following meanings:

1. **Vehicular traffic facing a CIRCULAR GREEN signal indication is permitted to proceed straight through or turn right or left or make a U-turn movement except as such movement is modified by lane-use signs, turn prohibition signs, lane markings, roadway design, separate turn signal indications, or other traffic control devices.**

Such vehicular traffic, including vehicles turning right or left or making a U-turn movement, shall yield the right-of-way to:

- (a) **Pedestrians lawfully within an associated crosswalk, and**
- (b) **Other vehicles lawfully within the intersection.**

In addition, vehicular traffic turning left or making a U-turn movement to the left shall yield the right-of-way to other vehicles approaching from the opposite direction so closely as to constitute an immediate hazard during the time when such turning vehicle is moving across or within the intersection.

RESOLUTION NO.

A RESOLUTION AUTHORIZING AND APPROVING A LOCAL PUBLIC AGENCY AGREEMENT CONCERNING THE US 136 IMPROVEMENTS PROJECT

WHEREAS, there has been presented to and there is now before this meeting of the President and the Board of Trustees (the **“Corporate Authorities”**) of the Village of Rantoul, Champaign County, Illinois (the **“Village”**) at which this Resolution is adopted, the form of a certain Local Public Agency Agreement concerning the US 136 Improvements Project (the **“Agreement”**) by and between the Village and the State of Illinois, acting by and through the Illinois Department of Transportation (the **“State”**); and,

WHEREAS, as part of the Agreement and in conjunction with its approval of the Agreement, the Corporate Authorities are to appropriate sufficient funds to pay its share of the costs of said improvements.

NOW THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, ILLINOIS, as follows:

Section 1. That the Agreement by and between the Village and the State, in substantially the form thereof which has been presented to and is now before the meeting of the Corporate Authorities of the Village at which this Resolution is adopted, be and the same is hereby authorized and approved.

Section 2. That for and on behalf of the Village, the Village President is hereby authorized to execute and deliver the Agreement, with such insertions, changes and revisions in the form of such Agreement as may be approved by such Village President, such execution or acceptance thereof, as the case may be, to constitute conclusive evidence of such approval of any and all such insertions, changes or revisions therein from the form of the Agreement now before the meeting of the Corporate Authorities at which this Resolution is adopted.

Section 3. Pursuant to the terms of the Agreement, there is hereby appropriated the sum of Seventy-nine Thousand Nine Hundred Ninety-eight dollars (\$79,998.00)(which represents 125% of the Village’s estimated engineering and construction costs) or so much thereof as may be necessary, from any money now or hereinafter allotted to pay its share of the costs of the improvements pursuant to the Agreement.

Section 4. That, upon the award of the contract for the improvements set forth in the Agreement, the Village will pay to the State in a lump sum from the funds appropriated for its share of the improvements, an amount equal to 80% of its obligation incurred under the Agreement, and will pay to the State the remainder of its obligation in a lump sum upon completion of the project based upon final costs.

Section 5. That the Village agrees to pass a supplemental resolution to provide any necessary funds for its share of the costs of the improvements if the amount appropriated herein proves to be insufficient to cover said costs.

This Resolution is hereby passed, the “ayes” and “nays” being called, by the concurrence of a majority of the members of the Corporate Authorities then present at a regular meeting held on the date set forth below.

PASSED this 14th day of March, 2023.

Village Clerk

APPROVED this 14th day of March, 2023.

Village President

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Approve Vacant Lot Purchasing Program Amendment	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT: Not Applicable
ATTACHMENTS: 1. additional properties for sale amend 03 (030123) 2. 102EChampaign to vacant lot program	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: Following the passage of the original resolution (2-19-1277) offering a Vacant Lot Purchasing Program, from time to time additional lots are added to the list available through this program. This amendment would add the property at 102 East Champaign Avenue.	
RECOMMENDED ACTION: Approve the additional property to be included in the Vacant Lot Purchasing Program.	
DEPARTMENT HEAD APPROVAL Scott Eisenhauer	VILLAGE ADMINISTRATOR Scott Eisenhauer



Scott Eisenhauer
Village Administrator

333 S. Tanner Street
Rantoul, IL 61866
Phone 217.892.6801

To: Mayor and Board of Trustees
Fr: Scott Eisenhauer
Re: Vacant Lot Purchasing Program

On 12 February 2019, the Village of Rantoul Board of Trustees voted to approve Resolution Number 2-19-1277, a RESOLUTION OFFERING A VACANT LOT PURCHASING PROGRAM. At the time of its passage, six lots were included as part of an appendix to sell those lots through the program's process.

This month, there is one additional property we would like to sell under this same VACANT LOT PURCHASING PROGRAM process. The Board of Trustees are asked to also allow for the sale of:

102 East Champaign Avenue

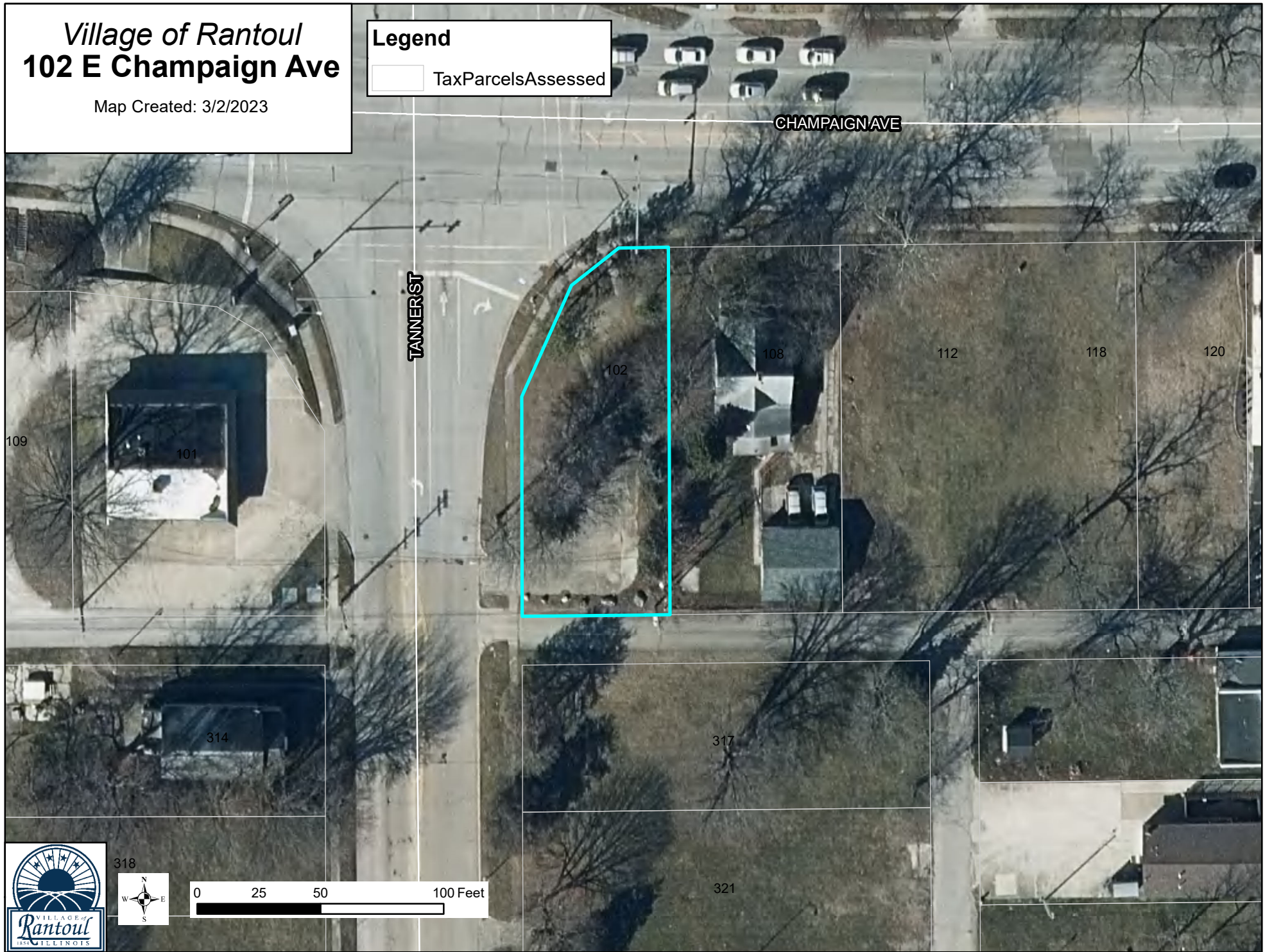
With your approval, this property will be marketed for sale using the parameters of the program. Thank you for your consideration.

Village of Rantoul
102 E Champaign Ave

Map Created: 3/2/2023

Legend

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**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Ordinance Relating to Lift Assist	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT: Revenue Generation of \$300 per response for call for service
ATTACHMENTS: 1. Life-Assist-Ordinance	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: The Fire Department has been tasked with responding to non-medical calls for lift assistance, and a number of those calls are originating from Assisted-Living facilities and Nursing Care facilities. This ordinance would allow the Fire Department to charge \$300 per lift assist incident when responding to any Assisted-Living facility and/or Nursing Care facility.	
RECOMMENDED ACTION: Approve an Ordinance Relating to Lift Assist	
DEPARTMENT HEAD APPROVAL Scott Eisenhauer	VILLAGE ADMINISTRATOR Scott Eisenhauer

**AN ORDINANCE RELATING TO LIFT ASSIST
(non-medical response)**

WHEREAS, the Village of Rantoul Fire Department ("Department") finds it in the public interest and desires to promote and protect the health, safety, welfare and convenience of the public and otherwise provide adequate protection from fire for lives and property;

WHEREAS, it is not in the public's interest for Department resources to be used in responding to certain non-medical lift assist: and

WHEREAS, the rights of the people of the Department to receive adequate protection from fire for lives and property remains paramount; and

WHEREAS, the Village operates a volunteer Fire Department staffed by approximately thirty trained professionals; and

WHEREAS, Fire Department personnel are often dispatched for lift assistance calls at care facilities; and

WHEREAS, the care facilities requesting lift assistance are compensated for providing care to their patients and/or residents; and

WHEREAS, the number of calls requiring the Fire Department to provide lift assistance to care providers limits their ability to provide services to the other areas of the Village; and

WHEREAS, the Corporate Body of the Village has determined that the care facilities should pay for the services being provided by the Fire Department.

IT IS, THEREFORE, ORDAINED by the Board of Trustees of the Village of Rantoul as follows:

- A. This Ordinance is passed pursuant to all applicable provisions of Illinois State Statutes and the Department is authorized to enforce this Ordinance under the statutes and all other applicable authority existing in statute, regulation, or common law.
8. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provisions shall

not affect any of the other provisions or this Ordinance.

C. All other Village ordinances, resolutions or orders, or parts thereof in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

Section 1. Definitions. For the purpose of this article. the following terms phrases, words and their derivations shall have the meaning given:

- (a) **Assisted-living facility;** Assisted-living facility means an Assisted Living Establishment licensed under the Assisted Living and Shared Housing Act (210 ILCS 9 *et. seq.*) and any other residential setting that provides assisted-living services for remuneration to three (3) or more persons who reside in such residential setting and are not related to the owner of the residential setting and except as provided in subdivision (b) of this subdivision includes a home, an apartment or a facility: assisted-living does not include a home, an apartment or a facility in which (i) casual care is provided at irregular intervals or (ii) a competent person residing in such home, apartment or facility provides for or contracts for his or her own personal or professional services if no more than 50 percent of the persons residing in such home. apartment or facility receive such services.
- (h) **Nursing care facility;** Nursing care facility shall mean a facility a licensed under the Nursing Home Care Act (210 ILCS 45 *et. seq.*) or a facility or long-term care facility where medical care, nursing care, rehabilitation, or related services and associated treatment are provided for a period of more than twenty-four (24) consecutive hours to persons residing at such facility who are ill, injured or disabled.
- (c) **Emergency medical treatment;** For purposes of this article. emergency medical treatment shall mean treatment beyond an initial assessment routinely performed by the Village of Rantoul Fire Department.
- (d) **Lift Assist;** Lift assist shall mean a response by the Fire Department to assist in physically moving a person who does not require emergency medical treatment or transportation in an assisted-living facility and or nursing care facility.

Section 1. Lift assist cost recovery; fee schedule; records.

- (a) The Department shall charge a fee to assisted-living facilities and nursing care facilities for services provided by the Department in connection with providing lift assist to any person.
- (h) The fee for providing such lift assist shall be \$300.00 per lift assist incident, excluding administrative fees.

- (b) The fire department shall maintain records in connection with services provided pursuant to this article.

Section 2. Billing, Delinquency and Collection.

- (a) The Village of Rantoul Finance Division shall be responsible for the billing and collection of accounts due and owing, including the right to contract for billing and collection, subject to the approval of the Board. Facility will be invoiced at the beginning of each month for each lift assist at the facility.
- (b) Any bill or invoice for the fee imposed pursuant to this article shall be considered delinquent upon the expiration of the time allowed for payment. which is 30 days from invoice date. If the payment is not received by the next invoice cycle, a late fee of \$10.00 for every 30 days past due will be imposed.
- (c) Upon the occurrence or a delinquency(s) of three (3) months, the Village shall send to the owner or owners the following: a copy of each bill sent to the person who had been paying the charges or some other notice sufficient to inform the owner or owners that the charges have become delinquent in an attempt to ensure payment is made.
- (d) The owner(s) shall be responsible for any collection costs including attorney's fees.

Section 3. Appeals

Any assisted- living facility or nursing care facility subject to a fee under this article may appeal the billing to the Village Administrator within 15 days from the date of the invoice.

Section 4. Implementation.

This Ordinance shall be in full force and effect upon its adoption and ten (10) days after posting.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Ordinance Allowing for Hazardous Substance Call For Service Response Fee	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS: 1. hazardous substance spill pay ordinance	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: This Ordinance would allow the Village of Rantoul to invoice a fee for any response for a hazardous materials call for service. The fee, charged to any person, corporation, or entity which created the hazard or which owned the materials or chemicals, will include an initial response fee of \$300, an hourly fee of \$100 through the duration on site, and reimbursement of all costs associated with the response.	
RECOMMENDED ACTION: Approve an Ordinance Allowing for Implementation of a Hazardous Materials Call For Service Response Fee	
DEPARTMENT HEAD APPROVAL Scott Eisenhauer	VILLAGE ADMINISTRATOR Scott Eisenhauer

Hazardous Substances Defined.

Hazardous substance is defined as any substance or mixture of substances which is toxic, corrosive, or irritant, strong sensitizer, flammable, combustible or which generates pressure through decomposition, heat or other means and which may cause substantial personal injury or illness during or as a proximate result of any customary or reasonable anticipated any radioactive substance if the Director of Public Health of the State of Illinois has determined by regulation that the substance is sufficiently hazardous to require labeling in order to protect the public health. All other terms herein shall be defined as set forth in Section 241 et seq. of Chapter 111 1/2 (Public Health and Safety) of the Illinois Revised Statutes (a current edition) or in the absence of definition therein, shall retain their common meaning.

Response to Hazardous Substance Call For Service Fee.

A “response fee” shall be paid to the Rantoul Fire Department by the person, corporation, or entity which created the hazard or which owned the materials or chemicals. The said fee shall be determined by the primary response fee plus the hourly rate plus the cost incurred at the scene of the hazardous incident. The “response fee” shall be itemized for invoicing purposes.

(a) Primary response fee, for any response involving the Rantoul Fire Department for a hazardous substance call for service shall be Three hundred dollars (\$300.00)

(b) An hourly fee will commence when on site action is initiated by the Rantoul Fire Department and continue until the time the Department has cleared the scene and back in service: One hundred dollars (\$100.00)

(c) Cost incurred shall include any and all reasonable costs and expenses incurred by the Rantoul Fire Department or the Village, its agencies, representatives, or other Village personnel or Departments responding to the incident. Costs include but are not limited to contractual services, wages, salaries, damaged or destroyed equipment, spill control supplies, protective clothing, fire fighting or vapor suppressing foam, clean up activities, medical care and medical supplies. When reimbursement is requested for damaged or destroyed equipment, spill control supplies,

protective clothing, fire fighting or vapor suppressing foam, cost will be calculated at the replacement value, not the depreciated value.

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AGENDA ITEM

ITEM: Budget Presentation	DEPARTMENT: Administration
DATE: March 7, 2023	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: Presentation of the Fiscal Year 2023-2024 Budget	
RECOMMENDED ACTION: Information Only	
DEPARTMENT HEAD APPROVAL Scott Eisenhauer	VILLAGE ADMINISTRATOR Scott Eisenhauer