



Rantoul Village Board of Trustees
Regular Study Session
November 5, 2024
6:00 PM

Order of Business

1. Call to Order

2. Roll Call

3. Mayoral Proclamation

Rantoul Area Chamber of Commerce 100-Year Anniversary

4. Presentation

Jayne DeLuce | Visit Champaign-Urbana

5. Approval of Agenda

6. Public Participation

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

7. Items from Trustees

8. Items from the Mayor

- (A) Kevin Wallin | Village of Rantoul Fire Department
2024 Firefighter of the Year
- (B) Veterans Day Ceremony
Monday, November 11 at 11:00am | Rantoul Family Sports Complex
Color Guard - VFW Gung-Ho Post 6750
- (C) Intercontinental Ballistic Missile Rededication
November 11, 2024 at Noon | 300 Borman Drive
Color Guard - VFW Gung-Ho Post 6750

9. 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 of the October 1, 2024 Board Study Session
- (B) Minutes of the October 8, 2024 Board Meeting
- (C) Candidate Petition Filing Notice

10. Items from Human Resources

- (A) October 2024 Village Applicant Demographics Report
- (B) Village Career Opportunities

11. Items from Comptroller

12. Items from Police Department



**Rantoul Village Board of Trustees
Regular Study Session
November 5, 2024
6:00 PM**

Order of Business

13. Items from Fire Department

14. Items from Building & Environmental Safety

15. Items from Community Development

- (A) EDA Revolving Loan for Rantoul Warehouse Group, LLC in the amount of \$400,000.00, for the construction of a 45,000 square foot facility at 700 Veterans Parkway to house Buzard Pipe Organ Builders
- (B) A Resolution Approving Utilization of Community Development Block Grant Economic Development Funds for Buzard Pipe Organ Builders at 700 Veterans Parkway

16. Items from Recreation

17. Items from Public Works

- (A) Service Agreement for Replacement of the Underdrains of Filters (1, 3, 5, 6) at the West Water Treatment Plant with Schomburg & Schomburg Construction, Inc. in the amount of \$508,549.44, with a contingency fund of \$60,000.00
- (B) Engineering Agreement to Design, Assist in Procurement, and Construction Support the New Prospect Substation Upgrades with BHMG Engineers, Inc. in the amount of \$807,900.00

18. Items from the Administrator

- (A) Property Tax Levy Presentation

19. Items from Counsel

20. Items for Closed Session

21. Adjournment

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

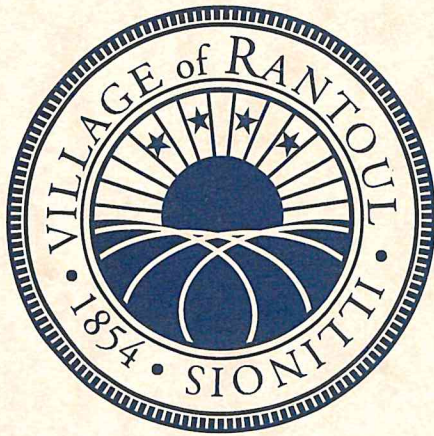
AGENDA ITEM

ITEM: Mayoral Proclamation	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Rantoul Area Chamber of Commerce 100-Year Anniversary	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. Mayoral Proclamation - RACC 100 Anniversary	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR



Proclamation

by the Mayor of
Rantoul, Illinois

To All to Whom these Presents Shall Come:

Whereas, the Rantoul Area Chamber of Commerce has proudly served our community for 100 years, fostering economic growth and providing essential support to local businesses.

Whereas, the Chamber of Commerce has played a vital role in advocating for the interests of its members, creating opportunities for networking, collaboration, and community engagement.

Whereas, throughout its century of service, the Chamber of Commerce has organized numerous events, initiatives, and programs that have strengthened community ties and promoted local commerce.

Whereas, the dedication of the leadership, members, and volunteers of the Chamber of Commerce has been instrumental in the success and resilience of our local economy, demonstrating an unwavering commitment to making the Village a better place to live and work.

Whereas, we honor the legacy of those who have contributed to the Chamber of Commerce's success, as we look forward to its continued impact in the years to come.

Now therefore, I, Charles Smith, Mayor of Rantoul, acknowledge and celebrate the 100-year history of the Rantoul Area Chamber of Commerce in recognition of its invaluable contributions to our community and its commitment to the Village.



Given Under my hand and the
Corporate Seal of said Rantoul, Illinois
this 1st day of November 2024

Charles Smith

Mayor and President of the Village Board of Trustees

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Presentation	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Jayne DeLuce Visit Champaign-Urbana	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Public Participation	DEPARTMENT:
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Kevin Wallin Village of Rantoul Fire Department 2024 Firefighter of the Year	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Veterans Day Ceremony Monday, November 11 at 11:00am Rantoul Family Sports Complex Color Guard - VFW Gung-Ho Post 6750	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Intercontinental Ballistic Missile Rededication November 11, 2024 at Noon 300 Borman Drive Color Guard - VFW Gung-Ho Post 6750	DEPARTMENT: Administration
DATE: November 5, 2024	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: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Minutes of the October 1, 2024 Board Study Session	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. October 1 Study Session Minutes - draft	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR STUDY SESSION
OCTOBER 1, 2024**

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 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, Trustees Wilson, Robertson, Crider, Hall, Workman and Weathersby – 7

The following representatives of Village departments were also present:

Scott Eisenhauer, Administrator; Tony Brown, Police Chief; Chad Smith, Fire Chief; Angela Schultz, Comptroller; Jake McCoy, Public Works Director; Chad Isley, Assistant Public Works Director; Luke Humphrey, Parks and Recreation Director; Chris Milliken, Zoning and Planning; Debbie Sage, Human Resources; Tana Ward, Mayoral Assistant; and Janet Gray, Village Clerk.

Mayoral Proclamation

The Mayor read a proclamation in honor of the Rantoul Fire Department Quasiquincentennial Anniversary (125 years).

Approval of Agenda

Trustee Hall moved to approve the agenda. Trustee Robertson seconded the motion.

On a roll call vote:

Aye: Hall, Workman, Weathersby, Wilson, Robertson and Crider – 6.

Nay: None – 0.

Motion carried 6-0.

Public Participation

Mayor Smith opened the public comment portion of the meeting per the Open Meetings Act. No individuals registered prior to the meeting with the Village Clerk.

Items from Trustees

Trustee Hall thanked the Village for the opportunity to attend the IL Municipal League Conference. Two presentations stood out; Empowering Communities with Artificial Intelligence, and Solutions for Domestic & Community Violence. He also found the Trustee Round Table Discussion valuable. Trustee Hall then stated that he is officially running for Village President. He has served eight years as Village Trustee.

Items from the Mayor

- A. Tasha Brasher of the Village of Rantoul Police Department was selected for the 2024 Central Illinois Business Forty Under 40 Award.
- B. A Domestic Violence Awareness Vigil will be held Thursday, October 3 from 6:00 - 7:30 pm in the Louis B. Schelling Memorial Board Room.
- C. A Music & Art in the Park Program will be held Thursday, October 3 from 5:00 - 7:00 pm in Wabash Park.
- D. A Residential Electronics Collection Event will be held on October 12, 2024 at Parkland College (Duncan Road) Register at ecycle.simplybook.me or call 217-384-3708
- E. A 1929 Ford Tri-Motor Aircraft will be at the Rantoul National Aviation Center Airport on October 31 - November 3.

Items from Clerk

- A. Minutes of September 3, 2024 Regular Study Session
- B. Minutes of September 10, 2024 Board Meeting

These minutes will go to the Board for approval.

Items from Human Resources

- A. The September 2024 Village Applicant Demographics Report is in the Board Packet.
- B. Village Career opportunities were also listed in the Board Packet.

Items from Comptroller

No items to report.

Items from Police Department

No items to report.

Items from Fire Department

- A. The Rantoul Fire Department will hold a 125 Year Celebration and Fundraiser Saturday, October 5, from 4:00 - 10:30 pm at the Rantoul Family Sports Complex. There will be a Fundraiser Raffle, Live Bands, Food Trucks and various Beverage options.

Items from Building & Environmental Safety

No items to report.

Items from Community Development

- A The Department requested the approval of a Resolution authorizing an application to the Illinois Department of Commerce and Economic Opportunity Regional Site Readiness Grant Program for Electrical System Upgrades in the Rantoul Industrial Park Area. The grant requires a 20% local match which would be \$600,000.00. The matching funds would be budgeted in the Electric Fund and would not be required until Fiscal Year 2026 or Fiscal Year 2027.

- B. Chris Milliken gave an update on the Downtown Project. The Contractor is almost finished with the sanitary sewer work. They were cutting pavement today to get ready to work on the water lines.

Item A will go to the Board for approval.

Items from the Parks and Recreation

- A. The Department requested approval of the purchase of Pulsar Briquette Chlorine for the Hap Parker Family Aquatic Center from Spear Corporation in the amount of \$23,790.00. This is a sole source vendor. Ordering at this time will lock in the 2024 pricing and provide free shipping. This is a budgeted item.
- B. The Department requested approval of an Intergovernmental Agreement Extension with Rantoul Township High School #193 for Grounds Maintenance and Management. The current agreement expires on June 30, 2025. The request is to extend the agreement for three years at an annual cost of \$34,000.00 which is payable to the Village for services rendered on RTHS property at Wabash Park and the Football Field. All supplies are paid for by RTHS.
- C. The Department requested approval of the purchase and installation of a Pavilion and two Windscreens at the Rantoul Family Sports Complex in an amount not-to-exceed \$125,000.00. Funds will come from donations or sponsorships.

These items will go to the Board for approval.

Items from Public Works

- A. The Department requested approval of the Purchase of a Replacement Dump Truck with Snow Plow for the Public Works Street & Systems Division from JX Truck Center in the amount not-to-exceed \$245,000.00. This vehicle will replace the existing 2007 truck that has a snow plow. That truck will be used with the vacuum trailer. This is a budgeted item.
- B. The Department requested the approval of an Engineering Service Agreement for Compliance Services at the Rantoul Municipal Landfill with Fehr Graham & Associates LLC in an amount not-to-exceed \$34,500.00 for two years. This proposal will provide the reporting requirements of IPEA. This is a budgeted item.

These items will go to the Board for approval.

Items from Administrator

No items to report

Items from Counsel

No items to Report

Meeting Adjourned

The Mayor adjourned the meeting at 6:45 PM.

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 October 1, 2024 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 of the October 8, 2024 Board Meeting	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. October 8 Board Meeting Minutes - draft	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**RANTOUL VILLAGE BOARD OF TRUSTEES
REGULAR BOARD MEETING
OCTOBER 8, 2024**

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., President Charles Smith presiding. President Smith called the meeting to order.

Invocation & Pledge of Allegiance

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

Mayoral Presentation

The Mayor stated the Village received the Distinguished Budget Presentation Award from the Government Financial Officers Association (GFOA). He thanked Tana Ward, Executive Assistant; Angela Schultz, Comptroller; and Scott Eisenhauer, Administrator for their work on the Fiscal Year 2024 Budget Book.

The Mayor stated the Village had also received a Certificate of Achievement for Financial Reporting from GFOA for the report for Fiscal Year 2023. He congratulated Angela Schultz, Comptroller; Josh Quinlan, Sr. Finance Specialist, and Lee McMahon, Finance Specialist for their work on this report.

Roll Call

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

Mayor Smith, Trustees Wilson, Robertson, Crider, Hall and Workman – 6.

The following representatives of Village departments were also present:

Scott Eisenhauer, Administrator; Rodney Sullivan, Police Lt; Chad Smith, Fire Chief; Angela Schultz, Comptroller; Chad Isley, Assistant Director of Public Works; Luke Humphrey, Recreation & Parks Director; Chris Milliken, Zoning and Planning; Tana Ward, Mayoral Assistant; David Wesner, Attorney; and Janet Gray, Village Clerk.

Approval of Agenda

Trustee Robertson moved to approve the agenda for the meeting, as presented. Trustee Crider seconded the motion. On a Roll Call vote:

YEAS: Robertson, Crider, Hall, Workman and Wilson – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Public Participation

Mayor Smith opened the public comment portion of the meeting per the Open Meetings Act. No individuals registered prior to the meeting with the Village Clerk.

A. Consent Agenda

Approval of Consent Agenda Items by Omnibus Vote

- A. Bills and monthly financial report.
- B. Minutes of Regular Study Session September 3, 2024.
- C. Minutes of Regular Board Meeting September 10, 2024.

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

YEAS: Workman, Wilson, Robertson, Crider and Hall – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

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

Trustee Robertson moved to authorize and approve the purchase of Pulsar Briquette Chlorine for the Hap Parker Family Aquatic Center from Spear Corporation in the amount of \$23,790.00. Trustee Crider seconded the motion. On a Roll Call vote:

YEAS: Robertson, Crider, Hall, Workman and Wilson – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Trustee Hall moved to authorize and approve an Intergovernmental Agreement Extension with Rantoul Township High School #193 for Grounds Maintenance and Management. Trustee Robertson seconded the motion. On a Roll Call vote:

YEAS: Hall, Workman, Wilson, Robertson and Crider – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Trustee Workman moved to authorize and approve the purchase and installation of a Pavilion and two Windscreens for the Rantoul Family Sports Complex in an amount not-to-exceed \$125,000.00. Trustee Wilson seconded the motion. On a Roll Call vote:

YEAS: Workman, Wilson, Robertson, Crider and Hall – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Trustee Workman moved to authorize and approve the Purchase of a replacement Dump Truck with Snow Plow for the Public Works Street & Systems Division from JX Truck Center in the amount not-to-exceed \$245,000.00. Trustee Hall seconded the motion. On a Roll Call vote:

YEAS: Workman, Wilson, Robertson, Crider and Hall – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

Trustee Hall moved to authorize and approve an Engineering Service Agreement for Compliance Services at the Rantoul Municipal Landfill with Fehr Graham & Associates LLC for two years in an amount not-to-exceed \$34,500.00. Trustee Workman seconded the motion. On a Roll Call vote:

YEAS: Hall, Workman, Wilson, Robertson and Crider – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

C. Consideration of Ordinances & Resolutions

RESOLUTION NO. 10-24-1422

A RESOLUTION AUTHORIZING AN APPLICATION TO THE ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY REGIONAL SITE READINESS GRANT PROGRAM FOR ELECTRICAL SYSTEM UPGRADES IN THE RANTOUL INDUSTRIAL PARK AREA

Trustee Wilson moved to pass Resolution No. 10-24-1422. Trustee Robertson seconded the motion. On a Roll Call vote:

YEAS: Wilson, Robertson, Crider, Hall and Workman – 5.

NAYS: None – 0.

ABSENT: Weathersby – 1.

The motion carried 5-0.

D. Public Announcements

A 1929 Ford Tri-Motor Aircraft will be at the Rantoul National Aviation Center Airport on October 31 – November 3.

There will be a Ribbon Cutting for Purcell Appliance Center on Wednesday, October 16 at 10:00 am. The store is located at 604 Eagle Drive, Suite 105.

The Chamber of Commerce is celebrating 100 Years of Service to Rantoul at their annual banquet on November 8 at the Linden. Contact the Chamber of Commerce for tickets.

Fire Chief Chad Smith said the 125th Anniversary Celebration on October 5 was well attended and everyone seemed to enjoy the event.

E. Closed Session

No Closed session was held.

F. Adjournment

There being no further business to come before the Board, Trustee Crider moved to adjourn the meeting. Trustee Robertson seconded the motion. On a Roll Call vote:

YEAS: Crider, Hall, Workman, Wilson and Robertson – 5.

NAYS: None – 0.

ABSENT: Weathersby - 1

The motion carried 5-0.

MEETING ADJOURNED AT 6:18 PM.

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 October 8, 2024 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: Candidate Petition Filing Notice	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. Candidate Notice - Office Hours for Petitions	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR



Office of the Clerk
333 S. Tanner Street
Rantoul, IL 61866

Phone 217-892-6805

HOURS PETITIONS WILL BE ACCEPTED FOR FILING

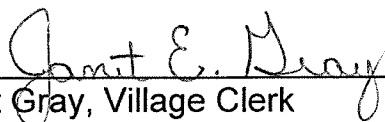
The Village of Rantoul will be accepting nomination papers from candidates for municipal office from November 12, 2024 through November 18, 2024 in the office of the Village Clerk, 333 S. Tanner Street, Rantoul, Illinois 61866.

The Clerk's office will be open the following hours to accept petitions during the filing period.

Tuesday, November 12, 2024	8:00 am – 12:30 pm
Wednesday, November 13, 2024	9:00 am – 12:30 pm
Thursday, November 14, 2024	9:00 am – 12:30 pm
Friday, November 15, 2024	9:00 am – 12:30 pm
Monday, November 18, 2024	3:30 pm – 5:00 pm

A lottery to determine ballot placement for petitions deemed simultaneously filed at 8:00 am on November 12, or between 4:00 and 5:00 pm on November 18, 2024 will be held in the Conference Room of the Municipal Building at 5:00 pm on November 18, 2024. Members of the public and candidates are welcome to attend.

For additional information call Janet Gray, Village Clerk at 217-892-6805.



Janet Gray, Village Clerk

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: October 2024 Village Applicant Demographics Report	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. HR Report - October 2024	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

Open Positions for Village of Rantoul

October 29, 2023 to October 28, 2024

Position					
	Census Report 2021	Police Officer		Experienced Police Officer	
Race		Number	Percentage	Number	Percentage
White	61.5%	53	54%	6	60%
African American	19.6%	26	26%	2	20%
Asian	1.6%	1	1%	0	0%
Native Hawaiian/Pacific Islander	0.0%	1	1%	0	0%
Hispanic/Latino	12.7%	8	8%	0	0%
American Indian	0.3%	1	1%	0	0%
Two or More Races	16.2%	7	7%	2	20%
Unknown	0.0%	2	2%	0	0%
Gender					
Male	46.8%	76	77%	7	70%
Female	53.2%	21	21%	3	30%
Unknown	0.0%	2	2%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	99		10	
Open / Filled					
		Full Time Position		Full Time Position	
		Police		Police	

Position					
	Census Report 2021	Firefighter		Chief of Operations - Wastewater	
Race		Number	Percentage	Number	Percentage
White	61.5%	14	48%	7	78%
African American	19.6%	8	29%	0	0%
Asian	1.6%	1	3%	1	11%
Native Hawaiian/Pacific Islander	0.0%	0	0%	0	0%
Hispanic/Latino	12.7%	0	0%	0	0%
American Indian	0.3%	1	3%	0	0%
Two or More Races	16.2%	4	14%	1	11%
Unknown	0.0%	1	3%	0	0%
Gender					
Male	46.8%	26	90%	8	89%
Female	53.2%	3	10%	1	11%
Unknown	0.0%	0	0%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	29		9	
Open / Filled					
		Volunteer Position		Full Time Position	
		Fire		Public Works	

Open Positions for Village of Rantoul

October 29, 2023 to October 28, 2024

Position					
	Census Report 2021	Recreation Specialist		GIS Systems Coordinator	
Race		Number	Percentage	Number	Percentage
White	61.5%	12	60%	21	64%
African American	19.6%	6	30%	2	6%
Asian	1.6%	0	0%	2	6%
Native Hawaiian/Pacific Islander	0.0%	0	0%	1	3%
Hispanic/Latino	12.7%	2	10%	1	3%
American Indian	0.3%	0	0%	0	0%
Two or More Races	16.2%	0	0%	3	9%
Unknown	0.0%	0	0%	3	9%
Gender					
Male	46.8%	13	65%	23	70%
Female	53.2%	7	35%	7	21%
Unknown	0.0%	0	0%	3	9%
Total Applications					
Population Estimate, 07/01/2021	12,119	20		33	
Open / Filled					
		Full Time Position		Full Time Position	
		Recreation		Public Works	

Position			
	Census Report 2021	Recreation Specialist - Aquatics & Wellness	
Race			
White	61.5%	3	100%
African American	19.6%	0	0%
Asian	1.6%	0	0%
Native Hawaiian/Pacific Islander	0.0%	0	0%
Hispanic/Latino	12.7%	0	0%
American Indian	0.3%	0	0%
Two or More Races	16.2%	0	0%
Unknown	0.0%	0	0%
Gender			
Male	46.8%	2	67%
Female	53.2%	1	33%
Unknown	0.0%	0	0%
Total Applications			
Population Estimate, 07/01/2021	12,119	3	
Open / Filled			
		Full Time Position	
		Recreation	

Open Positions for Village of Rantoul

October 29, 2023 to October 28, 2024

Position					
	Census Report 2021	Total Applicants October 29, 2023 to October 28, 2024		New Hires / Rehires October 2024	
Race					
White	61.5%	116	57%	4	80%
African American	19.6%	44	23%	1	20%
Asian	1.6%	5	2%	0	0%
Native Hawiian/Pacific Islander	0.0%	2	1%	0	0%
Hispanic/Latino	12.7%	11	5%	0	0%
American Indian	0.3%	2	1%	0	0%
Two or More Races	16.2%	17	8%	0	0%
Unknown	0.0%	6	3%	0	0%
Gender					
Male	46.8%	155	76%	1	20%
Female	53.2%	43	22%	4	80%
Unknown	0.0%	5	2%	0	0%
Total Applications					
Population Estimate, 07/01/2021	12,119	203		5	
Open / Filled					
		Application Totals		New Hires / Rehires	

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Village Career Opportunities	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS: 1. Now Hiring	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR



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- GIS Systems Coordinator
- Recreation Supervisor - Aquatics & Wellness
- Police Officer
- Chief of Operations - Wastewater
- Firefighter



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Items from Building & Environmental Safety	DEPARTMENT:
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: EDA Revolving Loan for Rantoul Warehouse Group, LLC in the amount of \$400,000.00, for the construction of a 45,000 square foot facility at 700 Veterans Parkway to house Buzard Pipe Organ Builders	DEPARTMENT: Community Development
DATE: November 5, 2024	AMOUNT: \$400,000.00 EDA Revolving Loan Fund
ATTACHMENTS: 1. Rantoul Warehouse Group EDA Loan Letter 2. Rantoul Warehouse Group Loan Application	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: Borrower: Rantoul Warehouse Group, LLC Loan Amount: \$400,000.00 Term: 10 years Rate: 2% Monthly Payment: \$3,680.71 Collateral: Property at 700 Veterans Parkway Jobs Retained/Created: Relocation of the Buzard Pipe Organ business will result in addition/retention of 20+ positions Rantoul Warehouse Group and Buzard Pipe Organ Builders are requesting a \$400,000.00 Revolving Loan for the purpose of constructing an approximately 45,000 square foot facility at 700 Veterans Parkway that would provide for the relocation of the Buzard Pipe Organ Builders business to the community. Rantoul Warehouse Group would construct and own the facility, and Buzard Pipe Organ Builders would be entering into a long-term lease to operate their business at that location. According to their application, "Buzard Pipe Organ Builders' current buildings do not allow us to have as many employees as it takes to build all the wooden components and assemble them in a timely fashion and logical workflow. With a new building, and the addition of approximately four more craftsman, we should expect that our delivery times will be shortened, and therefore, ultimately our costs reduced."	

Cash Flow: According to the financial statements provided, Buzard's cashflow ebbs and flows. The applicants have stated that this new facility for Buzard will make Buzard operate more efficiently, and in turn more profitable, while eliminating the current ebbs and flows in their cashflow.

Collateral: The building/property will be the collateral for the loan. The Village loan will likely be in a second position as there is also a bank loan that will be utilized to construct the new facility. The total estimated cost of construction and buildout of the building is \$2.5 Million.

Other: The loan fits the program preferred criteria, specifically the fact that the project is comprised of new construction and significant investment in the former Chanute base area. The project will also result in the addition of substantial higher skilled jobs. The project meets the required job creation/retention requirements of one full-time job per \$30,000.00 borrowed.

The Loan Committee met on October 23, 2024, and recommended approval of the application by a vote of 3-0 with the approval being conditioned on the applicant's providing an updated profit/loss statement and personal credit reports, and those items have since been received.

RECOMMENDED ACTION: Board approval of a \$400,000 EDA Revolving Loan to Rantoul Warehouse Group, LLC for the construction of a 45,000 square foot facility at 700 Veterans Parkway that would house Buzard Pipe Organ Builders.

DEPARTMENT HEAD APPROVAL
Christopher Milliken

VILLAGE ADMINISTRATOR
Scott Eisenhauer



333 S. Tanner Street
Rantoul, IL 61866

Phone 217.892.6800
Fax 217.892.5501

To: Mayor and Board of Trustees
Fr: Chris Milliken
Re: Rantoul Warehouse Group-Buzard Pipe Organ Builders
Dt: 25 October 2024

Borrower: Rantoul Warehouse Group, LLC
Loan Amount: \$400,000.00
Term: 10 years
Rate: 2%
Monthly Payment: \$3,680.71
Collateral: Property at 700 Veterans Parkway
Jobs Retained/Created: Relocation of the Buzard Pipe Organ business will result in addition/retention of 20+ positions

Rantoul Warehouse Group and Buzard Pipe Organ Builders are requesting a \$400,000 revolving loan for the purpose of constructing an approximately 45,000 square foot facility at 700 Veterans Parkway that would provide for the relocation of the Buzard Pipe Organ Builders business to the community. Rantoul Warehouse Group would construct and own the facility and Buzard Pipe Organ Builders would be entering into a long-term lease to operate their business at that location. According to their application, "Buzard Pipe Organ Builders current buildings do not allow us to have as many employees as it takes to build all the wooden components and assemble them in a timely fashion and logical workflow. With a new building, and the addition of approximately four more craftsman, we should expect that our delivery times will be shortened, and therefore ultimately our costs reduced."

Cash Flow: According to the financial statements provided, Buzard's cashflow ebbs and flows. The applicants have stated that this new facility for Buzard will make Buzard operate more efficiently and in turn more profitable while eliminating the current ebbs and flows in their cashflow.

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VILLAGE OF RANTOUL
ECONOMIC DEVELOPMENT

EDA & MICRO LOAN PROGRAMS

LOAN APPLICATION

Applicant Information

Julio Gispin Rantoul Warehouse Group

Name	Business	Tax ID # or SSN	
721 Galaxy Dr	Rantoul	IL	61866
Street Address	City	State	Zip

Phone Number

Email

Business Location (if different)

Type and History of Business

Inventory Management, Warehousing, Storage

Amount of Loan Requested & Intended Use

\$500,000.00. Used for the construction of Buzard 45K sq ft Warehouse.

Principals (include resumes of principals, co-signors & guarantors)

Julio Gispin

Number of Jobs Created or Retained 20+

Description of Collateral

Real Estate Equity

Other Committed Funding Sources

First Federal Savings Bank of Champaign

Business References, including phone numbers

First Federal Champaign. Jason Eymon 217 356 2265

Statement of Community Benefit (i.e. provide needed goods/services, increase traffic to a shopping area)

20+ additional full time positions. New Warehouse construction
on visible street. Increase tax Revenue. Increase shopping in Area
• From increase traffic.

Applicant Disclosure Statement

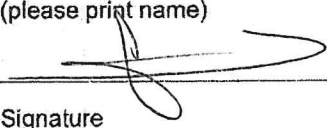
I Julio Crispin (Applicant) assert that the preceding information is true and correct and that the loan funds will be used as stated by me in this Application.

Julio Crispin

2/26/24

Applicant (please print name)

Date


Applicant Signature

Owner Disclosure Statement

(Required if Applicant is not the property owner of the parcel being improved)

I _____ (Owner) certify that I, as owner of the property at

_____, give _____
(Applicant) authority to implement the described improvements at the property. I further acknowledge that the

- Village of Rantoul assumes no liability in the event of any dispute between the Owner and Applicant concerning any building improvement work undertaken by the Applicant.

Owner (please print name)

Date

Owner Signature

Property Address

General Business Plan

Rantoul Warehouse Group owns a lot adjacent to 721 Galaxy that is perfect for the development for a new Buzard Organs manufacturing facility.

Buzard is in search of a long term facility to house their growing business.

RWG offers the following opportunity:

Build a custom 45,000 sqft facility for Buzard in exchange for a 30 year lease agreement for approximately \$6.9-7.9 sqft/yr/NNN (variable based on specific needs and requests from Buzard leadership).

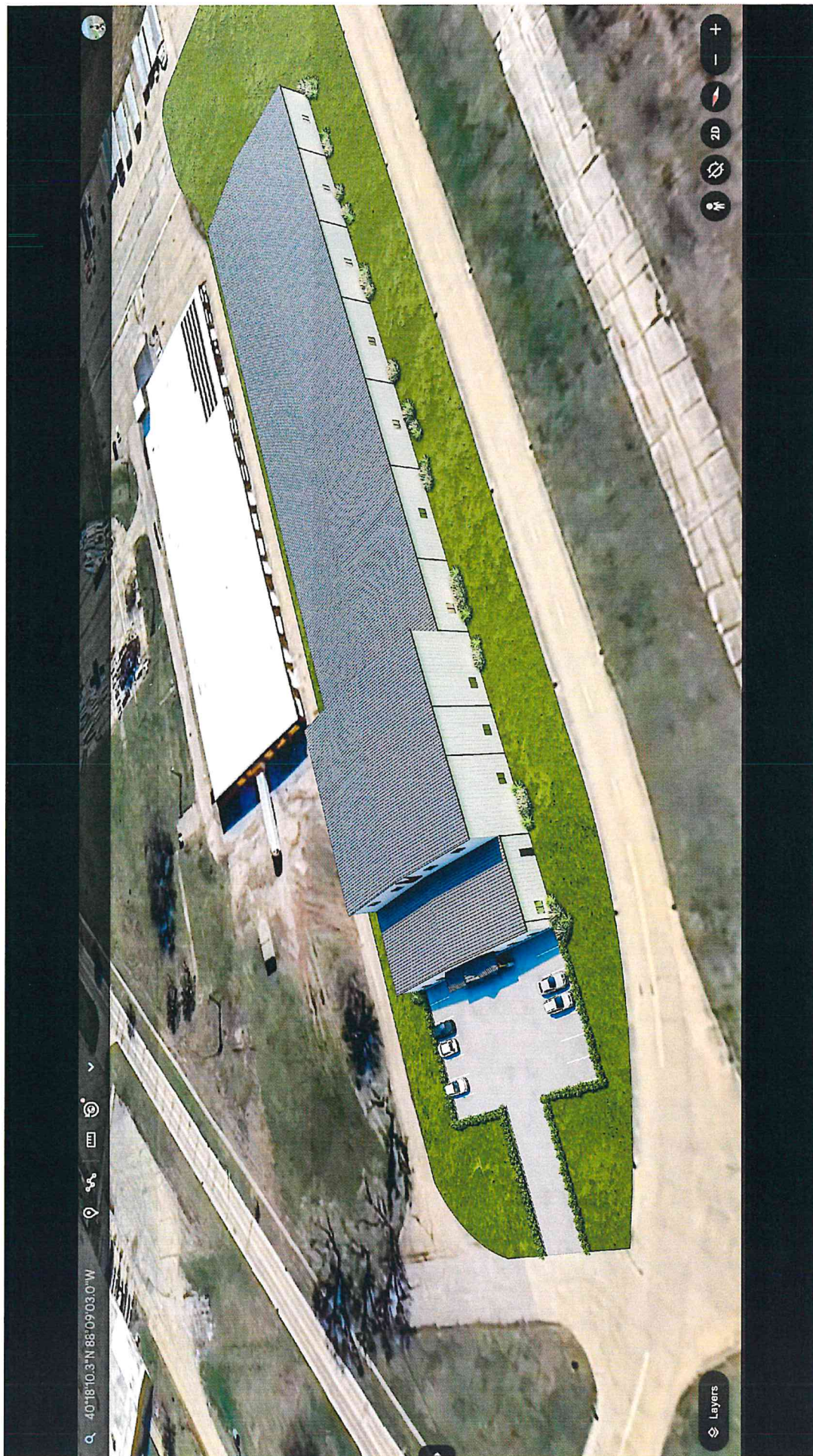
Funding the project relies on the contribution of RWG liquid assets, first federal savings Bank, village of Rantoul economic development loan.

Cost of project is approximately \$2,500,000. Comprehensive breakdown available upon request.

Return of investment for project is approximately 12% per year.







Buzard Pipe Organ Builders, LLC

Company history and a picture for future growth

Our History

John-Paul Buzard decided he wanted to build pipe organs at age six, when he helped make a repair to the organ at his father's church in Chicago. High school organ lessons, apprenticeship with Chicago area organ technicians, and undergraduate organ study at the University of Illinois, fueled his passion for this life-goal.

Buzard Pipe Organ Craftsmen was founded in 1980 by Buzard as a sole proprietorship to service, tune, and maintain pipe organs throughout central Illinois. Concurrent to his appointment at the University of Illinois' School of Music as its Curator of Organs and Harpsichords, John and his wife, Linda, gradually built a small "off-hours" business and established a reputation as the area's best and most professional organ tuner and technician. John-Paul and Linda are organists (MM, Northwestern University, 1980), and John was awarded the certification of Master Organ Builder in 1985 by examination from the American Institute of Organbuilders.

Demand for Buzard's work grew, and in 1982 he and a small crew of friends and organ students rebuilt and re-installed an organ into the new First Baptist Church in Savoy, IL. Interest in his new pipe organs, and his tonal concept of warm, rich sounds, began to be noticed by the wider organ world. In 1986-8 Buzard built a large organ for St. James United Methodist Church in Danville, IL, largely using the basement of his Urbana residence and the Church's "Fellowship Hall" as workspaces.

In the late 1980s it became apparent that the Company would need better facilities if it were to continue. On May 1, 1989, John-Paul and Linda closed on the building at 112 West Hill Street, Champaign, IL, formerly known as "The Women's Town Club" a decrepit former hotel for unmarried women on the edge of the central business district. In addition to stabilizing and modernizing the building's infrastructures, the Buzards have made other significant improvements and investments into the building, including the creation of a three-story loft space called an "Erecting Room," shop areas dedicated to various facets of an organ's construction, and six luxury apartments on the third and fourth floors. Until only recently, the six tenants' rents covered the monthly mortgage payments and annual property taxes. In 1994 the firm became a Limited Liability Company, so that John-Paul could more easily share ownership with key employees.

The current Hill Street facility became insufficient to house the entire company when the Service Department was established in the 1990's, and its Director, Keith Williams, joined the team to expand this part of the business. The Service Department is located a block and a half away from the main facility, at 501 North Hickory: a rented storefront, shop, and warehouse. It is responsible for tuning and servicing approximately 250 pipe organs throughout the country, and for undertaking major renovations of significant instruments.

Six previous attempts to find suitable larger facilities to house the entire company in one place in the Champaign-Urbana area have been frustrating, as all of which proved to be financially out of reach. It has become obvious, due to elevated construction costs and property values in Champaign-Urbana, the company will need to look outside the immediate area for new quarters.

A New Factory

Here is a brief synopsis of our needs. In addition to typical offices, a conference room, an employee break room, and lavatories, our new facilities will need production space for very specific operations:

In building pipe organs, a wood shop which is spacious enough to accommodate a sufficient number of workers and typical woodworking machines is essential. The addition of a “Time-Saver” sander and a proper spray booth for finishing wood items is simply not possible in our current location. Our new CNC Machine is of necessity installed in the Service Department warehouse, so it is inconvenient and inefficient for the Production Department’s uses. Additionally, because we are understaffed due to our limited space, this important machine does not run enough to provide us with the return on the investment of its cost, which *can* be realized in a larger facility with more workers to continually operate it.

In building pipe organs, one must have proper spaces to prepare and “voice” the pipes – to give them life so they can make musical sounds. This requires some specialized equipment we currently do have, but voicing studios with high ceilings, necessary for voicing the long bass pipes, is impossible in our current location.

Once an organ’s components are constructed, they must be assembled in a lofty space called an “Erecting Room.” This space needs to have an unusually tall ceiling to house an entire pipe organ, which a new purpose-built building can have. If all we did was to build new organs, a modest Erecting Room would be sufficient. However, the Service Department is being commissioned for larger and larger projects, many of which also have need of erecting space. The new building we are designing will have a large enough Erecting Room to accommodate two instruments’ concurrent construction.

In many phases of an organ’s construction, and for much of the work in Service Department projects, it is essential for the work to be undertaken in a clean environment. The new facility is being designed with cordoned-off clean areas.

Warehouse space is also an important component of a complete organbuilding plant. We store components harvested from pre-existing organs for repurposing, as well as store entire organs on behalf of clients. A market we have just entered (successfully I might add) is the relocation, restoration, and reinstallation of significant heritage English pipe organs to the US. It is essential to store such an entire organ in our facility, so it is right at hand when the work commences. We currently have a third building – a rented warehouse – in which a Chicago client’s English Cathedral pipe organ is in storage awaiting our restoration work. Having this storage in-house will further increase efficiency and reduce outside rental costs, also eliminating the risks of a remote warehouse’s building failure (a leaking roof for example) without us knowing until it’s too late.

However, the most important part of our need for new, larger facilities is the workforce. Our current buildings do not allow us to have as many employees as it takes to build all the wooden components and assemble them in a timely fashion and logical workflow. Our facility is forcing us to be understaffed. Ideally, a crew of four or six should be installing an organ while another four people should be building the components for the next organ in the production schedule. With a new building, and the addition of approximately four more craftsmen, we should expect that our delivery times would be shortened, and therefore, ultimately, our costs reduced.

From an administrative standpoint, further efficiencies will be made in the fact that we would be paying one rent check, one power bill, one water bill, etc.

In the proposed facility we can also grow the business to make other non-organ-related items, diversifying as a hedge against any downturn in the new organ construction business. We have been working for the past several years to develop such products and can begin to market them as soon as we have the facilities to make them. We would begin by offering to design and make church furnishings and welcome signs, expanding into such products as Columbariums and stained-glass windows. We might also enter the non-church scene into making residential cabinetry, if we find the right people to organize and market this new part of the business's product line.

We are pleased to have been introduced to Julio Crispin, Juan Torrente and Jens Klingenberg of the Rantoul Warehouse Group. They have outlined a plan wherein their firm would custom-build a new shop and office facility for our entire company in Rantoul, renting it to us for an affordable 30-year amortization, with a projected rent of \$6.9-7.9/sqft/yr/nnn (average of \$7 per sq. ft.)

Buzard Pipe Organ Builders, LLC wishes to enter into a Letter of Intent with these gentlemen, while concurrently pursuing the incentives being offered by the Village of Rantoul, as administered by Chris Miliken.

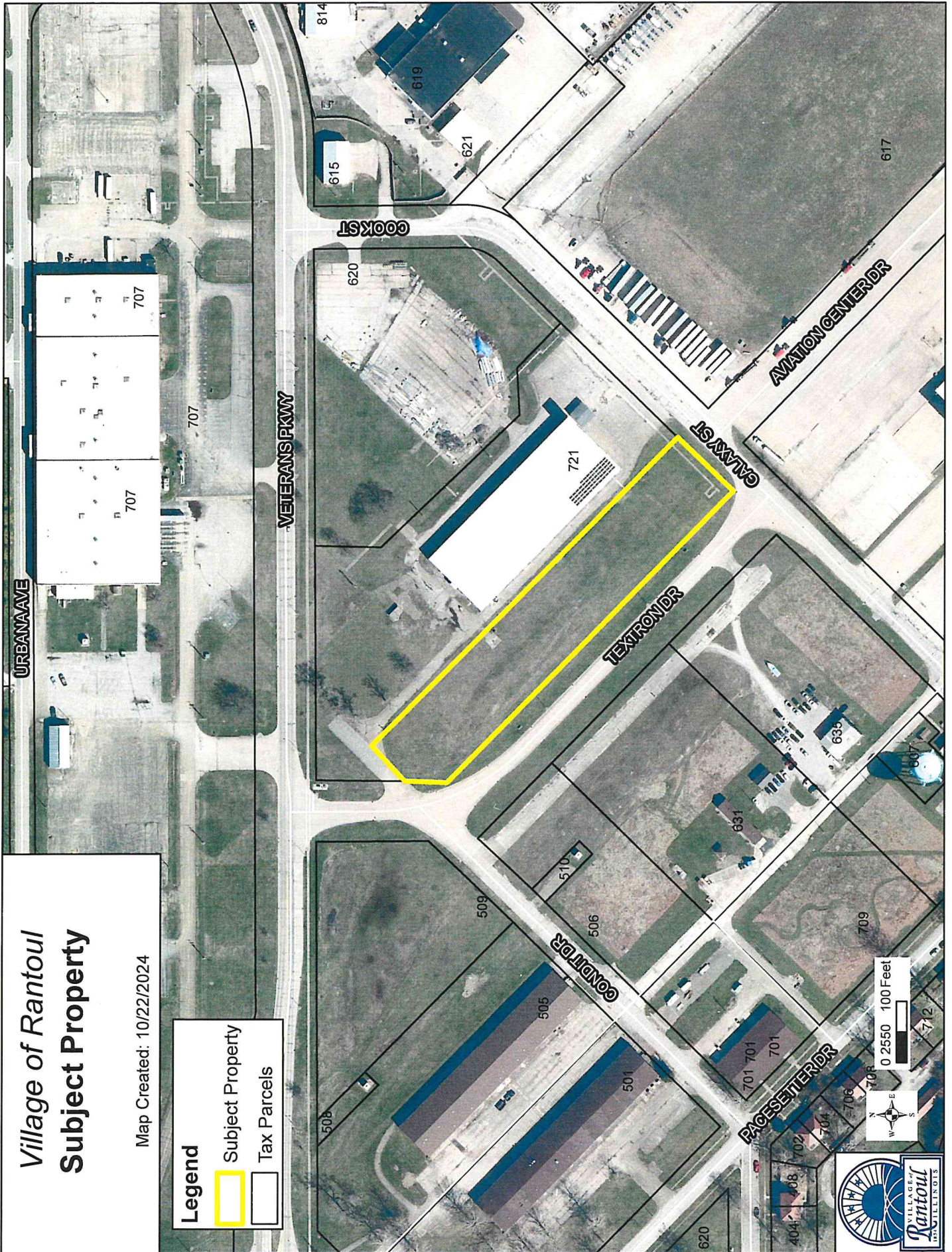
Village of Rantoul Subject Property

Map Created: 10/22/2024

Legend

 Subject Property

 Tax Parcels



**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: A Resolution Approving Utilization of Community Development Block Grant Economic Development Funds for Buzard Pipe Organ Builders at 700 Veterans Parkway	DEPARTMENT: Community Development
DATE: November 5, 2024	AMOUNT: \$40,000.00 CDBG Economic Development Funds
ATTACHMENTS: 1. 11-24-1423 Resolution - CDBG Economic Development Funding for Buzard Pipe Organ Builders 2. Buzard Pipe Organ Builders - CDBG ED Grant App	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS: This item provides for an agreement between the Village and Buzard Pipe Organ Builders to utilize CDBG Economic Development funds to assist with the relocation and expansion of their business to Rantoul. Buzard Pipe Organ Builders is currently located in another community, and in multiple buildings that make the business very inefficient. They have proposed to relocate to Rantoul, and would enter into a long-term lease of a new building to be built at 700 Veterans Parkway. The CDBG Economic Development funds would go towards the purchase of additional business-specific equipment that would allow the business to further expand its operations. The project will create two to four new full-time equivalent jobs, and relocate/retain 20 full-time equivalent jobs. The business needs the \$40,000.00 in CDBG Economic Development funds to offset a funding gap in its overall project to make the move financially feasible. The proposed use of the funding is consistent with the intent of the economic development portion of the Village's current CDBG Consolidated Plan and the adopted Economic Development Program Policy Manual.	
RECOMMENDED ACTION: Board approval of a resolution authorizing the awarding of CDBG Economic Development Funding for Buzard Pipe Organ Builders at 700 Veterans Parkway.	

DEPARTMENT HEAD APPROVAL Chris Milliken	VILLAGE ADMINISTRATOR Scott Eisenhower

RESOLUTION 11-24-1423

A RESOLUTION APPROVING UTILIZATION OF CDBG ECONOMIC DEVELOPMENT FUNDING FOR BUZARD PIPE ORGAN BUILDERS AT 700 VETERANS PARKWAY

WHEREAS, the Village of Rantoul has prepared and adopted a Community Development Block Grant (CDBG) Consolidated Plan and multiple Annual Action Plans that include funding for Economic Development in the form of support for job creation and retention benefiting low to moderate income individuals; and

WHEREAS, the Village of Rantoul has in place an CDBG Economic Development Program Policy Manual for the administration of CDBG Economic Development Grant Funds; and

WHEREAS, Buzard Pipe Organ Builders is currently located in another community, and spread across multiple buildings that make the business very inefficient. They have proposed to relocate to Rantoul, and would enter into a long-term lease of a new building to be built at 700 Veterans Parkway. Specifically, the CDBG Economic Development funds would go towards the purchase of additional business-specific equipment that would allow the business to further expand its operations; and

WHEREAS, the project will create two to four new full-time equivalent jobs and retain 20 full time equivalent jobs, and the business needs \$40,000.00 in CDBG Economic Development funds to offset a funding gap in its overall project to make the move financially feasible, and the proposed use of the funding is consistent with the intent of the economic development portion of the adopted CDBG Consolidated Plan and Economic Development Program Policy Manual.

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 Mayor and Comptroller are hereby authorized and directed to enter into an CDBG project agreement, and to reimburse Earnest Agriculture for up to \$40,000.00 of business equipment purchases for equipment to be located within their new facility at 700 Veterans Parkway, Rantoul as detailed in the application attached hereto and included by reference. These funds will be paid for out of the CDBG Program Budget line item number 277-0373-450.75-70.

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 holding office at a meeting held on the date set forth below.

PASSED this 8th day of October, 2024.

Village Clerk

APPROVED this 8th day of October, 2024.

Village President



**VILLAGE OF RANTOUL
ECONOMIC DEVELOPMENT**

CDBG ECONOMIC DEVELOPMENT PROGRAM

GRANT APPLICATION

Applicant Information

BUZARD PIPE ORGAN BUILDERS, LLC 37-1394775 JOHN PAUL BUZARD

Company Name

FEIN #

Contact Person

112 WEST HILL ST. CHAMPAIGN IL 61820

Street Address

City

State

Zip

Phone Number

Email

Corporate Office Location (if different)

Project Information

Amount of CDBG Economic Development Funding Requested: \$ 100,000

Total Amount of Additional Funds to be Invested: \$ 2,600,000

Total Project Cost: \$ 2,700,000

Other Funding Sources:

RANTOUL WAREHOUSE GROUP

Project Description

PLEASE SEE ATTACHED NARRATIVE

Project Schedule

Account for the completion of all major project activities, and indicate estimated starting and ending dates.

<u>Activity</u>	<u>Start</u>	<u>End</u>

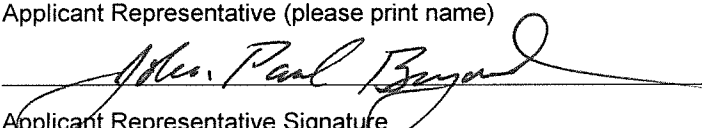
Project Benefit Information

Number of Jobs Created or Retained: 20 RETAINED +/- 4 NEW

Number of Low/Moderate Income Jobs Created or Retained: _____

Applicant Disclosure Statement

To the best of my knowledge and belief, the information and data provided are true and correct. I realize that regardless of the elections made, we the applicant are responsible to ensure compliance with all provisions of the grant agreement and to respond to official correspondence/notifications as required within allowable times. Further, I understand that the submission of changes to the information certified above is an applicant responsibility and that the Village of Rantoul Community Development Department will use information from the latest certification on file based on the date of signature. I have full authority to sign on behalf of the applicant.

<u>JOHN PAUL BUZARD</u>	<u>SEPTEMBER 24, 2024</u>
Applicant Representative (please print name)	Date
<u></u>	
Applicant Representative Signature	

CERTIFICATIONS

On the 24th day of SEPTEMBER, 2024, I JOHN PAUL BUZARD hereby certifies to the Village of Rantoul's Community Development Department the following:

1. It will comply with the National Environmental Policy Act (NEPA) with the submission of this application and it further certifies that no aspect of the project proposed for assistance has or shall commence and no costs have been incurred prior to the award of funds to the company and the receipt of an environmental clearance.
2. It will comply with the Interagency Wetland Policy Act of 1989 including the development of a plan to minimize adverse impacts on the wetlands, or providing written evidence that the proposed project will not have an adverse impact on a wetland.
3. It will comply with the Illinois Endangered Species Protection Act and the Illinois Natural Area Preservation Act by completing the consultation process with the Endangered Species Consultation Program of the Illinois Department of Natural Resources, or providing written evidence that the proposed project is exempt.
4. It will identify and document all appropriate permits necessary to the proposed project, including but not limited to building, construction, zoning, subdivision, EPA and IDOT.
5. No legal actions are underway or being contemplated that would significantly impact the capacity of the Village of Rantoul to effectively administer the program, and to fulfill the requirements of the CDBG Program.
6. It will coordinate with the County Soil and Water Conservation District regarding standards for surface and subsurface (tile) drainage restoration and erosion control in the fulfillment of any project utilizing CDBG funds and involving construction.
7. Documentation will be provided from the Contractors that Davis-Bacon prevailing wage requirements will be in effect. The Village of Rantoul assures that a request for a wage rate determination will be submitted prior to commencement of any construction activities.
8. It certifies that no occupied or vacant lot-to-moderate income dwellings will be demolished or converted to use other than low-to-moderate income housing as a direct result of activities assisted with funds provided under the Housing and Community Development Act of 1974, as amended.
9. It will conduct a Section 504 self-evaluation plan of its policies and practices to determine whether its employment opportunities and services are accessible to persons with disabilities.

10. Specify whether any project activities/area are in a floodplain. Yes _____ No ✓

If yes, does it participate in the National Flood Insurance Program? Yes _____ No _____

If no, provide an explanation as to why it does not participate:

11. All infrastructure-related improvements will take place on publicly-owned property and/or permanent right-of-way or easements.

12. It will comply with Section 3 of the Housing and Urban Development Act of 1968 to ensure that employment and other economic opportunities generated by certain HUD financial assistance shall, to the greatest extent feasible, and consistent with existing federal, state, and local laws and regulations, be directed to low and very low income persons.

13. The company certifies that it shall ensure at least 51 percent of the persons hired or retained are low-to-moderate income individuals and shall document this through the use of: (1) _____ Employee Income Certification forms and/or (2) _____ Job Training Partnership Act (JTPA) eligible individuals for the jobs created as a result of this project. If (2) is selected, the Company agrees to discuss with representatives to the local Job Training Partnership Act (JTPA) office the hiring of JTPA eligible individuals for the jobs to be created as a result of this project.

14. The company also certifies that no tax liens, including but not limited to, municipal, county, state, or federal, have been filed against the company, any partners of the company, the majority share holder of the company, or in the name of a related business owned by the recipient.


Signature of Authorized Individual

9/24/2024
Date

Buzard Pipe Organ Builders, LLC

Company history and a picture for future growth

Our History

John-Paul Buzard decided he wanted to build pipe organs at age six, when he helped make a repair to the organ at his father's church in Chicago. High school organ lessons, apprenticeship with Chicago area organ technicians, and undergraduate organ study at the University of Illinois, fueled his passion for this life-goal.

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Demand for Buzard's work grew, and in 1982 he and a small crew of friends and organ students rebuilt and re-installed an organ into the new First Baptist Church in Savoy, IL. Interest in his new pipe organs, and his tonal concept of warm, rich sounds, began to be noticed by the wider organ world. In 1986-8 Buzard built a large organ for St. James United Methodist Church in Danville, IL, largely using the basement of his Urbana residence and the Church's "Fellowship Hall" as workspaces.

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The current Hill Street facility became insufficient to house the entire company when the Service Department was established in the 1990's, and its Director, Keith Williams, joined the team to expand this part of the business. The Service Department is located a block and a half away from the main facility, at 501 North Hickory: a rented storefront, shop, and warehouse. It is responsible for tuning and servicing approximately 250 pipe organs throughout the country, and for undertaking major renovations of significant instruments.

Six previous attempts to find suitable larger facilities to house the entire company in one place in the Champaign-Urbana area have been frustrating, as all of which proved to be financially out of reach. It has become obvious, due to elevated construction costs and property values in Champaign-Urbana, the company will need to look outside the immediate area for new quarters.

A New Factory

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In building pipe organs, a wood shop which is spacious enough to accommodate a sufficient number of workers and typical woodworking machines is essential. The addition of a “Time-Saver” sander and a proper spray booth for finishing wood items is simply not possible in our current location. Our new CNC Machine is of necessity installed in the Service Department warehouse, so it is inconvenient and inefficient for the Production Department’s uses. Additionally, because we are understaffed due to our limited space, this important machine does not run enough to provide us with the return on the investment of its cost, which *can* be realized in a larger facility with more workers to continually operate it.

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Once an organ’s components are constructed, they must be assembled in a lofty space called an “Erecting Room.” This space needs to have an unusually tall ceiling to house an entire pipe organ, which a new purpose-built building can have. If all we did was to build new organs, a modest Erecting Room would be sufficient. However, the Service Department is being commissioned for larger and larger projects, many of which also have need of erecting space. The new building we are designing will have a large enough Erecting Room to accommodate two instruments’ concurrent construction.

In many phases of an organ’s construction, and for much of the work in Service Department projects, it is essential for the work to be undertaken in a clean environment. The new facility is being designed with cordoned-off clean areas.

Warehouse space is also an important component of a complete organbuilding plant. We store components harvested from pre-existing organs for repurposing, as well as store entire organs on behalf of clients. A market we have just entered (successfully I might add) is the relocation, restoration, and reinstallation of significant heritage English pipe organs to the US. It is essential to store such an entire organ in our facility, so it is right at hand when the work commences. We currently have a third building – a rented warehouse – in which a Chicago client’s English Cathedral pipe organ is in storage awaiting our restoration work. Having this storage in-house will further increase efficiency and reduce outside rental costs, also eliminating the risks of a remote warehouse’s building failure (a leaking roof for example) without us knowing until it’s too late.

However, the most important part of our need for new, larger facilities is the workforce. Our current buildings do not allow us to have as many employees as it takes to build all the wooden components and assemble them in a timely fashion and logical workflow. Our facility is forcing us to be understaffed. Ideally, a crew of four or six should be installing an organ while another four people should be building the components for the next organ in the production schedule. With a new building, and the addition of approximately four more craftsmen, we should expect that our delivery times would be shortened, and therefore, ultimately, our costs reduced.

From an administrative standpoint, further efficiencies will be made in the fact that we would be paying one rent check, one power bill, one water bill, etc.

In the proposed facility we can also grow the business to make other non-organ-related items, diversifying as a hedge against any downturn in the new organ construction business. We have been working for the past several years to develop such products and can begin to market them as soon as we have the facilities to make them. We would begin by offering to design and make church furnishings and welcome signs, expanding into such products as Columbariums and stained-glass windows. We might also enter the non-church scene into making residential cabinetry, if we find the right people to organize and market this new part of the business's product line.

We are pleased to have been introduced to Julio Crispin, Juan Torrente and Jens Klingenberg of the Rantoul Warehouse Group. They have outlined a plan wherein their firm would custom-build a new shop and office facility for our entire company in Rantoul, renting it to us for an affordable 30-year amortization, with a projected rent of \$6.9-7.9/sqft/yr/nnn (average of \$7 per sq. ft.)

Buzard Pipe Organ Builders, LLC wishes to enter into a Letter of Intent with these gentlemen, while concurrently pursuing the incentives being offered by the Village of Rantoul, as administered by Chris Miliken.

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Service Agreement for Replacement of the Underdrains of Filters (1, 3, 5, 6) at the West Water Treatment Plant with Schomburg & Schomburg Construction, Inc. in the amount of \$508,549.44, with a contingency fund of \$60,000.00	DEPARTMENT: Public Works
DATE: November 5, 2024	AMOUNT: \$508,549.44 <u>\$ 60,000.00 - Contingency</u> \$568,549.44 - Total
ATTACHMENTS: 1. Schomburg & Schomburg Service Agreement - West WTP Sand Filters	ADMINISTRATIVE NOTES:

SUMMARY HIGHLIGHTS:

This Agenda Item provides for a service agreement with Schomburg & Schomburg Construction, Inc. for the recommended replacement of the underdrains and the media of filters (#1, #3, #5, & #6) at the West Water Treatment Plant (WTP). The West Plant has six sand filters to remove solids before sending the treated water to the public. In 2022, the Village hired a contractor that replaced underdrains and the media of filters (#2 & #4); after about a year, we started experiencing unstable chlorine residuals, we got Donohue involved, they told us that because we have two different types of media, the reaction in filters were canceling each other out depending on which ones were running. So, Donohue's recommendation is to upgrade the rest them to all anthracite filters. Which will give us more capacity and let us provide a more stable Free chlorine residual.

On October 24, 2024, the Village of Rantoul opened sealed bids for the West Water Treatment Plant Filter Upgrades Project – Phase Two. As the attached Bid Tabulation shows, two bids were received. Schomburg & Schomburg Construction, Inc. of Danville, Illinois, submitted the apparent low bid. Schomburg & Schomburg Construction, Inc. bid value was \$508,549.44. Donohue estimated that construction costs would be approximately \$600,000.00 Schomburg & Schomburg Construction, Inc. bid value is approximately 15% below the cost estimate. Therefore, Donohue recommends that the Village award the West Water Treatment Plant Filter Upgrades project – Phase Two to

Schomburg & Schomburg Construction, Inc.

A contingency fund of \$60,000.00 is requested to ensure the process goes smoothly and offer flexibility should things change. For this service, the project was included in the FY25 reserves budget in line item #535-1180-430.75-70.

RECOMMENDED ACTION: Authorize the approval of a service agreement with Schomburg & Schomburg Construction, Inc. in the amount of \$508,549.44 and establishing a contingency fund of \$60,000.00 for the recommended replacement of the underdrains of filters (#1, #3, #5, & #6) at the West Water Treatment Plant (WTP).

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

VILLAGE ADMINISTRATOR
Scott Eisenhauer



Donohue & Associates, Inc.
1605 S State Street | Champaign, IL 61820
217.352.9990 | donohue-associates.com

October 29, 2024

Mr. Jake McCoy
Public Works Director
Village of Rantoul
200 W Grove Ave
Rantoul, IL 61866

Re: West Water Treatment Plant Filter Upgrades 2024
Bid Evaluation and Letter of Recommendation
Donohue Project No. 14479

Dear Mr. McCoy:

Pursuant to the Official Advertisement for Bids, sealed bids for the above referenced project were received by the Village of Rantoul at the Rantoul Municipal Building, 333 South Tanner Street, on October 24, 2024 at 2:00 pm local time, and publicly opened and read aloud. We have reviewed the Bids received for the Work and have enclosed a copy of the prepared Bid Tabulation for your information and consideration.

Two (2) sealed bids were received. The low bid was submitted by Schomburg & Schomburg Construction, Inc., of Danville, Illinois submitted in the amount of \$508,549.44. The second low bid was submitted by G.A. Rich & Sons, Inc. of Deer Creek, Illinois in the amount of \$600,000.00. It is our opinion that the lowest bidder, Schomburg & Schomburg Construction, Inc., submitted a responsive, responsible bid and is capable of performing the Work as specified.

We respectfully present this analysis and review for consideration by the Village of Rantoul. We will be pleased to answer any question concerning the information presented herein. We are also attaching the Notice of Award to be executed by the Village.

Sincerely,

A handwritten signature in black ink, appearing to read 'Terry K. Boyer', is written over a light blue horizontal line.

Terry K. Boyer, P.E.
Vice President



BID TABULATION

Owner: Village of Rantoul
Project: West Water Treatment Plant Filter Upgrades 2024
Project No.: 14479
Bid Date & Time: 2:00 p.m. October 24, 2024

Contractor	Lump Sum Bid Price	5% Certified Check, Bank Check, or Bid Bond	Acknowledge All Addenda? 1 total
G.A. Rich & Sons, Inc.	\$600,000.00	Yes	Yes
Schomburg & Schomburg Construction Inc.	\$508,549.44	Yes	Yes

NOTICE OF AWARD

DATED: _____

TO: Schomburg & Schomburg Construction
923 N. Collett St.
Danville, IL 61832

CONTRACT:

Village of Rantoul
West Water Treatment Plant
Filter Upgrades 2024
Rantoul, Illinois

You are notified that Owner has accepted your Bid dated October 24, 2024, for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

General construction of upgrading four of the west sand filters at the Rantoul Water Treatment Plant. This includes replacement of the underdrain and media retainers, replacement of the media with sand and anthracite, replacement of the surface wash system agitators and piping, and the installation of a shut off valve for the surface agitator wash water.

The Contract Price of your Contract is Five hundred eight thousand five hundred forty-nine and 44 cents Dollars (\$508,549.44).

Three copies of the Agreement accompany this Notice of Award and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically. Additional sets of Contract Documents and Drawings will be delivered separately at a later date.

You must comply with the following conditions precedent within 15 days of the date of this Notice of Award, that is by _____.

1. Deliver to the Owner three fully executed counterparts of the Agreement, signed by Bidder (as Contractor).
2. Deliver with the signed Agreement the Contract security (Bonds) and insurance documentation, as specified in the Instructions to Bidders (Article 20) and General Conditions (Article 6).

Failure to comply with these conditions within the time specified will entitle Owner to consider your Bid in default, to annul this Notice of Award, and to declare your Bid security forfeited.

Within 10 days after you comply with the above conditions, Owner will return to you one fully executed counterpart of Agreement.

Village of Rantoul

(OWNER)

(AUTHORIZED SIGNATURE)

(TITLE)

Copy: Engineer

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Engineering Agreement to Design, Assist in Procurement, and Construction Support the New Prospect Substation Upgrades with BHMG Engineers, Inc. in the amount of \$807,900.00	DEPARTMENT: Public Works
DATE: November 5, 2024	AMOUNT: \$807,900.00
ATTACHMENTS: 1. BHMG Engineers - Cost Proposal & Scope 2. Prospect Substation Cost Estimate	ADMINISTRATIVE NOTES:

SUMMARY HIGHLIGHTS:

This Agenda Item provides for an Engineering Agreement with BHMG Engineers, Inc. in the amount of \$807,900.00 to design, assist in procurement, and standard construction support for the proposed construction of a New Prospect Substation Project.

Current Prospect Substation Project Description:

- Single transformer with control enclosure and two generator units.
- 69kV to 15kV rating that serves many industrial customers.
- Adding transformer, replacing switchgear, and reconnecting feeders.
- To help support additional load.

In January 2023 the estimated cost of the project:
\$3,828,209.28 Total

Reliability Issues:

- Rantoul has experienced several equipment failures at two industrial area substations.
- Capacity issues are limiting to additional load growth.
- Prospect and Industrial Substation are nearing end of life.
- The current Prospect Substation Project was an acceptable solution to one

substation failing, not two.

The Proposed Solution:

- Updated project plan and build a new, larger substation rather than repair two.
- Utilize Industrial Substation until future loads are identified.
- All new equipment including two 20 MVA transformers, utilize switchgear on order, added equipment protection.
- Can still optimize Prospect generators.
- Keep recently purchased used transformers as a spare.
- Decommission Prospect Substation.
- 10MVA additional capacity (50% increase)

Cost Estimate:

Includes material, labor, installation, and engineering

\$12,032,874.49 Construction (FY27)
1,106,844.45 Engineering (FY25 / FY26)
360,986.23 Construction Observation (FY27)
1,804,931.17 Contingency (FY27)
\$15,305,636.34 Total

Potential Major Milestones: *These are tentative dates and are subject to change.*

- A. Land Acquisition 01/01/2025
- B. Installation Bid Package (IFB): 06/03/2025
- C. Issued for Construction Package (IFC): 09/04/2025
- D. In Service Date (ISD): Q3 2027

This item is included in the Fiscal Year 2025 Budget from the Electric Division 541-1180-430.75-24.

RECOMMENDED ACTION: Authorize the approval for an engineering agreement with BHMG Engineers, Inc. in the amount of \$807,900.00 to design, assist in procurement, and standard construction support for the proposed New Prospect Substation.

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

VILLAGE ADMINISTRATOR
Scott Eisenhauer



Jake McCoy

October 30, 2024

Public Works Director

E: jmccoy@village.rantoul.il.us

P: 217-892-6513

Ref: Cost Proposal for New Prospect Substation

Dear Mr. Jake McCoy,

Thank you again for coming to BHMG for a proposal on the engineering and design work on the New Prospect Substation. The project scope is detailed in Appendix A and includes design considerations, submittal requirements, project contacts, roles/responsibilities, and clarifications.

BHMG will provide engineering and design services to support all work required by the project, as stated in the provided scoping document. See 'Table 1' below for proposed project costs. Construction Support & Administration can be provided at T&E.

Table 1: Consultant Design Cost Proposal

Description	Cost
Engineering Services	\$ 807,900.00
Fixed Fee / Lump Sum	\$ 807,900.00

The following appendices are included for additional information:

- Appendix A: Detailed Project Scope

BHMG appreciates this opportunity to provide Rantoul with these services. Should any questions arise, please contact me at your convenience.

Sincerely,

Chris Couch
Assistant Project Manager

Appendix A – Scope Document

New Prospect Substation
Village of Rantoul, IL



Rev. 00
October 30, 2024

A. GENERAL DESCRIPTION

The existing Prospect substation is being replaced with a new substation adjacent to the existing site to the West. New property will be acquired to the west of the existing substation to house the new sub. The substation will have similarities to the existing substation but will be a brand new design, electrically and physically. The electrical layout will be two transformers with a main tie main layout, two incoming sources, and eight outgoing feeders. The 69kV lines will come in overhead and outgoing 15kV lines will exit the substation via underground cables.

B. DETAILED WORK DESCRIPTION

a. Physical Design:

- i. Two (2) – 69kV/13.8kV Power transformer, 20 MVA, w/OLTC
- ii. One (1) - Switchgear, approximately 20 ft x 40 ft with 15 unit main-tie-main configuration
- iii. Two (2) – 69kV Circuit Breakers
- iv. Three (3) – 69kV Disconnect Switches
- v. Two (2) – 69kV Line Disconnect Switches
- vi. Twelve (12) – 69kV Strain Insulators
- vii. Twelve (12) – 69kV Bus Insulator
- viii. Six (6) – 15kV Bus Insulators
- ix. Six (6) – 69kV Surge Arresters
- x. 3.5" SPS AL - 69kV Bus
- xi. 3.5" SPS AL - 15kV Bus
- xii. 3-750 MCM CU MV-90 or MV-105 CBL
- xiii. Steel Structure
 1. Galvanized steel support structures shall be designed with loading trees, and performance items to secure bids to support the 69kV and 15kV equipment, as well as lightning protection, and accessories.
 2. Two (2) – 69kV Deadend arbor steel structure to accept incoming OH line connections and disconnect switches
 3. Three (3) – 69kV Disconnect Switch Structure
 4. Four (4) – 69kV Bus Support Structure
 5. Two (2) – 15kV Bus Riser Support Structure
 6. Three (3) – Lightning Masts
- xiv. Instrument Transformers
 1. Six (6) – 69kV Single Phase voltage transformers for installation at the 69kV deadend arbor
- xv. Feeder Exits
 1. All feeder exits shall leave the substation via underground power cables, these cables shall be sized to carry full ampacity of the circuit. This will be completed in the subsequent separate line project.
- xvi. Station Power (120/240V)
 1. One (1) – 13.8kV Station Service Transformer serving as primary source

Appendix A – Scope Document

New Prospect Substation
Village of Rantoul, IL



Rev. 00
October 30, 2024

2. Station service voltage transformers shall be placed in two locations to provide two power sources for the substation. These shall be routed to an auto transfer switch supplying the AC Station service. Secondary source station service shall be fed from external 13.8 source outside substation if available. If not available design to include secondary source via generator or secondary switchgear source fed via automatic transfer switch.
- xvii. Incoming Lines
 1. The 69kV incoming source lines shall be routed into the substation via overhead conductors the substation steel arbor. This will be completed in the subsequent separate line project.
- xviii. Miscellaneous Equipment
 1. Ground grid, conduit, and rock landscaping shall be designed and analyzed for the equipment as required.
 2. Perimeter fencing shall be designed to comply with local codes, and safety standards.
 3. Substation access shall be designed to accommodate equipment access and future growth.
- b. Protective Relay Design:
 - i. Relay Panels
 1. The new switchgear for the 69kV/15kV equipment will have sixteen (16) panels to house all equipment. New panels for both 69kV equipment and 15kV equipment shall be located inside new switchgear enclosure.
 - a. UNIT NO. 1 – Auxiliary Bus Diff #1
 - b. UNIT NO. 2 – XMFR “1: BUS VT’S Breaker #800
 - c. UNIT NO. 3 – 13.8kV Feeder #801 Breaker
 - d. UNIT NO. 4 – 13.8kV Feeder #802 Breaker
 - e. UNIT NO. 5 – 13.8kV Feeder #803 Breaker
 - f. UNIT NO. 6 – 13.8kV Feeder #804 Breaker
 - g. UNIT NO. 7 – 13.8kV BUS TIE Breaker #810 Breaker
 - h. UNIT NO. 8 – 13.8kV Feeder #805 Breaker
 - i. UNIT NO. 9 – 13.8kV Feeder #806 Breaker
 - j. UNIT NO. 10 – 13.8kV Feeder #807 Breaker
 - k. UNIT NO. 11 – 13.8kV Feeder #808 Breaker
 - l. UNIT NO. 12 – XMFR “2: BUS VT’S Breaker #809
 - m. UNIT NO. 13 – Auxiliary Bus Diff #2
 - n. PCB-XFMR-1 Breaker control and line protection
 - o. PCB-XFMR-2 Breaker control and line protection
 - p. SCADA Panel
 - ii. DC System
 1. A new DC battery bank, and charger will be sized and installed in the new switchgear.
 - iii. AC System

Appendix A – Scope Document

New Prospect Substation
Village of Rantoul, IL



Rev. 00
October 30, 2024

1. A new AC system shall be designed to accommodate the substation.
 - iv. Protective device coordination analysis
 - v. Arc Flash Study Analysis and Report
 - vi. Arc Flash Warning Labels and Application
 - vii. Communications
 1. Communications design shall be performed by owner or owner selected contractor.
 2. New communications shall be coordinated to connect the substation to the City's existing SCADA system.
 - viii. Testing and commissioning of all P&C work shall be performed by owner or owner selected contractor.
 - ix. Relay settings shall be developed by BHM for all relays.
 - x. RTU/SCADA points list shall be developed and shared with owner's SCADA integrator.
- c. Civil/Structural Design: (Partnering with Hanson Engineering)
- i. Boundary Survey and Legal Description
 - ii. Topographic Survey
 - iii. Geotech Survey
 - iv. Site grading and improvement plan.
 - v. Erosion Control Plan
 - vi. Storm water design, drainage, and prevention plan.
 - vii. Drive path design.
 - viii. Fence plan.
 - ix. Three (3) Lightning Masts, drilled shaft
 - x. Eight (8) 69kV Arbor Foundations, drilled shaft
 - xi. Six (6) 69kV Disconnect Switch Foundation, drilled shaft
 - xii. Two (2) 69kV Breaker Foundations, thickened slab (preferred)
 - xiii. One (1) Switchgear Foundation, thickened slab
 - xiv. Twelve (12) Bus Foundations, drilled shaft
 - xv. Two (2) Transformer Foundation, thickened slab (preferred)
 1. Concrete or liner oil containment
- d. Project Management:
- i. Project status meetings
 - ii. Lifecycle project schedule management
 - iii. Overall project management
 - iv. Plan room for public bidding
 - v. Contract management for procurement and installation services (T&E after IFC)
 - vi. Construction admin for project (T&E)

C. MAJOR EQUIPMENT TO BE REMOVED

- a. Equipment on Existing Prospect Substation
 - i. 69kV Transformers

Appendix A – Scope Document

New Prospect Substation
Village of Rantoul, IL



Rev. 00
October 30, 2024

- ii. Control Enclosure
- iii. 69kV Arbor
- iv. Capacitor bank

D. ROLES AND RESPONSIBILITIES

a. Rantoul Responsibilities

- i. All detailed engineering reviews to include but not limited to:
 - 1. 50% design submittal
 - 2. Material procurement
 - 3. Pre-IFB
 - 4. IFB
 - 5. Schematics
 - 6. Wiring
 - 7. Pre-IFC
 - 8. IFC
- ii. Field construction management by owner or separate contract.

b. BHM Responsibilities:

- i. Project Management
 - 1. Prepare Project Scope Document.
 - 2. Develop and Maintain Project Schedule.
 - 3. Attend pre-bid meeting
 - 4. Review and recommend preferred bidder
 - 5. Contract document preparation
 - 6. Pre-construction meeting
- ii. Engineering/Design
 - 1. Prepare design criteria
 - 2. Perform necessary survey work
 - 3. Prepare IFR review package
 - 4. Prepare IFB drawing package
 - 5. Prepare IFC drawing package
 - 6. Provide relay settings and supporting documentation
 - 7. Provide arc flash study report and install arc flash labels
 - 8. Provide onsite visits to resolve technical issues
 - a. Two (2) visits w/ two (2) personnel
 - 9. Verification of punch list items
 - 10. Prepare and submit final as-built drawings
- iii. Material Procurement / Bid Solicitation
 - 1. Labor and Material bids
 - a. Prepare and manage sealed bids
 - 2. Review vendor drawings
 - 3. Contract Management for material procurement
- iv. Construction Support (T&E after IFC)
 - 1. Provide construction supervision support
- v. Construction Administration (T&E after IFC)
 - 1. Construction management by city.
 - 2. Contract Management for Installation Contract

Appendix A – Scope Document

New Prospect Substation
Village of Rantoul, IL



Rev. 00
October 30, 2024

3. Field commissioning support to 3rd party tester
4. Substation energizing procedure
5. Hosting Pre-Bid, Pre-Construction, and biweekly construction update calls.
6. Remote (phone, virtual meetings, etc.) design support during construction.
7. Field visits during construction, at Rantoul's or Contractor's request.
8. Final walkdown of completed project.
- vi. Record Drawings
 1. Provide final record drawings of electrical installation including any field changes or contractor mark-ups.

E. CRITICAL DATES – These are tentative dates and are subject to change.

- | | |
|---|------------|
| a. Land Acquisition | 01/01/2025 |
| b. Installation Bid Package (IFB): | 06/03/2025 |
| c. Issued for Construction Package (IFC): | 09/04/2025 |
| d. In Service Date (ISD): | Q3 2027 |

F. BHMg JOB NUMBER

- a. 3510

G. PROJECT TEAM

- a. Rantoul Contact Details:
 - i. Jake McCoy, Public Works Director
 1. Cell: 217-892-6513
 2. Email: jmccoy@village.rantoul.il.us
 - ii. Any questions, comments or concerns related to the client should be addressed to the above-named individual.
- b. Project Management Contact Details:
 - i. Chris Couch – Assistant Project Manager
 1. Tel: (636) 237-7823
 2. Email: ccouch@bhmg.com
 - ii. Any questions, comments or concerns related to Project Management should be addressed to the above-named individuals
- c. Substation Engineering Contact Details:
 - i. Jack Sykut – Project Engineer
 1. Tel: 636-333-3945
 2. Email: jsykut@bhmg.com
 - ii. Any questions, comments or concerns related to Substation Design should be addressed to the above-named individuals.



Rantoul

Cost Estimate for

New Prospect Substation

Submitted by:
BHM Engineers, Inc.

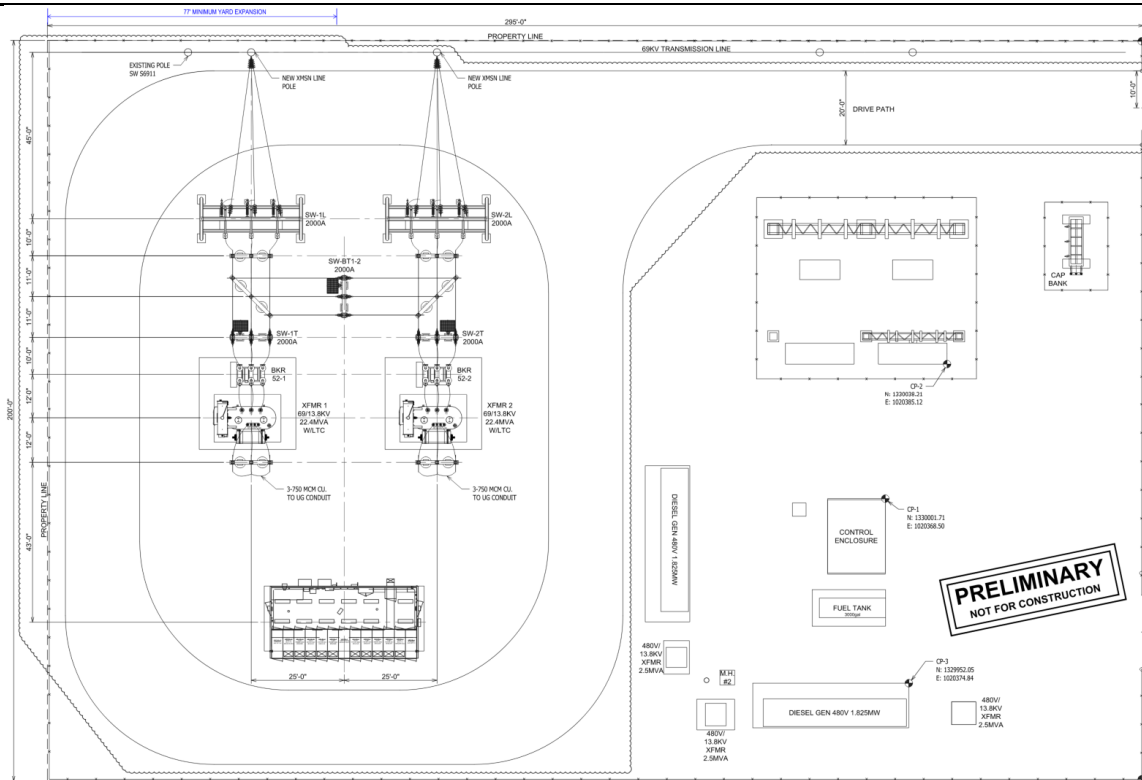
October 30, 2024





Project Scope

New Prospect Substation
Rantoul, IL





Project Budget Summary

New Prospect Substation

Rantoul

#	Description	Budget
1	Substation	\$15,305,636.34
Total Project Estimate		\$15,305,700.00

***Cost Estimates for budgetary purposes only,
BHMG not responsible for price increases.

Print Date: 10/30/2024

9735 Landmark Pkwy, Suite 110A, St. Louis, MO 63127 / Phone 636-296-8600



**Engineering
Cost
Estimate**

Project No.: 2183

Estimated By: CAC

Project New Prospect Substation

Checked By: JFJ

Description Substation Cost Estimate

Date: 10/30/24

Item #	Item Description	Material			Labor			Equipment			Total
		Qty.	Unit	Unit Cost	Qty.	Unit	Unit Cost	Qty.	Unit	Unit Cost	
	Site Development										\$ -
1	Land Purchase	0.75	acre	\$ 25,000.00	1	ls.	\$ 15,000.00				\$ 31,500.00
2	Surveying and Geotech	1	ls.	\$ 30,000.00							\$ 31,500.00
3	Site Grading	36020	sq. ft.		1	sq. ft.	\$ 1.50				\$ 56,731.50
4	Storm Water Retention	1	ls.		1		\$ 30,000.00				\$ 31,500.00
5	Perimeter Chainlink Fence	1015	l.f.	\$ 15.00	1	ft	\$ 25.00				\$ 42,630.00
6	Gravel Access Roads	1	ea.	\$ 15,000.00	1	ea.	\$ 7,500.00				\$ 23,625.00
7	Rock Landscaping	36020	sq. ft.	\$ 2.00	1	sq. ft.	\$ 1.50				\$ 132,373.50
	Foundations										\$ -
8	69kV Arbor Foundations	8	ea.	\$ 2,000.00	1	ea.	\$ 5,000.00	1	ea.	\$ 1,250.00	\$ 60,112.50
9	69kV Disconnect Switch Foundations	6	ea.	\$ 2,000.00	1	ea.	\$ 3,500.00	1	ea.	\$ 1,250.00	\$ 35,962.50
11	69kV Breaker Foundations	2	ea.	\$ 2,000.00	1	ea.	\$ 1,500.00	2	ea.	\$ 1,251.00	\$ 9,977.10
12	Switchgear Foundation	1	ea.	\$ 75,000.00	1	ea.	\$ 75,000.00	1	ea.	\$ 1,250.00	\$ 158,812.50
13	Bus Foundations	12	ea.	\$ 3,000.00	1	ea.	\$ 6,000.00	1	ea.	\$ 1,250.00	\$ 114,712.50
14	Transformer Foundation	2	ea.	\$ 75,000.00	1	ea.	\$ 83,000.00	1	ea.	\$ 1,251.00	\$ 333,113.55
	Structural Steel										\$ -
14	69kV Deadend Arbor Structure	2	ea.	\$ 38,293.64	80	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 106,404.14
15	69kV Disconnect Switch Structure	3	ea.	\$ 4,250.40	36	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 31,186.26
16	69kV Bus Support Structure	4	ea.	\$ 6,068.37	10	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 32,574.65
17	15kV Bus Riser Support Structure	2	ea.	\$ 2,875.95	10	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 9,977.00
	Major Equipment										\$ -
18	69kV Transformer	3	ea.	\$ 1,748,339.00	220	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 5,612,005.35
19	69kV Circuit Breakers	2	ea.	\$ 75,000.00	220	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 227,587.50
20	69kV Disconnect Switches	3	ea.	\$ 18,000.00	80	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 95,287.50
21	69kV Line Disconnect Switches	2	ea.	\$ 18,000.00	80	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 63,787.50
22	69kV Voltage Transformer	6	ea.	\$ 8,500.00	40	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 92,137.50
23	69kV Strain Insulators	12	ea.	\$ 250.00	1.5	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 6,247.50
24	69kV Bus Insulator	12	ea.	\$ 900.00	1.5	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 14,437.50
25	69kV Surge Arresters	6	ea.	\$ 1,800.00	11	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 21,997.50
26	69kV 2000A Strain Bus	820	ft.	\$ 6.00	0.25	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 37,716.00

27	69kV Strain Bus Connectors	81	ea.	\$ 50.00	2	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 30,030.00
28	Metalclad Switchgear	1	ea.	\$ 1,958,115.00	400	hr.	\$ 150.00	1	ea.	\$ 750.00	\$ 2,119,808.25
29	Distribution Station Service Transformer	1	ea.	\$ 4,500.00	12	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 6,877.50
30	15kV Bus Insulators	6	ea.	\$ 900.00	1.5	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 7,350.00
31	2" SPS AL - 69kV Bus	360	ft.	\$ 6.00	0.25	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 16,705.50
32	3.5" SPS AL - 15kV Bus	20	ft.	\$ 6.00	0.25	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 1,176.00
33	3-750 MCM CU MV-90 or MV-105 CBL	200	ft.	\$ 6.00	0.25	hr.	\$ 150.00	1	ea.	\$ 250.00	\$ 9,397.50
	General Installation										\$ -
34	Control Conduit	3000	ft.	\$ 10.00	0.4	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 221,025.00
35	Ground Grid - #4/0	4000	ft.	\$ 7.00	0.05	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 61,425.00
36	Ground Rods	60	ea.	\$ 75.00	0.5	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 9,975.00
37	Ground Grid Connections	200	ea.	\$ 10.00	1	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 34,125.00
38	Control Wire	13500	ft.	\$ 8.00	0.05	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 220,237.50
39	Yard LED Lights	10	ea.	\$ 500.00	8	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 18,375.00
40	15kV Main UG Exits Conduits - 6 x 1-6"	750	ft.	\$ 25.00	0.25	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 49,743.75
41	15kV Main UG Cables - 6 sets 750 CU	2700	ft.	\$ 35.00	0.1	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 142,275.00
42	15kV Main UG Terminations	36	ea.	\$ 250.00	6	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 43,995.00
43	15kV Feeder UG Exits Conduits - 6 x 1-6"	4674	ft.	\$ 25.00	0.25	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 307,256.25
44	15kV Feeder UG Cables - 6 sets 750 CU	16826	ft.	\$ 35.00	0.1	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 883,911.00
45	15kV Feeder UG Terminations	36	ea.	\$ 250.00	6	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 43,995.00
46	XMNS Pole, Hardware, Assembly	2	ea.	\$ 46,450.00	333	hr.	\$ 150.00	1	ea.	\$ 15,000.00	\$ 218,190.00
47	Tie Line Cable	360	ft.	\$ 2.60	0.01	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 2,074.80
48	Tie Line Shield Wire	240	ft.	\$ 2.19	0.01	hr.	\$ 150.00	1	ea.	\$ 500.00	\$ 1,454.88
49	Testing	1	ls.	\$ 500.00	180	hr.	\$ 250.00	1	ea.	\$ 500.00	\$ 48,300.00
50	Commissioning	1	ls.	\$ 15,000.00	400	hr.	\$ 250.00	1	ea.	\$ 500.00	\$ 121,275.00
											\$ -
											\$ -
											\$ -
51	Engineering (Utility, Civil, Consulting, PM)	9.2%	%								\$ 1,106,844.45
52	Construction Admin/Observation	3	%								\$ 360,986.23
53	Contingency	15	%								\$ 1,804,931.17
Totals This Sheet											\$ 15,305,636.34

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

ITEM: Property Tax Levy Presentation	DEPARTMENT: Administration
DATE: November 5, 2024	AMOUNT:
ATTACHMENTS:	ADMINISTRATIVE NOTES:
SUMMARY HIGHLIGHTS:	
RECOMMENDED ACTION:	
DEPARTMENT HEAD APPROVAL	VILLAGE ADMINISTRATOR