

**AGENDA
REGULAR SESSION
HIGHLAND AREA SENIOR CENTER
187 WOODCREST DRIVE
MONDAY, MARCH 6, 2023
7:00 PM**

NOTE: This is an in person meeting. However, anyone wishing to monitor the meeting via phone may do so by following the instructions on [page 3](#) of this agenda.

CALL TO ORDER / ROLL CALL / PLEDGE OF ALLEGIANCE:

MINUTES:

MOTION – Approve Minutes of February 21, 2023 Regular Session (attached)

PUBLIC FORUM:

A. Citizens' Requests and Comments:

1. Highland Arts Council –Art in the Park– Special Event Application – Lynnette Schuepbach, Representative (attached)
2. Highland Jaycees –Jaycees Schweizerfest– Special Event Application – Adam Vosholler, Representative (attached)

<p>Anyone wishing to address the Council on any subject may do so at this time. Please come forward to the microphone.</p>

B. Requests of Council:

C. Staff Reports:

NEW BUSINESS:

- A. **MOTION** – Bill #23-17/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for Art in the Park– Highland Arts Council (attached)
- B. **MOTION** – Bill #23-18/RESOLUTION Authorizing Allocation of Hotel/Motel Tax Funding for the City Annual Membership to Discover Downstate Illinois (attached)
- C. **MOTION** – Bill #23-19/RESOLUTION Requesting Road Closure for Schweizerfest Event (attached)
- D. **MOTION** – Bill #23-20/RESOLUTION Requesting Road Closure for Schweizerfest Parades (attached)
- E. **MOTION** – Approve Notice of Municipal Letting, Bid #PW-14-17 for Old Reservoir Dam Spillway Reconstruction (attached)
- F. **MOTION** – Award Bid #PW-10-22, For Veterans Honor Parkway Pavement Restoration Michael Road to Broadway (attached)

Continued

- G. **MOTION** – Bill #23-21/ORDINANCE Amending City Code, Chapter 22 – Cemeteries, Article 1. – In General, Section 22-1. – Fees and Assessments (attached)
- H. **MOTION** – Bill #23-22/RESOLUTION Authorizing the Mayor and/or City Manager to Apply for Park Commission Funds from Madison County (attached)
- I. **MOTION** – Bill #23-23/ORDINANCE Declaring Personal Property of the City Surplus and Authorizing its Sale and/or Disposal, Specifically Fire Department Equipment (attached)

REPORTS:

- A. **MOTION** – Accepting Expenditures Report #1237 for February 18 , 2023 through March 3, 2023 (attached)

EXECUTIVE SESSION:

The City Council will conduct an Executive Session pursuant to the Illinois Open Meetings Act, citing the following exemptions, allowing the meeting: **5 ILCS 120/2(c)(21) to discuss the approval of executive session minutes.**

ADJOURNMENT:

Continued



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Breann Vazquez, ADA Coordinator, by 9:00 AM on Monday, March 6, 2023.

BE ADVISED this is a public meeting conducted in accordance with Illinois state law and may be recorded for audio and video content. City reserves the right to broadcast or re-broadcast the content of this meeting at City's sole discretion. City is not responsible for the content, video quality, or audio quality of any City meeting broadcast or re-broadcast.

Directions for Public Monitoring of Highland City Council Meetings:

In an effort to protect as many individuals as possible, including the leaders of our communities statewide, Governor J.B. Pritzker has issued a number of directives, one of which was to suspend the provisions of the Illinois Open Meetings Act (5 ILCS 120), requiring or relating to in-person attendance by members of a public body. Specifically, (1) the requirement in 5 ILCS 120/2.01 that “members of a public body must be physically present;” and (2) the conditions in 5 ILCS 120/7 limiting when remote participation is permitted, are suspended. Public bodies are encouraged to postpone consideration of public business where possible. When a meeting is necessary, public bodies are encouraged to provide video, audio, and/or telephonic access to their meetings to ensure members of the public may monitor the meeting, and to update their websites and social media feeds to keep the public fully apprised of any modifications to their meeting schedules or the format of their meetings due to COVID-19, as well as their activities relating to COVID-19.

In following this directive, the City of Highland is providing the following phone number for use by citizens to call in just before the start of this meeting:

618-882-5625

Once connected, you will be prompted to enter a conference ID number.

Conference ID #: 867900

This will allow a member of the public to hear the city council meeting.

Note: This is for audio monitoring of the meeting, only. Participants will not be able make comments.

Anyone wishing to address the city council on any subject during the Public Forum portion of the meeting may submit their questions/comments in advance via email to lhediger@highlandil.gov or, by using the citizens' portal on the city's website found here: https://www.highlandil.gov/citizen_request_center_app/index.php.

Any comments received prior to 3:00 PM on the day of the meeting, will be read into the record.



CITY OF HIGHLAND

SPECIAL EVENT APPLICATION

Authorized under City Ordinance Sec. 64-3-1

PURPOSE: The City of Highland supports various community activities and festivals throughout the year. Establishing public safety and coordinating needs between the events and the city are the overall goals of this process. It is the responsibility of the specific event Sponsors to obtain, complete, and follow through the application process for city approval.

SPECIAL EVENT: A “Special Event” is defined as: (1) any event, race, gathering, demonstration, or service; (2) that occurs partially or completely within the jurisdiction of the City of Highland; (3) is expected to draw crowds in excess of one hundred fifty (150) attendees; and (4) is expected to or could disrupt normal daily functions within the City of Highland including but not limited to traffic congestion and excess noise; or could create a public health/safety concern without proper precautions or prior planning. Specific examples would include (but are not limited to): The Kirchenfest, Schweizerfest, 5K runs, parades, Art in the Park, Fourth of July Festivities, Madison County Fair, etc. The City Manager will make the final determination as to whether an event qualifies. This will be based upon the totality of the circumstances presented.

PROCEDURE:

1. All Requests will be directed to Highland City Hall, to the attention of the Deputy City Clerk.
2. Applications will be available at Highland City Hall, Monday-Friday, 8:00 am to 5:00 pm or online through the City’s web site.
3. Applications will be completed by the Event Sponsor and submitted at least 60 days prior to the event. The application must be signed by the Event Sponsor Responsible Party. Incomplete applications will not be accepted. If an application is accepted and later determined to be incomplete, the applicant will be notified by the Deputy Clerk. Failure to provide information will result in denial of application.
4. The Deputy City Clerk will forward the application to all city departments that have responsibilities relating to the event. If necessary, a committee meeting involving the event Sponsor and city stakeholders may take place to clarify questions, determine specific needs, and address concerns.
5. The event Sponsor is required to obtain final approval for the special event from the City Manager. The City Council may announce the special event to the public at a scheduled Council meeting.

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: _____

Type/Purpose of Event: Festival Race Other Fundraiser Service Parade
 Demonstration Other (please specify): _____

Location of Event: _____

Sponsoring Organization/Individual: _____

Event Responsible Party: _____

Address: _____

Phone(s): _____

Email: _____

Secondary Contact: _____

Address: _____

Phone(s): _____

Email: _____

Date(s) of Set-up: _____

Event Date(s) / Times:

Date(s) of Tear-down: _____

Expected Attendance: _____

Alcohol License Required: Yes No

If yes, application received: Yes No

Sound Amplification System utilized: Yes No

If yes, hours of operation: _____

Funding request of the Council: Yes No

Amount requested and purpose: _____

City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.

(Directors must initial behind requests)

Street Dept: Signage, Barricades, Street Closures (Specify): **Public Works Director:** _____

Electric Dept: Electrical Service, Lighting (Specify): **Electric Dept. Director:** _____

Public Safety: Security, First Aid, Traffic Control (Specify): **Public Safety Director:** _____

HCS Services: Wi-Fi or other technological needs (Specify): **HCS Director:** _____

Other City Services: Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):
Department: _____

Application Checklist (Attachments):

**Deputy Clerk Initial
Upon receipt or waiver:**

Certificate of Insurance: (attached) _____

- Must be General liability
- \$1 Million per occurrence/\$2 million aggregate
- City named as “additional insured” If Event is on city property.

Site Plan Rendering _____

- Evacuation Plan _____
- Fire Plan _____
- Parking Plan _____
- Schedule City Council Meeting for announcement _____
- **Date:** _____
- Application Submittal (60+ days) _____

Event Sponsor Responsible Party **Date**

City Manager **Date**



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

03/10/2022

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER: SIUA Inc/Rogier Insurance, 1016 Laurel St PO Box 98 Highland, IL 62249-0098. CONTACT NAME: Rogier Insurance Agency, Inc. PHONE: 618-654-2151. FAX: 618-654-3826. INSURED: Highland Arts Council, 1216 Main St, PO Box 33 Highland, IL 62249. INSURER A: Grinnell Mutual Reinsurance, NAIC # 14117.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For 'Art in the Park' to be held October 7-9, 2022.

CERTIFICATE HOLDER: Helvetia Sharpshooters Society, P.O. Box 102 Highland, IL 62249. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Rogier Insurance Agency, Inc. (Signature)



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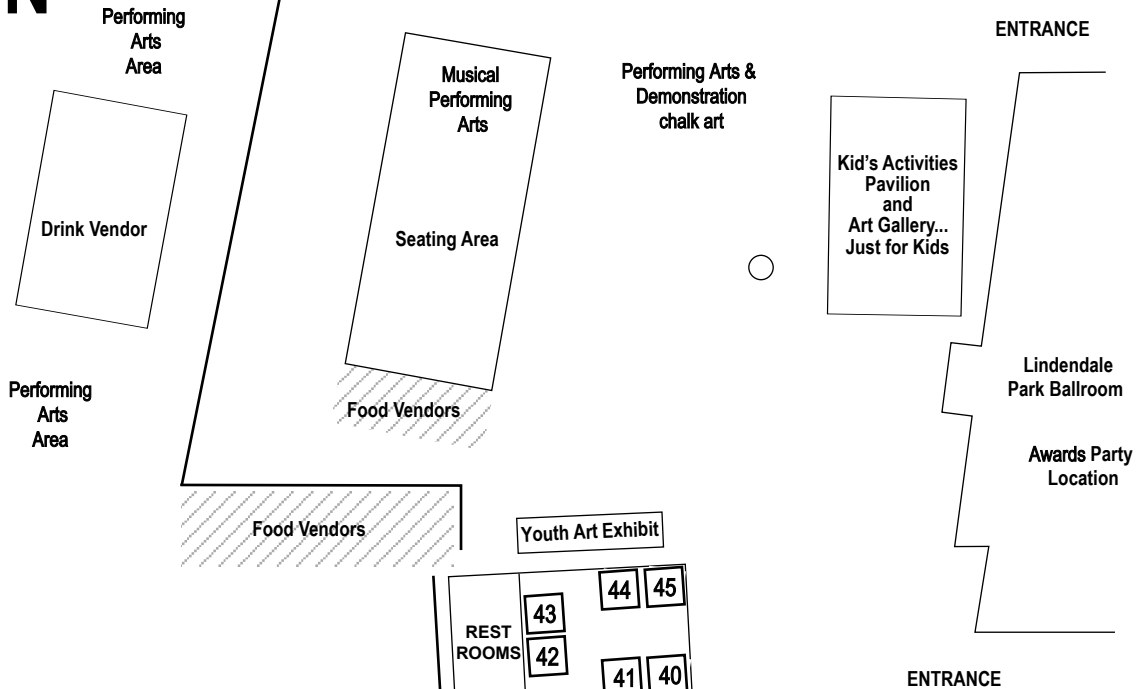
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

For 'Art in the Park' to be held October 7-9, 2022.

CERTIFICATE HOLDER: City of Highland, 1115 Broadway, PO Box 218, Highland, IL 62249. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Rogier Insurance Agency, Inc. (Signature)

Lindendale Park Expo Hall

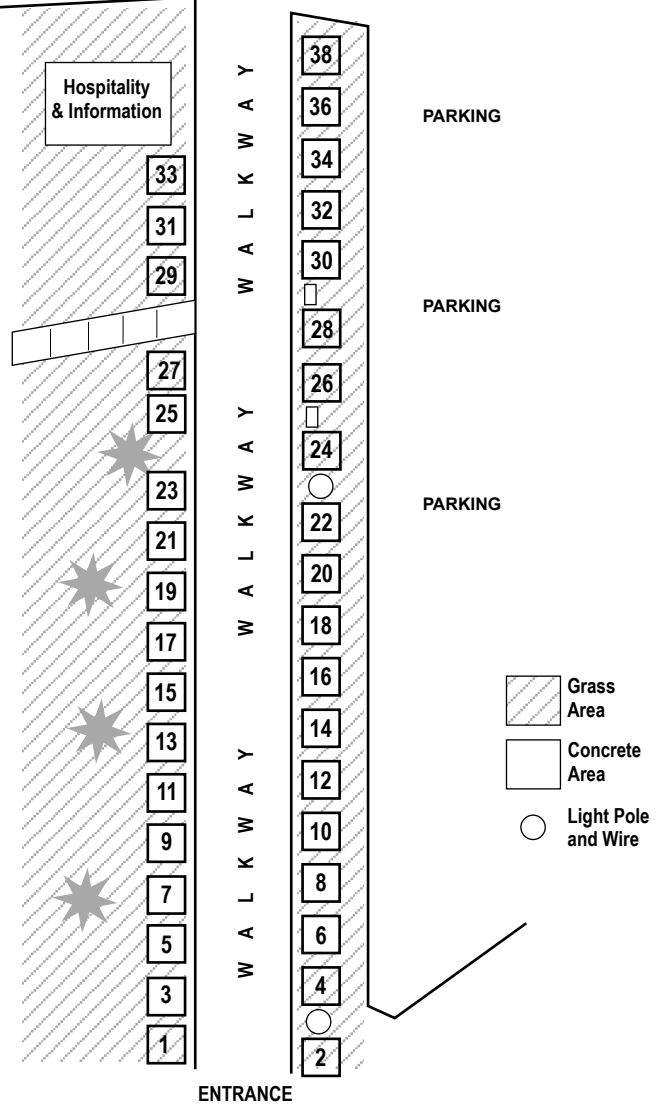


October 13-15, 2023

MAP OF THE GROUNDS

For more information about Art in the Park, visit our website: www.HighlandArtsCouncil.org

Questions may be directed to Lynnette Schuepbach, Event Chair
618-558-0054
lynnette@highlandartscouncil.org





CITY OF HIGHLAND

SPECIAL EVENT APPLICATION

Authorized under City Ordinance Sec. 64-3-1

PURPOSE: The City of Highland supports various community activities and festivals throughout the year. Establishing public safety and coordinating needs between the events and the city are the overall goals of this process. It is the responsibility of the specific event Sponsors to obtain, complete, and follow through the application process for city approval.

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5. The event Sponsor is required to obtain final approval for the special event from the City Manager. The City Council may announce the special event to the public at a scheduled Council meeting.

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Highland Jaycees Schwcizerfest

Type/Purpose of Event: Festival Race Other Fundraiser Service Parade
 Demonstration Other (please specify): _____

Location of Event: Highland Square

Sponsoring Organization/Individual: Highland Jaycees

Event Responsible Party: Adam Vosholler

Address: 107 E Pocahontas Rd

Phone(s): 618-795-2178

Email: rellohsov@yahoo.com

Secondary Contact: Jon Meadows

Address: _____

Phone(s): 618-791-3721

Email: btjomk6218@yahoo.com

Date(s) of Set-up: Monday, June 5, 2023 to Friday, June 9, 2023

Event Date(s) / Times:

Friday, June 9: 6 PM to Midnight

Saturday, June 10: 7 AM (5k Run proposed to begin at 8 AM, packet pick up @ 7 AM) to Midnight

Sunday, June 11: 12 PM to 10 PM

Date(s) of Tear-down: Sunday, June 11th and Monday, June 12th 2023

Expected Attendance: 5,000 - 10,000

Alcohol License Required: Yes No

If yes, application received: Yes No

Sound Amplification System utilized: Yes No

If yes, hours of operation: 6/9: 6PM-Midnight, 6/10: 12PM-Midnight, 6/11: 12PM-10PM

Funding request of the Council: Yes No

Amount requested and purpose: _____

City Services Requested – Please attach additional documents (maps, detailed information), where needed. Write “Not applicable” if no services requested.

(Directors must initial behind requests)

Street Dept: Signage, Barricades, Street Closures (Specify): **Public Works Director:** _____
Barricades City Square Closures 6/9-6/11. Broadway, Laurel&Main, Main&Washington, Washington&Broadway
5k Street Closure 6/10: 7:30AM-9AM Washington & Broadway intersection
5k Street Closure 6/10: 8AM-9AM See Attached Map. No route changes from previos years
Parade Route No Parking Signs 6/10 & 6/11: Parade Route same as previous years. See attached map.

Electric Dept: Electrical Service, Lighting (Specify): **Electric Dept. Director:** _____
Electrical Services: City Square (Normal Layout)
**Will provide specific needs at a later date
J.U.L.I.E. complete location on Highland Square

Public Safety: Security, First Aid, Traffic Control (Specify): **Public Safety Director:** _____
Provide available First Aid if needed. We are providing on-site security overnight on 6/10 - 6/11
Assistance with traffic control of main intersections during 5K & Parades
Would like police/fire escort for 5K if available at the scheduled time

HCS Services: Wi-Fi or other technological needs (Specify): **HCS Director:** _____
Secure Wi-Fi available at Highland Square for event management personnel

Other City Services: Restrooms, City Officials (Sign approval), Refuse Dumpsters (Specify):
Department: _____
2 Large Dumpsters (60 yards). Same location as previos years, (Laurel & Main, Waashington & Main)
City Officials invited and encouraged to participate in parades. (Mayor, City Council, Department Heads, all are welcome).

Application Checklist (Attachments):

Deputy Clerk Initial
Upon receipt or waiver:

- Certificate of Insurance: (attached)** _____
 - o Must be General liability
 - o \$1 Million per occurrence/\$2 million aggregate
 - o City named as “additional insured” If Event is on city property.

- Site Plan Rendering** _____

Evacuation Plan _____

Fire Plan _____

Parking Plan _____

Schedule City Council Meeting for announcement _____

Date: _____

Application Submittal (60+ days) _____

Event Sponsor Responsible Party _____ Date _____

City Manager _____ Date _____



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2023

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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
E-MAIL ADDRESS:			
PRODUCER CUSTOMER ID #: HIGHL-1			
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Erie Insurance Group		26271
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ 2,000,000
GEN'L AGGREGATE LIMIT APPLIES PER:						
<input type="checkbox"/>	POLICY	<input type="checkbox"/>	PRO-JECT	<input type="checkbox"/>	LOC	
AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
<input type="checkbox"/>	ANY AUTO					BODILY INJURY (Per person) \$
<input type="checkbox"/>	ALL OWNED AUTOS					BODILY INJURY (Per accident) \$
<input type="checkbox"/>	SCHEDULED AUTOS					PROPERTY DAMAGE (PER ACCIDENT) \$
<input type="checkbox"/>	HIRED AUTOS					\$
<input type="checkbox"/>	NON-OWNED AUTOS					\$
UMBRELLA LIAB						EACH OCCURRENCE \$
<input type="checkbox"/>	EXCESS LIAB	<input type="checkbox"/>	OCCUR			AGGREGATE \$
		<input type="checkbox"/>	CLAIMS-MADE			\$
DEDUCTIBLE						\$
RETENTION \$						\$
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATU-TORY LIMITS
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N						OTH-ER
If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
N/A						E.L. DISEASE - EA EMPLOYEE \$
						E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Illinois Department of Transportation is added as an Additional Insured with respect to the Highland Jaycees road closure of IL. State Route 160 from Spindler Park Lane to Cypress St on Saturday, June 10, 2023 from 4:45pm until 6:30pm and on Sunday, June 11, 2023 from 4:45pm to 6:30pm for the purpose of conducting the annual Schweizerfest Parades

CERTIFICATE HOLDER

ILLINOI

Illinois Department
of Transportation
Division of Highways District 8
1102 Eastport Plaza Dr
Collinsville, IL 62234

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Eric Kolesa

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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: _____	
	PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____
E-MAIL ADDRESS: _____		
PRODUCER CUSTOMER ID #: HIGHL-1		
INSURED Highland Jaycees P O Box 521 Highland, IL 62249		INSURER(S) AFFORDING COVERAGE
		INSURER A : Erie Insurance Group
		INSURER B : _____
		INSURER C : _____
		INSURER D : _____
		INSURER E : _____
		INSURER F : _____
		NAIC # 26271

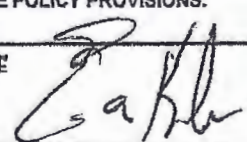
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A	GENERAL LIABILITY					EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>	Q45-1650581	09/16/2022	09/16/2023	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person)	\$ 5,000
						PERSONAL & ADV INJURY	\$ 1,000,000
						GENERAL AGGREGATE	\$ 2,000,000
						PRODUCTS - COMP/OP AGG	\$ 2,000,000
							\$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS					PROPERTY DAMAGE (PER ACCIDENT)	\$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
	UMBRELLA LIAB					EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB					AGGREGATE	\$
	<input type="checkbox"/> DEDUCTIBLE						\$
	<input type="checkbox"/> RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>	N/A			E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Highland, Illinois is added as additional insured with respect to the Highland Jaycees Schweizerfest Parade Route Saturday, June 10, 2023 and Sunday, June 11, 2023 covering Broadway from Spindler Park Lane to Walnut, Walnut from Broadway to 9th St, 9th St from Walnut to Cypress, Cypress from 9th St to 12th St, 12th St from Cypress to Spindler Park Lane

CERTIFICATE HOLDER City of Highland 1115 Broadway P O Box 218 Highland, IL 62249	HIGHLAN	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE Eric Kolesa 

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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/31/2023

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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: PRODUCER CUSTOMER ID #: HIGHL-1		FAX (A/C, No):	
INSURED Highland Jaycees P O Box 521 Highland, IL 62249		INSURER(S) AFFORDING COVERAGE INSURER A: Erie Insurance Group INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		NAIC # 26271	

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY	X	Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE	\$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person)	\$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:					PERSONAL & ADV INJURY	\$ 1,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					GENERAL AGGREGATE	\$ 2,000,000
	AUTOMOBILE LIABILITY					PRODUCTS - COMP/OP AGG	\$ 2,000,000
	<input type="checkbox"/> ANY AUTO						\$
	<input type="checkbox"/> ALL OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person)	\$
	<input type="checkbox"/> HIRED AUTOS					BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (PER ACCIDENT)	\$
	UMBRELLA LIAB						\$
	EXCESS LIAB					EACH OCCURRENCE	\$
	DEDUCTIBLE					AGGREGATE	\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATUTORY LIMITS	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE	\$
						E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Illinois Department of Transportation is added as additional insured with respect to the Highland Jaycees 'Schweizerfest Event to be held from Friday June 9, 2023 through Monday, June 12, 2023

CERTIFICATE HOLDER ILLINTR Illinois Department of Transportation Division of Highways Dist. 8 1102 Eastport Plaza Dr. Collinsville, IL 62234		CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Eric Kolesa	
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CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

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IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
E-MAIL ADDRESS:			
PRODUCER CUSTOMER ID #: HIGHL-1			
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Erie Insurance Group		26271
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
							\$
	DEDUCTIBLE						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The City of Highland, Illinois is an additional insured with respect to the Highland Jaycees 5K run.

CERTIFICATE HOLDER City of Highland 1115 Broadway P O Box 218 Highland, IL 62249	HIGHLAN	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
		AUTHORIZED REPRESENTATIVE Eric Kolesa

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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: _____ PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ PRODUCER CUSTOMER ID #: HIGHL-1													
	<table border="1"> <tr> <td>INSURER(S) AFFORDING COVERAGE</td> <td>NAIC #</td> </tr> <tr> <td>INSURER A : Erie Insurance Group</td> <td>26271</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Erie Insurance Group	26271	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
INSURER(S) AFFORDING COVERAGE	NAIC #													
INSURER A : Erie Insurance Group	26271													
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INSURER C :														
INSURER D :														
INSURER E :														
INSURER F :														
INSURED Highland Jaycees P O Box 521 Highland, IL 62249														

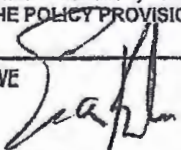
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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE \$ 1,000,00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,00
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 5,00
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,00
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 2,000,00
							PRODUCTS - COMP/OP AGG \$ 2,000,00
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						PROPERTY DAMAGE (PER ACCIDENT) \$
	<input type="checkbox"/> HIRED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS						\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						\$
	DEDUCTIBLE						\$
	RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

The City of Highland is added as additional insured is added as additional insured with respect to the Highland Jaycees Schweizerfest Event to be held from Friday June 9, 2023 through Monday, June 12, 2023.

CERTIFICATE HOLDER City of Highland 1115 Broadway Highland, IL 62249	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Eric Kolesa 

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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: PRODUCER CUSTOMER ID #: HIGHL-1		FAX (A/C, No):
	INSURER(S) AFFORDING COVERAGE		
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER A: Erie Insurance Group		NAIC # 26271
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
	INSURER F:		

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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
								\$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (PER ACCIDENT)	\$
								\$
								\$
	UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DEDUCTIBLE RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
								\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATU-TORY LIMITS	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Madison County Mass Transit District is added as additional insured with respect to the use of the MCT Highland Park & Ride Lot being used by Highland Jaycees on June 10, 2023. The facility will be used/portable restroom will be on MCT property for the Scwitzerfest Hero Run.

CERTIFICATE HOLDER**CANCELLATION**

MCTTRAN Madison County Mass Transit District Erin Werner P O Box 7500 Granite City, IL 62040	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Eric Kolesa
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PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____ PRODUCER CUSTOMER ID #: HIGL-1														
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td>INSURER A : Erie Insurance Group</td> <td style="text-align: center;">26271</td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Erie Insurance Group	26271	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Erie Insurance Group	26271														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

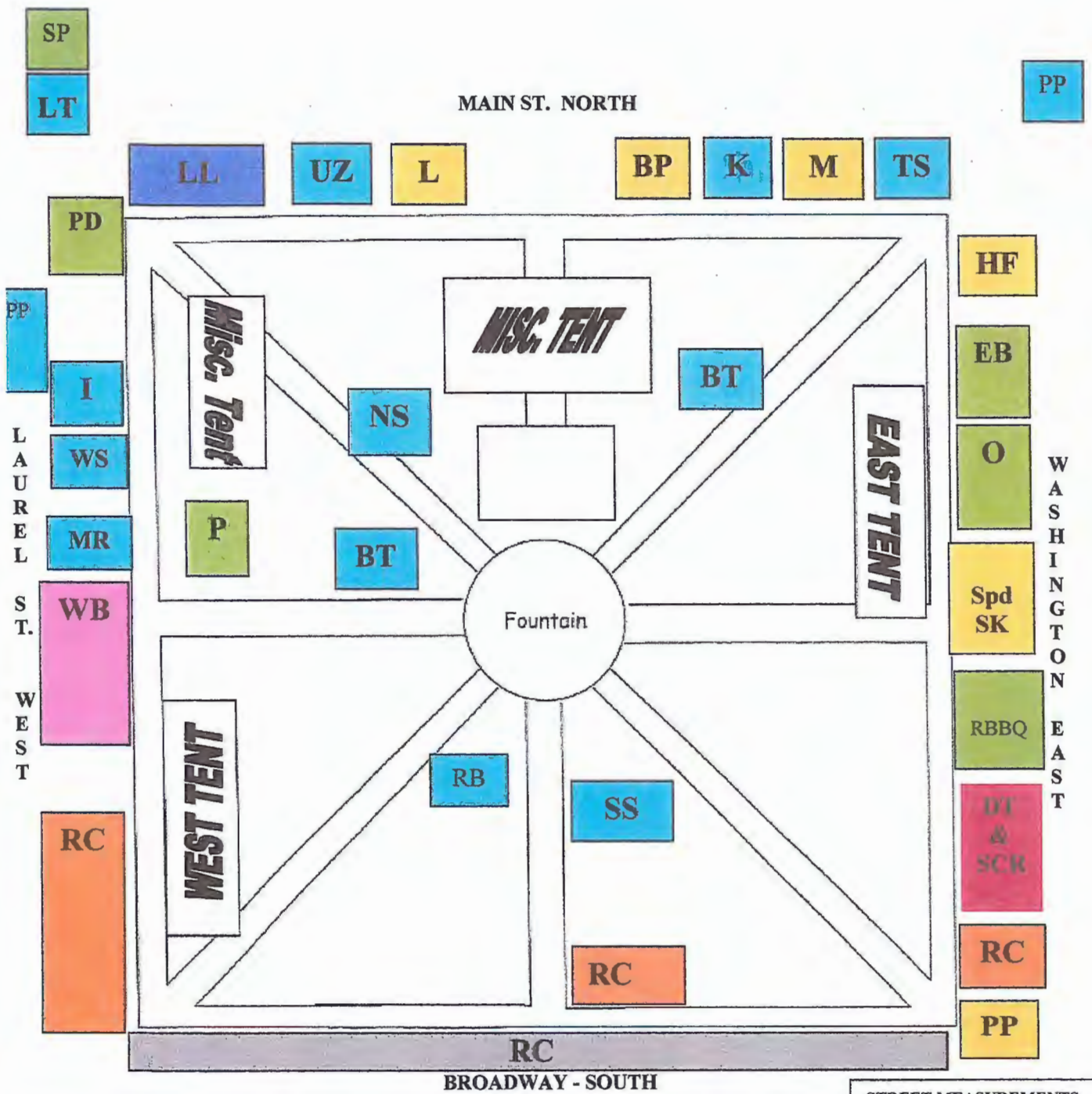
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INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS																					
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		Q45-1650581	09/16/2022	09/16/2023	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>EACH OCCURRENCE</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,000,000</td> </tr> <tr> <td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,000,000</td> </tr> <tr> <td>MED EXP (Any one person)</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">5,000</td> </tr> <tr> <td>PERSONAL & ADV INJURY</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">1,000,000</td> </tr> <tr> <td>GENERAL AGGREGATE</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,000,000</td> </tr> <tr> <td>PRODUCTS - COMP/OP AGG</td> <td style="text-align: right;">\$</td> <td style="text-align: right;">2,000,000</td> </tr> <tr> <td></td> <td style="text-align: right;">\$</td> <td></td> </tr> </table>	EACH OCCURRENCE	\$	1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000	MED EXP (Any one person)	\$	5,000	PERSONAL & ADV INJURY	\$	1,000,000	GENERAL AGGREGATE	\$	2,000,000	PRODUCTS - COMP/OP AGG	\$	2,000,000		\$	
EACH OCCURRENCE	\$	1,000,000																										
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	1,000,000																										
MED EXP (Any one person)	\$	5,000																										
PERSONAL & ADV INJURY	\$	1,000,000																										
GENERAL AGGREGATE	\$	2,000,000																										
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	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">WG STATU- TORY LIMITS</td> <td style="text-align: center;">OTH- ER</td> </tr> <tr> <td>E.L. EACH ACCIDENT</td> <td style="text-align: right;">\$</td> <td></td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td style="text-align: right;">\$</td> <td></td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td style="text-align: right;">\$</td> <td></td> </tr> </table>		WG STATU- TORY LIMITS	OTH- ER	E.L. EACH ACCIDENT	\$		E.L. DISEASE - EA EMPLOYEE	\$		E.L. DISEASE - POLICY LIMIT	\$										
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E.L. EACH ACCIDENT	\$																											
E.L. DISEASE - EA EMPLOYEE	\$																											
E.L. DISEASE - POLICY LIMIT	\$																											

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Certificate Holder is added as additional insured for special event to be held "Schweizerfest" for use of empty lot at 907 Main St, Highland, IL 62249

<p>CERTIFICATE HOLDER</p> <p style="text-align: center;">YENNETH</p> <p>Thomas Yenne 26 Shiloh Drt Edwardsville, IL 62025</p>	<p>CANCELLATION</p> <p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE Eric Kolesa</p>
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KEY

Outer Ring starting at West Beer going Clockwise

- WB - Highland Jaycees (West Beer) (Elec 110)
- MR - Highland Jaycees Margarita Stand (110)
- WS - Jaycees Welcome Stand (Elec 110)
- I - Twice the Ice (Elec 110)
- PD - Police Department (Elec 110)
- LL - Linenfelser Concessions (Elec 220)
- UZ - Uncle Zorba's (Elec 110)
- L - Highland Lions Club (Elec 110)
- BP - Highland Band Parents (Elec 110)
- K - Kettle Korn Company (Elec 110)
- M - Highland Moose Lodge (Elec 110)
- TS - Tropical Sno (Elec 110)
- HF - Heartland Food Service (Elec 220)
- EB - Highland Jaycees (East Beer) (Elec 110)
- O - Highland Optimist (Elec 220)
- SPD SK - Spud Shack - (Elec 110)
- RBBQ - Randy's - (Elec 110)
- RC - Ride Company still looking for replacement

Inside Square Grounds

- P - Jaycees Poker Stand (Elec 110)
- BT - Beer Tickets West (Elec 110)
- NS - North Soda (Elec 110)
- BT - Beer Tickets East (Elec 110)
- SS - South Soda (Elec 110)
- RB - Ron Beck (Elec 110)

Additional Vendors

- LT - Linenfelser Truck
- SP - Soda Truck
- PP - Whiteside Sanitation
- DT - Dunk Tank and Inflatable Soccer

STREET MEASUREMENTS

- Main Street (North) - 302 Feet
- Laurel Street (West) - 303 Feet
- Broadway (South) - 302 Feet
- Washington (East) - 303 Feet

15 X 15	20 X 15	25 X 15	30 X 15	45 X 15	60 X 15	75 X 15	115 X 15	Entire St.



Schweizerfest Emergency Action Plan

GENERAL

The Schweizerfest will be held June 9 – 11th, 2023 on the Highland City Square, Highland, IL.

PURPOSE

- This emergency action plan predetermines actions to take before and during the “Schweizerfest” (hereinafter referred to as the event) in response to an emergency or otherwise, hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Medical Emergencies, Severe Weather, Fire, or situations where Law Enforcement is required.

ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Emergency Management, Emergency Medical Services, Fire and Police.

BASIC PLAN

- EAP Event Representative
 - The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as Adam Vosholler (2023 Schweizerfest Chairman).
- Emergency Notification

o In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available: nature of emergency, location, and contact person with callback number.

o We will have HFD/EMS Fire Chief's contact information.

o We will have on-site HPD as scheduled.

- Severe Weather

o Weather forecasts and current conditions will be monitored through the National Weather Service's Weather Forecast Website.

o Before the event – If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such and will be responsible to monitor the weather conditions before and during the event.

o During the event – If severe weather occurs during the event, the EAP event representative or his/her designee will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter.

o There are very limited provisions for sheltering participants in the event of severe weather.

o This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30 seconds, the event will be delayed until 30 minutes have past since thunder was last heard.

- Fire

o No specific hazard has been identified as an increased risk of fire at this event.

o All event staff will be instructed on the safe use of Portable Fire Extinguishers.

o Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

- Medical Emergencies

o As with any outdoor event, there is potential for injury to the participants. The

types of injuries are various and include those that are heat related, Medical, as well as traumatic injuries.

o There are provisions for on-site Emergency Medical Services at this event.
o Should an incident occur that requires Emergency Medical Services, the EAP event representative or his/her designee will be contacted to request this resource. The caller will have the following information available to 911 dispatch, the nature of emergency, precise location, and contact person with callback number.

- Law Enforcement

o The need for constant Law Enforcement presence at this event has been identified.
o Should an incident occur that requires Law Enforcement, the on-site HPD officer will be contacted to request this resource. The caller will have the following information available to the on-site HPD officer, the nature of emergency, precise location, and contact person with callback number.

- Emergency Vehicle Access

o Access for Emergency Vehicles will be maintained at all times.
o Fire lanes and fire hydrants will not be obstructed.
o Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public thoroughways.
o Crowd control will be managed by on site HPD.

Contact Information:

Primary Contact	Secondary Contact	Emergency
Adam Vosholler (618) 795-2178	Jon Meadows (618) 791-3721	911



Schweizerfest 2023
June 9th, 10th, and 11th
Parking Plan



Parking is available at these designated lots in the yellow boxes. Public parking is also available in further lots and additional side street options.



Distance
 Map to another location
 619,308.34 ft² (522,050.83 m²)
 3.15 mi (5.07 km)

... Bicycle-friendly roads

Schweizerfest Parade Route 2020



RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING
ALLOCATION OF HOTEL / MOTEL TAX FUNDING
Highland Arts Council – Art in the Park**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City has determined applicants for hotel / motel tax funding shall fill out an application to determine whether the funding request may be granted according to 65 ILCS 5/8-3-14, which reads, in pertinent part:

The amounts collected by any municipality pursuant to this Section shall be expended by the municipality solely to promote tourism and conventions within that municipality or otherwise to attract nonresident overnight visitors to the municipality

See 65 ILCS 5/8-3-14; and

WHEREAS, City has determined the applicant has submitted a “Hotel / Motel Tax Funding Application” (*See Exhibit A*); and

WHEREAS, City has determined the applicant has requested funds for tourism and/or conventions and/or overnight visitors to City, and the applicant’s request for funds may be permitted pursuant to the spirit of 65 ILCS 5/8-3-14 (*See Exhibit A*); and

WHEREAS, the City Council finds that the City Manager should be authorized and directed, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel tax funds to the applicant pursuant to the “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Highland, Illinois, as follows:

- Section 1.* The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.
- Section 2.* The “Hotel / Motel Tax Funding Application” (*See Exhibit A*) is approved.
- Section 3.* The City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel funds to applicant pursuant to applicant’s “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

Section 4. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, approved by the Mayor, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2023, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT:

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



HOTEL/MOTEL FUND APPLICATION

(For Funding Requests in excess of \$1,500)

Organization Information

1) Name and Address of Applicant (Organization): _____

Highland Arts Council _____

PO Box 33 _____

Highland, IL 62249 _____

2) Website Address: www.HighlandArtsCouncil.org _____

3) Contact Person:

a) Name: Lynnette Schuepbach _____

b) Phone: 618-558-0054 _____

c) Fax: 618-654-4054 _____

d) Email: lynnette@HighlandArtsCouncil.org _____

4) Is this a Non-Profit Organization? Yes No _____

5) Status of Organization (i.e. Foundation, Corporation, etc): Charity 501(c)3 _____

6) Agency Tax ID # _____

Event Information

Please state how your request for hotel/motel tax funds will help promote: 1) tourism; 2) conventions within the City; and/or 3) overnight visitors to the municipality:

Answer in #20 Question

7) Fiscal Year of the Event: 2022-2023

8) Name of the Event: Art in the Park _____

9) Date(s) of the Event: October 13-15, 2023

10) Location of the Event: Lindendale Park _____

11) Description of the Event:

19th Annual offers covered and outdoor booths showing world-class art in a beautiful hometown atmosphere only 35 miles from St. Louis. A total of nearly \$8,000 in cash prizes will be awarded. The public will begin shopping on Friday, October 13, 2023, from 5 pm to 8 pm. Beginning at 5 pm on Friday, October 13, a Happy Hour Arts will give preview of the exhibits for

sponsors and people who have paid pre-sales dollars to spend with the artists. Art demonstrations; performing arts including music, theater and dance; hands-on Kids Kreation area; Art Gallery...Just for Kids where they can purchase art donated by exhibitors for \$5; a youth art exhibit and fantastic food will keep art buyers entertained. Great hospitality and easy, drive-up set-up and tear-down. We treat artists like the royalty they are.

A total of nearly \$8,000 in cash prizes will be awarded. Approximately 7,000 attendees shop on Saturday, October 14, 2023, from 10 am to 5 pm and on Sunday, October 15, 2023, from 11 am to 4 pm.

Artists will meet the movers and shakers on Friday, October 13, 2022, from 5 pm to 8 pm at a Happy Hour Arts Reception. We are adding a focus on the performing arts through art demonstrations; thespian performances, dance, live music; hands-on Kids Kreation area; Art Gallery...Just for Kids where they can purchase art donated by exhibitors for \$5; a youth art exhibit and fantastic food will keep art buyers entertained. Drive-up set up and tear down. We treat artists like the royalty they are. We are adding an Emerging Artists Tent for artist from local colleges.

12) Funding Request Amount: \$ 8,000.00

13) Projected Attendance for the Event: 8,000 - 9,000

14) Expected Overnight Stays for the Event: 20

15) Description / Purpose of Funding Request:

Help to pay for advertising to bring more people into the City.

16) Other Sources of Project Funding:

Individual Donations: \$ 900.00

Grants: \$ \$5,000

Private Businesses: \$ \$13,000

Highland Arts Council's Reserves: We hope not to have to use it up.

17) Do you anticipate the need for "in-kind" services from City resources or staff? If so, please describe the nature of your request along with an estimated number of hours needed.

- Electricity – October 12-15, 2023
- Trash – cans and dumpster
- Wi-Fi (Password protected for vendors and free for attendees) – October 7-9, 2022
- Permission for placement of signage (we will place them) from Thursday, Oct 12 – Monday, Oct 16, 2023

18) Continuing / New Activity: New Activity

- a) Is this event... New _____ Continuing ___X___
- b) Do you expect it to be an Annual Event? Yes___X___ No___ _____
- c) Do you anticipate requiring regular and continued funding? Yes___X___ No_____
- d) Did you receive funding last year? Yes__X__ No_____
- e) If “d” = yes i) What amount did you receive? \$ 8,000.00

19) Sponsors

If applicable, please list key sponsors that donate funds or provide “in-kind” services, along with the pledged amount anticipated for the event.

SPONSOR	AMOUNT OF SPONSORSHIP
Edward Jones	\$3,000.00
Highland Rotary	\$1,250.00
St. Louis Homes & LifeStyle Magazine	\$1,250.00

20) Benefits to City Tourism: Describe how this activity attracts and/or contributes to tourism and overnight stays in the City of Highland.

- **Increased Use of Tourism Businesses**
 - Forty-nine percent of the artists are not based locally. They may require a 2 or more night stay in one of Highland’s hotels and use other services, such as restaurants, grocery stores, clothing stores or hardware/lighting stores.
 - We have blocked 10 rooms at Baymont Inn in Highland.
 - Increased use of other local businesses.
 - We suggest that the hotels, restaurants, and local wineries create a “destination package” for the weekend of Art in the Park to increase patronage of Highland businesses.
- **Increased Sales Tax Income**
 - We estimated attendance from 8,000 – 9,000 from all areas surrounding Highland and St. Louis.
 - All art items sold are taxed and reported to the State of Illinois. In previous years’ sales reported by the artists completing the evaluation were over \$25,000. The average for each artist reporting is over \$2,000.
 - Artists and attendees use Highland restaurants, shop our stores, and buy gas in Highland.
- **Providing Vendor Opportunities**
 - Restaurants have the opportunity to participate in Art in Park to promote patronage of their businesses as an onsite vendor and in their restaurant in the future.
 - Art in the Park is a marketing/advertising opportunity for businesses to tag onto the advertising of Art in the Park through sponsorships of the event.

- Sponsorships are highlighted on colorful banners onsite.
- Visiting artists and patrons will be using local businesses during their stay here.
- **Contributes to Highland's Image as the 24th Best City to Live in in Illinois**
 - The addition of HAC's Art Walk will give visitors an opportunity to see many parts of Highland in a positive aspect.
 - Art in the Park showcases Highland as a progressive city with many positive and diverse aspects. Art is one piece of the diverse puzzle that enhances our City, making Highland a great place to live.
 - Promoted as a City that promotes the arts, gives class to the overall City.
 - Proceeds from Art in the Park events will be used for other ways to enhance the City, i.e. Art Gallery/Visitor Center, Art Affairs, Street Art Festival, donations to Hard Road Theater and the Heartland Community Chorus, other commissioned art for the City, and materials for workshops such as Art of Soul and the Mural painted on the Weinheimer Building last fall.
- **Increased Visibility of Highland Within the Area and Beyond**
 - We intend to continue marketing Highland and Art in the Park through, banners, Internet, radio, TV, magazines, and newspaper.
 - We will be focusing on areas to the east of Highland as well as St. Louis metropolitan area, bringing people from the surrounding areas to Highland as THE cultural center of the area.
 - Our Web site continues to be updated and improved. We will continue to link to the City of Highland Web site and hope for a continued reciprocal link.
 - We will expand and upgrade the variety of food offered at Art in the Park in 2023 hoping to entice people to stay longer at the event.
 - We intend to have live musical entertainment throughout the show, highlighting SIUE Jazz Combo and Highland Music School, as well as local bands. Performing arts will be highlighted and scheduled throughout the show as well as artist demonstrations.
 - When available we will work cooperatively with Hard Road Theatre by providing an ad for Art in the Park and HAC membership throughout the year.

Sponsorship Benefits (\$8,000 sponsorship or a little less than \$1/attendee)

- Corporate identification in the souvenir program booklet featuring the City as THE major sponsor of the entire event.
- Mention in all ads in the *Highland News leader*, *The Intelligencer*, *The Alton Telegraph*, *The Edge Magazine*, *Belleville News Democrat*, *St. Louis Post Dispatch and Journal* newspapers throughout the area, as well as every promotional piece.
- Company banner displayed on festival grounds.
- Corporate sponsorship banner displayed on festival grounds.
- Corporate sponsorship listing on festival grounds.
- Digital ad placed strategically with the Discover Downstate Illinois Tourism

- Sponsor listing in souvenir program booklet distributed to attendees and mailed with *The Edge Magazine* prior to the show and given out at the show.
- Sponsor listing in marketing flyer distributed to attendees and mailed with *Highland News Leader, Belleville News Democrat and Advertiser Direct* prior to the show.
- Web link to Highland City site from Highland Arts Council site.
- Invitations for 40 guests to the Art in the Park private reception Friday evening, October 13.

21) Additional Information: Provide any additional information which will assist the City in evaluating your project and its benefit to the City of Highland (attachments are welcomed).

- We continue the desire to have a location to further HAC and the City.
- NEA has valid research on how experiencing the arts helps youth to achieve more in academic classes. What better way to help our youth when the arts are being cut in the school classroom.
- This is the one large event where Highland Arts Council hopes to build its resources to provide other art events throughout the year and to support other art organizations such as Street Art Festival, Hard Road Theatre, and the Heartland Community Chorus.
- A display of youth art will create more attention from local schools and parents.
- We will continue to offer the Art Gallery...Just for Kids consisting of donated art for children to purchase for \$5. This will help to build adults who will appreciate and purchase art in the future.
- We will continue to suggest the artists demonstrate during the show.
- AITP has had 18 successful years. This year will be its 19th
- Belleville's Art on the Square and Salute to the Masters are supported financially by their respective cities. We appreciate similar support.

23 Event / Project Budget Please list all revenues and expenses, on a separate sheet (similar format) if necessary. Complete project expense information must be provided on this document. Quoted estimates must be provided when possible and when not possible, describe in an attachment how the expense was estimated.

Budget for Art in the Park 2022

Revenue	Amount
Hotel/Motel Tax Grant	\$8,000
Artist Fees (45 booths)	\$8,950
Sponsorships	\$12,000
Raffle Income	\$ 1,000
Grants	\$ 1,000
Vendors	\$ 500
Youth Art	\$ 300
Total	\$31,750

Expenses	Amount
Advertising	\$10,000
Online Applications	\$ 1,100
Awards	\$ 8,000
Signs	\$ 500
Performing Arts	\$ 2,500
Grounds/logistics	\$ 1,500
Hospitality	\$ 500
Judges	\$ 600
Marketing/design	\$ 1,150
Website Upgrade	\$ 300
Postage	\$ 700
Printed Material	\$ 1,000
Happy Hour Arts Reception	\$ 3,000
Raffle Prize	\$ 500
Misc	\$ 200
Youth Art	\$ 200
Total	\$ 31,750

23) Attach Event Plan and Budget; Timeline for upcoming event; Marketing efforts

- All advertising goes through the Discover Downstate Illinois Tourism which saves us 15% of the cost of the advertising (They also help with graphic design of ads and development of radio and television ads)
- Newspaper Ads (HNL, the Pioneer BND, Intelligencer, Telegraph, St. Louis Post Dispatch, Go Magazine, The Edge Magazine)
- FaceBook/Social Media
- Paid Television Spots
- Paid Radio Spots
- Paid Internet Spots
- Website – HighlandArtsCouncil.org
- Facebook HAC page
- Insert into BND & HNL
- Press releases/stories sent to all local newspapers for free insertion in their publications (Greenville, Troy, Edwardsville, Alton, Trenton, Highland, Collinsville, O'Fallon, Belleville, etc.)
- Budget is above
- Press releases to encourage artists happen January-June, but the major advertising happens three months prior to the event.

24) Can event occur without city financial assistance: Yes No (but not at the same level)

25) Has event previously been held in Highland: Yes No

If yes, how many years in existence? 18 years

26) Projected sales tax generation: Event _____ Indirect _____ Not available

27) Number of volunteers associated with event? 50

28) Nonprofit or for profit event? nonprofit but we do hope to put something back in our account for other programs

29) Address security, traffic control for event, and Health Department and Fire Department approval in Event Plan? ___ Yes ___ No (Not sure)

30) Why should event be funded? Attach narrative.

- Art in the Park is one event in Highland that has a large drive to bring people into town. Other events are mostly for the people within Highland and their friends.
- The event highlights the culture of the City, the City's beauty, and world-class art at the show.
- The continuity of the show exhibits the dedication of the Highland Arts Council to the City of Highland.
- HAC is always adding/changing the show to fit the current needs. This year we added covered space.

I certify the information contained in this application is complete, accurate, and fully discloses the scope and intent of my request for funding from the Hotel/Motel Tax Fund. I agree to comply with the City's requests for information regarding the use of awarded funds and to provide access to accounting records related to these funds. By signing this application, I accept and agree to be bound by the terms and conditions of the Hotel/Motel Tax Fund as administered by the City of Highland in compliance with current federal, state and local laws.

Lynnette Schuepbach

Applicant



Signature of Representative / Officer

___ President _____ Title 1/30/2023 Date



CITY OF HIGHLAND

To: Mayor and Council Members
From: Mallord Hubbard, Economic Development Coordinator
Date: February 16, 2023
Subject: Approval of Hotel/Motel Funding for 2023 Art in the Park

RECOMMENDATION

I am recommending the Council consider approval of Hotel/Motel funds to the Highland Arts Council for the 2023 Art in the Park.

DISCUSSION

Staff has reviewed the application request and determined that it meets the requirement for Hotel/Motel tax funding.

FISCAL IMPACT

Subject to approval, funding as determined by City Council will be appropriated from the Hotel/Motel Tax Budget for this item.

DocuSigned by:

Mallord Hubbard

Recommended by: _____

32D4FEE126AD46E...
Mallord Hubbard, Economic Development Coordinator

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING
ALLOCATION OF HOTEL / MOTEL TAX FUNDING
(Discover Downstate Illinois – Annual Membership, Marketing Highland)**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City has determined applicants for hotel / motel tax funding shall fill out an application to determine whether the funding request may be granted according to 65 ILCS 5/8-3-14, which reads, in pertinent part:

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- Section 2.* The “Hotel / Motel Tax Funding Application” (*See Exhibit A*) is approved.
- Section 3.* The City Manager is directed and authorized, on behalf of the City of Highland, to execute whatever documents are necessary to allocate hotel / motel funds to applicant pursuant to applicant’s “Hotel / Motel Tax Funding Application” (*See Exhibit A*).

Section 4. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with law.

Passed by the City Council of the City of Highland, Illinois, and deposited and filed in the Office of the City Clerk, on the ____ day of _____, 2022, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



HOTEL/MOTEL FUND APPLICATION

(For Funding Requests Equal to or Less than \$1,500)

Contact Information:

Organization Name: City of Highland

Contact Person: Mallord Hubbard

Phone: 618-654-9891

Fax: 618-654-4768

Email: mhubbard@highlandil.gov

Event Information:

1. Name of the Event: Discover Downstate Illinois Tourism

2. Date(s) of the Event: 2023-24

3. Location of the Event: Unknown

4. Description of the Event & Purpose of Funding Request:

Annual membership to Discover Downstate Illinois Tourism

5. Please state how your request for hotel/motel tax funds will help promote: 1) tourism; 2) conventions within the City; and/or 3) overnight visitors to the municipality:

Membership to Discover Downstate Illinois Tourism, formerly ILLINOISouth Tourism, provides the opportunity for all events to be marketed to the southern Illinois region and will drive increased tourism for all events held in Highland throughout the year.

6. Funding Request Amount: \$1500

7. Projected Attendance for the Event: Unknown

8. Expected Overnight Stays for the Event: Unknown



CITY OF HIGHLAND

To: Mayor and Council Members
From: Mallord Hubbard, Economic Development Coordinator
Date: March 1, 2023
Subject: Approval of Hotel/Motel Tax for City Membership to Discover Downstate Illinois Tourism

RECOMMENDATION

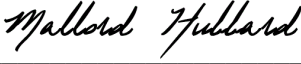
I am recommending the Council approve Hotel/Motel funds of \$1,500 for expenses related to Annual Membership with Discover Downstate Illinois Tourism for the purpose of advertisement for all events sponsored by local community.

DISCUSSION

The benefit of the city being a member of Discover Downstate Illinois Tourism and utilizing Hotel/Motel Tax funding includes: advertising of local events throughout 22 counties, discounted advertisements in their Annual Visitor's Guide and Tourism Times, digital marketing referrals, and media buy discounts through production of promotional materials (billboards, print, radio, television, brochures, rack cards, etc.). The City's membership will provide the opportunity for city and local events to share in the benefits outlined above.

FISCAL IMPACT

Funding of \$1500 will be appropriated from the Hotel/Motel Tax Budget for this item.

DocuSigned by:

Recommended by: _____
32D4FEE126AD46E...
Mallord Hubbard, Economic Development Coordinator

RESOLUTION NO. _____

WHEREAS, the Highland Jaycees is sponsoring their annual Schweizerfest in the City of Highland which event constitutes a public purpose;

WHEREAS, this event will require the temporary closure of IL Route 160, a State Highway in the City of Highland, IL from Laurel St. to Washington St.

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland that permission to close off Illinois Route 160 from Laurel St. to Washington St. on (Friday, June 9th, Saturday, June 10th; Sunday, June 11th, and Monday, June 12th, 2023) as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED, that this closure shall occur during the approximate time period between 9:00 am on Friday, June 9th, 2023, and 6:00 am on Monday, June 12th, 2023.

BE IT FURTHER RESOLVED, that this closure is for the public purpose of conducting the annual Schweizerfest event.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic, when appropriate.) The detour route shall be as follows: **Eastbound:** Detour west on Highland Rd. from IL Rte. 160 to Hemlock St., north on Hemlock to US Rte. 40, East on 40 to Rte. 160. **Westbound:** Detour west on US Rte. 40 to Hemlock, south on Hemlock to Highland Rd., east on Highland Rd. to IL Rte. 160.

BE IT FURTHER RESOLVED, that the Highland Jaycees assumes full responsibility for the direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED, that police officers or authorized flaggers shall be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

BE IT FURTHER RESOLVED, that police officers, flaggers and officials shall permit emergency vehicles in emergency situations to pass through the closed area as swiftly as is safe for all concerned.

BE IT FURTHER RESOLVED, that all debris shall be removed by the Highland Jaycees prior to reopening the State Highway.

BE IT FURTHER RESOLVED, that such signs, flags, barricades, etc., shall be used by the Highland Jaycees as may be approved by the Illinois Department of Transportation. These items shall be provided by the Highland Jaycees.

BE IT FURTHER RESOLVED, that the closure and detour shall be marked according to the Illinois Manual on Uniform Traffic Control Devices.

BE IT FURTHER RESOLVED, that an occasional break shall be made in the procession so that traffic may pass through. In any event, adequate provisions will be made for traffic on intersecting highways pursuant to conditions noted above. (Note: This paragraph is applicable when the Resolution pertains to a Parade or when no detour is required.)

BE IT FURTHER RESOLVED, that the Highland Jaycees hereby agrees to assume all liabilities and pay all claims for any damage which shall be occasioned by the closing described above.

BE IT FURTHER RESOLVED, that the Highland Jaycees shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$100,000 per person and \$500,000 aggregate which has the Illinois Department of Transportation and its officials, employees, and agents as additional insureds and which protects them from all claims arising from the requested road

closing.

BE IT FURTHER RESOLVED, that a copy of this Resolution be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED by the City Council of the City of Highland on the ____ day of _____, 2023, and filed in the Office of the City Clerk this ____ day of _____, 2023.

AYES:

NOES:

ABSENT:

APPROVED:

Kevin B. Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/31/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME:		
	PHONE (A/C, No, Ext):	FAX (A/C, No):	
	E-MAIL ADDRESS:		
	PRODUCER CUSTOMER ID #: HIGHL-1		
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Erie Insurance Group		26271
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
		INSURER F :	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X		Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE \$ 1,000,00
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,00 MED EXP (Any one person) \$ 5,00 PERSONAL & ADV INJURY \$ 1,000,00 GENERAL AGGREGATE \$ 2,000,00 PRODUCTS - COMP/OP AGG \$ 2,000,00
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (PER ACCIDENT) \$ \$ \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE RETENTION \$						WC STATUTORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 The City of Highland is added as additional insured is added as additional insured with respect to the Highland Jaycees Schweizerfest Event to be held from Friday June 9, 2023 through Monday, June 12, 2023.

CERTIFICATE HOLDER City of Highland 1115 Broadway Highland, IL 62249	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Eric Kolesa

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RESOLUTION NO. _____

WHEREAS, the Highland Jaycees are sponsoring parades in the City of Highland which event constitutes a public purpose;

WHEREAS, these parades will require the temporary closure of IL Route 160, a State Highway in the City of Highland, IL from Spindler Lane to Cypress Street.

WHEREAS, Section 4-408 of the Illinois Highway Code authorizes the Department of Transportation to issue permits to local authorities to temporarily close portions of State Highways for such public purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Highland that permission to close off Illinois Route 160 from Spindler Lane to Cypress St. on (Saturday, June 10th and Sunday, June 11th, 2023) as above designated, be requested of the Illinois Department of Transportation.

BE IT FURTHER RESOLVED that this closure shall occur during the approximate time period between 4:45 pm and 6:30 pm on Saturday, June 10th and Sunday, June 11th, 2023.

BE IT FURTHER RESOLVED that this closure is for the public purpose of conducting parades.

BE IT FURTHER RESOLVED, that traffic from that closed portion of highway shall be detoured over routes with an all-weather surface that can accept the anticipated traffic, which will be maintained to the satisfaction of the Department and which is conspicuously marked for the benefit of traffic diverted from the State highway. (The parking of vehicles shall be prohibited on the detour routes to allow an uninterrupted flow of two-way traffic, when appropriate.) The detour route shall be as follows: **Eastbound:** Detour west on Highland Rd. from IL Rte. 160 to Hemlock St., north on Hemlock to US Rte. 40, East on 40 to Rte. 160. **Westbound:** Detour west on US Rte. 40 to Hemlock, south on Hemlock to Highland Rd., east on Highland Rd. to IL Rte. 160.

BE IT FURTHER RESOLVED that the Highland Jaycees assume full responsibility for the

direction, protection and regulation of the traffic during the time the detour is in effect.

BE IT FURTHER RESOLVED that police officers or authorized flaggers shall be positioned at each end of the closed section and at other points (such as intersections) as may be necessary to assist in directing traffic through the detour.

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BE IT FURTHER RESOLVED, that the Highland Jaycees shall provide a comprehensive general liability insurance policy or an additional insured endorsement in the amount of \$100,000 per person and \$500,000 aggregate which has the Illinois Department of Transportation and its officials, employees, and agents as additional insureds and which protects them from all claims arising from the requested road

closing.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Illinois Department of Transportation to serve as a formal request for the permission sought in this resolution and to operate as part of the conditions of said permission.

ADOPTED by the City Council of the City of Highland on the ____ day of _____, 2023, and filed in the Office of the City Clerk this ____ day of _____, 2023.

AYES:

NOES:

ABSENT:

APPROVED:

Kevin B. Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/31/2023

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IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Zimmerman Insurance Agency 1719 Troy Road, PO Box 508 Edwardsville, IL 62025 Eric Kolesa	CONTACT NAME: _____		
	PHONE (A/C, No, Ext): _____	FAX (A/C, No): _____	
E-MAIL ADDRESS: _____			
PRODUCER CUSTOMER ID #: HIGHL-1			
INSURED Highland Jaycees P O Box 521 Highland, IL 62249	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Erie Insurance Group		26271
	INSURER B: _____		_____
	INSURER C: _____		_____
	INSURER D: _____		_____
	INSURER E: _____		_____
INSURER F: _____		_____	_____

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

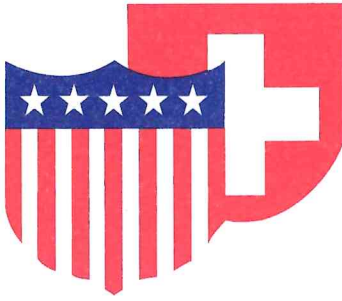
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL/SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS				
A	GENERAL LIABILITY	X	Q45-1650581	09/16/2022	09/16/2023	EACH OCCURRENCE \$ 1,000,000				
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000				
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000				
	GEN'L AGGREGATE LIMIT APPLIES PER:									
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PERSONAL & ADV INJURY \$ 1,000,000				
	AUTOMOBILE LIABILITY									
	<input type="checkbox"/> ANY AUTO					GENERAL AGGREGATE \$ 2,000,000				
<input type="checkbox"/> ALL OWNED AUTOS	PRODUCTS - COMP/OP AGG \$ 2,000,000									
<input type="checkbox"/> SCHEDULED AUTOS										
<input type="checkbox"/> HIRED AUTOS										
<input type="checkbox"/> NON-OWNED AUTOS										
UMBRELLA LIAB										
<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$				
DEDUCTIBLE										
RETENTION \$										
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY										
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A										
If yes, describe under DESCRIPTION OF OPERATIONS below										
WC STATU-TORY LIMITS OTH-ER										
E.L. EACH ACCIDENT \$										
E.L. DISEASE - EA EMPLOYEE \$										
E.L. DISEASE - POLICY LIMIT \$										

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Illinois Department of Transportation is added as an Additional Insured with respect to the Highland Jaycees road closure of IL State Route 160 from Spindler Park Lane to Cypress St on Saturday, June 10, 2023 from 4:45pm until 6:30pm and on Sunday, June 11, 2023 from 4:45pm to 6:30pm for the purpose of conducting the annual Schweizerfest Parades

CERTIFICATE HOLDER ILLINOI Illinois Department of Transportation Division of Highways District 8 1102 Eastport Plaza Dr Collinsville, IL 62234	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Eric Kolesa
---	---



City of Highland

MEMO TO: Christopher Conrad, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: February 24, 2023
SUBJECT: Old Reservoir Spillway Reconstruction
Notice of Municipal Letting

RECOMMENDATION

I recommend that you request council approval to advertise for the reconstruction of the Old Reservoir Spillway located in Silver Lake Park. The proposed bidding document is attached.

DISCUSSION

The Old Reservoir Lake has a dam and spillway structure along its southern boundary similar to Silver Lake located behind the water plant. We believe the original spillway structure (1935) was modified in the 1950s or 1960s by installing two metal culverts and filled with dirt. The metal pipes have rusted through and the dirt is washing away. By reconstructing the structure, it reestablishes the spillway to its original design. It will be a smaller version of the Silver Lake Spillway with a walkway across the top. The project is important to maintain the integrity of the reservoir.

FISCAL IMPACT


The construction is funded by ARPA funds.

CONCURRENCE

Recommended by: _____


Joe Gillespie, Director of Public Works

Approved by: _____


Christopher Conrad, City Manager

SPECIFICATIONS & PROJECT MANUAL

**RECONSTRUCTION OF OLD HIGHLAND
CITY LAKE SPILLWAY**

PW-??-??

FOR

**CITY OF HIGHLAND
MADISON COUNTY, ILLINOIS**

ISSUED FOR BID:

BIDS DUE:

BID SET # _____

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END TOC

Pre-final

DIVISION O - BIDDING & CONTRACT REQUIREMENTS
Section 00030 - Advertisements for Bids

City of Highland, Illinois
Notice of Municipal Letting
Reconstruction of Old Highland City Lake Spillway, PW-22-21

The City of Highland, Illinois invites sealed bids for the reconstruction of the Old Highland City Lake Spillway, PW-07-21 to be received at City Hall, 1115 Broadway, Highland, Illinois until September 15, 2021 at 10:00 a.m. At that time, bids will be publicly opened and read.

Description of Work: Removal and replacement of approximately 57 lf of concrete retaining wall, slab, and footings. Installation of soil tieback anchoring system for existing retaining wall.

Location: Old Highland City Lake Spillway northwest of Highland

The contract and bidding documents may be examined at the following locations:

Department of Public Works, 1113 Broadway, Highland, IL 62249.
Curry & Associates Engineers, Inc., 243 E. Elm, Nashville, IL 62263.
Southern Illinois Builders Assoc., 1468 Green Mount Road, O'Fallon, IL 62269.
Southern Illinois Builders Assoc., 1519 E. Deyoung, Suite B, Marion, IL 62959.

Copies of the contract and bidding documents for purpose of bidding may be obtained at the office of Curry & Associates Engineers, Inc., P.O. Box 246, 243 E. Elm, Nashville, IL 62263, (ph. 618-327-8841), upon payment of \$150.00 for each set. Bidders returning the documents within 10 days of the bid opening date will be refunded their deposit payment in full; bidders not returning the documents within ten days of the bid opening date shall not be entitled a refund on their deposit payment.

The project is a "public work" within the meaning of Section 2 of the Prevailing Wage Act (820 ILCS 130/2) and is a prevailing wage job.

By the order of the Mayor and City Council

END 00030.

00030 AFB-1

Attachment to Instruction to Bidders

If the Contract is awarded, it will be awarded by the Local Public Agency (Owner) to the low, responsive, responsible Bidder on the basis of the lowest Base Bid. Consideration of alternate bids and/or major items of equipment bids, if any are selected, will be made after a base bidder has been selected.

All Bids must be regular in every respect, and no interlineations, excisions, or special conditions shall be made or included in or attached to the Bid form by the Bidder. If a Bidder does not comply with this provision, the Bid shall be rejected as being non-responsive.

Neither the Owner nor the Engineer shall be obligated to send written communications to Bidders, subcontractors, or suppliers by means other than regular mail. If the Owner or Engineer choose to submit communications by other means, such as telecommunications, it will be done at their option and sole discretion.

The Engineer will not issue partial sections of the bidding documents to any contractor, subcontractor, or supplier. Persons requesting such information shall follow the procedure outlined in the Advertisement for Bids.

Addenda or other communications to bidders shall be issued no later than three (3) business days prior to the bid date, after which time the Engineer will issue no further information to bidders.

End Attachment

DIVISION 0 - BIDDING & CONTRACT DOCUMENTS

Section 00031 - Instructions to Bidders

1. Defined Terms

1.1. Terms used in these Instructions to Bidders which are defined in the Standard General Conditions of the Construction Contract (00900) have the meanings assigned to them in the General Conditions. The term "Bidder" means one who submits a Bid directly to Owner, as distinct from a sub-bidder, who submits a bid to a Bidder. The term "Successful Bidder" means the lowest, qualified, responsible and responsive base Bidder to whom Owner (on the basis of Owner's evaluation as hereinafter provided) makes an award. The term "Bidding Documents" includes the Advertisement for Bids, the Bid Form, and the proposed Contract Documents (including all Addenda issued prior to receipt of Bids).

2. Copies of Bidding Documents

2.1. Complete sets of the Bidding Documents in the number and for the deposit sum stated in the Advertisement for Bids may be obtained from Engineer. The deposit will be refunded to document holders of record who return the Bidding Documents in good condition within ten (10) days after opening of Bids.

2.2. Complete sets of Bidding Documents must be used in preparing Bids; neither Owner nor Engineer assumes any responsibility for errors or misinterpretations resulting from the use of incomplete sets of Bidding Documents.

2.3. Owner and Engineer in making copies of Bidding Documents available on the above terms do so only for the purposes of obtaining Bids on the Work and do not confer a license or grant for any other use.

3. Qualifications of Bidders

3.1. To demonstrate qualifications to perform the Work, each Bidder must be prepared to submit within five days of Owner's request for written evidence, such as financial data, previous experience, present commitments and other such data as may be called for. Each Bid must contain evidence of Bidder's qualifications to do business in the state where the Project is located or covenant to obtain such qualification prior to award of the contract.

4. Examination of Contract Documents and Site

4.1. It is the responsibility of each Bidder before submitting a Bid, to (a) examine the Contract Documents thoroughly, (b) visit the site to become familiar with local conditions that may affect cost, progress, performance or furnishing of the Work, (c) consider federal, state, and local Laws and Regulations that may affect cost, progress, performance or furnishing of the Work, (d) study and carefully correlate Bidder's observations with the Contract Documents, and (e) notify Engineer of all conflicts, errors or discrepancies in the Contract Documents.

4.2. Information and data reflected in the Contract Documents with respect to Underground Facilities at or contiguous to the site is based upon information and data furnished to Owner and Engineer by owners of such Underground Facilities or others, and neither the Owner nor the Engineer assumes responsibility for the accuracy or completeness thereof.

4.3. On request in advance, Owner will provide each Bidder access to the site to conduct such explorations and tests as each Bidder deems necessary for submission of a Bid. Bidders shall fill all holes, clean up and restore the site to its former condition upon completion of such explorations.

4.4. The lands upon which the Work is to be performed, rights-of-way and easements for access thereto and other lands designated for use by Contractor in performing the Work are identified in the Contract Documents. All additional lands and access thereto required for temporary construction facilities or storage of materials and equipment are to be provided by the Contractor. Easements for permanent structures or permanent changes in existing structures are to be obtained and paid for by Owner unless otherwise provided in the Contract Documents.

4.5. The submission of a Bid will constitute an incontrovertible representation by Bidder that Bidder has complied with every requirement of this Article 4, that without exception the Bid is premised upon performing and furnishing the Work required by the Contract Documents and such means, methods, techniques, sequences or procedures of construction as may be indicated or required by the Contract Documents, and that the Contract Documents are sufficient in scope and detail to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

5. Interpretations and Addenda

5.1. All questions about the meaning or intent of the Contract Documents are to be directed to Engineer. Interpretations or clarifications considered necessary by Engineer in response to such questions will be issued by Addenda mailed or delivered to all parties recorded by Engineer as having received the Bidding Documents. Questions received less than ten days prior to the date for opening Bids may not be answered. Only questions answered by formal written Addenda will be binding. Oral and other interpretations or clarifications will be without legal effects.

5.2. Addenda may also be issued to modify Bidding Documents as deemed advisable by Owner or Engineer.

6. Bid Security

6.1. Each Bid must be accompanied by Bid security made payable to Owner in an amount of five percent of the Bidder's maximum Bid price and in the form of a certified check or a Bid Bond issued by a surety meeting the requirements of Paragraph 6.01 of the General Conditions.

6.2. The Bid security of the Successful Bidder will be retained until such Bidder has executed the

Agreement and furnished the required contract security, whereupon the Bid security will be returned. If the Successful Bidder fails to execute and deliver the Agreement and furnish the required Contract security within fifteen days after the Notice of Award, Owner may annul the Notice of Award and the Bid security of that Bidder will be forfeited. The Bid security of other Bidders whom Owner believes to have a reasonable chance of receiving the award may be retained by Owner until the earlier of the seventh day after the Effective Date of the Agreement or the forty sixth day after the Bid opening, whereupon Bid security furnished by such Bidders will be returned. Bid security with Bids which are not competitive will be returned within seven days after the Bid opening.

7. Contract Time

7.1. The number of days within which, or the dates by which, the Work is to be substantially complete and also completed and ready for final payment (the Contract Time) are set forth in the Bid Form.

8. Liquidated Damages

8.1. Provisions for liquidated damages are set forth in 00800. Bidders shall also take note of provisions for paying costs of excess engineering in event Work is not complete within specified time period.

9. Substitute or "Or Equal" Items

9.1. The materials and equipment described in the Bidding Documents establish a standard of required function, dimension, appearance and quality to be met by any proposed substitution. No substitution shall be considered unless written request for approval has been submitted by the Bidder and has been received by Engineer at least ten days prior to the date for receipt of Bids. Each such request shall include the name of the material or equipment for which it is to be substituted and a complete description of the proposed substitute including drawings, cuts, performance and test data and any other information necessary for an evaluation. A statement setting forth any changes in other materials, equipment or Work that incorporation of the substitute would require shall be included. The burden of proof of the merit of the proposed substitute is upon the Bidder. The Engineer's decision of approval or disapproval of a proposed substitution shall be final. If Engineer approves any proposed substitution, such approval will be set forth in an Addendum issued to all prospective Bidders. Bidders shall not rely upon approvals made in any other manner.

10. Subcontractors, Suppliers and Others

10.1. No Contractor shall employ any Subcontractor, Supplier, and other person or organization whom Owner has reasonable objection.

11. Bid Form

11.1. The Bid Form is included with the Bidding Documents; additional copies may be obtained

from Engineer.

11.2. All blanks on the Bid Form must be completed in ink or by typewriter.

11.3. Bids by corporations must be executed in the corporate name by the president or vice-president (or other corporate officer accompanied by evidence of authority to sign) and the corporate seal must be affixed and attested by the secretary or an assistant secretary. The corporate address and state of incorporation must be shown below the signature.

11.4. All names must be typed or printed below the signature.

11.5. The Bid must contain an acknowledgment of receipt of all Addenda (the numbers of which must be filled in on the Bid Form by Bidder).

11.6. The address and phone number for communications regarding the Bid must be shown.

12. Submission of Bids

12.1. Bids shall be submitted at the time and place indicated in the Advertisement for Bid and shall be enclosed in an opaque sealed envelope, marked with the Project title (and, if applicable, the designated portion of the Project for which the Bid is submitted) and name and address of the Bidder and accompanied by Bid security and other required documents. If the Bid is sent through the mail or other delivery system the sealed envelope shall be enclosed in a separate envelope with the notation "BID ENCLOSED" on the face of it. The Owner will not accept bids submitted by telefax or other forms of telecommunications.

13. Modifications and Withdrawal of Bids

13.1. Bids may be modified or withdrawn by an appropriate document duly executed (in the manner that a Bid must be executed) and delivered to the place where Bids are to be submitted at any time prior to opening of Bids.

13.2. If, within 24 hours after Bids are opened, any Bidder files a duly signed, written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of its Bid, that Bidder may withdraw its Bid and the Bid security will be returned. Thereafter, that Bidder will be disqualified from further bidding on the Work to be provided under the Contract Documents.

14. Opening of Bids

14.1. Bids will be opened and (unless obviously non-responsive) read aloud publicly. An abstract of the amounts of the base Bids and major alternates (if any) will be made available to Bidders after the opening of Bids.

15. Bids to Remain Subject to Acceptance

15.1. All bids will remain subject to acceptance for sixty calendar days after the day of the Bid opening, but Owner may, in its sole discretion, release any Bid and return the Bid security prior to that date.

16. Award of Contract

16.1. Owner reserves the right to reject any and all Bids, and to waive any and all informalities not involving price, time or changes in the Work and to negotiate contract terms with the Successful Bidder, and the right to disregard all nonconforming, nonresponsive, unbalanced or conditional Bids. Also, Owner reserves the right to reject the Bid of any Bidder if Owner believes that it would not be in the best interest of the Project to make an award to that Bidder, whether because the Bid is not responsive or the Bidder is unqualified or of doubtful financial ability or fails to meet any other pertinent standard or criteria established by the Owner. Discrepancies in the multiplication of units of Work and unit prices will be resolved in favor of unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum.

16.2. In evaluating bids, the Owner will consider the qualifications of the Bidders, whether or not the Bids comply with the prescribed requirements, and such unit prices and other data, as may be requested in the Bid Form or prior to the Notice of Award.

16.3. Owner may consider the qualifications and experience of Subcontractors, Suppliers, and other persons and organizations proposed for those portions of the Work as to which the identity of Subcontractors, Suppliers, and other persons and organizations must be submitted as provided in the Bidding Documents. Owner may consider the operating costs, maintenance requirements, performance data and guarantees of major items of materials and equipment proposed for incorporation in the Work when such data is required to be submitted prior to the Notice of Award.

16.4. Owner may conduct such investigations as Owner deems necessary to assist in the evaluation of any Bid and to establish the responsibility, qualifications and financial ability of Bidders, proposed Subcontractors, Suppliers, and other persons and organizations to perform and furnish the Work in accordance with the Contract Documents to Owner's satisfaction within the prescribed time.

16.5. If the contract is to be awarded, it will be awarded to the lowest, qualified, responsible, responsive base Bidder whose evaluation by Owner indicates to Owner that the award will be in the best interests of the Project.

16.6. If the contract is to be awarded, Owner will give the Successful Bidder a Notice of Award within sixty calendar days after the day of the Bid opening.

17. Contract Security

17.1 Paragraph 6.01 of the General Conditions sets forth the Owner's requirements as to performance and payment bonds. When the successful Bidder delivers the executed Agreement to Owner, it must be accompanied by the required performance and payment Bonds.

18. Signing of Agreement

18.1. When Owner gives a Notice of Award to the successful Bidder, it will be accompanied by the required number of unsigned counterparts of the Agreement with all other written Contract Documents attached. Within fifteen days thereafter Contractor shall sign and deliver the required number of counterparts of the Agreement and attached documents to Owner with required Bonds and certificates of insurance described in 00800. Within ten days thereafter Owner shall deliver one fully signed counterpart to Contractor. Each counterpart is to be accompanied by a complete set of the Drawings with appropriate identification.

END 00031

Pre-final

**AGREEMENT
BETWEEN OWNER AND CONTRACTOR**

THIS AGREEMENT is dated as of the _____ day of _____, 2023 by and between
City of Highland (hereinafter called the OWNER) and

(hereinafter called the CONTRACTOR).

OWNER and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

Article 1. WORK.

CONTRACTOR shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows:

Reconstruction of Old Highland City Lake Spillway
PW-??-??

Article 2. ENGINEER.

The Project has been designed by Curry & Associates Engineers, Inc. who is hereinafter called ENGINEER and who is to act as OWNER'S representative, assume all duties and responsibilities and have the rights and authority assigned to ENGINEER in the Contract Documents in connection with completion of the Work in accordance with the Contract Documents.

Article 3. CONTRACT TIME.

3.1. The Work will completed and ready for final payment in accordance with paragraph 15.06 of the General Conditions within _____ calendar day from the date when the Contract Time commences to run.

3.2. Liquidated Damages. OWNER and CONTRACTOR recognize that time is of the essence of this agreement and that OWNER will suffer financial loss if the Work is not completed within the times specified in paragraph 3.1 above, plus any extensions thereof allowed in accordance with Article 11 of the General Conditions. They also recognize the delays, expense and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by OWNER if the Work is not completed on time. Accordingly, instead of requiring any such proof, OWNER and CONTRACTOR agree that as liquidated damages for delay (but not as a penalty) CONTRACTOR shall pay OWNER One Hundred and 00/100 - - - - - dollars (\$ 100.00) for

each day that expires after the time specified in paragraph 3.1 for Substantial Completion until the Work is substantially complete. After Substantial Completion if CONTRACTOR shall neglect, refuse or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by OWNER, CONTRACTOR shall pay the OWNER One Hundred and 00/100 - - - - - (\$ 100.00) for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment.

Article 4. CONTRACT PRICE.

4.1. OWNER shall pay CONTRACTOR for completion of the Work in accordance with the Contract Documents in current funds as follows:

CONTRACTOR'S Bid attached as Exhibit

Article 5. PAYMENT PROCEDURES.

CONTRACTOR shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed by ENGINEER as provided in the General Conditions and provided under Articles F and P of the Supplementary General Conditions, 00800 of Specifications.

5.1. Progress Payments. OWNER shall make progress payments on account of the Contract Price on the basis of CONTRACTOR's Applications for Payment as recommended by ENGINEER, on or about the 1st day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the schedule of values established in paragraphs 2.03 and 2.05 of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements. CONTRACTOR shall furnish lien waivers with each request for payment after the first payment request.

5.1.1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below, but, in each case, less the aggregate of payments previously made and less such amounts as ENGINEER shall determine, or OWNER may withhold, in accordance with article 15 of the General Conditions and in accordance with articles F and P of the Supplementary General Conditions, 00800 of the specifications.

90 % of Work completed. If Work has been 50% completed as determined by ENGINEER, and if the character and progress of the Work have been satisfactory to OWNER and ENGINEERS, OWNER on recommendation of ENGINEER, may determine that as long as the character and progress of the Work remain satisfactory to them, there will be no additional retainage on account of Work completed in

which case the remaining progress payments prior to Substantial Completion will be in an amount equal to 100% of the Work completed.

90 % of materials and equipment not incorporated in the Work (but delivered, suitably stored and accompanied by documentation satisfactory to OWNER as provided in article 15 of the General Conditions and articles F and P of the Supplementary General Conditions, 00800 of specifications.

5.1.2. Upon Substantial Completion, in an amount sufficient to increase total payments to CONTRACTOR to 95 % of the Contract Price, less such amounts as ENGINEER shall determine, or OWNER may withhold, in accordance with article 15 of the General Conditions and articles F and P of the Supplementary General Conditions, 00800 of specifications.

5.2. Final Payment. Upon final completion and acceptance of the Work in accordance with article 14 of the General Conditions, OWNER shall pay the remainder of the Contract Price as recommended by ENGINEER as provided in said article 15 and said articles F and P of the Supplementary General Conditions, 00800 of specifications.

Article 6. INTEREST.

All moneys not paid when due as provided in Article 15 of the General Conditions shall bear interest at the maximum rate allowed by law at the place of the Project.

Article 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce OWNER to enter into this Agreement CONTRACTOR makes the following representations:

7.1. CONTRACTOR has familiarized itself with the nature and extent of the Contract Documents, Work, site, locality, and all local conditions and Laws and Regulations that in any manner may affect cost, progress, performance or furnishing of the Work.

7.2. CONTRACTOR has studied carefully all reports of explorations and tests of subsurface conditions and drawings of physical conditions which are identified in the specifications and/or as shown on the drawings, as provided in paragraph 5.03 of the General Conditions, and accepts the determination set forth in the specifications of the extent of the technical data contained in such reports and drawings.

7.3. CONTRACTOR has obtained and carefully studied (or assumes responsibility for obtaining and carefully studying) all such examinations, investigations, explorations, tests, reports and studies (in addition to or to supplement those referred to in paragraph 7.2 above) which pertain to the

subsurface or physical conditions at or contiguous to the site or otherwise may affect the cost, progress, performance or furnishing of the Work as CONTRACTOR considers necessary for the performance or furnishing of the Work at the Contract Price, within the Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provisions of paragraph 5.03 of the General Conditions; and no additional examinations, investigations, explorations, tests, reports, studies or similar information or data are or will be required by CONTRACTOR for such purposes.

7.4. CONTRACTOR has reviewed and checked all information and data shown or indicated on the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and assumes responsibility for the accurate location of said Underground Facilities. No additional examinations, investigations, explorations, tests, reports, studies or similar information or data in respect of said Underground Facilities are or will be required by CONTRACTOR in order to perform and furnish the Work at the Contract Price, within Contract Time and in accordance with the other terms and conditions of the Contract Documents, including specifically the provision of paragraph 4.04 of the General Conditions.

7.5. CONTRACTOR has correlated the results of all such observations, examinations, investigations, explorations, tests, reports and studies with the terms and conditions of the Contract Documents.

7.6. CONTRACTOR has given ENGINEER written notice of all conflicts, errors or discrepancies that he has discovered in the Contract Documents and the written resolution thereof by ENGINEER is acceptable to CONTRACTOR.

Article 8. CONTRACT DOCUMENTS.

The Contract Documents which comprise the entire agreement between OWNER and CONTRACTOR concerning the Work consist of the following:

- 8.1. This Agreement (pages 00032-1 to 00032-6).
- 8.2. Exhibits to this Agreement (pages ____ to ____).
- 8.3. Performance and other Bonds.
- 8.4. Specifications bearing the title:

Old Reservoir Spillway
PW-02-22

and consisting of 4 divisions and 168 pages, as listed in table of contents thereof.

8.5. Drawings, consisting of a cover sheet and sheets numbered 1 through 10 , inclusive with each sheet bearing the following general title:

Restoration of Old Highland City Lake Spillway
PW-??-??

8.6. Addenda numbers to , inclusive.

Article 9. MISCELLANEOUS.

9.1. Terms used in this Agreement which are defined in Article 1 of the General Conditions will have the meanings indicated in the General Conditions.

9.2. No assignment by a party hereto of any rights under or interest in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound; and specifically but without limitation moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

9.3. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns and legal representatives to the other party hereto, its partners, successors, assigns and legal representatives in respect of all covenants, agreements and obligations contained in the Contract Documents.

IN WITNESS WHEREOF, OWNER and CONTRACTOR have signed the Agreement in triplicate. One counterpart each has been delivered to OWNER, CONTRACTOR and ENGINEER. All portions of the Contract Documents have been signed or identified by OWNER and CONTRACTOR or by ENGINEER on their behalf.

This Agreement will be effective on _____, 2021.

OWNER: City of Highland

 1115 Broadway

 Highland, IL 62249

BY: _____

ATTEST: _____

(SEAL)

CONTRACTOR:

BY:

ATTEST:

(SEAL)

Pre-final

DIVISION 0 - BIDDING & CONTRACT DOCUMENTS
Section 00050 - Standard Documents for Construction

1. GENERAL

1.01. DESCRIPTION

A. Related requirements specified elsewhere in other documents which are made a part of this Contract where specifically referred to herein:

1. Standard Specifications for Road & Bridge Construction, April 1, 2016 and addenda, Illinois Dept. of Transportation, as amended, hereinafter referred to as "Standard R&B Specifications". (Pay items and Section 100 do not apply unless noted otherwise.) Available from:

Illinois Department of Transportation
2300 South Dirksen Parkway
Springfield, IL 62764

2. AWWA Standards
American Water Works Association (AWWA)
6666 West Quincy Avenue
Denver, CO 80235

3. ASTM Standards
American Society for Testing Materials
1916 Race Street
Philadelphia, PA 19103

4. IEPA
Illinois Environmental Protection Agency
P.O. Box 19276
1021 North Grand Avenue East
Springfield, Illinois 62794-9276

5. ACI
American Concrete Institute
22400 West Sevenmile
Detroit, Michigan

6. CRSI
Concrete Reinforcing Steel Institute
228 North LaSalle
Chicago, IL 60601

7. PCA
Portland Cement Association
5420 Old Orchard Road
Skokie, IL 60077

B. Related requirements specified elsewhere, herein:

1. 00800 - Supplementary General Conditions.
2. 01010 - Project Summary.
3. Respective Specifications Section.

1.02. BIDDER/CONTRACTOR RESPONSIBILITY

- A. Bidder/Contractor shall be responsible for obtaining and complying with requirements specified elsewhere as referenced herein.
- B. Bidder/Contractor shall be responsible for assuring compliance with editions of referenced specifications current and in effect at time/date of advertisement for bids for this work.

END 00050.

BID

Proposal of *_____ (hereinafter called "Bidder") organized and existing under the laws of the State of _____ doing business as _____. (Insert "a corporation" or "an individual" as applicable.) To the City of Highland (hereinafter called "Owner").

Greetings:

In compliance with your Advertisement for Bids, Bidder hereby proposes to perform all WORK for the construction of Reconstruction of Highland City Lake Spillway PW???? in strict accordance with the CONTRACT DOCUMENTS, within the time set forth therein, and at the prices stated below. By submission of this Bid, each BIDDER certifies that this BID has been arrived at independently, without consultation, communication, or agreement as to any matter relating to this BID with any other BIDDER or with any competitor.

Bidder hereby agrees to commence WORK under this contract on or before a date to be specified in written "Notice to Proceed" of the Owner. The Work will be substantially complete by December 15, 2023.

Bidder further agrees to pay as liquidated damages, the sum of \$100.00 for each consecutive calendar day thereafter.

Bidder acknowledges receipt of the following addendum:

*Insert corporation, or individual as applicable.
Bids from joint ventures or partnerships will not be accepted.

BID SCHEDULE

NOTE: BIDS shall include sales tax and all other applicable taxes and fees.

Base Bid:

Dewatering is incidental. Contractor shall lower level of City Lake and Maintain as Necessary to Complete Work.

Bidder agrees to perform all the work described in the specifications and/or shown on the plans, for the following lump sum price:

Lump Sum Bid _____ Dollars
(Amount Written Out)

Add-On One

Bidder agrees to provide IDOT RR4 (150 lbs) 7200 cubic feet of rip-rap placed on banks on each side of the spillway at 2 feet depth and 30 feet width.

Lump Sum Bid \$ _____

Add-On Two

Bidder agrees to provide IDOT RR5 (400 lbs) 7200 cubic feet of rip-rap placed on banks on each side of the spillway at 2 feet depth and 30 feet width.

Lump Sum Bid \$ _____

Bidder understands that the Owner reserves the right to reject any or all bids and to waive any informalities in the bidding. Unless all bids are rejected, award shall be made to the low, responsive, responsible base bidder.

The Bidders agrees that this bid shall be good and may not be withdrawn for a period of 60 calendar days after the scheduled closing time for receiving bids.

Upon receipt of written notice of the acceptance of this bid, Bidder will execute the formal contract attached within 10 days and deliver a Surety Bond or Bonds as required by the Contract Documents. The bid security attached in the sum of _____ (\$_____) is to become the property of the Owner in the event the contract and bond are not executed within the time above set forth, as liquidated damages for the delay and additional expense to the Owner caused thereby.

The BIDDER shall provide the following insurance information:

Insurance Agent's Name: _____

Insurance Agency Name: _____

Address: _____

Phone No. _____

The Engineer shall forward a copy of the Contractor's bonding and insurance requirements for this project to the agent in order to expedite the Contractor's compliance with said requirements.

Second and subsequent certificate reviews shall be subject to penalty as stated in Article C.11. of Section 00800 of the specifications.

CERTIFICATION THAT CONTRACTOR IS NOT BARRED FROM PUBLIC CONTRACTING DUE TO BID-RIGGING OR BID ROTATING CONVICTIONS

WHEREAS, a conviction for the offense of bid-rigging or bid rotating bars a person or entity from bidding on public contracts (Ill. Rev. Stat. 1987, Ch. 38, par. 33E-3, 33E-4), and

WHEREAS, Section 33E-11 of the Criminal Code (Ill. Rev. Stat. 1987, Ch. 38, par. 33E-11) requires bidders and contractors awarded bids to certify on a form provided by the unit of local

government or school district that they are not barred from public contracting due to bid-rigging or bid rotating convictions.

NOW, THEREFORE, IT IS HEREBY CERTIFIED THAT the undersigned is not barred from bidding on or entering into public contracts pursuant to bids due to having been convicted of bid-rigging or bid rotating under paragraphs 33E-3 or 33E-4 of the Illinois Criminal Code. The undersigned also certifies that no officers or employees of the bidder or contractor have been so convicted and that the bidder or contractor is not the successor company or a new company created by the officers or owners of one so convicted. It is further certified that any such conviction occurring after the date of this certification will be reported to the above named public body, in writing, within seven (7) days of such conviction, if it occurs during any bidding process, contract terms or otherwise prior to entering into any contract therewith.

Respectfully submitted:

By: _____
(Signature)

(Printed Name & Title)

(SEAL - if bid is by
a corporation)

(Street Address)

(City, State, Zip Code)

(Phone)

(FEIN)

(FAX)

(Email)

Pre-final

DIVISION 0 - BIDDING & CONTRACT DOCUMENTS
Section 00800 - Supplementary General Conditions

ARTICLE A. SHOP DRAWINGS:

In addition to requirements of the General Conditions, shop drawings shall conform to this Article, and this Article shall govern.

The Contractor shall be responsible for prompt submittal of shop drawings. Within a period of ten (10) days after Contract award, the Contractor shall submit a schedule indicating the dates that each shop drawing set will be submitted for review and time intervals in weeks required for delivery of each item of equipment, materials, etc. after the manufacturer receives shop drawings which the Engineer has not taken exception to.

Delays in submittal or resubmittal of shop drawings or regarding delivery of equipment, materials, etc. which cannot be justified to the satisfaction of the Engineer shall be considered grounds for rejection of that manufacturer's product system thus requiring the Contractor to resubmit shop drawings for that product system from another acceptable manufacturer. If such delays contribute to delay of contract completion beyond the specified number of calendar days, liquidated damages as defined in the Agreement shall be assessed.

A minimum of eight (8) sets of shop drawings size eight and one-half inches by eleven inches (8 1/2" x 11") and smaller shall be submitted to the Engineer by the Contractor. The Engineer, after reviewing, will retain four (4) sets and return four (4) sets to the Contractor.

On a limited basis where timing is critical and only after Engineer pre-approval, shop drawings may be submitted via email in PDF format. Hard Copies must follow submittals.

The cost of shop drawing preparation and submittal to the Engineer shall be included with the bid price for the item covered on the shop drawings and no additional compensation will be allowed.

All shop drawings must be complete in every detail, properly identified with the name of the project; location within the project; supplier's name, address and telephone number, dated, and each submittal shall be accompanied by a letter of transmittal referring to the name of the project and to the plan and/or specification page number for identification of each item.

Any shop drawings submitted without the Contractor's stamp of approval, and shop drawings which, in the Engineer's opinion are incomplete, contain numerous errors, have not been checked by the Contractor, will be returned to the Contractor requesting the Contractor to return submittal only after same has been placed in good order.

The Contractor is advised that in the event of a third submittal of shop drawings for a particular item becomes necessary, due to previous submittals of incomplete or incorrect shop drawings which are not in accordance with the intent of the Plans and Specifications, the Contractor will be

charged one-half of the cost incurred by the Engineer for review of the third submittal. The total cost incurred by the Engineer for subsequent additional reviews shall be borne by the Contractor.

Shop drawing resubmittals shall be made as rapidly as practicable and shall not exceed twenty (20) days after the date upon which the submittal drawings were returned to the Contractor for resubmittal. Submit shop drawings for:

Concrete Mix Design
Reinforcing Steel
Waterstops
Soil Tieback Anchoring System

Any other equipment or materials requested by Engineer.

ARTICLE B. PLANS AND SPECIFICATIONS ON THE WORK:

The Contractor shall keep one copy of the Plans, Specifications and/or Project Manual, Addenda, Manufacturer's Instructions, Change Orders, and approved Shop Drawings on the Work Site, in good order, available to the Engineer and to its representatives. These documents shall be annotated by the Contractor to show all changes made during the construction process.

ARTICLE C. INSURANCE:

In addition to requirements of the General Conditions, Contractors and Subcontractors shall purchase and maintain insurance in compliance with the following insurance requirements prior to commencement of any Work:

1. Builders Risk/Installation Floater "All Risk" Insurance Coverage (including without limitation, coverage for earthquake, flood, fire, water damage, collapse, malicious mischief, vandalism, sprinkler - water line - sewer line and other piping leakage, and all those perils included from time to time in the so-called "broad form extended coverage endorsement") shall be purchased and maintained by Contractor. Such insurance shall provide coverage for the full replacement value of loss or damage to the work and improvements which is the subject of the Construction Contract. Such insurance may have a deductible clause, not to exceed \$5,000., except that the earthquake deductible may be in accordance with generally accepted insurance practices in the locale where the project is located. Contractor shall be solely responsible for all deductible amounts of the losses or damages.

2. Compensation Insurance - Worker's Compensation Insurance for all of its employees employed at the site of the Project. Coverage in accordance with the Worker's Compensation Act of the State of Illinois shall be provided for all operations together with the minimum Employer's Liability Limit of \$500,000. In case any work is sublet, the Contractor shall require the Subcontractor to similarly provide Worker's Compensation Insurance for all of the latter's employees, unless such employees are covered by the protection afforded by the Contractor. In case any class of

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employees of Contractor or any Subcontractor engaged in Work under this Contract at the site of the Project is not protected under the Worker's Compensation Act, the Contractor shall provide, and shall cause said Subcontractor to provide all such employees with Employer's Liability Insurance for the protection of said employees.

3. (a) Commercial (Formerly known as Comprehensive) General Liability Insurance a Premises and Operations coverage insuring against claims and damages because of bodily injury and property damage in or about the Project site and/or related, directly or indirectly, to the Work, with a general aggregate limit of \$2,000,000. and Each Occurrence limit of \$1,000,000.

(b) Insurance Covering Special Hazards - The following special hazards shall be covered by the Contractor, whose work involves these hazards, by rider or endorsement to the Commercial General Liability Insurance policies hereinabove required (or by separate policies of insurance) in amounts as specified hereinabove:

(i) Blasting, Explosion, and Collapse and Underground Hazard.

(ii) Damage to Underground Utilities.

(iii) Trucking and Motor Vehicle Operations.

(iv) Owner's Protective Liability Insurance.
(Independent Contractor coverage.)

(v) Products-Completed Operations Hazard.

(vi) Any other hazards involved in the Work to be performed under the Contract, which, in the opinion of the Owner and/or Engineer at any time during the contract period, appears to be sufficiently dangerous to require special insurance.

(vii) Coverage shall remain in effect for at least (2) two years after completion of work.

4. Comprehensive Auto Liability - Contractor shall purchase and maintain such coverage for all owned, non-owned and hired vehicles under control of the Contractor or its Subcontractors with the minimum limits of liability to be \$1,000,000. each person and \$1,000,000. each occurrence for Bodily Injury and \$1,000,000. each occurrence for Property Damage, commonly referred to as combined single limit of \$1,000,000.

5. Subcontractor's Insurance - The Contractor shall require Subcontractors, if any, not protected under the Contractor's insurance policies to take out and maintain insurance of the same nature and in the same amounts as required of the Contractor for Commercial General Liability. Subcontractors shall also be required to take out and maintain Auto Insurance in like amounts to that required of the Contractor on all vehicles operated by each Subcontractor on the site of the Work.

6. Waiver of Subrogation and Release - With respect to all insurance as required to be maintained by Contractor and/or Subcontractor as set forth hereinabove, Contractor hereby releases and waives, and shall cause all Subcontractors to release and waive, on behalf of themselves and their respective insurers, any and all rights of recovery against the Owner and Engineer, and their respective officials, directors, officers, employees, agents and representatives, for loss of or damage to Contractor or any Subcontractor or any third party to the extent that such loss or damage is insured against under any applicable insurance policy.

7. Owner's and Contractor's Protective (OCP) Liability Insurance - The Contractor shall purchase and maintain this coverage to cover claim demands, suits or judgements which the Owner or Engineer becomes obligated to pay as damages due to Bodily Injury or Property Damage caused by or arising out of operations performed under this contract by the Contractor. This insurance shall name the Owner and Engineer as named insureds. The Limit of Liability shall be at least \$1,000,000. each occurrence. The Policy shall be issued by an insurance company which is authorized to do insurance business in the State of Illinois, which has a Best's rating of B+ or better, and which is acceptable to the Owner. Original shall be filed with the Owner prior to commencement of any work under this contract.

8. Insured Parties - All of the insurance policies required to be purchased and maintained by Contractor and any Subcontractors set forth hereinabove (except Worker's Compensation insurance) shall name Owner and Engineer as additional insureds.

9. Certificate of Insurance - Prior to commencement of any Work, the Contractor shall cause to be delivered to Owner and Engineer, for their review and approval, certificates of insurance from the insurers, evidencing that all of the above-described insurance has been obtained by Contractor and all Subcontractors. All of such certificates of insurance shall (i) specify that the respective insurance policies shall not be canceled, modified or amended without and until thirty (30) days advance written notice is issued to Owner and Engineer, (ii) contain a specific acknowledgment of this Agreement and in the case of the certificate for the commercial general liability insurance, a specific acknowledgement of the contractual liability indemnification obligations of the insurers herein, (iii) evidence that the Owner and Engineer are additional insureds on the respective policies, and (iv) evidence the coverage amounts, deductibles and limits of each policy.

10. Indemnity Agreement - To the maximum extent permitted by law, Contractor shall indemnify, hold harmless, and defend Owner and Engineer, and their respective agents and employees, from and against any and all claims, damages (including direct, liquidated, consequential, incidental and other damages), losses and liabilities, including reasonable attorneys' fees, costs and expenses, of whatsoever kind or nature arising out of or resulting from the performance under or in connection with this contract, whether arising before or after completion of the work, provided that such claim, damage, loss or liability is attributable to bodily injury or death, or to injury to or destruction of tangible property, including the loss of use resulting therefrom, and provided further that the scope of this indemnity shall be limited to the extent the claim, damage, loss or liability was caused by any negligent act or omission of the Contractor, any Subcontractor of the Contractor, or anyone directly or indirectly employed by anyone for whose acts they or either of them may be liable. Owner's and Engineer's rights under this indemnification provision shall not be reduced by any sum

or sums paid or payable by Contractor or others under the workers' compensation law. Nothing herein shall be construed in a manner inconsistent with the Illinois Anti-Indemnity Act.

11. The cost of purchasing and maintaining all insurance specified herein shall be included in the bid price submitted by the Contractor for this Project. The Contractor shall submit certificates of insurance to the Engineer for review. Incomplete and/or incorrect certificates shall be sent back to the Contractor and the Contractor shall resubmit corrected certificates. For the second and subsequent certificate reviews, the Contractor shall be charged \$100.00 for each certificate reviewed. Said charge shall be deducted from the Contract price for the purpose of reimbursing the Engineer for additional reviews.

12. It shall be the Contractor's sole responsibility to notify its insurance carrier of the requirements of these conditions and of the entire contract documents, and the Contractor's non-compliance with the specified insurance requirements shall be just cause for the Owner to retain and collect the full amount of the Contractor's bid security, in addition to all other available relief. Neither the failure of the Owner or Engineer to secure the certificates of insurance or the original of the OCP policy, nor the failure to detect or to notify Contractor of any non-compliance with the insurance requirements herein, shall be treated as a waiver of any of the rights of Owner or Engineer.

13. All liability insurance which Contractor and the Subcontractors are required herein to purchase and maintain shall be on an occurrence basis and not a claims made basis. All such insurance shall be considered to be primary coverage.

14. To the extent of any conflict between the terms, provisions and conditions of these Supplemental Conditions, including but not limited to this Article C, and the terms, provisions and conditions of the General Conditions, the terms, provisions and conditions of these Supplemental Conditions shall prevail and be controlling.

ARTICLE D. GUARANTEES:

All work to be performed under this Contract shall be constructed in compliance with the Plans, Contract Documents, and standard construction codes, and must be guaranteed by the Contractor and the Surety for a period of one (1) year from date of final acceptance by Owner against defective workmanship and material of any nature. On all items of equipment to be incorporated in the completed project, the Contractor and its surety must guarantee that the type, quality, design and performance, will fully meet the requirements of the Specifications.

In placing order for equipment, the Contractor shall purchase same only under a written guarantee from the respective manufacturers that the equipment supplied will function satisfactorily as an integral part of the completed project in accordance with the Plans and Specifications, and that the manufacturer will repair, or otherwise make good any defects in workmanship or materials which may develop within a period of one (1) year from the date of final acceptance by the Owner.

Furthermore, the Contractor shall require that the manufacturer agree in writing, at the time the order for equipment is placed, that it will be responsible for the proper functioning of the equipment in cooperation with the Contractor, and that, whenever necessary, during the installation period or tuning-up period following construction period, the manufacturer will cooperate as may be necessary for initial successful operation, and will supply, without additional cost to the Owner, such superintendence and mechanical labor as may be necessary to make any adjustments, and supply additional parts and labor needed to make the equipment function satisfactorily, even if same was not shown on the final shop drawings reviewed by the Engineer. Two (2) copies of each guarantee and agreement shall be furnished to the Owner by the Contractor.

ARTICLE E. ANALYSIS OF BID PRICES:

Within twenty days following the execution of the Contract Documents, the Contractor shall prepare and transmit to the Owner an original and three copies of an itemized breakdown showing the unit quantities of each item and the corresponding unit prices divided between labor, material and other costs of all items of labor, equipment or supplies to be incorporated into the projects. This breakdown, when approved, will be used primarily in determining payment due the Contractor on periodical estimates.

ARTICLE F. PAYMENTS WITHHELD:

At least twenty (20) days before each progress payment falls due (but not more often than once a month), the CONTRACTOR will submit to the ENGINEER a partial payment estimate filled out and signed by the CONTRACTOR covering the WORK performed during the period covered by the partial payment estimate and supported by such data as the ENGINEER may reasonably require. No lien waivers will be required with the first payment request. For the second and subsequent payment requests, the CONTRACTOR shall submit lien waivers covering the prior payment request for all work, including but not limited to suppliers and subcontractors. If payment is requested on the basis of materials and equipment not incorporated in the WORK but delivered and suitably stored at or near the site, the partial payment estimate shall also be accompanied by such supporting data, satisfactory to the OWNER, as will establish the OWNER'S title to the material and the equipment and protect the OWNER'S interest therein, including applicable insurance. The ENGINEER will, within ten (10) days after receipt of each partial payment estimate, either indicate in writing approval of payment, and present the partial payment estimate to the OWNER, or return the partial payment estimate to the CONTRACTOR indicating in writing the reasons for refusing to approve payment. In the latter case, the CONTRACTOR may make the necessary corrections and resubmit the partial payment estimate. The OWNER will, within thirty (30) days of presentation of an approved partial payment estimate, pay the CONTRACTOR a progress payment on the basis of the approved partial payment estimate less the retainage. The retainage shall be an amount equal to 10% of said estimate until 50% of the work has been completed. At 50% completion, further partial payments shall be made in full to the CONTRACTOR and no additional amounts may be retained unless the ENGINEER certifies that the job is not proceeding satisfactorily, but amount previously retained shall not be paid to the

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CONTRACTOR. At 50% completion or any time thereafter when the progress of the WORK is not satisfactory, additional amounts may be retained but in no event shall the total retainage be more than 10% of the value of the work completed. Upon substantial completion of the work, any amount retained may be paid to the CONTRACTOR. When the WORK has been substantially completed except for WORK which cannot be completed because of weather conditions, lack of materials or other reasons which in the judgement of the OWNER are valid reasons for noncompletion, the OWNER may make additional payments, retaining at all times an amount sufficient to cover the estimated cost of the WORK still to be completed.

The Owner may withhold from payment to the Contractor, in addition to the retained percentage, such an amount or amounts as may be necessary to cover:

- (a) Payments that may be earned or due for just claims for labor or materials furnished in and about the Work.
- (b) For defective Work not remedied.
- (c) For failure of the Contractor to make proper payments to its Subcontractor.
- (d) Reasonable doubt that this Contract can be completed for the balance then unpaid.
- (e) Evidence of damage to another Contractor.
- (f) For untested work or work not meeting specified test requirements.
- (g) In accord with provisions of Articles C-11 and P of this Section.

ARTICLE G. SUBCONTRACTS:

The Contractor shall notify the Owner in writing of the names of the subcontractor proposed on the Contract, and shall not employ any subcontractor until the Owner's approval in writing has been obtained.

The Contractor agrees to bind every subcontractor (and every subcontractor of a subcontractor) by the terms of the General Conditions of the Contract, the Plans and Contract Documents, as far as applicable to its work, unless specifically noted to the contrary in a subcontract approved in writing as adequate by the Owner.

All subcontractors shall fully cooperate with the Contractor, Owner, and Engineer. The Contractor shall schedule and coordinate the work of all subcontractors.

ARTICLE H. SPECIFICATION DIVISION:

The separation in the Specifications of any of the Contract Division of the work into Sections is merely for the convenience of reference. Although such separation may facilitate the awarding of subcontracts by the Contractor, such separations are not intended and shall not be deemed to make the Engineer an arbitrator to establish subcontract limits between the Contractor and its subcontractor.

Each subcontractor shall carefully examine the Plans and Specifications to determine in what way its Work will be affected by the Work of other trades and exactly what work it will be required to perform in connection with the Work of other subcontractors.

ARTICLE I. JOB OFFICE AND STORAGE SHEDS:

No job office required for this project.

Contractor shall provide its own storage shed as required for its work.

ARTICLE J. SUBSTITUTIONS OF MATERIALS OR PROCESSES:

Whenever in the Specifications or on the Plans any material, equipment, device or process is specified or indicated by patent or proprietary name, or by name of its manufacturer, such reference to a material, equipment, device or process has been used to establish a type and quality of material, equipment, or article.

All bidders will submit their bid based on the use of the equipment indicated in the Specifications or on the Plans. If more than one manufacturer is listed in the Specifications or on the Plans for a piece of equipment, any one of those listed will be acceptable for the bid subject to evaluation by the Engineer.

Equipment or material manufacturers or supplier intending to quote to Contractors on substitute or alternate items must submit two (2) sets of drawings together with specifications, a detailed list of equipment to be furnished and a list of similar installations utilizing the proposed equipment or material which substantiates satisfactory performance. This material must be received by the Engineer at least ten (10) days prior to the Bid Opening Date.

Failure to submit adequate prebid material as described above shall be considered grounds for rejecting that substitute or alternate item and requiring the Bidder to provide the equipment or material specified within the bid and contract price.

No equipment or material of an experimental or not proven nature will be approved for use on this project.

If the alternate equipment manufacturer cannot guarantee the operation of any equipment without revisions to the Plans it shall furnish such revisions as required for review by the Engineer. Such revisions will be built by the Contractor within the contract price and no additional compensation will be allowed the Contractor for any work or design necessitated by changes so required.

Refer to specification section on substitutions.

ARTICLE K. (Deleted)

ARTICLE L. SAFETY AND HEALTH REGULATIONS:

"Safety and Health Regulations for Construction", and subsequent amendment thereto, as established by the Department of Labor shall govern the work to be performed under this Contract. The "Regulations" are comprised of Chapter XVII of Title 29, Code of Federal Regulations (CFR), Part 1926 (formerly Chapter XIII of Title 29, CFR, Part 1518).

Provide and maintain for project work and Engineer inspection access all scaffolding, hoists and/or temporary structures required for construction of project. Comply with Illinois Structural Work Act (Chapter 48, Illinois Revised Statutes, Sections 60-69, 1961). Take all necessary precautions for safety of employees and public and to prevent accidents. Erect and maintain all necessary safeguards for protection of persons at site, adjacent structures, and project components. Post and maintain danger signs warning of hazards.

Contractor shall be responsible for running safe job and for all safety procedures. Supervision and control of all work procedures and safety procedures shall be under the direct responsibility of the Contractor, including such procedures for the Contractor's employees and subcontractors and their employees. Neither the Owner nor Engineer, nor their agents, servants, and employees, shall be construed as having authority or responsibility to direct the working and safety procedures of the Contractor, including those procedures of the Contractor's employees and subcontractors and their employees.

ARTICLE M. MINIMUM WAGE RATES & PAYROLL RECORDS, USE OF ILLINOIS LABOR FOR PUBLIC WORKS PROJECTS:

The project shall be subject to the State of Illinois Prevailing Wage Act (820 ILCS 130/0.01 et seq.) and hiring preference shall be given to Illinois citizens. Not less than the prevailing rate of wages shall be paid to all laborers, workers and mechanics performing work under the contract, and all payment and performance bonds shall include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by the contract. The Illinois Dept. of Labor prevailing wage rates for the counties in which work items are to be performed shall apply. The work is located in Madison County.

The Contractor shall be responsible to notify each subcontractor of the wage rates set forth in this contract and any revisions thereto. If the Department of Labor revises the wage rates, the

revised rate as provided by the Owner shall apply to this contract and the Contractor will not be allowed additional compensation on account of said revisions.

The Contractor and each subcontractor shall make and keep, for a period of not less than 3 years, records of all laborers, mechanics, and other workers employed by them on the project; the records shall include each worker's name, address, telephone number when available, social security number, classification or classifications, the hourly wages paid in each period, the number of hours worked each day, and the starting and ending times of work each day.

The Contractor and each subcontractor shall submit monthly, in person, by mail, or electronically if acceptable to the Owner, a certified payroll to the Owner of the project. The certified payroll shall consist of a complete copy of the records. The certified payroll shall be accompanied by a statement signed by the contractor or subcontractor which avers that:

- (i) such records are true and accurate;
- (ii) the hourly rate paid to each worker is not less than the general prevailing rate of hourly wages required; and
- (iii) the contractor or subcontractor is aware that filing a certified payroll that he or she knows to be false is a Class B misdemeanor.

Upon 2 business days' notice, the contractor and each subcontractor shall make available for inspection the records to the Owner of the project, its officers and agents, and to the Director of Labor and his deputies and agents at all reasonable hours at a location within this State. The Contractor and each subcontractor shall permit his/her employees to be interviewed on the job, during working hours, by compliance investigators of the Department or the Department of Labor.

In accord with the Use of Illinois Labor for Public Works Projects (20 ILCS 605/605-390; 30 ILCS 570/0.01), the Contractor shall provide documentation to the Owner certifying that at least fifty percent (50%) of the total labor hours performed to complete the project were performed by actual residents of the State of Illinois. In periods of excessive unemployment, the contractor shall also provide to the Owner documentation certifying that it has caused to be employed at least ninety percent (90%) Illinois laborers on the project.

The contractor shall provide Worker's Compensation insurance where the same is required and shall accept full responsibility for the payment of unemployment insurance, premiums for Worker's Compensation, Social Security and retirement and health benefits, as well as all income tax deduction and any other taxes or payroll deductions required by law for its employees who are performing services under this contract.

ARTICLE N. LINES AND LEVELS (Deleted):

ARTICLE O. TEMPORARY TOILETS:

The Contractor shall provide temporary toilet services under this Contract at the project site. The toilets shall be an approved combination toilet with urinal for construction. The toilets shall be located to be secluded from public observation, shall be weatherproof, sightproof, and sturdy. The toilets shall be ventilated to meet applicable Federal and State requirements. The Contractor shall provide toilet tissue with suitable dispenser, and shall maintain the temporary toilets in a sanitary condition on a daily basis. Remove the toilet at completion of work. Cost of temporary toilet considered incidental to the Contract, and no additional compensation will be allowed. Maintain until completion.

ARTICLE P. COMPLETION OF EXCESS COST OF FIELD ENGINEERING AND OBSERVATION:

The attention of the Contractor is directed to the following provisions covering payment of field engineering and construction observation costs on this project. The bid form and agreement form on this project includes a stated number of calendar days to be allowed from the date of the contract to the date of final completion and acceptance of all work covered in the contract.

Construction observers will be supplied for not more than one ten (10) hour shift on week days (excluding week-ends and national holidays) during this period by the Engineer at no cost to the Contractor.

However, for each week day that the work remains uncompleted and unaccepted beyond the number of calendar days allowed in the contract or contract as amended, and for any work in any week in excess of five ten (10) hour days, the cost of construction observers regularly assigned on this contract will be deducted from final amounts due to the Contractor. Charges for construction observers will be at the basis of \$80.00 per hour, including one way travel time from the office of the Engineer to the jobsite. For time in excess of ten (10) hours at the jobsite during any operations of the Contractor on any single day, charges for construction observers will be at the basis of \$90.00 per hour.

However, for each week day that the work remains uncompleted and unaccepted beyond the number of days allowed in the contract or contract as amended, and for any work in any week in excess of five 8-hour days the cost of resident engineers or observers regularly assigned on this contract will be deducted from final amounts due the Contractor.

ARTICLE Q. CONSTRUCTION OBSERVER:

The OWNER will engage representative of the ENGINEER to observe construction. The observer/representative does not have the authority of the ENGINEER, AND SHALL NOT HAVE AUTHORITY TO APPROVE OR MAKE CHANGES IN THE PLANS AND SPECIFICATIONS.

Any changes in the work shall be only in accordance with duly executed change orders approved by the OWNER, CONTRACTOR, and ENGINEER.

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ARTICLE R. (DELETED)

ARTICLE S. CONSTRUCTION FACILITIES:

The Contractor shall be responsible for and shall provide its own scaffolding and access methods, and shall be responsible for its own safety and that of its own personnel, and shall be responsible for determining and complying with all OSHA rules and other applicable regulations. The Contractor shall hold harmless the Owner and the Engineer in connection with injury to persons or damage to property due to failure of scaffolding, ladders, runways, or access facilities and methods furnished and used by the Contractor and its personnel at the site.

Neither the Owner nor the Engineer are responsible for safety conditions to be maintained by the Contractor, and the presence of the Owner or Engineer at the jobsite does not imply their cognizance or acceptance of safety practices and procedures of the Contractor.

The Owner will not provide a phone for the Contractor.

If a jobsite trailer is needed by the Contractor for the project, it may be set up within the fenced area around the site as long as it's location will not interfere with the project construction or with the operators access to the site. Coordinate location with Owner. No "hard-line" internet service is available at the site. The Contractor must make provisions, as needed for temporary internet or phone service.

ARTICLE T. CLEANUP:

Cleanup shall progress simultaneously with the work, and the jobsite shall be maintained in neat and orderly fashion. The Contractor shall be responsible for removing and properly disposing of any packaging materials and bracing, unused material, debris, and other items not incorporated into the work under the contract on a daily basis. The premises shall be neat and clean at the end of each work day. Cost of cleanup shall be considered incidental to the Contract, and no additional compensation will be allowed.

ARTICLE U. LIQUIDATED DAMAGES:

All of the work included in this contract shall be governed by completion of the work within the number of calendar days shown on the Bid Form.

It is understood and agreed that time is of the essence in completion of all work under this contract.

If the Contractor should fail to complete all of the work included with the contract within the stipulated calendar day contract period, the Contractor shall pay to the Owner the sum of \$100.00 per day as liquidated and ascertained damages for each calendar day that the work remains unfinished. Such damages may be deducted by the Owner from any monies due to the Contractor.

ARTICLE V. STEEL PRODUCTS:

Steel products to be used or supplied in the performance of this contract or any subcontracts thereto shall be manufactured or produced in the United States, in accord with the State of Illinois Steel Products Procurement Act (P.A. 83-1030). This requirement shall apply to all steel products.

Contractor shall notify Engineer promptly of any problems purchasing American Made Products.

ARTICLE W. VARIATIONS IN ESTIMATED QUANTITIES:

Project is to be performed on a LUMP SUM BASIS. No additional pay provided based on measurement of quantities.

ARTICLE X. BID GUARANTY

The Bid must be accompanied by a Bid guaranty which shall not be less than 5 percent (5%) of the amount of the Bid. At the option of the Bidder, the guaranty may be a certified check, bank draft, negotiable U.S. Government Bonds (at par value), or a standard AIA Bid bond form. The Bid bond shall be secured by a guaranty or a surety company listed in the latest issue of the U.S. Treasury Circular 570. The amount of such Bid bond shall be within the maximum amount specified for such Company in said Circular 570. No bid will be considered unless it is accompanied by the required guaranty. Certified check or bank draft must be made payable to the order of (Owner). Cash deposits will not be accepted. The Bid guaranty shall insure the execution of the Agreement and the furnishing of the surety bond or bonds by the successful Bidder, all as required by the Contract Documents.

Revised Bids submitted before the opening of Bids, whether forwarded by mail or telegram, if representing an increase in excess of two percent (2%) of the original Bid, must have the Bid guaranty adjusted accordingly; otherwise the Bid will not be considered.

Certified checks or bank drafts, or the amount thereof, Bid bonds, and negotiable U.S. Government bonds of unsuccessful Bidders will be returned as soon as practical after the opening of the Bids.

END 00800.

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DIVISION 0 - BIDDING & CONTRACT DOCUMENTS
Section 00851 - Drawing Index

<u>Sheet No.</u>	<u>Title</u>
1	Cover Sheet
2	Detail Plan Sheet
3	Existing Spillway Details
4	General Notes
5	Typical Details
6	Existing Spillway
7	New Spillway General Arrangement
8	New Spillway Foundation Plan
9	Section and Details
10	Elevations

END 00851.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01010 - Project Summary

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide concrete spillway retaining wall removal, concrete spillway wall replacement, and soil anchoring tieback system as shown on drawings and indicated herein.
 - 1. Removal of existing concrete retaining wall, footing, and required adjacent concrete slab.
 - 2. Replacement of concrete retaining wall, footing, and required adjacent concrete slab. Contractor shall be responsible for dewatering during concrete pour.
 - 3. Concrete testing.
 - 4. Soil tieback helical anchors. Designed by contractor. 35-ton design. 25 required.
 - 5. Removal of all brush and trees 20' from all portions of eastern retaining wall.
 - 6. Seeding of areas disturbed by construction.
 - 7. All other items specified herein and shown on plans.

- B. City will lower lake level. Contractor shall plan construction work with respect to possible rainfall. Sandbagging of overflow weir is permissible if necessary. Coordinate with City.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
 - 1. Respective Specification Sections.

1.03. DEFINITIONS. The following terms are used throughout the contract documents. The work will be governed in accord with the definitions.

- A. Fabricated: Fabricated pertains to items specifically assembled or made of selected materials or components to meet individual design requirements.

- B. Manufactured: Manufactured means standard units, usually mass produced by an established manufacturer of the respective item.

- C. Provide: Provide means furnish, install, test, calibrate, startup, place into complete and satisfactory operation.

D. Shop fabricated or shop made: Shop fabricated or shop made refers to items made by the Contractor in the contractor's own shop.

1.04. INSURANCE, DESIGNATED PURCHASER. Contractor purchase and maintain Builder's Risk insurance.

1.05. CONTRACT

A. Work of Contractor:

1. Removal of existing concrete retaining wall, footing, and required adjacent concrete slab.
2. Replacement of concrete retaining wall, footing, and required adjacent concrete slab. Contractor shall be responsible for dewatering during concrete pour.
3. Concrete testing.
4. Soil tieback helical anchors. Designed by contractor. 35 ton design. 25 required.
5. Removal of all brush and trees 20' from all portions of eastern retaining wall.
6. Seeding of areas disturbed by construction.
7. All other items specified herein and shown on plans.
8. Documents.
 - (a). Shop drawings.
 - (b). Certifications.
 - (c). Record drawings.
9. Layout of the work.
 - (a). Establish all work lines, levels, elevations, easements, R.O.W. lines and measurements required for the work.
 - (b). Establish locations of existing utilities and pipelines before excavating.
 - (a). Contact:
 1. J.U.L.I.E.
 2. Utility companies.
 3. City of Highland.
 - (b). Pay all costs for repairs to utilities, pipelines, and all other improvements damaged by contractor's construction activities, and no additional compensation allowed.
10. All other work shown on the drawings and specified herein.

11. Contractor coordinate construction activities with Owner.

1.06. WORK SEQUENCE

- A. Submit shop drawings, certificates, etc. for Engineer's review.
- B. Order materials for which shop drawings have been reviewed by the Engineer and no exceptions were taken.
- C. Layout the work and verify locations of existing utilities.
- D. Coordinate haul route, storage areas, and traffic controls with Owner.
- E. Remove existing brush and trees.
- F. Remove existing concrete slab, foundation, and retaining wall.
- G. Replace concrete slab, foundation, and retaining wall.
- H. Provide soil tieback anchors.
- I. Provide seeding and fertilizing of areas disturbed by construction.
- J. Provide final cleanup.
- K. Provide marked up set of drawings to Owner showing record dimensions.

1.07. CONTRACTOR USE OF PREMISES

- A. Confine operations at site to areas permitted by:
 - 1. Law.
 - 2. Permits.
 - 3. Easements.
 - 4. Contract.
 - a. Confer with Owner's representative and obtain full knowledge of all site rules and regulations affecting work.
 - b. Conform to site rules and regulations while engaged in project construction.
 - c. Site rules and regulations take precedence over others that may exist outside such jurisdiction.

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d. Employee list: The Owner's representative may examine Contractor's list of employees, including those of subcontractors and their agents.

e. Vehicle use - Rigidly enforce the following:

- (1). Keep all vehicles, mechanized or motorized equipment locked at all times when parked and unattended on project premises.
- (2). Do not, under any circumstance, leave any vehicle unattended with motor or engine running, or with ignition key in place.
- (3). Parking: Permitted only in areas designated by Owner.
- (4). All traffic control subject to Owner's approval.

B. Do not unreasonably encumber site with materials or equipment.

C. Assume full responsibility for protection and safekeeping of products stored on premises.

D. Move all stored products or equipment which interfere with operations of Owner or other contractors.

E. Obtain and pay for use of additional storage or work area needed for operations.

F. Use of site: Exclusive and complete, for execution of work.

1. Confine operations to public R.O.W or easements.

2. Restore property disturbed by construction to original condition or better.

1.08. WARRANTY

A. All project components, equipment, accessories, piping, and systems shall be guaranteed to be free from defects in material, workmanship, and operation for a period of one year from date of final acceptance by Owner.

B. Correct and make good all deficiencies noted during warranty period at no expense to Owner.

END 01010.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01045 - Cutting & Patching

1. GENERAL

1.01. REQUIREMENTS INCLUDE

A. Contractor:

1. Execute cutting (including excavating), filling or patching of work, required to:
 - a. Make several parts fit properly.
 - b. Uncover work to provide for installation of ill-timed work.
 - c. Remove and replace defective work.
 - d. Remove and replace work not conforming to contract requirements.
 - e. Remove samples of installed work as specified for testing.
 - f. Install specified work in existing construction.
2. In addition to contract requirements, upon written instructions of Owner:
 - a. Uncover work to provide for observation of covered work.
 - b. Remove samples of installed materials for testing.
 - c. Remove work to provide for alteration of existing work.
3. Do not endanger work by cutting or altering work or any part of it.
4. Do not cut or alter work of another contractor without written consent of Engineer.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01010 - Project Summary.
2. Respective Specification Sections.

1.03. SUBMITTALS

- A. Prior to cutting which affects structural safety of project, or work of another contractor, submit written notice to Engineer requesting consent to proceed with cutting, including:
1. Project identification.
 2. Description of affected work.
 3. Necessity for cutting.
 4. Effect on other work, on structural integrity of project.

5. Description of proposed work. Designate:
 - a. Scope of cutting and patching.
 - b. Contractor and crafts to execute the work.
 - c. Products proposed to be used.
 - d. Extent of refinishing.
 6. Alternatives to cutting and patching.
 7. Designation of party responsible for cost of cutting and patching.
- B. Should conditions of work, or schedule, indicate change of materials or methods, submit recommendation to Engineer, including:
1. Condition indicating change.
 2. Recommendation for alternative materials or methods.
 3. Submittals required for substitutions.
- C. Submit written notice to Engineer, designating time work will be uncovered, to provide for observation.

1.04. PAYMENT FOR COSTS

- A. Costs caused by ill-timed or defective work, or work not conforming to contract documents, including costs for additional services of Engineer: Party responsible for ill-timed, rejected or non-conforming work.
- B. Work done on instructions of Engineer (by change order), other than defective or non-conforming work: Owner.

2. PRODUCTS

2.01. MATERIALS.

- A. For replacement of work removed: Comply with specifications for type of work to be performed.

3. EXECUTION

3.01. INSPECTION

- A. Inspect existing conditions of work, including elements subject to movement or damage during:
 - 1. Cutting and patching.
 - 2. Excavating and backfilling.
- B. After uncovering work, inspect conditions affecting installation of new products.

3.02. PREPARATION

- A. Prior to cutting:
 - 1. Provide shoring, bracing and support as required to maintain structural integrity of project.
 - 2. Provide protection of other portions of the project.
 - 3. Provide protection from elements.

3.03. PERFORMANCE

- A. Execute fitting and adjustment of products to provide finished installation to comply with specified tolerances, finishes.
- B. Execute cutting and demolition by methods which will prevent damage to other work, and will provide proper surfaces to receive installation of repairs and new work.
- C. Execute excavating and backfilling as specified in appropriate specification sections.
- D. Restore work which has been cut or removed; install new products to provide completed work in accord with contract requirements.
- E. Refinish entire surfaces as necessary to provide an even finish.
 - 1. Continuous surfaces: To nearest intersection(s).
 - 2. Assembly: Entire refinishing.

END 01045.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01051 - Grades, Lines & Levels

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor lay out the work under this contract.
 - 1. Establish all work lines, levels, elevations and measurements.
 - 2. Employ competent instrument operator with proper equipment and assistance to layout all work.

1.02. RELATED WORK

- A. Specified elsewhere:
 - 1. 01010 - Project Summary.
 - 2. Respective Specification Sections.
- B. By others:
 - 1. Engineer will furnish:
 - a. A topographic survey of site, giving all necessary grades and lines of streets, alleys, pavements and adjoining property, rights-of-way, encroachments, boundaries and elevations of construction site.
 - b. Locations, dimensions and data pertaining to existing:
 - (1). Buildings.
 - (2). Trees and landscaping.
 - (3). Other improvements.

1.03. QUALITY ASSURANCE

- A. Qualifications of Engineer/Surveyor/Instrument Operator employed by Contractor.
 - 1. Experienced in layout work of similar complexity.

1.04. SITE RULES

- A. No alcoholic beverages permitted on Owner's premises and site(s) of project work.

1.05. PAY COSTS

- A. Include cost of survey layout in contract price for work items requiring layout, and no additional compensation will be allowed.

END 01051.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01060 - Regulatory Requirements

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor comply with all laws, rules and regulations governing the work.
 - 1. When Contractor observes that contract documents are at variance with specified codes, notify Engineer in writing immediately. Engineer will issue all changes in accord with General Conditions.
 - 2. When Contractor performs any work knowing or having reason to know that the work is contrary to such laws, rules and regulations and fails to so notify the Engineer, Contractor shall pay all costs arising therefrom. However, it will not be the Contractor's primary responsibility to make certain that the contract documents are in accord with such laws, rules and regulations.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
 - 1. 01010 - Project Summary.
 - 2. Respective Specification Sections.

1.03. DEFINITIONS & ABBREVIATIONS

- A. Definitions:
 - 1. Codes: Codes are rules, regulations or statutory requirements of government agencies.
 - 2. Standards: Standards are requirements set by authorities, custom or general consent and established as accepted criteria.

1.04. QUALITY ASSURANCE

- A. Engineer has designed the project with full knowledge of code requirements and has copies of all specified codes available for Contractor's inspection.
- B. Contractor:

1. Ensure that copies of specified codes and standards are readily available to Contractor's personnel. Copies are available at Contractor's expense from source or publisher.
2. Ensure that Contractor's personnel are familiar with workmanship and installation requirements of specified codes and standards.

1.05. REGULATORY REQUIREMENTS

A. Source and requirements:

1. IDOT:
 - a. Road and Bridge Laws, Current Edition, including all supplements.
 - b. Standard Specifications for Road and Bridge Construction, adopted April 1, 2016, including all supplements. Except where otherwise specified.
 - (1). Section 100 does not apply.
 - c. Comply will all requirements of IDOT utility permit for work on IDOT right of way.
2. IEPA (Current editions at date of bidding documents.)
 - a. Air Pollution Standards.
 - b. Noise Pollution Standards.
 - c. Water Pollution Standards.
 - d. Public Water Supplies.
 - e. Solid Waste Standards.
 - f. Illinois Recommended Standards for Sewage Work.
 - g. Comply with all requirements of IEPA construction permit.
3. Illinois Purchasing Act, as amended (Illinois Revised Statutes, ch, 127, par. 132.1 et seq.).
4. STANDARDS: Accepted by Owner and complimentary to specified statutorily mandated codes and standards.
 - a. IDOT: Standard Specifications for Road and Bridge Construction, adopted April 1, 2016, including all addenda.
 - b. NFPA: National Fire Codes, 1982.

- (1). No. 70-84, National Electrical Code.
- (2). No. 101-81, Life Safety Code.

B. The following standards and specifications are hereby incorporated into the contract documents to the same force and effect as if repeated herein. The documents include:

1. Standard Specifications for Road & Bridge Construction, April 1, 2016, and addenda, Illinois Dept. of Transportation, as amended, hereinafter referred to as "Standard R&B Specifications." (Section 100 does not apply.) Available from:

Illinois Dept. of Transportation
2300 South Dirksen Parkway
Springfield, Illinois 62764

2. ASTM Standards
American Society for Testing Materials
100 Barr Harbor Drive
Conshohocken, PA 19428
3. Standard Specifications for Water and Sewer Main Construction in Illinois, June 2014.
4. IEPA Standards and Specifications for Soil Erosion and Sediment Control, 1987.
5. Illinois Urban Manual for erosion control.
6. Other Standards and Specifications referenced herein.

END 01060.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01410 - Testing Laboratory Services

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor shall employ and pay for an independent testing laboratory to perform specified services.
 - 1. Submit copy of this section and other applicable plans and specifications to independent testing laboratories engaged for project to assure that laboratories are fully aware of all project requirements, including reporting test results to Owner and/or Engineer as an integral requirement of the contract.
 - 2. Instruct independent testing laboratory personnel to cooperate with Owner and Engineer, and to furnish test reports direct to Owner and/or Engineer when requested by Owner and/or Engineer. If test reports are not furnished in timely manner in response to request from Owner and/or Engineer, payment will be withheld for items requiring testing.
- B. Inspection sampling and testing is required for:
 - 1. Concrete slump, temperature, air content, and compressive strength.
 - 2. Mill tests for reinforcing steel.
- C. Employment of testing laboratory will in no way relieve Contractor's obligations to perform work in accord with the Contract.

1.02. RELATED WORK

A. SPECIFIED ELSEWHERE

- 1. 00050 - Standard Documents for Construction, General Conditions - Inspections and testing required by laws, rules, regulations, or orders or governmental authorities.
- 2. 01045 - Cutting & Patching.
- 3. Respective Specification Sections.

1.03. QUALIFICATION OF LABORATORY

- A. Meet "Recommended Requirements for Independent Laboratory Qualification", latest edition, published by American Council of Independent Laboratories.
- B. Meet basic requirements of ASTM E329, "Standards of Recommended Practice for Inspection and Testing Agencies for Concrete and Steel Used in Construction".

- C. Submit copy of report of inspection of facilities made by Materials Reference Laboratory of National Bureau of Standards during most recent tour of inspection; with memorandum of remedies of all deficiencies reported by inspection.
- D. Testing equipment.
 - 1. Calibrated at maximum 12-month intervals by devices of accuracy traceable to either:
 - a. National Bureau of Standards.
 - b. Accepted values of natural physical constants.
 - 2. Submit copy of certificate of calibration, made by accredited calibration agency.
- E. Laboratory for bacteriological testing of water samples shall be certified by Illinois Environmental Protection Agency pursuant to Section 4 (o) of 415 ILCS 5/4 (o) or certified by USEPA. (Note: ILCS indicates Illinois Compiled Statutes.)

1.04. LABORATORY DUTIES - LIMITS OF AUTHORITY

- A. Cooperate with Engineer and Contractor; provide qualified personnel promptly on notice.
- B. Acquaint Engineer's personnel with testing procedures and with all special conditions encountered at the site.
- C. Perform specified inspections, sampling and testing of materials and construction methods:
 - 1. Comply with specified standards, ASTM, other recognized authorities, and as specified.
 - 2. Ascertain compliance with contract requirements.
 - 3. Obtain written acknowledgment of each inspection, sampling and test made from contractor whose work is being tested or from its superintendent.
- D. Promptly notify Engineer and Contractor, of irregularities or deficiencies of work which are observed during performance of services.
- E. Promptly submit copies of reports of inspections and tests to Engineer including:
 - 1. Date issued.
 - 2. Project title and number.
 - 3. Testing laboratory name and address.
 - 4. Name and signature of inspector.
 - 5. Date of inspection and sampling.
 - 6. Record of temperature and weather.

7. Date of test.
8. Location of Test.
9. Identification of product and specification section.
10. Location of project.
11. Type of inspection or test.
12. Observations regarding compliance with contract documents.
 - a. Three copies of reports to Engineer.
 - b. Three copies of reports to Contractor.

F. Perform additional services as required by Engineer.

G. Laboratory is not authorized to:

1. Release, revoke, alter or enlarge on, contract requirements.
2. Approve or accept any portion of Work.
3. Perform any duties of the Contract.
4. Withhold information or test reports from Engineer and Owner.

1.05. CONTRACTOR'S RESPONSIBILITIES

- A. Direct laboratory personnel to promptly provide information and test reports to Engineer and Owner as condition of contract.
- B. Furnish product mix design to meet or exceed contract requirements.
- C. Cooperate with laboratory personnel, provide access to work, to manufacturer's operations.
 1. Monitor, or direct superintendent to monitor each inspection, sampling and test.
 2. Provide laboratory with written acknowledgment of each inspection, sampling or test.
 3. Within 24 hours notify Engineer in writing of reasons for not acknowledging laboratory field procedures.
- D. Provide to laboratory, preliminary representative samples of materials to be tested, in required quantities.
- E. Furnish copies of mill test reports for structural & reinforcing steel.
- F. Furnish verification of compliance with contract requirements for materials and equipment.
- G. Furnish casual labor and facilities:
 1. To provide access to work to be tested.

2. To obtain and handle samples at site.
3. To facilitate inspections and tests.
4. For laboratory's exclusive use for storage and curing of test samples.

H. Notify laboratory sufficiently in advance of operations to allow for its assignment of personnel and scheduling of tests.

I. Correct work which is defective or which fails to conform to the contract documents in accordance with the General Conditions. Corrective work shall not delay the project schedule or the work of other Contractors.

J. Patch all surfaces and areas disturbed by testing operations.

1.06. PAY COSTS

- A. Contractor shall include costs for testing, and re-testing when test results indicate non-compliance with contract requirements, with the bid price for the items being tested. No additional compensation will be allowed.

END 01410.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01530 - Barriers

1. GENERAL

1.01. REQUIREMENTS INCLUDE

A. Contractor:

1. Provide and continuously maintain suitable type barriers to prevent unauthorized personnel or public entry, and to protect the work, existing facilities and utilities from construction operations.
2. Remove when no longer needed, at completion of the work or as directed.
3. Promptly replace any traffic control signs removed or otherwise disrupted by project activities.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01010 - Project Summary.
2. 01620 - Storage & Protection.
3. Respective Specification Sections.

2. PRODUCTS

- 2.01. All barriers shall comply with Standard R&B specifications (IDOT).

3. EXECUTION

3.01. INSTALLATION

- A. Install facilities in a neat and uniform appearance, structurally adequate for required purposes.
- B. Maintain barriers and barricades during entire construction period.
- C. Relocate barriers as required by construction progress.

3.02. REMOVAL

- A. Completely remove barriers, including foundations, when construction has progressed to the point that they are no longer needed, and when authorized by the Engineer.
- B. Clean and repair damage caused by installation, fill and grade site areas to required elevations and slopes, and clean the area.

3.03. PAY ALL COSTS

- A. Cost of barriers and barricades shall be considered incidental to the Contract, and no additional compensation will be allowed.

END 01530.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01540 - Security

1. GENERAL

1.01. REQUIREMENTS INCLUDE

A. Contractor:

1. Protect work, stored materials, and construction equipment from theft and vandalism.
2. Protect premises from entry by unauthorized persons.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01530 - Barriers.
3. 01620 - Storage & Protection.
4. Respective Specification Sections.

1.03. MAINTENANCE OF SECURITY

- A. Initiate security program promptly at job mobilization.
- B. Maintain security program throughout construction period until Owner occupancy or acceptance precludes need for Contractor security.
- C. Pay costs for security personnel and facilities. Costs shall be considered incidental to contract and no additional compensation will be allowed.

END 01540.

DIVISION 1 - GENERAL REQUIREMENTS

Section 01560 - Temporary Environmental Controls

1. GENERAL

1.01. REQUIREMENTS INCLUDE

A. Contractor:

1. Provide controls over environmental conditions at the construction site and related areas under the Contractor's control. Contractor shall provide temporary environmental controls as necessary to reduce sedimentation runoff from jobsite.
2. Remove physical evidence of temporary controls at completion of work or as directed.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01010 - Project Summary
2. 01561 - Construction Cleaning.
3. 01710 - Final Cleaning
4. Respective Specification Sections.

1.03. DUST CONTROL. Provide dust control materials to minimize dust from construction operations. Prevent air-borne dust from dispersing into the atmosphere.

1.04. WATER CONTROL

A. Control surface water to prevent damage to the project, the site or adjoining properties.

1. Control fill, grading and ditching to direct surface drainage away from excavations, pits, tunnels and other construction areas; direct drainage to proper runoff.

B. Provide, operate and maintain hydraulic equipment of adequate capacity to control surface water.

C. Dispose of and direct surface drainage in a manner to prevent flooding, erosion, silting or runoff of silt or sediment or other damage to the site or to adjoining areas. Provide control measures to minimize erosion and/or runoff of silt and mud from the construction site into adjacent areas. Utilize ditch checks, silt fence, and/or temporary seeding as necessary to prevent erosion.

1.05. DEBRIS CONTROL

- A. Maintain all areas under Contractor's control free of extraneous debris during contract period.
- B. Initiate and maintain a specific program to prevent accumulation of debris at construction site, storage and parking areas or along access roads and haul routes.
 - 1. Provide containers specified in 01561 for deposit of debris.
 - 2. Prohibit overloading of trucks to prevent spillage or deposition of debris, mud, and extraneous material onto private and public roadways and access and haul routes.
 - a. Provide daily inspection of traffic areas to enforce requirements.
- C. Scheduled collection and disposal of debris is specified in 01561.
 - 1. Provide additional collections and disposal of debris whenever regular schedule is inadequate to prevent accumulation.

1.06. POLLUTION

- A. Prevent contamination of soil, water or atmosphere by the discharge of noxious substances from construction operations.
- B. Provide equipment and personnel, perform emergency measures to contain all spillage, and to remove contaminated soils or liquids.
 - 1. Excavate and dispose of all contaminated earth off-site. Replace with suitable compacted fill and topsoil.
- C. Provide systems for control of toxic or high level concentration atmospheric pollutants.

1.07. EROSION CONTROL

- A. Plan and execute construction in a manner to control surface drainage from cuts and fills, and from borrow and waste disposal areas, to prevent erosion and sedimentation.
 - 1. Minimize the areas of bare soil exposed at one time.
 - 2. Provide temporary control measures to prevent silting or runoff of silt or sediment from site.
- B. Periodically inspect earthwork to detect evidence of the start of erosion. Apply corrective measures to control erosion.

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1.09 PAY COSTS

- A. Temporary erosion control measures shall be incidental to contract and no additional compensation will be allowed.

END 01560.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01561 - Construction Cleaning

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide cleaning and disposal of waste materials, debris and rubbish during construction.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
 - 1. 01710 - Final Cleaning.
 - 2. Individual specification sections: Specific cleaning for product or work.

2. PRODUCTS

2.01. EQUIPMENT

- A. Provide covered containers for deposit of waste materials, debris and rubbish.
- B. Engage services of a licensed hauler to properly dispose of all waste materials.

3. EXECUTION

3.01. CLEANING

- A. Maintain areas under Contractor's control free of waste materials, debris and rubbish.
- B. Remove debris and rubbish from pipe, manholes, and other closed or remote spaces, prior to closing the space.

3.02. DISPOSAL

- A. Remove waste materials, debris and rubbish from project site and dispose of away from site in proper manner.

3.03. PAY COSTS

- A. Contractor pay costs for construction cleaning. All costs are incidental to the contract price and no additional compensation shall be allowed.

END 01561.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01570 - Traffic Regulation

1. GENERAL

1.01. REQUIREMENTS INCLUDES

A. Contractor:

1. Provide, operate and maintain equipment, services and personnel, with traffic control and protective devices, as required to expedite vehicular traffic flow on on-site haul routes, at site entrances, on-site access roads and parking areas.
2. Remove temporary equipment and facilities when no longer required.
3. Restore grounds to original conditions.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01530 - Barriers.
2. Respective Specification Sections.

1.03. TRAFFIC SIGNALS AND SIGNS

- A. Provide and operate traffic control and directional signs required to direct and maintain an orderly flow of traffic in all areas under Contractor's control.
- B. Provide traffic control and directional signs, mounted on barricades or standard posts:
1. At each change of direction of a roadway.
 2. At each crossroads.
 3. At detours.
 4. At parking areas.
- C. Maintain and immediately replace any traffic control signs disturbed by contractors operations under contracts.

1.04. FLAGGERS. Provide qualified and suitably equipped flaggers when construction operations encroach on traffic lanes, as required for traffic regulation.

1.05. FLARES AND LIGHTS

- A. Provide flares and lights during periods of low visibility:
 - 1. To clearly delineate traffic lanes and to guide traffic.
 - 2. For use by flaggers in directing traffic.
- B. Provide illumination of critical traffic and parking areas.

1.06. BARRICADES

- A. Comply with Article 107.14 and Section 701 of Standard R&B Specifications.

1.07. CONSTRUCTION PARKING CONTROL

- A. Control vehicular parking to preclude interference with public traffic or parking, access by emergency vehicles, owner's operations or construction operations of all contractors.
- B. Monitor parking of construction personnel's private vehicles.
 - 1. Maintain free vehicular access to and through parking areas.
 - 2. Prohibit parking on or adjacent to access roads, or in non-designated areas.

1.08. HAUL ROUTES

- A. Consult with Owner. Establish public thoroughfares which will be used as haul routes and site access.
 - 1. Comply with posted load limits on public roadways.
- B. Confine construction traffic to designated haul routes.
- C. Remove debris and trash twice daily during work.
- D. Restore to original condition at no cost to Owner.

1.09. PAY COSTS

- A. Cost of traffic regulation shall be considered incidental to the contract, and no additional compensation will be allowed.

END 01570.

DIVISION 1 - GENERAL REQUIREMENTS
Section 01600 - Material & Equipment

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide:
1. Specified materials and equipment.
 2. Transportation and delivery.
 3. Equipment and personnel at site.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
1. 01010 - Project Summary.
 2. 01620 - Storage & Protection.
 3. Respective Specification Sections.

1.03. MANUFACTURER'S INSTRUCTIONS

- A. When contract documents require that installation shall comply with manufacturer's printed instructions, obtain and distribute copies of such instructions to all parties involved in the installation, including four copies to the Engineer.
- B. Maintain one set of complete instructions with the Project Record Documents at the jobsite during installation and until completion.

2. PRODUCTS

2.01. MATERIALS & EQUIPMENT INCORPORATED INTO THE WORK

- A. Conform to project specifications and standards.
- B. Comply with size, make, type and quality specified.
- C. Manufactured and fabricated products:
1. Design, fabricate and assemble in accord with best engineering shop practices.
 2. Manufacture like parts of duplicate units to standard sizes and gauges, to be interchangeable.

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3. Two or more items of the same kind shall be identical from the same manufacturer.
4. All parts of systems shall be from the same manufacturer to the greatest extent practicable.
5. Adhere to equipment capacities, sizes and dimensions shown or specified unless variations are specifically approved by Change Order.
6. All PVC pipe shall be supplied by same manufacturer.
7. Contractor is responsible for verifying existing equipment, pipes, valves, lids, meters, etc. for compatibility with any materials ordered for project.

3. EXECUTION

3.01. TRANSPORTATION, DELIVERY & HANDLING

- A. Arrange for transportation and deliveries of materials and equipment in accord with approved current construction schedules and in ample time to facilitate inspection prior to installation.
- B. Coordinate deliveries to avoid conflict with work and conditions at site:
 1. Work of other Contractors or Owner.
 2. Limitations of storage space.
 3. Availability of equipment and personnel for handling products.
 4. Owner's use of premises.
- C. Deliver products in undamaged condition in original containers or packaging, with identifying labels intact and legible.
- D. Receive all materials delivered to site, sign bills of lading.
- E. Clearly mark partial deliveries of component parts of assemblies or equipment to permit easy identification of parts to facilitate assembly.
- F. Immediately on delivery, inspect shipment to assure:
 1. Product complies with Contract requirements and approved submittals.
 2. Quantities are correct.
 3. Containers and packages are intact, labels are legible.

- 4. Products are properly protected and undamaged.
- G. File claim with shipper if items are damaged. Provide copy of damage claim to Engineer. Expedite claim settlement/item replacement to maintain project schedule and completion.
- H. Provide equipment and personnel to handle products and equipment, including those furnished by Owner. Prevent damage to products or packaging.
- I. Provide additional protection during handling to prevent scraping, marring or otherwise damaging products, equipment or surrounding surfaces.
- J. Handle products and equipment by methods to prevent bending or overstressing.
- K. Lift packages, equipment or components only at designated lift points.
- L. Pay all transportation costs. Cost of transportation, delivery, and handling shall be incidental to contract price for that item, and no additional compensation will be allowed.

3.02. STORAGE & PROTECTION. See 01620.

END 01600.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01620 - Storage & Protection

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide and maintain:
 - 1. Storage for materials and equipment to be installed in Project.
 - 2. Protection and security for stored materials and equipment, on and off site.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
 - 1. 01010 - Project Summary.
 - 2. 01600 - Material & Equipment.
 - 3. Respective Specification Sections.

1.03. OFF-SITE AUTHORIZATION.

- A. Off-site storage will be permitted only on Owner's prior written authorization in accordance with General Conditions.
 - 1. Provide certificate of insurance.
 - 2. Provide written description of item and storage location.
 - 3. Provide access to Engineer.
 - 4. Deliver to site and incorporate with project to maintain project schedule and contract completion.

2. PRODUCTS

2.01. MATERIALS & EQUIPMENT FOR PROTECTION OF STORED ITEMS.

- A. May be new or used, but shall be serviceable, adequate for required purpose, and shall not create unsafe conditions nor violate applicable codes.

2.02. STORAGE SHEDS

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A. Basic requirements:

1. Number: To requirements of construction needs, as authorized by Engineer.
2. Dimensions: To storage requirements of products.
3. Ventilation: Meet specified and code requirements for all products stored.
4. Heating: Maintain temperatures specified in respective specification sections for products stored.

B. Construction:

1. Structurally sound foundation and superstructure.
2. Weathertight, with raised floors; compatible with storage requirements.
3. Temperature transmission resistance: Compatible with storage requirements.
4. Do not use storage sheds for living quarters.

2.03. PROTECTIVE MATERIALS

A. For duration of storage period, provide materials which will provide proper protection against the elements or other harmful environmental conditions. Materials may be new or used at Contractor's option, but shall be:

1. Of sufficient strength and durability for intended use.
2. Recommended by manufacturer of products or equipment to be protected.
3. Non-staining.
4. Non-hazardous.

3. EXECUTION

3.01. LOCATION.

A. Where shown on drawings, or where authorized by Owner.

1. Engineer will resolve conflicts in storage requirements of all contractors.

3.02. PREPARATION.

- A. Fill and grade sites for temporary storage sheds to provide drainage.

3.03. INSTALLATION.

- A. Construct storage sheds on adequate foundations, with connections for required utilities.
 - 1. Raise portable buildings, if used.
 - 2. Provide steps, landings or ramps at entrances.
- B. Mount identifying signs adjacent to entrance doors, in conspicuous locations.

3.04. LIMITATIONS.

- A. Do not exceed capacity of structure.
- B. Do not inhibit use of:
 - 1. Fire exits.
 - 2. Fire lanes.
 - 3. Parking.
 - 4. Work of other contractors.
 - 5. Owner's operations.
- C. Store combustible materials in accordance with applicable regulations.

3.05. PROTECTION

- A. Protect all products and equipment from damage.
- B. Methods:
 - 1. Store moisture or water vulnerable materials off grade.
 - 2. Store finished products and equipment in an enclosed building, on or off site.
 - 3. Maintain integrity of shipping cartons until ready for installation.
 - 4. Provide separate storage for combustible and non-combustible products.
 - 5. Follow storage recommendations of product and equipment manufacturers.
 - 6. Other methods shall be subject to Engineer's review.

3.06. MAINTENANCE AND CLEANING

- A. Provide continuous maintenance for all temporary structures.

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- B. Repair or refinish damaged or weathered portions of structure as required to maintain in specified condition.
- C. Repair or replace defective utility connections.
- D. Clean storage sheds or areas at least once a week.

3.07. REMOVAL

- A. Remove all temporary storage sheds, contents and utilities, at completion of construction activities, or as authorized by the Engineer.
- B. Remove foundations, debris; fill ruts and holes, grade to required elevations and clean area; restore surfaces.

3.08. PAY COSTS

- A. Include all costs for storage and protection with contract price, and no additional compensation will be allowed.

END 01620.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01654 - Starting of Piping Systems, Water Mains

1. GENERAL

1.01. REQUIREMENTS INCLUDE:

- A. Contractor provide the following in sections or as best suited based on construction progress as decided by the Contractor, Engineer, and Owner.
1. All material, labor, temporary valves and fittings, temporary air release devices, and services for startup of piping systems installed under the contract.
 - a. Water main extension with interconnections.
 - b. Pressure test all new piping.
 - c. Connect to water distribution piping shown on drawings.
 - d. Flush and disinfect water piping.
 - (1). Thoroughly flush all piping to remove dirt, excess pipe joint lubricant, and other foreign materials.
 - (2). Disinfect in accord with 01656.
 - e. OWNER will take all water samples and deliver to the LAB for testing. The OWNER will notify the Contractor of Lab results prior to activating any section of water line.

1.02. RELATED WORK

- A. Specified elsewhere:
1. 00800 - Supplementary General Conditions.
 2. 01010 - Project Summary.
 3. 01656 - Disinfecting Water Lines and Facilities.
 4. Respective Specification Sections.

1.03. QUALITY ASSURANCE

- A. Regulatory Requirements:
1. Do not leave valves open between public water supply system and piping systems which have not been satisfactorily disinfected, and bacteriologically tested and flushed.

B. Pressure tests:

1. Water Mains.

- a. Provide hydrostatic pressure test using 150 psi minimum pressure, in accord with AWWA Standard C-600.
 - (1). For buried pipe, minimum test duration not less than 6 hours while maintaining specified test pressure.
 - (2). For exposed pipe to be buried, minimum test duration not less than 2 hours while maintaining specified test pressure.
 - (3). For piping to remain exposed, bottle tight with no leakage under all project service conditions.
- b. Allowable leakage determined under specified test pressure and test duration shall not exceed the amount computed as follows:

$$L = \frac{ND(P)^{0.5}}{7400}$$

L = allowable leakage, gallons per hour
N = number of joints in line being tested
D = pipe diameter, Inches
P = specified test pressure

- c. For duration of test, the pressure shall not vary by more than +/- 5 psi from the specified test pressure.
- d. If pressure drops more than 5 psi from specified test pressure, the test shall not be acceptable and the test shall be restarted.

1.04. SEQUENCING/SCHEDULING

A. Sequence:

1. Install piping system.
2. Flush piping system and remove air and gases, dirt, excess pipe lubricant, and other foreign materials.
3. Conduct pressure test in presence of Engineer.
 - a. Provide minimum 24-hour advance notice to Engineer.
4. Disinfect in accord with 01656.

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5. Test in sections as work progresses. Full payment will not be made for water main until satisfactorily passing specified pressure test.

B. Schedule to comply with project and contract completion date.

2. PRODUCTS

A. Water used for startup and testing of piping systems shall be potable, in accord with 00800.

B. Pressure gages used for testing shall comply with the following requirements:

1. New or in good condition acceptable to Engineer. Obtain Engineer's concurrence for use of particular gage for this project at least 24 hours in advance of the initiating pressure testing procedures.
2. Minimum 4.5 in. diameter dial face.
3. Compound graduated in psi and ft., with all numbers and calibration markings clearly legible.
4. Include snubber if required to obtain accurate gage readings in presence of vibration. Snubber shall be available at all times for use, and shall be used as directed by Engineer.
5. Pressure gage range shall be as follows:

a.	<u>Specified Test Pressure</u>	<u>Range</u>
	100 psi	0 to 160 psi
	120 psi	0 to 160 psi
	150 psi	0 to 200 psi
	175 psi	0 to 250 psi

b. In no case shall maximum gage range exceed 200% of specified test pressure.

6. If gage fails prior to completion of test, the pressure test shall be considered void and the test shall be re-started.

C. Provide necessary excavation, fittings, adapters, water meter, and pumps to pressure test piping as specified, of good quality and in proper working order.

D. Provide necessary temporary connections and air release valves to remove air from piping, of good quality and in proper working order.

- E. Provide temporary piping with temporary valves as required to accomplish testing, of good quality and in proper working order.
- F. Provide water meter acceptable to the Engineer to measure amount of water added to sustain required test pressure in order to compare to calculated allowable leakage.

3. EXECUTION

3.01. REMOVAL

- A. Remove materials and backfill, if applicable, to permit access for pressure testing under Engineer's observation.
- B. Remove air and gases from piping systems.
 - 1. Introduce water at velocity less than 0.5 ft. per second.
 - 2. Notify Owner prior to filling new water mains.
- C. Flush water mains and lines to remove dirt, excess pipe joint lubricant, and other foreign material.
 - 1. Notify Owner prior to flushing new water mains.
- D. Remove temporary piping, fittings, valves and appurtenances used for pressure testing after satisfactory completion of the test.

3.02. FIELD QUALITY CONTROL

- A. Provide pressure test as specified.
- B. Test all valves to assure proper operation, including tight closure.

3.03. ADJUST AND CLEAN

- A. Adjust valve seats as required for proper operation and tight closure. (Refer to manufacturer's O&M Manual for proper number of turns to insure fully open or closed position for operable valves.)

3.04. PERFORMANCE

- A. Piping systems shall not have more than specified allowable leakage using specified pressure test.
 - 1. If initial test fails, make necessary repairs.

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2. Repeat test as required until specified performance is achieved.
- B. Test in sections, subject to review by Engineer.
1. Payment shall not be made for piping systems installed until satisfactorily passing specified pressure test.
- C. Water added to sustain specified test pressure during test and at end of test period shall not exceed allowable leakage computed as specified herein.

3.05. PAY COSTS

- A. Include cost of disinfection and pressure testing with contract unit price for water mains, and no additional compensation will be allowed.

END 01654.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01656 - Disinfecting Water Lines & Facilities

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide temporary piping, equipment, and facilities to disinfect new water system components and to obtain satisfactory bacteriological samples on two consecutive days for new facilities installed under contract.

1. All new water main piping, fittings, and appurtenances.

- B. After disinfecting with 50 mg/L chlorine dosage, with minimum 25 mg/L chlorine residual present at end of minimum 24 hour disinfection contact period, the water main shall be flushed by the Contractor to remove all highly chlorinated water and introduce water from the Owner's system.

After flushing, the Contractor notify the OWNER, and the OWNER shall collect at least two sets of bacteriological samples on two consecutive days from the following sample points, to be analyzed by a certified laboratory approved by IEPA and/or IDPH. All samples shall reach the laboratory within 30 hours during regular work days (excluding Saturdays, Sundays, and legal holidays). The sample points are:

1. At least two sets on two consecutive days collected every 1200 ft. of new water main.
2. At least two sets on two consecutive days from the ends of the main.
3. At least two sets on two consecutive days from each branch of the main.

- C. If failed bacteriological reports are received by Owner, the Contractor shall provide re-disinfection and flushing of the water line. If a section of water main is disinfected by the Contractor, with the OWNER collecting samples and sending to the lab more than (2) times, the Contractor shall pay all additional LAB TESTING COSTS. The OWNER will deduct additional Lab Testing Costs directly from the Contract Amount.

- D. After the Owner receives original laboratory bacteriological reports indicating that the bacteriological samples are satisfactory, the Owner shall apply for an IEPA operating permit for the section(s) of water main that have been satisfactorily tested.

After the Owner receives the IEPA operating permit, the Contractor shall flush the main again and then place it into service under the direction of the OWNER.

1.02. REGULATORY REQUIREMENTS

IEPA/PCB Disinfection Requirements for New Construction

01656-1

35 Ill. Adm. Code. Section 602.310 Projects Requiring Disinfection

- a) Satisfactory disinfection as specified in this Section must be demonstrated before the issuance of an operating permit for completed construction project where facilities produce, contain, treat, or carry water that must be bacteriologically safe. This includes but is not limited to water mains, filters, finished water storage tanks and wells.
- b) Except as specified in subsection (d) of this Section, satisfactory disinfection is demonstrated when two consecutive water sample sets from the completed project at least 24 hours apart indicate no bacterial growths as measured by the membrane filter technique or no tubes positive as measured by the presumptive test, fermentation tube method as set forth in 35 Ill. Adm. Code 611. A sample set consists of the following:
 - 1) For water mains, representative water samples must be collected from every 1200 ft. of new main along each branch and from the end of the line. The Illinois Environmental Protection Agency (the Agency) may approve a different sampling plan on a site-specific basis.
- c) For water main construction projects at existing community water supplies practicing chlorination in accord with 35 Ill. Adm. Code 611.250, satisfactory disinfection is demonstrated when:
 - 1) One water sample set from the completed project collected in accordance with subsection (c)(1) of this Section indicates no bacterial growths as measured by the membrane filter technique or no tubes positive as measured by the presumptive test, fermentation tube method as set forth in 35 Ill. Adm. Code 611; and
 - 2) Adequate chlorine residual is present at the point of connection. Adequate chlorine residual exists in a distribution system when there is a minimum of 0.2 mg/L free chlorine residual for water supplies practicing free chlorination or 0.5 mg/L combined chlorine residual for water supplies practicing combined chlorination.
- d) If the analyses pursuant to subsection (d) of this Section indicate the presence of bacterial growth, the community water supply must do the following to demonstrate satisfactory disinfection:
 - 1) Resample at the sampling point indicating contamination and at every sampling point downstream of the point indicating contamination.
 - 2) submit a general layout sheet of the project indicating the location of all water mains to be operating; and

- 3) submit evidence to the Agency that two consecutive sets collected as specified in subsection (e)(1) of this Section indicating no bacterial growths as measured by the presumptive test, fermentation tube method as set forth in 35 Ill. Adm. Code 611.
- e) Analyses conducted pursuant to this Section shall be performed by a certified laboratory.

Bacteriological testing of all treated water samples shall be performed by a laboratory certified by Illinois EPA pursuant to 415 Illinois Compiled Statutes 5/4(o), or certified by USEPA.

1.03. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01010 - Project Summary.
2. 01654 - Starting of Piping Systems, Water Mains.
3. Respective Specification Sections.

B. Work by Owner:

1. Upon receipt of satisfactory bacteriological reports, the Owner will obtain the IEPA operating permit.
2. Owner shall submit bacteriological sample reports which are satisfactory on two consecutive days and operating permit application to IEPA within three calendar days after receipt from the Contractor.
3. After receipt of operating permit from IEPA, Owner shall immediately flush the main and place newly disinfected facilities into service. If Owner elects to not place newly disinfected facilities into service immediately after receipt of IEPA operating permit, Owner shall be responsible for re-sampling and re-disinfecting of new facilities as required to comply with IEPA requirements for protection of water supply.

1.04. SYSTEM DESCRIPTION

A. Definitions:

1. Disinfect: Inactivate and kill all coliform and pathogenic organisms.
2. Dosage: Chlorine applied, mg/L.
3. Residual: Chlorine applied minus chlorine demand.
4. Bacteriological Sample: Water sample collected in sterilized bottle, containing sodium thiosulfate.
5. Laboratory: IEPA Laboratory, or Laboratory certified by IEPA and Illinois Dept. of Public Health.

B. Performance Requirements:

1. Pressure/leak test.
2. Flush.
3. Disinfect.
4. Sample in accord with IEPA Sample Collector's Handbook, edition current at time of bid advertisement.
5. Samples shall reach laboratory within 30 hours on regular work day, excluding Saturdays, Sundays, and legal holidays.
6. Satisfactory bacteriological samples shall be obtained on two consecutive days.
 - a. Zero Coliform.
 - b. Zero Colony Growth.

1.05. PROTECTION

- A. Flush lines to discharge to surface waterways.
 1. Notify Owner prior to flushing water mains.
- B. Flush in manner to avoid flooding or damaging property and improvements.
- C. Do not discharge to sanitary sewers.

1.06. REFERENCES

- A. Disinfect pipe in accord with AWWA Standard C651, continuous feed method.

2. PRODUCTS

2.01. CHLORINE COMPOUNDS

- A. Acceptable disinfectants (comply with AWWA Standards):
 1. Calcium hypochlorite (dry solid).
 - a. Mix one pound of 70% calcium hypochlorite to 8 gallons of water to achieve a 1% chlorine solution.
 2. Sodium hypochlorite (liquid).

B. Unacceptable disinfectants:

1. Chlorine gas.

2.02. MIXES

- A. Mix solutions to maintain complete solubility.
- B. Mix solutions to provide specified dosages for application.

2.03. EQUIPMENT

- A. Provide metering pump with necessary capacity and head to introduce chlorine solution into lines.
- B. Provide necessary chemical feed corporation stops, fittings, piping, mixer, and appurtenances to properly introduce chlorine solution.
- C. Provide motive power to operate solution metering pump.
- D. Provide field laboratory equipment to test total chlorine residual using DPD method, including water and glassware for dilutions if necessary.

3. EXECUTION

3.01. PREPARATION

- A. Connect all piping.
- B. Pressure test piping and leak test reservoir.
- C. Flush.
- D. Provide smooth nosed sample tap. (Do not use fire hydrant for sampling.)

3.02. DISINFECTION PROCEDURE

- A. Water Mains in accord with AWWA Standard C651, continuous feed method.
 1. Provide 50 mg/L chlorine solution in all process and piping systems, via solution metering pump. Do not use tablet method on lines to be flushed.
 2. Exercise valves and hydrants to assure contact of all wetted parts with disinfectant.

3. Maintain isolation valves in closed position during disinfection period until IEPA operating permit is issued.
4. Provide 24 hour contact time.
5. Provide 25 mg/L chlorine residual at end of 24 hour contact time.
6. Flush for time duration to remove water used for pipe, main, disinfection.

3.03. BACTERIOLOGICAL SAMPLING

A. Water Mains:

1. Obtain satisfactory bacteriological water samples on at least two consecutive day.
 - a. Provide sample bottles and forms from Illinois Environmental Protection Agency.
 - b. Obtain water samples (two consecutive days) following proper sampling procedures.
 - (1). Samples shall be representative.
 - (2). Obtain samples from smooth nosed tap not subject to contamination.
 - c. Submit all samples to Illinois Environmental Protection Agency laboratory, or other certified laboratory approved by the Illinois Environmental Protection Agency, so that it reaches laboratory within 30 hours after collection of sample on regular working days for the laboratory. Pay all costs.

- B. Should the bacteriological samples not pass satisfactorily, Contractor shall repeat disinfection, flushing and the OWNER shall re-sample.

3.04. PAY COSTS

- A. Include cost of disinfection and flushing with contract price for items disinfected and tested, and no additional compensation will be allowed.

END 01656.

01656-6

DIVISION 1 - GENERAL REQUIREMENTS
Section 01700 - Contract Closeout

1. GENERAL

1.01. REQUIREMENTS INCLUDE

- A. Contractor provide:
1. Substantial completion.
 2. Final completion.
 3. Closeout submittals.
 4. Application of final payment.

1.02. RELATED REQUIREMENTS

- A. Specified elsewhere:
1. 00050 - Standard Documents for Construction.
 2. 01010 - Project Summary.
 3. 01710 - Final Cleaning.
 4. 01720 – Project Record Drawings.
 5. Respective Specification Sections.

1.03. SUBSTANTIAL COMPLETION

- A. When Contractor considers work substantially complete, submit written declaration to Engineer that work, or designated portion thereof, is substantially complete. Include list of items to be completed or corrected.
- B. Engineer will make a preliminary inspection within seven business days after receipt of Contractor's declaration.
- C. Upon determining that work is substantially complete, Engineer will:
1. Prepare a punch list of items to be completed or corrected, as determined by the inspection.
 2. Prepare and process a certificate of substantial completion, containing:
 - a. Date of substantial completion.
 - b. Punch list of items to be completed or corrected.
 - c. The time within which punch list items shall be completed or corrected.
 - d. Date and time Owner will take occupancy of project or designated portion thereof.
 - e. Responsibilities of Owner and Contractor for:
01700 Contract Closeout-1

- (1). Insurance.
- (2). Maintenance and cleaning.
- (3). Security.

f. Signatures of:

- (1). Engineer.
- (2). Contractor.
- (3). Owner.

D. Contractor:

1. Complete all work listed for completion or correction within designated time.
2. Perform final cleaning in accord with 01710.

E. Owner will occupy project or designated portions thereof under provisions stated in certificate of substantial completion.

F. At time of inspection, should substantial completion not be certified, complete the work and resubmit declaration in accord with 1.03.A.

1.04. FINAL COMPLETION

A. Contractor:

1. Submit written declaration to Engineer that:

- a. Work complies with all aspects of contract documents.
- b. All items on substantial completion punch list have been completed or corrected.
- c. All tools, construction equipment and surplus materials have been removed from site.

B. Contractor attend final inspection with Engineer and Owner to ensure completion of all contract requirements.

C. When Engineer considers that all work is finally complete in accord with contract document requirements, Contractor prepare and process closeout documents.

1.05. CLOSEOUT SUBMITTALS

A. Contractor submit:

1. Project record documents in accord with 01720.
2. Deliver evidence of compliance with requirements.

1.06. APPLICATION FOR FINAL PAYMENT

A. Contractor submit duly executed:

1. Final Estimate.
2. Separate final releases of waivers of liens for all subcontractors, suppliers and others with lien rights against property of Owner together with complete list of those parties.
3. Final accounting statement, reflecting all adjustments to contract sum:
 - a. Original contract sum.
 - b. Additions and deductions resulting from:
 - (1). All change orders.
 - (2). Deductions for uncorrected work.
4. Total contract sum, adjusted.
5. Previous payments.
6. Sum remaining due.

B. Engineer will process final statement in accord with Conditions of the Contract.

END 01700.

Pre-final

DIVISION 1 - GENERAL REQUIREMENTS
Section 01710 - Final Cleaning

1. GENERAL

1.01. REQUIREMENTS INCLUDE

A. Contractor, provide final cleaning:

1. At completion of work, or at such other times as directed by the Engineer, remove all waste, debris, rubbish, tools, equipment, machinery and surplus materials. Clean all sight exposed surfaces; leave work clean and ready for occupancy.

1.02. RELATED REQUIREMENTS

A. Specified elsewhere:

1. 01700 - Contract Closeout.
2. Respective Specification Sections.

1.03. SAFETY REQUIREMENTS

A. Standards: Maintain project in accord with following safety and insurance standards:

1. Applicable Federal and State requirements.
2. National Fire Protection Association (NFPA).

B. Hazards Control:

1. Store volatile wastes in covered metal containers and remove from premises daily.
2. Prevent accumulation of wastes which create hazardous conditions.
3. Provide adequate ventilation during use of volatile or noxious substances.

C. Conduct cleaning and disposal operations to comply with applicable Federal and State anti-pollution laws.

1. Do not burn or bury rubbish and waste materials on project site.
2. Do not dispose of volatile wastes such as mineral spirits, oil or paint thinner in storm or sanitary drains.
3. Do not dispose of wastes into streams or waterways.

1.04. SUBMITTALS

- A. Manufacturer's recommendations for cleaning specified products.
- B. Proposed cleaning products for products where manufacturer's recommendations are not specified.

2. PRODUCTS

2.01. MATERIALS

- A. Select and use all cleaning materials and equipment with care to avoid scratching, marring, defacing, staining or discoloring surfaces cleaned.
- B. Use only cleaning materials recommended by manufacturer of surface to be cleaned.
- C. Use cleaning materials only on surfaces recommended by cleaning material manufacturer.

3. EXECUTION

3.01. FINAL CLEANING

- A. Employ experienced workers for final cleaning.
- B. Remove grease, dust, dirt, stains, labels, fingerprints, protection and other foreign materials from sight-exposed interior and exterior finished surfaces; polish surfaces so designated to specified finish.
 - 1. In preparation for substantial completion or occupancy, conduct final inspection of sight-exposed interior and exterior surfaces, and of concealed spaces to ensure performance.
- C. Repair, patch and touch up marred surfaces to specified finish, to match adjacent surfaces.
- D. Soft broom clean all exposed concrete surfaces; other paved areas with soft or stiff broom as directed. Rake clean other surfaces on ground.

END 01710.

DIVISION 2 - SITE WORK
Section 02201 - Earthwork & Excavation

1. GENERAL

1.01. WORK INCLUDES

A. Contractor provide:

1. Earthwork shaping around new structures and walkways, and finish grading of the site after all trenching and construction traffic is completed.
 - a. All disturbed areas.
 - b. Pavement, sidewalk and culverts.
2. Compaction testing.

1.04. PROTECTION

- A. Grade around excavation to control surface water to prevent damage.

1.05. PERFORMANCE

- A. In excavated areas across drives, parking areas and near the proposed building, proof-roll to provide minimum dry density of 90% of maximum dry density determined by ASTM D-1557. Many of these areas can also be backfilled with granular fill to minimize compaction efforts and accelerate backfilling.
- B. Provide compaction and proof rolling of all subgrades for building pad, pavements, sidewalks, etc. Provide a minimum dry density of 90% of the maximum dry density determined by ASTM D-1557.

1.06. EXISTING SITE CONDITIONS

- A. The Contractor can view prior to bidding.

2. PRODUCTS

2.01. MATERIALS

- A. Materials used for backfill within 10 ft. of structures shall be free from:
1. Vegetation.

02201 Earthwork & Excavation-pac-1

2. Organic matter.
 3. Roots.
 4. Frozen material.
 5. Rocks or stone larger than 4 inches in largest dimension within 12 inches of finish surface elevation.
- B. Topsoil for finish grading areas disturbed by construction shall be from the site, except it shall be free from:
1. Roots.
 2. Frozen materials.
 3. Rocks or stone larger than 2.5 inches in largest dimension within 12 inches of finish surface elevation.
 4. Litter/debris/petroleum product contamination.

3. EXECUTION

3.01. GRADING OF OTHER AREAS

- A. Contractor shall grade to provide positive drainage in accordance with the grading plan included in the drawings.
- B. Uniformly grade to avoid pockets, depression and mounds.

END 02201.

DIVISION 2 - SITE WORK
Section 02210 - Site Clearing

1. GENERAL

1.01. WORK INCLUDES

A. Contractor provide:

1. Site clearing and grubbing to remove trees and brush:
 - a. As indicated on drawings.
2. Brush/trees can be chipped and evenly spread along project site or completely removed from site. Open burning at project site is not permissible. City will not provide a dump site for the contractor.

1.02. RELATED WORK

A. Specified elsewhere:

1. 00050 - Standard Documents for Construction.
2. 01560 - Temporary Environmental Controls.
3. 02221 - Trenching, Backfilling & Compacting.
4. Respective Specification Sections.

1.03. REFERENCED SPECIFICATIONS

A. In accord with 00050.

1. Standard R&B Specifications.

3. EXECUTION

3.01. CLEARING

- A. Clear existing structure to remove trees, stumps, brush, limbs, and deleterious material in accord with Section 201 of Standard R&B Specifications.
- B. Brush/trees can be chipped and evenly spread at project site or completely removed from site. Open burning at project site is not permissible. City will not provide a dump site for the contractor.

END 02210.

02210 Site Clearing-1

12/04

DIVISION 2 - SITE WORK
Section 02220 - Structure Excavation, Backfilling &
Compacting

1. GENERAL

1.01. WORK INCLUDES

A. Contractor:

1. Provide excavation, backfill & compacting for all project structures as shown on drawings and as specified herein.
 - a. Manholes.

1.02. RELATED WORK

A. Specified elsewhere:

1. 00050 - Standard Documents for Construction.
2. 01010 - Project Summary.
3. 01530 - Barriers.
4. 01568 - Temporary Controls.
5. 02221 - Trenching, Backfilling, & Compacting.
6. Respective Specification Sections.

1.03. SYSTEM DESCRIPTION

A. Interface with Adjacent Systems:

1. Provide structure excavation, backfilling & compacting to interface with piping systems, conduit, and related work.

1.04. REFERENCES

A. Standards:

1. Comply with Section 502 of the Standard R&B Specifications.
2. ASTM - American Society for Testing Materials.

1.05. SEQUENCING/SCHEDULING

A. Sequencing:

1. Comply with 01010.

2. Provide structure excavation, backfilling & compacting as work progresses.

B. Scheduling:

1. Schedule to assure interface with and simultaneous installation of:
 - a. Piping systems.
2. Schedule to comply with contract completion date.

2. PRODUCTS

2.01. MATERIALS

A. Granular backfill for backfilling trenches for pipes:

1. In accord with 02221.

B. Select granular backfill for structures:

1. Comply with Section 1003 of Standard R&B Specifications.
 - a. CA-7.
2. Do not use:
 - a. Chat.
 - b. Wet bottom boiler slag.
 - c. Slag sand.
 - d. Granulated slag sand.
 - e. Steel slag sand.

C. Excavated material:

1. Material taken from excavation may be used in formation of subgrade and for backfilling except where select granular material, select granular backfill, and granular material are specified or shown on the drawings.
2. Material taken from excavation for use in backfilling shall be free of:
 - a. Rocks.
 - b. Tree limbs and vegetation.
 - c. Frozen material.
 - d. Broken concrete and rubble.

- e. Debris and deleterious material.
- 3. Dispose of surplus material away from site, at Contractor's expense.

2.02. EQUIPMENT

A. For dewatering:

- 1. Of sufficient design and capacity to maintain excavations in dewatered conditions at all times during operations and until completion of backfilling and compacting operations.

B. For compacting adjacent to structures:

- 1. Mechanical.
- 2. Hand operated.
- 3. Do not operate vehicles within limits of excavation for structures until backfilling and compacting have been completed.

3. EXECUTION

3.01. INSPECTION

- A. Prior to backfilling structures, notify and provide access to Engineer to allow inspection.

3.02. PREPARATION

A. Field measurements:

- 1. Layout work to define limits of excavating and backfilling.

B. Protection:

- 1. Protect adjacent structures, piping, conduits, wrappings, coatings, and underground utilities.
- 2. Protect trees not designated for removal.
- 3. Provide proper drainage away from and out of excavation areas, and maintain excavations in dewatered conditions at all times during work until backfilling is completed.
- 4. Do not place backfill on frozen ground or into wet subgrade.

3.03. BACKFILL PLACEMENT & COMPACTION

A. Placement:

1. Place backfill in uniform horizontal layers not exceeding loose depth of 5 inches for cohesive materials and not exceeding loose depth of 12 inches for granular materials.
2. Bring backfill up on each side of structure and wall evenly and slope to drain away.
3. Place in manner to direct drainage away from area of backfill or to low point where it can be removed by pumping.

B. Scarify and recompact any layers that are disturbed.

3.04. PROTECTION

A. Flotation:

1. Maintain excavations in dewatered condition at all times during the work until backfilling operations are completed, to prevent flotation.
2. Grade work area to drain at end of each day during work.
3. Operate and maintain dewatering equipment continuously until backfilling and compacting have been completed.

B. Protect structures and interconnecting utility lines, piping, and conduit.

1. Provide minimum seven day curing period for new concrete work before commencing with backfilling operations.
2. Do not place cohesive backfill materials in wet or frozen areas.
3. Place backfill to avoid damage to coatings and structures.
4. Do not operate heavy compaction equipment adjacent to structures.
5. Provide shoring as required.

3.05. PAY COSTS

- #### A. Include costs for structure excavation and backfilling with bid price for associated items and no additional compensation will be allowed.

END 02220.

Pre-final

DIVISION 2 - SITE WORK

Section 02221 - Trenching, Backfilling & Compacting

1. GENERAL

1.01. WORK INCLUDES

A. Contractor provide:

1. Excavation, backfilling, compacting, and all other work incidental to the construction of trenches, including additional excavation for other structures forming a part of the pipelines as specified herein and as indicated on drawings.
2. Restoration and final shaping of disturbed surfaces:
 - a. Replace bituminous driving areas.
 - (1). Aggregate base course in accord with 02232.
 - (2). Bituminous surfacing in accord with 02510.
 - b. Replace concrete driveways, sidewalks, and curbing.
 - (1). Concrete in accord with IDOT Standard R&B Specifications as specified in 02510.
 - c. Fertilize, seed, and mulch unsurfaced areas disturbed by construction as specified in 02485.
3. Disposal of surplus material away from site. Cost incidental to pipeline work and no additional compensation allowed.

1.02. RELATED WORK

A. Specified elsewhere:

1. 00050 - Standard Documents for Construction.
2. 01010 - Project Summary.
3. 02232 - Roadway & Parking Area Base.
4. 02485 - Seeding.
5. 02510 – Walkway, Roadway & Parking Area Surfacing.
6. Respective Specification Sections.

1.03. REFERENCED SPECIFICATIONS

02221 Trenching,Backfilling&Comp.-1

A. Comply with:

1. Standard Specifications for Water and Sewer Construction in Illinois, current edition.
2. IDOT Standard R&B Specifications, current edition.

2. PRODUCT

2.01. All materials supplied for construction under this section shall comply with Section 20-3 through Section 20-3.03 of Division II of the Standard Specifications for Water and Sewer Construction in Illinois.

A. Granular cradle shall comply with requirements of:

1. ASTM D2321, Class I, II, or III.
2. Gradation shall comply with IDOT Standard R&B Specifications, CA15 or CA16 unless otherwise approved by Engineer, except that maximum particle size shall not exceed 1/2 in. Sharp, angular particles that may cause notching of the pipe shall be excluded.

B. Select granular backfill shall comply with Article 1003.04 of the IDOT Standard R&B Specifications, gradation FA6, Sand, or CA7 clean rock.

C. Material from excavation used for backfilling shall not contain rocks, debris, tree limbs, and deleterious material.

2.02. Surface Restoration:

A. Seeding.

1. In accord with 02485.

B. Aggregate base course.

1. In accord with 02232.

C. Cast-In-Place concrete.

1. In accord with IDOT Standard R&B Specifications and 02510.

E. Topsoil.

3. EXECUTION

02221 Trenching, Backfilling & Comp.-2

3.01. REMOVAL & PRESERVATION

- A. Removal of surface and subsurface materials along the proposed pipelines.
 - 1. Remove the surface and subsurface materials only to such widths as will permit a trench to be excavated which will afford sufficient room for proper construction.
 - 2. Take care to protect existing site improvements, utilities, culverts, drainage structures, and trees against disturbance.
- B. Replace and restore topsoil, existing utilities, improvements, culverts, and drainage structures disturbed by construction to original condition at Contractor's expense.

3.02. EXCAVATION BY HAND OR MACHINE

- A. Where working will permit, trenches may be excavated by machine, provided that by doing so, improvements will not be subjected to damage. When, however, excavation by machine methods cannot be made without damage being done to improvements, hand excavation shall be employed.

3.03. WIDTH OF EXCAVATION

- A. The bottom width of the trench at and below the top of the pipe and inside the sheeting and bracing, if used, shall not exceed the following widths:

<u>Pipe Size</u>	<u>Width</u>
6"	3'-7"
8"	3'-9"
10"	4'-0"
12"	4'-2"
14"	4'-4"
15"	4'-6"
16"	4'-7"
18"	4'-9"
20"	4'-11"
21"	5'-1"
24"	5'-4"

- B. When these trench widths are exceeded.
 - 1. Pipe shall be provided with one of the following methods of additional protection, as approved by the Engineer.

- (a). Concrete cradle.
- (b). Concrete encasement.
- (c). Stronger pipe than originally specified.

3.04. EXCAVATION BELOW GRADE

- A. In cases where the excavation is carried beyond or below lines and grades shown on the drawings.
 - 1. Refill all excavated space with granular cradle specified herein.

3.05. PILING EXCAVATED MATERIAL

- A. All excavated material shall be piled in a manner that.
 - 1. The work will not be endangered.
 - a. No material shall be placed closer than 2 feet to the edge of an excavation.
 - 2. Natural watercourses shall not be obstructed.
 - 3. Walkways and driveways will not be obstructed.
- B. Excavated material specified for backfilling as described in 20-3.02 and 20-3.03 of the Standard Specifications for Water and Sewer Construction in Illinois shall be stockpiled separately on the site.

3.06. REMOVAL OF WATER

- A. Provide and maintain ample means and devices with which to promptly remove and properly dispose of all water entering the excavations or other parts of the work until all work to be performed therein has been completed.
 - 1. No water or sewer main shall be used for disposal of trench water.
 - 2. Do not lay pipe with water in trench.

3.07. STRUCTURE PROTECTION

- A. Provide temporary support, adequate protection and maintenance for.
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1. Underground and surface structures.
 - a. Water mains.
 - b. Sewers.
 - c. Drains and culverts.
 - d. Other obstructions encountered in the progress of the work.
- B. Structures which have been disturbed shall be restored to original condition upon completion of the work at Contractor's expense.

3.08. PROTECTION OF PROPERTY AND SURFACE STRUCTURES

- A. Surface structures and landscaping items shall be protected during construction operations unless their removal for purposes of construction is authorized by the Engineer.
 1. Trees, shrubbery and flowers.
 2. Fences.
 3. Poles.
 4. All other property.
- B. All surface structures and landscaping items which are moved or disturbed by the Contractor shall be restored to the original conditions, after construction is completed.
- C. All trees, shrubbery or other vegetation which are approved for removal or ordered for removal by the Engineer, in order to facilitate construction operations, shall be removed completely, including stumps and roots.
- D. Contractor shall be responsible for all damage or claims for damage, caused by construction operations, to surface structures and landscaping items which were not authorized by the Engineer for removal.
- E. Use rubber pads on backhoe feet during all operations.

3.09 INTERRUPTION TO UTILITIES

- A. Proceed with caution in the excavation and preparation of the trench so that the exact location of underground structures and utilities may be determined.
- B. Take all reasonable precautions against damage to existing utilities.

- C. In the event of a break in an existing water main, gas main, sewer or underground cable, immediately notify the responsible official of the organization operating the utility interrupted. Give all possible assistance in restoring services and pay all costs and claims connected with the interruption and repair of services when the location of said utility was marked by the utility thereof prior to excavation.

3.10. GRANULAR CRADLE

- A. Granular cradle shall be provided for pipelines specified herein and at locations indicated on drawings.
 - 1. Water mains and process piping beneath paved areas.
- B. Where the natural foundation soil, on which pipes are to be bedded, consists of granular material suitable in its natural state for shaping and bedding, no granular cradle will be required.
 - 1. Where granular cradle is not required.
 - a. The trench ahead of the pipe shall not be excavated below a plane one-twelfth (1/12) the inside diameter of the pipe above the flow line of the pipe.
 - b. Excavate the remainder of the trench to conform to the outside of the bottom of the pipe in order that the barrel of the pipe will have a bearing of not less than one-fourth (1/4) of its circumference and for not less than three-fourths (3/4) of its length.
- C. Bell holes shall be dug for bell and socket and underground conduits.
 - 1. Bell holes shall have sufficient depth to allow the pipe joiner to work freely around the pipe from the outside. Under no condition shall they be so shallow that the pipe will be supported by the bell.
 - 2. After the joint is made the bell hole shall be carefully filled with embedment material.
 - a. Untamped granular cradle material in areas where drawings indicate piping is to be embedded in granular cradle.
 - b. Untamped sand, fine earth or clay in other areas.
- D. Unsuitable Soil.

1. When, in the opinion of the Engineer unsuitable soil conditions are encountered which require the removal of unsuitable materials below the depth of the bedding, replace the material removed with granular cradle of the grade approved by the Engineer.

3.11 BACKFILL

A. BACKFILL BELOW CENTER LINE OF PIPE

1. When "Selected Granular Backfill" is required above center line of pipe, granular cradle shall be placed below center line of pipe.
2. Where granular or concrete cradle is used it shall extend to the limits shown on the drawings.
3. For conduits not requiring granular or concrete cradle, backfill below a plane passing through the horizontal diameter of the pipe shall be made with selected materials available from the trench excavation.
 - a. Material placed in this zone shall be free from all rocks which are capable of damaging the pipe or its coating.
 - b. The material shall be evenly and carefully placed and shall be hand tamped around the pipe.

B. BACKFILL ABOVE CENTER LINE OF PIPE

1. Provide backfill as indicated on drawings.
2. If flexible thermoplastic pipe is used for water mains and process piping, backfill in accord with:
 - a. ASTM D-2321.

3.12. DISPOSAL OF SURPLUS EXCAVATED MATERIAL

- A. Surplus excavated material not needed for backfill shall be disposed of off site by Contractor, at no additional expense to Owner. Include costs for disposal in contract price and no additional compensation will be allowed.

3.13. WARRANTY

- A. Maintain and repair trench settlement which occurs within one year project warranty period at no expense to Owner.
- B. Repair trench settlement, including surface restoration which is required for proper trench maintenance during warranty period at no expense to Owner.
 - 1. Roadways, base and surfacing.
 - 2. Parking areas, base and surfacing.
 - 3. Site improvements.
 - 4. Seeding.

3.14. PAY COSTS

- A. Include costs for trenching, backfilling, and compacting with bid price for contract and no additional compensation will be allowed.

END 02221.

Pre-final

DIVISION 2 - SITE WORK
Section 02485 - Seeding

1. GENERAL

1.01. WORK INCLUDES:

A. Contractor provide:

1. Seed all unsurfaced non-cultivated areas disturbed by construction as specified herein and as shown on the drawings.

1.02. RELATED WORK

A. Specified elsewhere:

1. 00050 - Standard Documents for Construction.
2. 01010 - Project Summary.
3. Respective Specification Sections.

1.03. REFERENCED SPECIFICATIONS

- A. All seeding and fertilizing shall be in accordance with Section 250 of the IDOT Standard R&B Specifications. Limestone application shall not be required under this contract. Seeding shall be Class I, suitable for season at time of application.

1.04. QUALITY ASSURANCE

- A. Seeds shall comply with the Illinois Seed Law.

1.05. DELIVERY, STORAGE & HANDLING

A. Delivery:

1. Deliver grass seed in original containers labeled to indicate:
 - a. Analysis of mixture.
 - b. Percent of pure seed.
 - c. Year of production.
 - d. Date and location of packaging.
2. Deliver fertilizer in waterproof bags, labelled to indicate:
 - a. Weight.

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- b. Chemical analysis.
- c. Name of manufacturer, with address.

B. Storage:

- 1. Store in proper manner to prevent damage prior to application.
- 2. Damaged packages shall not be acceptable and shall be removed from jobsite.

1.06. WARRANTY

- A. The seeding shall be guaranteed to be free from defects in material and workmanship until the date of final acceptance by the Owner. Provide and maintain a full standing crop of grass to the date of final acceptance.

2. PRODUCTS

2.01. MATERIALS

- A. Seed shall conform to Article 1081.04 of the IDOT Standard R&B Specifications.
- B. Fertilizer shall be granular, commercial 10-10-10 grade.

3. EXECUTION

3.01. PREPARATION

- A. Complete all backfilling and compaction operations.
- B. Assure that settlement of trenches and excavated areas has reached final grade.
- C. Fill in pockets and low spots, do not allow water to pond.
- D. Regrade as required to meet grades and to assure site drainage.
- E. Break up dirt clods to size less than 2 inches and loosen topsoil to a depth of 3 inches.
- F. Hand or machine rake areas to be seeded, to satisfaction of Engineer.
 - 1. Seed bed shall have uniform surface.
 - 2. Seed bed shall be free of weeds, clods, stones, roots, rivulets, gullies, crusting, and caking.

3.02. APPLICATION

- A. Conform to referenced portions of the IDOT Standard R&B Specifications.
- B. Apply fertilizer at a rate of 270 pounds per acre within 48 hours of seeding, mixed into top 3 inches of topsoil; all areas disturbed by construction.
- C. Apply seed as specified in IDOT Standard R&B Specifications; all areas disturbed by construction.
 - 1. Two operations at right angles to each other.
 - 2. Within 12 hours, roll with lawn compactor - do not over compact.

3.03. PERFORMANCE

- A. Conform to referenced portions of the IDOT Standard R&B Specifications.
- B. Maintain disturbed areas and re-seed as required to provide standing crop of grass over all unsurfaced areas disturbed by construction until final date of final acceptance by Owner.
 - 1. Apply water to maintain proper soil dampness and uniform seed germination. Do not erode, puddle, or form crust.
 - 2. Maintain surfaces and supply additional topsoil where required for uniform surface, including areas affected by erosion.
 - 3. Mow grass when it reaches 4 inch height, and maintain to minimum height of 2.5 inches. Do not cut more than 1/3 of grass blade length at any one mowing. Cut material shall not be left in lumpy or bunched condition.
 - 4. After first mowing, irrigate all grass with water to moisten soil from 3 to 5 inch depth.
 - 5. Apply weed killer when weeds start to develop, apply during low wind when air temperature is above 50 degrees.
 - 6. Replant damaged grass areas at:
 - a. Bare or thin spots.
 - b. Eroded areas.
 - c. Areas showing root growth failure.

C. Acceptance:

1. Owner shall accept seeding work at end of maintenance period, when seeded areas are properly established, but no earlier than date of final project acceptance.

3.04. PAY COSTS

- A. Include costs for seeding in contract price and no additional compensation will be allowed.

END 02485.

Pre-final

DIVISION 3 - CONCRETE
Section 03100 - Concrete Formwork

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide concrete formwork including shoring, bracing and accessories for all cast-in-place concrete as shown on drawings and as specified herein.

1.02. RELATED WORK

- A. Specified elsewhere:
 - 1. 03200 - Concrete Reinforcement.
 - 2. 03250 - Concrete Accessories.
 - 3. 03300 - Cast-In-Place Concrete.
 - 4. 03345 - Concrete Finishes.
 - 5. Respective Specification Sections.

1.03. QUALITY ASSURANCE

- A. Construct and erect concrete formwork in accordance with ACI 347.

1.04. REFERENCE STANDARDS

- A. ACI 318 - Building Code Requirements for Reinforced Concrete.
- B. ACI 347 - Recommended Practice for Concrete Formwork.
- C. PS 1 - Construction and Industrial Plywood.

1.05. DELIVERY, STORAGE AND HANDLING

- A. Deliver, handle and store formwork material to prevent warping or damage detrimental to strength of materials or to surfaces to be formed.
- B. Ensure formwork surfaces in contact with concrete are not contaminated by foreign matter.

2. PRODUCTS

2.01. WOOD FORM MATERIALS

- A. Exposed Concrete Surfaces: Plywood conforming to PS 1, minimum veneer grade B-B, tight fitting, and adequately stiffened to support weight of concrete without deflection detrimental to structural tolerances and appearance of finished concrete surfaces.

- B. Unexposed Concrete Surfaces: Plywood, lumber, tight fitting, adequately stiffened to support weight of concrete without deflection detrimental to structural tolerances.
- C. Nails, Spikes, Lag Bolts, Through Bolts, Anchorages: Sized as required, of sufficient strength and character to maintain formwork in place while pouring concrete.

2.02. PREFABRICATED FORMS

- A. Steel Type: Matched, tight fitting and adequately stiffened to support weight of concrete without deflection detrimental to structural tolerances and appearance of finished concrete surfaces.
- B. Fiberglass Fabric Reinforced Plastic Forms: Matched, tight fitting and stiffened to support weight of concrete without deflection detrimental to structural tolerance and appearance of finished concrete surfaces.

2.03. ACCESSORIES

- A. Form Ties: Removable type of fixed length, free of devices that will leave holes larger than 1-1/4 inch in concrete surface. Embedded portion of tie after removal of end shall terminate not less than 1 inch from the formed face of the concrete.
- B. Form Release Agent: Colorless mineral oil which will not stain concrete or impair bonding or color characteristics of coating intended for use on concrete.
 - 1. Use Manufacturer's approved Form Liner Release Agent.
- C. Fillets for Chamfered Corners: Rigid foam plastic, wood, or metal of maximum possible lengths.
- D. Flashing Reglets: 24-gauge galvanized steel, release tape sealed reglet, bent tab anchors, securable to forms, profile to prevent water from entering behind reglet.

3. EXECUTION

3.01. WORKMANSHIP

- A. Verify lines, levels and site dimensions for compliance with design drawings before erecting formwork.
- B. Assemble formwork to permit easy dismantling and stripping, ensuring concrete is not damaged during form removal.
- C. Align joints, make watertight to prevent leakage of mortar.

- D. Provide 3/4-inch chamfer strips on external corners of expansion joints and walls.
- E. Form chases, slots, openings, drips and recesses as detailed, or required.
- F. Provide bracing to ensure stability of formwork. Strengthen forms subject to construction loads.
- G. Check and adjust formwork both horizontally and vertically, during placing of concrete.
- H. Arrange forms to allow stripping without removal of prime shores where required to remain in place.

3.02. INSERTS, EMBEDDED COMPONENTS AND OPENINGS

- A. Provide formed openings where required for pipe, conduit, sleeves, and other work embedded in or passing through concrete.
- B. Accurately locate and set items to be cast directly into concrete.
- C. Provide temporary ports or openings to facilitate cleaning and inspection. Locate openings at bottom of forms so that flushing water will drain out.
- D. Close temporary ports or openings with tight fitting panels flush with the inside face of forms, neatly fitted so that joints will not be apparent in exposed concrete surfaces.

3.03. TOLERANCES

- A. Design, erect and secure forms to following tolerances:
 - 1. Variation from plumb:
 - a. In the lines and surfaces of walls.
 - (1). 1/4 inch.
 - 2. Variation from the level or from the grades specified herein or shown on drawings:
 - a. In slabs and in top of foundation.
 - (1). 1/4 inch.
 - 3. Variation in cross-sectional dimensions of thickness of slabs and walls:
 - a. Minus: 1/4 inch.
 - b. Plus: 1/2 inch.

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4. Variations in horizontal and vertical alignment for footings:
 - a. Center line alignment of vertical steel reinforcement plus or minus 3/8".
 - b. Level in 10 ft.: 1/4 inch.
 - c. Variations in width of footing:
 - (1). Minus: Zero.
 - (2). Plus: 2 inches.
 - d. Misplacement of eccentricity:
 - (1). 2 percent of the footing width in the direction of misplacement but not more than 2 inches.
 - e. Thickness:
 - (1). Decrease in specified thickness: Zero
 - (2). Increase in specified thickness: No limit.

3.04. CLEANING

- A. Clean forms as erection proceeds, to remove foreign matter.
- B. Remove cuttings, shavings and debris from within forms.
- C. Flush completed forms with water to remove remaining foreign matter.
- D. Ensure that water and debris drain to exterior through cleanout ports.

3.05. FORM REMOVAL

- A. Do not remove forms, shores and bracing until concrete has gained sufficient strength to carry its own weight, construction loads and design loads for water holding structures. Forms shall remain in place for a minimum of (4) days to reduce moisture loss.
- B. Verify strength of concrete by compressive test results.
- C. Remove formwork progressively in accordance with code requirements.
- D. Do not impose shock loads of imbalanced loads on structure.

END 03100.

DIVISION 3 - CONCRETE
Section 03200 - Concrete Reinforcement

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide concrete reinforcement for all reinforced concrete as shown on drawings and as specified herein.

1.02. RELATED WORK

- A. Specified elsewhere:
 - 1. 03300 - Cast-in-Place Concrete.
 - 2. Respective Specification Sections.

1.03. QUALITY ASSURANCE

- A. Perform concrete reinforcing work in accordance with CRSI 63 and 65 and ACI 315 unless specified otherwise in this section.
- B. All development and splices of reinforcing steel shall be in accordance with ACI 318. All splices shall be Class C unless otherwise noted.

1.04. SOURCE QUALITY CONTROL

- A. Submit 7 certified copies of mill test report of supplied concrete reinforcing, indicating physical and chemical analysis.

1.05. REFERENCE STANDARDS

- A. ACI 318 - Building Code Requirements for Reinforced Concrete.
- B. CRSI 63 - Recommended Practice for Placing Reinforcing Bars.
- C. CRSI 65 - Recommended Practice for Placing Bar Supports, Specifications and Nomenclature.
- D. ASTM A185 - Welded Steel Wire Fabric for Concrete Reinforcement.
- E. ASTM A615 - Deformed and Plain Billet Steel Bars for Concrete Reinforcement.
- F. AWS D12.1 - Welding Reinforcement Steel, Metal Inserts and Connections in Reinforced Concrete Construction.

G. ACI 315 - Manual of Standard Practice.

1.06. SUBMITTALS:

- A. Submit shop drawings in accordance with 00800.
 - 1. Indicate bar sizes, lengths, spacings, locations, and quantities of reinforcing steel, bending and cutting schedules, and supporting and spacing devices.
- B. Mill test reports.

2. PRODUCTS

2.01. REINFORCING

- A. Reinforcing Steel: Grade 60 deformed billet steel bars, ASTM A615; plain finish.

2.02. ACCESSORY MATERIALS

- A. Tie Wire: Minimum 16 gage annealed type, or patented system subject to review by Engineer.
- B. Chairs, Bolsters, Bar Supports, Spacers: Sized and shaped for strength and support of reinforcing during construction conditions.
- C. Special Chairs, Bolsters, Bar Supports, Spacers (where adjacent to exposed concrete surfaces):

2.03. FABRICATION

- A. Fabricate concrete reinforcing in accordance with ACI 315.
- B. Locate reinforcing splices, not indicated on drawings, at points of minimum stress. Location of splices: Review by Engineer.

3. EXECUTION

3.01. PLACEMENT

- A. Place reinforcing supported and secured against displacement. Do not deviate from true alignment.
- B. Before placing concrete, ensure reinforcing is clean, free of loose scale, dirt, or other foreign coatings which would reduce bond to concrete.

C. Place reinforcing steel to the following tolerances:

1. Concrete cover to formed surfaces of slabs: Plus, or minus 1/8 inch.
2. Concrete cover to formed surfaces of walls and beams: Plus, or minus 1/4 inch.
3. Concrete cover to all other surfaces: Plus, or minus 1/4 inch.
4. 1.5 times the largest aggregate size clearance with PVC waterstop.

END 03200.

Pre-final

DIVISION 3 - CONCRETE
Section 03250 - Concrete Accessories

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide concrete accessories for all concrete structures and components shown on drawings and as specified herein.

1.02. RELATED WORK

- A. Specified elsewhere:
 - 1. 03100 - Concrete Formwork.
 - 2. 03300 - Cast-in-Place Concrete.
 - 3. 03345 - Cast-in-Place Concrete Finishes.
 - 4. Respective Specification Sections.

1.03. REFERENCES

- A. ASTM D175 - Preformed Expansion Joint Fillers for Concrete Paving and Structural Construction.
- B. ASTM D1752 - Preformed Sponge Rubber and Cork Expansion Joint Fillers for Concrete Paving and Structural Construction.

1.04. SUBMITTALS

- A. Manufacturer's printed installation instructions.
- B. Provide 6-inch-long sample of expansion/contraction joint.

2. PRODUCT

2.01. MATERIALS

- A. PVC Waterstops of size and configuration shown on drawings.
 - 1. All PVC waterstop shall be cleaned, free of misc. concrete from previous pours.
- B. Dovetail Anchor Slots: 24 gage galvanized steel, foam filled, release tape sealed slot, bent tab anchors, securable to forms.

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- C. Hydrotite Waterstop by Greenstreak shall be applied to concrete surfaces in accordance with the manufacturer's recommendations.

3. EXECUTION

3.01. INSTALLATION & WORKMANSHIP

- A. Locate and form expansion and contraction and construction joints.
- B. Install joint fillers and sealants in accordance with manufacturer's printed instructions. Use primers of type recommended by joint filler/sealant manufacturer.

END 03250.

Pre-final

DIVISION 3 - CONCRETE
Section 03300 - Cast-In-Place Concrete

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide cast-in-place concrete for all components as shown on drawings and as specified herein.

1.02. RELATED WORK

- A. Specified elsewhere:

1. 01410 - Testing Laboratory Services.
2. 03100 - Concrete Formwork.
3. 03200 - Concrete Reinforcement.
4. 03250 - Concrete Accessories.
5. 03345 – Concrete Finishes.
6. Respective Specification Sections.

1.03. QUALITY ASSURANCE

- A. Perform cast-in-place concrete work in accordance with ACI 318, unless specified otherwise herein.
- B. Concrete batch plant shall be currently approved by Illinois Dept. of Transportation.

1.04. TESTING AGENCY

- A. Inspection and testing will be performed by a firm appointed and paid for by Contractor in accordance with 01410.
- B. Tests of cement and aggregates shall be performed to ensure conformance with specification requirements. Manufacturer's certification that cement materials meet specification requirements and results of manufacturer's own material tests will be acceptable in lieu of tests by inspection and testing firm. Aggregates testing shall be performed by independent inspection and testing firm, for compliance ASTM C33, including limits for deleterious substances, grading and physical property requirements.
- C. Field quality control tests are specified in Part 3 of this section.

1.05. REFERENCE STANDARDS

- A. Standard R&B Specifications:
 - 1. Articles 503.07, 1003.02, and 1004.02.
 - 2. Sections 1001, 1002, 1010, 1020, 1021, 1022, 1024, and 1025.
- B. ACI 301 - Specifications for Structural Concrete for Buildings.
- C. ACI 304 - Recommended Practice for Measuring, Mixing, Transporting and Placing Concrete.
- D. ACI 305 - Recommended Practice for Hot Weather Concreting.
- E. ACI 306 - Recommended Practice for Cold Weather Concreting.
- F. ACI 318 - Building Code Requirements for Reinforced Concrete.
- G. ASTM C33 - Concrete Aggregates.
- H. ASTM C94 - Ready-Mixed Concrete.
- I. ASTM C150 - Portland Cement.
- J. ASTM C171 - Sheet Materials for Curing Concrete.
- K. ASTM C260 - Air Entraining Admixtures for Concrete.
- L. ASTM C309 - Liquid Membrane - Forming Compounds for Curing Concrete.
- M. ASTM C494 - Admixtures for Concrete.

2. PRODUCTS

2.01. CONCRETE MATERIALS

- A. Cement: Portland Cement, ASTM C150, Type I. (R&B Section 1001)
- B. Fine and Coarse Aggregates: ASTM C33.
 - 1. (R&B Article 1003.02, fine aggregate)
 - 2. (R&B Article 1004.02, coarse aggregate)
- C. Water: Clean and free from injurious amounts of oil, alkali, organic matter, or other deleterious material. (R&B Section 1002)

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2.02. ADMIXTURES

- A. Air Entrainment: ASTM C260. (R&B Article 1020.08, 1021.01, and 1021.02)
- B. Chemical: ASTM C494, Type A - water reducing. Type B - retarding. Type C - accelerating. Type D - water reducing and retarding. Type E - water reducing and accelerating. (R&B Article 1020.05, 1021.01, 1021.03, and 1021.04)
- C. Fly ash. (R&B Article 1020.05 & Section 1010)

2.03. CURING MATERIALS

- A. Curing Compound: Resin Based, type; ASTM C309, Type 2 - white pigmented, Class B. (R&B Article 1020.13)

2.04. CONCRETE MIXES

- A. Mix concrete in accordance with ASTM C94 and Standard R&B Specifications Section 1020.
- B. Concrete shall be Class SI, 6.05 cwt/cy cement factor in accord with Standard R&B Specifications Section 1020.
- C. Use water reducing admixtures only with written consent of Engineer.
- D. Use accelerating admixtures only in cold weather and only with written consent of Engineer. If accepted, use of admixture will not relax cold weather placement requirements. Calcium chloride may be used only with written consent of Engineer for each use and location.
- E. Use retarding admixtures only in hot weather and only with written consent of Engineer.
- F. Use air entrained concrete for all concrete exposed to the exterior.
 - 1. Air content shall be between 5% and 8%.
- G. Slump.
 - 1. Shall be between 2 and 4 inches.
 - 2. May be increased to 7 inches when an approved high range water-reducing admixture is used.

3. EXECUTION

3.01. PLACING CONCRETE

- A. Place concrete in accordance with ACI 304 and Standard R&B Specifications Article 503.07.
- B. Notify Engineer minimum 24 hours prior to commencement of concreting operations.
- C. Ensure items to be cast into concrete are placed, held securely and will not cause hardship in placing concrete. Rectify same and proceed with work.
- D. Maintain records of poured concrete items. Record date, location of pour, quantity, air temperature, and test samples.
- E. Ensure reinforcement, inserts, embedded parts, and formed expansion and contraction joints are not disturbed during concrete placement.
- F. Pour concrete continuously between predetermined construction and control joints. Do not break or interrupt successive pours such that cold joints occur.
- G. Pour slabs in checkerboard or saw cut pattern. Saw cut control joints within 24 hours after finishing. Use 3/16-inch-thick blade, cutting 1/4 into depth of slab thickness.
- H. In locations where new concrete is dowelled to existing work, drill holes in existing concrete, insert steel dowels, and epoxy.
- I. Honeycomb or embedded debris in concrete is not acceptable. Notify Engineer upon discovery and remove defective work.
- J. Conform to ACI 305 when concreting during hot weather. Contractor is responsible for all costs to properly cast-in-place concrete according to weather conditions. No additional compensation shall be provided.
- K. Conform to ACI 306 when concreting during cold weather. Contractor is responsible for all costs to properly cast-in-place concrete according to weather conditions. No additional compensation shall be provided.
- L. Maintain concrete cover around reinforcing in accordance with ACI 318 or as otherwise indicated on drawings.
- M. Finish Edges:
 - 1. 3/4-inch chamfer exposed wall edges.

3.02. CURING AND PROTECTION

- A. Beginning immediately after placement, protect concrete from premature drying, excessive hot or cold temperatures, and mechanical injury. Maintain concrete with minimal water loss at relatively constant temperature for period necessary for hydration of cement and hardening of concrete.
- B. Apply curing compound in 2 coats, with second coat at right angles to first.
- C. Comply with Standard R&B Specifications Article 1020.13 Curing and Protection of Portland Cement Concrete. Contractor shall comply with all requirements for curing and protection of concrete during all weather conditions. Any additional curing protection during adverse weather conditions as indicated in the specifications shall be included in the cost of concrete construction and no additional compensation shall be provided.
- D. Provide protection of cast-in-place concrete during curing in hot and cold weather in accordance with ACI 305 and ACI 306. Contractor is responsible for all costs to properly cast-in-place concrete according to weather conditions. No additional compensation shall be provided.

3.03. FIELD TESTS

- A. 3 concrete test cylinders shall be taken for every 20 or less cubic yards of each class of concrete placed and for each day's pour. Test cylinders at ages recommended by Engineer.
- B. 1 additional test cylinder shall be taken during cold weather concreting and cured on job site under same conditions as concrete it represents. Contractor is responsible for additional cost for additional testing required during adverse weather conditions. No additional compensation shall be provided.
- C. 1 slump test and 1 air test shall be taken for each set of test cylinders taken.
- E. Follow sampling and testing procedures referenced in ASTM C94, ASTM C172, ASTM C173, and ASTM C39.

END 03300.

DIVISION 3 - CONCRETE
Section 03345 - Concrete Finishes

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide finishes for all concrete components shown on drawings and as specified herein.
 - 1. Concrete Slabs.
 - 2. Concrete Walls.

1.02. RELATED WORK

- A. Specified elsewhere:
 - 1. 03100 - Concrete Formwork.
 - 2. 03300 - Cast-In-Place Concrete.
 - 3. Respective Specification Sections.

1.03. REFERENCE STANDARDS

- A. ACI 302 - Recommended Practice for Concrete Floor and Slab Construction.
- B. ACI 304 - Recommended Practice for Measuring, Mixing, Transporting, and Placing Concrete.

2. PRODUCTS

2.01. CEMENT GROUT

- A. Cement: As specified in 03300.
- B. Sand: As specified herein and in 03300.

3. EXECUTION

3.01. FINISHING HORIZONTAL SURFACES

- A. Finish concrete surfaces in accordance with ACI 302 and ACI 304.

- B. Uniformly spread, screed and consolidate concrete. Do not use grate tampers or mesh rollers. Do not spread concrete by vibration.
- C. Nonslip Broom Finish: Immediately after the concrete has been float finished as specified above, slightly roughen the surface by drawing a broom transversely across the surface.

3.02 FINISHING FORMED SURFACES

- A. Defective Concrete: Remove all honeycombed and other defective concrete down to sound concrete. If clipping is required, the edges shall be perpendicular to the formed surface. The defective areas shall be patched as specified below.
- B. Patching Defective Concrete: Prepare a bonding grout using a mix of one-part cement to one-part fine sand passing a No. 30 sieve. Prepare a one-part cement to two-part sand patching mixture. Substitute white Portland cement for a portion of the gray cement on exposed concrete surfaces to match color of adjacent concrete. Dampen area to be patched with water; brush bonding grout into the surface; apply patching mortar; strike off to a uniform plane; final finish; and cure.
- C. Rough Form Finish (Not exposed to view): Patch tie holes and defects as specified above.
- D. Smooth Form Finish (Exposed to view): Patch tie holes and defects as specified above. Remove all fins and projections.

3.05. SCHEDULE OF FORMED SURFACE FINISHES

- A. Rough Form Finish: Apply to surfaces that are not exposed to view at completion of project.
- B. Smooth Rubbed Finish: Apply to concrete surfaces that are exposed to view at completion of project.
- C. Provide 3/4-inch chamfer on all exposed edges.

END 03345.

DIVISION 15 - MECHANICAL
Section 15060 - Pipe & Pipe Fittings for Potable Water

1. GENERAL

1.01. WORK INCLUDES

- A. Contractor provide water main and appurtenances with pipe, fittings, and tracer wire as specified herein and as shown on drawings.

1.02. RELATED WORK

- A. Specified elsewhere:

1. 00050 - Standard Documents for Construction.
2. 01010 - Project Summary.
3. 01654 - Starting of Potable Water Piping Systems.
4. 01656 - Disinfecting Water Lines & Facilities.
5. 02221 - Trenching, Backfilling & Compacting.
6. 02644 - Hydrants.
7. 15101 - Gate Valves.
8. Respective Specification Sections.

1.03. SYSTEM DESCRIPTION

- A. Description of System:

1. Piping and fittings shall be size and type as shown on drawings.
2. Contractor shall anticipate and plan all alignment fittings and they shall be considered incidental to the project.

- B. Interface with Adjacent System(s):

1. Interconnect with existing water system as shown on drawings.
2. Provide all necessary transition gaskets, adapters, bolts, gaskets, joint preparation, and accessories required to join the piping system throughout the proposed work.
3. Provide 12 gauge insulated solid copper tracer wire brought up at valve boxes for all PVC water mains, and service lines.

- C. Tolerances:

1. Install piping with depth of cover at least 3 feet and no more than 6 feet, unless deeper depths are required to clear major utilities or waterways, or unless shown otherwise on the drawings.
 - a. Contractor shall perform all necessary exploratory pot-holing to determine depths of utilities that will be crossed and properly plan the approach for the crossing.
2. Install hydrants, valves, valve boxes and appurtenances in true and level or plumb position.

D. Performance Requirements:

1. All piping and fittings shall be joined and restrained to totally prevent leakage under all conditions of service.
2. Join all tracer wire with U.L. listed direct burial splice to ensure continuity.

1.04. QUALITY ASSURANCE

A. Qualifications of:

1. Manufacturer shall be regularly engaged in manufacture of pipe and pipe fittings.
2. Installer shall be experienced in this type of work. Comply with State of Illinois Plumbing Code.

B. PVC pipe evidencing ultraviolet radiation "sunburn" damage due to direct exposure to sunlight shall not be used on this project unless the actual date of original manufacture to the actual date of installation is less than one year.

C. All iron (ferrous) pipe, fittings, valve boxes and fasteners shall be "American-manufactured."

1.05. SUBMITTALS

A. In accord with 00800.

1. Shop drawings.
2. NSF 14 certification for PVC pipe materials.
3. NSF 61 certification for PVC pipe joint lubricants.

1.06. DELIVERY, STORAGE & HANDLING

A. Acceptance (at site):

15060 Pipe & Pipe Fittings for Potable Water-2

1. Contractor shall accept and inspect all pipe and pipe fittings at site. Remove defective materials.

B. Protection (prior to application or installation):

1. Handle and store pipe and pipe fittings to prevent entrance of rodents, debris, and deleterious substances.
2. Comply with recommendations of pipe manufacturer to protect materials.

1.07. PROJECT/SITE CONDITIONS

A. Existing conditions:

1. The contractor shall verify the location of piping as necessary to complete the work.
2. Contractor shall familiarize itself with all existing conditions at site of work.

1.08. WARRANTY

- A. All pipe and pipe fittings shall be guaranteed for a period of 1 year following final acceptance by Owner.
- B. Contractor shall repair all defects, leaks, or malfunctions which occur on piping system at the contractor's expense during warranty period.

2. PRODUCTS

2.01. WATER MAIN MATERIALS

A. Ductile iron:

1. Ductile iron fittings shall be mechanical joint for buried piping, 350 psi pressure rating in accord with AWWA Standard C110 or C153, with cement mortar lining in accord with AWWA Standard C104. Flanged joints shall be used for exposed piping, and shall be Class 125 complying with ANSI Standard B-16.1. Fittings shall be "American-manufactured". Include cost of fittings with contract unit price for water main, and no additional compensation will be allowed.
2. Pipe and fittings shall be cement mortar lined to comply with AWWA Standard C 104 and C 602, standard thickness.

15060 Pipe & Pipe Fittings for Potable Water-3

3. Polyethylene Encasement:
 - a. Include cost of polyethylene encasement in contract unit price for water mains, and no additional compensation will be allowed.

- B. Bolting and Gaskets for Flanges (Ductile Iron, Steel):
 1. Gaskets shall be 1/16 inch thick Garlock (full face type for flat face flange).
 2. Bolting shall be alloy steel bolts or studs, ASTM A-193, Grade B7, threaded full length each with two carbon steel semi-finished hex nuts and washers, ASTM A-194, Class 2H.

- C. PVC Water Main:
 1. Acceptable manufacturers:
 - a. North American Pipe Corp. (NAPCO).
 - b. North American Specialty Products.
 - c. Certain-Teed.
 - d. Diamond Plastics Corp.
 - e. J-M Eagle.
 - f. National Pipe and Plastics, Inc.
 - g. Northern Pipe Products, Inc.
 - h. Or approved equal.
 2. All PVC pipe shall comply with ASTM D2241 (SDR/DR noted on drawings). Comply with NSF 14.
 - a. All 6", 8", 10", 12" (or smaller) Open-Cut Water Main Piping shall be SDR21 PVC Pipe.
 - b. All 16" Open-Cut Water Main Piping Shall be DR 25 PVC Pipe.
 - b. All protective casing pipe for Sewer Crossing Protection shall be DR 25 PVC piping. SDR 26 Sewer Piping is acceptable when not in roadway. Contractor to account for different pipe sizes, spacers, etc., where SDR26 is used.
 - c. All directional bored piping covered under the IDOT Utility Permit shall be Heat-fused HDPE DR11 piping.
 - d. All 12" nominal diameter or smaller directional bored piping on OWNER ROW shall be Restrained Joint Piping: SDR 21 (minimum); and a minimum of DR 25 for all 16" & 24" piping.
 - e. All typical water service lines shall be 1" HDPE DR11. Where noted, or directed by the OWNER, larger service lines may be required. Pay items are included on bid forms to account for larger service lines.

3. PVC materials for pipe shall comply with ASTM D1784, cell classification 12454-B, and NSF 14 for potable water use.
4. Compression type joints shall be elastomeric gaskets conforming to ASTM D3139. Gaskets shall comply with ASTM F477. Provide compression joints for all buried PVC piping unless noted otherwise.
5. Joint lubricant for PVC pipe shall comply with NSF 61.
6. Provide transition gaskets on ductile iron fittings to connect with PVC pipe, as required.

D. Restrained Joint PVC Water Main

1. Acceptable manufacturers:
 - a. CertainTeed Certa-Lok.
 - b. Diamond Pipe – Lok-21
 - b. Or approved equal.
2. Restrained joint SDR/DR-rated PVC pipe shall comply with ASTM D2241 and the requirements of NSF 14, including markings. Pipe and coupling materials shall comply with ASTM D1784 for cell classification 12454-B. The pipe and couplings must provide a restrained joint by utilizing machined grooves on the pipe and in the coupling which, when aligned, allow a spline to be inserted, resulting in a circumferential restrained joint that locks the pipe and coupling together. The restraining spline must be made from Nylon. The joints must be permanent use Certa-Lok joints (or equal) specified for buried installations. Gaskets shall comply with ASTM F477 for elastomeric seals.
3. Restrained joint DR-rated PVC pipe shall comply with AWWA Standard C-900 (4" through 12") and AWWA Standard C-905 (over 12"), and the requirements of NSF 14, including markings. Pipe and coupling materials shall comply with ASTM D1784 for cell classification 12454-B. The pipe and coupling must provide a restrained joint by utilizing machined grooves in the pipe and coupling into which a nylon restraining spline shall be inserted to provide full 360° restraint with evenly distributed loading. Gaskets shall comply with ASTM F477 for elastomeric seals.
4. Restrained joint couplings shall be beveled on leading edges to minimize soil friction.
 - a. Exposed splines shall be cut to 2 in. from coupling wall to reduce soil drag.

- b. Couplings shall be designed for use at the rated pressures of the pipe with which they are utilized, and shall incorporate twin elastomeric sealing gaskets meeting the requirements of ASTM F477.
- 5. Joint lubricant for restrained joint PVC pipe shall comply with NSF 61.
- 6. Provide all necessary transition couplings to connect with other types of piping such as standard PVC or ductile iron pipe.
- E. Fused HDPE Piping
 - 1. Acceptable Manufacture's
 - a. ISCO Industries.
 - b. Blue Diamond Industries.
 - c. JM Eagle.
 - d. Approved Equal.
 - 2. All Carrier Piping used to transfer potable water shall have heat-fused joints, and shall be DR11 with Tracer Wire.
- F. Tracer Wire:
 - 1. 12 gauge insulated solid copper tracer wire, 15 mil insulation thickness, U.L. approved, N.E.C. Standard.
 - 2. Continuous connection with U.L. listed direct burial splice.

2.02. FABRICATION

- A. Fabrication tolerances.
 - 1. PVC pipe shall be installed to allow for expansion and contraction.
 - 2. All flanged pipe and fittings shall be fabricated to fit properly without use of spacers.

3. EXECUTION

3.01. INSTALLATION

- A. Pipe laying.
 - 1. Buried pipe laying shall comply with:
15060 Pipe & Pipe Fittings for Potable Water-6

- a. Section 41, Division IV of the Standard W&S Specifications.
 - b. AWWA Standard C 605 for PVC pipe.
 - c. AWWA Standard C 600 for ductile iron and mechanical joint fittings.
 - d. Manufacturer's recommendations for restrained joints.
2. Installation of mechanical joints shall comply with AWWA Standard C-600.
 3. Install continuous or securely spliced 12 gauge insulated solid copper tracer wire on all non-ferrous buried pipe. Lay wire in trench next to pipe. Bring up into valve boxes to allow Owner future connection for locating main. Cost shall be included in price for water main and no additional compensation will be allowed.
- B. Curvilinear pipe installation for SDR and DR rated water main 12 inch and smaller.
1. The pipe joints shall be blocked or braced before deflecting the pipe so no deflection in the gasketed joint occurs. All deflection in the pipe shall be attained by bending of the pipe barrel.
 2. Longitudinal bending for ASTM D2241 SDR21 rated water main 12 inch and smaller shall comply with:
 - a. AWWA Standard C 605 for PVC pipe installation.
 - b. Uni-Bell AHandbook of PVC Pipe®, latest edition.
 - c. The following minimum bending radii and maximum offset for each 20 foot pipe length.

<u>Pipe Diameter</u>	<u>Minimum Bending Radius (Ft.)</u>	<u>Maximum Offset for 20 Ft. Pipe Length (In.)</u>
4"	75	32
6"	111	22
8"	144	17
10"	179	13
12"	213	11

3. Longitudinal bending for AWWA C900 DR rated water main 12 inch and smaller shall comply with:
 - a. AWWA Standard C 605 for PVC pipe installation.
 - b. Uni-Bell AHandbook of PVC Pipe®, latest edition.
 - c. The following minimum bending radii and maximum offset for each 20 foot pipe length.

<u>Pipe Diameter</u>	<u>Minimum Bending Radius (Ft.)</u>	<u>Maximum Offset for 20 Ft. Pipe Length (In.)</u>
4"	100	24
6"	144	17
8"	188	13
10"	232	10
12"	275	9

3.02. PREPARATION

A. Field measurements.

1. Contractor shall field verify all piping dimensions and elevations to properly fit and join new pipe and pipe fittings with new and existing work.

B. Protection.

1. Protect adjacent piping, equipment, and structure during performance of work.
2. Protect existing utilities.
3. Cap new pipe to prevent entry of rodents, animals, and foreign material when project is not attended.
4. Maintain trenches in dewatered condition; do not allow surface or trench water to enter pipe.
5. Prevent entry of contaminated water into piping systems.

3.03. INSTALLATION

A. Tolerances:

1. Install all pipe and pipe fittings without creating strain on adjacent interconnected piping systems.
2. Underground piping shall have minimum 3 ft. cover over top of pipe, but maximum depth shall not exceed 6 ft. unless noted otherwise on the drawings, or if deeper depths are required to provide clearances for utilities or ditch lines. The Contractor shall review the project conditions prior to bidding and make necessary

allowances in the bid to account for possible areas that require deeper depths. No additional compensation shall be provided for depths deeper than 6 ft.

3. Apply joint lubricants for PVC pipe in accord with manufacturer's recommendations. Do not apply excessive amounts of lubricant.

3.04. FIELD QUALITY CONTROL

A. Tests:

1. Buried piping systems shall be pressure tested as specified in 01654 and as noted on the drawings.
2. Test and demonstrate tracer wire continuity.

B. Disinfection, in accord with 01656:

1. All piping shall be thoroughly flushed to remove dirt, excess pipe joint lubricant, and other foreign materials.
2. All piping shall be thoroughly disinfected with an initial 50 mg/L chlorine dosage, followed by a minimum 24 hour contact period. At the end of the 24 hour period, there shall be remaining chlorine residual of at least 25 mg/L. Following this disinfection procedure, the line shall be flushed; then the OWNER will collect bacteriological samples shall pass on two consecutive days. Bacteriological analyses shall be performed by an Illinois Environmental Protection Agency laboratory, or a laboratory certified for this type of analysis by the Illinois Dept. of Public Health/Illinois Environmental Protection Agency. The OWNER shall retain all samples results and notify Contractor of results. The OWNER will pay for sampling of new water mains, the Contractor shall include costs for all flushing, disinfection and pressure testing in its bid.
3. Disinfection of plastic piping shall be accomplished by methods recommended in AWWA Standard C-651. Introduce solution with metering pump.
4. Provide necessary taps and fittings for flushing and disinfection procedures.
5. Provide smooth nosed sampling spigot or tap for obtaining water samples for bacteriological analyses.
6. During the disinfection process and contact period, valves, hydrants, and other appurtenances shall be operated and exercised to assure contact with the disinfectant.

7. Isolation valves interconnecting new piping with existing piping shall remain closed until the operating permit has been obtained from the Illinois Environmental Protection Agency. The Owner shall obtain said operating permit.

C. Thrust Blocks:

1. Provide thrust blocks for underground piping as shown on the drawings and as specified in Standard W&S Specifications.
2. Provide thrust blocks on dead end valves to provide restraint for future water main extensions if the dead end mains are extended in the future.

D. Pipe Supports:

1. Uniformly support buried piping on continuous firm foundation bearing.
2. Uniformly support and restrain exposed piping as shown on drawings.

E. Tracer Wire:

1. Continuous 12 gauge insulated solid copper tracer wire is to be provided on all buried non-ferrous piping installed under this contract. Include cost with contract unit price for water main, and no additional compensation will be allowed.

3.05. PAY COSTS

A. On unit price contracts, include costs of the following items with bid price for pipelines:

1. Trenching, backfilling, pipe, joints, fittings, thrust blocks, and accessories.
2. Copper tracer wire on PVC water mains.
3. Copper tracer wire continuity test.
4. Polyethylene encasement of ductile iron pipe and fittings.
5. Pressure testing.
6. Disinfection.
7. Bacteriological testing (SHALL BE PAID BY OWNER).
7. Protection of existing utilities, including replacement of items disturbed.

END 15060.

PLANS FOR
***RECONSTRUCTION OF OLD
 HIGHLAND CITY LAKE SPILLWAY***
 FOR THE
**CITY OF HIGHLAND,
 MADISON COUNTY, ILLINOIS**

OFFICIALS

MAYOR

KEVIN B. HEMANN

COUNCIL

PEGGY BELLM
 RICK J. FREY
 JOHN HIPSKIND
 SARAH SLOAN

CITY CLERK

BARBARA BELLM

DEPUTY CITY CLERK

LANA HEDIGER

CITY MANAGER

CHRIS CONRAD

DIRECTOR OF FINANCE

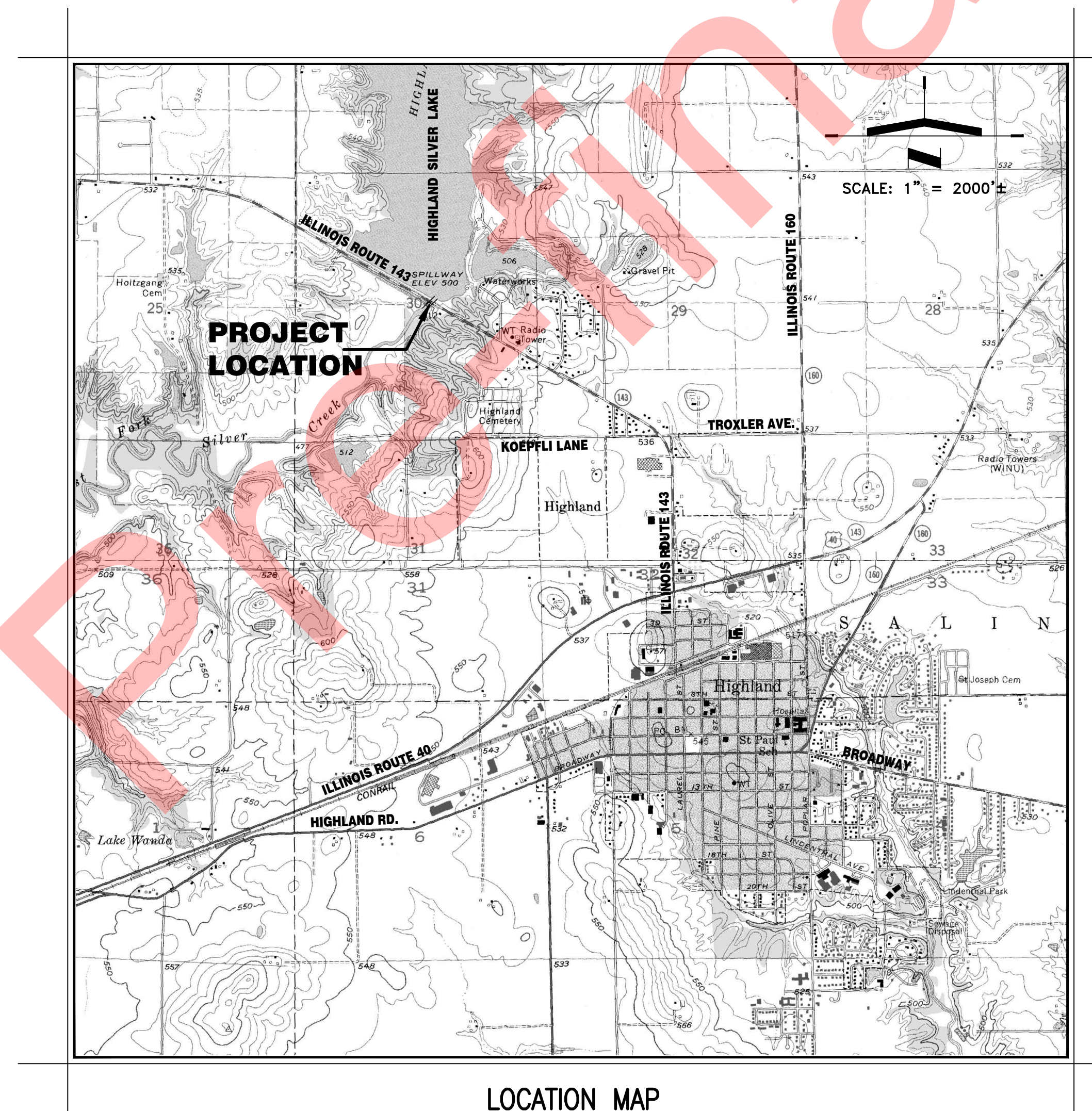
KELLY KORTE

DIRECTOR OF PUBLIC WORKS

JOE GILLESPIE

WATER AND SEWER SUPERVISOR

RANDY RINDERER



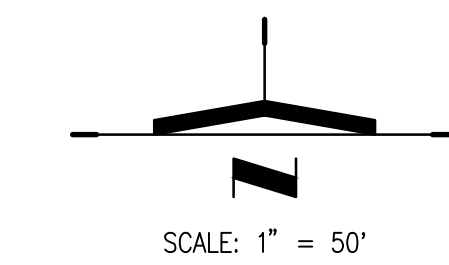
INDEX TO SHEETS

SHEET NO.	TITLE
1	COVER SHEET
2	DETAIL PLAN SHEET
3	EXISTING SPILLWAY DETAILS
4	GENERAL NOTES
5	TYPICAL DETAILS
6	EXISTING SPILLWAY
7	NEW SPILLWAY GENERAL ARRANGEMENT
8	NEW SPILLWAY FOUNDATION PLAN
9	SECTION AND DETAILS
10	ELEVATIONS

2017.78 DESIGN

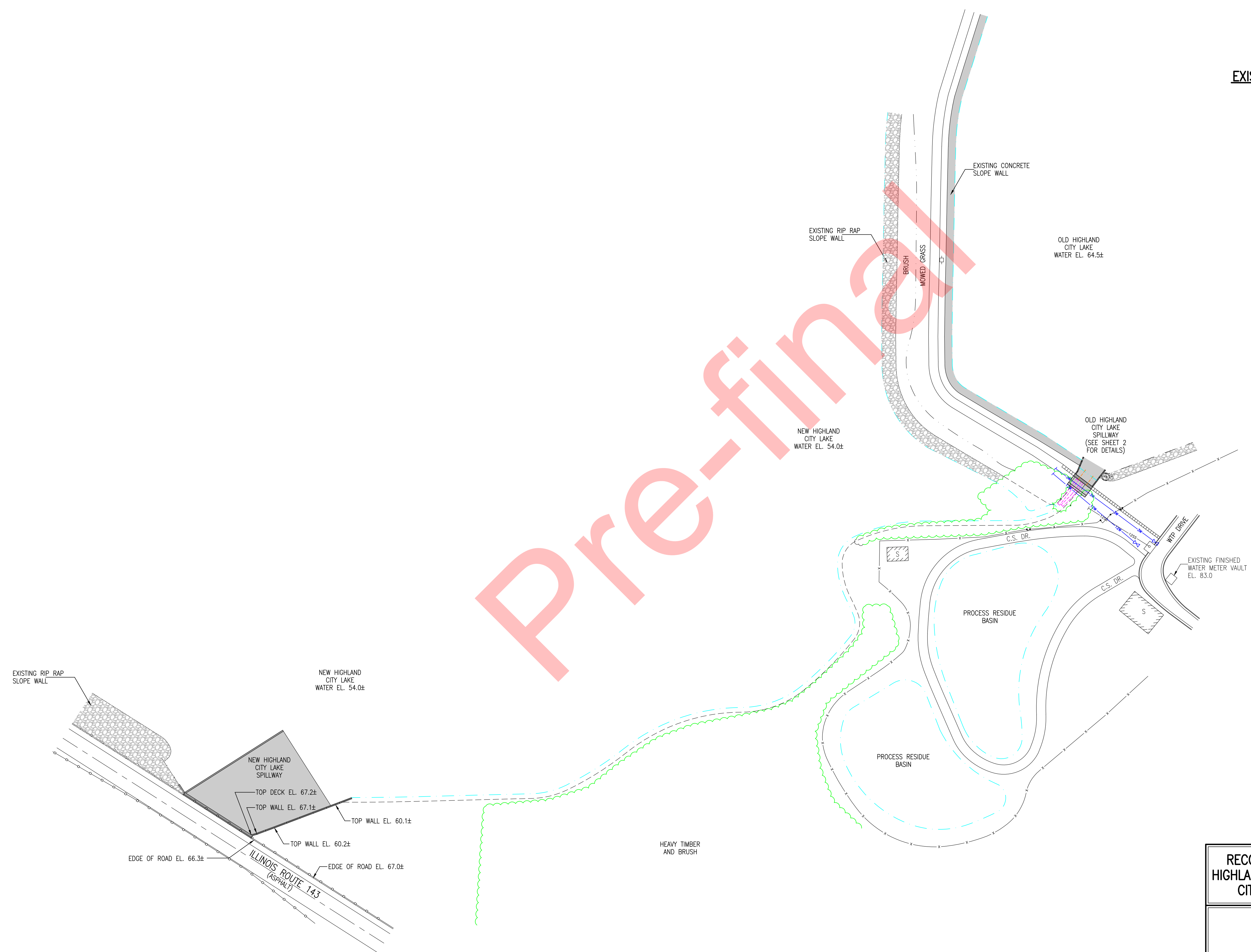
PREPARED BY:

 ENGINEERS INC



EXISTING TOPOGRAPHIC LEGEND

- SHED
- UTILITY POLE
- STEEL POST
- CENTER LINE OF ROADWAY/SURVEY
- FENCE LINE
- FENCE GATE
- CONCRETE SIDEWALK
- STORM SEWER
- BRIDGE/BOX CULVERT
- STORM SEWER INLETS
- BRUSH/TREE LINE
- TREE (SIZE INDICATED)
- UNPAVED ROADWAY
- PAVED ROADWAY
- 6" W WATER MAIN
- 10" U UNDER DRAIN
- 30" CMP
- EDGE OF WATER

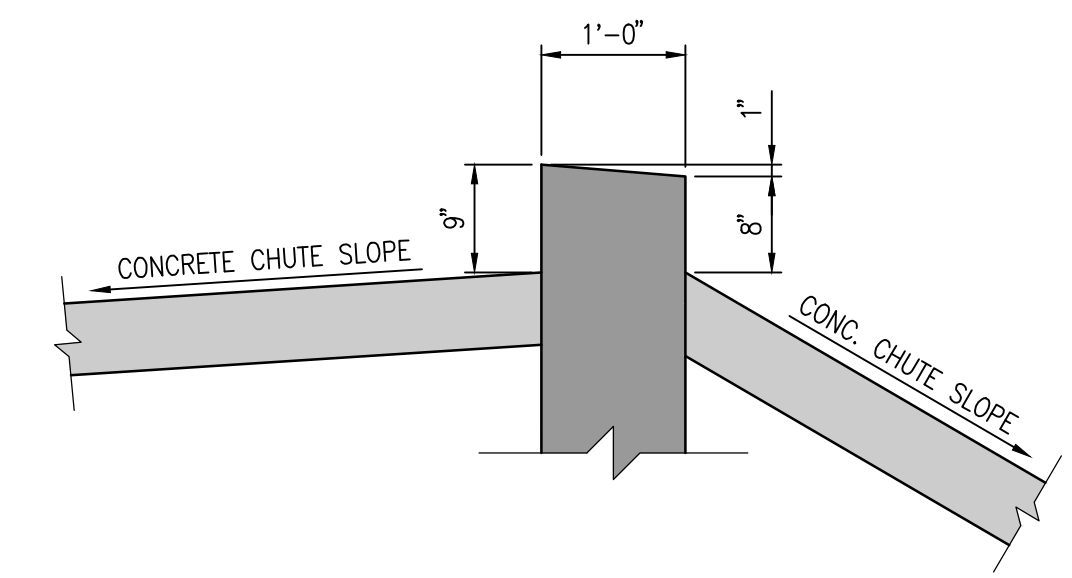
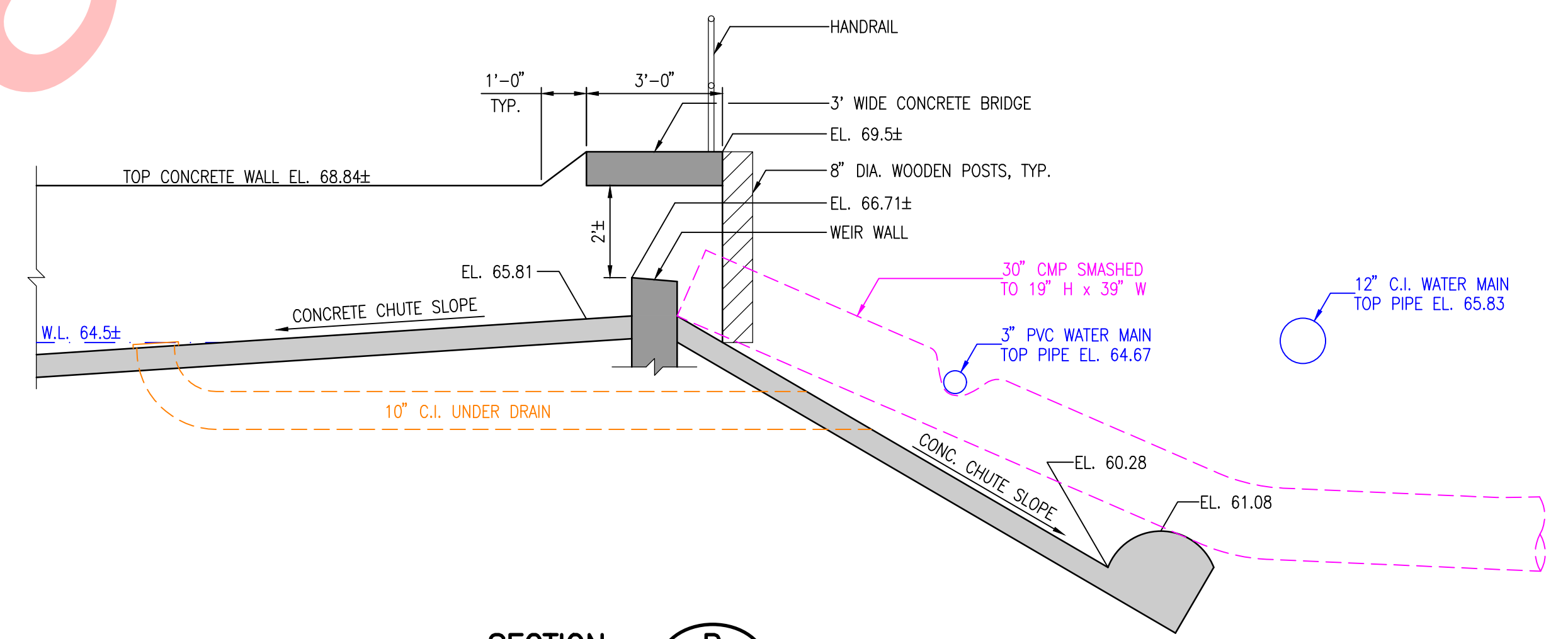
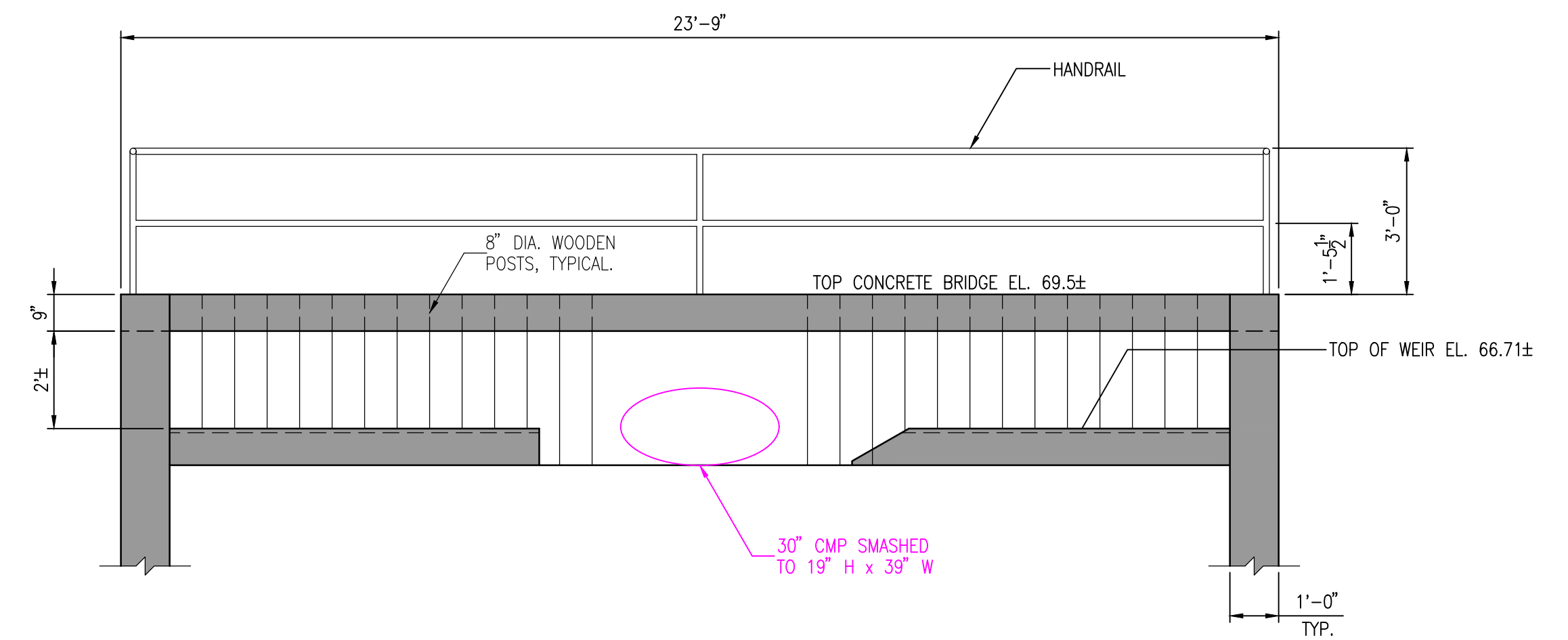
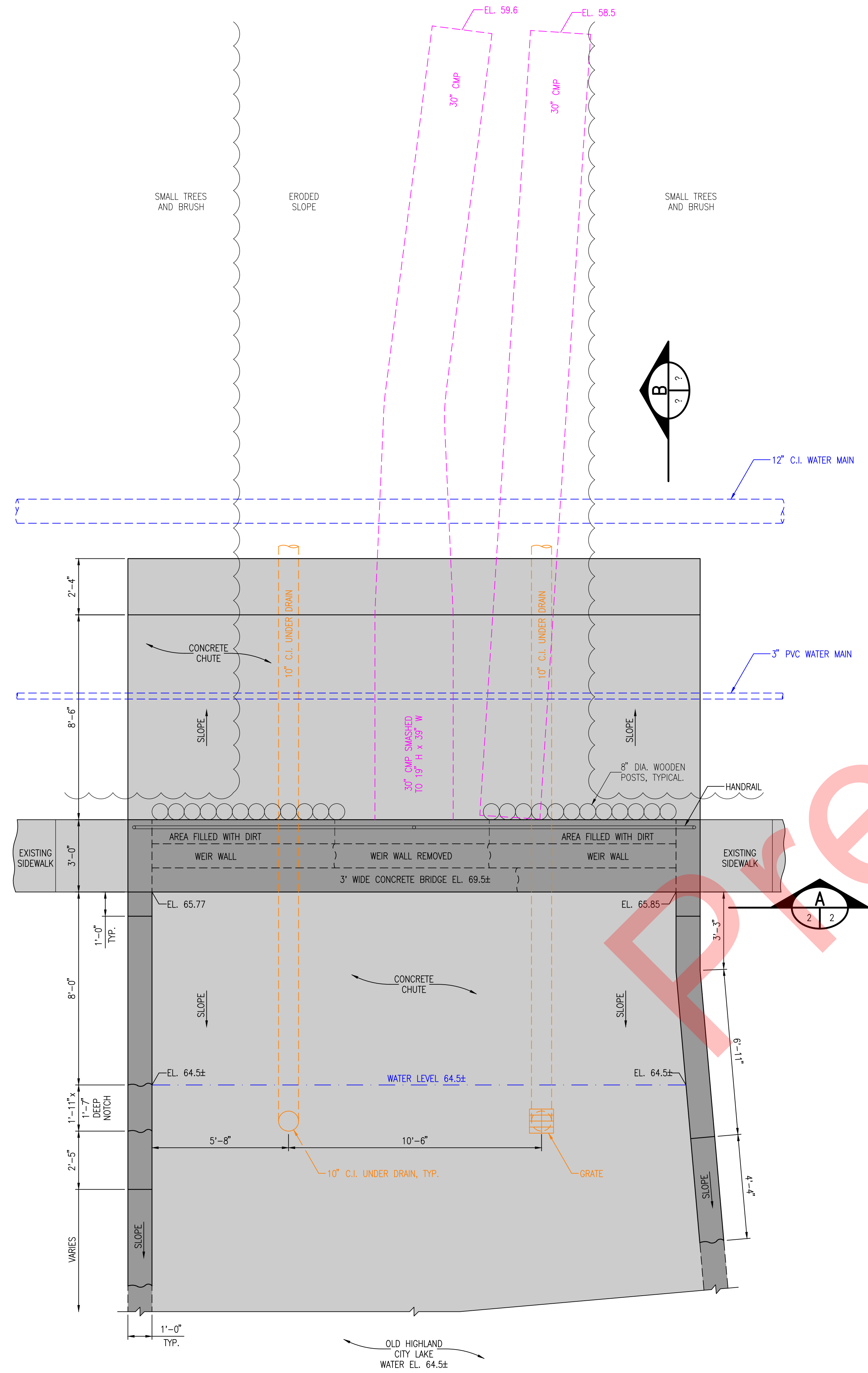


Pre-final

**RECONSTRUCTION OF OLD HIGHLAND CITY LAKE SPILLWAY
CITY OF HIGHLAND, IL**

DETAIL PLAN SHEET

	Revisions	Survey REJ, DW	SHEET 2 OF
	Layout LAYOUT 1	Design RKM	
	Plot Date 2-23-2023	Drawn REJ, ALH	Job No. 2017.78
	Dwg File 1778-TOPO	Checked Date NOV. 2017	



NOTE:
DIMENSIONS AND ELEVATIONS BASED ON
SURVEY COMPLETED 11-14-2017.

RECONSTRUCTION OF OLD HIGHLAND CITY LAKE SPILLWAY CITY OF HIGHLAND, IL		EXISTING SPILLWAY DETAILS	
	Revisions Survey REJ, DW Design RKM Layout LAYOUT 1 Drawn REJ, ALH Checked Plot Date 2-23-2023 Dwg. File 1778-1	Date NOV. 2017	SHEET 3 OF
Job No. 2017.78			

GENERAL

1. THE CONTRACT DOCUMENTS REPRESENT THE FINISHED STRUCTURE. THEY DO NOT INCLUDE THE METHOD OF CONSTRUCTION. CONTRACTOR SHALL PROVIDE ALL MEASURES NECESSARY TO PROTECT THE STRUCTURE DURING CONSTRUCTION.
2. DRAWINGS INDICATE GENERAL AND TYPICAL DETAILS OF CONSTRUCTION. WHERE CONDITIONS ARE NOT SPECIFICALLY SHOWN, SIMILAR DETAILS OF CONSTRUCTION SHALL BE USED, SUBJECT TO APPROVAL OF THE ENGINEER.
3. SHOP DRAWINGS AND OTHER ITEMS SHALL BE SUBMITTED TO THE ENGINEER FOR REVIEW PRIOR TO FABRICATION. ALL SHOP DRAWINGS SHALL BE REVIEWED BY THE CONTRACTOR BEFORE SUBMITTAL. IN NO CASE SHALL REPRODUCTIONS OF THE CONTRACT DOCUMENTS BE USED AS SHOP DRAWINGS.

SAFETY

1. WHERE PARTS OF THE EXISTING STRUCTURE ARE TO BE REMOVED, CONTRACTOR SHALL TAKE PRECAUTIONS TO PRESERVE THE STRUCTURAL INTEGRITY OF THE REMAINDER AND PROVIDE FOR HUMAN SAFETY.
2. CONSTRUCTION PROCEDURES SHALL CONFORM TO OSHA STANDARDS.
3. CONTRACTOR SHALL INSTALL AND MAINTAIN SAFEGUARDS REQUIRED BY LOCAL, STATE, AND NATIONAL ORDINANCES.

EXCAVATION

1. EXCAVATION FOR REMOVAL OF THE EXISTING OR CONSTRUCTION OF THE NEW SPILLWAY RETAINING WALL SHALL CONFORM TO IDOT SPECIFICATION SECTION 502; EXCAVATION FOR STRUCTURES AS INDICATED IN THE SPECIFICATIONS.
2. BACKFILL SHALL NOT BE PLACED UNTIL CONCRETE HAS ATTAINED THE DESIGN STRENGTH OF 4,000 PSI MINIMUM. COMPACTION OF THE BACKFILL SHALL BE AS APPROVED BY THE GEOTECHNICAL ENGINEER OF RECORD.

DEMOLITION

1. LIMITS OF CONCRETE REMOVAL SHALL BE SAWCUT.
2. EXISTING STRUCTURE TO REMAIN SHALL BE PROTECTED FROM DAMAGE DURING THE REMOVAL OPERATION.
3. ALL ITEMS REQUIRED TO BE REMOVED SHALL BE COMPLETELY REMOVED FROM THE SITE AND DISPOSED BY THE CONTRACTOR AT HIS OWN EXPENSE.

FOUNDATIONS

1. TOTAL BEARING PRESSURE USED IN DESIGN: 2000 PSF (ASSUMED)
2. SOG SUBGRADE REACTION MODULUS: 100 PCI (ASSUMED)
3. BEARING MATERIAL SHALL BE INSPECTED AND APPROVED BY A GEOTECHNICAL ENGINEER BEFORE PROCEEDING WITH CONSTRUCTION OF FOUNDATIONS.

CONCRETE

1. CONCRETE IS DESIGNED AND SHALL BE PLACED IN ACCORDANCE WITH ACI 318 AND ACI 301.
2. MINIMUM SPECIFIED COMPRESSIVE STRENGTH OF CONCRETE AT 28 DAYS, f'_c SHALL BE 4,000 psi.
3. ALL REINFORCING BARS SHALL HAVE A MINIMUM CONCRETE COVER OF (UNLESS OTHERWISE NOTED):
 - A. CAST AGAINST EARTH 3"
 - B. EXPOSED TO EARTH OR WEATHER 2"
 - C. SLABS ON GRADE 3/4" FOR NO. 11 OR SMALLER
 - D. FORMED WALLS, BEAMS, OR JOISTS 3/4" FOR NO. 11 OR SMALLER
4. ALL REINFORCING STEEL SHALL BE GRADE 60 AND COMPLY WITH ASTM A615.
5. ALL EXPOSED CONCRETE CORNERS SHALL HAVE A 3/4" CHAMFER UNLESS NOTED OTHERWISE.
6. REINFORCING SHALL BE CONTINUOUS AROUND CORNERS, UNLESS NOTED OTHERWISE.
7. PROVIDE PROPER SUPPORT FOR ALL REINFORCING TO ENSURE PROPER PLACEMENT WITHIN CONCRETE.
8. COMPLY WITH ACI 306R OR ACI 305R FOR CONCRETE PLACEMENT IN COLD OR HOT WEATHER, RESPECTIVELY.

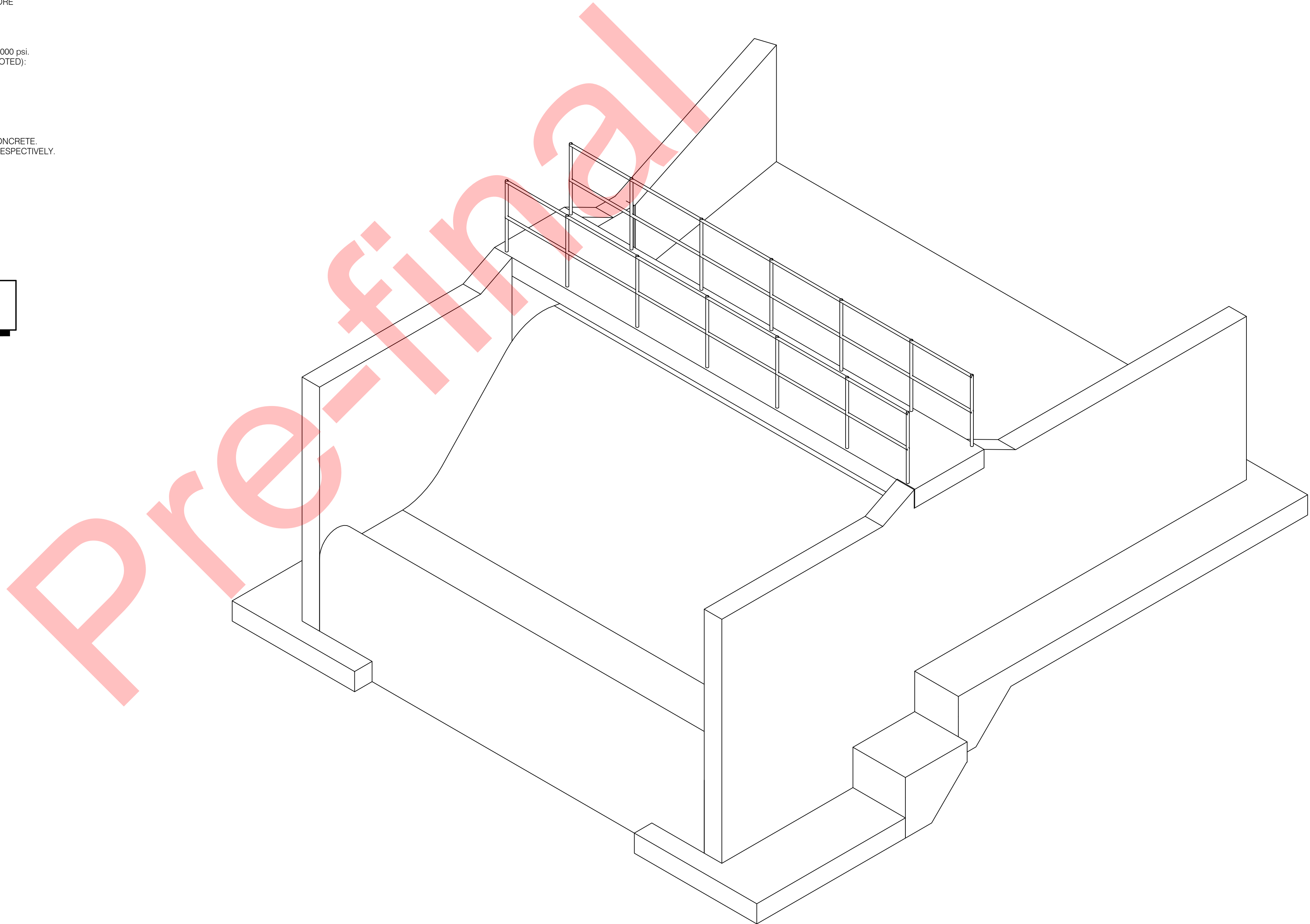
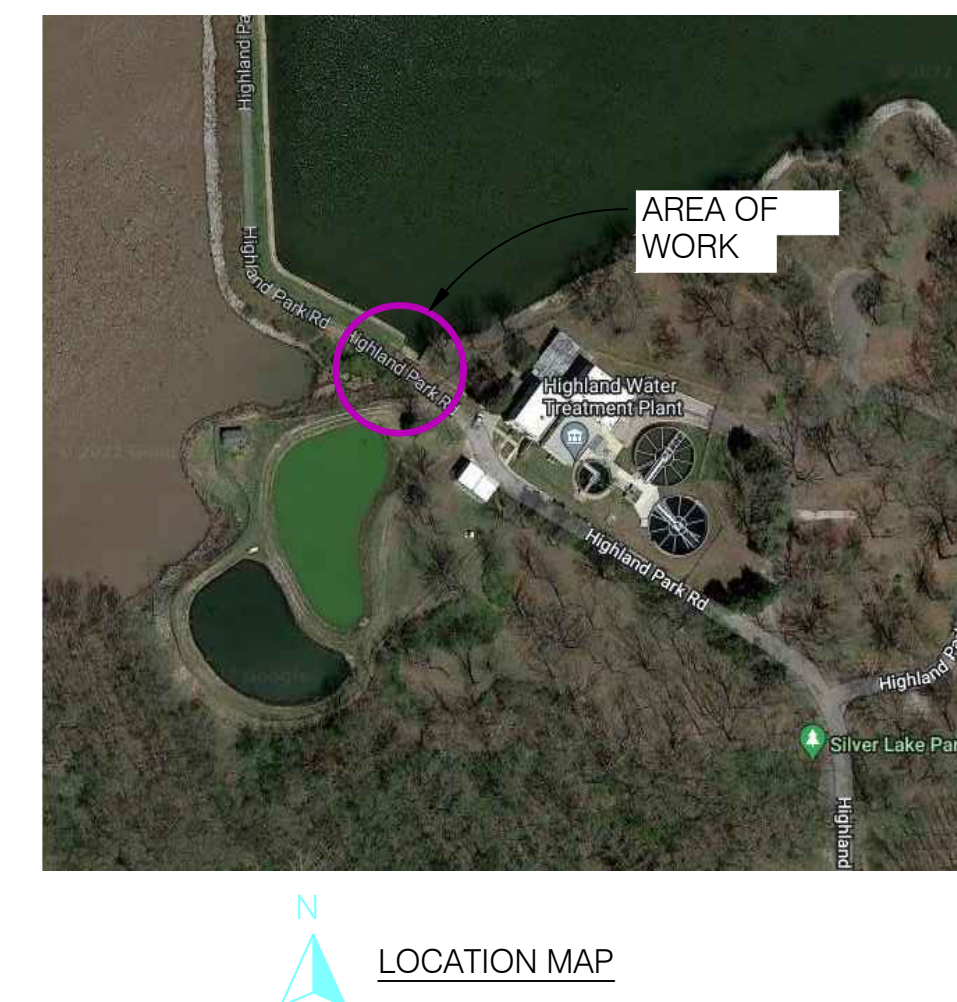
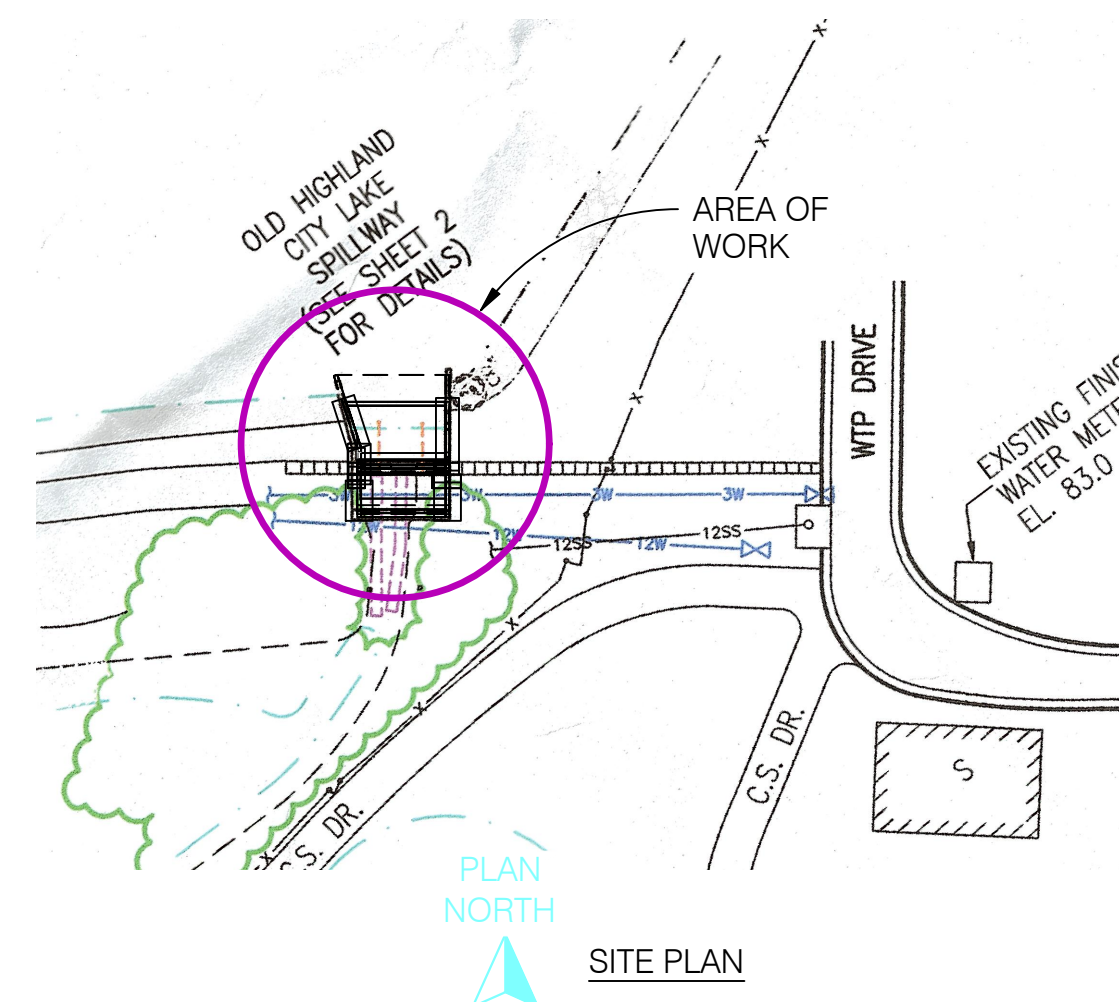
DESIGN CRITERIA

1. BUILDING CODE: AASHTO LRFD BRIDGE DESIGN SPECIFICATIONS, 5TH EDITION, 2010
2. EQUIVALENT LATERAL EARTH PRESSURES:
 - ACTIVE: 150 PSF/FT TEMPORARY LATERAL PRESSURE FROM FLOWABLE FILL
3. SOIL UNIT WEIGHT: 120 PCF
4. LIVE LOAD SURCHARGE: 100 PSF (MOWING EQUIPMENT)

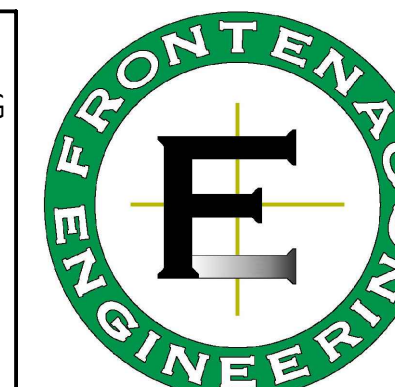
NOTE: STRUCTURAL DESIGN AND DRAWINGS ARE SOLELY FOR THE CONCRETE RETAINING WALLS, FOUNDATIONS, SLABS AND ELEVATED WALKWAY. FRONTENAC ENGINEERING HAS NOT PERFORMED ANY EVALUATION OR DESIGN REGARDING THE EARTHEN DAM AND/OR HYDRAULIC CALCULATIONS. CIVIL AND GEOTECHNICAL ENGINEERS SHOULD BE RELIED UPON TO PROVIDE DESIGN AND SPECIFICATIONS FOR BACKFILL, WATERSTOPS, SPILLWAY SIZE AND GEOMETRY, ETC.

ABBREVIATIONS

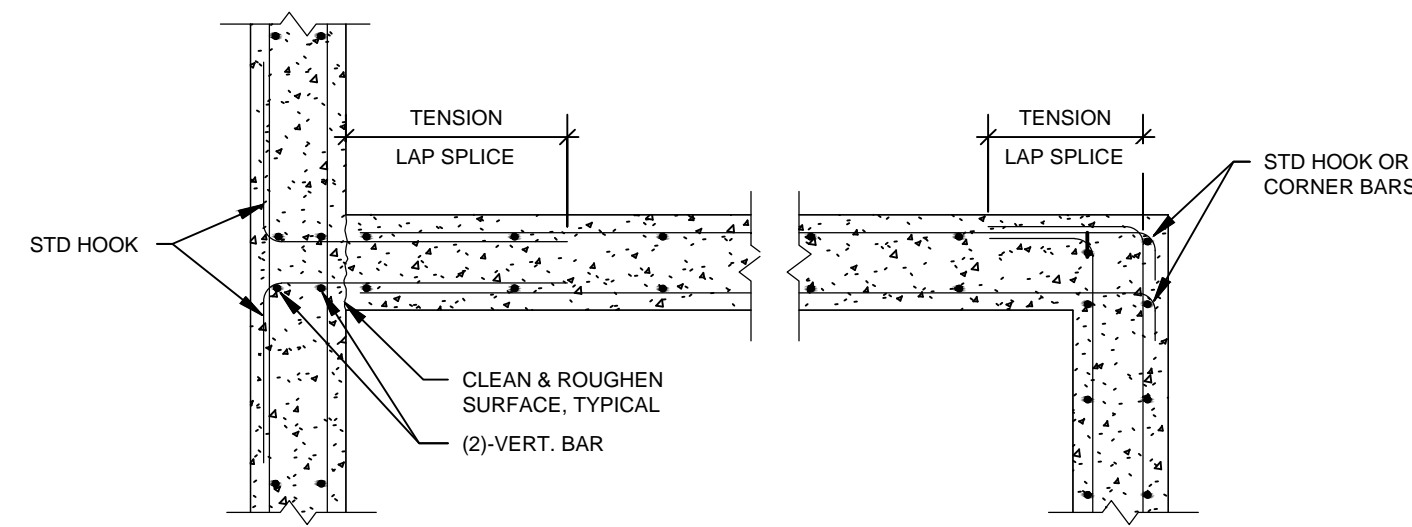
AB	ANCHOR BOLT
AR	ANCHOR ROD
ACI	AMERICAN CONCRETE INSTITUTE
AFF	ABOVE FINISH FLOOR
AISC	AMERICAN INSTITUTE OF STEEL CONSTRUCTION
ASTM	AMERICAN SOCIETY OF TESTING AND MATERIALS
BS, B/STL	BOTTOM OF STEEL
BF, B/FNDN	BOTTOM OF FOUNDATION OR FOOTING
BCX	BOTTOM CHORD EXTENSION
CL	CENTER LINE
CJ	CONTROL JOINT
CWP	CONCRETE WALL PANEL
DL	DEAD LOAD
DIA	DIAMETER
EOS	EDGE OF SLAB
EL	ELEVATION
ELEV	ELEVATOR
EMB, EMBD	EMBEDMENT
EX, (E), EXST	EXISTING
EJ	EXPANSION JOINT
FFE, F.F.E.	FINISH FLOOR ELEVATION
FG, F.G.E.	FINISH GRADE ELEVATION
FT, FTG	FOOTING
FDM, FNDN	FOUNDATION
FV	FIELD VERIFY
IFC	INSIDE FACE OF CONCRETE
JT	JOINT
JB, J/BRG	JOIST BEARING
NTS	NOT TO SCALE
OFC	OUTSIDE FACE OF CONCRETE
oc, OC	ON CENTER
PAF	POWDER ACQUATED FASTENER
PC	PIER CAP, PILE CAP
PEMB	PREFABRICATED METAL BUILDING
PREFAB	PREFABRICATED
PT	PRESSURE TREATED
RTU	ROOF TOP UNIT
RDL	ROOF DEAD LOAD
RF, R.F.	RECESS IN TOP OF FOUNDATION WALL
SJI	STEEL JOIST INSTITUTE
SF, S.F.	STEP IN FOOTING/FOUNDATION
SW	SHEAR WALL
SOG	SLAB ON GRADE
T&B	TOP AND BOTTOM
TC, T/CONC	TOP OF CONCRETE
TM, T/MAS	TOP OF MASONRY
TS, T/STL	TOP OF STEEL
TF	TOP OF FOOTING/FOUNDATION
TYP	TYPICAL
TW	TOP OF WALL
UNO, UN	UNLESS NOTED OTHERWISE
V/P	VERIFY OR PROVIDE
WWR	WELDED WIRE REINFORCEMENT



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 STRUCTURAL ENGINEERING: 6360-365-5

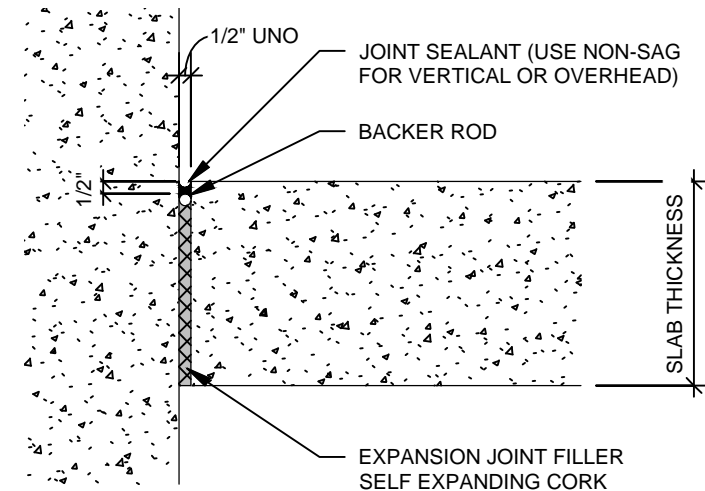


RECONSTRUCTION OF OLD HIGHLAND CITY LAKE SPILLWAY CITY OF HIGHLAND, IL		GENERAL NOTES	
	Revisions	Survey	SHEET 4 OF
		Design	
	Layout	Drawn	
	Plot Date	Checked	
	Dwg File	Date	Job No.
	1778-S0-0	FEB. 2023	2017.78

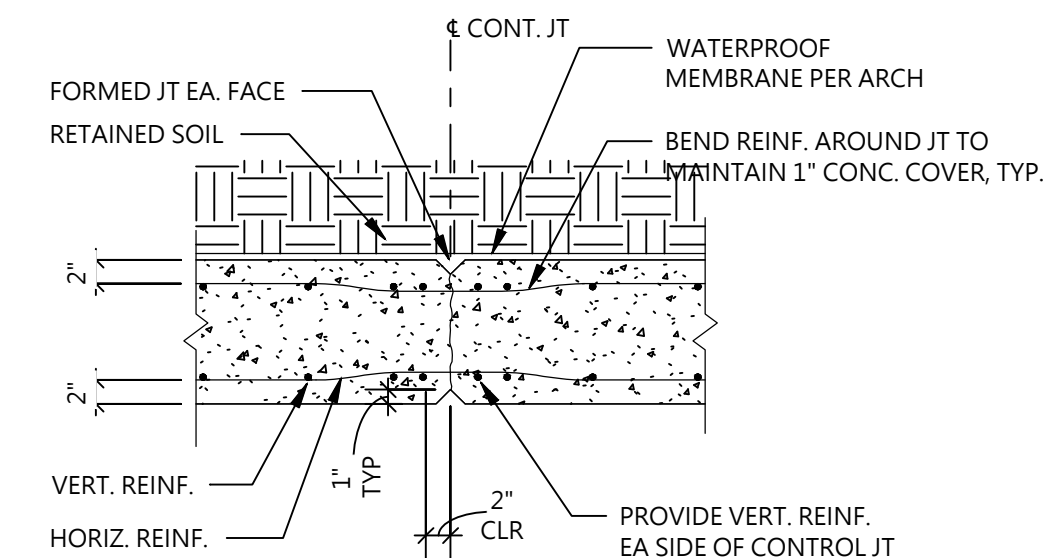


NOTE:
 1. DOWEL BARS SAME SIZE AND SPACING AS HORIZONTAL REINFORCING.
 2. SEE GENERAL NOTES FOR TENSION LAP SPLICE SCHEDULE.
 3. CORNER BARS MAY BE SUBSTITUTED FOR 90° HOOKS ON END OF HORIZONTAL BARS FOR EACH LAYER OF REINFORCING. LENGTH OF EACH LEG TO BE TENSION LAP PER GENERAL NOTES.

1 TYPICAL CONCRETE REINFORCING
 S1.0 3/4" = 1'-0"

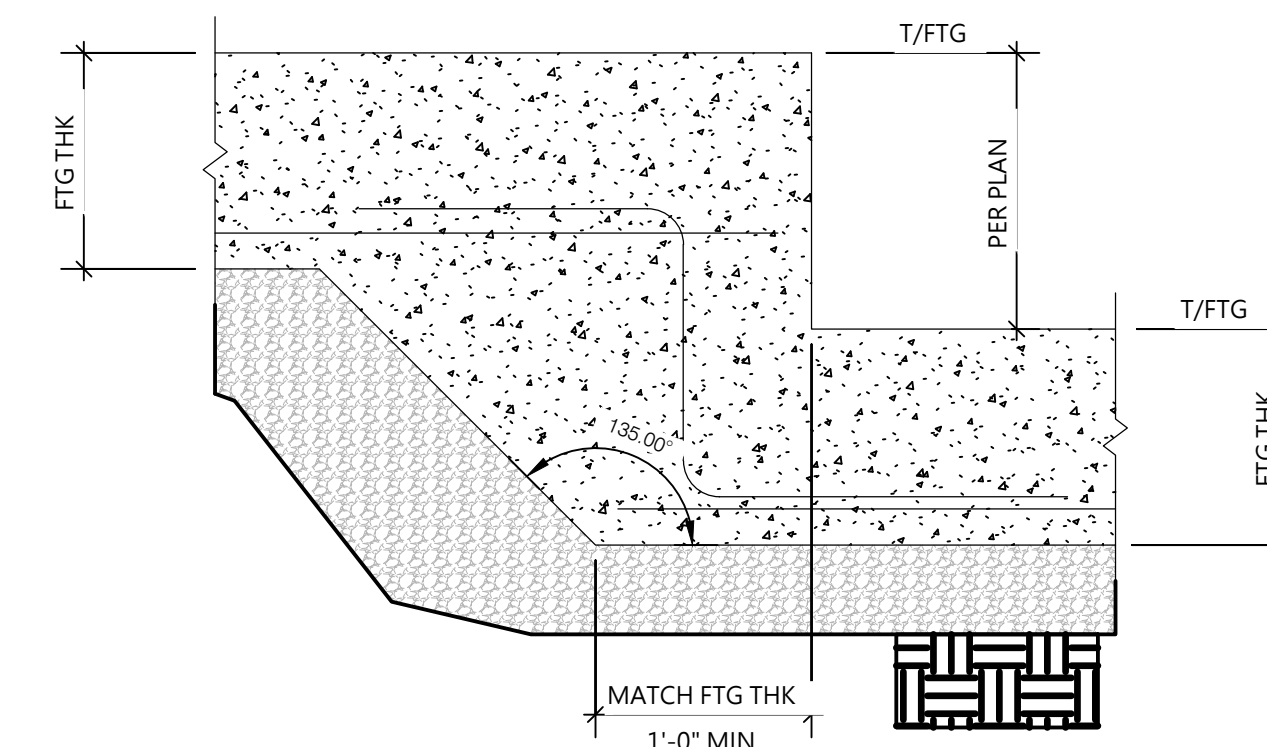


2 TYPICAL EXPANSION JOINT
 S1.0 1 1/2" = 1'-0"

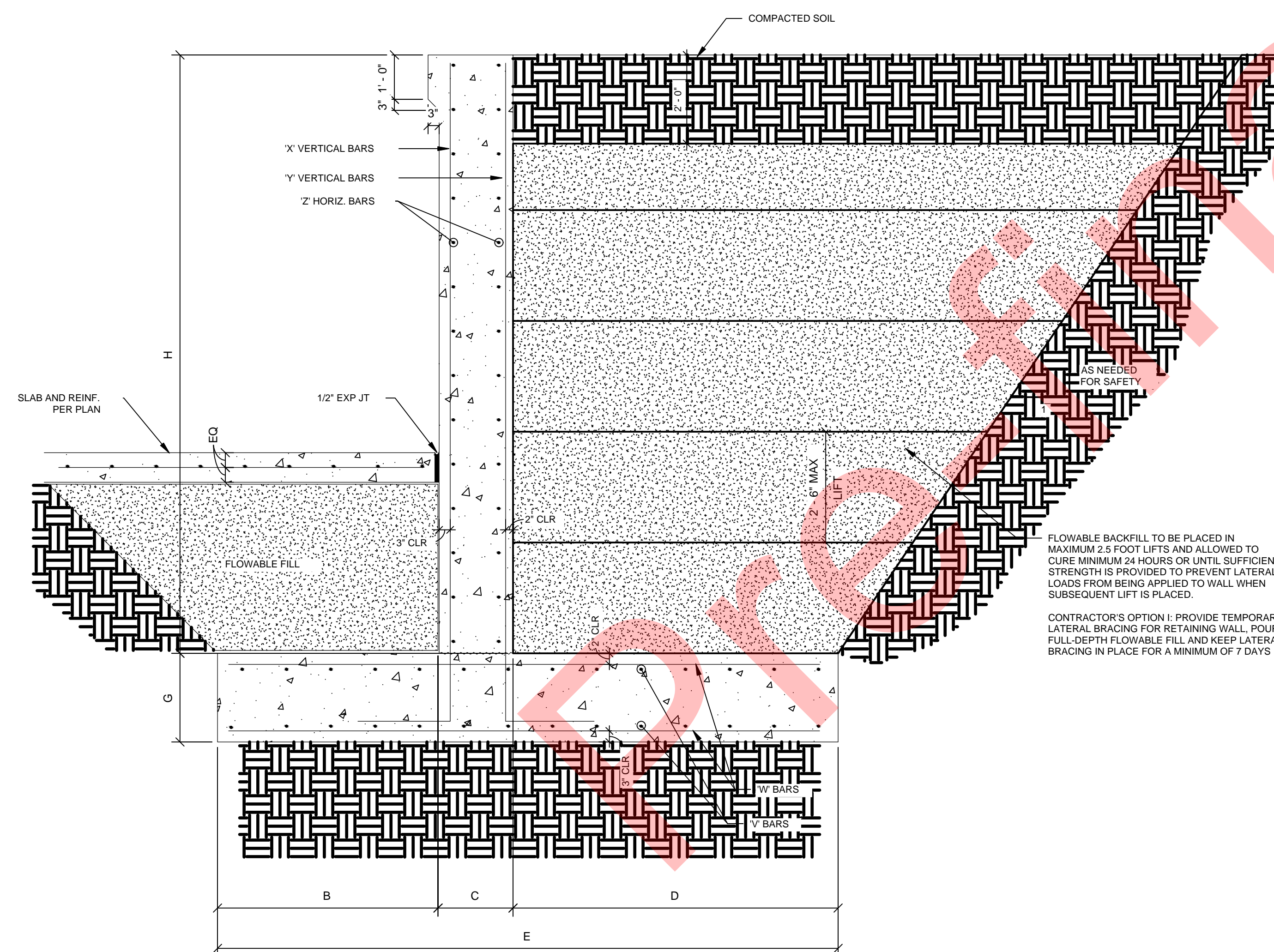


NOTE:
 CONTROL JOINTS TO OCCUR AT EDGE OF WALL OPENINGS, STEPS IN FOUNDATIONS, AND AT INTERVALS OF 15'-0" OR MAX, AS REQUIRED.

3 TYPICAL FNDN CONTROL JT
 S1.0 3/4" = 1'-0"



4 TYPICAL FOOTING STEP1
 S1.0 3/4" = 1'-0"



FLOWABLE BACKFILL TO BE PLACED IN MAXIMUM 2.5 FOOT LIFTS AND ALLOWED TO CURE MINIMUM 24 HOURS OR UNTIL SUFFICIENT STRENGTH IS PROVIDED TO PREVENT LATERAL LOADS FROM BEING APPLIED TO WALL WHEN SUBSEQUENT LIFT IS PLACED.
 CONTRACTOR'S OPTION I: PROVIDE TEMPORARY LATERAL BRACING FOR RETAINING WALL. POUR FULL-DEPTH FLOWABLE FILL AND KEEP LATERAL BRACING IN PLACE FOR A MINIMUM OF 7 DAYS.

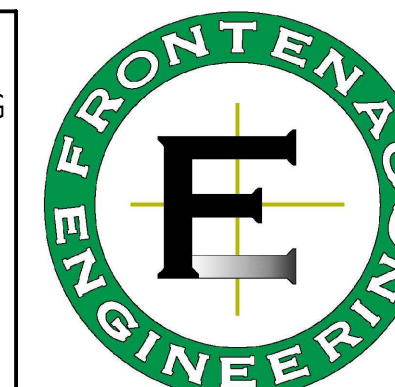
NOTE:
 1. FILTER FABRIC SHALL MEET THE REQUIREMENTS OF IDOT STANDARD SPECIFICATION SECTION 1080.03 FILTER FABRIC, GRADATION 4 AND 5. THE FILTER FABRIC SHALL MEET REQUIREMENTS OF IDOT SPECIFICATION SECTION 282 (EXCEPT 282.08 AND 282.09).
 2. REFER TO SHEET S2.2 FOR RETAINING WALL LOCATIONS AND MARK (MK).

MK	DIMENSIONS							REINFORCEMENT				
	B	C	D	E	F	G	H _{MAX}	V	W	X	Y	Z
RW1	2'-6"	1'-0"	2'-6"	6'-0"	NA	1'-0"	8'-3"	#5@12"oc	#5@12"oc	#5@12"oc	#5@12"oc	#5@12"oc
RW2	3'-6"	1'-0"	3'-6"	8'-0"	NA	12'-3"		#5@12"oc	#6@12"oc	#5@12"oc	#6@12"oc	#5@12"oc

5 TYPICAL RETAINING WALL SECTION
 S1.0 NTS

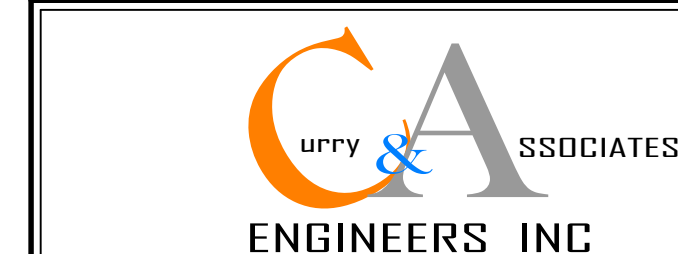
NOTE: SLABS AND FOOTINGS ARE TO BE POURED ON ORIGINAL GROUND. EXCESS EXCAVATIONS SHALL NOT BE FILLED WITH COMPACTED EARTH OR ROCK, BUT SHALL BE FILLED IN WITH CONCRETE OR FLOWABLE FILL.

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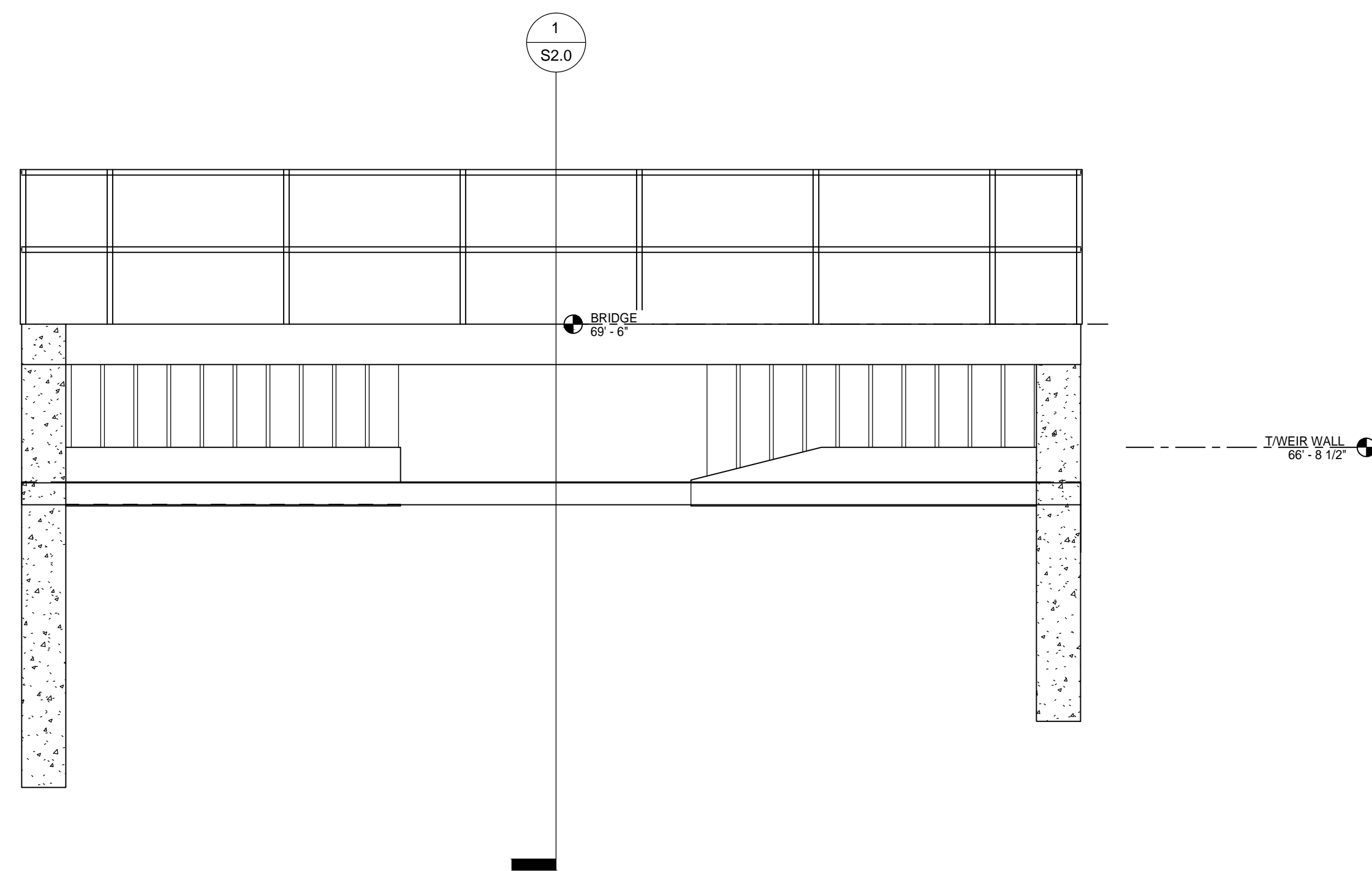


RECONSTRUCTION OF OLD
 HIGHLAND CITY LAKE SPILLWAY
 CITY OF HIGHLAND, IL

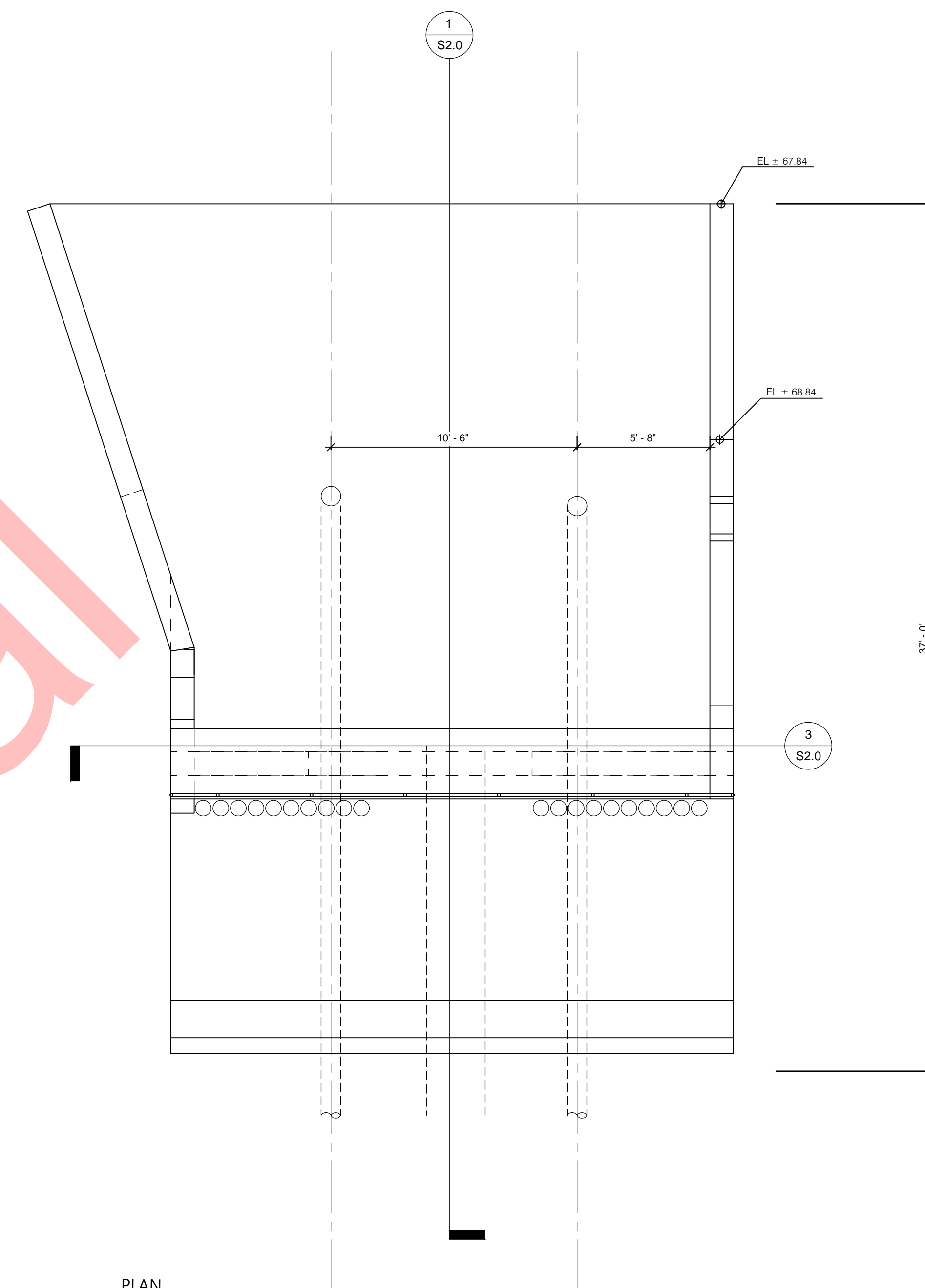
TYPICAL DETAILS



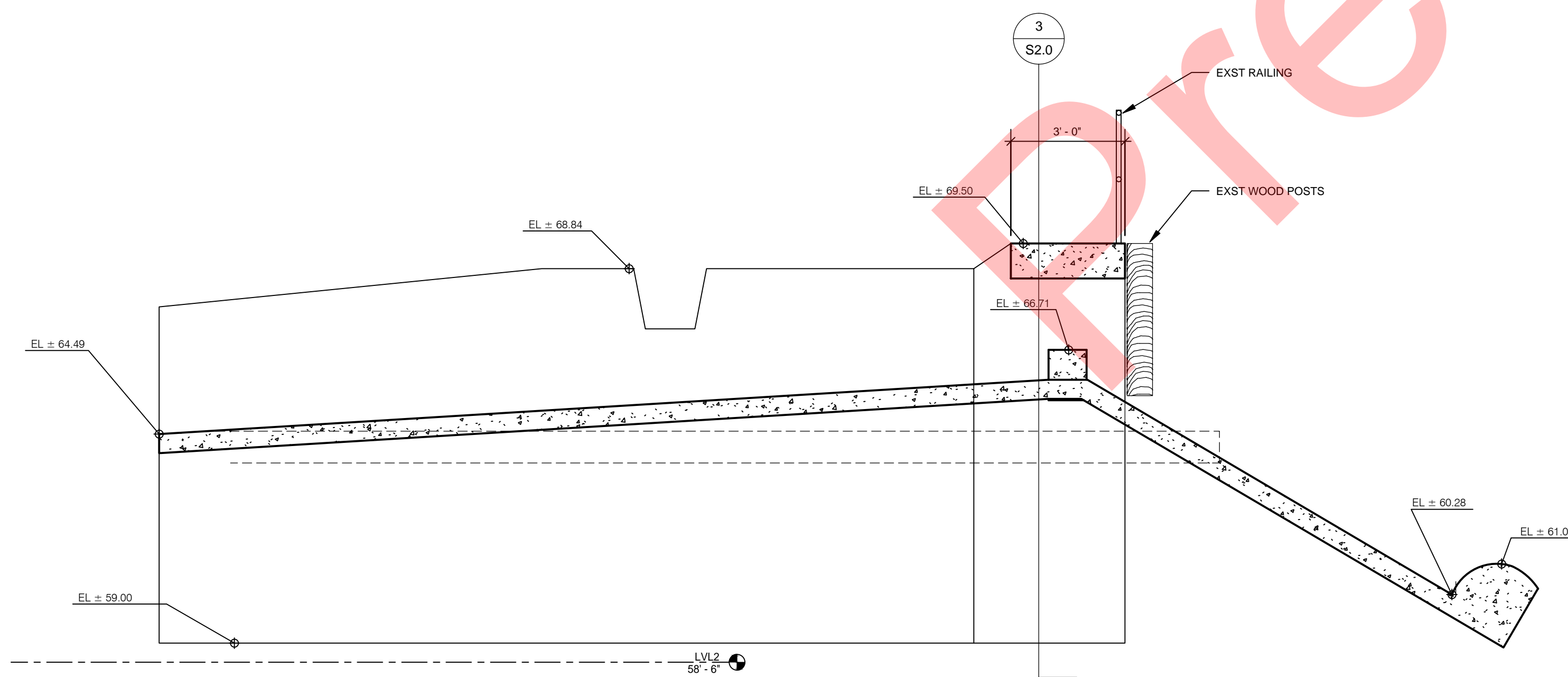
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	Design JUS, RKM	
	Drawn ACM, ALH	
	Checked	
	Date FEB. 2023	
	Date FEB. 2023	
	Job No. 2017.78	



3 EXISTING SECTION
3/8" = 1'-0"



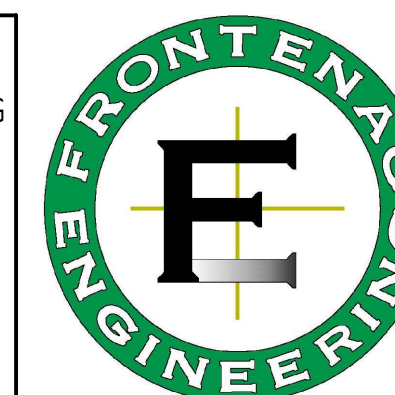
PLAN NORTH
2 EXISTING PLAN
1/4" = 1'-0"




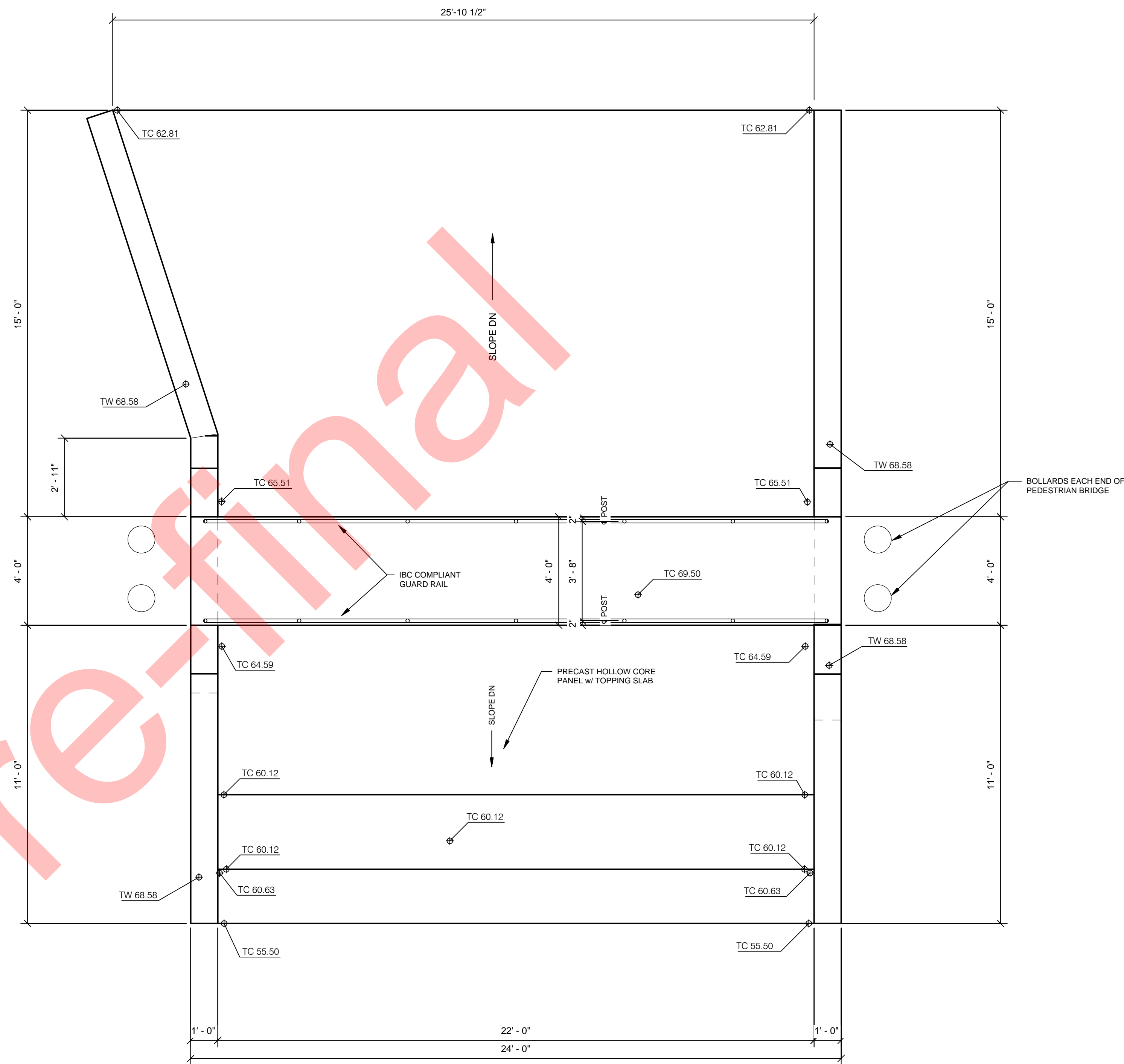
1 EXISTING SECTION
3/8" = 1'-0"

Pre-final

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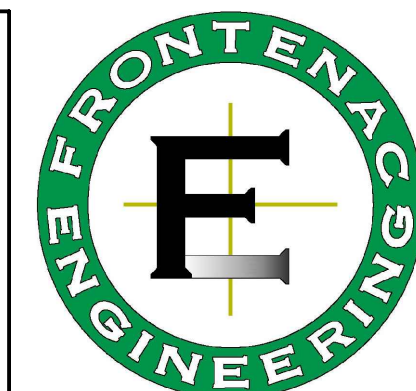
RECONSTRUCTION OF OLD HIGHLAND CITY LAKE SPILLWAY CITY OF HIGHLAND, IL		EXISTING SPILLWAY														
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Revisions	Survey	SHEET 6 OF														
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	Drawn															
	Checked															
	Date	Job No.														
	1778-S2-0	2017.78														



Preliminary

PLAN NORTH
 1
 S2.1
 GENERAL ARRANGEMENT PLAN
 3/8" = 1'-0"

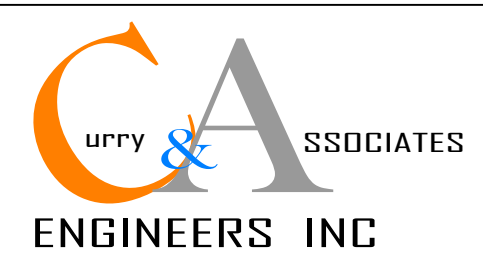
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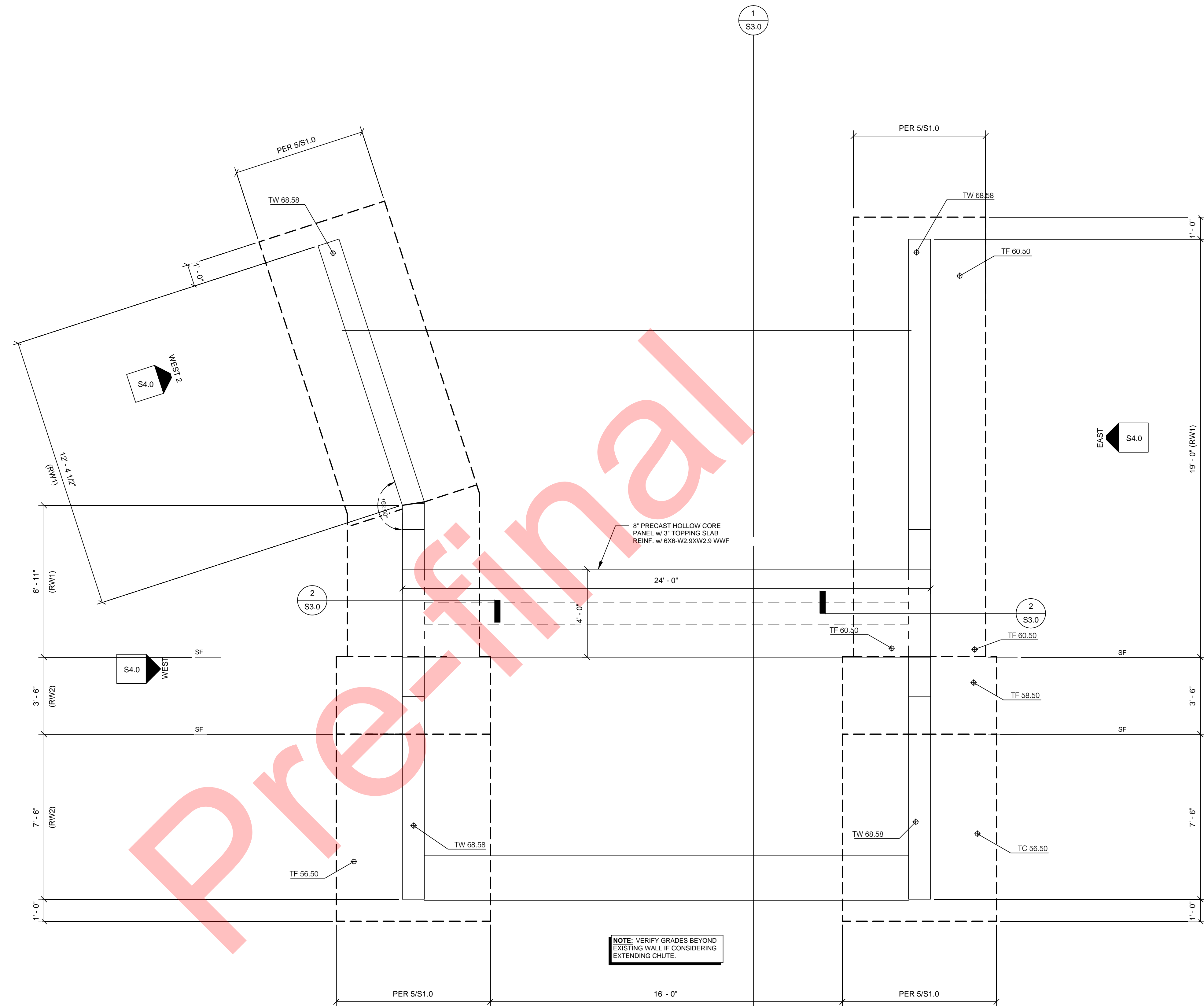


RECONSTRUCTION OF OLD
 HIGHLAND CITY LAKE SPILLWAY
 CITY OF HIGHLAND, IL

NEW SPILLWAY
 GENERAL ARRANGEMENT

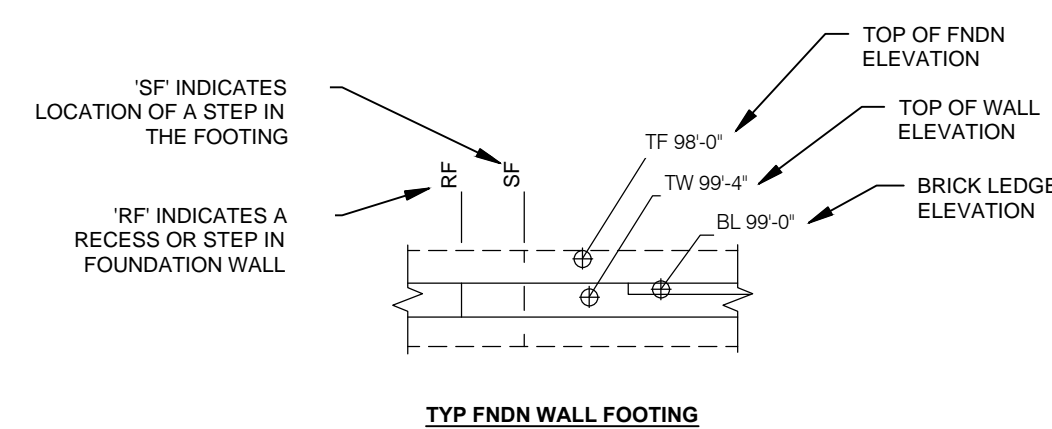
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Layout	JUS, RKM	OF
LAYOUT 1	Drawn	
Plot Date	ACM, ALH	
2-27-2023	Checked	
Dwg File	Date	Job No.
1778-S2-1	FEB. 2023	2017.78





FOUNDATION PLAN NOTES
 1. REFER TO DETAIL 5/S1.0 FOR RETAINING WALL DIMENSIONS AND REINFORCEMENT REQUIREMENTS.

SUBGRADE NOTES
 1. ALL EXCAVATIONS, SITE GRADING, AND ENGINEERED FILL APPLICATIONS SHOULD BE CAREFULLY OBSERVED AND MONITORED BY A GEOTECHNICAL ENGINEER.

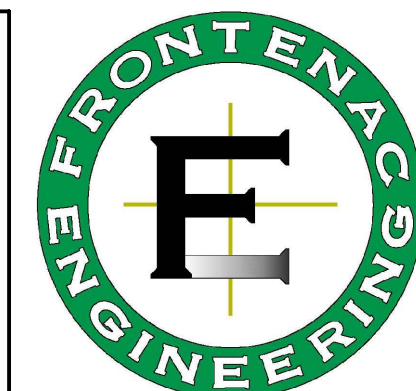


PLAN NORTH
 1 FOUNDATION PLAN
 S2.2 3/8" = 1'-0"

NOTE: VERIFY GRADES BEYOND EXISTING WALL IF CONSIDERING EXTENDING CHUTE.

NOTE: SLABS AND FOOTINGS ARE TO BE POURED ON ORIGINAL GROUND. EXCESS EXCAVATIONS SHALL NOT BE FILLED WITH COMPACTED EARTH OR ROCK, BUT SHALL BE FILLED IN WITH CONCRETE OR FLOWABLE FILL.

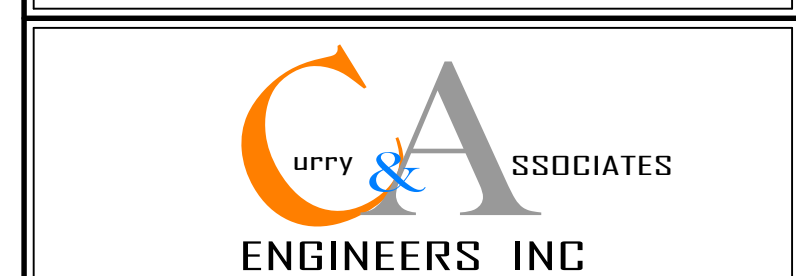
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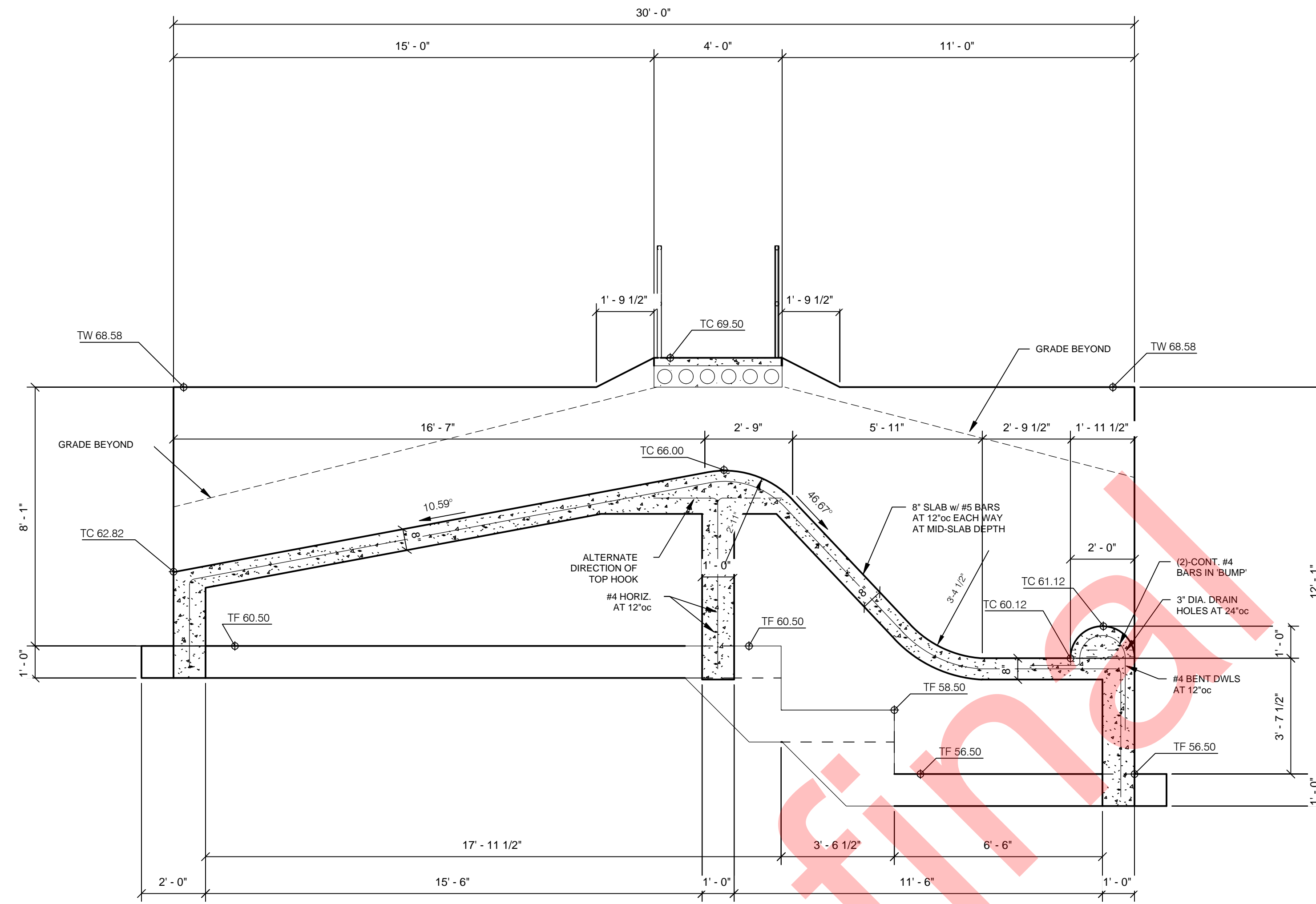


RECONSTRUCTION OF OLD
 HIGHLAND CITY LAKE SPILLWAY
 CITY OF HIGHLAND, IL

NEW SPILLWAY
 FOUNDATION PLAN

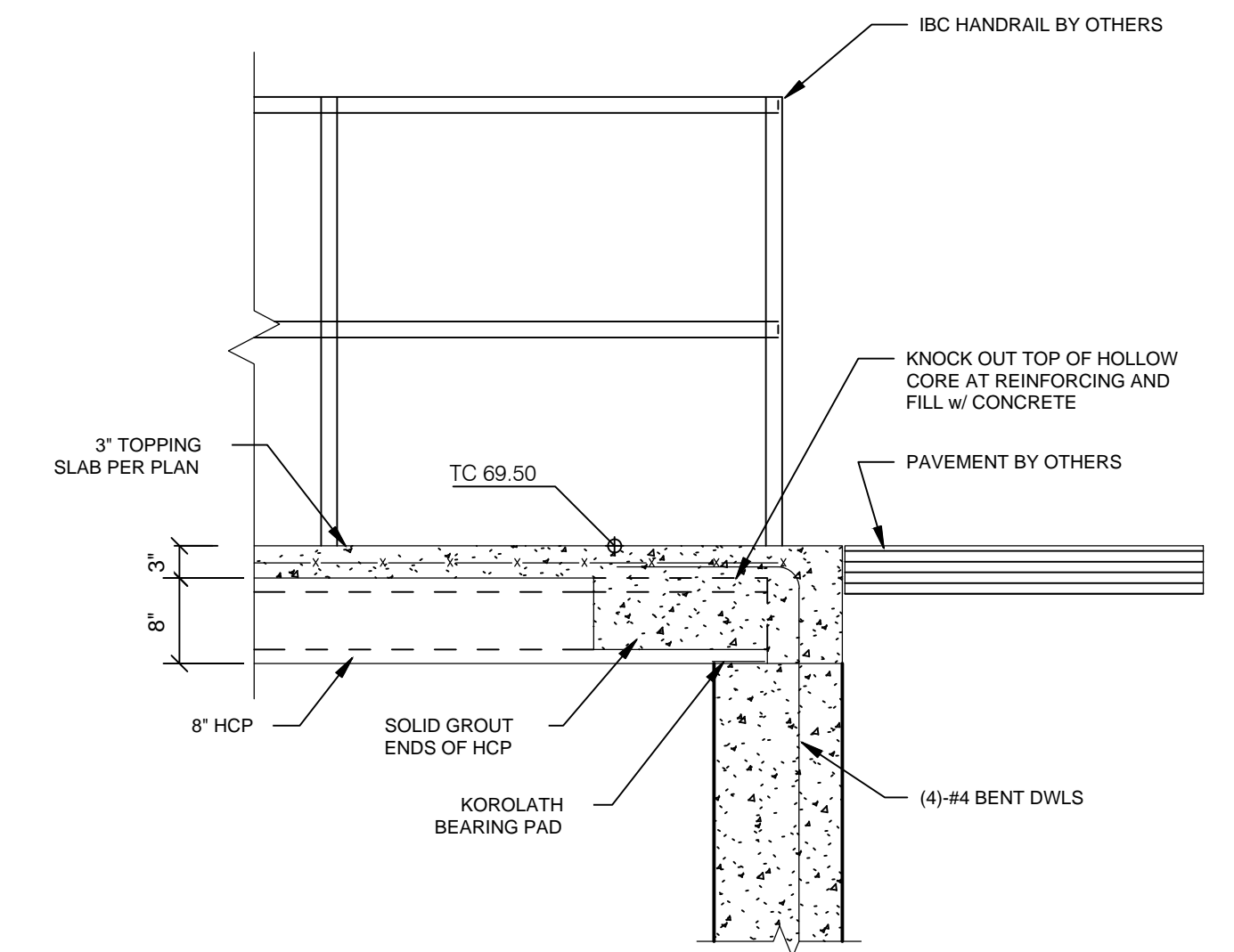
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Design	JUS, RKM	
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LAYOUT 1	ACM, ALH	
Plot Date	Checked	Job No. 2017.78
2-27-2023		
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1778-S2-2	FEB. 2023	





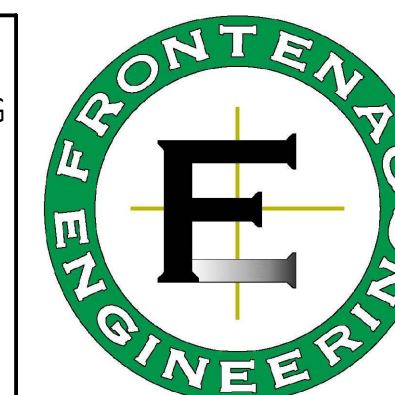
1 SECTION
S3.0 3/8" = 1'-0"

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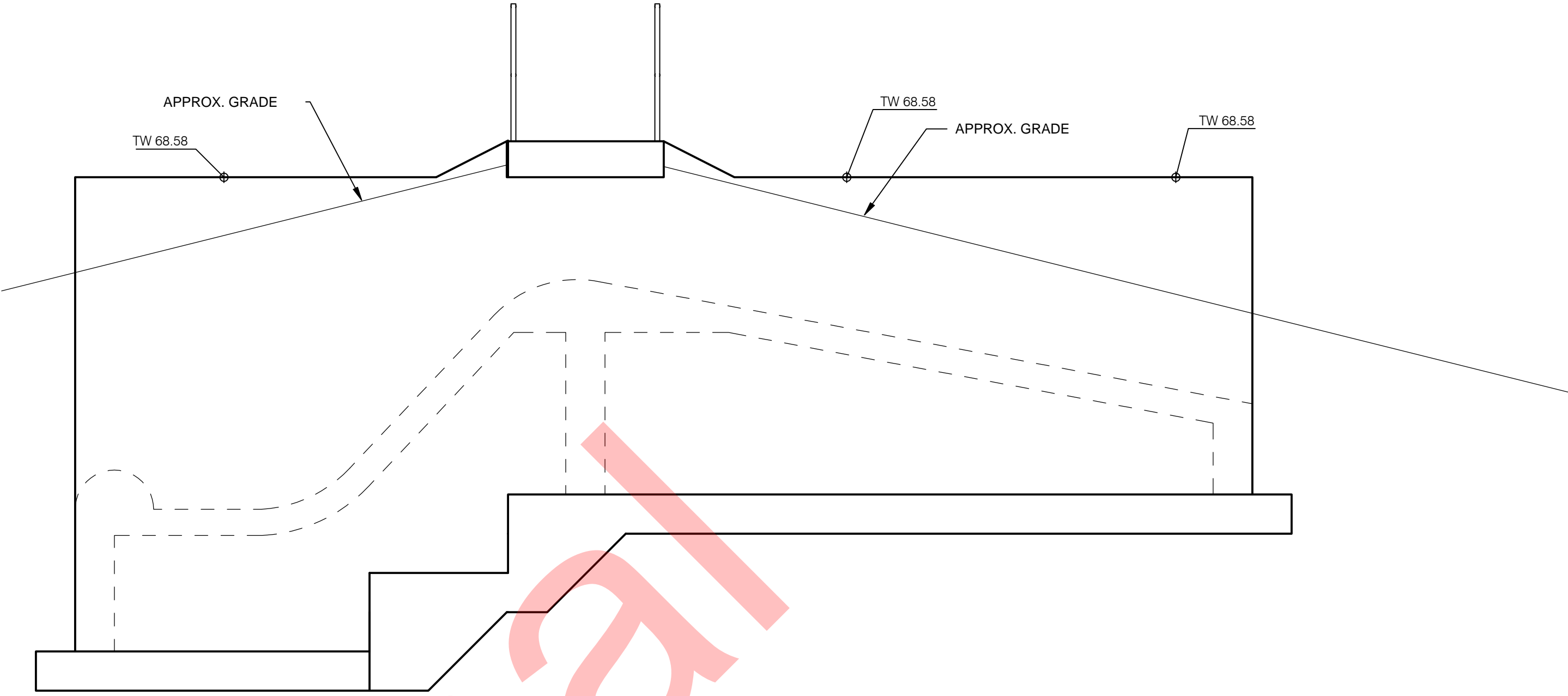


2 SECTION
S3.0 3/4" = 1'-0"

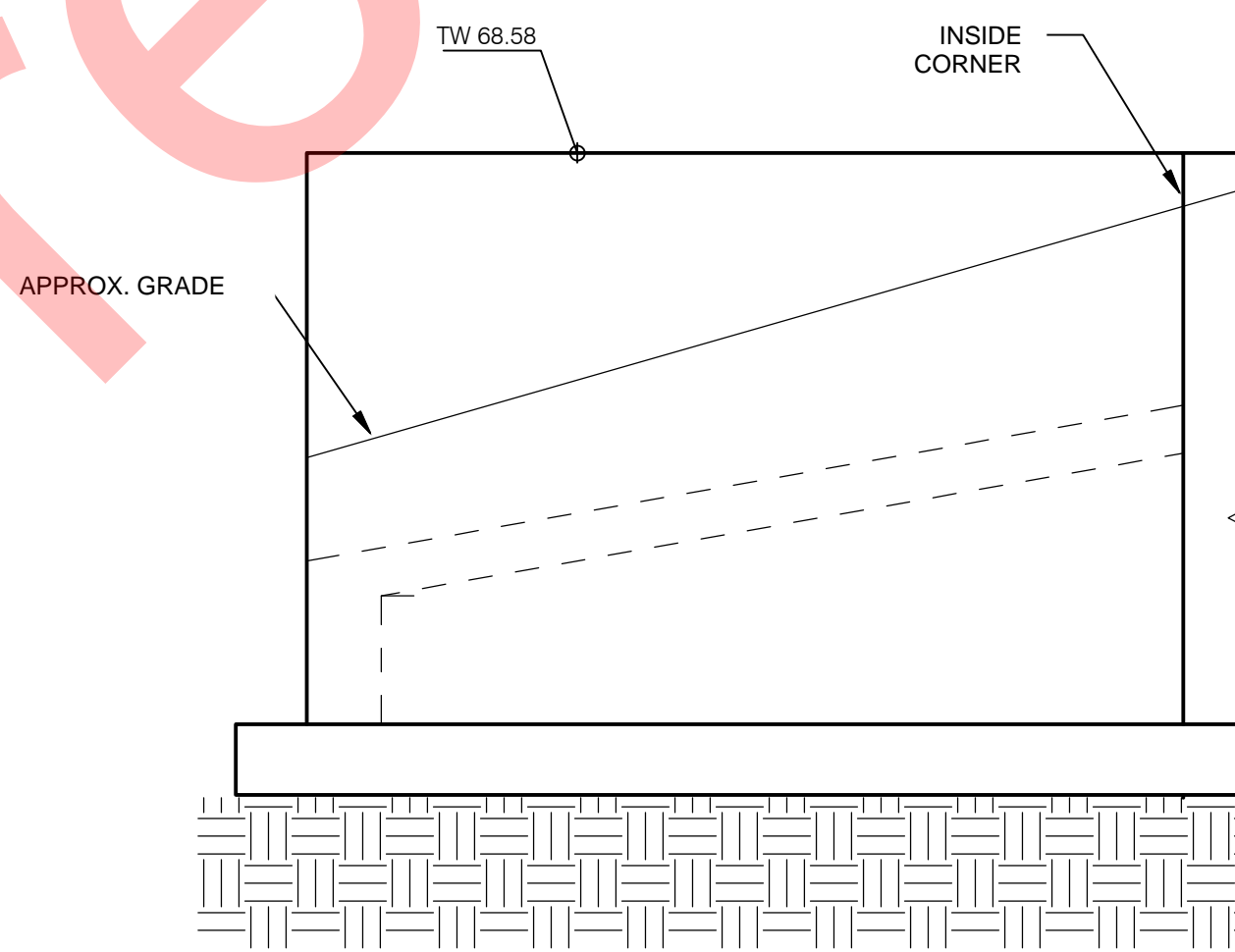
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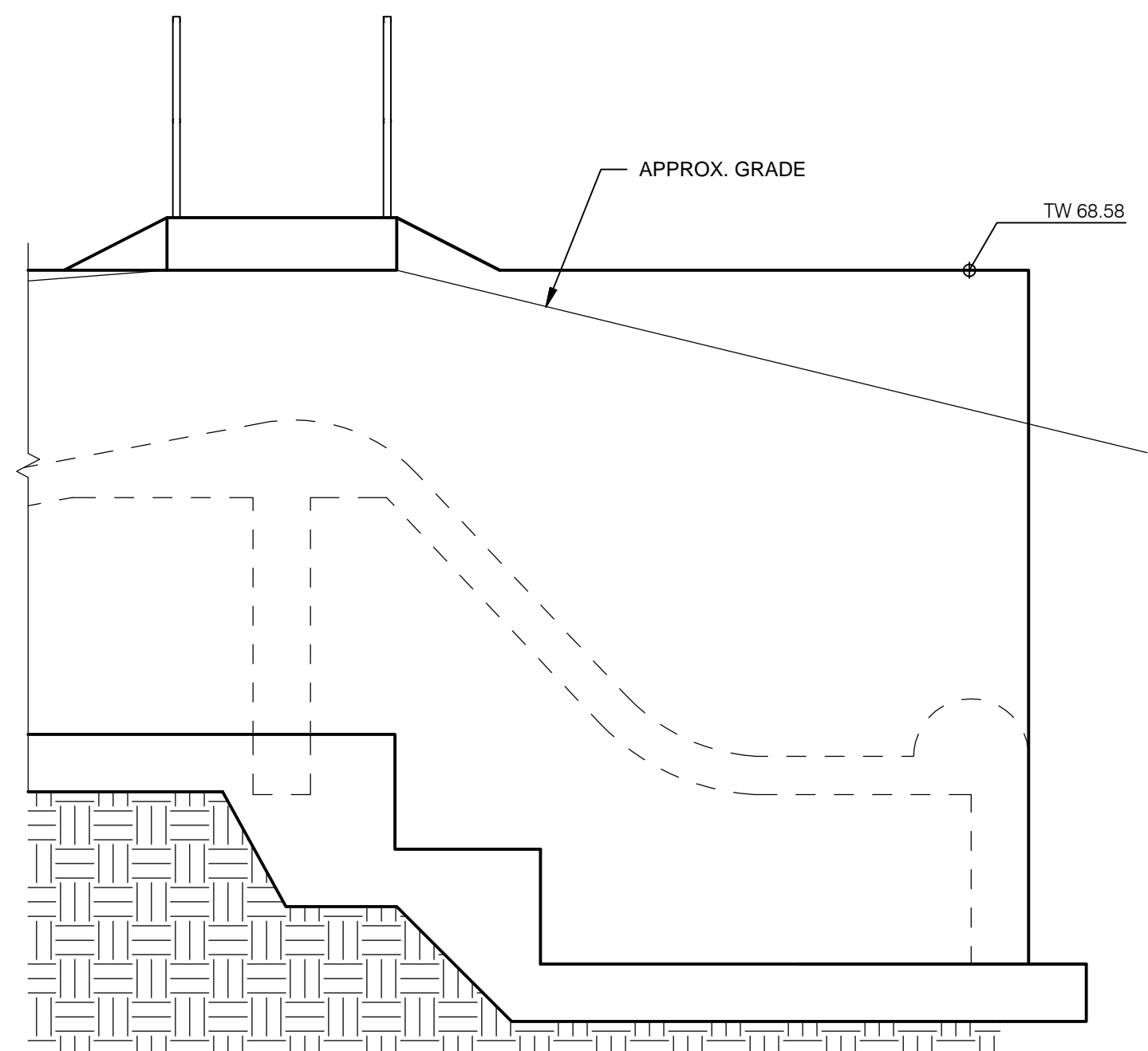
RECONSTRUCTION OF OLD HIGHLAND CITY LAKE SPILLWAY CITY OF HIGHLAND, IL		SECTIONS AND DETAILS	
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		ACM, ALH	Checked
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		Date	FEB. 2023
		Job No.	2017.78
		SHEET	9
		OF	



1 EAST
S4.0 3/8" = 1'-0"



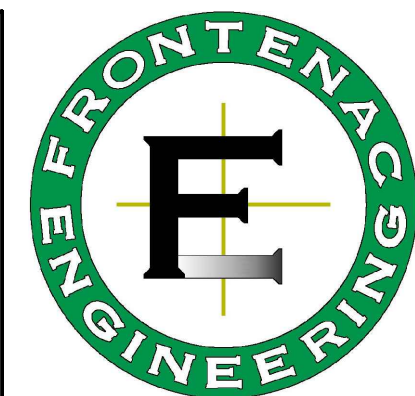
3 WEST 2
S4.0 3/8" = 1'-0"



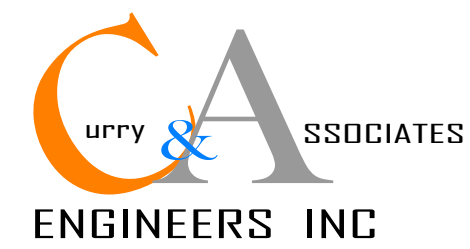
2 WEST
S4.0 3/8" = 1'-0"

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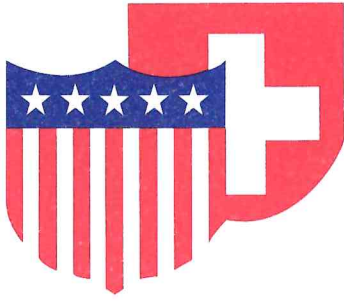


RECONSTRUCTION OF OLD
HIGHLAND CITY LAKE SPILLWAY
CITY OF HIGHLAND, IL



ELEVATIONS

Revisions	Survey	SHEET 10 OF	
Design	JUS, RKM		
Layout	Drawn	OF	
LAYOUT 1	ACM, ALH		
Plot Date	Checked		
2-27-2023	Date	Job No.	
Dwg File	1778-S4-0	FEB. 2023	2017.78



City of Highland

MEMO TO: Christopher Conrad, City Manager
FROM: Joe Gillespie, Director of Public Works
DATE: March 1, 2023
SUBJECT: Veterans Honor Parkway Pavement Restoration
Michael Rd. to Broadway, PW-10-22
Recommendation for Award

RECOMMENDATION

I recommend that you request council approval to award a contract to Keeley & Sons, Inc. in East St. Louis, IL for \$320,916.89.

DISCUSSION

We opened bids on March 1, 2023. See the bidding detail attached. Oates Associates reviewed the contractor's qualifications and the bid for accuracy. I attached the recommendation letter.

FISCAL IMPACT

The project is funded with Non Home Rule Sales Tax.

CONCURRENCE

Recommended by: _____

Joe Gillespie, Director of Public Works

Approved by: _____

Christopher Conrad, City Manager



Collinsville

100 Lanter Ct, Ste 1
Collinsville, IL 62234
618.345.2200

St. Louis

720 Olive St, Ste 700
St. Louis, MO 63101
314.588.8381

Belleville

1 S Church St, Ste 200
Belleville, IL 62220
618.416.4688

St. Charles

820 S Main St, Ste 309
St. Charles, MO 63301
636.493.6277

March 2, 2023

Mr. Joe Gillespie
Director of Public Works
City of Highland
1113 Broadway, PO Box 218
Highland, Illinois 62249-0218

Re: VHP Pavement Restoration
Award Recommendation

Dear Mr. Gillespie:

One bid for the referenced project was received on Wednesday, March 1, 2023. The Engineer's Estimate of Probable Cost is \$415,000. Keeley and Sons, Inc of East St. Louis, Illinois, submitted a bid of \$320,916.89 (23% below the engineers estimate).

Based on our evaluation of Keeley and Sons, Inc proposal, we recommend awarding the construction contract to Keeley and Sons, Inc., for a contract price of \$320,916.89.

Please notify us if you concur with our recommendation and authorize the contract award to Keeley and Sons, Inc. We will prepare the necessary contract documents and submit them to you for processing.

Sincerely,

OATES ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Steven M Keil". The signature is written in a cursive, flowing style.

Steven M. Keil, PE, PLS
Principal

CITY OF HIGHLAND-----BID TABULATION-----DEPARTMENT OF PUBLIC WORKS

BID OPENING

PLACE: City Hall

TIME: 10:00am

DATE: 03/01/2023

PROJECT # / DESCRIPTION: **VHP Pavement Restoration**

ENB EST: \$ 415,131

Bidders	Total Price	Contract Proposal	Signature Page	Schedule of Prices	Bid Bond	Affidavit of IL Bus. Ofc.	Apprenticeship Training	Hold Harmless	Non-Delinq. Tax	Barred from Contracting	Substance Abuse
Keeley & Sons 6303 Collinsville Road East St. Louis, IL 62201	\$320,916. ⁸⁹	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Kinney Contractors 19342 East Frontage Road Raymond, IL 62560	No Bid										
Interstate Improvement P.O. Box 8 Faribault, MN 55021-0008	No Bid										

Bid Opener: *Joe Killegin*

Bid Recorder: *Jana R. Hediger*

ORDINANCE NO: _____

**AN ORDINANCE AMENDING CITY CODE, CHAPTER 22 – CEMETERIES,
ARTICLE 1. – IN GENERAL, SECTION 22-1. – FEES AND ASSESSMENTS**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, City has determined it necessary to amend the City Code to add additional services to be provided by City at the City Cemetery, and to add new fees for the new City services at the City Cemetery; and

WHEREAS, the Director of Parks and Recreation, who is also responsible for the Cemetery, has informed the City Council that City Staff must be present for any interment at the City Cemetery, and some bereaved families have been placing ashes into a compartment in the headstone; and

WHEREAS, City has determined it shall amend the City Code to add services for “*interment of cremated remains into a columbarium*”, and to charge the existing fees currently stated in Section 22-1. (4); and

WHEREAS, the City Council finds that the City Manager and/or Mayor should be authorized and directed, on behalf of the City, to execute whatever documents are necessary to amend the City Code as stated herein.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. Chapter 22 – Cemeteries, Article 1. – In General, Section 22-1. – Fees and Assessments (4), shall now state:

Sec. 22-1. - Fees and assessments.

The following assessments and fees for the city cemetery are hereby established:

(4)The sum of \$400.00 shall be charged Monday through Friday, the sum of \$500.00 shall be charged on Saturday and Sunday, and the sum of \$600.00 shall be charged on holidays observed by the city to open a grave space for the burial of (cremated remains), limbs, stillborns and children under two years of age, and interment of cremated remains into a columbarium.

Section 3. That this Ordinance shall be known as Ordinance No: _____ and shall be effective upon adoption with implementation date of May 1, 2023.

Passed by the City Council and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the ____ day of _____, 2023, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

ABSENT:

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



HIGHLAND

PARKS & RECREATION... The *FUN* Theory!

To: City Manager, Chris Conrad
From: Mark Rosen, Director of Parks & Recreation
Date: February 20, 2023
Subject: Cemetery Fees Amendment


Recommendation

On direction from the Cemetery Board of Managers, I am recommending city council to approve an amendment to Sec. 22-1. – Fees and assessments pertaining to cremations.

Discussion

Due to the fact that city personnel must be present for any interment at the cemetery, and because there is a trend to inter ashes into a compartment in the headstone; columbarium, Sec. 22-1. (4) should include:

The sum of \$400 shall be charged to open a grave on Monday through Friday, \$500 shall be charged on Saturday and Sunday, and the sum of \$600 shall be charged on holidays observed by the city to open a grave space for the burial of (cremated remains), limbs, stillborns, children under two years of age, *and interment of cremated remains into a columbarium.*


Recommended By: Mark Rosen, Director of Parks & Recreation


Approved By: Chris Conrad, City Manager

RESOLUTION NO. _____

**A AMENDED RESOLUTION AUTHORIZING THE MAYOR AND/OR CITY
MANAGER TO APPLY FOR PARK COMMISSION FUNDS FROM MADISON
COUNTY, ILLINOIS**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, the City of Highland, Illinois, proposes to apply for Park Enhancement Funding (“PEP”) funds for the following project(s):

1. New Playground Equipment at Silver Lake Park:
 - A. PEP Grant - \$49,945.00
 - B. City Contribution - \$53,986.00
 - C. Total Project - \$103,931.00

(hereinafter “Project”) (*See Exhibit A*); and

WHEREAS, the funding for the Project will exceed the actual amount granted from PEP funds in which the City agrees to fund the completion of the project from another source; and

WHEREAS, City previously approved this grant for 2023, and desires to approve this Amended Resolution to Apply for PEP funds in 2023 based on the revised financial figures as shown herein; and

WHEREAS, City has determined the Mayor and/or City Manager is authorized and directed to execute any documents necessary to obtain PEP funds to help fund the Project; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Highland, Illinois, authorizes the filing of the above-listed applications to Madison County, Illinois, in adherence to all applicable rules and regulations of the PEP program; and

BE IT FURTHER RESOLVED that the City Council of the City of Highland, Illinois, hereby directs and designates the Mayor and/or City Manager to act as the authorized representative in connection with the filing of the aforementioned applications and all concurrent meetings and hearings associated with the project approval process.

Passed by the City Council and approved by the Mayor of the City of Highland, Illinois and deposited and filed in the office of the City Clerk on the _____ day of _____, 2023, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

ABSENT:

APPROVED:

Kevin B. Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois



HUTCHINSON RECREATION & DESIGN
 1000 EDGEWATER PT STE 101
 LAKE SAINT LOUIS, MO 63367

BUDGET A

Name/Address		
Highland Parks Department Mark Rosen #1 Nagel Drive Highland, IL. 62249 618-651-1386		
Date	Quotation #	REP
12/15/22	12245	BJH

Terms
See Attached

Quantity	Description	Total
1	MIRACLE / UPC PARKS - DEADWOOD	103,931.00T
1	Freight - UNLOADING/STORAGE OF EQUIPMENT IS NOT INCLUDED IN DELIVERED PRICE.	
	ADDITIONAL ADD ON OPTIONS:	
1	Equipment Installation Only (For Additional Installation options not listed on quote please view Proposal Facts). Please note items by other: Storage of Equipment, Site Restoration, etc. If you would like pricing on any of these additional items please let us know.	
1	Unloading of Equipment	
1	Excavate site for loose fill wood fiber - Approx. 1,728 sq. ft.	
1	Install Drain Rock - Approx. 1,728 sq. ft.	
1	Install Geo Fabric - Approx. 1,728 sq. ft.	
1	Miracle Border Timbers - Delivered & Installed - Qty (28)	
1	Loose Fill Wood Fiber - Delivered - Approx. 85 Yards	
1	Install Loose Fill Wood Fiber - Approx. 85 Yards	
	PLEASE NOTE: - SITE RESTORATION BY OTHER Tax Exempt	0.00

The acceptance signature below serves as authorization to order the items quoted & indicates acceptance of the listed prices and terms enclosed. Signature will not substitute for a Purchase Order.

Acceptance Signature: _____

Printed Name: _____

Christopher J. Conrad - City Manager

Total	\$103,931.00
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Unloading, storage and installation of equipment upon arrival is not included in above pricing unless specifically noted on quote.

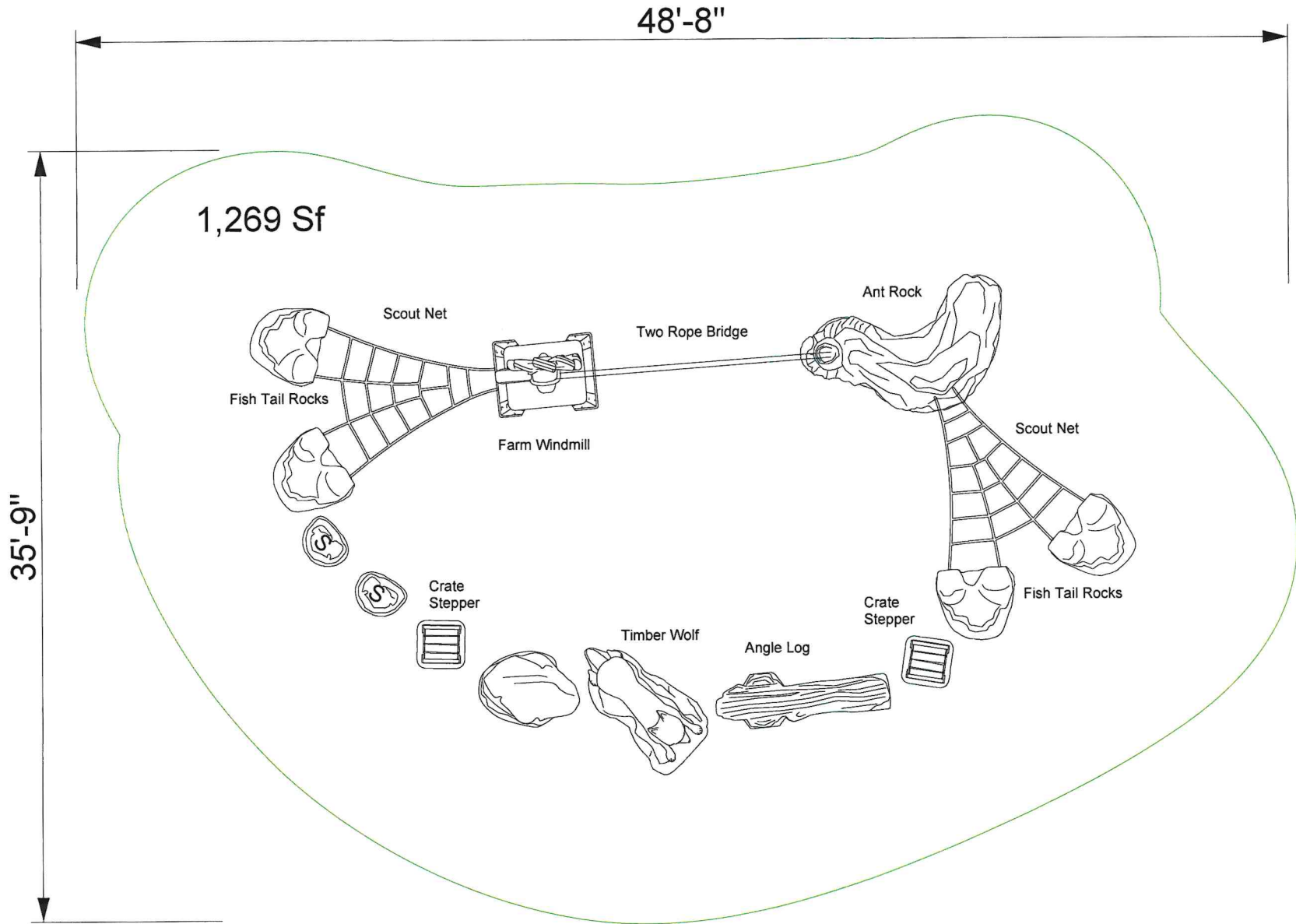
Phone: (800) 848.5616

www.hutchinson-recreation.com

Fax: (314) 332.2877

NOTE: Purchase orders & checks for equipment should be made out to Hutchinson Recreation & Design.





Hutchinson Recreation & Design - Terms and Conditions

Page 1 of 4 (Terms and Conditions & Proposal Facts)

The quotation, terms and conditions, and proposal facts must be attached and included as an exhibit to any contract, which is entered into as a result of this quotation. Failure to do so will result in such contract being returned unsigned until these items have been included, thus delaying the processing of your order.

PLEASE NOTE FOR ALL QUOTES / BIDS – INSTALLATION IS NOT INCLUDED UNLESS SPECIFICALLY NOTED ON THE QUOTE / BID.

Equipment orders with Installation service: Continuous access will be provided to the installation crew for heavy equipment traffic without obstruction for delivery and installation of equipment, safety surfacing, and any other materials or furnishing provided on this quotation throughout the installation. The site is free of any private utilities or underground items unless marked by owner. Any local labor requirements are by other. All items below are not included unless specifically stated on the quotation. Excessive rock excavation is not included in standard pricing. Proper site grade has been completed prior to the arrival of the installation crew. Additional mobilization costs will be charged for each trip if site is not ready for the installation of the equipment. Core drilling or saw cutting of existing or new concrete or asphalt is not included. The installation of all furnishings and equipment not indicated as surface mount or portable should be scheduled for installation prior to concrete or asphalt construction or blocked out for in concrete forms. Installation prices assume normal soil conditions, easy access to site with trucks. If it becomes necessary to cross landscaping, sidewalks, or grass areas to reach project area, re-seeding or sodding may be necessary - the customer will be responsible unless otherwise noted on quote. Installation does not include any allowance for moving or repairing any underground utility lines such as electrical, telephone, gas, water or sprinkler lines that may be encountered during installation operations. Any additional costs incurred as a result of hard rock conditions requiring extra equipment, or for utility removal or repair resulting in delay is for customer's account, unless they are detailed on as built site drawings or marked on the ground prior to quotation, fabrication and installation.

Owner/Contractor site preparation and installation notes and instructions:

- **DO NOT SPREAD SAFETY SURFACE OR GRAVEL DRAINAGE PRIOR TO INSTALLATION OF PLAYGROUND EQUIPMENT.**
- If site conditions become too wet to install equipment, drying agents such as lime can be applied at additional costs to be borne by Owner. The application of drying agents must be pre-approved via written instrument, signed by both Owner and Hutchinson Recreation & Design, before application begins.
- Any on-site installation, site work, or surfacing change orders must be pre-approved via written instrument, signed by Owner & Hutchinson Recreation & Design, Inc. before change orders are executed. Hutchinson Recreation & Design, Inc. is not responsible or liable for any verbal or other negotiations with installers made without approval and a signed change order from our office.
- Removal and replacement of existing surfacing materials is not included unless specifically indicated on the quotation.
- Owner is responsible for locating and marking all private utility locations and notification of any other underground items prior to quotation, fabrication, and installation. Hutchinson Recreation & Design will not be responsible for any underground items encountered or any damage to such items not marked or pointed out by the owner. Any delay or cost to repair as a result will be at an additional cost to the owner. If installation is included on quote public locates will be called out by the install company prior to install – NOT private locates.
- Quotations for Engineered Wood Fiber do not include gravel drainage systems; gravel sumps or daylight drains unless specifically noted on quote / bid..
- Required installation grade includes: Site excavated to proper depth and grade should be no greater than 2% for drainage.
- Owner/Contractor will provide safety/storage of equipment/security fencing until equipment and surfacing is ready for installation and use – unless specifically noted on quote as included by us.

Additional information regarding Safety Surfacing for Playground Projects:

- Purchaser shall be responsible for storage of all products and security, as needed, to prevent vandalism and/or damage of any type to the surface during installation process, curing time, and after the installation is completed. Surface quotes are based on thickness/critical fall heights performances as tested by an accredited laboratory, and are not subject to results generated by hand held, suspect field-testing equipment.
- Purchaser is responsible for storage of all resin, glue, and binder in a temperature controlled environment. Any materials left outside will be at the sole cost of the purchaser if replacement products are needed.
- If site is prepared by other and if the site is over the square foot agreed upon the customer will be charged for the additional square foot based on the critical fall height of equipment and price/square foot.
- Price excludes concrete, asphalt, site work, base aggregate, compaction or preparation etc.
- If customer or other is preparing the sub base for unitary surfacing, then customer or other is responsible to adhere to manufacturers sub base requirements/specifications and provide photo field verification to our office prior to scheduling of surfacing install crews. PLEASE NOTE: Lead times vary for the scheduling of the surfacing install crews at certain times of the year. Please check with our office for tentative scheduling dates at the time of order.
- If loose fill engineered wood fiber is being purchased customer is aware that: Due to the nature of wood fiber, wood fiber will vary in size and type of wood if purchased in differing time frames. Engineered Wood fiber surfacing is for safety purposes 1st and the aesthetic look and feel of the wood fiber is inconsistent. The variance will meet all required guidelines/specifications from the manufacturer.

Owner/Contractor delivery and receipt of shipment:

- Unloading is not included with installation unless specifically noted on the quote / bid.
- The Owner/Contractor will be notified 24 hours or more prior to delivery whenever possible.
- It is assumed that all materials can be delivered to the jobsite, and the Owner/Contractor will provide a secure location to store the equipment prior to installation. Installation price does not include transportation of materials from a secondary secure delivery location to job site.
- Delivery does not include lift-gate service-unless specifically noted on quote/bid. Those services, depending on product, may be available by request for an extra cost to the owner.
- Lead-times vary by manufacture and are subject to change without notice. Please ask our office at the time of order for approximate shipping lead times. Please provide firm shipment schedules at time of order, delivery dates requested outside of normal manufacturing days may be subject price increases from suppliers for materials and freight.

Insurance: This proposal contains standard General Liability and Workers Compensation coverage – when applicable. Any waivers of subrogation and primary non-contributory endorsement requirements require additional premium to the provider. Any additional such charges to our policies as a result of the awarding of a contract based upon this proposal will be passed through to you at your additional expense.

Quotation does NOT include the following (Unless specifically stated on the quotation / bid): taxes, prevailing wages, permits, local business license, state or local approvals, performance/payment bond, engineering seals, testing, site preparation, or storage of equipment, installation, supervision, removal of excess dirt from footings or any site excavation, borders, safety surfacing, unloading of equipment, security, fencing, custom colors on equipment or materials, or landscaping!

Order and Payment Terms: Any orders that are tax-exempt will require a copy of the tax-exempt certificate at the time of order. All applicable tax will be added to final invoice. Payment terms to be determined at the time of order. If applying for credit, unless credit is approved by Hutchinson Recreation & Design and/or Manufacturing Company, a 50% or 100% prepayment may be required. Cash in advance discounts available on certain equipment, NO retainage/retentions allowed. Quotation is valid for 21 days. Past due accounts will be assessed interest at the rate of 1.5% per month. Hutchinson Recreation & Design shall be entitled to recover its reasonable attorneys' fees and costs if legal action is brought to collect amounts due. Please Note: Due to the Global Pandemic our suppliers/partners are experiencing labor shortages, raw material shortages and disruptions in supply chains worldwide. Global production for factories worldwide has been significantly affected. Lead times are now approximate only. All orders are subject to delay. We appreciate your business and understanding.

Failure to comply with these terms and conditions will result in additional charges or contract change orders. Please contact our office with any questions concerning the attached quotation or terms and conditions, or if any additional services are required for your Project. Thank you for the opportunity to provide this quotation.

Acceptance of Quotation:

The undersigned, by its duly authorized representative hereby authorizes Hutchinson Recreation to have the manufacturer ship the equipment listed on the accompanying quote, and complete the specified tasks, for which the undersigned agrees to pay the total amount specified. The undersigned acknowledges that it has read and agreed to the Terms and Conditions. Payment terms to be determined at the time of order. Non-taxable customers must provide proper tax exemption certificate to manufacturer at time of order or tax will be added to final invoice.



3-6-2023

Customer Acceptance Signature

Date

Hutchinson Recreation & Design – PROPOSAL FACTS

PROPOSAL / QUOTE / BID (Items listed below are additional items available on certain products/services quoted. If these items are not listed as included or line itemed out on your quote then they are not included in your price of items quoted. If you would like pricing on any of these items added to your quote, please call our main office to inquire about availability.)

Unloading equipment	Lift gate services	Removal of excess material, dirt or old equipment from site	Concrete pad prices are (plus/minus) one-degree grade
Site Work	Drainage	Site Restoration	Installation of equipment
Safety Surfacing (Wood Fiber, Poured in Place, Tile, etc.)	Installation of safety surface	Any extra material/labor necessary to get grade is additional costs	Trash Dumpster
Taxes	Supervision	Fencing or Landscaping	Performance and Payment Bonds
Storage	Security	Testing/Permits/State or Local Approvals/Engineering Seals	Engineered Drawings & Calcs

NOTE: INSTALLATION QUOTE IS BASED ON "NORMAL" MISSOURI / ILLINOIS SOIL AND OR WATER TABLE CONDITIONS AND LEVELS. SEE TERMS SHEET FOR MORE INFORMATION ON INSTALLATION LIMITATIONS AND CUSTOMER RESPONSIBILITIES. ALL SUPERVISIONS WILL BE BILLED DIRECT BY AN INDEPENDENT SUPERVISOR.

OWNER SITE PREPARATION AND INSTALLATION NOTES:

Owner **MUST** provide safety fencing to be used around the site by the installer – unless specifically noted on our quote / bid.

Desired install grade includes: sod removal flat/level surface w/drainage.

FOR PLAYGROUND PROJECTS - DO NOT SPREAD SAFETY SURFACE PRIOR TO EQUIPMENT INSTALLATION.

READ installation specifications brochures prior to installation.

Install equipment according to manufacturer's specifications.

You **MUST** call underground utilities prior to excavation – public and private lines. Public lines will be called out prior to install by us if installation is included on quote. All private lines must be marked by other with or without install options chosen.

DELIVERY INFORMATION:

Delivery day assistance needed to unload - the driver will be either a factory representative who may assist you or commercial carrier depending on manufacture. Depending on manufacture and equipment it will take anywhere between **2-5 sturdy people to unload equipment**. Shelters, and some bigger equipment may require use of machinery to assist in the unloading of equipment. The cost of that machinery is not included in our pricing unless specifically noted on the quotation or bid. Lift gate services may be available upon request, this would be at an additional cost to the owner. Delivery point should be close to construction site - in secured area. Equipment should be inventoried carefully after unloading, along with notations of any discrepancies. **NOTE: MISSING PARTS CLAIMED AFTER 48 HOURS FROM THE DATE OF DELIVERY WILL NOT BE HONORED. MISSING PARTS NOTIFIED TO US AFTER 48 HOURS WILL REQUIRE RE-PURCHASE OF PARTS.**

CUSTOMER RESPONSIBILITY FOR PLAYGROUND PROJECTS:

During installation and at the completed installation or installation sign-off, the owner becomes responsible for keeping children off of the playground for 72 hours to allow cement to set up. If poured-in-place surfacing is installed the owner is responsible to keep children off to allow for the surfacing to properly cure – which may be up to 72 hours. It is advised to have security throughout the poured-in-place surfacing installation and during this curing process to prevent damage to the surfacing. It is the owner's responsibility to maintain the safety surfacing and schedule regular safety and maintenance inspections of the equipment.

INDEMNIFICATION:

HUTCHINSON RECREATION & DESIGN MAKES NO EQUIPMENT WARRANTIES EXCEPT FOR THOSE STANDARD WARRANTIES ISSUED WITH THE EQUIPMENT DIRECT FROM THE MANUFACTURER, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE. HUTCHINSON RECREATION & DESIGN SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. CUSTOMER AGREES TO DEFEND, INDEMNIFY AND SAVE HUTCHINSON RECREATION & DESIGN AND IT'S PRODUCT MANUFACTURERS HARMLESS FROM ALL CLAIMS OF ANY KIND FOR DAMAGES OF ANY KIND ARISING OUT OF CUSTOMER'S ALTERATION OF THE EQUIPMENT (WITHOUT THE MANUFACTURERS' EXPRESS WRITTEN CONSENT), ITS FAILURE TO MAINTAIN THE EQUIPMENT, ITS FAILURE TO PROPERLY FOLLOW THE RESPECTIVE MANUFACTURERS' INSTALLATION INSTRUCTIONS, ITS FAILURE TO PROPERLY SUPERVISE EQUIPMENT USE. FOR PLAYGROUND EQUIPMENT THEIR FAILURE TO PROVIDE AND MAINTAIN APPROPRIATE TYPES AND DEPTHS OF SAFETY SURFACING BENEATH AND AROUND THE EQUIPMENT IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURERS' INSTALLATION AND OWNER'S MANUALS AND THE MOST CURRENT CONSUMER PRODUCT SAFETY COMMISSION HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.

PLEASE NOTE:

For playground projects, to the best of our knowledge, the proposed components/parts bring your play structure into compliance with current guidelines and standards. If it is determined at a later date that additional components/parts are required there will be an additional cost for these components/parts. The proposed equipment from the manufacturer meets applicable federal guidelines and is not ensured to meet specific state and local codes.

For shelters and shades with engineered drawings / calcs included will be engineered to meet local IBC codes.

For all projects the customer is responsible, if applicable, to bring any concerns for state and local codes to the attention of Hutchinson Recreation & Design prior to quotation, ordering, and installation of equipment – otherwise any additional costs incurred will be the full responsibility of the owner.

NOTICE TO OWNER

FAILURE OF THIS CONTRACTOR TO PAY THOSE PERSONS SUPPLYING MATERIAL OR SERVICES TO COMPLETE THIS CONTRACT CAN RESULT IN THE FILING OF A MECHANIC'S LIEN ON THE PROPERTY WHICH IS THE SUBJECT OF THIS CONTRACT PURSUANT TO CHAPTER 429, RSMO. TO AVOID THIS RESULT YOU MAY ASK THIS CONTRACTOR FOR "LIEN WAIVERS" FROM ALL PERSONS SUPPLYING MATERIAL OR SERVICES FOR THE WORK DESCRIBED IN THIS CONTRACT. FAILURE TO SECURE LIEN WAIVERS MAY RESULT IN YOUR PAYING FOR LABOR AND MATERIAL TWICE.

Pandemic:

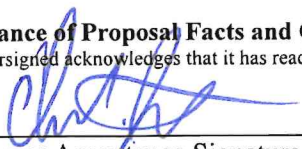
The current COVID-19 pandemic has created uncertainty on how business will be able to be conducted in the near future based on quarantines, closures, shortages & availability of resources such as materials & labor workforce. Customer & Contractor agree to work together with best efforts to complete the work covered in this agreement as best and fast as possible without being penalized as long as there's active disruptions & limitations caused from the current pandemic.

PRODUCT INFORMATION:

PLEASE VISIT OUR WEBSITE AT WWW.HUTCHINSON-RECREATION.COM AND CLICK ON THE MANUFACTURERS WEBSITE LINKS FOR UP TO DATE PRODUCT INFORMATION, PRODUCT WARRANTIES, INSTALLATION INFORMATION. IF YOU WOULD LIKE ANY COPIES SENT TO YOU VIA EMAIL OR MAIL PLEASE CONTACT OUR MAIN OFFICE.

Acceptance of Proposal Facts and Conditions:

The undersigned acknowledges that it has read and agreed to the proposal facts.



Customer Acceptance Signature

Date



**INSTRUCTIONS FOR SUBMITTAL OF
PARK AND RECREATION PEP GRANTS**

This application contains the program guidelines, project application pages and park board resolution. When submitting the grant application return pages 7-11 along with bids or quotes. Please submit **one unbound** original signed grant application proposal.

The items included in this package are:

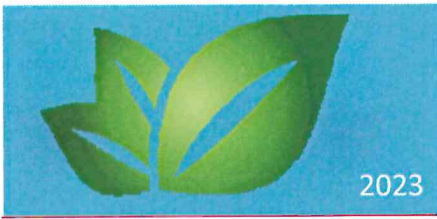
- Request for Proposal (RFP)
- Grant Agreement
- Applicant Information
- Proposed Budget & Scope of Project
- Grant Application Checklist
- Signed Resolution

Specific Instructions

1. Please submit **ONE** original, **UNBOUND** copy. Grant Applications should be stapled in the upper left hand corner.
2. Read and sign the Grant Agreement (page 7)
3. Complete and sign the Applicant Information Page (page 8-9)
4. Complete the Budget and Scope of Project Page (page 10). Please make sure to provide detailed locations of the project(s).
5. Include copies of bids or quotes for all proposed project activities. Applications that have no bids or quotes will not be funded.
6. Include copies of information pertaining to projects to be completed with grant funds, including but not limited to photos, equipment specifications.
7. Please indicate what provisions will be made for people with disabilities in compliance with the Americans with Disabilities Act and the Illinois Accessibility Code. All projects applications that include construction **MUST** include a sign-off from IMPACT, an engineer or architect. Applications missing the provisions for persons with disabilities will not be funded.
8. Resolution approving submission of the 2023 PEP Grant (Page 11). Applications that are missing the Resolution signed by their governing board will not be funded.

***The application must be submitted no later than by 4:00 P.M., on March 17, 2023, to the Madison County Community Development office, 157 N. Main, Suite 312, Edwardsville, IL 62025.** If you would like an electronic version of this application, please e-mail us. Please direct all questions to:

Lisa Mersinger
Madison County Community Development
157 N. Main St., Suite 312
Edwardsville, IL 62025
Immersinger@madisoncountyl.gov
(618) 296-4398



Application Check List

- ONE** original, **UNBOUND** copy. Grant applications should be stapled in the upper left hand corner.
 - Signed Grant agreement
 - Completed and signed Applicant Information
 - Completed Budget and Scope of Project Page
 - Copies of bids or quotes for all proposed funding
 - Copies of information pertaining to projects to be completed with grant funds, including but not limited to photos, equipment specifications.
 - Provisions for people with disabilities.
 - Resolution approving submission of the 2023 PEP Grant.
-



REQUEST FOR PROPOSALS

MADISON COUNTY PARK AND RECREATION GRANT COMMISSION PARK ENHANCEMENT PROGRAM

The Madison County Park and Recreation Grant Commission (hereafter Commission), is announcing a request for proposals for the 2023 PEP Grant Program. This grant program is designed to assist park districts and municipal parks and recreation departments within Madison County to develop and enhance their parks. The goal of the program is to provide immediate assistance to the park districts and departments. The Commission plans to have the grants in place following approval by the Madison County Board on **April 19, 2023**. This grant program is designed to supplement, not replace, or reduce levels of funding set in a community's budget for park operations.

ELIGIBLE APPLICANTS:

Eligible applicants are park districts, municipal park and recreation departments, and local units of government within Madison County, Illinois.

Eligible applicants are:

- Park districts, municipal park and recreation departments, local units of government within Madison County.
- The municipality must have a park commission, board or committee designated to oversee the park operations and maintenance.
- The municipality and/or park district must have a park and/or recreation area that is owned and operated by the municipality or park district.

GRANT COORDINATION:

In an effort to reduce administrative costs and with the permission of the Madison County Board and its Chairman, the Commission has been allowed to utilize the services of the Madison County Community Development (MCCD) offices and their staff to accept applications and coordinate processing.

GRANT DEADLINE

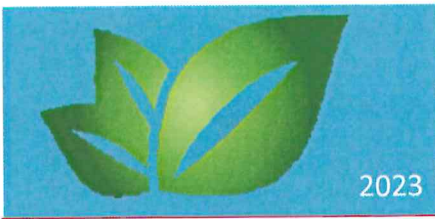
Completed applications are due at Madison County Community Development, 157 N. Main St., Suite 312, Edwardsville, IL 62025, **no later than 4:00pm on March 17, 2023.**

GRANT AWARD NOTIFICATION

Notification of grants to be awarded will be made after the **April 19, 2023** Madison County Board Meeting.

OWNERSHIP REQUIREMENT

Land and equipment purchased with PEP funds must be owned and maintained by the park district and/or local unit of government applying for funding.



MAXIMUM GRANT AMOUNT

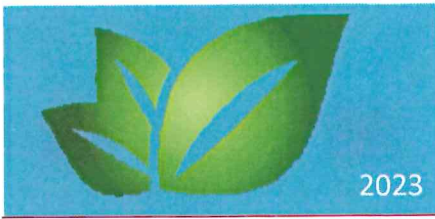
- For the 2023 PEP grant, the maximum grant amount shall be determined based upon the population of the municipality that has a park department or the park district generally serving the municipality.
- The maximum grant amount shall be \$5.00 per capita based upon the 2020 census.
- Special census' that were conducted prior to the 2020 census are no longer valid.
- Population figures shall not be duplicated in cases of city/township. Residents will only be counted in one population area.
- If there is a dispute between city/township/district, it is up to the city/township/district to accurately provide proof of population courtesy of tax bodies, addresses, etc.
- For our smaller communities a grant minimum of \$15,000 will be awarded if the \$5.00 per capita total is less than the \$15,000 amount.

ELIGIBLE EXPENDITURES

Madison County PEP grant funding must be used for projects that enhance the use of public parks that are open to the public. The Grants Committee, Parks and Recreation Advisory Committee and Madison County Community Development hold the right to determine final eligibility.

Eligible types of capital improvements include but are not limited to the following:

- Playground equipment
- Plants, shrubs, trees, flowers, etc.
- Fencing
- Recreation equipment – basketballs, softballs, bleachers, etc.
- Land acquisition to expand existing park
- Benches, fountains, picnic tables, grill, etc.
- Facility improvements such as athletic fields and courts
- Park restrooms that are ADA accessible/compliant
- Park walking paths
- Lake/pond improvements
- Gazebos
- Pet parks
- Greenhouses
- AED's
- First time construction of concession stand
- ADA parking for park lots
- Park signage*
- Major recreation facilities*
- Mowers



INELIGIBLE EXPENDITURES

The funds may not be used for administration purposes and operating costs. If there is a membership fee to your park or recreation complex, then equipment purchases for that park or recreation complex are ineligible unless approved.*

Ineligible types of grants are as follows:

- Architect or engineering design fees
- Staff salaries, benefits
- Transportation & mileage
- Maintenance supplies
- Digital cameras or other electronic office equipment such as LCD monitors, gaming systems and games and projection screens
- Weight or fitness equipment, unless there is free membership
- General office equipment/supplies
- Improvements made to staff or office spaces such as adding carpeting, adding a drop ceiling, air conditioning a break room
- Pop-up tents/tents
- **Road/parking improvements***
- **Maintenance sheds/other areas not open to the public***
- **Other wheeled equipment***
- **Concession stand equipment***

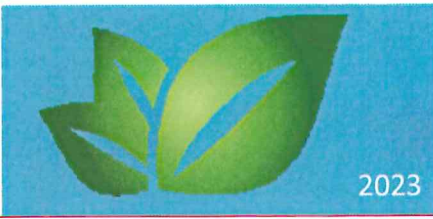
***Maintenance sheds, signage, other wheeled vehicles, concession stand equipment and major recreation facilities will be considered for PEP Grant funds on a case by case basis. Additional support documentation shall be submitted demonstrating the benefit of the project to the community's residents and to the park and recreation program the governmental entity provides. The Commission will accept written requests for these projects no later than March 17, 2023 by 4:00pm. A determination of the projects selection will be made at the subsequent Park Commission meeting to be held on March 28, 2023 at 8:00am. If the project is not awarded, an alternative project may be submitted.**

MATCHING FUND REQUIREMENT

For the 2023 PEP, no matching funds are required. However the PEP Grant may be used as match funding for other park grants.

EVALUATION

The Commission will evaluate all complete proposals received by the deadline. Additional information may be asked of the grantees.



PURCHASING REQUIREMENTS

Purchases should follow your city or park district bid ordinances. If the park district does not have bid process, Madison County procurement policy must be followed. Each purchase made by the park must have a minimum of three (3) bids if the park district does not have a formal procurement policy. Failure to provide bids, quotes or estimates with your grant application will result in your grant not being funded. Any construction/labor job that is bid out must use the State Prevailing Wage Rate. The community will be required to obtain and monitor time sheets from the contractor.

REPORTING REQUIREMENTS

Within ninety (90) days of completion of project, the grantee must send a report to Grant Commission via MCCD. This report should document all activities pertaining to the original grant request, e.g. photos of the equipment purchased, photos of equipment in use or on location such as playground equipment.

PUBLIC RELATIONS

Madison County Community Development will coordinate public relations support on the respective projects funded by the park and recreation PEP Grants. Based on the scope of the grant and project, the support will include news and photo releases. Additional information on the public relations support can be obtained by contact Lisa Mersinger at (618) 296-4398.

PAYMENT SCHEDULE

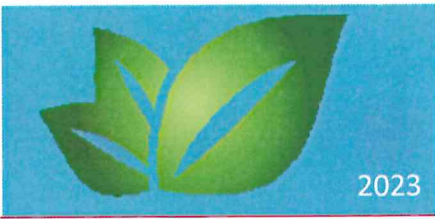
Payments will not be processed without completed W9's

PEP Grant funding can be paid out using either of the following options at the discretion of the park district or municipality.

- **Payment Option 1:** Funds may be distributed directly to the vendors. To accomplish this, the community/park district should submit to MCCD, the original invoice accompanied by a cover letter from the community requesting the direct vendor payment and W-9 for the vendor. All bid documentations as well as a copy of the letter of award to that vendor, must be on file at MCCD before payment will be made. Bid documentation must be turned in with each invoice request or the invoice will not pay the bill. ***Past due invoices will only be paid on a reimbursement basis***
- **Payment Option 2:** The entire grant amount can be reimbursed to the community after the project is completed. In order for a payment to be released, we will need a letter from the community requesting reimbursement, as well as a copy of all invoices and receipts, and all cancelled checks for the item(s) purchased. All bid documentations as well as a copy of the letter of award to that vendor, must be on file at MCCD before reimbursement will be made.

MODIFICATION OF REQUESTS FOR PROPOSALS

It is the intent of the Commission to provide these grants according to the terms above but shall not be bound by this procedure for future grant awards. Any conflicts and all final decisions will be determined by majority vote of the Park and Recreation Grants Commission.



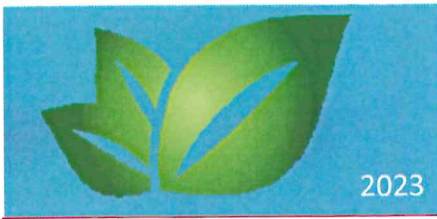
MADISON COUNTY PARK AND RECREATION GRANTS COMMISSION PARK ENHANCEMENT PROGRAM (PEP) GRANT AGREEMENT & CERTIFICATIONS

- 1. The grant amount cannot exceed the maximum grant allowed to the entity as outlined in the Request for Proposals. The grant award shall be for the specified project only. Salaries, mileage, transportation costs, shall not be paid with grant funds.
2. Upon acceptance of the application by the Commission Board, and the Grants Committee, and Madison County Board, the grantee agrees to submit invoices or receipts for the project to MCCD, along with a request for payment.
3. The grantee agrees to include the source of funding in press releases, articles, or public dedication ceremonies regarding the project or programs utilizing PEP funding. The grantee is responsible for contacting their current Madison County Board Member to coordinate a press release, etc., that relates to the project or programs using PEP funding.
4. The grantee agrees to use the PEP funds outlined in this application no later than April 1, 2024.
5. No equipment or materials purchased with PEP funds will be used for purposes other than those stated in this application.
6. All Purchases must be made in accordance with grantee's local bid ordinances, bid policies, state statutes or by the provisions contained in these grant documents.
7. There shall be no transfer of ownership of any equipment/land purchased with these funds without notification and approval by the Madison County Park and Recreation Grants Commission.

I have read the above certifications and agree to honor them as written. I certify with my signature that the information contained in this application is accurate to the best of my knowledge and that I am authorized to execute this application for my community.

Chris Conrad - City Manager
Name & Title of Signer
Signature

City of Highland
Name of District
March 6, 2023
Date



APPLICANT INFORMATION FOR THE 2023
MADISON COUNTY PARK &
RECREATION GRANT COMMISSION
PARK ENHANCEMENT PROGRAM (PEP)

March 6, 2023
Date

Highland Parks & Recreation
Name of District

P.O. Box 218 Highland 62249
Address City Zip

Mark Rosen Dir. Parks & Rec. 651-8899 mdrosen@highlandil.gov
Contact Person Title Phone # E-mail Address

P.O Box 218 Highland 62249
Address City Zip

Please certify with your signature that the information contained in this application is accurate to the best of your knowledge and that you are authorized to execute this application for your community.

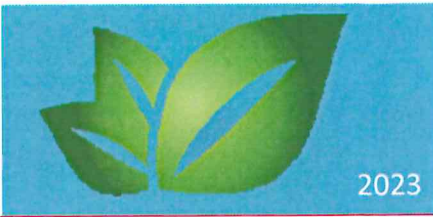


Signature

Please enter totals from attached proposal budget

A. Total Project Costs: \$103,931.00

B. County Funding Requested: \$49,945.00



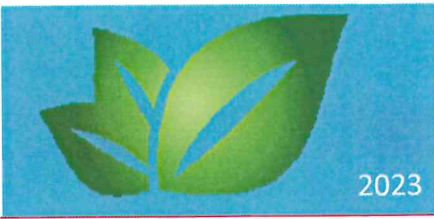
**PROVISIONS FOR PEOPLE WITH DISABILITIES
Required for all Projects**

Please indicate what provisions will be made for people with disabilities in compliance with the Americans with Disabilities Act and the Illinois Accessibility Code. All projects MUST include a sign-off from IMPACT, CIL, a certified engineer or certified architect. The sign-off is a recommendation or certification on how to bring the project(s) into ADA compliance. It is expected that each community/park district incorporate these recommendations into their application.

It is also permissible to choose pre-fab products (picnic tables, bleachers) that are certified by a reputable company as ADA accessible. However, it is still the municipality/park districts responsibility to insure that pathways leading up to the modified/improved areas are ADA compliant/accessible as well.

Also, please note that some purchases, like drinking fountains, would require an accessible drinking fountain option. Information about accessible equipment can also be obtained from IMPACT, CIL.

Miracle Recreation is well-versed and knowledgeable of meeting all ADA compliances for playgrounds and surfacing. They meet all industry standards and necessary documentation can be provided upon request.



PROPOSED BUDGET & SCOPE OF PROJECT

Name of Community

PARK COMMISSION
FUNDING REQUESTED

TOTAL ESTIMATED COSTS

\$103,931.00

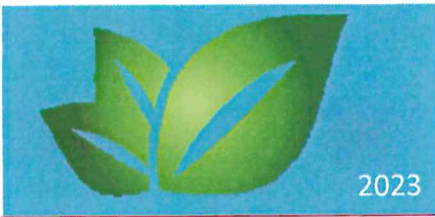
\$49,945.00

Scope of Project: (Include the name and address of the park(s))

Silver Lake Park (3035 Highland Park Road) is Highland’s largest park and has not had any new playground equipment installed since the early 2000’s when unfortunately, equipment was destroyed by arson. The equipment that is present is extremely dated and does not provide for much creative play for youth. The playground system being proposed will be one that will provide a safe place for children to entertain themselves with friends and families. It is designed to be interactive and imitate the natural environment. It will be set up to be a circuit type of system that incorporates a nature themed system with boulders, ropes, wildlife, manufactured logs, and platforms. (see attached conceptual drawings)

The playground will be installed between two large pavilions that are easily accessible by two parking lots and a restroom. It is going to be a great amenity for groups that rent the pavilions as well as individuals that utilize the park throughout the year.

The application must be submitted no later than by 4:00 P.M., on March 17, 2023, to the Madison County Community Development.



RESOLUTION

Resolution authorizing the Mayor/Supervisor/Park Board
To Apply for Park Commission Funds
From Madison County

WHEREAS, the City of Highland (village, city, township or park board) proposes to apply for PEP funds for the following project(s):

Purchase of a playground system

for Silver Lake Park

; and

WHEREAS, the funding for the projects may exceed the actual amount granted from PEP funds in which the village, city, township or park board of agrees to fund the completion of the project from another source;

NOW, THEREFORE, BE IT RESOLVED that the official board of the village, city, township or park board of authorizes the filing of the above listed applications to Madison County in adherence to all applicable rules and regulations of the PEP program; and

BE IT FURTHER RESOLVED that the official board of the village, city, township or park board of hereby directs and designates the chief elected official to act as the authorized representative in connection with the filing of the aforementioned applications and all concurrent meetings and hearings associated with the project approval process.

PASSED this ___ day of ___, 2023.

Signature of elected official

Attested by Clerk/Secretary



HIGHLAND

PARKS & RECREATION... The *FUN* Theory!

To: City Manager, Chris Conrad
From: Mark Rosen, Director of Parks & Recreation
Date: March 6, 2023
Subject: Madison County PEP Grant

Recommendation

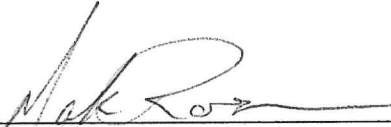
I am recommending city council to approve a resolution for the Madison County PEP Grant. This is an annual per-capita grant.

Discussion

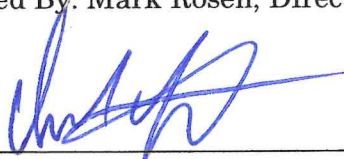
Due to some internal matters at the Madison County office, this grant is being reintroduced in order to show the change in the grant amount. Previously, the per-capita amount was \$4.50 and the population amount was incorrect.

Fiscal Impact

Madison County Grant:	\$49,945.00
Parks & Rec. Budget:	\$53,986.00
Total Cost:	\$103,931.00



Recommended By: Mark Rosen, Director of Parks & Recreation



Approved By: Chris Conrad, City Manager

ORDINANCE NO. _____

**AN ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF
HIGHLAND SURPLUS AND AUTHORIZING ITS SALE AND/OR DISPOSAL,
SPECIFICALLY FIRE DEPARTMENT EQUIPMENT**

WHEREAS, the City of Highland, Madison County, Illinois (hereinafter “City”), is a non-home rule municipality duly established, existing and operating in accordance with the provisions of the Illinois Municipal Code (Section 5/1-1-1 et seq. of Chapter 65 of the Illinois Compiled Statutes); and

WHEREAS, 65 ILCS 5/11-76-4 provides that whenever a municipality in the state of Illinois owns any personal property which, in the opinion of a simple majority of the corporate authorities then holding office, is no longer necessary or useful to, or in the best interests of the municipality to keep, a majority of the corporate authorities at any regular or special meeting called for that purpose, may: (1) by Ordinance authorize the sale of such personal property in whatever manner they designate with or without advertising the sale; or (2) may authorize any municipal officer to convert that personal property to the use of the City; or (3) may authorize any municipal officer to convey or turn in any specified article of personal property as part payment on a new purchase of any similar article; and

WHEREAS, the City Fire Department currently owns a hose dryer (“Hose Dryer”); and

WHEREAS, the City Fire Department currently owns a self-contained breathing apparatus compressor (“SCBA”); and

WHEREAS, the City Fire Department currently owns a portable generator (“Generator”);
and

WHEREAS, the City Fire Department currently owns a hose washer (“Hose Washer”);
and

WHEREAS, in the opinion of this City Council, the Hose Dryer, SCBA compressor, Generator, and Hose Washer are no longer necessary or useful to, or in the best interests of the City to retain, and should be declared surplus personal property; and

WHEREAS, the Fire Chief has informed the City Council the Hose Dryer, SCBA compressor, Generator, and Hose Washer will be sold for the highest value possible, or disposed of if any are deemed to have little or no value; and

WHEREAS, City has determined the City Manager, or his designee, is permitted to sell the surplus personal property, specifically the Hose Dryer, SCBA compressor, Generator, and Hose Washer for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager, or his designee; and

WHEREAS, City has determined it to be in the best interest of public health, safety, general welfare and economic welfare to declare the aforementioned personal property surplus, and sell and/or dispose of the same.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Highland, Illinois, as follows:

Section 1. The foregoing recitals are incorporated herein as findings of the City Council of the City of Highland, Illinois.

Section 2. The City personal property, specifically the aforementioned Hose Dryer, SCBA compressor, Generator and Hose Washer, are hereby declared no longer useful to the City or necessary for City purposes, that the City personal property is declared surplus, and that it is in the best interest of the City to sell and/or dispose of the same.

Section 3. The City Manager, or his designee, is directed and authorized to sell the surplus personal property for the maximum value that can be obtained, or to dispose of the surplus personal property where appropriate, to be determined solely by the City Manager, or his designee.

Section 4. This Ordinance shall be known as Ordinance No. _____ and shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed by the City Council and approved by the Mayor of the city of Highland, Illinois and deposited and filed in the office of the City Clerk on the _____ day of _____, 2023, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

Kevin B. Hemann, Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm, City Clerk
City of Highland
Madison County, Illinois



City of Highland
Fire Department
Chris Straub, Fire Chief



MEMO TO: Chris Conrad, City Manager
FROM: Chris Straub, Fire Chief
DATE: February 16, 2023
SUBJECT: Declaring Surplus Property for the Highland Fire Department.
Recommendation for approval.

RECOMMENDATION

I recommend that you request council approval to declare certain items as surplus property.

DISCUSSION

The fire department has compiled and replaced some outdated equipment that is no longer in proper working condition or no longer used. This includes a hose dryer, self-contained breathing apparatus (SCBA) compressor, portable generator and a hose washer. We intend to sell, give away or dispose of them.

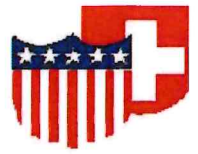
FISCAL IMPACT

Funds from the sales will go into the division account and used towards the purchase of replacement self-containing breathing apparatus air packs.

CONCURRENCE

Recommended by: _____

Chris Straub, Fire Chief



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 001 General Fund				
Department 000 Balance Sheet Accounts				
11885	AMAZON CAPITAL SERVICES	4 QTY HP 206A TONER CARTRIDGE, YELLOW, BLACK, MAGENTA, CYAN	02/24/2023	369.65
11983	TRIPACK, INC	CENTRAL PURCHASING SUPPLIES	02/24/2023	1,855.52
11984	ULINE SHIPPING SUPPLIES	Supplies for Central Purchasing	02/24/2023	778.00
Total for Department: 000 Balance Sheet Accounts				3,003.17
Department 011 General Admin				
11885	AMAZON CAPITAL SERVICES	2 QTY 2023 YEARLY WALL CALENDAR	02/24/2023	55.85
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW 1 Y 50-249	02/24/2023	355.39
11899	City Of Highland	DUMPSTIER - CITY HALL - FROZEN PIPES	02/24/2023	546.50
11900	City Utilities	UTILITIES- 1115 BROADWAY	02/24/2023	1,334.79
11902	Chris Conrad	PER DIEM MILEAGE - EMS MEETING CLINTON CO CARLYLE IL	02/24/2023	254.14
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	273.04
11920	FRONTIER	PHONE CHARGES - GENERAL ALARM	02/24/2023	47.83
11929	Highland Area Christian Servc	JANAURY 2023 GOOD SAMARITAN	02/24/2023	394.98
11930	Highland Communication Services	HCS SERVICE- HACSM	02/24/2023	41.95
11931	Highland Printers	1 QTY #10598 #10 REG ENVELOPES 20# WOVE WHT P1S BLK QTY 2500	02/24/2023	204.00
11933	HOUSE TURNERS LLC	HCS WORK FOR WALL CONSTRUCTION ENABLE SECURITY DOOR INSTALLATION	02/24/2023	1,300.00
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	550.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	10,118.92
11942	LOYET-ARCHITECTS	CITY OF HIGHLAND CITY HALL REVISIONS JOB #2246	02/24/2023	10,500.00
11944	Mastercard	ZOOM US 01/21/23-02/20/23	02/24/2023	1,375.34
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11975	SWIMCA	SWIMCA QUARTELY MEETING - 03/16/2023	02/24/2023	15.00
11979	The Korte Company Inc	JOB #49133- HIGHLAND CITY HALL WATER DAMAGE	02/24/2023	24,694.84
11980	THRYV, INC	MONTHLY PHONE LISTING	02/24/2023	91.23
11989	Watts Copy Systems Inc	JACKIE'S PRINTER/COPIER	02/24/2023	36.05
Total for Department: 011 General Admin				52,529.85
Department: 012 Police Dept				
11884	ALLIED WASTE TRANSPORTATION INC	PD RECYCLING SERVICE 01/01/23-01/31/23	02/24/2023	45.00
11885	AMAZON CAPITAL SERVICES	8 QTY YOTENKO SMA ANTENNA EXTENSION CABLE SMA MALE TO SMA FEMALE	02/24/2023	35.90
11886	Ameren Illinois	Utilities	02/24/2023	789.94
11888	Aviston Lumber Company	1 QTY 3-1/2 TARP ROPE HOOK,FENDER WASHER,STOP NUT, FH MACH SCREW	02/24/2023	19.20
11892	Blue Line Learning Group, LLC	BLOODBORNE PATHOGENS 22	02/24/2023	418.00
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW 1 Y 50-249	02/24/2023	417.91
11900	City Utilities	PD RADIO TOWER	02/24/2023	1,187.32
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	0.03
11908	DATATRONICS, INC	CAR 3 REMOVE DATA 911 AND INSTALL NEW SYS	02/24/2023	1,161.00
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11915	Everlasting Etch	PLAQUE WITH SUBLIMATION PLATE	02/24/2023	30.00
11922	GMAN EMBLEM LLC	POLICE COINS 200	02/24/2023	830.00
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	350.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	4,248.65
11944	Mastercard	TRAINING CLEWIS	02/24/2023	2,850.99
11965	Ray O'Herron Co Inc	80 QTY 9MM LUGER, 115 GR, FMJ, 50/BX	02/24/2023	800.00
11967	Reding Tire & Battery Inc	CAR 4 2 TIRES AND OIL CHARGE, 4 WHEEL ALIGNMENT	02/24/2023	498.00
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11969	Rotary Club of Highland	ROTARY DUES/MEALS CHEF PRESSON OCT/DEC 2022	02/24/2023	134.00
11973	Splish Splash Auto Bath LLC	PD CAR WASHES	02/24/2023	81.00
11974	SUMNER ONE, INC	POLICE DEPT COPIER MAINT 02-05 23	02/24/2023	480.85
11980	THRYV, INC	MONTHLY PHONE LISTING	02/24/2023	38.09
Total for Department: 012 Police Dept				15,028.85
Department: 013 Building & Zoning				
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW 1 Y 50-249	02/24/2023	83.58
11898	City Of Highland	UTILITY CHARGE	02/24/2023	265.52
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11930	Highland Communication Services	COMMUNICATION CHARGE	02/24/2023	168.82
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	389.19
11941	Craig Loyet	PLUMBING INSPECTION- WILLOW CREEK	02/24/2023	75.00
11944	Mastercard	ZOOM.US 01/10/23-02/09/23	02/24/2023	544.88
11958	O'Reilly Automotive Inc.	1 QTY CORE RETURN	02/24/2023	-22.00
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11969	Rotary Club of Highland	BREANN MEMBERSHIP OCTOBER- DECEMBER & MEALS	02/24/2023	134.00
11972	Timothy Singler	PLUMBING INSPECTION- WILLOW CREEK	02/24/2023	75.00
Total for Department: 013 Building & Zoning				2,326.96
Department: 014 Fire Dept				
11885	AMAZON CAPITAL SERVICES	1 QTY TABLET & KEYBOARD COMBO CAR MOUNT	02/24/2023	99.95
11886	Ameren Illinois	Utilities	02/24/2023	1,235.89
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW 1 Y 50-249	02/24/2023	20.84
11900	City Utilities	UTILITIES- SHED BOAT DOCK	02/24/2023	1,109.63
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	240.02
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11918	FERGUSON US HOLDINGS INC	2 QTY M18 DU PWR TOWER LIGHT, 1 QTY M18 FUEL BLWR BARE TOOL	02/24/2023	546.56
11934	HSMS Medical Group Inc	DRUG SCREEN, 5 PANEL RAPID - C OGLESBY	02/24/2023	110.00
11943	Madison County LEPC	HAZARDOUS MATERIALS RESPONSE TEAM ANNUAL DUES	02/24/2023	300.00
11944	Mastercard	SP DKEDECALS - RELECTIVE HELMET BAR 8 PK	02/24/2023	47.40
11945	MCPA DEATH BENEFIT	DEATH BENEFIT - #1455 K FRONCHECK, #1456 D RINDERER	02/24/2023	144.00
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11971	SIGNS & DESIGNS BY RONNIE DEIEN, LLC	CUSTOM PRINTED VINYL-HI-TACK VINYL DECALS	02/24/2023	34.20
Total for Department: 014 Fire Dept				4,301.46

Department: 017 Streets / PW Admin

11885	AMAZON CAPITAL SERVICES	1 QTY BOSS AUDIO SYSTEM 616UAB CAR STEREO SINGLE DIN BLUETOOTH	02/24/2023	30.03
11888	Avision Lumber Company	Propane	02/24/2023	114.78
11896	CDW G Inc	1 QTY DELL 5000 I7-12700 512/16 W10P	02/24/2023	1,335.76
11900	City Utilities	City utilities	02/24/2023	1,257.26
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	508.06
11906	CRAFCO, INC.	Machine Rental for Road Tar	02/24/2023	1,552.50
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11913	EJ EQUIPMENT, INC.	4 Main Brooms, 8 Gutter Brooms	02/24/2023	3,458.52
11930	Highland Communication Services	Communication Services	02/24/2023	28.00
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	800.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	518.92
11944	Mastercard	U of I Crop Science - Aquatics Pesticide Trng. - Jared Schroeder	02/24/2023	935.52
11952	Navy Brand	Metal Coat	02/24/2023	246.73
11966	Red E Mix LLC	WINTER SERVICE,BUCKEYE ULTRA FIBER,889CCEP19 PP-1	02/24/2023	596.25
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11988	Warning Lites of Southern IL, LLC	Brackets	02/24/2023	717.50
11990	WELLS FARGO VENDOR FIN SERV	Ricoh Copier IM C3500	02/24/2023	196.07
Total for Department: 017 Streets / PW Admin				12,908.87
Total for Fund:001 General Fund				90,299.16

Fund: 007 Community Development Fund

Department: 007 Community Development

11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	20.84
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11944	Mastercard	URBAN FARMHOUSE - IDC MEETING 02/01/23	02/24/2023	136.09
11962	POWERS ADVISORY GROUP LLC	INCREMENTAL CITY PROPERTY TAX 2022 TAX BILL	02/24/2023	2,352.49
Total for Department: 007 Community Development				2,782.39
Total for Fund:007 Community Development Fund				2,782.39

Fund: 008 Motor Fuel Tax Fund

Department: 008 Motor Fuel Tax

11906	CRAFCO, INC.	Road Tar - 6750 lb.	02/24/2023	4,605.00
11949	Mike A Maedje Trucking Inc	W&S- CM7 - 49.11 Tons, \$15.95 p/t, CA6 47 81 Tons, \$11.75p/t	02/24/2023	1,345.07
11951	Morton Salt	Salt - 184.74 ton, \$75.48 p/t	02/24/2023	13,944.17
Total for Department: 008 Motor Fuel Tax				19,894.24
Total for Fund:008 Motor Fuel Tax Fund				19,894.24

Fund: 009 Parks & Rec Fund

Department: 009 Korte Rec Center

11883	Albers Fire Prot. Equipment Inc.	KRC INSPECTED & TAGGED PORTABLE ABC FIRE EXTINGUISHER	02/24/2023	64.00
11884	ALLIED WASTE TRANSPORTATION INC	KRC RECYCLING SERVICE 01/01/23-01/31/23	02/24/2023	15.00
11885	AMAZON CAPITAL SERVICES	1 QTY FOBSERD LONG RANGE GREEN BEAM FLASHLIGHT	02/24/2023	28.98
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	125.27
11900	City Utilities	UTILITIES- KRC	02/24/2023	10,175.92
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	2,253.05
11907	Dairy Queen	PARTY RENTAL CAKES JULY - DECEMBER 2022	02/24/2023	1,918.00
11911	Direct Fitness Solutions	Treadmill repair	02/24/2023	1,125.82
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11920	FRONTIER	Phone bill	02/24/2023	181.79
11930	Highland Communication Services	KRC wifi	02/24/2023	326.37
11932	Hillyard St Louis Inc	CREDIT FROM 08/10/2022	02/24/2023	593.27
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	350.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	227.03
11944	Mastercard	ERIC SPORTS	02/24/2023	568.19
11950	MJ Products	LABOR TO INSTALL GLOBAL TOILET PARTITIONS	02/24/2023	1,757.75
11959	Orkin Exterminating	MONTHLY PEST CONTROL	02/24/2023	164.18
11960	Pepsi	KRC concessions supplies	02/24/2023	409.65
11976	Switzer Food and Supplies	Hot dog concessions supplies for KRC	02/24/2023	204.55
11992	William F. Brockman Co	KRC concessions supplies	02/24/2023	139.75
Total for Department: 009 Korte Rec Center				20,901.54

Department: 016 Parks & Recreation

11883	Albers Fire Prot. Equipment Inc.	SENIOR CENTER - 2 QTY INSPECTED & TAGGED PORTABLE ABC FIRE EXTING	02/24/2023	224.50
11886	Ameren Illinois	GAS CHARGES	02/24/2023	336.36
11889	Barco Products Company	2 QTY RECYCLED PLASTIC HEX TABLE 46/LIFTGATE FEE	02/24/2023	2,902.18
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	167.16
11900	City Utilities	UTILITIES- NE BATHROOM	02/24/2023	4,919.00
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	151.56
11904	CONTINENTAL RESEARCH CORPORATION	1 QTY INHIBITOUR HIGH SOLIDS - GLOSS BLACK/SHIPPING	02/24/2023	128.19
11909	Diamond Tours, Inc.	Washington DC trip expense TOUR NUMBER: 1944317	02/24/2023	2,700.00
11910	DigitalArtz LLC	Thursday night live banner	02/24/2023	120.00
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11914	Essenpreis Plumbing & Htg	GLIK PARK WIRZ #3 - WINTERIZED/ANTI FREEZE	02/24/2023	1,098.50
11920	FRONTIER	PHONE CHARGES - PARKS-WCC	02/24/2023	47.83
11930	Highland Communication Services	WCC wifi	02/24/2023	10.00
11935	HY-TECH TRANSMISSIONS	DIAGNOSTIC 2008 FORD F150	02/24/2023	69.95
11938	Kohnen Concrete Products, Inc.	YELLOW PARKING CURBS BY WIRZ FIELDS BY RULER FOODS	02/24/2023	430.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	324.32
11944	Mastercard	NICKS GARAGE	02/24/2023	1,167.94
11955	Nu Way Concrete Forms Troy LLC	glik park parking blocks	02/24/2023	52.00
11957	OFFICE SOURCE INC	PRINT TIME RECORDER RIBBON BLUE	02/24/2023	35.98
11974	SUMNER ONE, INC.	WCC PRINTER MONTHLY BILL	02/24/2023	56.00
11992	William F. Brockman Co	Weinheimer concessions supplies	02/24/2023	625.03
Total for Department: 016 Parks & Recreation				15,839.47

Department: 503 Swimming Pool Fund

11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	41.68
11900	City Utilities	UTILITIES- POOL	02/24/2023	34.13
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
Total for Department: 503 Swimming Pool Fund				348.78

Department: 715 Cemetery Fund

11883	Albers Fire Prot. Equipment Inc.	CEMETRAY - VALVE BODY O-RING	02/24/2023	76.75
11900	City Utilities	UTILITIES- CEMETERY	02/24/2023	75.78
11919	Ferrellgas	Monthly gas bill for cemetery	02/24/2023	208.90
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	400.00
11955	Nu Way Concrete Forms Troy LLC	rebar for the cemetery	02/24/2023	57.50
11966	Red E Mix LLC	WASHED SAND	02/24/2023	250.00
Total for Department: 715 Cemetery Fund				1,068.93
Total for Fund:009 Parks & Rec Fund				38,158.72

Fund: 012 Business District A

Department: 012 Police Dept

11956	Oates Associates Inc	US ROUTE 40 & SYCAMORE ST INTERSECTION STUDY & PLANS	02/24/2023	7,395.00
Total for Department: 012 Police Dept				7,395.00
Total for Fund:012 Business District A				7,395.00

Fund: 050 Street NHR Construction

Department: 050 Street NHR Construction

11956	Oates Associates Inc	VHP Pavement Restoration - Prof. Serv. for 1/1/23 - 1/27/23	02/24/2023	12,795.00
Total for Department: 050 Street NHR Construction				12,795.00
Total for Fund:050 Street NHR Construction				12,795.00

Fund: 101 Electric Fund

Department: 000 Balance Sheet Accounts

11994	DUSTIN CAMERON	Refund Check 020967-000	02/24/2023	33.54
11995	CITY OF HIGHLAND	Refund Check 018793-001	02/24/2023	188.82
Total for Department: 000 Balance Sheet Accounts				222.36

Department: 101 Electric Admin

11885	AMAZON CAPITAL SERVICES	1 QTY 10 PIECES ST FIBER OPTICAL CABLE BARREL CONNECTOR	02/24/2023	118.93
11895	Carl's Four Wheel Drive & Performance Center LLC	TIRE & WHEELS FOR NEW CHIPPER AXLE	02/24/2023	654.50
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	62.74
11898	City Of Highland	UTILITY CHARGE	02/24/2023	517.88
11902	Chris Conrad	PER DIEM APPA LEGISLATIVE RALLY WASHINGTON DC 02/27/23-03/01/23	02/24/2023	291.00
11905	Daniel Cook	PER DIEM APPA LEGISLATIVE RALLY WASHINGTON DC 02/27/23-03/01/23	02/24/2023	291.00
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION.DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11920	FRONTIER	COMMUNICATION CHARGE	02/24/2023	39.71
11926	KEVIN HEMANN	PER DIEM APPA LEGISLATIVE RALLY WASHINGTON DC 02/27/23-03/01/23	02/24/2023	291.00
11930	Highland Communication Services	COMMICATION CHARGE	02/24/2023	167.00
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	713.51
11944	Mastercard	WOLVERINE.COM	02/24/2023	401.29
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11969	Rotary Club of Highland	DANS MEMBERSHIP OCTOBER- DECEMBER & MEALS	02/24/2023	134.00
11980	THRYV, INC.	MONTHLY PHONE LISTING	02/24/2023	50.58
11981	Transworld Systems Inc	JANUARY COLLECTION AGENCY DUES	02/24/2023	340.97
11982	Trendy Tees & More LLC	EMBROIDERED LOGO ON SHIRTS	02/24/2023	408.00
11985	UPS	shipping charges	02/24/2023	14.64
Total for Department: 101 Electric Admin				5,109.72

Department: 102 Electric Production

11886	Ameren Illinois	GAS CHARGE	02/24/2023	48.90
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	20.84
11898	City Of Highland	UTILITY CHARGE	02/24/2023	6,343.43
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION.DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11919	Ferrellgas	PROPANE	02/24/2023	237.05
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	400.00
11944	Mastercard	CYPHERS TRUCK PARTS	02/24/2023	824.09
11946	McKay Auto Parts Inc	POWER PLANT NORBERGS	02/24/2023	29.78
11982	Trendy Tees & More LLC	EMBROIDERED LOGO ON SHIRTS	02/24/2023	30.00
Total for Department: 102 Electric Production				8,207.06

Department: 104 Electric Distribution

11885	AMAZON CAPITAL SERVICES	2 QTY FORTRESS 50 CALIBER METAL AMMO CAN	02/24/2023	67.94
11887	ANIXTER, INC	LC52CXB Connector 1 Bolt	02/24/2023	633.66
11888	Aviston Lumber Company	SHOP	02/24/2023	9.22
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	188.01
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION.DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11921	GLASS AND AUTO COSMETICS INC	WINDSHIELD/LABOR COST 2017 F550 BUCKET TRUCK	02/24/2023	400.00
11944	Mastercard	INTERNATIONAL TXN FEE	02/24/2023	1,404.90
11946	McKay Auto Parts Inc	AIR FILTER FOR CHIPPER	02/24/2023	126.20
11954	Northtown Auto & Tractor	AIR FILTER FOR TRUCK 52	02/24/2023	58.99
11958	O'Reilly Automotive Inc	1 QTY OIL FILTER,FUEL FILTER,5QT MOTOROIL	02/24/2023	284.42
11961	Power Line Supply	MPU112-960 Staple 1-1/2in 9 ga Galv	02/24/2023	309.76
11982	Trendy Tees & More LLC	6 QTY EMBROIDERED LOGO - MIKE HOLLENKAMP, LOGO JESSE F, NATHAN	02/24/2023	112.00
11991	Wilke Truck Service, Inc	CM06 ROCK	02/24/2023	393.76
Total for Department: 104 Electric Distribution				4,261.83
Total for Fund:101 Electric Fund				17,800.97

Fund: 111 FTTP Fund

Department: 111

11885	AMAZON CAPITAL SERVICES	1 QTY CYBERPOWER EC650LCD BATTERY BACKUP & SURGE PROTECTOR	02/24/2023	2,472.86
11894	CALIX INC.	ONTCMN-SFU ENCL-ST	02/24/2023	1,769.62
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	125.26
11897	Home Box Office Cinemax	FEBRUARY VIDEO CONTENT FEE	02/24/2023	80.00
11900	City Utilities	UTILITES - 192 WOODCREST DR OFFICE	02/24/2023	2,068.67
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	147.80
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION.DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97

11916	Fastenal	1/4XX1-3/4 HWH TAPCON, 8X1 HWH SDSS, HWSL SMS , HEX-UNS,HWSL SMS	02/24/2023	172.83
11925	Home Box Office HBO	FEBRUARY VIDEO CONTENT FEE	02/24/2023	270.00
11930	Highland Communication Services	HCS SERVICES - HCS	02/24/2023	415.01
11936	ILLINOIS TELECOMMUNICATIONS ACCESS COR	LOCAL EXCHANGE CARRIER & INTERCONNECTED VOIP & WIRELESS PROV REM	02/24/2023	14.92
11937	KGP Logistics Inc	Cable pulling lubricant	02/24/2023	104.21
11940	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2023 MONTHLY RETAINER INVOICE	02/24/2023	259.46
11944	Mastercard	DYN*DYN.COM	02/24/2023	391.02
11966	Red E Mix LLC	WINTER SERVICE,BUCKEYE ULTRA FIBER,889CCEP19 PP-1	02/24/2023	596.25
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11980	THRIVY, INC.	MONTHLY PHONE LISTING	02/24/2023	54.29
			Total for Department: 111	9,555.17
			Total for Fund:111 FTTP Fund	9,555.17
Fund: 201 Water Fund				
Department: 000 Balance Sheet Accounts				
11994	DUSTIN CAMERON	Refund Check 020967-000	02/24/2023	13.66
			Total for Department: 000 Balance Sheet Accounts	13.66
Department: 201 Water Admin				
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	20.84
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	277.52
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11930	Highland Communication Services	Communication Services	02/24/2023	225.00
11944	Mastercard	Caseys - doughnuts for traning class	02/24/2023	20.03
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
			Total for Department: 201 Water Admin	1,156.36
Department: 202 Water Production				
11885	AMAZON CAPITAL SERVICES	1 QTY ZERO TURN LAWN MOWER TIRE	02/24/2023	127.39
11888	Aviston Lumber Company	1/2 x 1 1/2 Blk Nipple, 1/2 x 2 Blk Nipple	02/24/2023	8.36
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	83.58
11900	City Utilities	City utilities	02/24/2023	13,484.17
11903	Constellation NewEnergy Gas Division, LLC	GAS SERVICE	02/24/2023	310.68
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11923	Grainger	Air Filters	02/24/2023	152.16
11927	Tony Hempen	SWCWPOA MEETING - TRAINING FEES	02/24/2023	15.00
11930	Highland Communication Services	Communication Services	02/24/2023	119.66
11956	Oates Associates Inc	AT&T Antenna Structural Review- Prof. Serv for 1/1/23 - 1/27/23	02/24/2023	370.00
11963	Gary Pugh	SWCWPOA MEE-TING - TRAINING FEES	02/24/2023	15.00
11977	Teklab Inc	Project: Highland 1190550 Drinking Water	02/24/2023	2,871.00
11986	USA Blue Book	TU 5200 Sample Vials	02/24/2023	1,094.19
11987	Utility Service Co Inc	200,000 Elevated Downtown Tank - Quarterly	02/24/2023	5,721.28
			Total for Department: 202 Water Production	24,645.44
Department: 203 Water Distribution				
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	31.37
11900	City Utilities	City utilities	02/24/2023	481.67
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	136.49
11917	Fehrmann Garage Doors Inc	REWired SAFETY EYES, SERVICES CALL & LABOR	02/24/2023	49.75
11930	Highland Communication Services	Communication Services	02/24/2023	2.00
11947	Midwest Meter Inc	M-25 Gal HRE-LCD w/Itron Conn	02/24/2023	2,292.00
11948	Midwest Municipal Supply Inc	15 Setter DCV 1" DP	02/24/2023	1,011.84
11970	Schulte Supply Inc	18"x30" Heavy Wt. Ribbed MeterBoxTulcor, 5/8"x3/4 Copper, Ball V	02/24/2023	4,449.56
			Total for Department: 203 Water Distribution	8,454.68
			Total for Fund:201 Water Fund	34,270.14
Fund: 301 Sewer Fund				
Department: 000 Balance Sheet Accounts				
11994	DUSTIN CAMERON	Refund Check 020967-000	02/24/2023	13.85
			Total for Department: 000 Balance Sheet Accounts	13.85
Department: 301 Sewer Admin				
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	20.84
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
			Total for Department: 301 Sewer Admin	633.81
Department: 303 Sewer Collection				
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	31.38
11900	City Utilities	City utilities	02/24/2023	481.66
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	136.48
11917	Fehrmann Garage Doors Inc	REWired SAFETY EYES, SERVICES CALL & LABOR	02/24/2023	49.75
11930	Highland Communication Services	Communication Services	02/24/2023	2.00
11948	Midwest Municipal Supply Inc	12" Femco C/PVC, 12x6" SDR-26 SYE GxG, 6" SDR-26 45 GxS	02/24/2023	516.52
			Total for Department: 303 Sewer Collection	1,217.79
Department: 304 Water Reclamation Facility				
11891	Barton Electric Inc	For ORP Probe Communication Repair	02/24/2023	350.00
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	83.58
11900	City Utilities	City utilities	02/24/2023	12,699.31
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11924	Hawkins Inc	Demurrage	02/24/2023	40.00
11930	Highland Communication Services	Communication Services	02/24/2023	149.99
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	800.00
11944	Mastercard	SIUE Wastewater Short School Class 4 - Brian Berberich	02/24/2023	575.00
11946	McKay Auto Parts Inc	Oil Filter, Air Filter, Gold Fuel Filter	02/24/2023	41.38
11977	Teklab Inc	Nitrogen, Aqueous, Preserv. , Total Kjeldahl Nitrogen, Aqueous	02/24/2023	62.10
11986	USA Blue Book	Supplies	02/24/2023	1,133.16
			Total for Department: 304 Water Reclamation Facility	16,207.49

Department: 305 WRF Pretreatment

11900	City Utilities	City utilities	02/24/2023	22.48
11901	KIMBERLY A. COLE	Annual Pretreat. Report, Data Mgmt., Engineer, Document, Eval	02/24/2023	3,008.75
			Total for Department: 305 WRF Pretreatment	3,031.23
			Total for Fund:301 Sewer Fund	21,104.17

Fund: 401 Ambulance Fund

Department: 401 Ambulance Fund

11881	AIR CLEANING TECHNOLOGIES, INC.	1 QTY CONICAL ADAPTER, TAIL PIPE ADAPTER, FREIGHT	02/24/2023	541.65
11882	Aurgas USA,LLC	OXYGEN	02/24/2023	197.65
11885	AMAZON CAPITAL SERVICES	2 QTY 65W POWER ADAPTER MIRCOSOF SURFACE PRO,1 QTY SCREEN PROT	02/24/2023	59.46
11886	Ameren Illinois	Utilities	02/24/2023	338.55
11890	BARNETT PEST SOLUTIONS	MONTHLY COMMERCIAL PEST CONTROL - FIRE/EMS	02/24/2023	50.00
11893	Bound Tree Medical, LLC	CREDIT FROM 02/09/2021 ORG DOC 83928054	02/24/2023	573.35
11896	CDW G Inc	225 QTY GFI ARCHIVER SUB RNW I Y 50-249	02/24/2023	146.32
11900	City Utilities	Utilities	02/24/2023	439.99
11912	DocuSign	ESIGNATURE ENTERPRISE PRO EDITION,DOCUSIGN CLICK,PREMIER SUPPORT	02/24/2023	272.97
11930	Highland Communication Services	HCS SERVICE- COH EMS	02/24/2023	281.20
11939	LEE'S LOANS JEWELRY & MORE INC	25 YEAR EMPLOYEE SERVICE AWARDS	02/24/2023	400.00
11944	Mastercard	ILSOS HOWLETT VEHICLE SPRINGFIELD IL- NEW TITLE FORNEW AMBULANCE	02/24/2023	184.05
11953	Stephane Nicklin	PER DIEM PWW CAFO COURSE - MEALS - 03/04/23-03/07/23	02/24/2023	185.00
11964	QUADMED, INC.	EMS SUPPLIES	02/24/2023	178.34
11968	REVIZE LLC	4TH YEAR ANNUAL FEE - 2023	02/24/2023	340.00
11978	TELEFLEX LLC	1 QTY EZ-JO POWER DRIVE	02/24/2023	308.50
11993	Zoll Data Systems Inc	ZOLL EMS CHARTS (PER PCR) 03/01/23-03/31/23	02/24/2023	1,706.11
			Total for Department: 401 Ambulance Fund	6,203.14
			Total for Fund:401 Ambulance Fund	6,203.14

Fund: 713 Solid Waste Fund

Department: 000 Balance Sheet Accounts

11994	DUSTIN CAMERON	Refund Check 020967-000	02/24/2023	15.76
			Total for Department: 000 Balance Sheet Accounts	15.76

Department: 713 Solid Waste Fund

11884	ALLIED WASTE TRANSPORTATION INC	RESIDENTIAL TRASH SERVICE 02/01/23-02/28/23	02/24/2023	145,218.00
			Total for Department: 713 Solid Waste Fund	145,218.00
			Total for Fund:713 Solid Waste Fund	145,233.76

Grand Total 405,491.86

Accepted by City Council March 06, 2023

Mavor Clerk