



PUBLIC MEETING NOTICE AND AGENDA
COMMITTEE OF THE WHOLE MEETING
JANUARY 21, 2020
7:30 P.M.

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Presentation – Employee Years of Service Award
4. Audience Participation
The public is invited to make an issue-oriented comment on any matter of public concern not otherwise on the agenda. The public comment may be no longer than 3 minutes in duration.
5. Staff Presentations
 - A. Administration
 1. Request for Waiver of Sign Regulations and Enforcement from the Algonquin/Lake in the Hills Chamber of Commerce
 - B. Public Works
 1. 2020 Spending Authority Request for SSA 51 Water Main Replacement Project
 2. 2020 Spending Authority Request for Woods Creek Reach 10 Streambank Restoration Project
 3. Award a Contract to Rush Power Systems for Generator Maintenance and Inspection Services
6. Board of Trustees
 - A. Trustee Harlfinger
 - B. Trustee Huckins
 - C. Trustee Bogdanowski
 - D. Trustee Dustin
 1. Planning and Zoning Commission Liaison Report
 - E. Trustee Bojarski
 - F. Trustee Murphy
 1. Parks and Recreation Board Liaison Report
7. Village President
 - A. Proclamation – School Choice Week (Thursday)
 - B. Proclamation – Children’s Dental Health Month (Thursday)
8. Audience Participation
9. Adjournment

MEETING LOCATION
Lake in the Hills Village Hall
600 Harvest Gate
Lake in the Hills, IL 60156

The Village of Lake in the Hills is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village’s facilities, should contact the Village’s ADA Coordinator at (847) 960-7410 [TDD (847) 658-4511] promptly to allow the Village to make reasonable accommodations for those persons.

Posted by: _____ Date: _____ Time: _____



REQUEST FOR BOARD ACTION

MEETING DATE: January 21, 2020

DEPARTMENT: Administration

SUBJECT: Request for Waiver of Sign Regulations and Enforcement from the Algonquin/
Lake in the Hills Chamber of Commerce

EXECUTIVE SUMMARY

Attached please find a letter from Renee Erling, Executive Director, with the Algonquin/Lake in the Hills Chamber of Commerce, requesting enforcement activities be suspended to allow the erection of temporary signage in the right-of-way at the intersections listed below, within the Village boundaries, from February 8, 2020 until February 23, 2020 for the Chamber's Winterfest on Saturday, February 22, 2020.

Intersections:

Virginia & Rakow
Miller & Lakewood
Pyott & Rakow
Pingree & Rakow
Randall & Miller
Miller & Haligus
Lakewood & Ackman
Pyott & Algonquin
Hilltop & Algonquin
Square Barn & Algonquin
Lakewood & Algonquin
Ackman & Haligus
Sunset Park

FINANCIAL IMPACT

None

ATTACHMENTS

1. Letter from Algonquin/Lake in the Hills Chamber of Commerce

RECOMMENDED MOTION

Motion to suspend enforcement activities from February 8, 2020 until February 23, 2020 to allow the installation of temporary signage at the intersections referenced above for their Winterfest on February 22, 2020.



January 8, 2020

To the Village Board of Lake in the Hills:

With respect, I am writing to request permission and approval for a sign waiver for Algonquin/Lake in the Hills Chamber of Commerce presents Winterfest 2020 on Saturday, February 22rd 2020 from 9 a.m. to 3 p.m.

The location of the event is will be held at Harry D. Jacobs High School in Algonquin.

This signage waiver request, in relation to the section 16 zoning ordinance of the sign regulation enforcement, will not exceed 32 square feet in size and are planned for the following locations within the boundaries of Lake in the Hills:

**SE corner of Virginia and Rakow
SE corner of Miller and Lakewood
SE corner of Ackman and Lakewood**

**SW corner of Pyott and Rakow
SW corner of Pingree and Rakow
SW corner of Ackman and Lakewood
SW corner of Randall and Miller
SW corner of Lakewood and Ackman**

**NW corner of Lakewood and Miller
NW corner of Miller and Haligus
NW corner of Hilltop and Algonquin
NW corner of Lakewood and Algonquin**

**NE corner of Pyott and Algonquin
NE corner of Randall and Algonquin
NE corner of Lakewood and Algonquin**

**North side of Square Barn and Algonquin
West side of Ackman and Haligus
Sunset Park**

Thank you for your time and consideration,

Renee Erling, Executive Director
Algonquin/LITH Chamber of Commerce
2200 Harnish Drive
Algonquin, IL 60102
847-658-5300
rerling@ALChamber.com



REQUEST FOR BOARD ACTION

MEETING DATE: January 21, 2020

DEPARTMENT: Public Works

SUBJECT: SSA 51 Water Main Replacement Project 2020 Spending Authority Request

EXECUTIVE SUMMARY

On October 24, 2019, the Village Board awarded Mauro Sewer (Mauro) a contract to perform the SSA 51 Water Main Replacement project. Now that the Village has sold the bonds associated with the project, the bond revenue has been received and the Village Board has approved the Fiscal Year 2020 Village Budget, Village staff recommend approval of a motion allowing the Village to spend \$1,531,812.00 with Mauro with 2020 for the SSA 51 Water Main Replacement Project.

FINANCIAL IMPACT

The Village sold the bonds associated with this project last year and the bond revenue was received by the Village and deposited into the Village's Water Fund in FY 2019. The Village's FY 2020 Budget includes adequate funding for this project in the Water Fund.

ATTACHMENTS

None

RECOMMENDED MOTION

Motion to approve spending authority for the SSA 51 Water Main Replacement Project with Mauro Sewer of Des Plaines, IL, for fiscal year 2020, in an amount not-to-exceed \$1,531,812.00.



REQUEST FOR BOARD ACTION

MEETING DATE: January 21, 2020

DEPARTMENT: Public Works

SUBJECT: Woods Creek Reach 10 Streambank Restoration Project 2020 Spending Authority Request

EXECUTIVE SUMMARY

On August 8, 2019, the Village Board awarded Applied Ecological Services (AES) of Huntley, Illinois a contract to perform the Reach 10 streambank restoration project. AES began the first phase of the project in September of 2019 and AES plans to complete the second and final phase of the project in 2020. Of the \$607,650.00 project cost, the final phase of the project will cost \$94,423.25, which includes \$57,025.20 in retainage from work performed in 2019. The Village's FY 2020 Budget includes funding for this project in the Lakes Fund. As such, Village staff recommend that the Village Board of Trustees approve a motion to approve spending authority for the second and final phase of the Woods Creek Reach 10 Streambank Restoration Project with AES for fiscal year 2020, in an amount not-to-exceed \$94,423.25.

FINANCIAL IMPACT

The Village's FY 2020 Budget includes funding for this project in the Lakes Fund.

ATTACHMENTS

None

RECOMMENDED MOTION

Motion to approve spending authority for the second and final phase of the Woods Creek Reach 10 Streambank Restoration Project with Applied Ecological Services of Huntley, IL, for fiscal year 2020, in an amount not-to-exceed \$94,423.25.



REQUEST FOR BOARD ACTION

MEETING DATE: January 21, 2020

DEPARTMENT: Public Works

SUBJECT: Award a Contract for Generator Maintenance and Inspection Services

EXECUTIVE SUMMARY

Village staff released a Request for Proposal (RFP) for generator maintenance and inspection services for 2020, 2021, 2022 and 2023 last month. The RFP was posted to the Village's website, a public notice was published in the Northwest Herald and Village staff contacted over fifteen vendors to notify them of this opportunity. On January 9, 2020, five sealed proposals were opened and four-year pricing ranged from a low of \$80,600.00 from Rush Power Systems to a high of \$96,160.00. The FY 2020 cost is \$15,255.00, which is under budget by \$2,885.00. Rush Power Systems has worked on similar projects for the Village in the past and staff have been pleased with their performance. As such, Village staff recommend awarding this four-year contract to Rush Power Systems.

FINANCIAL IMPACT

The Village's 2020 budget includes \$18,140.00 for generator maintenance and inspection services (\$5,090 in the general fund and \$13,050.00 in the water fund). The total expense for 2020 is \$15,255.00, which is under budget by \$2,885.00.

ATTACHMENTS

1. Recommendation Memo
2. RFP Results
3. Bid Certification Form

RECOMMENDED MOTION

Motion to approve a four-year contract, from January 1, 2020 to December 31, 2023, for generator maintenance and inspection services with Rush Power Systems of Belvidere, IL.

Lake in the Hills Public Works Department

MEMORANDUM

To: Dan Kaup, Public Works Director
From: Scott Parchutz, Superintendent of Public Properties
Date: January 10, 2020
Subject: Recommendation to Award a Four-Year Generator Services Contract to Rush Power Systems

I recommend that we accept the lowest responsible bid provided by Rush Power Systems of \$80,600.00 and request purchase order authority for FY2020 in the amount of \$15,255.00. Rush Power Systems has a long service history of providing the Village with honest professional generator services. Rush Power Systems offers a wide range of services which includes replacement installs, load banking, preventative maintenance, emergency repairs and drop off rental services. I believe Rush Power is more than qualified to handle the Village's generator maintenance services over the next four-years, and their \$15,255.00 bid price for FY2020 is under our \$18,140.00 budget by \$2,885.00.

Company	Bid Amount
Rush Power Systems – Belvidere, IL	\$80,600.00
Charles Equipment Energy Systems, LLC – Des Plaines, IL	\$80,844.00
Illini Power Products Co. – Carol Stream, IL	\$88,175.00
Midwest Power Industry Inc. – Ringwood, IL	\$86,718.00
Northwest Electric System, Inc. – Chicago, IL	\$96,160.00

I recommend that we accept the lowest responsible bid provided by Rush Power Systems of \$80,600.00 and request purchase order authority for FY2020 in the amount of \$15,255.00.

Lake in the Hills Public Works Department

MEMORANDUM

To: Dan Kaup, Public Works Director
From: Scott Parchutz, Public Properties Superintendent
Date: January 9th, 2020
Subject: RFP Results - Inspection and Maintenance Services for Village Generators

The RFP opening for Inspection and Maintenance Services for Village Generators was held at the Public Works Facility on January 9th, 2020 at 10:00 a.m. Scott Parchutz, Stephanie Raupp and Peter D'Agostino from the Village of Lake in the Hills were present at the RFP opening. In addition, Bill True from Midwest Power Industry, Jerry Birkenheier from Illini Power Products and Mike Biehl from Charles Equipment were present at the RFP opening. The RFP results were as follows:

Company	Addendum #1	Bid Amount
Illini Power Products Co. – Carol Stream, IL	Yes	\$88,175.00
Rush Power Systems – Belvidere, IL	Yes	\$80,600.00
Charles Equipment Energy Systems, LLC – Des Plaines, IL	Yes	\$80,844.00
Midwest Power Industry Inc. – Ringwood, IL	Yes	\$86,718.00
Northwest Electric System, Inc. – Chicago, IL	-	\$96,160.00

The RFP opening concluded at 10:08 a.m. The RFP submittals will be reviewed and Village staff plan to make a recommendation to the Village Board at the January 21, 2020 Committee of the Whole Meeting.

APPENDIX 4

VILLAGE OF LAKE IN THE HILLS
 BID CERTIFICATION FORM

Inspection and Maintenance Services for Village Generators

CONTRACTOR'S NAME: RUSH POWER SYSTEMS

ADDRESS: 1981 BELFORD NORTH DR.
BELVIDERE, IL. 61008

1. COST OF WORK:

The undersigned, having familiarized [himself/herself] with conditions affecting the cost of the work and its performance and having carefully examined and fully understood the INSTRUCTION TO BIDDERS, hereby affirms and agrees to enter into a contract with the Village of Lake In The Hills, Illinois.

The undersigned hereby also certifies that in accordance with 710 ILCS 733E-1, that the Bidder is not barred from submitting a bid for this contract as a result of a violation of either Section 33E-3 or Section 33E-4 concerning bid rigging, bid rotating, kickbacks, bribery and other interference with public contracts.

To PROVIDE all supervision, labor, material, equipment, and all other expense items to perform completely the entire work covered by all specifications for the entire work:

Location	Service	2020	2021	2022	2023	Total
310 Council Trail Well 6	Preventative Maintenance	\$ 730	\$ 2180	\$ 1,180	\$ 730	\$ 4,820
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
4145 Spring Lake Dr. Wells 9 & 17	Preventative Maintenance	\$ 730	\$ 2130	\$ 1,130	\$ 730	\$ 4,720
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
401 Wright Drive Well 10	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
5664 McKenzie Well 12	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
1212 Crystal Lake Road Transfer Station	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
9300 Haligus Road Well 16	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
550 Harvest Gate Well 15	Preventative Maintenance	\$ 1,480	\$ 4,280	\$ 1,760	\$ 1,480	\$ 9,000
	Load Bank Testing	\$ 1,350	\$ 1,350	\$ 1,350	\$ 1,350	\$ 5,400

Location	Service	2020	2021	2022	2023	Total
600 Harvest Gate Village Hall	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
1115 Crystal Lake Road Police Department	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
2 East Oak Police Department	Preventative Maintenance	\$ 605	\$ 1805	\$ 1,005	\$ 605	\$ 4,020
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
9010 Haligus Road Public Works	Preventative Maintenance	\$ 730	\$ 1930	\$ 1,130	\$ 730	\$ 4,520
	Load Bank Testing	\$ 600	\$ 600	\$ 600	\$ 600	\$ 2,400
	TOTAL	15,255	30,505	\$ 19,585	15,255	\$ 80,600

FOR A FOUR-YEAR (01/01/2020 TO 12/31/2023) GRAND TOTAL

OF EIGHTY THOUSAND SIX HUNDRED DOLLARS \$ 80,600

Optional RFP pricing

1. Please include a separate document containing a list of generators available to rent and a pricing schedule for each generator.
2. Please include a separate document containing your hourly labor rates for as-needed generator repair work that may be needed in addition to the Preventative Maintenance and Load Bank Testing Services.

2. COSTS:

The undersigned hereby affirms and states that the prices quoted herein constitute the total cost to the Village for all work involved in the respective items and that this cost also includes all insurance, royalties, transportation charges, use of all tools and equipment, superintendence, overhead expense, all profits, and all other work, services, and conditions necessarily involved in the work to be done and materials to be furnished in accordance with the requirements of the contract documents considered severally and collectively. All bids shall be held valid for a period of 60 days after the bid due date.

The undersigned hereby also certifies that this bid is genuine and not collusive or sham, that said Bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any other Bidder or person, to put in a sham bid or to renege from submitting a bid; and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the proposed price elements of said bid, or that of any other Bidder, or to secure any advantage against any other Bidder or any person interested in the proposed contract.

The undersigned hereby also certifies in accordance with 65 ILCS 5-11-42-1-1 that the Bidder is not delinquent in the payment of any tax administered by the Illinois Department of Revenue, unless the amount and/or liability is being properly contested in accordance with the procedures established by the appropriate revenue act.

The undersigned hereby also certifies in accordance with 720 ILCS 5-33-1 that the Bidder will not participate in bid rigging and or rotating, kickbacks, bribery, and other related interference with public contractors. The statute requires that a certification by submitted by a bidder specifically attesting to the provisions of 5-33E-3 and 5-33E-4. The undersigned hereby also certifies in accordance with 775 ILCS 5-2-105 that the Bidder must furnish evidence of adoption of a written policy on sexual harassment pursuant to the statute. The Village's interpretation of this statute is that such a policy does not have to be submitted with the bid, but the Bidder must have one in order to receive a contract.

The undersigned hereby also certifies that the bid is in compliance with all other applicable federal, state, and local laws.

4. TIME OF COMPLETION:

The undersigned affirms and declares that if awarded the contract for the **Inspection and Maintenance Services for Village Generators** they will completely perform the contract in strict accordance with its terms and conditions in accordance with the timeframes found within the specifications.

5. SPECIFICATIONS:

The undersigned will furnish all labor, material, equipment, and services necessary for said **Inspection and Maintenance Services for Village Generators**, in accordance with the following specifications as described on the specifications page.

6. CONDITIONS:

The Village is exempt from federal excise tax and the Illinois Retailers' Occupation Tax.

The undersigned hereby certifies that this proposal does not include any amounts of money for these taxes.

To be valid, bids shall be itemized so that selection for purchase may be made, there being included in the price of each item the cost of delivery, insurance, bonds, overhead, and profit.

The Village shall reserve the right to add to or deduct from the base bid and/or alternate bid any item at the prices indicated in the itemization of bid.

Dated at 8:00 AM this 6 day of JANUARY, 2020.

By: [Signature]
(Signature)

Its: GENERAL MANAGER
Title

Tricia Lea Rush, being duly sworn, deposes and states that he/she is the _____

Notary Public of Illinois and that the statement above is

true and correct. Subscribed and sworn before me this 6th day of January, 2020

Tricia Lea Rush
Notary Public



Accepted this _____ day of _____, 2020

By: _____
Russ Ruzanski, Village President