



MEETING AGENDA

REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES

Tuesday, February 4, 2020

7:30 P.M.

MEMORIAL HALL – MEMORIAL BUILDING
19 E. CHICAGO AVENUE, HINSDALE, ILLINOIS

(Tentative and Subject to Change)

1. CALL TO ORDER/ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES - None
4. EMPLOYEE RECOGNITION
5. SWEARING IN OF FIREFIGHTER/PARAMEDIC
6. SWEARING IN OF POLICE OFFICERS
7. VILLAGE PRESIDENT'S REPORT
8. CITIZENS' PETITIONS* (Pertaining to items appearing on this agenda)
9. DISCUSSION ITEM
 - a) Parking plan
10. FIRST READINGS – INTRODUCTION**

*Items included for First Reading - Introduction may be disposed of in any one of the following ways: (1) moved to Consent Agenda for the subsequent meeting of the Board of Trustees; (2) moved to Second Reading/Non-Consent Agenda for consideration at a future meeting of the Board of Trustees; or (3) referred to Committee of the Whole or appropriate Board or Commission. (Note that zoning matters will not be included on any Consent Agenda; all zoning matters will be afforded a First and a Second Reading. Zoning matters indicated below by **.)*

Administration & Community Affairs (Chair Hughes)

- a) Approve an Ordinance Amending Section 6-1-4 ("License Fees") of Title 6 ("Motor Vehicles and Traffic"), Chapter 1 ("Vehicle Licenses") of the Village Code of Village of Hinsdale Relative to Vehicles License Fees

Environment & Public Services (Chair Byrnes)

- b) (1) Motion to take the following actions relative to the Village's Parking Deck Project:
 1. Cancel the existing contract for asphalt paving for the Village Parking Deck to Schroeder Asphalt in the amount of \$263,378.65; **and**

2. Waive competitive bidding and award a contract to pave the lower level of the parking deck with concrete to Linblad Construction at a cost not to exceed \$429,000; **and**
 3. Waive competitive bidding and award a contract to do remaining asphalt work to Accupave at a cost not to exceed \$59,324
- b)(2) Approve a contract with Wight Construction to repave the Washington Lot as specified in their quote for a cost not to exceed \$80,174.13
- c) Approve the award of Bid #1659 to Crowne Industries Ltd., for the Fuel System Removal/Replacement in the amount of \$165,690.

Zoning & Public Safety (Chair Stifflear)

- d) Reject all bids, waive the competitive bidding process and approve the purchase of a Video Management System from Pentegra Systems LLC, 780 W. Belden Avenue, Suite A, Addison, IL 60101 for a cost not to exceed \$216,369.78.

11. CONSENT AGENDA

*All items listed below have previously had a First Reading of the Board or are considered Routine*** and will be moved forward by one motion. There will be no separate discussion of these items unless a member of the Village Board or citizen so request, in which event the item will be removed from the Consent Agenda.*

Administration & Community Affairs (Chair Hughes)

- a) Approval and payment of the accounts payable for the period of January 29, 2020 to February 4, 2020, in the aggregate amount of \$223,114.12 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk***
- b) Waive the competitive bidding process and approve the purchase of proprietary software and information technology security managed services from Infogressive Cyber Security of Lincoln NE at a cost not to exceed \$25,423.20 (*First Reading – January 28, 2020*)

Environment & Public Services (Chair Byrnes)

- c) Approve an Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network Agreement (IPWMAN) (*First Reading – January 28, 2020*)
- d) Approve an Illinois Department of Transportation (IDOT) Resolution for Improvement Under the Illinois Highway Code and Local Public Agency Agreement for Federal Participation to partially fund the 2020 Infrastructure Project with Surface Transportation Program (STP) funds (*First Reading – January 28, 2020*)

Zoning & Public Safety (Chair Stifflear)

- e) Waive Competitive Bidding and Approve a Professional Services Agreement with MSA Municipal Services Associates, Inc. (*First Reading – January 28, 2020*)

12. SECOND READINGS / NON-CONSENT AGENDA – ADOPTION

*These items require action of the Board. Typically, items appearing for Second Reading have been referred for further discussion/clarification or are zoning cases that require two readings. In limited instances, items may be included as Non-Consent items and have not had the benefit of a First Reading due to emergency nature or time sensitivity, or when the item is a referral to another Board or Commission*****

Administration & Community Affairs (Chair Hughes)

- a) Approve the blanket purchase orders for Calendar Year 2020 totaling \$736,700 and waiving the competitive bidding requirements where applicable (*First Reading – January 28, 2020*)

13. DISCUSSION ITEMS

- b) Parking deck update
- c) Tollway update

14. DEPARTMENT AND STAFF REPORTS

- a) Fire
- b) Engineering
- c) Parks & Recreation

15. REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

16. OTHER BUSINESS

17. NEW BUSINESS

18. CITIZENS' PETITIONS* (Pertaining to any Village issue)

19. TRUSTEE COMMENTS

20. CLOSED SESSION– 5 ILCS 120/2(c) (1)/(2)/(3)/(5)/(8)/(11)/(21)

21. ADJOURNMENT

*The opportunity to speak to the Village Board pursuant to the Citizens' Petitions portions of a Village Board meeting agenda is provided for those who wish to comment on an agenda item or Village of Hinsdale issue. The Village Board appreciates hearing from our residents and your thoughts and questions are valued. The Village Board strives to make the best decisions for the Village and public input is very helpful. Please use the podium as the proceedings are videotaped. Please announce your name and address before commenting.

*****The Village Board reserves the right to take final action on an Item listed as a First Reading if, pursuant to motion, the Board acts to waive the two reading policy.***

******Routine items appearing on the Consent Agenda may include those items that have previously had a First Reading, the Accounts Payable and previously-budgeted items that fall within budgetary limitations and have a total dollar amount of less than \$500,000.***

*******Items included on the Non-Consent Agenda due to "emergency nature or time sensitivity" are intended to be critical business items rather than policy or procedural changes. Examples might include a bid that must be awarded prior to a significant price increase or documentation required by another government agency to complete essential infrastructure work.***

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain

accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to promptly contact Darrell Langlois, ADA Coordinator, at 630-789-7014 **or by TDD at 630-789-7022** to allow the Village of Hinsdale to make reasonable accommodations for those persons.

Website <http://villageofhinsdale.org>



9a

MEMORANDUM

DATE: January 27, 2020

TO: President Cauley and Village Board of Trustees

FROM: Brian King, Police Chief
Brad Bloom, Assistant Village Manager
Darrell Langlois, Finance Director
Kathleen A. Gargano, Village Manager

RE: Potential Parking Modifications in Central Business District (CBD)

Background

Recently, Village staff was asked to evaluate the parking in the CBD to determine if there were opportunities to make modifications to the existing parking administration and enforcement consisting of parking meters, merchant and employee parking permits and parking pay boxes considering the opening of the Village's new parking deck adjacent to the CBD in mid to late summer.

The primary goal of building the new parking deck and the proposals set forth in this memorandum, is to make on-street parking spaces in the CBD readily available to shoppers, by and among other things, moving parking by merchants and their employees to the new parking deck. Under the proposed plan, various parking permits, fees, and restrictions will be used in concert to direct parking users to appropriate spaces to achieve this goal.

In furtherance of the goal of making on-street parking in the CBD more accessible to shoppers, staff was directed to determine whether there would be a method wherein Hinsdale residents and possibly non-residents, could park for free for some specified period in the CBD.

Discussion and Recommendation

In 2014, the Village engaged with the Chicago Metropolitan Agency for Planning (CMAP) to conduct a study to evaluate the parking situation in the Hinsdale CBD and develop recommendations aimed at increasing parking availability for shoppers. The study found that a large percentage of on-street parking is used by employees of local merchants. The CMAP study recommended increasing the cost of metered spaces to shift merchant parking to designated spaces at the periphery of the CBD and free up near-in, on-street parking for shoppers.

Subsequent to the CMAP study, the Village decided to build the parking deck, which will provide additional options for managing parking. The Village parking deck is scheduled to open in mid-summer. The parking deck will provide 189 new spaces in the CBD to be utilized by shoppers, merchants and their employees which should alleviate the pressure and demand of on-street metered spaces during the key business hours of 10am-2pm Monday through Friday.



MEMORANDUM

The goal is of the Village's parking plan is to encourage merchants and their employees to park in the parking deck (free of charge) to free up on-street parking in the CBD. Staff based on its review and factoring in certain desired outcomes, makes the following recommendations:

1. Village implement zoned parking in the CBD as follows:
 - a. 3 -hour zoned parking in the previously metered spaces (add map);
 - b. 6 -hour free parking in the lower level of parking deck (189 space capacity); the 6-hour time frame is to limit commuters from using the free parking while they travel downtown for work.
 - c. 8-hour parking would be available at the Washington and Garfield lots at \$1/hr. (add map)
2. Merchants and employees of businesses in the CBD may park in the deck after registering their license plate with the Village and receiving a parking permit. (There will be no time limit on how long merchants and their employees can park in the deck for free)
3. Violation of parking restrictions in the CBD will result in a \$25 ticket which is an increase from the current \$8.00; (principally merchants and their employees) the cost of the violation ticket is directly related to the goal of encouraging long-term parkers, (principally merchants and their employees), to make use of the free parking available in the parking deck. The Village will be utilizing license plate reader technology (LPR) as the means of enforcement. A license plate reader will be attached to one of the police vehicles and will record license plates and GPS locations as it drives past a parked vehicle. If a vehicle is parked in the CBD for greater than three hours a ticket will be issued.

The scenario of the additional spaces from the parking deck and zoned parking was not considered by the CMAP study. Therefore, we need to determine whether additional spaces and zoned parking will be sufficient to achieve the goal of readily available on-street parking within the CBD or if charging for on-street spaces and using price will still be a valuable tool.

One difference in the Trustees' approach to a parking solution concerns non-resident parking. Some Trustees believe free 3-hour parking should be limited to residents with non-residents continuing to pay for parking meters. This issue will be discussed at the next Board meeting.

Budget Impact

Annually, the Village generates \$196,000 from the on-street parking meters in the CBD.

To supplant meter revenue should the Village convert the meters to a free 3-hour zoned parking, as suggested by certain elected officials, Village staff proposes the following:

MEMORANDUM

Revenue generated through the meters		196,000
Potential Revenue Offsets	Est. revenue	
Increase vehicle sticker \$8 from current of \$40 to \$48	67,000	
Increase cost of commuter permits from \$620/yr. to \$750/yr.	44,850	
Increase generated by converting red (merchant) permit spaces (\$360/yr.) along Burlington Avenue (parallel to train station on north side) and Hinsdale Avenue to blue (commuter) spaces at proposed new blue (commuter) rate of \$750/yr.	15,210	
Convert 35 existing red (merchant) parking spaces along Hinsdale Avenue west of Grant to blue (commuter) and offer these to wait list participants	26,250	
Increase in pay box from .25 to 1.00 at Washington (adjacent to school) and maintain 1.00 at Garfield Lot (by Fullers)	50,000	
Increase ticket from \$8 to \$25	10,000	
Total Potential Revenue Offsets	213,310	

Direction requested from Village Board

As noted above, certain elected officials are interested in a staged approach to making free parking available and initially limiting free 3-hour zoned parking to Hinsdale residents only (estimated users of under 20% of spaces currently) to ensure that having a fee for merchants/employees and non-residents (estimated users of 80%+ of spaces currently) will not be required as a tool to achieve the goal of making on-street parking readily available to shoppers throughout the day. If the results from opening the garage and implementing zoned parking provides confidence that maintaining metered spaces for non-residents is not necessary, making spaces free for all users can then be considered.

Other elected officials are less concerned about preserving price as a tool and are confident opening zone parking to residents and non-residents is the best option. The Trustees are confident that the loss of revenue from parking meters will be offset by the changes outlined above, and are concerned that different rules for residents and nonresidents will lead to



MEMORANDUM

confusion and proliferation of signage in the CBD that would be needed to explain the resident/nonresidents parking rules.

The Village President has individually polled most of the Trustees, and it appears that there is support for the plan proposed by staff but are divided on whether or non-residents should be required to pay the meters.



REQUEST FOR BOARD ACTION
Finance

AGENDA SECTION: First Reading – ACA

SUBJECT: Vehicle License Fees

MEETING DATE: February 4, 2020

FROM: Darrell Langlois, Finance Director

Recommended Motion

Approve an Ordinance Amending Section 6-1-4 ("License Fees") of Title 6 ("Motor Vehicles and Traffic"), Chapter 1 ("Vehicle Licenses") of the Village Code of the Village of Hinsdale Relative to Vehicles License Fees.

Background

Each year, residents of the Village are required to purchase a vehicle license, or vehicle "sticker", for all motor vehicles, motor cycles, and trucks registered in the Village. The vehicle license term runs from May 1 to April 30 each year. The Village Code sets forth the rates of various classes of vehicles, as well as provides for a 50% discounted rate for senior citizens. The vast majority of vehicle licenses are issued for motor vehicles, which currently have a rate of \$40. Vehicle license fees were last increased for the May 1, 2016 to April 30, 2017 vehicle license term.

Discussion & Recommendation

Over the last several months, Village staff has been meeting with several Village Board members and President Cauley to discuss parking in the Central Business District (CBD). Raising the vehicle license rate may be part of a larger plan related to parking in the CBD. Village staff has prepared the attached ordinance that would increase the base vehicle license for motor vehicles by \$8 (to \$48) and other proportionate adjustments in other vehicle license categories.

Please note that if the Village Board were to increase vehicle license fees for the upcoming May 1, 2020 to April 30, 2021 term, this would need to be approved at the February 4, 2020 meeting in order to have enough time to prepare the forms and materials for renewal mailing, which normally is mailed at the end of February.

Budget Impact

Vehicle license revenue support General Fund operations.

Village Board and/or Committee Action

None

Documents Attached

1. Ordinance Amending Section 6-1-4 ("License Fees") of Title 6 ("Motor Vehicles and Traffic"), Chapter 1 ("Vehicle Licenses") of the Village Code of the Village of Hinsdale Relative to Vehicles License Fees.

VILLAGE OF HINSDALE

ORDINANCE NO. _____

AN ORDINANCE AMENDING SECTION 6-1-4 ("LICENSE FEES") OF TITLE 6 ("MOTOR VEHICLES AND TRAFFIC"), CHAPTER 1 ("VEHICLE LICENSES"), OF THE VILLAGE CODE OF THE VILLAGE OF HINSDALE RELATIVE TO VEHICLE LICENSE FEES

WHEREAS, the President and Board of Trustees of the Village of Hinsdale ("Village") have previously enacted Title 6 ("Motor Vehicles and Traffic") of the Village Code of the Village of Hinsdale ("Village Code") relative to the use of vehicles within the Village; and

WHEREAS, Section 6-1-4 of the Village Code adopted licensing fees for various vehicles to be paid to the Village; and

WHEREAS, the President and Board of Trustees of the Village of Hinsdale have determined that it is appropriate and in the best interests of the Village and its residents to adopt updated license fees and to make related changes, as set forth below.

NOW, THEREFORE, BE IT ORDAINED, by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

Section 1: Each whereas paragraph set forth above is incorporated by reference into this Section 1.

Section 2: Subsection A of Section 6-1-4 ("License Fees") in Title 6 ("Motor Vehicles and Traffic"), Chapter 1 ("Vehicle Licenses"), of the Village Code is hereby amended to read in its entirety as follows:

A. Fees: Subject to the other provisions of this section, the fees to be paid annually to the finance director for vehicle licenses shall be as follows:

1.	Motor bicycle, motorcycle, and motorized pedal cycle (moped)	\$20.00 \$24.00
2.	Motor vehicles, including recreational vehicles (except motor trucks and other motor driven vehicles governed by subsection A3 of this section)	\$40.00 \$48.00
3	Motor trucks, motor driven commercial vehicles, and motor vehicles used for public hire:	
a.	Class B license plate	\$55.00 \$63.00
b.	Higher than class B license plate	\$100.00 \$108.00

Section 3: Severability and Repeal of Inconsistent Ordinances. Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph,

clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. All ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

Section 4: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this 4th day of February 2020.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this 4th day of February 2020.

Thomas K. Cauley, Jr., Village President

ATTEST:

Christine M. Bruton, Village Clerk

REQUEST FOR BOARD ACTION
Administration

AGENDA SECTION: First Reading - EPS
SUBJECT: Parking Deck – Change to Lower Level Concrete
MEETING DATE: February 4, 2020
FROM: Bradley Bloom, Assistant Village Manager/Director of Public Safety

Recommended Motion

Motion to take the following actions relative to the Village's Parking Deck Project:

1. Cancel the existing contract for asphalt paving for the Village Parking Deck to Schroeder Asphalt in the amount of \$263,378.65; **and**
2. Waive competitive bidding and award a contract to pave the lower level of the parking deck with concrete to Linblad Construction at a cost not to exceed \$429,000; **and**
3. Waive competitive bidding and award a contract to do remaining asphalt work to Accupave at a cost not to exceed \$59,324

Background

On June 18, 2019, The Village Board awarded the parking deck asphalt bid to Schroeder Asphalt for \$263,378.65. The asphalt bid included paving the lower level of the parking deck with asphalt as well as some paving on the drive aisle north of the parking deck.

The parking deck bid documents included the alternate option of paving the lower level with concrete instead of asphalt. Linblad Construction provided the lowest alternate bid for concrete on the lower level for \$429,000.

The lowest asphalt bid for just paving drive aisle on the north side of the deck is Accupave at a cost of \$59,324.

Cost to Change Deck Lower Level from Asphalt to Concrete		
Linblad Construction Alternate bid for Concrete Lower Level	\$429,000.00	
Schroeder Asphalt Base Bid	\$263,378.65	
	Difference	\$165,621.35
Accupave Cost to Pave North Drive Aisle with Asphalt	\$ 59,324.00	
Net Increase in Cost for Concrete Lower Level	\$ 224,945.35	

Discussion & Recommendation

If asphalt is used on the lower level it will require maintenance around the interior perimeter of the deck due to exposure to the elements. The lower level height restrictions preclude the usual equipment from being used to maintain and repave resulting in higher overall maintenance costs.

A concrete surface is more expensive than asphalt but is preferable to asphalt due to its durability and reduced maintenance cost over the life of the deck. The concrete surface will provide a more finished look to the lower level of the deck. Based upon the durability of concrete and reduced maintenance costs versus asphalt staff recommends paving the lower level of the deck with concrete.

Budget Impact

The concrete lower level is not included in the parking deck budget. Village staff has reviewed the cost of these change orders with the Finance Director who has determined that bond money is available to cover this expense.

Village Board and/or Committee Action

N/A

Documents Attached

N/A



AGENDA ITEM # 10b(2)

REQUEST FOR BOARD ACTION
Administration

AGENDA SECTION: First Reading - EPS
SUBJECT: Parking Deck –Repaving Washington Lot
MEETING DATE: February 4, 2020
FROM: Bradley Bloom, Assistant Village Manager/Director of Public Safety

Recommended Motion

Approve a contract with Wight Construction to repave the Washington Lot as specified in their quote for a cost not to exceed \$80,174.13.

Background

The Washington Street parking lot is located north of the Hinsdale Middle School and west of the parking deck. The Washington Street parking lot is a Village owned parking lot consisting of approximately 45 parking spaces and is designated by the Village as a shopper lot. The Intergovernmental Agreement (IGA) the Village has with School District 181 requires that School District 181 repair portions of the lot damaged by their mobile classrooms and sealcoat the Washington Lot.

Due to the condition of the asphalt and concrete curbing prior to the construction as well as utility excavation work that occurred during the construction of the parking deck Village staff recommends repaving the Washington Lot and replacing broken curbing. Wight Construction has obtained quotes from Wight for this additional work that is outside the scope of the parking deck project

Optional Resurfacing with Asphalt and Curb Replacement of the Washington Lot		
Asphalt Paving of Washington Lot	\$80,174.13	
Less Credit for Sealcoating from School District 181	\$ -6,946.00	
Net Cost to Resurface and repair		\$73,228.13

Discussion & Recommendation

Staff recommends the option of repaving the Washington Lot with asphalt, and repair of the concrete curbing. This repair is appropriate based on the fact that the need to repave the Washington Lot was not reasonably foreseeable.

Budget Impact

Village staff has reviewed the cost of the repaving with the Finance Director who has determined that bond money is available to cover this expense.

Village Board and/or Committee Action

N/A

Documents Attached

N/A

**REQUEST FOR BOARD ACTION**
Public Services & Engineering

AGENDA SECTION: First Read - EPS

SUBJECT: Underground Storage Tanks "UST" Removal
Above Ground Storage Tank Installation

MEETING DATE: **February 04, 2020**

FROM: George Peluso, Director of Public Services
Garrett Hummel, Administrative Analyst

Recommended Motion

To approve the award of Bid #1659 to Crowne Industries Ltd., for the Fuel System Removal/Replacement in the amount of \$165,690.

Background

In 1990, the Village had an onsite fuel system installed. The Village's fuel system included two (2) underground storage tanks ("UST") for unleaded and diesel fuel, a fuel monitoring system, and two (2) dispensing stations. The manufacturer's guarantee for the two (2) UST is 30 years, which expires this year. The fuel monitoring system, which is utilized for tracking fuel usage and billing to departments and outside entities, is also outdated and requires replacement.

In 2017, Village Staff worked with the consulting firm, Huff & Huff Inc. to conduct a preliminary design memorandum to evaluate and provide recommendations with estimated costs for improvements to the Village's fuel system. The 2018-19 CIP included \$324,000 for the removal and replacement of the fuel system with a similar underground system. Due to the high replacement cost, Public Services explored alternative fueling options and decided on the implementation of a modified system that included off-site unleaded fueling through the WEX system and on-site diesel fueling. Huff & Huff estimated the cost for the alternative solution to be \$150,000.

In 2019, the Village contracted with Huff & Huff to develop bid specifications for the removal of the USTs and the installation of an above ground diesel tank with a new fuel monitoring system.

Discussion & Recommendation

Public Services staff published the bid package on Sunday, January 5, 2020. The bid opening was held on Wednesday, January 22, 2020 and the Village received two (2) competitive bids.

Vendor	Bid Result
Crowne Industries, Ltd.	\$165,690
Petroleum Technologies Equipment	\$189,000

The lowest qualified bidder was Crowne Industries in the amount of \$165,690. The references submitted by Crowne included the Villages of Glenview, Park Ridge, and Wilmette. Each community had recent fuel tank projects and indicated they would recommend working with Crowne. In addition, Huff & Huff had positive experiences working with Crowne on several projects for the Village of Oak Brook. Staff recommends accepting the bid by Crowne Industries.



REQUEST FOR BOARD ACTION

Budget Impact

Included in the CY2020 CIP Budget is \$150,000 (4100-7909) for improvements to the Village's fuel system. Crowne's proposal of \$165,690 is \$15,690 over budget. Although the Crowne proposal is over budget, staff recommends accepting their proposal for the following reasons:

1. The original capital budget for a new fuel system was \$324,000. The recent implementation of fuel cards and abandoning the old system saved the Village approximately \$159,000 in capital funds.
2. The State of Illinois Fire Marshall Administrative Code (Title 41, Section 175) requires the replacement of USTs at the end of the manufacturer's guarantee period. The Village's USTs are set to expire in 2020.
3. There are a limited number of vendors for this type of project, so rebidding likely would not result in a lower bid price.
4. By not removing the USTs, there is a potential for additional environmental contamination issues. In addition, this could result in increased cleanup/disposal costs.

Public Services staff met with the proposed contractor and we are evaluating potential cost saving measures that would help offset the budget overage. This includes modifying the proposed fuel monitoring system equipment and software, which could reduce the project cost by \$3,000.

While staff is evaluating some cost saving measures, there is still potential for some additional costs associated with this project. Once the tanks are removed, state law requires additional soil borings be taken underneath the tanks. Should the findings show contamination, the project would require additional services. Staff has solicited pricing for these items through the bid process and do not anticipate additional costs exceeding the Village Manager's spending authority.

The item was discussed with the Finance Director and there are additional funds available in the CIP fund to cover the budget overage.

Village Board and/or Committee Action

The Public Services Department is recommending that the Village Board award a contract for the Fuel System Removal/Replacement to Crowne Industries, Ltd. in the amount of \$165,690. Should the Village Board agree to award the work, this item will be placed on the Consent Agenda for the February 18, 2020 Village Board Meeting.

Documents Attached

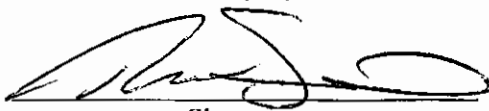
1. Crowne Industries, Ltd. Proposal
2. Huff & Huff –Fuel System Bid Tabulation and Recommendation
3. Site Photos – 225 Symonds Drive

BID PROPOSAL

SCHEDULE OF PRICES				
PROJECT DESCRIPTION - UST Removal & Replacement with AST				
#	Description	Units	Unit Price	Total Price
(1)*	UST Removal & Replacement	Lump Sum		\$165,690.00
(2)**	Additional Cost for Removal and Disposal of Contaminated Groundwater	Per Gallon	\$.65	
(3)**	Additional Cost for Removing and disposing of Contaminated Soil	Per Ton	\$55.00	
(4)***	Additional Cost for Removing and Replacing Existing Pavement with Concrete Pavement**	Per Cubic Yard	\$425.00	
(5)***	Additional Cost for Removing and Replacing Existing Pavement with Bituminous Pavement	Per Square Yard	\$81.00	
Total Contract Price For UST Removal & Replacement With An AST - Bidder Proposal For The Entire Project (Total 1):				\$165,690.00
Per Diem Liquidated Damages Per Day				\$ 200.00
NOTES				
*Pay item #1 includes all work in attached drawings shown in Exhibit J (Figures 1 through 4), including removal and restoration, and installation of new equipment.				
**Pay items #2 & #3 are being solicited in the event that contaminated groundwater and/or contaminated soil is encountered and is required to be properly disposed of.				
***Pay items #4 and #5 unit pricing is being solicited in the event that additional concrete and asphalt work outside of the work area as displayed in Exhibit J. This item is separate of pay item #1.				

Crowne Industries, Ltd.

Company



Signature

President

Title

Robert Sumoski

Print Name

EXHIBIT D

To The Honorable President and Board of Trustees
Village Hall
19 E. Chicago Avenue
Hinsdale, Illinois 60521-3489

**VILLAGE OF HINSDALE, ILLINOIS
Fuel System – Bid #1659 – Bidders Proposal**

Full Name of Bidder Crowne Industries, Ltd.
Main Business Address 651 S. Sutton Road #214
Streamwood, IL. 60107
Phone 630-497-9009 Fax 630-929-7555 Email bob@crownetank.com

The undersigned, as bidder, declares that the only person or parties interested in this Proposal as principals are those named herein; that this Proposal is made without collusion with any other person, firm, or corporation; that he has carefully examined the locations of the proposed work, the proposed forms of Agreement and Bonds, the Contract Specifications for the above designated work, and he proposes and agrees if this Proposal is accepted that he will contract with the Village of Hinsdale in the form of the copy of the Agreement included in these contract documents to provide all necessary machinery, tools, apparatus and other means of work, including utility and transportation services necessary to do all the work and furnish all the materials and equipment in the manner and time herein prescribed; and according to the Contractor's Bonds, and Certificates of Insurance specified, and to do all other things required of the Contractor by the Contract documents; and that he will take in full payment therefore the sums set forth in the following Bidding Schedule.

If this proposal is accepted and the undersigned shall fail to contract as aforesaid within fifteen (15) days of the date of the award of contract, and to give the bond(s) as required, and all certificates of insurance as required, the Village of Hinsdale, shall at its option, determine that the bidder has abandoned this contract and thereupon this proposal and acceptance thereof shall be null and void and the forfeiture of security accompanying this proposal shall operate and the same shall be the property of the Village of Hinsdale as liquidated damages.

DATE: 1-21-2020



Contractor
Robert Sumoski - President
Crowne Industries, Ltd.

(SEAL OF CORPORATION)

651 S. Sutton Road #214

Address

Streamwood, Il. 60107

City and State

ATTEST

By

Signature

Title

VILLAGE OF HINSDALE
UST REMOVAL & REPLACEMENT
CONTRACTOR'S BID PROPOSAL

Bid Proposal of Crowne Industries, Ltd.

In compliance with your Advertisement for Bid Proposals, Contractor hereby proposes to perform all WORK necessary for the "UST Removal & Replacement with a AST" in strict accordance with the CONTRACT DOCUMENTS.

By submission of this BID PROPOSAL, the Contractor certifies, and in the case of a joint BID PROPOSAL, each party thereto certifies, as to their own organization, that in connection with the Bid Proposal:

- a. The prices in the Bid Proposal have been arrived at independently, without consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other contractor or with any competitor.
- b. Unless otherwise required by law, the prices which have been quoted in the Bid Proposal have not knowingly been disclosed by the Contractor prior to opening, directly or indirectly to any other contractor or to any competitor.
- c. No attempt has been made or will be made by the Contractor to induce any other person or firm to submit or not to submit a Bid Proposal for the purpose of restricting competition.
- d. The person(s) endorsing the Bid Proposal for the Contractor organization is (are) responsible within that organization for the decision as to the prices being proposed and has not participated, and will not participate in any action contrary to Paragraphs a through c, above; or,
- e. The person(s) endorsing the Bid Proposal for the Contractor's organization (is) (are) responsible within that organization for the decision as to the prices being proposed, and/or has been authorized to act as the agent for the persons responsible for such decision, in certifying that such persons have not participated, and will not participate, in any action contrary to Paragraphs a through c, above, and as their agent shall also certify that he (she) has not participated, and will not participate in any action contrary to Paragraphs a through c above.

Contractor hereby agrees to commence work under this contract on or before a date to be specified in the NOTICE OF PROCEED and complete the work no later than 6-30, 2020.

Contractor agrees to perform all the work described in the CONTRACT DOCUMENTS for the following unit prices or lump sum:

****ENCLOSE WITH BID PROPOSAL****



A Subsidiary of GZA

GEOTECHNICAL
ENVIRONMENTAL
EEOLOGICAL
WATER
CONSTRUCTION
MANAGEMENT

915 Harger Road
Suite 330
Oak Brook, IL 60523
T 630.684.9100
F 630.684.9120
www.huffhuff.com
www.gza.com



January 22, 2020

Mr. George Peluso
Director of Public Services
Village of Hinsdale
19 East Chicago Avenue
Hinsdale, Illinois 60521

Re: Public Services – Fuel System Bid No. 1659
Bid Recommendation

Dear Mr. Peluso:

Bids were received and publicly opened on January 22, 2020 at the Village Hall for the Fuel System Bid No. 1659. The project consists of the following, all to be located at the Village's Public Services Facility:

1. Removing and disposal of the two existing underground fuel storage tanks. One tank is 10,000 gallons and the second is 8,000 gallon capacity.
2. Furnish and install one 2,000 gallon capacity above ground fuel storage tank.
3. Furnish and install one fuel disperser.
4. Furnish and install one fuel monitoring system.

The project was advertised in the Daily Herald on January 5, 2020 and the bid package was published on January 6, 2020. A prebid meeting was held at the site on January 10, 2020, with three contractors attending.

The bids are as follows:

Crowne Industries, Ltd, Streamwood, Illinois	\$165,690.00
Petroleum Technologies Equipment Lyons, Illinois	\$189,000.00

Note: Stenstrom Petroleum Services Group arrived with a bid after the 10:00 am bid submittal time. The bid was not accepted and returned, unopened, to the Contractor's representative.

The engineer's estimate for the project is \$141,080.00.

A review of the bid package from Crowne Industries, Ltd. Included the acknowledgement for Addendum No. 1 and a 5% bid bond. The three references submitted by Crowne were checked and the Villages of Glenview, Park Ridge and Wilmette all had recent fuel tank projects with Crowne Industries and each indicated that they would enjoy working with them on any future project that they might have. In addition Huff & Huff /GZA has worked with Crowne on several projects with the Village of Oak Brook and would recommend them for this project.

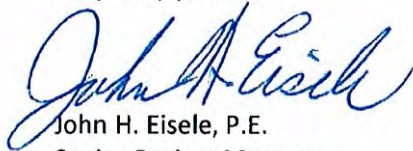


January 22, 2020
Mr. George Peluso, Village of Hinsdale
Bid Recommendation
Page | 2

The low bid price of \$165,690.00 is \$24,610 or 17% above the engineer's estimate and 10% above the \$150,000 budgeted for the project. In my opinion, it is unlikely the rebidding the project will result in a lower bid price. For that reason, it is recommended that Crowne Industries, Ltd., be awarded the Fuel System Project in the amount of \$165,690.00.

Please contact me at 630-684-4431, if you have any questions.

Very truly yours,



John H. Eisele, P.E.
Senior Project Manager

Hinsdale Public Services Fuel Pump Site Photos



Hinsdale Public Services Fuel Pump Site Photos



**Steel Plate covering Failing
Inspection Manhole**



Failing Inspection Manhole with steel plate removed

Hinsdale Public Services Fuel Pump Site Photos



Hinsdale Public Services Fuel Pump Site Photos



**Deteriorating Steel
around fuel pump station**

AGENDA SECTION: First Reading – ZPS

SUBJECT: Camera & Video Management System Upgrade

MEETING DATE: February 4, 2020

FROM: Safia Rusulis, Administrative Services Coordinator
Brian King, Chief of Police
Bradley Boom, Assistant Village Manager/ Director of Public Safety

Recommended Motion

Reject all bids, waive the competitive bidding process and approve the purchase of a Video Management System from Pentegra Systems LLC, 780 W. Belden Avenue, Suite A, Addison, IL 60101 for a cost not to exceed \$216,369.78.

Background

The Village's current video surveillance system consists of a 13-year old closed-circuit television (CCTV) analog system located at the Hinsdale Police Department (HPD). The surveillance system is used to monitor both the exterior and interior of the HPD building, including cell blocks, booking areas and interview rooms. The system is a critical security measure and its reliability is extremely important for meeting regulation guidelines.

In addition to the building cameras the Village utilizes a camera system along the train line and stations which are viewable from a workstation, via web browser, located at HPD. All cameras are a variety of different brands. These cameras are not currently integrated in to the HPD video surveillance system and viewed via over microwave communication units.

The Village also has mounted cameras which are viewable by web browser only. All cameras are currently digital and located within the business district. These cameras are unable to be stored or viewed on the current system.

The Village also has a new parking deck structure which will have cameras on site which will be integrated into this system upon completion.

Each camera system is currently operating as its own independent system.

Discussion & Recommendation

The scope of this project is to enhance the current camera system and technologies. This upgrade would integrate all cameras into one system. In addition to system upgrades, this project would have infrastructure available for future system expansions.

A RFP was developed and issued for bid proposals on October 3rd, 2019. A mandatory pre-proposal meeting was then held on October 11th, 2019 for prospective vendors. The proposal deadline was extended by 1 week from October 25th, to November 1st, 2019 to allow vendors additional time to submit their proposals to meet the RFP project scope, goals and expectations.

Orbis Solutions, the Village's IT contractor has reviewed the bids for completeness and met with Village staff. The Village's IT contractor determined that Pentegra was missing a

necessary component. That component if added, would still make Pentegra the lowest bidder. This is an additional cost of \$16,503.78.

Bid proposals were received from the following vendors along with the proposed cost totals:

Vendor	Proposed Project Cost Total
Pentegra Systems	\$ 199,866
PACE Systems	\$ 231,403
Sound Incorporated	\$ 259,625
e.Norman	\$ 290,304

The Village cannot accept Pentegra's initial bid as it was missing a necessary component. As they would still have been the low bidder even with that added component, it is recommended that the Village reject all bids, waive competitive bidding, and approve the purchase of a Video Management System from Pentegra Systems LLC, 780 W. Belden Avenue, Suite A, Addison, IL 60101 for a cost not to exceed \$216,369.78.

Budget Impact

Partial project funding was received from the West Suburban Mass Transit District (WSMTD). Funds received are for upgrades and enhancements made along the train line and train stations. The funding supports one of the project objectives to enhance the safety of commuters and to assist in crime prevention.

A total of \$240,000 was budgeted for this project within the Police Department's Capital Improvement Plan (CIP) and grant funding. Some additional cost from our IT contractor during implementation but anticipates the final cost to be at or below budget.

Village Board and/or Committee Action

N/A

Documents Attached

1. Video Management System Upgrade Service – RFP #1664
2. Pentegra Systems Initial Proposal
3. Pentegra Systems Wireless Addition Proposal



PROPOSAL
December 16, 2019

🔗 Audio 🔗 Video 🔗 Data 🔗 Security 🔗 Telecom

To: Village of Hinsdale

750 W. Belden Avenue, Suite A

Attn: Brad Miller

Addison, IL 60101

From: Jim Lichter

Phone: 630.941.6000 x175

Fax: 630.941.6060

Email: jlichter@pentegrasystems.com

Video Management System Upgrade Service – RFP #1664 Wireless Radio Additions

Description: Phase 2 Addition of 1 outdoor wireless radio link to carry video from 17 cameras from the Train Station to the Village Hall/Police Station.

Phase 4 Addition of 2 outdoor wireless radio links to carry video from 1 camera mounted at the 2 intersections from the intersection to the Village Hall/Police Station

All the above equipment is outdoor IP66 rated. This quotation is based on 24 hour 120VAC power is available at all locations.

Breakdowns:*	Description	Amount
	Phase 1 – VMS and HPD Building	\$ No Change
	Phase 2 – Train Station (add to original proposed price)	\$ 6,341.58
	Phase 3 – Parking Deck Structure	\$ No Change
	Phase 4 – Intersection Cameras (add to original proposed price)	\$ 10,162.20
	Net Change Total	\$ 16,503.78

Signature

Date

PO Number

Note: This Quotation Valid (30) Days from Date Above

***All Other Terms & Conditions of the Original Contract Shall Remain in Full Force and Effect**

Safia Rusulis

From: Jim Lichter <jlichter@pentegrasystems.com>
Sent: Friday, November 01, 2019 11:18 AM
To: Safia Rusulis
Subject: Video Management Upgrade Services - RFP#1664
Attachments: Hindale Complete Bid Package.pdf

Dear Ms Rusulis,

I have attached a copy of our proposal response to your Video Management Upgrade Service RFP#1664 for your review. I also plan to drop a printed copy of our proposal response off later today. Please do not hesitate to give me a call if you have any questions.

Thank you,

Jim Lichter | Sales Engineer
Pentegra Systems LLC
AUDIO | VIDEO | DATA | SECURITY | TELECOM
780 W. Belden Avenue, Suite A | Addison, IL 60101
Phone: 630.941.6000 Ext. 175
Website: <http://www.pentegrasystems.com>



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Pentegra Systems



AUDIO

VIDEO

DATA

SECURITY

TELECOM

Video Management System Upgrade

November 1, 2019

Village of Hinsdale
19 E. Chicago Ave
Hinsdale, IL 60521

780 West Belden Avenue
Suite A
Addison, IL 60101

Phone: 630-941-6000
Fax: 630-941-6060
info@pentegrasystems.com

ONE PROVIDER, ONE SOLUTION
Delivering Converging Technologies for Today & Tomorrow



**VILLAGE OF HINSDALE REQUEST FOR PROPOSALS:
VIDEO MANAGEMENT SYSTEM UPGRADE SERVICES- RFP #1664**

Village of Hinsdale
19 E. Chicago Ave
Hinsdale, IL 60521
Attn: Safia Rusulis

DUE DATE: October 25, 2019
TIME: 4:30 P.M. CST

SUBMIT PROPOSAL TO THE ABOVE ADDRESS OR BY EMAIL TO: srusulis@villageofhinsdale.org

REQUEST FOR PROPOSAL RESPONSE

Company Name: Pentegra Systems LLC

Contact Name: Jim Lichter

Address: 780 W. Belden Ave, Suite A

City, State, Zip Code: Addison, IL 60101

PROPOSAL ON: Video Management System Upgrade Services, per the specifications herein.

Pricing:

Phase	Material	Labor	S+H	Total
Phase 1 – VMS and HPD Building	61,861.00	33,293.00	1,485.00	\$96,639.00
Phase 2 – Train Station	20,855.00	23,370.00	501.00	\$44,726.00
Phase 3 – Parking Deck Structure	23,236.00	23,371.00	555.00	\$47,162.00
Phase 4 – Intersection Cameras	3,734.00	7,515.00	90.00	\$11,339.00
Totals	109,686.00	87,549.00	2,631.00	\$199,866.00

*Any and all exceptions to these specifications MUST be clearly and completely stated in writing on the proposal sheet. Attach additional pages if necessary. **NOTE TO VENDORS:** Please be advised that any exceptions to these specifications may cause your proposal to be disqualified.*



Confidential Proposal

Village of Hinsdale

Proposal #: L20947JL

🔗 Audio

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November 1, 2019

Ms. Safia Rusulis
Administrative Services Coordinator
Village of Hinsdale
19 East Chicago Avenue
Hinsdale, IL 60521

Dear Ms. Rusulis,

Pentegra Systems LLC sincerely appreciates the opportunity to submit this proposal to the Village of Hinsdale to address the video management system upgrade requirements which include video surveillance cameras, network infrastructure equipment, and software for the city. This proposal is based on the specifications, the pre-bid meeting, and the site visit.

I am confident that the proposed solution contained herein will meet your needs. As you review this proposal, please feel free to contact me for clarification or to address any changes or additions.

Again, thank you for the opportunity to be part of this project and to submit our proposal. We look forward to a timely installation and servicing your technology needs for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read "Jim Lichter", with a long, sweeping horizontal stroke extending to the right.

Jim Lichter
Systems Engineer
630-941-6000 x175
jlichter@pentegrasystems.com

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein

Executive Summary

The Village of Hinsdale, located in Hinsdale, Illinois, is looking for a company to provide and install a new video surveillance system for the Police Station, City Hall, Fire Station, Train Station, Parking Deck, and intersection cameras. After reviewing the documents and the facilities, we are proposing an Axis Cameras and a Genetec Security Center platform to meet your requirements. With that said, Pentegra Systems is a factory trained and certified Axis and Genetec Contractor and can provide and install all the items needed for this project.

A similar installation of the Genetec Security Center with Genetec Omnicast like the system we are proposing, have been completed by Pentegra Systems for the Village of Oak Park, a multisite, multi-phase installation just like the Village of Hinsdale. The Village of Oak Park installation involve the installation of cameras and access control at the Village Hall, Police Station, Public Works, three Fire Departments, and three Municipal Parking Lots.

Another similar installation Pentegra System is currently working on is a 5 phase project for the Village of Schaumburg. This project is a 5 year project which involves camera installation at the Village Hall, Police Station, Public Works, 3 Fire Stations, Performing Arts Building, Boomers Stadium, Train Stations, Airport, and Water Facilities. Pentegra Systems is also providing and installing a Genetec access control system to work with their Genetec video surveillance system.

Genetec is a well known security VMS in the Chicago area. In fact, Genetec is the official software used by the City of Chicago – (OEMC) Office of Emergency Management and Communications. This software is used specifically by the Chicago Police, Chicago Housing Authority, Chicago Public Schools, and at Navy Pier. Pentegra Systems is experienced with the installation of Genetec security

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein



Confidential Proposal

Village of Hinsdale

Proposal #: L20947JL

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platform in multi-site municipalities such as the (OEMC) Chicago Housing Authority and Chicago Public Schools.

Pentegra Systems has also installed Genetec Security Center in the Frank Lloyd Wright Unity Temple located in Oak Park. We are very proud of these installations because of the high degree of coordination required with other trades to achieve a superior end result on such a high profile customer and extreme attention to detail for such a historic building.

This proposal and pricing will remain in effect for 90 days.

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein

SCOPE OF WORK

1. Provide and Install new Axis indoor and outdoor security cameras as specified. Obsolete cameras in the specifications will be replaced with newer models by Axis.

Phase 1: Police Station, City Hall, Fire Station, Six (6) exterior cameras, twenty (20) interior cameras, three (3) interior gun range cameras, and one (1) exterior rated Fire House camera. The interview room cameras will support audio.

Phase 2: Train Station, Seventeen (17) exterior rated cameras.

Phase 3: Parking Deck, Eighteen (18) exterior rated cameras.

Phase 4: Intersection Cameras, (2) 2 exterior rated cameras.

2. Provide and install new CAT6 plenum cabling for the above camera installation.
3. Provide and install new CAT6 outdoor cabling for all exterior cameras.
4. Provide and install Genetec Security Center (Omnicast Professional) software as required to complete the system.
5. Provide and install POE network switches as required.
6. Provide and install two (2) security camera workstations as specified.
7. All materials and labor include a minimum of one (1) year of warranty for the new system.
8. Removal of the existing camera system and recorder will be done by Pentegra Systems.
9. The proposed system will include 20% of future expansion.
10. A UPS will be provided and installed for the Genetec System Archiver.
11. The (4) interview rooms, Booking Room, Jail Cells (4) will be equipped with audio and visual. The interview room will be equipped with controls to turn on/off the recording during an interview. The jail cells will have controls to turn on/off the recording at the police department front desk.
12. Provide the require training needed to operate the new video system.
13. Provide "as-built" plans when the project is completed.
14. Provide system warranty as defined in the specifications.

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein

After all the equipment for this project is approved, we would begin installing the main control panel and the associated equipment. This would also include the Genetec system server/archiver. We would then begin to program the new system and train your personnel on its operation

This base project will involve the installation of Axis and Genetec equipment that will allow easy operation. This includes removal of any original equipment.

Finally, our proposal includes the required training sessions, insurance requirements, submittal preparation, "as built" drawing preparation, and warranty as specified.

Approach and Methodology

Once a contract is approved and reviewed by management/owners, the sales member who proposed the project is to enter the order into our management/tracking system called "PenCentral". After this order is in "PenCentral", a project "Turnover Meeting" is scheduled with the Pentegra Operations Group. It is in the Turnover Meeting where all the project specifics are conveyed to the Pentegra Engineers, Pentegra Project Managers, and Pentegra Purchasing Staff. Pentegra Engineers then review the project, correct any mistakes on the equipment and document the project. The total project equipment list is then released for purchasing. After all equipment has been received, the equipment and design drawings are given to the Project Manager for scheduling and installation by Pentegra Field Techs. This can be broken down in the following three phases:

Phase 1 System Discovery

Once the project is awarded to Pentegra Systems, a Project Manager will be assigned to the project. The Project Manager will then schedule a "Kick Off"

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meeting with your officials to review in detail the documents, system specifications, the equipment locations, and the system requirements. A final project schedule will also be provided and agreed upon during the System Discovery. The Pentegra System Project Manager will provide a written weekly report that details project status until the project is completed.

Phase 2 System Engineering

Pentegra will generate formal drawings for the locations of the required equipment needed for each location. These drawings will take into consideration the image that needs to be viewed along with the height requirements, lighting requirements, lens requirements, and mounting requirements. System floor plans will also be generated showing distances and equipment locations. These drawings will need to be approved before the Installation begins. Once the design drawings are completed and approved, a bill of materials will be generated and released for purchase.

Phase 3 System Installation

All installation labor is provided by Union Communication Techs. Once all the materials for the project are received, the project installation labor will be scheduled. The Pentegra Systems installers will provide all required ladders, lifts and safety equipment needed for the project. The Pentegra Systems installers will clean up the job site at end of each day.

Once all the cameras are installed, the Project Manager will obtain approval of the image and focus for each camera during the final "walk through". If any items are not completed or need to be adjusted, these items will be placed on a system punch list and corrections will be made.

The final delivery dates will be applied to this project during the kick off meeting in order to meet the required completion date.

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Company Background and Assigned Staff

Pentegra Systems has been doing business since 2001 in five important areas – audio, video, data, security and telecommunications. All these systems converge onto one IP network. While our competitors may have basic knowledge of these specialties, none can match our full spectrum and high level of expertise.

Pentegra Systems is known for having authority in complete system integration in diverse settings improving operations and environment through value-added, technology based integrated solutions.

Throughout Chicago land, Pentegra systems is respected for knowledge, skills, superior customer service and its resources. Additionally, we are recognized for excellence in system consultation, design, project management and installation. The staff that will be involved in this project are listed as follows:

Sales Engineer: Jim Lichter (PERK License Credential 129433010)

Project Manager: John Schaefer (PERK License Credential 129363406)

Project Engineer: Ben Muth (PERK License Credential 129399589)

Network Engineer: Jeff Mrachek (PERK License Credential 129388751)

Installation Tech: Tim Burns (PERK License Credential 129294238)

Installation Tech: Todd Vendegna (PERK License Credential 129349440)

Service: Ray Morales (PERK License Credential 129431764)

(PERK: PERMANT EMPLOYEE REGISTRATION CARD)

Project Information

Prior to the start of the project it will be determined if the current head end location will be reused or if the new equipment should be relocated. Our approach will be to provide a centralized Genetec server that will use the existing dark fiber bandwidth between facilities. It will be this Genetec server that will be installed first. After the service is in place, Phase 1 will be installed and then Phase 2 will be installed. Once the Police Station and Train Stations are complete, Phase 3 Parking Deck will be installed and then finally Phase 4 The intersection cameras will be installed.

Video Camera System (67 Axis Cameras Total)

A new Genetec IP Video Management System will be installed. This new video camera system will use Axis high definition mega pixel cameras as specified for the exterior and interior of the facility. Viewing of the cameras can be available on the network with Genetec software on three customer PCs. The proposed system includes all required licensing. The video camera system will retain 90 days of storage on motions for every camera connected to the system. The video will be recorded at a frame rate of 15 frames per second at 1080P resolution.

The Centralized VMS Archiver will be a BCD (DELL) Streamvault SV-2011EX Series server. This service will have usable 67.1TB of RAID6 (88TB RAW) storage for video.

Services to be rendered by Pentegra Systems:

- System design & engineering.
- Complete working and "as-built" systems documentation.
- All necessary shop assemblies and fabrications.
- On-site installation of the new equipment by trained, union-affiliated technicians.
- Calibration and fine-tuning with the aid of system analysis software and test equipment.

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- Control System programming to be performed by factory trained programmer.
- System Training
- 1 Year Warranty (materials and labor)
- 3 Year Factory Warranty on all cameras
- 5 Year On-Site Warranty on Archiver
- All new cabling and installation
- Removal of existing camera system and cabling

Services and materials to be provided by others and not included in this proposal:

- 20-Ampere grounded AC circuits are to be provided at the server locations
- Equipment rack space for a wall mounted equipment rack in the server location.
- IP Network Addresses
- Connection to the Internet
- Bandwidth between facilities
- Conduit at Parking Deck

Equipment Listing (BOM)

The security camera system equipment is listed as follows:

Phase 1 : Police Station/City Hall/Fire Station

- | | |
|----|---|
| 1 | 88TB RAID 6 Streamvault 2011E |
| 1 | Genetec Version 5.8 Security Center |
| 1 | Genetec Omnicast Professional Package License |
| 67 | Genetec Camera License |
| 67 | Genetec Advantage |
| 2 | Streamvault Genetec Client Workstation |
| 6 | Axis Outdoor Camera |
| 20 | Axis Indoor Camera |
| 3 | Axis Indoor Gun Range Camera |
| 1 | Axis Outdoor Fire Station Camera |

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8K Blue CAT6A Plenum
6 Surge Protector
2 POE Switch
AR Misc Hardware

Phase 2 : Train Station

17 Axis Outdoor Camera
17 Surge Protector
1 POE Switch
5K CAT6 Outdoor Cabling
AR Misc Hardware

Phase 3 : Parking Deck

18 Axis Outdoor Camera
18 Surge Protector
1 POE Switch
6K CAT6 Outdoor Cabling
AR Misc Hardware

Phase 4 : Intersection Cameras

2 Axis Outdoor Camera
2 Surge Protector
1 POE Switch
1K CAT6 Outdoor Cabling
AR Misc Hardware

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Training Plan

Pentegra System will provide two 4 hour Genetec training sessions with the individuals that will be using the system once the system is operational. This will include hands on training on how to use the Genetec workstations, view cameras, and retrieve video. This training will also include details on how to schedule door to be unlocked, add and delete users from the system. This detailed training session can also be recorded for future reference if needed.

Client References

Village of Norridge (Village Hall/Police Department/Public Works)

Doug Strempek, Director of IT, 708-583-5751, dstrempek@villageofnorridge.com

Village of Oak Park (Village Hall/Police Department/Public Works/Fire/Parking)

Tomas Kilikevicius, IT Operations Manager, 708-358-5451, tkilikevicius@oak-park.us

Village of Schaumburg (Village Hall/Police Department/Public Works/Fire/Water)

Peter Schaak, Director of IT, 847-923-3825, pschaak@schaumburg.com



Confidential Proposal

Village of Hinsdale

Proposal #: L20947JL

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Statement of Exceptions to RFP

Pentegra Systems does not have any exceptions to the Request For Proposal

Statement of Material Litigation

Pentegra Systems is not involved in any litigation to providing IT services, arbitration or bankruptcy proceedings.

Statement of Conflicts of Interest

Pentegra Systems does not have any conflicts of interest regarding this project.

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein

Intellectual Property Notice

This detailed design/build proposal including all equipment lists, drawings and other documents are submitted at no charge to the organization named in this proposal pursuant to the following conditions:

This proposal is for the organizations exclusive use in evaluating the system design presented by Pentegra Systems LLC and for evaluating the capabilities of Pentegra Systems LLC.

Pentegra Systems LLC applied significant resources with specialized knowledge and experience in preparation of this proposal. This proposal was created to offer consultative recommendations for your organization's unique challenges, needs and requirements. This proposal is a product of Pentegra Systems LLC presenting consultative ideas, design, and engineering of systems based on a thorough needs analysis. As a result, the information contained in this proposal is considered the intellectual property of Pentegra Systems LLC.

The design contents and concepts contained in this proposal, including equipment lists, drawings and all other documents are the product of Pentegra Systems LLC and shall not be duplicated or disclosed in any manner, in whole or in part for any reason including the purpose of obtaining competing quotations. The design contents and concepts contained in this proposal are protected by law and remain the intellectual property of Pentegra Systems LLC until acceptance of proposal and paid deposit. Unauthorized use of the design contents and concepts contained herein shall constitute acceptance of the following charges plus obligation to pay any and all Pentegra Systems LLC expenses incurred in the collection of these charges.

Charge for Unauthorized Use:
15% of the Pentegra Systems Design/Build Quotation

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein



Confidential Proposal
Village of Hinsdale
Proposal #: L20947JL

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Acceptance of Proposal

Proposed System(s)	Amount	Initials
Phase 1 – VMS and HPD Building	\$96,639.00	
Phase 2 – Train Station	\$44,726.00	
Phase 3 – Parking Deck Structure	\$47,062.00	
Phase 4 – Intersection Cameras	\$11,339.00	
Total Investment:	\$199,866.00	

PAYMENT TERMS: 30% initial payment, balance billed in progress payments NET 30

The total investment, specifications, Terms and Conditions (Appendix A), and all agreements and notices detailed above and in the corresponding proposal attached hereto are understood and accepted. I hereby authorize Pentegra Systems LLC to provide the equipment, materials, and services as proposed per my selections indicated above.

Signature

Date

PO Number

Print name

Title

All content in this proposal is bound by Pentegra Systems' Intellectual Property Notice contained herein

Terms and Conditions

Section 1

Price, Fees, and Taxes

- 1.1 **Price Protection.** This proposal is valid for sixty days from date on proposal. Prices are firm and protected for the initial sixty day period. Following the sixty day period the proposal is void. Pentegra Systems LLC (Pentegra) may extend or resubmit the proposal with or without changes.
- 1.2 **Payment Terms.** Owner shall pay to Pentegra the purchase price and shall assume responsibility for the other charges and claims set forth in the Agreement in accordance with the payment schedule set forth in the Acceptance of Proposal hereto and elsewhere in this Agreement. All invoices are due NET 30 days unless documented otherwise in the Acceptance of Proposal.
- 1.3 **Past Due Accounts.** Past due accounts will be charged a monthly 1.5% service fee plus administrative and collection expenses, lien fees, and legal fees and costs incurred. Accounts where invoice payments are not received at Pentegra within 45 days of invoice shall forfeit the one year warranty and a 90-day warranty will apply.
- 1.4 **Taxes, Freight, and other Fees.** Equipment sales tax, non-standard freight, and any required permit and bonding fees not included in the proposal price will be added to the total purchase price if applicable.
- 1.5 **Title to the Deliverables.** Title to the deliverables is retained by Pentegra until payment of the full Agreement sum subject to allocation of payments and release of security as required by law. The Customer agrees to keep the deliverables safe, free from other liens, and at the address of the installation.

Section 2

Scope of Work

- 2.1 **Scope of Work.** Pentegra shall provide the equipment and materials specified, and shall perform all services to be rendered in a professional manner according to the specifications and standard practices for the total purchase price stated in the proposal.
- 2.2 **Implementation Schedules.** The work performed under the terms of this Agreement shall be commenced as mutually agreed between the parties upon receipt of the signed Acceptance of Proposal and deposit. Any dates for completion of work are provided by Pentegra on a best efforts basis. The dates shall be subject to extensions due to conditions beyond the control of Pentegra such as acts of nature, delays in material delivery, accessibility to the facility, and delays of work by others where such work is necessary to the completion of the project.
- 2.3 **Customer Provided Networks.** The Customer is responsible for providing the network infrastructure and configuration to support the installation and performance of the proposed systems, unless specified otherwise in the Scope of Work. If Customer requests Pentegra to perform work not specified in the Scope of Work to enable the network, the Customer will be billed for this work performed at Pentegra's standard hourly rate unless otherwise negotiated and documented.
- 2.4 **System Control Programming.** All system control programming will be performed by Pentegra until system is turned over to the customer. Once the programming parameters are mutually agreed to by both parties, any changes requested by Customer will result in additional billable charges to Customer. If Customer without the consent of Pentegra makes programming changes to the system that later creates additional work for Pentegra, the extra work will result in additional billable charges to the Customer.

Terms and Conditions

Section 3

Proprietary Protection of Programs

- 3.1 **Reservation of Title.** This Agreement does not affect any transfer of title in the Programs, or any materials furnished or produced in connection therewith, including drawings, diagrams, specifications, input formats, source code, and user manuals. The Programs are provided, and are authorized to be installed, executed, and used only in machine-readable, object code form. Customer's rights in the Programs are expressly limited to the use of the Programs by Customer at the Installation Site in connection with the Equipment and as otherwise limited by any applicable license agreement.
- 3.2 **Restrictions on Use of Programs Generally.** Neither the Programs nor any materials provided to Customer in connection with the Programs may be copied, reprinted, transcribed, or reproduced, in whole or in part, without the prior written consent of Vendor. Customer shall not in any way modify or enhance the Programs, or any materials furnished or produced in connection therewith, without the prior written consent of Vendor.

Section 4

Limitation of Liability

- 4.1 **LIMITATION OF LIABILITY.** IN NO EVENT SHALL PENTEGRA OR ITS LICENSORS(S) BE LIABLE TO CUSTOMER FOR LOST PROFITS; LOST SALES OR BUSINESS EXPENDITURES; INVESTMENTS; OR COMMITMENTS IN CONNECTION WITH ANY BUSINESS, LOSS OF ANY GOODWILL, OR FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES ARISING OUT OF OR RELATED TO THESE TERMS AND CONDITIONS OR USE OF THE DELIVERABLES, HOWEVER CAUSED, ON ANY THEORY OF LIABILITY. IN NO EVENT WILL PENTEGRA'S TOTAL CUMULATIVE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT OR USE OF THE DELIVERABLES, FROM ALL CAUSES OF ACTION OF ANY KIND, EXCEED THE AMOUNTS PAID TO PENTEGRA BY CUSTOMER FOR THE DELIVERABLES FROM WHICH THE LIABILITY DIRECTLY AROSE.

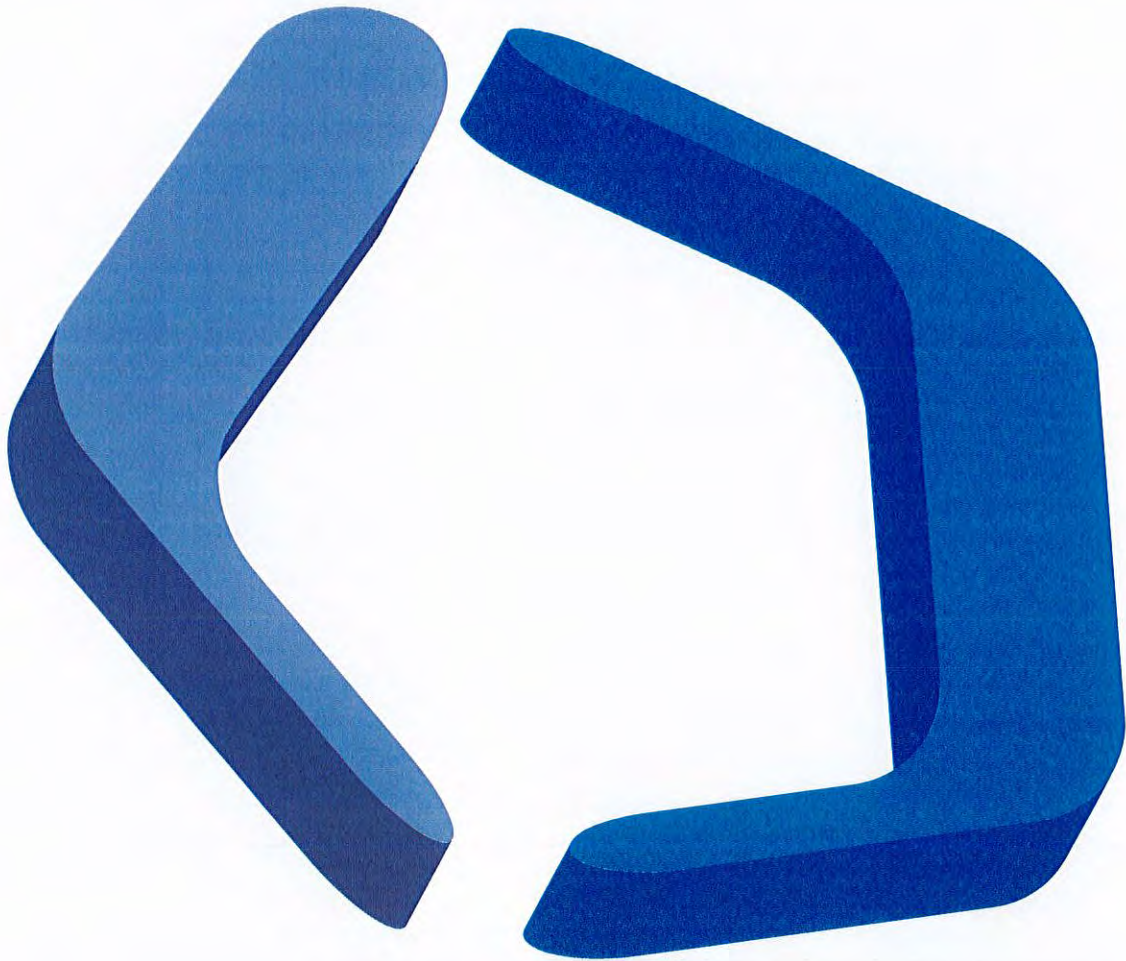
Section 5

Warranty

- 5.1 **Initial Warranty Period.** Except as may be limited by Section 1.3 of these Terms and Conditions Pentegra warrants that the equipment, materials, and workmanship we provide will be free from defects for a period of one (1) year from the time of installation completion or first beneficial use, whichever occurs first, with the exception of CD players, cassette decks, video cassette decks, and video projectors, which have a warranty of the lesser of the manufacturer's warranty or one (1) year. Video projector lamps have a warranty period of 90 days. Disposable items such as batteries, lamps, and tapes are not covered under our warranty. All warranty work will be performed during normal business hours, Monday through Friday, excluding holidays.
- 5.2 **Extended Service.** After the expiration of one (1) year from the point of installation, Pentegra will honor the manufacturer's warranty to the full extent of the manufacturer's warranty period. All labor costs incurred in the servicing of this equipment shall be charged at our normal service rates. Quotations for extended service contracts will be provided (upon request) prior to the completion of the initial one (1) year warranty period.
- 5.3 **Warranty Exclusions.** Equipment, materials, cable, or workmanship not originally provided by Pentegra are not covered by our warranty. Systems and equipment damaged by abuse, accident, repair, or modification by someone other than a Pentegra technician, fire water, theft or theft attempt, vandalism, power surges, and Acts of Nature are not covered by warranty.

Pentegra Systems

Audio • Video • Data • Security • Telecom



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780 W. Belden Ave. Suite A | Addison, IL 60101 | 630-941-6000 | info@pentegrasystems.com

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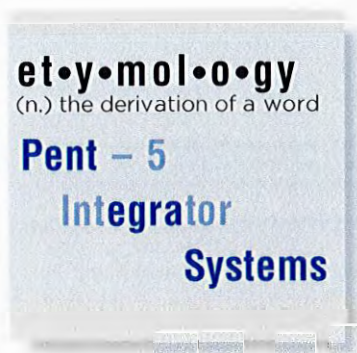
Good things come in fives. Our senses. The world's oceans. And Pentegra Systems, the company that gives you quintuple the expertise of any other systems integrator.

ABOUT

We excel in five important areas—audio, video, data, security and telecommunication systems—converged onto one IP network. While our competitors may have basic knowledge of these specialties, none can match our full-spectrum, high-level expertise.

The authority in complete systems integration in diverse settings, we'll improve your operations and environment through value-added, technology based, integrated solutions.

Throughout Chicagoland, we are respected for our knowledge, skills, superior customer service and resources. Additionally, we are recognized for excellence in systems consultation, design, project management and installation.



STRENGTHS & CAPABILITIES

- Data network expertise
- Integration of converging technologies
- Experienced installation and service technicians
- Extensive customer base throughout the Chicagoland area
- Long-standing reputation with clients and manufacturers, known for excellence and precision
- Comprehensive knowledge and experience in audio, video, data, security and telecom solutions
- Diverse engineering and design/build experience, skills and capabilities
- Turn-key systems: consult, design, project manage, install and support
- Ability to provide the right solution for even the most demanding environments

SERVICES

- Professional Evaluation
- Consultation
- Professional Design
- Computer Aided Design (CAD)
- Project Management
- In-shop Fabrication
- Professional Installation
- Professional Service
- In-house Bench Repair
- Extensive Training

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WHY PENTEGRA SYSTEMS?

LOCAL resources

Pentegra Systems is a Chicagoland based company



TIMELY responses

Local management and project teams, engineers and service technicians are available for quick responses and decisions



UNPARALLELED Customer Service

With a knowledgeable, highly skilled and dedicated staff, Pentegra's goal is to exceed customers' expectations

CAPABLE of handling projects without multiple subcontractors

The committed staff and superior resources of Pentegra allow for total control over all projects and a minimal reliance on third parties

flexibility reliability



Expertise designing, engineering, installing, servicing and training clients on audio, video, data, security and telecom systems

BROAD knowledge across **FIVE** industries



seamlessly integrated

NETWORK EXPERTISE

All converging technologies

Our experience in our industry and product knowledge is unparalleled.



based system implementation experience

PENTEGRA is an **AWARD-WINNING** systems integrator

- Consistently recognized as one of the Top 50 Systems Integrators by System Contractor News
- Received the Excellence in Business Award for growth strategies by the National Systems Contractor Association
- Earned the Safety Award from the Association of Subcontractors & Affiliates (ASA) multiple years in a row



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What?

Background or Foreground MUSIC FOR AMBIANCE

Digital Mixing CONTROL SYSTEMS

Distributed AUDIO SYSTEMS

Broadcast AND RECORDING

Distributed Paging AND PUBLIC ACCESS

Live PERFORMANCE

Site-specific NEEDS ASSESSMENT

Sound MASKING

Balance EASE OF USE AND QUALITY

Custom Design FOR TECHNOLOGY NEEDS AND USER CAPABILITIES

New Construction OR RETROFITTING

Amplification

Accurate Reproduction OF MUSIC & SPOKEN WORD

While our audio engineers can discuss the physics of sound at length, what matters most to you is how well your lecture, meeting, game or other presentation can be heard. Pentegra Systems understands the importance of clarity, not only of the spoken word, but also for musical programs. Our designs take into account both the latest audio technology and also the acoustics of the space, providing an engaging experience for all listeners.

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Pentegra Systems

How?

- Digital Sound Processing & Amplification
- Touch Panel Control Systems
- Wired & Wireless Microphones
- High-Performance Loudspeaker Technology
- Zone Paging Solutions
- IP-based Audio Distribution
- Microphone Selection & Application
- Live & Post-Production Recording Mixing Technology & Techniques
- Digital Editing Systems
- Web Streaming Technologies & Services



- Theaters, Concert & Performing Arts Centers
- Houses of Worship
- Stadiums, Gymnasiums & Sport Venues
- Corporate, Educational & Commercial Facilities
- Health Club & Fitness Centers
- Hospitals & Exposition Facilities
- Amusement & Aquatic Centers
- In-House Company Training/Information Dissemination Areas
- Entertainment Facilities
- Open Cubicle Work Areas
- Private Offices
- Public Spaces

Where?



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From a single lobby display to streaming video to hundreds of viewers worldwide, Pentegra Systems knows that video is the most efficient way of presenting a message or an idea to a single viewer or a mass audience. Video imaging is evolving rapidly and we provide state-of-the-art solutions to best communicate your message.

What?

Video

COLLABORATION

Site-specific

NEEDS ASSESSMENT

Digital

SIGNAGE

Projection

DISPLAY

Production

AND BROADCAST

Multi-Zoned

NETWORKED SYSTEMS

Telepresence

AND CONFERENCING

Custom Design

BASED ON NEEDS & VENUE

Endpoint

AND SERVER
BASED SOLUTIONS

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Pentegra Systems

How?

- HD Solutions
- LCD, LED, Laser & DLP
- 2K Ultra HD & 4K Ultra HD
- Immersive Telepresence Systems
- IP-based Conferencing Infrastructure
- Control Units, Codecs & Bridges
- Microphones & Cameras
- Management & Scheduling Software
- Professional-grade Displays
- Versatile Display Mounting Options
- Digital Media Storage & Streaming
- Cable & Satellite Distribution
- Touch Screen Control
- Video Walls
- Video Processing & Switching
- Turn-key Production & Editing Systems



Main System Components

- Theaters & Performing Arts Centers
- Houses of Worship
- Classrooms & Lecture Halls
- Meeting & Conference Rooms
- Health Club & Fitness Centers
- Private Offices
- Public Spaces
- Commercial and Corporate Facilities
- Kiosks & Information Booths
- Command & Control
- Customer Point of Sale
- Public Access & Municipal
- Educational & Corporate Production

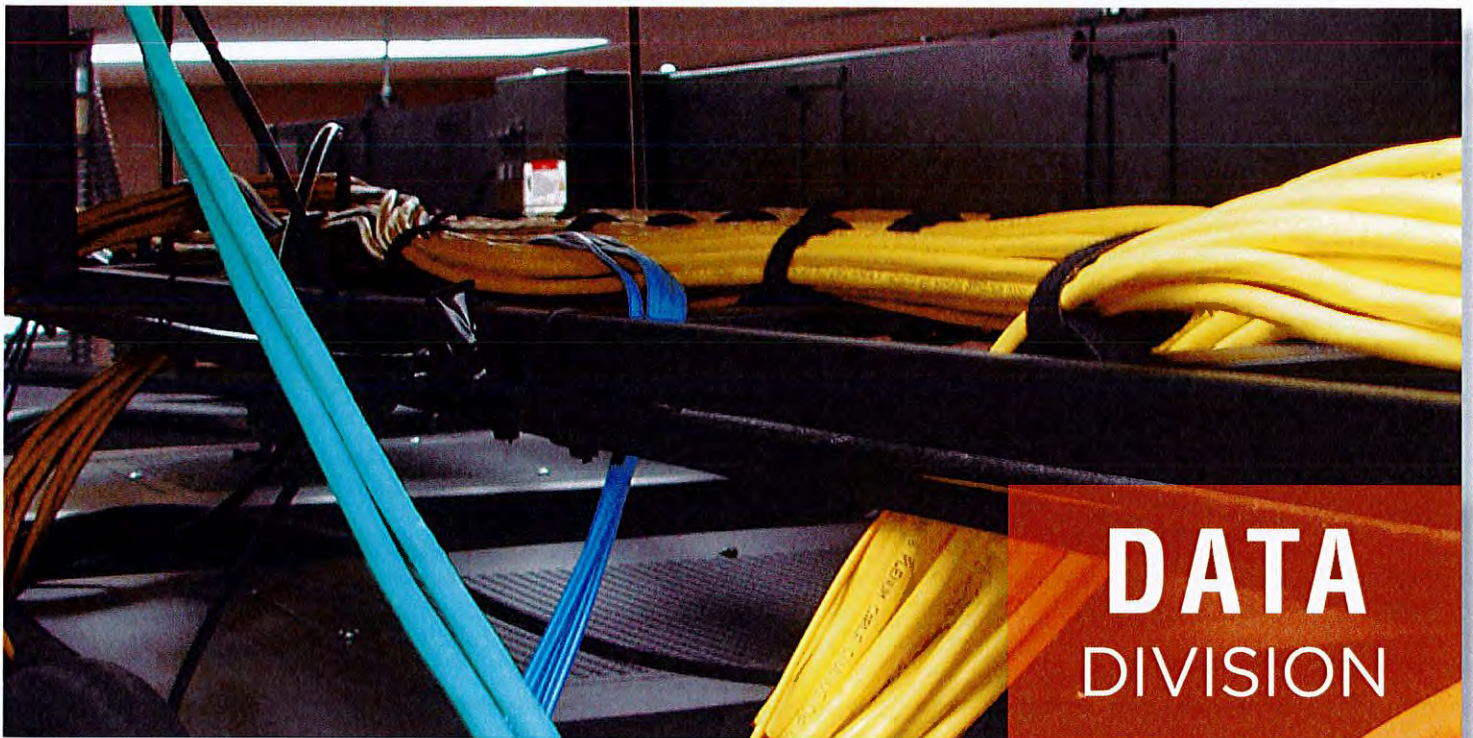
Where?



Pentegra Video Installations

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DATA DIVISION

Data may seem like the easiest piece of the IP network puzzle. After all, your employees and offices are already interconnected by their computers and devices. But Pentegra Systems knows that there is more to deploying a data network than plugging in the components and switching them on. IP convergence has brought many technologies onto the network that were previously not considered in network design. VoIP phone systems, video streaming and distribution, audio distribution (music, intercom and paging), surveillance cameras and access control systems are all now designed to exist on the IP network.

What?

Structured
CABLING

Wireless
NETWORKS

Indoor & Outdoor
DATA SOLUTIONS

Network
FILTERS & FIREWALLS

Comprehensive
CONSULTATION, DESIGN
AND PLANNING

Turn-Key
INSTALLATION & TRAINING

Switches, Routers & Servers

Complete
SPECIFICATIONS, TESTING
AND DOCUMENTATION

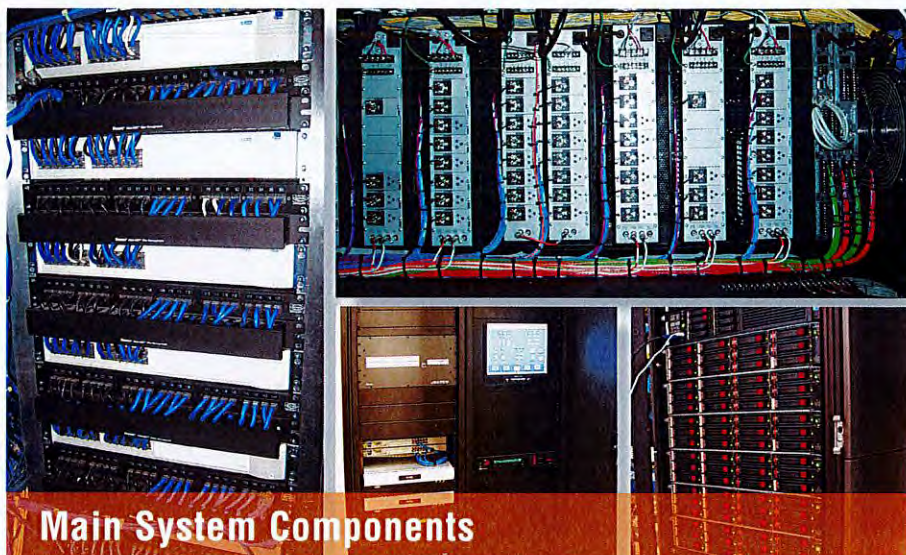
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Pentegra Systems

How?

- Fiber & Copper Products With Installation
- Wireless LAN & Wi-Fi Network Bridging
- Planning/Mapping
- Wireless Mesh Networks
- Access Points & Controllers
- Management & Security
- Bring Your Own Device (BYOD) & Guest Access Management
- WLAN Load Balancing
- Wireless Asset Control/Tracking (RFID) Services
- Web Content Filters
- Email Spam Filters
- Email Archivers
- Virus, IM & Application Firewalls

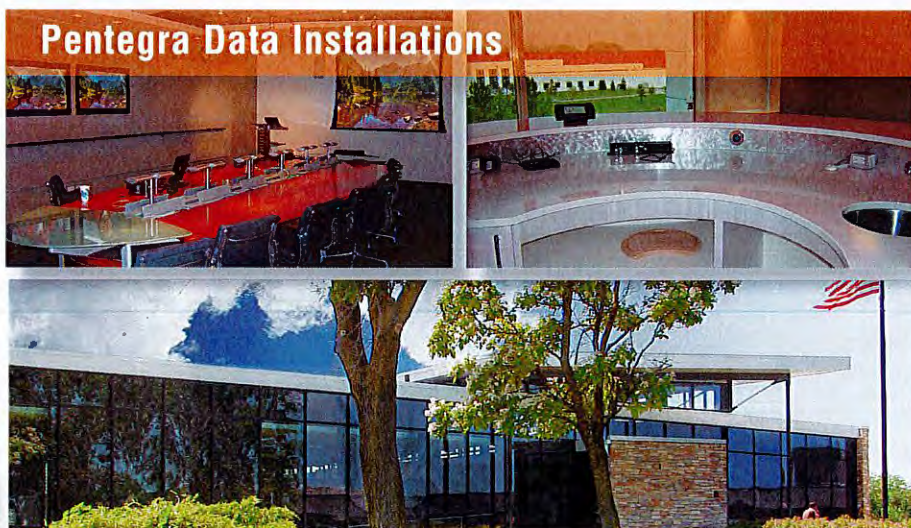


Main System Components

- 30 Day On-Site Evaluation Units Available
- Power Over Ethernet (POE)
- Prioritization & VLAN Configurations
- 10GB Connectivity
- Edge & Core Switch Solutions
- Data Backup and Disaster Recovery (On-Site & Cloud)

- Corporate & Commercial Facilities
- Educational Facilities
- Theaters, Concert & Performing Arts Centers
- Health Club & Fitness Centers
- Hospitals
- Private Offices
- Public Arenas
- Municipal Facilities
- Meeting & Conference Rooms

Where?



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Keeping a watchful eye over your multi-unit residential, commercial or industrial facility is one of your highest priorities. Pentegra Systems is a Licensed Security Contractor who understands the importance of safe and secure facilities in today's world. We create unified security platforms that encompass digital video surveillance, computerized access control and intrusion detection also known as Physical Security Information Management (PSIM).

What?

Digital Video SURVEILLANCE

24-Hour
MONITORING

Intrusion
AND ALARM DETECTION

Custom Design
BASED ON NEEDS & VENUE

Cloud-Based
SECURITY SOLUTIONS

Site-specific
NEEDS ASSESSMENT

Access
CONTROL

Mass
NOTIFICATION

Mobile
SECURITY OPTIONS

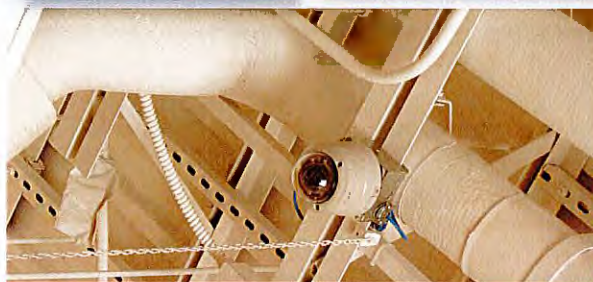
Personal & Asset
ACCESS MANAGEMENT

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How?

- Network Surveillance Cameras
- HD/Megapixel/180° & 360° View Cameras
- Network Video Recorders, SANS & Server-based Solutions
- Integrated on Wired & Wireless Networks
- Video Management Software
- Video Analytics Solutions
- Global Command Centers
- Cards, Keypads, Fobs, Vehicle Tags & Biometrics
- Vehicle/Gate Access Control
- Video Intercom Door Access Systems
- Turnstyle Entry Solutions
- Employee & Visitor ID Badging
- Metal Detectors
- Wired & Wireless Point Intrusion Detection
- Digital Signage

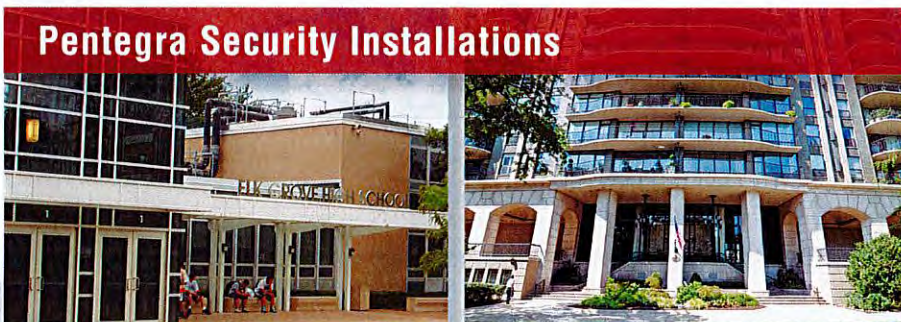


Main System Components

- | | | |
|-----------------------|---------------------------|--|
| • PC Screen Pops | Interface | • Phone System Interface |
| • Panic/Duress Alarms | • Strategically Located | • PA & Speaker Systems, Including Notification |
| • Remote Management | Emergency Phones & Towers | Speaker Arrays |
| • Smartphone | • Email Notification | |

- Educational, Corporate & Commercial Facilities
- Hospitals
- Casinos
- Entertainment Arenas & Facilities
- Municipal Facilities

Where?





Picking up a landline and hearing the person on the other end is something we take for granted. Pentegra Systems knows that communication is one of your top priorities. It is expected that internal and external telephony is clear, concise and reliable. In the ever-changing world of telecommunication, we provide a consistent user experience across all communication platforms, defined as unified communications.

What?

Multi-Site & Remote
SOLUTIONS

Mobility
WITH SECURITY

Unified
COMMUNICATIONS

Multi-Device Support
FOR MAXIMUM FLEXIBILITY

Enterprise
MOBILITY

Business Class
I/P SYSTEMS

Seamless Integration
WITH EXISTING APPLICATIONS

Intercom

Collaborative
COMMUNICATIONS

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Pentegra Systems

How?

- Unified Communications
- Audio & Video Conferencing
- Conferencing Infrastructure
- Telepresence Management Software
- E911 Compliant
- Call Processing & Distribution
- Voice Messaging & Auto Attendant
- SIP Compatible Endpoints
- Soft Phone Availability
- Intercom - Phone System Integration
- Intercom - Master Clock System Integration
- Web-Based Clock Scheduling
- Push-button Instant Communication
- Video Intercom Systems
- Music Between Class Periods
- Constant Connectivity & Mobile Unified Communication (UC)
- Broad PBX & UC Support



- Educational Facilities
- Corporate & Commercial Facilities
- Meeting & Conference Rooms
- Private Offices
- Hospitals
- Municipal Facilities
- In-House Company Training/
Information Dissemination Areas

Where?



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CERTIFICATIONS

AUDIO

Blamp Nexia, Audia, Vocia and Tesira Certified Programmer
BSS Certified London Architect Designer
ClearOne Professional Conferencing Certification
QSC Q-Sys Certified
Renkus-Heinz Iconyx Certified Designer
SynAudCon Digital Systems Training, Sound Reinforcement System Design

VIDEO

Cisco Telepresence Video Express ATP Partner
Crestron DMC-E, DMC-D, DMC-I, CCP
Extron A/V Associate Certification, Control Associate Certification, XTP-E Certification
InfoComm International CTS-I

DATA

Cisco CCNA, CCDA
HP Accredited Integration Specialist, ASP Sales Certified
Juniper Networks JNSS, JNSA, SOTSECMOBENT, SOTWLANUNWIRED
Leviton Network Solutions Certification

SECURITY

Axis Certified Professional
Bosch G-Series Programming Certification
Exacq Technologies Certified Reseller
Genetec Certified Partner, Security Center, Synergis, Omnicast Certifications
RS2 Technologies Certified Dealer
S2 Security NetBox Certification, Certified Integrator

TELECOM

ShoreTel Advanced System and Troubleshooting Certification,
Mobility Solution Certification

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SENIOR MANAGEMENT

Edward Karl

CEO

Ed Karl's 30-plus years of broad-based management experience ranges from ownership of a start-up business to President and CEO of a large diversified holding company. Additionally, he has an extensive record of success in the acquisition and sale of companies as well as corporate restructuring, mergers, downsizing, tender offers and financing/refinancing.

Seeing an opportunity to establish a systems integration company with the unique ability to provide IP network-based audio, video, data, security and telecom solutions, he formed Pentegra Systems with Greg Augspurger. Ed's current responsibilities include overseeing the company's sales and administration functions, including marketing, sales, human resources, and all financial operations.



Gregory Augspurger, P.E.

President

Greg Augspurger, a licensed professional engineer, had 30 years of experience in the systems integration business prior to establishing Pentegra Systems. His diverse background includes over 14 years at a leading systems integrator. He later founded CSE, an electronic systems company that developed a LAN-based media management system eventually acquired by Dukane Corporation. After the acquisition, he assumed the role of Executive Vice President and COO for Shure, a worldwide leader in microphones and audio electronics.

Greg's current responsibilities include overseeing the operations of Pentegra, including design, engineering, project management, system assembly, test, installation, and ongoing service and support.



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PENTEGRA SYSTEMS' TEAM

Jeff Mrachek

Senior Network Engineer

Jeff Mrachek has over 20 years of manufacturing, engineering and design expertise in the corporate and educational markets. He is skilled in system design, system integration, system installation, technical training, and system support.

Prior to employment at Pentegra Systems as a Senior Network Engineer, Jeff was employed by Dukane as a Systems Engineer. During his employment, Jeff was instrumental in the development and deployment of IP-based network control and network video products. Additionally, he has extensive experience and certifications in many technologies including Microsoft, Cisco, Genetec, Panasonic, ShoreTel, NEC, S2, Juniper/Trapeze.



Dan McGlathery

Network Engineer

Dan McGlathery has been professionally involved in systems integration for over ten years. Dan has experience with system design, installation, and operation. Prior to his work at Pentegra Systems, he was a Systems Design Engineer for a regional systems integration firm. He then utilized his expertise of AV technology, convergence of AV onto the IP Network, as well as his skillfulness in various IP-based technologies to transition to the Network Engineering department at Pentegra. As a Network Engineer, Dan is involved in the configuration and implementation of all types of network equipment, including IP security technologies, VoIP phone systems, network switches, and wireless networking devices. He has earned multiple certifications from Cisco Systems, Crestron DMC-D Certification, Biamp AUDIA Certification, BSS Soundweb Certification, as well as several other manufacturer certifications.



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PENTEGRA SYSTEMS' TEAM

Bruce Berenschot, CTS

AV Sales Executive

Bruce Berenschot's experience spans over 20 years in corporate presentations and staging. This includes audio-visual systems sales, design, integration, and installation for both broadcast and commercial use. Bruce also has a comprehensive, 'hands-on' understanding of creative marketing.

Prior to Pentegra Systems, Bruce Berenschot was employed at Swiderski Electronics, Lee DeForest Communications and S&H Citadel. He also held corporate positions as Marketing Manager at Shure Incorporated and Allied Worldwide, in addition to teleproduction responsibilities at International Minerals and Chemical Corp. and Allstate Insurance. He frequently attends AV system product training courses including Crestron, Tandberg and Shure to maintain his vast insight in his industry.



James Lichter

Security Systems Engineer

James Lichter earned his Bachelor of Science Degree from Northeastern University before moving into the systems integration business, with which he has over 30 years of experience. He has worked and specialized in audio, video, data, security systems engineering, as well as sales and marketing. His experience is broad in scope and includes design, development, training, documentation, and promotion of new software and hardware products. Some further skills and qualifications include training, design and installation of streaming video servers, IP cameras, network video recorders, access control systems, intrusion systems, nurse call systems, school intercoms, MATV systems, local area networks, and telecommunication systems.

James began his career at Rich, a leading systems integrator in the Chicago area. This experience prepared him for his next career at GE as a Product Manager organizing the sales and marketing of an IP-based video delivery system specifically for the Educational and Healthcare vertical markets. Today, at Pentegra, James is responsible for Physical Security System Sales, which includes access control, and IP-based security camera system design and installation.



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PENTEGRA SYSTEMS' TEAM

Paul Hilderbrand, CTS

AV Sales Engineer

Paul Hilderbrand has over thirty years of experience in the areas of sound reinforcement and integrated audio-video systems. Prior to his employment with Pentegra Systems, Paul worked for Wizdum Audio, where he was involved in overseeing of the AV rental department as well as contracting operations. He has also worked in audio production studios, involved with training and multi-media presentations. Since Pentegra Systems' acquisition of Wizdum Audio, Paul has become an integral part of Pentegra's Audio and Video divisions.

Paul has earned his Certified Technology Specialist accreditation from InfoComm International, recognized as the AV professional's mark of excellence. He has also completed comprehensive training in digital audio control systems and is a member of Synergetic Audio Concepts (Syn-Aud-Con), which provides continuing in-depth education to AV professionals.



Dan Snyder

Director of Networking Services

Dan began his career with the inception of the personal computer industry. As one of the founders of Farnsworth Computer Center, he managed the outbound sales and support staff serving their educational client base. These teams focused on helping K-12 schools implement networking technologies.

In 1993, Dan decided to focus exclusively on networking products and services in the educational environment. Farnsworth served many school districts, assisting them with everything from network infrastructure to managing and maintaining switches, servers, firewalls, and their complete network systems. Then, in 2003, as more and more technologies migrated to the IP network, Farnsworth merged with Pentegra Systems. The company still supports and installs networks as well as Voice over IP phone systems, to not only the educational institutions, but also to the municipal and commercial marketplace. Dan specializes in marketing and implementing many diverse IP technologies over the network. He also has earned several 3Com certifications.



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PENTEGRA SYSTEMS' TEAM

Michael Sullivan

Sales Engineer

Michael Sullivan has been in the computer business for over 20 years, starting as the Marketing Manager for Farnsworth Computer Services, a company exclusively focused on providing networking products, Voice over IP telephone systems and related services for the educational market. He moved to a Senior Sales Executive position to design, sell and install computer network infrastructure. He worked with many school districts on everything from data network hardware and cabling infrastructure, to managing and maintaining switches, servers, firewalls, and VoIP systems.

Mike joined Pentegra Systems as part of the merger with Farnsworth Computer Services. He supports and installs networks as well as VoIP phone systems to the educational institutions, municipalities and commercial customers. He specializes in operations where he implements network and VoIP phone system installations. His areas of responsibility include coordination with telephone companies for circuit ordering and installation, system design and review, installation, training and continuing support. Mike also has achieved 3Com certifications in IP telephony, converged networks and wireless networks.



Joe Magliano

AV Sales Engineer

Joe Magliano has been in the AV industry for over 30 years, twenty of which have been spent at Pentegra Systems and Wizdum Audio, which was acquired by Pentegra, as a systems designer and sales consultant. Syn-Aud-Con certified, Joe has extensive experience designing sound systems for performance venues, educational institutions, and houses of worship, specializing in solutions for difficult acoustical environments. Joe has numerous design credits in professional and educational theatre, including Resident Lighting and Sound Designer at Moraine Valley Community College for over 10 years. Joe has expanded into the audiovisual arena, designing boardroom AV systems, smart classrooms, and distance learning systems for business and educational facilities.



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PENTEGRA SYSTEMS' TEAM

David Injeski, CTS-D

Design Engineer

David Injeski's diverse, yet complimentary skills are a product of his varied employment and educational experiences from general construction to precision aviation quality control; from professional musician to music educator. David began his AV design career in the position of Audiovisual Design Specialist at Bridgewater Custom Sound, where he worked for 6 years. He then spent the next 11 years of his career as Senior Video & AV Design Consultant with Oak Park based TALASKE SOUND THINKING. After following Pentegra Systems for many years while being an independent consultant and being impressed with their company ideology and consistency in the quality of their work, David left TALASKE and joined Pentegra Systems' team in early 2010.

David has designed solutions for many sound system applications, including music recording and production, live dramatic and musical performance theatres, concert venues and all manner of AV systems from the typically pragmatic to the highly customized solutions for clients' truly unique applications. He is also very experienced with digital signage, videoconferencing and telepresence, video production and broadcast systems. He is skilled in the design of stand-alone AV systems as well as converging IP-based AV technologies onto the data network. His attention to detail has enabled him to successfully design AV solutions for the most demanding projects, including The Art Institute of Chicago's New Modern Wing, Illinois Institute of Technology, Depaul University and the Chicago-based Exelon Corporation.



Christopher B. Cassel

Project Engineer/Manager

Chris Cassell has over 25 years of experience in the AV systems field, with specialties in electronic design, troubleshooting, acoustic testing, modeling and analysis, live and recorded sound mixing, design of custom control systems, and AV system design and calibration. He has designed AV systems for performing arts venues, theaters, churches and corporations. Chris has also programmed numerous DSP units, including BSS and Biamp, and worked with a large variety of AV equipment, such as Crestron, AMX, Extron, Draper, Da-Lite, Digital Projection and EASE. In addition, Chris teaches courses on electromagnetic compatibility and CAD standards at Columbia College and is an active member of the AES, IEEE, and ASA.

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SUCCESS STORIES - PRIVATE BANK & TRUST COMPANY



CLIENT PROFILE

Founded in 1991 by a group of senior financial professionals, and now a subsidiary of PrivateBancorp, Inc, The PrivateBank & Trust Company is headquartered in Chicago with offices throughout the midwest. With a focus on providing premium financial services to entrepreneurs, business leaders, investors and high-net worth individuals, The PrivateBank & Trust Company makes a commitment to assist their clientele in creating, building and preserving personal wealth. The PrivateBank realizes that to achieve these goals in today's world of constantly evolving technologies, the company needed state-of-the-art communications systems as well as a technology partner that understands these systems. The strategically located offices required the ability to host meetings in their boardrooms and to videoconference between locations. The PrivateBank also utilizes audio and video solutions such as digital signage and easy to control AV systems in their lobbies, client lounges and executive offices, in addition to the conference and training rooms. PrivateBank chose Pentegra Systems as their communication technology partner based on Pentegra's extensive system design, integration and installation expertise.

PENTEGRA SYSTEMS' SOLUTIONS

Pentegra Systems worked closely with the architectural firm The Environments Group, to design systems that would seamlessly blend with architectural elements in the multiple offices. The offices in Chicago, Milwaukee, St. Louis and Kansas City received robust communication systems. These systems use equipment from Polycom and Tandberg to provide video-teleconferencing with

the added capability to share electronic documents and presentations. The operation of all of the AV and conferencing equipment is simplified by integrated Crestron touch screen controls. The need for versatile systems in the training room was addressed by integrating Crestron's UPX-2 presentation system including an 18" touch panel that controls the system and doubles as a pen-based tablet providing live annotation for interactive training. Pentegra faced a unique design challenge in the headquarters' boardroom. The boardroom features a donut-shaped conference table with 360° seating. The challenge was to design a system that would offer the attendees unobstructed views and allow the video cameras to focus on the speaker during meetings. Pentegra's solution was to strategically position Sony cameras around the room and integrate a voice-activated system that automatically focuses a camera on the person who is speaking. 60" plasma displays and a retractable projector and allow unobstructed views to all in attendance. Pentegra also provided The PrivateBank with a service contract that includes regularly scheduled preventative maintenance on the systems at each location. Once again, Pentegra designed and integrated systems that exceed the customer's expectations.

MAIN SYSTEM COMPONENTS

- Crestron Touch Screen Controls
- Extron Matrix Switchers
- LG Plasma Displays
- Shure Wired/Wireless Microphones
- Video Teleconferencing Components
- Polycom Vortex Teleconferencing
- Tandberg Video Conferencing
- Sony Projection Cameras

SUCCESS STORIES - ART INSTITUTE CHICAGO**CLIENT PROFILE**

In 1893, The Art Institute moved to its present location at 111 South Michigan Avenue, adorned with its two bronze lions famously guarding the west entrance. Since then, the museum has undergone extensive additions and renovations, the most extensive being the new Modern Wing addition. At 264,000 square feet, the Modern Wing increased the size of The Art Institute by 33% to approximately one million square feet, making it the second largest art museum in the United States.

The Modern Wing employs the latest in audio visual technology in its lobby, meeting facilities and educational center. Chicago-area technology consulting firm, Talaske was brought onto the project for their prowess in acoustic, audio and video consulting. Talaske turned to systems integration firm Pentegra Systems, to integrate, install and test the technology systems; Pentegra is an expert in convergence of these AV technologies and we are known in the industry for our attention to detail which are imperative elements to successfully complete such a high profile project.

PENTEGRA SYSTEMS' SOLUTIONS

Pentegra Systems was responsible for the integration of AV systems throughout The Art Institute's Modern Wing. The Ryan Education Center, The Kenneth and Anne Griffin Court, The Alexandra and John Nichols Board of Trustees Suite, and The Howard and Donna Stone Gallery all required state-of-the-art AV systems for multimedia presentations, signage, telepresence and sound reinforcement.

The Ryan Education Center is comprised of five classrooms, three studios, an educator resource center and a family orientation center, all totaling to 20,000 square feet. The classrooms are equipped with versatile AV systems, including wall-mounted 65" plasma displays, sound reinforcement and wireless microphone systems controlled by wall-mounted touch panels. Each classroom is also equipped with a hearing impaired audio system which consists of ceiling microphones using infrared transmitters to provide sound to personal headsets worn by hearing impaired individuals. The studios feature sound reinforcement, touch screen controls and hearing impaired audio systems similar to the classrooms. DLP projectors and 128.5" projection screens accommodate viewing in the larger rooms. A centrally located equipment room houses equipment racks for the classrooms. These equipment racks contain the on-demand video playback system which can be accessed using the touchscreen controls in each room.

Designed as the "Main Street" of the Modern Wing, Griffin Court flows through ticketing and leads to the galleries; it features multiple dynamic digital signage displays to display museum admission information as well as current and upcoming museum events. Each display consists of a "set-top" box running the digital signage program on a vertically or horizontally oriented 52" LCD display. Griffin Court also features a sound system that is used for special events such as galas and receptions.

SUCCESS STORIES - ART INSTITUTE CHICAGO



The Modern Wing's meeting facility, The Nichols Board of Trustees Suite, occupies the northwest corner of the building's second floor. The facilities are comprised of a large conference room and a smaller private conference room. The large conference room's AV systems are designed to be invisible when not in use so as not to detract from the room's stunning views; the 220" projection screen, front speakers and projector all retract into the ceiling and are concealed by ceiling panels. The projection screen features a motorized screen masking system that accommodates viewing in 4:3 and 16:9 aspect ratios. Sound is provided through a distributed system of ceiling speakers as well as the two retractable front speakers. This room is equipped with a hearing impaired audio system which meets ADA requirements. The touch screen system controls all of the AV equipment and allows the operator to control the room's environment including light level and shade control; a second touchscreen panel plugs into auxiliary floor boxes so the systems can be controlled without being at the podium. The smaller conference room is equipped with a 96" rear projection screen mounted flush with the wall. Sound is provided by distributed ceiling speakers and two front speakers mounted above the screen. A touchscreen control panel gives the user control over all of the system operations. Videoconferencing is accomplished using a portable system that is shared between the two rooms. Both rooms are also equipped with multiple wired microphones and wireless mic systems which accommodate a variety of uses in videoconferencing, meetings & lectures.

The Stone Gallery is designed in a manner that is similar

to a small black box theater. A control room houses the gallery's permanent equipment; amplifiers, DVD/CD Player, AV processing and switching. The gallery also features a full complement of "loose" equipment such as a variety of speakers, DLP projectors with various lenses, and a portable computer interface. This equipment can be configured as needed to meet the arrangement of the gallery. The gallery is designed with 18 connection panels mounted in an evenly spaced distributed grid pattern (9 on the floor & ceiling); this allows the artist's vision to be achieved without being limited by the placement of the AV components.



TESTIMONIAL

"Where do I begin? In my thirty plus years in audio visual, I've worked with many AV integrators and Pentegra is the very best... period. There's not even a close second. And the reason is simple; the people Pentegra employs are terrific. They are extremely knowledgeable, extremely helpful, extremely professional, extremely talented, extremely responsive, extremely dependable, extremely patient and pleasant to work with. They are driven to do quality work and provide creative solutions that best suit our needs and our budget. That is the best part of working with Pentegra, the people."

—Ray Carlson, Associate Director of Audio Visual



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SUCCESS STORIES - GOLDEN STATE FOODS



CLIENT PROFILE

Founded in 1947, Golden State Foods has become one of the largest diversified suppliers to the foodservice industry. In 2014, Golden State Foods opened a new regional headquarters and logistics center in McCook, IL, relocating from locations in Lemont and Bolingbrook. This new 152,670 square foot facility is in a well positioned transportation corridor within the west suburbs of Chicago. The new location includes a 17,550 square foot office, a 135,120 square foot warehouse and 52 truck docks as well as a separate on-site maintenance building. Golden State Foods serves over 25,000 restaurants spanning 3 continents. Specializing in the processing and distribution of liquid products, meat products, produce and dairy, GSF also serves as full-line distribution to the quick service restaurant industry. Golden State Foods' customers include McDonald's, Chick-Fil-A, Starbucks, Nestle, Arby's and Taco Bell.

Pentegra Systems was challenged on the design side to create a complete design build integrated low-voltage system to satisfy all the needs of Golden State Foods. We met with GSF personnel across the nation to identify and ensure all necessary needs were going to be met. Pentegra collaborated with the architects of this project, going back and making changes to the initial plans to ensure this design build would seamlessly be incorporated into the facility. Through this teamwork, the ultimate goal was for this brand new facility to become the Regional Headquarters and Logistics Center for Golden State Foods.

PENTEGRA SYSTEMS' SOLUTIONS

Pentegra Systems and GSF wanted to make an impression with employees and visitors from the start, from the moment they set foot in the high end lobby area. We designed and installed an impressive customizable 4 flat panel display video wall to show off the latest and greatest Golden State Foods news, information and content. To enhance the experience of GSF employees throughout the entire facility, we installed flat panel monitors in the boardroom, meeting rooms, break room and several offices. These fully customizable flat panels deliver important company information, display presentations as well as act as a source for digital signage. All displays are incredibly user friendly touch panels with iPad controls. Pentegra also supplied Golden State Foods' Customer Experience Center with flat panel displays thus making it a fully interactive area to present, demonstrate and entertain their high profile clientele.

To facilitate the safety of this modern day facility, Pentegra Systems needed to design and install a fully integrated security system. We started by collaborating with GSF on the locations where video surveillance was an absolute necessity. The outcome was the installation of 90 Avigilon IP security cameras. With these cameras, GSF can monitor all activities within their facility, office and warehouse areas as well as the entire perimeter of the premises. This surveillance system was integrated with an RS2 Access Control System. Installed on 30 doors, GSF can grant and restrict access to employees, vendors and suppliers with the greatest of ease.

SUCCESS STORIES - GOLDEN STATE FOODS



To effectively manage visitors, an EasyLobby system was installed printing badges for visiting personnel and is active for that day until the contents of the badge fade rendering it invalid from that point forward. The authorized access of personnel is crucial, but the authorized access of incoming vehicles to a transportation hub such as GSF is as well. Golden State Foods' incoming semi-trucks now use the newly installed video intercom system to communicate to the front office to gain entry, opening the swing gates to gain access into GSF.

As part of this design build project, Pentegra Systems installed the main distribution frame (MDF) for the communications infrastructure. The backbone data cabling of this project consisted of fiber-optic cabling to 3 intermediate distribution frame deposits. These IDF's were strategically located throughout the facility to ensure every area of the facility was connected. Pentegra Systems was also in constant communication with the corresponding utility companies to ensure the proper utility feeds were being brought in to supply power. We ran all voice and data cabling throughout the entire facility to establish constant connection and ensure quality incoming and outgoing communication functionality. Through the completion of this project, Pentegra Systems delivered top-of-the-line technology befitting a modern day company headquarters such as Golden State Foods.

Pentegra Systems combined a brand new cutting-edge facility with state of the art technology. This project brought to fruition an audio visual system that enhances both the employee and visitor experience. Golden State Foods' new data system connects all personnel to one another as well as enabling communication possibilities to anywhere that their business takes them. The video surveillance effectively monitors the mammoth facility while the access control system ensures a secure facility with only authorized personnel and transport. The unrivaled expertise of Pentegra Systems will ensure the professional maintenance and assistance for all of Golden State Foods' integrated systems to ensure and continue the best quality and fulfill their greatest potential.

MAIN SYSTEM COMPONENTS

- Sharp Professional LCD Flat Panel Display Monitors
- EasyLobby System
- 90 Avigilon IP Security Cameras
- RS2 Access Control
- Polycom Phone System
- Extron Switchers, Video Scalers and Touch Panel Systems
- Planar Video Wall System
- Tightrope Media Digital Signage Creation
- Epson Video Projectors



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SUCCESS STORIES - GEMS WORLD ACADEMY CHICAGO



CLIENT PROFILE

GEMS Education is an international education company that has been educating youths since 1959. With schools currently in Europe, Africa, Asia and the Middle East, in 2014 GEMS opened their first school in the United States. GEMS World Academy Chicago educates students from JK to the 12th grade. This 9 story building in the heart of Chicago's Lake Shore East neighborhood places students in a prime location surrounded by beautiful parks, museums and government buildings. GEMS World Academy Chicago is an 82,000 square foot building housing classrooms, offices, a library, conference rooms, a robotics lab, cafeteria, indoor gymnasium and a rooftop playground.

PENTEGRA SYSTEMS' SOLUTIONS

This unique project was not based on a hard consultant specification, but overall design criteria with the objective of giving the client the best solution to meet their needs. The goal of this AV system was to provide a state of the art education experience for all students attending that included all modern day technologies to further enhance the world class education that GEMS has become known for. The design team, composed of our expert engineers, designed and proposed a truly remarkable solution that met all of GEMS' expectations. Working closely with GEMS, Pentegra Systems set out to implement a system that could not only enhance the learning experience for all students and through the interconnection of all classrooms within

the facility, but connect all classrooms in the facility to any other GEMS classroom around the globe.

In order for GEMS World Academy Chicago to become a virtual portal to classrooms around the world, Pentegra Systems had to introduce cutting-edge technology able to handle such a task. Inside every classroom of GEMS are two flat panel touch displays. One of these displays is dedicated towards instruction from the teacher using it for the everyday lesson plan. The other touch display is used for student interactivity. These monitors are used for students to create projects, present class work, etc. All classroom flat panel displays have the capability to function as a digital dry erase board to easily edit and erase during class. The most prominent use for these touch panels are to act as a virtual doorway to other classrooms within the building, as well around the globe to other GEMS schools through video conferencing capabilities. A student inside the science room in Chicago can connect and collaborate with a student in Dubai conducting the same experiment seamlessly in real time.



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SUCCESS STORIES - GEMS WORLD ACADEMY CHICAGO



The system Pentegra designed and installed also equipped the corridors with the very same touch panel displays. These monitors have several uses including digital signage capabilities. The touch panels display important school information and content to both faculty and staff walking through the hallways on every floor. These displays also become a virtual directory to passing students, teachers and visitors displaying what rooms are located on every floor and the direction in which those rooms and as well as personnel are located. Crestron control systems are used for students to easily access the touch panel displays in the hallways, temporarily disabling the digital signage. Using the tablets in the corridors, students can mirror any smartphone, computer or tablet onto the flat panel displays to share and collaborate with other students instantly converting the space into a huddle room of sorts. Once students are done using the touch panels in the hallway, the Crestron control system automatically converts the display back into digital signage.

Every display possesses the same features; therefore they all can become an impromptu learning area no matter the location inside GEMS World Academy. Having every display capable of transforming any public area into a hub for learning was a very appealing aspect of Pentegra's solution. Content sharing is a significant aspect of this AV system. All touch panels have wireless desktop mirroring capabilities. Any user can wirelessly mirror their device's display, Windows or Mac, straight onto any display inside the facility for easy sharing. Students and faculty can easily share content from the corridor displays into any classroom display as well. Any content from any display can be sent down to the lobby and reception area which houses two flat panel displays of their own as well as a video wall consisting of four monitors. These displays within the lobby are entryways into the entire facility. In addition to their digital signage capabilities, parents contemplating enrolling their child in GEMS World Academy Chicago can sit in on any class going on at that moment through the video conferencing capabilities and get a good feel for what an average day is like at GEMS. In addition to the communication possibilities of the flat panel displays,

Pentegra Systems also installed a building-wide paging system to seamlessly communicate from every room in the facility. The final piece of the AV system that we installed at GEMS World Academy is the sound system and projector inside the multipurpose room. This multipurpose room is initially GEMS' gymnasium, but equipped with an overhead video projector. This enables the gymnasium to act as a theater, assembly hall or for any public gathering purpose. The sound systems in both the multi-purpose room as well as the cafeteria are controlled by Crestron, much like the touch panel displays in the corridors of GEMS.

Pentegra Systems created a system that elevates classroom interactivity to a global scale. With the possibilities that come with modern day technologies such as flat screen touch panels and video conferencing solutions, "sharing" in the classroom now goes further beyond just the classroom walls of GEMS World Academy Chicago. GEMS' new state-of-the-art AV system enables communication and the transferring of information from room to room, floor to floor as well as country to country. Having worked closely with GEMS World Academy, Pentegra Systems created a revolutionary AV system that facilitates an already tech savvy generation of students and faculty. GEMS had a vision and Pentegra's expertise made that vision a reality and will continue to ensure that vision continues to enhance children's learning experiences for many years to come.

MAIN SYSTEM COMPONENTS

- InFocus Mondopads and BigTouches
- Crestron Control Systems
- BiAmp Vocia System
- Vaddio Overhead Cameras
- Tightrope Media Systems

SOUND & COMMUNICATIONS

SINCE 1955

AV FOR SYSTEMS INTEGRATORS, CONTRACTORS AND CONSULTANTS

High 'Five'

Chicagoland integrator Pentegra Systems converges core technologies.

By Dan Ferrisi

Some systems integrators find a niche for which they possess exceptional skill and exploit that to the fullest, whereas others draw their strength from, and distinguish themselves from their peers through, the breadth of their offering. Pentegra Systems, a full-service systems integrator providing turnkey audio, video, data, security and telecommunication solutions, operates in the Chicagoland area and emphasizes the convergence of these five core technologies onto one network. Indeed, the company's emphasis is explicit in its name: "Pentegra" derives from "pent" for five and "egra" for integrator. It was formed in October 2000 by Ed Karl and Greg Augspurger, with whom *Sound & Communications* recently spoke.

"Greg and I are partners who come from diverse backgrounds," Karl explained. "I was more on the business side, covering finance, company acquisitions, mergers, sales and managing companies. Greg's background is in electrical engineering. He'd worked for large integrators before, had his own manufacturing company and was COO at Shure."

Pentegra Systems finds its roots in Wizdum Audio, Integrated Media Systems and Farnsworth Computer Services, which Karl and Augspurger acquired and combined, forming Pentegra's foundation. Wizdum Audio specialized in designing, installing and servicing audio and video systems



Pentegra Systems specializes in higher-end commercial spaces wherein audio, video, data, security and telecommunication technologies converge.

for many environments and venues. Integrated Media Systems' concentration was in the design, installation and support of audio, video, security camera monitoring, card access, media retrieval and networked multimedia systems. Farnsworth Computer Services specialized in consulting, designing, installing and supporting turnkey networking solutions, including data cabling, network hardware and networked telephony. Clearly, Pentegra's diversity is in its genes.

Although the company is certainly on a growth track, Karl and Augspurger

both stressed they seek sustainable, steady expansion, within limits. At present, the company has 45 employees; at peak during the Summer, that can rise above 50. "Year to date, we're up 20% to 22% revenue-wise from last year," noted Karl. "Compared to where we started in 2000, we're probably 300% larger now." In addition to the company's base in Chicago, it serves surrounding areas, including Wisconsin, Indiana, Iowa, Missouri and Kentucky. Pentegra's typical geographic limits notwithstanding, Karl remarked, "There are some customers who have asked us to go beyond



Ed Karl (left) and Greg Augspurger, the brain trust behind Chicagoland-area integrator Pentegra Systems.

that [range] and, if the opportunity was right, we would do so."

Augspurger specified Pentegra's vertical markets, citing corporate, education (both K-12 and university), municipality and government work, healthcare and houses of worship. Examining the proportionality each year provides a microcosm of the industry at large. According to Karl, "This year, our corporate piece has been 40% or 50%. In past years, 50% would have been driven by the education market. Then, a couple of years ago, education went down a little. But now education is starting to come back again. On the other hand, the house of worship market was really strong and, now, it's probably down to 15%." It should be noted, though, that, in the last few years, Pentegra has principally focused on larger design-build work.

A good example of the caliber of project on which Pentegra works is The Art Institute of Chicago, which recently underwent the addition of a Modern Wing. At 264,000 square feet, the Modern Wing addition increased the size of the Institute by 33% to about one million square feet. Pentegra was responsible for the integration of AV systems throughout the Institute's Modern Wing, as The Ryan Education Center, The Kenneth and Anne Griffin Court, The Alexandra and John Nichols Board of Trustees Suite, and The Howard and Donna Stone Gallery all required systems for multimedia presentations, digital signage, telepres-

ence and sound reinforcement.

According to Augspurger, "We were dealing with a very demanding architect and, obviously, aesthetics were paramount. Therefore, there were requirements as far as building our flat-panel displays into special

Karl and Augspurger both stressed they seek sustainable, steady expansion, within limits.

cabinetry, millwork and other custom elements to make the products aesthetically pleasing within the space." Naturally, with such a high-profile venue—especially an art institute—there were security factors, as well, which Pentegra, with its five-pronged technological expertise, was able to accommodate. "This was a demanding customer," began Augspurger, "but, in the end, they were very satisfied. They were impressed with our work, and it's a great calling card."

Asked what distinguishes Pentegra from its competitors, Karl was quick to answer. "The multiple disciplines—being a one-stop shop for audio, video, data, security and telecom—makes us unique," he stressed. "Another piece adding to that is the full-service side.

We'll do design, engineering, CAD drawings and handle repairs all the way through." In addition, Pentegra focuses on IP-based solutions for all its integration work. "We have 'network guys' who understand all the pieces," Karl commented, "which is pretty unique in our marketplace." Finally, because of the way the company was formed, with independent entities being merged, Pentegra demonstrates strength through heterogeneity. "We have people with different views and different approaches, which is helpful," Karl added. "There are different ways of looking at things, and healthy debates at times, which makes us better."

The company's slogan is refreshingly direct and descriptive: "One provider, one solution, delivering converging technologies for today and tomorrow." Equally refreshing is its approach to business, which is focused on service and longstanding relationships. "I don't want one sale," said Karl bluntly, citing the company's five divisions. "I'm looking for a sale, and then, when we do the job right, I want more business from that customer. It differentiates us that I'm not looking for one big score—in and out—and then moving on."

Looking to Pentegra's future, Augspurger specified a vertical market he feels is on the verge of exploding. "Healthcare is one area we're really looking at," he said. "The healthcare market is going to grow because of the aging of the American population and the need for technology within it." He noted that many hospitals have not made investments in awhile, which only amplifies the present opportunity. And, with the large hospitals in the Chicago area, the opportunity for a locally oriented firm like Pentegra is especially ripe. Karl added, "We will continue to try to position ourselves where we think the market demand is." With Pentegra's broad range of expertise, talented staff and dedication to service, it will be sure to satisfy that demand... and then some. ■

Pentegra 
Systems



Digital Signage As Art

Digital signage for the Modern Wing of the Art Institute of Chicago.

PROJECT: The new 264,000-square-foot Modern Wing of the Art Institute of Chicago

ARCHITECT: Renzo Piano

INTEGRATORS: Pentegra Systems, Chicago, IL (www.pentegrasystems.com)

AV CONSULTANT: David Injeski, Talaske (www.talaske.com)

FACILITY NOTES: The Modern Wing is composed of two three-story pavilions, one on each side of the two-story Griffin Court, which serves as the building's "main street." As with any main street, effective signage is necessary so that visitors can get directions about where they are and where they want to go. But, unlike the street signs in your home-

town, the Art Institute needed modern signage to fit with the collections of twentieth- and twenty-first-century art housed in the Modern Wing.

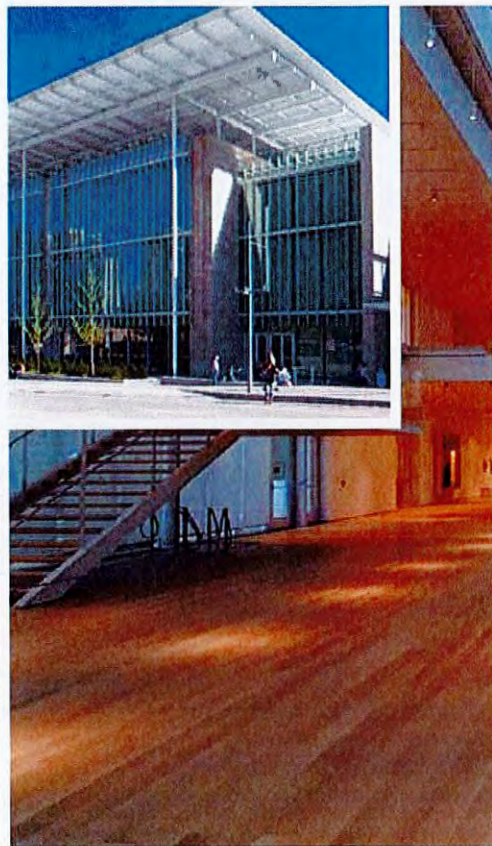
MONITORS: Pentegra Systems installed two portrait-mode 65-inch Sharp LCD monitors to carry pertinent information in Griffin Court. Talaske specified an installation that would make these signs appear to float on the wall, much like the rest of the artwork exhibited there.

"Every element in the Modern Wing was scrutinized and approved by Renzo Piano's architectural team. The placement and visual imagery of these digital signs had to meet his exacting standards," says Greg Dieckhaus, project

manager for Pentegra Systems. One of these LCD's is dedicated to rotating the posters that have been designed for each of the current exhibitions. The other is currently formatted with two, three or four zones to display an RSS feed of current exhibitions as well as an iCal feed of the featured events.

Pentegra installed two additional Sharp 65-inch LCDs above the ticket counter at the museum's new Millennium Park entrance to give general information on ticketing, events and membership. A fifth LCD was installed above the audio tour counter.

After the opening of the Modern Wing, digital signage was added to the





museum's original entrance on Michigan Avenue. Pentegra installed two portrait 52-inch LCDs to mirror the information provided by the displays in Griffin Court plus a third LCD above the ticket counter to provide general information.

SOFTWARE: Elizabeth Neely, director of museum information systems, says, "We needed a digital signage package that was straightforward and easy to use with out-of-the-box functionality." After viewing several software alternatives, the institution selected Carousel from Tightrope Media Systems (www.trms.com).

"After our first demo of the Carousel software, we could visualize how we could set up and accomplish the workflow," Neely explains. "Luckily, the system was as easy to use as we expected and has seamlessly fit into our workflow. Our graphic designer has quickly learned the system and has related how easy it is to work with. We are very happy with the system."

Salvador Cruz, graphic designer at the Institute, mentioned that one of the challenges for the digital signage system was the implementation of a customized font that was specifically designed for the Art Institute. He reported that the font was initially causing problems with the graphics on

the messages, but the support staff at Tightrope were able to quickly solve the problem.

Dieckhaus adds that one of the main reasons for choosing Tightrope was that it could run on the existing IP network in the older part of the museum. "The original museum has a lot of Cat-3 cable installed that limits the bandwidth. For digital signage to be installed there, we needed a software package that would not constantly stream video and bog down the network. We also liked that Tightrope offers a wireless option which might be necessary in the 116-year-old limestone and granite building."

Cruz concludes by saying, "It's nice to walk through Griffin Court and see the posters that we have designed electronically displayed side-by-side with the other art in the museum."

FOR MORE INFORMATION: The Art Institute of Chicago, www.artic.edu





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efficiency and time spent managing disparate applications by be unified with access control events and alarms, providing a

Deep Integrations with the Hardware of Your Choice

completely customize your system. This means that you can preferred video hardware and software applications

Manage More Video Over Your Network

software to reduce bandwidth consumption. Omnicast provides

Video You Can Rely On



Key Product Features Greater Possibilities

Reduce Bandwidth Consumption

Dynamic Stream Selection:

Multicasting:

Multistreaming:

 Configure different video settings for different

Network Load Optimization:

 With the flexibility to modify

Video Trickleing:

when you need it. The capacity of recording video directly at the camera level presents many benefits, including the ability to

Benefit from Greater Reliability

Backward Compatibility:

reduce downtime and cost of system maintenance with software

Failover and Redundancy:

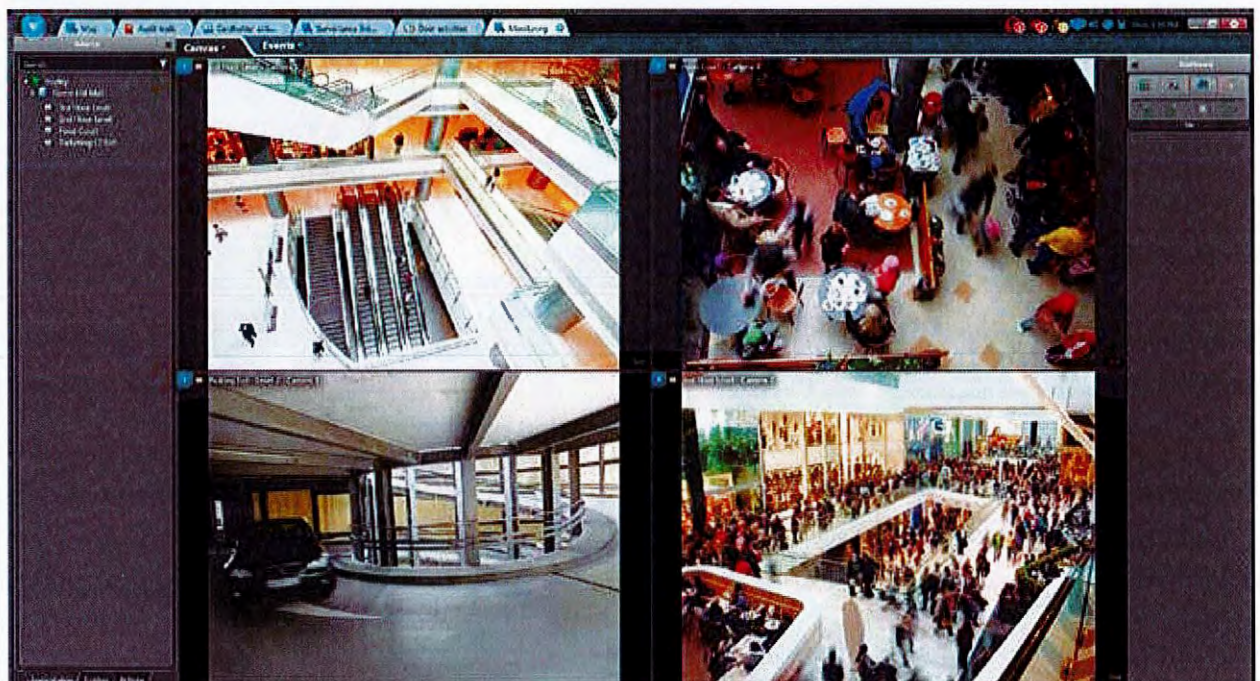
hardware and software failures as well as storage failures and

Health Monitoring:

time of your security system and be notified of your system's

Uninterrupted Video Streaming:

Video Watermarking:



Advanced Security Features

Interactive Mapping system:

Remote Security Desk: Easily configure a state-of-the-art video wall using standard flat panel displays, allowing you to

Unified Access Control & Video:

Threat Level Management: configurations of your security system, including camera conditions and potential threats based on predefined settings.

Video Analytics:

Web and Mobile Apps:



User & Site Management

Active Directory Integration:

Alarm Management: Configure alarms and workflows based

Camera Blocking:

Federation:

Password Protected Export: Safely export video files with recipients are able to view the file.





Security Center

Unified Security Platform

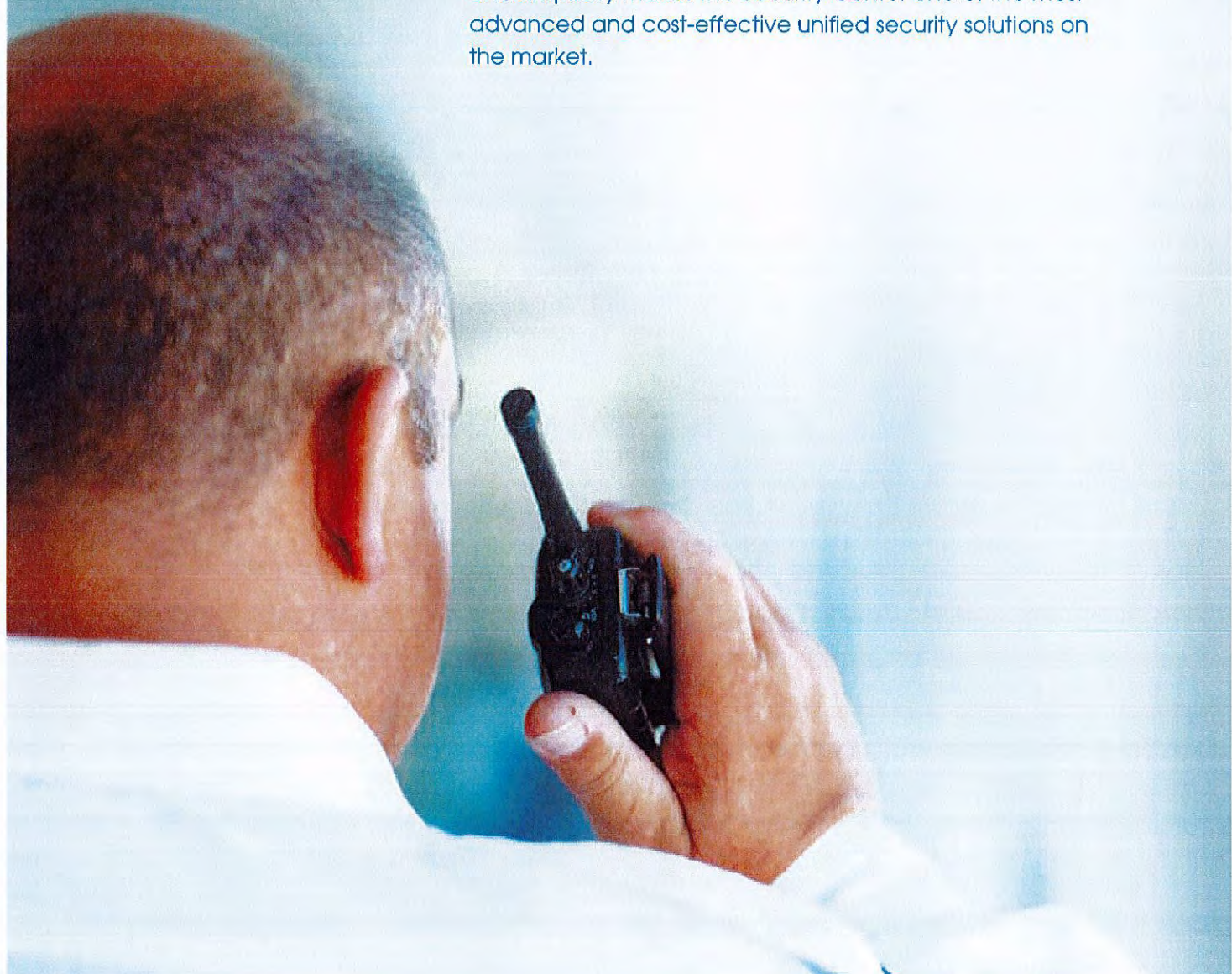
License Plate Recognition
Video Surveillance
Access Control

Innovative **Solutions**



Security
Center

Simply Powerful. The Security Center is a unified security platform. It seamlessly blends Genetec's IP license plate recognition, video surveillance, and access control systems into one innovative yet simple solution. With an intuitive interface, the Security Center facilitates the seamless management of multiple security and safety systems, regardless of installation size. At its core, the Security Center is packed with powerful features. This combination of power and simplicity makes the Security Center one of the most advanced and cost-effective unified security solutions on the market.



Key Benefits

Simple and Easy-to-Use

Consolidate live monitoring, alarm management, reporting, and playback for your license plate recognition, video surveillance, and access control systems

Simplify installation through a single configuration client to configure all your cameras and doors

Accelerate operator learning with consistent operator workflows across all embedded systems

Benefit from advanced entity search functions, hierarchical views and various display tile patterns

Use context-sensitive widgets for cameras, doors, zones, alarms, and PTZ camera controls

Flexible and Extremely Scalable

Monitor large distributed systems spanning multiple sites from a central location

Grow your system one camera or door at a time and at your own pace

Install thousands of cameras, doors, client workstations, and other system components

Centrally manage thousands of cardholders and credentials and synchronize them to remote sites

Use mature software development kits for powerful third-party systems integration

Reliable and Secure

Secure client-server communication with a sophisticated encryption mechanism

Integrate with Microsoft's Active Directory to authenticate users using their Windows credentials

Use advanced password-protected operator login and track changes through audit reports

Assign rights and privileges to different sites for secure multi-tenant and multi-site functionality

Ensure high system availability through standard and advanced failover functionality

Highly Cost-Efficient

Leverage existing infrastructure and hardware investments with a non-proprietary solution

Minimize the number of installed user workstations with unified security

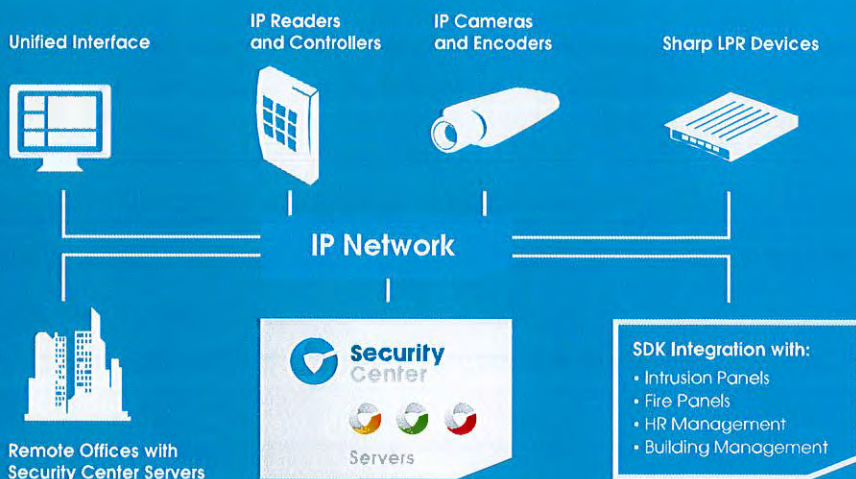
Reduce your training costs through consistent operator workflows across multiple security applications

Upgrade without typical compatibility issues of integrated solutions

Enable a single license for license plate recognition, video and access control systems

Network Architecture

Leverage the benefits of your IP network one component at a time. The Security Center provides end-to-end IP connectivity to all major system components.



Solution Components. The Security Center merges three main security applications including license plate recognition, video surveillance and access control in one innovative solution. But innovation doesn't stop there.

The Security Center can incorporate external applications such as intrusion, fire, and building management systems for a completely unified security and public safety solution.



AutoVu™ is the IP license plate recognition (LPR) system of the Security Center that accurately reads license plates from virtually any part of the world in both fixed and mobile applications.



Omnicast™ is the IP video surveillance system of the Security Center that provides seamless management of digital video, audio and metadata.



Synergis™ is the IP access control system of the Security Center designed to offer end-to-end IP connectivity, from access control reader to client workstation.



Monitoring and management of LPR events and alarms

Centralized reporting and live monitoring of fixed and mobile LPR systems

Stolen, wanted or other hotlist management for law enforcement

Parking permit management

Viewing of license plate data, picture and context images

Verification of LPR data against live and recorded video

Generation of LPR activity and unit usability reports

Monitoring and management of video system events and alarms

Superior video viewing experience

Flexible video recording management

Advanced bandwidth management

Generation of multiple video searches and reports

PTZ camera control including PTZ-in-tile controls and digital zoom

Manual and automated video bookmarking

Monitoring and management of access events and alarms

Verification of cardholder picture IDs against live or recorded video

Zone monitoring

Integrated visitor management

Embedded badge designer

Generation of access control configuration and activity reports

Advanced door control (lock/unlock, override schedules, enable door maintenance)

Innovative Features

Open-Architecture Platform. Choose from a long list of major third party hardware and software vendors or leverage existing investments. Get a non-proprietary system and the freedom of choice thanks to the Security Center's innate open-architecture.

Scalable Multi-Site Monitoring. Unify multiple independent video and access control systems under a single virtual system with the Federation feature. Federate hundreds or thousands of remote systems for city-wide surveillance and managed central monitoring services.

Centralized Alarm Management. Avoid the traditional approach of separating alarm monitoring for different systems. Configure, monitor and respond to alarms for your entire security environment. View access control and intrusion alarms with associated video.

Active Directory Integration. Centralize management and synchronization of Windows user accounts with the Security Center's user and cardholder accounts. Provide single sign-on capabilities and ensure newly created cardholders automatically inherit physical building access rights without further data entry.

Multi-Tenant Functionality. Segment operations per tenant or managed services account, and assign privileges per site with the partitioning feature. Give individual site managers or tenants their own sites to manage in parallel to any centralized monitoring.

Intrusion System Integration. Incorporate third-party intrusion panel and central station hardware monitoring within your security environment. Arm and disarm intrusion panels, view intrusion zone events, generate reports, and seamlessly view live and recorded video linked to intrusion monitoring points.

Visual Tracking. Facilitate operator tasks in critical moments. Switch from one camera to an adjacent camera within a viewing tile when tracking a suspect, either in real-time or playback mode.

Genetec Software and Driver Development Kits (SDK and DDK). Integrate building management systems, human resource and enterprise resource planning systems, video analytics, point-of-sales systems or develop custom business applications with the Security Center's open and mature DDK and SDK.

Consolidated Reporting. Generate a variety of integrated access control, video, and LPR reports without the use of external reporting tools. Customize reports and their content, or access the following standard reports from one console:

Video-specific reports: date/time, bookmark, motion, and more

Configuration reports: cardholders, credentials, units, readers/inputs/outputs, and more

Activity reports: cardholder, cardholder group, visitor, credential, door, unit, area, zone, and more

LPR-specific reports: hits, plate reads, reads/hits per day, reads/hits per LPR zone, and more

Alarm reports

Visitors report

Audit trail reports

Intrusion system reports

Incident reports



Get Exactly What You Need from the Security Center

Choose from the following flexible configuration options:

Unified IP LPR, video surveillance and access control platform

Standalone IP license plate recognition platform*

Standalone IP video surveillance platform*

Standalone IP access control platform*

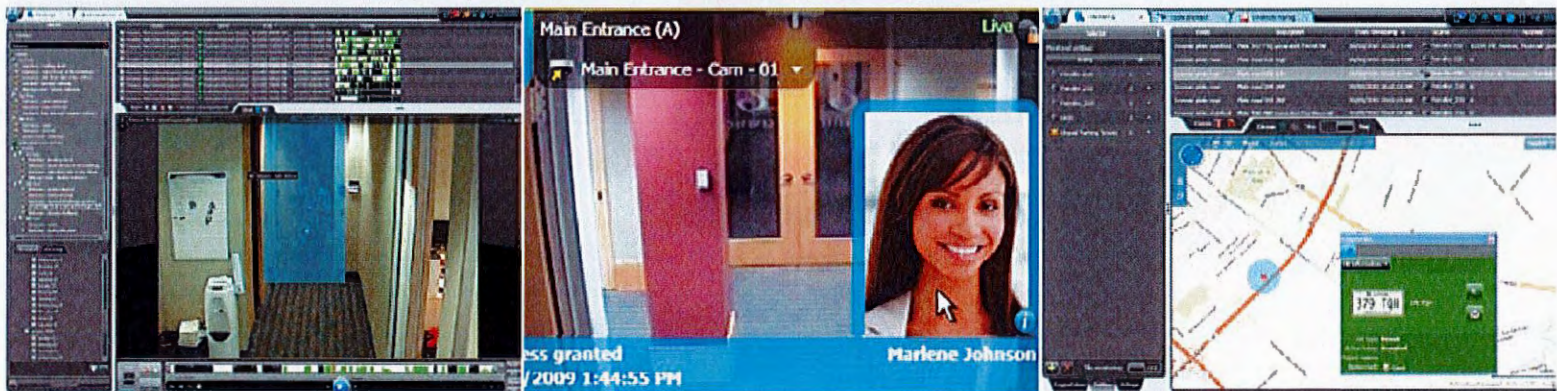
Federated IP access control and/or IP video surveillance systems

* If required at a later date, other system components can be added through a simple licensing change, ensuring your initial purchase of a standalone system can support additional functionality.

Unified Security Interface

The Security Center's user interface blends compelling design with an innovative task-based approach. This unified security interface offers you a unique and exciting experience that is truly unlike any other. Get the most cutting-edge user interface in today's security industry:

- Uncluttered interface for video and event monitoring, reporting and alarm management
- One interface for configuring and managing your LPR units, video cameras, doors and cardholders
- Single click functionality for common monitoring and reporting tasks
- Dynamic interface that adjusts in real-time to what the operator is doing
- Home menu that groups tasks by operation, investigation, administration, and maintenance
- Display tile menus, widgets, and quick commands
- Numerous user-selectable customization options



Interested in Knowing More?

Go to genetec.com to find out why the Security Center is the right unified security solution for your business.

About Genetec

Genetec is a pioneer in the physical security and public safety industry and a global provider of world-class IP license plate recognition (LPR), video surveillance and access control solutions to markets such as transportation, education, retail, gaming, government and more. With sales offices and partnerships around the world, Genetec has established itself as the leader in innovative networked solutions by employing a high level of flexibility and forward-thinking principles into the development of its core technology and business solutions. Genetec's corporate culture is an extension of these very same principles, encouraging a dynamic and innovative workforce that is dedicated to the development of cutting-edge solutions and to exceptional customer care. For more information, genetec.com.

Unified Security Platform



License Plate
Recognition



Video Surveillance



Access Control

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Montreal, Quebec H4S 2A4 Canada

genetec.com

<h1>State of Illinois</h1> <h2>Department of Financial and Professional Regulation</h2> <h3>Division of Professional Regulation</h3>		
LICENSE NO. 127.001232 124.001607	<small>The person, firm, or corporation whose name appears on this certificate has complied with the provisions of the Illinois Statutes and/or rules and regulations and is hereby authorized to engage in the activity as indicated below:</small>	EXPIRES: 08/31/2020
<h3>LICENSED PRIVATE ALARM CONTRACTOR AGENCY</h3>		
<p>PENTEGRA SYSTEMS LLC 780 BELDEN AVE A ADDISON, IL 60101</p>		
	 BRYAN A. SCHNEIDER SECRETARY	 JESSICA BAER DIRECTOR
<small>The official status of this license can be verified at www.idfpr.com</small>		
		11878422

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For future reference, IDFPR is now providing each person/business a unique identification number, 'Access ID', which may be used in lieu of a social security number, date of birth or FEIN number when contacting the IDFPR. Your Access ID is: 1004553



REQUEST FOR BOARD ACTION
Finance

AGENDA SECTION: Consent – ACA
SUBJECT: Accounts Payable-Warrant #1712
MEETING DATE: February 4, 2020
FROM: Darrell Langlois, Finance Director

Recommended Motion

Approve payment of the accounts payable for the period of January 29, 2019 through February 4, 2020 in the aggregate amount of \$233,114.12 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.

Background

At each Village Board meeting the Village Treasurer submits a warrant register that lists bills to be paid and to ratify any wire transfers that have been made since the last Village Board meeting. Supporting materials for all bills to be paid are reviewed by Village Treasurer and one Village Trustee prior to the Village Board meeting.

Discussion & Recommendation

After completion of the review by the Village Treasurer and Village Trustee approval of Warrant #1712 is recommended.

Budget Impact

N/A

Village Board and/or Committee Action

Village Board agenda policy provides that the Approval of the Accounts Payable should be listed on the Consent Agenda

Documents Attached

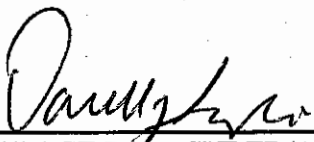
1. Warrant Register #1712

VILLAGE OF HINSDALE

ACCOUNTS PAYABLE WARRANT REGISTER #1712

FOR PERIOD January 29, 2020 through February 4, 2020

The attached Warrant Summary by Fund and Warrant Register listing TOTAL DISBURSEMENTS FOR ALL FUNDS of \$223,114.12 reviewed and approved by the below named officials.

APPROVED BY  DATE 1/30/20
VILLAGE TREASURER/ASSISTANT VILLAGE MANAGER

APPROVED BY  DATE 1/30/20
VILLAGE MANAGER

APPROVED BY _____ DATE _____
VILLAGE TRUSTEE

Village of Hinsdale
#1712
Summary By Fund

Receipt By Fund	Fund	Regular Checks	ACH/Wire Deposits	Total
General Fund	10000	136,759.68	-	136,759.68
Capital Project Fund	45300	4,411.48	-	4,411.48
Water & Sewer Operations	61061	9,120.89	-	9,120.89
Water & Sewer Capital	61062	383.33	-	383.33
Escrow Funds	72100	71,600.00	-	71,600.00
Library Operating Fund	99000	838.74	-	838.74
Total		223,114.12	-	223,114.12



Warrant Register 1712

Invoice	Description	Invoice/Amount
AT & T		
63032338639258- JAN20	VEECK PARK-WP 1/13-2/12	315.47
	Check Date 2/4/2020 Total For Check # 10208	315.47
BALDINELLI'S PIZZA		
200117-06-20	OT PLOW MEAL 1/17/20	90.25
	Check Date 2/4/2020 Total For Check # 10209	90.25
CALL ONE		
180505	JAN 20 PHONE SERVICE	1,109.26
180505	JAN 20 PHONE SERVICE	2,795.27
180505	JAN 20 PHONE SERVICE	205.71
180505	JAN 20 PHONE SERVICE	126.55
180505	JAN 20 PHONE SERVICE	236.23
180505	JAN 20 PHONE SERVICE	126.61
	Check Date 2/4/2020 Total For Check # 10210	4,599.63
CINTAS CORPORATION 769		
4039526584	MAT & TOWEL SERVICE	22.85
4039526584	MAT & TOWEL SERVICE	27.42
4039526584	MAT & TOWEL SERVICE	21.39
4039526584	MAT & TOWEL SERVICE	12.15
4039526584	MAT & TOWEL SERVICE	46.07
4039526584	MAT & TOWEL SERVICE	42.97
4040718862	MAT SERVICE	22.85
4040718862	MAT SERVICE	27.42
4040718862	MAT SERVICE	21.39
4040718862	MAT SERVICE	12.15
4040718862	MAT SERVICE	46.07
4040718862	MAT SERVICE	42.97
	Check Date 2/4/2020 Total For Check # 10211	345.70
COMCAST		
8771201110009242- JAN	PD/FD 1/16 TO 2/15	69.78
8771201110009242- JAN	PD/FD 1/16 TO 2/15	69.77
	Check Date 2/4/2020 Total For Check # 10212	139.55
GALLAGHER, TOM		
963010	ISA & IAA DUES FOR 2020	190.00
	Check Date 2/4/2020 Total For Check # 10213	190.00



Warrant Register 1712

Invoice	Description	Invoice/Amount
ILLINOIS MUNICIPAL LEAGUE		
01012020	2020 MEMBERSHIP DUES	1,500.00
01012020	2020 MEMBERSHIP DUES	210.00
	Check Date 2/4/2020 Total For Check # 10214	1,710.00
JULIE INC		
2020-0755	JULIE MEMBERSHIP	3,104.18
	Check Date 2/4/2020 Total For Check # 10215	3,104.18
MEDINA, JOSE		
143051	CDL LICENSE RENEWAL	61.35
	Check Date 2/4/2020 Total For Check # 10216	61.35
MENARDS		
41551	TOOLS	58.21
41540	DRAINAGE PIPE	77.14
41885	DUCT TAPE	12.33
	Check Date 2/4/2020 Total For Check # 10217	147.68
NEOPOST USA INC		
15950725	16 OZ SURE SEAL	44.77
57300773	MAINTENANCE & METER READING	311.10
	Check Date 2/4/2020 Total For Check # 10218	355.87
FOUR SEASONS HEATING & COOLING		
P19-7989	REF FOR P19-7989	43.61
	Check Date 2/4/2020 Total For Check # 10219	43.61
THIRD MILLENIUM		
24312	UTILITY BILLING 1/6/20	1,104.74
	Check Date 2/4/2020 Total For Check # 10220	1,104.74
TYLER TECHNOLOGIES, INC		
045-289789	SAAS CONTRACT IMPLEMENT	1,920.00
	Check Date 2/4/2020 Total For Check # 10221	1,920.00
WAGEWORKS		
INV1870605	DEC19 BENEFIT	27.00
INV1870605	DEC19 BENEFIT	18.00
INV1870605	DEC19 BENEFIT	18.00
INV1870605	DEC19 BENEFIT	36.00
INV1870605	DEC19 BENEFIT	9.00
INV1870605	DEC19 BENEFIT	8.00
INV1870605	DEC19 BENEFIT	18.00
INV1870605	DEC19 BENEFIT	18.00



Warrant Register 1712

Invoice	Description	Invoice/Amount
	Check Date 2/4/2020 Total For Check # 10222	152.00
YIAYIAS PANCAKE HOUSE		
217556	OT PLOW MEAL-1/23/20	53.43
	Check Date 2/4/2020 Total For Check # 10223	53.43
AMALGAMATED BK OF CHICAGO		
TRUST 1853943001CT	ADMIN FEE HINSDALE 2008	383.33
	Check Date 2/4/2020 Total For Check # 10224	383.33
AMERICAN EXPRESS		
8-03003-120119	DEC 19 CHARGES	49.95
8-03003-120119	DEC 19 CHARGES	0.99
8-03003-120119	DEC 19 CHARGES	35.00
8-03003-120119	DEC 19 CHARGES	-54.46
	Check Date 2/4/2020 Total For Check # 10225	31.48
AMITA HEALTH		
101908	DRUG SCREENING	150.00
	Check Date 2/4/2020 Total For Check # 10226	150.00
ANDRES MEDICAL BILLING LT		
248022	DEC COLLECTIONS	3,815.93
	Check Date 2/4/2020 Total For Check # 10227	3,815.93
CHARIOT AUTOMOTIVE		
77752	EVIDENCE PROCESSING	315.00
	Check Date 2/4/2020 Total For Check # 10228	315.00
CHICAGO ARTISAN ROASTERS		
854	COFFEE	140.00
	Check Date 2/4/2020 Total For Check # 10229	140.00
CINTAS CORPORATION 769		
5015590938	PS MEDICAL CABINET	180.45
1900942927	UNIFORM ALLOWANCE	72.94
	Check Date 2/4/2020 Total For Check # 10230	253.39
CITI CARDS		
935200007459	EMPLOYEE RECOGNITION	414.08
	Check Date 2/4/2020 Total For Check # 10231	414.08
CONSTELLATION NEWENERGY		
2795877	GAS SUPPLY 12/1-12/31/19	775.08
2795877	GAS SUPPLY 12/1-12/31/19	775.07
2795877	GAS SUPPLY 12/1-12/31/19	1,458.89



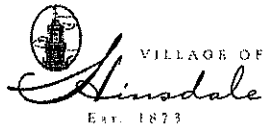
Warrant Register 1712

Invoice	Description	Invoice/Amount
2795877	GAS SUPPLY 12/1-12/31/19	1,419.58
2795877	GAS SUPPLY 12/1-12/31/19	438.57
2795877	GAS SUPPLY 12/1-12/31/19	1,248.16
	Check Date 2/4/2020 Total For Check # 10232	6,115.35
DATAKOM		
011220	UCC SOFTWARE UPDATE	449.00
	Check Date 2/4/2020 Total For Check # 10233	449.00
DISCOUNT FENCE		
309737	TIME SENSITIVE FENCE SUPPLY	1,585.00
	Check Date 2/4/2020 Total For Check # 10234	1,585.00
DOCU-SHRED, INC.		
45668	EMPTY 2 BINS	80.00
	Check Date 2/4/2020 Total For Check # 10235	80.00
DU-COMM		
17043	QTRLY SHARES 2/1-4/30/20	71,507.50
17086	OPERATING COSTS 2/1-4/30/20	3,580.95
	Check Date 2/4/2020 Total For Check # 10236	75,088.45
ECO CLEAN MAINTENANCE INC		
8460	JAN 20 CLEANING	1,898.00
8460	JAN 20 CLEANING	322.00
8460	JAN 20 CLEANING	322.00
8460	JAN 20 CLEANING	740.00
8460	JAN 20 CLEANING	1,200.00
8460	JAN 20 CLEANING	1,700.00
	Check Date 2/4/2020 Total For Check # 10237	6,182.00
FIRE SAFETY CONSULTANTS		
2019-1198	3RD PTY REVIEW	235.00
2019-1304	3RD PTY REVIEWS	985.00
2019-900AF	3RD PARTY REVIEW	265.00
2019-2121	3RD PARTY REVIEWS	440.00
	Check Date 2/4/2020 Total For Check # 10238	1,925.00
FULLERS HOME & HARDWARE		
DEC2019	MISC HARDWARE DEC	12.59
DEC2019	MISC HARDWARE DEC	4.66
DEC2019	MISC HARDWARE DEC	14.39
DEC2019	MISC HARDWARE DEC	19.19
DEC2019	MISC HARDWARE DEC	18.11



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Invoice	Description	Invoice/Amount
DEC2019	MISC HARDWARE DEC	45.85
DEC2019	MISC HARDWARE DEC	14.39
DEC2019	MISC HARDWARE DEC	16.52
DEC2019	MISC HARDWARE DEC	8.33
DEC2019	MISC HARDWARE DEC	5.93
DEC2019	MISC HARDWARE DEC	1.82
DEC2019	MISC HARDWARE DEC	1.34
Check Date 2/4/2020 Total For Check # 10239		163.12
GALLS		
014709198	UNIFORM	132.41
014708803	ET KITS	718.12
Check Date 2/4/2020 Total For Check # 10240		850.53
HOME DEPOT CREDIT SERVICE		
2011990	CLEAN OUT SHOVEL	68.02
9523539	QUAD WINDOW/DOOR	17.97
5014049	BAGGED CONCRETE	264.20
5014240	CHANGING STATION	51.36
1014787	DRAIN PIPE	16.44
1515406	DOWNROD	12.56
Check Date 2/4/2020 Total For Check # 10241		430.55
HR GREEN INC		
132347	REP SERV PARKING DECK	4,411.48
Check Date 2/4/2020 Total For Check # 10242		4,411.48
ILEAS		
2020 CONFERENCE	CONF REGISTRATION	200.00
Check Date 2/4/2020 Total For Check # 10243		200.00
ILLINOIS ASSOC PROPERTY & EVIDENCE MGRS		
57563	2020 DUES	35.00
Check Date 2/4/2020 Total For Check # 10244		35.00
INDUSTRIAL ELECTRIC		
4586	UTILITY ELECTRIC COVER	5.25
5175	FD FAN ELECTRIC PARTS	149.87
5176	HOLIDAY FUSES	77.25
5178	STREET LIGHT BULBS	25.50
5179	PHOTO CELL BURLINGTON PARK	44.70
5180	BULBS FOR CAB STAND	52.00
5181	KLM PADDLE T WALL SWITCH	7.50



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Invoice	Description	Invoice/Amount
5186	BULBS FOR STREET LIGHTS	60.00
	Check Date 2/4/2020 Total For Check # 10245	422.07
JAMES J BENES & ASSOC INC		
PAY #8	FY 19-20 3RD PTY REVIEWS	1,800.00
	Check Date 2/4/2020 Total For Check # 10246	1,800.00
KRAMER FOODS		
04090182	BAKERY	104.38
	Check Date 2/4/2020 Total For Check # 10247	104.38
LED AND SAFETY, INC		
1911366	LOAD FINDER/PPE VESTS	44.98
1911366	LOAD FINDER/PPE VESTS	33.30
	Check Date 2/4/2020 Total For Check # 10248	78.28
MID STATES ORGANIZED		
13161-1590	ANNUAL MEMBERSHIP	150.00
	Check Date 2/4/2020 Total For Check # 10249	150.00
MIDCO		
341402	FOB SYSTEM UPDATE	4,515.56
	Check Date 2/4/2020 Total For Check # 10250	4,515.56
MINER ELECTRONICS		
269152	UNIT #7 RADIO REPAIR	102.90
269238	LOADER RADIO INSTALL	210.00
269156	LOADER STROBE LIGHTS	1,075.00
	Check Date 2/4/2020 Total For Check # 10251	1,387.90
NEVILLE, MICHAEL		
347164	TUITION REIMB	889.80
	Check Date 2/4/2020 Total For Check # 10252	889.80
NICOR GAS		
13270110003-JAN20	350 N VINE-12/14-1/15/20	323.39
06677356575-JAN20	PLATFORM TENNIS 12/15-1/17/20	911.51
90077900000-JAN20	YOUTH CENTER 12/14-1/15/20	274.00
12952110000-JAN20	5905 S COUNTY LN 12/15-1/16	236.11
	Check Date 2/4/2020 Total For Check # 10253	1,745.01
BECKER, ALAN		
25552	CONT BD-203 RAVINE	500.00
	Check Date 2/4/2020 Total For Check # 10254	500.00



Warrant Register 1712

Invoice	Description	Invoice/Amount
BLUE CROSS COMMUNITY OPTIONS MEDICAID		
DOS 11-20-2019	REF AMB HNIL-19-2855;1	407.35
	Check Date 2/4/2020 Total For Check # 10255	407.35
BRADLEY, CRAIG		
25505	CONT BD-33 S THURLOW	500.00
	Check Date 2/4/2020 Total For Check # 10256	500.00
DEVELOPMENT SOLUTIONS		
24471	CONT BD-5601 S COUNTY LINE	10,000.00
	Check Date 2/4/2020 Total For Check # 10257	10,000.00
FRONT DOOR HOMES		
25025	ST MGMT-845 S THURLOW	3,000.00
	Check Date 2/4/2020 Total For Check # 10258	3,000.00
FRONT DOOR HOMES		
25024	CONT BD-845 S THURLOW	10,000.00
	Check Date 2/4/2020 Total For Check # 10259	10,000.00
FYLSTRA, RAYMOND		
25342	CONT BD-309 E 59TH ST	2,250.00
	Check Date 2/4/2020 Total For Check # 10260	2,250.00
GHABEN, JOE		
012320	REIMB 3 TREES	780.00
	Check Date 2/4/2020 Total For Check # 10261	780.00
KEARNEY, JOSEPH		
210521	CANCEL PER PARTICIPANT	110.00
	Check Date 2/4/2020 Total For Check # 10262	110.00
KOTKA, KIM		
161690	NO LONGER NEEDED	310.00
	Check Date 2/4/2020 Total For Check # 10263	310.00
M-HOUSE		
25159	ST MGMT-632 S GARFIELD	3,000.00
	Check Date 2/4/2020 Total For Check # 10264	3,000.00
M-HOUSE		
25160	CONT BD-632 S GARFIELD	10,000.00
	Check Date 2/4/2020 Total For Check # 10265	10,000.00



Warrant Register 1712

Invoice	Description	Invoice/Amount
PIAZZA, DAVID		
25436	CONT BD-121 W NINTH	1,000.00
	Check Date 2/4/2020 Total For Check # 10266	1,000.00
RAUSCH, ANTHONY		
METER #77817254	DEPOSIT/WATER USED	2,000.00
METER #77817254	DEPOSIT/WATER USED	-255.75
	Check Date 2/4/2020 Total For Check # 10267	1,744.25
RAYIS, MARY & JOHN		
26931	CONT BD-622 W HICKORY	4,000.00
	Check Date 2/4/2020 Total For Check # 10268	4,000.00
RECG, LLC		
25542	CONT BD-845 S THURLOW-TEMP	14,850.00
	Check Date 2/4/2020 Total For Check # 10269	14,850.00
REDEEMER LUTHERAN CHURCH		
26941	CONT BD-139 E FIRST	10,000.00
	Check Date 2/4/2020 Total For Check # 10270	10,000.00
STENSTROM EXCAVATION & BLACKTOP		
25463	CONT BD-8 W CHICAGO	500.00
	Check Date 2/4/2020 Total For Check # 10271	500.00
SWALLOW, JEFFREY		
25253	CONT BD-910 S ADAMS	2,000.00
	Check Date 2/4/2020 Total For Check # 10272	2,000.00
TERPSTRA, RYAN		
210429	CLASS REFUND	160.00
	Check Date 2/4/2020 Total For Check # 10273	160.00
ORBIS SOLUTIONS		
5569777	IT AFTER HOURS EMERG	825.00
5569755	INTALL VILLAGE CAMERAS	1,740.00
	Check Date 2/4/2020 Total For Check # 10274	2,565.00
PHENEGAR, WES		
113-3369206	UNIFORM ALLOWANCE	178.65
	Check Date 2/4/2020 Total For Check # 10275	178.65
RYDIN SIGN & DECAL		
365941	20-21 VEHICLE TAGS	1,904.10
365941	20-21 VEHICLE TAGS	187.50
365941	20-21 VEHICLE TAGS	90.63



Warrant Register 1712

Invoice	Description	Invoice/Amount
	Check Date 2/4/2020 Total For Check # 10276	2,182.23
SIRCHIE		
0429297-IN	EVIDENCE BAGS	92.15
	Check Date 2/4/2020 Total For Check # 10277	92.15
STEPHEN A LASER ASSOC		
2006757	HFD PANEL INTERVIEW/CONSULT	8,115.00
	Check Date 2/4/2020 Total For Check # 10278	8,115.00
THOMPSON ELEVATOR INSPEC		
19-3685	3RD PTY ELEVATOR INS	100.00
	Check Date 2/4/2020 Total For Check # 10279	100.00
TRAFFIC CONTROL & PROTECT		
102888	PED CROSSING SIGNS	667.00
	Check Date 2/4/2020 Total For Check # 10280	667.00
TRAFFIC SERVICES INC		
86261	STREET NAME SIGN POLES	888.00
86260	NO PARKING SIGNS	900.00
	Check Date 2/4/2020 Total For Check # 10281	1,788.00
US WATERPROOFING & CONSTR		
P18-7229	REF PERMIT FEE	102.00
	Check Date 2/4/2020 Total For Check # 10282	102.00
WAREHOUSE DIRECT INC		
4541564-0	OFFICE SUPPLIES	149.51
4544251-0	OFFICE SUPPLIES	8.49
4538844-0	JANITORIAL SUPPLIES	204.65
	Check Date 2/4/2020 Total For Check # 10283	362.65
WEST CENTRAL MUNICIPAL		
2020 EAP	EAP PREMIUMS	214.01
2020 EAP	EAP PREMIUMS	230.95
2020 EAP	EAP PREMIUMS	351.55
2020 EAP	EAP PREMIUMS	504.09
2020 EAP	EAP PREMIUMS	97.10
2020 EAP	EAP PREMIUMS	55.37
2020 EAP	EAP PREMIUMS	71.71
2020 EAP	EAP PREMIUMS	50.04
2020 EAP	EAP PREMIUMS	24.05
2020 EAP	EAP PREMIUMS	105.40
2020 EAP	EAP PREMIUMS	137.70



Warrant Register 1712

Invoice	Description	Invoice/Amount
2020 EAP	EAP PREMIUMS	49.92
2020 EAP	EAP PREMIUMS	9.16
2020 EAP	EAP PREMIUMS	58.71
2020 EAP	EAP PREMIUMS	820.74
Check Date 2/4/2020 Total For Check # 10284		2,780.50
XEROX CORPORATION		
097530711	FIRE COPIER JULY	85.00
097943382	FIRE COPIER-AUG	85.00
098376130	FIRE COPIER-SEPT	85.00
098523118	FIRE COPIER-OCT	85.00
Check Date 2/4/2020 Total For Check # 10285		340.00
YIAYIAS PANCAKE HOUSE		
217723	OT PLOW MEAL	168.58
217646	OT PLOW MEAL 1/24/20	115.61
Check Date 2/4/2020 Total For Check # 10286		284.19
Total For ALL Checks		223,114.12



REQUEST FOR BOARD ACTION
Administration

AGENDA SECTION: Consent - ACA
SUBJECT: Information Technology Security Managed Services Purchase
MEETING DATE: February 4, 2020
FROM: Bradley Bloom, Assistant Village Manager/Director of Public Safety

Recommended Motion

Waive the competitive bidding process and approve the purchase of proprietary software and information technology security managed services from Infogressive Cyber Security of Lincoln NE at a cost not to exceed \$25,423.20.

Background

Over the past year, Village staff has noted an increase in cyber-attacks aimed at municipalities. In August 2019, the New York Times reported that more than 40 municipalities have been the victim of cyber-attacks that have included malicious malware being sent via e-mail and ransomware extortion, where the municipality's data has been maliciously encrypted and held in exchange for a ransom payment demand to provide an encryption key to unlock the municipality's encrypted data.

Village staff requested that the Village's Information Technology (IT) contractor Orbis Solutions, review the adequacy of the Village current IT security products. Orbis Solutions recommends the managed IT security service products from Infogressive Cyber Security. Managed security products differ from standard security software in that they are monitored by security professionals and better able to detect and respond to security breaches and attempts. Managed security products are typically more expensive than standard security software. Infogressive's products will provide e-mail security, endpoint detection and response services and log analysis. Additionally, Infogressive will provide end user training on detecting e-mail phishing scams and security awareness and will actually test and report on end users ability to detect suspicious e-mails.

Discussion & Recommendation

The Village's insurance provider, IRMA requires that their municipal clients must have protections in place to deter and detect cyber-attacks and ransomware demands in order to make an insurance claim for a cyber or ransomware attack. Additionally, the Criminal Justice Information System requires a two-step security verification process that the Infogressive security products provide.

The Village's IT vendor obtained quotes from two other providers widely used by organizations of similar size as the Village and offering managed security products comparable to Infogressive's products.

Vendor	Annual Cost	Comments
Infogressive	\$28,798.20*	
Trustwave	\$89,214	Phishing/Sec train not incld
Alert Logic	\$28,800	Email gateway and phishing/sec not included

*includes a full year of all components for comparison purposes, end user malware was from Infogressive was previously purchased on 2019.

Orbis Solutions has deployed Infogressive's IT security products at many of their other customer locations and are confident in the capabilities to provide a secure IT environment. Infogressive claims that clients using their services have never had an incident that resulted in data loss or ransomware executed in the 13 years they have been in business.

Based upon the increased cyber threats aimed at municipalities and the Village's increased reliance on information technology staff recommends entering into a one-year agreement with Infogressive Cyber Security at a cost not to exceed \$25,423.20.

Budget Impact

This is a budgeted request. The 2020 budget includes \$28,000 for this purchase. This represents an \$13,000 increase over the previous year's budget which did not include managed security products or the software to train end users on cyber security and phishing scams.

Village Board and/or Committee Action

At their meeting of January 28, 2020, the Board agreed to move this item to the consent agenda of their next meeting.

Documents Attached

1. Infogressive Cyber Security of Lincoln bid



Friday, December 27, 2019

Village of Hinsdale
Brad Bloom
19 E. Chicago Avenue
Hinsdale, IL 60521
bbloom@villageofhinsdale.org

Dear Brad,

Infogressive was founded upon a single focus: Information security. We reduce risks by creating defense-in-depth networks and assisting in implement industry best practices. We achieve this mission through three primary means:

1. We acquire and continually train elite talent that prioritizes customer service and executing our standards of excellence.
2. We identify market leading, effective technologies that reduce risk economically. We become experts on these technologies to help our clients learn and leverage them into their environments.
3. We build and maintain a network of close, trusted relationships with people involved in the cybersecurity space all over the world. These relationships include: Information security experts, government, law enforcement, private industry, and academia. These relationships help us stay aware of what is going on in our industry now and in the future. This enables us to engage these relationships when needed, as we are the first to admit we can't know everything.

We know you have a lot of options for your Managed Security Services Provider, below are three advantages partnering with Infogressive will bring you:

1. Our security effectiveness is proven by our record of **ZERO data breaches** since we began in 2006, for our clients that invest in our defense-in-depth approach.
2. We have superior customer responsiveness. Our average ticket response is **less than 15 minutes** and our average resolution time is **less than 2 hours**.
3. We have saved our customer's on **average 50%** on their security spending over a 3-year period.

We live and breathe security. Some call us paranoid, some call us nerds; we call ourselves vigilant cybersecurity experts. While the world is being educated about what we do through daily headlines about breaches, we work tirelessly to make sure our clients aren't part of the media frenzy that is sure to continue for decades to come.

Travis Ray
Channel Account Manager
Infogressive



<https://infogressive.com/>

P: 402-261-0123
E: travis.ray@infogressive.com

Security Bundles

Item	Description	Price	Qty	Ext. Price
	Infogressive Custom Bundle Number of Workstations - 126 Number of Servers/network devices: 5 Number of Employees - 92 Contract Term - 12 months Pay Up Front - Yes Security Services: Email Security - Platinum package Endpoint Detection & Response (EDR) Log Analysis Service (SIEM) Phishing and Security Awareness Training Subtotal \$22,998 (Includes set up costs) Bundle 3-4 Services Discount: 5% Pay Up Front Discount: 5% Total: \$20698.2 for 12 months paid up front annually. Term is calendar year 2020	\$20,698.20	1	\$20,698.20
Subtotal				\$20,698.20



<https://infogressive.com/>

P: 402-261-0123
E: travis.ray@infogressive.com

Cylance Renewal

Item	Description	Price	Qty	Ext. Price
	Infogressive Managed Advanced Malware Prevention 7 Month Remainder of 2019 and full year 2020 renewal term paid up front on 1/1/2020, Total: \$4,725 2021: Total: \$8,100 2022: Total: 8,8100	\$4,725.00	1	\$4,725.00
Subtotal				\$4,725.00



<https://infogressive.com/>

P: 402-261-0123
E: travis.ray@infogressive.com

Hinsdale/Orbls Custom Bundle w/SAT (2020)

Prepared for:

Village of Hinsdale
Brad Bloom
19 E. Chicago Avenue
Hinsdale, IL 60521
bbloom@villageofhinsdale.org
(630) 789-7007

Prepared by:

Infogressive
Travis Ray
402-261-0123
Fax
travis.ray@infogressive.com

Details:

Quote #: 006186
Version: 2
Delivered: 12/27/2019
Expires: 01/26/2020

Quote Summary

Description	Amount
Security Bundles	\$20,698.20
Cylance Renewal	\$4,725.00
Total	\$25,423.20

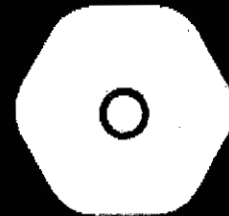
Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

Signature _____

Date _____

ENDPOINT DETECTION & RESPONSE

*Know when an attacker is
on your network.*



DETECT THE UNKNOWN

Discover known & unknown
elements of an attack



PREVENTION FAILS

Even the best security can't
provide 100% prevention



KNOW WHAT HAPPENED

Comprehensive attack timeline
Prognostic intelligence and
actionable insights

Ransomware begins encrypting files in

SECONDS

1/3

of cyber attacks bypass
traditional security solutions

77%

of successful attacks
utilize fileless techniques

Contact us today. Sleep soundly tonight.



We detect the path of an
attack as it happens.



IOC HUNTING



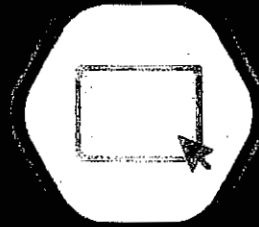
(USERS, MACHINES, PROCESSES, REGISTRY, MEMORY, ETC.)

RAW ENDPOINT DATA

Don't take our word for it. Test it yourself.

EMAIL SECURITY

Prevent your email system from becoming a threat-delivery system.



ANTI-SPAM & ANTI-VIRUS

Keep unwanted & malicious emails out of your users' inboxes



of breaches start with an email



SANDBOXING

Detonate threats in a contained environment to keep your users safe



48.8 MILLION

new malware variants were discovered in one month alone

#1

Email attacks are attackers' preferred point of entry



Contact us today. Sleep soundly tonight.

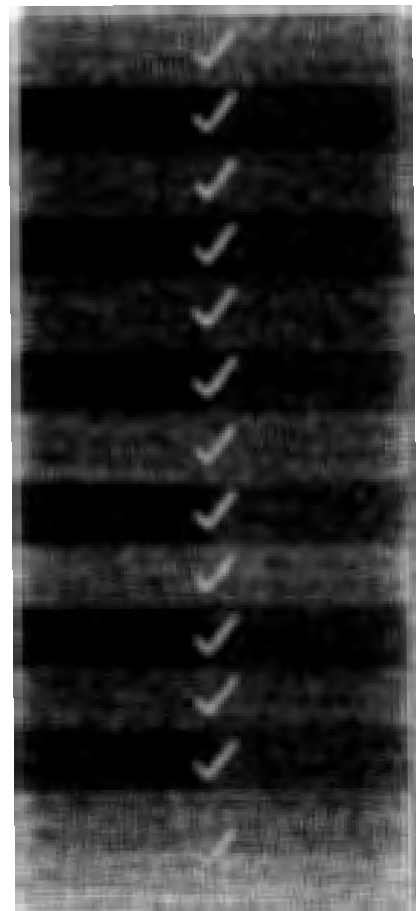
 **Infogressive**
Cybersecurity Solved.

Email has become mission-critical.

FEATURES

ADVANCED

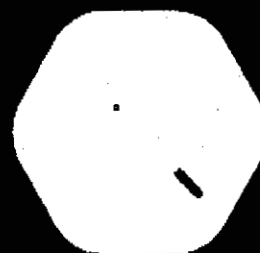
PLATINUM



Email security is hard. Trust the experts.

LOG ANALYSIS

The central nervous system of your network.



REAL-TIME MONITORING

Seconds matter when you're detecting threats



CORRELATION & AUTOMATION

Actionable insights from advanced analytics



LOG MANAGEMENT

Millions of logs are created.

Only a few matter.

Do you have time to look through millions of logs every day?

Individual Workstation

6,500

LOGS PER DAY

Windows Server

100
THOUSAND

LOGS PER DAY

Domain Controller

650
THOUSAND

LOGS PER DAY

Firewall

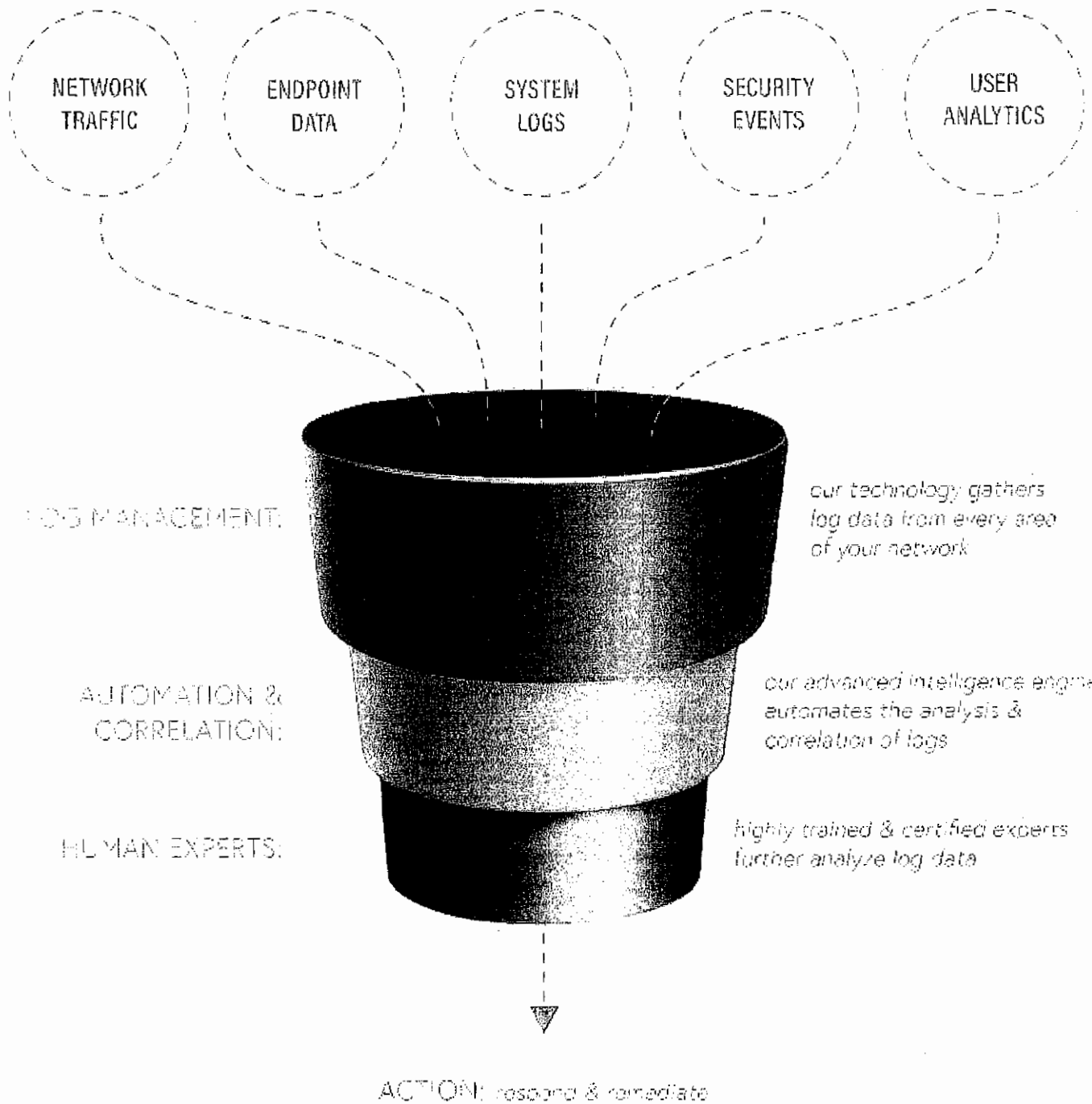
4 MILLION

LOGS PER DAY

Are you confident you can find the one log that matters?

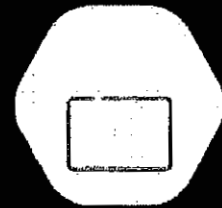
 **Infogressive**
Cybersecurity Solved.

HOW IT WORKS



PHISHING & SECURITY AWARENESS

*Comprehensive testing & training.
Conquering human error.*



TEST

Simulated attacks establish a baseline



TRAIN

Continuous security training & simulated attacks



SEE RESULTS

Track performance & see improvement

© Infogressive 1/1108

91%

of breaches start with an email

50%

more than half of cyber attacks are due to human error

businesses see a significant

DECREASE

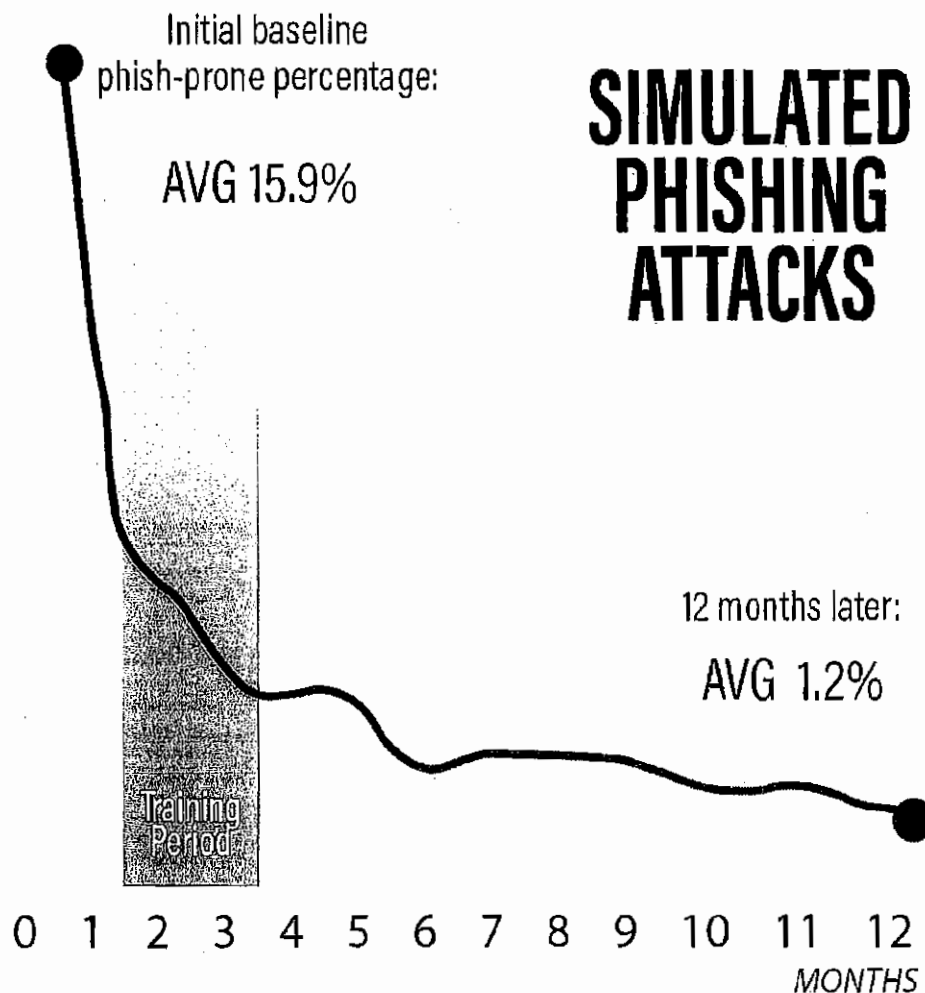


in risk after implementing a security training program

Contact us today. Sleep soundly tonight.

 **Infogressive**
Cybersecurity Solved.

Reduce the human variable of
your security risk.



Equip your users to think before they click with access to the world's largest library of security awareness training programs.

Don't take our word for it. Test it yourself.



Infoaggressive.com

Public Services & Engineering

AGENDA SECTION: Consent Agenda—EPS
SUBJECT: Enrollment in IPWMAN
MEETING DATE: February 4, 2020
FROM: Garrett Hummel, Administrative Analyst

Recommended Motion

Approve an Ordinance Authorizing Execution of the Illinois Public Works Mutual Aid Network (IPWMAN).

Background

Established in 2009, IPWMAN was founded to promote intergovernmental cooperation by developing a statewide network of Public Works agencies to provide mutual aid response and recovery assistance in the event of natural or man-made emergencies and disasters.

Discussion & Recommendation

Membership to IPWMAN provides the Village the opportunity to give or receive resources, including personnel and equipment, access to a network of responding agencies with a wide array of assets, and access to a state-wide network of aid during times of need when local resources could become overwhelmed. IPWMAN has 26 DuPage County members including Downers Grove, Westmont, Clarendon Hills, and Glen Ellyn.

The agreement does not obligate any agency to respond. An agency is not expected to send resources if it impacts its own ability to effectively manage daily operations or response to an emergency. Resources remain under the authority of the responding agency and can be recalled at any time. The responding organization is encouraged to provide assistance for the first five (5) days after an event without reimbursement. After five days, the responding agency may bill the requesting agency. The Village can withdraw from the agreement at any time.

Budget Impact

Membership to IPWMAN requires an annual fee of \$250. This amount will be applied to the Membership Dues/Subscriptions line item (4100-7143).

Village Board and/or Committee Action

At their meeting of January 28, 2020, the Board agreed to move this item to the Consent Agenda of their next meeting.

Documents Attached

1. IPWMAN Ordinance
2. IPWMAN Mutual Aid Agreement

VILLAGE OF HINSDALE
ORDINANCE NO. _____

**An Ordinance Authorizing Execution of the
Illinois Public Works Mutual Aid Network Agreement (IPWMAN)**

WHEREAS, the Constitution of the State of Illinois, 1970, 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 "Intergovernmental Cooperation Act", 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government; and,

WHEREAS, Section 5 of the "Intergovernmental Cooperation Act", 5 ILCS 220/5, provides that any one or more public agencies may contract with any one or more public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform, provided that such contract shall be authorized by the governing body of each party to the contract; and,

WHEREAS, the Village President and the Board of Trustees of Hinsdale, have determined that it is in the best interests of the Village of Hinsdale and its residents to enter into an intergovernmental agreement to secure to each the benefits of mutual aid in public works and the protection of life and property from an emergency or disaster and to provide for public works assistance, training and other necessary functions to further the response and recovery from said emergency or disaster. The principal objective of the public works mutual aid assistance being the

response to and recovery from any emergency or disaster and the return of the community to as near normal as quickly as possible.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois as follows:

Section 1: That the President and the Board of Trustees be and are hereby authorized to execute an Agreement for participation in the Illinois Public Works Mutual Aid Network (IPWMAN), a copy of said Agreement being attached hereto and being made a part hereof.

PASSED this _____ day of February 2020.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this _____ day of February 2020.

Thomas K. Cauley, Jr. Village President

ATTEST:

Christine M. Bruton, Village Clerk

Illinois Public Works Mutual Aid Network Agreement

This Public Works Agreement (hereinafter "Agreement") is entered into by the Village of Hinsdale which has, by executing this Agreement, manifested its intent to participate in an Intrastate Program for Mutual Aid and Assistance, hereinafter entitled the "Illinois Public Works Mutual Aid Network (IPWMAN)"; and

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

WHEREAS, any community that is a home rule unit of local government under the 1970 Constitution of the State of Illinois and as such may exercise any power and perform any function pertaining to its government and affairs; and

WHEREAS, the Act provides that any one or more public agencies may contract with any one or more other public agencies to set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting Parties; and

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides that any power or powers, privileges or authority exercised or which may be exercised by a unit of local government may be exercised and enjoyed jointly with any other unit of local government including a unit of local government from another state; and

WHEREAS, the Parties to this Agreement may voluntarily agree to participate in mutual aid and assistance activities conducted under the State of Illinois Intrastate Mutual Aid and Assistance Program and the Interstate Emergency Management Assistance Compact (EMAC). Parties may voluntarily agree to participate in an interstate Mutual Aid and Assistance Program for public works related agencies including, but not limited to; local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function through this Agreement if such a program were established.

WHEREAS, the Parties hereto are units of local government as defined by the Constitution of the State of Illinois and the Intergovernmental Cooperation Act; and

WHEREAS, the Parties recognize that they are vulnerable to a variety of potential, natural and man-made disasters; and

WHEREAS, the Parties to this Agreement wish to provide mutual aid and assistance to one another during times of disaster or public works emergencies.

NOW, THEREFORE, the Parties agree as follows:

SECTION I: PURPOSE

The Illinois Public Works Mutual Aid Network (IPWMAN) program is hereby established to provide a method whereby public works related agencies, including, but not limited to, local municipal public works departments, township road districts, unit road districts, county highway departments, public water agencies and public wastewater agencies or any other governmental entity that performs a public works function in need mutual aid assistance may request aid and assistance in the form of personnel, equipment, materials and/or other associated services as necessary from other public works related agencies. The purpose of this Agreement is to formally document such a program.

SECTION II: DEFINITIONS

The following definitions will apply to the terms appearing in this Agreement.

A. *"AGENCY"* means any municipal public works agency, township road district, unit road district, county highway departments, publicly-owned water organization and publicly-owned wastewater organization or any other governmental entity that performs a public works function that abides by the provisions as found in this Agreement.

B. *"AID AND ASSISTANCE"* includes, but is not limited to, personnel, equipment, facilities, services, materials and supplies and any other resources needed to provide mutual aid response.

C. *"AUTHORIZED REPRESENTATIVE"* means a Party's employee who, by reason of his or her position, has been authorized, in writing by that Party, to request, offer, or provide aid and assistance pursuant to this Agreement. Each Party's initial authorized representative, and the representative's title, is listed on the contact list. If the title of the authorized representative as listed by name on the contact list has changed, such change shall have no effect on the authority of the authorized representative and the named person shall continue to be the authorized representative until a different person is named as the authorized representative in writing by the Party. In the event that the person who is listed as authorized representative is no longer employed by the Party, the successor in the office formerly held by the authorized representative shall automatically become the authorized representative unless the Party indicates otherwise in writing. Each Party's authorized representative shall be responsible to designate someone to supervise that Party's employees who are engaged in the receipt or furnishing of aid and assistance, including, but not limited to, opening of public ways; removal of debris; building of protective barriers; management of physical damage to structures and terrain; transportation of persons, supplies, and equipment; and repair and operation of municipal utilities.

D. *"BOARD OF DIRECTORS"* is a group of representatives from the Parties to the IPWMAN Agreement elected to organize and maintain the program. The Board of Directors shall consist of members of the IPWMAN. Qualifications and terms for the Board members shall be defined in the By-Laws of the Illinois Public Works Mutual Aid Network, Inc.

E. *"BOARD MEMBER"* is a representative of the Association (IPWMAN) serving on the Board of Directors.

F. *"DISASTER"* means a calamitous incident threatening loss of life or significant loss or damage to property, including, but not limited to flood, winter storm, hurricane, tornado, dam break, or other naturally-occurring catastrophe or man-made, accidental, military, or paramilitary incident, or biological or health disasters or a natural or manmade incident that is, or is likely to be, beyond the control of the services, personnel, equipment and facilities of a Party that requires assistance under this Mutual Aid and

Assistance Agreement, but must be coordinated through the appropriate local accredited/certified Emergency Management Agency coordinator.

G. "*IPWMAN*" is the acronym for the Illinois Public Works Mutual Aid Network.

H. "*LOCAL EMERGENCY*" is defined as an urgent need requiring immediate action or attention beyond normal capabilities, procedures and scope for aid and assistance by an agency.

I. "*MUTUAL AID RESOURCE LIST*" means the list of the equipment, personnel and other resources that each Party has available for the provision of aid and assistance to other Parties. This list shall be periodically updated in accordance with the Operational Plan.

J. "*NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS)*" a Presidential directive that provides a consistent nationwide approach that allows federal, state, local and tribal governments as well as private-sector and nongovernmental organizations to work together to manage incidents and disasters of all kinds.

K. "*PARTY*" means an agency which has adopted and executed this Agreement.

L. "*PERIOD OF ASSISTANCE*" means a specified period of time when a Responding Agency assists a Requesting Agency. The period commences when personnel, equipment, or supplies depart from a Responding Agency's facility and ends when the resources return to their facility (portal to portal). All protections identified in the Agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

M. "*RESPONDING AGENCY*" means the Party or Agency which has received a request to furnish aid and assistance from another Party and has agreed to provide the same.

N. "*REQUESTING AGENCY*" means the Party or Agency requesting and receiving aid and assistance from a Responding Agency.

SECTION III: RESPONSIBILITY OF PARTIES

A. *PROVISION OF AID*. Each Party recognizes that it may be requested to provide aid and assistance at a time when it is necessary to provide similar aid and assistance to the Party's own constituents. This Agreement shall not be construed to impose any unconditional obligation on any Party to provide aid and assistance. A Party may choose not to render aid and assistance at any time, for any reason.

B. *RECRUITMENT*. The Parties hereby encourage each other to enlist other agencies to adopt and execute this Agreement.

C. *AGREEMENT FOR BENEFIT OF PARTIES*. All functions and activities performed under this Agreement are for the benefit of the Parties to this Agreement. Accordingly, this Agreement shall not be construed to be for the benefit of any third parties and no third parties shall have any right or cause of action against the Parties to this Agreement.

D. *IMMUNITIES*. All immunities provided by law to the Parties shall be fully applicable to the Parties providing or receiving aid and assistance pursuant to this Agreement, including, but not limited to, the Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101, et seq.

E. *MEMBERSHIP*. To be a member in good standing, a Party shall be responsible for dues and other obligations as specified in the IPWMAN By-Laws and Operational Plan.

SECTION IV: ANNUAL REVIEW

At a minimum, the Board of Directors shall meet annually at a meeting place designated by the Board of Directors to review and discuss this Agreement and, if applicable, to recommend amendments to this Agreement. The Board of Directors shall have the power and signing authority to carry out the purposes of this Agreement, including but not limited to the power to: adopt by-laws; execute agreements and documents approved by the Board of Directors; develop specific operating plans, procedures and protocol for requesting assistance; organize meetings; operate a website; disseminate information; create informational brochures; create subcommittees; maintain lists of the Parties; maintain equipment and supply inventory lists; and deal with Party issues.

SECTION V: PROCEDURES FOR REQUESTING ASSISTANCE

The Board of Directors will promulgate and regularly update procedures for requesting assistance through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

SECTION VI: RESPONDING AGENCY'S ASSESSMENT OF AVAILABILITY OF RESOURCES

The Board of Directors will promulgate and regularly update procedures for responding agency's assessment of availability of resources through IPWMAN Operational Plan.

SECTION VII: SUPERVISION AND CONTROL

A. *DESIGNATION OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* Responding Agency shall designate a representative who shall serve as the person in charge of coordinating the initial work assigned to the Responding Agency's employees by the Requesting Agency. The Requesting Agency shall direct and coordinate the work being assigned to the Responding Agency(s) and the Requesting Agency's employees. All actions shall be consistent with and in accordance with the National Incident Management System (NIMS) and the IPWMAN Operational Plan.

B. *RESPONSIBILITIES OF RESPONDING AGENCY'S SUPERVISORY PERSONNEL.* The Board of Directors will promulgate and regularly update procedures for Responding Agency's supervisory personnel through the IPWMAN Operational Plan.

SECTION VIII: LENGTH OF TIME FOR AID AND ASSISTANCE; RENEWABILITY; RECALL

The Board of Directors will promulgate and regularly update procedures for length of time for aid and assistance; renewability; recall through the Illinois Public Works Mutual Aid Network (IPWMAN) Operational Plan.

It is presumed that a Responding Agency's aid and assistance shall be given for an initial minimum period of twelve (12) hours. Thereafter, assistance shall be extended as the Responding Agency and Requesting Agency shall agree. The twelve (12) hour period shall start when the aid and assistance departs from Responding Agency's location with the intent of going to Requesting Agency's location. The aid and assistance shall end when it returns to Responding Agency's location with the understanding between the Responding Agency and Requesting Agency that provision of aid and assistance is complete.

Responding Agency may recall its aid and assistance at any time at its sole discretion. Responding Agency shall make a good faith effort to give the Requesting Agency as much advance notice of the recall as is practical under the circumstances.

SECTION IX: DOCUMENTATION OF COST & REIMBURSEMENT OF COST

A. *PERSONNEL* – Responding Agency shall continue to pay its employees according to its then prevailing ordinances, rules, regulations, and collective bargaining agreements. At the conclusion of the period of aid and assistance, the Responding Agency shall document all direct and indirect payroll costs plus any taxes and employee benefits which are measured as a function of payroll (i.e.; FICA, unemployment, retirements, etc.).

B. *RESPONDING AGENCY'S TRAVELING EMPLOYEE NEEDS* – Responding Agency shall document the basic needs of Responding Agency's traveling employees, such as reasonable lodging and meal expenses of Responding Agency's personnel, including without limitation transportation expenses for travel to and from the stricken area during the period of aid and assistance.

C. *EQUIPMENT* – Responding Agency shall document the use of its equipment during the period of aid and assistance including without limitation all repairs to its equipment as determined necessary by its on-site supervisor(s) to maintain such equipment in safe and operational condition, fuels, miscellaneous supplies, and damages directly caused by provision of the aid and assistance.

D. *MATERIALS AND SUPPLIES* – Responding Agency shall document all materials and supplies furnished by it and used or damaged during the period of aid and assistance.

E. *REIMBURSEMENT OF COSTS* – Equipment, personnel, materials, supplies and/or services provided pursuant to this Agreement shall be at no charge to the Requesting Agency, unless the aid and assistance is requested for more than five (5) calendar days. If aid and assistance is requested from the State of Illinois to be activated as a State asset, the Responding Agency will be reimbursed for personnel, materials, supplies and equipment from the first day of the response to the event by the State of Illinois. Materials and supplies will be reimbursed at the cost of replacement of the commodity. Personnel will be reimbursed at Responding Agency rates and equipment will be reimbursed at an appropriate equipment rate based upon either pre-existing locally established rates, the Federal Emergency Management Agency Equipment Rate Schedule or that published by the Illinois Department of Transportation. In the event that there is no such appropriate equipment rate as described above, reimbursement shall be at the actual cost incurred by the Responding Agency.

SECTION X: RIGHTS AND PRIVILEGES OF RESPONDING AGENCY'S EMPLOYEES

Whenever Responding Agency's employees are rendering aid and assistance pursuant to this Agreement, such employees shall retain the same powers, duties, immunities, and privileges they would ordinarily possess if performing their duties within the geographical limits of Responding Agency.

SECTION XI: WORKERS' COMPENSATION

The Parties agree that Requesting Agency shall be responsible for payment of workers' compensation benefits owed to Requesting Agency's employees and that Responding Agency shall be responsible for payment of workers' compensation benefits owed to Responding Agency's employees.

SECTION XII: INSURANCE

Each Party shall bear the risk of liability for its agency and its agency's employees' acts and omissions and shall determine for itself what amount of insurance it should carry, if any. Each Party understands and agrees that any insurance coverage obtained shall in no way limit that Party's responsibility under Section XIII of this Agreement to indemnify and hold the other Parties to this Agreement harmless from such liability.

SECTION XIII: INDEMNIFICATION

Each Party hereto agrees to waive all claims against all other Parties hereto for any loss, damage, personal injury or death occurring in consequence of the performance of this Mutual Aid Agreement; provided, however, that such claim is not a result of gross negligence or willful misconduct by a Party hereto or its personnel.

Each Party requesting aid pursuant to this Agreement hereby expressly agrees to hold harmless, indemnify and defend the Party rendering aid and its personnel from any and all claims, demands, liability, losses, suits in law or in equity which are made by a third party provided, however, that all employee benefits, wage and disability payments, pensions, worker's compensation claims, damage to or destruction of equipment and clothing, and medical expenses of the Party rendering aid or its employees shall be the sole and exclusive responsibility of the Party rendering aid; and further provided that such claims made by a third party are not the result of gross negligence or willful misconduct on the part of the Party rendering aid. This indemnity shall include attorney fees and costs that may arise from providing aid pursuant to this Agreement.

SECTION XIV: NON-LIABILITY FOR FAILURE TO RENDER AID

The rendering of assistance under the terms of this Agreement shall not be mandatory if local conditions of the Responding Agency prohibit response. It is the responsibility of the Responding Agency to immediately notify the Requesting Agency of the Responding Agency's inability to respond; however, failure to immediately notify the Requesting Agency of such inability to respond shall not constitute evidence of noncompliance with the terms of this section and no liability may be assigned.

No liability of any kind or nature shall be attributed to or be assumed, whether expressly or implied, by a party hereto, its duly authorized agents and personnel, for failure or refusal to render aid. Nor shall there be any liability of a party for withdrawal of aid once provided pursuant to the terms of this Agreement.

SECTION XV: NOTICE OF CLAIM OR SUIT

Each Party who becomes aware of a claim or suit that in any way, directly or indirectly, contingently or otherwise, affects or might affect other Parties of this Agreement shall provide prompt and timely notice to the Parties who may be affected by the suit or claim. Each Party reserves the right to participate in the defense of such claims or suits as necessary to protect its own interests.

SECTION XVI: AMENDMENTS

Proposed amendments to this Agreement shall be submitted to the Board of Directors. Amendments shall be approved by majority vote of the Board of Directors.

SECTION XVII: ADDITIONAL PARTIES

Additional agencies may become Parties to this Agreement, provided that such agencies:

- (1) Approve and execute this Agreement.
- (2) Provide a fully executed copy of this Agreement to the Board of Directors.
- (3) Provide the name and title of an authorized representative to the Board of Directors.
- (4) Annually provide a list of mutual aid resources to its local accredited/certified Emergency Management Agency. If requested, the agency may need to assist its local accredited/certified Emergency Management Coordinator with data entry of its mutual aid resources into a web-based format (NIMS Source).

Upon submission of the items enumerated above to the Board of Directors and receipt of acknowledgement from the Board of Directors, the submitting agency shall be regarded as a Party to the Agreement.

SECTION XVIII: NOTICES

Notices and requests as provided herein shall be deemed given as of the date the notices are deposited, by First Class Mail, addressed to the Board of Directors who will notify each of the Parties' representatives.

SECTION XIX: INITIAL TERM OF AGREEMENT; RENEWAL; TERMINATION

The initial term of this Agreement shall be one (1) year from its effective date. Thereafter, this Agreement shall automatically renew for additional one-year terms commencing on the anniversary of the effective date of this Agreement. Any Party may withdraw from this Agreement at any time by giving written notification to the Board of Directors. The notice shall not be effective until ninety (90) days after the notice has been served upon the Board of Directors by First Class mail. A Party's withdrawal from this Agreement shall not affect that Party's liability or obligation incurred under this Agreement prior to the date of withdrawal. This Agreement shall continue in force and effect as to all other Parties until such time as a Party withdraws. Failure to adopt any amended agreement within ninety (90) days of said amended agreement will signify a Party's withdrawal from the Agreement.

SECTION XX: HEADINGS

The headings of various sections and subsections of this Agreement have been inserted for convenient reference only and shall not be construed as modifying, amending, or affecting in any way the express terms and provisions of this Agreement or their interpretation.

SECTION XXI: SEVERABILITY

Should any clause, sentence, provision, paragraph, or other part of this Agreement be adjudged by any court of competent jurisdiction to be invalid, such judgment shall not affect, impair, or invalidate the remainder of this Agreement. Each of the Parties declares that it would have entered into this Agreement irrespective of the fact that any one or more of this Agreement's clauses, sentences, provisions, paragraphs, or other parts have been declared invalid. Accordingly, it is the intention of the Parties that the remaining portions of this Agreement shall remain in full force and effect without regard to the clause(s), sentence(s), provision(s), paragraph(s), or other part(s) invalidated.

SECTION XXII: EFFECTIVE DATE

This Agreement shall be effective on the date of the acknowledgement letter sent by the Board of Directors.

SECTION XXIII: WAIVER

Failure to enforce strictly the terms of this Agreement on one or more occasions shall not be deemed a waiver of the right to enforce strictly the terms of this Agreement on any other occasion.

SECTION XXIV: EXECUTION OF COUNTERPARTS

This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

SECTION XXV: PRIOR IPWMAN AGREEMENTS

To the extent that provisions of prior IPWMAN Agreements between signatories to this Agreement are inconsistent with this Agreement, all prior agreements for mutual aid and assistance between the Parties hereto are suspended.

SECTION XXVI: PROHIBITION ON THIRD PARTIES AND ASSIGNMENT OF RIGHTS/DUTIES

This Agreement is for the sole benefit of the Parties and no person or entity shall have any rights under this Agreement as a third-Party beneficiary. Assignments of benefits and delegations of duties created by this Agreement are prohibited and must be without effect.

NOW, THEREFORE, each of the Parties have caused this IPWMAN Mutual Aid Agreement to be executed by its duly authorized representative who has signed this Agreement as of the date set forth below.

Approved and executed this 4th day of February, 2020

For the Agency

By: _____

Attest: _____

APPROVED (as to form):

By: _____

On behalf of the Illinois Public Works Mutual Aid Network

Approved and executed this _____ day of _____, 20____.

By: _____
President of IPWMAN Board of Directors

Attest: _____
IPWMAN Secretary/Treasurer

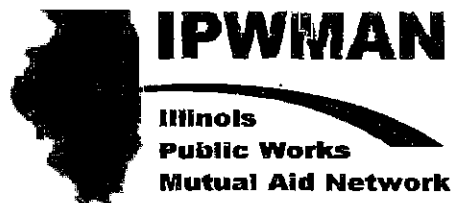
Approved by the IPWMAN Interim Board of Directors on September 17, 2008. Amended by the IPWMAN Interim Board of Directors on August 19, 2009. Amended by the IPWMAN Board of Directors on June 16, 2010

What is IPWMAN?

IPWMAN is a state-wide network of public works agencies organized to respond in an emergency situation when a community's or region's resources have been exhausted.

For a long time, public works agencies have assisted other public works agencies on an informal basis in times of need.

IPWMAN is a mutual aid network designed to efficiently direct resources to areas in need when necessary.



How to Join?

Mail your request for a membership packet to:

*Illinois Public Works Mutual Aid Network
1701 East Main Street
Urbana, Illinois 61802*

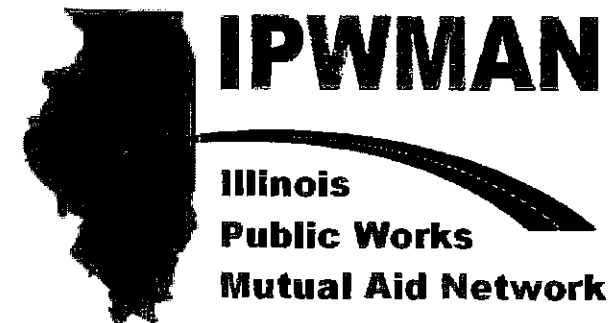
or

*Visit our website:
www.ipwman.org*

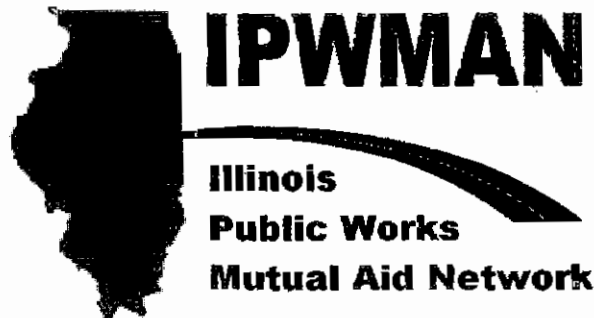
or

For more information, contact us at:

217.819.3155



No community is too small to be able to offer assistance; no community is too large to ask for help.



Mission Statement for IPWMAN

It is the mission of the Illinois Public Works Mutual Aid Network (IPWMAN), in the spirit of intergovernmental cooperation, to develop and maintain a statewide network of public works related agencies whose principal purpose is to provide mutual aid response and recovery assistance to each other when confronted with natural or man-made emergencies and disasters.



Who Can Join?

- Municipal Public Works Departments
- Public Water Agencies
- Public Waste Water Agencies
- Township Road Districts
- Unit Road Districts
- County Highway Departments
- Sanitary Districts
- Other Governmental Entities Performing Public Works Functions

Benefits of IPWMAN

- IPWMAN will offer comprehensive public works training assistance.
- IPWMAN will provide grant funding assistance.
- IPWMAN provides a network of diverse resources that will be efficiently directed to agencies before, during and after a disaster.
- The state-wide mutual aid program helps communities prepare and train to respond to disasters.
- IPWMAN affords opportunities for agencies to learn from others' experiences.
- Communities will have opportunities to become NIMS-compliant.
- Mutual aid agreements signed prior to emergency situations aid communities when applying for state and/or federal reimbursement.
- Initial assistance is provided without charge to the community.

**REQUEST FOR BOARD ACTION
PUBLIC SERVICES & ENGINEER**

AGENDA SECTION: Consent Agenda - EPS

SUBJECT: Resolution for Improvement Under the Illinois Highway Code and Local Public Agency Agreement for Federal Participation

MEETING DATE: February 04, 2020

FROM: Dan Deeter, PE Village Engineer

Recommended Motion

Approve an Illinois Department of Transportation (IDOT) "Resolution for Improvement Under the Illinois Highway Code" and "Local Public Agency Agreement for Federal Participation" to partially fund the 2020 Infrastructure Project with Surface Transportation Program (STP) funds.

Background

The 2020 Infrastructure project includes resurfacing of the following streets:

- Chicago Avenue from IL Route 83 to Garfield Street
- Post Office Circle from Garfield Street to Symonds Drive
- Third Street from Grant Street to Washington Street

These are the scheduled improvements as part of the Accelerated Master Infrastructure Plan and are a separate project from the annual maintenance project. Design of the 2020 Infrastructure Project was approved by the Village Board of Trustees in August 2019.

Discussion & Recommendation

Hinsdale was awarded \$532,000 of Federal STP funds to partially fund the 2020 Infrastructure resurfacing of Chicago Avenue. To meet the STP funding requirements, Staff recommends approval of the "Resolution for Improvement Under the Illinois Highway Code" and "Local Public Agency Agreement for Federal Participation".

Budget Impact

This recommendation is consistent with how the Village intends to fund the accelerated infrastructure plan and will have no adverse Budget impact.

Village Board and/or Committee Action

At the 01/28/20 Board of Trustees meeting, the Board approved the item to be moved to the Consent Agenda.

Documents Attached

1. IDOT BLR 09110, Resolution for Improvement Under the Illinois Highway Code.
2. IDOT BLR 05310 "Local Public Agency Agreement for Federal Participation"



Resolution for Improvement
Under the Illinois Highway Code



Resolution Number	Resolution Type	Section Number
	Original	19-00098-00-RS

BE IT RESOLVED, by the President and Board of Trustees of the Village
Governing Body Type Local Public Agency Type
of Hinsdale Illinois that the following described street(s)/road(s)/structure be improved under
Name of Local Public Agency
the Illinois Highway Code. Work shall be done by Contract
Contract or Day Labor

For Roadway/Street improvements:

	Name of Street(s)/Road(s)	Length (miles)	Route	From	To
+	Chicago Avenue	0.93	FAU 1487	IL Route 83(Kingery Hwy)	Garfield Street
+	Post Circle	0.11	Local	Garfield Street	Symonds Drive
+	Third Street	0.16	Local	Grant Street	Washington Street

For Structures:

	Name of Street(s)/Road(s)	Existing Structure No.	Route	Location	Feature Crossed
+					

BE IT FURTHER RESOLVED,

1. That the proposed improvement shall consist of

Pavement Rehabilitation including milling of bituminous surface course, pavement patching, structure adjustments, concrete curb & gutter replacement, HMA surface paving, and ADA sidewalk ramp improvements.

2. That there is hereby appropriated the sum of five hundred thirty-two thousand & 00/100

Dollars (\$532,000.00) for the improvement of
said section from the Local Public Agency's allotment of Motor Fuel Tax funds.

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

I, Christine M. Bruton Village Clerk in and for said Village
Name of Clerk Local Public Agency Type Local Public Agency Type
of Hinsdale in the State aforesaid, and keeper of the records and files thereof, as provided by
Name of Local Public Agency
statute, do hereby certify the foregoing to be a true, perfect and complete original of a resolution adopted by
President and Board of Trustees of Hinsdale at a meeting held on February 04, 2020
Governing Body Type Name of Local Public Agency Date

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

(SEAL)

Clerk Signature

--

Approved

Regional Engineer
Department of Transportation

Date

--	--

Instructions for BLR 09110

This form shall be used when a Local Public Agency (LPA) wants to construction an improvement using Motor Fuel Tax(MFT) funds. Refer to Chapter 9 of the Bureau of Local Roads and Streets Manual (BLRS Manual) for more detailed information. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS Manual.

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

Resolution Number	Enter the resolution number as assigned by the LPA, if applicable.
Resolution Type	From the drop down box choose the type of resolution: <ul style="list-style-type: none">- Original would be used when passing a resolution for the first time for this project.- Supplemental would be used when passing a resolution increasing appropriation above previously passed resolutions.- Amended would be used when a previously passed resolution is being amended.
Section Number	Insert the section number of the improvement the resolution covers.
Governing Body Type	From the drop down box choose the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.
LPA Type	From the drop down box choose the LPA body type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Contract or Day Labor	From the drop down choose either Contract or Day Labor.

Roadway/Street Improvements:

Name Street/Road	Insert the name of the Street/Road to be improved. Use a separate line for each street/road. If there are more names to be inserted than the table allows, type "See Attached" and place the additional information on a separate piece of paper.
Length	Insert the length of this segment of roadway being improved in miles.
Route	Insert the Route number of the road/street to be improved if applicable.
From	Insert the beginning point of the improvement as it relates to the Street/Road listed to the left.
To	Insert the ending point of the improvement as it relates to the Street/Road listed to the left.

Structures:

Name Street/Road	Insert the name of the Street/Road on which the structure is located. Use a separate line for structure. If there are more structures to be inserted than the table allows, type "See Attached" and place the additional information on a separate piece of paper.
Existing Structure No.	Insert the existing structure number this resolution covers, if no current structure insert n/a.
Route	Insert the Route number on which the structure is located.
Location	Insert the location of the structure.
Feature Crossed	Insert the feature the structure crosses.
1	Insert a description of the major items of work of the proposed improvement.
2	Insert the dollar value of the resolution for the proposed improvement to be paid for with MFT funds in words followed by in the same amount in numerical format in the ().
Name of Clerk	Insert the name of the LPA clerk.
LPA Type	Insert the type of clerk based on the LPA type. Types to choose from are: County, City, Town or Village.
Name of LPA	Insert the name of the LPA.
Governing Body Type	Insert the type of administrative body. Choose Board for County; Council for a City or Town; President and Board of Trustees for a Village or Town.
Name of LPA	Insert the name of the LPA.
Date	Insert the date of the meeting.

Day	Insert the day Clerk is signing the document.
Month, Year	Insert the month and year of the clerk's signature.
Seal	The Clerk shall seal the document here.
Clerk Signature	Clerk shall sign here.
Approved	The Department of Transportation shall sign and date here once approved.

A minimum of four (4) certified signed originals must be submitted to the Regional Engineer's District office.

Following the Regional Engineer's approval, distribution will be as follows:

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



LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number	
Village of Hinsdale	DuPage	19-00098-00-RS	
Fund Type	ITEP, SRTS, HSIP Number(s)	MPO Name	MPO TIP Number
Federal Aid		CMAA	
<input checked="" type="checkbox"/> Construction on State Letting <input type="checkbox"/> Construction Local Letting <input type="checkbox"/> Day Labor <input type="checkbox"/> Local Administered Engineering <input type="checkbox"/> Right-of-Way			

Construction

Job Number	Project Number	Job Number	Project Number	Job Number	Project Number
C-91-076-20	H6BQ(234)				

Engineering

Right of Way

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA" and the State of Illinois, acting by and through its Department of Transportation, hereinafter referred to as "STATE". The STATE and LPA jointly propose to improve the designated location as described below. The improvement shall be consulted in accordance with plans prepared by, or on behalf of the LPA and approved by the STATE using the STATE's policies and procedures approved and/or required by the Federal Highway Administration, hereinafter referred to as "FHWA".

LOCATION

Local Street/Road Name	Key Route	Length	From	To
Chicago Avenue	FAU 1487	0.93 (net)	10.94	11.92
Location Termini				
From IL 83 (Kingery Hwy) to Garfield Street				
Current Jurisdiction	Existing Structure Number(s)	Add Location		
Local	N/A	Remove		

LOCATION

Local Street/Road Name	Key Route	Length	From	To
Post Circle		0.11	0.00	0.11
Location Termini				
Garfield St. to Symonds Drive				
Current Jurisdiction	Existing Structure Number(s)	Add Location		
Local	N/A	Remove		

LOCATION

Local Street/Road Name	Key Route	Length	From	To
3rd Street		0.16	0.08	0.24
Location Termini				
Grant St. to Washington St.				
Current Jurisdiction	Existing Structure Number(s)	Add Location		
Local	N/A	Remove		

PROJECT DESCRIPTION

Roadway rehabilitation including milling, patching and resurfacing, & ADA ramp improvements

LOCAL PUBLIC AGENCY APPROPRIATION REQUIRED FOR STATE LPA CONTRACTS

By execution of this Agreement the **LPA** attests that sufficient moneys have been appropriated or reserved by resolution or ordinance to fund the **LPA** share of project costs. A copy of the authorizing resolution or ordinance is attached as an addendum.

METHOD OF PAYMENT - State Selection (Not On)

Check One

☐ **METHOD A - Lump Sum** (80% of LPA Obligation _____)

Lump Sum Payment - Upon award of the contract for this improvement, the **LPA** will pay the **STATE** within thirty (30) calendar days of billing, in lump sum, an amount equal to 80% of the **LPA's** estimated obligation incurred under this agreement. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum within thirty (30) calendar days of billing in a lump sum, upon completion of the project based on final costs.

☐ **METHOD B - _____ Monthly Payments of _____** due by the _____ of each successive month.

Monthly Payments - Upon award of the contract for this improvement, the **LPA** will pay to the **STATE** a specified amount each month for an estimated period of months, or until 80% of the **LPA's** estimated obligation under the provisions of the agreement has been paid. The **LPA** will pay to the **STATE** the remainder of the **LPA's** obligation (including any nonparticipating costs) in a lump sum, upon completion of the project based upon final costs.

☒ **METHOD C - LPA's Share \$354,240.80** divided by estimated total cost multiplied by actual progress payment.

Progress Payments - Upon receipt of the contractor's first and subsequent progressive bills for this improvement, the **LPA** will pay to the **STATE** within thirty (30) calendar days of receipt, an amount equal to the **LPA's** share of the construction cost divided by the estimated total cost multiplied by the actual payment (appropriately adjust for nonparticipating costs) made to the contractor until the entire obligation incurred under this agreement has been paid.

Failure to remit the payment(s) in a timely manner as required under Methods A, B, or C shall allow the **STATE** to internally offset, reduce, or deduct the arrearage from any payment or reimbursement due or about to become due and payable from the **STATE** to the **LPA** on this or any other contract. The **STATE** at its sole option, upon notice to the **LPA**, may place the debit into the Illinois Comptroller's Offset System (15 ILCS 405/10.05) or take such other and further action as may be required to recover the debt.

THE LPA AGREES:

1. To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.
2. To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.
3. To provide for surveys and the preparation of plans for the proposed improvement and engineering supervision during construction of the proposed improvement.
4. To retain jurisdiction of the completed improvement unless specified otherwise by addendum (addendum should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional addendum is required.
5. To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by addendum referred to in item 4 above) in a manner satisfactory to the **STATE** and the **FHWA**.
6. To comply with all applicable Executive Orders and Federal Highway Acts pursuant to the Equal Employment Opportunity and Nondiscrimination Regulations required by the U.S. Department of Transportation.
7. To maintain for a minimum of 3 years after final project close out by the **STATE**, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the contract. The contract and all books, records, and supporting documents related to the contract shall be available for review and audit by the Auditor General and the **STATE**. The **LPA** agrees to cooperate fully with any audit conducted by the Auditor General, the **STATE**, and to provide full access to all relevant materials. Failure to maintain the books, records, and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.
8. To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.
9. To comply with Federal requirements or possibly lose (partial or total) Federal participation as determined by the **FHWA**.
10. (Local Contracts or Day Labor) To provide or cause to be provided all of the initial funding, equipment, labor, material and services necessary to complete the project.
11. (Preliminary Engineering) In the event that right-of-way acquisition for, or construction of, the project for which this preliminary engineering is undertaken with Federal participation is not started by the close of the tenth fiscal year following **FHWA** authorization, the **LPA** will repay the **STATE** any Federal funds received under the terms of this agreement.
12. (Right-of-Way Acquisition) In the event construction has not commenced by the close of the twentieth fiscal year following **FHWA** authorization using right-of-way acquired this agreement, the **LPA** will repay the **STATE** any Federal Funds received under the terms of this agreement.
13. (Railroad Related Work) The **LPA** is responsible for the payment of the railroad related expenses in accordance with the **LPA/**

railroad agreement prior to requesting reimbursement from the **STATE**. Requests for reimbursement should be sent to the appropriate IDOT District Bureau of Local Roads and Streets Office. Engineer's Payment Estimates shall be in accordance with the Division of Cost.

14. Certifies to the best of its knowledge and belief that it's officials:
 - a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
 - b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
 - c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and
 - d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.
15. To include the certifications, listed in item 14 above, and all other certifications required by State statutes, in every contract, including procurement of materials and leases of equipment.
16. (**STATE** Contracts). That execution of this agreement constitutes the **LPA's** concurrence in the award of the construction contract to the responsible low bidder as determined by the **STATE**.
17. That for agreements exceeding \$100,000 in federal funds, execution of this agreement constitutes the **LPA's** certification that:
 - a. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or any employee of a member of congress in connection with the awarding of any federal contract, the making of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit standard form - LLL, "Disclosure Form to Report Lobbying", in accordance with its instructions.
 - c. The **LPA** shall require that the language of this certification be included in the award documents for all subawards (including subcontracts, subgrants and contracts under grants, loans and cooperative agreements), and that all subrecipients shall certify and disclose accordingly.
18. To regulate parking and traffic in accordance with the approved project report.
19. To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.
20. To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.
21. To comply with the federal Financial Integrity Review and Evaluation (FIRE) program, which requires States and subrecipients to justify continued federal funding on inactive projects. 23 CFR 630.106(a)(5) defines an inactive project as a project in which no expenditures have been charged against federal funds for the past twelve (12) months.
22. (Reimbursement Requests) For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.
23. (Final Invoice) The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever ever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice on the engineering projects.
24. (Project Closeout) The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the new anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate close-out of the project and loss of further funding.
25. (Project End Date) For Preliminary Engineering projects the end date is ten (10) years from the execution date of the agreement. For Right-of-Way projects the end date is fifteen (15) years from the execution date of the agreement. For Construction projects the end date is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the agreement. Requests for time extensions and joint agreement amendments must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.
26. (Single Audit Requirements) That if the **LPA** expends \$750,000 or more a year in federal financial assistance they shall have an audit made in accordance with 2 CFR 200. **LPA's** expending less than \$750,000 a year shall be exempt from compliance. A copy of the audit report must be submitted to the **STATE** (Office of Internal Audit, Room 201, 2300 South Dirksen Parkway, Springfield, Illinois, 62764) within 30 days after the completion of the audit, but no later than one year after the end of the **LPA's** fiscal year. The CFDA number for all highway planning and construction activities is 20.205.
27. That the **LPA** is required to register with the System for Award Management or SAM, which is a web-enabled government-wide

application that collects, validates, stores, and disseminates business information about the federal government's trading partners in support of the contract award and the electronic payment processes. To register or renew, please use the following website:
<https://www.sam.gov/SAM/>

28. (Required Uniform Reporting) To comply with the Grant Accountability and Transparency Act (30 ILCS 708) that requires a uniform reporting of expenditures. Uniform reports of expenditures shall be reported no less than quarterly using IDOT's BoBS 2832 form available on IDOT's web page under the "Resources" tab. Additional reporting frequency may be required based upon specific conditions, as listed in the accepted Notice of State Award (NOSA). Specific conditions are based upon the award recipient/grantee's responses to the Fiscal and Administrative Risk Assessment (ICQ) and the Programmatic Risk Assessment (PRA).

NOTE: Under the terms of the Grant Funds Recovery Act (30 ILCS 705/4.1), "Grantor agencies may withhold or suspend the distribution of grant funds for failure to file requirement reports" if the report is more than 30 calendar days delinquent, without any approved written explanation by the grantee, the entity will be placed on the Illinois Stop Payment List. (Refer to the Grantee Compliance Enforcement System for detail about the Illinois Stop Payment List: <https://www.illinois.gov/sites/GATA/Pages/ResourceLibrary.aspx>)

THE STATE AGREES:

1. To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.
2. (State Contracts) To receive bids for construction of the proposed improvement when the plans have been approved by the **STATE** (and **FHWA**, if required) and to award a contract for construction of the proposed improvement after receipt of a satisfactory bid.
3. (Day Labor) To authorize the **LPA** to proceed with the construction of the improvement when agreed unit prices are approved, and to reimburse the **LPA** for that portion of the cost payable from Federal and/or State funds based on the agreed unit prices and engineer's pay estimates in accordance with the division of cost page.
4. (Local Contracts) For agreements with federal and/or state funds in engineering, right-of-way, utility work and/or construction work:
 - a. To reimburse the **LPA** for federal and/or state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**;
 - b. To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

IT IS MUTUALLY AGREED:

1. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction and federal Buy America provisions.
2. That this Agreement and the covenants contained herein shall become null and void in the event that the **FHWA** does not approve the proposed improvement for Federal-aid participation within one (1) year of the date of execution of this agreement.
3. This agreement shall be binding upon the parties, their successors and assigns.
4. For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 and as approved by USDOT, is incorporated by reference in this agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on state awarded contracts, this agreement shall be administered under the provisions of the **STATE'S** USDOT approved Disadvantaged Business Enterprise Program.
5. In cases where the **STATE** is reimbursing the **LPA**, obligation of the **STATE** shall cease immediately without penalty or further payment being required if, in any fiscal year, the Illinois General Assembly or applicable federal funding source fails to appropriate or otherwise make available funds for the work contemplated herein.
6. All projects for the construction of fixed works which are financed in whole or in part with funds provided by this agreement and/or amendment shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.) unless the provisions of the act exempt its application.

ADDENDA

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

<input checked="" type="checkbox"/>	1. Location Map
<input checked="" type="checkbox"/>	2. Division of Cost
<input checked="" type="checkbox"/>	3. BLR 09110 Resolution for Improvements Under Illinois Highway Code
Add Row	

The **LPA** further agrees as a condition of payment, that it accepts and will comply with the applicable provisions set forth in this agreement and all Addenda indicated above.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

--

Title of Official

--

Signature

Date

--	--

The above signature certifies the agency's Tin number is

_____ conducting business as a Governmental Entity.

Duns Number 069964427

APPROVED

State of Illinois

Department of Transportation

Omer Osman P.E., Acting Secretary

Date

--	--

By:

Director of Planning & Programming

Date

--	--

Director of Planning & Programming

Date

--	--

Philip C. Kaufmann, Chief Counsel

Date

--	--

Chief Fiscal Officer (CFO)

Date

--	--

NOTE: if the LPA signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

ADDENDA NUMBER 2

Local Public Agency	County	Section Number
Village of Hinsdale	DuPage	

Construction		Engineering		Right of Way	
Job Number	Project Number	Job Number	Project Number	Job Number	Project Number

DIVISION OF COST

	Federal Funds			State Funds			Local Public Agency			
Type of Work	Fund Type	Amount	%	Fund Type	Amount	%	Fund Type	Amount	%	Totals
- Participating Construction	STU	\$532,000.00		State Funds			Local	\$196,000.30		\$728,000.30
- Non-Participating Construction							Local	\$158,240.50		\$158,240.50
- Preliminary Engineering							Local	\$142,000.00		\$142,000.00
- Construction Engineering							Local	\$175,000.00		\$175,000.00
Total		\$532,000.00		Total		\$0.00	Total		\$671,240.80	\$1,203,240.80
Add										

If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final LPA share is dependent on the final Federal and State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

Instructions for BLR 05310 - Page 1 of 3

NOTE: Form instructions should not be included when the form is submitted.

This form shall be used when a local public agency (LPA) project involves Federal-Aid, with or without state funds and this standard form is sufficient to describe all details of the agreement. For more information refer to the Bureau of Local Roads and Streets Manual (BLRS) Chapter 5. For signature requirements refer to Chapter 2, Section 3.05(b) of the BLRS manual. When filling out this form electronically, once a field is initially completed, fields requiring the same information will be auto-populated.

Local Public Agency

Name of LPA	Insert the name of the LPA
County	Insert the name of the county in which the LPA is located.
Section Number	Insert the section number applied to this project.
Fund Type	Insert the funding type(s) being used for this project (e.g. STU, STR, ITEP, etc.)
ITEP, SRTS, HSIP Number	Insert the ITEP, SRTS, HSIP number assigned to this project.
MPO Name	Insert the name of the Metropolitan Planning Organization (MPO) in which the LPA is located if applicable. If not applicable, select "N/A".
MPO Tip Number	Insert the MPO Tip Number assigned to this project, this is required for all projects located within the MPO planning boundaries if applicable. If not, insert "N/A".
Construction on State Letting	Check this box if the construction portion of this project will be on a state held letting.
Day Labor	Check this box if the project will be constructed using day labor.
Local Administered Engineering	Check this box if the LPA is administering the engineering locally.
Right-of-Way	Check this box if Right-Of-Way is part of the project.
Construction	
Job Number	Insert the job number assigned for the construction portion, the number will begin with a "C"
Project Number	Insert the project number assigned to the construction portion of this project.
Engineering	
Job Number	Insert the job number assigned for the engineering portion of this project.
Project Number	Insert the project number assigned to the engineering portion of this project.
Right-of-Way	
Job Number	Insert the job number assigned for Right-of-Way for the project, if applicable. The number will begin with a "R".
Project Number	Insert the project number assigned to the Right-of-Way for the project, if applicable.
<u>Location</u>	Use the add location button to add additional locations if needed for up to a total of five location. If there are more than five locations, use various.
Local Street/Road Name	Insert the local street/ road name.
Key Route	Insert the key route of the street/road listed above.
Length	Insert the length in miles as it pertains to the location listed above. For a structure insert 0.01.
Station	
From	Insert the beginning station of the project as it pertains to the key route for this location for this project.
To	Insert the ending station of the project as it pertains to the key route for this location for this project.
Location Termini	Insert the beginning and ending termini as it pertains to this location for this project.
Existing Structure Number(s)	Insert the existing structure number(s) for this project.

Instructions for BLR 05310 - Page 2 of 3

Add Location	Use this button to add additional locations. A total of four additional locations can be added. If there are more than 5 locations, do not add each location. Instead, insert "Various" in the first location field.
Project Description	Insert a description of the work to be accomplished by this project.
Method of Financing	This area is for state-let-contracts only. Check one.
Method A	If this box is checked insert the dollar amount equal to 80% of the LPA's total obligation.
Method B	If this box is checked insert the number of monthly payments needed to repay 80% of the LPA's estimated obligation.
Method C	If this box is checked insert the dollar amount of the LPA's share of the construction costs for this project.

For State Let Construction Projects:

Addenda

Within the Addenda table, check the box as applicable. Insert the item number of the addenda and a description of the item.

- | | |
|--|---|
| 1. Location Map | Attach a location map to this agreement showing all locations being improved by this project. |
| 2. Division of Cost | Insert the division of cost page (see separate instructions for completing this document). |
| 3. LPA Appropriation Resolution | For State-Let construction projects, the LPA must pass an appropriation resolution covering the local share of the project. Attach the resolution for this appropriation. |
| 4. IDOT Fiscal Approval Signature Page | |

Approved

- | | |
|---------------------------------|---|
| Local Public Agency | The appropriate LPA official shall insert their name, sign and date. Insert the LPA's TIN number and DUNS Number. |
| Illinois Dept of Transportation | The appropriate IDOT official shall sign and date here. |

For Local Let Projects:

- | | |
|---------------------|---|
| 1. Location Map | Attach a location map to this agreement showing all locations being improved by this project. |
| 2. Division of Cost | Insert the division of cost page (see separate instructions for completing this document) |

For additional addenda, check this box and insert a description of the item and attach it to the agreement.

Approved

- | | |
|---------------------------------|--|
| Local Public Agency | The appropriate LPA official shall insert their name, sign, and date. Insert the LPA's TIN number and DUNS Number. |
| Illinois Dept of Transportation | The appropriate IDOT officials shall sign and date here. |

Division of Cost Table:

When the LPA desires to use one or more lump-sum amounts before the federal percentage is calculated, specify the order in which it should be used and the "not to exceed" amount. The following provides an example of the wording that may be used:

Lump-sum \$60,000 TARP funds not to exceed 50% of final cost of project credited to the project to be utilized first.
Lump-sum to be utilized second not to exceed \$20,000 EDP funds.
Lump-sum to be utilized third not to exceed \$40,000 SMA funds.

These specified amounts will be used in sequence, with the federal and local percentages calculated after they are deducted.

When the LPA desires to use a percent "not to exceed" commitment, the federal and state funds will be used concurrently at the specified percentages up to the "not to exceed" amount

Example:

Maximum STR participation 80% not to exceed \$100,000
Lump-sum SMA not to exceed \$20,000 to be used as a match to the federal funds

Be advised that the "not to exceed" amount specified under a percentage commitment will be tied up and unavailable for programming until the project is closed out and a documentation review has been completed by IDOT or FHWA, if required.

Instructions for BLR 05310 - Page 3 of 3

Division of Cost Table:

Use a separate line for each type of work as it relates to the fund type for federal, state and/or LPA funds.

Type of Work	Choose the type of work from the drop down list. Types to choose from are: Participating Construction, Non-Participating Construction, Preliminary Engineering, Construction Engineering, Right-of-Way, Railroads, Utilities, and Materials.
Federal Funds	If federal funds are being used on this project complete the following for federal funds.
Fund Type	Choose the type of federal fund type form the drop down.
Amount	Insert the amount of federal funds for the type listed under fund type.
%	Insert the percentage of federal funds for this type.
State Funds	If state funds are being used on this project complete the following for state funds.
Fund Type	Choose the type of State Funds from the drop down.
Amount	Insert the amount of state funds for the type listed under fund type.
%	Insert the percentage of state funds for this type.
Local Public Agency Funds	
Fund Type	Insert the type of LPA funds being used on this project.
Amount	Insert the amount of LPA funds for the type listed under fund type.
%	Insert the percentage of local funds for this type.
Explanation	Insert any necessary additional information as to how the funding is being applied for this project.

A minimum of three (3) originals executed by the LPA must be submitted to the District through its Regional Engineer's Office. Distribution will be as follows:

District file
Bureau of Local Roads Central Office (2)

VILLAGE OF HINSDALE 2020 INFRASTRUCTURE PROJECT



USER NAME :	dm130
PL01 SCALE :	
PL01 DATE :	1/18/20

DESIGNED
DRAWN
CHECKED
DATE

REVISED
REVISED
REVISED
REVISED

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION

PROJECT LOCATION MAP			
SCALE: 1" = 200'	SHEET NO.	OF SHEETS	STA.
			TO STA.

F&M SITE	SECTION NO.	COUNTY	TOTAL SHEET NO.	
			SHEETS	NO.
H&T	19-00090-00-RS	DUPAGE	1	1
FED. ROAD DIST. NO.		ILLINOIS FED. AID PROJECT		
CONTRACT NO.				

LAFO/STP ELIGIBLE
VILLAGE FUNDED

REQUEST FOR BOARD ACTION
Administration

AGENDA SECTION: Consent – ZPS

SUBJECT: Contract with MSA Municipal Services Associates, Inc.

MEETING DATE: February 4, 2020

FROM: Kathleen A. Gargano, Village Manager

Recommended Motion

Waive Competitive Bidding and Approve a Professional Services Agreement with MSA Municipal Services Associates, Inc.

Background

Last year, the Village had been made aware of the possible installation of small cell towers by telecommunication companies. The State mandates the Village must permit these in the public right-of-way with time restrictions referred to as 'shot clocks'. In order to safeguard the aesthetic integrity of the Village, the Board developed design standards for this purpose to apply to any and all permit applications of this nature. On March 19, 2019, the Board adopted these standards by resolution. (Documents attached.)

Later that year, the Board became aware of resident concerns regarding the possible installation of 5G in Hinsdale.

Discussion & Recommendation

The Village has not yet received a formal application from any telecommunications provider for 5G installation or any other small cell installation. However, in the event the Village does, and due to the expected complexity of such an application, staff feels it is prudent to employ the expertise of a subject matter expert for comprehensive review of an application.

MSA will bill the Village on a sliding scale depending on the type of application review necessary, according to the cost permissible by the State. Please see Page 3 of the attached agreement for these fees. Any other services are billed at an hourly rate of \$170.00/per hour. It should be noted that the Village will seek reimbursement of any consultant fees from the wireless provider, making the application consistent with that which is allowable by State law. The Village may terminate this agreement with 30 days written notice.

Given the importance of possible future 5G installations and demonstrated resident concerns, staff recommends retaining the services of this MSA Municipal Services Associates. MSA has performed similar work for other entities including the Village of Niles, that highly recommend Mr. Chapman. Village Attorney Michael Marrs has reviewed the agreement and supports this recommendation.

Budget Impact

This is an unbudgeted expense, but should be budget neutral for the application review costs, as they may be covered by the costs allowed to charge back to the telecommunication company, similar to other plan review where cost is borne by the applicant.

Village Board and/or Committee Action

At their meeting of January 28, 2020, the Board agreed to place this on the consent agenda of their next meeting.

Documents Attached

1. MSA Municipal Services Associates, Inc. proposed agreement
2. Resolution R2019-04

MSA MUNICIPAL SERVICES ASSOCIATES, INC.

Stuart G. Chapman, M.PA
MUNICIPAL SERVICES ASSOCIATES, INC.
President

Stuart G. Chapman is President of Municipal Services Associates, Inc. (MSA). Mr. Chapman has a substantive background of more than 39 years experience in working on telecommunications related projects. Since founding MSA in 1992, Mr. Chapman has served more than 250 communities and not-for-profit agencies in 11 states on a wide variety of activities concerning wired and wireless communications. Mr. Chapman has been advising municipal governments, special use governments, and not-for-profit agencies since 1996 on wireless telecommunications activities. These activities involving wireless communications include community telecommunications needs ascertainment studies, tower and wireless facilities lease preparation and negotiation, wireless facilities plan review, wireless deployment legislative analysis, and antenna/tower siting.

Among MSA's projects which Mr. Chapman directed include wireless telecommunications ordinance preparation and tower site inventory service for communities in Iowa and metropolitan Chicago, including ongoing tower and antenna siting reviews, tower and antenna site lease negotiations, and research on wireless Internet and wireless broadband technology. MSA's telecommunications includes wired and wireless consulting work for cities in California, Colorado, Idaho, Illinois, Indiana, Tennessee, Virginia, and Wisconsin.

Mr. Chapman has addressed the Illinois, Indiana, and Kentucky Municipal Leagues, the Illinois Government Finance Officers Association, the Illinois Association of Regional Councils, the Illinois Association of County Board Members, the United Counties Council of Illinois, and the Chicago Metropolitan Mayors Caucus on telecommunications issues, including wireless technology and legislation. He has spoken at National Association of Telecommunications Officers and Advisors (NATOA) conferences and Illinois NATOA conferences, and has also been a lecturer at the University of Wisconsin Seminar on Municipal Telecommunications Regulation. Additionally, Mr. Chapman is a member of the Small Cell Antenna Working Group of the Northwest Municipal Conference, and is a technical advisor to the Illinois Municipal League Home Rule Attorneys Committee. Mr. Chapman also served with municipal and wireless industry representatives in negotiating the Illinois Small Wireless Facilities Deployment Act (P.A. 100-0585).

Mr. Chapman holds a Masters degree in Public Administration from the University of Nebraska, and a Bachelor of Arts degree in Political Science from The Ohio State University, and has a LEED Certification in Distributed Antenna Systems. He is a member of the Illinois City/County Management Association, the Illinois Municipal Broadband Communications Association (IMBCA), the National Association of Telecommunications Officers and Advisors (NATOA) and is a past President of the Illinois Chapter of NATOA.

3 Golf Center, # 311 • Hoffman Estates, Illinois 60169
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E-Mail: MSASchapman@cs.com
www.msatelecom.com

MUNICIPAL SERVICES ASSOCIATES, INC.
WIRELESS SITING PROJECTS AND PRESENTATIONS

TOWER SITING PROJECTS

Village of Arlington Hts., IL	City of Aurora, Illinois	Village of Barrington, Illinois
Village of Bartlett, Illinois	Village of Berkeley, Illinois	Village of Bloomingdale, IL
Village of Downers Grove, IL	Village of Elk Grove Village, IL	Village of Elburn, Illinois
Village of Elwood, Illinois	Village of Homer Glen, IL	Village of Itasca, Illinois
Village of Lisle, Illinois	Village of Morton Grove, IL	Village of Mundelein, Illinois
City of Naperville, Illinois	Village of Niles, Illinois	Village of North Aurora, IL
Village of Oak Brook, Illinois	Village of Oak Park, Illinois	Village of Oswego, Illinois
City of Plano, Illinois	Village of Roselle, Illinois	City of Sandwich, Illinois
Village of South Elgin, Illinois	Village of Sugar Grove, IL	City of Yorkville, Illinois
City of Dubuque, Iowa		

Ravenswood United Church of Christ, Chicago, Illinois Special Assets, Inc., Chicago, IL

SMALL CELL WIRELESS SITING PROJECTS

Village of Berkeley, Illinois	Village of Itasca, Illinois	Village of Morton Grove, IL
Village of Niles, Illinois	Village of Oak Brook, Illinois	

TOWER/ANTENNA ORDINANCE PROJECTS

Village of Elburn, Illinois	Village of Elk Grove Village, IL	Village of Hoffman Estates, IL
Village of Homer Glen, IL	Village of Itasca, Illinois	Village of Niles, Illinois
Village of Morton Grove, IL	Village of North Aurora, IL	Village of Oak Brook, Illinois
Village of Oswego, Illinois	Village of Plano, Illinois	Village of Roselle, Illinois
Village of Sandwich, Illinois	City of West Chicago, IL	City of Yorkville, Illinois

WIRELESS BACKHAUL PROJECTS

Village of Berkeley, Illinois	Village of Itasca, Illinois	Village of Morton Grove, IL
Village of Niles, Illinois	Village of River Forest, Illinois	

WIRELESS LEASE AND NEGOTIATION PROJECTS

City of Alton, Illinois	Village of Bartlett, Illinois	Village of Berkeley, Illinois
Village of Bloomingdale, IL	Village of Elburn, Illinois	Village of Elk Grove Village, IL
Village of Elwood, Illinois	Village of Itasca, Illinois	City of Joliet, Illinois
Village of Morton Grove, IL	Village of Mundelein, Illinois	Village of Niles, Illinois
Village of North Aurora, IL	Village of Roselle, Illinois	Village of Sugar Grove, IL
Itasca Park District, IL	Niles Park District, IL	Wood Dale Park District, IL

WIRELESS INTERNET PROJECTS

City of Aurora, Illinois

WIRELESS TOWER SITING AND WIRELESS TECHNOLOGY PRESENTATIONS

DuPage Mayors and Managers Conference	Kane County Bar Association
Illinois Association of Municipal Management Assistants	Illinois Municipal League
Illinois Government Finance Officers Association	Metropolitan Mayors Caucus
Illinois Association of County Board Members	United Counties Council of Illinois
Illinois Association of Regional Councils	
National Association of Telecommunications Officers and Advisors–Illinois Chapter (IL NATOA)	
National Association of Telecommunications Officers and Advisors–National Conference	

PUBLICATIONS

Public Safety and Wireless Communications Frequencies - Issues of Interference, Local Government Official's e-Guide to Facilities Siting, National Association of Telecommunications Officers and Advisors, Alexandria, VA, May 2009.

MSA MUNICIPAL SERVICES ASSOCIATES, INC.

January 9, 2020

Ms. Kathleen Gargano
Village Manager
Village of Hinsdale
19 East Chicago Avenue
Hinsdale, Illinois 60521

Dear Kathleen:

Enclosed for your review is a Professional Services Agreement between the Village and Municipal Services Associates, Inc. (MSA) as requested. The Agreement includes a Scope of Work proposed by MSA after conferring with you earlier this week.

MSA proposes a Scope of Work which focuses on plan review, particularly for small wireless facilities ("Small cells"), however, the Scope of Work also includes review of larger wireless facilities ("Macrocells") that are mounted on monopole towers, rooftops, or other structures. The plan review includes examination of drawings, structural evaluations, and equipment specifications, and analysis of the proposed project with regard to location in relation to residences, buildings, or commercial facilities, and where applicable, location within the Right-of-Way and compliance with the Village Zoning Ordinance. Where deficiencies are found, the Scope of Work includes preparation of correspondence to the wireless provider identifying the deficiencies and requesting curative action. The review includes a report to be sent to the Public Services and Engineering Department or Community Development Department depending on the project, and to the Village Manager's Office.

In addition, MSA proposes as an option, review of proposed fiber optic installations in the Right-of-Way. The Wired Communications Plan Review includes examination of drawings for burial or aerial installation of fiber optic lines and aboveground location of associated equipment, comparison with GIS maps, analysis of equipment specifications, and visual inspection of proposed locations. The review includes preparation of correspondence to the applicant requesting that errors identified in fiber cable burial drawings or aerial installation be corrected prior to continued consideration of the application for use of the Right-of-Way.

Fees for small cell plan review are based on the schedule stated in the Illinois Small Cell Wireless Deployment Act. Fees for macrocell review are "Flat" fees established by MSA based on the cost of reviews conducted in multiple communities since 2017. Regardless of whether the project is for a small cell, macrocell, or fiber installation, the applicant is responsible for the payment of review fees.

Please review the enclosed documents. Should you have any questions or need further clarification, please contact me at your earliest opportunity. MSA looks forward to working with the Village of Hinsdale on this project.

Sincerely,

Stuart Chapman

Stuart Chapman
President

enclosure

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E-Mail: MSASchapman@cs.com
www.msatelecom.com

**PROFESSIONAL SERVICES AGREEMENT
BY AND BETWEEN THE VILLAGE OF HINSDALE, ILLINOIS AND
MUNICIPAL SERVICES ASSOCIATES, INC.
FOR TELECOMMUNICATIONS RELATED CONSULTING SERVICES**

THIS AGREEMENT is dated as of the ____ day of _____, 2020 ("Agreement") by and between the VILLAGE OF HINSDALE, an Illinois municipal corporation ("Village") and Municipal Services Associates, Inc. ("Consultant").

IN CONSIDERATION OF the recitals and the mutual covenants and agreements set forth in the Agreement, and pursuant to the Village's statutory powers, the parties agree as follows:

1. **PARTIES:** The parties to this Agreement and the address and contact information for each is as follows:

Village: Village of Hinsdale
19 East Chicago Avenue
Hinsdale, IL 60521-3431
Contact: Kathleen Gargano
Village Manager ("Village Representative")
630-789-7013
kgargano@villageofhinsdale.org

Consultant: Municipal Services Associates, Inc.
3 Golf Center #311
Hoffman Estates, Illinois 60169
Contact: Stuart Chapman
President
847-882-7773 & 847-867-6117
msaschapman@cs.com

2. **PERFORMANCE OF SERVICES**

- 2.1. **Project Description.** The Consultant will provide all necessary services to perform the work in connection with the Scope of Work dated January 9, 2020, a copy of which is attached as Exhibit A to this Agreement (hereafter referred to as "services"). The Consultant represents that it is financially solvent, has the necessary financial resources, and is sufficiently experienced and competent to perform and complete the services set forth in Exhibit A in a manner consistent with the standards of professional practice recognized by the industry providing services of a similar nature.

- 2.2 Time of Performance. The Consultant's provision of Services shall commence upon signature of the contract by both parties, but no later than February 7, 2020 (the "Commencement Date"). The Consultant shall diligently and continuously prosecute the Services until the completion of the work in accordance with deadlines established for particular tasks from time to time ("Time of Performance") The Time of Performance of this Agreement, unless terminated pursuant to the terms of this Agreement, shall expire on December 31, 2020. A determination of completion shall not constitute a waiver of any rights or claims the Village may have or thereafter acquire with respect to any breach hereof by the Consultant or any right of indemnification of the Village by the Consultant.
- 2.3 Early Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement at any time upon 30 days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant shall be paid for services satisfactorily performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the services completed as determined as provided in this Agreement.
- 2.4 Suspension of Services. Village may, at any time, with or without cause, suspend all or any portion of services for a period of up to 90 days ("Suspended Services"). Consultant shall immediately stop the performance of the Suspended Services, until such time as Village issues direction to Consultant to resume the Suspended Services. Consultant shall take such action as is reasonably necessary to protect the Suspended Services, and take such additional action as directed by Village.
- 2.5 Force Majeure. Village shall not be responsible for delay in the performance of its obligations under this Agreement caused by a force majeure event. To the extent that a Contracted Service is delayed by a force majeure event, Consultant will be entitled to an equitable adjustment of the time for performance. For purposes of this Agreement, a "Force Majeure Event" is an occurrence or circumstance beyond the control of the claiming party and may include, but is not limited to extraordinary weather conditions, or other natural catastrophes, war, riots, strikes, lockouts, or other industrial disturbances.
- 2.6 Assignments; Coordination; Reporting. Assignments and tasks will be assigned to the Consultant by Village Representative or his designee. Consultant shall regularly report to and will coordinate all work through Village Representative or his designee.

- 2.7 **Warranty of Services.** The Consultant warrants that the services shall be performed in accordance with the highest standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the Time of Performance. The warranty expressed shall be in addition to any other warranties expressed in this Agreement, or expressed or implied by law, which are hereby reserved unto the Village.
- 2.8 **Mutual Cooperation.** The Village agrees to cooperate with the Consultant in the performance of the services, including meeting with the Consultant and providing the Consultant with such non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the services. The Consultant agrees to cooperate with the Village in the performance of the services and with any other Consultants engaged by the Village.
- 2.9 **Amendment.** No amendment or modification to this Agreement shall be effective unless and until such amendment or modification is approved in writing by the Village Manager and the Consultant.
- 2.10 **No Additional Obligation.** The Parties acknowledge and agree that the Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

3. COMPENSATION AND METHOD OF PAYMENT

- 3.1 **Agreement Amount.** The total amount billed by the Consultant for the Services under this Agreement shall be based on the following rates:

Small Wireless Facilities Review:

1 st application -	\$650.00
2 nd through 5 th application -	\$325.00/application
New Small Wireless Facility	
Utility Pole Where No Pole	
Previously Existed:	\$1,000.00

Macrocell Wireless Facilities Review:

Radio and/or Antenna Panel Swap on	
Existing Tower or Rooftop	\$2,200.00
Generator Installation at Cell Site	\$2,500.00
New Cell Tower, Water Tower	
or Rooftop Installation*	\$3,000.00

* A new installation includes those where no tower or wireless antenna array and base station installation previously existed.

Other services shall be billed at an hourly rate of \$170.00 per hour. The Village, at its discretion, may seek reimbursement of Consultant's fees and costs by wireless providers or tower construction companies for the review of documents, plans, diagrams, or telecommunications service plans and supporting information, including research, reporting and subsequent inspection.

A. In the event that the amount billed for the Consultant's services exceeds the amount of any escrow or prepayment as may be required by the Village of a wireless provider or tower construction company, the Village shall compensate the Consultant for the entire billed amount and recover any amount exceeding the escrow or prepayment from the wireless services or other telecommunications provider.

- 3.2 Invoices and Payment. The Consultant shall submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The Consultant shall submit invoices to the Village no later than once every sixty (60) days specifying the work that has been performed within that prior period. The Village shall pay to the Consultant the amount billed for completed and approved work within thirty (30) days after its receipt and approval of an invoice for same. Such invoices shall include rates stated for the review service rendered or the hours and hourly rate for other services rendered along with any reimbursable expenses, including but not limited to, materials, supplies, photocopying and printing, and costs of postage or overnight mail.
- 3.3 Records. The Consultant shall maintain records showing actual time devoted and costs incurred, and shall permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under the Agreement. The records shall be made available to the Village at reasonable times during the Agreement period, and for three years after the termination of the Agreement.
- 3.4 Claim For Additional Compensation. If the Consultant wishes to make a claim for additional compensation as a result of action taken by the Village, the Consultant shall provide written notice to the Village of such claim within seven (7) days after occurrence of such action, and no claim for additional compensation shall be valid unless made in accordance with this Subsection. Any changes in the Agreement amount shall be valid only upon written amendment of this Agreement approved by the Village Manager. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant shall proceed with all of the services required to complete the services under this Agreement as determined by the Village without interruption.

- 3.5 Taxes, Benefits and Royalties. The Consultant shall be responsible for paying all applicable federal, state, and local taxes of every kind and nature applicable to the services as well as applicable taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions from its billings for each project. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees, is hereby waived and released by Consultant.

4. PERSONNEL AND SUBCONTRACTORS

- 4.1 Key Project Personnel. Key Project Personnel identified in Exhibit A shall be primarily responsible for carrying out the Services on behalf of the Consultant. The key project personnel shall not be changed without the Village's prior written approval.
- 4.2 Availability of Personnel. The Consultant shall provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement. The Consultant shall notify the Village as soon as practicable prior to terminating the employment of, reassigning, or after receiving notice of the resignation of, any key project personnel. The Consultant shall have no claim for damages and shall not bill the Village for additional time and materials charge as the result of any portion of the Services which must be duplicated or redone due to such termination or for any delay or extension of the Time of Performance as a result of any such termination, reassigning, or resignation.
- 4.3 Approval and Use of Subcontractors. The Consultant shall perform the services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant shall be acceptable to, and approved in advance by, the Village. If any personnel or subcontractor fails to perform the services in a manner satisfactory to the Village, the Consultant shall immediately upon notice from the Village remove and replace such personnel or subcontractor. The Consultant shall have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the time of performance as a result of any such removal or replacement.

The Village's approval of any subcontractor or subcontract shall not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the services as required by the Agreement. All services performed under any subcontract shall be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" shall be deemed also to refer to all subcontractors of the Consultant, and every subcontract shall include a provision binding the subcontractor to all provisions of this Agreement.

- 4.4 Village Authority. Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to any subcontractor, vendor or third party shall be subject to the approval of the Village. The Village shall not be liable to any subcontractor, vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village.
- 4.5 Lien Waiver. Consultant shall promptly pay for all services, labor, materials and equipment used or employed by Consultant in the performance of the services and shall maintain all materials, equipment, structures, buildings, premises and property of Village free and clear of mechanics' or other liens. Consultant shall, if requested, provide Village with reasonable evidence that all services, labor, materials and equipment have been paid in full.
- 4.6 Safety and Hazardous Materials.
 - A. Consultant acknowledges that there may be hazardous substances, wastes, or materials as defined by applicable law ("Hazardous Materials") at the project site or otherwise associated with the services. In such cases, Consultant shall take appropriate precautions to protect and shall be solely and continuously responsible for the health, safety and welfare associated with its employees, subcontractors, agents and those people under the supervision and control of the Consultant with the performance of the services.
 - B. Consultant's employees, agents, subcontractors and all employees of Consultant's employees, agents, subcontractors who perform the services shall be experienced and properly trained to perform the services under such conditions and shall take adequate precautions to protect human health and the environment in the performance of the services.
 - C. In the event that Consultant observes a potentially hazardous condition relating to the services, Consultant shall bring such condition to the attention of Village.

5. RELATIONSHIP OF THE PARTIES

- 5.1 Independent Contractor. The Consultant shall act as an independent contractor in providing and performing the services. Nothing in, nor done pursuant to, this Agreement shall be construed:
- A. To create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and Consultant; or
 - B. To create any relationship between the Village and any subcontractor of the Consultant.
- 5.2 Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge:
- A. No employee or agent of the Village is interested in the business of the Consultant or this Agreement;
 - B. Neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and
 - C. Neither the Consultant nor any person employed by or associated with the Consultant shall at any time during the term of this Agreement obtains or acquires any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.
- 5.3 No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of federal, state or local government as a result of:
- A. A delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax; or
 - B. A violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.*

- C. The Consultant represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or a corporation. If at any time it shall be found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or a corporation, then the Consultant shall be liable to the Village for all loss or damage that the Village may suffer, and this Agreement shall, at the Village's option, be null and void.
- 5.4 No Personal Liability. No elected or appointed official or employee of the Village shall be personally liable, in law or in contract, to the Consultant as the result of the execution of this Agreement.

6. INSURANCE AND INDEMNIFICATION

- 6.1 Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant shall provide certificates and policies of insurance, all with coverages and limits acceptable to the Village, in a form acceptable to the Village and from companies with a general rating of A, and a financial size category of Class X or better, in Best's Insurance Guide. Such insurance policies shall provide that no change, modification in, or cancellation of, any insurance shall become effective until the expiration of thirty (30) days after written notice thereof shall have been given by the insurance company to the Village. The Consultant shall at all times during the term of this Agreement, maintain and keep the insurance coverage provided above in force, at the Consultant's expense.
- 6.2 Indemnification. The Consultant shall, without regard to the availability or unavailability of any insurance, either of the Village or the Consultant, indemnify, save harmless, and defend the Village, and its respective officials, employees, agents, volunteers and attorneys against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that arise, or may be alleged to have arisen, out of or in connection with, the Consultant's performance of, or failure to perform, the services or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of the Consultant, except to the extent caused by the sole negligence of the Village. The Consultant further agrees that to the extent that money is due the Consultant by virtue of this contract as shall be considered necessary in the judgment of the Village, may be retained by the Village to protect itself against said loss until such claims, suits, or judgments shall have been settled or discharged and/or evidence to that effect shall have been furnished to the satisfaction of the Village.

7. USE AND DISCLOSURE OF INFORMATION

- 7.1 **Confidential Information.** The term “Confidential Information” shall mean information in the possession or under the control of the Village relating to the technical, business or corporate affairs of the Village; property of the Village; user information, including, without limitation, any information pertaining to usage of the Village’s computer systems, including and without limitation, any information obtained from server logs or other records of electronic or machine readable form; and the existence of, and terms and conditions of, this Agreement. Village Confidential Information shall not include information that can be demonstrated: (i) to have been rightfully in the possession of the Consultant from a source other than the Village prior to the time the Village disclosed said information to the Consultant under this Agreement (“Time of Disclosure”); (ii) to have been in the public domain prior to the Time of Disclosure; or (iii) to have become part of the public domain after the Time of Disclosure by a publication or by any other means except an unauthorized act or omission or breach of this Agreement on the part of the Consultant.
- 7.2 **No Disclosure of Confidential Information by the Consultant.** The Consultant acknowledges that it shall, in performing the services for the Village under this Agreement, have access to or be directly or indirectly exposed to Confidential Information. To the extent allowed by law, the Consultant shall hold confidential all Confidential Information and shall not disclose or use such Confidential Information without express prior written consent of the Village. The Consultant shall use reasonable measures at least as strictly as those the Consultant uses to protect its own Confidential Information. Such measures shall include, without limitation, requiring employees and subcontractors of the Consultant to execute a non-disclosure agreement before obtaining access to Confidential Information.
- 7.3 **Illinois Freedom of Information Act (FOIA).** FOIA applies to public records in the possession of a party with whom the Village has contracted. The Village will have only a very short period of time from receipt of a FOIA request to comply with the request, and there is a significant amount of work required to process a request including collating and reviewing the information. Consultant will comply with all requests made by the Village for public records (as that term is defined by Section 2(c) of FOIA) in the Consultant’s possession and will provide the requested public records to the Village within two (2) business days of the request being made by the Village. The undersigned agrees to indemnify and hold harmless the Village from all claims, costs, penalty, losses and injuries (including but not limited to, attorneys’ fees, other professional fees, court costs and/or arbitration or other dispute resolution costs) arising out of or relating to its failure to provide the public records to the Village under this Agreement.

- 7.4 GIS Data. The Village has developed digital map information through Geographic Information Systems Technology ("GIS data") concerning the real property located within the Village. If necessary to the performance of the services and if requested to do so by the Consultant, the Village may supply the Consultant with access to the GIS data. In such case the Consultant agrees as follows:
- A. Limited Access to and use of GIS data. The GIS data provided by a Village shall be limited to the scope of the work that the Consultant is to provide for the Village, and the Consultant shall limit its use of the GIS data to its intended purpose of furtherance of the work;
 - B. Trade Secrets of the Village. The GIS data constitutes proprietary materials and trade secrets of the Village and, shall remain the property of the Village;
 - C. Consent of the Village Required. The Consultant will not provide or make available GIS data in any form to anyone without the prior written consent of the Village Manager or his designee;
 - D. Supply to Village. At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS data;
 - E. No Guarantee of Accuracy. The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS data in regard to the Consultant's intended use thereof; and
 - F. Discontinuation of Use. At such time as the Services have been completed to the satisfaction of or terminated by the Village, the Consultant shall cease its use of the GIS data for any purpose whatsoever. Upon request, an authorized representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS data has been discontinued.
- 7.5 Ownership. Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Consultant in connection with any or all of the services to be performed under this Agreement ("Documents") shall be and remains the exclusive property of the Village. At the Village's request, or upon termination of this Agreement, the Consultant shall cause the Documents to be promptly delivered to the Village.

- 7.6 News Releases. The Consultant shall not issue any news releases or other public statements regarding the Services without prior approval from the Village Manager.

8. COMPLIANCE WITH LAWS AND GRANTS

- 8.1 General Compliance. Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors' performance of, or failure to perform, the services or any part thereof. Every provision required by law to be inserted into this Agreement shall be deemed to be inserted herein.
- 8.2 Grant Compliance. Consultant shall also comply with all conditions of any federal, state, or local grant received by the Village or Consultant with respect to this Agreement or the services if any portion of this Agreement or the Services contained therein are funded in whole or in part by any federal, state, or local grant.
- 8.3 Sexual Harassment Policy. The Consultant represents and warrants that it has and follows a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).
- 8.4 Patriot Act Compliance. The Consultant represents and warrants that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, are persons or entities named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person.

The Consultant further represents and warrants that the Consultant and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant hereby agrees to defend, indemnify and hold harmless the Village, its respective corporate authorities, and elected or appointed officials, officers, employees, agents, representatives, engineers, volunteers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

- 8.5 Equal Employment Opportunity Compliance. During the performance of this Agreement, Consultant as follows:
- A. That it will not discriminate against any employee or applicant for employment on the basis of race, age, marital status, color, religion, sex, sexual orientation, physical or mental disability unrelated to ability, national origin or ancestry or an unfavorable discharge from military service. Further, that it will examine all job classifications to determine if minorities or women are underutilized and shall take appropriate affirmative action to rectify any such underutilization.
 - B. That, if it hires additional employees in order to perform the services or any portion hereof, it shall determine the availability (in accordance with the Village's rules) of minorities and women in the area(s) from which they may reasonably recruit, and it will hire for each applicable job classification for which employees are hired in such a manner that minorities and women are not underutilized.
 - C. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination based on race, color, religion, sex, sexual orientation, national origin or ancestry, marital status, age, physical or mental disability unrelated to ability, or unfavorable discharge from the military.
 - D. That it shall submit reports as required by the Village's rules and furnish all relevant information as may from time to time be requested by the Village or the Village, and in all respects comply with the Illinois Human Rights Act and the Village's Rules.

- E. That it shall permit access to all relevant books, records, accounts and work sites by personnel of the Village and the Village for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and the Village's rules.
- F. That it shall include verbatim or by reference the provisions of this clause in every subcontract it awards under which any portions of the contract obligations are undertaken or assumed so that such provisions will be binding upon such subcontractors. In the same manner as with other provisions of this Agreement, the Consultant will be liable for compliance with applicable provisions of this clause by such subcontractors. Further, it will promptly notify the Village in the event that any subcontractor shall fail or refuse to comply therewith. In addition, Consultant shall not utilize any subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.
- G. If the Consultant has not complied with all provisions of the Illinois Human Rights Act, or the Rules and Regulations of the Illinois Department of Human Rights, the Consultant may be declared ineligible for future contracts or subcontracts with the Village and this Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

9. DEFAULT AND DISPUTE RESOLUTION

- 9.1 Default. If it should appear at any time that the Consultant has failed, refused or delayed performing, the Services or any other requirement of this Agreement with diligence at a rate that assures completion of the Services and full compliance of this Agreement, ("Event of Default"), and fails to cure any such Event of Default within ten (10) business days after the Consultant's receipt of written notice of such Event of Default from the Village, then the Village shall have the right, without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:
 - A. Cure by Consultant. The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the services into compliance with this Agreement.

- B. Termination of Agreement by Village. The Village may terminate this Agreement without liability for further payment of amounts due or to become due under this Agreement.
 - C. Withholding of Payment by Village. The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by the Village as the result of any event of default by the Consultant or as a result of actions taken by the Village in response to any event of default by the Consultant.
- 9.2 Dispute Resolution. Any dispute related to this Agreement shall, upon request by either party, be submitted to a panel consisting of at least one representative of each party who shall have the authority to enter into an agreement to resolve the dispute. In the event that the panel is unable to reach a mutual resolution of the dispute, or has failed to convene within two weeks of the request of either party, either party may refer the matter to a court of appropriate jurisdiction. All communications between the parties or their representatives in connection with the attempted resolution of any dispute shall be confidential and deemed to have been delivered in furtherance of dispute settlement and shall be exempt from discovery and production, and shall not be admissible in evidence whether as an admission or otherwise, in any arbitration, judicial or other proceeding for the resolution of the dispute.
- 9.3 During the dispute resolution period, or if litigation ensues, pending any final judicial decision or settlement, Consultant shall proceed diligently with the services.
- 9.4 General Provisions Notice.
- A. Any notice or communication required or permitted to be given under this Agreement shall be in writing and shall be delivered (i) personally to an authorized representative of the party; (ii) by certified mail addressed to the contact person listed in Section 1 of this Agreement, return receipt requested, and deposited in the U.S. Mail, postage prepaid; (iii) by facsimile ("Fax") to a number provided by the contact person listed in Section 1 of this Agreement, and deposited in the U.S. Mail, postage prepaid by the recipient, or; (iv) by electronic internet mail ("e-mail") addressed to the contact person listed in Section 1 of this Agreement, and deposited in the U.S. Mail, postage prepaid.

- B. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of actual receipt or three (3) business days following deposit in the U.S. Mail.
 - C. By notice complying with the requirements of this Subsection, each Party shall have the right to change the address or the addressee, or both, for all future notices and communications to such party, but no notice of a change of addressee or address shall be effective until actually received. Notices and communications to the Village shall be addressed to the party listed in Section 1 of this Agreement.
- 9.5 Assignment. This Agreement may not be assigned by the Village or by the Consultant without the prior written consent of the other party.
- 9.6 Third Party Beneficiary. No claim as a third party beneficiary under this Agreement by any person, firm, or a corporation other than the Consultant shall be made or be valid against the Village.
- 9.7 Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed in all respects as if any invalid or unenforceable provision were omitted.
- 9.8 Time. Time is of the essence in the performance of this Agreement.
- 9.9 Governing Laws. This Agreement shall be interpreted according to the laws of the State of Illinois.
- 9.10 Binding Effect. The terms of this Agreement shall bind and inure to the benefit of the Parties hereto and their agents, successors, and assigns.
- 9.11 Entire Agreement. This Agreement constitutes the entire Agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between either of the Village and the Consultant with respect to the Proposal and the Services.
- 9.12 Waiver. No waiver of any provision of this Agreement shall be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor shall any such waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

- 9.13 Remedies. No remedies or rights conferred upon Village by this Agreement are intended to be exclusive of any remedy or right provided by law or equity, but each shall be cumulative and shall be in addition to every other remedy or right given herein or now or hereafter existing at law or in equity.
- 9.14 Survival of Terms. Articles on Indemnity, Confidential Information and Rights in Data shall survive termination of this Agreement.
- 9.15 Exhibit. Exhibit A (Consultant's proposal dated January 9, 2020) is attached hereto, and by this reference incorporated in and made a part of this Agreement. In the event of a conflict between the Exhibit and the text of this Agreement, the text of this Agreement shall control.
- 9.16 Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other such rights, remedies, and benefits allowed by law.
- 9.17 Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

VILLAGE OF HINSDALE, ILLINOIS
by: Kathleen A. Gargano, Village Manager

DATE

MUNICIPAL SERVICES ASSOCIATES, INC.
By: Stuart Chapman, its President

DATE

Exhibit A
PROPOSAL OF MUNICIPAL SERVICES ASSOCIATES, INC.
DATED JANUARY 9, 2020

Definitions:

- Small Wireless Facilities:** Wireless facilities that meet both of the following qualifications: (i) each antenna is located inside an enclosure of no more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of no more than 6 cubic feet; and (ii) all other wireless equipment attached directly to a utility pole associated with the facility is cumulatively no more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.
- Wireless Services Provider:** A communications provider that uses technology based on radio frequency (RF) spectrum segments to transmit voice, video, and/or data signals to and from antennas mounted on poles or other structures, and whose signals are controlled by a base station that is either pole-mounted, mounted on platforms, or located in an enclosed shelter. Examples of such providers include cellular companies, such as AT&T Mobility, T-Mobile, Verizon Wireless, and Sprint, or other wireless carriers, such as paging services, dispatchers, or two-way radio services.
- Wireless Facilities Provider:** A company that constructs poles, towers, or other structures designed primarily for the installation of wireless and/or wired services equipment. Examples of such providers include companies that build towers, such as Crown Castle, SBA, and American Tower, and companies that erect poles, such as Mobilitie.

Wired Services Provider: A communications provider that uses technology based on a variety of radio frequency (RF) channels to transmit voice, video, and/or data signals by wire from transmission sites to customer receivers. Wired services providers transmit such signals by wires which may be aerially-mounted or located underground. Examples of such providers include wireless cellular providers and their subsidiaries, tower companies that install fiber optic networks such as Crown Castle and SBA Communications, or wired Internet providers, such as Google.

Key Project Personnel: Stuart Chapman will be the Key Project Personnel assigned to perform services under this Scope of Work and under the Professional Services Agreement.

Proposed Services to be Performed:

Wireless Communications Services:

Activities:

1. Plan Review Tasks:
 - A. Review plans of wireless providers for the installation of small wireless facilities, and larger wireless facilities, such as those mounted on monopole towers or rooftops, or support systems necessary for the operation of such facilities, on public or private property within the boundaries of the Village of Hinsdale.
 - (1) Reviews include examination of drawings, structural evaluations, and equipment specifications. Analysis of the proposed project with regard to location in relation to residences, buildings, or commercial facilities, and where applicable, location within the Right-of-Way and compliance with the Village Zoning Ordinance.
 - (2) Where necessary, conduct research regarding equipment proposed for use on the wireless facility installation for the purpose of project clarification, potential impact on the service area within the Village, or for comparison with existing equipment proposed for replacement or disconnection.

- (3) In the event that plans for larger wireless facilities submitted by the wireless services provider require a Special Use Permit, meet with Community Development Department, Public Services and Engineering staff, and the Village Manager's Office as needed, and if necessary, attend Plan Commission and Zoning Board, and Village Board meetings.
 - (3) If necessary, attend any other meetings with the Community Development Department, the Public Services and Engineering Department, and the Village Manager's Office and where applicable, with the wireless services provider or its designee, to discuss various aspects of the proposed project and any modifications to the proposed plans.
- B. Prepare correspondence to the Community Development Department, or Public Services and Engineering Department, and the Village Manager's Office identifying deficiencies in the proposed plans or missing information that is necessary for the completion of the review. The Community Development Department, or Public Services and Engineering Department will transmit such correspondence to the wireless services provider or its designee.
- C. Review information by the wireless provider or its designee submitted in response to earlier correspondence. From this response, the Consultant will:
 - (1) Identify any remaining information that is missing or requires further clarification, and prepare correspondence to the wireless services provider or its designee.
 - (2) Prepare a project report, including recommendations, to the Community Development Department, or Public Services and Engineering Department, and the Village Manager's Office.

Service Fees:

Small Wireless Facilities Review:

1 st application -	\$650.00
2 nd through 5 th application -	\$325.00/application
New Small Wireless Facility Utility Pole Where No Pole Previously Existed:	\$1,000.00

Service Fees:

Macrocell Wireless Facilities Review:

Radio and/or Antenna Panel Swap on Existing Tower or Rooftop	\$2,200.00
Generator Installation at Cell Site	\$2,500.00
New Cell Tower, Water Tower or Rooftop Installation*	\$3,000.00

* A new installation includes those where no tower or wireless antenna array and base station installation previously existed.

OPTIONAL SERVICE: Wired Communications Services

Activities:

- I. Wired Communications Plan Review Tasks.
 - A. Review plans of wired communications providers for the installation of wired communications facilities, or support systems necessary for the operation of such facilities, on public or private property within the boundaries of the Village of Hinsdale. The review includes examination of drawings for burial or aerial installation of fiber optic lines and aboveground location of associated equipment, comparison with GIS maps, analysis of equipment specifications, and visual inspection of proposed locations.
 - (1) If necessary, attend any other meetings with the Public Services and Engineering Department, and the Village Manager's Office, and where applicable, with the wired services provider or its designee, to discuss various aspects of the proposed project and any modifications to the proposed plans.
 - B. Prepare correspondence to the Public Services and Engineering Department and the Village Manager's Office identifying deficiencies in the proposed plans or missing information that is necessary for the completion of the review. Such correspondence will be sent by the Consultant to the wired communications provider or its designee.
 - C. Review information by the wired provider or its designee submitted in response to earlier correspondence. From this response, the Consultant will:
 - (1) Identify any remaining information that is missing or requires further clarification, and prepare correspondence to the Public Services and Engineering Department, and the Village Manager's Office, for transmittal to the provider or its designee.

- (2) Prepare a project report, including recommendations, to the Public Services and Engineering Department and the Village Manager's Office.

Service Fees: Hourly rate of \$170.00 per hour.

IMPORTANT NOTE: The Village, at its discretion, may seek reimbursement of its fees and costs, including consultant costs, by wired or wireless providers for the review of applications, including documents, plans, diagrams, and supporting information, including research, reporting and subsequent inspection.

VILLAGE OF HINSDALE

RESOLUTION NO. R2019-04

**RESOLUTION ADOPTING WRITTEN DESIGN STANDARDS FOR SMALL
WIRELESS FACILITIES**

WHEREAS, Public Act 100-585, known as the Small Wireless Facilities Deployment Act, acts to impose certain additional requirements on municipalities, including the Village, regarding the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of certain defined small wireless facilities both within public rights-of-way and in other locations within the jurisdiction of the Village; and

WHEREAS, Title 13 (Telecommunications) of the Village Code of Hinsdale has been previously amended by the Board of Trustees by adding a new Chapter 8 (Small Wireless Facilities), in order to regulate the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of small wireless facilities within the Village in conformance with the Small Wireless Facilities Deployment Act; and

WHEREAS, both the Small Wireless Facilities Deployment Act and Chapter 8 of Title 13 of the Village Code of Hinsdale, as well as rules adopted by the Federal Communications Commission relative to the deployment of small wireless facilities, authorize the adoption of written design standards governing the installation of small wireless facilities and associated wireless support structures within the Village; and

WHEREAS, the President and Board of Trustees of the Village find it to be in the best interests of the Village to adopt, as the written design standards of the Village, the General Guidelines and Small Wireless Facility Design, Stealth and Concealment

Standards for small wireless facilities attached hereto as **Exhibit A** and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

SECTION 1: Each of the recitals in the Whereas paragraphs set forth above are incorporated into Section 1 of this Resolution.

SECTION 2: The General Guidelines and Small Wireless Facility Design, Stealth and Concealment Standards attached hereto as **Exhibit A** and made a part hereof are hereby approved and adopted as the written design standards of the Village. These standards, once adopted, may be amended at the direction of the Village Manager as deemed necessary without further Board of Trustees review or approval, so long as such amendments are consistent with the purpose and intent of Chapter 8 (Small Wireless Facilities), Title 13 (Telecommunications) of the Village Code of Hinsdale.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 19th day of March, 2019,
pursuant to a roll call vote as follows:


AYES: Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

NAYS: None

ABSENT: None

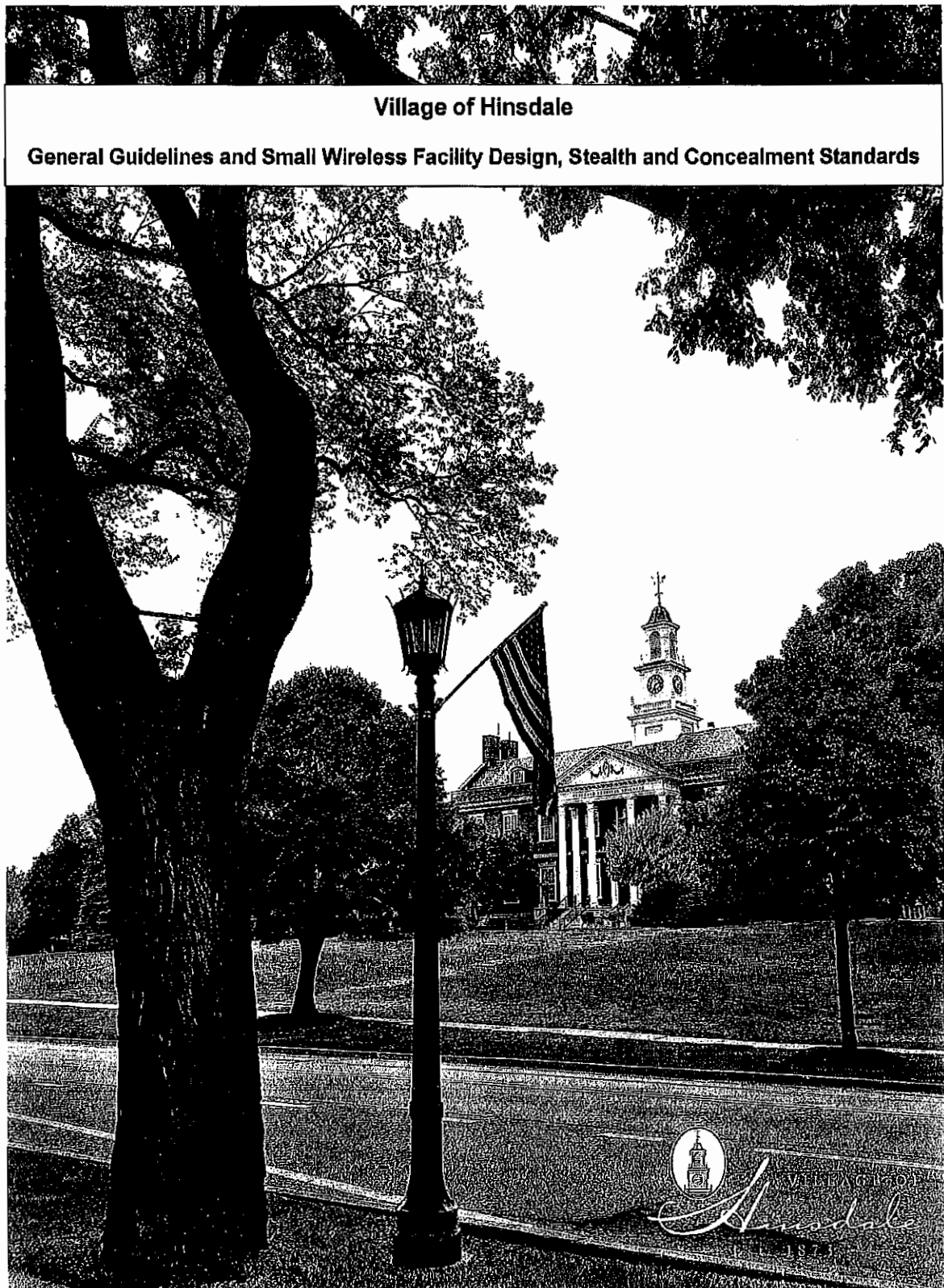
APPROVED by me this 19th day of March, 2019,
and attested to by the Village Clerk this same day.

ATTEST:


Christine M. Bruton
Christine M. Bruton, Village Clerk

for Cauley
Thomas K. Cauley, Jr., Village President

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General Guidelines and Small Wireless Facility Design, Aesthetic, Stealth and Concealment Standards

The public right-of-way of the Village of Hinsdale is a uniquely valuable public resource, closely linked with the Village's small town character, natural beauty and historic charm. Unregulated or disorderly deployment of small wireless facilities within the Village represents an ever-increasing and true threat to those attributes, and to the health, welfare and safety of the Village. Unregulated installation of small wireless facilities in the right-of-way may be harmful for a variety of reasons, including potential adverse consequences from placements along sidewalks and streets that could have negative impacts on both pedestrian and vehicle safety from visual cluttering and physical impediments stemming from such placements, negative impacts on the Village's goal of fostering a pedestrian-oriented environment and the Village's design and character, including aesthetic and accessibility concerns from intrusive installations of equipment mounted on poles or at ground level, negative impacts on property values resulting from poor placements and noise impacts from facilities that contain outdoor generators or other equipment.

The following general guidelines and design, aesthetic, stealth and concealment standards apply to the placement of small wireless facilities within the Village, and attempt to ensure that all small wireless facilities are installed using the least intrusive means possible. Small wireless facilities are, in addition, generally regulated by Title 13 (Telecommunications), Chapter 8, Small Wireless Facilities of the Village Code and all terms used herein are as defined in that Chapter.

General Standards. Every small wireless facility collocation shall comply with the following standards.

A. Small Wireless Facilities

1. Antennas and their related mounting equipment, including brackets, shall be mounted no less than twelve (12) feet above ground level, as measured to lowest most point of the installation.
2. Antennas shall, to the extent technically feasible, be designed and installed to appear hidden within the utility pole or to appear like an original part of the utility pole or wireless support structure.
3. Unless otherwise approved by the Village Engineer and/or Village Planner, each antenna not hidden within a utility pole shall be located entirely within a shroud enclosure not more than six (6) cubic feet in volume that is capable of accepting paint to match the approved color of the small wireless facility. In the case of an approved antenna that has exposed elements, the antenna and all of its exposed elements

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shall be able to fit within an imaginary enclosure of no more than six (6) cubic feet.

4. Top-mounted antennas and their enclosures shall not extend beyond the diameter of the utility pole or wireless support structure at the level of the antenna attachment unless otherwise approved by the Village Engineer and/or Village Planner. There must be a smooth transition between the utility pole and antenna and enclosure. See Section H, Exhibit 1.
5. Side-mounted small wireless facility antennas within a shroud enclosure and side-mounted small wireless facility equipment enclosures shall be, if possible, flush mounted to the utility pole or wireless support structure at the level of the attachment. If not flush mounted, metal flaps or "wings" shall extend from the enclosure to the utility pole or wireless support structure to conceal any gap between the small wireless facility and the utility pole or wireless support structure. The design of the flaps shall be integrated with the design of the small wireless facility, and shall be the same color. See Section H, Exhibits 3A, 3D & 3E.
6. Small wireless facilities located on street light poles or traffic control structures shall not block light emanating from the street light fixture or otherwise interfere with the purpose of the street light fixture or traffic control structure.
7. Small wireless facilities shall be attached to the utility pole or wireless support structure using rigid steel clamping mounts or stainless steel banding to the exterior of any metal pole. All mounts and banding shall be of the same color as the utility pole or wireless support structure, except as otherwise approved by the Village Engineer and/or Village Planner. Care should be taken to integrate the mounting elements into the small wireless facility design. Through-bolting or use of lag bolts on Village-owned utility poles is prohibited.
8. For attachments to existing utility poles, wires serving the small wireless facility shall be concealed within the hollow interior of the utility pole, or if concealment is not technically feasible, flush mounted to an existing utility pole in an enclosed wire chase on which the facilities are collocated, which is painted or otherwise colored to match the existing pole. For new utility poles or wireless support structures, wires serving the small wireless facility shall be concealed

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within the hollow interior of the utility pole or wireless support structure, except as otherwise approved by the Village Engineer and/or Village Planner. See Section H, Exhibits 3A thru 3E.

9. All small wireless facilities shall be installed in accordance with all applicable Village codes. No wiring or cabling shall interfere with any existing wiring or cabling installed by the Village, a utility or a wireless services provider.
10. No guy or other support wires will be used in connection with a small wireless facility unless the small wireless facility is to be attached to an existing utility pole or wireless support structure that incorporates guy wires prior to the date the applicant has applied for a permit.
11. The small wireless facility, including the antenna, and all related equipment when attached to an existing or new utility pole or wireless support structure, must be designed to withstand a wind force and ice loads in accordance with the applicable standards established in Article 25 of the National Electric Safety Code for utility poles, Rule 250-B and 250-C standards governing wind, ice, and loading forces on utility poles, in the American National Standards Institute (ANSI) in TIA/EIA Section 222-G established by the Telecommunications Industry Association (TIA) and the Electronics Industry Association (EIA) for steel wireless support structures and the applicable industry standard for other existing structures. For any small wireless facility attached to a Village-owned utility pole or, in the discretion of the Village, to a non Village-owned utility pole or wireless support structure, the operator of the small wireless facility must provide the Village with a structural evaluation of each specific location containing a recommendation that the proposed installation passes the standards described above. The evaluation must be prepared by a professional structural engineer licensed in the State of Illinois.
12. The Village will not authorize any attachments of small wireless facilities to a Village-owned utility pole that negatively impacts the structural integrity of the pole. The Village may condition approval of the collocation on replacement or modification of the Village-owned utility pole if necessary to meet Village standards.
13. Small wireless facilities shall be located in a manner that meets the Americans with Disabilities Act of 1990 and does not obstruct, impede or hinder the usual pedestrian or vehicular path of travel.

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14. Small wireless facilities collocated on Village-owned utility poles may not use the same power or communication source providing power and/or communication for the existing infrastructure, except as otherwise approved by the Village Engineer and/or Village Planner. The wireless provider shall coordinate, establish, maintain and pay for all power and communication connections with private utilities.
15. A four (4) inch by six (6) inch plate with the wireless provider's name, location identifying information, and emergency telephone number shall be permanently fixed to the small wireless facility equipment enclosure or shroud.
16. Small wireless facility equipment shall not be mounted on any Village-owned ornamental street lights in the B-2 Central Business District, or in any Historic District.
17. Small wireless facilities shall not be mounted within two hundred (200) feet of any residence.
18. The order of preference for the location for small wireless facilities from most preferred to least preferred is:
 - a. Collocation with existing small wireless facilities;
 - b. Roof-mounted;
 - c. Building-mounted;
 - d. Mounted on an existing wireless support structure or utility pole;
 - e. Mounted on a new wireless support structure or utility pole that will replace an existing wireless support structure or utility pole;
 - f. Mounted on a new wireless support structure.
19. Small wireless facility equipment not mounted on a utility pole or wireless support structure other than an antenna and any electric meter or other equipment that must be placed above ground to function, shall be installed underground. Undergrounded equipment shall be installed flush to the ground, within three (3) feet of the associated utility pole or wireless support structure. Accessory equipment such as radios and computers that require an environmentally-controlled underground vault to function are not exempt from this subsection and shall be undergrounded. For equipment that must be placed above ground to function,

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landscaping shall be required to help mitigate the effects of the installation of any ground-mounted equipment. All ground-mounted equipment must be fully screened at all times.

20. Small wireless facilities other than those placed on wooden, electric utility poles, may not be powered by above-ground wire connections from other utility poles.
21. Any landscape features damaged or displaced by the construction, installation, operation, maintenance or other work performed by a wireless provider or their agents shall be replaced. If any trees are damaged or displaced, the provider shall hire and pay for a licensed arborist to select, plant and maintain replacement landscaping in an appropriate location for the species. Only International Society of Arboriculture certified workers under the supervision of a license arborist shall be used to install the replacement tree(s). Any replacement tree must be substantially the same size as the damaged tree and preapproved by the Village's arborist. All replacement landscaping shall be maintained by the wireless provider.
22. The Village, in its sole discretion, and at any time, may: (1) change any street grade, width or location; (2) add, remove or otherwise change any improvements in, on, under or along any street owned by the Village or any other public agency, which includes without limitation any sewers, storm sewers or drains, conduits, pipes, vaults, boxes, cabinets, poles and utility systems for gas, water, electric or telecommunications; and/or (3) perform any other work deemed necessary, useful or desirable by the Village (collectively, "Village work"). The Village reserves the rights to do any and all Village work without any admission on its part that the Village would not have such rights without this express reservation. If the Village Engineer and/or the Village Planner determine that any Village work will require a small wireless facility located in the public right-of-way to be rearranged and/or relocated, the wireless provider shall, at its sole cost and expense, do or cause to be done all things necessary to accomplish such rearrangement and/or relocation, limited only by Village requirements as set forth in State or federal law. If the wireless provider fails or refuses to either permanently or temporarily rearrange and/or relocate the small wireless facility within a reasonable time after the Village's notice, the Village may (but will not be obligated to) cause the rearrangement or relocation

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to be performed at the wireless provider's sole cost and expense. The Village may exercise its rights to rearrange or relocate the wireless provider's small wireless facility without prior notice to the wireless provider when the Village Engineer and/or Village Planner determines that the Village work is immediately necessary to protect public health or safety. The wireless provider shall reimburse the Village for all costs and expenses in connection with such work within ten (10) days after a written demand for reimbursement and receipt of reasonable documentation to support such costs.

23. Small wireless facilities may not be collocated on the following structures, whether located in the public right-of-way or not:
- a. any utility pole scheduled for removal or relocation within twelve (12) months from the time the Village acts on the application;
 - b. new, non-replacement wood poles.

B. Replacement of Existing Street Light Poles

The following standards apply when replacing an existing street light pole (including ornamental lights) with a combination small wireless facility and street light pole. Such replacements should only be located where an existing street light pole can be removed and replaced, or at a new location where it has been identified that a street light is necessary. All such replacements shall meet the following standards:

1. All replacement street light poles shall be a similar design, material, and color as the replaced existing street light pole and other poles within the immediate area, unless an alternative design is approved by the Village Engineer and/or Village Planner. See Below. Note the difference between a typical street light and ornamental light.

Typical Street Light



Typical Ornamental Light



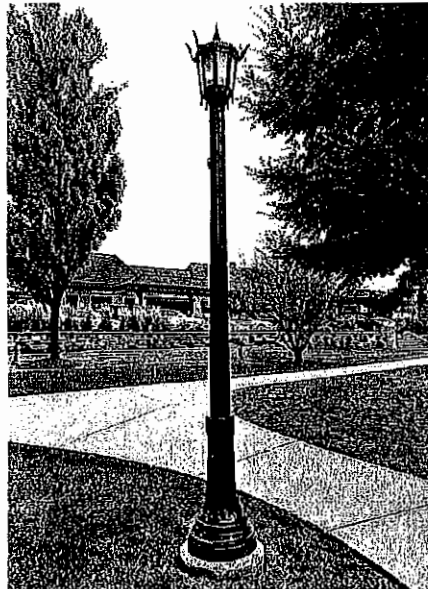
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2. All replacement street light poles and foundations for each shall conform to the Village's standards and specifications for street light design and construction.
3. Replacement street light poles shall be an equal distance from other street light poles based upon the average distance between existing street light poles within the designated area.
4. Street light poles shall be designed and engineered to support a luminaire and/or mast arm of length equal to that of the existing pole to be replaced or of a length approved by the Village Engineer and/or Village Planner based upon the location of the replacement street light pole.
5. All luminaires and/or mast arms shall match the arc and style of the original luminaire and mast arm, unless otherwise approved by the Village Engineer and/or Village Planner.
6. The replacement luminaire and mast arm shall be at the same height above the ground as the existing luminaire and mast arm.
7. All replacement street light poles shall have new light emitting diode (LED) light fixtures of the same manufacturer, model and light output as the removed fixture and nearby light fixtures, or as otherwise approved by the Village Engineer and/or Village Planner.
8. Replacement street light poles, including but not limited to the pole itself, head, fixtures, mast arm (if applicable) and electrical components, shall have a five (5) year manufacturer's replacement warranty.
9. Replacement street light poles shall meet American Association of State Highway and Transportation Officials structural guidelines for roadway applications and the American National Standards Institute requirements for vibrations.
10. Street light pole height shall be measured from the ground to the top of the street light pole.
11. All replacement street light pole heights shall be consistent with those of existing street lights.
12. The small wireless facility components shall be sized appropriately to the scale of the street light pole.

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13. A decorative transition shall be installed over the equipment enclosure upper bolts, or a decorative base cover shall be installed to match the equipment enclosure size. All hardware connections shall be hidden from view. Each street light pole component shall be architecturally compatible to create a cohesive aesthetic.
14. Replacement street light poles shall continue to be owned by the Village, unless otherwise mutually agreed to by the parties.
15. Existing ornamental light poles must be replaced with matching poles with respect to design and size. (See next page).

Typical Ornamental
Light



Typical Ornamental Light
with Appurtenance



C. Installation of New Wireless Support Structures, Where Allowed.

1. In the interest of administrative efficiency, the proposed location and design of new wireless support structures shall be reviewed with the Village Engineer and Village Planner prior to application. Such review does not constitute approval, but is instead designed to identify existing utility conflicts and other issues that might be readily identified and/or resolved by communication between the applicant and Village staff.
2. A new wireless support structure shall be designed to minimize the visual and aesthetic impact of the new vertical element and

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associated small wireless facilities upon the surrounding area and shall blend in with the surrounding streetscape with minimal visual impact. The Village may require a new wireless support structure to be constructed of a specific material that will enhance the stealth and concealment of the structure.

3. New wireless support structures shall match the design, size, material and color of existing utility poles, including street light poles and ornamental lights, within the immediate area, except as otherwise approved by the Village Engineer and/or Village Planner.
4. Within residentially zoned areas, new wireless support structure installations shall be located at a corner intersection on an existing utility pole. Where a corner intersection collocation is not possible, new wireless support structures shall be located at a corner intersection with an existing utility pole. If location of a new wireless support structure at a corner intersection is not possible, new wireless support structures shall be located where the shared property line between two residential parcels intersect the right-of-way whenever possible, unless an unsafe condition, cluttered appearance, or other violation of these standards will result.
5. New wireless support structures shall be equal distance from other utility poles based upon the average distance between existing utility poles within the designated area. If a new wireless support structure cannot be located the average distance from other utility poles, a new wireless support structure may be approved if such wireless support structure is designed as a stealth pole and the design and location is approved by the Village Engineer and/or Village Planner.
6. The centerline of a new wireless support structure shall be in alignment with existing utility poles where present, or with street or parkway trees along the same side of the right-of-way. If no such centerline currently exists, the wireless provider shall coordinate with the Village to identify a mutually agreed upon location.
7. New wireless support structures shall be located a minimum of twelve (12) feet from driveway aprons unless otherwise approved by the Village Engineer and/or Village Planner.
8. New wireless support structures shall be sited outside the critical root zone of existing trees having a six (6) inch diameter at breast height located in the immediate vicinity.

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9. The outside diameter of any new wireless support structure shall not exceed the diameter of existing utility poles located within 300 feet of the location of the new wireless support structure.
10. New wireless support structures shall not exceed the heights as authorized by Section 13-8-8 of the Village Code.
11. New wireless support structures shall be round in shape with a smooth pole shaft, the exception being when being installed adjacent to, or nearby ornamental lights. In this case, the support structure shaft shall be similar in shape to the existing ornamental lights and of a design approved by the Village Engineer and/or Village Planner.
12. New wireless support structures incorporating pole-mounted small wireless facilities shall be uniformly tapered in diameter from the base to the top, with a maximum diameter of twelve (12) inches at the base and a maximum diameter of eight (8) inches at the top, unless an alternative design is approved by the Village Engineer and/or Village Planner. Incorporation of equipment within an equipment enclosure in the base or other portion of the pole is preferred.
13. New wireless support structures incorporating small wireless facilities in an equipment enclosure within a base may utilize poles tapered in diameter or poles having a consistent outside diameter, unless an alternative design is approved by the Village Engineer and/or Village Planner.
14. All new wireless support structures must be supported with a reinforced concrete foundation designed, stamped, sealed and signed by a professional engineer licensed and registered in the State of Illinois, and subject to the Village Engineer's and/or Village Planner's approval. Optionally, screw in foundations are acceptable with stamped and sealed drawings from a professional engineer licensed and registered in the State of Illinois, and subject to the Village Engineer's and/or Village Planner's approval.
15. All anchor bolts must be concealed from public view, with an appropriate pole boot or cover powder-coated to match the wireless support structure color.
16. If multiple requests are received to install two (2) or more wireless support structures in approximately the same location, in a manner that would violate these requirements or other Village requirements,

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the Village shall resolve such conflict through whatever reasonable and nondiscriminatory manner it deems appropriate.

D. Stealth and Concealment Requirements.

Wireless providers shall comply with the design and construction standards that are generally applicable to utility installations in the public right-of-way, as set forth Title 13, Telecommunications of the Village Code, in Chapter 7-1G of the Village Code, Construction of Utility Facilities in Rights-of-Way, as well as these standards, any other written design standards for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are otherwise identified by the Village in an ordinance, written policy adopted by the Village Board of Trustees, in the Village's comprehensive plan, or in another written design plan that applies to other occupiers of the rights-of-way, including on a historic landmark or in a historic district and any requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act, or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 et seq., and the regulations adopted to implement those laws. In addition:

1. The use of stealth technology in the location and construction of small wireless facilities is required whenever and wherever possible. Stealth technology means using the least visually and physically intrusive design and equipment that is not technologically or commercially impracticable under the facts and circumstances, to employ methods that blend into surroundings and not be visible; and to minimize adverse aesthetic and visual impacts on the right-of-way, property, building and/or other facilities adjacent to, surrounding and in generally the same area as the requested location of such small wireless facilities.
2. Small wireless facilities, including but not limited to antennas, equipment enclosures, mounting brackets and hardware, mounting posts, cables, and shrouds, shall be of a color that is identical to the utility pole or of a neutral color compatible with the color of the utility pole and any surrounding elements so as to camouflage or conceal their appearance, create consistency among right-of-way infrastructure, and to make such small wireless facilities as unobtrusive as possible. The Village Engineer and/or Village Planner may approve compatible color schemes for antennas and small wireless facilities. A clear, color digital photo simulation of the utility pole or wireless support structure location providing "before and after"

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views demonstrating the true visual impact of the proposed small wireless facilities on the surrounding environment shall be included in the application.

3. Mechanical equipment and devices shall be concealed underground, mounted within a concealment box designed as a decorative pole base or within unobtrusive equipment enclosures or other devices mounted directly to the pole a minimum of eight (8) feet above ground level and screened by means of Village approved concealment methods. See subsection A.19. above for further undergrounding requirements.
4. Small wireless facilities must be located and oriented in such a way as to minimize view blockage.
5. The wireless provider shall use the smallest suitable wireless facilities then in industry use, regardless of location, for the particular application.
6. Landscaping or fencing shall be required to help mitigate the effects of the installation of any ground-mounted equipment. All ground-mounted equipment must be fully screened at all times.
7. Small wireless facilities shall not be artificially lighted or marked, except as required by law.
8. Small wireless facilities, other than top-mounted antennas, shall be mounted on the side of the utility pole or wireless support structure opposite the direction of vehicular traffic along the same side of the right-of-way.
9. Alternative measures for concealment may be proposed by the wireless provider and approved by the Village Engineer and/or Village Planner, if the Village Engineer and/or Village Planner determines that the optional measures will be at least as effective in concealing the small wireless facilities as the measures required above.

E. Historic Districts and Landmarks

For areas designated as historic districts, or on buildings or structures designated as historic landmarks pursuant to Title 14 Historic Preservation of the Village Code, in addition to the stealth, concealment and design requirements referenced above, following additional restrictions/conditions apply to the installation of small wireless facility:

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1. Small wireless facilities shall not be mounted on any Village-owned ornamental street lights in any district;
2. Small wireless facilities shall not be mounted on any historic landmark or on contributing structures in any historic district;
3. Small wireless facilities within the right-of-way or on private property in any designated historic district shall be collocated on existing utility poles unless an applicant is able to demonstrate that such collocation is not technically feasible. Where such collocation utilize stealth technology and be designed in such a manner so as to preserve the character of the district, ensure consistency with the surrounding elements, blend architecturally with any buildings or structures designated as historic landmarks or located within a designated historic district, and shall be designed to blend with the surrounding historical landmarks and/or district in design and color.

F. Historic District or Historic Landmark Limitations

1. The above design or concealment measures with respect to a historic district or historic landmark, including restrictions on a specific category of utility poles, may not have the effect of prohibiting any provider's technology. Such design and concealment measures shall not be considered a part of the small wireless facility for purposes of the size restrictions of a small wireless facility.
2. This subsection shall not be construed to limit the Village's enforcement of historic preservation in conformance with the requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 *et seq.*, and the regulations adopted to implement those laws.

G. Severability

Each section, paragraph, clause and provision of these guidelines and standards is separable and if any portion is held unconstitutional or invalid for any reason, such decision shall not affect the remainder of these guidelines and standards, nor any part thereof, other than that part affected by such decision.

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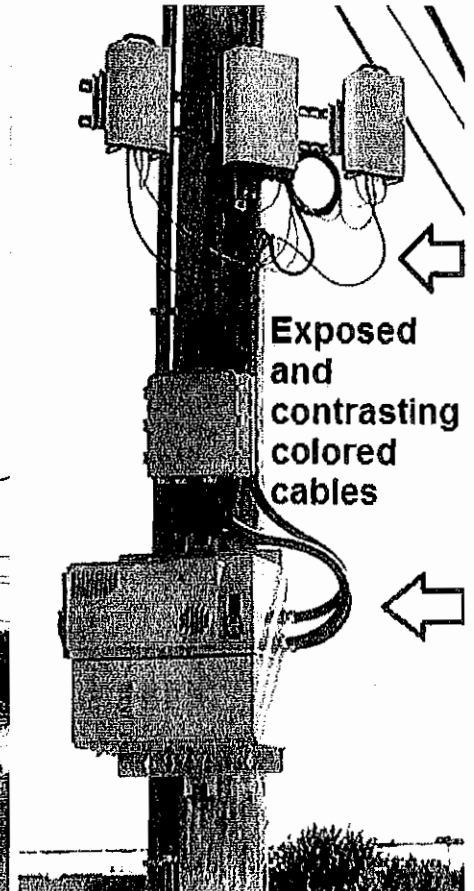
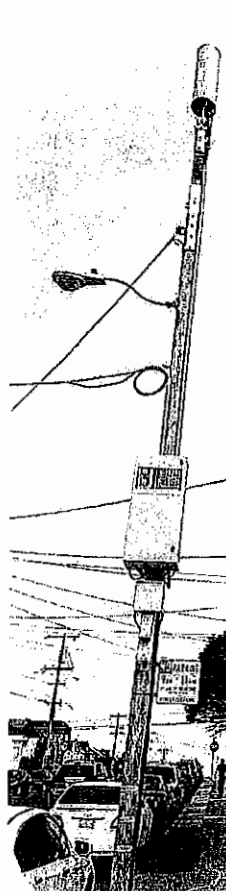
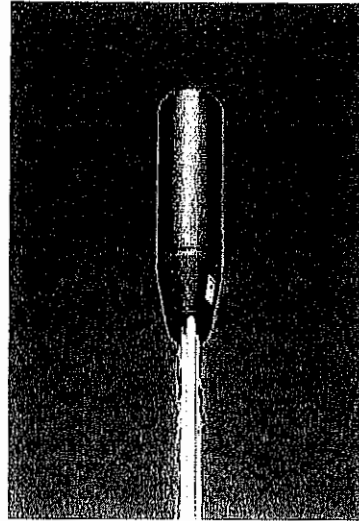
H. Exhibits

Exhibit 1. Antennas

Permitted Example



Not Permitted Examples



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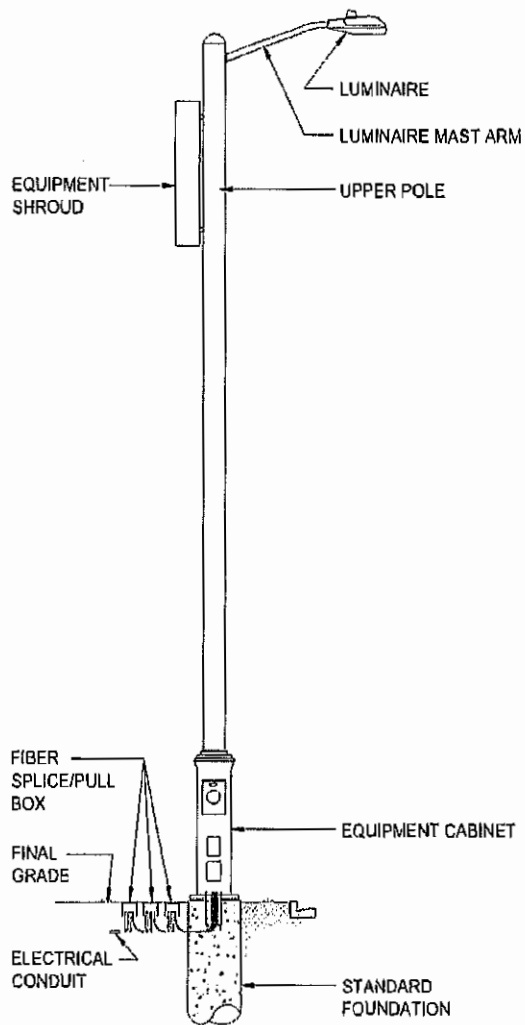
Exhibit 2. Typical ornamental light pole



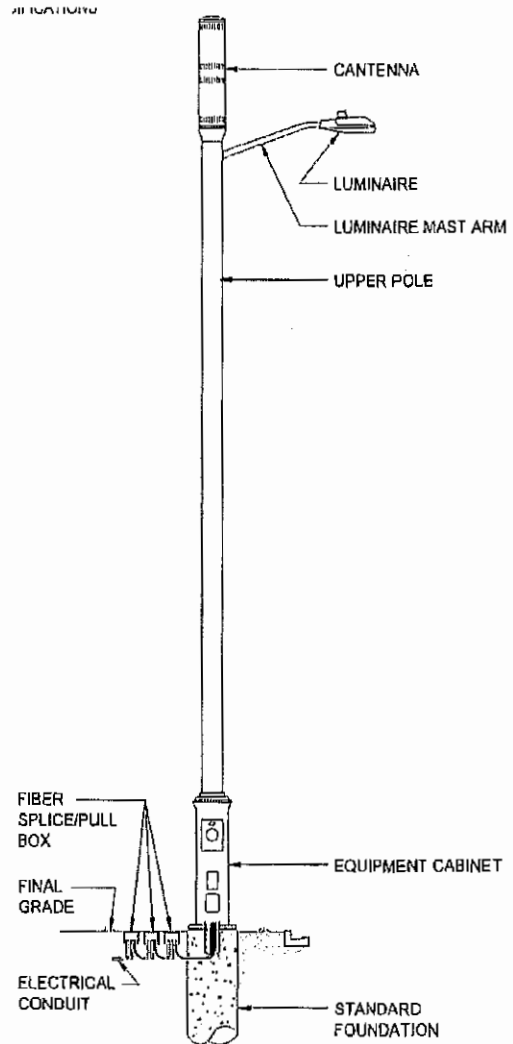
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Exhibit 3. Examples of Acceptable Methods of Concealment

A. Combination Pole with
Equipment Shroud

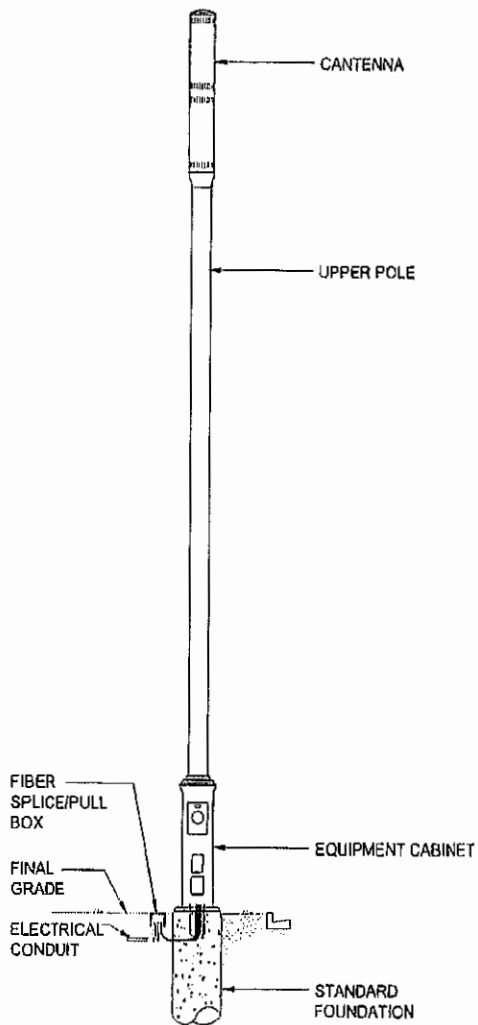


B. Combination Pole with
Antenna

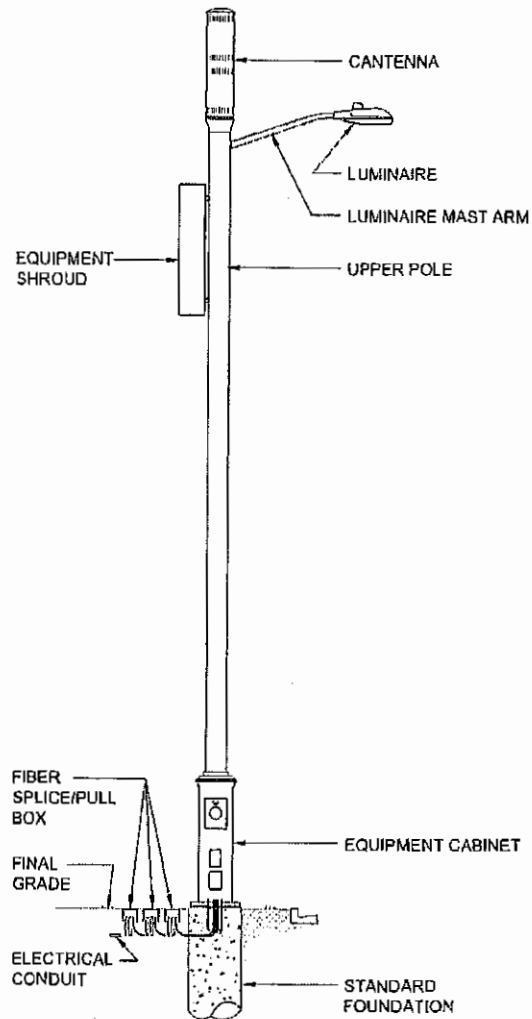


REVISED AND UPDATED – 10-31-19

C. Freestanding Small Cell

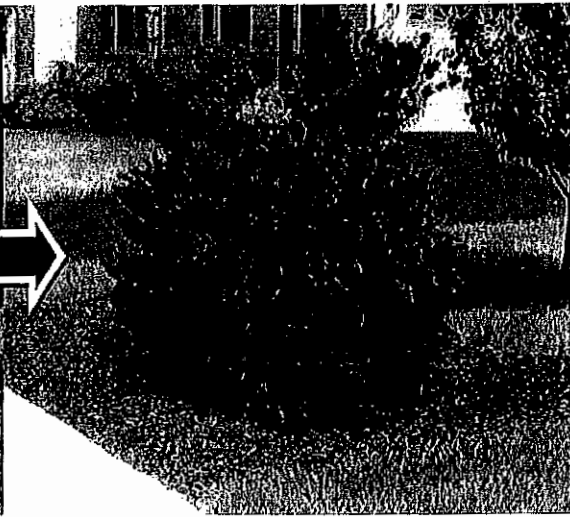
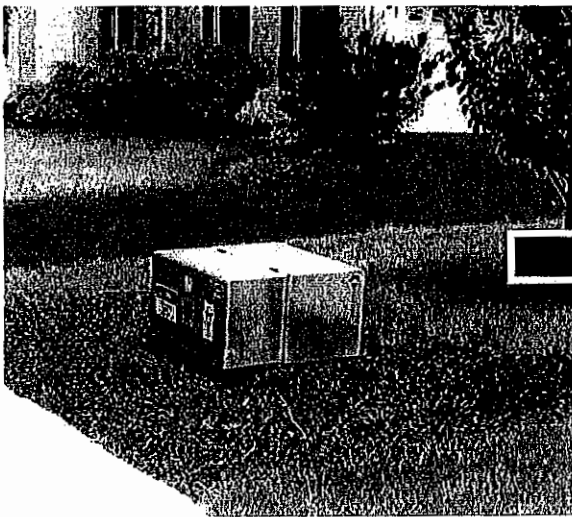
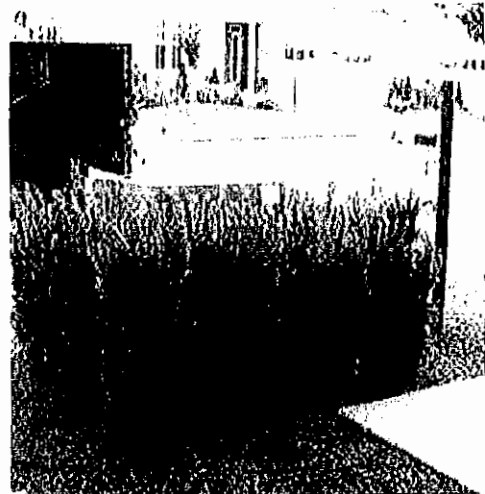


D. Combination Pole with Cantenna



REVISED AND UPDATED – 10-31-19

E. Examples of Landscape buffer for grade level equipment (where allowed)



VILLAGE OF HINSDALE

RESOLUTION NO. R2019-04

**RESOLUTION ADOPTING WRITTEN DESIGN STANDARDS FOR SMALL
WIRELESS FACILITIES**

WHEREAS, Public Act 100-585, known as the Small Wireless Facilities Deployment Act, acts to impose certain additional requirements on municipalities, including the Village, regarding the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of certain defined small wireless facilities both within public rights-of-way and in other locations within the jurisdiction of the Village; and

WHEREAS, Title 13 (Telecommunications) of the Village Code of Hinsdale has been previously amended by the Board of Trustees by adding a new Chapter 8 (Small Wireless Facilities), in order to regulate the permitting, construction, deployment, regulation, operation, maintenance, repair and removal of small wireless facilities within the Village in conformance with the Small Wireless Facilities Deployment Act; and

WHEREAS, both the Small Wireless Facilities Deployment Act and Chapter 8 of Title 13 of the Village Code of Hinsdale, as well as rules adopted by the Federal Communications Commission relative to the deployment of small wireless facilities, authorize the adoption of written design standards governing the installation of small wireless facilities and associated wireless support structures within the Village; and

WHEREAS, the President and Board of Trustees of the Village find it to be in the best interests of the Village to adopt, as the written design standards of the Village, the General Guidelines and Small Wireless Facility Design, Stealth and Concealment

Standards for small wireless facilities attached hereto as **Exhibit A** and made a part hereof.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

SECTION 1: Each of the recitals in the Whereas paragraphs set forth above are incorporated into Section 1 of this Resolution.

SECTION 2: The General Guidelines and Small Wireless Facility Design, Stealth and Concealment Standards attached hereto as **Exhibit A** and made a part hereof are hereby approved and adopted as the written design standards of the Village. These standards, once adopted, may be amended at the direction of the Village Manager as deemed necessary without further Board of Trustees review or approval, so long as such amendments are consistent with the purpose and intent of Chapter 8 (Small Wireless Facilities), Title 13 (Telecommunications) of the Village Code of Hinsdale.

SECTION 5: This Resolution shall be in full force and effect from and after its passage and approval.

ADOPTED this 19th day of March, 2019,
pursuant to a roll call vote as follows:

AYES: Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

NAYS: None

ABSENT: None

APPROVED by me this 19th day of March, 2019,
and attested to by the Village Clerk this same day.



Thomas K. Cauley, Jr.
Thomas K. Cauley, Jr., Village President

Christine M. Bruton
Christine M. Bruton, Village Clerk

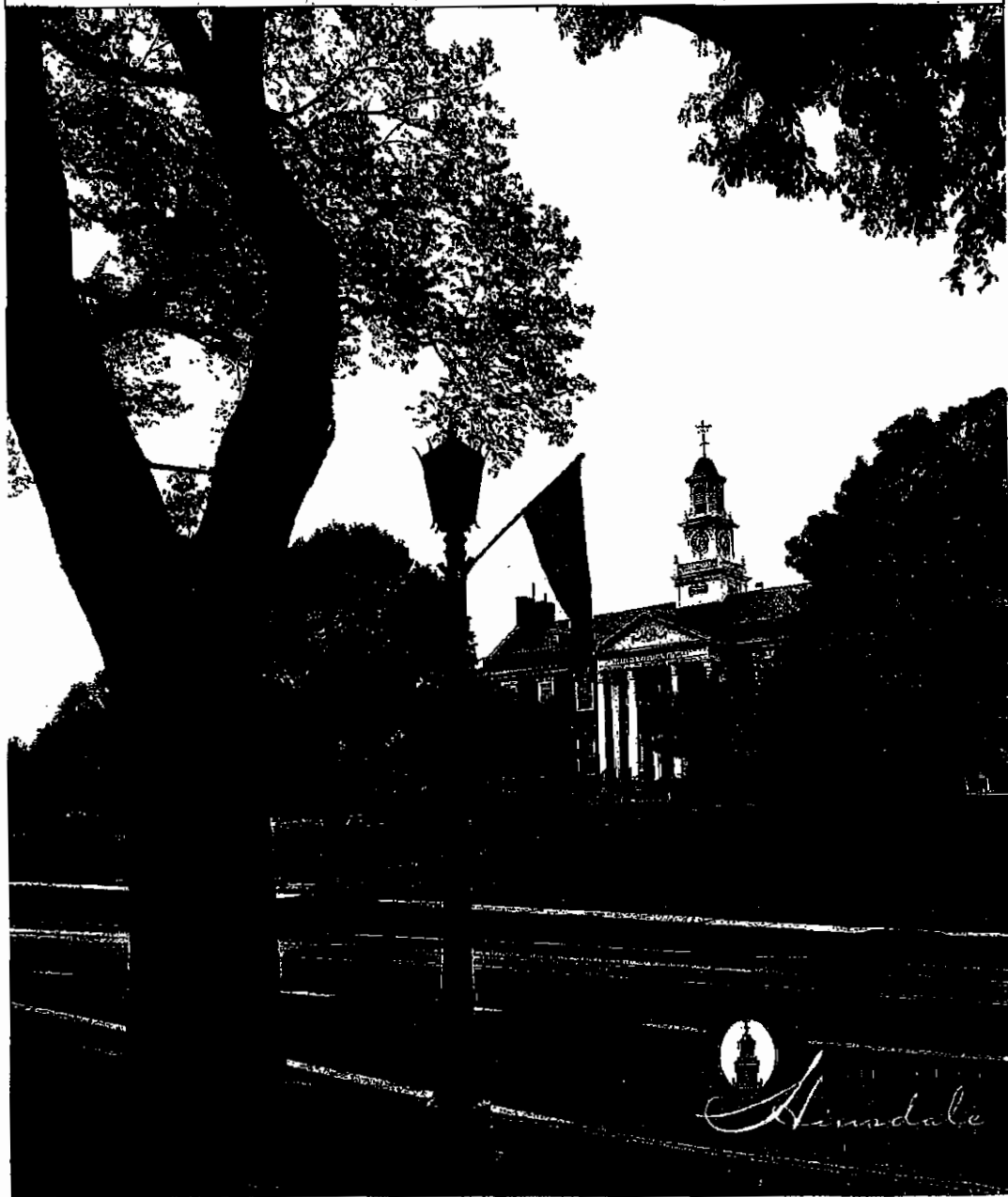
EXHIBIT A

**GENERAL GUIDELINES AND SMALL WIRELESS FACILITY DESIGN, STEALTH AND
CONCEALMENT STANDARDS**

(ATTACHED)

DRAFT 9-24-18 – Village of Hinsdale

General Guidelines and Small Wireless Facility Design, Stealth and Concealment Standards



DRAFT 9-24-18

General Guidelines and Small Wireless Facility Design, Aesthetic, Stealth and Concealment Standards

The following general guidelines and design, aesthetic, stealth and concealment standards apply to the placement of small wireless facilities within the Village. Small wireless facilities are generally regulated by Title 13 (Telecommunications), Chapter 8, Small Wireless Facilities of the Village Code and all terms used herein are as defined in that Chapter.

General Standards. Every small wireless facility collocation shall comply with the following standards.

A. Small Wireless Facilities

1. Antennas shall be mounted no less than twelve (12) feet above ground level, as measured to lowest most point of the installation.
2. Antennas shall, to the extent technically feasible, be designed and installed to appear hidden within the utility pole or to appear like an original part of the utility pole or wireless support structure.
3. Each antenna not hidden within a utility pole shall be located entirely within a shroud enclosure not more than six (6) cubic feet in volume that is capable of accepting paint to match the approved color of the small wireless facility. In the case of an antenna that has exposed elements, the antenna and all of its exposed elements shall be able to fit within an imaginary enclosure of no more than six (6) cubic feet.
4. Top-mounted antennas and their enclosures shall not extend beyond the diameter of the utility pole or wireless support structure at the level of the antenna attachment unless otherwise approved by the Village Engineer and/or Village Planner. There must be a smooth transition between the utility pole and antenna and enclosure. See Section H, Exhibit 1.
5. Side-mounted small wireless facility antennas within a shroud enclosure and side-mounted small wireless facility equipment enclosures shall be, if possible, flush mounted to the utility pole or wireless support structure at the level of the attachment. If not flush mounted, metal flaps or "wings" shall extend from the enclosure to the utility pole or wireless support structure to conceal any gap between the between the small wireless facility and the utility pole or wireless support structure. The design of the flaps shall be integrated

with the design of the small wireless facility, and shall be the same color. See Section H, Exhibits 3A, 3D & 3E.

6. Small wireless facilities located on street light poles or traffic control structures shall not block light emanating from the street light fixture or otherwise interfere with the purpose of the street light fixture or traffic control structure.
7. Small wireless facilities shall be attached to the utility pole or wireless support structure using rigid steel clamping mounts or stainless steel banding to the exterior of any metal pole. All mounts and banding shall be of the same color as the utility pole or wireless support structure, except as otherwise approved by the Village Engineer and/or Village Planner. Care should be taken to integrate the mounting elements into the small wireless facility design. Through-bolting or use of lag bolts on Village-owned utility poles is prohibited.
8. For attachments to existing utility poles, wires serving the small wireless facility shall be concealed within the hollow interior of the utility pole, or if concealment is not technically feasible, flush mounted to an existing utility pole in an enclosed wire chase on which the facilities are collocated, which is painted or otherwise colored to match the existing pole. For new utility poles or wireless support structures, wires serving the small wireless facility shall be concealed within the hollow interior of the utility pole or wireless support structure, except as otherwise approved by the Village Engineer and/or Village Planner. See Section H, Exhibits 3A thru 3E.
9. All small wireless facilities shall be installed in accordance with all applicable Village codes. No wiring or cabling shall interfere with any existing wiring or cabling installed by the Village, a utility or a wireless services provider.
10. No guy or other support wires will be used in connection with a small wireless facility unless the small wireless facility is to be attached to an existing utility pole or wireless support structure that incorporates guy wires prior to the date the applicant has applied for a permit.
11. The small wireless facility, including the antenna, and all related equipment when attached to an existing or new utility pole or wireless support structure, must be designed to withstand a wind force and ice loads in accordance with the applicable standards established in Article 25 of the National Electric Safety Code for utility poles, Rule

250-B and 250-C standards governing wind, ice, and loading forces on utility poles, in the American National Standards Institute (ANSI) in TIA/EIA Section 222-G established by the Telecommunications Industry Association (TIA) and the Electronics Industry Association (EIA) for steel wireless support structures and the applicable industry standard for other existing structures. For any small wireless facility attached to a Village-owned utility pole or, in the discretion of the Village, to a non Village-owned utility pole or wireless support structure, the operator of the small wireless facility must provide the Village with a structural evaluation of each specific location containing a recommendation that the proposed installation passes the standards described above. The evaluation must be prepared by a professional structural engineer licensed in the State of Illinois.

12. The Village will not authorize any attachments of small wireless facilities to a Village-owned utility pole that negatively impacts the structural integrity of the pole. The Village may condition approval of the collocation on replacement or modification of the Village-owned utility pole if necessary to meet Village standards.
13. Small wireless facilities shall be located in a manner that meets the Americans with Disabilities Act of 1990 and does not obstruct, impede or hinder the usual pedestrian or vehicular path of travel.
14. Small wireless facilities collocated on Village-owned utility poles may not use the same power or communication source providing power and/or communication for the existing infrastructure. The wireless provider shall coordinate, establish, maintain and pay for all power and communication connections with private utilities.
15. A four (4) inch by six (6) inch plate with the wireless provider's name, location identifying information, and emergency telephone number shall be permanently fixed to the small wireless facility equipment enclosure or shroud.
16. Small wireless facility equipment shall not be mounted on any Village-owned ornamental street lights in the B-2 Central Business District, or in any Historic District.
17. Small wireless facility equipment not mounted on a utility pole or wireless support structure shall be installed underground. If undergrounding is not possible, landscaping shall be required to help mitigate the effects of the installation of any ground-mounted

equipment. All ground-mounted equipment must be fully screened at all times.

B. Replacement of Existing Street Light Poles

The following standards apply when replacing an existing street light pole (including ornamental lights) with a combination small wireless facility and street light pole. Such replacements should only be located where an existing street light pole can be removed and replaced, or at a new location where it has been identified that a street light is necessary. All such replacements shall meet the following standards:

1. All replacement street light poles shall be a similar design, material, and color as the replaced existing street light pole and other poles within the immediate area, unless an alternative design is approved by the Village Engineer and/or Village Planner. See Below. Note the difference between a typical street light and ornamental light.

Typical Street Light



Typical Ornamental Light

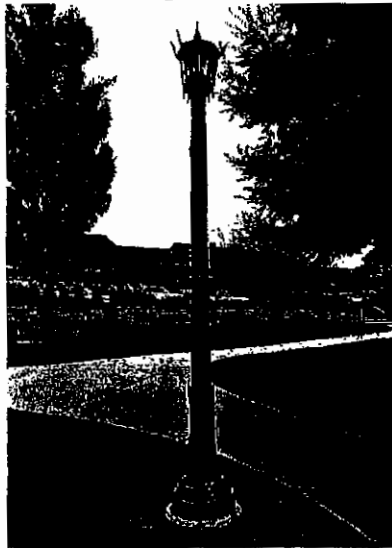


2. All replacement street light poles and foundations for each shall conform to the Village's standards and specifications for street light design and construction.
3. Replacement street light poles shall be an equal distance from other street light poles based upon the average distance between existing street light poles within the designated area.

4. Street light poles shall be designed and engineered to support a luminaire and mast arm of length equal to that of the existing pole to be replaced or of a length approved by the Village Engineer and/or Village Planner based upon the location of the replacement street light pole.
5. All luminaires and mast arms shall match the arc and style of the original luminaire and mast arm, unless otherwise approved by the Village Engineer and/or Village Planner.
6. The replacement luminaire and mast arm shall be at the same height above the ground as the existing luminaire and mast arm.
7. All replacement street light poles shall have new light emitting diode (LED) light fixtures of the same manufacturer, model and light output as the removed fixture and nearby light fixtures, or as otherwise approved by the Village Engineer and/or Village Planner.
8. Replacement street light poles shall have a five (5) year manufacturer's replacement warranty.
9. Replacement street light poles shall meet American Association of State Highway and Transportation Officials structural guidelines for roadway applications and the American National Standards Institute requirements for vibrations.
10. Street light pole height shall be measured from the ground to the top of the street light pole.
11. All replacement street light pole heights shall be consistent with those of existing street lights.
12. The small wireless facility components shall be sized appropriately to the scale of the street light pole.
13. A decorative transition shall be installed over the equipment enclosure upper bolts, or a decorative base cover shall be installed to match the equipment enclosure size. All hardware connections shall be hidden from view. Each street light pole component shall be architecturally compatible to create a cohesive aesthetic.
14. Replacement street light poles shall continue to be owned by the Village.

15. Existing ornamental light poles must be replaced with matching poles with respect to design and size. (See next page).

Typical Ornamental
Light



Typical Ornamental Light
with Appurtenance



C. Installation of New Wireless Support Structures, Where Allowed.

1. A new wireless support structure shall be designed to minimize the visual and aesthetic impact of the new vertical element and associated small wireless facilities upon the surrounding area and shall blend in with the surrounding streetscape with minimal visual impact. The Village may require a new wireless support structure to be constructed of a specific material that will enhance the stealth and concealment of the structure.
2. New wireless support structures shall match the design, size, material and color of existing utility poles, including street light poles and ornamental lights, within the immediate area, except as otherwise approved by the Village Engineer and/or Village Planner.
3. Within residentially zoned areas, new wireless support structure installations shall be located where the shared property line between two residential parcels intersect the right-of-way whenever possible,

unless an unsafe condition, cluttered appearance, or other violation of these standards will result.

4. New wireless support structures shall be equal distance from other utility poles based upon the average distance between existing utility poles within the designated area. If a new wireless support structure cannot be located the average distance from other utility poles, a new wireless support structure may be approved if such wireless support structure is designed as a stealth pole and the design and location is approved by the Village Engineer and/or Village Planner.
5. The centerline of a new wireless support structure shall be in alignment with existing utility poles where present, or with street or parkway trees along the same side of the right-of-way.
6. New wireless support structures shall be located a minimum of twelve (12) feet from driveway aprons unless otherwise approved by the Village Engineer and/or Village Planner.
7. New wireless support structures shall be sited outside the critical root zone of existing trees having a six (6) inch diameter at breast height located in the immediate vicinity.
8. The outside diameter of any new wireless support structure shall not exceed the diameter of existing utility poles located within 300 feet of the location of the new wireless support structure.
9. New wireless support structures shall not exceed the heights as authorized by Section 13-8-8 of the Village Code.
10. New wireless support structures shall be round in shape with a smooth pole shaft, the exception being when being installed adjacent to, or nearby ornamental lights. In this case, the support structure shaft shall be similar in shape to the existing ornamental lights and of a design approved by the Village Engineer and/or Village Planner.
11. New wireless support structures incorporating pole-mounted small wireless facilities shall be uniformly tapered in diameter from the base to the top, with a maximum diameter of twelve (12) inches at the base and a maximum diameter of eight (8) inches at the top, unless an alternative design is approved by the Village Engineer and/or Village Planner. Incorporation of equipment within an equipment enclosure in the base or other portion of the pole is preferred.

12. New wireless support structures incorporating small wireless facilities in an equipment enclosure within a base may utilize poles tapered in diameter or poles having a consistent outside diameter, unless an alternative design is approved by the Village Engineer and/or Village Planner.
13. All new wireless support structures must be supported with a reinforced concrete foundation designed, stamped, sealed and signed by a professional engineer licensed and registered in the State of Illinois, and subject to the Village Engineer's and/or Village Planner's approval. Optionally, screw in foundations are acceptable with stamped and sealed drawings from a professional engineer licensed and registered in the State of Illinois, and subject to the Village Engineer's and/or Village Planner's approval.
14. All anchor bolts must be concealed from public view, with an appropriate pole boot or cover powder-coated to match the wireless support structure color.
15. If multiple requests are received to install two (2) or more wireless support structures in approximately the same location, in a manner that would violate these requirements or other Village requirements, the Village shall resolve such conflict through whatever reasonable and nondiscriminatory manner it deems appropriate.

D. Stealth and Concealment Requirements.

Wireless providers shall comply with the design and construction standards that are generally applicable to utility installations in the public right-of-way, as set forth Title 13, Telecommunications of the Village Code, in Chapter 7-1G of the Village Code, Construction of Utility Facilities in Rights-of-Way, as well as these standards, any other written design standards for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are otherwise identified by the Village in an ordinance, written policy adopted by the Village Board of Trustees, in the Village's comprehensive plan, or in another written design plan that applies to other occupiers of the rights-of-way, including on a historic landmark or in a historic district and any requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act, or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 et seq., and the regulations adopted to implement those laws. In addition:

1. The use of stealth technology in the location and construction of small wireless facilities is required whenever and wherever possible. Stealth technology means using the least visually and physically intrusive design and equipment that is not technologically or commercially impracticable under the facts and circumstances, to employ methods that blend into surroundings and not be visible; and to minimize adverse aesthetic and visual impacts on the right-of-way, property, building and/or other facilities adjacent to, surrounding and in generally the same area as the requested location of such small wireless facilities.
2. Small wireless facilities, including but not limited to antennas, equipment enclosures, mounting brackets and hardware, mounting posts, cables, and shrouds, shall be of a color that is identical to the utility pole or of a neutral color compatible with the color of the utility pole and any surrounding elements so as to camouflage or conceal their appearance, create consistency among right-of-way infrastructure, and to make such small wireless facilities as unobtrusive as possible. The Village Engineer and/or Village Planner may approve compatible color schemes for antennas and small wireless facilities. A clear, color digital photo simulation of the utility pole or wireless support structure location providing "before and after" views demonstrating the true visual impact of the proposed small wireless facilities on the surrounding environment shall be included in the application.
3. Mechanical equipment and devices shall be concealed underground, mounted within a concealment box designed as a decorative pole base or within unobtrusive equipment enclosures or other devices mounted directly to the pole a minimum of eight (8) feet above ground level and screened by means of Village approved concealment methods.
4. Small wireless facilities must be located and oriented in such a way as to minimize view blockage.
5. The wireless provider shall use the smallest suitable wireless facilities then in industry use, regardless of location, for the particular application.

6. Landscaping or fencing shall be required to help mitigate the effects of the installation of any ground-mounted equipment. All ground-mounted equipment must be fully screened at all times.
7. Small wireless facilities shall not be artificially lighted or marked, except as required by law.
8. Small wireless facilities, other than top-mounted antennas, shall be mounted on the side of the utility pole or wireless support structure opposite the direction of vehicular traffic along the same side of the right-of-way.
9. Alternative measures for concealment may be proposed by the wireless provider and approved by the Village Engineer and/or Village Planner, if the Village Engineer and/or Village Planner determines that the optional measures will be at least as effective in concealing the small wireless facilities as the measures required above.

E. Historic Districts and Landmarks

For areas designated as historic districts, or on buildings or structures designate as historic landmarks pursuant to Title 14 Historic Preservation of the Village Code, in addition to the stealth, concealment and design requirements referenced above, following additional restrictions/conditions apply to the installation of small wireless facility:

1. Small wireless facilities shall not be mounted on any Village-owned ornamental street lights in any district;
2. Small wireless facilities shall not be mounted on any historic landmark or on contributing structures in any historic district;
3. Small wireless facilities within the right-of-way or on private property in any designated historic district shall utilize stealth technology and be designed in such a manner so as to preserve the character of the district, ensure consistency with the surrounding elements, blend architecturally with any buildings or structures designated as historic landmarks or located within a designated historic district, and shall be designed to blend with the surrounding historical landmarks and/or district in design and color.

F. Historic District or Historic Landmark Limitations

1. The above design or concealment measures with respect to a historic district or historic landmark, including restrictions on a specific category of utility poles, may not have the effect of prohibiting any provider's technology. Such design and concealment measures shall not be considered a part of the small wireless facility for purposes of the size restrictions of a small wireless facility.
2. This subsection shall not be construed to limit the Village's enforcement of historic preservation in conformance with the requirements adopted pursuant to the Illinois State Agency Historic Resources Preservation Act or the National Historic Preservation Act of 1966, 54 U.S.C. Section 300101 *et seq.*, and the regulations adopted to implement those laws.

H. Exhibits

Exhibit 1. Antennas

Permitted Example



Not Permitted Examples

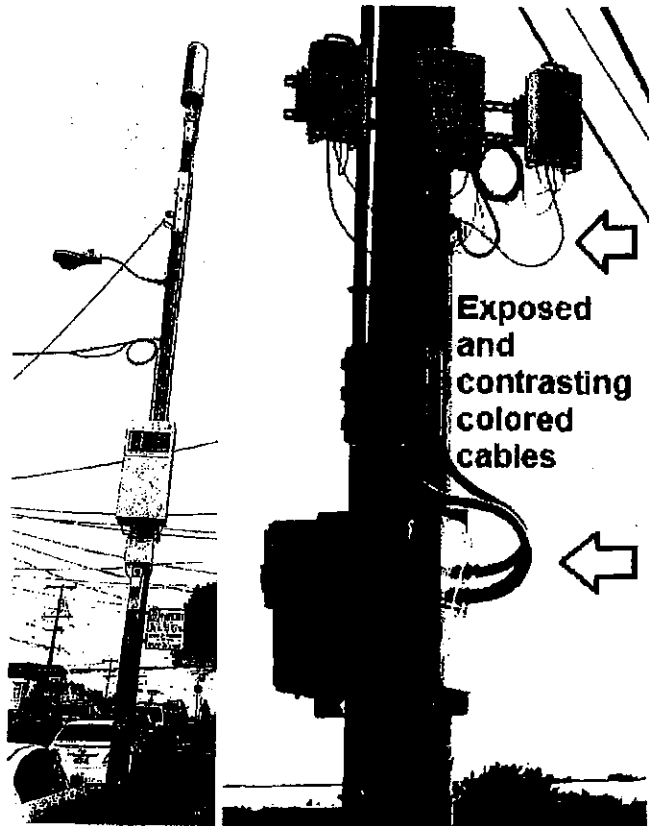
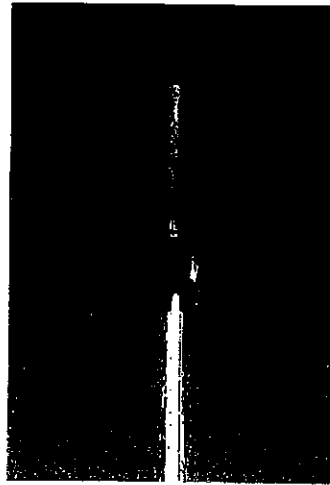


Exhibit 2. Typical ornamental light pole

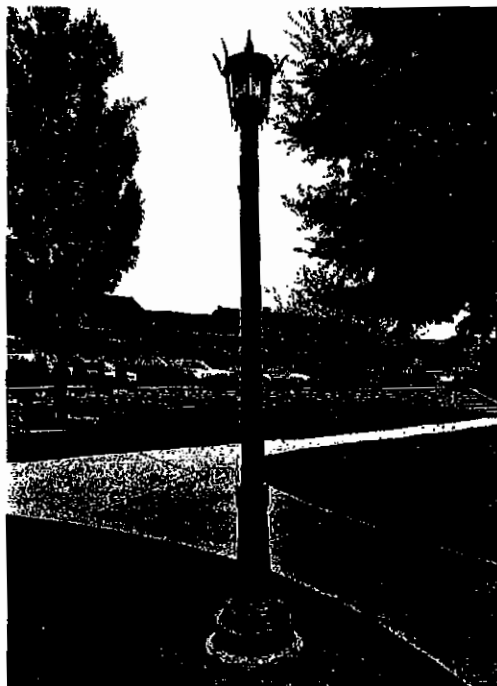
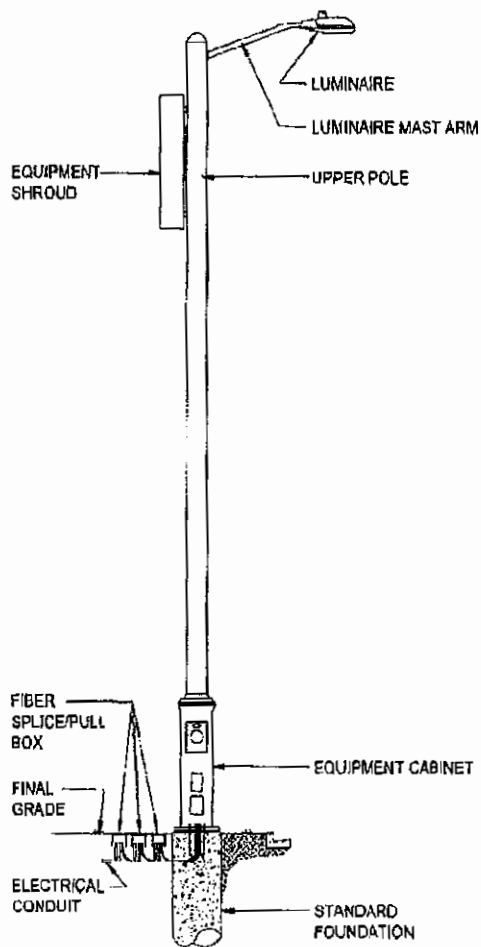
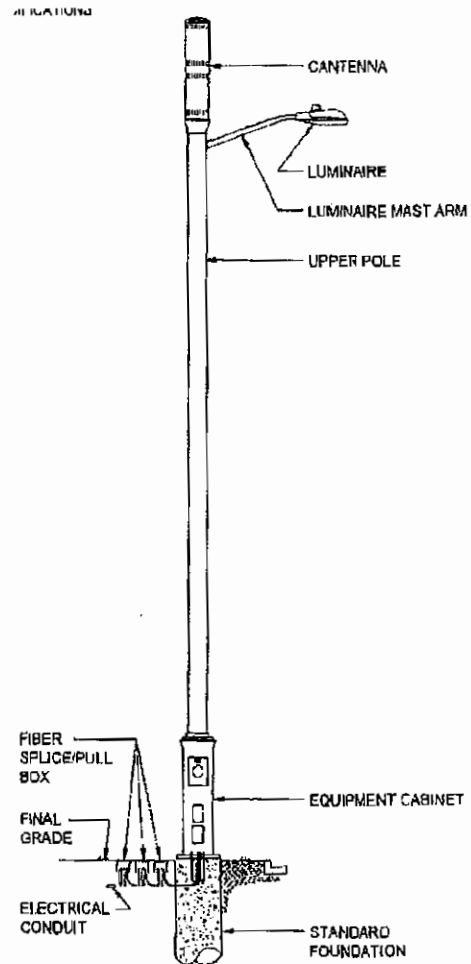


Exhibit 3. Examples of Acceptable Methods of Concealment

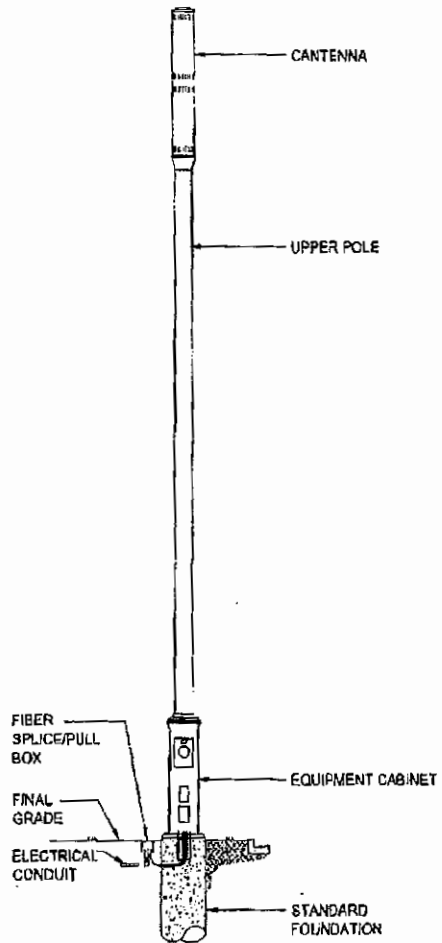
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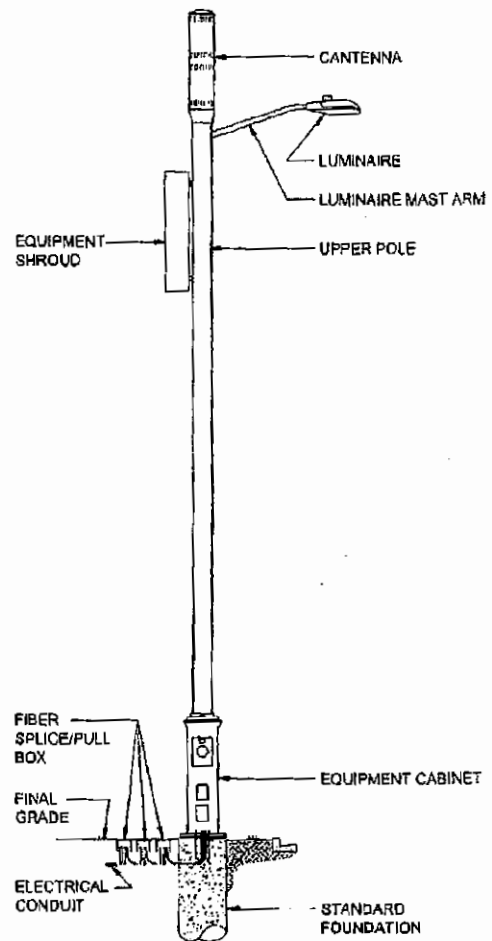
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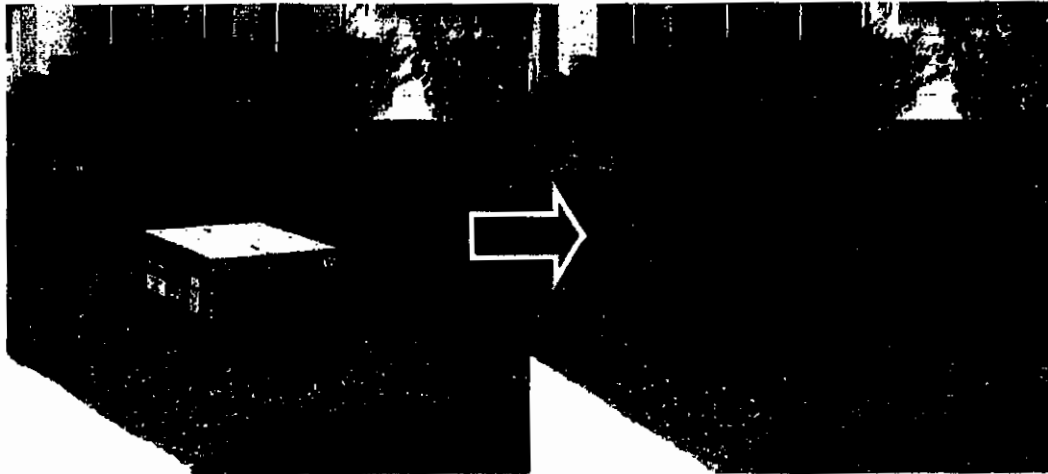
C. Freestanding Small Cell



D. Combination Pole with Cantenna



E. Examples of Landscape buffer for grade level equipment



REQUEST FOR BOARD ACTION
Finance

AGENDA SECTION: Second Reading – ACA

SUBJECT: Blanket Purchase Orders

MEETING DATE: February 4, 2020

FROM: Darrell Langlois, Finance Director

Recommended Motion

Approve the blanket purchase orders for Calendar Year 2020 totaling \$736,700 and waiving the competitive bid requirements, where applicable.

Background

Attached for the Village Board's consideration are requested Blanket Purchase Orders for Calendar Year 2020, which would exceed the Village Manager's purchasing authority of \$20,000. Blanket purchase orders are normally issued to vendors where frequent purchases are made throughout year in order to streamline purchasing procedures for routine purchases, proprietary items, or sole-source vendors.

Discussion & Recommendation

The issuance of blanket purchase orders does not relieve the departments of following all of the purchasing procedures required in the Purchasing Policy Manual; this action is only required as it is expected that we may spend in excess of \$20,000 to these particular vendors in the next fiscal year.

The listing of vendors is substantially the same as last year with the exception of two vendors. As a result of two employee vacancies, it is recommended that the Village secure the use of temporary services to cover the ERP project management and use GovTemps USA to cover Human Resource functions and clerical work. It is recommended that Mr. David Vannorsdel (an independent contractor, copy of resume attached) provide ERP project management services for the next six months with an option to extend to get through the next phase of the ERP project. The blanket purchase order amount includes funding for the remainder of the year. Please also note that the GovTemps USA blanket purchase order request also includes budgeted funds for temporary services in the Community Development Department. For all temporary staffing items, the Village is not obligated to use these services for the entire year; these services are billed as we use them and the amounts are set based on the maximum amount we would expect to incur for the entire year.

Budget Impact

Sufficient budgeted funds exist in the various line items to support this request or offsets are available in salary and benefit line items to offset the costs of temporary staffing.

Village Board and/or Committee Action

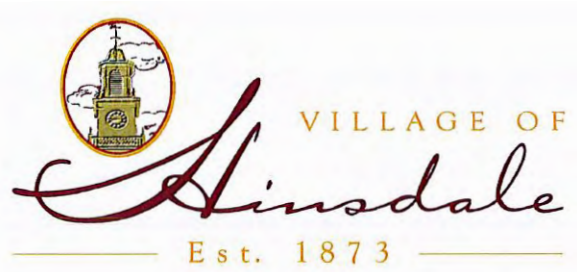
At their meeting of January 28, 2020, the Board agreed to move this item forward for a second reading at their next scheduled meeting.

Documents Attached

1. Blanket Purchase Order List

Village of Hinsdale
Blanket Purchase Orders Over \$20,000
Calendar Year 2020

Vendor	Department	Description	Amount
Andres Medical Billing	Finance	Ambulance Billing Service	\$28,000
Cargill (State of Illinois Joint Purchasing Salt)	Public Services	Roadway Salt	\$44,800
Compass Minerals America (DuPage Co.Joint Bid)	Public Services	Roadway Salt	\$57,400
Core & Main	Public Services	Water Main and Sewer Parts and Supplies, Meters	\$71,600
David Vannorsdel	General Government	Temporary ERP Project Management	\$92,000
Direct Advantage	EDC Initiatives	Hinsdale Business Promotions	\$60,000
GovTemps USA	General Government	Temporary HR, Community Dev, and Clerical	\$76,400
Hawkins, Inc.	Public Services	Veeck CSO and Pool Chemicals	\$26,500
Kroeschell Service Inc	Public Services	HVAC Repairs and Service	\$26,600
Ryan & Ryan	Administration	Legal Services Related to Tollway	\$50,000
Sprint/Nextel	All Departments	Cell Phones	\$30,000
Suburban Tree Consortium	Public Services	Trees	\$107,000
Third Millennium	General Government	Water Bill Printing and Mailing/Vehicle Licenses	\$25,400
Warehouse Direct	All Departments	Office Supplies	\$41,000
Total			\$736,700



DATE: January 3, 2020

TO: Thomas K. Cauley, Village President
Village Board of Trustees
Kathleen A. Gargano, Village Manager

FROM: John Giannelli, Fire Chief

RE: Executive Summary - Fire Department Activities for December 2019

In summary, the Fire Department activities for December 2019 included responding to a total of **200** emergency incidents. There were **37** fire-related incidents, **126** emergency medical-related incidents, and **37** emergency/service-related incidents.

This month, the average response time from receiving a call to Department crews responding, averaged 1 minute and 08 seconds. Response time from receiving a call to Department crews arriving on the scene was 4 minutes and 33 seconds.

In the month of December, there was no dollar loss due to fires. Members assisted Clarendon Hills and Western Springs on various calls.

In the month of December, Chief Giannelli covered short shifts due to shift staffing shortages. The total hours covered were 40, thereby saving the Village an estimated **\$2,400** in overtime.

Chief Giannelli and AC McElroy attended MABAS 10 Chief's, DuPage Chief's, and DUCOMM meetings.



Hinsdale Fire Department – Monthly Report
December 2019



Emergency Response

In **December**, the Hinsdale Fire Department responded to a total of **200** requests for assistance, for a total of **2,645** responses this calendar year. There were **31** simultaneous responses and **two (2)** train delays this month. The responses are divided into three basic response categories (Fire, Ambulance, and Emergency):

Type of Response	December 2019	% of Total	Three Year Average December 2016-2017-2018
Fire: (Includes incidents that involve fire, either in a structure, in a vehicle or outside of a structure, along with activated fire alarms and/or reports of smoke)	37	18%	53
Ambulance: (Includes ambulance requests, vehicle accidents and patient assists)	126	64%	111
Emergency: (Includes calls for leaks and spills, hazardous material response, power lines down, carbon monoxide alarms, trouble fire alarms, house lock outs, elevator rescues, and other service related calls)	37	18%	46
Simultaneous: (Responses while another call is on-going. Number is included in total)	31	16%	27
Train Delay: (Number is included in total)	2	1%	2
Total:	200	100%	210

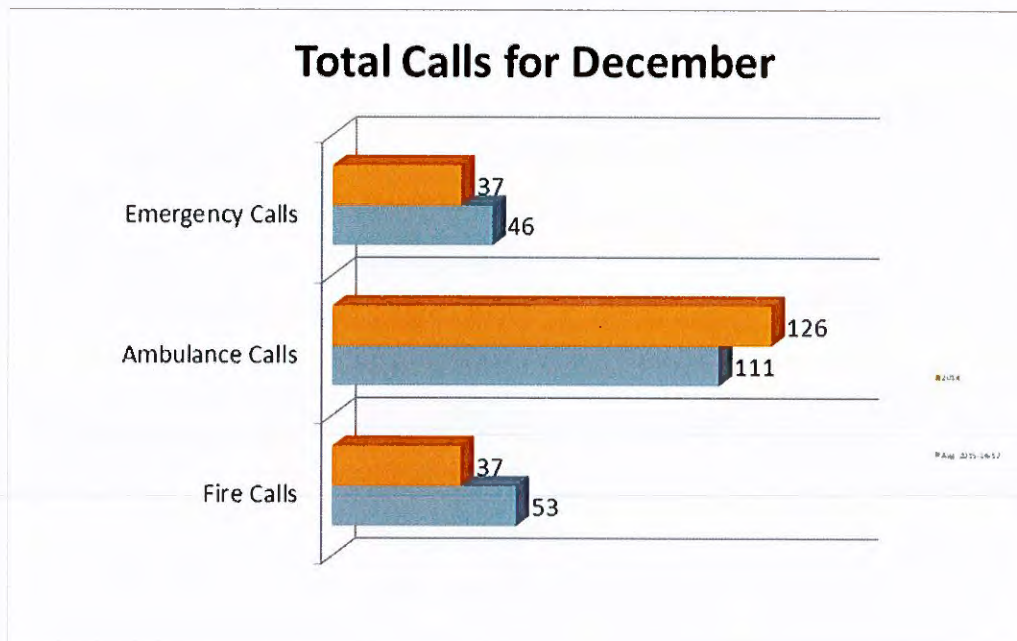
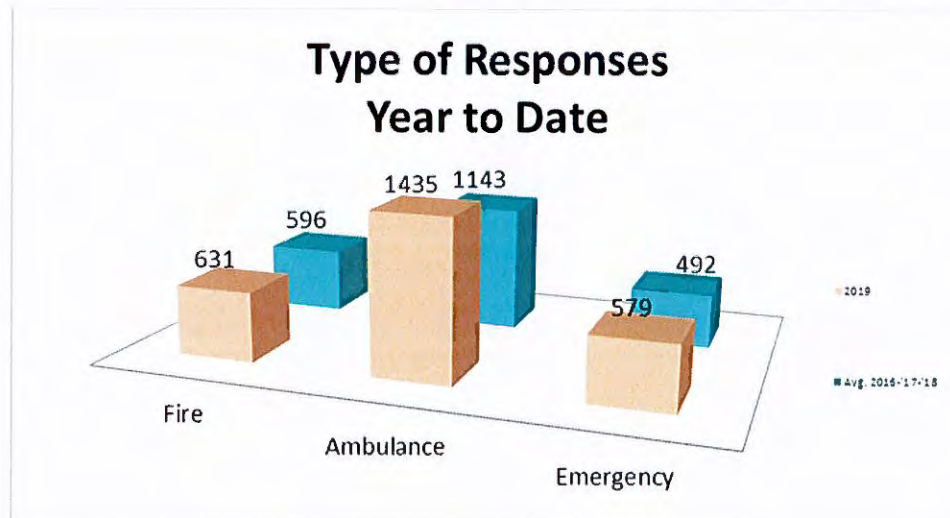
Year to Date Totals

Fire: 631 Ambulance: 1435 Emergency: 579

2019 Total: 2,645 2016-17-18 Average: 2,433



Emergency Response

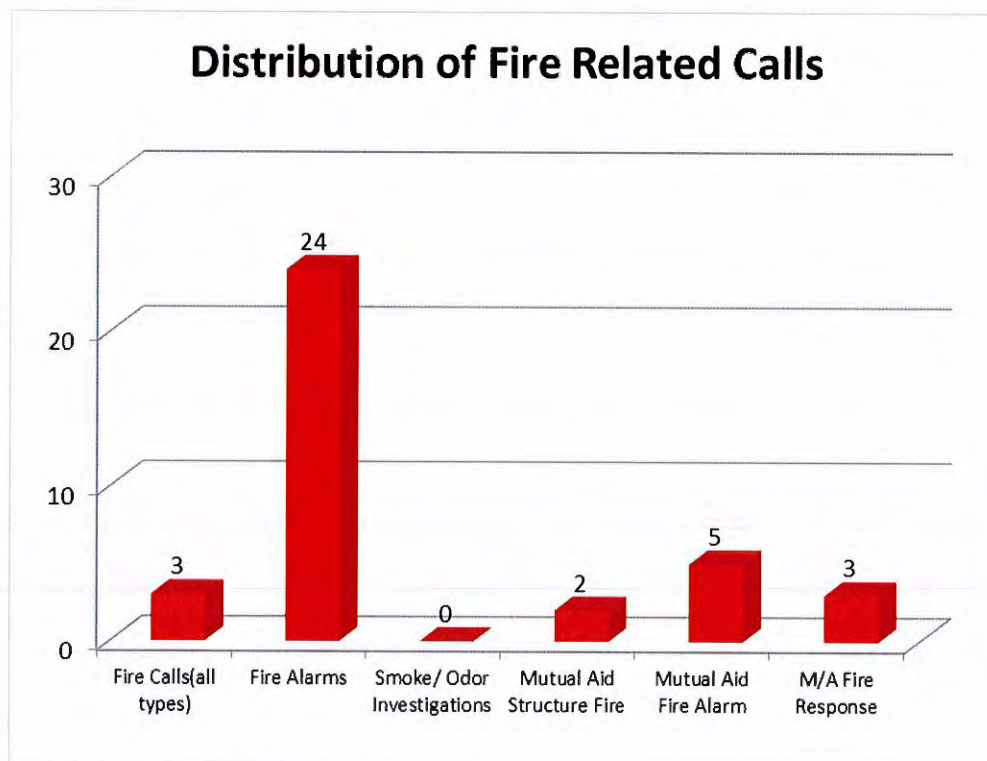
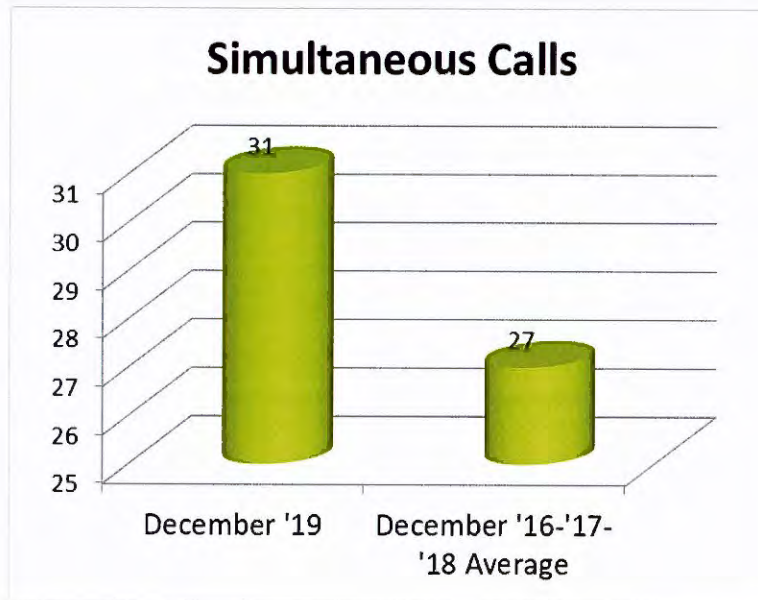




Hinsdale Fire Department – Monthly Report
December 2019



Emergency Response



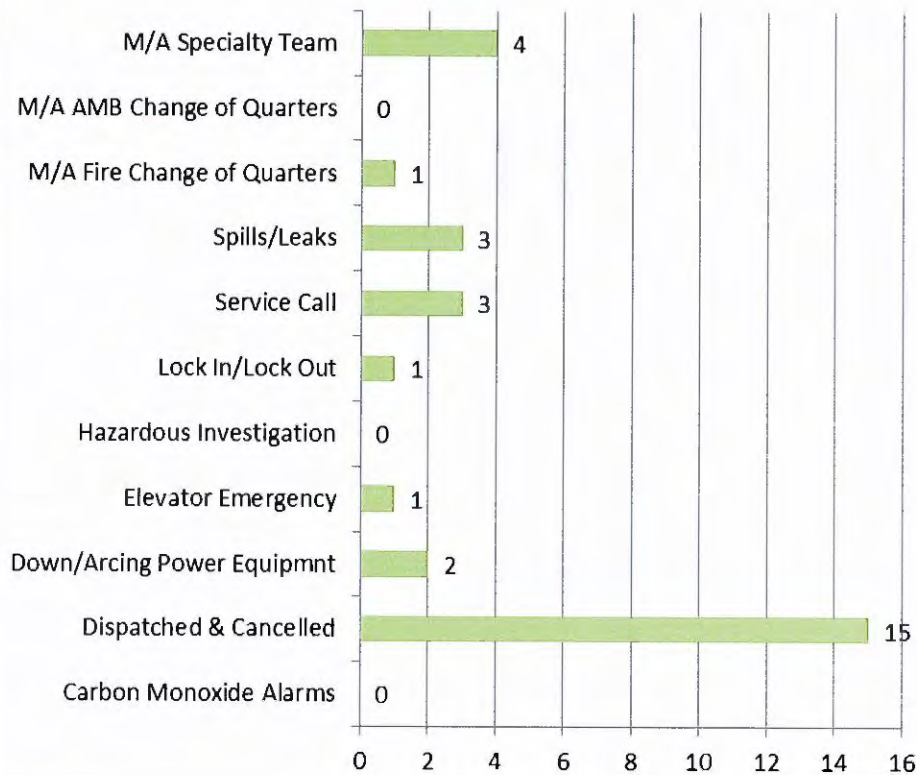


Hinsdale Fire Department – Monthly Report December 2019

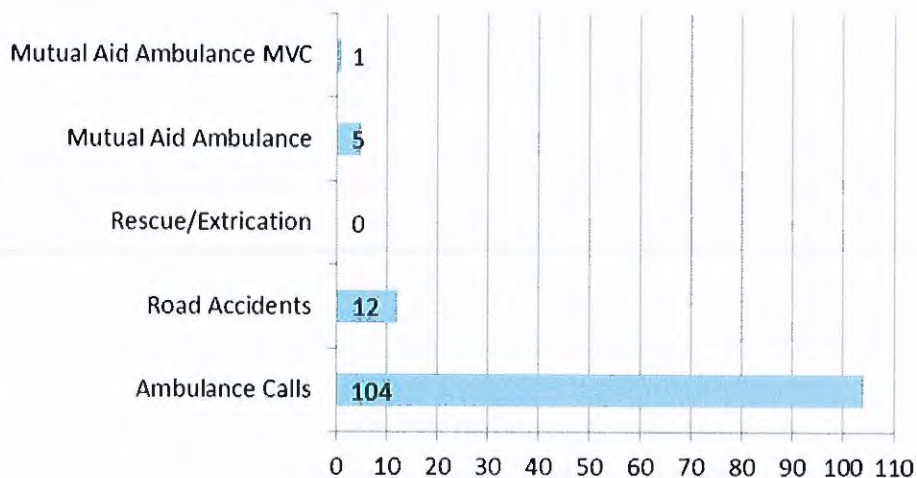


Emergency Response

Distribution of Emergency Related Calls



Distribution of EMS Related Calls





Hinsdale Fire Department – Monthly Report
December 2019



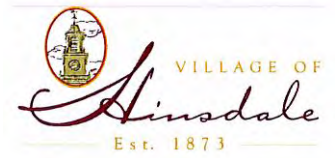
Incidents of Interest

Call #

- #19-2980** Members and Tower 84 responded to Tri-State Fire Protection District for the fire at a condominium complex. Once on scene T84 was used to access and inspect the roof and HVAC equipment. The fire was later found by T84 at ground level on the exterior of the structure.
- #19-2983** Members and Medic 84, Medic 85 and Engine 84 responded to 600 W. Ogden Manor Care for the patient in full cardiac arrest. The patient was treated ALS but resuscitation was terminated on scene per Good Samaritan EMS System protocol.
- #19-3073** Members responded to a structure fire at Pinstripes in Oak Brook. Engine 84 supplied a water supply to L94. Capt. Neville, FFs Baker and Hladik climbed L94 to the roof with tools for ventilation. FF Hladik used a 1 ¾ hose line on roof to extinguish fire in stove vent.
- #19-3076** FF/PM Karban responded to 1728 Virginia St. in Downers Grove for the DuPage County Fire Investigation Task Force callout for the house fire with additional fires in the detached garage and shed. This high profile arson incident caused a soft lockdown within the Village of Downers Grove. It involved a mentally unstable patient who was a threat to himself and others. The individual was apprehended and will be charged as a result of the investigation. FF/PM Karban was tasked with completing the scene diagram and reconstructing the fire scene to determine the point of origin.
- #19-3011** Members of Station 84 responded to the doctor's office at 40 S Clay for the patient who went unresponsive with no pulse and no breathing. Member responded, initiated patient care and obtained a pulse and spontaneous breathing. Patient was transported in stable condition to Hinsdale Hospital.
- #19-3138** Members of Station 84 responded to a report of a patient unresponsive and pulseless in the lobby of 40 S Clay. All six members responded, provide aggressive ALS care and transportation to the hospital.



Hinsdale Fire Department – Monthly Report December 2019



- #19-3087** Lt. McCarthy responded to 4452 Lawndale Ave. in Lyons for the MABAS Division 10 Box Alarm for Fire Investigators. The incident involved a single family home that sustained a fire in the rear of the home. Lt. McCarthy was responsible for photo documentation of the scene as well as scene processing to determine the origin and cause of the fire.
- #19-3129** FF/PM Schaberg responded to 296 E. Burlington St. in Riverside for the MABAS Division 10 Fire Investigation Box Alarm. Upon his arrival, Pat assisted with fire scene photo documentation and scene processing. One Riverside firefighter was injured when he fell into a hole in the floor that had been burned through. He was safely removed and in stable condition. It was determined that the fire started in the basement ceiling, spreading upward into a first floor bedroom.



Hinsdale Fire Department – Monthly Report December 2019



Training/Events

In addition to the daily training in EMS, Technical Rescue, Hazardous Materials, Firefighting, and vehicle checks, members completed the following specialized training:

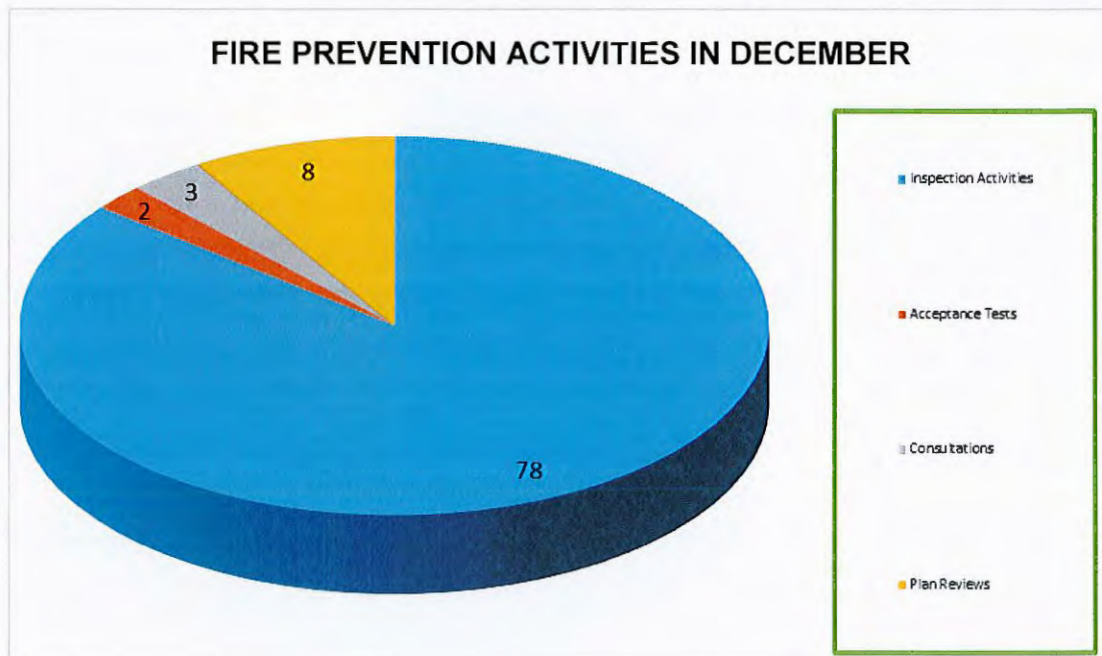
- 12-04-2019** Fire Department Officers attended an IRMA Training at Village Hall. Topic is "Behavior Based Safety".
- 12-18-2019** FF/PM Jim Nichols dressed as Santa and was escorted by Red Shift to the Wellness House Annual Christmas party for kids. In attendance were families that have a loved one battling a terminal illness. HFD members delivered Santa in T84 and assisted in passing out gifts to the children.





Public Education

The fire prevention bureau is responsible for conducting a variety of activities designed to educate the public, to prevent fires and emergencies, and to better prepare the public in the event a fire or medical emergency occurs.



Fire Prevention/Safety Education

- Attended DuComm Chief Operations meeting on December 10th to review operational challenges with the new CAD system and to discuss the new station alerting system which went live in October for the fire east talk group.
- Captain Carlson participated in a table top drill at Oak School with Officer Karen to review safety decisions based on their Crisis Plan.



Hinsdale Fire Department – Monthly Report
December 2019



Inspection Activities

December 2019 had a total of 91 Fire Inspection Activities:

Inspections 69

Initial (22)
Fire Alarm (46)
Occupancy (1)

Re-inspections 8

Acceptance Test 2

Sprinkler (2)

Plan Reviews 8

Sprinkler (5)
Fire Alarm (1)

Consultation 3

General (2)
Fire Alarm (1)

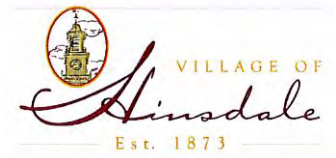
Annual Fire Pump Test 1

There was a total of \$3,135.00 of inspection fees forwarded to the Finance Department for the month of December.

The total inspection fees forwarded to the finance department for the fiscal year 2019-20 to date is \$29,970.00 at this time.



Hinsdale Fire Department – Monthly Report
December 2019



The Survey Says...

Each month, the department sends out surveys to those that we provide service. These surveys are valuable in evaluating the quality of the service we provide and are an opportunity for improvement.

Customer Service Survey Feedback:

In the month of December, **25** Customer Service Surveys were mailed; we received **6** responses with the following results:

“Were you satisfied with the response time of our personnel to your emergency?”

Yes – 6/6

“Was the quality of service received?”

“Higher” than what I expected – 5/6

“About” what I expected – 1/6

“Somewhat lower” than I had expected – 0/6

No response – 0/6

Additional Survey Comments (*direct quotes*):

“They were excellent! Very kind and caring.”

“Thank you for all your help.”

“I felt I was in good hands. Thank you for everything.”

“I was very pleased with the service provided.”



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MEMORANDUM

TO: President Cauley and the Board of Trustees
FROM: Dan Deeter, PE
DATE: February 4, 2020
RE: Engineering December 2019 Monthly Report
Executive Summary

- **Rainfall Data.** 2019 saw a total of 51.5-inches of rainfall in the vicinity of Hinsdale. This is 45% higher than the 50-year average for northeastern Illinois as reported by the NOAA National Climate Data Center. Thirteen of the last 14 years have exceeded this average.
- **2020 Construction Projects.** Staff and our engineering consultants continue to work on finalizing the plans and contract documents for the major 2020 construction projects:
 - 2020 Infrastructure Project
 - E. Chicago Drainage Corridor Project
 - 2020 Maintenance Project

TO: President Cauley and the Board of Trustees
FROM: Dan Deeter, PE
DATE: February 4, 2020
RE: Engineering December 2019 Monthly Report

The Engineering Division activities include working with the Building Division to complete site inspections, managing Capital Improvement Projects, responding to drainage complaints, and addressing environmental permit obligations. In total, three Engineering employees performed 30 construction site inspections or drainage complaint inspections in November.

Per Hinsdale's combined sewer overflow (CSO) permit #IL0066818, in December 2019 staff submitted one monthly Discharge Monitoring Reports (DMRs) for each of the Village's four Combined Sewer Overflow (CSO) location to the Illinois EPA.

The following capital improvement projects and engineering studies are underway:

2020 Infrastructure Project. (Chicago Avenue from IL Rte 83 to Park Avenue) Our engineering consultant, HR Green, continues to work on the plans for the water main installation and resurfacing. The project's targeted bid opening at IDOT is June 12, 2020. The DuPage Mayors and Managers' Council (DMMC) has sent a notice to staff that, due to funding constraints, the project may be move to FY2021. DMMC is working with IDOT and CMAP to obtain funds for keep the project in 2020.

E. Chicago Drainage Corridor project. This project is designed to improve drainage in the area in the blocks immediately south of E. Chicago Street from Elm Street to Oak Street, in the Highland Park/Highland Station parking lot, and on Highland Road. Funding is being provided by the Illinois Tollway since this project reduces flooding on the Tollway by detaining stormwater that is tributary to the Tollway. Schedule:

- Mid-Feb 2020 – advertise bids
- Mid-Mar 2020 – bid opening
- 04/07/19 – First Read at the Village Board of Trustees meeting
- 04/21/19 – Consent Agenda at the Village Board of Trustees meeting
- 04/27/19 – Earliest construction start

2020 Maintenance Project. Engineering for the project has been awarded to Rempe-Sharpe & Associates at the 01/28/20 Board of Trustee meeting. Staff's intent is to bid this project in March 2020 and begin construction early in the second quarter of 2020. Streets and parking lots to be resurfaced include:

Street	Existing Condition	Work to be carried out
Eighth Street from Jackson to Quincy Street	• +/- 620-feet of HMA pavement	• HMA R&R 2" surface
Maple Street from Monroe to Grant Streets	• +/- 1850-feet of HMA pavement	• HMA R&R 2" surface
Phillippa Street from Fuller to Minneola Street	• +/- 830-feet of HMA pavement	• HMA patching
Quincy Street from Stough to Maple Street	• +/- 585-feet of HMA pavement	• HMA R&R 2" surface
Quincy Street from Eighth St to Melin Park	• +/- 420-feet of HMA pavement	• HMA R&R 2" surface
Washington Street from Seventh to Eighth Street	• +/- 640-feet of HMA pavement	• HMA R&R 2" surface
York Road from Village Boundary to Ogden Ave.	• +/-490-feet of HMA pavement	• HMA R&R 2" surface
Robbins Park Eighth Street Parking Lot	• +/-33,000-SF of HMA pavement	• HMA R&R 2" surface
Post Office Parking lot (south)	• +/-14,000-SF of HMA pavement	• HMA R&R 2" surface

Table 1.1 (Rev1)

SCOPE OF WORK NOTES:

1. Remove and replace 2" hot mix asphalt surface course.
2. Remove and replace damaged or sunken concrete curb & gutter as necessary.
3. Improve associated sidewalks to meet ADA standards.
4. There are nuisance sump pump discharge issues in the project area. Connect sump pump discharges to storm sewers throughout the project areas when possible.



MEMORANDUM

Other Engineering Activities

Dupage Division of Transportation (DuDOT) proposes to construct a sidewalk this year on the north side of 55th Street from S. Monroe Street to S. Madison Street. Funding for this sidewalk will come from DuPage County.

State and Federal Funding Opportunities A summary of the Grant Funds awarded or applied for by the Village of Hinsdale is attached.

Veeck Park Wet Weather Facility
Hinsdale, Illinois

Date	Overflow Ht. Above Weir (feet)	Precipitation (inches of water)	
12/01/19		0.07	
12/02/19			
12/03/19			
12/04/19			
12/05/19			
12/06/19			
12/07/19			
12/08/19			
12/09/19		0.01	
12/10/19			
12/11/19			
12/12/19			
12/13/19			
12/14/19			
12/15/19			
12/16/19			
12/17/19			
12/18/19			
12/19/19			
12/20/19			
12/21/19			
12/22/19			
12/23/19			
12/24/19			
12/25/19			
12/26/19			
12/27/19		0.25	
12/28/19		0.89	
12/29/19		0.09	
12/30/19			
12/31/19			
		YTD	
Total Precipitation:	1.31	51.53	
Departure from Normal:	-0.91	15.88	
	59%	145%	

Notes:

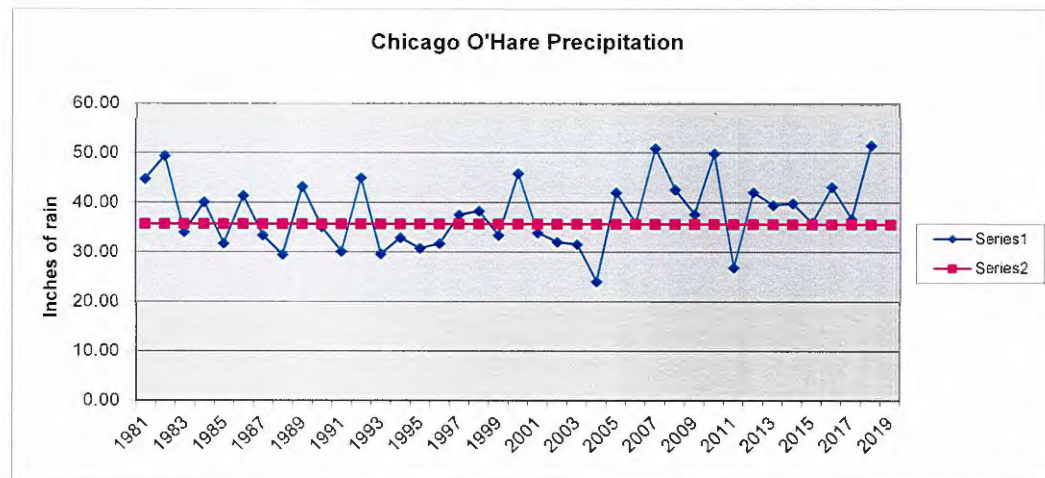
1. Rain data from USGS rain gage at 22nd St & Salt Creek

Rainfall Data Northeast Illinois

Year	Annual Precip.	52-Yr Average	Difference	Average for the Period	
1981	39.19	35.65	3.54	41.46	average inches of 52-yr. average
1982	44.68	35.65	9.03		
1983	49.35	35.65	13.70		
1984	34.00	35.65	-1.65		
1985	40.07	35.65	4.42		
1986	31.73	35.65	-3.92	34.52	average inches 97% of 52-yr. average
1987	41.35	35.65	5.70		
1988	33.36	35.65	-2.29		
1989	29.45	35.65	-6.20		
1990	43.12	35.65	7.47		
1991	35.02	35.65	-0.63		
1992	30.12	35.65	-5.53		
1993	44.90	35.65	9.25		
1994	29.59	35.65	-6.06		
1995	32.88	35.65	-2.77		
1996	30.72	35.65	-4.93	41.02	average inches 115% of 52-yr. average
1997	31.71	35.65	-3.94		
1998	37.53	35.65	1.88		
1999	38.25	35.65	2.60		
2000	33.36	35.65	-2.29		
2001	45.77	35.65	10.12		
2002	33.92	35.65	-1.73		
2003	32.02	35.65	-3.63		
2004	31.58	35.65	-4.07		
2005	24.09	35.65	-11.56		
2006	41.96	35.65	6.31	41.02	average inches 115% of 52-yr. average
2007	35.80	35.65	0.15		
2008	50.86	35.65	15.21		
2009	42.57	35.65	6.92		
2010	37.61	35.65	1.96		
2011	49.84	35.65	14.19		
2012	26.91	35.65	-8.74		
2013	42.09	35.65	6.44		
2014	39.48	35.65	3.83		
2015	39.85	35.65	4.20		
2016	35.97	35.65	0.32	41.02	average inches 115% of 52-yr. average
2017	43.10	35.65	7.45		
2018	36.75	35.65	1.10		
2019	51.53	35.65	15.88		

Above Average
Below Average

1981 - 2017 Data from NOAA, National Climate Data Center, O'Hare Station
2018-19 Data from USGS Station at Salt Creek & 22nd Street, Oak Brook, IL



Over the last 30 years, 18 years or 60% have exceeded the average rainfall.

Over the last 14 years, 13 years have exceeded the average rainfall.

Village of Hinsdale

Source	Program	Purpose	Funds Available	Amount
Illinois Commerce Commission	Crossing Safety Improvement Program	Oak Street Bridge - 60% Funding	2015 Capital Budget	\$ 4,240,000
Senator Dillard	State Capital Bill	Oak Street Bridge	Effective January 1, 2011	\$ 825,000
West Suburban Mass Transit	Car Sale Proceeds	Oak Street Bridge Eng/Construction	50/50 Reimbursement	\$ 395,000
Illinois Dept of Transportation	Federal Highway Bridge Program	Oak Street Bridge Phase I	July 2010 - 80/20	\$ 680,000
DuPage Mayors & Managers	Federal Stimulus	S. Garfield Reconstruction	Paid Through IDOT	\$ 1,632,000
Senator Dillard & Rep Bellock	Emergency Repair Program	Street resurfacing	Upon Project Completion	\$ 300,000
Representative Bellock	State Capital Bill	N. Washington Reconstruction	Upon issuance of bonds	\$ 340,000
New Local Transportation Projects	State Capital Bill	Road Improvements	20% released October, 2010	\$ 389,540
Lyons Township	Bond Proceeds	KLM Park Pavilion	Upon Project Completion	\$ 150,000
DuPage Mayors & Managers	STP Program	Oak Street Bridge	2015 Capital Budget	\$ 3,830,000
IDNR	OSLAD	Improvements to KLM	Awarded	\$ 150,000
IEPA	ARRA/State Revolving Loan	Garfield Sewer Separation	Loan docs received 7/05/11	\$ 444,160
IEPA	ARRA/State Revolving Loan	Chestnut Sewer Separation	Loan docs received 8/16/11	\$ 3,728,196
West Suburban Mass Transit	Car Sale Proceeds	Highland Parking Lot	2/3 reimbursement	\$ 100,000
IDOT	Federal Highway Bridge Program	Oak Street Bridge Phases II & III	IDOT local agency agreem't	\$ 5,904,514
Illinois Dept of Transportation	Surface Transportation Program (STP)	Garfield Street (Chicago Ave. - 55th) resurfacing (letting Jan 2019)	70% SPT match	\$ 807,000
			30% local match	
Illinois Dept of Transportation	Surface Transportation Program (STP)	Chicago Ave (IL Rte 83 - Garfield) resurfacing (letting Jan 2020)	70% SPT match	\$ 760,000
			30% local match	
Illinois Dept of Natural Resources	OSLAD	Renovation of pool		\$ 400,000
Total				<u>\$ 24,605,309</u>

**Village of Hinsdale
Grant Applications Under Consideration**

Source	Program	Purpose	Status	Amount
IDNR	PARC	Renovation of KLM lodge to improve ADA accessibility	In submission phase	\$ 2,500,000
Total				<u>\$ 2,500,000</u>



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MEMORANDUM

DATE: February 4, 2020

TO: President Cauley and the Village Board of Trustees

FROM: Heather Bereckis, Superintendent of Parks & Recreation

RE: January Staff Report

The following is a summary of activities completed by the Parks & Recreation Department during the month of January.

The Lodge at KLM Park

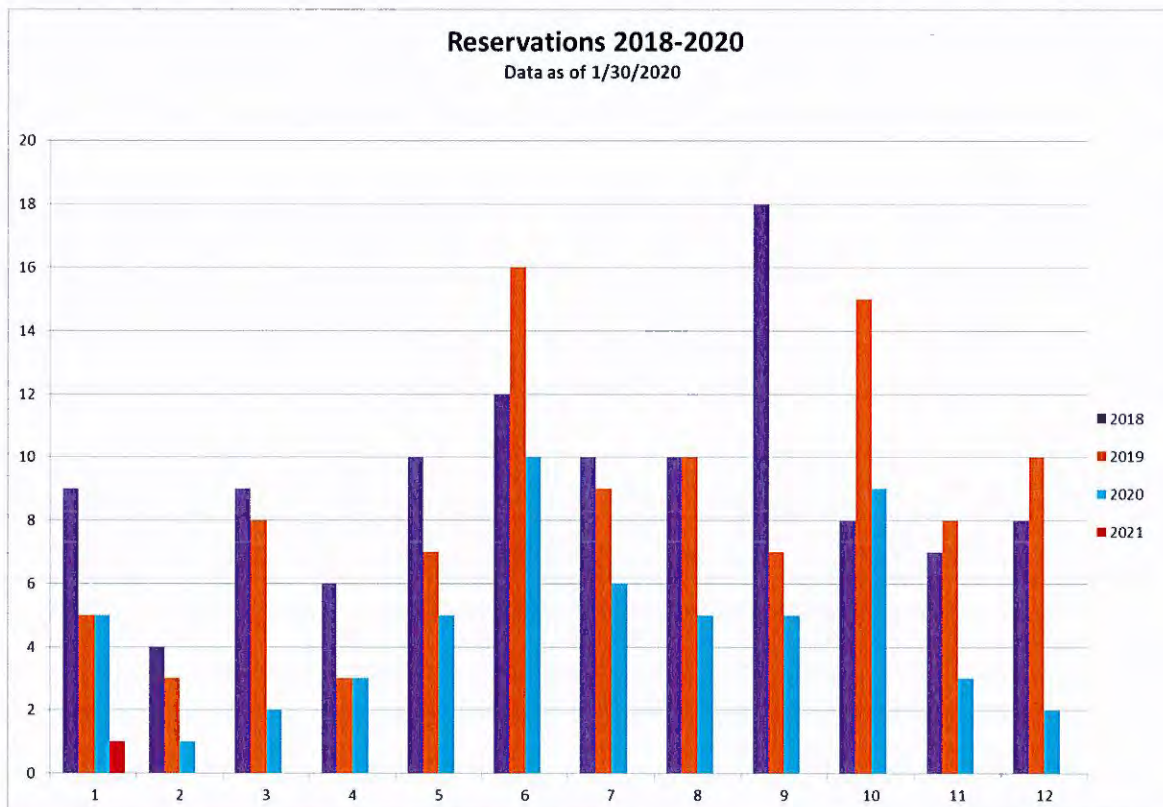
Preliminary gross rental and catering revenue for the fiscal year-to-date is \$146,803. Rental revenue for the eighth month of the 2019/20 fiscal year is \$14,774. In December, there were 12 events held at The Lodge, which was two more than the previous year. Expenses for December are lower than the previous year due to timing of invoices.

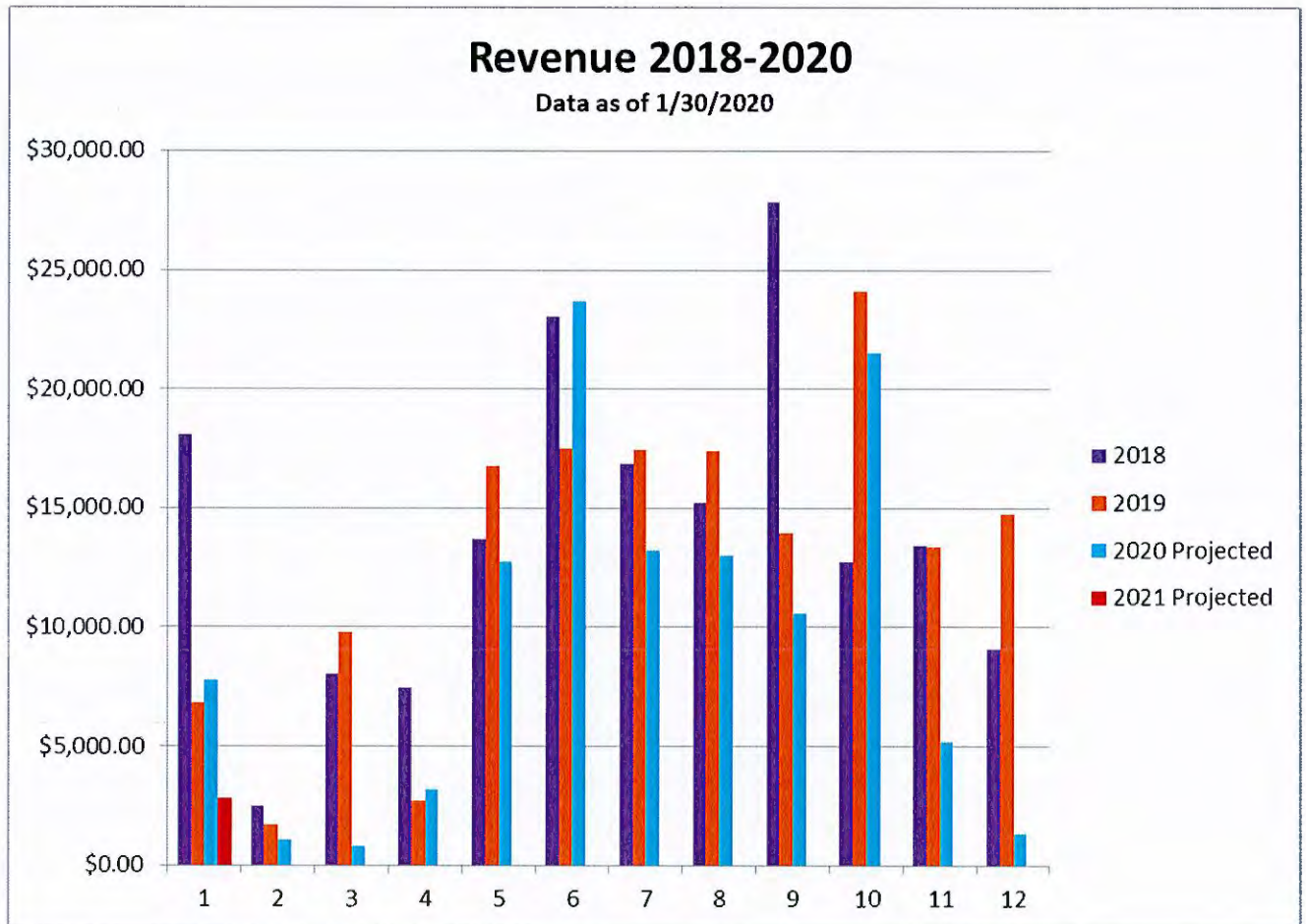
REVENUES	January		YTD		Change Over the Prior year	2019-20 Annual Budget	FY 19-20 % of budget	2018-19 Annual Budget	FY 18-19 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
The Lodge Rentals	\$6,855	\$7,775	\$147,984	\$157,852	\$9,868	\$150,000	105%	\$150,000	99%
Caterer's Licenses	\$0	\$0	\$11,500	\$11,500	\$0	\$15,000	77%	\$13,000	88%
Total Revenues	\$6,855	\$7,775	\$159,484	\$169,352	\$9,868	\$165,000	103%	\$163,000	98%
EXPENSES	January		YTD		Change Over the Prior year	2019-20 Annual Budget	FY 19-20 % of budget	2018-19 Annual Budget	FY 18-19 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
Total Expenses	\$13,503	\$4,231	\$127,006	\$90,207	(\$36,799)	\$236,243	38%	\$195,839	65%
Net	(\$6,648)	\$3,544	\$32,478	\$79,145	\$46,667				

MEMORANDUM

The Lodge Gross Monthly Revenues										
Month	2011/12 FY	2012/13 FY	2013/14 FY	2014/15 FY	2015/16 FY	2016/17 FY	2017/18 FY	2018/19 FY	2019/20 FY	2020 CY
May	\$ 8,561	\$ 8,801	\$ 16,796	\$ 13,745	\$ 16,000	\$ 12,200	\$ 9,725	\$ 13,675	\$ 16,744	
June	\$ 11,156	\$ 10,745	\$ 26,818	\$ 17,450	\$ 22,770	\$ 22,845	\$ 12,495	\$ 23,045	\$ 17,494	
July	\$ 13,559	\$ 9,786	\$ 18,650	\$ 12,909	\$ 27,475	\$ 12,550	\$ 15,000	\$ 16,874	\$ 17,466	
August	\$ 17,759	\$ 18,880	\$ 19,579	\$ 25,350	\$ 24,775	\$ 11,500	\$ 18,555	\$ 15,205	\$ 17,395	
September	\$ 14,823	\$ 14,498	\$ 12,137	\$ 24,510	\$ 15,250	\$ 12,645	\$ 15,410	\$ 27,860	\$ 13,980	
October	\$ 16,347	\$ 15,589	\$ 14,825	\$ 23,985	\$ 25,580	\$ 21,045	\$ 15,180	\$ 12,770	\$ 24,085	
November	\$ 8,256	\$ 11,612	\$ 8,580	\$ 14,724	\$ 14,825	\$ 6,700	\$ 12,500	\$ 13,450	\$ 13,365	
December	\$ 8,853	\$ 10,265	\$ 13,366	\$ 17,290	\$ 17,200	\$ 13,457	\$ 8,125	\$ 9,125	\$ 14,774	
January	\$ 1,302	\$ 4,489	\$ 250	\$ 8,450	\$ 2,850	\$ 4,624	\$ 18,089	\$ 6,855	\$ 7,775	\$ 7,775
February	\$ 2,301	\$ 6,981	\$ 7,575	\$ 3,120	\$ 2,400	\$ 4,550	\$ 2,495	\$ 1,725		
March	\$ 2,506	\$ 7,669	\$ 4,245	\$ 6,725	\$ 8,945	\$ 5,944	\$ 8,045	\$ 9,804		
April	\$ 2,384	\$ 4,365	\$ 3,600	\$ 12,695	\$ 9,125	\$ 4,300	\$ 7,482	\$ 2,700		
total	\$ 107,807	\$ 123,680	\$ 146,421	\$ 180,953	\$ 187,195	\$ 132,360	\$ 143,101	\$ 153,088	\$ 143,078	

The graph below shows the past three years of Lodge revenue and the upcoming years' projections. Future projections are based on what is currently booked. Also included is a graph indicating the number of monthly reservations.. Typically events are booked 6-18 months in advance of the rentals; however, if there are vacancies, staff will accept reservations within 5 days of an event. These tracking devices will be updated monthly.





Staff is currently working with the approved marketing plan for the 2019/20 FY, including the addition of Search Engine Optimization (SEO) and progressive marketing through The Knot. The committee is now working on reviewing charges for caterers and single use vendors. The sixth meeting was held for December 12th. A final version of the new logo, brochure, and business cards were presented at the October Parks & Recreation Commission meeting.

Upcoming Brochure & Activities

Brochure & Programming

The winter/spring brochure was delivered to residents on December 2nd. Registration began on December 9th. Programs for winter/spring began in late December. The summer brochure is in the planning process, with delivery to residents scheduled for March 16th, 2020



MEMORANDUM

Special Events

Spring special events will include the Egg Hunt, Park Clean-up Day, and the new Corks & Forks event at The Lodge. This new event will include five wine and food pairings, as well as a bit of wine education. The event is sponsored by Hinsdale Wine Academy and Taste of Home Catering. Corks & Forks is scheduled for Friday, February 21st.

Field & Park Updates

Fields/Parks

Staff is now booking field space for spring 2020. Public Service staff has finalized winterizing park bathrooms. Peirce Park bathrooms had new flooring installed; an epoxy similar to that of the Pool and KLM bathrooms. New flooring at Burns is scheduled for early March.

Ice Rink

The new ice rink liner has arrived and staff will work to install it once temperatures are consecutively below freezing for six or more days. The Warming Hut will again be staffed on weekends and will provide fires and free hot chocolate. If weather does not allow for the ice rink to be established by Feb 18th, the rink walls will be removed and saved for the next season. This is due to the need to start prepping Spring fields the first week of March.

Grant Updates

In August, staff applied for the Open Space and Land Acquisition Development (OSLAD) Grant. On Friday, January 17th, Governor Pritzker announced that Hinsdale was one of 85 recipient of the OSLAD grant. The Village will be awarded \$400,000 for the Community Pool Redevelopment project.

Staff submitted an application on behalf of the Village for the Park and Recreational Facility Construction (PARC) Grant on January 21st. Notification of awards for this grant are expected in August 2020.