



**IN ACCORDANCE WITH THE APPLICABLE STATUTES OF THE STATE OF ILLINOIS AND ORDINANCES OF THE CITY OF PROSPECT HEIGHTS, NOTICE IS HEREBY GIVEN THAT**

**THE CITY COUNCIL MEETING  
OF THE MAYOR AND CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS  
WILL BE HELD ON MONDAY, JANUARY 13, 2025 AT 6:30 PM**

**IN PERSON IN THE COUNCIL CHAMBERS, PROSPECT HEIGHTS CITY HALL  
8 NORTH ELMHURST ROAD, PROSPECT HEIGHTS, ILLINOIS  
MAYOR PATRICK LUDVIGSEN PRESIDING**

**THIS MEETING WILL BE BROADCAST LIVE ON CABLE CHANNELS: COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 AND AT&T U-VERSE CHANNEL 99. IT WILL ALSO BE RECORDED AND REBROADCAST ON COMCAST CHANNEL 17, ASTOUND CHANNEL 1176 AND AT&T U-VERSE CHANNEL 99.**

- 1. CALL TO ORDER AND ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
  - A. December 9, 2024 City Council Regular Meeting Minutes**  
*Action Requested: (Motion, Second, Roll Call Vote)*
- 4. PRESENTATIONS**

*None*
- 5. APPOINTMENTS, CONFIRMATIONS, AND PROCLAMATIONS**
  - A.** Re-appointment of Terry Anderson to North Shore Convention and Visitors Bureau Board of Directors
  - B.** Re-appointment of Sharon Hoffman as Chairperson of the Police and Fire Commission
  - C.** Re-appointment of Hyman Riebman as Commissioner of the Police and Fire Commission
- 6. PUBLIC COMMENT ON AGENDA MATTERS (*Five Minute Time Limit*)**

(Citizens are asked to identify the agenda item they would like to address and will be provided the opportunity to speak to the issue after its presentation and before City Council action)

**7. CONSENT AGENDA** - All items listed on the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the general order of business and considered as a separate Agenda item.  
**Action Requested: (Motion, Second, Roll Call Vote)**

**8. OLD BUSINESS**

**A. O-24-32** Staff Memo and Ordinance Amending Various Sections of the City Code Related to Title 1, Chapter 6, Section 7I: Powers and Duties as it Relates to City Administrator Purchasing Authority for Prospect Heights (**2nd Reading**)  
**Action Requested: (Motion, Second, Roll Call Vote)**

**9. NEW BUSINESS**

**A. R-25-01** Staff Memo and Resolution for Winkleman Road Lightning Improvement Project Bid Recommendation of \$90,950 from Utility Dynamics Corporation with a 10% Contingency Fund for Unforeseen Underground Conditions  
**Action Requested: (Motion, Second, Roll Call Vote)**

**B. R-25-02** Staff Memo and Resolution Approving Supplemental Design Engineering Services for Willow Road Improvements with GEI Consultants in the Amount of \$47,500 for Additional Geotechnical Modeling  
**Action Requested: (Motion, Second, Roll Call Vote)**

**C. R-25-03** Staff Memo and Resolution Authorizing an Agreement with Microsystems, Inc. to Provide Document Scanning Services of Building Department Documents for an Estimated Cost of \$56,900.  
**Action Requested: (Motion, Second, Roll Call Vote)**

**D. R-25-04** Staff Memo and Resolution Authorizing an Agreement with TKB Associates, Inc for Laserfiche Records Management Software Licensing and Support Services in an Amount Not to Exceed \$15,000.  
**Action Requested: (Motion, Second, Roll Call Vote)**

**E. R-25-05** Staff Memo and Resolution Authorizing an Intergovernmental Agreement with the Village of Mount Prospect for the Certification of Levee 37  
**Action Requested: (Motion, Second, Roll Call Vote)**

**10. STAFF, ELECTED OFFICIALS, AND COMMISSION REPORTS**

**11. APPROVAL OF WARRANTS**

**A. Approval of Expenditures**

General Fund	\$222,224.00
Motor Fuel Tax Fund	\$0.00
Tourism District	\$6,334.96
Solid Waste Fund	\$0.00

This meeting will be recorded and made available on your local Cable Channel, Prospect Heights Television, and our PHTV YouTube Channel via a link on the City website

Drug Enforcement Agency Fund	\$1,780.00
Special Service Area #1	\$0.00
Special Service Area #2	\$0.00
Special Service Area #3	\$0.00
Special Service Area #4	\$0.00
Special Service Area #5	\$544.52
Special Service Area #6 - Water Main	\$0.00
Special Service Area #8 - Levee Wall #37	\$2,727.39
Capital Improvements	\$178,717.07
Special Service Area #6 - Debt	\$0.00
Road Construction Debt	\$605.00
Water Fund	\$29,879.16
Parking Fund	\$825.46
Sanitary Sewer Fund	\$20,854.81
Road/Building Bond Escrow	\$1,995.00
<b>TOTAL</b>	<b>\$466,487.37</b>
<b><u>Wire Payments</u></b>	
<b>12/27/2024 Payroll</b>	<b>\$189,757.55</b>
<b>TOTAL WARRANT</b>	<b>\$656,244.92</b>

12. **PUBLIC COMMENT ON NON-AGENDA MATTERS (*Five Minute Time Limit*)**

13. **EXECUTIVE SESSION**

14. **ACTION ON EXECUTIVE SESSION ITEMS, IF REQUIRED**

15. **ADJOURNMENT**

*Action Requested: (Motion, Second, Voice Vote)*

Posted by 12:00 PM, January 9, 2025

This meeting will be recorded and made available on your local Cable Channel, Prospect Heights Television, and our PHTV YouTube Channel via a link on the City website

**Peter Falcone**

---

**From:** Terry Anderson <[REDACTED]>  
**Sent:** Wednesday, January 8, 2025 10:52 AM  
**To:** Pat Ludvigsen  
**Cc:** Peter Falcone  
**Subject:** Chicago North Shore Convention & Visitors Bureau

\*\*\*\*\* THIS IS AN EXTERNAL EMAIL, PLEASE EXERCISE CAUTION WITH LINKS \*\*\*\*\*

Dear Mayor Ludvison,

I would like to continue to represent Prospect Heights on the CVB as a Board Member. Gina Speckman asked me if I would consider a role as Secretary and be an Executive Board Member. I told her I would be honored to be considered. The vote is coming this month. Please consider me as a candidate to continue to represent Prospect Heights.

Thank you



**Terry Anderson**  
Managing Broker

[REDACTED]  
[terry.anderson@bairdwarner.com](#)  
[REDACTED]  
[REDACTED]





**Peter Falcone**

---

**From:** Hy Riebman [mailto:hyrie@prospectheightsfire.com]  
**Sent:** Wednesday, January 8, 2025 12:53 PM  
**To:** Pat Ludvigsen  
**Cc:** Peter Falcone  
**Subject:** Re-appointment to Prospect Heights Fire and Police Commission

\*\*\*\*\* THIS IS AN EXTERNAL EMAIL, PLEASE EXERCISE CAUTION WITH LINKS \*\*\*\*\*

Mayor Ludvigsen,  
I am requesting re-appointment to the Prospect Heights Fire and Police Commission.  
I would be honored to continue to serve on the Commission.

Sincerely,

Hyman Riebman



**To:** Mayor Ludvigsen and Members of the City Council  
Joe Wade, City Administrator

**From:** Peter P. Falcone, Assistant City Administrator

**Subject:** O-24-32 Amending City Administrator Purchasing Authority for Prospect Heights

**Date:** December 6, 2024

**Background:**

Ten years ago, the City Council approved an increase in the limit of the amount the City Administrator is authorized to approve for purchases, from \$5,000 to \$10,000. While this amount provided enough purchasing flexibility for the Administrator and City Departments at its passing. A decade later the City currently finds itself regularly exceeding the \$10,000 limit for the most common and essential of purchases.

Staff was recently notified of a pending need to replace an important component in our information technology management system and while the replacement of the equipment was not considered an immediate emergency, our IT consultants strongly recommended replacement as soon as possible to avoid any potential security breaches. As the replacement component cost over \$10,000, staff was required hold off on the purchase and follow City Code, presenting it to City Council for purchase authorization. If this was an immediate emergency, Staff would surely have made the necessary purchase and presented the expense to the City Council for approval after the fact. This just highlights the delays that are caused due to the current purchase limitations.

As Staff has experienced more purchases exceeding the current limit, including the rising costs of goods and services over the past decade, Staff is asking that the Administrator's purchase limit be increased to meet current financial demands.

**Financial Impact:**

No financial impact would result in the passing of this ordinance. The City Administrator and City Department Heads take great pride in the efficient utilization of City resources. These purchases would be made with or without the purchase increase, however, passing this ordinance would allow the City Administrator and City Department Heads to more efficiently manage the daily operations of the City and provide resolution in a more expedient manner.

**Recommendation:**

Staff recommends the Council Members pass Ordinance O-24-32 increasing the City Administrator's purchase limit from \$10,000 to \$25,000.

**ORDINANCE NO. O-24-32**

**AN ORDINANCE AMENDING THE CITY CODE RELATED TO TITLE 1, CHAPTER 6, SECTION 7I: POWERS AND DUTIES AS IT RELATES TO CITY ADMINISTRATOR PURCHASING AUTHORITY FOR PROSPECT HEIGHTS**

**WHEREAS**, the City of Prospect Heights (“City”) is an Illinois Municipal Corporation pursuant to the Illinois Constitution of 1970 and the Statutes of the State of Illinois; and

**WHEREAS**, the City has enacted purchasing limitations for City Staff to ensure City funds are used in an efficient and effective manner; and

**WHEREAS**, the Mayor and City Council have determined that an amendment of the Code with respect to the Administrator’s purchasing authority is in the best interest of the operation of the City, and for the benefit of public health, safety, comfort, convenience and general welfare of the people;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS** as follows:

**SECTION 1.** The City Council hereby finds and determines that the facts and statements set forth in the above recitals are true and correct, and do hereby, by reference, incorporate and make them a part of this ordinance.

**SECTION 2:** That Title 1, Chapter 6, Section 7I of the City Code, “Powers and Duties”, be amended as set forth below with deletions in strikethrough and additions in bold, underline text so that the same shall be read as follows:

1-6-7: POWERS AND DUTIES:

.....

I. Purchase all materials, supplies, **services** and equipment for which funds are provided in the budget, ~~but he/she may not purchase any single item or contract which exceeds any budget appropriation approved amount until the city council has increased the appropriation; provided, that for a purchase above the amount of ten thousand dollars (\$10,000.00)~~ **except for items or contracts over twenty five thousand (\$25,000.00) which** shall require city council approval or rejection. He may issue rules and regulations governing requisitions and the transaction of the business of purchasing between himself as purchasing agent and the heads of departments, officers and employees of the city. In case of circumstances creating an emergency, the city administrator may, without the prior consent of the city council, award contracts and make purchases for the purpose of meeting said emergency; but he shall properly file with the city council a report of such emergency and the necessity of such action, together with an itemized account of all such expenditures. (Ord. 0-14-27, 11-24-2014)

.....

**SECTION 3:** This Ordinance shall be in full force and effect from and after its passage and approval as required by law.

**PASSED and APPROVED this 13th day of January, 2025.**

ATTEST:

\_\_\_\_\_  
Patrick Ludvigsen, Mayor

\_\_\_\_\_  
City Clerk

AYES:

\_\_\_\_\_

NAYS:

\_\_\_\_\_

ABSENT:

\_\_\_\_\_

Published in pamphlet form \_\_\_\_\_, 2025



# City of Prospect Heights

9A

Department of Engineering  
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 210-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

---

December 20, 2024

Mr. Joe Wade, City Administrator  
City of Prospect Heights  
8 N. Elmhurst Road  
Prospect Heights, IL 60070

Re: Winkleman Road Lighting Improvements  
Bid Recommendation

Dear Mr. Wade:

The City received four bids for this project on Tuesday, December 17, 2024, at 10:30 AM. We have reviewed all bids and the bid price extensions. The bids ranged from \$90,950.00 to \$145,966.24. The final engineer's opinion of probable cost was \$82,077.50. A detailed tabulation of all bids is attached.

The low bid of \$90,950.00 was received from Utility Dynamics Corporation. GHA has previously worked with Utility Dynamics Corporation in other municipalities, and we are confident they have the experience to successfully complete this project.

We recommend award of the contract to Utility Dynamics Corporation, at the unit prices bid and an estimated total cost of \$90,950.00. We further recommend that the Council allow for a 10% contingency for unforeseen underground conditions that may arise during construction. The contract completion date for the project is April 30, 2025.

Please feel free to contact me with any questions or comments.

Sincerely,

A handwritten signature in black ink that reads "Daniel J. Strahan".

Daniel J. Strahan, P.E., CFM  
City Engineer

cc: Mark Roscoe, PW Director  
Brian Sears, GHA

**RESOLUTION R-25-01**

**A RESOLUTION APPROVING BID RECOMMENDATION FOR WINKLEMAN ROAD LIGHTNING IMPROVEMENT PROJECT WITH UTILITY DYNAMICS CORPORATION FOR \$90,950 WITH A 10% CONTINGENCY FUND FOR UNFORESEEN UNDERGROUND CONDITIONS**

**WHEREAS**, the City of Prospect Heights solicited bids for Winkleman Road Lighting Improvements; and

**WHEREAS**, the City Council of the City of Prospect Heights finds that the lowest responsible bidder to the City's request for bids is Utility Dynamics Corporation with a bid of \$90,950.00; and

**WHEREAS**, the City's Engineering Firm, Gewalt Hamilton, has successfully worked with Utility Dynamics in the past with positive results.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Prospect Heights, Cook County, Illinois as follows:

**Section One:** That the City Council accept Utility Dynamics Corporation's bid for the Winkleman Road Lighting Improvements.

**Section Two:** That, at the request of Gewalt Hamilton, a 10% contingency fund be approved to address any unforeseen underground conditions.

**Section Three:** That the City Administrator, or his designee, is authorized to take all necessary steps to implement this Resolution.

**Section Four:** That this Resolution shall be in full force and effect from and after its passage and approval as required by law.

**PASSED AND APPROVED this 13th day of January, 2023.**

\_\_\_\_\_  
Pat Ludvigsen, Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

<b>Client:</b>	Prospect Heights	<b>Bid Opening Date:</b>	12/17/2024
<b>Project:</b>	Winkleman Road Lighting Improvements	<b>Bid Opening Time:</b>	10:30 AM Prospect
<b>GHA Project No:</b>	4755.064	<b>Bid Opening Location:</b>	Heights City Hall
<b>Project Manager:</b>	Dan Strahan		

				Engineer's Estimate of Probable Cost		BID TABULATION							
						Utility Dynamics Corporation		Powerlink Electric, LLC		Intergal Power Atlantic		Electric Conduit Construction	
Item No.	Description	Qty	Unit	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	MOBILIZATION	1.0	L SUM	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$3,596.00	\$3,596.00	\$4,500.00	\$4,500.00	\$12,124.45	\$12,124.45
2	ELECTRIC SERVICE INSTALLATION, SPECIAL	1.0	EA	\$3,500.00	\$3,500.00	\$2,000.00	\$2,000.00	\$4,169.00	\$4,169.00	\$4,275.11	\$4,275.11	\$7,159.45	\$7,159.45
3	ELECTRIC UTILITY SERVICE CONNECTION, SPECIAL	1.0	L SUM	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
4	UNDERGROUND CONDUIT, GALVANIZED STEEL, 2" DIA.	25.0	FOOT	\$35.00	\$875.00	\$50.00	\$1,250.00	\$52.32	\$1,308.00	\$26.68	\$667.00	\$79.89	\$1,997.25
5	UNDERGROUND CONDUIT, COILABLE NONMETALLIC CONDUIT, 1 1/4" DIA.	725.0	FOOT	\$12.00	\$8,700.00	\$22.00	\$15,950.00	\$25.00	\$18,125.00	\$14.69	\$10,650.25	\$27.18	\$19,705.50
6	ELECTRIC CABLE IN CONDUIT, 600V (XLP-TYPE USE) 1/C NO. 10	1,450.0	FOOT	\$2.25	\$3,262.50	\$0.50	\$725.00	\$1.54	\$2,233.00	\$3.82	\$5,539.00	\$2.32	\$3,364.00
7	ELECTRIC CABLE IN CONDUIT, 600V (XLP-TYPE USE) 1/C NO. 8	2,175.0	FOOT	\$2.75	\$5,981.25	\$1.00	\$2,175.00	\$1.94	\$4,219.50	\$5.29	\$11,505.75	\$2.65	\$5,763.75
8	ELECTRIC CABLE IN CONDUIT, 600V (XLP-TYPE USE) 1/C NO. 2	75.0	FOOT	\$3.45	\$258.75	\$8.00	\$600.00	\$6.48	\$486.00	\$6.81	\$510.75	\$39.49	\$2,961.75
9	LIGHTING CONTROLLER, SPECIAL	1.0	EA	\$8,000.00	\$8,000.00	\$12,500.00	\$12,500.00	\$12,292.00	\$12,292.00	\$12,273.73	\$12,273.73	\$15,942.95	\$15,942.95
10	LIGHTING CONTROLLER FOUNDATION	1.0	EA	\$2,500.00	\$2,500.00	\$3,500.00	\$3,500.00	\$8,880.00	\$8,880.00	\$4,505.11	\$4,505.11	\$10,393.20	\$10,393.20
11	LIGHT POLE FOUNDATION, 24" DIAMETER, SPECIAL	50.0	FOOT	\$265.00	\$13,250.00	\$280.00	\$14,000.00	\$238.00	\$11,900.00	\$341.51	\$17,075.50	\$509.04	\$25,452.00
12	LIGHTING UNIT, COMPLETE	5.0	EA	\$3,750.00	\$18,750.00	\$5,350.00	\$26,750.00	\$5,148.00	\$25,740.00	\$4,847.14	\$24,235.70	\$5,500.61	\$27,503.05
13	TRAFFIC CONTROL AND PROTECTION, SPECIAL	1.0	L SUM	\$7,500.00	\$7,500.00	\$3,000.00	\$3,000.00	\$7,858.00	\$7,858.00	\$5,415.76	\$5,415.76	\$9,098.89	\$9,098.89
<b>Total Base Bid</b>					<b>\$82,077.50</b>	<b>\$90,950.00</b>	<b>\$105,306.50</b>	<b>\$105,306.50</b>	<b>\$105,653.66</b>	<b>\$105,653.66</b>	<b>\$145,966.24</b>	<b>\$145,966.24</b>	<b>\$145,966.24</b>



# City of Prospect Heights

Department of Engineering  
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 210-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

## Memorandum

**To:** City Council Members  
**From:** Dan Strahan, City Engineer  
**Date:** January 8, 2025  
**Re:** Willow-Owen Flood Control Project

---

As you know, City staff has been coordinating regularly with Cook County Division of Transportation & Highways (CCDOH) and Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) throughout the design engineering process to discuss various topics impacting the Willow-Owen Flood Control project. One of the primary design challenges encountered is the poor soil conditions underlying Willow Road. The thick, compressible soils are a concern not just for the additional fill required to raise the roadway, but also for support of the heavier culverts needed to mitigate hydraulic impacts of raising the road.

In August of 2024 the Council approved additional design engineering funds in the amount of \$32,000, partially for the geotechnical analysis beyond what was provided during the phase I engineering process. GHA utilized a subconsultant (CGMT, Inc.) to complete this initial analysis. After reviewing the additional information provided by CGMT, Inc, CCDOH staff requested additional engineering detail and geotechnical modeling for the proposed Willow Road improvements. The geotechnical modeling required for this analysis is outside of the scope of services offered by CGMT, Inc. GHA has since solicited the attached proposal from GEI Consultants to complete the required geotechnical modeling, in the amount of \$47,500.

In November the City sent a written request to CCDOH requesting consideration to assist with the additional costs for this modeling. To date we have not received a response to this request. In our discussions with CCDOH they have noted that there are numerous project priorities throughout Cook County, and so it is unlikely that CCDOH would prioritize the Willow Road improvements if the City stopped pursuing the project. To continue the design engineering process for the Willow Road improvements, staff requests that the additional costs for the geotechnical modeling be approved by the Council. This would increase the total Phase II engineering budget from \$237,000 to \$284,500.

**RESOLUTION NO. R-25-02**  
**RESOLUTION APPROVING SUPPLEMENTAL DESIGN ENGINEERING SERVICES FOR WILLOW ROAD IMPROVEMENTS WITH GEI CONSULTANTS IN THE AMOUNT OF \$47,500 FOR ADDITIONAL GEOTECHNICAL MODELING**

**Whereas**, the City of Prospect Heights has been working with the Cook County Division of Transportation and Highways and Metropolitan Water Reclamation District for improvements with Willow Road and Owen Court, and;

**Whereas**, the City has since separated the Willow Road project due to additional requirements Cook County has implemented on Willow Road due to its poor soil conditions, and;

**Whereas**, Willow Road’s soil conditions require additional geotechnical analysis that exceeds the scope of the original project, and;

**Whereas**, Gewalt Hamilton Associates has solicited the attached proposal from GEI Consultants to complete the required geotechnical modeling, in the amount of \$47,500.

**Now, Therefore, Be It Resolved by the City Council of Prospect Heights, Cook County, Illinois, as follows:**

**Section 1:** That the Proposal for supplemental engineering services for Willow Road is approved and accepted.

**Section 2:** The City Administrator is authorized to take all necessary steps to implement this resolution.

**Section 3:** This resolution shall be in full force and effect from and after its passage and approval as required by law.

**Passed and Approved this 13th day of January, 2025**

\_\_\_\_\_  
Petrick Ludvigsen, Mayor

Attest:

\_\_\_\_\_  
City Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

January 8, 2025

**Mr. Joe Wade****City Administrator**

City of Prospect Heights

8 N. Elmhurst Road

Prospect Heights, IL 60070

[jwade@prospect-heights.org](mailto:jwade@prospect-heights.org)

Re: **Proposal for Supplemental Design Engineering Services  
Willow Road/Owens Court Improvements**  
GHA Proposal No. 2022.M051

Dear Mr. Wade:

The City of Prospect Heights (City) and Gewalt Hamilton Associates, Inc. (GHA), 625 Forest Edge Drive, Vernon Hills, IL 60061, agree and contract as follows:

In 2022, the City contracted with GHA to design roadway improvements to raise the elevation of Willow Road and Owen Court to prevent flooding and closure. City staff has been coordinating regularly with Cook County Division of Transportation & Highways (CCDOH) and Metropolitan Water Reclamation District of Greater Chicago (MWRDGC) throughout the design engineering process. One of the primary design challenges encountered is the poor soil conditions underlying Willow Road. The thick, compressible soils are a concern not just for the additional fill required to raise the roadway, but also for support of the heavier culverts needed to mitigate hydraulic impacts of raising the road.

In August of 2024 the Council approved additional design engineering funds in the amount of \$32,000, partially for the geotechnical analysis beyond what was provided during the phase I engineering process. GHA utilized a subconsultant (CGMT, Inc.) to complete this initial analysis. After reviewing the additional information provided by CGMT, Inc, CCDOH staff requested additional engineering detail and geotechnical modeling for the proposed Willow Road improvements. The geotechnical modeling required for this analysis is outside of the scope of services offered by CGMT, Inc. GHA has since solicited the attached proposal from GEI Consultants to complete the required geotechnical modeling, in the amount of \$47,500.

**Scope of Services**

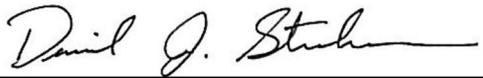
For the above additional services, GHA proposes to coordinate the required additional geotechnical modeling with GEI Consultants in accordance with the attached proposal.

<b>Services</b>	<b>Estimated Fee</b>
Supplemental Geotechnical Modeling (GEI Consultants)	\$47,500.00
<b>Total Additional Fee</b>	<b>\$47,500.00</b>

Including the previously approved proposal amount of \$237,000.00, the total proposed fee for design engineering services for this project is \$284,500.00. In order to minimize the additional costs incurred by the City, GHA will not charge the city for time spent coordinating the additional geotechnical work by GEI Consultants, Inc.

By signing below you indicate your acceptance of this Agreement for Supplemental Design Engineering Services in its entirety.

Gewalt Hamilton Associates, Inc.  
Submitted By:



Daniel J. Strahan, P.E., CFM  
Senior Engineer

City of Prospect Heights  
Accepted By:

\_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Consulting  
Engineers and  
Scientists

October 17, 2024  
Proposal No. 610040

VIA EMAIL: [wrafati@gha-engineers.com](mailto:wrafati@gha-engineers.com)

Mr. Wade Rafati, P.E.  
Civil Engineer  
Gewalt Hamilton Associates, Inc  
625 Forest Edge Drive  
Vernon Hills, Illinois 60061

**Re: Proposal for Geotechnical Settlement Analyses of Willow Road Surcharge Design and Structural Engineering Services for Pipe Culvert Design in Prospect Heights, Illinois**

Dear Mr. Rafati:

GEI Consultants, Inc. (GEI) is pleased to submit this proposal to provide geotechnical engineering services for settlement analyses of the Willow Road surcharge design, and structural engineering services for pipe culvert design at the above-referenced location.

### **Project Understanding**

It is understood that as part of the Willow Road Flood Control Project, the existing roadway section of Willow Road between Sta 102+25.00 and 109+50.00 will be raised to 652.10 feet (centerline) from the existing grades varying from 649.35 to 652.07 feet. Five 60-inch diameter RCP culverts will be installed below Willow Road with the invert elevation at 645.50 feet on the south end and 645.00 feet on the north end. We also understand that the Normal Water Level of the Hillcrest Lake is at elevation 647.4 feet and the lake bottom adjacent to Willow Road is at elevation 646.0 feet.

The O'Brien & Associates, Inc. (OBA) geotechnical report dated April 3, 2015 included two borings completed in the roadway section of Willow Road. Boring P-1 encountered clay fill to a depth of 11 feet below grade, then peat and organic clay to a depth of 23.5 feet below grade. Boring P-2 encountered clay fill to a depth of 6 feet below grade, then peat to a depth of 11 feet below grade. OBA estimated a settlement between 8 to 12 inches could be expected if grades were raised by 2 to 4 feet.

To assist the settlement prior to placement of the final pavement section, Gewalt Hamilton Associates, Inc (GHA) plans to surcharge the raised roadway section. Sheets 18 to 20 (*Plan and Profile*) prepared by GHA show five feet of temporary surcharge fill (to +657.10 feet) will be placed over the roadway section. A geotechnical memorandum prepared by Construction &

Geotechnical Material Testing, Inc (CGMT) and dated July 17, 2024 estimated that total settlement of 11.2 to 24.1 inches would be expected during the surcharge period. The settlement analysis was not attached to the memorandum; therefore, the soil parameters used in the CMGT's calculations cannot be reviewed.

We understand that Cook County Department of Transportation and Highways (CCDTH) reviewed the surcharge design and plans by GHA, and requested detailed calculations of the roadway settlement. The purpose of this proposal is to provide the geotechnical calculations and analyses for the proposed roadway surcharge design, per the comments by CCDTH.

## **GEI Experience**

GEI Consultants Inc. (GEI) is a specialized civil engineering firm practicing in the areas of construction technology, geotechnical engineering, environmental sciences, and water resources. Founded in 1970, GEI maintains a staff of over 1,000 dedicated professionals located in multiple offices throughout the North America and has completed over 100,000 projects worldwide. GEI maintains regional offices in the Midwest that are located in Chicago, Illinois; Madison and Green Bay, Wisconsin; Ann Arbor, Iron River, Lansing and Marquette, Michigan. Our local staff has significant geotechnical and construction quality assurance experience on numerous parking garages, high rise and iconic structures in Chicago and around the world.

GEI's local Chicago office has personnel with unmatched experience in geotechnical engineering, construction observation and testing, and structural engineering for various scale projects. GEI is pre-qualified to provide geotechnical engineering services for Illinois Department of Transportation (IDOT pre-qualification letter is attached). Currently GEI has an existing contract with IDOT (PTB No. 206-004) and recently provided the services for the following tasks:

- Recurring Settlement FAP 341 (IL 72) East of Elmhurst Road in Des Plaines, IL
- US 34 (Ogden Avenue) at Rickert Drive in Naperville IL

## **Geotechnical Scope of Service**

The OBA and CGMT reports and memorandum do not include soil consolidation parameters of peat and organic clay. To better understand the consolidation settlement, additional sampling and laboratory testing are necessary. Therefore, the following scope of services is proposed.

### Soil Borings and 3-in Tube Sampling

- Our drilling subcontractor will notify JULIE public network to mark public utility lines in the area where the borings are to be performed. We have assumed that any private underground utility lines will be marked by you prior to mobilization of drilling equipment to the site. GEI and its subcontractors will not be liable for damages caused by the exploration field operations to underground utility lines which are either incorrectly or not marked.
- Prior to start, we request that a recent field topographic survey plan (showing ground elevations) be provided to us, so the drilling crew can field locate the proposed soil borings.
- Two soil borings will be performed at the locations shown on the attached plan. Both borings will be extended to a maximum depth of 30 feet below grade to determine the thickness of the peat and organic clay. The drilling crew will collect representative soil samples in the soil

borings at 2.5-foot depth intervals to a depth of 20 feet below grade, then at 5-foot depth intervals to the termination depths, utilizing split-barrel sampling techniques in general accordance with ASTM Standard D 1586. The soil samples will be returned to our geotechnical laboratory for further classification and testing. Upon completion, all boreholes will be backfilled with soil cuttings mixed with bentonite chips.

- Undisturbed soil samples will be obtained from each boring using 3-inch Shelby tubes (ASTM Standard D 1587). The tube samples will be utilized for consolidation testing.
- Our drilling subcontractor will mobilize a truck-mounted drill rig to the project site to perform two soil borings. In this proposal, we have assumed that the boring locations are readily accessible to a truck-mounted drill rig, and both soil borings would be completed during normal working days and normal working hours. We have assumed that no traffic control and permits (CCDTH, or Village, or other jurisdictions) are needed; if deemed necessary, cost of traffic control and permits will be charged separately.

#### Laboratory Testing

- Standard laboratory testing of recovered soil samples will consist of visually classifying each soil sample and determining its natural moisture content for cohesive samples. In addition, where cohesive soils are recovered, the shear strength of the soil will be estimated utilizing a calibrated penetrometer. The results of field observations and field and laboratory tests will be incorporated on formal boring logs which will be included in our report.
- To better evaluate the long term consolidation settlement, one-dimensional consolidation tests will be performed on representative portion of the 3-inch Shelby tube samples per ASTM D 2435. The number of tests will be dependent on the variation observed in the peat and organic clay. For the purpose of this proposal, we have assumed two consolidation tests. The consolidation tests will be performed by a subcontractor laboratory under supervision and direction of GEI. The tests will include an unload reload cycle and determination of time rate of consolidation and compression index.

#### Settlement Analyses and Report

We will review the design plans, geotechnical reports and other documents provided to us. We will perform settlement analyses for the proposed surcharge design, based on the OBA's soil borings and newly completed soil borings. Our analyses will include:

- Calculations of settlement for the surcharge construction and anticipated time of settlement.
- Duration of surcharge construction and how this will control future settlement.
- Recommendations for settlement monitoring during and after construction.
- Construction recommendations for the 5 new culverts.
- In addition to the surcharge design, we may provide recommendations for alternative options to raise roadway, if needed.
- Potential construction issues related to soil and groundwater conditions will also be discussed.

Our report will be prepared and stamped by a Registered Professional Engineer – Illinois.

### Post-Report Consulting Services

If CCDTH or IDOT make review comments on the geotechnical report or geotechnically-related items, we will provide response and attend meetings/calls with project team or reviewers if needed. Other post-report consulting services, including pre-construction bid review, will be provided on a time & expense basis in accordance with the attached fee schedule. In this proposal, an allowance of \$7,500 (up to 30 hours of a GEI engineer) is included.

In the event that our initial findings indicate that a change in scope of services from that outlined herein will be necessary, we will discuss potential work scope changes with you and request your concurrence prior to their implementation. Any changes in our total fees based upon approved work scope changes will be made in accordance with the attached rate schedule.

### **Civil/Structural Scope of Service**

GEI proposes to assist GHA with the design of the 60-inch diameter reinforced concrete pipe five-culvert structure to obtain approval by IDOT, following requirements outlined in the IDOT Bridge Manual and IDOT Culvert Manual. This includes the following scope of services:

- Determine the class of reinforced concrete pipe required for roadway usage using the IDOT Standard Specification for Road and Bridge Construction. This will include the necessary specification information, performance requirements, and geometry and fit details to be included on the drawing set for fabrication. GEI will not be designing the cross-section of the reinforced concrete pipe.
- Determine any changes required for the culvert end section details currently specified on the drawings, related to the CCDOTH comments. GEI will provide pdf markups to the existing drawings as required for GHA to update.
- Design connectors between pipe segments along the path of the reinforced concrete pipe culverts and between the pipe and end segment (i.e., longitudinal to the pipe). GEI will provide drawing details in AutoCAD to be added by GHA to the existing drawings.
- Determine if connectors between pipe culverts (i.e., lateral to the pipes) are required or not, and if so, design these connectors. If necessary, GEI will provide drawing details in AutoCAD to be added to the existing drawings. GEI believes that this connection is not required.
- Determine if the specified subgrade is appropriate for the pipe culvert design and, if not, provide an alternative. GEI will provide pdf markups to the existing drawings as required for GHA to update.
- Determine the size of horizontal drains required below the pipe culverts to prevent water pressure build-up on the exterior of the culverts. GEI will provide drawing details in AutoCAD to be added to the existing drawings, if required.
- Assist GHA with filling out the structure information portions of IDOT form BLR 10210. GHA is to provide all information required for the hydraulic design of the structure. GEI will not be performing any hydraulic design as part of this project.

- Assist GHA with CCDTH or IDOT comments related to the structural design of the culvert. In this proposal, an allowance of up to 10 hours of a GEI engineer is included.

This proposal does not include any guardrail design in GEI's scope of services, but this can be included for an additional cost.

GEI assumes that any drawing details or specifications prepared by GEI will be added to GHA's drawing set and not as separate GEI design package. GEI is available to PE stamp sheets with our details if required.

### **Lump Sum Cost**

We propose to perform the above outlined scopes for anticipated fees as shown below, including the costs by our drilling subcontractor:

#### Geotechnical Scope

- |  |                  |
|--|------------------|
| • Soil Borings and Sampling<br>(by a Union drilling subcontractor) | \$ 5,500         |
| • Engineer on the site   | \$ 1,250         |
| • Laboratory Testing and Consolidation Testing                     | \$ 4,000         |
| • Settlement Analyses and Report                                   | <u>\$ 9,500</u>  |
| <b>Subtotal Cost</b>   | <b>\$ 20,250</b> |

Post Report Consulting Services	\$ 7,500
If prevailing wages apply, the drilling subcontractor cost will increased	\$ 750

#### Structural Scope

- |   |                  |
|---|------------------|
| • Design assistance for culvert and connections | <u>\$ 19,000</u> |
| <b>Subtotal Cost</b>                            | <b>\$ 19,000</b> |

**Total Cost      \$ 47,500**

Invoices will be issued at the end of each month, and payment will be due in 30 days of the invoice date. GEI will be contracting drilling services from an experienced subcontractor to attempt good recovery of undisturbed 3-inch Shelby tube samples for the consolidation testing. Our subcontractor is a Women Business Enterprise (WBE) which is signatory to the International Union of Operating Engineers, Local 150 and pays its employees union wages and fringe benefits. This proposal assume that prevailing wages do NOT apply. If prevailing wages do apply, the drilling subcontractor cost will be adjusted as shown above.

We have assumed that there would be no drilling delay or stand-by caused by others. All the soil borings will be completed in one mobilization during normal working hours and normal working days. We have assumed the site is accessible to a truck-mounted rig.

## Schedule

### Geotechnical Scope

After receipt of our executed proposal and a recent topographic survey, we will schedule with the drilling subcontractor to mobilize a drill rig to the site within 2 weeks, depending on their backlogs. We expect the soil borings will be completed in one day. The laboratory testing including one-dimensional consolidation testing will be completed in two to three weeks after completion of the field drilling work. The written geotechnical analyses letter will be submitted within two weeks after completion of all the laboratory testing.

### Structural Scope

GEI will begin our structural scope after receipt of our executed proposal and plan to share preliminary specifications, drawing details, and drawing markups within four weeks after receipt of contract.

## Terms and Conditions

The attached Standard Professional Agreement of Services and Fee Schedule are integral parts of this proposal. If acceptable, please sign the agreement and return it to Patrick Chang.

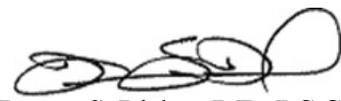
We appreciate the opportunity to submit this proposal and very much look forward to working with you on this project. Please call Patrick Chang at 224.433.5844 or email to [pchang@geiconsultants.com](mailto:pchang@geiconsultants.com) if you have any questions.

Sincerely,

GEI CONSULTANTS, INC.



Patrick C. Chang, P.E., P.Eng.  
Senior Professional



Darren S. Diehm, P.E., BC.GE  
Senior Consultant

Cc: Braden Schwarz and Mark Guirguis – GEI

Attachments: Professional Services Agreement  
2024 Fee Schedule  
IDOT Pre-Qualification Letter



## STANDARD PROFESSIONAL SERVICES AGREEMENT

### 1. AGREEMENT

This Agreement is made and entered into by and between

GEI Consultants, Inc.

8615 W Bryn Mawr Avenue, Suite 406, Chicago, IL 60631

and

Gewalt Hamilton Associates, Inc

625 Forest Edge Drive, Vernon Hills IL 60061

By this Agreement, the parties do mutually agree as follows:

### 2. SCOPE OF SERVICES

GEI shall perform the services described herein and in **Exhibit A**.

### 3. EFFECTIVE DATE

The effective date of this Agreement shall be the latter of the acceptance dates indicated in Article 16, Acceptance. Acceptance of this Agreement by both parties shall serve as GEI's Notice to Proceed with the services described in **Exhibit A**.

### 4. FORCE MAJEURE

- a) Force Majeure "Event of Force Majeure" means an event beyond the control of GEI and CLIENT, which prevents a Party from complying with any of its obligations under this Agreement, including but not limited to, acts of God (such as, but not limited to, fires, explosions, earthquakes, drought, tidal waves and floods, epidemics, war, hostilities, acts of terrorism, riot, commotion, strikes, go slows, lock outs or disorder, unless solely restricted to employees of GEI or its subcontractors.
- b) Neither CLIENT nor GEI shall be considered in breach of this Agreement to the extent that performance of their respective obligations (excluding payment obligations) is prevented by an event of Force Majeure. Either CLIENT or GEI shall give written notice to the other upon becoming aware of an Event of Force Majeure.

### 5. COMPENSATION

- a) CLIENT agrees to pay GEI in accordance with the payment terms provided in **Exhibit B** but in no event later than thirty (30) days of CLIENT's receipt of invoice.
- b) GEI will submit invoices monthly or upon completion of a specified scope of service in accordance with GEI's standard invoicing practices, or as otherwise provided in **Exhibit B**.
- c) Payment is due upon receipt of the invoice. Payments will be made by either check or electronic transfer to the address specified by GEI, and will reference GEI's invoice number.
- d) Interest will accrue at the rate of 1% per month of the invoiced amount in excess of thirty (30) days past the invoice date, or as otherwise provided in **Exhibit B**.
- e) In the event of a disputed or contested invoice, only that portion so contested will be withheld from payment, and the undisputed amounts will be paid.

### 6. PERFORMANCE STANDARDS

- a) GEI will perform its services under this Agreement in a manner consistent with that degree of skill and care ordinarily exercised by members of GEI's profession currently practicing in the same locality under similar conditions. GEI makes no other representations and no warranties, either express or implied, regarding the services provided hereunder.
- b) GEI shall correct deficiencies in services or documents provided under this Agreement without additional cost to CLIENT; except to the extent that such deficiencies are directly attributable to deficiencies in CLIENT-furnished information.
- c) Unless otherwise specifically indicated in writing, GEI shall be entitled to rely, without liability, on the accuracy and completeness of information provided by CLIENT, CLIENT's consultants and contractors, and information from public records, without the need for independent verification.

## STANDARD PROFESSIONAL SERVICES AGREEMENT

- d) CLIENT agrees to look solely to the manufacturer or provider to enforce any warranty claims arising from any equipment, materials or other goods provided as a component of GEI's services.

### 7. INSURANCE

- a) GEI will carry the types and amounts of insurance in the usual form as provided in **Exhibit C**.
- b) Upon written request of CLIENT, GEI will furnish Certificates of Insurance indicating the required coverages and conditions.

### 8. ALLOCATION OF RISKS

- a) Indemnification. To the fullest extent permitted by law, GEI agrees to indemnify and hold CLIENT harmless from and against liabilities, claims, damages, and costs (including reasonable attorney's fees) to the extent caused by the negligence or willful misconduct of GEI in the performance of services under this Agreement.
- b) Limitation of Liability. To the fullest extent permitted by law, the total liability, in the aggregate, of GEI and its officers, directors, employees, agents, and independent professional associates and consultants, and any of them, to CLIENT and any one claiming by, through or under CLIENT, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to GEI's services, the project, or this Agreement, will not exceed the total compensation received by GEI under the specific applicable project and/or task order, or Fifty Thousand Dollars (\$50,000) whichever is less. This limitation will apply regardless of legal theory, and includes but is not limited to claims or actions alleging negligence, errors, omissions, strict liability, breach of contract, breach of warranty of GEI or its officers, directors, employees, agents, or independent professional associates or consultants, or any of them. CLIENT further agrees to require that all contractors and subcontractors agree that this limitation of GEI's liability extends to include any claims or actions that they might bring in any forum.
- c) Consequential Damages. GEI and CLIENT waive consequential damages, including but not limited to damages for loss of profits, loss of revenues, and loss of business or business opportunities, for claims, disputes, or other matters in question arising out of or relating to this Agreement.

### 9. CONFIDENTIALITY

- a) Unless compelled by law, governmental agency or authority, or order of a court of competent jurisdiction, or unless required pursuant to a subpoena deemed by GEI to be duly issued, or unless requested to do so in writing by CLIENT, GEI agrees it will not convey to others any proprietary non-public information, knowledge, data, or property relating to the business or affairs of CLIENT or of any of its affiliates, which is in any way obtained by GEI during its association with CLIENT. GEI further agrees to strive to limit, to a "need to know" basis, access by its employees to information referred to above.
- b) Unless compelled by law, governmental agency or authority, or order of a court of competent jurisdiction, or unless required pursuant to a subpoena deemed by CLIENT to be duly issued, CLIENT will not release to its employees or any other parties any concepts, materials, or procedures of GEI deemed by GEI to be proprietary and so explained to CLIENT.

### 10. OWNERSHIP OF DOCUMENTS

Drawings, diagrams, specifications, calculations, reports, processes, computer processes and software, operational and design data, and all other documents and information produced in connection with the project as instruments of service (Project Documents), regardless of form, will be confidential and the proprietary information of GEI, and will remain the sole and exclusive property of GEI whether the project for which they are made is executed or not. CLIENT retains the right to use Project Documents for the furtherance of the project consistent with the express purpose(s) of the Project Documents, and for CLIENT's information and reference in connection with CLIENT's use and occupancy of the project. Any use of Project Documents for purposes other than those for which they were explicitly prepared shall be at CLIENT's sole risk and liability. CLIENT agrees to defend, indemnify, and hold GEI harmless from and against any claims, losses, liabilities, and damages arising out of or resulting from the unauthorized use of Project Documents.

**11. TERMINATION AND SUSPENSION**

- a) This Agreement may be terminated by CLIENT for any reason upon ten (10) days written notice to GEI.
- b) This Agreement may be terminated by GEI for cause upon thirty (30) days written notice to CLIENT.
- c) In the event that this Agreement is terminated for any reason, CLIENT agrees to remit just and equitable compensation to GEI for services already performed in accordance with this Agreement, subject to the limitations given in this Article 11, Termination and Suspension.
- d) In the event Client terminates this Agreement for cause, in determining just and equitable compensation to GEI for work already performed, CLIENT may reduce amounts due to GEI by amounts equal to additional costs incurred by CLIENT to complete the Agreement scope. Such additional costs incurred by CLIENT may include but are not limited to: (1) the additional costs incurred by CLIENT to engage another qualified consultant to complete the unfinished scope; and (2) CLIENT’s labor costs and expenses to demobilize and remobilize its personnel to the site to coordinate with the new consultant.
- e) GEI may suspend any or all services under this Agreement if CLIENT fails to pay undisputed invoice amounts within sixty (60) days following invoice date, by providing written notice to CLIENT, until payments are restored to a current basis. In the event GEI engages counsel to enforce overdue payments, CLIENT will reimburse GEI for all reasonable attorney’s fees and court costs related to enforcement of overdue payments, provided that CLIENT does not have a good faith dispute with the invoice. CLIENT will indemnify and save GEI harmless from any claim or liability resulting from suspension of the work due to non-current, undisputed payments.

**12. DISPUTE RESOLUTION**

Both parties agree to submit any claims, disputes, or controversies arising out of or in relation to the interpretation, application, or enforcement of this Agreement to non-binding mediation pursuant to the Rules for Commercial Mediation of the American Arbitration Association, as a condition precedent to litigation or any other form of dispute resolution.

**13. GENERAL CONSIDERATIONS**

- a) Authorized Representatives. The following individuals are authorized to act as CLIENT’s and GEI’s representatives with respect to the services provided under this Agreement:

For CLIENT:	Wadee Rafati
	_____ Gewalt Hamilton Associates, Inc
	_____ 625 Forest Edge Drive, Vernon Hills IL 60061
For GEI:	Darren S. Diehm
	_____ 8615 W Bryn Mawr Avenue, Suite 406, Chicago, IL 60631

- b) Nothing in this Agreement shall be construed as establishing a fiduciary relationship between CLIENT and GEI.
- c) Notices. Any notice required under this Agreement will be in writing, submitted to the respective party’s Authorized Representative at the address provided in this Article 13, General Considerations. Notices shall be delivered by registered or certified mail postage prepaid, or by commercial courier service. All notices shall be effective upon the date of receipt.
- d) Controlling Law. This Agreement is to be governed by the laws of the Commonwealth of Massachusetts.
- e) Survival. All express representations, indemnifications, or limitations of liability included in the Agreement will survive its completion or termination for any reason. However, in no event shall indemnification obligations extend beyond the date when the institution of legal or equitable proceedings for professional negligence would be barred by an applicable statute of repose or statute of limitations.

## STANDARD PROFESSIONAL SERVICES AGREEMENT

- f) Severability. Any provision or part of this Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon GEI and CLIENT.
- g) Waiver. Non-enforcement of any provision by either party shall not constitute a waiver of that provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.
- h) Headings. The headings used in this Agreement are for general reference only and do not have special significance.
- i) Certifications. GEI shall not be required to sign any documents, no matter by whom requested, that would result in GEI having to certify, guaranty, or warrant the existence of conditions or the suitability or performance of GEI's services or the project, that would require knowledge, services or responsibilities beyond the scope of this Agreement.
- j) Third Parties. Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either CLIENT or GEI. GEI's services hereunder are being performed solely for the benefit of CLIENT, and no other entity shall have any claim against GEI because of this Agreement or GEI's performance of services hereunder. CLIENT shall indemnify and hold GEI harmless from any claims by any third parties that arise from the CLIENT's release of any Project Documents by CLIENT.

### 14. ADDITIONAL PROVISIONS

- a) If Field Services are provided under this Agreement, the additional provisions included in **Exhibit D** shall apply. Field Services are defined as services performed on property owned or controlled by CLIENT, any federal, state, or local government or governmental agency, or other third party, and include, but are not limited to: site inspection, site investigation, subsurface investigation, sample collection, or sample testing.
- b) If the services of a Licensed Site Professional (LSP), a Licensed Environmental Professional (LEP), or a Licensed Site Remediation Professional (LSRP) are provided under this Agreement, the additional provisions included in **Exhibit E** shall apply.
- c) If Engineering Design Services are provided under this Agreement, the additional provisions included in **Exhibit F** shall apply.
- d) If Opinions of Probable Construction Cost are provided under this Agreement, the additional provisions included in **Exhibit G** shall apply.
- e) If Construction Services are provided under this Agreement, the additional provisions included in **Exhibit H** shall apply.
- f) If applicable, all samples collected will be retained for a period of **60 days**, after which time they will be discarded unless other specific instructions as to their disposition are received from the client

### 15. EXHIBITS

The following Exhibits are attached to and made a part of this Agreement:

- Exhibit A, Scope of Services and Schedule
- Exhibit B, Payment Terms
- Exhibit C, Insurance
- Exhibit D, Special Provisions for Field Services
- Exhibit E, Special Provisions for Services of Licensed Site/Environmental/Remediation Professionals
- Exhibit F, Special Provisions for Engineering Design Services
- Exhibit G, Special Provisions for Opinions of Probable Construction Costs
- Exhibit H, Special Provisions for Construction Services

(Check all that apply; strike all that do not apply)



# STANDARD PROFESSIONAL SERVICES AGREEMENT

## 16. ACCEPTANCE

The parties hereto have executed this Agreement as of the dates shown below.

**For CLIENT:**

**For GEI:**

By: \_\_\_\_\_  
 (Signature)

\_\_\_\_\_  
 (Print Name)

\_\_\_\_\_  
 (Title)

\_\_\_\_\_  
 (Date)

By:   
 (Signature)

Darren S. Diehm  
 (Print Name)

Senior Consultant  
 (Title)

October 17, 2024  
 (Date)

\*\*\*\*\*

## EXHIBIT A

### Scope of Services and Schedule

See Attached Letter Proposal Dated October 17, 2024.

## EXHIBIT B

### Payment Terms

See Attached Letter Proposal Dated October 17, 2024, including GEI's 2024 Fee Schedule and Payment Terms.

## EXHIBIT C

### Insurance

GEI will carry the following types and amounts of insurance:

- A. Worker's Compensation and Employer's Liability (statutory):
  - 1. In accordance with the laws of the state(s) in which services are performed.
- B. Commercial General Liability (CGL) Insurance:
  - 1. Bodily Injury and Property Damage Combined: \$1,000,000 per occurrence and in aggregate.
  - 2. Including explosion, underground drilling excavation, and collapse hazards.
  - 3. Including an endorsement providing Additional Insured Status to CLIENT under the policy.
- C. Comprehensive Automobile Insurance:
  - 1. Bodily Injury and Property Damage Combined: \$1,000,000 per accident.
  - 2. Includes all owned, nonowned, and hired vehicles used in connection with the services under this Agreement.
- D. Professional Liability Insurance:
  - 1. \$1,000,000 per claim and in aggregate.
  - 2.

**EXHIBIT B****FEE SCHEDULE AND PAYMENT TERMS****FEE SCHEDULE**

<u>Personnel Category</u>	<u>Hourly Billing Rate \$ per hour</u>
Staff Professional – Grade 1	\$ 139
Staff Professional – Grade 2	\$ 155
Project Professional – Grade 3	\$ 173
Project Professional – Grade 4	\$ 190
Senior Professional – Grade 5	\$ 217
Senior Professional – Grade 6	\$ 241
Senior Professional – Grade 7	\$ 256
Senior Consultant – Grade 8	\$ 331
Senior Consultant – Grade 9	\$ 367
Senior Principal – Grade 10	\$ 367
-----	
Senior Drafter and Designer / GIS	\$ 165
Drafter and Designer / GIS	\$ 154
Field Professional	\$ 142
*Senior Technician	\$ 154
*Technician	\$ 142
Word Processor, Administrative Staff	\$ 117
<u>Office Aide</u>	<u>\$ 96</u>

Rates will increase up to 5% annually, at GEI’s option, for all contracts that extend into the next calendar year. Rates for Deposition and Testimony are increased 1.5 times.

- \*The scope of work is based on a normal work week, Monday through Friday, eight (8) hours per day and work on Saturday. Overtime will be charged at 1.3 times the specified rate; Sunday and holiday hours will be charged at two times the personnel rate, with a minimum charge of eight (8) hours

**OTHER PROJECT COSTS**

**Subconsultants, Subcontractors and Other Project Expenses** - All costs for subconsultants, subcontractors and other project expenses will be billed at cost plus a 15% service charge. Examples of such expenses ordinarily charged to projects are subcontractors; subconsultants: chemical laboratory charges; rented or leased field and laboratory equipment; outside printing and reproduction; communications and mailing charges; reproduction expenses; shipping costs for samples and equipment; disposal of samples; rental vehicles; fares for travel on public carriers; special fees for insurance certificates, permits, licenses, etc.; fees for restoration of paving or land due to field exploration, etc.; state and local sales and use taxes and state taxes on GEI fees. The 15% service charge will not apply to GEI-owned equipment and vehicles or in-house reproduction expenses.

**Field and Laboratory Equipment Billing Rates** – GEI-owned field and laboratory equipment such as pumps, sampling equipment, monitoring instrumentation, field density equipment, portable gas chromatographs, etc. will be billed at a daily, weekly, or monthly rate, as needed for the project. Expendable supplies are billed at a unit rate.

**Transportation and Subsistence** - Automobile expenses for GEI or employee owned cars will be charged at the rate per mile set by the Internal Revenue Service for tax purposes plus tolls and parking charges or at a day rate negotiated for each project. When required for a project, four-wheel drive vehicles owned by GEI or the employees will be billed at a daily rate appropriate for those vehicles. Per diem living costs for personnel on assignment away from their home office will be negotiated for each project.

**PAYMENT TERMS**

Invoices will be submitted monthly or upon completion of a specified scope of service, as described in the accompanying contract (proposal, project, or agreement document that is signed and dated by GEI and CLIENT).

Payment is due upon receipt of the invoice. Interest will accrue at the rate of 1% of the invoice amount per month, for amounts that remain unpaid more than 30 days after the invoice date. All payments will be made by either check or electronic transfer to the address specified by GEI and will include reference to GEI’s invoice number.

EXHIBIT D

Special Provisions for Field Services

- A. Right of Entry. CLIENT agrees to furnish GEI with right-of-entry and a plan of boundaries of the site where GEI will perform its services. If CLIENT does not own the site, CLIENT represents and warrants that it will obtain permission for GEI's access to the site to conduct site reconnaissance, surveys, borings, and other explorations of the site pursuant to the scope of services in the Agreement. GEI will take reasonable precautions to minimize damage to the site from use of equipment, but GEI is not responsible for damage to the site caused by normal and customary use of equipment. The cost for restoration of damage that may result from GEI's operations has not been included in GEI's fee, unless specifically stated in **Exhibit B**.
- B. Underground Structures. CLIENT will identify locations of buried utilities and other underground structures in areas of subsurface exploration. GEI will take reasonable precautions to avoid damage to the buried utilities and other underground structures noted. If locations are not known or cannot be confirmed by CLIENT, then there will be a degree of risk to CLIENT associated with conducting the exploration. In the absence of confirmed underground structure locations, CLIENT agrees to accept the risk of any damages and losses resulting from the exploration work and shall indemnify and hold GEI, its subconsultants and employees harmless from all claims, losses or damages arising from GEI's services involving subsurface exploration.
- C. Presence of Hazardous Materials. If unanticipated hazardous waste, oil, asbestos, or other hazardous materials, as defined by federal, state, or local laws or regulations, and if such materials are discovered during GEI's work, CLIENT agrees to negotiate appropriate revisions to the scope, schedule, budget, and terms and conditions of this Agreement. When such hazardous materials are suspected, GEI will have the option to stop work, without financial penalty, until a modification to this Agreement is made or a new Agreement is reached. If a mutually satisfactory Agreement cannot be reached between both parties, this Agreement will be terminated without cause and CLIENT agrees to pay GEI for all services rendered up to the date of termination, including any costs associated with termination.
- D. Disposal of Samples and Wastes Containing Regulated Contaminants. In the event that samples collected by GEI or provided by CLIENT, or wastes generated as a result of site investigation activities, contain or potentially contain substances or constituents which are or may be regulated contaminants as defined by federal, state, or local statutes, regulations, or ordinances, including but not limited to samples or wastes containing hazardous materials, said samples or wastes remain the property of CLIENT and CLIENT will have responsibility for them as a generator. If set forth in the Agreement, GEI will, at CLIENT's expense and as CLIENT's appointed agent, perform necessary testing, and either (a) return said samples and wastes to CLIENT, or (b) using a manifest signed by CLIENT as generator, have said samples and/or wastes transported to a location selected by CLIENT for disposal. CLIENT agrees to pay all costs associated with the storage, transport and disposal of said samples and/or wastes. Unless otherwise provided in the Agreement, GEI will not transport, handle, store, or dispose of waste or samples or arrange or subcontract for waste or sample transport, handling, storage, or disposal. CLIENT recognizes and agrees that GEI is working as a bailee and/or agent and at no time assumes title to said waste or samples or any responsibility as generator of said waste or samples. Further, CLIENT agrees to look solely to any transport or disposal entity in the event any claim, cause of action or damages arise from GEI's activities a bailee or agent of CLIENT under this provision.
- E. Contribution of Hazardous Materials. CLIENT agrees that GEI has not contributed to the presence of hazardous wastes, oils, asbestos, biological pollutants such as molds, fungi, spores, bacteria and viruses, and by-products of any such biological organisms, or other hazardous materials that may exist or be discovered in the future at the site. GEI does not assume any liability for the known or unknown presence of such materials. GEI's scope of services does not include the investigation or detection of biological pollutants such as molds, fungi, spores, bacteria and viruses, and by-products of any such biological organisms. CLIENT agrees to indemnify and hold harmless GEI, its subconsultants, subcontractors, agents, and employees from and against

## STANDARD PROFESSIONAL SERVICES AGREEMENT

all claims, damages, losses, and costs (including reasonable attorneys' fees) that may result from the detection, failure to detect, or from the actual, alleged, or threatened discharge, dispersal, release, escape, or exposure to any solid, liquid, gaseous, or thermal irritant, asbestos in any form, or contaminants including smoke, vapor, soot, fumes, acids, alkalis, chemicals, waste, oil, hazardous materials, or biological pollutants. CLIENT's obligations under this paragraph apply unless such claims, damages, losses, and expenses are caused by GEI's sole negligence or willful misconduct.

### EXHIBIT E

#### Special Provisions for Services of Licensed Site/Environmental Professionals

For services under this Agreement that require the engagement of a Licensed Site Professional (LSP), a Licensed Environmental Professional (LEP), or a Licensed Site Remediation Professional (LSRP) registered with and subject to the laws and regulations promulgated by the state in which the services are provided (collectively the LSP/LEP/LSRP Program), the following will apply:

- A. Under the LSP/LEP/LSRP Program, the LSP/LEP/LSRP owes professional obligations to the public, including, in some instances, a duty to disclose the existence of certain contaminants to the state in which the services are provided.
- B. CLIENT understands and acknowledges that in the event that the licensed professional's obligations under the LSP/LEP/LSRP Program conflict in any way with the terms and conditions of this Agreement or the wishes or intentions of CLIENT, the licensed professional is bound by law to comply with the requirements of the LSP/LEP/LSRP Program. CLIENT recognizes that the licensed professional is immune from civil liability resulting from any such actual or alleged conflict.
- C. CLIENT agrees to indemnify and hold GEI harmless from any claims, losses, damages, fines, or administrative, civil, or criminal penalties resulting from the licensed professional's fulfillment of the licensed professional's obligations under the LSP/LEP/LSRP Program.

### EXHIBIT F

#### Special Provisions for Engineering Design Services

- A. Design Without Construction Phase Services. CLIENT understands and agrees that if GEI's services under this Agreement include engineering design and do not include Construction-Related Services, then CLIENT:
  1. Assumes all responsibility for interpretation of the construction Contract Documents.
  2. Assumes all responsibility for construction observation and review.
  3. Waives any claims against GEI that may be in any way connected thereto.

For purposes of this Agreement, Construction-Related Services include, but are not limited to: construction observation; review of the construction contractor's technical submittals; review of the construction contractor's progress; or other construction-phase services.

- B. Use of Documents.
  1. The actual signed and sealed hardcopy construction Contract Documents including stamped drawings, together with any addenda or revisions, are and will remain the official copies of all documents.
  2. All documents including drawings, data, plans, specifications, reports, or other information recorded on or transmitted as Electronic Files are subject to undetectable alteration, either intentional or unintentional, due to transmission, conversion, media degradation, software error, human alteration, or other causes.

## STANDARD PROFESSIONAL SERVICES AGREEMENT

3. Electronic Files are provided for convenience and informational purposes only and are not a finished product or Contract Document. GEI makes no representation regarding the accuracy or completeness of any accompanying Electronic Files. GEI may, at its sole discretion, add wording to this effect on electronic file submissions.
4. CLIENT waives any and all claims against GEI that may result in any way from the use or misuse, unauthorized reuse, alteration, addition to, or transfer of the electronic files. CLIENT agrees to indemnify and hold harmless GEI, its officers, directors, employees, agents, or subconsultants, from any claims, losses, damages, or costs (including reasonable attorney's fees) which may arise out of the use or misuse, unauthorized reuse, alteration, addition to, or transfer of electronic files.

### EXHIBIT G

#### Special Provisions for Opinions of Probable Construction Costs

GEI's Opinions of Probable Construction Cost provided under this Agreement are made on the basis of GEI's experience and qualifications, and represent GEI's best judgment as an experienced and qualified professional generally familiar with the industry. However, since GEI has no control over the cost of labor, materials, equipment, or services furnished by others, or over a contractor's methods of determining prices, or over competitive bidding or market conditions, GEI cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from Opinions of Probable Construction Cost prepared by GEI.

If CLIENT wishes greater assurance as to probable construction costs, CLIENT agrees to employ an independent cost estimator.

### EXHIBIT H

#### Special Provisions for Construction Services

In accordance with the scope of services under this Agreement, GEI will provide personnel to observe the specific aspects of construction stated in the Agreement and to ascertain that construction is being performed, in general, in accordance with the approved construction Contract Documents.

- A. GEI cannot provide its opinion on the suitability of any part of the work performed unless GEI's personnel make measurements and observations of that part of the construction. By performing construction observation services, GEI does not guarantee the contractor's work. The contractor will remain solely responsible for the accuracy and adequacy of all construction or other activities performed by the contractor, including: methods of construction; supervision of personnel and construction; control of machinery; false work, scaffolding, or other temporary construction aids; safety in, on, or about the job site; and compliance with OSHA and construction safety regulations and any other applicable federal, state, or local laws or regulations.
- B. In consideration of any review or evaluation by GEI of the various bidders and bid submissions, and to make recommendations to CLIENT regarding the award of the construction Contract, CLIENT agrees to hold harmless and indemnify GEI for all costs, expenses, damages, and attorneys' fees incurred by GEI as a result of any claims, allegations, administrative proceedings, or court proceedings arising out of or relating to any bid protest or such other action taken by any person or entity with respect to the review and evaluation of bidders and bid submissions or recommendations concerning the award of the construction Contract. This paragraph will not apply if GEI is adjudicated by a court to have been solely negligent or to have actually engaged in intentional and willful misconduct without legitimate justification, privilege, or immunity; however, CLIENT will be obligated to indemnify GEI until any such final adjudication by a court of competent jurisdiction.



# Illinois Department of Transportation

2300 South Dirksen Parkway / Springfield, Illinois / 62764

September 10, 2024

Subject: PRELIMINARY ENGINEERING  
Consultant Unit  
Prequalification File

Ryan Rusk  
GEI Consultants, Inc.  
8615 W Bryn Mawr Ave  
Suite 406  
Chicago, IL 60631

Dear Ryan Rusk,

We have completed our review of your "Statement of Experience and Financial Condition" (SEFC) which you submitted for the fiscal year ending Dec 29, 2023. Your firm's total annual transportation fee capacity will be \$5,600,000.

Your firm's Field Office rate of 141.31% and Home Office rate of 179.23% are approved on a provisional basis. The rate used in agreement negotiations may be verified by our Bureau of Investigations and Compliance in a pre-award audit. Pursuant to 23 CFR 172.11(d), we are providing notification that we will post your company's indirect cost rate to the Federal Highway Administration's Audit Exchange where it may be viewed by auditors from other State Highway Agencies.

Your firm is required to submit an amended SEFC through the Engineering Prequalification & Agreement System (EPAS) to this office to show any additions or deletions of your licensed professional staff or any other key personnel that would affect your firm's prequalification in a particular category. Changes must be submitted within 15 calendar days of the change and be submitted through the Engineering Prequalification and Agreement System (EPAS).

Your firm is prequalified until December 29, 2024. You will be given an additional six months from this date to submit the applicable portions of the "Statement of Experience and Financial Condition" (SEFC) to remain prequalified.

Sincerely,  
Jack Elston, P.E.  
Bureau Chief  
Bureau of Design and Environment

## SEFC PREQUALIFICATIONS FOR GEI Consultants, Inc.

CATEGORY	STATUS
Geotechnical Services - Structure Geotechnical Reports (SGR)	X
Geotechnical Services - Subsurface Explorations	X
Geotechnical Services - General Geotechnical Services	X
Geotechnical Services - Complex Geotech/Major Foundation	X

X	PREQUALIFIED
A	NOT PREQUALIFIED, REVIEW THE COMMENTS UNDER CATEGORY VIEW FOR DETAILS IN EPAS.
S	PREQUALIFIED, BUT WILL NOT ACCEPT STATEMENTS OF INTEREST



# City of Prospect Heights

Department of Building & Zoning  
 8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
 Office: 847/398-6070 x 211-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

---

## MEMORANDUM

Date: January 7, 2025

To: Mayor Ludvigsen and City Council

Cc: Joe Wade, City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: Resolution #R-25-03 Agreement for Document Scanning Services  
 Resolution #R-25-04 Agreement for File Retention and Records Management Software

---

**ISSUE:** Selection of vendors to provide Document Scanning Services for digital scanning of historic vital records; and a File Retention and Management Software Services provider for licensing, implementation, training and services for software to preserve vital historical records, increase efficiency of document research and compliance with the FOIA and Illinois Records Retention Act.

**BACKGROUND:** The Building & Development Department for the City of Prospect Heights is responsible for the keeping of vital records that pertain to building permits, land development, Zoning Board of Appeals, subdivisions, engineering, water connections, Old Town Sanitary District and others. As practice the building department has been scanning building permit records, zoning records and other vital documents since 2016. However, a backlog of files that date back to the City's incorporation in 1976 need to be scanned and preserved. The current situation is difficult to manage, time-consuming to locate and research files, subject to losing files if not replaced properly. Additionally, the city has experienced uncontrollable incidents, a fire and flooding, that resulted in the deterioration of and destruction of many records.

During the first half of Fiscal 25 the building department began the process of researching other Municipalities records management processes. Staff established a plan to move forward with a Request for Proposal for both scanning services and records management software services providers. Staff began to research providers to include in an RFP process. On a parallel track, staff also began to prepare and organize the backlog of building permit documents for scanning.

On October 1, 2024, Requests for Proposals for both Document Scanning Services and File Retention and Management Software Services published on the city website and emailed out. A total of 16 vendors received the RFPs. The deadline for responses to be submitted was November 1, 2024.

### Breakdown of received responses

- 11 Responses were received
- 7 Responses for Scanning Services only
- 4 Responses for Records Management Software

- 2 Companies responded to both RFPs
- 1 Response for records retention disqualified due to missing submission deadline

The review committee evaluated the responses and interviewed the 3 top ranking vendors in each category. The committee also participated in 3 demonstrations of the software providers. After thorough review and evaluation the committee is recommending the following providers.

**Document Scanning Services:** Microsystems, Inc. Chris Ripkey, Vice President, provide the most thorough and detailed proposal. They are based in Northbrook, Il with the processing center in the area. They do work in over 60 municipalities. The three-year project cost is \$56,900. Microsystems bills for actual images scanned.

**Record Management Software:** TKB Associates, Inc to provide the Laserfiche cloud-based records management solution. Laserfiche is a comprehensive cloud-based document management system. TKB will manage the licensing, implementation, service, training and support of the system. One of the many benefits of Laserfiche is a public access portal that will allow the public to search for documents. TKB Associates, Inc. provides Laserfiche to over 120 municipal clients including Arlington Heights, Mount Prospect, Des Plaines and Glenview. The first year of the agreement is not to exceed \$15,000. Subsequent years 2 and beyond would be \$10,800.

The Building and Development planned for these projects in the current FY 25 budget and has the necessary funding to implement the projects upon finalization of the agreements. Staff is prepared to initiate the initial scanning of approximately 120 cubic feet of historic building permit documents as soon as the agreement is finalized. Implementation of the records management system will begin upon finalization of the agreements with an expected roll-out in mid-2025.

**RECOMMENDATION:**

That City Council adopt the following resolutions.

- R-25-03 A RESOLUTION AUTHORIZING AN AGREEMENT WITH MICROSYSTEMS, INC. TO PROVIDE DOCUMENT SCANNING SERVICES
- R-25-04 A RESOLUTION AUTHORIZING CITY ADMINISTRATOR TO EXECUTE AN AGREEMENT WITH TKB ASSOCIATES, INC. FOR LASERFICHE RECORDS MANAGEMENT SOFTWARE LICNESING AND SUPPORT SERVICES IN AN AMOUNT NOT TO EXCEED \$15,000

**Resolution R-25-03**

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH MICROSYSTEMS, INC. TO PROVIDE DOCUMENT SCANNING SERVICES OF BUILDING DEPARTMENT DOCUMENTS**

**WHEREAS**, the City of Prospect Heights desires to and is required to preserve and retain certain records in accordance with the Illinois Records Retention Act; and

**WHEREAS**, the City of Prospect Heights experienced a fire and flooding at City Hall destroying some critical and historical records; and

**WHEREAS**, the City desires to preserve historical records, improve efficiency, perform prompt research and responses to Freedom of Information Act Requests and public access to public records through scanning and digitalization; and

**WHEREAS**, the Building and Development department for the City of Prospect Heights is responsible for the administration of land use functions for the City and is responsible for the keeping of vital records that pertain to building, development, engineering, water connections, sewer connections, permitting, inspections, subdivisions, Planning Zoning Board of Appeals, and others; and

**WHEREAS**, the City desires to enter into Agreement with Microsystems, Inc. to perform historical records scanning services to digitalized records that will create efficiencies, by increasing access to and ease of use of historical records; and

**Now Therefore, Be It Resolved by the City Council of the City of Prospect Heights, Illinois as follows:**

**Section 1:** The City Council finds the above recitals are true and correct and incorporates the same as part of this resolution.

**Section 2:** The City Council hereby authorizes the City Administrator to execute an agreement with Microsystems, Inc. in substantially the form presented, for historical Document Scanning Services for a three-year agreement for an estimated cost of \$56,900, exact image costs will be billed, subject to approval as to form by the City Attorney.

**Passed and Approved** this 13th day of January, 2025.

\_\_\_\_\_  
Patrick Ludvigsen, Mayor

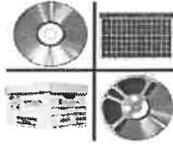
**Attest:**

\_\_\_\_\_  
City Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

625 Academy Drive  
Northbrook, IL 60062  
Phone (847) 205-1986 Fax (847) 205-5386  
[www.microsystemsinc.com](http://www.microsystemsinc.com)

October 31, 2024

Mr. Daniel Peterson  
City of Prospect Heights  
8 North Elmhurst Road  
Prospect Heights, IL 60070

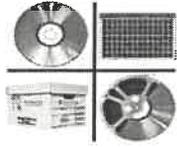
Dear Daniel,

It is our pleasure to respond to the City of Prospect Heights RFP for **Document Scanning Services**. Microsystems, Inc. has been in business since **1957** and currently services over 400 accounts with over 60 of them being municipalities. We are only submitting a bid for the service portion of the RFP. We can however import into virtually any software that you choose to purchase.

I personally viewed the documents twice and will quote each category with a complete per unit price breakdown based not only by the cubic foot as stated in the bid but what I believe is the actual page/image count. Our QC procedures are what separate us from our competitors – please see the attached QC document.

## **RFP KEY POINTS**

- Our total for all 5 jobs is **\$56,900** – Exact image counts are billed
- RETRIEVALS and AUTO COLOR AT N/C
- TIFF or PDF – depending on the software you choose
- 300 DPI on all records – OCR will be upon import with most software's
- We will **BOX** the records for the City – includes the box
- We will **STORE RECORDS at N/C** for 3 months prior to shredding
- If you choose Laserfiche we have quoted a batch import module as an option and we will load the images and data for the City into Laserfiche if required
- These per unit prices are good through 2025, a modest 3% increase will pertain for 2026 and then also for 2027



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

## REFERENCES

**City of Waukegan** Zach Hill zach.hill@waukeganil.gov  
On-going Multiple departments 10 years \$300,000+

**City of Crystal Lake** Laurie Fitzgerald lfitzgerald@crystallake.org  
On-going Multiple departments 5years \$60,000+

**Village of Arlington Heights** Patty LeVee plevee@vah.com  
On-going Multiple departments 15 years \$100,000 +

**Village of Lombard** Mary Klimczak Klimczakm@villageoflombard.org  
On-going Multiple departments 15 years \$100,000+

**Village of Glen Ellyn** Laura Musgraves Lmusgraves@glenellyn.org  
On-going Building Department 14 years \$75,000+

**Village of Hinsdale** Robert McGinnis rmcginnis@villageofhinsdale.org  
On-going Building department 10 years \$80,000+

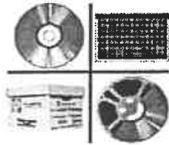
- This is a partial list, we do work for over 60 municipalities

We look forward in providing the City of Prospect Heights the finest scanning services in Chicago. I personally guarantee that if you choose Microsystems, Inc. to do your document scanning, YOU WILL NOT BE DISAPPOINTED WITH THAT DECISION!

Sincerely,

Chris Ripkey  
Microsystems, Inc.  
847/205-1986 x13

www.microsystemsinc.com



# Microsystems, Inc.

## *Scanning, Microfilming, and Storage*

625 Academy Drive  
Northbrook, IL 60062  
Phone (847) 205-1986 Fax (847) 205-5386  
[www.microsystemsinc.com](http://www.microsystemsinc.com)

## **SCANNING and ARCHIVE WRITING**

### **Quality Verification Processes by Department**

#### **Page 1 of 3**

#### **Pickup and Delivery**

A signed transmittal receipt will accompany all pickups and deliveries. The number of boxes, and detailed information regarding any transfer media will be clearly marked on all receipts for audit purposes.

#### **Incoming Stock / Verification**

Upon delivery, the signed transmittal receipt is used to verify the number of boxes received. Any discrepancies are handled immediately between customer service, the sales staff, and our client contact. All boxes are entered into our project tracking software. This software will allow for tracking of boxes through the many stages of production.

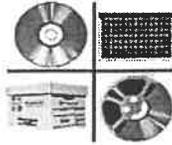
#### **Job Programs**

Microsystems sales staff is responsible for meeting with the clients and understanding all aspects of the project (job). These instructions are entered into our job management software. Each department has access to these instructions. A change in scope for a particular project will necessitate a change in the job program instructions, and automatic alerts will be sent to all production managers.

#### **Preparation**

The preparation manager will go over the detailed prep instructions with the prep operators before the start of each job. The operator is instructed to bring all questions about the preparation of a project (i.e. document order, preparation instruction discrepancies) to the attention of the preparation manager. If a question does come up, the preparation manager will meet with sales / customer service, and possibly the client contact to resolve any issues.

If the customer provides a listing sheet detailing the contents of the boxes, these listings will be checked off and verified as preparation occurs. Again, any discrepancies are handled immediately between customer service, the sales staff, and the client contact.



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

## **Microsystems, Inc.**

### **Quality Verification Processes by Department**

#### **Page 2 of 3**

#### **Preparation (continued)**

Each box will be prepped into approximately 6 or so, 2-3 inch bundles. Each bundle will be rubber-banded and targeted with the bundle number, box number, and project number for easy re-assembly, or possible requests from the client.

#### **Scanning**

The scanning manager will go over the detailed scanning instructions with the scan operator before the start of each job.

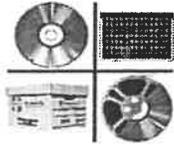
There is, at all times, only one scan operator per scan workstation. Operators are to constantly observe the scanned images from their workstation monitors to help guarantee the best possible image quality. There are several control settings for each project to allow for optimal image quality. If substandard images are observed, they will be immediately rescanned.

Most of our jobs are hand-fed because of quality concerns of the original documentation. Microsystems only uses high-end production scanners from Kodak. These scanners are equipped with double page detection, and image quality enhancement software (perfect page, de-skew, de-spec, and black boarder removal). Barcode sheets are extensively used to aid in the accuracy of document separation. We also have a state-of-the-art Zeutschel scanner which produces the finest images from rare documents and bound books.

#### **Indexing**

Quality Verification managers go over the detailed index instructions with the index operator before the start of each job. Index operators are also spot checking for image quality and any substandard image will be immediately sent for re-scanning.

Barcode technology is used to increase the accuracy level of key-entry. Where at all possible, Microsystems will try to share data with its clients to increase the accuracy level, as well as keep indexing costs down to a minimum. When this occurs, exception reports will be generated detailing data used, or unused. Full Text OCR, as well as Zonal OCR with cleanup will be used if needed. Double key verification will obtain 99.9% accuracy.



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**Microsystems, Inc.**

**Quality Verification Processes by Department**

**Page 3 of 3**

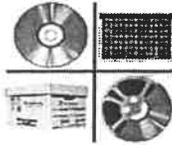
## **Quality Verification**

Images are inspected for image quality. Data is sorted a number of ways, and checked for accuracy. Image sizes are checked for any discrepancies. Any image quality issues are handled immediately and corrected.

The QV manager fully understands the job program instructions, and is responsible for making sure the final product meets the customer's requirements. Images and data are either burned onto CD's / DVD's, or sent via secure FTP. Verification programs are in place to ensure quality burns, or transfers.

## **Archive Write**

After scanned images have gone through all of the QV processes and are ready for delivery, we can also provide an archival roll of microfilm for backup purposes. This work is done on our FUJI AR-1000 Archive Writer which produces the highest quality microfilm image available in the industry. A duplicate silver can be made simultaneously. The images sent to the archive writer are exact representations of the scanned image. All films are processed in our Fuji certified processing lab to exact ANSI standards.



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

## RESUMES/QUALIFICATIONS

Microsystems presently employ over 30 full time service personnel. Below, please see the resumes of our management staff.

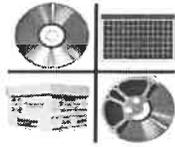
**Pat Healy – President, CTO** - 42 years of experience in the Document Conversion (microfilming / scanning) industry. Pat has been with Microsystems since 1983 and will be the key Microsystems contact responsible for the installation and training of all document imaging products.

**Chris Ripkey – Vice President, Sales Manager** – 42 years of experience in the Document Conversion (microfilming / scanning) industry. Chris has been with Microsystems since 1983 and will be the key Microsystems contact responsible for all backlog and on-going conversion applications. Chris will create the job program for the scanning application which will be reviewed with all management personnel at a pre-production meeting.

**Phil Thomas – Production / Scanning Manager**, 35 years of experience in the Document Conversion (microfilming / scanning) industry. Phil has been with Microsystems for the past 24 years. Phil will be responsible for overseeing and managing the scanning of your documents. Phil is also in charge of our archive writing and all indexing/QC of scanned images.

**Theresa Dias – Preparation / Microfilm Manager**, 36 years of experience in the Document Conversion (microfilming / scanning) industry. Theresa has been with Microsystems for all of these 36 years and will be responsible for overseeing and managing the preparation of your documents.

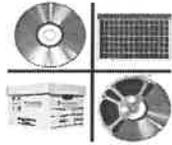
**Pam Wojkowski – Customer Service Rep., Destruction Manager** 28 years experience in the Document Conversion (microfilming / scanning) industry. Pam will be the second key contact at Microsystems as it relates to Pickups & Deliveries, Requests, destruction and other items in which immediate contact is required.



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

<b>CATEGORY</b>	<b>PERMIT FILES/BUILDING PLANS – 102 CF</b>	
<b>VOLUME</b>	102 boxes with 1,100 pages, 55 folded drawings and 65 files per box totals 112,200 pages, 5,610 folded drawings and 6,630 files <b>RECORDS ALREADY BOXED – ORANGE LABELS</b>	
<b>PREP REGULAR</b>	Target and copy each file folder tab, destaple and mend as required 112,200 : 500 per hour x \$19.50	<b>\$ 4,388</b>
<b>PREP FOLDED DRAWINGS</b>	Target and unfold drawings 5,610 : 100 per hour x \$19.50	<b>\$ 1,092</b>
<b>SCAN REGULAR</b>	112,200 x .05	<b>\$ 5,610</b>
<b>SCAN DRAWINGS</b>	5,610 x \$.85	<b>\$ 4,769</b>
<b>PAGING and MERGE DRAWINGS</b>	5,610 x \$.05 NOTE: Paging separates drawings before merge	<b>\$ 281</b>
<b>INDEX Permit # 2003-54XX</b>	9,945 indexes x \$.06 NOTE: 6,630 regular files + estimate 3,315 drawing files	<b>\$ 597</b>
<b>DATASHARE Add fields to permit #</b>	NOTE: Estimate 1 pickup for all 102 boxes = 1 datashare	<b>\$ 75</b>
<b>QC</b>	Images and data inspections 20 datagroups x \$20	<b>\$ 400</b>
<b>FLASH DRIVE</b>	Estimate 1 pickup for all 102 boxes = 1 flash drive	<b>\$ 40</b>
<b>SHRED</b>	3,060 pounds x \$.10	<b><u>\$ 306</u></b>
<b>ESTIMATE</b>		<b>\$17,558</b>



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**CATEGORY** *PLANNING and ZONING BOARD of APPEALS FILES - 25 CF*

**VOLUME** **NOTE: This job is estimated at MORE than 25 CF**  
32 boxes with 1,500 pages, 35 folded drawings and 45 files per box totals  
48,000 pages, 1,120 folded drawings and 1,440 files  
**A FEW BOXES NEED PACKING BUT IT IS UNCLEAR HOW MANY**

**PREP REGULAR** Target and copy each file folder tab, destaple and mend as required  
48,000 : 500 per hour x \$19.50 **\$1,872**

**PREP FOLDED DRAWINGS** Target and unfold drawings  
1,120 : 100 per hour x \$19.50 **\$ 234**

**SCAN REGULAR** 48,000 x .05 **\$2,400**  
**SCAN DRAWINGS** 1,120 x \$.85 **\$ 952**

**PAGING and MERGE DRAWINGS** 1,120 x \$.05 **\$ 56**  
NOTE: Paging separates drawings before merge

**INDEX ZBA # ZBA-81-12V and description** 2,040 indexes x \$.26 **\$ 530**  
NOTE: 1,440 regular files + estimate 600 drawing files

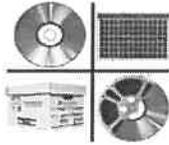
**DATASHARE** Quoted as no datashare everything needs to be keyed

**QC** Images and data inspections 7 datagroups x \$20 **\$ 140**

**FLASH DRIVE** Estimate 1 pickup for all 32 boxes = 1 flash drive **\$ 40**

**SHRED** 960 pounds x \$.10 **\$ 96**

**ESTIMATE** **\$6,320**



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**CATEGORY** *WATER CONNECTION PERMITS (SEWER) 25 CF*

**VOLUME** **NOTE: This job is ALSO estimated at MORE than 25 CF**  
14 drawers with 4,000 pages, 75 flat drawings and 45 files per drawer  
totals 56,000 pages, 1,050 flat drawings and 630 files  
**PLUS** 2<sup>nd</sup> room with 900 flat drawings – 200 sets and 200 rolled drawings in  
10 rolls

**PREP REGULAR** Target and copy each file folder tab, destaple and mend as required  
56,000 : 500 per hour x \$19.50 **\$2,184**

**PREP FOLDED DRAWINGS** Target and unfold drawings  
1,050 : 100 per hour x \$19.50 **\$ 215**

**PREP FLAT and ROLLED DRAWINGS 2<sup>ND</sup> ROOM** **\$ 100**

**SCAN REGULAR** 56,000 x .05 **\$2,800**

**SCAN DRAWINGS** 2,150 x \$.85 **\$1,828**

**PAGING and MERGE DRAWINGS** 2,150 x \$.05 **\$ 108**  
NOTE: Paging separates drawings before merge

**INDEX** Folder label or description from title block  
1,140 indexes x \$.22 **\$ 251**

NOTE: 630 regular files + estimate 510 drawing files

**DATASHARE** Quoted as no datashare everything needs to be keyed

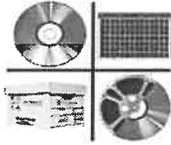
**QC** Images and data inspections 8 datagroups x \$20 **\$ 160**

**BOXING RECORDS - INCLUDES BOX** 40 boxes x \$5 **\$ 200**

**FLASH DRIVE** Estimate 1 pickup for all 40 boxes = 1 flash drive **\$ 40**

**SHRED** 1,200 pounds x \$.10 **\$ 120**

**ESTIMATE** **\$8,006**



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**CATEGORY** *ENGINEERING FILES 60 CF*

**VOLUME** NOTE: This job is ALSO estimated at MORE than 60 CF

- Downstairs cabinets = 10,000 pages, 750 folded drawings and 250 files to be packed in 10 boxes
- Downstairs above the cabinets = 2,700 rolled drawings in 165 rolls to be packed in 7 end load boxes
- Upstairs cabinets = 52,000 pages, 400 folded drawings and 350 files to be packed in 19 boxes
- Upstairs on top of cabinets in 6 boxes = 9,000 pages, 250 folded drawings and 90 files plus 400 drawings rolled in 30 rolls to be packed in 2 end load boxes
- Upstairs Left Room cabinet = 10,000 pages, 900 folded drawings and 200 files to be packed in 12 boxes
- Upstairs Left room in 10 Boxes = 30,000 pages, 250 folded drawings and 250 files
- Upstairs left room desk cabinets = 20,000 pages, 300 folded drawings and 200 files to be packed in 7 boxes
- Upstairs Left room standing rolls = 800 rolled drawings in 25 rolls to be packed in 3 end load boxes
- Downstairs 4 green drawers = 15,000 pages, 1,500 folded drawings and 150 files to be packed in 12 boxes

**VOLUME TOTALS** 146,000 pages, 8,250 drawings, 1490 files and 220 rolls

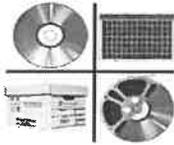
**PREP REGULAR** Target and copy each file folder tab, destaple and mend as required  
146,000 : 500 per hour x \$19.50 \$ 5,694

**PREP FOLDED DRAWINGS** Target and unfold drawings  
4,350 : 100 per hour x \$19.50 \$ 858

**PREP ROLLED DRAWINGS** 3,900 : 300 per hour x \$19.50 \$ 254

**SCAN REGULAR** 146,000 x .05 \$ 7,300

**SCAN DRAWINGS** 8,250 x \$.85 \$ 7,013



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**CATEGORY *ENGINEERING FILES 60 CF CONTINUED***

**PAGING and MERGE DRAWINGS** 8,250 x \$.05 \$ 413  
NOTE: Paging separates drawings before merge

**INDEX Folder label or description from title block**  
2,510 indexes x \$.22 \$ 552  
NOTE: 1,490 regular files, estimate 800 files have drawings  
that need to be indexed before merge and 220 rolls  
to be indexed – total of 2,510 files to be indexed

**DATASHARE Quoted as no datashare everything needs to be keyed**

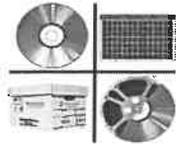
**QC** Images and data inspections 18 datagroups x \$20 \$ 360

**BOXING RECORDS - INCLUDES BOX** 72 boxes x \$5 \$ 360  
Estimate 88 total boxes – 72 need packing

**FLASH DRIVE** Estimate 3 pickups for all 88 boxes = 3 flash drives \$ 120

**SHRED** 2,640 pounds x \$.10 \$ 264

**ESTIMATE** \$23,188



# Microsystems, Inc.

*Scanning, Microfilming, and Storage*

**CATEGORY** LARGE SCALE and LARGE FORMAT PLANS and MAPS 30 CF

**VOLUME** NOTE: This job is quoted as LESS than 30 CF  
Downstairs black drawers with 1,200 drawings in 50 rolls

<b>PREP ROLLED DRAWINGS</b>	1,200 : 300 per hour x \$19.50	\$ 78
<b>SCAN DRAWINGS</b>	1,200 x \$.85	\$1,020
<b>PAGING</b>	1,200 x \$.05	\$ 60
NOTE: Paging separates drawings before merge		
<b>INDEX Description</b>	1,200 x \$.22	\$ 264
<b>QC</b>	Images and data inspections 2 datagroups x \$20	\$ 40
<b>BOXING RECORDS - INCLUDES BOX</b>	4 boxes x \$5	\$ 20
<b>FLASH DRIVE</b>	Estimate 1 pickup	\$ 40
<b>SHRED</b>	3,060 pounds x \$.10	<u>\$ 306</u>
<b>ESTIMATE</b>		<b>\$1,828</b>

## ADDITIONAL

**PICKUP** \$40 +\$1 per box

## OPTIONS

**LASERFICHE BATCH IMPORT UTILITY** \$500  
**MAINTENANCE PER YEAR** \$216

**A RESOLUTION AUTHORIZING AN AGREEMENT WITH TKB ASSOCIATES, INC. FOR LASERFICHE RECORDS MANAGEMENT SOFTWARE LICNESING AND SUPPORT SERVICES IN AN AMOUNT NOT TO EXCEED \$15,000**

**WHEREAS**, the City of Prospect Heights presently does utilize a formal electronic records management system to store electronic records; and

**WHEREAS**, The City of Prospect Heights desires to implement a records management software system to electronically store records generated as a result of City actions in relation to Building & Development Department, such as building permits and applications, construction plans, site plans and plats of survey, contractor registrations, bonds and insurance and other documents in connection with the performance of work and development in the City, and

**WHEREAS**, The Building and Development Department also maintains vital records related to the Old Town Sanitary District, subdivisions and Planning Zoning Boards of Appeals including but not limited to property records for zoning applications for map and text amendments, variations, special use permits, subdivisions, Planned Unit Developments; and

**WHEREAS**, the City Council desires to enter into an agreement with TKB Associates, Inc. (TKB) for a cloud-based records management solution that will create efficiencies, provide ease of use, and increase access to and transparency of public records, and

**Now Therefore, Be It Resolved by the City Council of the City of Prospect Heights, Illinois as follows:**

**Section 1:** The City Council finds the above recitals are true and correct and incorporates the same as part of this resolution.

**Section 2:** The City Council hereby authorizes the City Administrator to execute an agreement with TKB Associates, Inc. in substantially the form presented, for Laserfiche Records Management software licensing and services in an amount not to exceed \$15,000 for licensing, implementation and subscription services for the initial year and two subsequent renewal years (three years total), all subject to approval as to form by the City Attorney.

**Passed and Approved** this 13th day of January, 2025.

**Attest:**

\_\_\_\_\_  
Patrick Ludvigsen, Mayor

\_\_\_\_\_  
City Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_



**TKB Associates, Inc.**

9459 Enterprise Drive  
Mokena, IL 60448

# Proposal

Date	Estimate #
01/06/2025	2370

Name / Address
City of Prospect Heights Dan Peterson 8 N Elmhurst Road Prospect Heights, IL 60070

Terms	Rep
	JB

Item	Description	Qty	Cost	Total
CLENF2 (5-49)	CLENF2 - Laserfiche Cloud Professional User Annual Subscription Fee (5-49 Users)  Laserfiche Cloud Professional Users include the following features: 100GB of Cloud Storage per Professional User Single Laserfiche Repository Laserfiche Workflow Laserfiche Quick Fields Complete with Agent Laserfiche Forms Professional Laserfiche Direct Share Laserfiche Starter Audit Trail Laserfiche Snapshot Laserfiche E-mail and Laserfiche Integration with Microsoft Office Laserfiche Import Agent Laserfiche Connector	10	830.00	8,300.00
CLPPAL	CLPPAL - Laserfiche Cloud web Public Portal Annual Subscription Fee (1,000 Views per Month)	1	600.00	600.00
CLFPAL	CLFPAL - Laserfiche Cloud Forms Portal (1,000 Submission per Month)	1	1,800.00	1,800.00
CCSX1	CCSX1 - Laserfiche Cloud Scan Connect Annual Subscription Fee (1 User)	1	100.00	100.00

It's been a pleasure working with you!

**Please visit our Web Site at [www.tkbassociates.com](http://www.tkbassociates.com)**

Phone #	Fax #
7088056966	708-478-4167



**TKB Associates, Inc.**

9459 Enterprise Drive  
Mokena, IL 60448

# Proposal

Date	Estimate #
01/06/2025	2370

Name / Address
City of Prospect Heights Dan Peterson 8 N Elmhurst Road Prospect Heights, IL 60070

Terms	Rep
	JB

Item	Description	Qty	Cost	Total
Installation & Trai...	<p>On-Site/Remote LaserFiche Installation &amp; Training professional Services Block of Hours:</p> <p>Typical Services Covered:</p> <ul style="list-style-type: none"> <li>- Installation and Configuration of Laserfiche Software</li> <li>- Laserfiche Upgrades on existing or New Server</li> <li>- Training</li> <li>- Custom Integrations</li> <li>- Product Consultations</li> <li>- Workflow, Forms, &amp; Quick Fields System Designs</li> </ul> <p>On-Site Traveling - If a technician is traveling on-site, service hours will be billed at 1/2 rate for travel time plus any parking fees. Total Investment for Laserfiche Cloud</p> <p>Your annual Cloud Subscription based upon this proposed licensing would be \$10,800 years 2 and beyond. Sales Tax Exempt</p>	24	175.00	4,200.00
				15,000.00
			0.00%	0.00

It's been a pleasure working with you!

**Please visit our Web Site at [www.tkbassociates.com](http://www.tkbassociates.com)**

Phone #	Fax #
7088056966	708-478-4167



**To:** Mayor Ludvigsen and Members of the City Council

**From:** Joe Wade, City Administrator

**Subject:** Intergovernmental Agreement between the City of Prospect Heights and Village of Mount Prospect for the Certification of Levee 37

**Date:** January 7, 2025

### **Background**

Approximately 15-20 years ago, a partnership was formed between the United States Army Corps of Engineers, Illinois Department of Natural Resources, the Metropolitan Water Reclamation District and the municipalities of Mount Prospect and Prospect Heights, to address Des Plaines River flooding, which consistently disrupted the lives of area residents and caused substantial financial damage. The solution was the development of a levee project running along the Des Plaines River, through Prospect Heights and Mount Prospect. Today, this storm water improvement is known as Levee 37.

Although the levee has been substantially completed, pending a gate closure installation on an IDOT storm sewer, red flagged in 2018, and repair from the 2023 auto crash, certification is needed to remove properties from designated flood plain areas. This is beneficial to property owners in two important ways. First, removal of flood plain designation removes property owners from the expensive burden of purchasing flood insurance. Second, properties no longer must meet expensive floodplain construction standards for development or redevelopment.

### **Status of Levee 37 Certification**

To obtain floodplain remapping certification, Levee 37 must be certified, which requires final inspection and close out of the Levee wall construction contract. To complete this, two issues are needed to be addressed.

As noted, 54 inch and 15 inch diameter storm sewers compromise the levee. Because the 54 inch and 15 inch storm sewers are not disconnected from the rising river water levels, the river could back up into the “protected” area through these two storm sewers. Presently, this gate closure remediation work is being bid by the Illinois Department of Natural Resources, with Spring, 2025 construction anticipated. Because obtaining additional funding for this work would take a minimum of two years, without certainty and

security, the City Council opted to fund this from Special Service Area 8 and minimize multiple years of continued flood insurance payments by residents.

As for the repair of the auto crash area, the City is awaiting permit approval of an application filed with IDOT, July, 2024. Initial agency review comments were recently obtained, and work is anticipated in the coming construction season.

While this work is pending, it is recommended the City pursue accreditation and FEMA Letter of Map Revision through a joint effort and intergovernmental agreement with the Village of Mount Prospect.

The attached agreement delineates the work required to obtain these items and remove property owners from paying rising flood insurance costs.

The agreement splits the estimated fee of \$57,000 evenly. Funding is available from Special Service Area #8.

**Recommendation**

Staff recommends execution of the agreement with Mount Prospect to ultimately provide floodplain remapping and relief for citizens of flood insurance requirements.

**RESOLUTION R-25-05**  
**RESOLUTION AUTHORIZING AN INTERGOVERNMENTAL AGREEMENT WITH THE**  
**VILLAGE OF MOUNT PROSPECT FOR THE CERTIFICATION OF LEVEE 37**

**Whereas**, the 1970 Constitution of the State of Illinois, Article VII, Section 10, authorizes units of local government to contract or otherwise associate among themselves in any manner not prohibited by law or ordinance; and

**Whereas**, the provisions of the Intergovernmental Cooperation Act, 5, ILCS 220/1 et seq., authorizes and encourages intergovernmental cooperation; and

**Whereas**, the City of Prospect Heights (the City) and the Village of Mount Prospect (the Village) are units of government within the meaning of the 1970 Constitution of the State of Illinois, Article VII, Section 10, having the power and authority to enter into an intergovernmental agreement; and

**Whereas**, the United States Army Corps of Engineers (USACE) constructed Levee 37 and its supplemental Pump Station 2.5 to protect homes and businesses from riverine and interior drainage system flooding, and

**Whereas**, the City and Village have agreed to be local community sponsors for the Levee 37 improvements accepting ownership, operation, and maintenance responsibilities for the levee system when completed, and

**Whereas**, USACE recently advised the City and Village that it would cost between \$300,000 and \$500,000 for USACE to certify Levee 37 with the Federal Emergency Management Agency (FEMA), and

**Whereas**, FEMA certification of the levee is necessary to remove the federal requirement for homeowners protected by the levee to have flood insurance, to permit new construction below the current base flood elevation, and to remove the area protected by the levee from FEMA's Flood Insurance Rate Maps (FIRM), and

**Whereas**, the City and Village affirm that these outcomes are desirable and provide good and valuable benefits for the residents of both communities, and

**Whereas**, the City and Village have obtained a proposal from Christopher B. Burke Engineering, LTD, of Rosemont, Illinois (CBBEL), to prepare and submit the documentation necessary for FEMA certification of Levee 37 at less than 25% of USACE's estimated cost, and

**Whereas**, the City and Village have mutually agreed to share equally in the cost of the CBBEL contract for engineering services necessary to certify Levee 37, and

**Now, therefore, be it resolved by the Mayor and City Council of the City of Prospect Heights, Cook County Illinois:**

**Section One:** The Mayor is hereby authorized to execute an intergovernmental agreement between the City of Prospect Heights and the Village of Mount Prospect to share equally in the financial cost of the engineering services contract necessary to obtain FEMA certification of Levee 37.

**Section Two:** The intergovernmental agreement between the City of Prospect Heights and the Village of Mount Prospect to share equally in the financial cost of an engineering services contract necessary to obtain FEMA certification of Levee 37 is attached.

**Section Three:** That this Resolution shall be in full force and effect after its passage.

**Passed and Approved** this 13th day of January, 2025.

\_\_\_\_\_  
Patrick Ludvigsen, Mayor

**Attest:**

\_\_\_\_\_  
City Clerk

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_



**CHRISTOPHER B. BURKE ENGINEERING, LTD.**

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

December 17, 2024

Village of Mount Prospect  
1700 W Central Road  
Mount Prospect, IL 60056

Attention: Sean Dorsey – Director of Public Works

Subject: Levee 37 FEMA Letter of Map Revision  
Proposal for Engineering Services

Dear Mr. Dorsey:

At your request, Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to provide this proposal for professional engineering services related to the accreditation and FEMA Letter of Map Revision (LOMR) for the Levee 37 floodwall. The Levee 37 floodwall was built by the US Army Corps of Engineers (USACE) to reduce the risk of Des Plaines River overbank flooding in the Village of Mount Prospect (Village) and City of Prospect Heights (City). Included below you will find our Understanding of the Assignment, Scope of Services, Project Schedule and Estimate of Fee.

**UNDERSTANDING OF THE ASSIGNMENT**

The Levee 37 floodwall was substantially completed in 2013 and extends from Palatine Road in the City south to approximately Pin Oak Drive in the Village along the west side of the Des Plaines River. The project reduces flooding to approximately 64-acres of Des Plaines River regulatory floodplain. A levee accreditation and FEMA LOMR were previously initiated by the UASCE upon project completion, however their policy recently changed where the USACE no longer accredits levees. The levee accreditation is now the responsibility of local government entities benefiting from the project. Based on a review of information supplied by the Village and USACE, the levee accreditation is substantially complete and there were ten (10) remaining comments for the LOMR as summarized in a September 17, 2019, FEMA letter. This proposal assumes FEMA will review this as a resubmittal and not require a new submittal of all previously submitted materials. The remaining work as it relates to the FEMA letter includes:

1. IDNR-OWR coordination to confirm concurrence with the floodway changes related to the LOMR.
2. Preparation of FEMA MT-2 forms.

3. Review of the HEC-2 or HEC-RAS proposed conditions hydraulic modeling to confirm the modeling represents as-built conditions. CBBEL will request the most recent hydraulic model from USACE. The model will be reviewed to ensure it reflects the as-built plans. It is assumed some modeling changes may be necessary to accurately reflect the as-built plans.
4. An as-built survey of the proposed closure structures near Palatine Road. We understand these closure structures have not been installed, but the project will be bid and constructed soon. The as-built survey would be provided by the contractor and included in the LOMR submittal to FEMA.
5. Review of the previously prepared interior drainage study completed in HEC-IFH to ensure it represents as-built conditions. Preparation of an as-built interior drainage results map to identify the extent of interior flooding areas, and, if the average depth is greater than one foot, the water-surface elevation(s) of the base flood.
6. Review of the Emergency Preparedness Plan (EPP) to ensure it is the most current plan adopted by the Village and the City.
7. Review of the Operation and Maintenance plan to ensure it is the most current plan adopted by the Village and the City. CBBEL will coordinate with the USACE to provide the missing plates and appendices.
8. Preparation of a revised topographic work map. The map will be prepared with HEC-RAS modeling information provided by the USACE as referenced in Comment #3.
9. Preparation of public notice for LOMR.
10. Preparation of individual legal notices with widening and/or shifting of the Special Flood Hazard Area (SFHA), and any increase in the Base Flood Elevation (BFE). Based on previous correspondence with the USACE, the post project condition demonstrates a maximum BFE increase of 0.2 feet at the Milwaukee Avenue Bridge. The Illinois Department of Natural Resources-Office of Water Resources (IDNR-OWR) recognizes model results showing 0.04 feet or less, between the pre-project and post-project condition, as being no increase. Since the state does not recognize this as an increase there was no need to send legal notices to any property owners.

The following Scope of Services describes tasks required to address FEMA's review comments and complete the Levee 37 accreditation and LOMR.

### **SCOPE OF SERVICES**

**Task 1 – USACE Data Request and Coordination:** CBBEL will request additional information from the USACE including the most recent HEC-2 or HEC-RAS hydraulic model and HEC-IFH interior drainage analysis model referenced in Comments #3 and #5 above. One conference call with USACE is budgeted to ensure the necessary data is obtained before preparation of LOMR submittal materials.

**Task 2 – Hydraulic Modeling Review and Updates:** CBBEL will complete a review of the HEC-2 or HEC-RAS hydraulic model provided in Task 1 for concurrence with the Levee 37 as-built plans and upstream compensatory storage at Heritage Park in Wheeling, IL. It is assumed these were the proposed conditions plans and have budgeted for updates to the model for compliance with the as-built plans.

**Task 3 – Interior Drainage Modeling Review and Updates:** CBBEL will review the previously submitted HEC-IFH model for concurrence with the as-built plans. It is assumed that this HEC-IFH model was a proposed conditions model and not updated per the as-built plans as this software is no longer supported by the USACE. CBBEL previously prepared an XP-SWMM model as part of the Levee 37 interior drainage improvements. CBBEL will update this model as necessary to conform with the previously submitted HEC-IFH hydrology and in accordance with FEMA interior drainage analysis guidelines.

**Task 4 – Pre-Submittal Agency Coordination:** As noted in Comment #1, IDNR-OWR concurrence is required. The modeling analysis completed in Task 2 will be provided to IDNR-OWR along with a LOMR cover letter describing changes from the previous submittal. IDNR-OWR will review the technical aspects of the hydraulic modeling and flood mapping. We have budgeted for two comment/response review cycles. After IDNR-OWR has concurred with the technical aspects of the LOMR request, they will issue a 21-day public notice to affected property owners and other governmental agencies. If comments are received during the public notice period, CBBEL will provide IDNR-OWR with appropriate responses as long as they pertain to the modeling.

**Task 5 – LOMR Resubmittal and Agency Response:** Upon receipt of IDNR-OWR concurrence, the LOMR request will be submitted to FEMA for approval. We anticipate this being reviewed by FEMA as a resubmittal addressing the comments described in the Understanding of Assignment from the September 17, 2019, FEMA letter. This task includes responding to any FEMA review comments and general project coordination. We have budgeted for two comment/response review cycles. Note that application fees or agency review fees are not included for any task and are assumed to be handled directly by the Village.

**ESTIMATE OF FEE**

CBBEL estimates the following fees for each of the tasks described above:

<b>TASK</b>	<b>DESCRIPTION</b>	<b>FEE</b>
1	USACE Data Request and Coordination	\$ 4,000
2	Hydraulic Modeling Review and Updates	\$ 16,000
3	Interior Drainage Modeling Review and Updates	\$ 16,000
4	Pre-Submittal Agency Coordination	\$ 9,000
5	LOMR Resubmittal and Agency Response	\$ 12,000
	<b>TOTAL</b>	<b>\$ 57,000</b>

We will bill you at the hourly rates specified on the attached Schedule of Charges. We will establish our contract in accordance with the attached General Terms and Conditions. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services. Please note that meetings and additional services performed by CBBEL that are not included as part of this proposal will be billed on a time and materials basis and at the attached hourly rates.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Thomas T. Burke, Jr., PhD, PE  
Executive Vice President

Attachments: Schedule of Charges  
General Terms and Conditions

THIS PROPOSAL, SCHEDULE OF CHARGES AND GENERAL TERMS AND CONDITIONS  
ACCEPTED FOR THE VILLAGE OF MOUNT PROSPECT:

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

DATE: \_\_\_\_\_

MJB/TTB/DRD/hmc  
N:\PROPOSALS\ADMIN\2024\Mount Prospect Levee 37 Certification & LOMR\Levee 37 LOMR 121724.docx

**CHRISTOPHER B. BURKE ENGINEERING, LTD.  
STANDARD CHARGES FOR PROFESSIONAL SERVICES  
EFFECTIVE JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

<u>Personnel</u>	<u>Charges</u> <u>(\$/Hr)</u>
Engineer VI	275
Engineer V	235
Engineer IV	200
Engineer III	175
Engineer I/II	155
Survey V	240
Survey IV	220
Survey III	200
Survey II	160
Survey I	135
Engineering Technician V	215
Engineering Technician IV	190
Engineering Technician III	140
Engineering Technician I/II	125
CAD Manager	210
CAD II	155
GIS Specialist III	175
Landscape Architect	200
Landscape Designer III	155
Landscape Designer I/II	120
Environmental Resource Specialist V	235
Environmental Resource Specialist IV	190
Environmental Resource Specialist III	150
Environmental Resource Specialist I/II	125
Environmental Resource Technician	140
Business Operations Department	160
Engineering Intern	75
 <u>Direct Costs</u>	
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage	Cost + 12%

These rates are in effect until December 31, 2024, at which time they will be subject to change.

CHRISTOPHER B. BURKE ENGINEERING, LTD.  
GENERAL TERMS AND CONDITIONS

1. Relationship Between Engineer and Client: Christopher B. Burke Engineering, Ltd. (Engineer) shall serve as Client's professional engineer consultant in those phases of the Project to which this Agreement applies. This relationship is that of a buyer and seller of professional services and as such the Engineer is an independent contractor in the performance of this Agreement and it is understood that the parties have not entered into any joint venture or partnership with the other. The Engineer shall not be considered to be the agent of the Client. Nothing contained in this Agreement shall create a contractual relationship with a cause of action in favor of a third party against either the Client or Engineer.

Furthermore, causes of action between the parties to this Agreement pertaining to acts of failures to act shall be deemed to have accrued and the applicable statute of limitations shall commence to run not later than the date of substantial completion.

2. Responsibility of the Engineer: Engineer will strive to perform services under this Agreement in accordance with generally accepted and currently recognized engineering practices and principles, and in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions. No other representation, express or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

Notwithstanding anything to the contrary which may be contained in this Agreement or any other material incorporated herein by reference, or in any Agreement between the Client and any other party concerning the Project, the Engineer shall not have control or be in charge of and shall not be responsible for the means, methods, techniques, sequences or procedures of construction, or the safety, safety precautions or programs of the Client, the construction contractor, other contractors or subcontractors performing any of the work or providing any of the services on the Project. Nor shall the Engineer be responsible for the acts or omissions of the Client, or for the failure of the Client, any architect, engineer, consultant, contractor or subcontractor to carry out their respective responsibilities in accordance with the Project documents, this Agreement or any other agreement concerning the Project. Any provision which purports to amend this provision shall be without effect unless it contains a reference that the content of this condition is expressly amended for the purposes described in such amendment and is signed by the Engineer.

3. Changes: Client reserves the right by written change order or amendment to make changes in requirements, amount of work, or engineering time schedule adjustments, and Engineer and Client shall negotiate appropriate adjustments acceptable to both parties to accommodate any changes, if commercially possible.
4. Suspension of Services: Client may, at any time, by written order to Engineer (Suspension of Services Order) require Engineer to stop all, or any part, of the services required by this Agreement. Upon receipt of such an order, Engineer shall immediately comply with its terms and take all reasonable steps to minimize the costs associated with the services affected by such order. Client, however, shall pay all costs incurred by the suspension, including all costs necessary to maintain continuity and for the resumptions

of the services upon expiration of the Suspension of Services Order. Engineer will not be obligated to provide the same personnel employed prior to suspension, when the services are resumed, in the event that the period of suspension is greater than thirty (30) days.

5. Termination: This Agreement may be terminated by either party upon thirty (30) days written notice in the event of substantial failure by the other party to perform in accordance with the terms hereof through no fault of the terminating party. This Agreement may be terminated by Client, under the same terms, whenever Client shall determine that termination is in its best interests. Cost of termination, including salaries, overhead and fee, incurred by Engineer either before or after the termination date shall be reimbursed by Client.
6. Documents Delivered to Client: Drawings, specifications, reports, and any other Project Documents prepared by Engineer in connection with any or all of the services furnished hereunder shall be delivered to the Client for the use of the Client. Engineer shall have the right to retain originals of all Project Documents and drawings for its files. Furthermore, it is understood and agreed that the Project Documents such as, but not limited to reports, calculations, drawings, and specifications prepared for the Project, whether in hard copy or machine readable form, are instruments of professional service intended for one-time use in the construction of this Project. These Project Documents are and shall remain the property of the Engineer. The Client may retain copies, including copies stored on magnetic tape or disk, for information and reference in connection with the occupancy and use of the Project.

When and if record drawings are to be provided by the Engineer, Client understands that information used in the preparation of record drawings is provided by others and Engineer is not responsible for accuracy, completeness, nor sufficiency of such information. Client also understands that the level of detail illustrated by record drawings will generally be the same as the level of detail illustrated by the design drawing used for project construction. If additional detail is requested by the Client to be included on the record drawings, then the Client understands and agrees that the Engineer will be due additional compensation for additional services.

It is also understood and agreed that because of the possibility that information and data delivered in machine readable form may be altered, whether inadvertently or otherwise, the Engineer reserves the right to retain the original tapes/disks and to remove from copies provided to the Client all identification reflecting the involvement of the Engineer in their preparation. The Engineer also reserves the right to retain hard copy originals of all Project Documentation delivered to the Client in machine readable form, which originals shall be referred to and shall govern in the event of any inconsistency between the two.

The Client understands that the automated conversion of information and data from the system and format used by the Engineer to an alternate system or format cannot be accomplished without the introduction of inexactitudes, anomalies, and errors. In the event Project Documentation provided to the Client in machine readable form is so converted, the Client agrees to assume all risks associated therewith and, to the fullest

extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising therefrom or in connection therewith.

The Client recognizes that changes or modifications to the Engineer's instruments of professional service introduced by anyone other than the Engineer may result in adverse consequences which the Engineer can neither predict nor control. Therefore, and in consideration of the Engineer's agreement to deliver its instruments of professional service in machine readable form, the Client agrees, to the fullest extent permitted by law, to hold harmless and indemnify the Engineer from and against all claims, liabilities, losses, damages, and costs, including but not limited to attorney's fees, arising out of or in any way connected with the modification, misinterpretation, misuse, or reuse by others of the machine readable information and data provided by the Engineer under this Agreement. The foregoing indemnification applies, without limitation, to any use of the Project Documentation on other projects, for additions to this Project, or for completion of this Project by others, excepting only such use as may be authorized, in writing, by the Engineer.

7. Reuse of Documents: All Project Documents including but not limited to reports, opinions of probable costs, drawings and specifications furnished by Engineer pursuant to this Agreement are intended for use on the Project only. They cannot be used by Client or others on extensions of the Project or any other project. Any reuse, without specific written verification or adaptation by Engineer, shall be at Client's sole risk, and Client shall indemnify and hold harmless Engineer from all claims, damages, losses, and expenses including attorney's fees arising out of or resulting therefrom.

The Engineer shall have the right to include representations of the design of the Project, including photographs of the exterior and interior, among the Engineer's promotional and professional materials. The Engineer's materials shall not include the Client's confidential and proprietary information if the Client has previously advised the Engineer in writing of the specific information considered by the Client to be confidential and proprietary.

8. Standard of Practice: The Engineer will strive to conduct services under this agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing in the same locality under similar conditions as of the date of this Agreement.
9. Compliance With Laws: The Engineer will strive to exercise usual and customary professional care in his/her efforts to comply with those laws, codes, ordinance and regulations which are in effect as of the date of this Agreement.

With specific respect to prescribed requirements of the Americans with Disabilities Act of 1990 or certified state or local accessibility regulations (ADA), Client understands ADA is a civil rights legislation and that interpretation of ADA is a legal issue and not a design issue and, accordingly, retention of legal counsel (by Client) for purposes of interpretation is advisable. As such and with respect to ADA, Client agrees to waive any action against Engineer, and to indemnify and defend Engineer against any claim arising from Engineer's alleged failure to meet ADA requirements prescribed.

Further to the law and code compliance, the Client understands that the Engineer will strive to provide designs in accordance with the prevailing Standards of Practice as previously set forth, but that the Engineer does not warrant that any reviewing agency having jurisdiction will not for its own purposes comment, request changes and/or additions to such designs. In the event such design requests are made by a reviewing agency, but which do not exist in the form of a written regulation, ordinance or other similar document as published by the reviewing agency, then such design changes (at substantial variance from the intended design developed by the Engineer), if effected and incorporated into the project documents by the Engineer, shall be considered as Supplementary Task(s) to the Engineer's Scope of Service and compensated for accordingly.

10. Indemnification: Engineer shall indemnify and hold harmless Client up to the amount of this contract fee (for services) from loss or expense, including reasonable attorney's fees for claims for personal injury (including death) or property damage to the extent caused by the sole negligent act, error or omission of Engineer.

Client shall indemnify and hold harmless Engineer under this Agreement, from loss or expense, including reasonable attorney's fees, for claims for personal injuries (including death) or property damage arising out of the sole negligent act, error omission of Client.

In the event of joint or concurrent negligence of Engineer and Client, each shall bear that portion of the loss or expense that its share of the joint or concurrent negligence bears to the total negligence (including that of third parties), which caused the personal injury or property damage.

Engineer shall not be liable for special, incidental or consequential damages, including, but not limited to loss of profits, revenue, use of capital, claims of customers, cost of purchased or replacement power, or for any other loss of any nature, whether based on contract, tort, negligence, strict liability or otherwise, by reasons of the services rendered under this Agreement.

11. Opinions of Probable Cost: Since Engineer has no control over the cost of labor, materials or equipment, or over the Contractor(s) method of determining process, or over competitive bidding or market conditions, his/her opinions of probable Project Construction Cost provided for herein are to be made on the basis of his/her experience and qualifications and represent his/her judgement as a design professional familiar with the construction industry, but Engineer cannot and does not guarantee that proposal, bids or the Construction Cost will not vary from opinions of probable construction cost prepared by him/her. If prior to the Bidding or Negotiating Phase, Client wishes greater accuracy as to the Construction Cost, the Client shall employ an independent cost estimator Consultant for the purpose of obtaining a second construction cost opinion independent from Engineer.
12. Governing Law & Dispute Resolutions: This Agreement shall be governed by and construed in accordance with Articles previously set forth by (Item 9 of) this Agreement, together with the laws of the **State of Illinois**.

Any claim, dispute or other matter in question arising out of or related to this Agreement, which can not be mutually resolved by the parties of this Agreement, shall be subject to mediation as a condition precedent to arbitration (if arbitration is agreed upon by the parties of this Agreement) or the institution of legal or equitable proceedings by either party. If such matter relates to or is the subject of a lien arising out of the Engineer's services, the Engineer may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by arbitration.

The Client and Engineer shall endeavor to resolve claims, disputes and other matters in question between them by mediation which, unless the parties mutually agree otherwise, shall be in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect. Requests for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. The request may be made concurrently with the filing of a demand for arbitration but, in such event, mediation shall proceed in advance of arbitration or legal or equitable proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order.

The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

13. Successors and Assigns: The terms of this Agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns: provided, however, that neither party shall assign this Agreement in whole or in part without the prior written approval of the other.
14. Waiver of Contract Breach: The waiver of one party of any breach of this Agreement or the failure of one party to enforce at any time, or for any period of time, any of the provisions hereof, shall be limited to the particular instance, shall not operate or be deemed to waive any future breaches of this Agreement and shall not be construed to be a waiver of any provision, except for the particular instance.
15. Entire Understanding of Agreement: This Agreement represents and incorporates the entire understanding of the parties hereto, and each party acknowledges that there are no warranties, representations, covenants or understandings of any kind, matter or description whatsoever, made by either party to the other except as expressly set forth herein. Client and the Engineer hereby agree that any purchase orders, invoices, confirmations, acknowledgments or other similar documents executed or delivered with respect to the subject matter hereof that conflict with the terms of the Agreement shall be null, void and without effect to the extent they conflict with the terms of this Agreement.
16. Amendment: This Agreement shall not be subject to amendment unless another instrument is duly executed by duly authorized representatives of each of the parties and entitled "Amendment of Agreement".

17. Severability of Invalid Provisions: If any provision of the Agreement shall be held to contravene or to be invalid under the laws of any particular state, county or jurisdiction where used, such contravention shall not invalidate the entire Agreement, but it shall be construed as if not containing the particular provisions held to be invalid in the particular state, country or jurisdiction and the rights or obligations of the parties hereto shall be construed and enforced accordingly.
18. Force Majeure: Neither Client nor Engineer shall be liable for any fault or delay caused by any contingency beyond their control including but not limited to acts of God, wars, strikes, walkouts, fires, natural calamities, or demands or requirements of governmental agencies.
19. Subcontracts: Engineer may subcontract portions of the work, but each subcontractor must be approved by Client in writing.
20. Access and Permits: Client shall arrange for Engineer to enter upon public and private property and obtain all necessary approvals and permits required from all governmental authorities having jurisdiction over the Project. Client shall pay costs (including Engineer's employee salaries, overhead and fee) incident to any effort by Engineer toward assisting Client in such access, permits or approvals, if Engineer perform such services.
21. Designation of Authorized Representative: Each party (to this Agreement) shall designate one or more persons to act with authority in its behalf in respect to appropriate aspects of the Project. The persons designated shall review and respond promptly to all communications received from the other party.
22. Notices: Any notice or designation required to be given to either party hereto shall be in writing, and unless receipt of such notice is expressly required by the terms hereof shall be deemed to be effectively served when deposited in the mail with sufficient first class postage affixed, and addressed to the party to whom such notice is directed at such party's place of business or such other address as either party shall hereafter furnish to the other party by written notice as herein provided.
23. Limit of Liability: The Client and the Engineer have discussed the risks, rewards, and benefits of the project and the Engineer's total fee for services. In recognition of the relative risks and benefits of the Project to both the Client and the Engineer, the risks have been allocated such that the Client agrees that to the fullest extent permitted by law, the Engineer's total aggregate liability to the Client for any and all injuries, claims, costs, losses, expenses, damages of any nature whatsoever or claim expenses arising out of this Agreement from any cause or causes, including attorney's fees and costs, and expert witness fees and costs, shall not exceed the total Engineer's fee for professional engineering services rendered on this project as made part of this Agreement. Such causes included but are not limited to the Engineer's negligence, errors, omissions, strict liability or breach of contract. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

24. Client's Responsibilities: The Client agrees to provide full information regarding requirements for and about the Project, including a program which shall set forth the Client's objectives, schedule, constraints, criteria, special equipment, systems and site requirements.

The Client agrees to furnish and pay for all legal, accounting and insurance counseling services as may be necessary at any time for the Project, including auditing services which the Client may require to verify the Contractor's Application for Payment or to ascertain how or for what purpose the Contractor has used the money paid by or on behalf of the Client.

The Client agrees to require the Contractor, to the fullest extent permitted by law, to indemnify, hold harmless, and defend the Engineer, its consultants, and the employees and agents of any of them from and against any and all claims, suits, demands, liabilities, losses, damages, and costs ("Losses"), including but not limited to costs of defense, arising in whole or in part out of the negligence of the Contractor, its subcontractors, the officers, employees, agents, and subcontractors of any of them, or anyone for whose acts any of them may be liable, regardless of whether or not such Losses are caused in part by a party indemnified hereunder. Specifically excluded from the foregoing are Losses arising out of the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs, or specifications, and the giving of or failure to give directions by the Engineer, its consultants, and the agents and employees of any of them, provided such giving or failure to give is the primary cause of Loss. The Client also agrees to require the Contractor to provide to the Engineer the required certificate of insurance.

The Client further agrees to require the Contractor to name the Engineer, its agents and consultants as additional insureds on the Contractor's policy or policies of comprehensive or commercial general liability insurance. Such insurance shall include products and completed operations and contractual liability coverages, shall be primary and noncontributing with any insurance maintained by the Engineer or its agents and consultants, and shall provide that the Engineer be given thirty days, unqualified written notice prior to any cancellation thereof.

In the event the foregoing requirements, or any of them, are not established by the Client and met by the Contractor, the Client agrees to indemnify and hold harmless the Engineer, its employees, agents, and consultants from and against any and all Losses which would have been indemnified and insured against by the Contractor, but were not.

When Contract Documents prepared under the Scope of Services of this contract require insurance(s) to be provided, obtained and/or otherwise maintained by the Contractor, the Client agrees to be wholly responsible for setting forth any and all such insurance requirements. Furthermore, any document provided for Client review by the Engineer under this Contract related to such insurance(s) shall be considered as sample insurance requirements and not the recommendation of the Engineer. Client agrees to have their own risk management department review any and all insurance requirements for adequacy and to determine specific types of insurance(s) required for the project. Client further agrees that decisions concerning types and amounts of insurance are

specific to the project and shall be the product of the Client. As such, any and all insurance requirements made part of Contract Documents prepared by the Engineer are not to be considered the Engineer's recommendation, and the Client shall make the final decision regarding insurance requirements.

25. Information Provided by Others: The Engineer shall indicate to the Client the information needed for rendering of the services of this Agreement. The Client shall provide to the Engineer such information as is available to the Client and the Client's consultants and contractors, and the Engineer shall be entitled to rely upon the accuracy and completeness thereof. The Client recognizes that it is impossible for the Engineer to assure the accuracy, completeness and sufficiency of such information, either because it is impossible to verify, or because of errors or omissions which may have occurred in assembling the information the Client is providing. Accordingly, the Client agrees, to the fullest extent permitted by law, to indemnify and hold the Engineer and the Engineer's subconsultants harmless from any claim, liability or cost (including reasonable attorneys' fees and cost of defense) for injury or loss arising or allegedly arising from errors, omissions or inaccuracies in documents or other information provided by the Client to the Engineer.
26. Payment: Client shall be invoiced once each month for work performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. The client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause within said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law, whichever is the lesser) until paid. Client further agrees to pay Engineer's cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees, as well as costs attributed to suspension of services accordingly and as follows:
- Collection Costs. In the event legal action is necessary to enforce the payment provisions of this Agreement, the Engineer shall be entitled to collect from the Client any judgement or settlement sums due, reasonable attorneys' fees, court costs and expenses incurred by the Engineer in connection therewith and, in addition, the reasonable value of the Engineer's time and expenses spent in connection with such collection action, computed at the Engineer's prevailing fee schedule and expense policies.
- Suspension of Services. If the Client fails to make payments when due or otherwise is in breach of this Agreement, the Engineer may suspend performance of services upon five (5) calendar days' notice to the Client. The Engineer shall have no liability whatsoever to the Client for any costs or damages as a result of such suspension caused by any breach of this Agreement by the Client. Client will reimburse Engineer for all associated costs as previously set forth in (Item 4 of) this Agreement.
27. When construction observation tasks are part of the service to be performed by the Engineer under this Agreement, the Client will include the following clause in the construction contract documents and Client agrees not to modify or delete it:

Kotecki Waiver. Contractor (and any subcontractor into whose subcontract this clause is incorporated) agrees to assume the entire liability for all personal injury claims suffered by its own employees, including without limitation claims under the **Illinois** Structural Work Act, asserted by persons allegedly injured on the Project; waives any limitation of liability defense based upon the Worker's Compensation Act, court interpretations of said Act or otherwise; and to the fullest extent permitted by law, agrees to indemnify and hold harmless and defend Owner and Engineer and their agents, employees and consultants (the "Indemnitees") from and against all such loss, expense, damage or injury, including reasonable attorneys' fees, that the Indemnitees may sustain as a result of such claims, except to the extent that **Illinois** law prohibits indemnity for the Indemnitees' own negligence. The Owner and Engineer are designated and recognized as explicit third party beneficiaries of the Kotecki Waiver within the general contract and all subcontracts entered into in furtherance of the general contract.

28. Job Site Safety/Supervision & Construction Observation: The Engineer shall neither have control over or charge of, nor be responsible for, the construction means, methods, techniques, sequences of procedures, or for safety precautions and programs in connection with the Work since they are solely the Contractor's rights and responsibilities. The Client agrees that the Contractor shall supervise and direct the work efficiently with his/her best skill and attention; and that the Contractor shall be solely responsible for the means, methods, techniques, sequences and procedures of construction and safety at the job site. The Client agrees and warrants that this intent shall be carried out in the Client's contract with the Contractor. The Client further agrees that the Contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work; and that the Contractor shall take all necessary precautions for the safety of, and shall provide the necessary protection to prevent damage, injury or loss to all employees on the subject site and all other persons who may be affected thereby. The Engineer shall have no authority to stop the work of the Contractor or the work of any subcontractor on the project.

When construction observation services are included in the Scope of Services, the Engineer shall visit the site at intervals appropriate to the stage of the Contractor's operation, or as otherwise agreed to by the Client and the Engineer to: 1) become generally familiar with and to keep the Client informed about the progress and quality of the Work; 2) to strive to bring to the Client's attention defects and deficiencies in the Work and; 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in accordance with the Contract Documents. However, the Engineer shall not be required to make exhaustive or continuous on-site inspections to check the quality or quantity of the Work. If the Client desires more extensive project observation, the Client shall request that such services be provided by the Engineer as Additional and Supplemental Construction Observation Services in accordance with the terms of this Agreement.

The Engineer shall not be responsible for any acts or omissions of the Contractor, subcontractor, any entity performing any portions of the Work, or any agents or employees of any of them. The Engineer does not guarantee the performance of the

Contractor and shall not be responsible for the Contractor's failure to perform its Work in accordance with the Contract Documents or any applicable laws, codes, rules or regulations.

When municipal review services are included in the Scope of Services, the Engineer (acting on behalf of the municipality), when acting in good faith in the discharge of its duties, shall not thereby render itself liable personally and is, to the maximum extent permitted by law, relieved from all liability for any damage that may accrue to persons or property by reason of any act or omission in the discharge of its duties. Any suit brought against the Engineer which involve the acts or omissions performed by it in the enforcement of any provisions of the Client's rules, regulation and/or ordinance shall be defended by the Client until final termination of the proceedings. The Engineer shall be entitled to all defenses and municipal immunities that are, or would be, available to the Client.

29. Insurance and Indemnification: The Engineer and the Client understand and agree that the Client will contractually require the Contractor to defend and indemnify the Engineer and/or any subconsultants from any claims arising from the Work. The Engineer and the Client further understand and agree that the Client will contractually require the Contractor to procure commercial general liability insurance naming the Engineer as an additional named insured with respect to the work. The Contractor shall provide to the Client certificates of insurance evidencing that the contractually required insurance coverage has been procured. However, the Contractor's failure to provide the Client with the requisite certificates of insurance shall not constitute a waiver of this provision by the Engineer.

The Client and Engineer waive all rights against each other and against the Contractor and consultants, agents and employees of each of them for damages to the extent covered by property insurance during construction. The Client and Engineer each shall require similar waivers from the Contractor, consultants, agents and persons or entities awarded separate contracts administered under the Client's own forces.

30. Hazardous Materials/Pollutants: Unless otherwise provided by this Agreement, the Engineer and Engineer's consultants shall have no responsibility for the discovery, presence, handling, removal or disposal of or exposure of persons to hazardous materials/pollutants in any form at the Project site, including but not limited to mold/mildew, asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic/hazardous/pollutant type substances.

Furthermore, Client understands that the presence of mold/mildew and the like are results of prolonged or repeated exposure to moisture and the lack of corrective action. Client also understands that corrective action is a operation, maintenance and repair activity for which the Engineer is not responsible.

June 13, 2005

P:\Proposals\Terms and Conditions\GT&C 2005.061305.doc

**CITY OF PROSPECT HEIGHTS  
WARRANT LIST SUMMARY  
1/13/2025**

**Checks**

General Fund	\$ 222,224.00
Motor Fuel Tax Fund	-
Tourism District	6,334.96
Solid Waste Fund	-
Drug Enforcement Agency Fund	1,780.00
Special Service Area #1	-
Special Service Area #2	-
Special Service Area #3	-
Special Service Area #4	-
Special Service Area #5	544.52
Special Service Area-Constr#6(Water Main)	-
Special Service Area #8 - Levee Wall #37	2,727.39
Capital Improvements	178,717.07
Special Service Area-Debt#6	-
Road Construction Debt	605.00
Water Fund	29,879.16
Parking Fund	825.46
Sanitary Sewer Fund	20,854.81
Road/Building Bond Escrow	1,995.00
<b>TOTAL</b>	<b>\$ 466,487.37</b>

**Wire Payments**

12.27.24 PAYROLL	\$ 189,757.55
<b>TOTAL WARRANT</b>	<b>\$ 656,244.92</b>

Report Criteria:

- Detail report.
- Invoices with totals above \$0.00 included.
- Paid and unpaid invoices included.

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
ADMINISTRATIVE CONSULTING	1818	GRANT CONSTNT 2024 #2	12/01/2024	01-370-5102	9,000.00	.00	
Total ADMINISTRATIVE CONSULTING SPECIALIST:					9,000.00	.00	
AFLAC	448790	JAN25 AFLAC	12/17/2024	01-000-2031	139.32	.00	
Total AFLAC:					139.32	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	28-300-5500	176.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	01-350-5500	1,319.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	25-300-5500	176.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	01-340-5500	88.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	53-300-5500	2,198.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	01-320-5500	879.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	51-300-5500	1,319.00	.00	
ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	01-360-5500	2,638.00	.00	
Total ALLIANT INSURANCE SERVICES, INC.:					8,793.00	.00	
AMERICAN UNDERGROUND	9915	OUTFLOW INSPECTION	12/20/2024	28-300-5100	1,700.00	.00	
Total AMERICAN UNDERGROUND:					1,700.00	.00	
ANDREW HART	DEC24 PHON	DEC 2024 PHONE REIMB	01/03/2025	01-340-5100	50.00	.00	
Total ANDREW HART:					50.00	.00	
ARLINGTON HEIGHTS FORD IN	190621	SQUAD 600	12/03/2024	01-350-5020	3,006.24	.00	
Total ARLINGTON HEIGHTS FORD INC.:					3,006.24	.00	
BLUECROSS BLUESHIEDL OF I	JANUARY 202	JAN 25 HMO/MEDICAL	12/17/2024	01-360-4100	4,222.18	.00	
BLUECROSS BLUESHIEDL OF I	JANUARY 202	JAN 25 HMO/MEDICAL	12/17/2024	01-370-4101	3,301.15	.00	
Total BLUECROSS BLUESHIEDL OF IL:					7,523.33	.00	
CANON FINANCIAL SERVICES	37505106	JAN25 CH COPIER	01/02/2025	01-340-7020	198.97	.00	
Total CANON FINANCIAL SERVICES:					198.97	.00	
CARDMEMBER SERVICE	11-21-12-19-24	RADIO PARTS	12/19/2024	01-350-5020	6.39	.00	
CARDMEMBER SERVICE	11-21-12-19-24	INTL CODE COUNCIL	12/19/2024	01-340-5330	170.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	OFFICE SUPPLIES	12/19/2024	01-360-5700	15.97	.00	
CARDMEMBER SERVICE	11-21-12-19-24	DUNKIN DONUTS	12/19/2024	01-320-5710	63.38	.00	
CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	01-360-5700	47.94	.00	
CARDMEMBER SERVICE	11-21-12-19-24	USPS-	12/19/2024	01-320-5200	9.68	.00	
CARDMEMBER SERVICE	11-21-12-19-24	ZOOM	12/19/2024	01-310-5300	50.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	HOOD RESTRAINTYS	12/19/2024	01-360-5710	294.63	.00	
CARDMEMBER SERVICE	11-21-12-19-24	HOLIDAY DECOR	12/19/2024	01-350-5710	30.30	.00	
CARDMEMBER SERVICE	11-21-12-19-24	AV PARTS	12/19/2024	01-310-7020	29.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 801 E CAMP MCDLN	12/19/2024	51-300-5410	127.95	.00	
CARDMEMBER SERVICE	11-21-12-19-24	AV PARTS	12/19/2024	01-310-7020	127.07	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	01-310-5960	866.49	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
CARDMEMBER SERVICE	11-21-12-19-24	SPEAKERS	12/19/2024	01-360-5700	15.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	OFFCIE SUPPLIES	12/19/2024	01-360-5700	71.82	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NIKON SPEEDLIGHT	12/19/2024	01-360-7022	546.95	.00	
CARDMEMBER SERVICE	11-21-12-19-24	ILL TOWWAY	12/19/2024	01-350-5020	30.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	USPS TAX LEVY FILING	12/19/2024	01-320-5200	7.44	.00	
CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	01-360-5700	36.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	01-310-5960	432.75	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	01-310-5960	174.85	.00	
CARDMEMBER SERVICE	11-21-12-19-24	MICHAELS HOLIDAY DECOR	12/19/2024	01-350-5710	115.53	.00	
CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 401 PIPER	12/19/2024	01-350-5410	172.90	.00	
CARDMEMBER SERVICE	11-21-12-19-24	COMCAST PD	12/19/2024	01-360-5410	324.17	.00	
CARDMEMBER SERVICE	11-21-12-19-24	FLARES	12/19/2024	01-360-5710	848.12	.00	
CARDMEMBER SERVICE	11-21-12-19-24	PW FIRST AID	12/19/2024	01-350-7023	85.97	.00	
CARDMEMBER SERVICE	11-21-12-19-24	RUBBER STAMP	12/19/2024	01-360-5700	19.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	01-360-5700	87.92	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	01-310-5960	505.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	01-310-5960	279.90	.00	
CARDMEMBER SERVICE	11-21-12-19-24	DOOR HANDLES	12/19/2024	01-350-5710	149.63	.00	
CARDMEMBER SERVICE	11-21-12-19-24	OFFICE SUPPLIES	12/19/2024	01-360-5700	25.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	PROPERTY MAINTENANCE LUS	12/19/2024	01-340-5330	150.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	PRI MNGMNT GROUP POLICE	12/19/2024	01-360-5330	438.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	HOLIDAY CANDY	12/19/2024	01-350-5710	59.97	.00	
CARDMEMBER SERVICE	11-21-12-19-24	CITY BAND ATENNA	12/19/2024	01-350-5020	29.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	IL FIRE POLICE MEMBERHIP	12/19/2024	01-360-5310	400.00	.00	
CARDMEMBER SERVICE	11-21-12-19-24	APPLE.COM	12/19/2024	01-350-7025	.99	.00	
CARDMEMBER SERVICE	11-21-12-19-24	BUILDING REPAIRS	12/19/2024	01-350-5710	130.58	.00	
CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	01-310-5960	209.10	.00	
CARDMEMBER SERVICE	11-21-12-19-24	EASY SIDE SAFETY MEETING	12/19/2024	01-360-5710	41.79	.00	
CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 101 S WOLF	12/19/2024	52-300-5410	157.90	.00	
CARDMEMBER SERVICE	11-21-12-19-24	WALL CLOCK	12/19/2024	01-360-5700	109.14	.00	
CARDMEMBER SERVICE	11-21-12-19-24	COMCAST CITY HALL	12/19/2024	01-320-5410	214.90	.00	
Total CARDMEMBER SERVICE:					7,713.07	.00	
CHI-TOWN CLEANING SERVICE	24-0612	DEC 24 CUSTODIAL	12/25/2024	01-350-5104	1,196.97	.00	
Total CHI-TOWN CLEANING SERVICES:					1,196.97	.00	
COMED - ACCT #0767814000	11/11-12/11/24	11/11-12/11/24 WOLF/ KENSING	12/12/2024	52-300-5410	118.26	.00	
Total COMED - ACCT #0767814000:					118.26	.00	
COMED - ACCT #1165283000	11/11-12/11/24	11/11-12/11/24 PIPER & WIMBLE	12/12/2024	25-300-5050	80.22	.00	
Total COMED - ACCT #1165283000:					80.22	.00	
COMED - ACCT #4546302111	11/11-12/11/24	11/11-12/11/24 101 WOLF	12/12/2024	52-300-5410	176.73	.00	
Total COMED - ACCT #4546302111:					176.73	.00	
COMED - ACCT #5019434111	11/11-12/11/24	11/11-12/11/24 WOLF EUCLID	12/12/2024	52-300-5410	181.73	.00	
Total COMED - ACCT #5019434111:					181.73	.00	
COMED - ACCT #5306644000	11/11-12/11/24	11/11-12/11/24 1S APPLE	12/12/2024	01-350-5410	75.58	.00	
Total COMED - ACCT #5306644000:					75.58	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
COMED-ACCT #271664222	11/11-12/11/24	11/11-12/11/24 LEVEE 37	12/12/2024	28-300-7020	95.39	.00	
Total COMED-ACCT #271664222:					95.39	.00	
COMPASSION FUNERAL SERVI	2406544	REMOVAL	11/20/2024	01-360-5100	275.00	.00	
Total COMPASSION FUNERAL SERVICES, INC:					275.00	.00	
CONRAD POLYGRAPH, INC.	6389	COLEMAN RYAN POLY	12/26/2024	16-300-5710	400.00	.00	
Total CONRAD POLYGRAPH, INC.:					400.00	.00	
CONSERV FS INC.	101031293	FUEL 12/18/24	12/18/2024	01-350-5751	3,161.69	.00	
CONSERV FS INC.	101031294	FUEL 12/18/24	12/18/2024	01-350-5751	982.80	.00	
Total CONSERV FS INC.:					4,144.49	.00	
CONSTELLATION NEWENERGY	69610075901	11/11-12/11/24 900 E OLD WILLO	12/28/2024	25-300-5050	154.11	.00	
CONSTELLATION NEWENERGY	69610075901	11/13-12/13/24 US RT 45 APPLE	12/28/2024	01-350-5411	553.61	.00	
CONSTELLATION NEWENERGY	69610075901	11/13-12/13/24 0 COR EUCLID	12/28/2024	01-350-5411	308.84	.00	
CONSTELLATION NEWENERGY	69610075901	10/31-12/02/24 801 E CAMP MC	12/28/2024	51-300-5410	2,302.80	.00	
CONSTELLATION NEWENERGY	69610075901	10/31-12/02/24 711 ELM ST	12/28/2024	01-350-5411	269.80	.00	
CONSTELLATION NEWENERGY	69610075901	10/11-11/11/24 900 E OLD WILLO	12/28/2024	25-300-5050	134.19	.00	
CONSTELLATION NEWENERGY	69806871801	NOV-DEC24 604 MILWK	12/12/2024	13-300-5410	41.60	.00	
CONSTELLATION NEWENERGY	69807869001	NOV-DEC24 1250 RIVER	12/12/2024	13-300-5410	43.36	.00	
Total CONSTELLATION NEWENERGY INC.:					3,808.31	.00	
CORE & MAIN LP	W139272	HYDRANT PARTS	12/10/2024	51-300-5050	91.85	.00	
Total CORE & MAIN LP:					91.85	.00	
CROWN TROPHY	25555	VOL OF THE YR 2024	12/10/2024	01-360-5700	142.00	.00	
Total CROWN TROPHY:					142.00	.00	
DACRA Adjudication System	DT 2024-12-08	DDEC 24 MONTHLY SERVICE	12/31/2024	01-360-5100	1,500.00	.00	
Total DACRA Adjudication System:					1,500.00	.00	
DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	01-360-5100	1,610.30	.00	
DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	51-300-5100	690.13	.00	
DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	01-320-5130	690.13	.00	
DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	01-350-5100	690.13	.00	
DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	53-300-5100	920.16	.00	
DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	51-300-5100	693.00	.00	
DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	01-320-5130	693.00	.00	
DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	01-360-5100	1,617.00	.00	
DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	53-300-5100	924.00	.00	
DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	01-350-5100	693.00	.00	
DEKIND COMPUTER CONSULT	40877	BODY WARN CAMERAS INSTLL	12/26/2024	16-300-5610	380.00	.00	
DEKIND COMPUTER CONSULT	40924	DEC24 OT TRIP CHARGES	01/02/2025	01-320-5130	135.00	.00	
Total DEKIND COMPUTER CONSULTANTS:					9,735.85	.00	
DELTA DENTAL OF ILLINOIS	1877510	JAN25 HMO DENTAL	01/01/2025	01-350-4100	28.67	.00	
DELTA DENTAL OF ILLINOIS	1877510	JAN25 HMO DENTAL	01/01/2025	01-360-4100	122.10	.00	
DELTA DENTAL OF ILLINOIS	1877511	JAN 25 RETIREE DENTAL	01/01/2025	01-370-4101	28.67	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-370-4101	38.54	.00	
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-340-4100	32.33	.00	
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-350-4100	20.60	.00	
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-320-4100	46.40	.00	
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-310-4100	6.53	.00	
DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	01-360-4100	304.37	.00	
DELTA DENTAL OF ILLINOIS	1879385	JAN 25 HMO VISION	01/01/2025	01-370-4101	12.74	.00	
DELTA DENTAL OF ILLINOIS	1879385	JAN 25 HMO VISION	01/01/2025	01-360-4100	33.66	.00	
Total DELTA DENTAL OF ILLINOIS:					674.61	.00	
ENDEAVOR OMEGA	013302971-12	COLEMAN OFFICER EXAM	12/16/2024	01-360-5100	235.00	.00	
Total ENDEAVOR OMEGA:					235.00	.00	
FAST MRO SUPPLIES, INC.	8547	CUSTODIAL SUPPLIES	12/12/2024	01-350-5710	787.04	.00	
Total FAST MRO SUPPLIES, INC.:					787.04	.00	
FLOCK SAFTEY	INV-50582	TOURISM CAMERA INSTALL	11/27/2024	13-500-7020	5,250.00	.00	
Total FLOCK SAFTEY:					5,250.00	.00	
FOOD & ALCOHOL SERVICE TR	2024-23	DEC 24 HEALTH INSPECTION	12/01/2024	01-340-5100	800.00	.00	
Total FOOD & ALCOHOL SERVICE TRAINING INC:					800.00	.00	
FP FINANCE PROGRAM	38172408	JAN25 POSTAGE MACHINE	12/23/2024	01-320-5200	185.95	.00	
Total FP FINANCE PROGRAM:					185.95	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.008-33	12/20/2024	01-320-5105	4,666.35	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.411-10	12/20/2024	30-550-7065	870.05	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.086-2	12/20/2024	51-300-5100	3,010.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.210-20	12/20/2024	30-550-7060	410.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.000-132	12/20/2024	01-320-5105	1,998.93	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.082-5	12/20/2024	30-550-7020	108.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.005-120	12/20/2024	01-340-5111	310.72	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.064-8	12/20/2024	01-320-5105	2,866.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.017-104	12/20/2024	01-320-5105	2,770.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.185-10	12/20/2024	30-550-7060	37,493.73	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.079-10	12/20/2024	30-550-7060	6,185.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.085-3	12/20/2024	01-350-5100	648.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.077-18	12/20/2024	53-500-7051	4,987.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.002-42	12/20/2024	28-300-5100	756.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.215-9	12/20/2024	30-550-7060	5,276.28	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.122-2	12/20/2024	01-320-5105	255.00	.00	
GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.084-6	12/20/2024	30-550-7062	4,429.00	.00	
Total GEWALT HAMILTON ASSOCIATES INC.:					77,040.06	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	PD SUPPLIES 12/28/24 STMT	12/27/2024	01-350-5710	48.68	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	POLICE DEPT PARTS 11/28/24 S	12/27/2024	01-350-5710	13.47	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	HOLIDAY TREE 11/28/24 STMT	12/27/2024	01-350-5710	83.86	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	PD SUPPLIES 12/28/24 STMT	12/27/2024	01-350-5710	17.54	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	VEHICLE LIGHTS 12/28/24 STM	12/27/2024	01-350-5020	228.58	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	SHOP SUPPLIES 11/28/24 STMT	12/27/2024	01-350-5710	72.17	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	BUILDING SUPPLIES 12/28/24 S	12/27/2024	01-350-5710	12.93	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	BUILDING SUPPLIES 12/28/24 S	12/27/2024	01-350-5710	38.97	.00	
HOME DEPOT CREDIT SERVIC	12/27/2024 #25	SHOP SUPPLIES 11/28/24 STMT	12/27/2024	01-350-5710	27.28	.00	
Total HOME DEPOT CREDIT SERVICES:					543.48	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	51-300-5530	332.73	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	01-340-5530	332.73	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	53-300-5530	133.09	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	01-350-5530	1,597.07	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	01-320-5530	266.18	.00	
ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	01-360-5530	10,647.20	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	01-360-5530	10,644.80	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	01-320-5530	266.12	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	01-340-5530	332.65	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	51-300-5530	332.65	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	53-300-5530	133.06	.00	
ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	01-350-5530	1,596.72	.00	
Total ILLINOIS PUBLIC RISK FUND:					26,615.00	.00	
ILLINOIS TACTICAL OFFICERS	#07483	5 DAY RAPID DEPLOYMENT	11/05/2024	01-360-5330	935.00	.00	
Total ILLINOIS TACTICAL OFFICERS ASSOC:					935.00	.00	
ILLINOIS-AMERICAN WATER C	12.31.24 55667	DEC 24 401 PIPER LN	01/02/2025	01-350-5410	54.57	.00	
Total ILLINOIS-AMERICAN WATER CO.:					54.57	.00	
INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	01-350-5410	202.58	.00	
INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	01-320-5410	524.36	.00	
INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	01-360-5410	628.76	.00	
INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	51-300-5412	22.50	.00	
Total INNOVATIVE TELEPHONE & DATA SOLUTION:					1,378.20	.00	
INTERSTATE POWER SYSTEM,	R042049228:0	GENERATOR REPAIR ATLAS	12/30/2024	51-300-5050	6,009.83	.00	
Total INTERSTATE POWER SYSTEM, INC:					6,009.83	.00	
IUOE LOCAL 150 ADMIN	DECEMBER 2	DEC24 LOCAL 150 MEMBERSHI	01/06/2025	01-000-2050	146.76	.00	
IUOE LOCAL 150 ADMIN	DECEMBER 2	DEC24 LOCAL 150 ADMIN	01/06/2025	01-000-2050	729.02	.00	
Total IUOE LOCAL 150 ADMIN:					875.78	.00	
JG UNIFORMS INC	141246	PROMOTION DC PFUNDT	12/30/2024	01-360-5741	499.15	.00	
JG UNIFORMS INC	141385	UNIFORMS COLEMAM	01/06/2025	01-360-5741	623.00	.00	
Total JG UNIFORMS INC:					1,122.15	.00	
JUST TIRES MP INC.	0000114416	SQUAD 691 TIRES	01/03/2025	01-350-5020	828.41	.00	
Total JUST TIRES MP INC.:					828.41	.00	
LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	51-300-5102	4,500.00	.00	
LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	01-322-5102	10,400.00	.00	
LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	16-300-5100	1,000.00	.00	
LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	13-300-5102	1,000.00	.00	
LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	53-300-5102	9,100.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total LAUTERBACH & AMEN LLP:					26,000.00	.00	
Law Offices of John L. Fioti	DECEMBER 2	ADJUDICATION DECEMBER	12/28/2024	01-324-5122	850.00	.00	
Total Law Offices of John L. Fioti:					850.00	.00	
LEXISNEXIS RISK SOLUTIONS	1100073951	DEC24 USER FEES	12/31/2024	01-360-5100	221.45	.00	
Total LEXISNEXIS RISK SOLUTIONS:					221.45	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	51-300-4110	10.31	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-360-4110	214.50	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-320-4110	30.94	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-340-4110	33.00	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-350-4110	48.98	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-310-4110	7.58	.00	
MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	01-000-2030	144.00	.00	
Total MADISON NATIONAL LIFE:					489.31	.00	
MENARDS	45179	POLICE SUPPLY	12/23/2024	01-350-5710	77.85	.00	
MENARDS	45492	POLICE SUPPLY	01/02/2025	01-350-5710	256.82	.00	
Total MENARDS:					334.67	.00	
METROPOLITAN ALLIANCE OF	#252 12/2024	DEC 24 MAP 252	01/06/2025	01-000-2050	720.00	.00	
METROPOLITAN ALLIANCE OF	#253 12/2024	DEC 24 MAP 253	01/06/2025	01-000-2050	225.00	.00	
Total METROPOLITAN ALLIANCE OF POLICE:					945.00	.00	
METROPOLITAN INDUSTRIES I	INV068924	WATER DATA	12/15/2024	51-300-5100	258.00	.00	
Total METROPOLITAN INDUSTRIES INC:					258.00	.00	
MICHAEL WAGNER & SONS INC	1021302	KITCHEN SINK REPAIR CH	01/02/2025	01-350-5710	366.55	.00	
MICHAEL WAGNER & SONS INC	1021336	KITCHEN SINK REPAIR CH	01/02/2025	01-350-5710	10.18	.00	
Total MICHAEL WAGNER & SONS INC:					376.73	.00	
MILLENNIUM CONTRACTING C	12.11.24 FINAL	ALTON RD PAY #20F2	12/11/2024	30-550-7063	42,386.66	.00	
Total MILLENNIUM CONTRACTING CORP:					42,386.66	.00	
MOE FUNDS	3939433	FEB25 MENDEZ PREM	01/06/2025	01-350-4100	974.00	.00	
MOE FUNDS	3939434	FEB25 SIARI PREM	01/06/2025	51-300-4100	974.00	.00	
MOE FUNDS	3939434	FEB25 SIARI PREM	01/06/2025	53-300-4100	974.00	.00	
MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	51-300-4100	1,485.50	.00	
MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	53-300-4100	1,485.50	.00	
MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	01-350-4100	8,913.00	.00	
Total MOE FUNDS:					14,806.00	.00	
NAPA AUTO PARTS	321131	SQUAD 600	12/19/2024	01-350-5020	252.70	.00	
NAPA AUTO PARTS	321134	SQUAD 613	12/19/2024	01-350-5020	727.30	.00	
NAPA AUTO PARTS	322407	SQUAD 617	12/26/2024	01-350-5020	119.11	.00	
NAPA AUTO PARTS	323295	SQUAD 617	12/30/2024	01-350-5020	174.15	.00	
NAPA AUTO PARTS	323295	SQUAD 617INV#321552 CREDIT	12/30/2024	01-350-5020	6.56-	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
NAPA AUTO PARTS	323508	#848 PARTS	12/20/2024	01-350-5020	56.30	.00	
NAPA AUTO PARTS	323683	SQUAD 617	01/02/2025	01-350-5020	107.98	.00	
NAPA AUTO PARTS	323715	SQUAD 617	01/02/2025	01-350-5020	9.47	.00	
NAPA AUTO PARTS	323781	SQUAD 671	01/02/2025	01-350-5020	28.37	.00	
Total NAPA AUTO PARTS:					1,468.82	.00	
NICOR GAS	11.20-12.17.24	11.20-12.17.24 CH	12/19/2024	01-320-5410	435.08	.00	
NICOR GAS	11.21-12.20.24	DEC 24 101 S WOLF	12/20/2024	52-300-5410	190.84	.00	
NICOR GAS	11.21-12.20.24	WELL HOUSE 11.21-12.20.24	12/20/2024	51-300-5410	190.84	.00	
NICOR GAS	11.21-12.20.24	11.21-12.20.24 401 PIPER LN	12/17/2024	01-320-5410	644.50	.00	
NICOR GAS	11.21-122024 1	11.21-12.20.24 14 E CAMP MCDL	12/17/2024	01-320-5410	528.88	.00	
Total NICOR GAS:					1,990.14	.00	
NORTH SHORE SIGN	125074	DEC 24 SIGN MANAGEMENT	12/01/2024	01-320-5100	243.00	.00	
Total NORTH SHORE SIGN:					243.00	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-360-4100	2,220.00	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-370-4101	531.00	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-350-4100	155.00	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	51-300-4100	52.50	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-320-4100	315.50	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-310-4100	54.00	.00	
NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	01-340-4100	216.00	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-350-4100	2,752.07	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-360-4100	41,181.82	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-340-4100	3,681.00	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	51-300-4100	994.05	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-320-4100	5,586.62	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-310-4100	920.25	.00	
NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	01-370-4101	5,816.67	.00	
Total NORTH SUBURBAN EMPLOYEE BENEFIT COOPERAT:					64,476.48	.00	
NORTHWEST ELECTRICAL SUP	1301000	CITY HALL LIGHTS	01/02/2025	01-350-5710	69.16	.00	
Total NORTHWEST ELECTRICAL SUPPLY CO:					69.16	.00	
PACE ANALYTICAL SERVICES	247228814	WATER TESTING 12.31.24	12/31/2024	51-300-5100	280.00	.00	
Total PACE ANALYTICAL SERVICES:					280.00	.00	
PENTEGRA SYSTEMS LLC	69025	SECURITY CITY HALL	11/26/2024	01-350-5100	475.00	.00	
Total PENTEGRA SYSTEMS LLC:					475.00	.00	
PITNEY BOWES PURCHASE PO	1026617136	POSTAGE INK CARTRAGE	12/12/2024	01-360-5200	53.94	.00	
PITNEY BOWES PURCHASE PO	122424-0785	PD POSTAGE	12/24/2024	01-360-5200	90.28	.00	
Total PITNEY BOWES PURCHASE POWER:					144.22	.00	
POWERLINK ELECTRIC	24210-01	POWER PANEL REPAIR	12/20/2024	51-300-5100	5,530.00	.00	
Total POWERLINK ELECTRIC:					5,530.00	.00	
RAY O'HERRON CO INC	2385547	UNIFORMS	12/31/2024	01-360-5741	191.69	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
RAY O'HERRON CO INC	2385918	NEW HIRE UNIFORMS	01/03/2025	01-360-5741	1,524.99	.00	
RAY O'HERRON CO INC	2386386	UNIFORMS NEW HIRE	01/06/2025	01-360-5741	404.62	.00	
Total RAY O'HERRON CO INC:					2,121.30	.00	
REVECA TORRES	PERMIT #24-1	PERMIT #24-16	12/26/2024	72-000-2310	1,995.00	.00	
Total REVECA TORRES:					1,995.00	.00	
Rotary Club of River Cities	1228	DUES AND LUNCHES	12/31/2024	01-360-5310	150.00	.00	
Total Rotary Club of River Cities:					150.00	.00	
SIRCHIE FINGERPRINT LABOR	0675301-IN	SUPPLIES	12/30/2024	01-360-7022	132.18	.00	
Total SIRCHIE FINGERPRINT LABORATORIES LLC:					132.18	.00	
STAPLES	6019772446	OFFICE SUPPLIES	12/20/2024	01-320-5700	449.56	.00	
STAPLES	6020461259	OFFICE SUPPLIES	12/31/2024	01-320-5700	45.49	.00	
STAPLES	6020825688	OFFICE SUPPLIES	01/01/2025	01-320-5700	66.58	.00	
Total STAPLES:					561.63	.00	
SUBURBAN ACCENTS INC.	35784	DECALS	12/18/2024	01-360-5710	120.00	.00	
Total SUBURBAN ACCENTS INC.:					120.00	.00	
SWAN ANALYTICAL INSTRUME	CD10015398	WATER TESTING	12/06/2024	51-300-5100	320.25	.00	
Total SWAN ANALYTICAL INSTRUMENTS:					320.25	.00	
T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	01-340-7020	80.18	.00	
T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	01-350-5410	320.72	.00	
T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	01-320-5410	40.09	.00	
T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	01-360-5410	445.23	.00	
Total T-MOBILE:					886.22	.00	
TREASURER, STATE OF ILLINOI	126524	WOLF RD SIDEWALKS MUNICIPAL	01/01/2025	30-550-7060	81,558.35	.00	
Total TREASURER, STATE OF ILLINOIS:					81,558.35	.00	
UNIFIRST CORPORATION	1190180629	POLICE CARPET	12/19/2024	01-350-5104	78.51	.00	
UNIFIRST CORPORATION	1320164141	PW UNIFORMS	09/13/2024	01-350-5104	175.36	.00	
UNIFIRST CORPORATION	13201843607	PW UNIFORMS	12/06/2024	01-350-5104	180.10	.00	
UNIFIRST CORPORATION	1320187472	PW UNIFORMS	12/20/2024	01-350-5104	177.29	.00	
UNIFIRST CORPORATION	1320189416	PW UNIFORMS	12/27/2024	01-350-5104	177.29	.00	
UNIFIRST CORPORATION	1320190823	PW UNIFORMS	01/03/2025	01-350-5104	178.63	.00	
Total UNIFIRST CORPORATION:					967.18	.00	
US BANK NA	7583701	GOB SERIES 2020 AGENT FEE	12/24/2024	41-300-5430	605.00	.00	
Total US BANK NA:					605.00	.00	
VALVOLINE LLC	134853614	SQUAD OIL	12/19/2024	01-350-5020	1,441.00	.00	

Vendor Name	Invoice Number	Description	Invoice Date	GL Account Number	Net Invoice Amt	Amount Paid	Date Paid
Total VALVOLINE LLC:					1,441.00	.00	
VILLAGE OF WHEELING	2749	ROCK THE RUNWAY EXPENSE	12/15/2024	01-310-5950	30,451.96	.00	
Total VILLAGE OF WHEELING:					30,451.96	.00	
WATER PRODUCTS COMPANY	0326803	SYSTEM PARTS	12/26/2024	51-300-5050	351.27	.00	
Total WATER PRODUCTS COMPANY OF AURORA INC.:					351.27	.00	
Grand Totals:					466,487.37	.00	

Dated: \_\_\_\_\_

Mayor: \_\_\_\_\_

City Council: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

City Recorder: \_\_\_\_\_

Report Criteria:

Detail report.

Invoices with totals above \$0.00 included.

Paid and unpaid invoices included.

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>GENERAL FUND</b>							
01-000-2030 WITHHOLDING INSURAN	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	144.00	.00	
01-000-2031 WITHHOLDING - Q AFLA	AFLAC	448790	JAN25 AFLAC	12/17/2024	139.32	.00	
01-000-2050 UNION DUES	IUOE LOCAL 150 ADMIN	DECEMBER 2	DEC24 LOCAL 150 MEMBERSHI	01/06/2025	146.76	.00	
01-000-2050 UNION DUES	IUOE LOCAL 150 ADMIN	DECEMBER 2	DEC24 LOCAL 150 ADMIN	01/06/2025	729.02	.00	
01-000-2050 UNION DUES	METROPOLITAN ALLIANCE OF	#252 12/2024	DEC 24 MAP 252	01/06/2025	720.00	.00	
01-000-2050 UNION DUES	METROPOLITAN ALLIANCE OF	#253 12/2024	DEC 24 MAP 253	01/06/2025	225.00	.00	
Total :					2,104.10	.00	
<b>CITY COUNCIL &amp; BOARDS</b>							
01-310-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	6.53	.00	
01-310-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	54.00	.00	
01-310-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	920.25	.00	
01-310-4110 LIFE INSURANCE COUN	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	7.58	.00	
01-310-5300 ALDERMANIC EXPENSE	CARDMEMBER SERVICE	11-21-12-19-24	ZOOM	12/19/2024	50.00	.00	
01-310-5950 SPECIAL EVENTS	VILLAGE OF WHEELING	2749	ROCK THE RUNWAY EXPENSE	12/15/2024	30,451.96	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	866.49	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	432.75	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	174.85	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC SUPPLIES	12/19/2024	505.00	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	279.90	.00	
01-310-5960 NRC OPERATIONS	CARDMEMBER SERVICE	11-21-12-19-24	NRC ORDER	12/19/2024	209.10	.00	
01-310-7020 EQUIPMENT	CARDMEMBER SERVICE	11-21-12-19-24	AV PARTS	12/19/2024	29.99	.00	
01-310-7020 EQUIPMENT	CARDMEMBER SERVICE	11-21-12-19-24	AV PARTS	12/19/2024	127.07	.00	
Total CITY COUNCIL & BOARDS:					34,115.47	.00	
<b>ADMINISTRATION</b>							
01-320-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	46.40	.00	
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	315.50	.00	
01-320-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	5,586.62	.00	
01-320-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	30.94	.00	
01-320-5100 PROFESSIONAL SERVIC	NORTH SHORE SIGN	125074	DEC 24 SIGN MANAGEMENT	12/01/2024	243.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.008-33	12/20/2024	4,666.35	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.000-132	12/20/2024	1,998.93	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.064-8	12/20/2024	2,866.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.017-104	12/20/2024	2,770.00	.00	
01-320-5105 PROFESSIONAL FEES -	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.122-2	12/20/2024	255.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	690.13	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	693.00	.00	
01-320-5130 COMPUTER CONSULTAN	DEKIND COMPUTER CONSULT	40924	DEC24 OT TRIP CHARGES	01/02/2025	135.00	.00	
01-320-5200 POSTAGE	CARDMEMBER SERVICE	11-21-12-19-24	USPS-	12/19/2024	9.68	.00	
01-320-5200 POSTAGE	CARDMEMBER SERVICE	11-21-12-19-24	USPS TAX LEVY FILING	12/19/2024	7.44	.00	
01-320-5200 POSTAGE	FP FINANCE PROGRAM	38172408	JAN25 POSTAGE MACHINE	12/23/2024	185.95	.00	
01-320-5410 UTILITIES	CARDMEMBER SERVICE	11-21-12-19-24	COMCAST CITY HALL	12/19/2024	214.90	.00	
01-320-5410 UTILITIES	INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	524.36	.00	
01-320-5410 UTILITIES	NICOR GAS	11.20-12.17.24	11.20-12.17.24 CH	12/19/2024	435.08	.00	
01-320-5410 UTILITIES	NICOR GAS	11.21-12.20.24	11.21-12.20.24 401 PIPER LN	12/17/2024	644.50	.00	
01-320-5410 UTILITIES	NICOR GAS	11.21-122024 1	11.21-12.20.24 14 E CAMP MCDL	12/17/2024	528.88	.00	
01-320-5410 UTILITIES	T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	40.09	.00	
01-320-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	879.00	.00	
01-320-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	266.18	.00	
01-320-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	266.12	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	6019772446	OFFICE SUPPLIES	12/20/2024	449.56	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	6020461259	OFFICE SUPPLIES	12/31/2024	45.49	.00	
01-320-5700 OFFICE SUPPLIES	STAPLES	6020825688	OFFICE SUPPLIES	01/01/2025	66.58	.00	
01-320-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	DUNKIN DONUTS	12/19/2024	63.38	.00	
Total ADMINISTRATION:					24,924.06	.00	
<b>FINANCE</b>							
01-322-5102 FINANCIAL SERVICES	LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	10,400.00	.00	
Total FINANCE:					10,400.00	.00	
<b>LEGAL</b>							
01-324-5122 CITY PROSECUTOR	Law Offices of John L. Fiotti	DECEMBER 2	ADJUDICATION DECEMBER	12/28/2024	850.00	.00	
Total LEGAL:					850.00	.00	
<b>BUILDING DEPARTMENT</b>							
01-340-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	32.33	.00	
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	216.00	.00	
01-340-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	3,681.00	.00	
01-340-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	33.00	.00	
01-340-5100 PROFESSIONAL SERVIC	ANDREW HART	DEC24 PHON	DEC 2024 PHONE REIMB	01/03/2025	50.00	.00	
01-340-5100 PROFESSIONAL SERVIC	FOOD & ALCOHOL SERVICE TR	2024-23	DEC 24 HEALTH INSPECTION	12/01/2024	800.00	.00	
01-340-5111 BILLABLE ENGINEERING	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.005-120	12/20/2024	310.72	.00	
01-340-5330 TRAINING	CARDMEMBER SERVICE	11-21-12-19-24	INTL CODE COUNCIL	12/19/2024	170.00	.00	
01-340-5330 TRAINING	CARDMEMBER SERVICE	11-21-12-19-24	PROPERTY MAINTENANCE LUS	12/19/2024	150.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-340-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	88.00	.00	
01-340-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	332.73	.00	
01-340-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	332.65	.00	
01-340-7020 EQUIPMENT	CANON FINANCIAL SERVICES	37505106	JAN25 CH COPIER	01/02/2025	198.97	.00	
01-340-7020 EQUIPMENT	T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	80.18	.00	
Total BUILDING DEPARTMENT:					6,475.58	.00	
<b>PUBLIC WORKS</b>							
01-350-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1877510	JAN25 HMO DENTAL	01/01/2025	28.67	.00	
01-350-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	20.60	.00	
01-350-4100 HEALTH INSURANCE	MOE FUNDS	3939433	FEB25 MENDEZ PREM	01/06/2025	974.00	.00	
01-350-4100 HEALTH INSURANCE	MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	8,913.00	.00	
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	155.00	.00	
01-350-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	2,752.07	.00	
01-350-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	48.98	.00	
01-350-5020 VEHICLE MAINTENANCE	ARLINGTON HEIGHTS FORD IN	190621	SQUAD 600	12/03/2024	3,006.24	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	11-21-12-19-24	RADIO PARTS	12/19/2024	6.39	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	11-21-12-19-24	ILL TOWWAY	12/19/2024	30.00	.00	
01-350-5020 VEHICLE MAINTENANCE	CARDMEMBER SERVICE	11-21-12-19-24	CITY BAND ATENNA	12/19/2024	29.99	.00	
01-350-5020 VEHICLE MAINTENANCE	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	VEHICLE LIGHTS 12/28/24 STM	12/27/2024	228.58	.00	
01-350-5020 VEHICLE MAINTENANCE	JUST TIRES MP INC.	0000114416	SQUAD 691 TIRES	01/03/2025	828.41	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	321131	SQUAD 600	12/19/2024	252.70	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	321134	SQUAD 613	12/19/2024	727.30	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	322407	SQUAD 617	12/26/2024	119.11	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323295	SQUAD 617	12/30/2024	174.15	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323295	SQUAD 617INV#321552 CREDIT	12/30/2024	6.56-	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323508	#848 PARTS	12/20/2024	56.30	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323683	SQUAD 617	01/02/2025	107.98	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323715	SQUAD 617	01/02/2025	9.47	.00	
01-350-5020 VEHICLE MAINTENANCE	NAPA AUTO PARTS	323781	SQUAD 671	01/02/2025	28.37	.00	
01-350-5020 VEHICLE MAINTENANCE	VALVOLINE LLC	134853614	SQUAD OIL	12/19/2024	1,441.00	.00	
01-350-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	690.13	.00	
01-350-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	693.00	.00	
01-350-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.085-3	12/20/2024	648.00	.00	
01-350-5100 PROFESSIONAL SERVIC	PENTEGRA SYSTEMS LLC	69025	SECURITY CITY HALL	11/26/2024	475.00	.00	
01-350-5104 PROF SERVICES - BUILD	CHI-TOWN CLEANING SERVICE	24-0612	DEC 24 CUSTODIAL	12/25/2024	1,196.97	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1190180629	POLICE CARPET	12/19/2024	78.51	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320164141	PW UNIFORMS	09/13/2024	175.36	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	13201843607	PW UNIFORMS	12/06/2024	180.10	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320187472	PW UNIFORMS	12/20/2024	177.29	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320189416	PW UNIFORMS	12/27/2024	177.29	.00	
01-350-5104 PROF SERVICES - BUILD	UNIFIRST CORPORATION	1320190823	PW UNIFORMS	01/03/2025	178.63	.00	
01-350-5410 UTILITIES	CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 401 PIPER	12/19/2024	172.90	.00	
01-350-5410 UTILITIES	COMED - ACCT #5306644000	11/11-12/11/24	11/11-12/11/24 1S APPLE	12/12/2024	75.58	.00	
01-350-5410 UTILITIES	ILLINOIS-AMERICAN WATER C	12.31.24 55667	DEC 24 401 PIPER LN	01/02/2025	54.57	.00	
01-350-5410 UTILITIES	INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	202.58	.00	
01-350-5410 UTILITIES	T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	320.72	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	69610075901	11/13-12/13/24 US RT 45 APPLE	12/28/2024	553.61	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	69610075901	11/13-12/13/24 0 COR EUCLID	12/28/2024	308.84	.00	
01-350-5411 WATER AND ELECTRIC P	CONSTELLATION NEWENERGY	69610075901	10/31-12/02/24 711 ELM ST	12/28/2024	269.80	.00	
01-350-5500 LIABILITY INSURANCE P	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	1,319.00	.00	
01-350-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	1,597.07	.00	
01-350-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	1,596.72	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	HOLIDAY DECOR	12/19/2024	30.30	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	MICHAELS HOLIDAY DECOR	12/19/2024	115.53	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	DOOR HANDLES	12/19/2024	149.63	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	HOLIDAY CANDY	12/19/2024	59.97	.00	
01-350-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	BUILDING REPAIRS	12/19/2024	130.58	.00	
01-350-5710 OPERATING SUPPLIES	FAST MRO SUPPLIES, INC.	8547	CUSTODIAL SUPPLIES	12/12/2024	787.04	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	PD SUPPLIES 12/28/24 STMT	12/27/2024	48.68	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	POLICE DEPT PARTS 11/28/24 S	12/27/2024	13.47	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	HOLIDAY TREE 11/28/24 STMT	12/27/2024	83.86	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	PD SUPPLIES 12/28/24 STMT	12/27/2024	17.54	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	SHOP SUPPLIES 11/28/24 STMT	12/27/2024	72.17	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	BUILDING SUPPLIES 12/28/24 S	12/27/2024	12.93	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	BUILDING SUPPLIES 12/28/24 S	12/27/2024	38.97	.00	
01-350-5710 OPERATING SUPPLIES	HOME DEPOT CREDIT SERVIC	12/27/2024 #25	SHOP SUPPLIES 11/28/24 STMT	12/27/2024	27.28	.00	
01-350-5710 OPERATING SUPPLIES	MENARDS	45179	POLICE SUPPLY	12/23/2024	77.85	.00	
01-350-5710 OPERATING SUPPLIES	MENARDS	45492	POLICE SUPPLY	01/02/2025	256.82	.00	
01-350-5710 OPERATING SUPPLIES	MICHAEL WAGNER & SONS INC	1021302	KITCHEN SINK REPAIR CH	01/02/2025	366.55	.00	
01-350-5710 OPERATING SUPPLIES	MICHAEL WAGNER & SONS INC	1021336	KITCHEN SINK REPAIR CH	01/02/2025	10.18	.00	
01-350-5710 OPERATING SUPPLIES	NORTHWEST ELECTRICAL SUP	1301000	CITY HALL LIGHTS	01/02/2025	69.16	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	101031293	FUEL 12/18/24	12/18/2024	3,161.69	.00	
01-350-5751 GASOLINE	CONSERV FS INC.	101031294	FUEL 12/18/24	12/18/2024	982.80	.00	
01-350-7023 SAFETY EQUIPMENT	CARDMEMBER SERVICE	11-21-12-19-24	PW FIRST AID	12/19/2024	85.97	.00	
01-350-7025 SOFTWARE	CARDMEMBER SERVICE	11-21-12-19-24	APPLE.COM	12/19/2024	.99	.00	
Total PUBLIC WORKS:					37,673.38	.00	
<b>PUBLIC SAFETY</b>							
01-360-4100 HEALTH INSURANCE	BLUECROSS BLUESHIEDL OF I	JANUARY 202	JAN 25 HMO/MEDICAL	12/17/2024	4,222.18	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1877510	JAN25 HMO DENTAL	01/01/2025	122.10	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	304.37	.00	
01-360-4100 HEALTH INSURANCE	DELTA DENTAL OF ILLINOIS	1879385	JAN 25 HMO VISION	01/01/2025	33.66	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	2,220.00	.00	
01-360-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	41,181.82	.00	
01-360-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	214.50	.00	
01-360-5100 PROFESSIONAL SERVIC	COMPASSION FUNERAL SERVI	2406544	REMOVAL	11/20/2024	275.00	.00	
01-360-5100 PROFESSIONAL SERVIC	DACRA Adjudication System	DT 2024-12-08	DDEC 24 MONTHLY SERVICE	12/31/2024	1,500.00	.00	
01-360-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	1,610.30	.00	
01-360-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	1,617.00	.00	
01-360-5100 PROFESSIONAL SERVIC	ENDEAVOR OMEGA	013302971-12	COLEMAN OFFICER EXAM	12/16/2024	235.00	.00	
01-360-5100 PROFESSIONAL SERVIC	LEXISNEXIS RISK SOLUTIONS	1100073951	DEC24 USER FEES	12/31/2024	221.45	.00	
01-360-5200 POSTAGE	PITNEY BOWES PURCHASE PO	1026617136	POSTAGE INK CARTRAGE	12/12/2024	53.94	.00	
01-360-5200 POSTAGE	PITNEY BOWES PURCHASE PO	122424-0785	PD POSTAGE	12/24/2024	90.28	.00	
01-360-5310 MEMBERSHIPS	CARDMEMBER SERVICE	11-21-12-19-24	IL FIRE POLICE MEMBERHIP	12/19/2024	400.00	.00	
01-360-5310 MEMBERSHIPS	Rotary Club of River Cities	1228	DUES AND LUNCHES	12/31/2024	150.00	.00	
01-360-5330 TRAINING	CARDMEMBER SERVICE	11-21-12-19-24	PRI MNGMNT GROUP POLICE	12/19/2024	438.00	.00	
01-360-5330 TRAINING	ILLINOIS TACTICAL OFFICERS	#07483	5 DAY RAPID DEPLOYMENT	11/05/2024	935.00	.00	
01-360-5410 UTILITIES	CARDMEMBER SERVICE	11-21-12-19-24	COMCAST PD	12/19/2024	324.17	.00	
01-360-5410 UTILITIES	INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	628.76	.00	
01-360-5410 UTILITIES	T-MOBILE	11.21-12.20.24	11.21-12.20.24 CELL PHONE	01/07/2025	445.23	.00	
01-360-5500 LIABILITY INSURANCE P	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	2,638.00	.00	
01-360-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	10,647.20	.00	
01-360-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	10,644.80	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	OFFICE SUPPLIES	12/19/2024	15.97	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	47.94	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	SPEAKERS	12/19/2024	15.99	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	OFFCIE SUPPLIES	12/19/2024	71.82	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	36.00	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	RUBBER STAMP	12/19/2024	19.99	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	SUPPLIES	12/19/2024	87.92	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	OFFICE SUPPLIES	12/19/2024	25.99	.00	
01-360-5700 OFFICE SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	WALL CLOCK	12/19/2024	109.14	.00	
01-360-5700 OFFICE SUPPLIES	CROWN TROPHY	25555	VOL OF THE YR 2024	12/10/2024	142.00	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	HOOD RESTRAINTYS	12/19/2024	294.63	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	FLARES	12/19/2024	848.12	.00	
01-360-5710 OPERATING SUPPLIES	CARDMEMBER SERVICE	11-21-12-19-24	EASY SIDE SAFETY MEETING	12/19/2024	41.79	.00	
01-360-5710 OPERATING SUPPLIES	SUBURBAN ACCENTS INC.	35784	DECALS	12/18/2024	120.00	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	141246	PROMOTION DC PFUNDT	12/30/2024	499.15	.00	
01-360-5741 CLOTHING	JG UNIFORMS INC	141385	UNIFORMS COLEMAM	01/06/2025	623.00	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2385547	UNIFORMS	12/31/2024	191.69	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2385918	NEW HIRE UNIFORMS	01/03/2025	1,524.99	.00	
01-360-5741 CLOTHING	RAY O'HERRON CO INC	2386386	UNIFORMS NEW HIRE	01/06/2025	404.62	.00	
01-360-7022 POLICE - SMALL EQUIPM	CARDMEMBER SERVICE	11-21-12-19-24	NIKON SPEEDLIGHT	12/19/2024	546.95	.00	
01-360-7022 POLICE - SMALL EQUIPM	SIRCHIE FINGERPRINT LABOR	0675301-IN	SUPPLIES	12/30/2024	132.18	.00	
Total PUBLIC SAFETY:					86,952.64	.00	
<b>REIMBURSABLE EXP</b>							
01-370-4101 RETIREE HEALTH INSUR	BLUECROSS BLUESHIEDL OF I	JANUARY 202	JAN 25 HMO/MEDICAL	12/17/2024	3,301.15	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1877511	JAN 25 RETIREE DENTAL	01/01/2025	28.67	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1879369	JAN25 PPO VISION	01/01/2025	38.54	.00	
01-370-4101 RETIREE HEALTH INSUR	DELTA DENTAL OF ILLINOIS	1879385	JAN 25 HMO VISION	01/01/2025	12.74	.00	
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	531.00	.00	
01-370-4101 RETIREE HEALTH INSUR	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	5,816.67	.00	
01-370-5102 GRANT WRITER	ADMINISTRATIVE CONSULTING	1818	GRANT CONSTNT 2024 #2	12/01/2024	9,000.00	.00	
Total REIMBURSABLE EXP:					18,728.77	.00	
Total GENERAL FUND:					222,224.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>TOURISM DISTRICT EXPENSES</b>							
13-300-5102 FINANCIAL SERVICES	LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	1,000.00	.00	
13-300-5410 UTILITIES	CONSTELLATION NEWENERGY	69806871801	NOV-DEC24 604 MILWK	12/12/2024	41.60	.00	
13-300-5410 UTILITIES	CONSTELLATION NEWENERGY	69807869001	NOV-DEC24 1250 RIVER	12/12/2024	43.36	.00	
Total EXPENSES:					1,084.96	.00	
<b>CAPITAL OUTLAY GENERAL</b>							
13-500-7020 EQUIPMENT - CAPITAL	FLOCK SAFTEY	INV-50582	TOURISM CAMERA INSTALL	11/27/2024	5,250.00	.00	
Total CAPITAL OUTLAY GENERAL:					5,250.00	.00	
Total TOURISM DISTRICT:					6,334.96	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>DEA SEIZURE FUND</b>							
<b>EXPENSES</b>							
16-300-5100 PROFESSIONAL SERVIC	LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	1,000.00	.00	
16-300-5610 EQUIPMENT MAINTENAN	DEKIND COMPUTER CONSULT	40877	BODY WARN CAMERAS INSTLL	12/26/2024	380.00	.00	
16-300-5710 OPERATING SUPPLIES	CONRAD POLYGRAPH, INC.	6389	COLEMAN RYAN POLY	12/26/2024	400.00	.00	
Total EXPENSES:					1,780.00	.00	
Total DEA SEIZURE FUND:					1,780.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>SSA #5</b>							
<b>EXPENSES</b>							
25-300-5050 SYSTEM MAINTENANCE	COMED - ACCT #1165283000	11/11-12/11/24	11/11-12/11/24 PIPER & WIMBLE	12/12/2024	80.22	.00	
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	69610075901	11/11-12/11/24 900 E OLD WILLO	12/28/2024	154.11	.00	
25-300-5050 SYSTEM MAINTENANCE	CONSTELLATION NEWENERGY	69610075901	10/11-11/11/24 900 E OLD WILLO	12/28/2024	134.19	.00	
25-300-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	176.00	.00	
Total EXPENSES:					544.52	.00	
Total SSA #5:					544.52	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>SSA #8</b>							
<b>EXPENSES</b>							
28-300-5100 PROFESSIONAL SERVIC	AMERICAN UNDERGROUND	9915	OUTFLOW INSPECTION	12/20/2024	1,700.00	.00	
28-300-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.002-42	12/20/2024	756.00	.00	
28-300-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	176.00	.00	
28-300-7020 EQUIPMENT	COMED-ACCT #271664222	11/11-12/11/24	11/11-12/11/24 LEVEE 37	12/12/2024	95.39	.00	
Total EXPENSES:					2,727.39	.00	
Total SSA #8:					2,727.39	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>CAPITAL IMPROVEMENTS</b>							
30-550-7020 EQUIPMENT - PW	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.082-5	12/20/2024	108.00	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.210-20	12/20/2024	410.00	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.185-10	12/20/2024	37,493.73	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.079-10	12/20/2024	6,185.00	.00	
30-550-7060 SIDEWALKS	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.215-9	12/20/2024	5,276.28	.00	
30-550-7060 SIDEWALKS	TREASURER, STATE OF ILLINOI	126524	WOLF RD SIDEWALKS MUNICIPAL	01/01/2025	81,558.35	.00	
30-550-7062 STORMWATER PROJECT	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.084-6	12/20/2024	4,429.00	.00	
30-550-7063 DRAINAGE IMPROVEME	MILLENNIUM CONTRACTING C	12.11.24 FINAL	ALTON RD PAY #2OF2	12/11/2024	42,386.66	.00	
30-550-7065 DRAINAGE IMPROVEME	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.411-10	12/20/2024	870.05	.00	
Total :					178,717.07	.00	
Total CAPITAL IMPROVEMENTS:					178,717.07	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ROAD CONSTRUCTION DEBT EXPENSES</b>							
41-300-5430 BANK FEES	US BANK NA	7583701	GOB SERIES 2020 AGENT FEE	12/24/2024	605.00	.00	
Total EXPENSES:					605.00	.00	
Total ROAD CONSTRUCTION DEBT:					605.00	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>WATER FUND EXPENSES</b>							
51-300-4100 HEALTH INSURANCE	MOE FUNDS	3939434	FEB25 SIARI PREM	01/06/2025	974.00	.00	
51-300-4100 HEALTH INSURANCE	MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	1,485.50	.00	
51-300-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	#12.2024D	DEC24 PPO DENTAL	01/03/2025	52.50	.00	
51-300-4100 HEALTH INSURANCE	NORTH SUBURBAN EMPLOYEE	12.2024M	DEC24 PPO MEDICAL	01/03/2025	994.05	.00	
51-300-4110 LIFE INSURANCE	MADISON NATIONAL LIFE	1667495	JAN 25 LIFE INSURANCE	12/20/2024	10.31	.00	
51-300-5050 SYSTEM MAINTENANCE	CORE & MAIN LP	W139272	HYDRANT PARTS	12/10/2024	91.85	.00	
51-300-5050 SYSTEM MAINTENANCE	INTERSTATE POWER SYSTEM,	R042049228:0	GENERATOR REPAIR ATLAS	12/30/2024	6,009.83	.00	
51-300-5050 SYSTEM MAINTENANCE	WATER PRODUCTS COMPANY	0326803	SYSTEM PARTS	12/26/2024	351.27	.00	
51-300-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	690.13	.00	
51-300-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	693.00	.00	
51-300-5100 PROFESSIONAL SERVIC	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.086-2	12/20/2024	3,010.00	.00	
51-300-5100 PROFESSIONAL SERVIC	METROPOLITAN INDUSTRIES I	INV068924	WATER DATA	12/15/2024	258.00	.00	
51-300-5100 PROFESSIONAL SERVIC	PACE ANALYTICAL SERVICES	247228814	WATER TESTING 12.31.24	12/31/2024	280.00	.00	
51-300-5100 PROFESSIONAL SERVIC	POWERLINK ELECTRIC	24210-01	POWER PANEL REPAIR	12/20/2024	5,530.00	.00	
51-300-5100 PROFESSIONAL SERVIC	SWAN ANALYTICAL INSTRUME	CD10015398	WATER TESTING	12/06/2024	320.25	.00	
51-300-5102 FINANCIAL SERVICES	LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	4,500.00	.00	
51-300-5410 UTILITIES	CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 801 E CAMP MCDLN	12/19/2024	127.95	.00	
51-300-5410 UTILITIES	CONSTELLATION NEWENERGY	69610075901	10/31-12/02/24 801 E CAMP MC	12/28/2024	2,302.80	.00	
51-300-5410 UTILITIES	NICOR GAS	11.21-12.20.24	WELL HOUSE 11.21-12.20.24	12/20/2024	190.84	.00	
51-300-5412 WATER	INNOVATIVE TELEPHONE & DA	1022965	JAN25 TELEPHONE & DATA	01/01/2025	22.50	.00	
51-300-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	1,319.00	.00	
51-300-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	332.73	.00	
51-300-5530 WORKERS COMPENSATI	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	332.65	.00	
Total EXPENSES:					29,879.16	.00	
Total WATER FUND:					29,879.16	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>PARKING FUND</b>							
<b>EXPENSES</b>							
52-300-5410 UTILITIES	CARDMEMBER SERVICE	11-21-12-19-24	COMCAST 101 S WOLF	12/19/2024	157.90	.00	
52-300-5410 UTILITIES	COMED - ACCT #0767814000	11/11-12/11/24	11/11-12/11/24 WOLF/ KENSING	12/12/2024	118.26	.00	
52-300-5410 UTILITIES	COMED - ACCT #4546302111	11/11-12/11/24	11/11-12/11/24 101 WOLF	12/12/2024	176.73	.00	
52-300-5410 UTILITIES	COMED - ACCT #5019434111	11/11-12/11/24	11/11-12/11/24 WOLF EUCLID	12/12/2024	181.73	.00	
52-300-5410 UTILITIES	NICOR GAS	11.21-12.20.24	DEC 24 101 S WOLF	12/20/2024	190.84	.00	
Total EXPENSES:					825.46	.00	
Total PARKING FUND:					825.46	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>SANITARY SEWER FUND EXPENSES</b>							
53-300-4100 HEALTH INSURANCE	MOE FUNDS	3939434	FEB25 SIARI PREM	01/06/2025	974.00	.00	
53-300-4100 HEALTH INSURANCE	MOE FUNDS	3939435	FEB25 FAMILY PREM	01/06/2025	1,485.50	.00	
53-300-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40695	FEB25 COMP CONSULT	01/02/2025	920.16	.00	
53-300-5100 PROFESSIONAL SERVIC	DEKIND COMPUTER CONSULT	40798	2025 SECURITY & REMOTE AC	01/03/2025	924.00	.00	
53-300-5102 FINANCIAL SERVICES	LAUTERBACH & AMEN LLP	99810	DEC 24 FINCL SRVC	01/01/2025	9,100.00	.00	
53-300-5500 LIABILITY INSURANCE	ALLIANT INSURANCE SERVICE	2910914	2025 CYBER,CRIME, UST POLIC	12/10/2024	2,198.00	.00	
53-300-5530 WORKER'S COMP INSUR	ILLINOIS PUBLIC RISK FUND	93690	DEC 24 WC PREMIUMS	12/01/2024	133.09	.00	
53-300-5530 WORKER'S COMP INSUR	ILLINOIS PUBLIC RISK FUND	93692	FEB 25 PREMIUMS	12/16/2024	133.06	.00	
Total EXPENSES:					15,867.81	.00	
<b>CAPITAL OUTLAY GENERAL</b>							
53-500-7051 SYSTEM IMPROVEMENT	GEWALT HAMILTON ASSOCIAT	NOVEMBER 2	NOV24 4755.077-18	12/20/2024	4,987.00	.00	
Total CAPITAL OUTLAY GENERAL:					4,987.00	.00	
Total SANITARY SEWER FUND:					20,854.81	.00	

GL Account and Title	Vendor Name	Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid
<b>ROAD &amp; BUILDING BOND ESCROW</b>							
72-000-2310 DEPOSIT ROAD/BUILDE	REVECA TORRES	PERMIT #24-1	PERMIT #24-16	12/26/2024	1,995.00	.00	
Total :					1,995.00	.00	
Total ROAD & BUILDING BOND ESCROW:					1,995.00	.00	
Grand Totals:					466,487.37	.00	

GL Account and Title	Net Invoice Amount	Amount Paid	Date Paid
<b>GENERAL FUND</b>			
Total GENERAL FUND:	222,224.00	.00	
<b>TOURISM DISTRICT</b>			
Total TOURISM DISTRICT:	6,334.96	.00	
<b>DEA SEIZURE FUND</b>			
Total DEA SEIZURE FUND:	1,780.00	.00	
<b>SSA #5</b>			
Total SSA #5:	544.52	.00	
<b>SSA #8</b>			
Total SSA #8:	2,727.39	.00	
<b>CAPITAL IMPROVEMENTS</b>			
Total CAPITAL IMPROVEMENTS:	178,717.07	.00	
<b>ROAD CONSTRUCTION DEBT</b>			
Total ROAD CONSTRUCTION DEBT:	605.00	.00	
<b>WATER FUND</b>			
Total WATER FUND:	29,879.16	.00	
<b>PARKING FUND</b>			
Total PARKING FUND:	825.46	.00	
<b>SANITARY SEWER FUND</b>			
Total SANITARY SEWER FUND:	20,854.81	.00	
<b>ROAD &amp; BUILDING BOND ESCROW</b>			
Total ROAD & BUILDING BOND ESCROW:	1,995.00	.00	
Grand Totals:	466,487.37	.00	