

**AGENDA
REGULAR SESSION
HIGHLAND CITY COUNCIL
HIGHLAND AREA SENIOR CENTER
187 WOODCREST DRIVE
MONDAY, MARCH 4, 2024
6:30 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:

- A. **MOTION** – Approve Minutes of February 20, 2024 Regular Session (attached)
- B. **MOTION** – Approve Minutes of February 20, 2024 Executive Session (attached)

MAYORAL RECOGNITION:

Mayor Hemann will recognize the Highland Middle School 7th Grade Boys' Basketball Team for a great season (21-7), their first state tournament appearance and for taking 2nd place for Class 4A for the IESA, the largest class in the state.

EAGLE SCOUT DONATION:

Eagle Scout Jonathon Pierce will be presenting Mayor Hemann with a donation check.

PROCLAMATION:

Mayor Hemann will read a document proclaiming the week of March 10-16, 2024 as Girl Scout Week.

PUBLIC FORUM:

- A. Citizens' Requests and Comments:
 - 1. Goat Yoga of Southern IL/Schlafly's – 2024 Goat Yoga (May-Oct)—Special Event Application – Cody Lowe, Representative (attached)
 - 2. The Saint Louis Brewery, LLC – 2024 Schlafly's Shrimp Boil – Special Event Application – Cody Lowe, Representative (attached)
 - 3. HSHS Elizabeth's Foundation -- HSHS St. Joseph's Kentucky Derby Fundraiser – Special Event Application – Kevin McFarland, Representative (attached)

Anyone wishing to address the Council on any subject may do so at this time. Please come forward to the podium and state your name. Per Ordinance No. 3299, please limit your comments to 4 minutes or less.

B. Requests of Council:

C. Staff Reports:

- 1. Republic Services – Transition Update and Residential Service Briefing – Rhonda Breslin, Representative
- 2. Annual Public Safety Report Presentation by Police Chief Carole Presson, EMS Chief Brian Wilson and Fire Chief Chris Straub. (attached)

Continued

NEW BUSINESS:

- A. **MOTION** – Approve Request for Proposals for Banking Depository Services (2024-2027) (attached)
- B. **MOTION** – Approve Notice of Municipal Letting, Bid #PW-04-22, for the 6th Street Reconstruction Project (Pine St. to Poplar St.) (attached)
- C. **MOTION** – Bill #24-33/ORDINANCE Declaring Personal Property of the City Surplus and Authorizing Its Sale and/or Disposal, Specifically, One Quincy Air Compressor (attached)
- D. **MOTION** – Bill #24-34/ORDINANCE Declaring Personal Property of the City Surplus and Authorizing Its Sale and/or Disposal, Specifically, One Pick Up Truck and One Dump Truck (attached)
- E. **MOTION** – Bill #24-35/RESOLUTION Authorizing the Sole Source Purchase of a Council Desk and Lectern for the Council Chambers from Arnold Contract, and Waiving Customary Bidding Procedures (attached)
- F. **MOTION** – Bill #24-36/RESOLUTION Authorizing the Sole Source Purchase of Data Access Controls from Elliott Data Systems, Inc., and Waiving Customary Bidding Procedures (attached)
- G. **MOTION** – Bill #24-37/ORDINANCE Amending the Municipal Code, Chapter 42 – Offenses and Miscellaneous Provisions, Article V – Offenses Against Public Peace, Adding Section 42-137 Camping on Public Property (attached)

REPORTS:

- A. **MOTION** – Accepting Expenditures Reports #1261 for Feb. 17, 2024 through March 1, 2024 (attached)

EXECUTIVE SESSION:

The City Council may conduct an Executive Session pursuant to the Illinois Open Meetings Act, only after citing exemptions allowing such meeting.

ADJOURNMENT:

Continued



Anyone requiring accommodations, provided for in the Americans with Disabilities Act (ADA), to attend this public meeting, please contact Jackie Heimburger, ADA Coordinator, by 9:00 AM on Monday, March 4, 2024.

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:

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. Anyone dialing in 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.

PROCLAMATION

WHEREAS, 2024 marks the 112th anniversary of Girl Scouts of the USA, the largest and most successful leadership program for girls in the world; which was founded by Juliette Gordon Low in Savannah, Georgia; and

WHEREAS, Girl Scouts unleashes the **G.I.R.L.** (Go-getter, Innovator, Risk-taker and Leader)TM in every girl, preparing her for a lifetime of leadership; and

WHEREAS, Girl Scouts combines time-tested, research-backed methods with exciting, modern programming that speaks to today's girls and is designed to cater to the strengths of girls' leadership development; and

WHEREAS, Girl Scouts offers girls 21st century programming in science, technology, engineering, and math; the outdoors; entrepreneurship; and beyond, helping girls develop invaluable life skills and take the lead early and often; and

WHEREAS, as the world's premier leadership development organization for girls, Girl Scouts welcomes girls of all backgrounds and interests who want to develop the courage, confidence, and character to make the world a better place; and

WHEREAS, research shows that girls learn best in an all-girl, girl-led environment in which their specific needs are addressed and met; and

WHEREAS, the Girl Scout Gold Award, the highest and most prestigious award in Girl Scouting, calls on Girl Scouts in grades 9 to 12 to take on projects that have a measurable and sustainable impact on a community by first assessing a need, designing a solution, completing a project, and inspiring others to sustain it; and

WHEREAS, with more than 100 years of experience, Girl Scouts brings a wealth of knowledge to programs that deliver girls cornerstone experiences with benefits that last a lifetime; and

WHEREAS, today, more than 50 million women are Girl Scout alums, and 2.6 million girls and adults are current members.

NOW, THEREFORE, I, Kevin B. Hemann, Mayor of the City of Highland, do hereby applaud the Girl Scout movement, Girl Scouts of Southern Illinois and local Girl Scout troops for providing girls with a safe, inclusive, all-girl space where they can hone their skills and develop leadership abilities, and I do proclaim the week of March 10 - 16, 2024, as

GIRL SCOUT WEEK

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Highland to be affixed this 4th day of March, 2024.

Kevin B. Hemann, Mayor

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Goat Yoga

Type of Event: Festival Race Other Fundraiser Service Parade
 Other (please specify): workout class / experience

Description of Event: Yoga with miniature goats

Location of Event: Plaza Park

Sponsoring Organization/Individual: Goat Yoga of Southern Illinois / Schlafly

Event Responsible Party: Saint Louis Brewery, LLC (Schlafly)
Address: 2100 Locust Street St. Louis, MO 63103
Phone(s): _____
Email: clowe@schlafly.com

Date(s) of Set-up: May 19th, 2024

Event Date(s) / Times: May 19th, 2024 10AM-11:30AM

Date(s) of Tear-down: May 19th, 2024

Expected Attendance: 40

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
Amount requested: \$ _____
Purpose for Funding: _____

Street Dept: Signage, Barricades, Street Closures (Specify): _____

Electric Dept: Electrical Service, Lighting (Specify): _____

Public Safety: If anything needed in addition to below (Specify):

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

Other City Services: Restrooms, City Officials, Refuse Dumpsters-Charges Apply (Specify):

Signs: Per the City of Highland’s Municipal Code, signs are disallowed on public right-of-way. If you wish to display signs on right-of-way, please indicate the requested location of signs: _____

If approval is granted, signs must not be displayed within roundabouts or within any area that is difficult for vehicles to see around and creates a traffic safety issue. All signs within right-of-way must be displayed no more than two weeks prior to the event unless specifically requested and removed within two days after the event.

Specify Special Event or Ongoing Event (as defined above) _____

Specify Route Option # _____ (listed on attached Maps)

Route must be approved by Public Safety director before application can be brought to council for approval.

Check the boxes below for what Services apply and number of each service needed
(See Page 1&2 and Race Option/Maps provided for more information)

- Police** – Number of officers needed for Event _____
- EMS** – Number of Emergency Medics needed for Event _____
- Fire** – Number of Firefighters needed for Event _____

Application Checklist (Attachments):

- Council Meeting Scheduled for approval
- Certificate of Insurance: (Must attached for approval)
 - 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

City Services Requested: – Please attach additional documents such as maps, flyers or any other detailed information.

Cody Lowe

Event Sponsor Responsible Party

2/5/2024

Date

City Manager

Date



Join us for
Goat Yoga!

**Sunday, May 19th
10:00 - 11:30 AM**

\$35
per person

You won't want to miss this experience!
Be sure to stick around afterwards and
enjoy a cold pint and plenty of cuddle
and selfie time with the goats! Visit
eventbrite.com and search Goat Yoga of
Southern IL for tickets, limited number
of spots are available!



CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Goat Yoga

Type of Event: Festival Race Other Fundraiser Service Parade
 Other (please specify): workout class / experience

Description of Event: Yoga with miniature goats.

Location of Event: Plaza Park

Sponsoring Organization/Individual: Schlafly / Goat Yoga of Southern IL

Event Responsible Party: Saint Louis Brewery LLC
Address: 2100 Locus Street St. Louis, Mo 63103
Phone(s): _____
Email: Clowe @ Schlafly . com

Date(s) of Set-up: June 23rd, 2024

Event Date(s) / Times: June 23rd, 2024 10-11:30AM

Date(s) of Tear-down: June 23rd, 2024

Expected Attendance: 40

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
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Street Dept: Signage, Barricades, Street Closures (Specify): _____

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Cody Lowe
Event Sponsor Responsible Party

2/9/2024
Date

City Manager

Date



Join us for
Goat Yoga!

**Sunday, June 23rd
10:00 - 11:30 AM**

\$35
per person

You won't want to miss this experience! Be sure to stick around afterwards and enjoy a cold pint and plenty of cuddle and selfie time with the goats! Visit eventbrite.com and search Goat Yoga of Southern IL for tickets, limited number of spots are available!



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Name of Event: Goat Yoga

Type of Event: Festival Race Other Fundraiser Service Parade
 Other (please specify): Workout class / experience

Description of Event: Yoga with miniature goats.

Location of Event: Plaza Park

Sponsoring Organization/Individual: Schlafly / Goat Yoga of Southern IL

Event Responsible Party: Saint Louis Brewery LLC
Address: 2100 Locust Street St. Louis, MO 63103
Phone(s): _____
Email: clowe@schlafly.com

Date(s) of Set-up: July 13th, 2024

Event Date(s) / Times: July 13th, 2024 10-11:30AM

Date(s) of Tear-down: July 13th, 2024

Expected Attendance: 40

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
Amount requested: \$ _____
Purpose for Funding: _____

Street Dept: Signage, Barricades, Street Closures (Specify): _____

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Event Sponsor Responsible Party

Date

City Manager

Date



Join us for
Goat Yoga!

**Saturday, July 13th
10:00 - 11:30 AM**

\$35
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 Other (please specify): Workout class / experience

Description of Event: Yoga with miniature goats

Location of Event: Plaza Park

Sponsoring Organization/Individual: Schlafly / Goat Yoga of Southern IL

Event Responsible Party: Saint Louis Brewery LLC
Address: 2100 Locust Street St. Louis, MO 63103
Phone(s): _____
Email: clowe@schlafly.com

Date(s) of Set-up: August 10th, 2024

Event Date(s) / Times: August 10th, 2024 7-8:30pm (Sunset)

Date(s) of Tear-down: August 10th, 2024

Expected Attendance: 40

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
Amount requested: \$ _____
Purpose for Funding: _____

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City Services Requested: – Please attach additional documents such as maps, flyers or any other detailed information.

Cody Lomax
Event Sponsor Responsible Party

2/5/2024
Date

City Manager

Date



Join us for

Goat Yoga!

Saturday, August 10th
7:00PM - 8:30PM

\$35
per person

You won't want to miss this experience!
Be sure to stick around afterwards and
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Type of Event: Festival Race Other Fundraiser Service Parade
 Other (please specify): workout class / experience

Description of Event: Yoga with miniture goats

Location of Event: Plaza Park

Sponsoring Organization/Individual: Schlafly / Goat Yoga of Southern IL

Event Responsible Party: Saint Louis Brewery, LLC

Address: 2100 Locust Street St. Louis, Mo 63103

Phone(s): _____

Email: clowe @schlafly .com

Date(s) of Set-up: September 15th, 2024

Event Date(s) / Times: September 15th, 2024 10-11:30 AM

Date(s) of Tear-down: September 15th, 2024

Expected Attendance: 40

Alcohol License Required: Yes No

If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)

If yes, hours of operation: _____

Funding request of the Council: Yes No

Amount requested: \$ _____

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Cody Lowe
Event Sponsor Responsible Party

2/5/2024
Date

City Manager

Date



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Goat Yoga!

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 Other (please specify): Workout Class / Experience

Description of Event: Yoga with miniature goats

Location of Event: Plaza Park

Sponsoring Organization/Individual: Schlafly / Goat Yoga of Southern IL

Event Responsible Party: Saint Louis Brewery LLC

Address: 2100 Locust Street, St. Louis MO 63103

Phone(s): _____

Email: Clowe @ Schlafly.com

Date(s) of Set-up: October 5th, 2024

Event Date(s) / Times: October 5th, 2024 10-11:30 AM

Date(s) of Tear-down: October 5th, 2024

Expected Attendance: 40

Alcohol License Required: Yes No

If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)

If yes, hours of operation: _____

Funding request of the Council: Yes No

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City Services Requested: – Please attach additional documents such as maps, flyers or any other detailed information.

Cody Lane
Event Sponsor Responsible Party

2/5/2024
Date

City Manager

Date



Join us for

Goat Yoga!

Saturday, October 5th
10:00 - 11:30AM

\$35
per person

You wont want to miss this experience!
Be sure to stick around afterwards and
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Southern IL for tickets, limited number
of spots are available!





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/24/2024

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 have ADDITIONAL INSURED provisions or 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 any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners of MO LLC 12645 Olive Blvd, Suite 300 St Louis, MO 63141 314 523-8800	CONTACT NAME: Megan Wilkerson PHONE (A/C, No, Ext): 314 523-8800 E-MAIL ADDRESS: megan.wilkerson@assuredpartners.com	FAX (A/C, No): 314 453-7555													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : SECURA Insurance Company</td> <td>22543</td> </tr> <tr> <td>INSURER B : Missouri Employers Mutual Insurance Co</td> <td>10191</td> </tr> <tr> <td>INSURER C : Argonaut Insurance Company</td> <td>19801</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> </tbody> </table>		INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : SECURA Insurance Company	22543	INSURER B : Missouri Employers Mutual Insurance Co	10191	INSURER C : Argonaut Insurance Company	19801	INSURER D :		INSURER E :		INSURER F :
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INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES **CERTIFICATE NUMBER: 23/24 All Lines** **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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			80CP00331589813	12/20/2023	12/20/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY			80A00331589913	12/20/2023	12/20/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$10,000			20CU00331590112	12/20/2023	12/20/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	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	N/A	MEG201487409 (MO Only)	12/20/2023	12/20/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Workers Comp All Other States			WC92893838868	12/20/2023	12/20/2024	\$1,000,000 \$1,000,000 \$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Other Named Insureds:
 DBA Schlafly Bottle Works
 DBA The Tap Room
 The Saint Louis Brewery, Inc.
 Schlafly
 (See Attached Descriptions)

CERTIFICATE HOLDER Highland City Hall 12990 Troxler Ave Highland, IL 62249-0000	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
---	--

DESCRIPTIONS (Continued from Page 1)

Schlafly Brewing Company
Trailhead Brewing Company, LLC
DBA East Side Hops

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: Schlafly's Shrimp Boil

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

Description of Event: Food festival with live music

Location of Event: Schlafly Highland Square / Plaza Park

Sponsoring Organization/Individual: The Saint Louis Brewery LLC

Event Responsible Party: Schlafly Beer - The St Louis Brewery
Address: 907 Main Street Highland, IL 62249
Phone(s): (314) 690-7893
Email: Clowe@schlafly.com

Date(s) of Set-up: April 20th, 2024

Event Date(s) / Times: April 20th, 2024 11AM - 7pm

Date(s) of Tear-down: April 20th, 2024

Expected Attendance: 150+

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
Amount requested: \$ _____
Purpose for Funding: _____

Street Dept: Signage, Barricades, Street Closures (Specify): _____

Electric Dept: Electrical Service, Lighting (Specify): _____

Public Safety: If anything needed in addition to below (Specify):

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

Other City Services: Restrooms, City Officials, Refuse Dumpsters-Charges Apply (Specify):

Plaza Park Restrooms

Signs: Per the City of Highland’s Municipal Code, signs are disallowed on public right-of-way. If you wish to display signs on right-of-way, please indicate the requested location of signs: _____

If approval is granted, signs must not be displayed within roundabouts or within any area that is difficult for vehicles to see around and creates a traffic safety issue. All signs within right-of-way must be displayed no more than two weeks prior to the event unless specifically requested and removed within two days after the event.

Specify Special Event or Ongoing Event (as defined above) _____

Specify Route Option # _____ (listed on attached Maps)

Route must be approved by Public Safety director before application can be brought to council for approval.

Check the boxes below for what Services apply and number of each service needed
(See Page 1&2 and Race Option/Maps provided for more information)

- Police** – Number of officers needed for Event _____
- EMS** – Number of Emergency Medics needed for Event _____
- Fire** – Number of Firefighters needed for Event _____

Application Checklist (Attachments):

- Council Meeting Scheduled for approval
- Certificate of Insurance: (Must attached for approval)
 - 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

City Services Requested: – Please attach additional documents such as maps, flyers or any other detailed information.

Cody Rowe

Event Sponsor Responsible Party

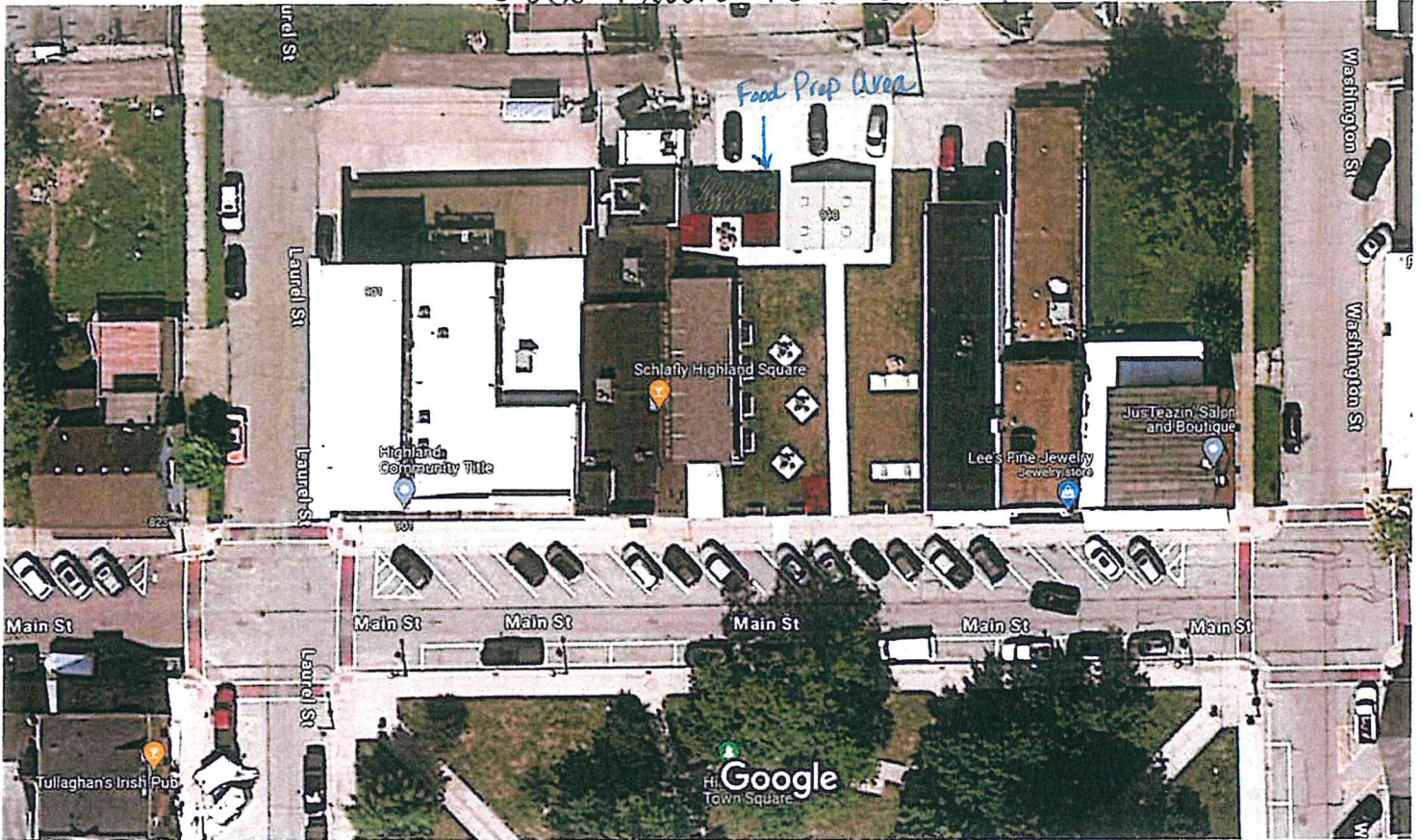
2/5/2024

Date

City Manager

Date

Site Plan Rendering

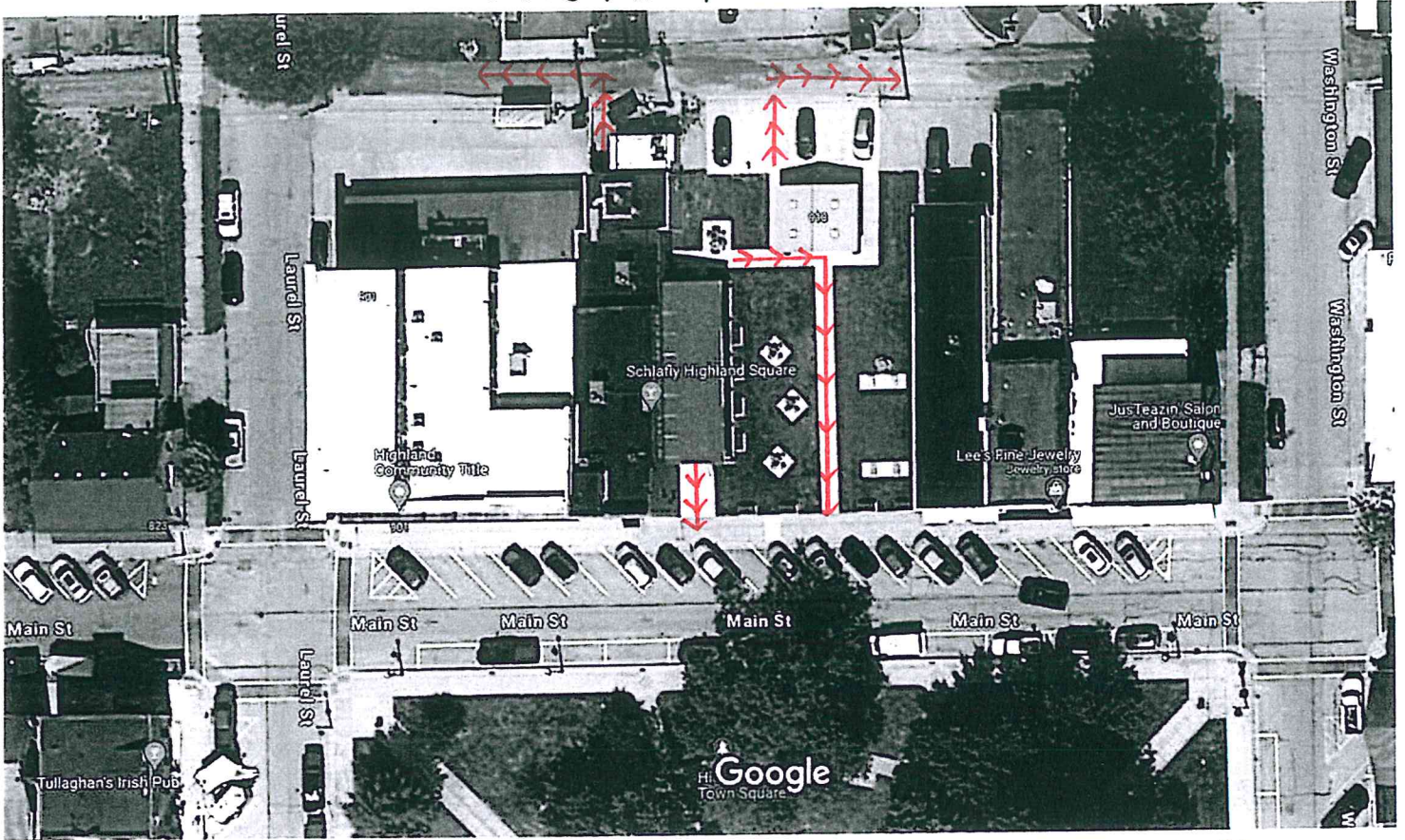


Imagery ©2024 CNES / Airbus, Maxar Technologies, Map data ©2024 Google 20 ft

■ x3 = Tents (Welcome, Food, Band)

▨ = Food Prep Area

Site Fire / Evacuation Plan



SCHLAFLY HIGHLAND SQUARE

SHRIMP BOIL



11AM *Saturday*
8PM **APRIL 20th**

Live Music by:

JETHRO MAKES 3

THE SILVER CREEK BLUEGRASS BAND

907 Main St | HIGHLAND, IL

CERTIFICATE OF LIABILITY INSURANCE

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 have ADDITIONAL INSURED provisions or 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 any rights to the certificate holder in lieu of such endorsement(s).

Table with 2 main columns: PRODUCER (AssuredPartners of MO LLC) and CONTACT NAME (Megan Wilkerson). Includes phone, fax, email, and insurer details (SECURA, Missouri Employers Mutual, Argonaut).

COVERAGES CERTIFICATE NUMBER: 23/24 All Lines 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.

Main coverage table with columns: INSR LTR, TYPE OF INSURANCE, POLICY NUMBER, POLICY EFF, POLICY EXP, LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, Workers Compensation, and Workers Comp All Other States.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Other Named Insureds: DBA Schlafly Bottle Works, DBA The Tap Room, The Saint Louis Brewery, Inc. Schlafly (See Attached Descriptions)

Table with 2 columns: CERTIFICATE HOLDER (Highland City Hall) and 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. Includes signature).

DESCRIPTIONS (Continued from Page 1)

Schlafly Brewing Company
Trailhead Brewing Company, LLC
DBA East Side Hops

CITY OF HIGHLAND-SPECIAL EVENT APPLICATION

Name of Event: HSHS St. Joseph's Kentucky Derby Fundraiser

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

Description of Event: Hospital Annual Charity Event

Location of Event: Plaza Park / Schlafly Highland Square

Sponsoring Organization/Individual: HSHS Elizabeth's Foundation

Event Responsible Party: Kevin McFarland / Cody Lowe

Address: 1 St Elizabeth's Blvd O'Fallon IL 62269

Phone(s): 618.234.2120 ext 12446 / 618.972.7168

Email: Kevin.mcfarland@hshs.org / clowe@schlafly.com

Date(s) of Set-up: May 4th, 2024

Event Date(s) / Times: May 4th, 2024 5pm - 8pm

Date(s) of Tear-down: May 4th, 2024

Expected Attendance: 150+

Alcohol License Required: Yes No
If yes, application submitted: Yes No

Sound Amplification System utilized: Yes No (Only available for the Square)
If yes, hours of operation: _____

Funding request of the Council: Yes No
Amount requested: \$ _____
Purpose for Funding: _____

Street Dept: Signage, Barricades, Street Closures (Specify): They have requested 3 parking spaces along Main Street in front of Plaza Park be closed to the public during hours of the event. *See attached document*

Electric Dept: Electrical Service, Lighting (Specify):

Public Safety: If anything needed in addition to below (Specify):

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

Other City Services: Restrooms, City Officials, Refuse Dumpsters-Charges Apply (Specify):

Plaza Park Restrooms

Signs: Per the City of Highland’s Municipal Code, signs are disallowed on public right-of-way. If you wish to display signs on right-of-way, please indicate the requested location of signs: _____

If approval is granted, signs must not be displayed within roundabouts or within any area that is difficult for vehicles to see around and creates a traffic safety issue. All signs within right-of-way must be displayed no more than two weeks prior to the event unless specifically requested and removed within two days after the event.

Specify Special Event or Ongoing Event (as defined above) _____

Specify Route Option # _____ (listed on attached Maps)

Route must be approved by Public Safety director before application can be brought to council for approval.

Check the boxes below for what Services apply and number of each service needed

(See Page 1&2 and Race Option/Maps provided for more information)

- Police** – Number of officers needed for Event _____
- EMS** – Number of Emergency Medics needed for Event _____
- Fire** – Number of Firefighters needed for Event _____

Application Checklist (Attachments):

- Council Meeting Scheduled for approval
- Certificate of Insurance: (Must attached for approval)
 - 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

City Services Requested: – Please attach additional documents such as maps, flyers or any other detailed information.

Cody Lowe
Event Sponsor Responsible Party

2-22-2024
Date

City Manager

Date



on the
Party patio

Don your best hat and attire to view the Kentucky Derby and test your luck with derby games. We'll be awarding the best dressed attendee! Enjoy live music, a raffle, silent auction and Schlafly's specialty drinks and eats!

SATURDAY,
MAY
4

5-8 PM

Schlafly
Highland Square
907 Main St.
Highland, IL



For more information contact Morgan Woltering at morgan.woltering@hshs.org or 618-616-2504.





Sponsorship Opportunities



SATURDAY,
MAY
4

5-8 PM

Schlafly
Highland Square
907 Main St.
Highland, IL

EXCLUSIVE TRIPLE CROWN - \$7,500 (1 available)

- Two reserved tables of eight
- Prominent invitation, website, and Facebook recognition
- "Winners circle gaming tent" banner with other options upon request
- Registration, venue and main bar large signage
- Company logo prominently displayed in event slide show
- Recognition and signage includes company logo

RUN FOR THE ROSES - \$5,000 (3 available)

- One reserved table of eight
- Invitation, website and Facebook recognition
- Venue and patio table-top signage
- Food station signage
- Event slide show recognition
- Recognition and signage includes company logo

MINT JULEP - \$2,500

- Reserved seating for four
- Invitation, website and Facebook recognition
- Venue signage and slide show recognition
- Beverage station signage

PONY - \$1,000

- Reserved seating for two
- Website and Facebook recognition
- Venue signage and event slide show recognition

WIN, PLACE, SHOW - \$500

- Auction/raffle table signage
- OR-
- Band stage signage
- OR-
- Outdoor gaming area signage
- Website and Facebook recognition

PAYMENT INFORMATION

- My payment is enclosed.
- Please mail an invoice.



To register and make a payment online, scan the QR code or visit stjosephshighland.org/fundraiser

Contact name Title Company name

Address City State Zip

Phone E-mail



For more information contact Morgan Woltering at morgan.woltering@hshs.org or 618-616-2504.

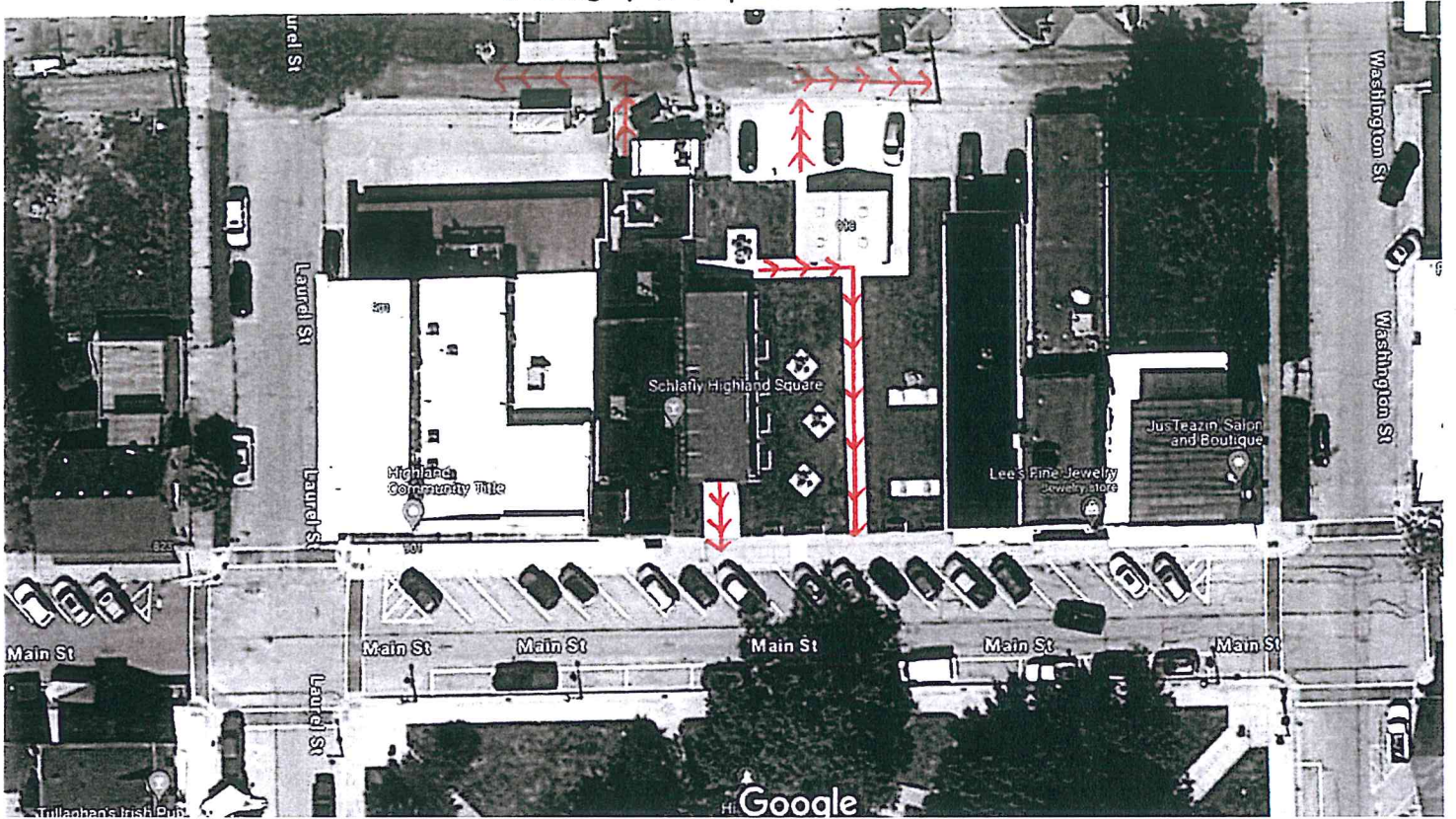


Street Department → Parking Space Barricades
* 3 highlighted spots *



Go gle Maps

Site Fire / Evacuation Plan



Highland Public Safety Division

2023 Annual Report

Chief Carole A. Presson: Public Safety Director





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A Letter from the Chief

Mayor, City Council, and Citizens of Highland,

I am honored to present Highland Public Safety's 2023 Annual Report. Being in public safety requires dedication, integrity, and pride in the community a public servant represents. Few individuals have the willingness and ability to take on such a task. Fortunately for the citizens of Highland, you are represented by some of the finest men and women I have had the privilege of serving with.

2023 was another year of change and growth for all Public Safety Departments. We welcomed several new members and added Building and Zoning to the Public Safety umbrella. Each of these new beginnings has been met with pride and professionalism. While we continue to navigate the obstacles that these changes provide, we have continued the high level of service the citizens of Highland deserve.

As Public Safety Director, I am blessed to serve the City of Highland and the citizens as well as our many visitors. This City is second to none. The public safety division is committed to continuing a strong relationship with the community. We are fortunate to have citizens who enjoy interaction with law enforcement officers, firefighters, emergency medical technicians, and our code enforcement division. 2023 was a big year for events and community engagement. We saw a record number of attendees to our events and cannot wait to see what 2024 brings.

As we move into 2024, we hope for a year full of community and prosperity. We hope you all feel confident that Highland Public Safety is committed to serving and protecting you. We continue to take pride in the work we do and hope you all have a prosperous new year. Please feel free to call us if we can be of assistance to you.

Respectfully Submitted,

Chief Carole A. Presson, Ph.D., Public Safety Director





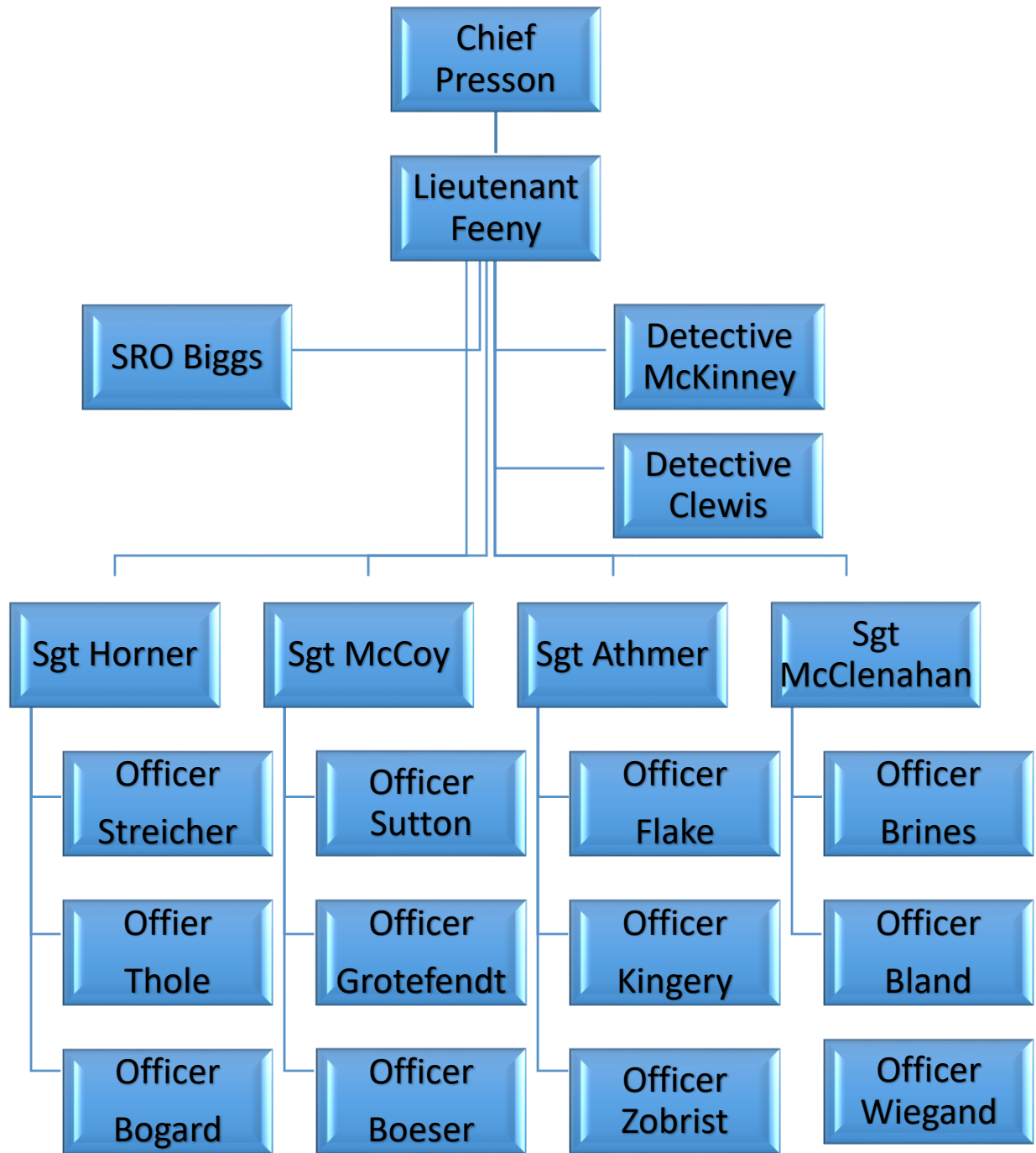
Mission Statement

The mission of the Highland Illinois Police Department is to build partnerships in the community and solve problems through professional police service while addressing the specific needs of our city.

“Community Commitment”

Police Department Command Structure

Command Structure 2023



Sworn Personnel

<i>Officer</i>	<i>Date of Hire</i>
Robert Horner	03/28/2001
Scott Athmer	06/11/2001
Brian McClenahan	04/26/2004
Damian Feeny	06/14/2006
Mark McKinney	07/02/2007
David Brines	03/31/2008
Christopher Clewis	06/27/2008
Christopher Flake	05/15/2009
Brad Sutton	11/05/2013
Nathan Biggs	12/23/2013
Shawn Bland	01/07/2014
Jeremiah Kingery	01/12/2014
Kenneth McCoy	01/14/2016
Shane Zobrist	05/31/2018
Jacob Streicher	01/04/2021
Megan Grotefendt	04/19/2021
Carole Presson	11/01/2021
Kent Thole	08/28/2022
Christopher Boeser	05/01/2023
Matthew Bogard	07/24/2023
Nicholas Wiegand	08/29/2023
Elijah Truilljo*	01/07/2024

* Not included in the command structure

Sworn Personnel



Chief Carole Presson joined the department in 2021 with 27 years of law enforcement experience. She had previously served with the Madison County Sheriff's Office as a Lieutenant in the Investigation Division and the Training Coordinator for the Southwestern Illinois Police Academy. Chief Presson has a Bachelor's Degree in Criminal Justice, a Masters' Degree in Police Administration, and a Ph.D. in Philosophy with an emphasis on Criminal Justice. In 2022, Chief Presson graduated from the Southern Police Institute in Kentucky. She is a certified Juvenile Officer and CVSA Operator. Chief Presson previously served as a Report Officer for the Major Case Squad, Commander of the Child Death Investigation Task Force in District 1, and a representative of the Child Death Review Team for Madison and St. Clair County. Chief Presson was the recipient of the 2019 SILEC Presidential Award.



Lieutenant Damian Feeny joined the department in June 2006. He previously served four years of active service in the US Army as a paratrooper. Feeny graduated top of his class academically while attending the Police Training Institute located at the U of I Champaign. Lt. Feeny has been the Commander of the ILEAS Region 8 Mobile Field Force (MFF) since 2014 and also serves as a trainer for ILEAS where he helps train and validate all of the MFF teams statewide. Lt Feeny has been a detective, field training officer, range instructor, active shooter response instructor, and patrol sergeant. His education includes a Bachelor's Degree in Criminal Justice from Lindenwood University. He graduated from the Southern Police Institute in Kentucky in 2023. Feeny was promoted to Lieutenant in May of 2022.



Sergeant Scott Athmer joined the Police Department in June 2001 after serving three years in the US Army. He holds a Bachelor's Degree in Criminal Justice and a Master's Degree in Public Administration, both from SIUE Edwardsville. He served nine years as a patrolman, five years as a detective, and currently is a patrol sergeant. He has also held many extra duty assignments in the department as well as the region to include, field training officer, firearms instructor, and SET team commander. Currently, he is the supervisor of the investigations division. He serves as a member of the Child Death Investigation Team for our region and a Deputy Commander with the Major Case Squad of Greater St. Louis.



Sergeant Brian McClenahan joined the Highland Police Department in April 2004 as the Community Service Officer and was promoted to Police Officer in January 2010. He is a graduate of the Southwestern Illinois College Police Academy and holds a Bachelor's Degree in Criminal Justice from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He was Employee of the Year in 2004 and Officer of the Year in 2010. Brian is a firearms instructor, Field Training Officer and Crisis Intervention Team (CIT) Officer. He has previously served in the Investigation Division and as an Investigator with the Major Case Squad.



Sergeant Kenneth McCoy joined the department in 2016. He graduated from the Southwestern Illinois Police Academy, where he earned the Southern Illinois Police Chiefs Association (SIPCA) Outstanding Officer Award, the Jeremy Chambers Top-Gun Award, the High Academics Award, and was chosen by his peers as the Class President. Sergeant McCoy holds a Bachelor's Degree in Integrative Studies, Leadership in Organizations from Southern Illinois University Edwardsville. He was the recipient of the David McCain Award in 2018. Sergeant McCoy is a Crisis Intervention Team (CIT) member, the Field Training Sergeant, and the K-9 Unit Supervisor.



Sergeant Robert Horner joined the Highland Police Department in 2001. He graduated from The Illinois Department of Corrections Academy in Springfield and the Police Training Institute in Champaign. He holds a Bachelor's degree in Criminal Justice and Psychology from McKendree University. He is a certified Crisis Intervention Officer, Field Training Officer, Field Training Officer, Bicycle Officer, and Juvenile Officer. Officer Horner received the 2021 and 2022 David McCain Memorial Award and was also voted the citizens favorite police officer 20 times. Horner was promoted to Sergeant in 2023.



Officer Mark McKinney joined the Highland Police Department in 2007. He graduated from Southern Illinois University-Carbondale, earning a bachelor's degree in Administration of Justice in 2001. Officer McKinney joined the Air Force in 2005 spending 6 years in the ANG at Scott Air Force Base. He has been a union representative for the Highland Fraternal Order of Police and a defensive tactics instructor for the department. He is currently an Investigator and in charge of HPD's Special Enforcement Team.



Officer David Brines was hired by the Highland Police Department in 2008. He holds a Bachelor of Science Degree in Criminal Justice from Southern Illinois University-Edwardsville. He is an Investigator with the Major Case Squad of Greater St Louis and the ILEAS Mobile Field Force. Officer Brines is currently assigned to the patrol division.



Detective Chris Clewis joined the department in June 2008. He graduated from Southern Illinois University in Edwardsville with a bachelor's degree in criminal justice. Clewis is currently a member of the Investigation Division. Chris is a Crisis Intervention Team (CIT), Defensive Tactics Instructor, Taser Instructor, Drone Pilot, and Knife Defense Instructor. Clewis is an Investigator with the Major Case Squad and an instructor at the Southwestern Illinois Police Academy.



Officer Chris Flake joined the Highland Police Department in May 2009. He graduated from the Southwestern Illinois College Police Academy. While there, he was Class President of the Academy and the Southern Illinois Police Chiefs Association Most Outstanding Cadet. While employed with the Highland Police Department, he was named Officer of the year for 2013 and 2021. He also received the David McCain Memorial Award for 2011 and 2016. Flake holds a Bachelor's Degree from Southern Illinois University Edwardsville and a Master's Degree in Criminal Justice Administration from Lindenwood University. He has served the community as a Patrolman, Investigator and School Resource Officer.



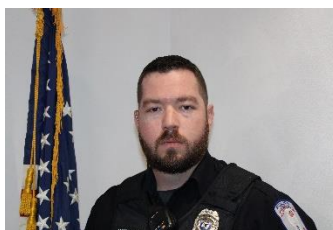
Officer Brad Sutton joined the department in December of 2013 as a dispatcher. In April of 2017, Officer Sutton transitioned to patrol. Officer Sutton earned top academic honors while attending the Southwestern Illinois Police Academy. Officer Sutton has an Associates in Applied Science Degree from Southwestern Illinois College and is currently completing a Bachelor's Degree at Southern Illinois University Edwardsville with a projected graduation date of May 2024. In June of 2022, Officer Sutton became the department's K-9 handler and was partnered with K-9 Hondo. Officer Sutton and K-9 Hondo completed the K-9 academy in September of 2022. In addition to serving as the K-9 handler, Officer Sutton is a Field Training Officer and a Crisis Intervention Team (CIT) Member.



Officer Nathan Biggs earned a bachelor's degree in Criminal Justice Studies from Southern Illinois University-Edwardsville in 2008. He graduated from the Police Training Institute in 2010 and began his law enforcement career with the Carbondale Police Department. After four years, he joined the Highland Police Department. Biggs has been recognized by IDOT twice and the Alliance Against Impaired Motorists. Officer Biggs is a member of the Crisis Intervention Team (CIT), juvenile officer, Wicklander/Zuwalski interviewing (basic and advanced), and currently serving as the School Resource Officer.



Officer Shawn Bland joined the department in January 2014. He graduated from Southern Illinois University in Edwardsville with a bachelor's degree in Criminal Justice. Officer Bland served as an Investigator for 4 years and recently returned to the patrol division. He was awarded Officer of the Year in 2015 and Employee of the Year in 2021. He serves in several capacities within the agency including Field Training Officer, SET Team member, Cellebrite Certified, Evidence Officer, Investigator, Lead Homicide Investigator, and former Major Case Squad Investigator.



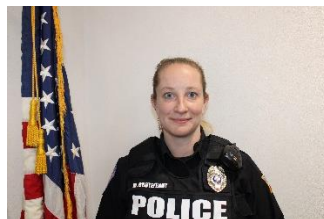
Officer Jeremiah Kingery joined the department in January 2014. He graduated Southern Illinois University Edwardsville with a bachelor's degree in Criminal Justice. He has been the President of the FOP Lodge for the last 9 years and has coordinated numerous charity events through the FOP. He is the department's Cellebrite Operator and is a Range Instructor. Kingery is also a Crisis Intervention Team (CIT) Member and Juvenile Officer.



Officer Shane Zobrist joined the department in May 2018. He graduated from Eastern Illinois University with a Bachelor's Degree in Psychology. Officer Zobrist is a range instructor, a Crisis Intervention Team (CIT) member, and a Juvenile Officer. He is also a Captain in the Illinois Army National Guard.



Officer Jake Streicher joined the Highland Police Department in January of 2021 after four and a half years of service with another police agency. Officer Streicher graduated from Southern Illinois University – Edwardsville with a bachelor's degree in Criminal Justice. He is a firearms instructor, MILO instructor, and Crisis Intervention Team (CIT) member.



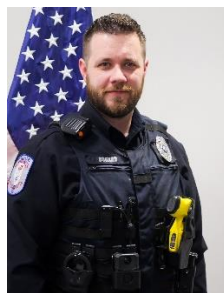
Officer Megan Grotefendt recently celebrated her 2nd anniversary with the Highland Police Department and is a graduate of the Southwestern Illinois Police Academy. Officer Grotefendt is a department's SET team member and is a Crisis Intervention Team member.



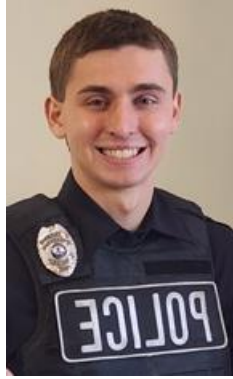
Officer Kent Thole joined the department in August of 2022. He holds a bachelor's degree in Criminal Justice from Southern Illinois University in Edwardsville. Officer Thole graduated from the Southwestern Illinois Police Academy in December 2022 and is a Juvenile Officer.



K-9 Hondo joined the Highland Police Department in June of 2022. Hondo is a 3-year-old German Shepherd of Czech descent. Hondo's parents were both imported from the Czech Republic to the United States and were titled working dogs. Hondo was partnered with Officer Bradley Sutton in June of 2022.



Officer Matthew Bogard joined the department in July of 2023. Officer Bogard is a veteran of the United States Marine Corps where he served 8 years active duty. Officer Bogard graduated from the Southwestern Illinois Police Academy and served as the Class President. He holds the Illinois Professional Emergency Manager Designation from the Illinois Emergency Management Agency and Office of Homeland Security. Officer Bogard is a Crisis Intervention Team (CIT) Member, Drone Pilot, and BLS Instructor.



Officer Nicholas Wiegand joined the department in August of 2023. He holds a bachelor's degree in Criminal Justice from Southern Illinois University in Edwardsville. Officer Wiegand graduated from the Southwestern Illinois Police Academy in December 2023 and is a Juvenile Officer.

Civilian Police Aides

Employee	Date of Hire
Karen Leadbetter	10/13/1997
Kelcey Chadwick	09/05/2014

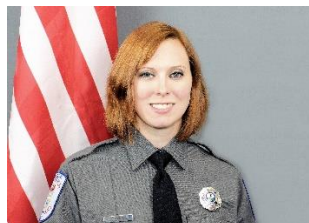
Consolidation brought with it many changes, including personnel. Fortunately for us, we were able to employ two of our dispatchers as Civilian Police Aides. These women have taken on the task of providing service to the public and assisting the police department with the arduous tasks that come with documenting the day-to-day operations of law enforcement.

Civilian Police Aids (CPAs) are responsible for direct service to the public, state and federal agencies, and officers. Currently, CPAs are in the process of a large undertaking. Training in requirements for reporting guidelines for NIBRS, body-camera footage, and FOIA is extensive.

Both Karen and Kelcey have embraced their new role in providing the support needed for our agency. While we no longer have dispatch responsibilities, the overall response to walk-in complaints and telephone calls is still critical to maintaining our relationship with the community.



Karen Ledbetter has worked with HPD since 1997. She won the SIPCA Telecommunicator of the Year award in 1999 and the Highland Police Telecommunicator of the Year Award in 2001, 2010, and 2013. After dispatching for 25 years, Karen transitioned into a CPA role. Karen helps manage many aspects of the day-to-day operations within the department.



Kelcey Chadwick joined HPD in September 2014 as a Telecommunicator. Kelcey graduated with a bachelor's degree in criminal justice from Southern Illinois University in 2011. She previously worked for O'Fallon Police Department. Kelcey currently serves the Highland Police Department as a Civilian Police Aid since August of 2022

Patrol Division



The Patrol Division of the Highland Police Department provides services to the community continually. Members of each division within the agency support its day-to-day operation.

The Patrol Division comprises four squads, including a sergeant and three patrolmen. Included in this group are six specially trained officers to act as Field Training Officers. These officers take on the responsibility of training all new officers who join the HPD.

The Patrol Division has personnel assigned to the ILEAS Mobile Field Force, The Major Case Squad, School Enforcement, Training, Police Academy instruction, bicycle patrol, drone operation, lake patrol, code enforcement, and the Special Enforcement Team (SET). Other significant functions of this division include safety programs, investigations involving traffic crashes, DUIs, traffic control, parade support, peacekeeping responsibility, making arrests when needed, emergency response, and investigations.

Members of this division are the cornerstone of our community relationships. The Patrol Division provides year-round support 24 hours a day. This allows us to assist the public with vacation checks, extra patrols in areas of concern, and business checks.

Investigation Division



The investigation division includes two officers and a supervisor responsible for cases that require investigation outside the scope of the patrol division. These officers utilize their specialized training to resolve cases whenever possible. This year our investigation division saw a change. Detective Bland returned to the Patrol Division and Officer Mark McKinney moved to Investigations to serve as an Investigator for the agency.

The investigations division utilized and obtained numerous applications to assist in investigations including Cellebrite, Leads Online, TLOxp, SET Team, city-wide cameras, MOCIC, DEA LPRs, body cameras, and a drone. The investigations division also requested assistance from the US Marshall's Service for a warrant service and the Illinois State Police Crime Scene Unit on multiple cases.

The following were cases of note completed by Detective Bland, Detective McKinney and Detective Clewis:

1. An investigation was conducted into the death of an infant after a 9-1-1 call was received advising of a 3-month-old child who was not breathing. Despite efforts by EMS, the infant succumbed to his injuries. The investigation was conducted and ended with the father of the child being charged with two counts of First Degree Murder.
2. An investigation was conducted after a local business had sent a suspect \$340,000 under fraudulent circumstances. The suspect portrayed themselves as a contractor who had been hired to complete renovations on business property. Investigators were able to locate the suspect and recover the stolen money.

3. After three vehicles had been stolen from a local business, Investigators worked with the Metro-East Auto Theft Task Force to recover all the stolen vehicles. This investigation was part of many that led to the creation of an FBI Task Force established to investigate the rash of vehicle thefts happening throughout the area.

Besides the normal duties, the investigations division handles all evidence processing and laboratory transports. Additionally, the investigations division handled all asset forfeiture, sex offender compliance checks, and backgrounds for the city.

School Resource Officer



The Highland Police Department has one School Resource Officer (SRO) assigned to the Highland Public School District. The SRO's primary job responsibility is safety/security. The SRO assists in protecting the Highland Schools, staff, and students from law violations.

As an SRO, the role of mentor/counselor is critical to developing students' behavior. The SRO serves as a positive role model for our students and counsels students on the complexities of everyday life. The SRO assists the students and their families with community resources when needed.

The SRO is responsible for educating students and faculty regarding safety procedures and the law. Numerous presentations are conducted throughout the year to the students on various topics such as navigating social media, the dangers of vaping, alcohol/drug abuse, and driver's education. In addition, presentations were conducted to ensure students and faculty knew what to do in the event of a Code Red or fire drill.

In 2023, the Highland School District saw a change in its School Resource Officer. Our new SRO has hit the ground running with the implementation of a mentorship program designed to engage in healthy interaction with the students as well as assign students to mentor fellow students. Additionally, the Highland SRO helped with fundraising and choosing families for the Christmas with a Cop program. 2024 will welcome the addition of our second SRO. This officer will be responsible for the Primary and Elementary School campuses.

K9 Officer



In August of 2022, HPD implemented a K-9 program. K-9 Hondo was acquired through Master Trainer Brian Dowdy of Dowdy Dawgs. K-9 Hondo is a three-year-old German Shepherd of Czech descent partnered with Officer Brad Sutton. K-9 Hondo is trained in narcotics detection, tracking, article searches, building searches, suspect apprehension, and several other disciplines.

K-9 Hondo and Officer Sutton completed over 416 different training events amounting to 283 hours including narcotics detection, obedience, tracking, building search, suspect apprehension, article search, handler protection, and others. Narcotics detection training incorporated proofing odors, distraction odors, controlled negative exercises, and blind detection exercises. Environments trained in included industrial/office areas, schools, vehicles, open areas, and other environments that replicate real-world deployments

Since the K-9 program's inception, K-9 Hondo and Officer Sutton have been deployed 40 times. 33 of these deployments were for narcotic detection. Of 31 of those deployments, 21 resulted in the seizure of narcotics. Hondo has also been used to assist other agencies in tracking suspects and article searches. K-9 Hondo has been

utilized to assist with a suspect apprehension. On one occasion, the suspect complied acknowledging the presence of the K-9.

K-9 Hondo and Officer Sutton have helped with three school searches including Highland High School, Edwardsville High School, and Lincoln Middle School. K-9 Hondo sniffed nearly 300 lockers and backpacks during these deployments.

Hondo was awarded the September 2023 Officer of the Month award because of his superior work and support of the Highland Police Department.



ILEAS Mobile Field Force

Highland Police Department is a member agency of ILEAS (Illinois Law Enforcement Alarm System). ILEAS is an organization developed to facilitate law enforcement mutual aid in Illinois. Besides mutual aid where an agency provides either personnel and/or equipment; ILEAS provides response teams for specific incidents which require a specialized response. These teams are EOD (Explosive Ordnance Disposal), SRT (Special Response Teams) and MFF (Mobile Field Force). Two Highland Officers are members of the Region 8 Mobile Field Force. The members are Officer David Brines and Lieutenant Damian Feeny. Lt. Feeny has been the Commander of the Region 8 team since 2014 and manages training, equipping and deploying the team. There are a total of 10 MFF regions in the state and Region 8 covers 11 counties. Lt Feeny has also been selected as a member of the MFF training cadre and helps to provide training to all 500 MFF members statewide.

The ILEAS MFF provides a rapid, organized and disciplined response to civil disorder and public safety emergencies that may occur during distribution of pharmaceuticals from the National Strategic Stockpile, weapons of mass destruction incidents, emergency situations, including natural or man-made disasters of various types, and routine local and statewide mutual aid which exceeds the effective ability of local enforcement.

Mobile Field Forces are composed of Police Officers from ILEAS member agencies. There are approximately 50 officers on each team. In the past few years the Region 8 team has helped with several search and rescue incidents, protests and even major case investigations for article/victim searches. Besides local and statewide incidents, the MFF has responded to national security events such as G20 and NATO, hurricane relief and other emergencies where the host state is in need of mutual aid.

Each team member receives specialized training in 1st Amendment demonstrations, crowd control operations, communications, search and rescue, trauma care and much more. Some team members are provided extra training on less lethal weapons and extrication classes. Members sometimes travel to Anniston, AL for training hosted at the Center for Domestic Preparedness.

Training

Training for law enforcement is a critical component of agency legitimacy and performance. Throughout the year, officers engage in training ranging from hazardous materials to active shooter scenarios. Fortunately for Illinois officers, Illinois consists of sixteen Mobile Training Units that ensure officers remain current with their training requirements.

In 2023, the twenty-two sworn officers of the Highland Police Department completed a combined 3030 hours of training. This training was in the form of in-person and online training. These pieces of training were courses that have been certified by ILETSB, courses offered by an ILETSB-designated MTU, or courses offered by outside vendors and agencies.

Due to the increased training mandates, part of our 2023 budget included training officers for certification in specialty areas. This will allow members of the Highland Police Department to train our officers and those from local departments who may not be able to attend training away from town. This year we had officers attend Instructor Development, High-Risk Traffic Stop Instructor training, GRACIE Ground Fighter Instructor training, Range Officer Instructor training, and MILO Instructor training.

This training will undoubtedly benefit the officers and the citizens but will also increase overtime and hours worked for our officers. To maintain our level of service, officers will be required to attend training and work overtime necessary to ensure minimum manpower requirements.

In 2022, the Highland Police Department enacted a review of Daily Training Bulletins (DTB's) to increase policy and procedure education. Each week, officers were required to review three policies. This year, officers completed 90 DTBs.

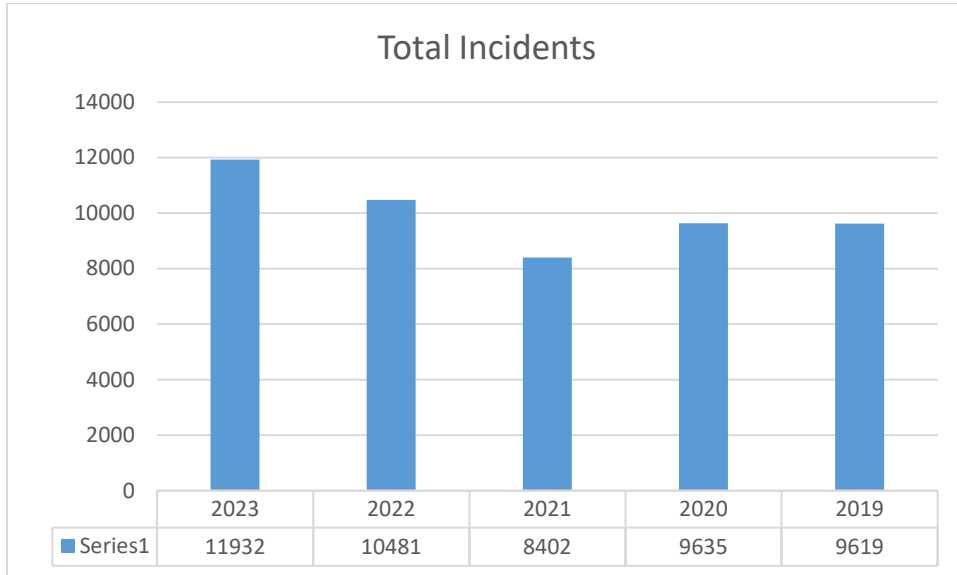
Throughout 2023, the Highland Police Department welcomed three new members. Each of these probationary officers will complete a 560 hour training program designed to assist them in transitioning from the classroom environment to the duties and responsibilities of a uniformed patrol officer. Officers are assigned a Field Training Officer (FTO) to prepare them for solo patrol. These numbers are included in total training hours.

Statistics



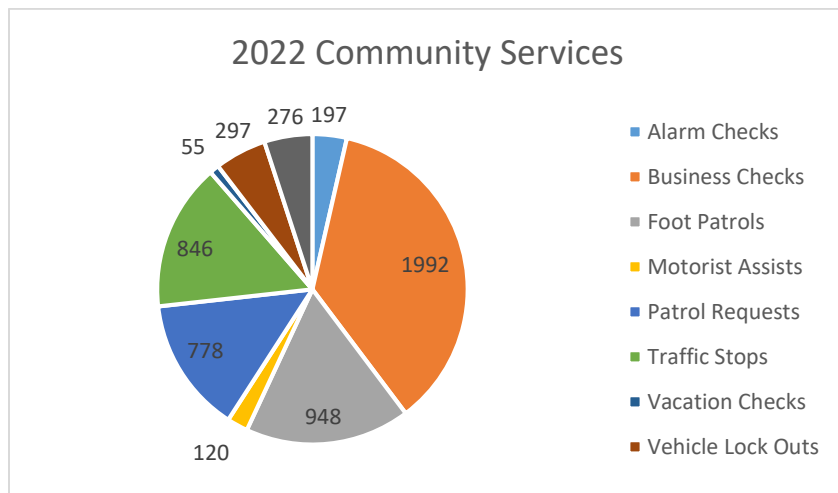
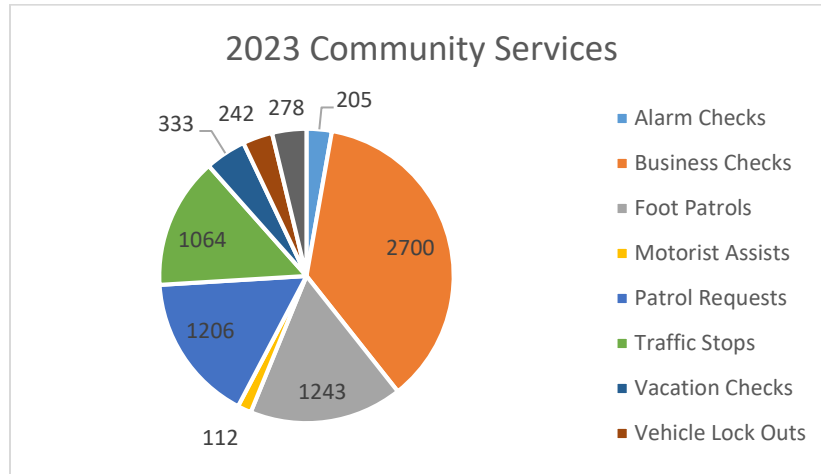
The following pages contained statistics relevant to each division's activity. Years vary to illustrate changes.

Total Incidents



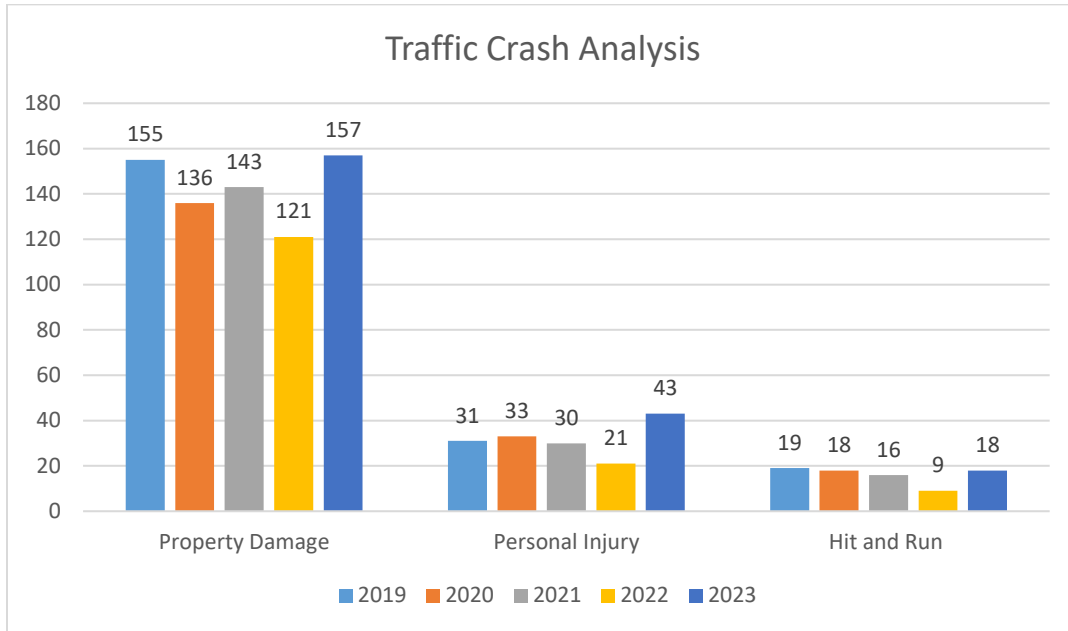
Total incidents for the year have started to rise to pre-Covid numbers. The above chart outlines the total amount for the last five years. Total incidents include all officer activity, including self-initiated activity. 2023 activity shows an increase of 13.844%.

Community Services



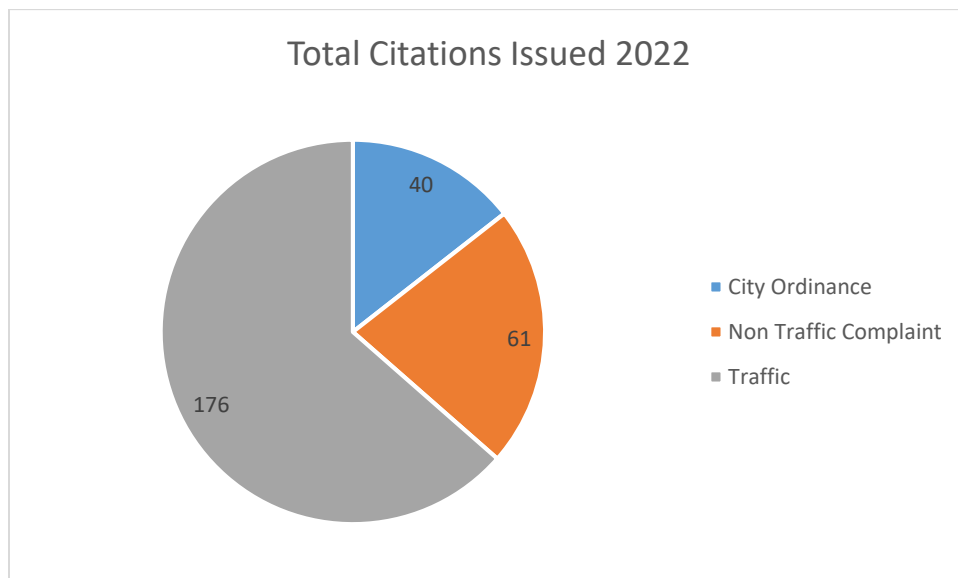
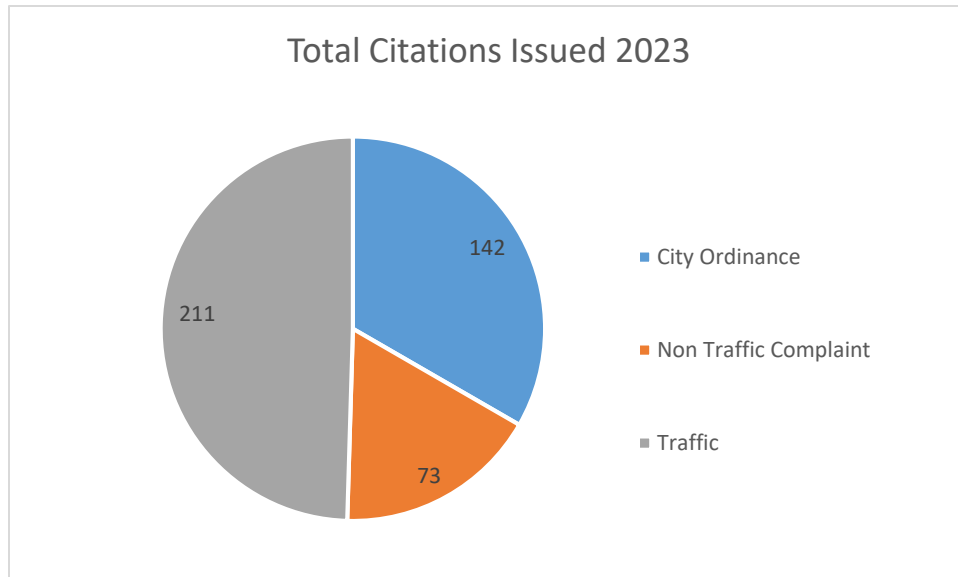
Community Services are a large part of our involvement with members of the community and local businesses. Between the years 2022 and 2023, our proactive involvement increased by 34.017%

Traffic Crash Analysis



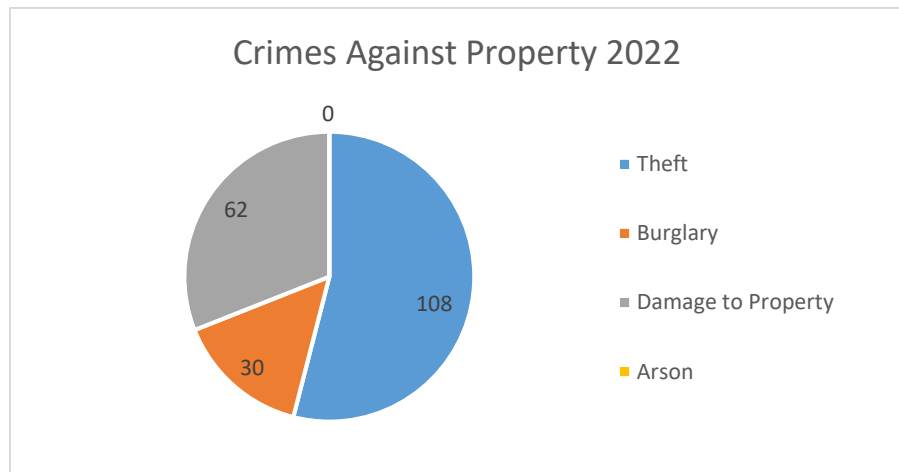
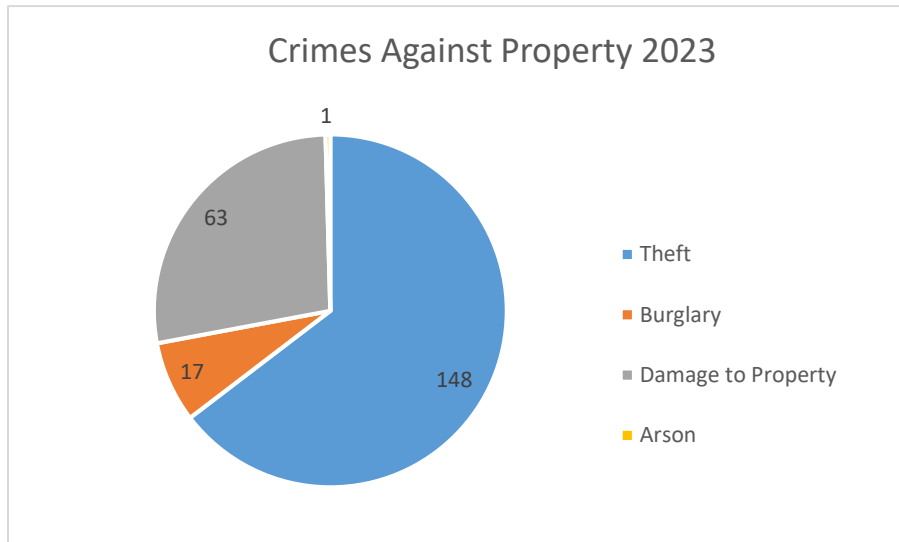
Traffic crashes were analyzed for the last five years. 2023 showed a 44.37% rise of traffic related incidents. Analysis is currently being conducted to identify areas needing additional enforcement to reduce these numbers for 2024.

Traffic Citations and Ordinance Violations



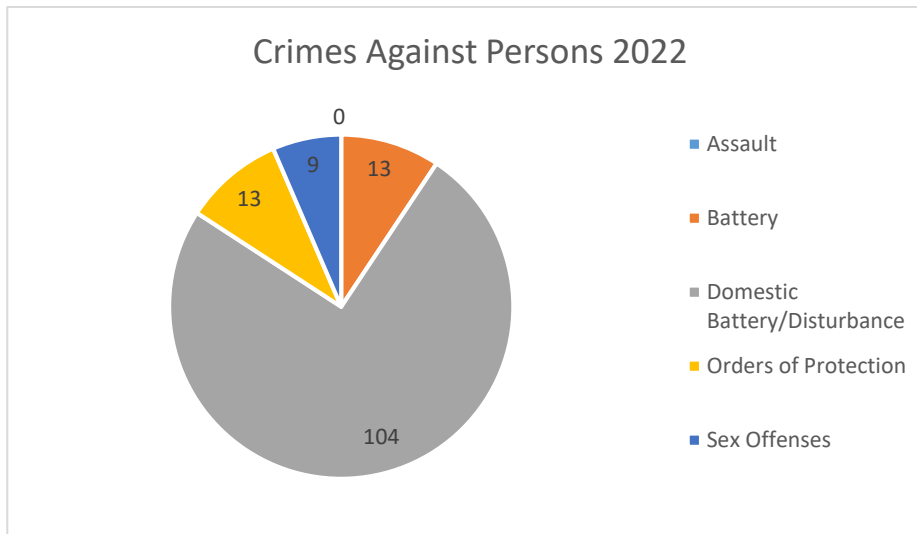
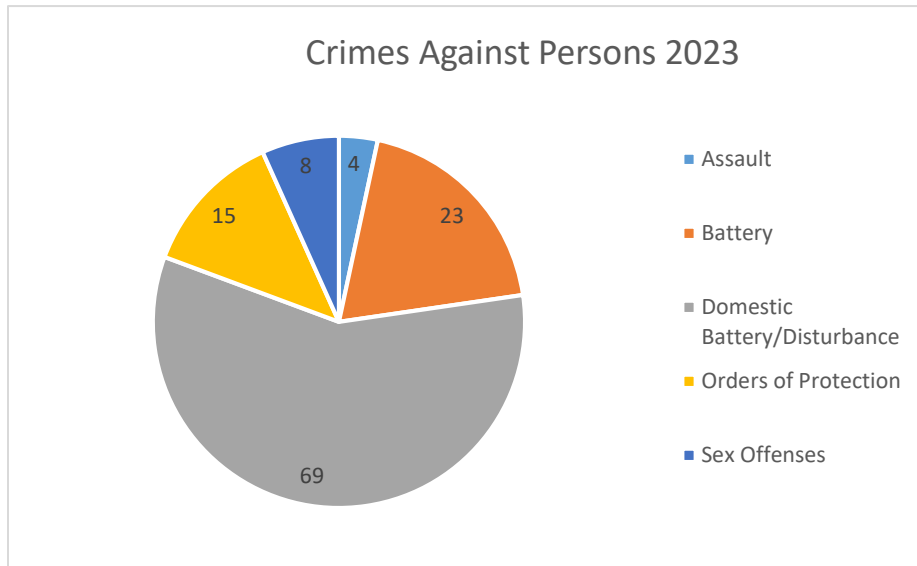
Citations issued in 2023 were 53.79% higher than in 2022. Citations include ordinance violations, non-traffic, and traffic citations. Additional rise in citations is a result of the increased traffic crashes within the city.

Crimes Against Property



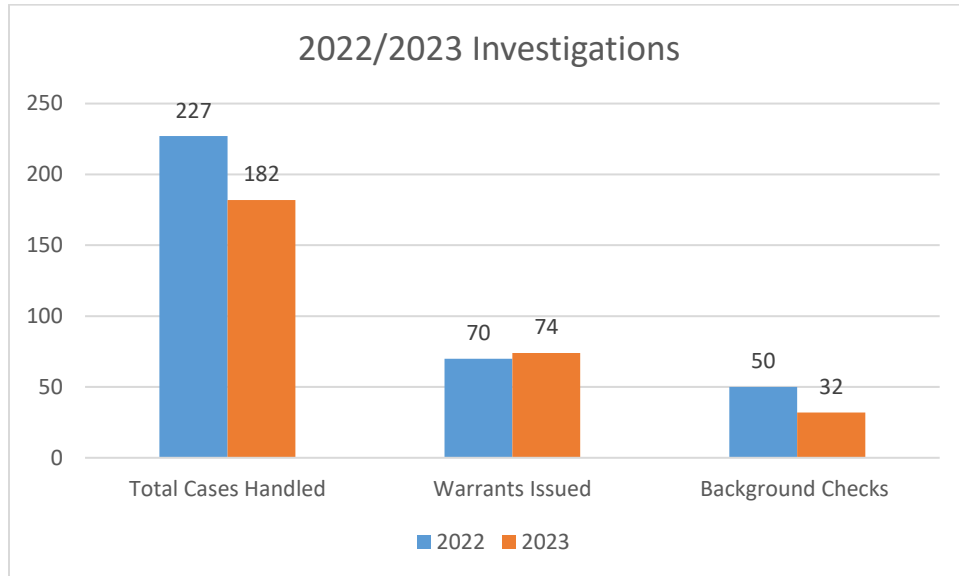
Property Crimes are the most common offenses nationally. 2023 saw an increase in theft offenses by 37% but also saw a decrease in burglary offenses by 43%. Overall, crimes against property increased by 14%.

Crimes Against Persons



Rates for crimes against persons in 2023 are down 14.388% compared to 2022. Domestic violence shows the highest rates accounting for 57.98% of our responses.

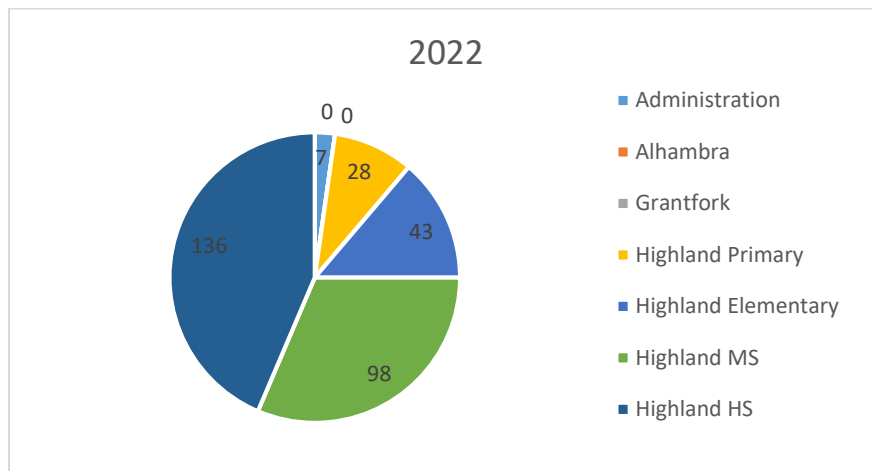
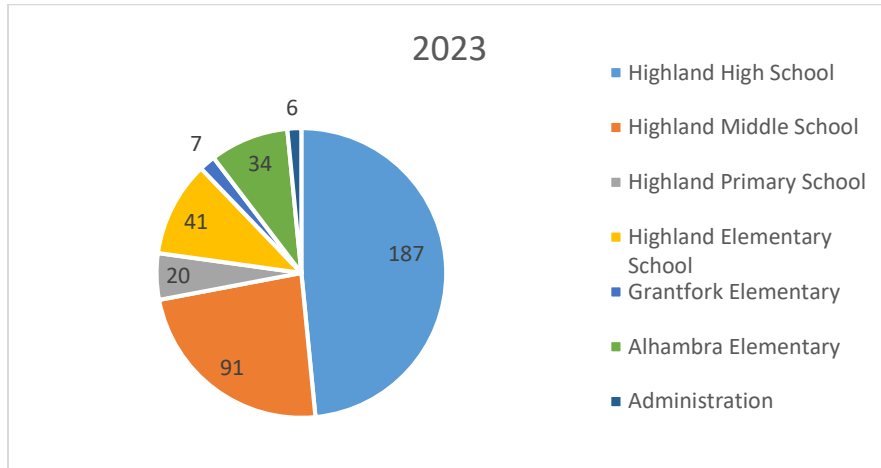
Investigations



Cases in 2023 were down 16.43% compared to 2022. Note that the number of warrants is not necessarily indicative of clearance rates that may also include unfounded cases or other clearances by exception.

*HPD is currently making changes to Investigation reporting to include additional figures.

School Incidents



School incidents include all documented contact during school hours. Documented school incidents which range from ordinance violations to the investigation of property crimes or crimes against people have increased by 23.72% between the years 2022 and 2023.

Special Event Overtime

Cemetary Dash	2
Chamber Christmas Parade	10
Christmas with a Cop	18
Frost Fest 5k	4
Halloween	8
High School Basketball Sectionals	6
High School Homecoming Parade	6
High School Prom	5
High School Search	4
High School Spring Fling	3.5
Highland Fire Department 9-11 Run	9
Highland Speedway	100
July 4 th Celebration	16
Kirchenfest	79.75
Kloss Furniture Christmas with a Cop	8
Madison County Fair	40
Memorial Day Biathlon	4
Memorial Day Parade	8
Optimist Shot Out	20
Relevant 5K	4
Special Olympics Bocce	6
Special Olympics Spring Games	6
Summer Nationals	10
Schweizerfest	68.50
Total Hours	445.75

Throughout 2023 the Highland Police Department provided extra services for 24 events outside of routine police services. The total number of hours does not include hours worked by the Chief of Police or the Lieutenant. These positions are salaried, which eliminates paid overtime.





City of Highland Fire Department

Chris Straub, Fire Chief



It is with great excitement that we share the accomplishments of the Highland Fire Department in 2023. These accomplishments could not have been completed without the support of the Public Safety Director, City Manager, Mayor, and the City Council. In 2023, the HFD was able to continue to increase its personnel to stay at an adequate staffing level. The HFD staff is one of dedication completing over 1000 combined hours of training, participating in 31 public relations events, and a record number of Emergency responses at 337.

This year has brought many changes and accomplishments for the HFD, including the purchase of a new 2023 Toyne fire engine. The new apparatus will allow the HFD flexibility in how we respond. The new modern technology in this apparatus will allow firefighters to respond more safely.

For the first time in history, the HFD staffed the Highland Speedway with a response crew for their Saturday night events. The staff covered 16 Saturday events this year.

In 2023, the HFD started on a training facility. The facility is located at the City of Highland Waste Water facility on Iberg Rd. Having the training facility, will allow the HFD to train without taking resources and staffing to another jurisdiction. The training facility will be for the Public Safety Department to train on various types of skills. There will be live burns, auto extrication, forcible entry, ventilation, and more. The department is excited to have this project completed.

In 2024, we look forward to continuing the growth of the department. With the new training facility, we will continue to strengthen our skills so the HFD can work as safely as we can. The HFD membership is a unique individuals who continue to serve the community and strive to be the best that can.

Sincerely,

Chris Straub
Fire Chief



Chief
Chris Straub

Asst. Chief
Dan Tallman

Matt Embry
Chaplain

Captain
Ty Barr

Captain
Zach Spengler

Lieutenant
Logan VonHatten

Lieutenant
Ben Straub

Lieutenant
Alyssa Seegers

Firefighters
Martin Carle
Harrison McLaughlin
Garrett Berolatti
Travis Tebbe
Gavin Schlarmann
Tony Winter

Firefighters
Dan Newman
Devin Randall
Collin Oglesby
Parker Nungesser
Jeff Becker

Firefighters
Josh Suever
Hillary Moll
Kayla Pace
Jessica Hargis
Chris Freimann

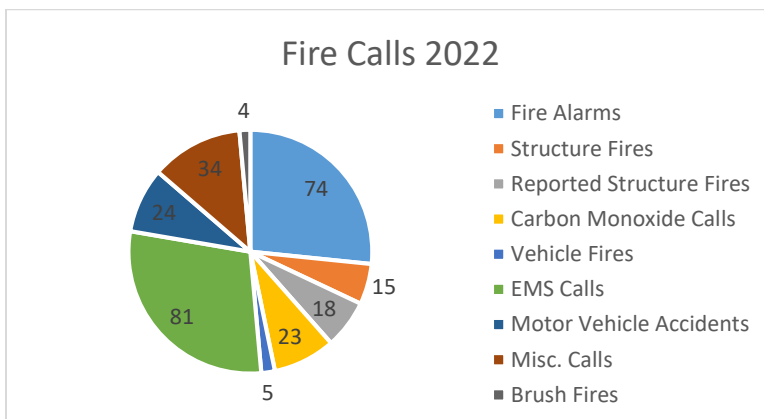
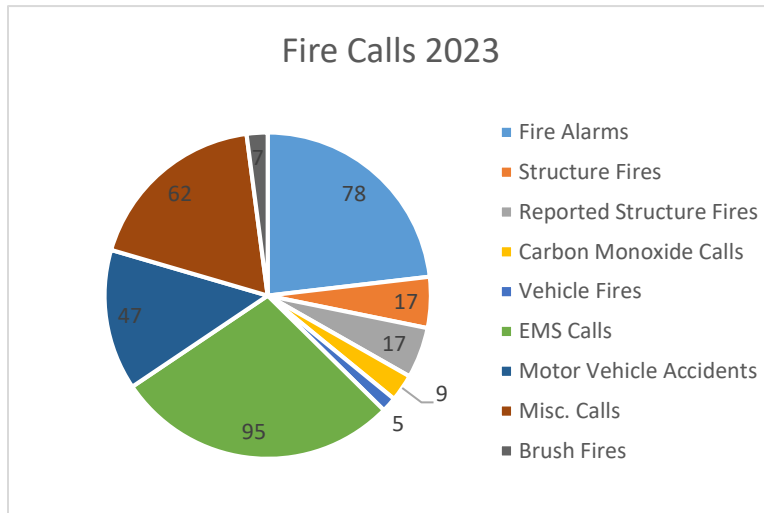
Firefighters
Brittney Hargis
Kyle LaTemp
Mike Zaloga
Travis Knoche

Fire Department

Employee Roster

Straub, Chris	Chief
Tallmann, Dan	Asst. Chief
Barr, Ty	Captain
Spengler, Zach	Captain
Seegers, Alyssa	Lieutenant
Straub, Ben	Lieutenant
VonHatten, Logan	Lieutenant
Becker, Jeff	Firefighter
Berolatti, Garrett	Firefighter
Carlen, Martin	Firefighter
Freimann, Chris	Firefighter
Hargis, Brittany	Firefighter
Hargis, Jessica	Firefighter
Knoche, Travis	Firefighter
LaTempt, Kyle	Firefighter
McLaughlin, Harrison	Firefighter
Moll, Hillary	Firefighter
Newman, Dan	Firefighter
Nungesser, Parker	Firefighter
Oglesby, Parker	Firefighter
Pace, Kayla	Firefighter
Randall, Devin	Firefighter
Schlarmann, Gavin	Firefighter
Suever, Josh	Firefighter
Tebbe, Travis	Firefighter
Winter, Tony	Firefighter
Zaloga, Mike	Firefighter
Embry, Matt	Chaplain

Calls for Service



This year has been a busy one for the Fire Department. In 2023 Calls for service increased by 21.22% compared to 2022. The addition of new personnel could not have come at a better time.

The Highland Fire Department entered into an automatic mutual aid agreement with the Highland-Pierron Fire Protection District and the St. Jacob Fire Protection District. Per the agreement, we will assist both departments when a structure fire occurs in their district with an apparatus and manpower. When a structure fire occurs in the Highland Fire Department coverage area, both departments will respond to assist Highland with apparatus and manpower.

The Highland Fire Department is a member of the MABAS (Mutual Aid Box Alarm System) in partnership with IEMA (Illinois Emergency Management Agency). MABAS is an established statewide, non-discriminatory mutual aid response system for fire, EMS, and specialized incident operational teams. Sharing the effort are representatives from the Office of the State Fire Marshal, the Department of Public Health – EMS Division, and the Illinois Fire Chiefs Association. The system defines a resource response plan for any location within the state when the Governor orders a Declaration of Disaster.

Training

The Highland Fire Department offers two styles of training. In-person and online through Vector Solutions, which was acquired to boost training opportunities for Firefighters. Each week firefighters are offered training that would equate to 158 hours per year per firefighter. Online offerings equate to 191 hours per year.

In 2023, the Highland Fire Department had three firefighters enroll in the online Basic Operations Firefighter Certification class. The firefighters complete the bookwork online over the course of 12 weeks. The online version of this certification class allows the firefighter the flexibility to be at their home without the need to take time off from work. Once the classroom portion of the class is completed, they will need to obtain a Hazardous Materials Operations certification (40-hour course) and attend an 8-hour Fire Vehicle Safety Operations course. Upon successful completion, the student will meet the Illinois Office of the State Fire Marshal, Pro Board, and IFSAC NFPA Firefighter I requirements for certification. IFSI Basic Operations Firefighter focuses on an intense classroom and hands-on approach to firefighting, promoting skill competency and an understanding of the fire ground. Students complete numerous evolutions, which encourage them to apply their skills to a variety of scenarios.

Currently, the Fire Department has 10 firefighters enrolled in the Emergency Medical Responder course. By obtaining this certification, it will allow the fire department to assist EMS efficiently. This course will be completed on April 3, 2024. I am proud to say when these 10 individuals complete the Emergency Medical Responder course, the fire department will have 19 personnel trained at some medical level.

Special Events

Battle of the Badges
Easter Bunny Open House
Safety Day with ISP
AG Safety Day for Highland Schools
St. Jacob Touch a Truck
Memorial Day Parade
Parks & Rec Playground
Schweitzerfest Parade
Marine Parade
July 4 th Fireworks
Library Safety Day
Car Demo Madison County Fair
St. Jacob Parade
Kirchenfest 5K
Kirchenfest Wash Down
Highland HS Homecoming Parade
Glik Park Flag Pole Dedication
Highland School Fire Prevention
Highland Pierron Open House
Kloss Furniture Shop with a Cop
Veterans Day Parade
KC Hall Craft Show
Frost Fest Run
Lions 5K
Chamber Christmas Parade
Santa at the Firehouse
Ride Home from School Program
Mater Dei Girls Championship Parade
Highland Firefighters Picnic
Grantfork Homecoming

Throughout 2023 the Highland Fire Department provided extra service outside of routine fire protection.



Mayor, City Council and Citizens of Highland

It is with pleasure that we at EMS share with you some of the data that we track each year. We study EMS delivery from all angles to ensure that we are meeting the needs and expectations of the citizens of Highland.

With the amount of data collected and analyzed by EMS annually, the data offered herein seemed to be the most appropriate for your information. If you desire to see additional or different data, we can easily accommodate that request.

The staff at Highland Ambulance Service maintain skill sets by meeting various training requirements annually. Standards are set by both the Illinois Department of Public Health and the regional EMS Director located at St. Elizabeth's Hospital. Our staff meets or exceeds all established training benchmarks annually.

71.6% of our calls for service originate within Highland. Highland Pierron and Marine Fire Protection Districts are the next busiest venues for EMS, averaging about 8% and 10.4% of our total call volume. Our busiest times of the day are between the hours of 7:00 AM and 11:00 PM.

Once again, it is our pleasure to provide you with this information and an opportunity to get to know a little more about us.

Respectfully

J. Brian Wilson, Chief of EMS



MISSION STATEMENT

Highland Ambulance Service is committed to providing the highest level of pre-hospital medical care for our community. We protect lives through prompt response and advanced treatment to medical emergencies and injuries.

VISION STATEMENT

Highland Ambulance Service, through continuous training, strives to be innovative, adaptable, and resilient in the face of all internal and external challenges.

CORE VALUES

Professionalism – We are committed to displaying a calm, confident, and pleasant demeanor, along with a neat and clean appearance at all times within the workplace and in the public.

Integrity – We value truth, honesty and doing the right things, the right way, at the right time, for the right reasons.

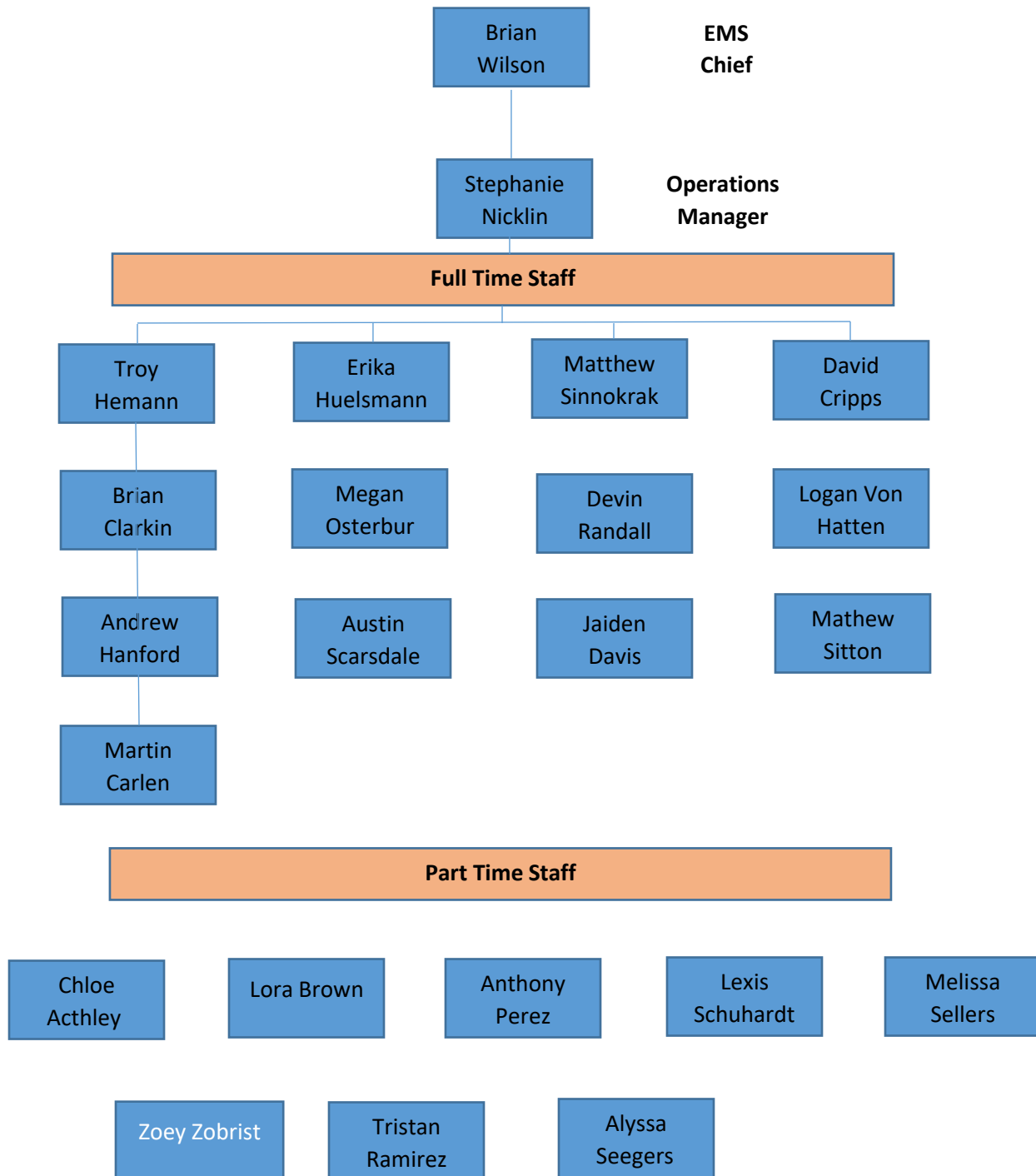
Honor – We value our occupation as a privilege to be able to serve the public and make a positive difference in their lives.

Dedication – We each share a steadfast commitment to the objectives our of mission and the citizens that we serve.

Service – Each member possesses an unwavering call to protect and serve the community of Highland and surrounding districts.

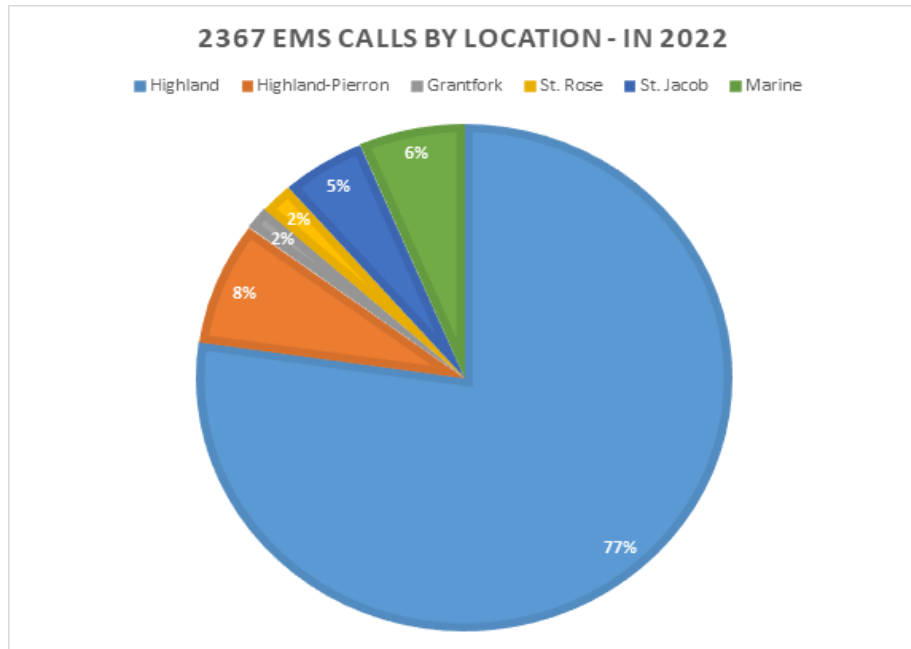
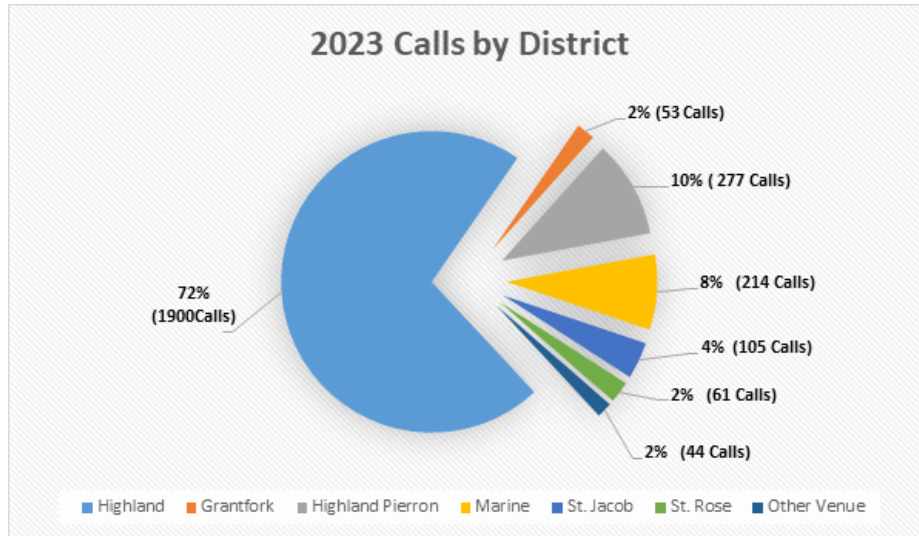
“Service Before Self”

EMS Structure



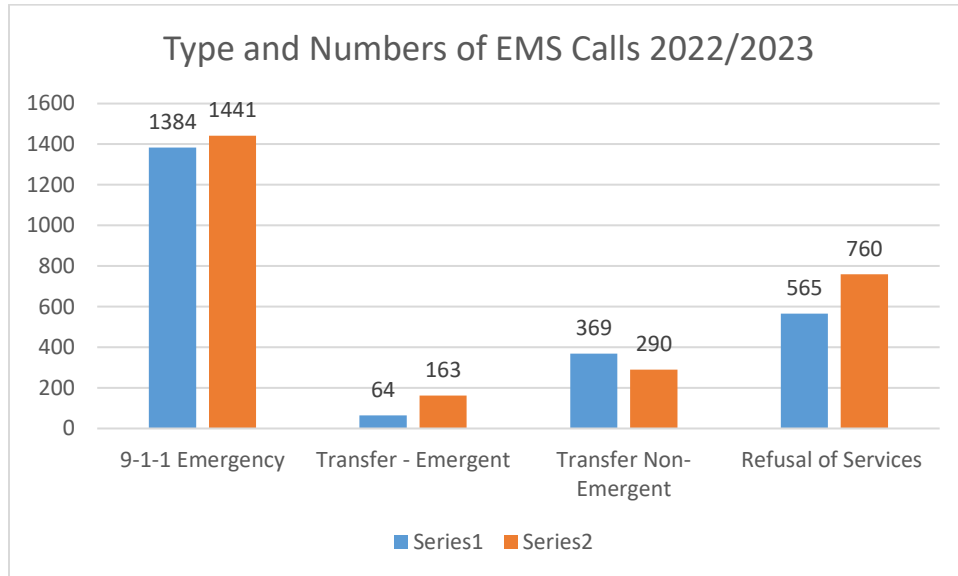
Calls for Service

2654 EMS Calls by location - 2023



Emergency Medical Service (EMS) is provided within the city of Highland, as well as the fire protection districts for Highland Pierron, Marine, St. Jacob, Grantfork and St. Rose. The clear majority of EMS calls responded to are within Highland. The charts indicate total calls for service in the past two years, as well as the distribution of those calls by percentage in district served.

Calls for Service



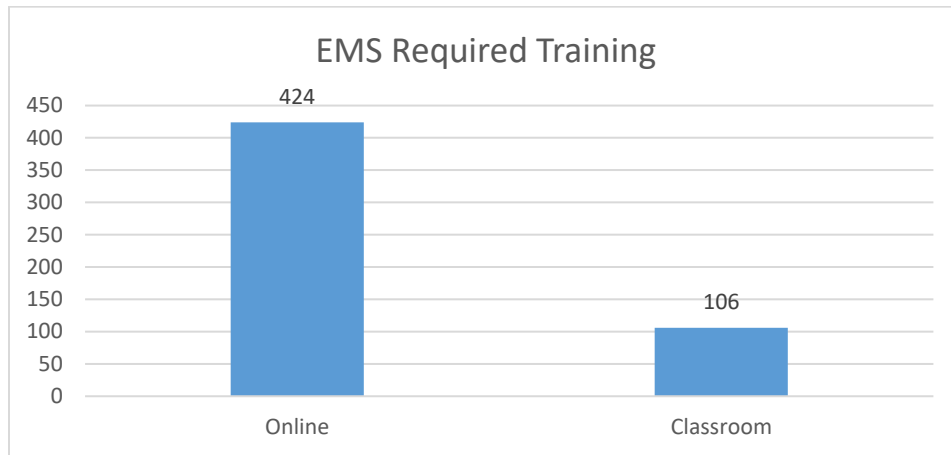
Shown here are the numbers and types of call responded to. The clear majority of calls received are emergency in nature. Inter-facility transfers from St. Joseph's Hospital also occur regularly as indicated. Some responses end up with a person not needing EMS at all or not needing to be transported in an ambulance. These are shown as a refusal of services above. Calls of each type fluctuate a little bit each year. Overall, EMS calls have increased by 11.42% between 2022 and 2023.

9-1-1 Emergency Calls



Times of when EMS calls are received are tracked in order to ensure that we are staffing ambulances appropriately in accordance with the historical needs as shown in this chart. As indicated by this graph, these times do not see big swings in numbers. They tend to remain very consistent from year to year.

Training



EMS personnel are required by the Illinois Department of Public Health, as well as the St. Elizabeth resource hospital, to complete a specified number of hours annually in various topics of EMS focus. For example, time must be spent on cardiac emergencies, bleeding and wound care, fractures, mental health, etc. The chart above demonstrates the hours accumulated by EMS members in 2023. All training follows outlines approved by the various governing agencies.

Initial Training Requirements

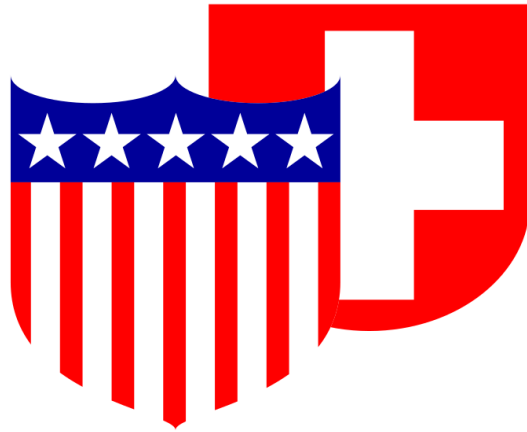
Here are the training requirements for anyone wishing to be an EMT Basic or EMT Paramedic.

Emergency Medical Technician – Basic

- High School Diploma (Pre-requisite)
- 150 Total education hours
 - 125 hours of Classroom time
 - 25 Hours of Clinical time

Emergency Medical Technician – Paramedic

- College Biology or Anatomy & Physiology – (Pre-requisite)
- Minimum of 1000 education hours
 - 500 Classroom Time/500 Clinical Time
- Advanced Cardiac Life Support Course
- Pediatric Advanced Life Support Course
- International Trauma Life Support Course
- Basic Life Support Course



Building and Zoning Code Enforcement

B&Z

Mission

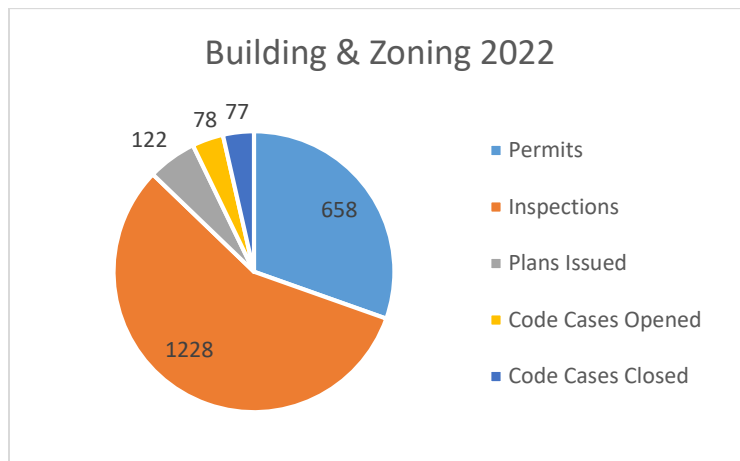
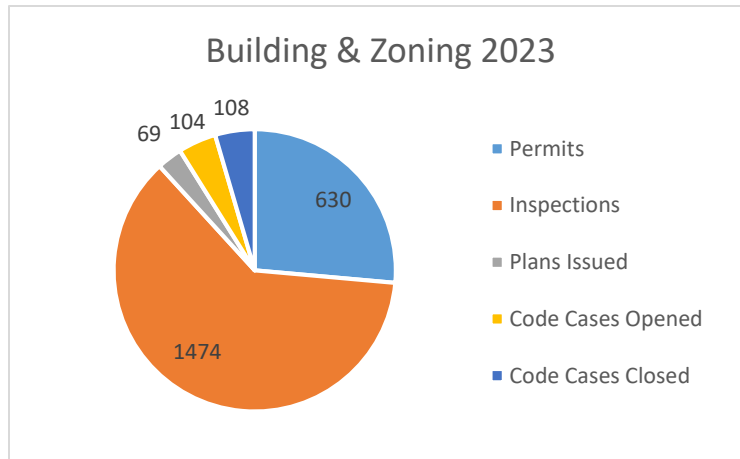
The mission of the Highland Department of Building and Zoning is “To protect the public’s Investment, life, health, and welfare in the community while serving in a professional, ethical and efficient manner.”

This year Building and Zoning moved to its new home in the Public Safety Building as part of the Public Safety Division. Two employees, Chris Straub and Mike Hanna, serve the citizens of Highland by ensuring that the quality of construction, safety, and a high standard of living are maintained. In addition to these two employees, members of the Highland Police Department assist with code enforcement throughout the 16 districts of the city.

Last year B&Z saw a 10.26% increase in overall responsibilities. This increase was part of the 33.33% increase in code cases which contribute to the overall safety and security of our citizens.

B&Z’s employees hold certifications that allow them to ensure the safety of all Highland residents and those who visit out town. Chris Straub joined B&Z in 2018 and holds certification in Fire Inspection, School Inspection, Property Maintenance & Housing Inspection, Pyrotechnics Inspector, basic fire alarm plan review, and certification in Illinois Energy Codes. Mike Hanna joined B&Z in 2019 and is certified as a Residential Building Inspector, Property Maintenance & Housing Inspection, has taken over 50 continuing education classes.

B&Z / Code Enforcement



Building and zoning/Code enforcement completed 2023 with a 10.26% increase in overall activity. Code cases increased by 33.33%; Inspections increased by 20.03%; Permits were down 4.25%; and plans issued was down 43.44%.



City of Highland

Finance Department

MEMO TO: Christopher Conrad, City Manager
FROM: Reanna Ohren, Director of Finance
SUBJECT: RFP for Banking Services
DATE: March 1, 2024

I am requesting that the City of Highland issues an RFP for Banking Services for a local bank. In addition to using a local bank, the City also uses the Illinois Funds for intergovernmental receipts and Regions Bank for bond reserves funds. That will not change.

The past ten years, the City has used FCB Highland Bank as our main bank. They have provided excellent services, however it is time to go out for requests for proposals.

I am providing this memo along with an RFP for the Council to approve. The RFP's will be distributed to all local banks on Tuesday March 5th with a deadline to return by March 26th, as well as a publication in the Troy Times Tribune. The selected bank will be presented to the City Council for approval on April 1, 2024.

Thank you,
Reanna Ohren

March 4, 2024

REQUEST FOR PROPOSAL FOR
BANKING DEPOSITORY SERVICES

The City of Highland requests written proposals and competitive quotations of prices from banking institutions to serve as the primary depository of City funds for the next 3 and a half years (through December 31, 2027). The Banking institution acting as a depository for the City of Highland must have an office located in the City of Highland.

Although specific requirements are detailed in this document, banks are invited to make proposals for “a better way” of providing a particular bank service.

Bidders are directed to use the attached bid form or copies thereof in submitting proposals.

If an individual banking service requirement is bid on, the bid will be assumed to meet or exceed the requirements as stated. If a service requirement cannot be met by the bidder, then the phrase “NO BID” should be entered on the bid form for that service requirement. In the case of a “NO BID” remark, the bidder may offer an alternative service. The City reserves the prerogative to reject the bidder’s entire proposal on account of such deficiency.

All proposals must be submitted in sealed envelopes or packages bearing, on the outside, the name of the bidder, the address, and the words “City of Highland – Banking Depository Services 2024”. It is the sole responsibility of the bidder to ensure that the bid arrives on time at the right place. The proposal must be signed in the name of the bidder and must bear the signature in longhand of the person or persons duly authorized to sign the proposal. The name, office address, and office telephone number of the point of contact must be clearly identified.

Multiple bids and alternate proposals may be submitted by the same bidder.

Completed bid forms and proposals together with two (2) signed copies of the bid form MUST BE returned by competing bidders not later than 10:00 AM Tuesday, March 26, 2024.

TO:

Reanna Ohren, Director of Finance
City of Highland
PO Box 218
12990 Troxler Ave.
Highland, IL 62249-0218

SELECTION CRITERIA:

The selection criteria for evaluation of bids are:

COMPLETENESS OF PROPOSAL
ABILITY TO MEET REQUIREMENTS
INTEREST PAID ON DEMAND DEPOSIT ACCOUNTS

Each bid found to be complete will be ordered into a list of qualifying competitors based upon cost to the City. Cost to the City is the price offset by any factors inherent to the proposal that may modify the cost of the proposal to the City.

The City will evaluate the proposals and quotations from the information at hand and will also ask questions of a clarifying nature from bidders as required.

When the City has tentatively selected a bidder, it may request a meeting to formulate plans in greater detail, to clarify unclear areas, and to otherwise tie up loose ends prior to the formal award of bid. Prices of items bid will not be raised or lowered during these meetings, although the total price of the contract may be affected by modifications in service requirements. At any time during these meetings, the City may choose to modify its choice of a selected bidder, if the results of the discussions determine such a change to be in the best interest of the City.

TERMS AND CONDITIONS:

The City reserves the right to reject any or all bids, to waive any irregularities or informality in any bids or in the bidding, and to accept or reject any item or combination of items. The award of bid, if made by the City of Highland, will be to the qualified bidder whose bid best complies with all the requirements set forth in the bid document, and whose bid in the opinion of the City of Highland is the best bid taking into consideration all aspects of the bidder's responses, including the total net cost to the City of Highland including staff time.

In no event will the City permit modification to the bid. THE PROPOSAL AS SUBMITTED WILL BE THE LAST AND FINAL OFFER.

The bid form indicates the number of transactions anticipated. This is the City's best estimate of volume. The City is in no way guaranteeing these as minimum volumes. The City may also reduce or increase its banking services requirements as needed.

SCOPE OF BANKING SERVICES:

A. BANK REPRESENTATIVE AND LOCATION

Please list the names, locations and phone numbers of all bank representatives that will be responsible for the City's accounts. List the name and location of the bank servicing the City's accounts.

B. DEMAND DEPOSITS ACCOUNTS

The City will maintain approximately thirteen accounts. See list of proposed accounts attached. The City will attempt to limit the number of accounts they use.

All accounts payable will be issued from the Operating Account. Generally, 400 accounts payable checks are written monthly. All payroll checks will be issued from the Payroll Fund Account. 150 payroll checks are written monthly. (This will be reduced by any direct deposits of payroll checks.) The City will provide its own preprinted checks for accounts payable and payroll for daily use.

City funds collected daily will be deposited into the Operating Account and granted credit no later than the next day if deposited in the bank by the time the bank normally closes its transactions for the day.

Please indicate what type of account your bank is proposing. If the account is interest bearing, express the interest rate as a percent of the 91 day Treasury bill rate. This rate should be adjusted monthly. This rate should cover all bank charges. State what the rate would be when the bid is presented.

AVERAGE MONTHLY BANKING ACTIVITY			
CITY OF HIGHLAND			
<u>OPERATING ACCOUNT</u>		(with Sweep Acct)	
DEPOSITS/CREDITS			25
ELECTRONIC CREDITS			300
ELECTRONIC DEBITS			100
CHECKS			400
AVG DAILY BALANCE			1,250,000
<u>PAYROLL ACCOUNT</u>			
DEPOSITS/CREDITS			6
ELECTRONIC DEBITS			15
CHECKS			350
AVG DAILY BALANCE			1,000,000
<u>FOREIGN FIRE INS ACCOUNT</u>			
DEPOSITS/CREDITS			0
CHECKS / DEBITS			1
AVG DAILY BALANCE			20,000

<u>TIF #2 BOND CONSTRUCTION</u>			
DEPOSITS/CREDITS			2
CHECKS / DEBITS			2
AVG DAILY BALANCE			240,000
<u>CEM BOARD OF MGRS</u>			
DEPOSITS/CREDITS			1
CHECKS / DEBITS			1
AVG DAILY BALANCE			200,000
<u>MOTOR FUEL TAX ACCT</u>			
DEPOSITS/CREDITS			2
CHECKS / DEBITS			4
AVG DAILY BALANCE			400,000
<u>STREET BOND ACCT</u>			
DEPOSITS/CREDITS			2
CHECKS/DEBITS			2
AVG DAILY BALANCE			1,400,000
<u>POLICE ASSET FORFEITURE</u>			
DEPOSITS/CREDITS			2
CHECKS/DEBITS			2
AVG DAILY BALANCE			35,000
<u>AMERICAN RESCUE (ARPA)</u>			
DEPOSITS/CREDITS			1
CHECKS/DEBITS			4
AVG DAILY BALANCE			400,000
<u>POLICE PENSION</u>			
DEPOSITS/CREDITS			4
CHECKS/DEBITS			4
AVG DAILY BALANCE			275,000
<u>BUSINESS DISTRICT FINANCING</u>			
DEPOSITS/CREDITS			5
CHECKS/DEBITS			5
AVG DAILY BALANCE			2,000,000
<u>POLICE GENERAL SEIZURE</u>			
DEPOSITS/CREDITS			2
CHECKS/DEBITS			2
AVG DAILY BALANCE			21,000
<u>CITY-WIDE MONTHLY AVERAGES</u>			
DEPOSITS/CREDITS			52
ELECTRONIC CREDITS			300
ELECTRONIC DEBITS			115
CHECKS/DEBITS			777
AVG DAILY BALANCE			7,241,000

(Note: These are estimates only and actual activity could differ)

C. WIRE TRANSFERS AND ACH SERVICES

The City receives approximately 400 ACH's (incoming and outgoing) per month. (See Bid Form for more details). Incoming and Outgoing wire transfers occur infrequently as needed.

D. STATEMENT AND ADVICE FREQUENCY

Bank statements for each account will be necessary on a monthly basis. Statements will include an account analysis with the average daily balance and the average interest rate. The cut-off date for statements will be the last day of each month. Statements must be delivered to City Hall within five working days following this cut-off and include a list of cleared checks. The ability to provide a BAI file is highly suggested to work with our software, as well as reference numbers on the deposit slips.

The City is subject to an annual audit during which confirmations will be required.

E. COLLATERAL

Prior to receiving City of Highland deposits, the City will require a depository agreement, a pledged security agreement, and a Board of Directors resolution authorizing collateral to be pledged. Collateral for combined City total deposits of over \$250,000 will be required. At no time shall the market value of the securities pledged less the maximum amount of insurance coverage provided by the Federal Deposit Insurance Corporation be less than the amount of deposits for all accounts.

Collateral security must be deposited with the Federal Reserve Bank of St. Louis or with a custodian designated by the Federal Reserve Bank. Securities acceptable as collateral to secure City of Highland deposits will be the same as those acceptable for State of Illinois Funds on deposit as required by 15 Illinois Combined Statutes and 15 ILCS 520/11.1.

F. BID FORM

The completed bid form or copy thereof is required of all bidders. No bid will be considered without bid amounts being placed on this form. If the bank is unable to meet or exceed the requirements as specified, then the wording "NO BID" should be placed in the extension column.

G. DIRECT DEPOSIT OF PAYROLL

The City has approximately 215 employees utilizing direct deposit of payroll checks bi-weekly. The bank would need to provide this service and include it in the bid rate for no additional charge to the City.

H. FEDERAL PAYROLL TAXES

The bank must be able to receive and process federal payroll withholding tax remittances in a timely manner.

I. ELECTRONIC BANKING CAPABILITIES

The bid should include on-line electronic banking services where the City may access their accounts for inquiries, internal transfers, incoming and outgoing ACH, at least six months history of individual accounts, wire transfers, stop payments, reconciliation, and upload and download capabilities to other software packages, etc. The ability to provide a BAI file is highly suggested as well as deposit slips with reference numbers.

J. MISCELLANEOUS SERVICES AND PRODUCTS

Please include in your price:

- a. Preprinted 2-part deposit slips for Operating account (approx. 300 per yr.).
- b. 4 large locking money bags and 8 smaller zippered bags
- c. Cashiers checks and/or money orders – approximately 15 items annually
- d. Returned checks – approximately 10 per month.
- e. Stopped payments – approximately 15 items annually.

Unless otherwise indicated, the City will provide all checks, endorsement stamps, etc. properly printed and coded to meet requirements of the bank depository.

K. INVESTMENTS

Does the bank offer investment services and safekeeping of securities?

The City reserves the right to invest in time deposits, treasuries, and agencies or repurchase agreements through other banks or institutions if higher interest rates have been offered.

L. CREDIT CARDS FOR CITY USE

The bank may act as the vendor for the City's credit card service. We may have 12-16 credit cards. The annual charges total approximately \$150,000.

M. REFERENCES AND INFORMATION

In order to ensure that the bank receiving the City's banking service contract is capable of handling the City's accounts, the bank must provide the following with the bid proposal:

- a. Most current financial statement.
- b. List of references in the Governmental sector.

N.	<u>BID CALENDAR</u>	<u>DATES</u>
	RFP ISSUE DATE	Tues, March 5, 2024
	BID SUBMISSION DATE AND TIME	Tues, March 26, 2024 10:00 am at Public Safety Building 12990 Troxler Ave. Highland, IL 62249
	SELECTION OF SUCCESSFUL BIDDER	Mon, April 1, 2024
	IMPLEMENTATION DATE	May 1, 2024

O. **LIST OF PROPOSED ACCOUNTS**

Cemetery Board of Managers	Street Bond
Motor Fuel Tax	Operating Account
TIF #2 Bond Construction	Foreign Fire Insurance
Police Asset Forfeiture	Payroll
Police General Seizure	ARPA
Business District Financing	

**CITY OF HIGHLAND, ILLINOIS
BANKING DEPOSITORY SERVICES
BID FORM**

P.1 of 2

	<u>EST. ANNUAL VOLUME</u>	<u>CHARGE PER ITEM</u>
Accounting Maintenance fee (12 mo x 13 accts)	156	*
Actual Deposits	300	*
Total checks included in deposits above	50,000	*
Actual Checks Written	6,600	*
Stop Payments	15	*
Wire Transfers:		
Incoming	15	*
Outgoing	10-15	*
ACH Transfers:		
Incoming (Includes Utility auto pays)	10,000	*
Outgoing (Includes Payroll Dir Dep)	5,500	*
Deposited Items Returned		
First Presentation	?	*
Second Presentation (Item return to City)	120	*
Internal Transfers	200	*
Audit Verifications (1 x 13 accts)	13	*
FDIC Assessment Charge-rate		*
Cashiers checks and/or money orders	10	*

*** INCLUDED IN PRICE OF PROPOSAL – NO OUTSIDE CHARGE TO CITY**

OUR BANK OFFERS:	YES	NO	COMMENTS
On-Line Banking			
On-Line Wire Transfers			
On-Line ACH Transfers			
Sweep Accounts			
Direct Deposit /Direct Payments			
Electronic Federal Tax Payments			
Positive Pay			
Payee Positive Pay			
Investment Services			
CDAR Services			
ACH Blocks			
Check Blocks			
Bank uses Fraud Protection Software			
Credit Card Service for City			

**CITY OF HIGHLAND, ILLINOIS
BANKING DEPOSITORY SERVICES
BID FORM**

P.2 of 2

SAME DAY / NEXT DAY CREDIT IF DEPOSITED BY _____am/pm

INTEREST RATE ON DEMAND ACCOUNTS EXPRESSED AS A PERCENT OF
THE 91 DAY T-BILL RATE: _____% OF THE 91-DAY T-BILL RATE WITH
A MINIMUM RATE OF _____%.

T-Bill Rate as of 10:00 am, Monday, March 25, 2024 - rate _____x _____% =
_____ (City's interest rate)

The Bank further covenants that:

1. It is authorized to conduct banking business in the State of Illinois and is in good standing with all Federal and Illinois authorities having regulatory power over the bank.
2. The City may rely upon authority of any person authorized in writing by the bank to act on its behalf until the authority is specifically revoked in writing and communicated to the Director of Finance.
3. It is prepared and will in fact comply with the specifications and obligations stipulated in this document and the accompanying attachments.

PROPOSAL SUBMITTED BY:

BANK _____ BY _____

ADDRESS _____

(Name and Title of Officer)

TELEPHONE _____

Signature _____ Date _____

NOTE: (1) If the bidding bank is unable to provide the designated banking service, then the wording, "NO BID" should be placed in the bid charge per item column. If an alternative service is proposed, attach explanation and cost on separate sheet.



City of Highland

MEMO TO: Christopher Conrad, City Manager

FROM: Joe Gillespie, Director of Public Works

DATE: January 26, 2024

SUBJECT: 6th Street Reconstruction, PW-04-22
Section Numbers 19-00061-01-PV and 20-00061-02-RS
Notice of Municipal Letting

RECOMMENDATION

I recommend you request council approval to advertise the NOML for the 6th Street Reconstruction project. The proposed bidding documents are available for review.

DISCUSSION

The project will correct settlement issues, reconstruct the pavement, construct new ADA curb ramps, sidewalks, add storm sewer and inlets, and curbing for the entire length of the project from Pine Street to Poplar Street.

We received Surface Transportation Program and State of Illinois funds in 2019 for this project. The council approved a funding agreement with the state of Illinois last month.

FISCAL IMPACT

The project is funded by the Non-Home Rule Sales Tax account for the City's portion.

CONCURRENCE

Recommended by: _____

 Joe Gillespie, Director of Public Works

Approved by: _____

DocuSigned by: Christopher J Conrad
 Christopher Conrad, City Manager

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	1
FEDERAL AID PROJECT		ILLINOIS	CONTRACT NO. 97830	

INDEX OF SHEETS 03-08-2024 LETTING ITEM 103

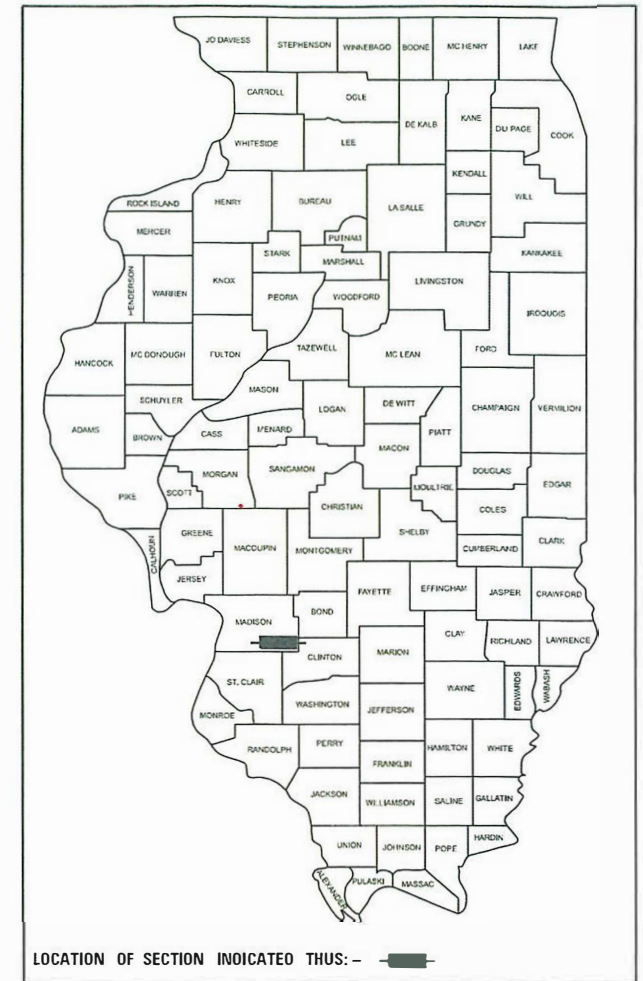
SHEET NO.	ITEM
1	COVER SHEET
2	GENERAL NOTES, UTILITIES, & COMMITMENTS
3-5	SUMMARY OF QUANTITIES
6-7	TYPICAL SECTIONS
8-9	SCHEDULES
10-12	PLAN & PROFILE SHEETS
13	TRAFFIC CONTROL PLANS
14-15	EROSION CONTROL, PAVEMENT MARKING, AND SIGNING SHEETS
16-18	DRAINAGE PLAN & PROFILE SHEETS
19-20	WATER LINE PLAN & PROFILE SHEETS
21-22	REMOVAL PLAN SHEETS
23-26	INTERSECTION DETAILS
27-28	CONSTRUCTION DETAILS
29-48	CROSS SECTIONS

HIGHWAY STANDARDS

000001-08	STANDARD SYMBOLS, ABBREVIATIONS, AND PATTERNS
001001-02	AREAS OF REINFORCEMENT BARS
001006	DECIMAL OF AN INCH AND OF A FOOT
280001-07	TEMPORARY EROSION CONTROL SYSTEMS
420001-10	PAVEMENT JOINTS
420101-07	24' JOINTED PCC PAVEMENT
420111-04	PCC PAVEMENT ROUNDOUTS
424001-11	PERPENDICULAR CURB RAMPS FOR SIDEWALKS
424016-05	MID-BLOCK CURB RAMPS FOR SIDEWALKS
601001-05	PIPE UNDERDRAINS
602006-04	INLET, TYPE B
602401-07	PRECAST MANHOLE, TYPE A, 4' DIAMETER
602402-03	PRECAST MANHOLE TYPE A, 5' DIAMETER
602601-06	PRECAST REINFORCED CONCRETE FLAT SLAB TOP
602701-02	MANHOLE STEPS
604006-05	FRAME AND GRATE, TYPE 3
604091-05	FRAME AND GRATE, TYPE 24
606001-08	CONCRETE CURB TYPE B AND COMBINATION CONCRETE CURB AND GUTTER
701001-02	OFF-RD OPERATIONS, 2L, 2W, MORE THAN 15' AWAY
701006-05	OFF-RD OPERATIONS, 2L, 2W, 15' TO 24" FROM PAVEMENT EDGE
701301-04	LANE CLOSURE, 2L, 2W, SHORT TIME OPERATIONS
701311-03	LANE CLOSURE 2L, 2W MOVING OPERATIONS - DAY ONLY
701501-06	URBAN LANE CLOSURE, 2L, 2W, UNDIVIDED
701801-06	SIDEWALK, CORNER OR CROSSWALK CLOSURE
701901-09	TRAFFIC CONTROL DEVICES
720001-01	SIGN PANEL MOUNTING DETAILS
720006-04	SIGN PANEL ERECTION DETAILS
720011-01	METAL POSTS FOR SIGNS, MARKERS & DELINEATORS
728001-01	TELESCOPING STEEL SIGN SUPPORT
729001-01	APPLICATIONS OF TYPES A & B METAL POSTS (FOR SIGNS & MARKERS)
731001-01	BASE FOR TELESCOPING STEEL SIGN SUPPORT
780001-05	TYPICAL PAVEMENT MARKINGS
BLR 21-9	TYPICAL APPLICATION OF TRAFFIC CONTROL DEVICES FOR CONSTRUCTION ON RURAL LOCAL HIGHWAYS
BLR 22-7	TYPICAL APPLICATION OF TRAFFIC CONTROL DEVICES FOR RURAL LOCAL HIGHWAYS (2L, 2W RURAL TRAFFIC) (ROAD CLOSED TO THRU TRAFFIC)

STATE OF ILLINOIS DEPARTMENT OF TRANSPORTATION PLANS FOR PROPOSED

CITY OF HIGHLAND SIXTH STREET RECONSTRUCTION FAU ROUTE 8842 MADISON COUNTY SECTION: 19-00061-01-PV, 20-00061-02-RS PROJECT NO.: 6YZU (675) JOB NO.: C-98-015-23

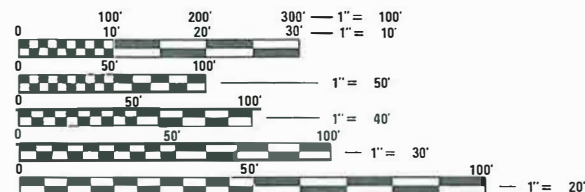


LOCATION OF SECTION INDICATED THUS: - [Symbol]



BEGIN SECTION
STA. 101 + 73.97

END SECTION
STA. 117 + 21.20



FULL SIZE PLANS HAVE BEEN PREPARED USING STANDARD ENGINEERING SCALES. REDUCED SIZED PLANS WILL NOT CONFORM TO STANDARD SCALES. IN MAKING MEASUREMENTS ON REDUCED PLANS, THE ABOVE SCALES MAY BE USED.

J.U.L.I.E.
JOINT UTILITY LOCATION INFORMATION FOR EXCAVATORS
1-800-892-0123
OR 811

DESIGN DESIGNATION

ROADWAY CLASSIFICATION = MAJOR COLLECTOR
DESIGN SPEED = 30 MPH
CURRENT ADT = 2,600
DESIGN YEAR ADT (2043) = 3,200

GROSS LENGTH = 1547.23 FT. = 0.29 MILE
NET LENGTH = 1547.23 FT. = 0.29 MILE



STEVEN M. KEIL, P.E.
License Expires 11/30/24
Date 12 / 27 / 2023

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS

APPROVED: January 4, 2024
Dana B. Howard MAYOR

PASSED: 1-5-2024 DATE
[Signature] DISTRICT & PROJECT IMPLEMENTATION ENGINEER
DISTRICT LOCAL ROADS

RELEASING FOR BID
BASED ON LIMITED REVIEW: 1-5-2024 DATE
[Signature] DEPUTY OF HIGHWAYS REGION FIVE ENGINEER

OATES ASSOCIATES

Collinsville: 100 Lanier Court, Suite 1, Collinsville, IL 62234, 618.345.2200
Belleville: 1 South Church, Suite 200, Belleville, IL 62220, 618.416.4688
St. Louis: 720 Olive, Suite 700, St. Louis, MO 63101, 314.588.8381
St. Charles: 820 South Main, Suite 309, St. Charles, MO 63301, 636.693.6277
ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

PRINTED BY THE AUTHORITY OF THE STATE OF ILLINOIS

CONTRACT NO. 97830

GENERAL NOTES

UTILITIES

- ABOVE-GROUND UTILITY FACILITIES OR APPURTENANCES SHALL BE RELOCATED OR ADJUSTED BY THEIR RESPECTIVE OWNERS TO PROVIDE A MINIMUM HORIZONTAL CLEARANCE OF 1.5 FEET, MEASURED FROM THE FACE OF CURB TO THE NEAR EDGE OF THE OBJECT.
- THE FOLLOWING UTILITY COMPANIES MAY HAVE FACILITIES LOCATED WITHIN THE LIMITS OF CONSTRUCTION WHICH MAY REQUIRE ADJUSTMENT, RELOCATION OR REMOVAL. REFER TO THE "STATUS OF UTILITIES TO BE ADJUSTED" SPECIAL PROVISION FOR ADDITIONAL INFORMATION.

CHARTER COMMUNICATIONS (COMMUNICATIONS)
210 WEST DIVISION STREET
MARYVILLE, IL 62062
(618) 345-8121

FRONTIER COMMUNICATIONS (COMMUNICATIONS)
111 EAST STATE STREET
MASCOUTAH, IL 62258
(888) 695-7208

CITY OF HIGHLAND (WATER, SEWER & ELECTRIC)
1113 BROADWAY
HIGHLAND, IL 62249
(618) 654-6823

ILLINOIS AMERICAN WATER CO. (WATER)
100 NORTH WATERWORKS DRIVE
BELLEVILLE, IL 62223
(618) 277-7450

AMEREN IP (GAS)
2600 NORTH CENTER
MARYVILLE, IL 62062
(618) 346-1287

GENERAL

- PRIOR TO CONSTRUCTION, THE CONTRACTOR SHALL CONTACT THE LOCAL POSTMASTER FOR APPROVAL OF ALL TEMPORARY MAILBOX LOCATIONS. THE COST OF ALL MATERIALS REQUIRED AND ALL LABOR NECESSARY TO COMPLY WITH THIS PROVISION WILL NOT BE PAID FOR SERPARATELY BUT SHALL BE CONSIDERED AS INCLUDED IN THE UNIT BID PRICES OF THE CONTRACT ACCORDING TO ARTICLE 107.20 OF THE "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION".
- IN CASE OF CONFLICT BETWEEN THE CONSTRUCTION PLANS AND THE RIGHT OF WAY PLANS, THE RIGHT OF WAY PLANS SHALL TAKE PRECEDENCE IN MATTERS CONCERNING RIGHT OF WAY AND EASEMENTS. THE CONSTRUCTION PLANS SHALL TAKE PRECEDENCE IN MATTERS CONCERNING CONSTRUCTION ITEMS.
- THE CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND CONDITIONS IN THE FIELD PRIOR TO ORDERING MATERIALS AND COMMENCING CONSTRUCTION.
- THE CONTRACTOR SHALL STAGE ALL WORK IN SUCH A WAY AS TO MAINTAIN INGRESS AND EGRESS TO ALL ABUTTING PROPERTIES AT ALL TIMES DURING CONSTRUCTION. AGGREGATE FOR TEMPORARY ACCESS WILL BE MEASURED FOR PAYMENT AS SPECIFIED IN THE CONTRACT. THE COST OF ALL OTHER MATERIALS REQUIRED AND ALL OTHER LABOR NECESSARY TO COMPLY WITH THIS PROVISION WILL NOT BE PAID FOR SEPARATELY, BUT SHALL BE CONSIDERED AS INCLUDED IN THE UNIT BID PRICES OF THE CONTRACT.
- THE CONTRACTOR SHALL CONFINE ALL OPERATIONS TO THE CONSTRUCTION LIMITS LINE SHOWN ON THE PLANS. ANY AREA DISTURBED BEYOND THESE LIMITS SHALL BE RESTORED TO ITS ORIGINAL CONDITION AT THE CONTRACTOR'S EXPENSE.
- THE CONTRACTOR SHALL FERTILIZE, SEED AND MULCH ALL EARTH SURFACES DISTURBED BY CONSTRUCTION. FERTILIZER, SEEDING AND MULCH WITHIN THE CONSTRUCTION LIMITS WILL BE PAID FOR AS PROVIDED IN THE CONTRACT. FERTILIZER, SEEDING AND MULCH OUTSIDE THESE LIMITS WILL NOT BE MEASURED FOR PAYMENT. SEE THE SEEDING SCHEDULE FOR ESTIMATED PLAN QUANTITIES.

PAVING

- AT VARIOUS LOCATIONS, IT MAY BE NECESSARY TO TRANSITION PROPOSED COMBINATION CONCRETE CURB AND GUTTER TO MEET EXISTING CURBS OR GUTTERS. THE MINIMUM LENGTH OF TRANSITIONAL COMBINATION CURB AND GUTTER SHALL BE 10 FEET, UNLESS DIRECTED OTHERWISE BY THE ENGINEER.

DRAINAGE

- STORM SEWER INVERTS SHOWN ON THE PLANS HAVE BEEN CALCULATED TO THE CENTER OF THE STRUCTURE. THE STORM SEWER SLOPES SHOWN ON THE PLANS ARE THE PERCENT GRADE FROM CENTER TO CENTER OF STRUCTURE. THE LENGTH OF STORM SEWERS SHOWN ON THE PLANS IS THE DISTANCE FROM CENTER TO CENTER OF STRUCTURE. STORM SEWER WILL BE MEASURED AND PAID FOR AS SPECIFIED IN ARTICLES 550.09 AND 550.10 OF THE "STANDARD SPECIFICATIONS FOR ROAD AND BRIDGE CONSTRUCTION." FLARED END SECTIONS ARE LOCATED BY STATION, OFFSET AND FLOWLINE ELEVATION AT THE FLARED END OF THE FLARED END SECTION.
- STORM SEWERS AND CULVERTS MAY HAVE MINIMAL DEPTH BELOW THE MODIFIED SOIL LAYER. THE CONTRACTOR SHALL TAKE WHATEVER PRECAUTIONS ARE NECESSARY TO PROTECT THE PIPES FROM DAMAGE DURING THE SOIL MODIFICATION PROCESS. IN THE EVENT THAT PIPES ARE DAMAGED, THEY SHALL BE REPAIRED OR REPLACED TO THE SATISFACTION OF THE ENGINEER. ALL COSTS INCURRED TO REPAIR OR REPLACE DAMAGED PIPES SHALL BE AT THE CONTRACTOR'S EXPENSE.
- THE OFFSETS TO ALL INLETS AND MANHOLES ARE GIVEN TO THE CENTER OF THE OPENING AT THE BASE OF THE FRAME AND GRATE OR LID. CONCENTRIC DRAINAGE STRUCTURES WERE ASSUMED WHEN CALCULATING THESE DIMENSIONS.
- THE CONTRACTOR SHALL INCLUDE THE COST OF MAKING CONNECTIONS TO EXISTING DRAINAGE STRUCTURES IN THE CONTRACT UNIT PRICE FOR THE STORM SEWER ITEMS INVOLVED.

PAVEMENT MARKING

- THE PAVEMENT MARKING LOCATIONS SHOWN IN THE PLANS ARE APPROXIMATE. PROPOSED CROSSWALKS AND STOP BARS SHALL BE ADJUSTED AS DIRECTED BY THE ENGINEER, IF NECESSARY, TO MATCH FIELD CONDITIONS.

APPROXIMATE QUANTITIES, SYMBOLS & ABBREVIATIONS

- THE FOLLOWING ITEMS AND APPROXIMATE QUANTITIES ARE INCLUDED IN THE "SUMMARY OF QUANTITIES" IN ORDER TO ESTABLISH A UNIT COST FOR WORK WHICH MAY BE REQUIRED TO CONSTRUCT THIS SECTION. THE ACTUAL QUANTITY OF EACH ITEM SHALL BE DETERMINED BY THE ENGINEER IN THE FIELD.

AGGREGATE FOR TEMPORARY ACCESS	100	TON
GRATES (SPECIAL)	5	EACH
TEMPORARY EROSION CONTROL SEEDING	45	POUNDS

- THE FOLLOWING SYMBOLS AND ABBREVIATIONS SUPPLEMENT OR SUPERCEDE HIGHWAY STANDARD 000001:

BO	BY OTHERS (USED IN CONJUNCTION WITH TBA & TBR)
CONSTR	CONSTRUCTION
CP	CONTROL POINT
ESMT	EASEMENT
ELEV	ELEVATION
K	LENGTH OF VERTICAL CURVE PER PERCENT GRADE DIFFERENCE
N/F	NOW OR FORMERLY
O/C	OIL AND CHIP
PERM	PERMANENT
PVI	POINT OF VERTICAL INTERSECTION
PVC	POLYVINYL CHLORIDE PIPE
TCE	TEMPORARY CONSTRUCTION EASEMENT
TUP	TEMPORARY USE PERMIT
TBA	TO BE ADJUSTED
TBRL	TO BE RELOCATED
TYP	TYPICAL
W	WIDTH

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CITY OF HIGHLAND, ILLINOIS

GENERAL NOTES, UTILITIES, AND COMMITMENTS

SCALE: SHEET 1 OF 1 SHEETS STA. TO STA.

F.A. U RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-PV, 20-00061-RS	MADISON	48	2
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

CODE NO.	ITEM	UNIT	TOTAL QUANTITY
20200100	EARTH EXCAVATION	CU YD	2870
20800150	TRENCH BACKFILL	CU YD	378
21101615	TOPSOIL FURNISH AND PLACE, 4"	SQ YD	2450
25000400	NITROGEN FERTILIZER NUTRIENT	POUND	31
25000500	PHOSPHORUS FERTILIZER NUTRIENT	POUND	31
25000600	POTASSIUM FERTILIZER NUTRIENT	POUND	31
25200100	SODDING	SQ YD	2450
25200200	SUPPLEMENTAL WATERING	UNIT	110
28000250	TEMPORARY EROSION CONTROL SEEDING	POUND	45
28000500	INLET AND PIPE PROTECTION	EACH	25
28000510	INLET FILTERS	EACH	25
31100910	SUBBASE GRANULAR MATERIAL, TYPE A 12"	SQ YD	6201
35100300	AGGREGATE BASE COURSE, TYPE A 4"	SQ YD	1241
40201000	AGGREGATE FOR TEMPORARY ACCESS	TON	100

CODE NO.	ITEM	UNIT	TOTAL QUANTITY
42000301	PORTLAND CEMENT CONCRETE PAVEMENT 8" (JOINTED)	SQ YD	5028
42300300	PORTLAND CEMENT CONCRETE DRIVEWAY PAVEMENT, 7 INCH	SQ YD	426
42400100	PORTLAND CEMENT CONCRETE SIDEWALK 4 INCH	SQ FT	7329
42400800	DETECTABLE WARNINGS	SQ FT	130
44000100	PAVEMENT REMOVAL	SQ YD	5722
44000200	DRIVEWAY PAVEMENT REMOVAL	SQ YD	207
44000300	CURB REMOVAL	FOOT	2050
44000500	COMBINATION CURB AND GUTTER REMOVAL	FOOT	269
44000600	SIDEWALK REMOVAL	SQ FT	7851
550A0050	STORM SEWERS, CLASS A, TYPE 1 12"	FOOT	652
550A0090	STORM SEWERS, CLASS A, TYPE 1 18"	FOOT	18
55100500	STORM SEWER REMOVAL 12"	FOOT	9
* 56100600	WATER MAIN 6"	FOOT	29
* 56100700	WATER MAIN 8"	FOOT	704

*SPECIALTY ITEM

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CITY OF HIGHLAND, ILLINOIS

SUMMARY OF QUANTITIES

SCALE: SHEET 1 OF 3 SHEETS STA. TO STA.

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	3
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

CODE NO.	ITEM	UNIT	TOTAL QUANTITY
* 56104900	WATER VALVES 6"	EACH	6
* 56105000	WATER VALVES 8"	EACH	8
* 56108900	TAPPING VALVES AND SLEEVES 8"	EACH	1
* 56109210	WATER VALVES TO BE ADJUSTED	EACH	9
* 56200700	WATER SERVICE LINE 2"	FOOT	144
* 56201160	WATER SERVICE LINE 6"	FOOT	240
* 56400825	FIRE HYDRANT WITH AUXILIARY VALVE, VALVE BOX AND TEE	EACH	1
60100905	PIPE DRAINS 4"	FOOT	258
60100915	PIPE DRAINS 6"	FOOT	104
60100925	PIPE DRAINS 8"	FOOT	354
60100935	PIPE DRAINS 10"	FOOT	380
60218500	MANHOLES, TYPE A, 4'-DIAMETER, TYPE 3 FRAME AND GRATE	EACH	2
60219540	MANHOLES, TYPE A, 4'-DIAMETER, TYPE 24 FRAME AND GRATE	EACH	6
60222240	MANHOLES, TYPE A, 5'-DIAMETER, TYPE 24 FRAME AND GRATE	EACH	1

CODE NO.	ITEM	UNIT	TOTAL QUANTITY
60240220	INLETS, TYPE B, TYPE 3 FRAME AND GRATE	EACH	3
60240328	INLETS, TYPE B, TYPE 24 FRAME AND GRATE	EACH	13
60255500	MANHOLES TO BE ADJUSTED	EACH	14
60260100	INLETS TO BE ADJUSTED	EACH	2
60500060	REMOVING INLETS	EACH	4
60603800	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	FOOT	373
60605000	COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.24	FOOT	2769
67100100	MOBILIZATION	L SUM	1
* 66900200	NON-SPECIAL WASTE DISPOSAL	CU YD	350
* 66900530	SOIL DISPOSAL ANALYSIS	EACH	1
* 66901001	REGULATED SUBSTANCES PRE-CONSTRUCTION PLAN	L SUM	1
* 66901003	REGULATED SUBSTANCES FINAL CONSTRUCTION REPORT	L SUM	1
* 66901006	REGULATED SUBSTANCES MONITORING	CAL DA	10
* 72000100	SIGN PANEL - TYPE 1	SQ FT	173

*SPECIALTY ITEM

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CITY OF HIGHLAND, ILLINOIS

SUMMARY OF QUANTITIES

SCALE: SHEET 2 OF 3 SHEETS STA. TO STA.

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	4
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

CODE NO.	ITEM	UNIT	TOTAL QUANTITY
72400100	REMOVE SIGN PANEL ASSEMBLY - TYPE A	EACH	17
72400200	REMOVE SIGN PANEL ASSEMBLY - TYPE B	EACH	2
72400310	REMOVE SIGN PANEL - TYPE 1	SQ FT	111
* 72800100	TELESCOPING STEEL SIGN SUPPORT	FOOT	517
* 73100100	BASE FOR TELESCOPING STEEL SIGN SUPPORT	EACH	1
* 78001110	PAINT PAVEMENT MARKING - LINE 4"	FOOT	3094
* X5610700	WATER MAIN REMOVAL	FOOT	68
* X5630405	REMOVE EXISTING WATER VALVE	EACH	7
X6040171	GRATES (SPECIAL)	EACH	5
X7010216	TRAFFIC CONTROL AND PROTECTION, (SPECIAL)	L SUM	1
Z0012450	CONCRETE STEPS	CU YD	1
Z0013798	CONSTRUCTION LAYOUT	L SUM	1
Z0018911	DRILL AND GROUT #6 TIE BARS	EACH	25
# Z0076600	TRAINEES	HOUR	1500
Z0056648	STORM SEWERS, TYPE 1, WATER MAIN QUALITY PIPE, 12"	FOOT	500
# Z0076604	TRAINEES TRAINING PROGRAM GRADUATE	HOUR	1500

*SPECIALTY ITEM

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CITY OF HIGHLAND, ILLINOIS

SUMMARY OF QUANTITIES

SCALE: SHEET 3 OF 3 SHEETS STA. TO STA.

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	5
ILLINOIS			CONTRACT NO. 97830	
FED. AID PROJECT				

SIGNAGE

STATION	OFFSET	TYPE	DESCRIPTION	SIZE (FT X FT)	SIGN PANEL T1 (SQ FT)	REMOV SIN PAN ASSY TA (EACH)	REMOV SIN PAN ASSY TB (EACH)	REMOV SIGN PANEL T1 (SQ FT)	TELES STL SIN SUPPORT (FOOT)	BASE TEL STL SIN SUPP (EACH)
101+90	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
102+10	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
103+30	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
103+83	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
104+37	RT	R1-1	STOP	2.5 X 2.5	6	1		7	17	
		R1-3P	ALL WAY (PLAQUE)	1.5 X 0.5	1					
104+42	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
104+90	RT	D3-1	STREET NAME, 6TH	2 X 1	2					
		D3-1	STREET NAME, ZSCHOKKE	3.5 X 1	4		1	10	19	
		R1-1	STOP	2.5 X 2.5	6					
		R1-3P	ALL WAY (PLAQUE)	1.5 X 0.5	1					
104+99	LT	R1-1	STOP	2.5 X 2.5	6	1		7	17	1
		R1-3P	ALL WAY (PLAQUE)	1.5 X 0.5	1					
105+30	RT	R7-4	NO PARKING	1 X 1.5	2	1		2	16	
		D3-1	STREET NAME, 6TH	2 X 1	2					
105+48	LT	D3-1	STREET NAME, ZSCHOKKE	3.5 X 1	4		1	10	19	
		R1-1	STOP	2.5 X 2.5	6					
		R1-3P	ALL WAY (PLAQUE)	1.5 X 0.5	1					
105+78	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
106+88	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
107+70	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
107+92	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
108+51	RT	D3-1	STREET NAME, 6TH	2 X 1	2	1		9	19	
		D3-1	STREET NAME, CYPRESS	3 X 1	3					
		R1-1	STOP	2.5 X 2.5	6					
108+67	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
108+87	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
109+82	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
110+95	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
111+33	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	16	
		R7-203	SNOW ROUTE	1.5 X 2	3					
111+63	RT	D3-1	STREET NAME, 6TH	2 X 1	2	1		3	17	
		D3-1	STREET NAME, OLIVE	2.5 X 1	3					
112+08	RT	R1-1	STOP	2.5 X 2.5	6	1		6	18	
		R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
112+87	LT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
114+59	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
114+64	LT	R7-4	NO PARKING	1 X 1.5	2				18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
115+68	RT	D3-1	STREET NAME, 6TH	2 X 1	2	1		9	19	
		D3-1	STREET NAME, LEMON	2.5 X 1	3					
		R1-1	STOP	2.5 X 2.5	6					
116+13	RT	R7-4	NO PARKING	1 X 1.5	2	1		5	18	
		R7-203	SNOW ROUTE	1.5 X 2	3					
117+15	LT	R7-203	SNOW ROUTE	1.5 X 2	3	1		3	16	
TOTAL					173	17	2	111	517	1

SODDING

STATION	STATION	OFFSET	TOPSOIL F & P 4 (SQ YD)	NITROGEN FERT NUTR (POUND)	PHOSPHORUS FERT NUTR (POUND)	POTASSIUM FERT NUTR (POUND)	SODDING (SQ YD)	SUPPLE WATERING (UNIT)
101+74	117+21	LT/RT	2450	31	31	31	2450	110
TOTAL			2450	31	31	31	2450	110

ENTRANCE

STATION	OFFSET	AGG BSE CSE A 4 (SQ YD)	PCC DRIVEWAY PAVT 7 (SQ YD)	DRIVE PAVEMENT REM (SQ YD)
103+00	RT	65	65	29
103+75	LT	43	43	
106+21	RT	43	43	
106+52	RT	29	29	23
107+12	RT	28	28	18
108+35	LT	22	22	23
110+12	RT	28	28	
110+85	RT	28	28	14
111+93	LT	37	37	45
112+82	RT	24	24	
113+74	LT	24	24	
113+74	RT	22	22	18
116+80	LT	33	33	37
TOTAL		426	426	207

ENTRANCE NOTES:

- PRIOR TO CONSTRUCTION, THE ENGINEER WILL CONTACT EACH PROPERTY OWNER AND VERIFY THE LOCATION AND WIDTH OF ALL ENTRANCES. THE CONTRACTOR SHALL CONFIRM THE FINAL LOCATIONS AND WIDTHS WITH THE ENGINEER PRIOR TO CONSTRUCTION. SEE CONSTRUCTION DETAILS SHEET FOR ENTRANCE DETAILS.
- DEPRESSED CURB AND GUTTER THROUGH ENTRANCES SHALL BE MEASURED FOR PAYMENT AS COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.24.

ADJUSTMENTS

STATION	OFFSET	WATER VALVES ADJUST (EACH)	MAN ADJUST (EACH)	INLETS ADJUST (EACH)
101+55	LT			1
102+80	RT			1
102+92	CL		1	
104+93	CL		1	
106+52	CL		1	
106+73	CL		1	
107+91	CL		1	
108+46	CL		1	
109+07	RT	1		
109+72	CL		1	
109+96	RT	1		
110+12	CL		1	
111+51	CL		1	
111+58	CL		1	
111+82	RT	2		
113+22	CL		1	
113+75	CL		1	
114+11	RT	1		
114+71	RT	1		
114+74	CL		1	
115+45	CL		1	
116+16	RT	1		
116+74	RT	1		
116+94	RT	1		
TOTAL		9	14	2

EARTHWORK

STATION	STATION	EARTH EXCAVATION (CU YD)	EARTH EXCAVATION ADJUSTED FOR SHRINKAGE (NOTE 1) (CU YD)	EMBANKMENT (NOTE 2) (CU YD)	EARTHWORK BALANCE (+) OR SHORTAGE (-) (NOTE 3) (CU YD)
101+74	117+21	2,870	2,155	75	2,075
TOTAL		2,870	2,155	75	2,075

EARTHWORK NOTES:

- ESTIMATED SHRINKAGE FACTOR = 25%.
- APPROXIMATE EMBANKMENT QUANTITY IS SHOWN FOR INFORMATION ONLY.
- APPROXIMATE EARTHWORK BALANCE IS SHOWN FOR INFORMATION ONLY.

PAVEMENT MARKINGS

STATION	STATION	OFFSET	PAINT PVT MK LINE 4 (FOOT)
101+74	117+21	CL	3094
TOTAL			3094

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CITY OF HIGHLAND, ILLINOIS

SCHEDULES

SCALE: SHEET 1 OF 2 SHEETS STA. TO STA.

F.A.U RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	8

CONTRACT NO. 97830
 ILLINOIS FED. AID PROJECT

STORM SEWER

STATION	OFFSET	STATION	OFFSET	TRENCH BACKFILL	INLET & PIPE PROTECT	INLET FILTERS	STORM SEW CL A 1 12	STORM SEW CL A 1 18	STORM SEWER REM 12	MAN TA 4 DIA T3F&G	MAN TA 4 DIA T24F&G	MAN TA 5 DIA T24F&G	INLETS TB T3F&G	INLETS TB T24F&G	REMOV INLETS	SS 1 WAT MN 12
				(CU YD)	(EACH)	(EACH)	(FOOT)	(FOOT)	(FOOT)	(EACH)	(EACH)	(EACH)	(EACH)	(EACH)	(EACH)	(FOOT)
103+60	LT	104+85	LT	8	1	1	125		9					1	3	
104+25	RT	105+20	RT	6	1	1								1		95
104+85	LT	104+93	LT	3	1	1		18				1				
104+85	LT	105+55	LT	9	1	1	70							1		
105+20	RT	106+73	RT	20	1	1								1		153
106+73	LT	106+73	CL	3	1	1	17			1						
106+73	RT	106+73	CL	2	1	1	12			1						
106+73	LT	106+83	LT	1	1	1	10									
106+73	RT	106+83	RT	2	1	1							1		1	
108+70	LT	109+72	LT	18	1	1							1			10
108+70	RT	109+72	RT	20	1	1								1		102
109+72	LT	109+72	CL	3	1	1	16									
109+72	RT	109+72	CL	3	1	1	12			1						
111+13	LT	111+51	LT	8	1	1								1		38
111+51	LT	111+51	CL	4	1	1	15			1						
111+51	RT	111+51	CL	3	1	1	13							1		
112+25	LT	113+22	LT	13	1	1	97							1		
112+45	RT	113+22	RT	10	1	1	77							1		
113+22	LT	113+22	CL	2	1	1	14			1						
113+22	RT	113+22	CL	2	1	1	14			1						
114+74	LT	114+74	CL	5	1	1	20							1		
114+74	RT	114+74	CL	2	1	1	9									
114+74	RT	115+25	RT	10	1	1	51			1						
115+25	RT	115+85	RT	9	1	1	42						1			
115+85	RT	116+10	LT	5	1	1	38							1		
TOTAL				171	25	25	652	18	9	2	6	1	3	13	4	500

PIPE DRAINS

STATION	STATION	OFFSET	PIPE DRAINS 4	PIPE DRAINS 6	PIPE DRAINS 8	PIPE DRAINS 10
			(FOOT)	(FOOT)	(FOOT)	(FOOT)
101+84	103+60	LT	25			178
103+89	104+85	LT	16			100
105+41	105+55	LT		17		
105+69	106+76	LT		30		110
106+83	108+06	LT		15		130
108+70	108+70	LT	11			
108+97	109+73	LT	21			76
109+78	111+13	LT		42		140
111+43	111+51	LT	13			
111+51	111+70	LT	22			
101+74	117+21	LT	150			
TOTAL			258	104	354	380

NOTES:
1. 150 FEET OF PIPE DRAINS 4" ADDED TO PROJECT LENGTH FOR APPROXIMATE UNKNOWN PIPE DRAIN AREAS

CURB & GUTTER

STATION	STATION	OFFSET	CURB REM	COMB CURB GUTTER REM	COMB CC&G TB6.12	COMB CC&G TB6.24
			(FOOT)	(FOOT)	(FOOT)	(FOOT)
101+62	105+06	LT		27		366
101+74	104+59	RT	215	17	55	251
104+83	108+15	RT	153	25	97	274
105+35	115+16	LT	847	49		1,008
108+47	111+81	RT	280	50	101	276
112+05	115+46	RT	296	34	88	293
115+65	117+34	RT	155	19	32	150
115+84	117+32	LT	104	48		151
TOTAL			2,050	269	373	2,769

CURB & GUTTER NOTES:
1. THE TRANSITION FROM TYPE B-6.24 CC&G TO TYPE B-6.12 CC&G SHALL BE MEASURED FOR PAYMENT AS COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.24.

SIDEWALK

STATION	STATION	OFFSET	AGG BSE CSE A 4	PC CONC SIDEWALK 4	DETECTABLE WARNINGS	SIDEWALK REM	CONCRETE STEPS
			(SQ YD)	(SQ FT)	(SQ FT)	(SQ FT)	(CU YD)
101+74	104+52	RT	138	1240	14	1535	
104+90	108+13	RT	157	1410	36	1731	
108+50	111+74	RT	166	1492	24	1668	
112+10	115+44	RT	182	1642	23	1902	
115+67	117+21	RT	87	786	10	839	
104+55	105+05	LT	73	658			
105+35	105+40	LT	6	50	23	103	
114+20	114+20	LT	2	18		25	
114+40	114+40	LT	1	9		17	
116+52	116+52	LT	3	24		33	1
TOTAL			815	7329	130	7851	1

PAVEMENT

STATION	STATION	OFFSET	SUB GRAN MAT A 12	PCC PVT 8 JOINTED	PAVEMENT REM	DRILL-GROUT #6 T-BAR
			(SQ YD)	(SQ YD)	(SQ YD)	(EACH)
101+74	117+21	LT/RT	5,674	4,480	5,722	
104+25	105+17	RT	139	144		
104+88	105+52	LT	70	72		
107+91	108+71	RT	120	127		
111+47	112+34	RT	144	146		
115+26	115+84	RT	54	59		25
TOTAL			6,201	5,028	5,722	25

SPECIAL WASTE

STATION	STATION	OFFSET	NON SPL WASTE DISPOS	SOIL DISPOSAL ANALY	REG SUB MON
			(CU YD)	(EACH)	(CAL DA)
101+74	105+00	LT	350	1	10
TOTAL			350	1	10

WATER LINE

STATION	STATION	OFFSET	TRENCH BACKFILL	WATER MAIN 6	WATER MAIN 8	WATER VALVES 6	WATER VALVES 8	TAP VALVE & SLEEVE 8	WATER SERV LINE 2	WATER SERV LINE 6	FIRE HYD W/A V VB & T	WATER MAIN REMOV	REM EX WATER VALVE
			(CU YD)	(FOOT)	(FOOT)	(EACH)	(EACH)	(EACH)	(FOOT)	(FOOT)	(EACH)	(FOOT)	(EACH)
101+80	108+32	RT	105	23	704								
101+80		RT/CL	10				3	1					
102+42		RT/LT	14			1				49			1
102+50		RT/LT	14			1				49			
102+85		RT/LT	15			1				49			
103+50		RT/LT							51				
103+57		RT/LT	15			1				51			1
104+64		RT	11				3					27	1
104+75		RT/LT							50				
105+47		LT											1
107+68		RT/LT	14			1				42			
108+15		RT/LT							43				1
108+23		RT	9			1	2				1	24	2
108+32		RT											
108+32	108+40	RT		6								17	
108+40		RT											
TOTAL			207	29	704	6	8	1	144	240	1	68	7

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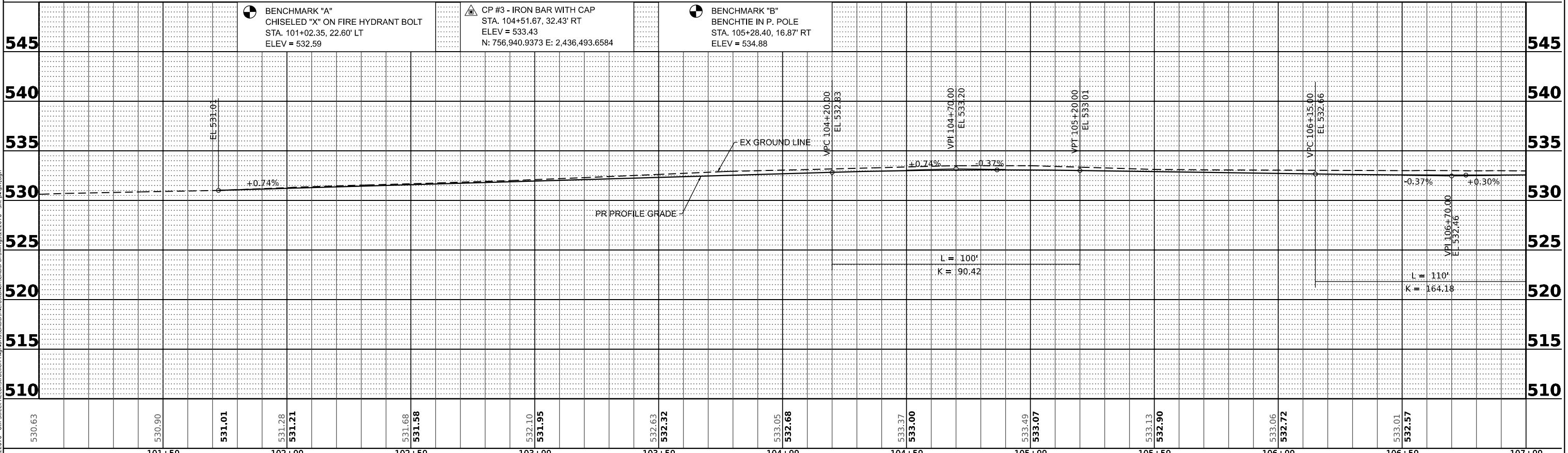
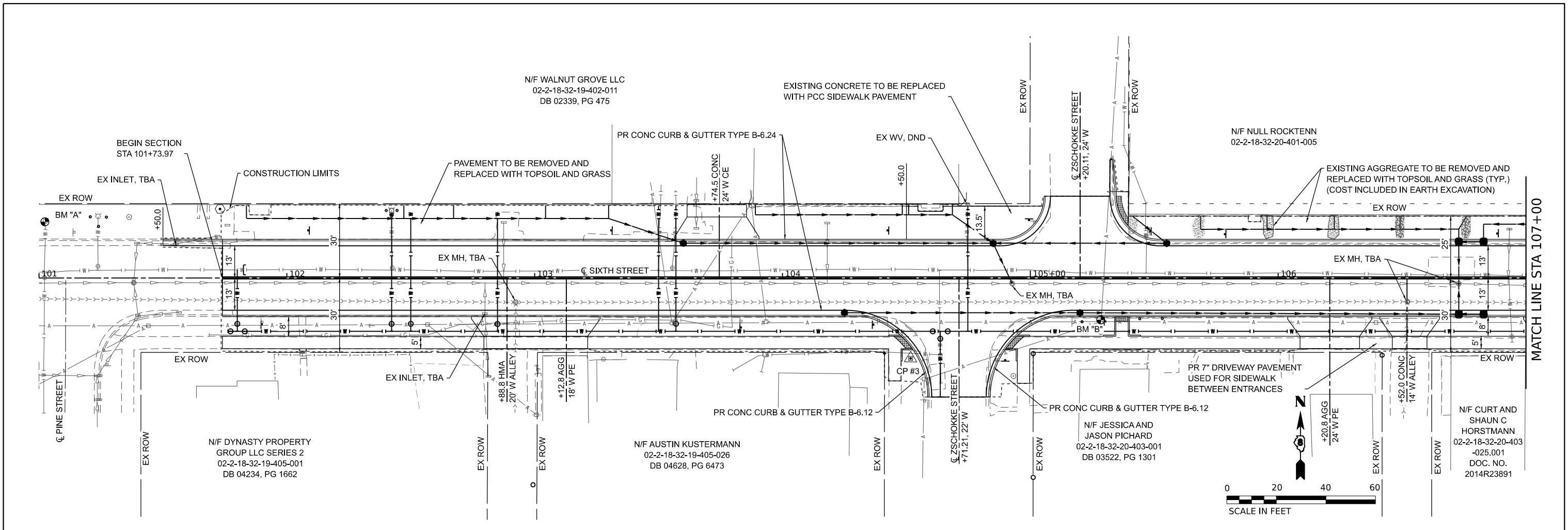
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CITY OF HIGHLAND, ILLINOIS

SCHEDULES

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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	9
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				



OATES ASSOCIATES
 ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

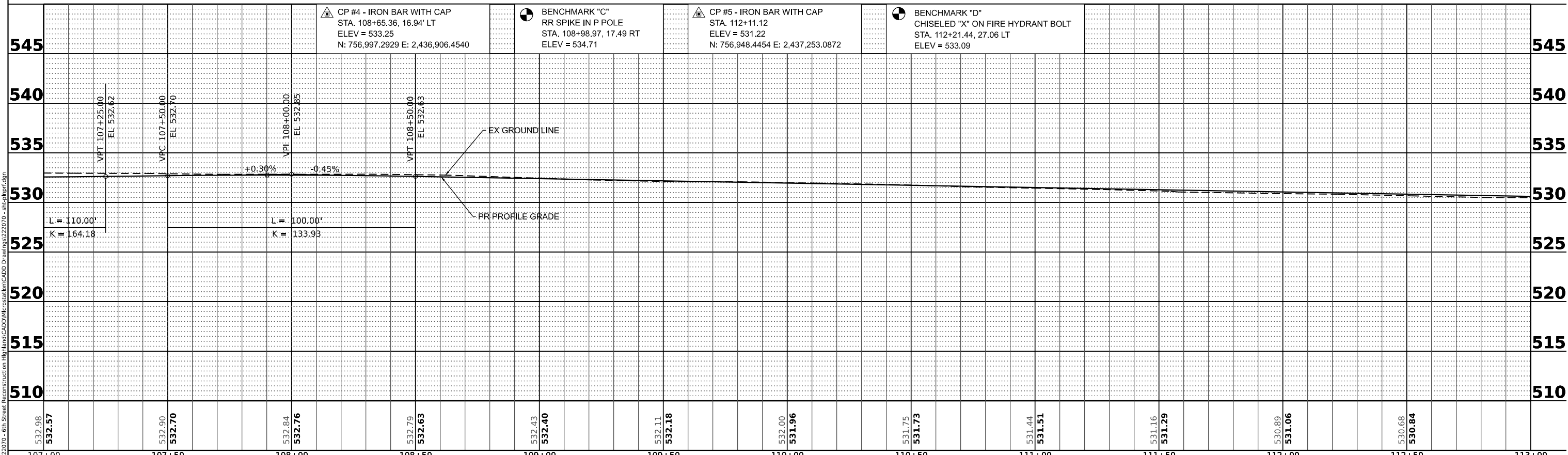
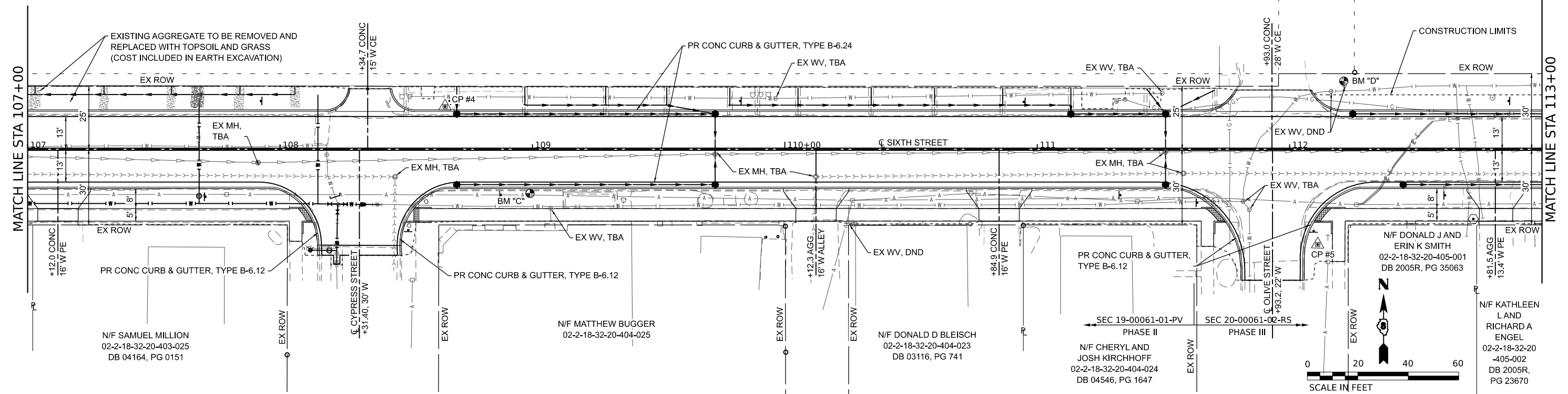
PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 1 OF 3 SHEETS STA. 100+00 TO STA. 107+00

F.A.U. RTE. 8842	SECTION 19-00061-01-PV, 20-00061-02-RS	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 10
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

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N/F NULL ROCKTENN
02-2-18-32-20-401-005



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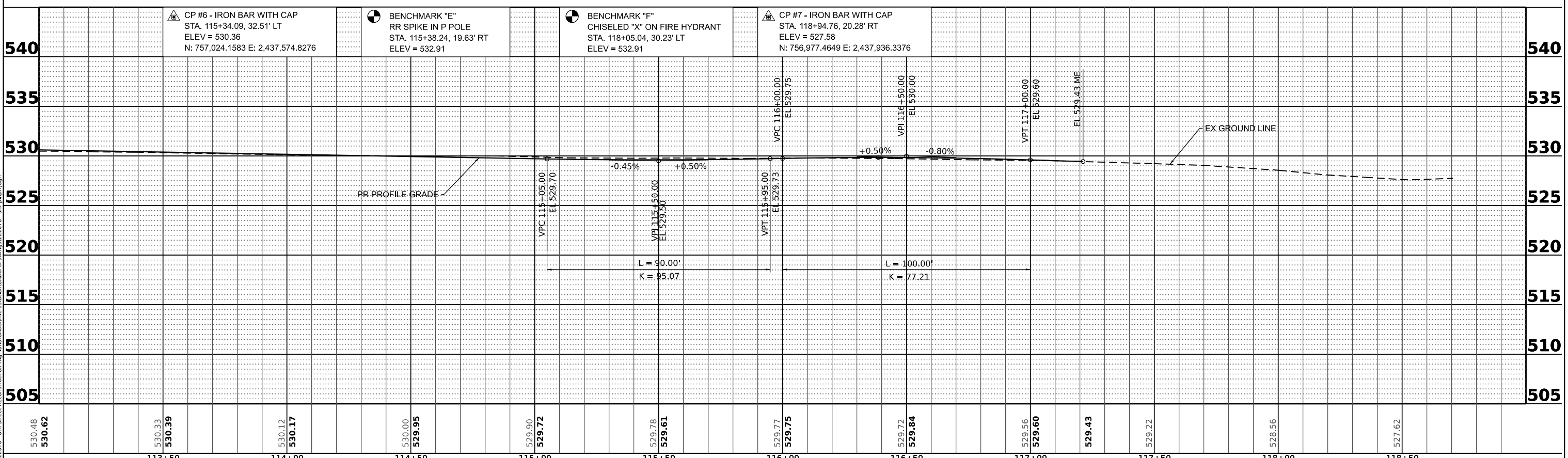
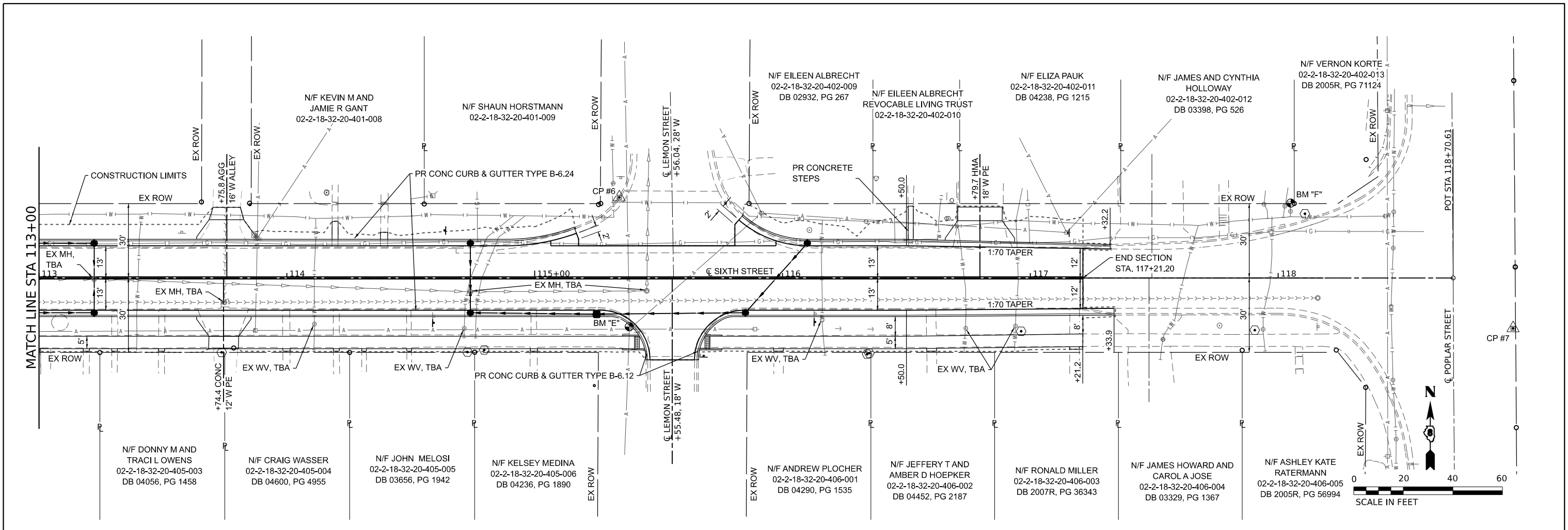
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CITY OF HIGHLAND, ILLINOIS

PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 2 OF 3 SHEETS STA. 107+00 TO STA. 113+00

F.A. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	11
CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	



530.48 530.62	530.33 530.39	530.12 530.17	530.00 529.95	529.90 529.72	529.78 529.61	529.77 529.75	529.72 529.84	529.56 529.60	529.43	529.22	528.56	527.62
113+50	114+00	114+50	115+00	115+50	116+00	116+50	117+00	117+50	118+00	118+50		

OATES ASSOCIATES
 ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

USER NAME = zachary_hresko
 PLOT SCALE = 0.16666633' / in.
 PLOT DATE = 2/1/2024

DESIGNED -
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 DATE -

REVISED -
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 REVISED -

CITY OF HIGHLAND, ILLINOIS

PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 3 OF 3 SHEETS STA. 113+00 TO STA. 119+00

F.A. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	12
CONTRACT NO.			97830	
ILLINOIS		FED. AID PROJECT		

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TRAFFIC CONTROL – STAGE 1

1. CLOSE ROAD FOR STAGE 1 BY INSTALLING TRAFFIC CONTROL ACCORDING TO HIGHWAY STANDARD B.L.R. 21.
2. CONSTRUCT PROPOSED STORM SEWER & INLETS FOR STAGE 1.
3. CONSTRUCT PROPOSED CURB & GUTTER, PAVEMENT, & SIDEWALK FOR STAGE 1.

TRAFFIC CONTROL – STAGE 2

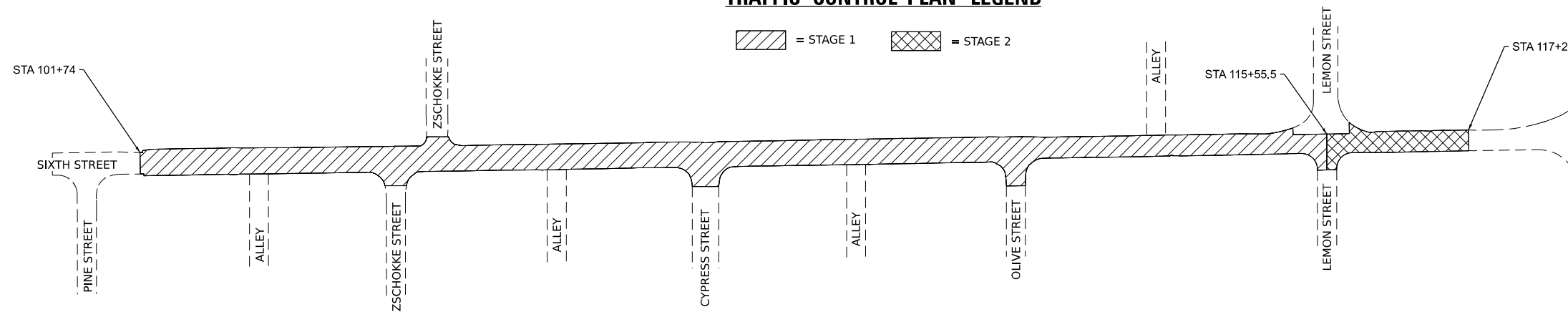
1. CLOSE ROAD FOR STAGE 2 BY INSTALLING TRAFFIC CONTROL ACCORDING TO HIGHWAY STANDARD B.L.R. 21.
2. CONSTRUCT PROPOSED STORM SEWER & INLETS FOR STAGE 2.
3. CONSTRUCT PROPOSED CURB & GUTTER, PAVEMENT, & SIDEWALK FOR STAGE 2.

TRAFFIC CONTROL NOTES

1. ALL TRAFFIC CONTROL SIGNS, BARRICADES, AND MAINTENANCE TO BE INCLUDED IN THE COST OF TRAFFIC CONTROL AND PROTECTION, (SPECIAL)
2. ACCESS TO WAREHOUSE FROM LEMON STREET SHALL BE MAINTAINED DURING STAGE 1 AND STAGE 2 OF CONSTRUCTION.
3. THE CONTRACTOR SHALL MAINTAIN DRAINAGE THROUGHOUT CONSTRUCTION.
4. TYPE III BARRICADES SHALL BE PLACED AT BOTH ENDS OF THE ROADWAY STAGED CONSTRUCTION AND SIDE STREETS, ACCORDING TO THE HIGHWAY STANDARDS AND AS DIRECTED BY THE ENGINEER.
5. BARRICADES AND SIGNS SHALL BE POSITIONED, ACCORDING TO HIGHWAY STANDARDS, THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, AND AS DIRECTED BY THE ENGINEER.
6. THE EXACT LOCATION OF THE BARRICADES AND SIGN SHALL BE STAKED IN THE FIELD BY THE CONTRACTOR TWO WORKING DAYS IN ADVANCE OF CONSTRUCTION OPERATIONS FOR APPROVAL BY THE ENGINEER.
7. ALL PROPERTY OWNERS AND BUSINESS OWNERS FRONTING THE PROJECT SHALL BE NOTIFIED OF THE WORK AT LEAST 48 HOURS PRIOR TO CONSTRUCTION OPERATIONS.
8. ROAD CLOSED AHEAD SIGN WITH APPROPRIATE DIRECTION ARROWS WILL BE REQUIRED ON ALL ADJACENT SIDE STREETS AND ALLEYS AS DIRECTED BY THE ENGINEER.

TRAFFIC CONTROL PLAN LEGEND

▨ = STAGE 1 ▩ = STAGE 2



MODEL: Traffic Control Plan (Sheet)
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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

TRAFFIC CONTROL PLANS

SCALE: NTS SHEET 1 OF 1 SHEETS STA. TO STA.

F.A.U RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	13
ILLINOIS			FED. AID PROJECT	

CONTRACT NO. 97830

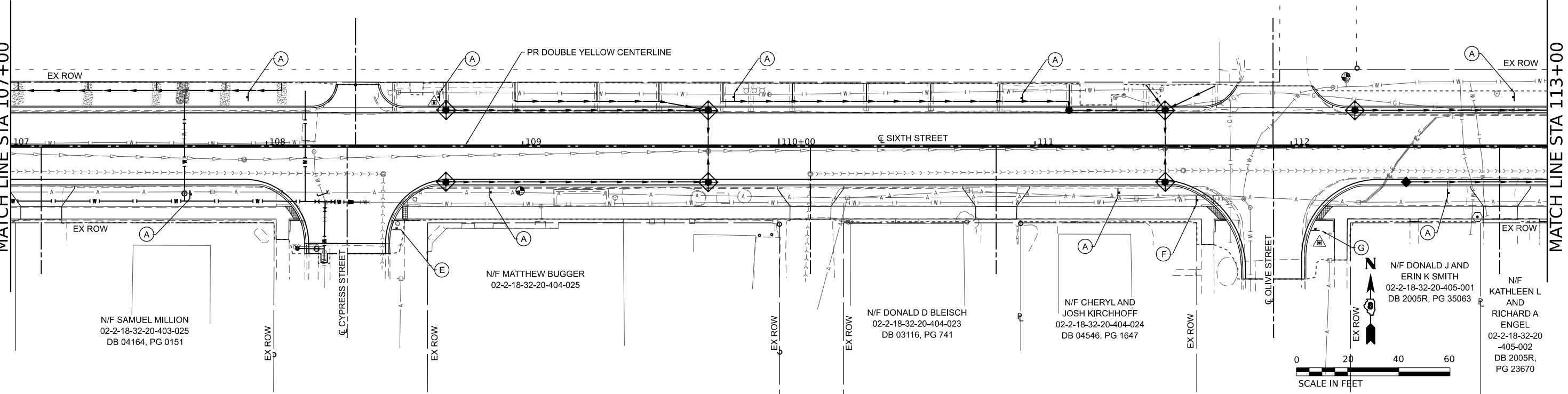
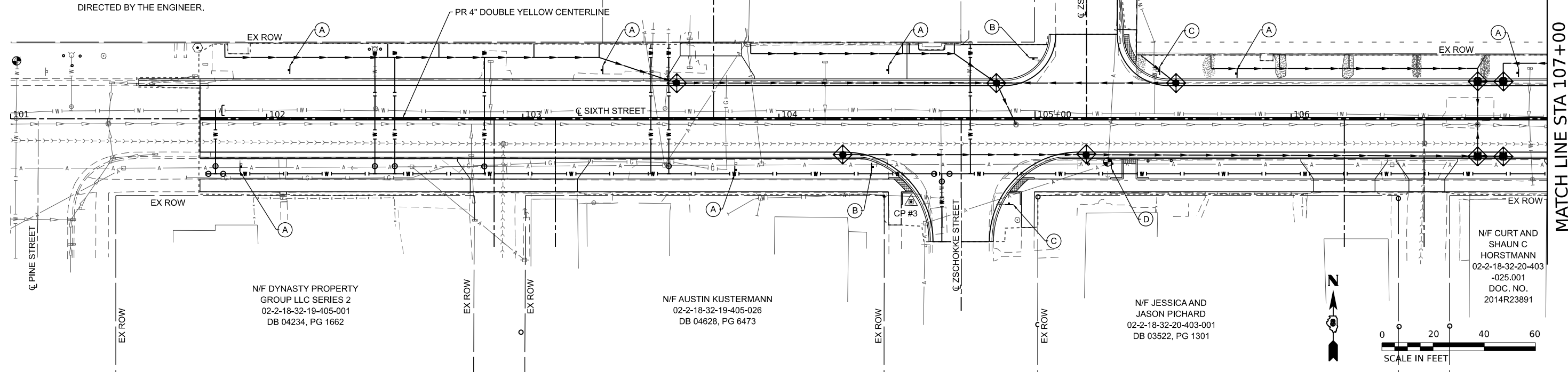
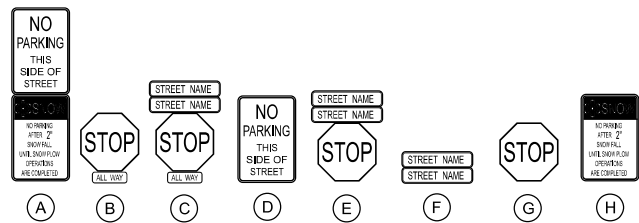
EROSION CONTROL LEGEND



INLET AND PIPE PROTECTION

N/F WALNUT GROVE LLC
02-2-18-32-19-402-011
DB 02339, PG 475

NOTE: ALL ITEMS SHALL BE CONSTRUCTED AS SHOWN ON STANDARD 280001 AND AS DIRECTED BY THE ENGINEER.



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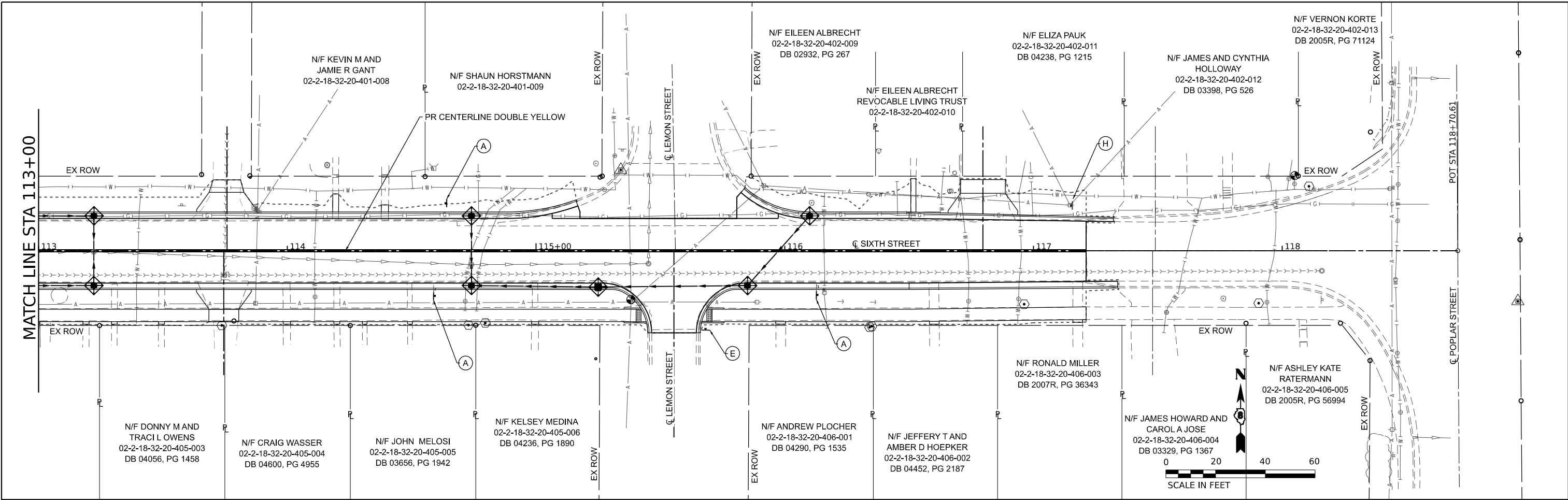
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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

EROSION CONTROL, PAVEMENT MARKING AND SIGNING SHEETS

SCALE: 1" = 20' SHEET 1 OF 2 SHEETS STA. 101+00 TO STA. 113+00

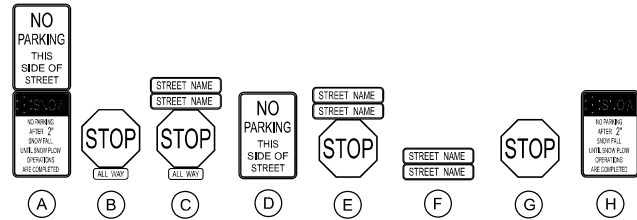
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8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	14
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				



EROSION CONTROL LEGEND

 INLET AND PIPE PROTECTION

NOTE: ALL ITEMS SHALL BE CONSTRUCTED AS SHOWN ON STANDARD 280001 AND AS DIRECTED BY THE ENGINEER.



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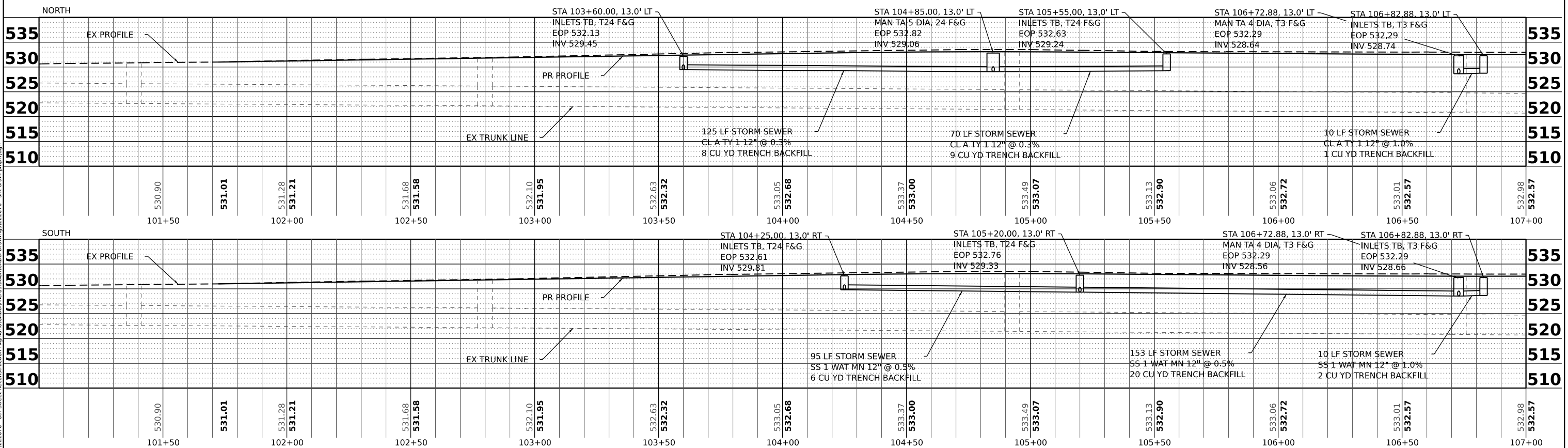
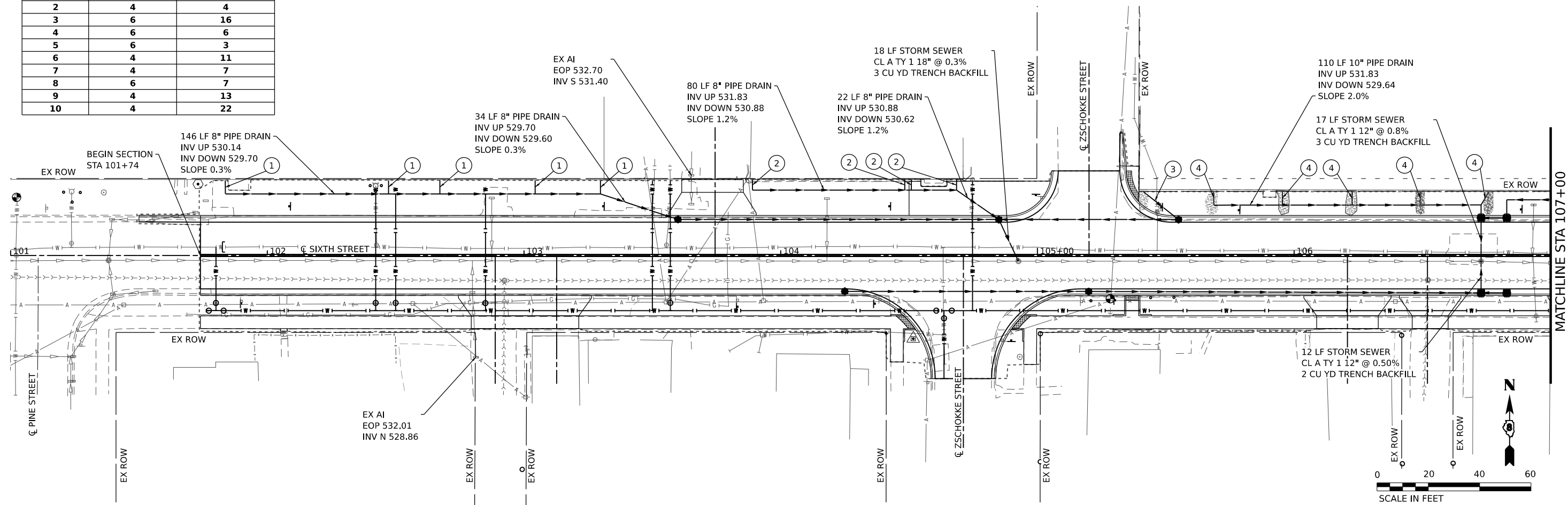
CITY OF HIGHLAND, ILLINOIS

EROSION CONTROL, PAVEMENT MARKING, AND SIGNING SHEETS

SCALE: 1" = 20' SHEET 2 OF 2 SHEETS STA. 113+00 TO STA. 118+00

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	15
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

CALLOUT	PIPE DRAIN (IN.)	LENGTH (FT)
1	4	5
2	4	4
3	6	16
4	6	6
5	6	3
6	4	11
7	4	7
8	6	7
9	4	13
10	4	22



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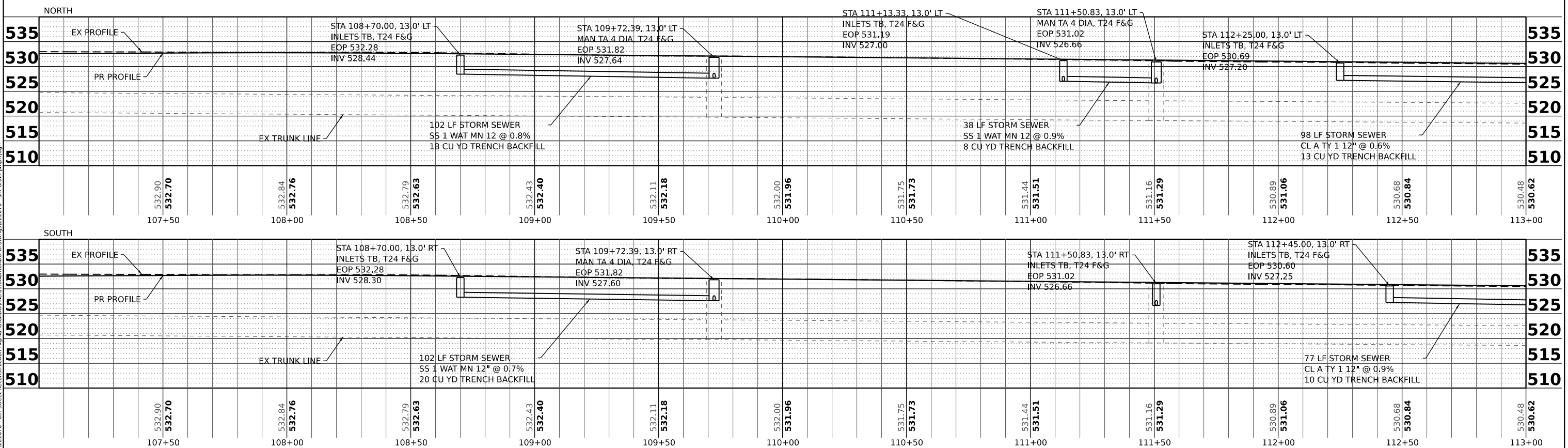
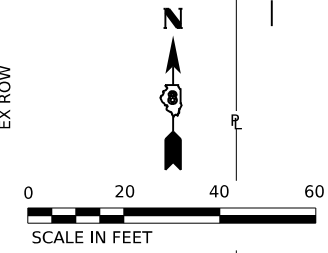
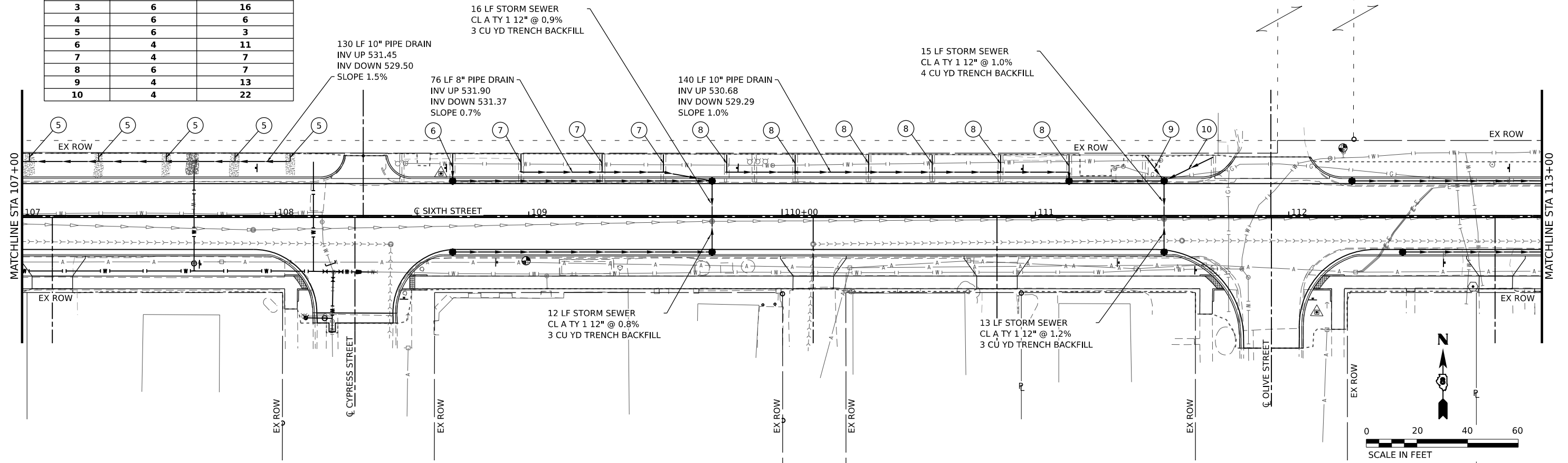
CITY OF HIGHLAND, ILLINOIS

DRAINAGE PLAN AND PROFILE SHEETS

SCALE: 1" = 20' SHEET 1 OF 3 SHEETS STA. 101+00 TO STA. 107+00

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CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	

CALLOUT	PIPE DRAIN (IN.)	LENGTH (FT)
1	4	5
2	4	4
3	6	16
4	6	6
5	6	3
6	4	11
7	4	7
8	6	7
9	4	13
10	4	22



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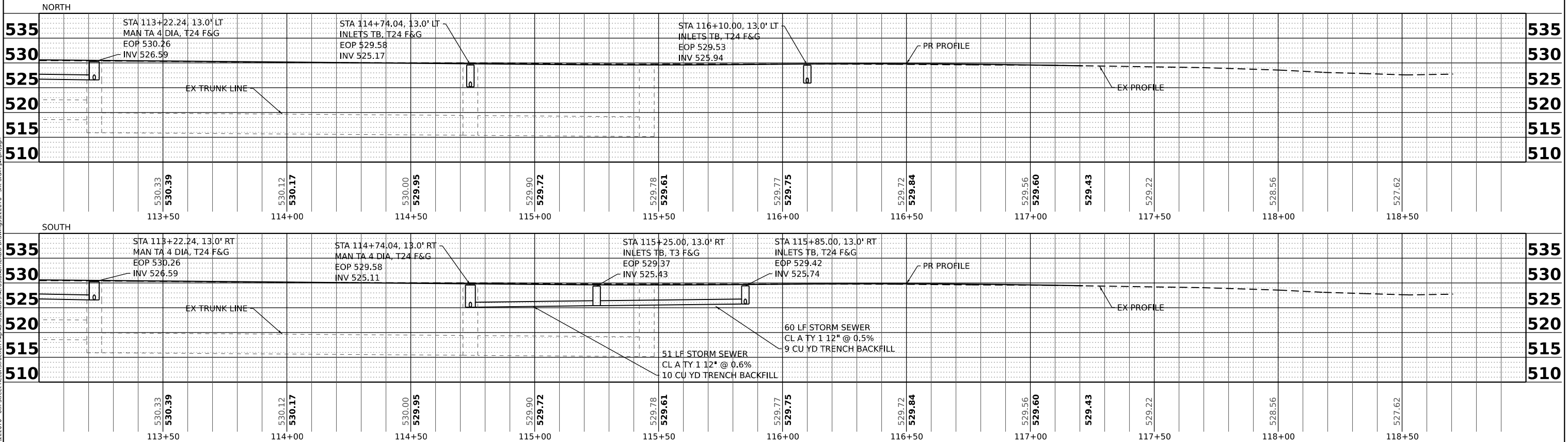
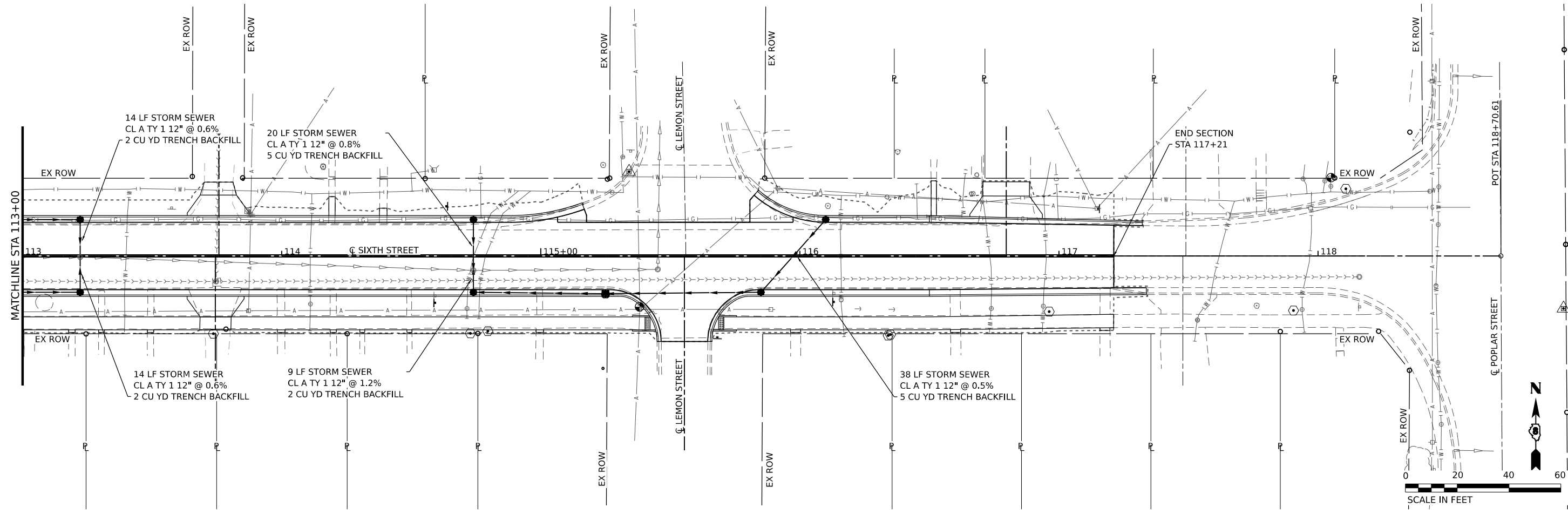
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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

DRAINAGE PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 2 OF 3 SHEETS STA. 107+00 TO STA. 113+00

F.A.U. RTE. 8842	SECTION 19-00061-01-PV, 20-00061-02 RS	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 17
CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	



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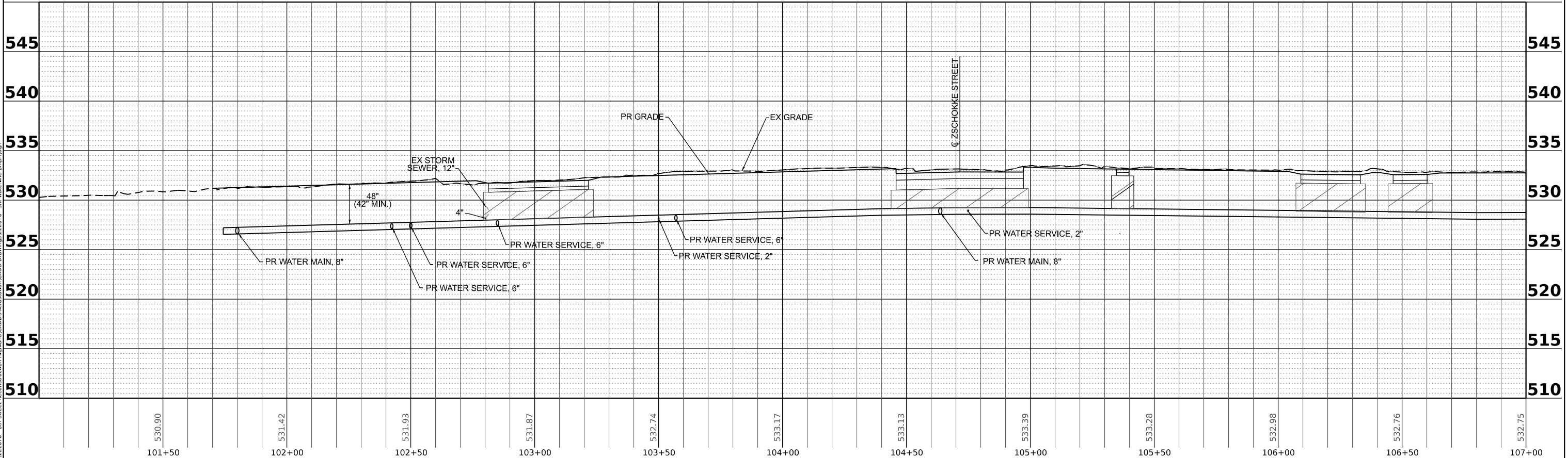
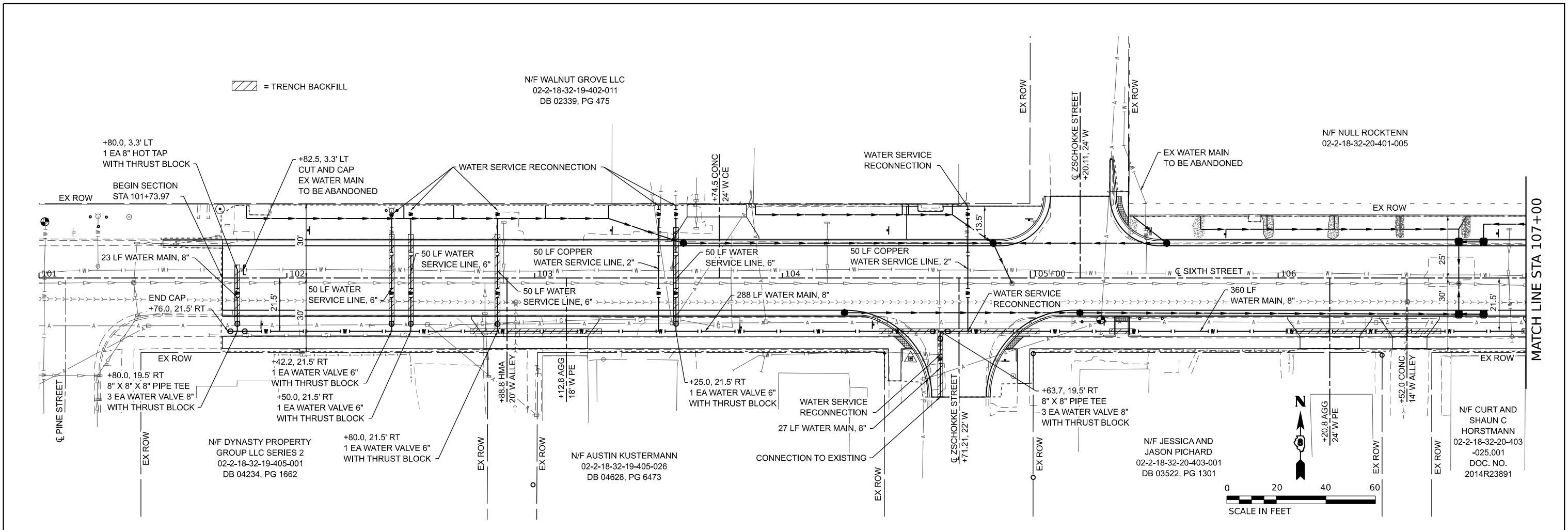
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DRAINAGE PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 3 OF 3 SHEETS STA. 113+00 TO STA. 118+71

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	18
CONTRACT NO.			97830	
ILLINOIS		FED. AID PROJECT		



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530.90	531.42	531.93	531.87	532.74	533.17	533.13	533.39	533.28	532.98	532.76	532.75

OATES ASSOCIATES
ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

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CITY OF HIGHLAND, ILLINOIS

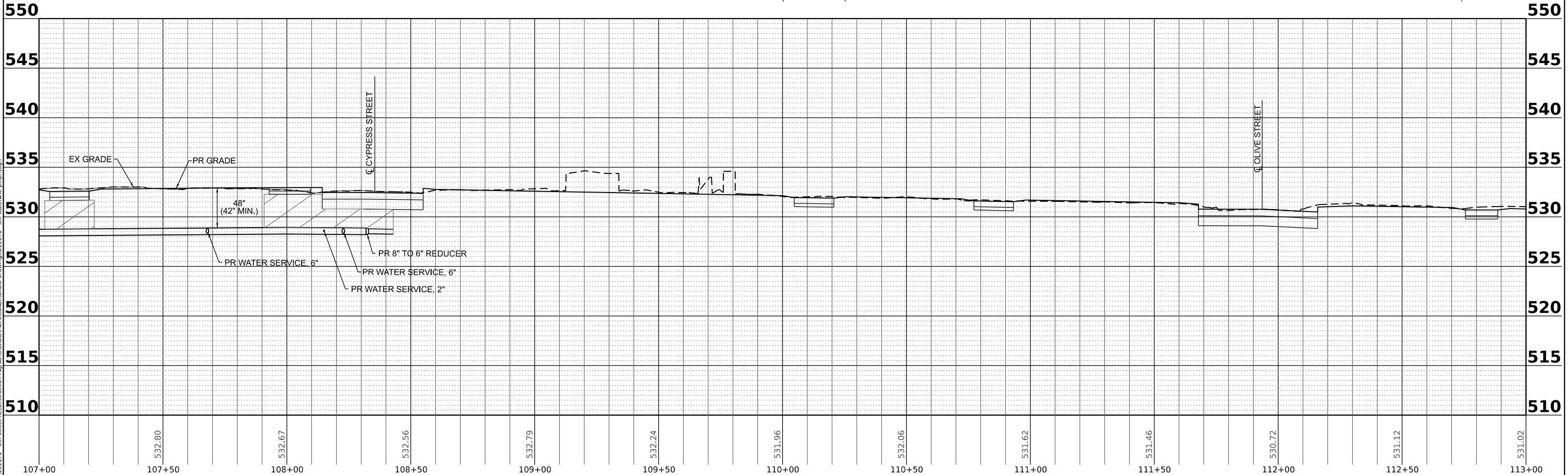
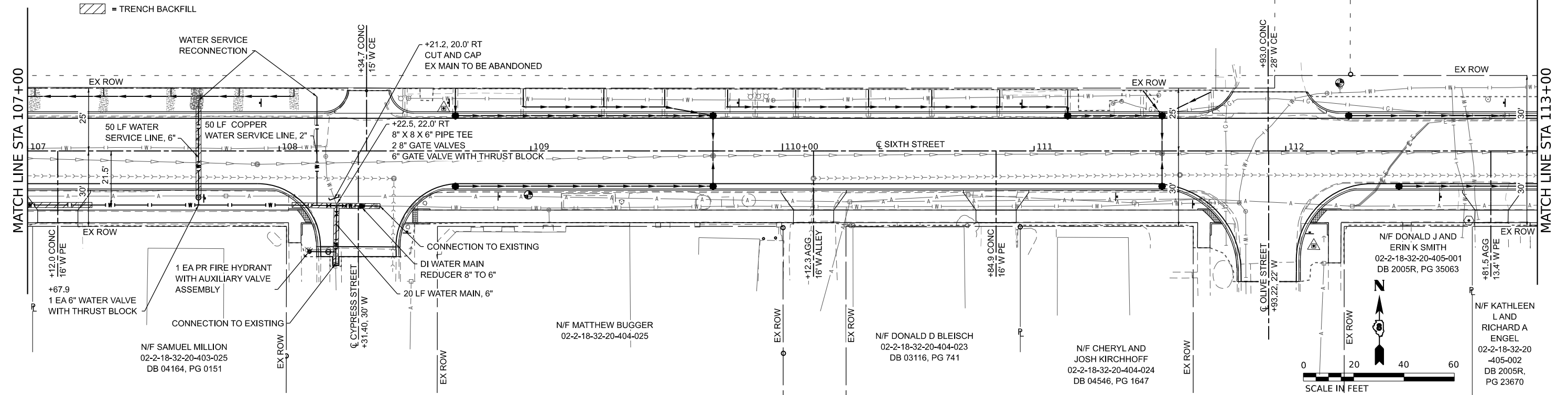
WATER LINE PLAN & PROFILE SHEETS

SCALE: 1" = 20' SHEET 1 OF 2 SHEETS STA. 100+00 TO STA. 107+00

F.A.U. RTE. 8842	SECTION 19-00061-01-PV, 20-00061-02-RS	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 19
CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	

N/F NULL ROCKTENN
02-2-18-32-20-401-005

▨ = TRENCH BACKFILL



MODEL: PR_Skch - Plan 2 [Sheet]
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107+00	107+50	108+00	108+50	109+00	109+50	110+00	110+50	111+00	111+50	112+00	112+50	113+00
532.80	532.67	532.56	532.79	532.24	531.96	532.06	531.62	531.46	530.72	531.12	531.02	

OATES ASSOCIATES
ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115







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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

WATER LINE PLAN & PROFILE SHEETS
SCALE: 1" = 20'
SHEET 2 OF 2 SHEETS
STA. 107+00 TO STA. 113+00

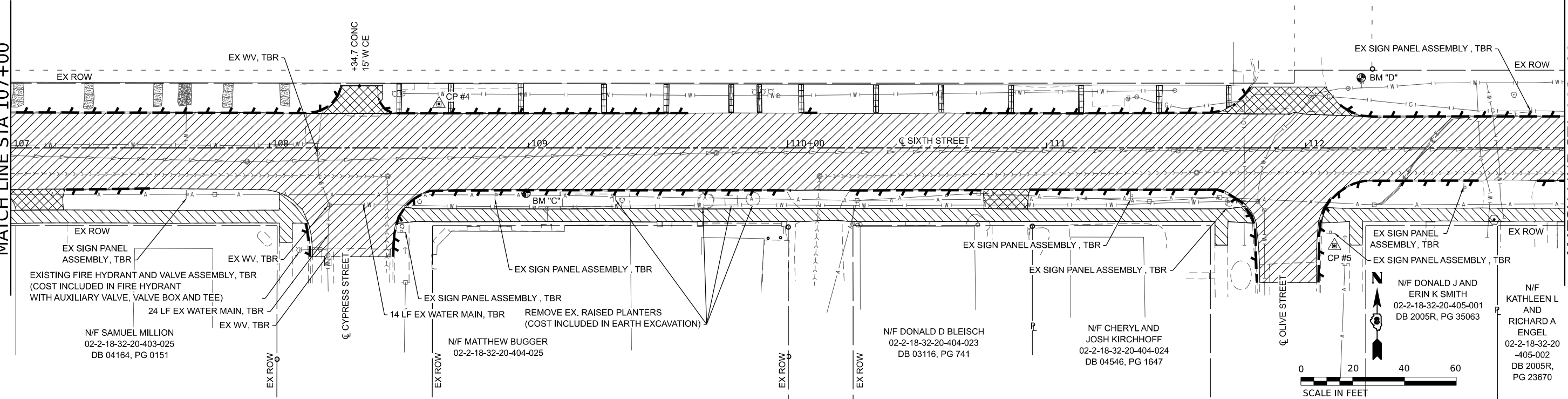
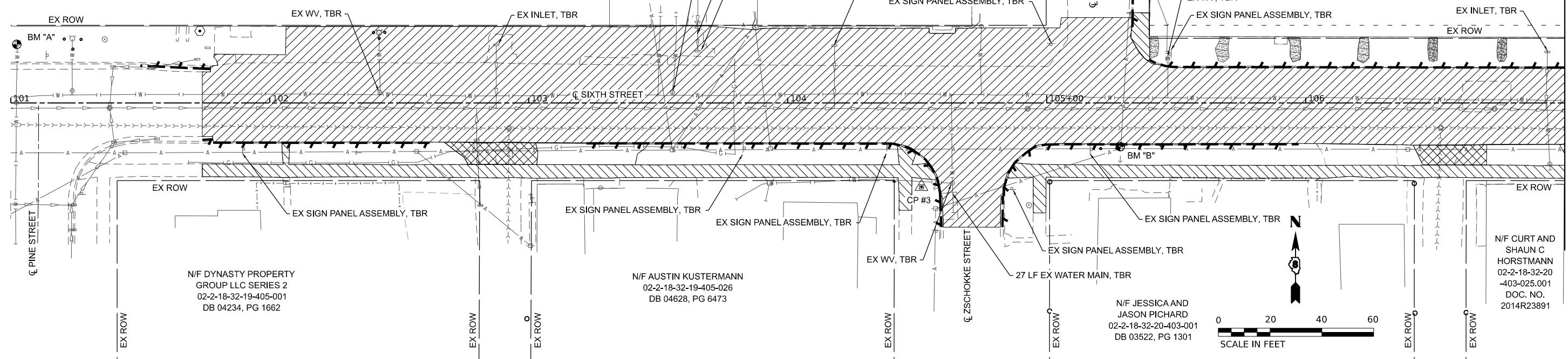
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CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	

REMOVAL LEGEND

-  ENTRANCE REMOVAL
-  SIDEWALK REMOVAL
-  GUTTER REMOVAL
-  CURB AND GUTTER REMOVAL
-  PAVEMENT REMOVAL
-  RIP RAP REMOVAL (COST INCLUDED IN EARTH EXCAVATION)

N/F WALNUT GROVE LLC
02-2-18-32-19-402-011
DB 02339, PG 475

N/F NULL ROCKTENN
02-2-18-32-20-401-005



MODEL: PR_Slct_Plan_1 (Sheet)
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USER NAME = zachary.hresko	DESIGNED -	REVISED -
PLOT SCALE = 0.16666633' / in.	DRAWN -	REVISED -
PLOT DATE = 2/1/2024	CHECKED -	REVISED -
	DATE -	REVISED -


CITY OF HIGHLAND, ILLINOIS

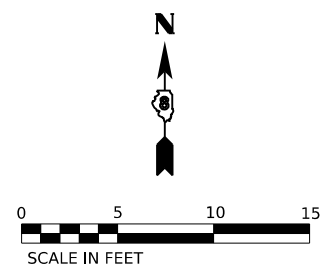
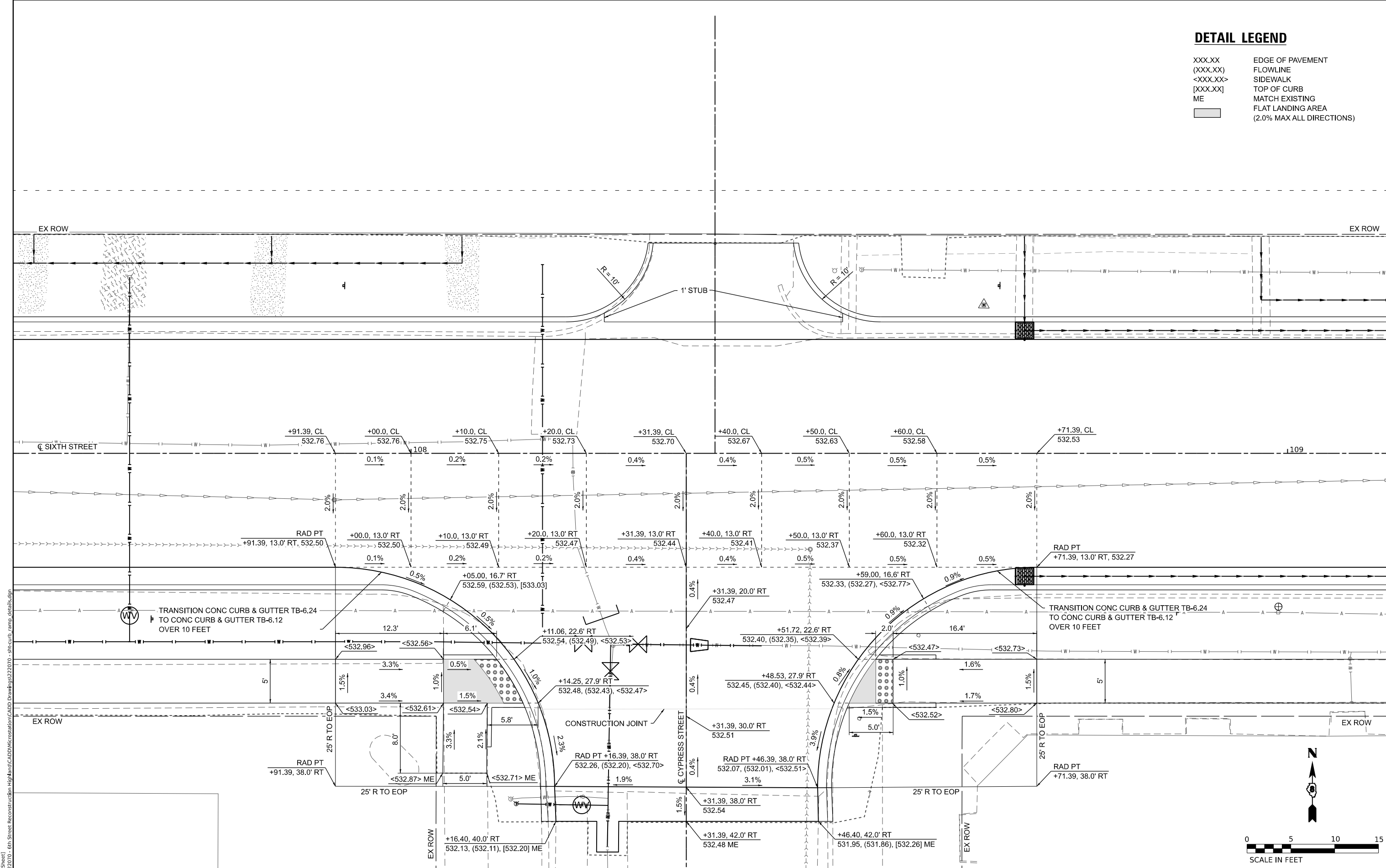
REMOVAL PLAN SHEETS

SCALE: 1" = 20' SHEET 1 OF 2 SHEETS STA. 101+00 TO STA. 113+00

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	21
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

DETAIL LEGEND

XXX.XX	EDGE OF PAVEMENT
(XXX.XX)	FLOWLINE
<XXX.XX>	SIDEWALK
[XXX.XX]	TOP OF CURB
ME	MATCH EXISTING
	FLAT LANDING AREA (2.0% MAX ALL DIRECTIONS)



MODEL: CYPRESS (Sheet)
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PLOT SCALE = 0.16666633 ' / in.	DRAWN -	REVISED -
PLOT DATE = 12/21/2023	CHECKED -	REVISED -
	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

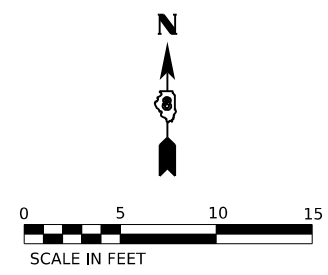
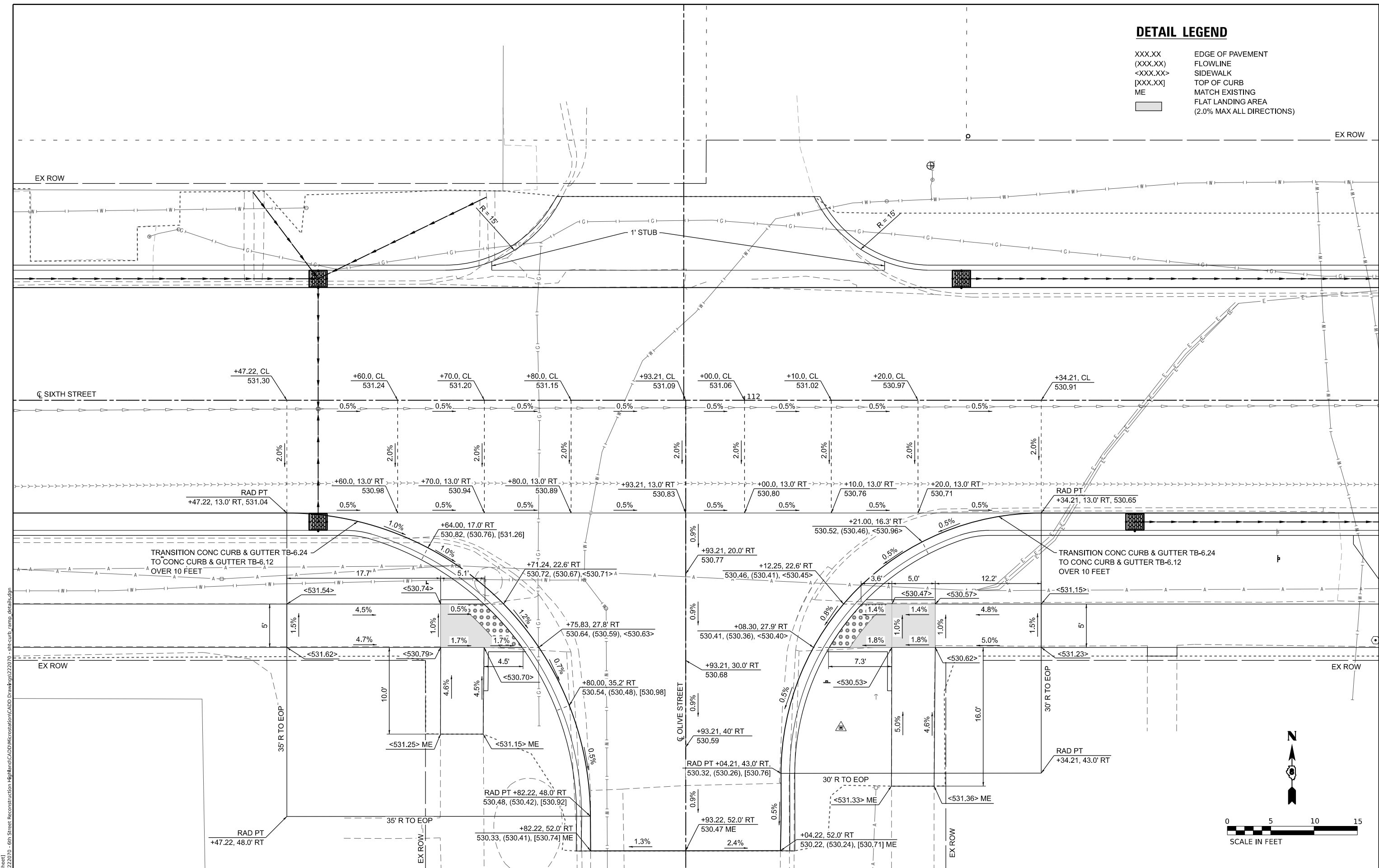
INTERSECTION DETAILS

SCALE: 1" = 5'
 SHEET 2 OF 4 SHEETS
 STA. TO STA.

F.A.U R.T.E. 8842	SECTION 19-00061-01-PV, 20-00061-02-R5	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 24
				CONTRACT NO. 97830
ILLINOIS FED. AID PROJECT				

DETAIL LEGEND

- XXX.XX EDGE OF PAVEMENT
- (XXX.XX) FLOWLINE
- <XXX.XX> SIDEWALK
- [XXX.XX] TOP OF CURB
- ME MATCH EXISTING
- FLAT LANDING AREA (2.0% MAX ALL DIRECTIONS)



MODEL: OLIVE STREET
FILE NAME: H:\P222070 - 6th Street Reconstruction\Highland\CADD\Microstation\CADD Drawings\222070 - sht-curb_details.dgn



USER NAME = zachary,hresko	DESIGNED -	REVISED -
PLOT SCALE = 0.16666633 ' / in.	DRAWN -	REVISED -
PLOT DATE = 12/21/2023	CHECKED -	REVISED -
	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

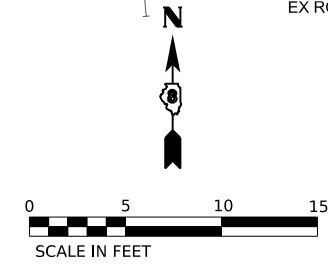
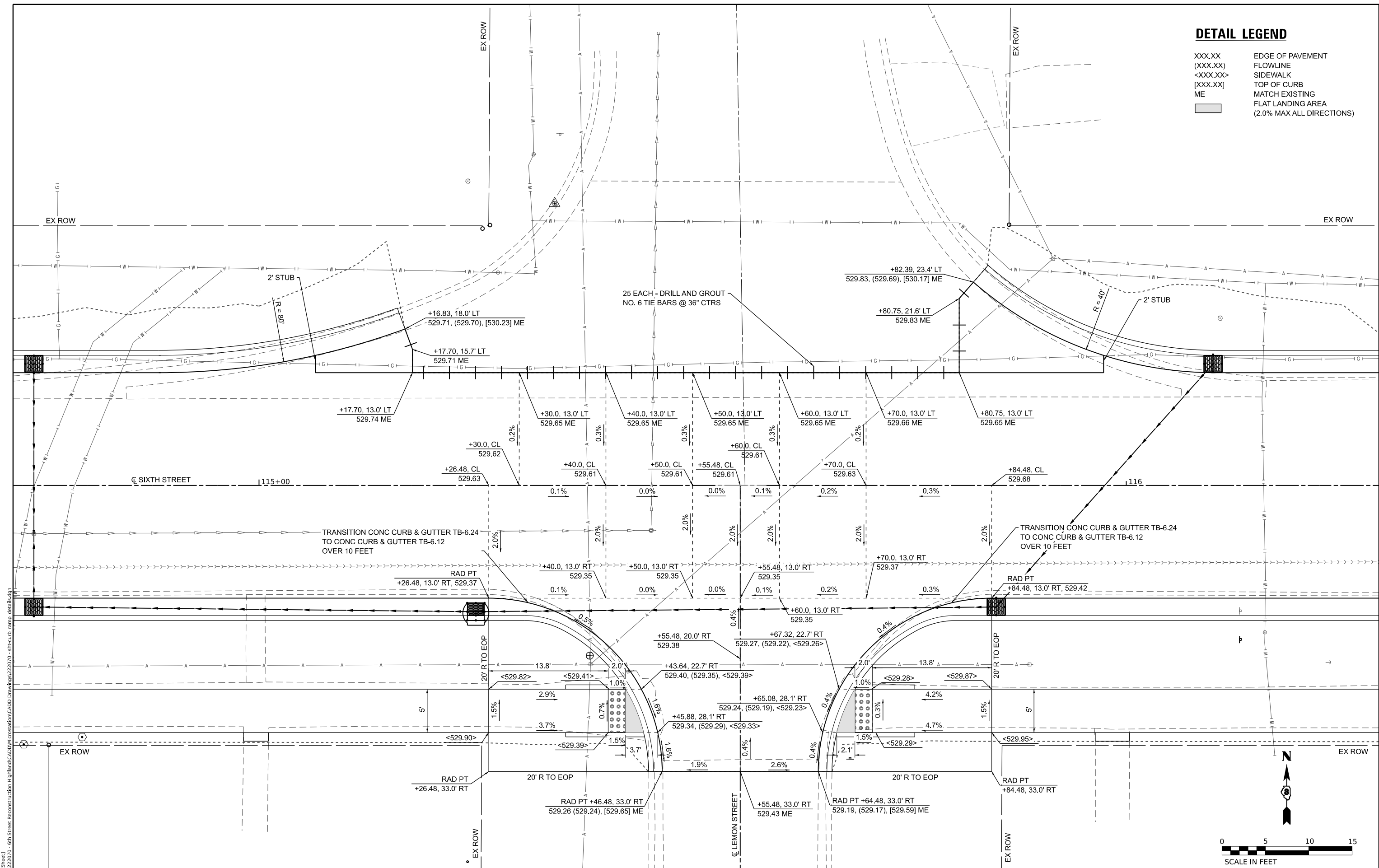
INTERSECTION DETAILS

SCALE: 1" = 5' SHEET 3 OF 4 SHEETS STA. TO STA.

F.A.U. RTE. 8842	SECTION 19-00061-01-PV, 20-00061-02-RS	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 25
				CONTRACT NO. 97830
ILLINOIS FED. AID PROJECT				

DETAIL LEGEND

- XXX.XX EDGE OF PAVEMENT
- (XXX.XX) FLOWLINE
- <XXX.XX> SIDEWALK
- [XXX.XX] TOP OF CURB
- ME MATCH EXISTING
- FLAT LANDING AREA (2.0% MAX ALL DIRECTIONS)



MODEL: LEMON (Sheet) FILE NAME: H:\P222070 - 6th Street Reconstruction Highland\CAD\Microstation\CADD Drawings\222070 - 6th-st-curb_ramp_details.dgn



USER NAME = zachary.hresko	DESIGNED -	REVISED -
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PLOT DATE = 12/27/2023	CHECKED -	REVISED -
	DATE -	REVISED -

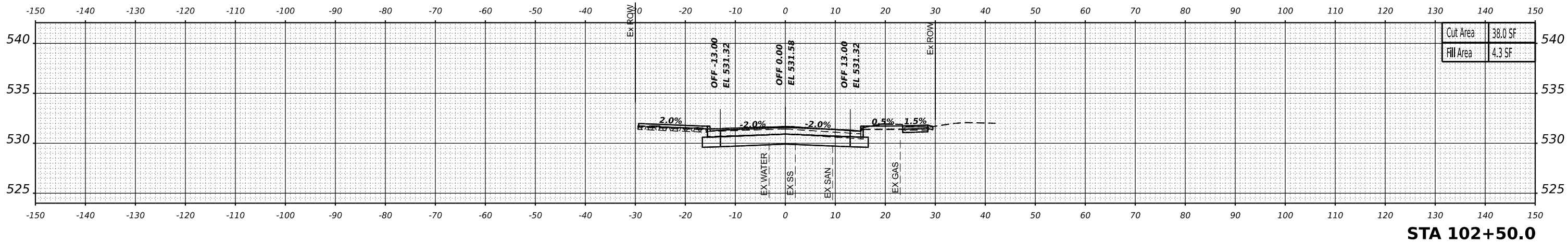
CITY OF HIGHLAND, ILLINOIS

INTERSECTION DETAILS

SCALE: 1" = 5' SHEET 4 OF 4 SHEETS STA. TO STA.

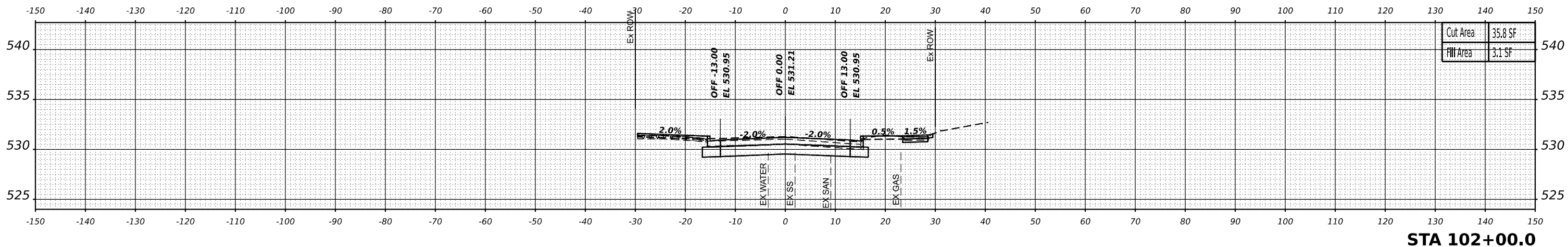
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				CONTRACT NO. 97830
ILLINOIS FED. AID PROJECT				

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NOTE BOOK	
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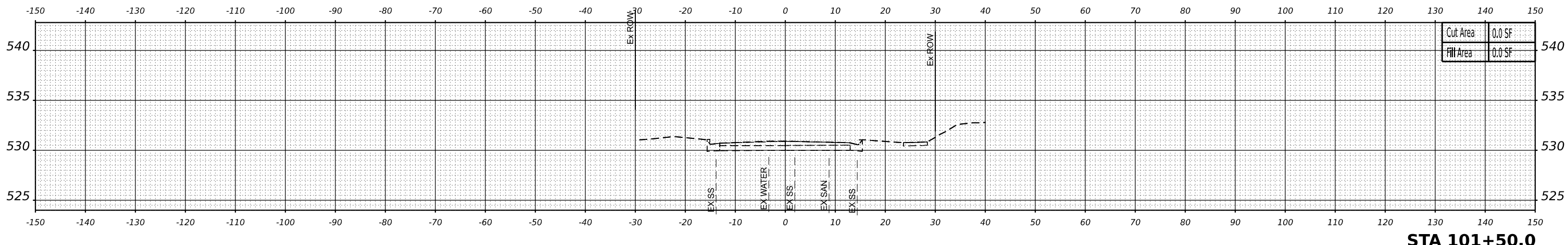
STA 102+50.0

DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
NOTE BOOK	
AREAS CHECKED	
NO.	



STA 102+00.0

DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
NOTE BOOK	
AREAS CHECKED	
NO.	



STA 101+50.0

MODEL: Plt_Skm - 101+50.00 (Sheet)
FILE NAME: Plt222010 - 6th Street Reconstruction - Highland CADD\MicroStation\CADD Drawings\222010 - sheet.cad

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DRAWN -
CHECKED -
DATE -
PLOT SCALE = 0.16666633' / in.
PLOT DATE = 12/22/2023

DESIGNED -
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CROSS SECTIONS

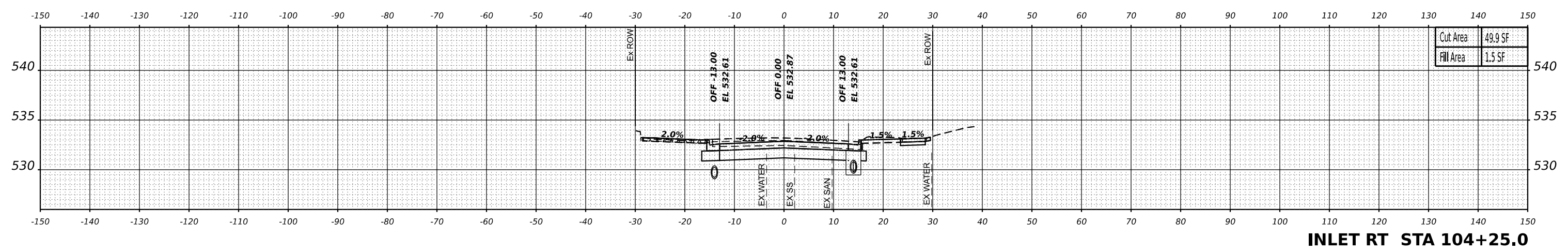
SCALE: 1" = 10' SHEET 1 OF 20 SHEETS STA. 101+50.0 TO STA. 102+50.0

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	29
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

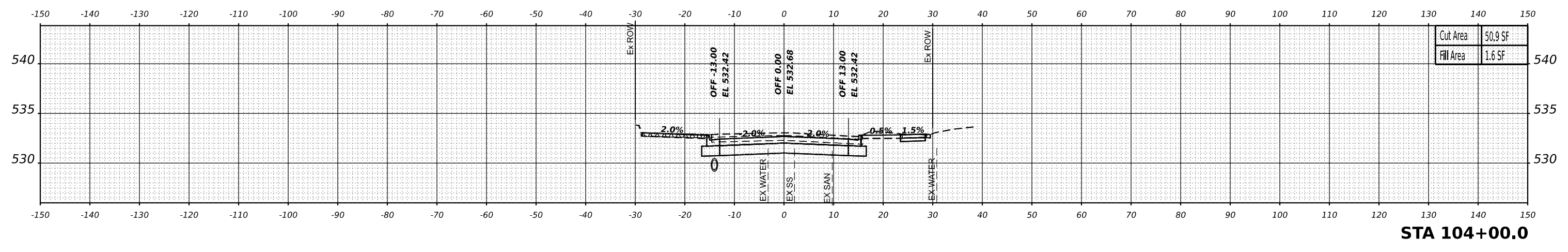
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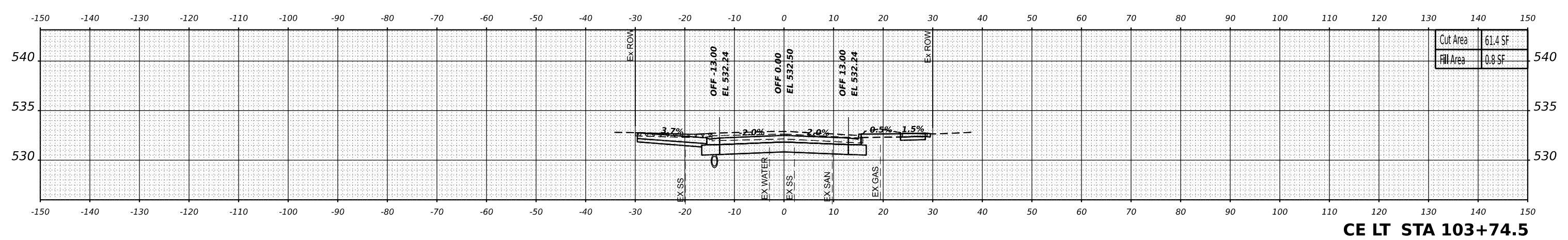
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 Highland CADD\Microstation\CADD Drawings\222070 - shovese.dgn



INLET RT STA 104+25.0



STA 104+00.0



CE LT STA 103+74.5



USER NAME = zachary.hresko	DESIGNED -	REVISED -
PLOT SCALE = 0.16666633' / in.	DRAWN -	REVISED -
PLOT DATE = 12/22/2023	CHECKED -	REVISED -
	DATE -	REVISED -

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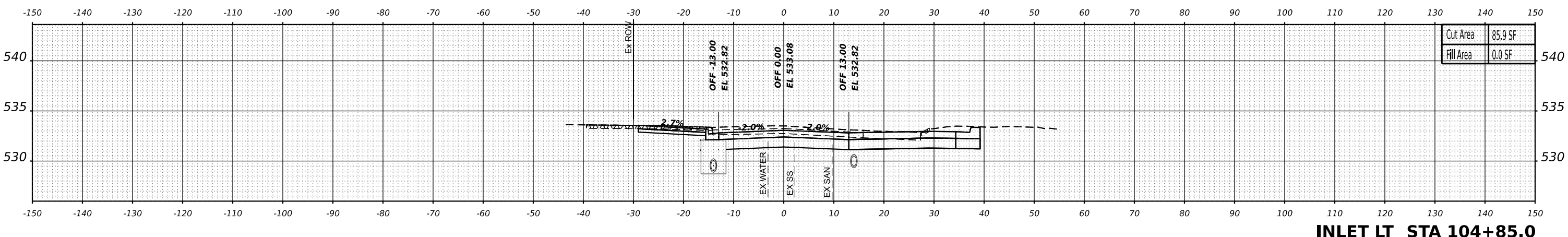
CROSS SECTIONS		
SCALE: 1" = 10'	SHEET 3	OF 20 SHEETS
STA. 103+74.5 TO STA. 104+25.0		

F.A.U. RTE. 8842	SECTION 19-00061-01-PV, 20-00061-02-RS	COUNTY MADISON	TOTAL SHEETS 48	SHEET NO. 31
CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	

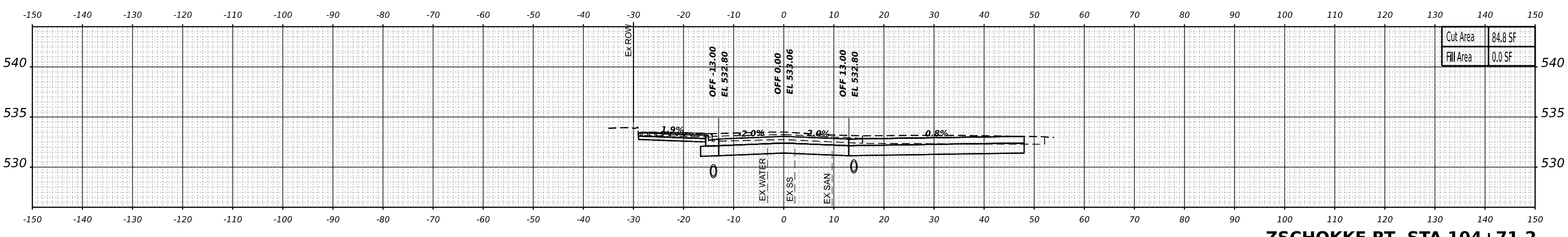
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NOTE BOOK	

DATE	
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NOTE BOOK	

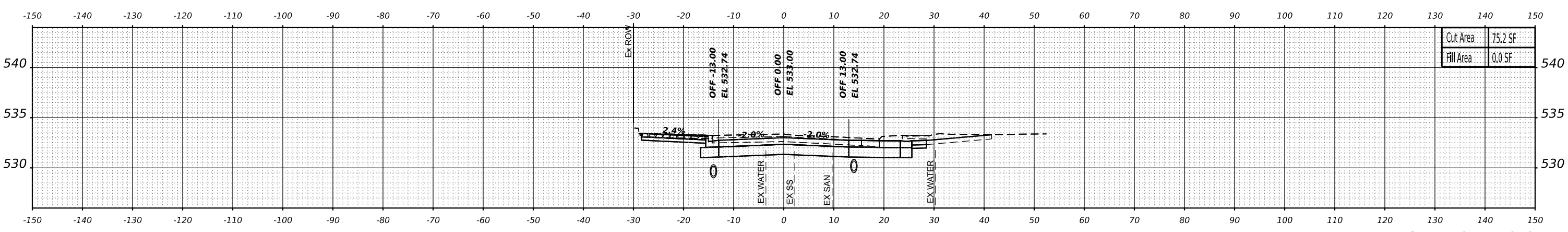
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 Highland CADD\Microstation\CADD Drawings\22270 - Streets.dgn



INLET LT STA 104+85.0



ZSCHOKKE RT STA 104+71.2



STA 104+50.0



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PLOT SCALE = 0.16666633' / in.	CHECKED -	REVISED -
PLOT DATE = 12/22/2023	DATE -	REVISED -

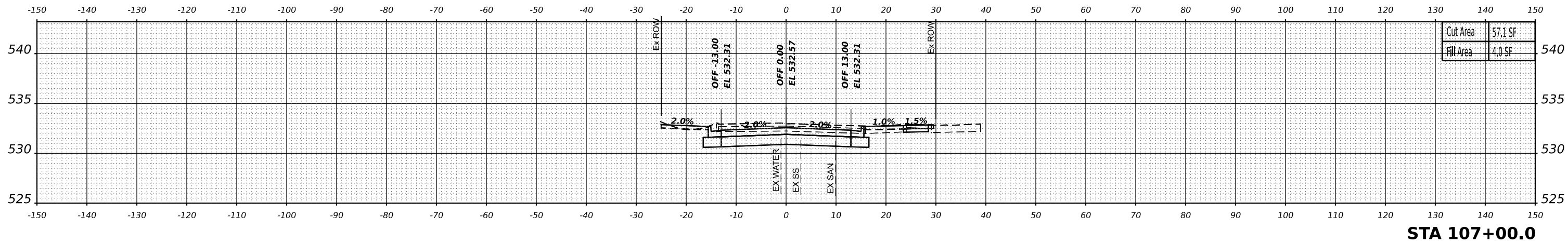
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

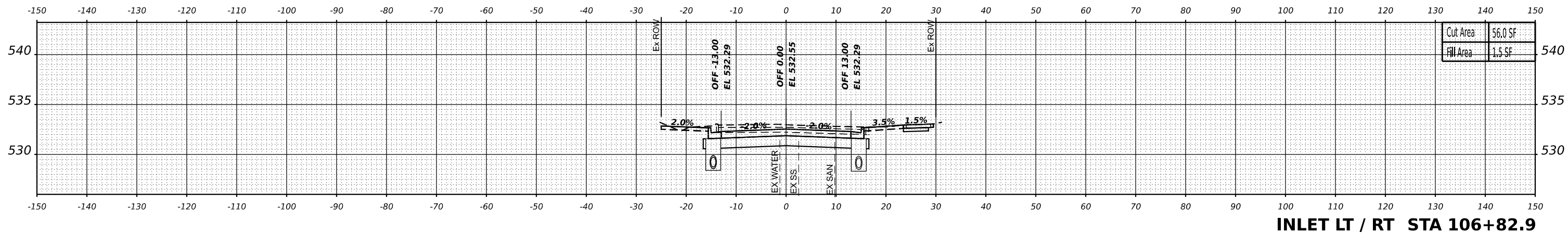
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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	32
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

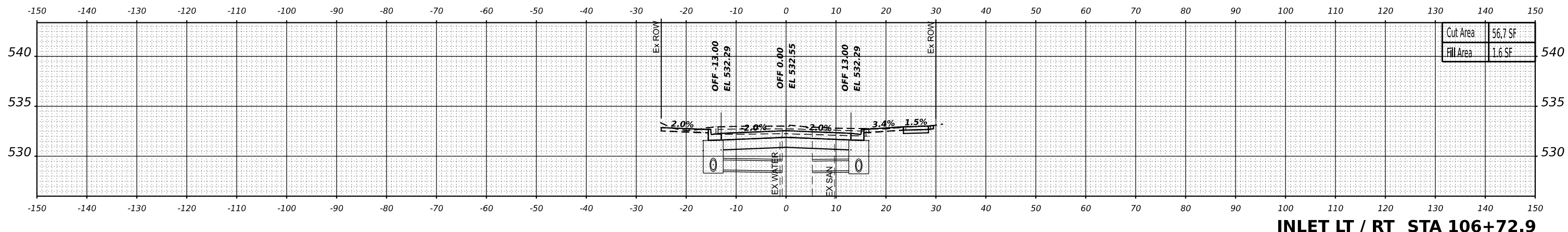
DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
AREAS CHECKED	
AREAS CHECKED	
FINAL SURVEY NO.	
NOTE BOOK NO.	



STA 107+00.0



INLET LT / RT STA 106+82.9



INLET LT / RT STA 106+72.9

DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
AREAS CHECKED	
AREAS CHECKED	
ORIGINAL SURVEY NO.	
NOTE BOOK NO.	

MODEL: Pl_Skm - 106+72.89 (Sheet)
FILE NAME: Pl_2222010 - 6th Street Reconstruction - Highland CADD\Microstation\CADD Drawings\2222010 - sheet.cad



USER NAME = zachary.hresko	DESIGNED -	REVISED -
PLOT SCALE = 0.16666633' / in.	DRAWN -	REVISED -
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	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

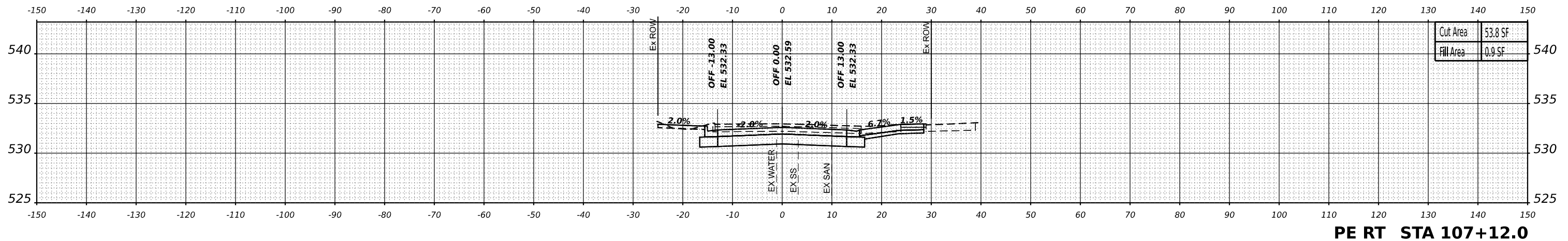
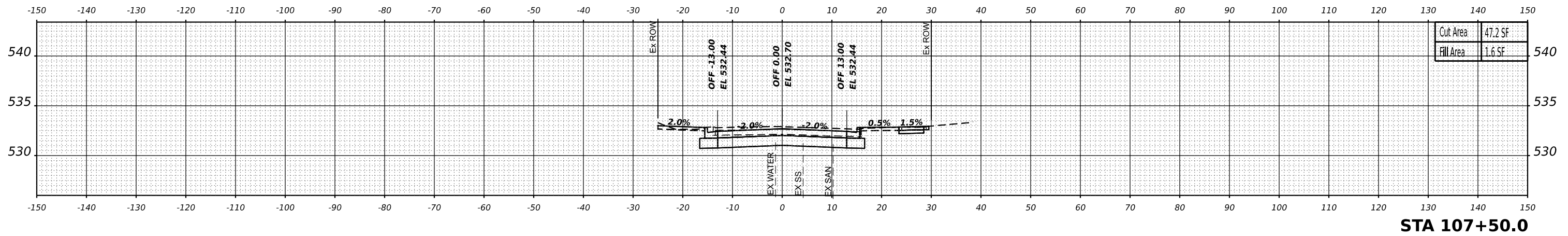
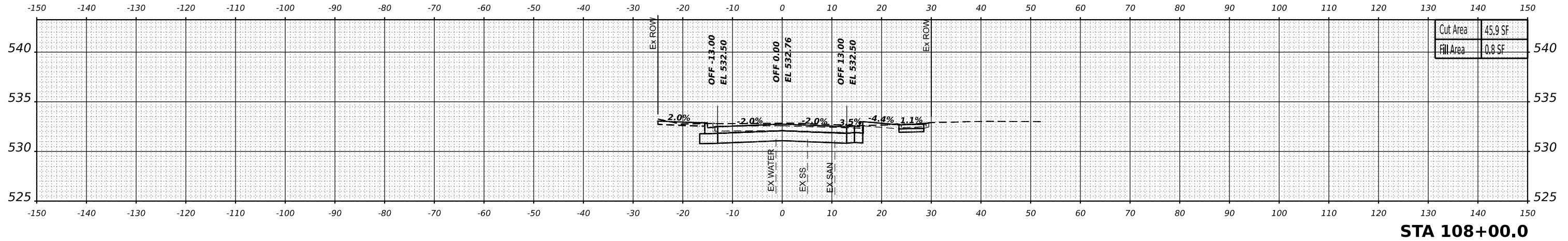
SCALE: 1" = 10' SHEET 7 OF 20 SHEETS STA. 106+72.9 TO STA. 107+00.0

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	35
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

DATE	
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FINAL SURVEY	SURVEYED
NOTE BOOK	PLOTTED
NO.	TEMPLATE
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DATE	
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ORIGINAL SURVEY	SURVEYED
NOTE BOOK	PLOTTED
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MODEL: PL_Skm - 107+12.0 (Sheet)
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USER NAME = zachary.hresko	DESIGNED -	REVISED -
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PLOT DATE = 12/22/2023	DATE -	REVISED -

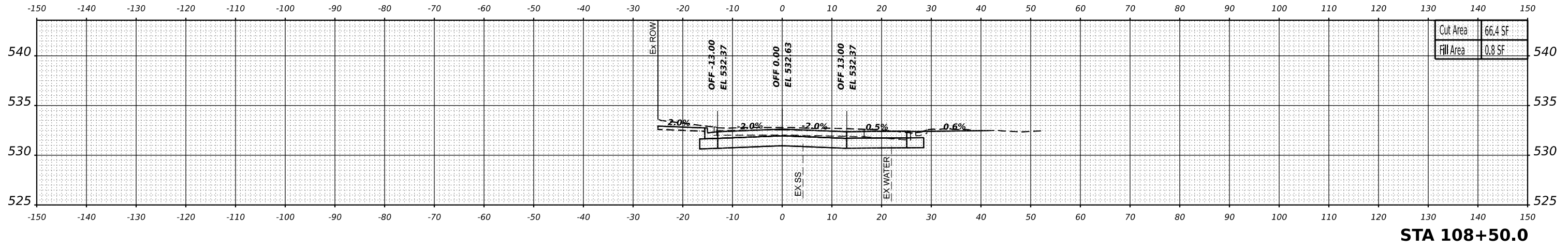
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

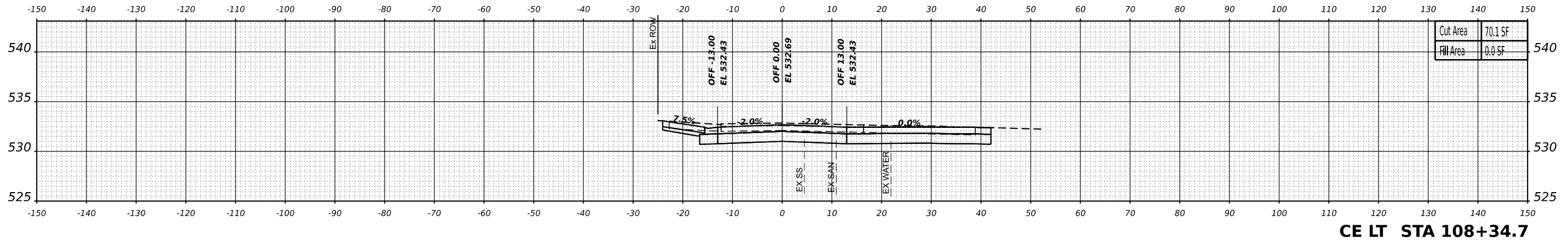
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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
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CONTRACT NO.			97830	
ILLINOIS		FED. AID PROJECT		

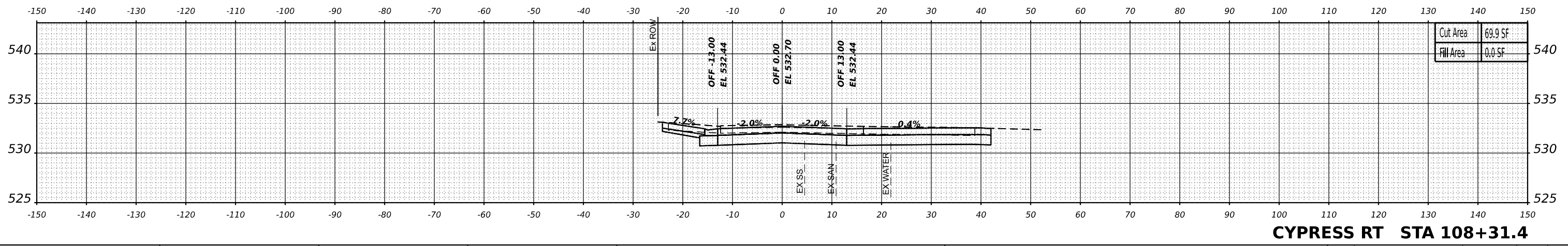
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FINAL SURVEY	
NOTE BOOK	



STA 108+50.0



CE LT STA 108+34.7



CYPRESS RT STA 108+31.4

MODEL: PL_Skm - 108+31.40 (Sheet)
 FILE NAME: R:\222070 - 6th Street Reconstruction - Highland\CADD\MicroStation\CADD Drawings\222070 - sheet9.dgn

DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
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ORIGINAL SURVEY	
NOTE BOOK	

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USER NAME = zachary.hresko	DESIGNED -	REVISD -
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CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

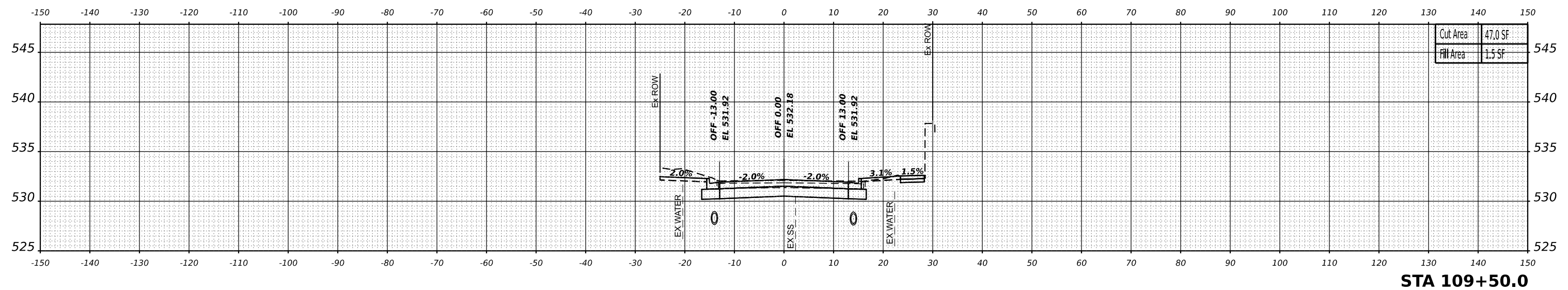
SCALE: 1" = 10' SHEET 9 OF 20 SHEETS STA. 108+31.4 TO STA. 108+50.0

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	37
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

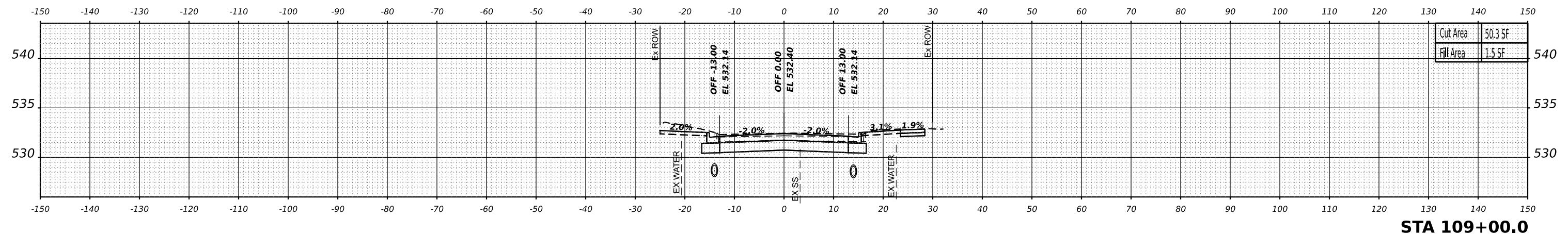
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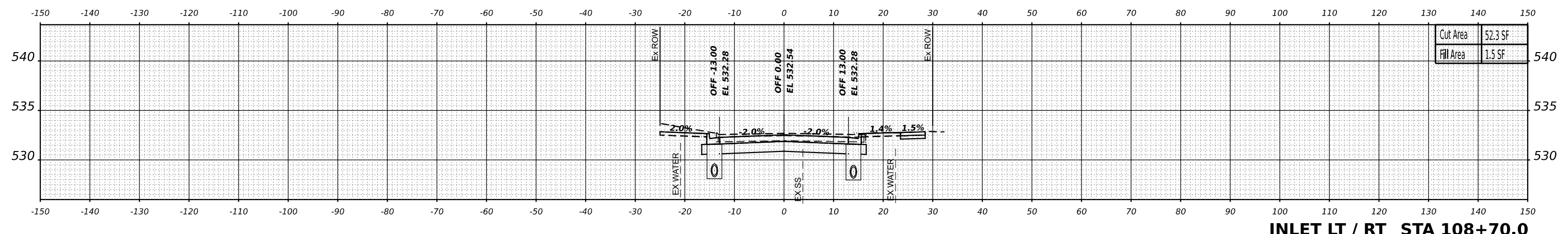
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STA 109+50.0



STA 109+00.0



INLET LT / RT STA 108+70.0



USER NAME = zachary.hresko	DESIGNED -	REVISED -
PLOT SCALE = 0.16666633' / in.	DRAWN -	REVISED -
PLOT DATE = 12/22/2023	CHECKED -	REVISED -
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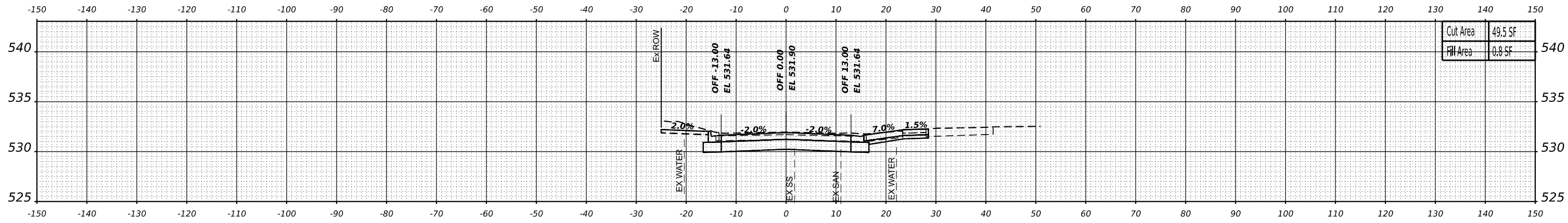
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CROSS SECTIONS

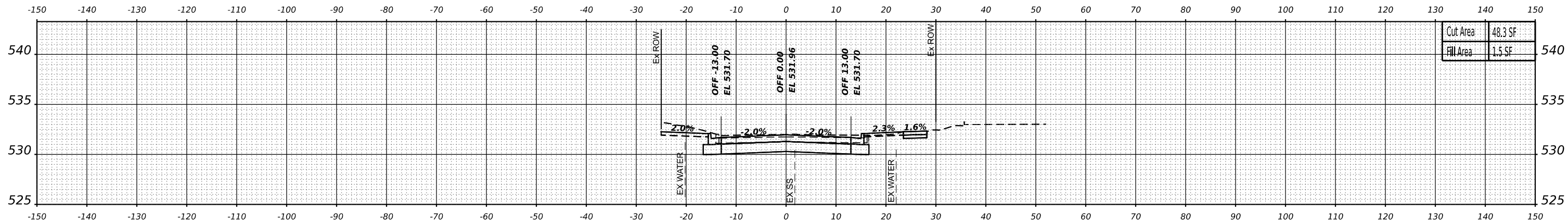
SCALE: 1" = 10' SHEET 10 OF 20 SHEETS STA. 108+70.0 TO STA. 109+50.0

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	38
CONTRACT NO.			97830	
ILLINOIS		FED. AID PROJECT		

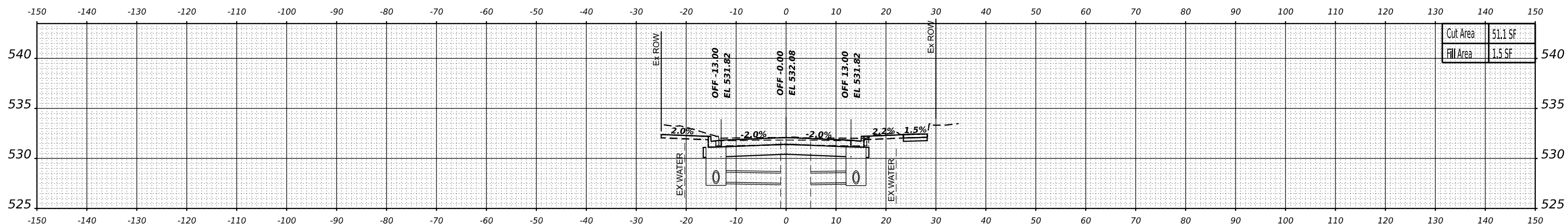
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TEMPLATE	
NOTE BOOK	
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ALLEY RT STA 110+12.3



STA 110+00.0



INLET LT / RT STA 109+72.4

DATE	
BY	
SURVEYED	
PLOTTED	
TEMPLATE	
NOTE BOOK	
AREAS CHECKED	
NO.	

MODEL: PL_Skch - 109+72.39 [Sheet]
FILE NAME: R19222070 - 6th Street Reconstruction - Highland CADD\MicroStation\CADD Drawings\222070 - sheet.cad

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USER NAME = zachary.hresko
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DRAWN -
CHECKED -
DATE -
PLOT SCALE = 0.16666633' / in.
PLOT DATE = 12/22/2023

DESIGNED -
DRAWN -
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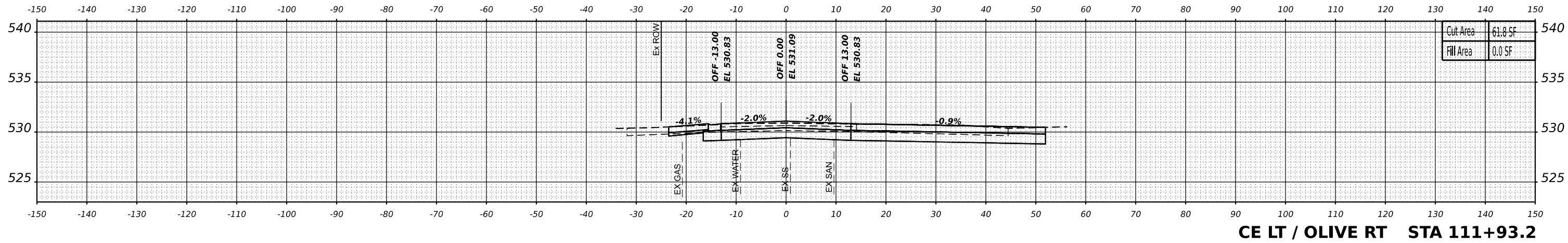
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

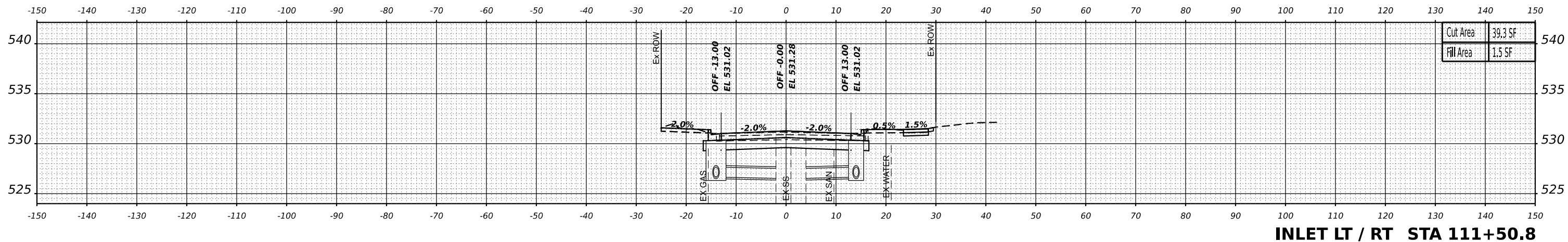
SCALE: 1" = 10' SHEET 11 OF 20 SHEETS STA. 109+72.4 TO STA. 110+12.3

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	39
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

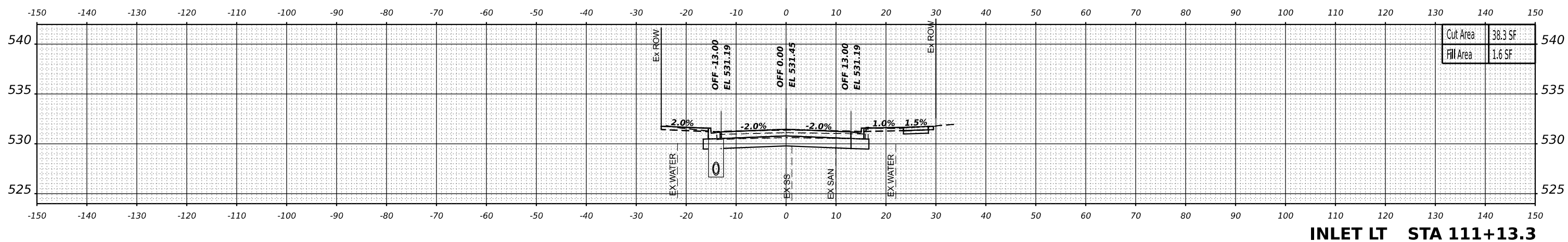
DATE	
BY	
FINAL SURVEY	
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PLOTTED	
NOTE BOOK	
AREAS CHECKED	
NO.	



CE LT / OLIVE RT STA 111+93.2



INLET LT / RT STA 111+50.8



INLET LT STA 111+13.3

DATE	
BY	
ORIGINAL SURVEY	
SURVEYED	
PLOTTED	
NOTE BOOK	
AREAS CHECKED	
NO.	

MODEL: Pl_Skm - 111+13.3 (Sheet)
FILE NAME: 19-00061-01-FV-20-00061-02-RS.dgn

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USER NAME = zachary.hresko
DESIGNED -
DRAWN -
PLOT SCALE = 0.16666633' / in.
CHECKED -
PLOT DATE = 12/22/2023

DESIGNED -
DRAWN -
CHECKED -
DATE -

REVISED -
REVISED -
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REVISED -

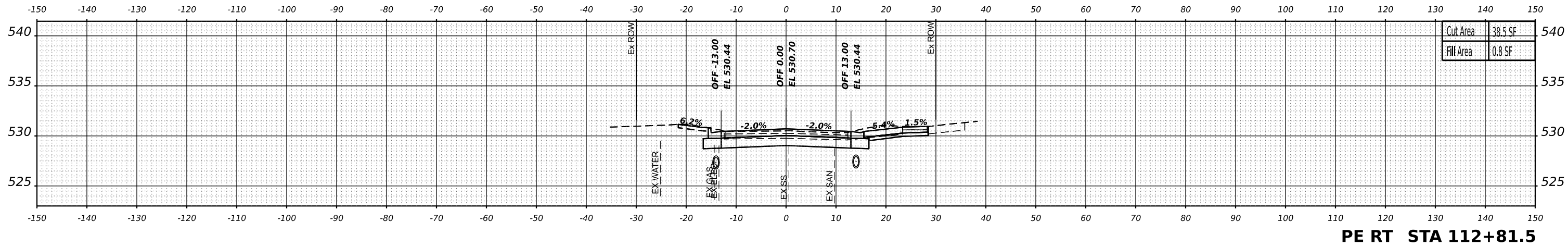
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

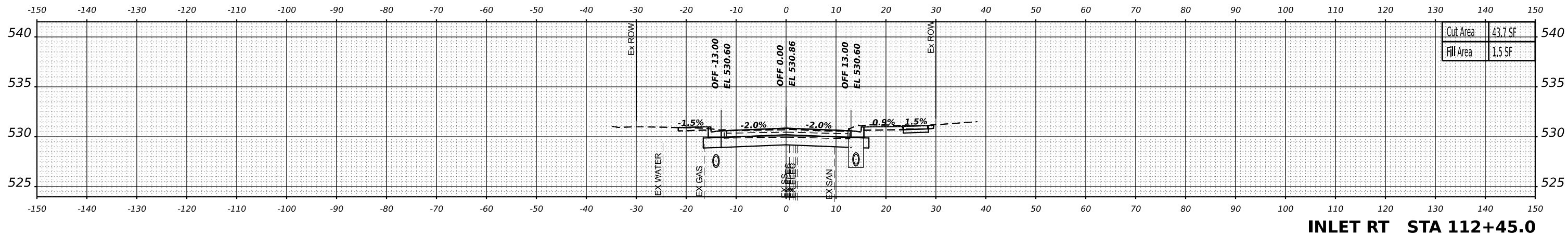
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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-FV, 20-00061-02-RS	MADISON	48	41
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

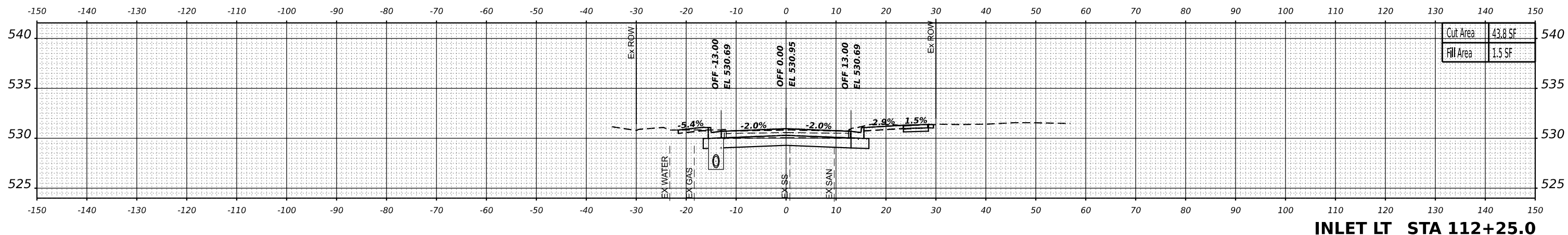
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PE RT STA 112+81.5



INLET RT STA 112+45.0



INLET LT STA 112+25.0

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ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

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PLOT SCALE = 0.16666633' / in.
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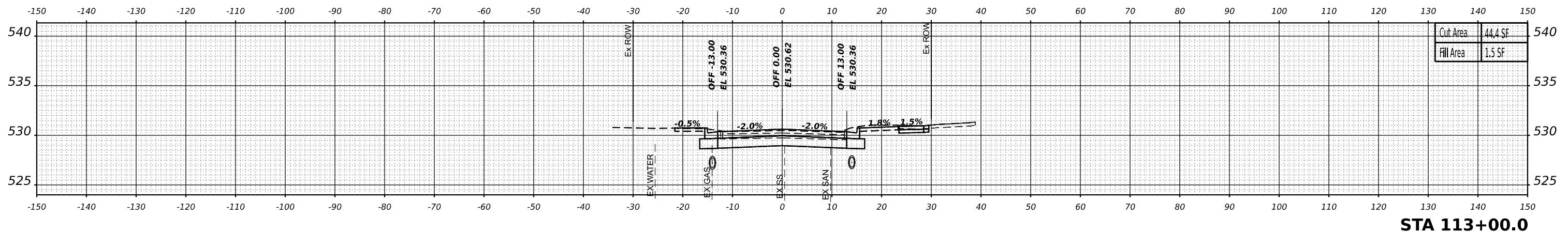
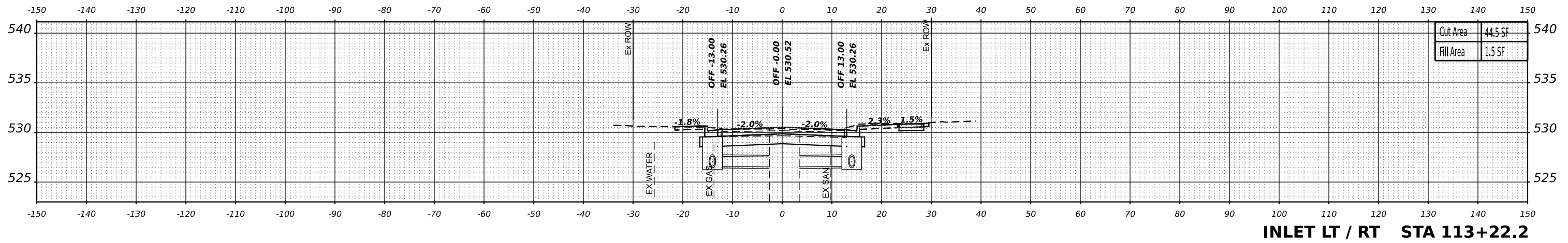
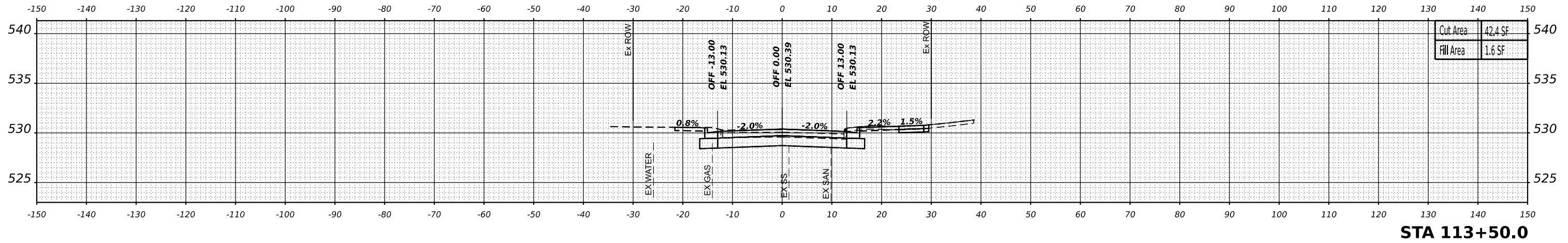
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	42
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

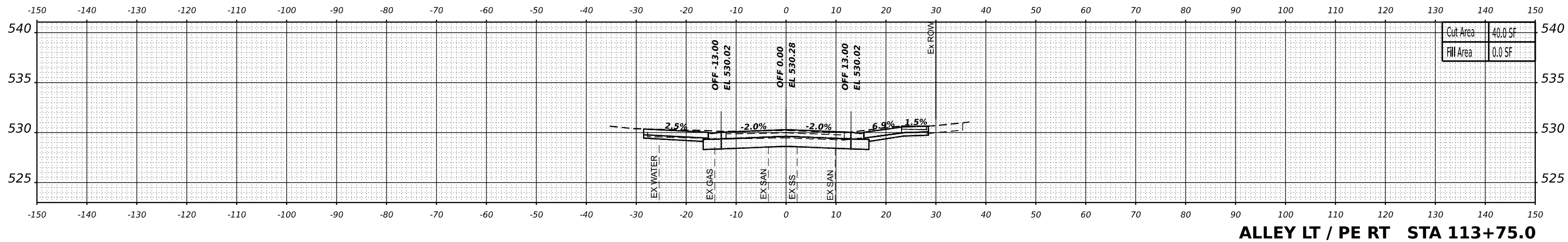
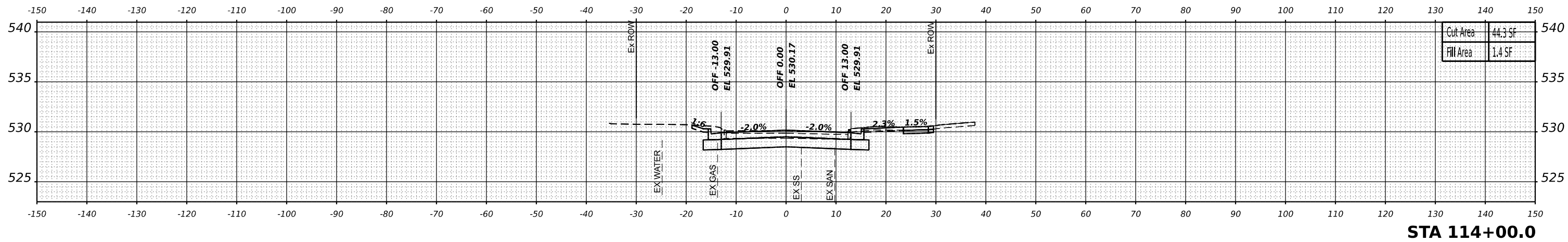
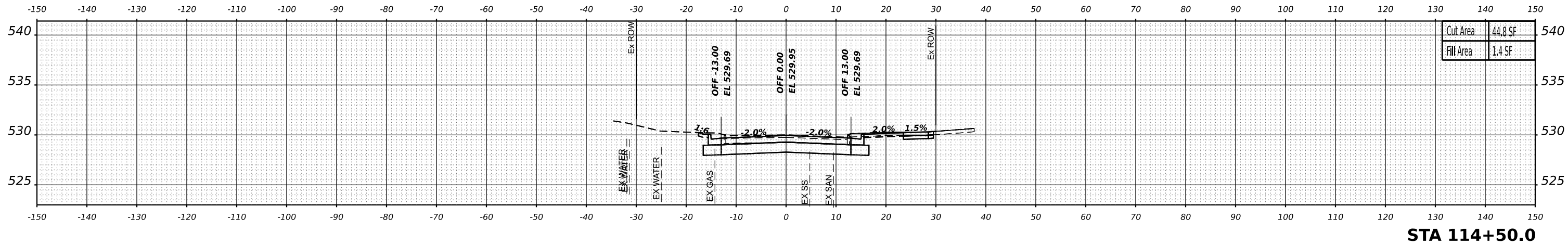
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 ILLINOIS DESIGN FIRM LICENSE NO.: 184.001115

USER NAME = zachary.hresko
 PLOT SCALE = 0.16666633' / in.
 PLOT DATE = 12/22/2023

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CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

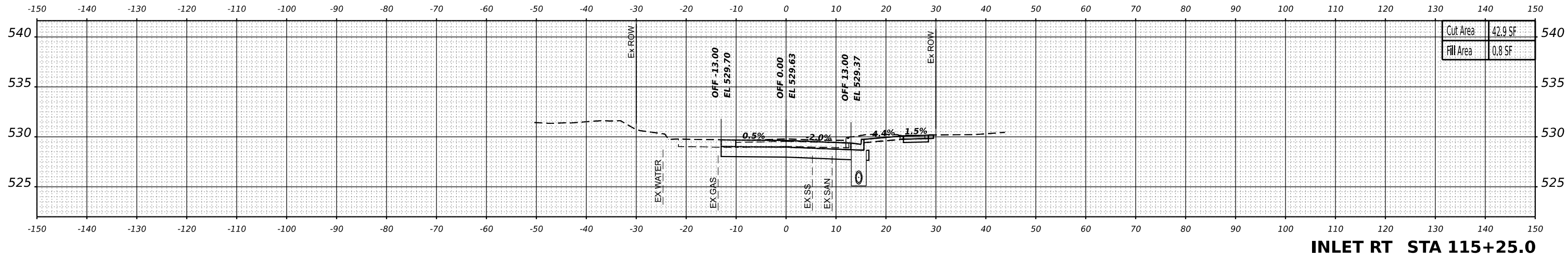
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F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	44
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

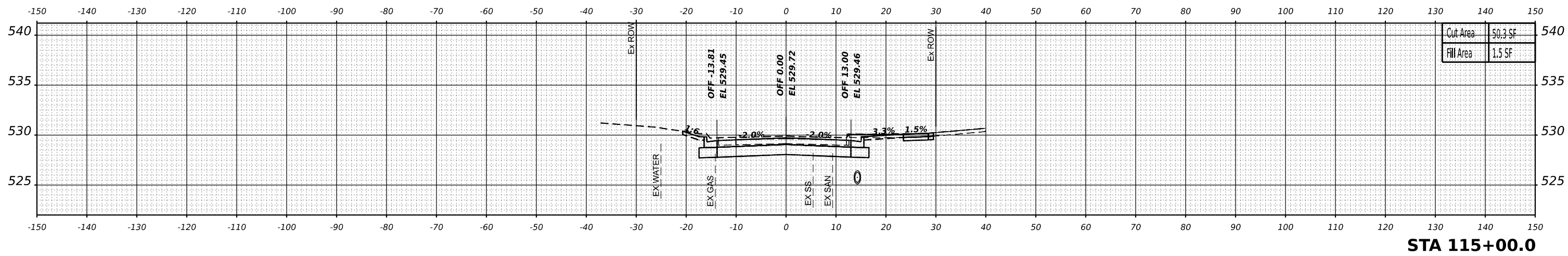
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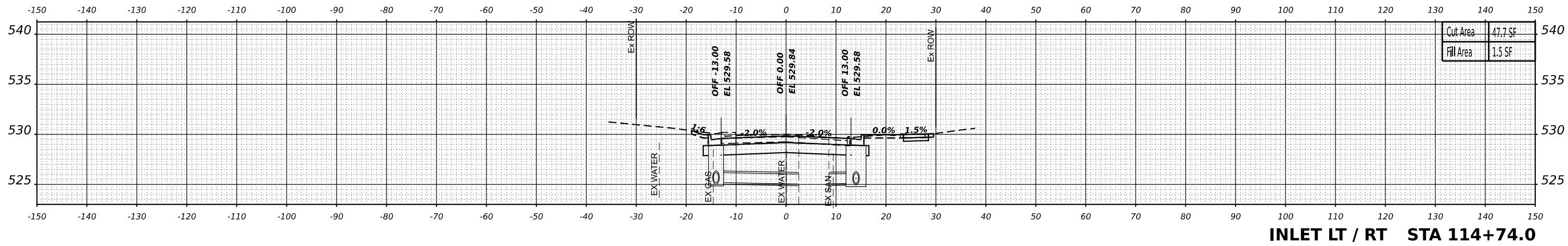
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INLET RT STA 115+25.0



STA 115+00.0



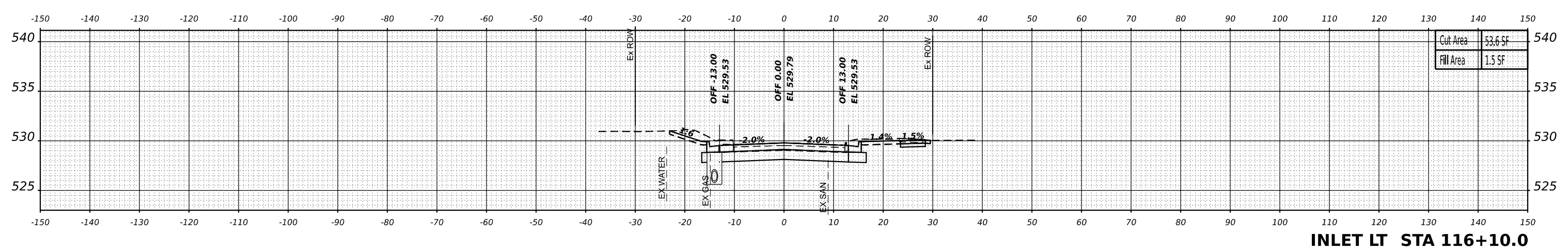
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PLOT DATE = 12/22/2023	CHECKED -	REVISED -
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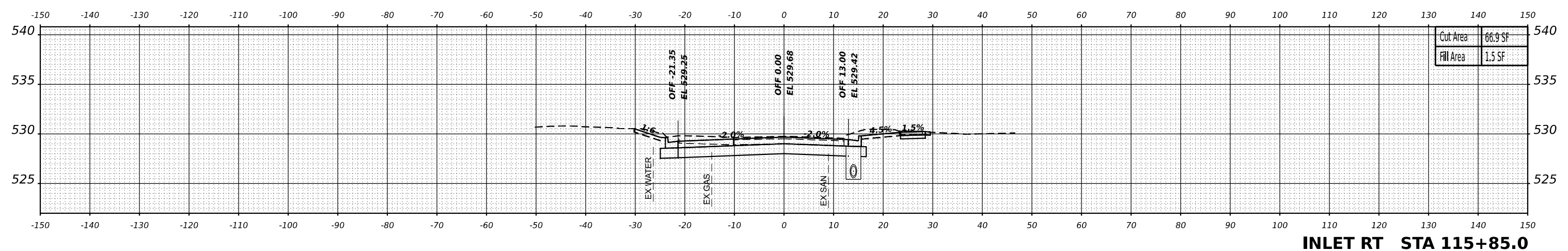
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8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	45
CONTRACT NO. 97830			ILLINOIS FED. AID PROJECT	

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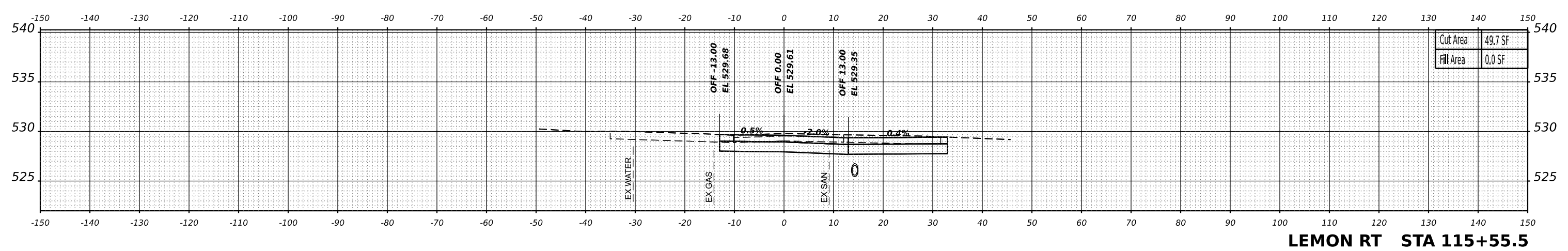
INLET LT STA 116+10.0

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USER NAME = zachary.hresko	DESIGNED -	REVISED -
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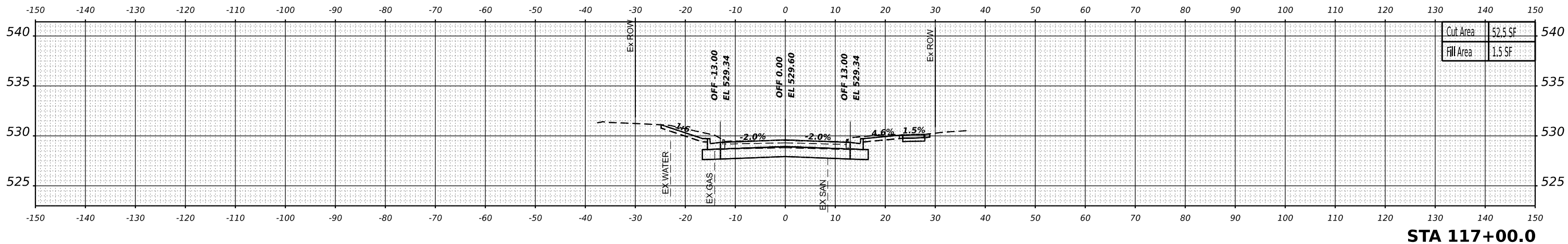
CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

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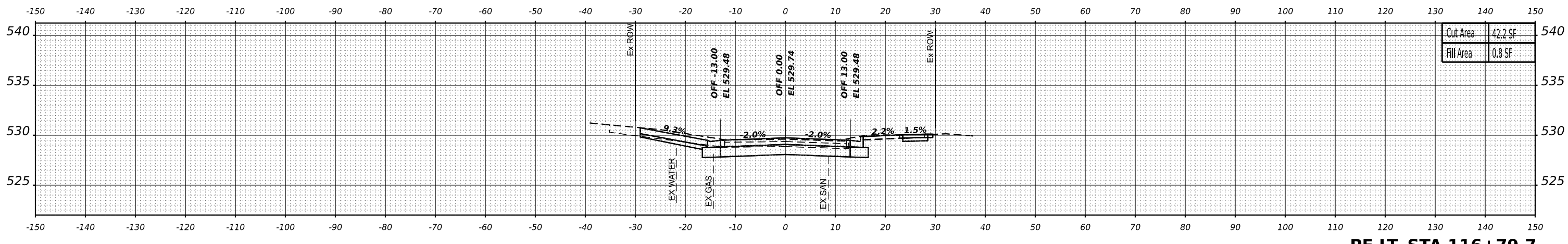
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8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	46
				CONTRACT NO. 97830
		ILLINOIS	FED. AID PROJECT	

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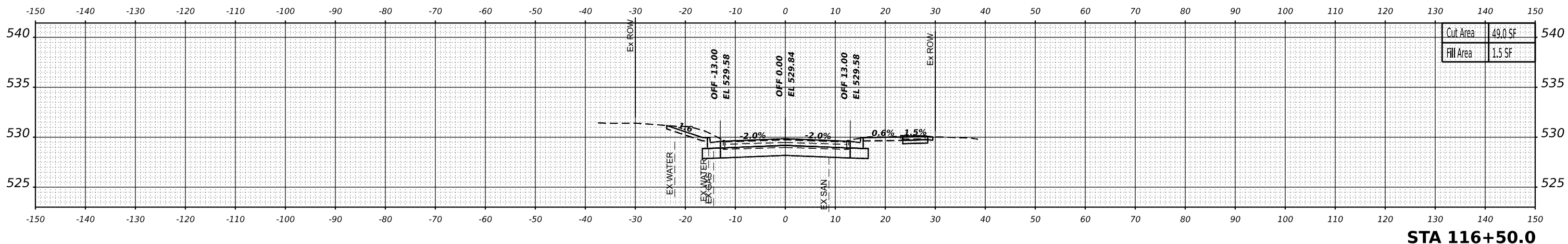
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STA 116+50.0

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CITY OF HIGHLAND, ILLINOIS

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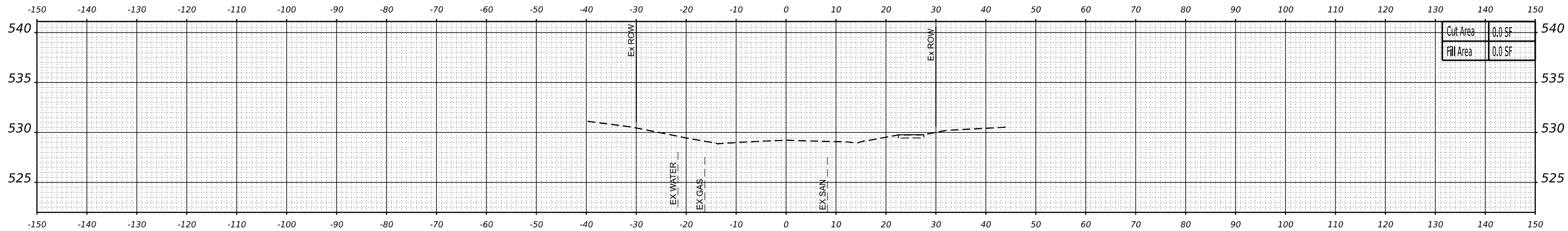
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8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	47
CONTRACT NO. 97830				
ILLINOIS FED. AID PROJECT				

FINAL SURVEY NO.	SURVEYED PLOTTED TEMPLATE AREAS CHECKED	BY	DATE

ORIGINAL SURVEY NO.	SURVEYED PLOTTED TEMPLATE AREAS CHECKED	BY	DATE

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STA 117+50.0



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PLOT DATE = 12/22/2023	DATE -	REVISED -

CITY OF HIGHLAND, ILLINOIS

CROSS SECTIONS

SCALE: 1" = 10' SHEET 20 OF 20 SHEETS STA. 117+50.0

F.A.U. RTE.	SECTION	COUNTY	TOTAL SHEETS	SHEET NO.
8842	19-00061-01-PV, 20-00061-02-RS	MADISON	48	48
CONTRACT NO. 97830				
ILLINOIS		FED. AID PROJECT		

103

Letting March 8, 2024

Notice to Bidders, Specifications and Proposal



**Contract No. 97830
MADISON County
Section 19-00061-01-PV & 20-00061-02-RS (Highland)
Route FAU 8842 (Sixth Street)
Project 6YZU-675 ()
District 8 Construction Funds**

Prepared by	
Checked by	F

(Printed by authority of the State of Illinois)



- 1. TIME AND PLACE OF OPENING BIDS.** Electronic bids are to be submitted to the electronic bidding system (iCX-Integrated Contractors Exchange). All bids must be submitted to the iCX system prior to 12:00 p.m. March 8, 2024 at which time the bids will be publicly opened from the iCX SecureVault.
- 2. DESCRIPTION OF WORK.** The proposed improvement is identified and advertised for bids in the Invitation for Bids as:

**Contract No. 97830
MADISON County
Section 19-00061-01-PV & 20-00061-02-RS (Highland)
Project 6YZU-675 ()
Route FAU 8842 (Sixth Street)
District 8 Construction Funds**

PCC Pavement, sidewalks, driveways, storm sewers, and pavement markings on Sixth Street from Pine Street to Poplar Street in Highland.

- 3. INSTRUCTIONS TO BIDDERS.** (a) This Notice, the invitation for bids, proposal and letter of award shall, together with all other documents in accordance with Article 101.09 of the Standard Specifications for Road and Bridge Construction, become part of the contract. Bidders are cautioned to read and examine carefully all documents, to make all required inspections, and to inquire or seek explanation of the same prior to submission of a bid.

(b) State law, and, if the work is to be paid wholly or in part with Federal-aid funds, Federal law requires the bidder to make various certifications as a part of the proposal and contract. By execution and submission of the proposal, the bidder makes the certification contained therein. A false or fraudulent certification shall, in addition to all other remedies provided by law, be a breach of contract and may result in termination of the contract.
- 4. AWARD CRITERIA AND REJECTION OF BIDS.** This contract will be awarded to the lowest responsive and responsible bidder considering conformity with the terms and conditions established by the Department in the rules, Invitation for Bids and contract documents. The issuance of plans and proposal forms for bidding based upon a prequalification rating shall not be the sole determinant of responsibility. The Department reserves the right to determine responsibility at the time of award, to reject any or all proposals, to re-advertise the proposed improvement, and to waive technicalities.

By Order of the
Illinois Department of Transportation

Omer Osman,
Secretary

INDEX
FOR
SUPPLEMENTAL SPECIFICATIONS
AND RECURRING SPECIAL PROVISIONS

Adopted January 1, 2024

This index contains a listing of SUPPLEMENTAL SPECIFICATIONS, frequently used RECURRING SPECIAL PROVISIONS, and LOCAL ROADS AND STREETS RECURRING SPECIAL PROVISIONS.

ERRATA Standard Specifications for Road and Bridge Construction (Adopted 1-1-22) (Revised 1-1-24)

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211	Topsoil and Compost	4
407	Hot-Mix Asphalt Pavement (Full-Depth)	5
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The following RECURRING SPECIAL PROVISIONS indicated by an "X" are applicable to this contract and are included by reference:

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29	<input type="checkbox"/> Portland Cement Concrete Partial Depth Hot-Mix Asphalt Patching	145
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**FAU ROUTE 8842 (SIXTH STREET RECONSTRUCTION)
SECTIONS: 19-00061-01-PV, 20-00061-02-RS
PROJECT: 6YZU (675)
HIGHLAND, ILLINOIS**

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BDE SPECIAL PROVISIONS

The following special provisions indicated by an "X" are applicable to this contract. An * indicates a new or revised special provision for the letting.

<u>File Name</u>	<u>Pg.</u>	<u>Special Provision Title</u>	<u>Effective</u>	<u>Revised</u>
80099		<input type="checkbox"/> Accessible Pedestrian Signals (APS)	April 1, 2003	Jan. 1, 2022
80274		<input type="checkbox"/> Aggregate Subgrade Improvement	April 1, 2012	April 1, 2022
80192		<input type="checkbox"/> Automated Flagger Assistance Device	Jan. 1, 2008	April 1, 2023
80173		<input type="checkbox"/> Bituminous Materials Cost Adjustments	Nov. 2, 2006	Aug. 1, 2017
80426		<input type="checkbox"/> Bituminous Surface Treatment with Fog Seal	Jan. 1, 2020	Jan. 1, 2022
80241		<input type="checkbox"/> Bridge Demolition Debris	July 1, 2009	
50531		<input type="checkbox"/> Building Removal	Sept. 1, 1990	Aug. 1, 2022
50261		<input type="checkbox"/> Building Removal with Asbestos Abatement	Sept. 1, 1990	Aug. 1, 2022
* 80449	38	<input checked="" type="checkbox"/> Cement, Type II	Aug. 1, 2023	
80384	39	<input checked="" type="checkbox"/> Compensable Delay Costs	June 2, 2017	April 1, 2019
80198		<input type="checkbox"/> Completion Date (via calendar days)	April 1, 2008	
80199		<input type="checkbox"/> Completion Date (via calendar days) Plus Working Days	April 1, 2008	
80453		<input type="checkbox"/> Concrete Sealer	Nov. 1, 2023	
80261	43	<input checked="" type="checkbox"/> Construction Air Quality – Diesel Retrofit	June 1, 2010	Nov. 1, 2014
80434		<input type="checkbox"/> Corrugated Plastic Pipe (Culvert and Storm Sewer)	Jan. 1, 2021	
80029	46	<input checked="" type="checkbox"/> Disadvantaged Business Enterprise Participation	Sept. 1, 2000	Mar. 2, 2019
80229		<input type="checkbox"/> Fuel Cost Adjustment	April 1, 2009	Aug. 1, 2017
80452		<input type="checkbox"/> Full Lane Sealant Waterproofing System	Nov. 1, 2023	
80447		<input type="checkbox"/> Grading and Shaping Ditches	Jan 1, 2023	
80433		<input type="checkbox"/> Green Preformed Thermoplastic Pavement Markings	Jan. 1, 2021	Jan. 1, 2022
80443		<input type="checkbox"/> High Tension Cable Median Barrier Removal	April 1, 2022	
* 80456		<input type="checkbox"/> Hot-Mix Asphalt	Jan. 1, 2024	
80446		<input type="checkbox"/> Hot-Mix Asphalt – Longitudinal Joint Sealant	Nov. 1, 2022	Aug. 1, 2023
80438		<input type="checkbox"/> Illinois Works Apprenticeship Initiative – State Funded Contracts	June 2, 2021	Sept. 2, 2021
80045		<input type="checkbox"/> Material Transfer Device	June 15, 1999	Jan. 1, 2022
80450		<input type="checkbox"/> Mechanically Stabilized Earth Retaining Walls	Aug. 1, 2023	
80441		<input type="checkbox"/> Performance Graded Asphalt Binder	Jan 1, 2023	
80451	56	<input checked="" type="checkbox"/> Portland Cement Concrete	Aug. 1, 2023	
34261		<input type="checkbox"/> Railroad Protective Liability Insurance	Dec. 1, 1986	Jan. 1, 2022
* 80455	57	<input checked="" type="checkbox"/> Removal and Disposal of Regulated Substances	Jan. 1, 2024	
80445		<input type="checkbox"/> Seeding	Nov. 1, 2022	
80448	59	<input checked="" type="checkbox"/> Source of Supply and Quality Requirements	Jan. 2, 2023	
80340		<input type="checkbox"/> Speed Display Trailer	April 2, 2014	Jan. 1, 2022
80127		<input type="checkbox"/> Steel Cost Adjustment	April 2, 2014	Jan. 1, 2022
80397	60	<input checked="" type="checkbox"/> Subcontractor and DBE Payment Reporting	April 2, 2018	
80391	61	<input checked="" type="checkbox"/> Subcontractor Mobilization Payments	Nov. 2, 2017	April 1, 2019
* 80437	62	<input checked="" type="checkbox"/> Submission of Payroll Records	April 1, 2021	Nov. 2, 2023
80435		<input type="checkbox"/> Surface Testing of Pavements – IRI	Jan. 1, 2021	Jan. 1, 2023
80410		<input type="checkbox"/> Traffic Spotters	Jan. 1, 2019	
20338	64	<input checked="" type="checkbox"/> Training Special Provisions	Oct. 15, 1975	Sept. 2, 2021
80429		<input type="checkbox"/> Ultra-Thin Bonded Wearing Course	April 1, 2020	Jan. 1, 2022
80439	67	<input checked="" type="checkbox"/> Vehicle and Equipment Warning Lights	Nov. 1, 2021	Nov. 1, 2022
80302	68	<input checked="" type="checkbox"/> Weekly DBE Trucking Reports	June 2, 2012	Nov. 1, 2021
80454		<input type="checkbox"/> Wood Sign Support	Nov. 1, 2023	
80427	69	<input checked="" type="checkbox"/> Work Zone Traffic Control Devices	Mar. 2, 2020	
80071	71	<input checked="" type="checkbox"/> Working Days	Jan. 1, 2002	

SPECIAL PROVISIONS

FAU ROUTE 8842 (SIXTH STREET RECONSTRUCTION) SECTIONS: 19-00061-01-PV, 20-00061-02-RS PROJECT: 6YZU (675) HIGHLAND, ILLINOIS

The following Special Provisions supplement the "Standard Specifications for Road and Bridge Construction", Adopted January 1, 2022, the latest edition of the "Manual on Uniform Traffic Control Devices for Streets and Highways" and the "Manual of Test Procedures of Materials" in effect on the date of the invitation for bids, and the Supplemental Specifications and Recurring Special Provisions indicated on the Check Sheet included herein which apply to and govern the construction of FAU 8842 (SIXTH STREET RECONSTRUCTION), Sections 19-00061-01-PV and 20-00061-02-RS, Highland, Illinois, and in case of conflict with any part, or parts, of said Specifications, the said Special Provisions shall take precedence and shall govern.

DESCRIPTION OF WORK

The proposed reconstruction project is located on Sixth Street from just east of Pine Streets to just west of Poplar Street in Highland, Illinois. The project length is 1,547 feet (0.29 mile).

The work on this project consists of removals, earthwork, aggregate base, Portland cement concrete pavement, sidewalk, driveway pavement, storm sewer and drainage structures, pavement markings, seeding and all incidental and collateral work necessary to complete the work in the above-described Section according to the plans, specifications and special provisions.

COORDINATION OF CONTRACT DOCUMENTS

If a conflict exists between the "Standard Specifications for Road and Bridge Construction" and the "Standard Specifications for Water and Sewer Construction in Illinois", the "Standard Specifications for Road and Bridge Construction" shall govern.

SHOP DRAWINGS

The Contractor shall submit shop drawings of the following items according to Articles 1042.03(b) and 105.04 of the "Standard Specifications for Road and Bridge Construction":

- Detectable Warnings
- Precast Concrete Inlets
- Precast Concrete Manholes
- Frame and Grates
- Water Main Pipe and Fittings
- Water Valves
- Fire Hydrant with Auxiliary Valve, Valve Box and Tee
- Tapping Valve and Sleeve

Tapping Saddles and Corporation Stops
Water Service Lines

Submit shop drawings for review and approval to:

Joe Gillespie, Director of Public Works
City of Highland
PO Box 218
1113 Broadway
Highland, Illinois 62249

Concurrent with the required shop drawing submittals to the City, the Contractor shall also submit a copy of each submittal to IDOT. A maximum of two reviews by the Engineer will be provided for each shop drawing submittal. If any additional reviews are required, the Contractor shall pay the Engineer for all costs incurred at an hourly rate of \$150. Payment for additional reviews shall be made directly to the City.

NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT

The Contractor and Owner will be required to complete the attached Notice of Intent (NOI) form and the Contractor's Certification Statement, in compliance with the NPDES Phase II guidelines. These forms will be completed by the Engineer, prior to the pre-construction meeting. Work may commence 30 calendar days after the NOI form is submitted to the Illinois Environmental Protection Agency for the purpose of obtaining a General Construction Permit.

The Storm Water Pollution Prevention Plan, the General Permit, and the Contractor's Certification Statement must be kept on site during working hours. Compliance with this special provision shall be considered as included in the contract unit prices for the various items of work involved.

SEQUENCE OF CONSTRUCTION OPERATIONS

The Contractor shall conduct his work within the approved Sequence of Construction Operations at all times. The work shall be done in a manner that will minimize the inconvenience to local traffic.

The Contractor shall conduct his operations to insure local access to all properties throughout the project limits according to Article 107.09 and Section 701 and 703 of the "Standard Specifications for Road and Bridge Construction". If required, Type I, Type II or vertical barricades shall be used to channel traffic from the following locations to the adjoining side streets or private entrances. The number required will be determined by the Engineer during construction.

The Contractor will be permitted to close Sixth Street entirely at these locations as approved by the Engineer. All road closures must be approved in advance by the City of Highland Department of Public Works. The Contractor shall notify the City of Highland Fire and Police Departments at least 48 hours prior to enacting any road closures.

SUGGESTED SEQUENCE

During construction, the Contractor will be required to maintain access to all properties affected by this work. AGGREGATE FOR TEMPORARY ACCESS according to Section 402 of the "Standard Specifications for Road and Bridge Construction" will be used for this purpose.

The Contractor will not be allowed to begin subsequent construction operations until the preceding work is substantially complete. The construction sequence shall be compressed as much as possible to minimize the inconvenience to local traffic.

Unless authorized by the Engineer, the Contractor shall complete the construction in the following suggested sequence:

STAGE 1:

Close road for Stage 1 by installing traffic control according to highway standard BLR 21 from Station 101+74 to 115+55 (Lemon Street Centerline). Construct proposed storm sewer and inlets for this area. Construct proposed curb and gutter, pavement, and sidewalk for this area.

STAGE 2:

Close road for Stage 2 by installing traffic control according to highway standard BLR 21 from Station 115+55 (Lemon Street Centerline) to 117+21. Construct proposed storm sewer and inlets for this area. Construct proposed curb and gutter, pavement, and sidewalk for this area.

To minimize inconvenience to residents and property owners on Sixth Street, Stage 2 may not commence until Stage 1 is completed.

Seeding operations shall be completed as soon as possible to minimize erosion potential. TEMPORARY EROSION CONTROL SEEDING will be paid for according to Section 280 of the "Standard Specifications for Road and Bridge Construction".

The Contractor may submit an alternate sequence of operations and traffic control plan that would expedite construction and still maintain traffic control. Any and all changes to these plans must be submitted in writing and approved in advance by the Engineer. No additional compensation will be allowed if alternate plans are approved.

TRAFFIC CONTROL PLAN

Traffic control shall be according to the applicable Sections of the "Standard Specifications for Road and Bridge Construction", the applicable guidelines contained in the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", these special provisions, and all special details and Highway Standards contained herein and on the plans.

At the preconstruction meeting, the Contractor shall furnish the name of the individual in his/her direct employ who is responsible for the installation and maintenance of the traffic control for this project. If the actual installation and maintenance are to be accomplished

by the Subcontractor, consent shall be requested of the Engineer at the time of the preconstruction meeting according to Article 108.01 of the "Standard Specifications for Road and Bridge Construction". This shall not relieve the Contractor of the foregoing requirement for a responsible individual in his direct employ. The Department will provide the Contractor the name of its representative who will be responsible for the observation of the Traffic Control Plan.

The Contractor shall furnish, erect, maintain and remove all warning signs, flags, barricades and lights according to Article 107.14 and Sections 701 and 703 of the "Standard Specifications for Road and Bridge Construction", the latest edition of the "Manual of Uniform Traffic Control Devices for Construction and Maintenance Operations", the Special Provisions, and/or as directed by the Engineer.

Articles 107.09 and 107.14 and Sections 701 and 703 of the "Standard Specifications for Road and Bridge Construction" and the following Highway Standards relating to traffic control apply to this contract:

701001 701006 701301 701311 701501 701801 701901 BLR 21 BLR 22

Access to Lemon Street at Sixth Street shall be kept open to traffic. All other access to side streets from Sixth Street within the project limits shall be closed to traffic.

In addition, the following special provision(s) will also govern traffic control for this project:

SEQUENCE OF CONSTRUCTION OPERATIONS
TRAFFIC CONTROL AND PROTECTION, (SPECIAL)
WORK ZONE TRAFFIC CONTROL SURVEILLANCE
FLAGGER IN WORK ZONES
WORK ZONE TRAFFIC CONTROL DEVICES
CONSTRUCTION AND MAINTENANCE SIGN SUPPORTS

PUBLIC NOTICE

Each Wednesday, the Contractor shall furnish his schedule for the next week's work and shall post signs at least 24 hours in advance of his work on each street requiring a lane closure. Handbill notices approved by the Engineer shall be delivered to each residence located within the work zone, at least 24 hours prior to commencing work. Notices shall explain the proposed work and request the resident's forbearance of the inconvenience. All complaints should be directed to the Contractor. Residents may contact the City of Highland if their concerns are not resolved satisfactorily by the Contractor.

This work will not be paid for separately, and the cost shall be considered as included in the contract unit prices bid for the various items of work involved.

TRENCH BACKFILL

This work shall be constructed according to Section 208 of the "Standard Specifications for Road and Bridge Construction", except as modified herein:

Fine aggregate according to Article 1003.04 may be used for bedding only, except as follows: Fine aggregate will be required for trench backfill within 2 ft. of all gas mains and gas service lines that are exposed during trenching operations.

Material for trench backfill shall be coarse aggregate gradation CA 6, CA 10 or CA 18 as specified in Article 1004.05.

Trench backfill material shall be compacted according to Method 1, as specified in Article 550.07(a) of the "Standard Specifications for Road and Bridge Construction".

This work will be paid for at the contract unit price per cubic yard for TRENCH BACKFILL, measured as specified in Article 208.03 of the "Standard Specifications for Road and Bridge Construction".

TOPSOIL FURNISH AND PLACE, 4"

This work shall consist of furnishing and placing topsoil according to Section 211 of the "Standard Specifications for Road and Bridge Construction".

Material shall meet the requirements of Article 1081.05 (a) of the "Standard Specifications for Road and Bridge Construction" except that topsoil shall have an organic content between three and ten percent as determined by the "loss on ignition" test method described in AASHTO T 267. The Contractor shall provide a certificate from an independent laboratory certifying compliance with all applicable material specifications.

The minimum thickness of topsoil shall be 4 in.

This work will be paid for at the contract unit price per square yard for TOPSOIL FURNISH AND PLACE, 4".

CONSTRUCTION AND MAINTENANCE SIGN SUPPORTS

This work shall be done according to Section 1106 of the "Standard Specifications for Road and Bridge Construction" and Highway Standard 701901 except as modified herein.

All construction signs mounted on permanent support for use in temporary traffic control having an area of 10 square feet or more shall be mounted on two 4 in. x 4 in. or two 4 in. x 6 in. wood posts.

Type A metal posts (two for each sign) conforming to Article 1006.29 of the "Standard Specifications for Road and Bridge Construction" may be used in lieu of wood posts. Type A metal posts used for these signs may be unfinished.

The cost incurred by the Contractor in complying with this requirement shall be considered included in the contract unit prices bid for the various items of traffic control work involved.

TIE BARS & REINFORCEMENT BARS

This work shall consist of furnishing and placing tie bars and reinforcement bars in concrete pavement and concrete curb and gutter according to Sections 420 and 606 of the "Standard Specifications for Road and Bridge Construction", except as modified herein:

All tie bars and reinforcement bars used in Portland cement concrete pavement and concrete curb and gutter shall be epoxy coated.

This work will not be paid for separately, but shall be included in the contract unit price of the various concrete pavement and concrete curb and gutter items for which the tie bars and reinforcement bars are required.

EXPANSION JOINTS

This work shall consist of constructing expansion joints in concrete driveway pavement and sidewalk according to Articles 423.07 and 424.07 of the "Standard Specifications for Road and Bridge Construction" and Highway Standard 424001 except as modified herein:

Expansion joints required under Article 423.07 and 424.07(b) shall be preformed fiber joint filler according to Article 1051.04 of the "Standard Specifications for Road and Bridge Construction" and shall have a perforated tear off wood or plastic strip to provide a uniform 3/4 in. reservoir/channel for the required sealant.

Expansion joints required under Article 424.07(a) shall consist of preformed flexible foam expansion joint filler according to Article 1051.09 of the "Standard Specifications for Road and Bridge Construction" and shall have a pre-scored removable strip to provide a uniform 1/2 in. reservoir/channel for the required sealant.

Expansion joint filler and backer rod materials shall be a non-impregnated type that will not bond with the sealant.

Expansion joints shall be sealed with self-leveling (pour grade), or nonsag (gun) grade urethane sealant. The color of the sealant shall be limestone, unless otherwise approved by the Engineer.

This work will not be paid separately, but shall be included in the contract unit price of the various concrete items for which the expansion joints are required.

DETECTABLE WARNINGS

This work shall consist of constructing detectable warning surfaces in curb ramps and other locations shown on the plans according to Articles 424.09 of the "Standard Specifications for Road and Bridge Construction" and Highway Standard 424001, and 424016 as modified herein:

Materials shall be: Cast-in-Place Replaceable Tactile / Detectable Warning Surface Panel. The panels shall consist of a homogeneous glass and carbon-reinforced polyester based composite material which is colorfast (uniform color throughout thickness of product) and UV stable. The truncated domes shall be fiberglass reinforced for enhanced durability. A matte finish will be required on the Tactile Warning Surface Panel for superior slip resistance performance. The panels shall feature a minimum of eight (8) embedded corrosion resistant 1.50" zinc inserts with 1/2" diameter bolts. Bolts must be covered with a structural water tight cap. Bolts must be located BETWEEN the truncated domes for maximum protection of the bolt integrity. Bolts are NOT to be located in the truncated dome.

The Cast-in-Place Replaceable Tactile Warning Surface Panels shall meet or exceed the following test criteria using the most current test methods:

1. Compressive Strength: 28,000 psi minimum, when tested in accordance with ASTM D695.
2. Flexural Strength: 29,000 psi minimum, when tested in accordance with ASTM D790.
3. Water Absorption: Not to exceed 0.10%, when tested in accordance with ASTM-D570.
4. Slip Resistance: 1.00 minimum wet/dry static coefficient of friction when tested in accordance with ASTM C1028.
5. Flame Spread: 25 maximum, when tested in accordance with ASTM E84.
6. Salt and Spray Performance of Tactile Warning Surface: No deterioration or other defects after 200 hours of exposure, when tested in accordance with ASTM-B117.
7. Chemical Stain Resistance: No reaction to 1% hydrochloric acid, motor oil, calcium chloride, gum, soap solution, bleach, and antifreeze, when tested in accordance with ASTM D543.
8. Abrasion Resistance: 500 minimum, when tested in accordance with ASTM C501.
9. Accelerated Weathering of Tactile Warning Surface when tested by ASTM-G155 or ASTM G151 shall exhibit the following result: $\Delta E < 5.0$ at 2,000 hours minimum exposure.
10. Tensile Strength: 11,000 psi minimum, when tested in accordance with ASTM D638.
11. AASHTO-H20 Load Bearing Test: No Damage at 16,000# loading.
12. Freeze/Thaw/Heat: No deterioration when tested in accordance with ASTM C 1026.

Color shall be red.

Panel fragments may not be used unless approved by the Engineer.

Detectable warning panels shall be protected when applying curing compound to the adjacent concrete sidewalk. Any overspray on the panels shall be cleaned immediately to the satisfaction of the Engineer.

Joints between panels and around the perimeter of the panels shall be caulked with a self-leveling (pour grade), or nonsag (gun) grade urethane sealant. The color of the sealant shall be limestone, unless otherwise approved by the Engineer.

This work will be paid for at the contract unit price per square foot for DETECTABLE WARNINGS as specified herein.

STORM SEWERS, CLASS A, TYPE AND DIAMETER SPECIFIED

This work shall consist of constructing storm sewers of the required type and inside diameter at locations shown on the plans according to Section 550 of the "Standard Specifications for Road and Bridge Construction".

All storm sewers shall be Reinforced Concrete Culvert, Storm Drain and Sewer Pipe according to Article 1042.06 of the "Standard Specifications for Road and Bridge Construction". Each pipe section shall be sealed with a preformed flexible rubber gasket. The gasket shall be confined in a recessed groove cast into the spigot of the pipe, which will hold the gasket in place when the joint is assembled, forming a watertight seal, according to ASTM C443.

The cost incurred by the Contractor in complying with this requirement shall be considered as included in the contract unit price bid for STORM SEWERS, CLASS A, of the type and diameter specified.

WATER VALVES TO BE ADJUSTED

This work shall consist of adjusting water valves according to Section 561 of the "Standard Specifications for Road and Bridge Construction."

The contractor shall adjust the valve box so that the top of the riser and lid is flush with the finished pavement grade. Adjustments shall be made using a screw type valve box. Adjustment rings will not be allowed.

This work will be paid for at the contract unit price per each for WATER VALVES TO BE ADJUSTED, which price shall include all excavation, backfill, and materials needed to adjust the water valve box.

PIPE DRAINS, SIZE SPECIFIED

This work shall consist of constructing pipe drains and making connections to the proposed storm sewer as shown on the plans. It is possible there may be others, the existence of which is not presently known or shown. This work shall be done in accordance with Section 601 of the "Standard Specifications for Road and Bridge Construction", except as modified herein:

Article 601.02 "Materials" shall be revised as follows:

Pipe Drains, Article 601.02 "Materials" shall be revised to require the use of Polyvinyl Chloride Pipe or Corrugated Polyvinyl Chloride Pipe With a Smooth Interior as specified in Article 1040.03 of the "Standard Specifications for Road and Bridge Construction". No other pipe material will be allowed.

The Engineer will evaluate each drain pipe separately and will determine the appropriate method of adjustment. Ideally, drains shall be connected to the storm sewer, otherwise the drain pipe shall be adjusted so that it discharges through the curb of the proposed road using a curb grate. This work may involve the removal of existing

materials and the installation of similar, new materials. Appropriate fittings to connect the proposed materials to the existing materials will also be required. This work is expected to be confined to the limits of the existing right-of-way.

This work will be paid for at the contract unit price per foot for PIPE DRAINS, of the diameter specified, which price shall include all excavation, pipe removal, pipe drain, pipe tees, pipe elbows, connections, backfill and all other work necessary to adjust drains, and no additional compensation will be allowed.

TYPE 3 FRAME AND GRATE

This work shall consist of furnishing and installing cast iron frames and grates, together with the necessary inlets and manholes as shown on the plans according to Section 602 of the "Standard Specifications for Road and Bridge Construction", except as modified herein.

All Type 3 Frames and grates shall conform to Highway Standard 604006, except the curb box shall have a single opening extending across the full width of the casting. The Contractor shall submit a shop drawing of the proposed frame and grate to the Engineer for approval according to Article 505.03 of the "Standard Specifications for Road and Bridge Construction".

The Contractor shall install a 2 in. diameter PVC pipe in each inlet or manhole located in a sag condition to temporarily maintain surface drainage from the improved subgrade. These pipes shall extend from the inlet or manhole, just below the cast iron frame, up through the subgrade to the bottom of the proposed pavement. All pipes shall be permanently plugged immediately prior to the placement of the proposed pavement.

This work will not be measured separately for payment. The cost of this work, including the drainage pipe, shall be included in the contract unit price per each inlet and manhole, of the type and diameter specified.

REMOVAL AND DISPOSAL OF REGULATED SUBSTANCES

Description: This work shall be according to Article 669 of the Standard Specifications and the following:

Qualifications: The term environmental firm shall mean an environmental firm that is prequalified in Hazardous Waste: by the Department.

General: Implementation of this Special Provision will likely require the contractor to subcontract for the execution of certain activities. It will be the contractor's responsibility to assess the working conditions and adjust anticipated production rates accordingly.

All contaminated materials shall be managed as non-special waste.

This work shall include monitoring and potential sampling, analytical testing, and management of a material contaminated by regulated substances.

Any soil classified as a non-special waste shall be excavated and disposed as directed by this project or the engineer. Any excavation or disposal beyond what is required by this project or the engineer will be at no additional cost to the Department. The Preliminary Site Investigation report, available through the District's Environmental Study Unit, estimated the excavation quantity of non-special waste at the following locations. The information available at the time of plan preparation determined the limits of the contamination and the quantities estimated were based on soil excavation for construction purposes only. The lateral distance is measured from centerline and the farthest distance is the offset distance or construction limit, whichever is less. Any soil samples or analysis without the approval of the engineer will be at no additional cost to the Department.

- A. The environmental firm shall continuously monitor for worker protection and the contractor shall manage and dispose all soils excavated within the following areas as classified below:
 - 1. Sixth Street, Station 101+75 to Station 106+10, non-special waste. Contaminants of concern: Arsenic. This material meets the criteria of Article 669.05(a)(5) and shall be managed in accordance to Article 669.05.

Method of Measurement and Basis of Payment: REMOVAL AND DISPOSAL OF REGULATED SUBSTANCES will be measured and paid for at the contract unit price as follows: NON-SPECIAL WASTE DISPOSAL per cubic yard, REGULATED SUBSTANCES PRECONSTRUCTION PLAN & REGULATED SUBSTANCES FINAL CONSTRUCTION REPORT lump sum, SOIL DISPOSAL ANALYSIS per each, and REGULATED SUBSTANCES MONITORING per calendar day.

CONTRACTOR ACCESS

At road closure locations, where Type III barricades are installed in a manner that will not allow Contractor access to the project without relocation of one or more of the barricades, the arrangement of the barricades at the beginning of each work day may be relocated, when approved by the Engineer, in the manner shown on Highway Standard 701901. At the end of each work day, the barricades shall be moved and the road shall be closed to traffic.

The cost incurred by the Contractor in complying with this requirement shall be considered included in the contract unit prices bid for the various items of traffic control work involved and no additional compensation will be allowed.

CONCRETE STEPS

This work shall consist of removal of existing concrete steps and construction of cast-in-place concrete steps according to Sections 501 and 503 of the "Standard Specifications for Road and Bridge Construction".

Reconstruction of existing concrete steps will be required at STA. 116+52 LT where the private sidewalk joins the public roadway. Existing steps shall be removed and disposed as specified in Section 501 of the "Standard Specifications".

The new steps shall be constructed essentially to the same dimensions as the old steps. More or fewer steps may be required. Before removal begins, the Contractor shall submit shop drawings of all new steps to the Engineer for review and approval.

This work will be measured for payment and the volume computed in cubic yards. In computing the volume of concrete for payment, the dimensions used will be those ordered in writing by the Engineer. Deductions will be made for dimensions less than that required. Increased quantities resulting from over-excavation will not be measured for payment.

This work will be paid for at the contract unit price per cubic yard for CONCRETE STEPS, cast-in-place, which price shall include the removal and disposal of the existing steps.

DRILL AND GROUT #6 TIE BARS

This work shall consist of furnishing and installing tie bars in existing concrete pavement at the proposed longitudinal construction joint locations shown on the plans according to Article 420.05 of the "Standard Specifications for Road and Bridge Construction" and as shown on Highway Standard 420001.

Tie bars shall be No. 6 x 24, epoxy coated tie bars on 36" centers.

This work will be paid for at the contract unit price per each for DRILL AND GROUT #6 TIE BARS.

STORM SEWER (WATER MAIN REQUIREMENTS) TYPE & DIAMETER SPECIFIED

This work shall consist of constructing storm sewers to meet water main standards, as required by the IEPA or when otherwise specified. This work shall be performed according to Section 550 of the "Standard Specifications for Road and Bridge Construction", IEPA Regulations (35 Ill. Adm. Code 653.119), the "Standard Specifications for Water and Sewer Construction in Illinois", and as specified herein.

This provision shall govern the installation of all storm sewers which do not meet IEPA criteria for separation distance between storm sewers and water mains according to Section 41 of the "Standard Specifications for Water and Sewer Construction in Illinois". Separation criteria for storm sewers placed adjacent to water mains and water services are as follows:

1. Water mains and water service lines shall be located at least 10 ft. horizontally from any existing or proposed drain, storm sewer, sanitary sewer, combined sewer or sewer service connection.
2. Water mains and water service lines may be located closer than 10 ft. to a sewer line when:
 - a) local conditions prevent a lateral separation of 10 ft., and

- b) the water main or water service invert is 18 in. above the crown of the sewer, and
 - c) the water main or water service is either in a separate trench or in the same trench on an undisturbed earth shelf located to one side of the sewer.
3. A water main or water service shall be separated from a sewer so that its invert is a minimum of 18 in. above the crown of the drain or sewer whenever water mains or services cross storm sewers, sanitary sewers or sewer service connections. The vertical separation shall be maintained for that portion of the water main or water services located 10 ft. horizontally of any sewer or drain crossed. A length of water main pipe shall be centered over the sewer to be crossed with joints equidistant from the sewer or drain.

When it is impossible to meet criteria 1, 2, or 3 above, the water main and drain or storm sewer shall be constructed of slip-on or mechanical joint ductile iron pipe, prestressed concrete pipe or PVC pipe equivalent to water main standards of construction. Construction shall extend on each side of the crossing until the perpendicular distance from the water main or water service to the sewer or drain line is at least 10 ft.

Storm sewers constructed to meet water main standards shall be constructed of the following pipe materials:

Ductile-iron Pipe

Ductile-iron pipe shall conform to ANSI A 21.51 (AWWA C151), with thickness class designed per ANSI A 21.50 (AWWA C150) appropriate to the installation conditions, with tar (seal) coated and/or cement-lined interior per ANSI A 21.4 (AWWA C104), with rubber ring gasket push on joints.

Joints for ductile-iron pipe shall be in accordance with the following applicable specifications:

Push-On Joints - AWWA C111 and C600

Concrete Pressure Pipe

Concrete pressure pipe shall conform to the latest AWWA Standard C300, C301 and C303; and shall be of thickness class appropriate to the installation conditions.

Joints shall conform to Article 41-2.07B of the "Standard Specifications for Water and Sewer Construction in Illinois."

Plastic Pipe

Polyvinyl Chloride (PVC) and Chlorinated Polyvinyl Chloride (CPVC) shall be in accordance with Article 40-2.01C of the "Standard Specifications for Water and Sewer Construction in Illinois".

In addition to these pipes, reinforced concrete culvert, storm drain, and sewer pipe shall also be allowed for water-sewer line crossing but not for parallel construction. The reinforced concrete pipe shall conform to ASTM C-76 of the class required by Article 550.03 of the Standard Specifications with the joints conforming to ASTM C 361 and C 433.

Jointing shall be pressure slip jointed, solvent welded, heat welded, flanged, or threaded joint. Special precautions shall be taken to insure clean, dry contact surfaces when making solvent or heat welded joints. Adequate setting time shall be allowed for maximum strength.

Elastomeric seals (gaskets) used for push-on joints shall comply with ASTM Standard F 477 and shall be pressure rated in accordance with ASTM D 3139.

Solvent cement shall be specific for the piping material and shall comply with the ASTM Standard D2564 (PVC) and F493 (CPVC) and be approved by NSF.

This work will be paid for at the contract unit price per foot for STORM SEWER (WATER MAIN REQUIREMENTS) of the type and diameter specified, measured as specified in Article 550.09 of the "Standard Specifications for Road and Bridge Construction".

TRAFFIC CONTROL AND PROTECTION, (SPECIAL)

This work shall consist of furnishing, installing, maintaining and removing all traffic control devices for traffic control and protection as shown on Highway Standards 701001, 701006, 701301, 701311, 701501, 701801, 701901, BLR 21, and BLR 22 included in the plans, according to the TRAFFIC CONTROL PLAN, according to Section 701 of the "Standard Specifications for Road and Bridge Construction", as directed by the Engineer and as specified herein.

Prior to beginning work on the project, the Contractor shall furnish and install Type III barricades and advance warning signs as shown on the TRAFFIC CONTROL PLAN and as detailed in the applicable Highway Standards. Barricade placement and sign spacing may be adjusted by the Engineer to suit field conditions.

Throughout the construction period, all material piles, equipment, open excavations or other obstructions or hazards to motorists or pedestrians shall be enclosed by fences or protected by barricades and proper lighting. Excavations adjacent to the edge of pavement shall be protected with extended leg barricades with appropriate lights.

Traffic Control and Protection required for the successful completion of this project will be furnished, installed, maintained, removed, measured and paid for at the contract lump sum price for TRAFFIC CONTROL AND PROTECTION, (SPECIAL), which price shall include all work as specified herein and all other provisions required by law for the protection and safety of property and individuals in a construction zone.

GRATES (SPECIAL)

This work shall consist of furnishing and installing curb grates, in new combination concrete curb and gutter as shown on the plans according to Section 606 of the "Standard Specifications for Road and Bridge Construction" and as directed by the Engineer.

The Engineer will evaluate each drain separately and will determine the appropriate location of curb castings. Curb grates shall be a Neenah R-3262-3 meeting the requirements of Section 604 of the "Standard Specifications for Road and Bridge Construction" and as directed by the Engineer.

Roof drains shall be connected to curb castings meeting the requirements of Section 601 of the "Standard Specifications for Road and Bridge Construction" and as directed by the Engineer.

This work shall be paid for at the contract unit price per each for GRATES (SPECIAL), which price shall include placing the grates in the new combination concrete curb and gutter and all other work necessary to connect pipe drains and no additional compensation will be allowed.

WATER MAIN, SIZE SPECIFIED

This work shall consist of constructing water main of the required material and inside diameter according to Section 561 of the "Standard Specifications for Road and Bridge Construction," and Division IV of the "Standard Specifications for Water and Sewer Main Construction in Illinois," as applicable, and as modified herein.

Material specified as C900 for water main shall conform to the requirements of AWWA C900. DR 18 pipe shall be used (pressure class 235). Joints shall be push-on type joints with elastomeric seals conforming to AWWA C111. "Affidavits of Compliance" as outlined in AWWA Standard C900, Section 6.3 are required from each manufacturer of pipe and fittings. The affidavit shall certify the manufacturer's conformity with the applicable AWWA or ASTM standards.

Fittings, including end caps, shall not be paid for separately, but shall be measured along their centerlines and paid for per foot of WATER MAIN, of the size specified. Fittings shall be ductile iron compact fittings, AWWA C153, and with mechanical joints with restraining gland couplings. Fittings shall be rodded where indicated in the drawings or in the standard details. Shop plans for the water main pipe and fittings shall be submitted according to the requirements of Article 105.04 of the "Standard Specifications for Road and Bridge Construction."

The water main pipe shall be constructed in a trench. The width of the trench shall be the outside diameter of the pipe plus 24 inches. The trench shall provide a minimum of 4 inches of FA-6 bedding material beneath the pipe. The bedding material shall be well-compacted with a vibratory plate before placing the pipe. After laying the water main pipe, the pipe shall be further bedded with FA-6 to the elevation of the center of the pipe. After well-seating the pipe, the trench shall be initially backfilled with FA-6 to a height of one (1) foot over the top of the pipe. All bedding and initial backfilling of the pipe shall be well compacted before subsequent backfilling.

Where the trench is within two feet of the back of the proposed curb and gutter or within two feet of a pavement, the remainder of the trench shall be backfilled according to Section 208 of the "Standard Specifications for Road and Bridge Construction" as modified herein. Excavations in excess of the widths and depths stated in this special provision shall be backfilled according to Section 208 at the Contractor's expense. Where the trench is outside these limits, the remainder of the trench shall be backfilled with excavation material.

Prior to backfilling operations, a THHN soft drawn solid No. 12 copper tracer wire shall be affixed to all water main pipe. The tracer wire shall be continuous and any breaks in the wire's continuity shall be spliced to the satisfaction of the Engineer. The tracer wire shall be affixed to all valves and hydrants. At all gate valves, the tracer wire shall loop up to the ground surface with an additional one foot of slack left above the valve box as detailed in the plans.

The water main shall be pressure tested and disinfected according to Section 561 of the "Standard Specifications for Road and Bridge Construction." The Contractor shall give the City of Highland Water Department twenty-four hours' notice of any testing. The City of Highland will observe all testing and sampling. Water samples shall be tested by an approved laboratory and the results shall be forwarded to the Engineer. The water main shall not be placed into service until the Contractor has secured written authorization from the City of Highland. Disinfecting and testing shall not be paid for separately but shall be included in the unit price for WATER MAIN, of the size specified.

This work will be paid for at the contract unit price per foot for WATER MAIN, of the size specified, which price shall include all excavation, bedding, initial backfilling to a height of one (1) foot over the top of the pipe, pipe material, fittings, tracer wire, connection to the existing water main, labor necessary to install the water main, and disinfecting and testing. Trench backfill above the initial backfill of the pipe shall be measured and paid for according to Section 208 of the "Standard Specifications for Road and Bridge Construction." No additional compensation will be allowed.

WATER VALVES, SIZE SPECIFIED

This work shall consist of furnishing and constructing water valves, of the size specified, and valve boxes and lids at the locations indicated in plans. Gate valves shall conform to the latest AWWA C509 standard for resilient seat gate valves. Gate valves shall be nonrising stem type with O-ring stem seals. Valves shall have a solid wedge resilient seat. The stem shall be of high tensile strength bronze or other NSF approved non-corrosive metal. All valves shall open by turning counterclockwise.

Cast iron valve boxes shall be installed over all valves. The valve boxes and lids shall be cast iron, Tyler Series 6850, 5¼ inch shaft, screw type valve boxes. Lids shall be marked "WATER" cast into the lid. Shop plans for the water valves, valve boxes and lids shall be submitted according to the requirements of Article 105.04 of the "Standard Specifications for Road and Bridge Construction."

If the valve and box is being constructed as part of a fire hydrant assembly, the valve, valve box, and lid will not be paid for separately but shall be included in the unit price

per each for FIRE HYDRANT WITH AUXILIARY VALVE, VALVE BOX, AND TEE. Otherwise, the valve and box will be paid for at the unit price per each for WATER VALVES, of the size specified, which price shall include all excavation, the gate valve, valve box and lid, thrust blocking, tracer wire, and all other work necessary to install the water valve complete, and no additional compensation will be allowed.

TAPPING VALVES AND SLEEVES, SIZE SPECIFIED

This work shall consist of installing a “hot” tap of the size specified into an existing water main. The “hot” tap shall be installed according to Division IV of the “Standard Specifications for Water and Sewer Main Construction in Illinois.”

TAPPING VALVE AND SLEEVES, of the size specified, shall include one Ford FAST stainless steel, 360° gasket, tapping sleeve, one tapping valve, one valve box and lid, and all labor, thrust blocking, equipment rentals and other costs required to make the tap. The gate valve shall have a flanged inlet designed to connect to the outlet end of the tapping sleeve. The outlet of the valve shall be designed so as to attach properly to a standard drilling machine. All joints shall be restrained mechanical joints. The tap members shall be thrust blocked to the satisfaction of the Engineer. Shop plans for the tapping sleeve, water valve, and valve box and lid shall be submitted according to the requirements of Article 105.04 of the “Standard Specifications for Road and Bridge Construction.”

This work will be paid for at the contract unit price per each for TAPPING VALVES AND SLEEVES, of the size specified, which price shall include all excavation, bedding, initial backfilling to a height of one (1) foot over the top of the pipe, sleeve, valve, valve box and lid materials, fittings, tracer wire, thrust blocking, equipment rentals, labor, disinfecting and testing, and all other costs required to make the tap. Trench backfill above the initial backfill of the pipe will be measured and paid for according to Section 208 of the “Standard Specifications for Road and Bridge Construction.” No additional compensation will be allowed.

FIRE HYDRANT WITH AUXILIARY VALVE, VALVE BOX, AND TEE

This work shall consist of furnishing and installing fire hydrant and gate valve assemblies as detailed in the plans. The fire hydrant and gate valve assemblies shall be constructed according to Section 564 of the “Standard Specifications for Road and Bridge Construction” and Division IV of the “Standard Specifications for Water and Sewer Main Construction in Illinois,” as applicable and as modified herein. This work also includes the removal and disposal of the existing fire hydrant and gate valve assembly.

Fire hydrants shall be either a Kennedy K-81D Guardian, Mueller Super 200 Centurion, or Clow Medallion F2545 hydrant, with a 5¼ inch valve opening. The hydrant shall have two 2½ inch discharge nozzles and one 4½ inch steamer nozzle. FIRE HYDRANT WITH AUXILIARY VALVE, VALVE BOX, AND TEE shall include all pipe, fittings, valves, valve boxes and lids, tie rod connections, fire hydrants, drain fields, excavation and backfilling, and all other appurtenances necessary to install the

assemblies according to the details in the plans. Shop plans for the fire hydrants and gate valves shall be submitted according to the requirements of Article 105.04 of the "Standard Specifications for Road and Bridge Construction."

This work will be paid for at the contract unit price per each for FIRE HYDRANT WITH AUXILIARY VALVE, VALVE BOX, AND TEE, which price shall include all work necessary to install the fire hydrant assemblies complete, remove and dispose of the existing fire hydrant assembly and no additional compensation will be allowed.

REMOVE EXISTING WATER VALVE

This work shall consist of the removal and satisfactory disposal of the existing water valve, including all fittings, valve boxes, blocking material, accessories, and backfilling at the locations shown on the plans, and as directed by the Engineer. At locations where the existing water valve is not in conflict with the proposed waterline only the existing valve box needs to be removed and backfilled.

All water shutdowns shall be coordinated with the City of Highland.

The excavation for water valve removal shall be backfilled according to Section 208 of the "Standard Specifications for Road and Bridge Construction" and according to the special provision for TRENCH BACKFILL where the trench is under or within 2 feet of existing or proposed pavement. The excavation for pipe removal shall be backfilled according to Section 561 of the "Standard Specifications for Road and Bridge Construction" where not under or within 2 feet of existing or proposed pavement. Backfill and trench backfill will not be measured separately for payment. Excavations in excess of the widths specified in Article 550.04 of the "Standard Specifications for Road and Bridge Construction" shall be backfilled at the Contractor's expense.

This work will be paid for at the contract unit price per each for REMOVE EXISTING WATER VALVE, which price shall include all labor and equipment necessary to remove and dispose of the existing materials. The cost for cutting and capping the existing main and backfilling the trench shall be included in this work.

WATER MAIN REMOVAL

This work shall consist of the removal and satisfactory disposal of the existing water main, including all fittings, casing pipe, blocking material, and accessories at the locations shown on the plans, and as directed by the Engineer.

All water shutdowns shall be coordinated with the City of Highland.

The excavation for water main removal shall be backfilled according to Section 208 of the "Standard Specifications for Road and Bridge Construction" and according to the special provision for TRENCH BACKFILL where the trench is under or within 2 feet of existing or proposed pavement. The excavation for pipe removal shall be backfilled according to Section 561 of the "Standard Specifications for Road and Bridge Construction" where not under or within 2 feet of existing or proposed pavement. Backfill and trench backfill will not be measured separately for payment. Excavations in excess of

the widths specified in Article 550.04 of the "Standard Specifications for Road and Bridge Construction" shall be backfilled at the Contractor's expense.

This work will be paid for at the contract unit price per foot for WATER MAIN REMOVAL, which price shall include all labor and equipment necessary to remove and dispose of the existing materials. The cost for cutting and capping the existing main and backfilling the trench shall be included in this work.

WATER SERVICE LINE, SIZE SPECIFIED

This item shall consist of connecting a new water service line from the new main to the existing curb stop. This work shall include furnishing and installing water service tapping saddles and corporation stops, new curb stops and connection to the existing service lines. The corporation stops and water service shall be constructed according to Section 562 of the "Standard Specifications for Road and Bridge Construction" and Division IV of the "Standard Specifications for Water and Sewer Main Construction in Illinois," as applicable and as modified herein.

An all-brass corporation stop shall be affixed to the water main by means of a saddle (service clamp) at a distance of not less than one foot from any bell and spigot joint on the water main to be tapped and shall be set at a point on the pipe at an approximate angle of 45 degrees from the vertical. From the corporation stop shall be run a copper or plastic service line pipe to the existing curb stop, at which point there shall be installed an all-brass service stop. On each end of the copper pipe there shall be a suitable brass or copper coupling for making connections with the corporation stop and the new curb stop. The copper pipe shall be laid with sufficient valves and where the pipe is connected with the corporation stop shall have a gooseneck or bend supported by brick or stone, so as to prevent damage from the settling of the earth. Over the curb stop there shall be placed a cast iron service box with a lid so that the valve may be opened or closed with a key.

The standard corporation stop to be used in making service connections with water mains shall be the Mueller no. H-1500 and shall be sufficiently heavy to withstand the strain of screwing into the service saddle and the weight of the pipe. Connections with the end of the corporation stop shall be capable of withstanding a 200-pound hydraulic pressure test. The tapping saddles and corporation stop shall be installed according to Division V, Standard Drawing No. 17 of the "Standard Specifications for Water and Sewer Main Construction in Illinois." The location of each corporation stop shall be determined by the City of Highland. The tapping saddle and corporation stop shall be installed to the satisfaction of the City of Highland Water Department. Shop plans for the tapping saddles and corporation stops shall be submitted according to the requirements of Article 105.04 of the "Standard Specifications for Road and Bridge Construction."

All pipe used in making connections between the water main and the curb stop shall be capable of withstanding a hydraulic pressure test of not less than 100 pounds, and equivalent in strength and capacity to pipe of the size and weights mentioned in this subsection. All service lines 2 inches or less shall be copper pipe, Type K. All service lines larger than 2 inches shall be plastic pipe and shall be water service tubing PE SDR 9 200 psi ASTM 2737 copper tube size. Fittings connecting the plastic to copper pipe shall be pack joint type brass only (Mueller, Ford or McDonald) and use an insert

in the plastic line. All service lines two inches or larger shall be connected to the new main using ductile iron tee compact fittings, AWWA C153 with mechanical joints and restraining gland couplings.

Tracer wire shall be installed on plastic pipe using #12 THNN tracer wire and securely taped to the service line a minimum of every ten feet. One end of the tracer wire shall extend through the curb box with an excess of eight inches at the top. The water service lines shall be installed according to Division V, Standard Drawing No. 17 of the "Standard Specifications for Water and Sewer Main Construction in Illinois." The location of each water service shall be determined by the City of Highland. The service line shall be installed to the satisfaction of the City of Highland Water Department.

The service curb stop shall be a Mueller no. H-15175 or H-15200 curb and shall be capable of withstanding a 200-pound hydraulic pressure test and shall have a suitable flat head attachment for opening and closing with a key.

The service box to be used shall be a Mueller no. H-10306 extension service box, which shall be set over the curb stop and extend from the service pipe to the ground level. It shall be of an extension pattern and composed of two parts: the lower part known as the base casting, and the upper part known as the standpipe. The standpipe shall telescope into the base casting. The service box shall be not less than 1¼ inches inside diameter and shall have a brass or malleable cast iron cover fastened thereto, on which shall be plainly cast the term "water" or the letter "W". The cover shall have an opening through it so that a key may be used in opening and closing the curbs top. In this opening there shall be inserted a cast iron plug with threads and a pentagonal nut. The plug shall be designed so that the cast iron threads fit into brass threads.

The service lines to be abandoned shall have the end crimped or capped to the satisfaction of the City of Highland Water Department.

This work will be paid for at the contract unit price per foot for WATER SERVICE LINE, of the size specified, which price shall include all excavation, bedding, initial backfilling to a height of one (1) foot over the top of the water service pipe, water service pipe, water service tapping saddles and corporation stops, new curb stops, fittings, tracer wire, service box, fittings, and labor necessary to cut and cap the existing service lines, install the water service lines, the tapping sleeves and corporation stops, and reconnect the service lines to the corporation stops complete. Trench backfill above the initial backfill of the pipe will be measured and paid for according to Section 208 of the "Standard Specifications for Road and Bridge Construction." No additional compensation will be allowed.

STATUS OF UTILITIES TO BE ADJUSTED

<u>NAME AND ADDRESS OF UTILITY</u>	<u>TYPE</u>	<u>LOCATION</u>	<u>ESTIMATED DATE OF COMPLETION</u>
<u>Charter Communications</u> 210 West Division Street Maryville, IL 62062 (618) 345-8121	Communications	UNKNOWN	UNKNOWN
<u>Frontier Communications</u> 111 East State Street Mascoutah, IL 62258 (888) 695-7208	Communications	UNKNOWN	UNKNOWN
<u>City of Highland</u> 1113 Broadway Highland, IL 62249 Phone: (618) 654-6823	Water, Sewer, and Electric	UNKNOWN	UNKNOWN
<u>Illinois American Water Co.</u> 100 North Waterworks Drive Belleville, IL 62223 Phone: (618) 277-7450	Water	UNKNOWN	UNKNOWN
<u>Ameren IP</u> 2600 North Center Maryville, IL 62062 Phone: (618) 346-1287	Water, Sewer, and Electric	UNKNOWN	UNKNOWN

The above represents the best information of the Department or responsible Local Agency and is only included for the convenience of the Contractor. The applicable provisions of Section 102 and Articles 105.07, and 107.20 of the "Standard Specifications for Road and Bridge Construction" shall apply.

Minor adjustments of residential service lines may be necessary to accommodate construction. All such adjustments will be made by their respective owners during construction.

Underground facilities, structures and utilities have been plotted from available surveys and records. Their locations must be considered to be approximate only. It is possible there may be others, the existence of which is not presently known or shown. Such information represents only the opinion of the Local Agency and their Engineer as to the location of such utilities and is only included for the convenience of the bidder. The Local Agency and their Engineer assume no responsibility in respect to the sufficiency or the

accuracy of the information shown on the plans relative to the location of underground utility facilities.

If any utility adjustment or removal has not been completed when required by the Contractor's operation, the Contractor should notify the Engineer in writing. A request for an extension of time will be considered to the extent the Contractor's operations were affected.

State of Illinois
Department of Transportation
Bureau of Local Roads and Streets

SPECIAL PROVISION
FOR
INSURANCE

Effective: February 1, 2007
Revised: August 1, 2007

All references to Sections or Articles in this specification shall be construed to mean specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

The Contractor shall name the following entities as additional insured under the Contractor's general liability insurance policy in accordance with Article 107.27:

The City of Highland

The entities listed above and their officers, employees, and agents shall be indemnified and held harmless in accordance with Article 107.26.

State of Illinois
Department of Transportation
Bureau of Local Roads and Streets
SPECIAL PROVISION
FOR
CONSTRUCTION AND MAINTENANCE SIGNS

Effective: January 1, 2004
Revised: June 1, 2007

All references to Sections or Articles in this specification shall be construed to mean a specific Section or Article of the Standard Specifications for Road and Bridge Construction, adopted by the Department of Transportation.

701.14. Signs. Add the following paragraph to Article 701.14:

All warning signs shall have minimum dimensions of 1200 mm x 1200 mm (48" x 48") and have a black legend on a fluorescent orange reflectorized background, meeting, as a minimum, Type AP reflectivity requirements of Table 1091-2 in Article 1091.02.

SUBMITTAL OF EEO/LABOR DOCUMENTATION

Effective: April 2016

This work shall be done in accordance with Check Sheets No. 1, 3 and 5 of the IDOT Supplemental Specifications and Recurring Special Provisions and the "Weekly DBE Trucking Reports (BDE)" Special Provision, except as here-in modified.

PAYROLL AND STATEMENT OF COMPLIANCE:

Certified payroll, (FORM SBE 48 OR AN APPROVED FACSIMILE) and the Statement of Compliance, (FORM SBE 348) shall be submitted by two methods:

1. By Mail (United States Postal Service): The ORIGINAL of the certified payroll and the Statement of Compliance for the Prime Contractor and each Subcontractor shall be submitted by mail to the Regional Engineer for District 8.
2. Electronically: Scan both the ORIGINAL of the certified payroll and the Statement of Compliance to the same PDF file and email to the District at the email address designated by the District EEO Officer.

SBE 48 and SBE 348 forms shall be submitted weekly and will be considered late if received after midnight seven (7) business days after the payroll ending date.

WEEKLY DBE TRUCKING REPORT:

The Weekly DBE Trucking Report, (FORM SBE 723) shall be submitted electronically. Scan the form to a PDF file and email to the District at the email address designated by the District EEO Officer.

SBE 723 forms shall be submitted weekly and will be considered late if received after midnight ten (10) business days following the reporting period.

MONTHLY LABOR SUMMARY & MONTHLY CONTRACT ACTIVITY REPORTS:

The Monthly Labor Summary Report (MLSR) shall be submitted by one of two methods:

1. For contractors having IDOT contracts valued in the aggregate at \$250,000 or less, the report may be typed or clearly handwritten using Form D8 PI0148. Submit the ORIGINAL report by mail to the Regional Engineer for District Eight. Contractors also have the option of using the method #2 outlined below.
2. For contractors having IDOT contracts valued in the aggregate at more than \$250,000, the report must be submitted in a specific "Fixed Length Comma Delimited ASCII Text File Format". This file shall be submitted by e-mail using specific file formatting criteria provided by the District EEO Officer. Contractors must submit a sample text file to District 8 for review at least fourteen (14) days prior to the start of construction.

The Monthly Contract Activity Report (MCAR) may be typed or clearly handwritten using Form D8 PI0149.

The Monthly Labor Summary Report and the Monthly Contract Activity Report shall be submitted concurrently. If the method of transmittal is method #1 above then both the MLSR and the MCAR shall be mailed together in the same envelope. If the method of transmittal is method #2 above then the MCAR shall be scanned to a .pdf file and attached to the email containing the MLSR .txt file.

The MLSR and MCAR must be submitted for each consecutive month, for the duration of the project, and will be considered late if received after midnight ten (10) calendar days following the reporting period.

REQUEST FOR APPROVAL OF SUBCONTRACTOR:

The ORIGINAL and one copy of the Request for Approval of Subcontractor (FORM BC 260A) shall be submitted to the District at the IDOT Preconstruction Conference.

SUBSTANCE ABUSE PREVENTION PROGRAM CERTIFICATION:

The ORIGINAL and one copy of the Substance Abuse Prevention Program Certification (FORM BC 261) shall be submitted to the District at the IDOT Preconstruction Conference.

The Contractor is required to follow submittal procedures as provided by the EEO Officer at the preconstruction conference and to follow all revisions to those procedures as issued thereafter.

If a report is rejected, it is the contractor's responsibility to make required adjustments and/or corrections and resubmit the report. Reports not submitted and accepted within the established timeframes will be considered late.

Disclosure of this information is necessary to accomplish the statutory purpose as outlined under 23CFR part 230 and 41CFR part 60.4 and the Illinois Human Rights Act. Disclosure of this information is REQUIRED. **Failure to comply with this special provision may result in the withholding of payments to the contractor, and/or cancellation, termination, or suspension of the contract in whole or part.**

This Special Provision must be included in each subcontract agreement.

ALL HARD COPY FORMS TO BE SUBMITTED TO:

Region 5 Engineer
Illinois Department of Transportation
ATTN: EEO/LABOR OFFICE
1102 Eastport Plaza Drive
Collinsville, IL 62234-6198

Compliance with this Special Provision shall be included in the cost of the contract and no additional compensation will be allowed for any costs incurred.



Storm Water Pollution Prevention Plan



Route FAU 8842	Marked Route Sixth Street	Section Number 19-00061-01-PV, 20-00061-02-RS
Project Number 6YZU(675)	County Madison	Contract Number 97830

This plan has been prepared to comply with the provisions of the National Pollutant Discharge Elimination System (NPDES) Permit No. ILR10 (Permit ILR10), issued by the Illinois Environmental Protection Agency (IEPA) for storm water discharges from construction site activities.

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

Signature <i>Joe Gillepsie</i>	Date 7/12/23
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Print Name Joe Gillepsie	Title Director of Public Works	Agency City of Highland
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Note: Guidance on preparing each section of BDE 2342 can be found in Chapter 41 of the IDOT Bureau of Design and Environment (BDE) Manual. Chapter 41 and this form also reference the IDOT Drainage Manual which should be readily available.

I. Site Description:

A. Provide a description of the project location; include latitude and longitude, section, town, and range:

The project extends from Pine Street to Poplar Street along Sixth Street in Highland, IL. This is located at 38 degrees 44 minutes 40 seconds N, 89 degrees 40 minutes 37 seconds W in Section 32 of Township 4N Range 5W of the Third Principal Meridian.

B. Provide a description of the construction activity which is the subject of this plan. Include the number of construction stages, drainage improvements, in-stream work, installation, maintenance, removal of erosion measures, and permanent stabilization:

The project will consist of removal of existing pavement and replacement with aggregate subgrade and new PCC pavement with B-6.24 concrete curb and gutter. Existing PCC sidewalk and curb ramps will be removed and replaced and storm sewer and inlet structures will be installed. The project will also include all necessary grading and earthwork to complete this work. Construction will consist of two separate phases, divided at Lemon Street.

C. Provide the estimated duration of this project:

6 months

D. The total area of the construction site is estimated to be 2.0 acres.

The total area of the site estimated to be disturbed by excavation, grading or other activities is 2.0 acres.

E. The following are weighted averages of the runoff coefficient for this project before and after construction activities are completed; see Section 4-102 of the IDOT Drainage Manual:

C_existing = 0.70
C_proposed = 0.67

F. List all soils found within project boundaries; include map unit name, slope information, and erosivity:

2113B - Oconee-Orthents-Urban land complex, 2 to 5 percent slopes

G. If wetlands were delineated for this project, provide an extent of wetland acreage at the site; see Phase I report:

There are no wetlands on this project

H. Provide a description of potentially erosive areas associated with this project:

None

I. The following is a description of soil disturbing activities by stages, their locations, and their erosive factors (e.g., steepness of slopes, length of slopes, etc.):

Excavation for drainage structures, pipes, pavement, driveways, and sidewalks.

J. See the erosion control plans and/or drainage plans for this contract for information regarding drainage patterns, approximate slopes anticipated before and after major grading activities, locations where vehicles enter or exit the site and controls to prevent offsite sediment tracking (to be added after contractor identifies locations), areas of soil disturbance, the location of major structural and non-structural controls identified in the plan, the location of areas where stabilization practices are expected to occur, surface waters (including wetlands), and locations where storm water is discharged to surface water including wetlands.

K. Identify who owns the drainage system (municipality or agency) this project will drain into:

City of Highland, IL

L. The following is a list of General NPDES ILR40 permittees within whose reporting jurisdiction this project is located:

None

M. The following is a list of receiving water(s) and the ultimate receiving water(s) for this site. In addition, include receiving waters that are listed as Biologically Significant Streams by the Illinois Department of Natural Resources (IDNR). The location of the receiving waters can be found on the erosion and sediment control plans:

The project drains into storm sewer that ultimately outlets to ditches that become unnamed tributaries of the Sugar Creek in the Kaskaskia River basin.

N. Describe areas of the site that are to be protected or remain undisturbed. These areas may include steep slopes (i.e., 1:3 or steeper), highly erodible soils, streams, stream buffers, specimen trees, natural vegetation, nature preserves, etc. Include any commitments or requirements to protect adjacent wetlands.

For any storm water discharges from construction activities within 50-feet of Waters of the U.S. (except for activities for water-dependent structures authorized by a Section 404 permit, describe: a) How a 50-foot undisturbed natural buffer will be provided between the construction activity and the Waters of the U.S. or b) How additional erosion and sediment controls will be provided within that area.

No areas within the proposed construction limits will be undisturbed. Temporary seeding as well as inlet and pipe protection will be implemented during construction.

O. Per the Phase I document, the following sensitive environmental resources are associated with this project and may have the potential to be impacted by the proposed development. Further guidance on these resources is available in Section 41-4 of the BDE Manual.

There are no sensitive environmental resources within the project limits.

303(d) Listed receiving waters for suspended solids, turbidity, or siltation.
The name(s) of the listed water body, and identification of all pollutants causing impairment:

Sugar Creek (IL_0H-05) - Endrin, Oxygen (Dissolved), Phosphorus (Total), Sedimentation/Siltation.

Provide a description of how erosion and sediment control practices will prevent a discharge of sediment resulting from a storm event equal to or greater than a twenty-five (25) year, twenty-four (24) hour rainfall event:

Several types of erosion control measures such as inlet and pipe protection as well as temporary seeding will be

used on this project.

Provide a description of the location(s) of direct discharge from the project site to the 303(d) water body:

None

Provide a description of the location(s) of any dewatering discharges to the MS4 and/or water body:

Non anticipated

Applicable Federal, Tribal, State, or Local Programs

Floodplain

Historic Preservation

Receiving waters with Total Maximum Daily Load (TMDL) for sediment, total suspended solids, turbidity or siltation

TMDL (fill out this section if checked above)

The name(s) of the listed water body:

Provide a description of the erosion and sediment control strategy that will be incorporated into the site design that is consistent with the assumptions and requirements of the TMDL:

If a specific numeric waste load allocation has been established that would apply to the project's discharges, provide a description of the necessary steps to meet that allocation:

Threatened and Endangered Species/Illinois Natural Areas (INAI)/Nature Preserves

Other

Wetland

P. The following pollutants of concern will be associated with this construction project:

Antifreeze / Coolants

Solid Waste Debris

Concrete

Solvents

Concrete Curing Compounds

Waste water from cleaning construction equipments

Concrete Truck Waste

Other (Specify) _____

Fertilizers / Pesticides

Other (Specify) _____

Paints

Other (Specify) _____

Petroleum (gas, diesel, oil, kerosene, hydraulic oil / fluids)

Other (Specify) _____

Soil Sediment

Other (Specify) _____

II. Controls:

This section of the plan addresses the controls that will be implemented for each of the major construction activities described in Section I.C above and for all use areas, borrow sites, and waste sites. For each measure discussed, the Contractor will be responsible for its implementation as indicated. The Contractor shall provide to the Resident Engineer a plan for the implementation of the measures indicated. The Contractor, and subcontractors, will notify the Resident Engineer of any proposed changes, maintenance, or modifications to keep construction activities compliant with the Permit ILR10. Each such Contractor has signed the required certification on forms which are attached to, and are a part of, this plan:

A. Erosion and Sediment Controls: At a minimum, controls must be coordinated, installed and maintained to:

1. Minimize the amount of soil exposed during construction activity;
2. Minimize the disturbance of steep slopes;
3. Maintain natural buffers around surface waters, direct storm water to vegetated areas to increase sediment removal and maximize storm water infiltration, unless infeasible;
4. Minimize soil compaction and, unless infeasible, preserve topsoil.

B. Stabilization Practices: Provided below is a description of interim and permanent stabilization practices, including site- specific scheduling of the implementation of the practices. Site plans will ensure that existing vegetation is preserved where attainable and disturbed portions of the site will be stabilized. Stabilization practices may include but are not limited to: temporary seeding, permanent seeding, mulching, geotextiles, sodding, vegetative buffer strips, protection of trees, preservation of mature vegetation, and other appropriate measures. Except as provided below in II.B.1 and II.B.2, stabilization measures shall be initiated **immediately** where construction activities have temporarily or permanently ceased, but in no case more than **one (1) day** after the construction activity in that portion of the site has temporarily or permanently ceases on all disturbed portions of the site where construction will not occur for a period of fourteen (14) or more calendar days.

1. Where the initiation of stabilization measures is precluded by snow cover, stabilization measures shall be initiated as soon as practicable.
2. On areas where construction activity has temporarily ceased and will resume after fourteen (14) days, a temporary stabilization method can be used.

The following stabilization practices will be used for this project:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Erosion Control Blanket / Mulching | <input type="checkbox"/> Temporary Turf (Seeding, Class 7) |
| <input type="checkbox"/> Geotextiles | <input type="checkbox"/> Temporary Mulching |
| <input checked="" type="checkbox"/> Permanent Seeding | <input type="checkbox"/> Vegetated Buffer Strips |
| <input type="checkbox"/> Preservation of Mature Seeding | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Protection of Trees | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Sodding | <input type="checkbox"/> Other (Specify) _____ |
| <input checked="" type="checkbox"/> Temporary Erosion Control Seeding | <input type="checkbox"/> Other (Specify) _____ |

Describe how the stabilization practices listed above will be utilized during construction:

1. Temporary Erosion Control Seeding - This item will be applied to all bare areas to minimize the amount of exposed surface areas. Earth stockpiles shall be temporary seeded if they are to remain unused for more than 14 days. Within the construction limits, areas which may be susceptible to erosion as determined by the engineer shall remain undisturbed until full scale construction is underway to prevent unnecessary soil erosion.
2. Permanent Seeding - Seeding, Class 1A will be installed per IDOT specifications.
3. Mulching - Mulching will provide added protection from erosion during the seeding process.

Describe how the stabilization practices listed above will be utilized after construction activities have been completed:

Upon completion of the earth disturbing activities in a particular area, Permanent Seeding with Mulch per IDOT Standard Specifications Sections 250 and 251 shall be applied.

C. Structural Practices: Provided below is a description of structural practices that will be implemented, to the degree attainable, to divert flows from exposed soils, store flows or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Such practices may include but are not limited to: perimeter erosion barrier, earth dikes, drainage swales, sediment traps, ditch checks, subsurface drains, pipe slope drains, level spreaders, storm drain inlet protection, rock outlet protection, reinforced soil retaining systems, gabions, and temporary or permanent sediment basins. The installation of these devices may be subject to Section 404 of the Clean Water Act.

- | | |
|--|--|
| <input type="checkbox"/> Aggregate Ditch | <input type="checkbox"/> Stabilized Construction Exits |
| <input type="checkbox"/> Concrete Revetment Mats | <input type="checkbox"/> Stabilized Trench Flow |
| <input type="checkbox"/> Dust Suppression | <input type="checkbox"/> Slope Mattress |
| <input type="checkbox"/> Dewatering Filtering | <input type="checkbox"/> Slope Walls |
| <input type="checkbox"/> Gabions | <input type="checkbox"/> Temporary Ditch Check |
| <input type="checkbox"/> In-Stream or Wetland Work | <input type="checkbox"/> Temporary Pipe Slope Drain |
| <input type="checkbox"/> Level Spreaders | <input type="checkbox"/> Temporary Sediment Basin |
| <input type="checkbox"/> Paved Ditch | <input type="checkbox"/> Temporary Stream Crossing |
| <input type="checkbox"/> Permanent Check Dams | <input type="checkbox"/> Turf Reinforcement Mats |
| <input type="checkbox"/> Perimeter Erosion Barrier | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Permanent Sediment Basin | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Retaining Walls | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Riprap | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Rock Outlet Protection | <input type="checkbox"/> Other (Specify) _____ |
| <input type="checkbox"/> Sediment Trap | <input type="checkbox"/> Other (Specify) _____ |
| <input checked="" type="checkbox"/> Storm Drain Inlet Protection | <input type="checkbox"/> Other (Specify) _____ |

Describe how the structural practices listed above will be utilized during construction:

1. Storm Drain Inlet Protection - Inlet and pipe protection will be provided for storm sewers and culverts. If sediment filters are used they will be cleaned on a regular basis.

Describe how the structural practices listed above will be utilized after construction activities have been completed:

Upon completion of earth disturbing activities, temporary erosion control systems per IDOT Standard Specifications Section 280 will be placed to minimize/prevent erosion until vegetation coverage has been established.

D. Treatment Chemicals

Will polymer flocculants or treatment chemicals be utilized on this project: Yes No

If yes above, identify where and how polymer flocculants or treatment chemicals will be utilized on this project.

E. Permanent (i.e., Post-Construction) Storm Water Management Controls: Provided below is a description of measures that will be installed during the construction process to control volume and pollutants in storm water discharges that will occur after construction operations have been completed. The installation of these devices may be subject to Section 404 of the Clean Water Act.

1. Such practices may include but are not limited to: storm water detention structures (including wet ponds), storm water retention structures, flow attenuation by use of open vegetated swales and natural depressions, infiltration of runoff on site, and sequential systems (which combine several practices).

The practices selected for implementation were determined based on the technical guidance in Chapter 41 (Construction Site Storm Water Pollution Control) of the IDOT BDE Manual. If practices other than those discussed in Chapter 41 are selected for implementation or if practices are applied to situations different from those covered in Chapter 41, the technical basis for such decisions will be explained below.

2. Velocity dissipation devices will be placed at discharge locations and along the length of any outfall channel as necessary to provide a non-erosive velocity flow from the structure to a water course so that the natural physical and biological characteristics and functions are maintained and protected (e.g., maintenance of hydrologic conditions such as the hydroperiod and hydrodynamics present prior to the initiation of construction activities).

Description of permanent storm water management controls:

Storm water drainage will be provided by proposed drainage structures and storm sewer. Existing drainage patterns will be essentially maintained. Proposed embankment slopes adjacent to the project will be installed flatter than 4H:1V. Permanent Seeding and Mulching shall be applied to all disturbed areas.

F. Approved State or Local Laws: The management practices, controls and provisions contained in this plan will be in accordance with IDOT specifications, which are at least as protective as the requirements contained in the IEPA's Illinois Urban Manual. Procedures and requirements specified in applicable sediment and erosion site plans or storm water management plans approved by local officials shall be described or incorporated by reference in the space provided below. Requirements specified in sediment and erosion site plans, site permits, storm water management site plans or site permits approved by local officials that are applicable to protecting surface water resources are, upon submittal of an NOI, to be authorized to discharge under the Permit ILR10 incorporated by reference and are enforceable under this permit even if they are not specifically included in the plan.

Description of procedures and requirements specified in applicable sediment and erosion site plans or storm water management plans approved by local officials:

All management practices, controls, and other provisions in this plan are in accordance with the IDOT Standard Specifications for Road and Bridge Construction and the Illinois Urban Manual.

G. Contractor Required Submittals: Prior to conducting any professional services at the site covered by this plan, the Contractor and each subcontractor responsible for compliance with the permit shall submit to the Resident Engineer a Contractor Certification Statement, BDE 2342A.

1. The Contractor shall provide a construction schedule containing an adequate level of detail to show major activities with implementation of pollution prevention BMPs, including the following items:

- Approximate duration of the project, including each stage of the project
- Rainy season, dry season, and winter shutdown dates
- Temporary stabilization measures to be employed by contract phases
- Mobilization time-frame
- Mass clearing and grubbing/roadside clearing dates
- Deployment of Erosion Control Practices
- Deployment of Sediment Control Practices (including stabilized cons

- Deployment of Construction Site Management Practices (including concrete washout facilities, chemical storage, refueling locations, etc.)
- Paving, saw-cutting, and any other pavement related operations
- Major planned stockpiling operation
- Time frame for other significant long-term operations or activities that may plan non-storm water discharges as dewatering, grinding, etc
- Permanent stabilization activities for each area of the project

2. During the pre-construction meeting, the Contractor and each subcontractor shall provide, as an attachment to their signed Contractor Certification Statement, a discussion of how they will comply with the requirements of the permit in regard to the following items and provide a graphical representation showing location and type of BMPs to be used when applicable:

- Temporary Ditch Checks - Identify what type and the source of Temporary Ditch Checks that will be installed as part of the project. The installation details will then be included with the SWPPP.
- Vehicle Entrances and Exits - Identify type and location of stabilized construction entrances and exits to be used and how they will be maintained.
- Material Delivery, Storage and Use - Discuss where and how materials including chemicals, concrete curing compounds, petroleum products, etc. will be stored for this project.
- Stockpile Management - Identify the location of both on-site and off-site stockpiles. Discuss what BMPs will be used to prevent pollution of storm water from stockpiles.
- Waste Disposal - Discuss methods of waste disposal that will be used for this project.
- Spill Prevention and Control - Discuss steps that will be taken in the event of a material spill (chemicals, concrete curing compounds, petroleum, etc.)
- Concrete Residuals and Washout Wastes - Discuss the location and type of concrete washout facilities to be used on this project and how they will be signed and maintained.
- Litter Management - Discuss how litter will be maintained for this project (education of employees, number of dumpsters, frequency of dumpster pick-up, etc.).
- Vehicle and Equipment Fueling - Identify equipment fueling locations for this project and what BMPs will be used to ensure containment and spill prevention.
- Vehicle and Equipment Cleaning and Maintenance - Identify where equipment cleaning and maintenance locations for this project and what BMPs will be used to ensure containment and spill prevention.
- Dewatering Activities - Identify the controls which will be used during dewatering operations to ensure sediments will not leave the construction site.
- Polymer Flocculants and Treatment Chemicals - Identify the use and dosage of treatment chemicals and provide the Resident Engineer with Material Safety Data Sheets. Describe procedures on how the chemicals will be used and identify who will be responsible for the use and application of these chemicals. The selected individual must be trained on the established procedures.
- Additional measures indicated in the plan.

III. Maintenance:

When requested by the Contractor, the Resident Engineer will provide general maintenance guides (e.g., IDOT Erosion and Sediment Control Field Guide) to the Contractor for the practices associated with this project. Describe how all items will be checked for structural integrity, sediment accumulation and functionality. Any damage or undermining shall be repaired immediately. Provide specifics on how repairs will be made. The following additional procedures will be used to maintain, in good and effective operating conditions, the vegetation, erosion and sediment control measures and other protective measures identified in this plan. It will be the Contractor's responsibility to attain maintenance guidelines for any manufactured BMPs which are to be installed and maintained per manufacture's specifications.

During Construction the Contractor shall:

- Inspect & clean adjacent roads to minimize off-site vehicle tracking of sediment according to Section 107 of the Standard Specifications.
- Inspect erosion control measures as stated below to keep them in good working order.
- Maintain, or repair/replace if instructed by the Engineer, all erosion control measures. If a repair/replacement is necessary, initiate within 24 hours of notification.
- Inspect temporary and permanent seeding for bare spots, washouts and re-seed as instructed by the Engineer.
- The Contractor will select as many as three individuals who will be responsible for inspections, reports, maintenance and repair activities. Personnel selected for inspection responsibilities will receive training from the Contractor and will be trained in all inspection and maintenance practices necessary for keeping the erosion control sediment in good working order.

IV. Inspections:

Qualified personnel shall inspect disturbed areas of the construction site including Borrow, Waste, and Use Areas, which have not yet been finally stabilized, structural control measures, and locations where vehicles and equipment enter and exit the site using IDOT Storm Water Pollution Prevention Plan Erosion Control Inspection Report, BC 2259. Such inspections shall be conducted at least once every seven (7) calendar days and within twenty-four (24) hours of the end of a storm or by the end of the following business or work day that is 0.5 inch or greater or equivalent snowfall.

Inspections may be reduced to once per month when construction activities have ceased due to frozen conditions. Weekly inspections will recommence when construction activities are conducted, or if there is 0.5" or greater rain event, or a discharge due to snowmelt occurs.

If any violation of the provisions of this plan is identified during the conduct of the construction work covered by this plan, the Resident Engineer shall notify the appropriate IEPA Field Operations Section office by email at: epa.swnoncomp@illinois.gov, telephone or fax within twenty-four (24) hours of the incident. The Resident Engineer shall then complete and submit an "Incidence of Non-Compliance" (ION) report for the identified violation within five (5) days of the incident. The Resident Engineer shall use forms provided by IEPA and shall include specific information on the cause of noncompliance, actions which were taken to prevent any further causes of noncompliance, and a statement detailing any environmental impact which may have resulted from the noncompliance. All reports of non-compliance shall be signed by a responsible authority in accordance with Part VI. G of the Permit ILR10.

The Incidence of Non-Compliance shall be mailed to the following address:

Illinois Environmental Protection Agency
Division of Water Pollution Control
Attn: Compliance Assurance Section
1021 North Grand East
Post Office Box 19276
Springfield, Illinois 62794-9276

V. Failure to Comply:

Failure to comply with any provisions of this Storm Water Pollution Prevention Plan will result in the implementation of a National Pollutant Discharge Elimination System/Erosion and Sediment Control Deficiency Deduction against the Contractor and/or penalties under the Permit ILR10 which could be passed on to the Contractor.



Contractor Certification Statement



Prior to conducting any professional services at the site covered by this contract, the Contractor and every subcontractor must complete and return to the Resident Engineer the following certification. A separate certification must be submitted by each firm. Attach to this certification all items required by Section II.G of the Storm Water Pollution Prevention Plan (SWPPP) which will be handled by the Contractor/subcontractor completing this form.

Route 8842	Marked Route Sixth Street	Section Number 19-00061-01-PV, 20-0001-02-PV
Project Number 6YZU (675)	County Madison	Contract Number 97830

This certification statement is a part of SWPPP for the project described above, in accordance with the General NPDES Permit No. ILR10 issued by the Illinois Environmental Protection Agency.

I certify under penalty of law that I understand the terms of the Permit No. ILR 10 that authorizes the storm water discharges associated with industrial activity from the construction site identified as part of this certification.

Additionally, I have read and understand all of the information and requirements stated in SWPPP for the above mentioned project; I have received copies of all appropriate maintenance procedures; and, I have provided all documentation required to be in compliance with the Permit ILR10 and SWPPP and will provide timely updates to these documents as necessary.

- Contractor
- Sub-Contractor

Signature		Date	
[Signature Box]		[Date Box]	
Print Name		Title	
[Print Name Box]		[Title Box]	
Name of Firm		Phone	
[Name of Firm Box]		[Phone Box]	
Street Address	City	State	Zip Code
[Street Address Box]	[City Box]	[State Box]	[Zip Code Box]

Items which this Contractor/subcontractor will be responsible for as required in Section II.G. of SWPPP



Illinois Environmental Protection Agency

1021 North Grand Avenue East • P.O. Box 19276 • Springfield • Illinois • 62794-9276 • (217) 782-3397

Division of Water Pollution Control Notice of Intent (NOI) for General Permit to Discharge Storm Water Associated with Construction Site Activities

This fillable form may be completed online, a copy saved locally, printed and signed before it is submitted to the Permit Section at the above address.

For Office Use Only

OWNER INFORMATION

Permit No. ILR10 _____

Company/Owner Name: City of Highland

Mailing Address: 1113 Broadway P.O. Box 218

Phone: 618-654-6823

City: Highland State: IL Zip: 62249

Fax: _____

Contact Person: Joe Gillespie

E-mail: jgillespie@highlandil.gov

Owner Type (select one) City

CONTRACTOR INFORMATION

MS4 Community: Yes No

Contractor Name: _____

Mailing Address: _____

Phone: _____

City: _____ State: _____ Zip: _____

Fax: _____

CONSTRUCTION SITE INFORMATION

Select One: New Change of information for: ILR10 _____

Project Name: Sixth Street Reconstruction

County: Madison

Street Address: Sixth Street City: Highland IL Zip: 62249

Latitude: 38 44 40 Longitude: 89 40 37 32 4N 5W
(Deg) (Min) (Sec) (Deg) (Min) (Sec) Section Township Range

Approximate Construction Start Date _____ Approximate Construction End Date _____

Total size of construction site in acres: 1.98

If less than 1 acre, is the site part of a larger common plan of development?

Yes No

Fee Schedule for Construction Sites:
Less than 5 acres - \$250
5 or more acres - \$750

STORM WATER POLLUTION PREVENTION PLAN (SWPPP)

Has the SWPPP been submitted to the Agency?

Yes No

(Submit SWPPP electronically to: epa.constilr10swppp@illinois.gov)

Location of SWPPP for viewing: Address: 100 Lanter Court, Suite 1

City: Collinsville, IL

SWPPP contact information:

Inspector qualifications:

Contact Name: Steve Keil

P.E.

Phone: 618-581-5520

Fax: _____

E-mail: steve.keil@oatesassociates.com

Project inspector, if different from above

Inspector qualifications:

Inspector's Name: Jeffrey Voss

Phone: 618-654-6823

Fax: _____

E-mail: jvoss@highlandil.gov

This Agency is authorized to require this information under Section 4 and Title X of the Environmental Protection Act (415 ILCS 5/4, 5/39). Failure to disclose this information may result in: a civil penalty of not to exceed \$50,000 for the violation and an additional civil penalty of not to exceed \$10,000 for each day during which the violation continues (415 ILCS 5/42) and may also prevent this form from being processed and could result in your application being denied. This form has been approved by the Forms Management Center.

TYPE OF CONSTRUCTION (select one)

Construction Type Reconstruction

SIC Code: 2022-1282.20

Type a detailed description of the project:

The project extends from Pine Street to Poplar Street along Sixth Street in Highland, IL. The project will consist of removal of existing pavement and replacement with aggregate subgrade and new PCC pavement with B-6.24 concrete curb and gutter. Existing PCC sidewalk and curb ramps will be removed and replaced and storm sewer and inlet structures will be installed. The project will also include all necessary grading and earthwork to complete this work.

HISTORIC PRESERVATION AND ENDANGERED SPECIES COMPLIANCE

Has the project been submitted to the following state agencies to satisfy applicable requirements for compliance with Illinois law on:

Historic Preservation Agency Yes No

Endangered Species Yes No

RECEIVING WATER INFORMATION

Does your storm water discharge directly to: Waters of the State or Storm Sewer

Owner of storm sewer system: City of Highland

Name of closest receiving water body to which you discharge: Unnamed Tributary to Sugar Creek

Mail completed form to: Illinois Environmental Protection Agency
Division of Water Pollution Control
Attn: Permit Section
Post Office Box 19276
Springfield, Illinois 62794-9276
or call (217) 782-0610
FAX: (217) 782-9891

Or submit electronically to: epa.constilr10swppp@illinois.gov

I certify under penalty of law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage this system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. In addition, I certify that the provisions of the permit, including the development and implementation of a storm water pollution prevention plan and a monitoring program plan, will be complied with.

Any person who knowingly makes a false, fictitious, or fraudulent material statement, orally or in writing, to the Illinois EPA commits a Class 4 felony. A second or subsequent offense after conviction is a Class 3 felony. (415 ILCS 5/44(h))

Owner Signature:

Date:

Printed Name:

Title:

IDOT TRAINING PROGRAM GRADUATE ON-THE-JOB TRAINING SPECIAL PROVISION

Effective: August 1, 2012 Revised: February 2, 2017

In addition to the Contractor's equal employment opportunity (EEO) affirmative action efforts undertaken as required by this Contract, the Contractor is encouraged to participate in the incentive program described below to provide additional on-the-job training to certified graduates of the IDOT pre-apprenticeship training program, as outlined in this Special Provision.

IDOT funds, and various Illinois community colleges operate, pre-apprenticeship training programs throughout the State to provide training and skill-improvement opportunities to promote the increased employment of minority groups, disadvantaged persons and women in all aspects of the highway construction industry. The intent of this IDOT Pre-Apprenticeship Training Program Graduate (TPG) special provision (Special Provision) is to place these certified program graduates on the project site for this Contract in order to provide the graduates with meaningful on-the-job training. Pursuant to this Special Provision, the Contractor must make every reasonable effort to recruit and employ certified TPG trainees to the extent such individuals are available within a practicable distance of the project site.

Specifically, participation of the Contractor or its subcontractor in the Program entitles the participant to reimbursement for graduates' hourly wages at \$15.00 per hour per utilized TPG trainee, subject to the terms of this Special Provision. Reimbursement payment will be made even though the Contractor or subcontractor may also receive additional training program funds from other non-IDOT sources for other non-TPG trainees on the Contract, provided such other source does not specifically prohibit the Contractor or subcontractor from receiving reimbursement from another entity through another program, such as IDOT through the TPG program. With regard to any IDOT funded construction training program other than TPG, however, additional reimbursement for other IDOT programs will not be made beyond the TPG Program described in this Special Provision when the TPG Program is utilized.

No payment will be made to the Contractor if the Contractor or subcontractor fails to provide the required on-site training to TPG trainees, as solely determined by IDOT. A TPG trainee must begin training on the project as soon as the start of work that utilizes the relevant trade skill and the TPG trainee must remain on the project site through completion of the Contract, so long as training opportunities continue to exist in the relevant work classification. Should a TPG trainee's employment end in advance of the completion of the Contract, the Contractor must promptly notify the IDOT District EEO Officer for the Contract that the TPG's involvement in the Contract has ended. The Contractor must supply a written report for the reason the TPG trainee involvement terminated, the hours completed by the TPG trainee on the Contract, and the number of hours for which the incentive payment provided under this Special Provision will be, or has been claimed for the separated TPG trainee.

Finally, the Contractor must maintain all records it creates as a result of participation in the Program on the Contract, and furnish periodic written reports to the IDOT District EEO Officer that document its contractual performance under and compliance with this Special Provision. Finally, through participation in the Program and reimbursement of wages, the Contractor is not relieved of, and IDOT has not waived, the requirements of any federal or state labor or employment law applicable to TPG workers, including compliance with the Illinois Prevailing Wage Act.

METHOD OF MEASUREMENT: The unit of measurement is in hours.

BASIS OF PAYMENT: This work will be paid for at the contract unit price of \$15.00 per hour for each utilized certified TPG Program trainee (TRAINEES TRAINING PROGRAM GRADUATE). The estimated total number of hours, unit price, and total price must be included in the schedule of prices for the Contract submitted by Contractor prior to beginning work. The initial number of TPG trainees for which the incentive is available for this contract is 3.

The Department has contracted with several educational institutions to provide screening, tutoring and pre-training to individuals interested in working as a TPG trainee in various areas of common construction trade work. Only individuals who have successfully completed a Pre-Apprenticeship Training Program at these IDOT approved institutions are eligible to be TPG trainees. To obtain a list of institutions that can connect the Contractor with eligible TPG trainees, the Contractor may contact: HCCTP TPG Program Coordinator, Office of Business and Workforce Diversity (IDOT OBWD), Room 319, Illinois Department of Transportation, 2300 S. Dirksen Parkway, Springfield, Illinois 62764. Prior to commencing construction with the utilization of a TPG trainee, the Contractor must submit documentation to the IDOT District EEO Officer for the Contract that provides the names and contact information of the TPG trainee(s) to be trained in each selected work classification, proof that that the TPG trainee(s) has successfully completed a Pre-Apprenticeship Training Program, proof that the TPG is in an Apprenticeship Training Program approved by the U.S. Department of Labor Bureau of Apprenticeship Training, and the start date for training in each of the applicable work classifications.

To receive payment, the Contractor must provide training opportunities aimed at developing a full journeyworker in the type of trade or job classification involved. During the course of performance of the Contract, the Contractor may seek approval from the IDOT District EEO Officer to employ additional eligible TPG trainees. In the event the Contractor subcontracts a portion of the contracted work, it must determine how many, if any, of the TPGs will be trained by the subcontractor. Though a subcontractor may conduct training, the Contractor retains the responsibility for meeting all requirements imposed by this Special Provision. The Contractor must also include this Special Provision in any subcontract where payment for contracted work performed by a TPG trainee will be passed on to a subcontractor.

Training through the Program is intended to move TPGs toward journeyman status, which is the primary objective of this Special Provision. Accordingly, the Contractor must make every effort to enroll TPG trainees by recruitment through the Program participant educational institutions to the extent eligible TPGs are available within a reasonable geographic area of the project. The Contractor is responsible for demonstrating, through documentation, the recruitment efforts it has undertaken prior to the determination by IDOT whether the Contractor is in compliance with this Special Provision, and therefore, entitled to the Training Program Graduate reimbursement of \$15.00 per hour.

Notwithstanding the on-the-job training requirement of this TPG Special Provision, some minimal off-site training is permissible as long as the offsite training is an integral part of the work of the contract, and does not compromise or conflict with the required on-site training that is central to the purpose of the Program. No individual may be employed as a TPG trainee in any work classification in which he/she has previously successfully completed a training program leading to journeyman status in any trade, or in which he/she has worked at a journeyman level or higher.

CEMENT, TYPE IL (BDE)

Effective: August 1, 2023

Add the following to Article 302.02 of the Standard Specifications:

“(k) Type IL Portland-Limestone Cement1001”

Revise Note 2 of Article 352.02 of the Standard Specifications to read:

“Note 2. Either Type I or Type IA portland cement or Type IL portland-limestone cement shall be used.”

Revise Note 1 of Article 404.02 of the Standard Specifications to read:

“Note 1. The cement shall be Type I portland cement or Type IL portland-limestone cement.”

Revise Article 1019.02(a) of the Standard Specifications to read:

“(a) Cement, Type I or IL1001”

80449

COMPENSABLE DELAY COSTS (BDE)

Effective: June 2, 2017

Revised: April 1, 2019

Revise Article 107.40(b) of the Standard Specifications to read:

“(b) Compensation. Compensation will not be allowed for delays, inconveniences, or damages sustained by the Contractor from conflicts with facilities not meeting the above definition; or if a conflict with a utility in an unanticipated location does not cause a shutdown of the work or a documentable reduction in the rate of progress exceeding the limits set herein. The provisions of Article 104.03 notwithstanding, compensation for delays caused by a utility in an unanticipated location will be paid according to the provisions of this Article governing minor and major delays or reduced rate of production which are defined as follows.

- (1) Minor Delay. A minor delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two hours, but not to exceed two weeks.
- (2) Major Delay. A major delay occurs when the work in conflict with the utility in an unanticipated location is completely stopped for more than two weeks.
- (3) Reduced Rate of Production Delay. A reduced rate of production delay occurs when the rate of production on the work in conflict with the utility in an unanticipated location decreases by more than 25 percent and lasts longer than seven calendar days.”

Revise Article 107.40(c) of the Standard Specifications to read:

“(c) Payment. Payment for Minor, Major, and Reduced Rate of Production Delays will be made as follows.

- (1) Minor Delay. Labor idled which cannot be used on other work will be paid for according to Article 109.04(b)(1) and (2) for the time between start of the delay and the minimum remaining hours in the work shift required by the prevailing practice in the area.

Equipment idled which cannot be used on other work, and which is authorized to standby on the project site by the Engineer, will be paid for according to Article 109.04(b)(4).

- (2) Major Delay. Labor will be the same as for a minor delay.

Equipment will be the same as for a minor delay, except Contractor-owned equipment will be limited to two weeks plus the cost of move-out to either the

Contractor's yard or another job and the cost to re-mobilize, whichever is less. Rental equipment may be paid for longer than two weeks provided the Contractor presents adequate support to the Department (including lease agreement) to show retaining equipment on the job is the most economical course to follow and in the public interest.

- (3) Reduced Rate of Production Delay. The Contractor will be compensated for the reduced productivity for labor and equipment time in excess of the 25 percent threshold for that portion of the delay in excess of seven calendar days. Determination of compensation will be in accordance with Article 104.02, except labor and material additives will not be permitted.

Payment for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be determined according to Article 109.13.”

Revise Article 108.04(b) of the Standard Specifications to read:

“(b) No working day will be charged under the following conditions.

- (1) When adverse weather prevents work on the controlling item.
- (2) When job conditions due to recent weather prevent work on the controlling item.
- (3) When conduct or lack of conduct by the Department or its consultants, representatives, officers, agents, or employees; delay by the Department in making the site available; or delay in furnishing any items required to be furnished to the Contractor by the Department prevents work on the controlling item.
- (4) When delays caused by utility or railroad adjustments prevent work on the controlling item.
- (5) When strikes, lock-outs, extraordinary delays in transportation, or inability to procure critical materials prevent work on the controlling item, as long as these delays are not due to any fault of the Contractor.
- (6) When any condition over which the Contractor has no control prevents work on the controlling item.”

Revise Article 109.09(f) of the Standard Specifications to read:

“(f) Basis of Payment. After resolution of a claim in favor of the Contractor, any adjustment in time required for the work will be made according to Section 108. Any adjustment in the costs to be paid will be made for direct labor, direct materials, direct equipment, direct jobsite overhead, direct offsite overhead, and other direct costs allowed by the resolution. Adjustments in costs will not be made for interest charges, loss of anticipated profit, undocumented loss of efficiency, home office overhead and unabsorbed overhead

other than as allowed by Article 109.13, lost opportunity, preparation of claim expenses and other consequential indirect costs regardless of method of calculation.

The above Basis of Payment is an essential element of the contract and the claim cost recovery of the Contractor shall be so limited.”

Add the following to Section 109 of the Standard Specifications.

“109.13 Payment for Contract Delay. Compensation for escalated material costs, escalated labor costs, extended project overhead, and extended traffic control will be allowed when such costs result from a delay meeting the criteria in the following table.

Contract Type	Cause of Delay	Length of Delay
Working Days	Article 108.04(b)(3) or Article 108.04(b)(4)	No working days have been charged for two consecutive weeks.
Completion Date	Article 108.08(b)(1) or Article 108.08(b)(7)	The Contractor has been granted a minimum two week extension of contract time, according to Article 108.08.

Payment for each of the various costs will be according to the following.

- (a) Escalated Material and/or Labor Costs. When the delay causes work, which would have otherwise been completed, to be done after material and/or labor costs have increased, such increases will be paid. Payment for escalated material costs will be limited to the increased costs substantiated by documentation furnished by the Contractor. Payment for escalated labor costs will be limited to those items in Article 109.04(b)(1) and (2), except the 35 percent and 10 percent additives will not be permitted.
- (b) Extended Project Overhead. For the duration of the delay, payment for extended project overhead will be paid as follows.
 - (1) Direct Jobsite and Offsite Overhead. Payment for documented direct jobsite overhead and documented direct offsite overhead, including onsite supervisory and administrative personnel, will be allowed according to the following table.

Original Contract Amount	Supervisory and Administrative Personnel
Up to \$5,000,000	One Project Superintendent
Over \$ 5,000,000 - up to \$25,000,000	One Project Manager, One Project Superintendent or Engineer, and One Clerk
Over \$25,000,000 - up to \$50,000,000	One Project Manager, One Project Superintendent, One Engineer, and

	One Clerk
Over \$50,000,000	One Project Manager, Two Project Superintendents, One Engineer, and One Clerk

(2) Home Office and Unabsorbed Overhead. Payment for home office and unabsorbed overhead will be calculated as 8 percent of the total delay cost.

(c) Extended Traffic Control. Traffic control required for an extended period of time due to the delay will be paid for according to Article 109.04.

When an extended traffic control adjustment is paid under this provision, an adjusted unit price as provided for in Article 701.20(a) for increase or decrease in the value of work by more than ten percent will not be paid.

Upon payment for a contract delay under this provision, the Contractor shall assign subrogation rights to the Department for the Department's efforts of recovery from any other party for monies paid by the Department as a result of any claim under this provision. The Contractor shall fully cooperate with the Department in its efforts to recover from another party any money paid to the Contractor for delay damages under this provision."

80384

CONSTRUCTION AIR QUALITY – DIESEL RETROFIT (BDE)

Effective: June 1, 2010

Revised: November 1, 2014

The reduction of emissions of particulate matter (PM) for off-road equipment shall be accomplished by installing retrofit emission control devices. The term “equipment” refers to diesel fuel powered devices rated at 50 hp and above, to be used on the jobsite in excess of seven calendar days over the course of the construction period on the jobsite (including rental equipment).

Contractor and subcontractor diesel powered off-road equipment assigned to the contract shall be retrofitted using the phased in approach shown below. Equipment that is of a model year older than the year given for that equipment’s respective horsepower range shall be retrofitted:

Effective Dates	Horsepower Range	Model Year
June 1, 2010 ^{1/}	600-749	2002
	750 and up	2006
June 1, 2011 ^{2/}	100-299	2003
	300-599	2001
	600-749	2002
	750 and up	2006
June 1, 2012 ^{2/}	50-99	2004
	100-299	2003
	300-599	2001
	600-749	2002
	750 and up	2006

1/ Effective dates apply to Contractor diesel powered off-road equipment assigned to the contract.

2/ Effective dates apply to Contractor and subcontractor diesel powered off-road equipment assigned to the contract.

The retrofit emission control devices shall achieve a minimum PM emission reduction of 50 percent and shall be:

- a) Included on the U.S. Environmental Protection Agency (USEPA) *Verified Retrofit Technology List* (<http://www.epa.gov/cleandiesel/verification/verif-list.htm>), or verified by the California Air Resources Board (CARB) (<http://www.arb.ca.gov/diesel/verdev/vt/cvt.htm>); or
- b) Retrofitted with a non-verified diesel retrofit emission control device if verified retrofit emission control devices are not available for equipment proposed to be used on the project, and if the Contractor has obtained a performance certification from the retrofit

device manufacturer that the emission control device provides a minimum PM emission reduction of 50 percent.

Note: Large cranes (Crawler mounted cranes) which are responsible for critical lift operations are exempt from installing retrofit emission control devices if such devices adversely affect equipment operation.

Diesel powered off-road equipment with engine ratings of 50 hp and above, which are unable to be retrofitted with verified emission control devices or if performance certifications are not available which will achieve a minimum 50 percent PM reduction, may be granted a waiver by the Department if documentation is provided showing good faith efforts were made by the Contractor to retrofit the equipment.

Construction shall not proceed until the Contractor submits a certified list of the diesel powered off-road equipment that will be used, and as necessary, retrofitted with emission control devices. The list(s) shall include (1) the equipment number, type, make, Contractor/rental company name; and (2) the emission control devices make, model, USEPA or CARB verification number, or performance certification from the retrofit device manufacturer. Equipment reported as fitted with emissions control devices shall be made available to the Engineer for visual inspection of the device installation, prior to being used on the jobsite.

The Contractor shall submit an updated list of retrofitted off-road construction equipment as retrofitted equipment changes or comes on to the jobsite. The addition or deletion of any diesel powered equipment shall be included on the updated list.

If any diesel powered off-road equipment is found to be in non-compliance with any portion of this special provision, the Engineer will issue the Contractor a diesel retrofit deficiency deduction.

Any costs associated with retrofitting any diesel powered off-road equipment with emission control devices shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed. The Contractor's compliance with this notice and any associated regulations shall not be grounds for a claim.

Diesel Retrofit Deficiency Deduction

When the Engineer determines that a diesel retrofit deficiency exists, a daily monetary deduction will be imposed for each calendar day or fraction thereof the deficiency continues to exist. The calendar day(s) will begin when the time period for correction is exceeded and end with the Engineer's written acceptance of the correction. The daily monetary deduction will be \$1,000.00 for each deficiency identified.

The deficiency will be based on lack of diesel retrofit emissions control.

If a Contractor accumulates three diesel retrofit deficiency deductions for the same piece of equipment in a contract period, the Contractor will be shutdown until the deficiency is corrected.

Such a shutdown will not be grounds for any extension of the contract time, waiver of penalties, or be grounds for any claim.

80261

DISADVANTAGED BUSINESS ENTERPRISE PARTICIPATION (BDE)

Effective: September 1, 2000

Revised: March 2, 2019

FEDERAL OBLIGATION. The Department of Transportation, as a recipient of federal financial assistance, is required to take all necessary and reasonable steps to ensure nondiscrimination in the award and administration of contracts. Consequently, the federal regulatory provisions of 49 CFR Part 26 apply to this contract concerning the utilization of disadvantaged business enterprises. For the purposes of this Special Provision, a disadvantaged business enterprise (DBE) means a business certified by the Department in accordance with the requirements of 49 CFR Part 26 and listed in the Illinois Unified Certification Program (IL UCP) DBE Directory.

STATE OBLIGATION. This Special Provision will also be used by the Department to satisfy the requirements of the Business Enterprise for Minorities, Females, and Persons with Disabilities Act, 30 ILCS 575. When this Special Provision is used to satisfy state law requirements on 100 percent state-funded contracts, the federal government has no involvement in such contracts (not a federal-aid contract) and no responsibility to oversee the implementation of this Special Provision by the Department on those contracts. DBE participation on 100 percent state-funded contracts will not be credited toward fulfilling the Department's annual overall DBE goal required by the US Department of Transportation to comply with the federal DBE program requirements.

CONTRACTOR ASSURANCE. The Contractor makes the following assurance and agrees to include the assurance in each subcontract the Contractor signs with a subcontractor.

The Contractor, subrecipient, or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The Contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of contracts funded in whole or in part with federal or state funds. Failure by the Contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (a) Withholding progress payments;
- (b) Assessing sanctions;
- (c) Liquidated damages; and/or
- (d) Disqualifying the Contractor from future bidding as non-responsible.

OVERALL GOAL SET FOR THE DEPARTMENT. As a requirement of compliance with 49 CFR Part 26, the Department has set an overall goal for DBE participation in its federally assisted contracts. That goal applies to all federal-aid funds the Department will expend in its federally assisted contracts for the subject reporting fiscal year. The Department is required to make a

good faith effort to achieve the overall goal. The dollar amount paid to all approved DBE companies performing work called for in this contract is eligible to be credited toward fulfillment of the Department's overall goal.

CONTRACT GOAL TO BE ACHIEVED BY THE CONTRACTOR. This contract includes a specific DBE utilization goal established by the Department. The goal has been included because the Department has determined the work of this contract has subcontracting opportunities that may be suitable for performance by DBE companies. The determination is based on an assessment of the type of work, the location of the work, and the availability of DBE companies to do a part of the work. The assessment indicates, in the absence of unlawful discrimination and in an arena of fair and open competition, DBE companies can be expected to perform **13.00%** of the work. This percentage is set as the DBE participation goal for this contract. Consequently, in addition to the other award criteria established for this contract, the Department will only award this contract to a bidder who makes a good faith effort to meet this goal of DBE participation in the performance of the work. A bidder makes a good faith effort for award consideration if either of the following is done in accordance with the procedures set for in this Special Provision:

- (a) The bidder documents enough DBE participation has been obtained to meet the goal or,
- (b) The bidder documents a good faith effort has been made to meet the goal, even though the effort did not succeed in obtaining enough DBE participation to meet the goal.

DBE LOCATOR REFERENCES. Bidders shall consult the IL UCP DBE Directory as a reference source for DBE-certified companies. In addition, the Department maintains a letting and item specific DBE locator information system whereby DBE companies can register their interest in providing quotes on particular bid items advertised for letting. Information concerning DBE companies willing to quote work for particular contracts may be obtained by contacting the Department's Bureau of Small Business Enterprises at telephone number (217) 785-4611, or by visiting the Department's website at:

<http://www.idot.illinois.gov/doing-business/certifications/disadvantaged-business-enterprise-certification/il-ucp-directory/index>.

BIDDING PROCEDURES. Compliance with this Special Provision is a material bidding requirement and failure of the bidder to comply will render the bid not responsive.

The bidder shall submit a DBE Utilization Plan (form SBE 2026), and a DBE Participation Statement (form SBE 2025) for each DBE company proposed for the performance of work to achieve the contract goal, with the bid. If the Utilization Plan indicates the contract goal will not be met, documentation of good faith efforts shall also be submitted. The documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor is selected over a DBE for work on the contract. The required forms and documentation must be submitted as a single .pdf file using the "Integrated Contractor Exchange (iCX)" application within the Department's "EBids System".

The Department will not accept a Utilization Plan if it does not meet the bidding procedures set forth herein and the bid will be declared not responsive. In the event the bid is declared not responsive, the Department may elect to cause the forfeiture of the penal sum of the bidder's proposal guaranty and may deny authorization to bid the project if re-advertised for bids.

GOOD FAITH EFFORT PROCEDURES. The contract will not be awarded until the Utilization Plan is approved. All information submitted by the bidder must be complete, accurate and adequately document enough DBE participation has been obtained or document the good faith efforts of the bidder, in the event enough DBE participation has not been obtained, before the Department will commit to the performance of the contract by the bidder. The Utilization Plan will be approved by the Department if the Utilization Plan documents sufficient commercially useful DBE work to meet the contract goal or the bidder submits sufficient documentation of a good faith effort to meet the contract goal pursuant to 49 CFR Part 26, Appendix A. This means the bidder must show that all necessary and reasonable steps were taken to achieve the contract goal. Necessary and reasonable steps are those which, by their scope, intensity and appropriateness to the objective, could reasonably be expected to obtain sufficient DBE participation, even if they were not successful. The Department will consider the quality, quantity, and intensity of the kinds of efforts the bidder has made. Mere *pro forma* efforts, in other words efforts done as a matter of form, are not good faith efforts; rather, the bidder is expected to have taken genuine efforts that would be reasonably expected of a bidder actively and aggressively trying to obtain DBE participation sufficient to meet the contract goal.

- (a) The following is a list of types of action that the Department will consider as part of the evaluation of the bidder's good faith efforts to obtain participation. These listed factors are not intended to be a mandatory checklist and are not intended to be exhaustive. Other factors or efforts brought to the attention of the Department may be relevant in appropriate cases and will be considered by the Department.
 - (1) Soliciting through all reasonable and available means (e.g. attendance at pre-bid meetings, advertising and/or written notices) the interest of all certified DBE companies that have the capability to perform the work of the contract. The bidder must solicit this interest within sufficient time to allow the DBE companies to respond to the solicitation. The bidder must determine with certainty if the DBE companies are interested by taking appropriate steps to follow up initial solicitations.
 - (2) Selecting portions of the work to be performed by DBE companies in order to increase the likelihood that the DBE goals will be achieved. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate DBE participation, even when the Contractor might otherwise prefer to perform these work items with its own forces.
 - (3) Providing interested DBE companies with adequate information about the plans, specifications, and requirements of the contract in a timely manner to assist them in responding to a solicitation.

- (4) a. Negotiating in good faith with interested DBE companies. It is the bidder's responsibility to make a portion of the work available to DBE subcontractors and suppliers and to select those portions of the work or material needs consistent with the available DBE subcontractors and suppliers, so as to facilitate DBE participation. Evidence of such negotiation includes the names, addresses, and telephone numbers of DBE companies that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for DBE companies to perform the work.
 - b. A bidder using good business judgment would consider a number of factors in negotiating with subcontractors, including DBE subcontractors, and would take a firm's price and capabilities as well as contract goals into consideration. However, the fact that there may be some additional costs involved in finding and using DBE companies is not in itself sufficient reason for a bidder's failure to meet the contract DBE goal, as long as such costs are reasonable. Also the ability or desire of a bidder to perform the work of a contract with its own organization does not relieve the bidder of the responsibility to make good faith efforts. Bidders are not, however, required to accept higher quotes from DBE companies if the price difference is excessive or unreasonable. In accordance with the above Bidding Procedures, the documentation of good faith efforts must include copies of each DBE and non-DBE subcontractor quote submitted to the bidder when a non-DBE subcontractor was selected over a DBE for work on the contract.
- (5) Not rejecting DBE companies as being unqualified without sound reasons based on a thorough investigation of their capabilities. The bidder's standing within its industry, membership in specific groups, organizations, or associations and political or social affiliations (for example union vs. non-union employee status) are not legitimate causes for the rejection or non-solicitation of bids in the bidder's efforts to meet the project goal.
 - (6) Making efforts to assist interested DBE companies in obtaining bonding, lines of credit, or insurance as required by the recipient or Contractor.
 - (7) Making efforts to assist interested DBE companies in obtaining necessary equipment, supplies, materials, or related assistance or services.
 - (8) Effectively using the services of available minority/women community organizations; minority/women contractors' groups; local, state, and federal minority/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of DBE companies.
- (b) If the Department determines the bidder has made a good faith effort to secure the work commitment of DBE companies to meet the contract goal, the Department will award the contract provided it is otherwise eligible for award. If the Department determines the

bidder has failed to meet the requirements of this Special Provision or that a good faith effort has not been made, the Department will notify the responsible company official designated in the Utilization Plan that the bid is not responsive. The notification will also include a statement of reasons for the adverse determination. If the Utilization Plan is not approved because it is deficient as a technical matter, unless waived by the Department, the bidder will be notified and will be allowed no more than a five calendar day period to cure the deficiency.

- (c) The bidder may request administrative reconsideration of an adverse determination by emailing the Department at "DOT.DBE.UP@illinois.gov" within the five calendar days after the receipt of the notification of the determination. The determination shall become final if a request is not made on or before the fifth calendar day. A request may provide additional written documentation or argument concerning the issues raised in the determination statement of reasons, provided the documentation and arguments address efforts made prior to submitting the bid. The request will be reviewed by the Department's Reconsideration Officer. The Reconsideration Officer will extend an opportunity to the bidder to meet in person to consider all issues of documentation and whether the bidder made a good faith effort to meet the goal. After the review by the Reconsideration Officer, the bidder will be sent a written decision within ten working days after receipt of the request for reconsideration, explaining the basis for finding that the bidder did or did not meet the goal or make adequate good faith efforts to do so. A final decision by the Reconsideration Officer that a good faith effort was made shall approve the Utilization Plan submitted by the bidder and shall clear the contract for award. A final decision that a good faith effort was not made shall render the bid not responsive.

CALCULATING DBE PARTICIPATION. The Utilization Plan values represent work anticipated to be performed and paid for upon satisfactory completion. The Department is only able to count toward the achievement of the overall goal and the contract goal the value of payments made for the work actually performed by DBE companies. In addition, a DBE must perform a commercially useful function on the contract to be counted. A commercially useful function is generally performed when the DBE is responsible for the work and is carrying out its responsibilities by actually performing, managing, and supervising the work involved. The Department and Contractor are governed by the provisions of 49 CFR Part 26.55(c) on questions of commercially useful functions as it affects the work. Specific counting guidelines are provided in 49 CFR Part 26.55, the provisions of which govern over the summary contained herein.

- (a) DBE as the Contractor: 100 percent goal credit for that portion of the work performed by the DBE's own forces, including the cost of materials and supplies. Work that a DBE subcontracts to a non-DBE does not count toward the DBE goals.
- (b) DBE as a joint venture Contractor: 100 percent goal credit for that portion of the total dollar value of the contract equal to the distinct, clearly defined portion of the work performed by the DBE's own forces.

- (c) DBE as a subcontractor: 100 percent goal credit for the work of the subcontract performed by the DBE's own forces, including the cost of materials and supplies, excluding the purchase of materials and supplies or the lease of equipment by the DBE subcontractor from the Contractor or its affiliates. Work that a DBE subcontractor in turn subcontracts to a non-DBE does not count toward the DBE goal.
- (d) DBE as a trucker: 100 percent goal credit for trucking participation provided the DBE is responsible for the management and supervision of the entire trucking operation for which it is responsible. At least one truck owned, operated, licensed, and insured by the DBE must be used on the contract. Credit will be given for the following:
 - (1) The DBE may lease trucks from another DBE firm, including an owner-operator who is certified as a DBE. The DBE who leases trucks from another DBE receives credit for the total value of the transportation services the lessee DBE provides on the contract.
 - (2) The DBE may also lease trucks from a non-DBE firm, including from an owner-operator. The DBE who leases trucks from a non-DBE is entitled to credit only for the fee or commission it receives as a result of the lease arrangement.
- (e) DBE as a material supplier:
 - (1) 60 percent goal credit for the cost of the materials or supplies purchased from a DBE regular dealer.
 - (2) 100 percent goal credit for the cost of materials or supplies obtained from a DBE manufacturer.
 - (3) 100 percent credit for the value of reasonable fees and commissions for the procurement of materials and supplies if not a DBE regular dealer or DBE manufacturer.

CONTRACT COMPLIANCE. Compliance with this Special Provision is an essential part of the contract. The Department is prohibited by federal regulations from crediting the participation of a DBE included in the Utilization Plan toward either the contract goal or the Department's overall goal until the amount to be applied toward the goals has been paid to the DBE. The following administrative procedures and remedies govern the compliance by the Contractor with the contractual obligations established by the Utilization Plan. After approval of the Utilization Plan and award of the contract, the Utilization Plan and individual DBE Participation Statements become part of the contract. If the Contractor did not succeed in obtaining enough DBE participation to achieve the advertised contract goal, and the Utilization Plan was approved and contract awarded based upon a determination of good faith, the total dollar value of DBE work calculated in the approved Utilization Plan as a percentage of the awarded contract value shall become the amended contract goal. All work indicated for performance by an approved DBE shall be performed, managed, and supervised by the DBE executing the DBE Participation Commitment Statement.

- (a) NO AMENDMENT. No amendment to the Utilization Plan may be made without prior written approval from the Department's Bureau of Small Business Enterprises. All requests for amendment to the Utilization Plan shall be emailed to the Department at DOT.DBE.UP@illinois.gov.
- (b) CHANGES TO WORK. Any deviation from the DBE condition-of-award or contract plans, specifications, or special provisions must be approved, in writing, by the Department as provided elsewhere in the Contract. The Contractor shall notify affected DBEs in writing of any changes in the scope of work which result in a reduction in the dollar amount condition-of-award to the contract. Where the revision includes work committed to a new DBE subcontractor, not previously involved in the project, then a Request for Approval of Subcontractor, Department form BC 260A or AER 260A, must be signed and submitted. If the commitment of work is in the form of additional tasks assigned to an existing subcontract, a new Request for Approval of Subcontractor will not be required. However, the Contractor must document efforts to assure the existing DBE subcontractor is capable of performing the additional work and has agreed in writing to the change.
- (c) SUBCONTRACT. The Contractor must provide copies of DBE subcontracts to the Department upon request. Subcontractors shall ensure that all lower tier subcontracts or agreements with DBEs to supply labor or materials be performed in accordance with this Special Provision.
- (d) ALTERNATIVE WORK METHODS. In addition to the above requirements for reductions in the condition of award, additional requirements apply to the two cases of Contractor-initiated work substitution proposals. Where the contract allows alternate work methods which serve to delete or create underruns in condition of award DBE work, and the Contractor selects that alternate method or, where the Contractor proposes a substitute work method or material that serves to diminish or delete work committed to a DBE and replace it with other work, then the Contractor must demonstrate one of the following:
- (1) The replacement work will be performed by the same DBE (as long as the DBE is certified in the respective item of work) in a modification of the condition of award; or
 - (2) The DBE is aware its work will be deleted or will experience underruns and has agreed in writing to the change. If this occurs, the Contractor shall substitute other work of equivalent value to a certified DBE or provide documentation of good faith efforts to do so; or
 - (3) The DBE is not capable of performing the replacement work or has declined to perform the work at a reasonable competitive price. If this occurs, the Contractor shall substitute other work of equivalent value to a certified DBE or provide documentation of good faith efforts to do so.

- (e) TERMINATION AND REPLACEMENT PROCEDURES. The Contractor shall not terminate or replace a DBE listed on the approved Utilization Plan, or perform with other forces work designated for a listed DBE except as provided in this Special Provision. The Contractor shall utilize the specific DBEs listed to perform the work and supply the materials for which each is listed unless the Contractor obtains the Department's written consent as provided in subsection (a) of this part. Unless Department consent is provided for termination of a DBE subcontractor, the Contractor shall not be entitled to any payment for work or material unless it is performed or supplied by the DBE in the Utilization Plan.

As stated above, the Contractor shall not terminate or replace a DBE subcontractor listed in the approved Utilization Plan without prior written consent. This includes, but is not limited to, instances in which the Contractor seeks to perform work originally designated for a DBE subcontractor with its own forces or those of an affiliate, a non-DBE firm, or with another DBE firm. Written consent will be granted only if the Bureau of Small Business Enterprises agrees, for reasons stated in its concurrence document, that the Contractor has good cause to terminate or replace the DBE firm. Before transmitting to the Bureau of Small Business Enterprises any request to terminate and/or substitute a DBE subcontractor, the Contractor shall give notice in writing to the DBE subcontractor, with a copy to the Bureau, of its intent to request to terminate and/or substitute, and the reason for the request. The Contractor shall give the DBE five days to respond to the Contractor's notice. The DBE so notified shall advise the Bureau and the Contractor of the reasons, if any, why it objects to the proposed termination of its subcontract and why the Bureau should not approve the Contractor's action. If required in a particular case as a matter of public necessity, the Bureau may provide a response period shorter than five days.

For purposes of this paragraph, good cause includes the following circumstances:

- (1) The listed DBE subcontractor fails or refuses to execute a written contract;
- (2) The listed DBE subcontractor fails or refuses to perform the work of its subcontract in a way consistent with normal industry standards. Provided, however, that good cause does not exist if the failure or refusal of the DBE subcontractor to perform its work on the subcontract results from the bad faith or discriminatory action of the Contractor;
- (3) The listed DBE subcontractor fails or refuses to meet the Contractor's reasonable, nondiscriminatory bond requirements;
- (4) The listed DBE subcontractor becomes bankrupt, insolvent, or exhibits credit unworthiness;
- (5) The listed DBE subcontractor is ineligible to work on public works projects because of suspension and debarment proceedings pursuant 2 CFR Parts 180, 215 and 1200 or applicable state law.

- (6) The Contractor has determined the listed DBE subcontractor is not a responsible contractor;
- (7) The listed DBE subcontractor voluntarily withdraws from the projects and provides written notice to the Contractor of its withdrawal;
- (8) The listed DBE is ineligible to receive DBE credit for the type of work required;
- (9) A DBE owner dies or becomes disabled with the result that the listed DBE subcontractor is unable to complete its work on the contract;
- (10) Other documented good cause that compels the termination of the DBE subcontractor. Provided, that good cause does not exist if the Contractor seeks to terminate a DBE it relied upon to obtain the contract so that the Contractor can self-perform the work for which the DBE contractor was engaged or so that the Contractor can substitute another DBE or non-DBE contractor after contract award.

When a DBE is terminated or fails to complete its work on the Contract for any reason, the Contractor shall make a good faith effort to find another DBE to substitute for the original DBE to perform at least the same amount of work under the contract as the terminated DBE to the extent needed to meet the established Contract goal. The good faith efforts shall be documented by the Contractor. If the Department requests documentation under this provision, the Contractor shall submit the documentation within seven days, which may be extended for an additional seven days if necessary at the request of the Contractor. The Department will provide a written determination to the Contractor stating whether or not good faith efforts have been demonstrated.

- (f) FINAL PAYMENT. After the performance of the final item of work or delivery of material by a DBE and final payment therefore to the DBE by the Contractor, but not later than 30 calendar days after payment has been made by the Department to the Contractor for such work or material, the Contractor shall submit a DBE Payment Agreement on Department form SBE 2115 to the Resident Engineer. If full and final payment has not been made to the DBE, the DBE Payment Agreement shall indicate whether a disagreement as to the payment required exists between the Contractor and the DBE or if the Contractor believes the work has not been satisfactorily completed. If the Contractor does not have the full amount of work indicated in the Utilization Plan performed by the DBE companies indicated in the Utilization Plan and after good faith efforts are reviewed, the Department may deduct from contract payments to the Contractor the amount of the goal not achieved as liquidated and ascertained damages. The Contractor may request an administrative reconsideration of any amount deducted as damages pursuant to subsection (h) of this part.
- (g) ENFORCEMENT. The Department reserves the right to withhold payment to the Contractor to enforce the provisions of this Special Provision. Final payment shall not be

made on the contract until such time as the Contractor submits sufficient documentation demonstrating achievement of the goal in accordance with this Special Provision or after liquidated damages have been determined and collected.

- (h) RECONSIDERATION. Notwithstanding any other provision of the contract, including but not limited to Article 109.09 of the Standard Specifications, the Contractor may request administrative reconsideration of a decision to deduct the amount of the goal not achieved as liquidated damages. A request to reconsider shall be delivered to the Contract Compliance Section and shall be handled and considered in the same manner as set forth in paragraph (c) of "Good Faith Effort Procedures" of this Special Provision, except a final decision that a good faith effort was not made during contract performance to achieve the goal agreed to in the Utilization Plan shall be the final administrative decision of the Department. The result of the reconsideration process is not administratively appealable to the U.S. Department of Transportation.

80029

PORTLAND CEMENT CONCRETE (BDE)

Effective: August 1, 2023

Revise the second paragraph of Article 1103.03(a)(4) the Standard Specifications to read:

“The dispenser system shall provide a visual indication that the liquid admixture is actually entering the batch, such as via a transparent or translucent section of tubing or by independent check with an integrated secondary metering device. If approved by the Engineer, an alternate indicator may be used for admixtures dosed at rates of 25 oz/cwt (1630 mL/100 kg) or greater, such as accelerating admixtures, corrosion inhibitors, and viscosity modifying admixtures.”

80451

REMOVAL AND DISPOSAL OF REGULATED SUBSTANCES (BDE)

Effective: January 1, 2024

Revise the first paragraph of Article 669.04 of the Standard Specifications to read:

“669.04 Regulated Substances Monitoring. Regulated substances monitoring includes environmental observation and field screening during regulated substances management activities. The excavated soil and groundwater within the work areas shall be managed as either uncontaminated soil, hazardous waste, special waste, or non-special waste.

As part of the regulated substances monitoring, the monitoring personnel shall perform and document the applicable duties listed on form BDE 2732 “Regulated Substances Monitoring Daily Record (RSM DR)”.”

Revise the first two sentences of the nineteenth paragraph of Article 669.05 of the Standard Specifications to read:

“The Contractor shall coordinate waste disposal approvals with the disposal facility and provide the specific analytical testing requirements of that facility. The Contractor shall make all arrangements for collection, transportation, and analysis of landfill acceptance testing.”

Revise the last paragraph of Article 669.05 of the Standard Specifications to read:

“The Contractor shall select a permitted landfill facility or CCDD/USFO facility meeting the requirements of 35 Ill. Admin. Code Parts 810-814 or Part 1100, respectively. The Department will review and approve or reject the facility proposed by the Contractor based upon information provided in BDE 2730. The Contractor shall verify whether the selected facility is compliant with those applicable standards as mandated by their permit and whether the facility is presently, has previously been, or has never been, on the United States Environmental Protection Agency (U.S. EPA) National Priorities List or the Resource Conservation and Recovery Act (RCRA) List of Violating Facilities. The use of a Contractor selected facility shall in no manner delay the construction schedule or alter the Contractor's responsibilities as set forth.”

Revise the first paragraph of Article 669.07 of the Standard Specifications to read:

“669.07 Temporary Staging. Soil classified according to Articles 669.05(a)(2), (b)(1), or (c) may be temporarily staged at the Contractor's option.

Topsoil for re-use as final cover which has been field screened and found not to exhibit PID readings over daily background readings as documented on the BDE 2732, visual staining or odors, and is classified according to Articles 669.05(a)(2), (a)(3), (a)(4), (b)(1), or (c) may be temporarily staged at the Contractor's option.

All other soil classified according to Articles 669.05(a)(1), (a)(3), (a)(4), (a)(5), (a)(6), or (b)(2) shall be managed and disposed of without temporary staging to the greatest extent practicable.

If circumstances beyond the Contractor's control require temporary staging of these latter materials, the Contractor shall request approval from the Engineer in writing."

Add the following paragraph after the sixth paragraph of Article 669.11 of the Standard Specifications.

"The sampling and testing of effluent water derived from dewatering discharges for priority pollutants volatile organic compounds (VOCs), priority pollutants semi-volatile organic compounds (SVOCs), or priority pollutants metals, will be paid for at the contract unit price per each for VOC GROUNDWATER ANALYSIS using EPA Method 8260B, SVOC GROUNDWATER ANALYSIS using EPA Method 8270C, or RCRA METALS GROUNDWATER ANALYSIS using EPA Methods 6010B and 7471A. This price shall include transporting the sample from the job site to the laboratory."

80455

SOURCE OF SUPPLY AND QUALITY REQUIREMENTS (BDE)

Effective: January 2, 2023

Add the following to Article 106.01 of the Standard Specifications:

“The final manufacturing process for construction materials and the immediately preceding manufacturing stage for construction materials shall occur within the United States. Construction materials shall include an article, material, or supply that is or consists primarily of the following.

- (a) Non-ferrous metals;
- (b) Plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
- (c) Glass (including optic glass);
- (d) Lumber;
- (e) Drywall.

Items consisting of two or more of the listed construction materials that have been combined through a manufacturing process, and items including at least one of the listed materials combined with a material that is not listed through a manufacturing process shall be exempt.”

80448

SUBCONTRACTOR AND DBE PAYMENT REPORTING (BDE)

Effective: April 2, 2018

Add the following to Section 109 of the Standard Specifications.

“109.14 Subcontractor and Disadvantaged Business Enterprise Payment Reporting.
The Contractor shall report all payments made to the following parties:

- (a) first tier subcontractors;
- (b) lower tier subcontractors affecting disadvantaged business enterprise (DBE) goal credit;
- (c) material suppliers or trucking firms that are part of the Contractor’s submitted DBE utilization plan.

The report shall be made through the Department’s on-line subcontractor payment reporting system within 21 days of making the payment.”

80397

SUBCONTRACTOR MOBILIZATION PAYMENTS (BDE)

Effective: November 2, 2017

Revised: April 1, 2019

Replace the second paragraph of Article 109.12 of the Standard Specifications with the following:

“This mobilization payment shall be made at least seven days prior to the subcontractor starting work. The amount paid shall be at the following percentage of the amount of the subcontract reported on form BC 260A submitted for the approval of the subcontractor’s work.

Value of Subcontract Reported on Form BC 260A	Mobilization Percentage
Less than \$10,000	25%
\$10,000 to less than \$20,000	20%
\$20,000 to less than \$40,000	18%
\$40,000 to less than \$60,000	16%
\$60,000 to less than \$80,000	14%
\$80,000 to less than \$100,000	12%
\$100,000 to less than \$250,000	10%
\$250,000 to less than \$500,000	9%
\$500,000 to \$750,000	8%
Over \$750,000	7%”

80391

SUBMISSION OF PAYROLL RECORDS (BDE)

Effective: April 1, 2021

Revised: November 2, 2023

FEDERAL AID CONTRACTS. Revise the following section of Check Sheet #1 of the Recurring Special Provisions to read:

“STATEMENTS AND PAYROLLS

The payroll records shall include the worker’s name, social security number, last known address, telephone number, email address, classification(s) of work actually performed, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof), daily and weekly number of hours actually worked in total, deductions made, and actual wages paid.

The Contractor and each subcontractor shall submit certified payroll records to the Department each week from the start to the completion of their respective work, except that full social security numbers, last known addresses, telephone numbers, and email addresses shall not be included on weekly submittals. Instead, the payrolls need only include an identification number for each employee (e.g., the last four digits of the employee’s social security number). The submittals shall be made using LCPTracker Pro software. The software is web-based and can be accessed at <https://lcptracker.com/>. When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate option (“No Work”, “Suspended”, or “Complete”) selected.”

STATE CONTRACTS. Revise Item 3 of Section IV of Check Sheet #5 of the Recurring Special Provisions to read:

- “3. Submission of Payroll Records. The Contractor and each subcontractor shall, no later than the 15th day of each calendar month, file a certified payroll for the immediately preceding month to the Illinois Department of Labor (IDOL) through the Illinois Prevailing Wage Portal in compliance with the State Prevailing Wage Act (820 ILCS 130). The portal can be found on the IDOL website at <https://www2.illinois.gov/idol/Laws-Rules/CONMED/Pages/Prevailing-Wage-Portal.aspx>. Payrolls shall be submitted in the format prescribed by the IDOL.

In addition to filing certified payroll(s) with the IDOL, the Contractor and each subcontractor shall certify and submit payroll records to the Department each week from the start to the completion of their respective work, except that full social security numbers shall not be included on weekly submittals. Instead, the payrolls shall include an identification number for each employee (e.g., the last four digits of the employee’s social security number). In addition, starting and ending times of work each day may be omitted from the payroll records submitted. The submittals shall be made using LCPTracker Pro software. The software is web-based and can be accessed at <https://lcptracker.com/>.

When there has been no activity during a work week, a payroll record shall still be submitted with the appropriate option (“No Work”, “Suspended”, or “Complete”) selected.”

80437

TRAINING SPECIAL PROVISIONS (BDE)

Effective: October 15, 1975
Revised: September 2, 2021

This Training Special Provision supersedes Section 7b of the Special Provision entitled "Specific Equal Employment Opportunity Responsibilities," and is in implementation of 23 U.S.C. 140(a).

As part of the Contractor's equal employment opportunity affirmative action program, training shall be provided as follows:

The Contractor shall provide on-the-job training aimed at developing full journeyman in the type of trade or job classification involved. The number of trainees to be trained under this contract will be 3. In the event the Contractor subcontracts a portion of the contract work, it shall determine how many, if any, of the trainees are to be trained by the subcontractor, provided however, that the Contractor shall retain the primary responsibility for meeting the training requirements imposed by this special provision. The Contractor shall also ensure that this Training Special Provision is made applicable to such subcontract. Where feasible, 25 percent of apprentices or trainees in each occupation shall be in their first year of apprenticeship or training.

The number of trainees shall be distributed among the work classifications on the basis of the Contractor's needs and the availability of journeymen in the various classifications within the reasonable area of recruitment. Prior to commencing construction, the Contractor shall submit to the Illinois Department of Transportation for approval the number of trainees to be trained in each selected classification and training program to be used. Furthermore, the Contractor shall specify the starting time for training in each of the classifications. The Contractor will be credited for each trainee it employs on the contract work who is currently enrolled or becomes enrolled in an approved program and will be reimbursed for such trainees as provided hereinafter.

Training and upgrading of minorities and women toward journeyman status is a primary objective of this Training Special Provision. Accordingly, the Contractor shall make every effort to enroll minority trainees and women (e.g. by conducting systematic and direct recruitment through public and private sources likely to yield minority and women trainees) to the extent such persons are available within a reasonable area of recruitment. The Contractor will be responsible for demonstrating the steps it has taken in pursuance thereof, prior to a determination as to whether the Contractor is in compliance with this Training Special Provision. This training commitment is not intended, and shall not be used, to discriminate against any applicant for training, whether a member of a minority group or not.

No employee shall be employed as a trainee in any classification in which he or she has successfully completed a training course leading to journeyman status or in which he or she has been employed as a journeyman. The Contractor should satisfy this requirement by including appropriate questions in the employee application or by other suitable means. Regardless of the method used, the Contractor's records should document the findings in each case.

The minimum length and type of training for each classification will be as established in the training program selected by the Contractor and approved by the Illinois Department of Transportation and the Federal Highway Administration. The Illinois Department of Transportation and the Federal Highway Administration shall approve a program, if it is reasonably calculated to meet the equal employment opportunity obligations of the Contractor and to qualify the average trainee for journeyman status in the classification concerned by the end of the training period. Furthermore, apprenticeship programs registered with the U.S. Department of Labor, Bureau of Apprenticeship and Training, or with a State apprenticeship agency recognized by the Bureau and training programs approved by not necessarily sponsored by the U.S. Department of Labor Employment Training Administration shall also be considered acceptable provided it is being administered in a manner consistent with the equal employment obligations of Federal-aid highway construction contracts. Approval or acceptance of a training program shall be obtained from the State prior to commencing work on the classification covered by the program. It is the intention of these provisions that training is to be provided in the construction crafts rather than clerk-typists or secretarial-type positions. Training is permissible in lower level management positions such as office engineers, estimators, timekeepers, etc., where the training is oriented toward construction applications. Training in the laborer classification may be permitted provided that significant and meaningful training is provided and approved by the Illinois Department of Transportation and the Federal Highway Administration. Some offsite training is permissible as long as the training is an integral part of an approved training program and does not comprise a significant part of the overall training.

Except as otherwise noted below, the Contractor will be reimbursed 80 cents per hour of training given an employee on this contract in accordance with an approved training program. As approved by the Engineer, reimbursement will be made for training of persons in excess of the number specified herein. This reimbursement will be made even though the Contractor receives additional training program funds from other sources, provided such other source does not specifically prohibit the Contractor from receiving other reimbursement. Reimbursement for offsite training indicated above may only be made to the Contractor where he does one or more of the following and the trainees are concurrently employed on a Federal-aid project; contributes to the cost of the training, provides the instruction to the trainee or pays the trainee's wages during the offsite training period.

No payment shall be made to the Contractor if either the failure to provide the required training, or the failure to hire the trainee as a journeyman, is caused by the Contractor and evidences a lack of good faith on the part of the Contractor in meeting the requirement of this Training Special Provision. It is normally expected that a trainee will begin his training on the project as soon as feasible after start of work utilizing the skill involved and remain on the project as long as training opportunities exist in his work classification or until he has completed his training program.

It is not required that all trainees be on board for the entire length of the contract. A Contractor will have fulfilled his responsibilities under this Training Special Provision if he has provided acceptable training to the number of trainees specified. The number trained shall be determined on the basis of the total number enrolled on the contract for a significant period.

Trainees will be paid at least 60 percent of the appropriate minimum journeyman's rate specified in the contract for the first half of the training period, 75 percent for the third quarter of the training period, and 90 percent for the last quarter of the training period, unless apprentices or trainees in an approved existing program are enrolled as trainees on this project. In that case, the appropriate rates approved by the Departments of Labor or Transportation in connection with the existing program shall apply to all trainees being trained for the same classification who are covered by this Training Special Provision.

The Contractor shall furnish the trainee a copy of the program he will follow in providing the training. The Contractor shall provide each trainee with a certification showing the type and length of training satisfactorily complete.

The Contractor shall provide for the maintenance of records and furnish periodic reports documenting its performance under this Training Special Provision.

For contracts with an awarded contract value of \$500,000 or more, the Contractor is required to comply with the Illinois Works Apprenticeship Initiative (30 ILCS 559/20-20 to 20-25) and all applicable administrative rules to the extent permitted by Section 20-20(g). For federally funded projects, the number of trainees to be trained under this contract, as stated in the Training Special Provisions, will be the established goal for the Illinois Works Apprenticeship Initiative 30 ILCS 559/20-20(g). The Contractor shall make a good faith effort to meet this goal. For federally funded projects, the Illinois Works Apprenticeship Initiative will be implemented using the FHWA approved OJT procedures. The Contractor must comply with the recordkeeping and reporting obligations of the Illinois Works Apprenticeship Initiative for the life of the project, including the certification as to whether the trainee/apprentice labor hour goals were met.

Method of Measurement. The unit of measurement is in hours.

Basis of Payment. This work will be paid for at the contract unit price of 80 cents per hour for TRAINEES. The estimated total number of hours, unit price, and total price have been included in the schedule of prices.

20338

VEHICLE AND EQUIPMENT WARNING LIGHTS (BDE)

Effective: November 1, 2021

Revised: November 1, 2022

Add the following paragraph after the first paragraph of Article 701.08 of the Standard Specifications:

“The Contractor shall equip all vehicles and equipment with high-intensity oscillating, rotating, or flashing, amber or amber-and-white, warning lights which are visible from all directions. In accordance with 625 ILCS 5/12-215, the lights may only be in operation while the vehicle or equipment is engaged in construction operations.”

80439

WEEKLY DBE TRUCKING REPORTS (BDE)

Effective: June 2, 2012

Revised: November 1, 2021

The Contractor shall submit a weekly report of Disadvantaged Business Enterprise (DBE) trucks hired by the Contractor or subcontractors (i.e. not owned by the Contractor or subcontractors) that are used for DBE goal credit.

The report shall be submitted to the Engineer on Department form "SBE 723" within ten business days following the reporting period. The reporting period shall be Sunday through Saturday for each week reportable trucking activities occur.

Any costs associated with providing weekly DBE trucking reports shall be considered as included in the contract unit prices bid for the various items of work involved and no additional compensation will be allowed.

80302

WORK ZONE TRAFFIC CONTROL DEVICES (BDE)

Effective: March 2, 2020

Add the following to Article 701.03 of the Standard Specifications:

“(q) Temporary Sign Supports 1106.02”

Revise the third paragraph of Article 701.14 of the Standard Specifications to read:

“For temporary sign supports, the Contractor shall provide a FHWA eligibility letter for each device used on the contract. The letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device. The signs shall be supported within 20 degrees of vertical. Weights used to stabilize signs shall be attached to the sign support per the manufacturer’s specifications.”

Revise the first paragraph of Article 701.15 of the Standard Specifications to read:

“**701.15 Traffic Control Devices.** For devices that must meet crashworthiness standards, the Contractor shall provide a manufacturer’s self-certification or a FHWA eligibility letter for each Category 1 device and a FHWA eligibility letter for each Category 2 and Category 3 device used on the contract. The self-certification or letter shall provide information for the set-up and use of the device as well as a detailed drawing of the device.”

Revise the first six paragraphs of Article 1106.02 of the Standard Specifications to read:

“**1106.02 Devices.** Work zone traffic control devices and combinations of devices shall meet crashworthiness standards for their respective categories. The categories are as follows.

Category 1 includes small, lightweight, channelizing and delineating devices that have been in common use for many years and are known to be crashworthy by crash testing of similar devices or years of demonstrable safe performance. These include cones, tubular markers, plastic drums, and delineators, with no attachments (e.g. lights). Category 1 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 1 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2024.

Category 2 includes devices that are not expected to produce significant vehicular velocity change but may otherwise be hazardous. These include vertical panels with lights, barricades, temporary sign supports, and Category 1 devices with attachments (e.g. drums with lights). Category 2 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 2 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2024.

Category 3 includes devices that are expected to cause significant velocity changes or other potentially harmful reactions to impacting vehicles. These include crash cushions (impact

attenuators), truck mounted attenuators, and other devices not meeting the definitions of Category 1 or 2. Category 3 devices manufactured after December 31, 2019 shall be MASH-16 compliant. Category 3 devices manufactured on or before December 31, 2019, and compliant with NCHRP 350 or MASH 2009, may be used on contracts let before December 31, 2029. Category 3 devices shall be crash tested for Test Level 3 or the test level specified.

Category 4 includes portable or trailer-mounted devices such as arrow boards, changeable message signs, temporary traffic signals, and area lighting supports. It is preferable for Category 4 devices manufactured after December 31, 2019 to be MASH-16 compliant; however, there are currently no crash tested devices in this category, so it remains exempt from the NCHRP 350 or MASH compliance requirement.

For each type of device, when no more than one MASH-16 compliant is available, an NCHRP 350 or MASH-2009 compliant device may be used, even if manufactured after December 31, 2019.”

Revise Articles 1106.02(g), 1106.02(k), and 1106.02(l) to read:

“(g) Truck Mounted/Trailer Mounted Attenuators. The attenuator shall be approved for use at Test Level 3. Test Level 2 may be used for normal posted speeds less than or equal to 45 mph.

(k) Temporary Water Filled Barrier. The water filled barrier shall be a lightweight plastic shell designed to accept water ballast and be on the Department’s qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings.

(l) Movable Traffic Barrier. The movable traffic barrier shall be on the Department’s qualified product list.

Shop drawings shall be furnished by the manufacturer and shall indicate the deflection of the barrier as determined by acceptance testing; the configuration of the barrier in that test; and the vehicle weight, velocity, and angle of impact of the deflection test. The Engineer shall be provided one copy of the shop drawings. The barrier shall be capable of being moved on and off the roadway on a daily basis.”

80427

WORKING DAYS (BDE)

Effective: January 1, 2002

The Contractor shall complete the work within 90 working days.

80071

REQUIRED CONTRACT PROVISIONS FEDERAL-AID CONSTRUCTION CONTRACTS

- I. General
- II. Nondiscrimination
- III. Non-segregated Facilities
- IV. Davis-Bacon and Related Act Provisions
- V. Contract Work Hours and Safety Standards Act Provisions
- VI. Subletting or Assigning the Contract
- VII. Safety: Accident Prevention
- VIII. False Statements Concerning Highway Projects
- IX. Implementation of Clean Air Act and Federal Water Pollution Control Act
- X. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion
- XI. Certification Regarding Use of Contract Funds for Lobbying
- XII. Use of United States-Flag Vessels:

ATTACHMENTS

A. Employment and Materials Preference for Appalachian Development Highway System or Appalachian Local Access Road Contracts (included in Appalachian contracts only)

I. GENERAL

1. Form FHWA-1273 must be physically incorporated in each construction contract funded under title 23, United States Code, as required in 23 CFR 633.102(b) (excluding emergency contracts solely intended for debris removal). The contractor (or subcontractor) must insert this form in each subcontract and further require its inclusion in all lower tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services). 23 CFR 633.102(e).

The applicable requirements of Form FHWA-1273 are incorporated by reference for work done under any purchase order, rental agreement or agreement for other services. The prime contractor shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider. 23 CFR 633.102(e).

Form FHWA-1273 must be included in all Federal-aid design-build contracts, in all subcontracts and in lower tier subcontracts (excluding subcontracts for design services, purchase orders, rental agreements and other agreements for supplies or services) in accordance with 23 CFR 633.102. The design-builder shall be responsible for compliance by any subcontractor, lower-tier subcontractor or service provider.

Contracting agencies may reference Form FHWA-1273 in solicitation-for-bids or request-for-proposals documents, however, the Form FHWA-1273 must be physically incorporated (not referenced) in all contracts, subcontracts and lower-tier subcontracts (excluding purchase orders, rental agreements and other agreements for supplies or services related to a construction contract). 23 CFR 633.102(b).

2. Subject to the applicability criteria noted in the following sections, these contract provisions shall apply to all work

performed on the contract by the contractor's own organization and with the assistance of workers under the contractor's immediate superintendence and to all work performed on the contract by piecework, station work, or by subcontract. 23 CFR 633.102(d).

3. A breach of any of the stipulations contained in these Required Contract Provisions may be sufficient grounds for withholding of progress payments, withholding of final payment, termination of the contract, suspension / debarment or any other action determined to be appropriate by the contracting agency and FHWA.

4. Selection of Labor: During the performance of this contract, the contractor shall not use convict labor for any purpose within the limits of a construction project on a Federal-aid highway unless it is labor performed by convicts who are on parole, supervised release, or probation. 23 U.S.C. 114(b). The term Federal-aid highway does not include roadways functionally classified as local roads or rural minor collectors. 23 U.S.C. 101(a).

II. NONDISCRIMINATION (23 CFR 230.107(a); 23 CFR Part 230, Subpart A, Appendix A; EO 11246)

The provisions of this section related to 23 CFR Part 230, Subpart A, Appendix A are applicable to all Federal-aid construction contracts and to all related construction subcontracts of \$10,000 or more. The provisions of 23 CFR Part 230 are not applicable to material supply, engineering, or architectural service contracts.

In addition, the contractor and all subcontractors must comply with the following policies: Executive Order 11246, 41 CFR Part 60, 29 CFR Parts 1625-1627, 23 U.S.C. 140, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27; and 23 CFR Parts 200, 230, and 633.

The contractor and all subcontractors must comply with: the requirements of the Equal Opportunity Clause in 41 CFR 60-1.4(b) and, for all construction contracts exceeding \$10,000, the Standard Federal Equal Employment Opportunity Construction Contract Specifications in 41 CFR 60-4.3.

Note: The U.S. Department of Labor has exclusive authority to determine compliance with Executive Order 11246 and the policies of the Secretary of Labor including 41 CFR Part 60, and 29 CFR Parts 1625-1627. The contracting agency and the FHWA have the authority and the responsibility to ensure compliance with 23 U.S.C. 140, Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), and related regulations including 49 CFR Parts 21, 26, and 27; and 23 CFR Parts 200, 230, and 633.

The following provision is adopted from 23 CFR Part 230, Subpart A, Appendix A, with appropriate revisions to conform to the U.S. Department of Labor (US DOL) and FHWA requirements.

1. Equal Employment Opportunity: Equal Employment Opportunity (EEO) requirements not to discriminate and to take affirmative action to assure equal opportunity as set forth under laws, executive orders, rules, regulations (see 28 CFR Part 35, 29 CFR Part 1630, 29 CFR Parts 1625-1627, 41 CFR Part 60 and 49 CFR Part 27) and orders of the Secretary of Labor as modified by the provisions prescribed herein, and imposed pursuant to 23 U.S.C. 140, shall constitute the EEO and specific affirmative action standards for the contractor's project activities under this contract. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) set forth under 28 CFR Part 35 and 29 CFR Part 1630 are incorporated by reference in this contract. In the execution of this contract, the contractor agrees to comply with the following minimum specific requirement activities of EEO:

a. The contractor will work with the contracting agency and the Federal Government to ensure that it has made every good faith effort to provide equal opportunity with respect to all of its terms and conditions of employment and in their review of activities under the contract. 23 CFR 230.409 (g)(4) & (5).

b. The contractor will accept as its operating policy the following statement:

"It is the policy of this Company to assure that applicants are employed, and that employees are treated during employment, without regard to their race, religion, sex, sexual orientation, gender identity, color, national origin, age or disability. Such action shall include: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship, pre-apprenticeship, and/or on-the-job training."

2. EEO Officer: The contractor will designate and make known to the contracting officers an EEO Officer who will have the responsibility for and must be capable of effectively administering and promoting an active EEO program and who must be assigned adequate authority and responsibility to do so.

3. Dissemination of Policy: All members of the contractor's staff who are authorized to hire, supervise, promote, and discharge employees, or who recommend such action or are substantially involved in such action, will be made fully cognizant of and will implement the contractor's EEO policy and contractual responsibilities to provide EEO in each grade and classification of employment. To ensure that the above agreement will be met, the following actions will be taken as a minimum:

a. Periodic meetings of supervisory and personnel office employees will be conducted before the start of work and then not less often than once every six months, at which time the contractor's EEO policy and its implementation will be reviewed and explained. The meetings will be conducted by the EEO Officer or other knowledgeable company official.

b. All new supervisory or personnel office employees will be given a thorough indoctrination by the EEO Officer, covering all major aspects of the contractor's EEO obligations within thirty days following their reporting for duty with the contractor.

c. All personnel who are engaged in direct recruitment for the project will be instructed by the EEO Officer in the contractor's procedures for locating and hiring minorities and women.

d. Notices and posters setting forth the contractor's EEO policy will be placed in areas readily accessible to employees, applicants for employment and potential employees.

e. The contractor's EEO policy and the procedures to implement such policy will be brought to the attention of employees by means of meetings, employee handbooks, or other appropriate means.

4. Recruitment: When advertising for employees, the contractor will include in all advertisements for employees the notation: "An Equal Opportunity Employer." All such advertisements will be placed in publications having a large circulation among minorities and women in the area from which the project work force would normally be derived.

a. The contractor will, unless precluded by a valid bargaining agreement, conduct systematic and direct recruitment through public and private employee referral sources likely to yield qualified minorities and women. To meet this requirement, the contractor will identify sources of potential minority group employees and establish with such identified sources procedures whereby minority and women applicants may be referred to the contractor for employment consideration.

b. In the event the contractor has a valid bargaining agreement providing for exclusive hiring hall referrals, the contractor is expected to observe the provisions of that agreement to the extent that the system meets the contractor's compliance with EEO contract provisions. Where implementation of such an agreement has the effect of discriminating against minorities or women, or obligates the contractor to do the same, such implementation violates Federal nondiscrimination provisions.

c. The contractor will encourage its present employees to refer minorities and women as applicants for employment. Information and procedures with regard to referring such applicants will be discussed with employees.

5. Personnel Actions: Wages, working conditions, and employee benefits shall be established and administered, and personnel actions of every type, including hiring, upgrading, promotion, transfer, demotion, layoff, and termination, shall be taken without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age or disability. The following procedures shall be followed:

a. The contractor will conduct periodic inspections of project sites to ensure that working conditions and employee facilities do not indicate discriminatory treatment of project site personnel.

b. The contractor will periodically evaluate the spread of wages paid within each classification to determine any evidence of discriminatory wage practices.

c. The contractor will periodically review selected personnel actions in depth to determine whether there is evidence of discrimination. Where evidence is found, the contractor will promptly take corrective action. If the review indicates that the discrimination may extend beyond the actions reviewed, such corrective action shall include all affected persons.

d. The contractor will promptly investigate all complaints of alleged discrimination made to the contractor in connection with its obligations under this contract, will attempt to resolve such complaints, and will take appropriate corrective action

within a reasonable time. If the investigation indicates that the discrimination may affect persons other than the complainant, such corrective action shall include such other persons. Upon completion of each investigation, the contractor will inform every complainant of all of their avenues of appeal.

6. Training and Promotion:

a. The contractor will assist in locating, qualifying, and increasing the skills of minorities and women who are applicants for employment or current employees. Such efforts should be aimed at developing full journey level status employees in the type of trade or job classification involved.

b. Consistent with the contractor's work force requirements and as permissible under Federal and State regulations, the contractor shall make full use of training programs (i.e., apprenticeship and on-the-job training programs for the geographical area of contract performance). In the event a special provision for training is provided under this contract, this subparagraph will be superseded as indicated in the special provision. The contracting agency may reserve training positions for persons who receive welfare assistance in accordance with 23 U.S.C. 140(a).

c. The contractor will advise employees and applicants for employment of available training programs and entrance requirements for each.

d. The contractor will periodically review the training and promotion potential of employees who are minorities and women and will encourage eligible employees to apply for such training and promotion.

7. Unions: If the contractor relies in whole or in part upon unions as a source of employees, the contractor will use good faith efforts to obtain the cooperation of such unions to increase opportunities for minorities and women. 23 CFR 230.409. Actions by the contractor, either directly or through a contractor's association acting as agent, will include the procedures set forth below:

a. The contractor will use good faith efforts to develop, in cooperation with the unions, joint training programs aimed toward qualifying more minorities and women for membership in the unions and increasing the skills of minorities and women so that they may qualify for higher paying employment.

b. The contractor will use good faith efforts to incorporate an EEO clause into each union agreement to the end that such union will be contractually bound to refer applicants without regard to their race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability.

c. The contractor is to obtain information as to the referral practices and policies of the labor union except that to the extent such information is within the exclusive possession of the labor union and such labor union refuses to furnish such information to the contractor, the contractor shall so certify to the contracting agency and shall set forth what efforts have been made to obtain such information.

d. In the event the union is unable to provide the contractor with a reasonable flow of referrals within the time limit set forth in the collective bargaining agreement, the contractor will, through independent recruitment efforts, fill the employment vacancies without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability; making full efforts to obtain qualified and/or qualifiable minorities and women. The failure of a union to provide

sufficient referrals (even though it is obligated to provide exclusive referrals under the terms of a collective bargaining agreement) does not relieve the contractor from the requirements of this paragraph. In the event the union referral practice prevents the contractor from meeting the obligations pursuant to Executive Order 11246, as amended, and these special provisions, such contractor shall immediately notify the contracting agency.

8. Reasonable Accommodation for Applicants /

Employees with Disabilities: The contractor must be familiar with the requirements for and comply with the Americans with Disabilities Act and all rules and regulations established thereunder. Employers must provide reasonable accommodation in all employment activities unless to do so would cause an undue hardship.

9. Selection of Subcontractors, Procurement of Materials and Leasing of Equipment: The contractor shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, gender identity, national origin, age, or disability in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The contractor shall take all necessary and reasonable steps to ensure nondiscrimination in the administration of this contract.

a. The contractor shall notify all potential subcontractors, suppliers, and lessors of their EEO obligations under this contract.

b. The contractor will use good faith efforts to ensure subcontractor compliance with their EEO obligations.

10. Assurances Required:

a. The requirements of 49 CFR Part 26 and the State DOT's FHWA-approved Disadvantaged Business Enterprise (DBE) program are incorporated by reference.

b. The contractor, subrecipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR part 26 in the award and administration of DOT-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as the recipient deems appropriate, which may include, but is not limited to:

- (1) Withholding monthly progress payments;
- (2) Assessing sanctions;
- (3) Liquidated damages; and/or
- (4) Disqualifying the contractor from future bidding as non-responsible.

c. The Title VI and nondiscrimination provisions of U.S. DOT Order 1050.2A at Appendixes A and E are incorporated by reference. 49 CFR Part 21.

11. Records and Reports: The contractor shall keep such records as necessary to document compliance with the EEO requirements. Such records shall be retained for a period of three years following the date of the final payment to the contractor for all contract work and shall be available at reasonable times and places for inspection by authorized representatives of the contracting agency and the FHWA.

a. The records kept by the contractor shall document the following:

(1) The number and work hours of minority and non-minority group members and women employed in each work classification on the project;

(2) The progress and efforts being made in cooperation with unions, when applicable, to increase employment opportunities for minorities and women; and

(3) The progress and efforts being made in locating, hiring, training, qualifying, and upgrading minorities and women.

b. The contractors and subcontractors will submit an annual report to the contracting agency each July for the duration of the project indicating the number of minority, women, and non-minority group employees currently engaged in each work classification required by the contract work. This information is to be reported on [Form FHWA-1391](#). The staffing data should represent the project work force on board in all or any part of the last payroll period preceding the end of July. If on-the-job training is being required by special provision, the contractor will be required to collect and report training data. The employment data should reflect the work force on board during all or any part of the last payroll period preceding the end of July.

III. NONSEGREGATED FACILITIES

This provision is applicable to all Federal-aid construction contracts and to all related construction subcontracts of more than \$10,000. 41 CFR 60-1.5.

As prescribed by 41 CFR 60-1.8, the contractor must ensure that facilities provided for employees are provided in such a manner that segregation on the basis of race, color, religion, sex, sexual orientation, gender identity, or national origin cannot result. The contractor may neither require such segregated use by written or oral policies nor tolerate such use by employee custom. The contractor's obligation extends further to ensure that its employees are not assigned to perform their services at any location under the contractor's control where the facilities are segregated. The term "facilities" includes waiting rooms, work areas, restaurants and other eating areas, time clocks, restrooms, washrooms, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing provided for employees. The contractor shall provide separate or single-user restrooms and necessary dressing or sleeping areas to assure privacy between sexes.

IV. DAVIS-BACON AND RELATED ACT PROVISIONS

This section is applicable to all Federal-aid construction projects exceeding \$2,000 and to all related subcontracts and lower-tier subcontracts (regardless of subcontract size), in accordance with 29 CFR 5.5. The requirements apply to all projects located within the right-of-way of a roadway that is functionally classified as Federal-aid highway. 23 U.S.C. 113. This excludes roadways functionally classified as local roads or rural minor collectors, which are exempt. 23 U.S.C. 101. Where applicable law requires that projects be treated as a project on a Federal-aid highway, the provisions of this subpart will apply regardless of the location of the project. Examples include: Surface Transportation Block Grant Program projects funded under 23 U.S.C. 133 [excluding recreational trails projects], the Nationally Significant Freight and Highway

Projects funded under 23 U.S.C. 117, and National Highway Freight Program projects funded under 23 U.S.C. 167.

The following provisions are from the U.S. Department of Labor regulations in 29 CFR 5.5 "Contract provisions and related matters" with minor revisions to conform to the FHWA- 1273 format and FHWA program requirements.

1. Minimum wages (29 CFR 5.5)

a. *Wage rates and fringe benefits.* All laborers and mechanics employed or working upon the site of the work (or otherwise working in construction or development of the project under a development statute), will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act ([29 CFR part 3](#))), the full amount of basic hourly wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the contractor and such laborers and mechanics. As provided in paragraphs (d) and (e) of 29 CFR 5.5, the appropriate wage determinations are effective by operation of law even if they have not been attached to the contract. Contributions made or costs reasonably anticipated for bona fide fringe benefits under the Davis-Bacon Act ([40 U.S.C. 3141\(2\)\(B\)](#)) on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph 1.e. of this section; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such weekly period. Such laborers and mechanics must be paid the appropriate wage rate and fringe benefits on the wage determination for the classification(s) of work actually performed, without regard to skill, except as provided in paragraph 4. of this section. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked therein: *Provided*, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classifications and wage rates conformed under paragraph 1.c. of this section) and the Davis-Bacon poster (WH-1321) must be posted at all times by the contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

b. *Frequently recurring classifications.* (1) In addition to wage and fringe benefit rates that have been determined to be prevailing under the procedures set forth in [29 CFR part 1](#), a wage determination may contain, pursuant to § 1.3(f), wage and fringe benefit rates for classifications of laborers and mechanics for which conformance requests are regularly submitted pursuant to paragraph 1.c. of this section, provided that:

(i) The work performed by the classification is not performed by a classification in the wage determination for which a prevailing wage rate has been determined;

(ii) The classification is used in the area by the construction industry; and

(iii) The wage rate for the classification bears a reasonable relationship to the prevailing wage rates contained in the wage determination.

(2) The Administrator will establish wage rates for such classifications in accordance with paragraph 1.c.(1)(iii) of this section. Work performed in such a classification must be paid at no less than the wage and fringe benefit rate listed on the wage determination for such classification.

c. *Conformance.* (1) The contracting officer must require that any class of laborers or mechanics, including helpers, which is not listed in the wage determination and which is to be employed under the contract be classified in conformance with the wage determination. Conformance of an additional classification and wage rate and fringe benefits is appropriate only when the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination; and

(ii) The classification is used in the area by the construction industry; and

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) The conformance process may not be used to split, subdivide, or otherwise avoid application of classifications listed in the wage determination.

(3) If the contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the contracting officer agree on the classification and wage rate (including the amount designated for fringe benefits where appropriate), a report of the action taken will be sent by the contracting officer by email to DBAconformance@dol.gov. The Administrator, or an authorized representative, will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(4) In the event the contractor, the laborers or mechanics to be employed in the classification or their representatives, and the contracting officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the contracting officer will, by email to DBAconformance@dol.gov, refer the questions, including the views of all interested parties and the recommendation of the contracting officer, to the Administrator for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the contracting officer or will notify the contracting officer within the 30-day period that additional time is necessary.

(5) The contracting officer must promptly notify the contractor of the action taken by the Wage and Hour Division

under paragraphs 1.c.(3) and (4) of this section. The contractor must furnish a written copy of such determination to each affected worker or it must be posted as a part of the wage determination. The wage rate (including fringe benefits where appropriate) determined pursuant to paragraph 1.c.(3) or (4) of this section must be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

d. *Fringe benefits not expressed as an hourly rate.*

Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the contractor may either pay the benefit as stated in the wage determination or may pay another bona fide fringe benefit or an hourly cash equivalent thereof.

e. *Unfunded plans.* If the contractor does not make payments to a trustee or other third person, the contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program, *Provided*, That the Secretary of Labor has found, upon the written request of the contractor, in accordance with the criteria set forth in § 5.28, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

f. *Interest.* In the event of a failure to pay all or part of the wages required by the contract, the contractor will be required to pay interest on any underpayment of wages.

2. Withholding (29 CFR 5.5)

a. *Withholding requirements.* The contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for the full amount of wages and monetary relief, including interest, required by the clauses set forth in this section for violations of this contract, or to satisfy any such liabilities required by any other Federal contract, or federally assisted contract subject to Davis-Bacon labor standards, that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to Davis-Bacon labor standards requirements and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld. In the event of a contractor's failure to pay any laborer or mechanic, including any apprentice or helper working on the site of the work all or part of the wages required by the contract, or upon the contractor's failure to submit the required records as discussed in paragraph 3.d. of this section, the contracting agency may on its own initiative and after written notice to the contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with paragraph

2.a. of this section or Section V, paragraph 3.a., or both, over claims to those funds by:

- (1) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;
- (2) A contracting agency for its procurement costs;
- (3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;
- (4) A contractor's assignee(s);
- (5) A contractor's successor(s); or
- (6) A claim asserted under the Prompt Payment Act, [31 U.S.C. 3901–3907](#).

3. Records and certified payrolls (29 CFR 5.5)

a. Basic record requirements (1) Length of record retention. All regular payrolls and other basic records must be maintained by the contractor and any subcontractor during the course of the work and preserved for all laborers and mechanics working at the site of the work (or otherwise working in construction or development of the project under a development statute) for a period of at least 3 years after all the work on the prime contract is completed.

(2) Information required. Such records must contain the name; Social Security number; last known address, telephone number, and email address of each such worker; each worker's correct classification(s) of work actually performed; hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in [40 U.S.C. 3141\(2\)\(B\)](#) of the Davis-Bacon Act); daily and weekly number of hours actually worked in total and on each covered contract; deductions made; and actual wages paid.

(3) Additional records relating to fringe benefits. Whenever the Secretary of Labor has found under paragraph 1.e. of this section that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in [40 U.S.C. 3141\(2\)\(B\)](#) of the Davis-Bacon Act, the contractor must maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits.

(4) Additional records relating to apprenticeship. Contractors with apprentices working under approved programs must maintain written evidence of the registration of apprenticeship programs, the registration of the apprentices, and the ratios and wage rates prescribed in the applicable programs.

b. Certified payroll requirements (1) Frequency and method of submission. The contractor or subcontractor must submit weekly, for each week in which any DBA- or Related Acts-covered work is performed, certified payrolls to the contracting

agency. The prime contractor is responsible for the submission of all certified payrolls by all subcontractors. A contracting agency or prime contractor may permit or require contractors to submit certified payrolls through an electronic system, as long as the electronic system requires a legally valid electronic signature; the system allows the contractor, the contracting agency, and the Department of Labor to access the certified payrolls upon request for at least 3 years after the work on the prime contract has been completed; and the contracting agency or prime contractor permits other methods of submission in situations where the contractor is unable or limited in its ability to use or access the electronic system.

(2) Information required. The certified payrolls submitted must set out accurately and completely all of the information required to be maintained under paragraph 3.a.(2) of this section, except that full Social Security numbers and last known addresses, telephone numbers, and email addresses must not be included on weekly transmittals. Instead, the certified payrolls need only include an individually identifying number for each worker (e.g., the last four digits of the worker's Social Security number). The required weekly certified payroll information may be submitted using Optional Form WH-347 or in any other format desired. Optional Form WH-347 is available for this purpose from the Wage and Hour Division website at <https://www.dol.gov/sites/dolgov/files/WHDLegacy/files/wh347.pdf> or its successor website. It is not a violation of this section for a prime contractor to require a subcontractor to provide full Social Security numbers and last known addresses, telephone numbers, and email addresses to the prime contractor for its own records, without weekly submission by the subcontractor to the contracting agency.

(3) Statement of Compliance. Each certified payroll submitted must be accompanied by a "Statement of Compliance," signed by the contractor or subcontractor, or the contractor's or subcontractor's agent who pays or supervises the payment of the persons working on the contract, and must certify the following:

(i) That the certified payroll for the payroll period contains the information required to be provided under paragraph 3.b. of this section, the appropriate information and basic records are being maintained under paragraph 3.a. of this section, and such information and records are correct and complete;

(ii) That each laborer or mechanic (including each helper and apprentice) working on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in [29 CFR part 3](#); and

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification(s) of work actually performed, as specified in the applicable wage determination incorporated into the contract.

(4) Use of Optional Form WH-347. The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 will satisfy the requirement for submission of the "Statement of Compliance" required by paragraph 3.b.(3) of this section.

(5) *Signature*. The signature by the contractor, subcontractor, or the contractor's or subcontractor's agent must be an original handwritten signature or a legally valid electronic signature.

(6) *Falsification*. The falsification of any of the above certifications may subject the contractor or subcontractor to civil or criminal prosecution under [18 U.S.C. 1001](#) and [31 U.S.C. 3729](#).

(7) *Length of certified payroll retention*. The contractor or subcontractor must preserve all certified payrolls during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

c. *Contracts, subcontracts, and related documents*. The contractor or subcontractor must maintain this contract or subcontract and related documents including, without limitation, bids, proposals, amendments, modifications, and extensions. The contractor or subcontractor must preserve these contracts, subcontracts, and related documents during the course of the work and for a period of 3 years after all the work on the prime contract is completed.

d. *Required disclosures and access* (1) *Required record disclosures and access to workers*. The contractor or subcontractor must make the records required under paragraphs 3.a. through 3.c. of this section, and any other documents that the contracting agency, the State DOT, the FHWA, or the Department of Labor deems necessary to determine compliance with the labor standards provisions of any of the applicable statutes referenced by § 5.1, available for inspection, copying, or transcription by authorized representatives of the contracting agency, the State DOT, the FHWA, or the Department of Labor, and must permit such representatives to interview workers during working hours on the job.

(2) *Sanctions for non-compliance with records and worker access requirements*. If the contractor or subcontractor fails to submit the required records or to make them available, or refuses to permit worker interviews during working hours on the job, the Federal agency may, after written notice to the contractor, sponsor, applicant, owner, or other entity, as the case may be, that maintains such records or that employs such workers, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds. Furthermore, failure to submit the required records upon request or to make such records available, or to permit worker interviews during working hours on the job, may be grounds for debarment action pursuant to § 5.12. In addition, any contractor or other person that fails to submit the required records or make those records available to WHD within the time WHD requests that the records be produced will be precluded from introducing as evidence in an administrative proceeding under [29 CFR part 6](#) any of the required records that were not provided or made available to WHD. WHD will take into consideration a reasonable request from the contractor or person for an extension of the time for submission of records. WHD will determine the reasonableness of the request and may consider, among other things, the location of the records and the volume of production.

(3) *Required information disclosures*. Contractors and subcontractors must maintain the full Social Security number and last known address, telephone number, and email address

of each covered worker, and must provide them upon request to the contracting agency, the State DOT, the FHWA, the contractor, or the Wage and Hour Division of the Department of Labor for purposes of an investigation or other compliance action.

4. Apprentices and equal employment opportunity (29 CFR 5.5)

a. *Apprentices* (1) *Rate of pay*. Apprentices will be permitted to work at less than the predetermined rate for the work they perform when they are employed pursuant to and individually registered in a bona fide apprenticeship program registered with the U.S. Department of Labor, Employment and Training Administration, Office of Apprenticeship (OA), or with a State Apprenticeship Agency recognized by the OA. A person who is not individually registered in the program, but who has been certified by the OA or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice, will be permitted to work at less than the predetermined rate for the work they perform in the first 90 days of probationary employment as an apprentice in such a program. In the event the OA or a State Apprenticeship Agency recognized by the OA withdraws approval of an apprenticeship program, the contractor will no longer be permitted to use apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(2) *Fringe benefits*. Apprentices must be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringe benefits must be paid in accordance with that determination.

(3) *Apprenticeship ratio*. The allowable ratio of apprentices to journeyworkers on the job site in any craft classification must not be greater than the ratio permitted to the contractor as to the entire work force under the registered program or the ratio applicable to the locality of the project pursuant to paragraph 4.a.(4) of this section. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in paragraph 4.a.(1) of this section, must be paid not less than the applicable wage rate on the wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under this section must be paid not less than the applicable wage rate on the wage determination for the work actually performed.

(4) *Reciprocity of ratios and wage rates*. Where a contractor is performing construction on a project in a locality other than the locality in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyworker's hourly rate) applicable within the locality in which the construction is being performed must be observed. If there is no applicable ratio or wage rate for the locality of the project, the ratio and wage rate specified in the contractor's registered program must be observed.

b. *Equal employment opportunity*. The use of apprentices and journeyworkers under this part must be in conformity with

the equal employment opportunity requirements of Executive Order 11246, as amended, and [29 CFR part 30](#).

c. Apprentices and Trainees (programs of the U.S. DOT).

Apprentices and trainees working under apprenticeship and skill training programs which have been certified by the Secretary of Transportation as promoting EEO in connection with Federal-aid highway construction programs are not subject to the requirements of paragraph 4 of this Section IV. 23 CFR 230.111(e)(2). The straight time hourly wage rates for apprentices and trainees under such programs will be established by the particular programs. The ratio of apprentices and trainees to journeyworkers shall not be greater than permitted by the terms of the particular program.

5. Compliance with Copeland Act requirements. The contractor shall comply with the requirements of 29 CFR part 3, which are incorporated by reference in this contract as provided in 29 CFR 5.5.

6. Subcontracts. The contractor or subcontractor must insert FHWA-1273 in any subcontracts, along with the applicable wage determination(s) and such other clauses or contract modifications as the contracting agency may by appropriate instructions require, and a clause requiring the subcontractors to include these clauses and wage determination(s) in any lower tier subcontracts. The prime contractor is responsible for the compliance by any subcontractor or lower tier subcontractor with all the contract clauses in this section. In the event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and may be subject to debarment, as appropriate. 29 CFR 5.5.

7. Contract termination: debarment. A breach of the contract clauses in 29 CFR 5.5 may be grounds for termination of the contract, and for debarment as a contractor and a subcontractor as provided in 29 CFR 5.12.

8. Compliance with Davis-Bacon and Related Act requirements. All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR parts 1, 3, and 5 are herein incorporated by reference in this contract as provided in 29 CFR 5.5.

9. Disputes concerning labor standards. As provided in 29 CFR 5.5, disputes arising out of the labor standards provisions of this contract shall not be subject to the general disputes clause of this contract. Such disputes shall be resolved in accordance with the procedures of the Department of Labor set forth in 29 CFR parts 5, 6, and 7. Disputes within the meaning of this clause include disputes between the contractor (or any of its subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

10. Certification of eligibility. a. By entering into this contract, the contractor certifies that neither it nor any person or firm who has an interest in the contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of [40 U.S.C. 3144\(b\)](#) or § 5.12(a).

b. No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of [40 U.S.C. 3144\(b\)](#) or § 5.12(a).

c. The penalty for making false statements is prescribed in the U.S. Code, Title 18 Crimes and Criminal Procedure, [18 U.S.C. 1001](#).

11. Anti-retaliation. It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the DBA, Related Acts, this part, or [29 CFR part 1](#) or [3](#);

b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under the DBA, Related Acts, this part, or [29 CFR part 1](#) or [3](#);

c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under the DBA, Related Acts, this part, or [29 CFR part 1](#) or [3](#); or

d. Informing any other person about their rights under the DBA, Related Acts, this part, or [29 CFR part 1](#) or [3](#).

V. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT

Pursuant to 29 CFR 5.5(b), the following clauses apply to any Federal-aid construction contract in an amount in excess of \$100,000 and subject to the overtime provisions of the Contract Work Hours and Safety Standards Act. These clauses shall be inserted in addition to the clauses required by 29 CFR 5.5(a) or 29 CFR 4.6. As used in this paragraph, the terms laborers and mechanics include watchpersons and guards.

1. Overtime requirements. No contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty hours in such workweek. 29 CFR 5.5.

2. Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the clause set forth in paragraph 1. of this section the contractor and any subcontractor responsible therefor shall be liable for the unpaid wages and interest from the date of the underpayment. In addition, such contractor and subcontractor shall be liable to the United States (in the case of work done under contract for the District of Columbia or a territory, to such District or to such territory), for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer or

mechanic, including watchpersons and guards, employed in violation of the clause set forth in paragraph 1. of this section, in the sum currently provided in 29 CFR 5.5(b)(2)* for each calendar day on which such individual was required or permitted to work in excess of the standard workweek of forty hours without payment of the overtime wages required by the clause set forth in paragraph 1. of this section.

* \$31 as of January 15, 2023 (See 88 FR 88 FR 2210) as may be adjusted annually by the Department of Labor, pursuant to the Federal Civil Penalties Inflation Adjustment Act of 1990.

3. Withholding for unpaid wages and liquidated damages

a. *Withholding process.* The FHWA or the contracting agency may, upon its own action, or must, upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the contractor so much of the accrued payments or advances as may be considered necessary to satisfy the liabilities of the prime contractor or any subcontractor for any unpaid wages; monetary relief, including interest; and liquidated damages required by the clauses set forth in this section on this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract subject to the Contract Work Hours and Safety Standards Act that is held by the same prime contractor (as defined in § 5.2). The necessary funds may be withheld from the contractor under this contract, any other Federal contract with the same prime contractor, or any other federally assisted contract that is subject to the Contract Work Hours and Safety Standards Act and is held by the same prime contractor, regardless of whether the other contract was awarded or assisted by the same agency, and such funds may be used to satisfy the contractor liability for which the funds were withheld.

b. *Priority to withheld funds.* The Department has priority to funds withheld or to be withheld in accordance with Section IV paragraph 2.a. or paragraph 3.a. of this section, or both, over claims to those funds by:

- (1) A contractor's surety(ies), including without limitation performance bond sureties and payment bond sureties;
- (2) A contracting agency for its procurement costs;
- (3) A trustee(s) (either a court-appointed trustee or a U.S. trustee, or both) in bankruptcy of a contractor, or a contractor's bankruptcy estate;
- (4) A contractor's assignee(s);
- (5) A contractor's successor(s); or
- (6) A claim asserted under the Prompt Payment Act, [31 U.S.C. 3901](#)–3907.

4. Subcontracts. The contractor or subcontractor must insert in any subcontracts the clauses set forth in paragraphs 1. through 5. of this section and a clause requiring the subcontractors to include these clauses in any lower tier subcontracts. The prime contractor is responsible for compliance by any subcontractor or lower tier subcontractor with the clauses set forth in paragraphs 1. through 5. In the

event of any violations of these clauses, the prime contractor and any subcontractor(s) responsible will be liable for any unpaid wages and monetary relief, including interest from the date of the underpayment or loss, due to any workers of lower-tier subcontractors, and associated liquidated damages and may be subject to debarment, as appropriate.

5. Anti-retaliation. It is unlawful for any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, or to cause any person to discharge, demote, intimidate, threaten, restrain, coerce, blacklist, harass, or in any other manner discriminate against, any worker or job applicant for:

- a. Notifying any contractor of any conduct which the worker reasonably believes constitutes a violation of the Contract Work Hours and Safety Standards Act (CWHSSA) or its implementing regulations in this part;
- b. Filing any complaint, initiating or causing to be initiated any proceeding, or otherwise asserting or seeking to assert on behalf of themselves or others any right or protection under CWHSSA or this part;
- c. Cooperating in any investigation or other compliance action, or testifying in any proceeding under CWHSSA or this part; or
- d. Informing any other person about their rights under CWHSSA or this part.

VI. SUBLETTING OR ASSIGNING THE CONTRACT

This provision is applicable to all Federal-aid construction contracts on the National Highway System pursuant to 23 CFR 635.116.

1. The contractor shall perform with its own organization contract work amounting to not less than 30 percent (or a greater percentage if specified elsewhere in the contract) of the total original contract price, excluding any specialty items designated by the contracting agency. Specialty items may be performed by subcontract and the amount of any such specialty items performed may be deducted from the total original contract price before computing the amount of work required to be performed by the contractor's own organization (23 CFR 635.116).

a. The term "perform work with its own organization" in paragraph 1 of Section VI refers to workers employed or leased by the prime contractor, and equipment owned or rented by the prime contractor, with or without operators. Such term does not include employees or equipment of a subcontractor or lower tier subcontractor, agents of the prime contractor, or any other assignees. The term may include payments for the costs of hiring leased employees from an employee leasing firm meeting all relevant Federal and State regulatory requirements. Leased employees may only be included in this term if the prime contractor meets all of the following conditions: (based on longstanding interpretation)

- (1) the prime contractor maintains control over the supervision of the day-to-day activities of the leased employees;
- (2) the prime contractor remains responsible for the quality of the work of the leased employees;

- (3) the prime contractor retains all power to accept or exclude individual employees from work on the project; and
- (4) the prime contractor remains ultimately responsible for the payment of predetermined minimum wages, the submission of payrolls, statements of compliance and all other Federal regulatory requirements.

b. "Specialty Items" shall be construed to be limited to work that requires highly specialized knowledge, abilities, or equipment not ordinarily available in the type of contracting organizations qualified and expected to bid or propose on the contract as a whole and in general are to be limited to minor components of the overall contract. 23 CFR 635.102.

2. Pursuant to 23 CFR 635.116(a), the contract amount upon which the requirements set forth in paragraph (1) of Section VI is computed includes the cost of material and manufactured products which are to be purchased or produced by the contractor under the contract provisions.

3. Pursuant to 23 CFR 635.116(c), the contractor shall furnish (a) a competent superintendent or supervisor who is employed by the firm, has full authority to direct performance of the work in accordance with the contract requirements, and is in charge of all construction operations (regardless of who performs the work) and (b) such other of its own organizational resources (supervision, management, and engineering services) as the contracting officer determines is necessary to assure the performance of the contract.

4. No portion of the contract shall be sublet, assigned or otherwise disposed of except with the written consent of the contracting officer, or authorized representative, and such consent when given shall not be construed to relieve the contractor of any responsibility for the fulfillment of the contract. Written consent will be given only after the contracting agency has assured that each subcontract is evidenced in writing and that it contains all pertinent provisions and requirements of the prime contract. (based on long-standing interpretation of 23 CFR 635.116).

5. The 30-percent self-performance requirement of paragraph (1) is not applicable to design-build contracts; however, contracting agencies may establish their own self-performance requirements. 23 CFR 635.116(d).

VII. SAFETY: ACCIDENT PREVENTION

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

1. In the performance of this contract the contractor shall comply with all applicable Federal, State, and local laws governing safety, health, and sanitation (23 CFR Part 635). The contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions as it determines, or as the contracting officer may determine, to be reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the contract. 23 CFR 635.108.

2. It is a condition of this contract, and shall be made a condition of each subcontract, which the contractor enters into pursuant to this contract, that the contractor and any subcontractor shall not permit any employee, in performance of the contract, to work in surroundings or under conditions which are unsanitary, hazardous or dangerous to his/her health or safety, as determined under construction safety and

health standards (29 CFR Part 1926) promulgated by the Secretary of Labor, in accordance with Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704). 29 CFR 1926.10.

3. Pursuant to 29 CFR 1926.3, it is a condition of this contract that the Secretary of Labor or authorized representative thereof, shall have right of entry to any site of contract performance to inspect or investigate the matter of compliance with the construction safety and health standards and to carry out the duties of the Secretary under Section 107 of the Contract Work Hours and Safety Standards Act (40 U.S.C. 3704).

VIII. FALSE STATEMENTS CONCERNING HIGHWAY PROJECTS

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts.

In order to assure high quality and durable construction in conformity with approved plans and specifications and a high degree of reliability on statements and representations made by engineers, contractors, suppliers, and workers on Federal-aid highway projects, it is essential that all persons concerned with the project perform their functions as carefully, thoroughly, and honestly as possible. Willful falsification, distortion, or misrepresentation with respect to any facts related to the project is a violation of Federal law. To prevent any misunderstanding regarding the seriousness of these and similar acts, Form FHWA-1022 shall be posted on each Federal-aid highway project (23 CFR Part 635) in one or more places where it is readily available to all persons concerned with the project:

18 U.S.C. 1020 reads as follows:

"Whoever, being an officer, agent, or employee of the United States, or of any State or Territory, or whoever, whether a person, association, firm, or corporation, knowingly makes any false statement, false representation, or false report as to the character, quality, quantity, or cost of the material used or to be used, or the quantity or quality of the work performed or to be performed, or the cost thereof in connection with the submission of plans, maps, specifications, contracts, or costs of construction on any highway or related project submitted for approval to the Secretary of Transportation; or

Whoever knowingly makes any false statement, false representation, false report or false claim with respect to the character, quality, quantity, or cost of any work performed or to be performed, or materials furnished or to be furnished, in connection with the construction of any highway or related project approved by the Secretary of Transportation; or

Whoever knowingly makes any false statement or false representation as to material fact in any statement, certificate, or report submitted pursuant to provisions of the Federal-aid Roads Act approved July 11, 1916, (39 Stat. 355), as amended and supplemented;

Shall be fined under this title or imprisoned not more than 5 years or both."

IX. IMPLEMENTATION OF CLEAN AIR ACT AND FEDERAL WATER POLLUTION CONTROL ACT (42 U.S.C. 7606; 2 CFR 200.88; EO 11738)

This provision is applicable to all Federal-aid construction contracts in excess of \$150,000 and to all related subcontracts. 48 CFR 2.101; 2 CFR 200.327.

By submission of this bid/proposal or the execution of this contract or subcontract, as appropriate, the bidder, proposer, Federal-aid construction contractor, subcontractor, supplier, or vendor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251-1387). Violations must be reported to the Federal Highway Administration and the Regional Office of the Environmental Protection Agency. 2 CFR Part 200, Appendix II.

The contractor agrees to include or cause to be included the requirements of this Section in every subcontract, and further agrees to take such action as the contracting agency may direct as a means of enforcing such requirements. 2 CFR 200.327.

X. CERTIFICATION REGARDING DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 CFR Parts 180 and 1200. 2 CFR 180.220 and 1200.220.

1. Instructions for Certification – First Tier Participants:

a. By signing and submitting this proposal, the prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction. 2 CFR 180.320.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default. 2 CFR 180.325.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances. 2 CFR 180.345 and 180.350.

e. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900-180.1020, and 1200. "First Tier Covered Transactions" refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction. 2 CFR 180.330.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold. 2 CFR 180.220 and 180.300.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. 2 CFR 180.300; 180.320, and 180.325. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. 2 CFR 180.335. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov>). 2 CFR 180.300, 180.320, and 180.325.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default. 2 CFR 180.325.

* * * * *

2. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.335;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property, 2 CFR 180.800;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification, 2 CFR 180.700 and 180.800; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default. 2 CFR 180.335(d).

(5) Are not a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(6) Are not a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability (USDOT Order 4200.6 implementing appropriations act requirements).

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal. 2 CFR 180.335 and 180.340.

* * * * *

3. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders, and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 CFR Parts 180 and 1200). 2 CFR 180.220 and 1200.220.

a. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which

this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances. 2 CFR 180.365.

d. The terms "covered transaction," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 CFR Parts 180, Subpart I, 180.900 – 180.1020, and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. "First Tier Covered Transactions" refers to any covered transaction between a recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a recipient or subrecipient of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated. 2 CFR 1200.220 and 1200.332.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold. 2 CFR 180.220 and 1200.220.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov>), which is compiled by the General Services Administration. 2 CFR 180.300, 180.320, 180.330, and 180.335.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily

excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. 2 CFR 180.325.

* * * * *

4. Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Lower Tier Participants:

a. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals:

(1) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency, 2 CFR 180.355;

(2) is a corporation that has been convicted of a felony violation under any Federal law within the two-year period preceding this proposal (USDOT Order 4200.6 implementing appropriations act requirements); and

(3) is a corporation with any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability. (USDOT Order 4200.6 implementing appropriations act requirements)

b. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant should attach an explanation to this proposal.

* * * * *

XI. CERTIFICATION REGARDING USE OF CONTRACT FUNDS FOR LOBBYING

This provision is applicable to all Federal-aid construction contracts and to all related subcontracts which exceed \$100,000. 49 CFR Part 20, App. A.

1. The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or

cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

2. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. 1352. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

3. The prospective participant also agrees by submitting its bid or proposal that the participant shall require that the language of this certification be included in all lower tier subcontracts, which exceed \$100,000 and that all such recipients shall certify and disclose accordingly.

XII. USE OF UNITED STATES-FLAG VESSELS:

This provision is applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, or any other covered transaction. 46 CFR Part 381.

This requirement applies to material or equipment that is acquired for a specific Federal-aid highway project. 46 CFR 381.7. It is not applicable to goods or materials that come into inventories independent of an FHWA funded-contract.

When oceanic shipments (or shipments across the Great Lakes) are necessary for materials or equipment acquired for a specific Federal-aid construction project, the bidder, proposer, contractor, subcontractor, or vendor agrees:

1. To utilize privately owned United States-flag commercial vessels to ship at least 50 percent of the gross tonnage (computed separately for dry bulk carriers, dry cargo liners, and tankers) involved, whenever shipping any equipment, material, or commodities pursuant to this contract, to the extent such vessels are available at fair and reasonable rates for United States-flag commercial vessels. 46 CFR 381.7.

2. To furnish within 20 days following the date of loading for shipments originating within the United States or within 30 working days following the date of loading for shipments originating outside the United States, a legible copy of a rated, 'on-board' commercial ocean bill-of-lading in English for each shipment of cargo described in paragraph (b)(1) of this section to both the Contracting Officer (through the prime contractor in the case of subcontractor bills-of-lading) and to the Office of Cargo and Commercial Sealift (MAR-620), Maritime Administration, Washington, DC 20590. (MARAD requires copies of the ocean carrier's (master) bills of lading, certified onboard, dated, with rates and charges. These bills of lading may contain business sensitive information and therefore may be submitted directly to MARAD by the Ocean Transportation Intermediary on behalf of the contractor). 46 CFR 381.7.

**ATTACHMENT A - EMPLOYMENT AND MATERIALS
PREFERENCE FOR APPALACHIAN DEVELOPMENT HIGHWAY
SYSTEM OR APPALACHIAN LOCAL ACCESS**

ROAD CONTRACTS (23 CFR 633, Subpart B, Appendix B)

This provision is applicable to all Federal-aid projects funded under the Appalachian Regional Development Act of 1965.

1. During the performance of this contract, the contractor undertaking to do work which is, or reasonably may be, done as on-site work, shall give preference to qualified persons who regularly reside in the labor area as designated by the DOL wherein the contract work is situated, or the subregion, or the Appalachian counties of the State wherein the contract work is situated, except:

a. To the extent that qualified persons regularly residing in the area are not available.

b. For the reasonable needs of the contractor to employ supervisory or specially experienced personnel necessary to assure an efficient execution of the contract work.

c. For the obligation of the contractor to offer employment to present or former employees as the result of a lawful collective bargaining contract, provided that the number of nonresident persons employed under this subparagraph (1c) shall not exceed 20 percent of the total number of employees employed by the contractor on the contract work, except as provided in subparagraph (4) below.

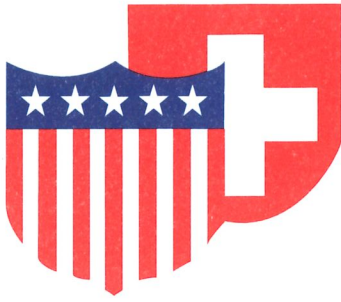
2. The contractor shall place a job order with the State Employment Service indicating (a) the classifications of the laborers, mechanics and other employees required to perform the contract work, (b) the number of employees required in each classification, (c) the date on which the participant estimates such employees will be required, and (d) any other pertinent information required by the State Employment Service to complete the job order form. The job order may be placed with the State Employment Service in writing or by telephone. If during the course of the contract work, the information submitted by the contractor in the original job order is substantially modified, the participant shall promptly notify the State Employment Service.

3. The contractor shall give full consideration to all qualified job applicants referred to him by the State Employment Service. The contractor is not required to grant employment to any job applicants who, in his opinion, are not qualified to perform the classification of work required.

4. If, within one week following the placing of a job order by the contractor with the State Employment Service, the State Employment Service is unable to refer any qualified job applicants to the contractor, or less than the number requested, the State Employment Service will forward a certificate to the contractor indicating the unavailability of applicants. Such certificate shall be made a part of the contractor's permanent project records. Upon receipt of this certificate, the contractor may employ persons who do not normally reside in the labor area to fill positions covered by the certificate, notwithstanding the provisions of subparagraph (1c) above.

5. The provisions of 23 CFR 633.207(e) allow the contracting agency to provide a contractual preference for the use of mineral resource materials native to the Appalachian region.

6. The contractor shall include the provisions of Sections 1 through 4 of this Attachment A in every subcontract for work which is, or reasonably may be, done as on-site work.



City of Highland

MEMO TO: Christopher Conrad, City Manager

FROM: Joe Gillespie, Director of Public Works

DATE: February 26, 2024

SUBJECT: Declaring Surplus Property for Water Treatment Plant
Quincy Air Compressor
Recommendation for Surplus Property Approval

RECOMMENDATION

I recommend you request council approval to declare a Quincy Air Compressor as surplus property.

DISCUSSION

The plant has historically worked many valves and equipment off compressed air. Almost all of the air-operated equipment was replaced with electric motors. A smaller air compressor was purchased last year to handle the small tasks at the plant. By eliminating the large air compressor, the plant saves on electrical usage and gains valuable space.

Make: Quincy
 Serial No.: QB0902200099 (compressor)
 Serial No.: 414336 (model 340L compressor)
 Model No.: YVA213TTDR7026GP (electric motor)

FISCAL IMPACT

Funds from the sale will go into the division account.

CONCURRENCE

Recommended by: Joe Gillespie
 Joe Gillespie, Director of Public Works

Approved by: Christopher J Conrad
 Christopher Conrad, City Manager

ORDINANCE NO. _____

**ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF HIGHLAND
SURPLUS AND AUTHORIZING ITS SALE AND/OR DISPOSAL,
SPECIFICALLY A QUINCY AIR COMPRESSOR**

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 currently owns personal property, specifically:

Make: Quincy
Serial No: QB0902200099 (compressor)
Serial No: 414336 (model 340L compressor)
Model No: YVA213TTDR7026GP (electric motor)

(“Air Compressor”); and

WHEREAS, in the opinion of this City Council, the Air Compressor is 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 City Manager has informed the City Council the Air Compressor will be sold for the highest value possible, or disposed of if deemed to have little or no value; and

WHEREAS, the City Manager has informed City Council the Air Compressor will no longer be needed by City due to the purchase of a smaller air compressor; and

WHEREAS, City has determined the City Manager, or his designee, is permitted to sell the surplus personal property, specifically the Air Compressor, 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 Air Compressor, is 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 and/or dispose of the surplus personal property, as the City Manager, or his designee, sees fit.

Section 4. 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 5. 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 _____, 2024, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin 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, 2024
Subject: Sale of Surplus Property - Trucks


Recommendation

I am seeking city council approval to dispose of two (2) trucks from the department.


Discussion

2002 Chevrolet 1500
Vin Number 1GCEC14W22Z143399

1999 Chevrolet 3500 Dump Truck
Vin Number 1GDKC34J6XF040



Recommended By: Mark Rosen, Director of Parks & Recreation



Approved By: Chris Conrad, City Manager

ORDINANCE NO. _____

ORDINANCE DECLARING PERSONAL PROPERTY OF THE CITY OF HIGHLAND SURPLUS AND AUTHORIZING ITS SALE AND/OR DISPOSAL, SPECIFICALLY TWO TRUCKS FOR THE PARKS & RECREATION DEPARTMENT

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 currently owns personal property, specifically:

1. 2002 Chevrolet 1500 – VIN# 1GCEC14W22Z143399;
2. 1999 Chevrolet 3500 Dump Truck – VIN# 1GDKC34J6XF040

(“Parks and Recreation Trucks”); and

WHEREAS, in the opinion of this City Council, the Parks and Recreation Trucks 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 City Manager has informed the City Council the Parks and Recreation Trucks will be sold for the highest value possible, or disposed of if deemed to have little or no value; and

WHEREAS, the City Manager has informed City Council the Parks and Recreation Trucks will no longer be needed by City; and

WHEREAS, City has determined the City Manager, or his designee, is permitted to sell the surplus personal property, specifically the Parks and Recreation Trucks, 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 Parks and Recreation Trucks, 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 and/or dispose of the surplus personal property, as the City Manager, or his designee, sees fit.

Section 4. 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 5. 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 _____, 2024, the vote being taken by ayes and noes and entered upon the legislative record as follows:

AYES:

NOES:

APPROVED:

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

ATTEST:

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



City of Highland

City Manager

To: Honorable Mayor Hemann and Council Members
From: Christopher Conrad, City Manager
Date: February 27, 2024
Re: Council Desk for Council Chambers, City Hall

I am requesting from council the authorization to engage the services of Arnold Contract of Irving, NJ and spending authority up to \$40,000.00 for the design, construction and installation of a new council desk and lectern for the council chambers.

As the council is aware, as part of the city hall remodel project we are making significant modifications to the council chambers to address some ADA issues with the slope into the room and to address the sound and audio issues in the room which make it difficult to hear and record meetings. Part of those projects include installing a raised floor in the bottom bowl area to be even with the 3rd level. This changes the amount of space available for the council desk, and the current council desk will be damaged in the deconstruction and movement to accommodate the raised floor installation.

Arnold Contract makes custom furniture pieces for federal and state governments and offers competitive pricing for the design, construction and installation of custom pieces such as the council desk. They also offer an industry leading warranty which I found to be beneficial on such an expensive piece of furniture. I have attached the conceptual drawing of the new desk which allows for all council members to be seated in the main public facing area of the desk, and places the city manager and legal counsel off to one side and clerk and deputy clerk off to the opposing side, this is the same format we have found useful at the senior center.

The custom nature of this furniture I have only received an estimate for \$32,000.00 for the council desk with the lectern being a separate cost. I am asking council for purchasing authority up to \$40,000.00 to make design and finish decisions and to allow for the immediate start of work since this desk has about a 12 week lead time.

Arnold Contract comes highly recommended by our consultant Carol Eckoff and Indoff who are assisting the city in this portion of the project.

[Custom Office & Municipal Furniture | Arnold Contract](#)

I respectfully request the council waive customary bidding practices and authorize the City Manager to work with Arnold Contract on the design, construction and installation of the council table and lectern, and approve costs up to \$40,000.00.

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE SOLE SOURCE PURCHASE OF A
COUNCIL DESK AND LECTERN FOR THE COUNCIL CHAMBERS
FROM ARNOLD CONTRACT,
AND WAIVING CUSTOMARY BIDDING PROCEDURES**

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 there is a need for a new Council desk and lectern for the City Hall Council Chambers, as part of the City Hall remodeling project; and

WHEREAS, City has determined Arnold Contract ("Arnold") makes custom furniture pieces for federal and state governments and offers competitive pricing for the design, construction and installation of custom pieces such as the proposed Council desk and lectern; and

WHEREAS, Arnold Contract requires up to \$40,000.00 in spending authority to design and install a new Council desk and lectern in the City Council Chambers; and

WHEREAS, City has determined it would be in the best interests of public health, safety, general welfare, and economic welfare to engage Arnold Contract; and

WHEREAS, City has determined this purchase is a sole source purchase because the City will be purchasing specialized labor, products, and materials from Arnold Contract; and

WHEREAS, City has determined it to be appropriate to waive the customary bidding procedures and engage Arnold Contract as a sole source purchase; and

WHEREAS, City authorizes and directs the City Manager and/or Mayor to execute any documents necessary to waive customary bidding procedures and engage Arnold Contract to design, construct, and install a new Council desk and lectern in the City Council Chambers.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and 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 Manager and/or Mayor is directed and authorized, on behalf of the City of Highland, to engage Arnold Contract to design, construct, and install a new City

Council desk and lectern.

Section 3. The City Manager and/or Mayor is directed and authorized, on behalf of the City of Highland, to execute any documents necessary to enter into an Arnold Contract Agreement to perform work as described above.

Section 4. This Resolution shall be known as Resolution No. _____ and shall be effective upon its passage and approval in accordance with Illinois 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 _____, 2024, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

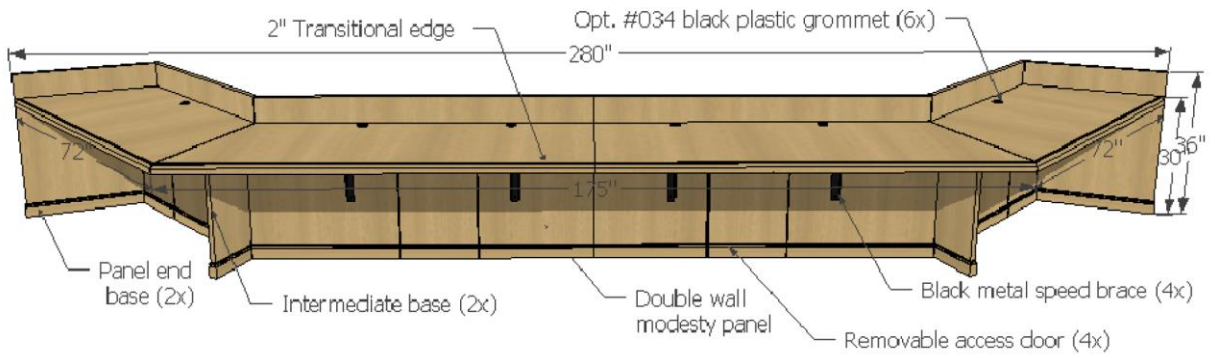
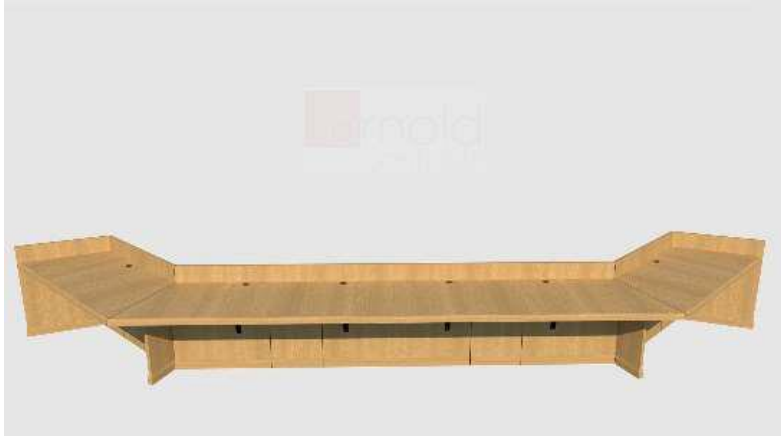
ABSENT

APPROVED:

Kevin Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois







City of Highland

City Manager

To: Honorable Mayor Hemann and Council Members
From: Christopher Conrad, City Manager
Date: February 27, 2024
Re: Access Control for City Hall

I submit for your review and approval the quote from Elliott Data Systems for the access controls for City Hall.

Elliott Data Systems is our chosen vendor for access control and specialty security cameras. We have been using Elliott for several years now after a selection process that looked at several different vendors. It was decided based on price and quality that we would use Elliott Data Systems for our access control projects in order to maintain consistency across our city wide buildings.

Prior to this remodel, there was only one access control point on the city hall building at the employee entrance. This proposal now places access control points on all doors with the exception of the council chambers, front door and rear public door. Those doors will remain manual locks for operational reasons.

The cost to add the access control systems to the building is \$32,371.00. This cost is separate from the contract with Korte Luitjohan but was an anticipated cost with the remodel project and was considered in the budgeting process.

We respectfully request the council to waive customary bidding practices and approve the proposal from Elliott Data Systems for the city hall access control points for \$32,371.00.

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE SOLE SOURCE PURCHASE OF DATA ACCESS CONTROLS FROM ELLIOTT DATA SYSTEMS, INC., AND WAIVING CUSTOMARY BIDDING PROCEDURES

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 there is a need for access control points on all doors at City Hall, with the exception of the council chambers, as part of the City Hall remodeling project; and

WHEREAS, City has determined Elliott Data Systems, Inc. ("Elliott") has been City's preferred vendor for several years, based on price and quality, for access control projects for City buildings; and

WHEREAS, Elliott has provided a proposed agreement (*See Exhibit A*; hereinafter "Elliott Agreement") for City's consideration; and

WHEREAS, the Elliott Agreement proposes to add access control systems to City Hall for \$32,371.00 (*See Exhibit A*); and

WHEREAS, City has determined it would be in the best interests of public health, safety, general welfare, and economic welfare to enter the Elliott Agreement (*See Exhibit A*); and

WHEREAS, City has determined this purchase is a sole source purchase because the Elliott Agreement allows City to purchase specialized labor, products, materials, and service from Elliott, a preferred vendor being used for other security systems and access control systems throughout the City (*See Exhibit A*); and

WHEREAS, City has determined it to be appropriate to waive the customary bidding procedures and enter the Elliott Agreement as a sole source purchase, and according to the Elliott Agreement (*See Exhibit A*); and

WHEREAS, City authorizes and directs the City Manager and/or Mayor to execute any documents necessary to waive customary bidding procedures and enter the Elliott Agreement (*See Exhibit A*).

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and 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 Elliott Agreement (*See Exhibit A*) is approved.

Section 3. The City Manager and/or Mayor is directed and authorized, on behalf of the City of Highland, to execute any documents necessary to enter the Elliott Agreement (*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 Illinois 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 _____, 2024, the vote being taken by ayes and noes, and entered upon the legislative records, as follows:

AYES:

NOES:

ABSENT

APPROVED:

Kevin Hemann
Mayor
City of Highland
Madison County, Illinois

ATTEST:

Barbara Bellm
City Clerk
City of Highland
Madison County, Illinois

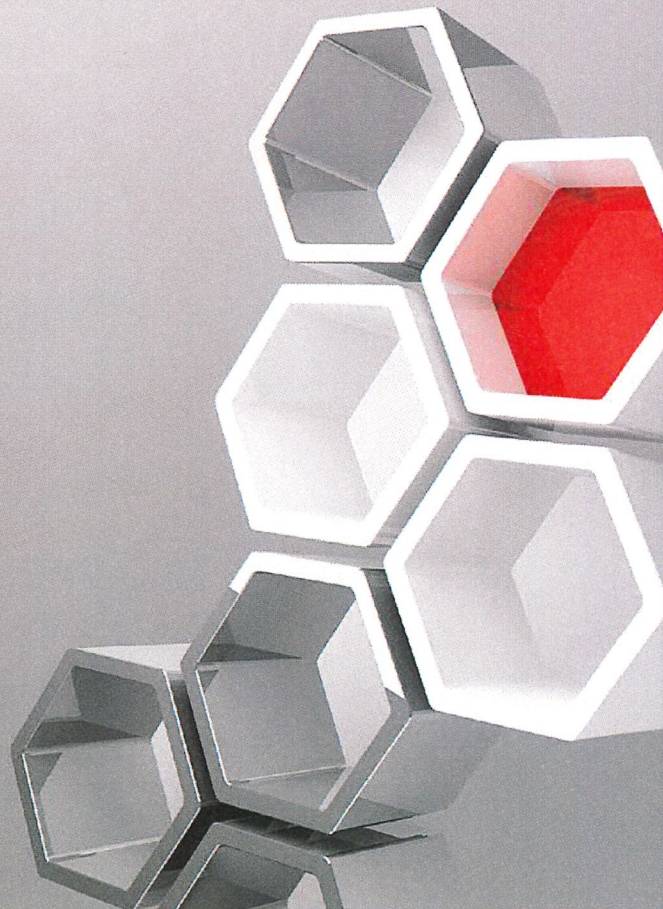


**Budgetary Estimate for
Identity Solutions**

Prepared For:
Chris Conrad
City of Highland

Prepared By:
Matt Buydos

SOLUTIONS,
SUPPORT,
RESULTS.



DIGITAL IDS

POSITIVE ID

ACCESS CONTROL

ADVANCED INTEGRATION

TRACKING SOLUTIONS

Number AAAQ5289-01

Date Feb 23, 2024

Sales Quote

Valid Thru 3/9/2024

Sold By	
Matt Buydos 17825 Edison Ave Chesterfield, MO 63005 USA	
E-Mail	mbuydos@elliottdata.com
Phone	636-386-8400

Sold To	
City of Highland Chris Conrad City Administrator 1115 Broadway Highland, IL 62249	
E-Mail	cconrad@highlandil.gov
Phone	618.654.9891

Qty	Description	Unit Price	Ext. Price
ELLIOTT DATA ACCESS CONTROL SOLUTION			
17	BadgePass Access Manager Device License (1 Per Reader)	\$53.00	\$901.00
17	BadgePass Access Manager SUA (1 Per Reader / 1 Year)	\$23.00	\$391.00
2	BadgePass 10 Door Wireless Gateway (NDE)	\$699.00	\$1,398.00
2	BadgePass 1 Door PoE Intelligent Controller - Doors	\$953.00	\$1,906.00
1	BadgePass 1 Door PoE Intelligent Controller - Gateways	\$953.00	\$953.00
1	BadgePass Wall Mount Reader (Multi-tech/Bluetooth) (MTB)	\$514.00	\$514.00
15	BadgePass NDE Wireless Lock	\$1,200.00	\$18,000.00
2	HES 9400 Electric Strike	\$575.00	\$1,150.00
1	Armored Transfer Loop	\$25.00	\$25.00
2	Door Position Sensor	\$9.00	\$18.00
	SubTotal		\$25,256.00
ELLIOTT DATA ACCESS CONTROL PROFESSIONAL SERVICES			
1	On-Site Installation, Training & Project Management	\$3,885.00	\$3,885.00
0	Optional - Wiring Installation, Parts & Labor (Per Run)	\$250.00	\$0.00
1	90 Day On-Site Complete Support Agreement	\$0.00	\$0.00
1	Annual On-Site Complete Support Agreement (After Day 90)	\$3,230.00	\$3,230.00
	SubTotal		\$7,115.00

- Customer to provide Server, PC, PoE switch, network panels and network infrastructure.
- Others are responsible for wiring and terminating ends at network panel and respective door locations.
- Taxes and shipping not included in price estimate.

Elliott strives to provide accurate quotations but is not responsible for concealed conditions unforeseeable at the commencement of work. In the event that a change to the scope of work is required based on concealed conditions that differ from the expected, Elliott will issue a written change order for approval by the customer while working to minimize any cost impact on the project.

PRICES BASED UPON TOTAL PURCHASE - PRICES GOOD FOR 30 DAYS UNLESS NOTED ABOVE - UP TO 3% HANDLING MAY BE ADDED FOR CREDIT CARD PAYMENTS - MINIMUM 25% RESTOCKING FEE WITH ORIGINAL PACKAGING - THIS DATA SHALL NOT BE DISCLOSED OUTSIDE RECIPIENT AND SHALL NOT BE DUPLICATED, USED, OR DISCLOSED IN WHOLE OR IN PART FOR ANY PURPOSE OTHER THAN TO EVALUATE THE PROPOSAL, INTERNALLY BY THE CUSTOMER - ELLIOTT DATA SYSTEMS IS NOT RESPONSIBLE FOR TYPOGRAPHICAL ERRORS AND/OR OMISSIONS - SIGNER AGREES TO ELLIOTT DATA SYSTEMS STANDARD TERMS AND CONDITIONS - COMPLETE TERMS AND CONDITIONS SUPPLIED UPON REQUEST

PLEASE ALLOW FOR APPLICABLE TAXES AND SHIPPING	
Total	\$32,371.00

Terms	50% Deposit, 50% Net 30
--------------	-------------------------

Accepted By: _____

Date: _____

General Terms and Conditions

General terms and conditions are as stated below. Any deviations from the standard terms and conditions will be agreed to in writing.

- Equipment Availability. If proposed or quoted hardware is discontinued from production prior to order being accepted by Elliott Data. Elliott will supply equivalent model(s) at prevailing pricing. Elliott will advise customer of changes to equipment and obtain customer acceptance.
- Scope of Work. Most project quotations or estimates requiring any data integration, customer supplied components or resources will be accompanied by scope of work outlining the project goals and responsibilities of both parties. Changes to the scope of work after project work is initiated may resulting in changes to the initial project quotation.
- Restocking Fee. A restocking fee of 25% will apply to any approved returns. An RMA is required to any returns. Items returned without an RMA will not be accepted by our receiving department. Some items may be non-refundable.
- Purchase Price. Prices listed on quote are based on total purchase of complete solution. Eliminating certain line items may require that a new quotation be issued.
- Unknown/Concealed Conditions. If unknown or concealed conditions affect the installation/operation of the solution, Elliott will promptly notify the customer. The investment cost may be adjusted for such unknown or concealed conditions if additional material or labors are required.
- Non-Transferable. Any software licenses purchased by a customer are owned by that customer and cannot be sold or transferred to different customer without written approval from Elliott Data or the appropriate software issuer.
- Limitation of Liability. In no event will Elliott be liable for any indirect, incidental, consequential, special, or exemplary damages arising from or in connection with your use or inability to use either the Elliott solution or any other products or services following delivery of solution described herein, even if Elliott has been advised of the possibility of such damages. Elliott is not responsible for typographical errors and/or omissions.

Customer Responsibilities

- Items Required/Customer supplied PCs. Provide a ready site for setup and installation of system. This includes: Computers, Network Connections (when required by application), Power, Appropriate Work Area, and any other Device or item being supplied by customer as stated in the above scope.
 - Customer Furnished Equipment (CFE) must meet current Elliott specifications. Specifications may be documented on the main quote or the scope of work document. Elliott may require CFE to be delivered to Elliott in advance of on-site installation for software load and configuration. Data and application back-up of CFE is solely the customer's responsibility. Elliott is not responsible for any data lost on CFE. PCs, servers, networks, software applications, and other peripherals supplied by the customer are not covered under the terms of any Elliott warranty or service agreement and support calls related to these items are billable at established service rates.
 - Power provided at installation site by customer must meet the following: **dedicated** and **isolated** low impedance grounded 120v AC, 15/20/30 amp receptacles with UPS or Power Conditioner if required.
- Pre-Installation Details. It is the customers responsibility to participate in any pre-installation meetings or communications. Failure to provide information as requested may delay installation or increase installation costs.
- Data and Graphics. Data provided to Elliott by customer must be properly formatted it is also imperative that the data not be corrupt or outdated. Elliott is not responsible for corrupt or outdated data. Images and logos provided to Elliott should be of the proper size and resolution according to their use in the project and must be provided in an appropriate format. Sample or Test data may be requested for pre-installation use.

- Specifications for data and images/graphics will be provided in advance by Elliott. Any professional services required to clean or format provided data/graphic files will be billed at established rates.
- Remote Access. Customer to provide remote access to system and or network for Elliott.
- Primary Contacts/IT Support. Customer is to provide a primary point of contact that is authorized to coordinate installation schedules and make decisions regarding system design. During the installation, the customer's IT personnel need to be available to our installing technician if there is any custom, or network integration to be performed. If required, network access, administrative rights, etc. should be readily available through customer's IT staff in order to insure a timely installation process. Customer will ensure that its employees co-operate fully with Elliott and that such employees shall be qualified to carry out any tasks which they may be assigned in relation to the project.

Elliott Responsibilities

- Installation/Configuration. Elliott will configure and install the proposed solution at customer's location as directed and agreed upon with customer in the scope of project.
 - Installations and Service will be performed during normal business hours, defined as: Monday through Friday between the hours of 8:00 am and 5:00 pm CST. On rare occasions, installations and service may take place outside of these days/hours. If customer requests/causes installations/service to take place outside of normal business hours, customer will be billed at an hourly rate equal to time and one-half of Elliott's usual published service rates. Additional on-site trips required due to site-not-ready issues or other customer related issues not caused by Elliott will be billed at Elliott usual published service rates.
- Training. Training details and specifics will be outlined in the project scope of work.

Enhancements, Support, and Warranty

- Enhancements. Elliott and its partners are continually developing enhancements to our entire product line which are packaged into periodically released updates. The release dates and upgrade schedule varies according to product. In order to receive the current version of our software you must have a current Software Maintenance Agreement (SMA). Legacy versions of software may be subject to limited support. SMA coverage applies to the respective product(s) purchased by the customer and the customer is entitled to any upgrades available for the respective product. Elliott accepts input and feedback for requests and suggestions for product enhancements. We maintain a process of regularly reviewing and evaluating requests so that they can be added to our product roadmaps as required and as resources allow.
- Support. Elliott strives to provide world class support to our customers through a variety of methods, including Telephone Support, Remote Support Tools, and On-Site Support. Elliott strongly recommends a Preventive Maintenance Agreement (PMA) for equipment and an SMA for the same term. An Elliott PMA offers preferential response times, loaner equipment, regularly scheduled preventive maintenance check-ups, as well as unlimited emergency support.
- Warranty. Warranty terms and conditions offered by Elliott will be itemized on the attached quote or supporting documentation. Manufacturer's warranty for supplied equipment may supersede warranty provided by Elliott.

Non-Disclosure Agreement

- Reproduction. The Receiving Party agrees not to reproduce any Confidential Information, will cease using it upon receipt of a written request to do so, and with respect to such information provided in writing or in some other tangible form, will return it to the Disclosing Party immediately upon receipt of a written request to do so.
- Hold in Confidence. The Receiving Party agrees to hold in confidence and not directly or indirectly to reveal, report, publish, disclose or transfer any of the Confidential Information to any person or entity other than a key employee, agent, counsel, accountant or other advisor (a "Representative") who has a need to know such Confidential Information for the purpose of this Agreement. The Receiving Party will not utilize any of the Confidential Information for any purpose at any time other than as contemplated by this Agreement. Before any such Confidential Information is disclosed to any Representative, each such person shall be informed of the confidential nature of such information and material and shall agree to comply, in writing, with the use and non-disclosure provisions of the Mutual Confidentiality and Non-Disclosure Agreement.

Billing and Payment Terms

Elliott Data Systems (Elliott) will issue invoices at agreed upon project milestones or at the completion of a project. The customer shall pay all invoices within 30 days of the invoice date, unless another timeframe is agreed upon in writing. If Elliott has not received payment from Customer more than 30 days after the date of the invoice, Elliott may assess five percent simple interest on the unpaid invoice. Interest begins accruing on the invoice due date. If Customer has not paid an invoice for more than 90 days, Elliott may refer collection of the unpaid amount to an attorney or collections agency. If Customer's unpaid invoices are referred to an attorney or collections agency, Customer shall pay all reasonable attorney's fees or collections agency fees. In addition, Elliott retains a security interest in all property sold, and retains the right to field liens, UCC Filings, repossession, or disable software and equipment delivered that has unpaid invoices more than 90 days past due.

- Payment Terms Definitions.

Down = Specified % Due with signed quote and/or purchase order
Delivery = Specified % Payment due upon initial delivery of goods or services
Live = Specified % Payment due when system is determined "live" by EDS

Agreement

This proposal agreement contains the agreement between you and Elliott regarding the matter(s) referred to herein and the fees, Charges, and expenses to be paid relative thereto.

Accepted and Agreed:

Name: Chris Conrad Title: City Administrator

Signature: _____ Date: _____

PO#: _____ Total Amount \$32,371.00

ORDINANCE NO. _____

**ORDINANCE AMENDING HIGHLAND MUNICIPAL CODE,
CHAPTER 42 – OFFENSES AND MISCELLANEOUS PROVISIONS,
ARTICLE V – OFFENSES AGAINST PUBLIC PEACE,
ADDING SECTION 42-137 CAMPING ON PUBLIC PROPERTY**

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 specifically derives its authority on this subject pursuant to 65 ILCS 5/11-5-4, 5-8, 20-5, and 60-2; and

WHEREAS, City has determined that it is in the best interests of public health, safety, general welfare, and economic welfare to amend the City Code to add Chapter 42-137: Camping on Public Property; and

WHEREAS, the City Council finds that the Mayor and/or City Manager should be authorized and directed, on behalf of the City, to execute whatever documents are necessary to amend the City Code to add Chapter 42-137: Camping on Public Property to the City Code.

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 42-137: Camping on Public Property be added to the City Code as follows:

Chapter 42-137: Camping on Public Property

42-137(a) Definitions

42-137(b) Offense

42-137(c) Penalty

42-137(d) Severability

42-137(a) Definitions:

(1) “Overnight Shelter” shall mean a public or private shelter, with available overnight space, that is open to an individual or family unit experiencing homelessness, at no charge, within Madison County, Illinois or adjacent counties.

(2) “Public Camping” shall mean the use of public land to conduct one or more Specified Activities when, based upon such use, it reasonably appears, in light of all the circumstances, that the participants, in conducting the Specified Activities, are using the area as a living

accommodation, regardless of the intent of the participants or the nature of any other activities in which they may be engaging.

Public Camping may include being located in or on any City real property, including but not limited to, any sidewalk, park, City building or parking lot, or any City right-of-way. The determination as to whether “Camping” is occurring shall be made at the sole discretion of the City. Public Camping shall not include residing in a permanent structure that may be lawfully occupied as a permanent or temporary residence, nor shall it include “residential camping”.

(3) “Residential Camping” shall include camping and campsites in the rear yard of any private residentially zoned lot, so long as:

(a) The owner or occupant of the private residential lot consents;

(b) An adult owner or occupant of the private residential lot is present on the lot between the hours of nine o’clock (9:00) P.M. and six o’clock (6:00) A.M. while camping is occurring;

(c) The owner or occupant of the private residential lot provides access by persons who are camping to a working toilet and sink in a building located on the same zoning lot as the campsite, and to that purpose, has an active water and sewer account with the city.

(d) Camping or maintenance of a campsite on any zoning lot is limited to not more than two (2) consecutive nights and to not more than two (2) nights in any calendar week; and

(e) No consideration, whether in money, goods, services, or otherwise, is given to the owner of the residential lot in exchange for the privilege of camping.

(4) “Specified Activities” may include, but are not limited to, one or more of the following:

(a) making preparations to sleep such as laying down bedding.

(b) storing personal belongings including but not limited to clothing, sleeping bags, bedrolls, blankets, sheets, luggage, backpacks, kitchen utensils, cookware, and similar materials.

(c) making any fire for the purposes of warmth, or of cooking.

(d) erecting a tent, lean-to or other similar temporary structure.

(e) the determination as to whether “Specified Activities” are occurring shall be made at the sole discretion of the City.

42-137(b). Offense:

It shall be illegal to engage in Camping on private property within the city without meeting the qualifications as defined for “Residential Camping”. It shall be illegal to engage in “Public Camping” on any public right of way or public property located within the City.

42-137(c). Penalty:

Any person who shall violate or fail to comply with any of the provisions of this chapter shall be subject to penalty as provided in Section 1-13 of this code.

42-137(d). Severability:

If any provision of this Ordinance or application thereof to any person or circumstance is ruled

unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

Section 3. That 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.

This Ordinance adopted 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 _____, 2024, the vote taken by ayes and nays and entered upon the legislative records as follows:

AYES:

NAYS:

ABSENT:

APPROVED:

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

ATTEST:

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



Check No.	Vendor/Employee	Transaction Description	Date	Amount
Fund: 101 Electric Fund				
Department: 000 Balance Sheet Accounts				
14920	BARRETT PLACE ENTERPRISES	Refund Check 023566-000	02/27/2024	81.38
14921	JANET HOLDEMAN	Refund Check 023689-000	02/27/2024	9.71
14922	MADISON COUNTY COMMUNITY DEVELOPMENT	Refund Check 021957-000	02/27/2024	323.40
14923	WARREN STRIEKER	Refund Check 021967-000	02/27/2024	34.71
14924	ZACHARY TUCKER	Refund Check 023363-000	02/27/2024	22.41
Total for Department: 000 Balance Sheet Accounts				471.61
Total for Fund:101 Electric Fund				471.61
Fund: 713 Solid Waste Fund				
Department: 000 Balance Sheet Accounts				
14921	JANET HOLDEMAN	Refund Check 023689-000	02/27/2024	2.41
14923	WARREN STRIEKER	Refund Check 021967-000	02/27/2024	18.79
14924	ZACHARY TUCKER	Refund Check 023363-000	02/27/2024	18.40
Total for Department: 000 Balance Sheet Accounts				39.60
Total for Fund:713 Solid Waste Fund				39.60
Grand Total				511.21

Accepted by City Council March 04, 2024

Mayor:

Clerk:



CHECK #	VENDOR NAME	INVOICE DESCRIPTION	DEPARTMENT	CHECK/PAYMENT DATE	GROSS AMOUNT
795	Highland Chamber Of Commerce	LUNCH AND LEARN RESERVATION - M HUBBARD	007	02/23/2024	20.00
826	Rotary Club of Highland	DUES AND MEALS 04/2023 TO 06/2023 M HUBBARD	007	02/23/2024	44.00
855	Wellen Homes Inc	SINGLE-FAMILY HOME INCENTIVE PAYMENT	007	02/23/2024	4,000.00
859	Mastercard	PRO 1 MAP 02/07/2024-02/07/2025	007	02/23/2024	588.00
860	Mastercard	JIMMY JOHNS - IDC MEETING 02/07/24	007	02/23/2024	98.30
				TOTAL	4,750.30
745	Ameren Illinois	KRC GAS UTILITIES	009	02/23/2024	1,412.63
745	Ameren Illinois	FEBRUARY GAS UTILITIES- KRC	009	02/23/2024	1,872.64
757	AMAZON CAPITAL SERVICES	5 QTY REISTANCE BANDS	009	02/23/2024	72.50
757	AMAZON CAPITAL SERVICES	EMERGENCY EXIT/LIGHT BATTERY	009	02/23/2024	14.99
764	Battery Specialist + Golf Cars HGD	EMERGENCY LIGHTS FOR KRC	009	02/23/2024	90.65
769	BUILDINGSTARS INC	JANUARY MONTHLY CLEANING SERVICE BILL	009	02/23/2024	2,913.00
769	BUILDINGSTARS INC	FEBRUARY MONTHLY CLEANING SERVICE BILL	009	02/23/2024	2,913.00
775	COMPUSTITCH SCREEN PRINTING AND EMBROIDERY	WORK SHIRT EMBROIDERY FOR LORI	009	02/23/2024	9.00
780	ENERGY WISE HEATING COOLING COMPANY	QUARTERLY MAINT ON HVAC	009	02/23/2024	1,762.00
782	FELIX LUITJOHAN	REFUND FOR KRC SWIM LESSONS	009	02/23/2024	25.00
786	FRONTIER	KRC PHONE BILL	009	02/23/2024	176.65
796	Highland Communication Services	KRC- UTILITIES	009	02/23/2024	326.33
798	Hillyard St Louis Inc	CLEANING SUPPLIES- KRC	009	02/23/2024	412.85
813	MPM Industries	ALARM FOR DOOR AT KRC	009	02/23/2024	279.00
820	Orkin Exterminating	CHANGING TO YEARLY PAYMENT FOR EXTERMINATION	009	02/23/2024	1,120.32
822	Pepsi	CONCESSIONS SUPPLIES	009	02/23/2024	861.82
853	Watts Copy Systems Inc	MONTHLY PRINTER BILL	009	02/23/2024	145.27
853	Watts Copy Systems Inc	MONTHLY PRINTER BILL	009	02/23/2024	130.44
857	William F. Brockman Co	KRC CONCESSIONS SUPPLIES	009	02/23/2024	120.45
859	Mastercard	STAGES CYCLING	009	02/23/2024	699.33
859	Mastercard	AMERICAN FLOOR MATS	009	02/23/2024	1,614.12
860	Mastercard	STAGES CYCLING	009	02/23/2024	149.07
860	Mastercard	TVY SILVERSNKERS	009	02/23/2024	80.00
861	Mastercard	SP KAMPARTS INC	009	02/23/2024	33.06
				TOTAL	17,234.12
748	City Utilities	UTILITES- 1115 BROADWAY	011	02/23/2024	1,298.03
750	LEWIS BRISBOIS BISGAARD & SMITH LLP	JANUARY 2024 MONTHLY RETAINER INVOICE	011	02/23/2024	16,800.00
750	LEWIS BRISBOIS BISGAARD & SMITH LLP	CITY OF HIGHLAND V. JASON METTLER FILE NO.15386-3	011	02/23/2024	2,270.00
752	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	02/23/2024	2,495.25
752	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	02/23/2024	2,979.00
752	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	02/23/2024	10,436.50
752	TYLER TECHNOLOGIES INC	SOFTWARE SPLIT	011	02/23/2024	3,200.00
756	ALLIED WASTE TRANSPORTATION INC	TEMP DUMPSTER SERVICES	011	02/23/2024	4,458.33
757	AMAZON CAPITAL SERVICES	1 QTY 48 PCS A4 POLY ZIP ENVELOPES, SPACE HEATER	011	02/23/2024	41.97
757	AMAZON CAPITAL SERVICES	16 QTY TOP FLIGHT #10 ENVELOPES	011	02/23/2024	298.14
757	AMAZON CAPITAL SERVICES	C,9V,D ALKALINE BATT,BANKERS BOX 12PK,SHARPIE	011	02/23/2024	424.45
757	AMAZON CAPITAL SERVICES	1 QTY SHARPIE S-GEL PENS	011	02/23/2024	11.66
761	ASSUREDPARTNERS CAPITAL INC	COBRA QUALIFYING EVENT LETTERS PRODUCED	011	02/23/2024	60.00
777	Cygan-Delaney Catering	CATERING FOR AWARDS BANQUET	011	02/23/2024	3,090.03
786	FRONTIER	PHONE CHARGES - GENERAL ALARM	011	02/23/2024	49.26
794	HIGHLAND AUTOWASH LLC	UNLIMITED CAR WASH - CITY HALL	011	02/23/2024	20.00
796	Highland Communication Services	HCS SERVICE - HACSM	011	02/23/2024	41.95
796	Highland Communication Services	HCS SERVICE - CITY HALL	011	02/23/2024	597.82
804	JOHN DEERE FINANCIAL	HIGHLAND RURAL KING OPERATING ACCOUNT	011	02/23/2024	4,588.15
819	OLDE WICKS FACTORY LLC	BAR SALES & GRATUITY -AWARDS BANQUET 02/03/24	011	02/23/2024	1,467.00
826	Rotary Club of Highland	DINNER POPEYE'S 12/19/23 C CONRAD	011	02/23/2024	103.50
826	Rotary Club of Highland	DUES & MEALS 04/01/23 - 06/30/23 C CONRAD	011	02/23/2024	134.00
841	THRYV INC.	MONTHLY PHONE LISTING 02/01/24-02/29/24	011	02/23/2024	187.59
847	United Municipal Security	CD SERVICE	011	02/23/2024	1,251.36
849	Verizon Wireless - State	VERIZON WIRELESS CHARGES	011	02/23/2024	4,359.06
851	WALZ LABEL AND MAILING	INK FOR POSTAGE MACHINE	011	02/23/2024	207.38
852	Watts Copy Systems Inc.	COPIER USAGE/LEASE CITY HALL BACK OFFICE	011	02/23/2024	360.11
852	Watts Copy Systems Inc.	JACKIE COPIER/PRINTER/SCANNER	011	02/23/2024	36.87
860	Mastercard	WAL-MART CAKE FOR BANQUET/PLATES/NAPKINS	011	02/23/2024	188.88
860	Mastercard	ZOOM.US 01/21/24 - 02/20/24	011	02/23/2024	219.90
861	Mastercard	CC FOOD MART - GAS CITY MANAGER CONFERENCE	011	02/23/2024	48.01
				TOTAL	61,724.20
745	Ameren Illinois	PSB GAS UTILITIES 12/02/24 TO 01/04/24	012	02/23/2024	360.13
745	Ameren Illinois	PSB GAS UTILITIES	012	02/23/2024	1,700.70
748	City Utilities	PD RADIO TOWER HIGHLAND RD	012	02/23/2024	175.11
748	City Utilities	PUBLIC SAFETY BUILDING UTILITIES	012	02/23/2024	2,072.38
749	City Utilities	POLICE DEPT RADIO SHED	012	02/23/2024	26.25
749	City Utilities	PSB OUTSIDE WATER FOUNTAIN	012	02/23/2024	10.29
754	ADR HIGHLAND INC.	DODGE CHARGER-JUMP START VEHICLE & DIED AGAIN	012	02/23/2024	125.00
767	BRIAN MCCLENAHAN	PERDIEMSOUTHERNILCRIMINALJUSTICE 02/27/24-02/29/24	012	02/23/2024	52.00
778	DAMIAN FEENEY	PER DIEM FOR CRIMINAL JUSTICE SUMMIT	012	02/23/2024	52.00
785	FRIENDS OF MADISON COUNTY CHILD ADVOCACY CENTER,	TRIVIA NIGHT 02/24/24 -HIGHLAND POLICE DEPARTMENT	012	02/23/2024	160.00
796	Highland Communication Services	PSB TV/PHONE/INTERNET 0208-030724	012	02/23/2024	656.95
797	HIGHLAND MOOSE LODGE #2479	TRIVIA NIGHT 02/24/24 -POLICE DEPARTMENT	012	02/23/2024	120.00

800 Illinois State Police	LIQ LICENSE SCHOMAKER & FARINA, LGE-Z. ZOBRIST	012	02/23/2024	84.75
800 Illinois State Police	FINGERPRINT NEW HIRE- L. SCHUHARDT	012	02/23/2024	28.25
806 Leon Uniform Company Inc	TRUJILLO-PANTS, BOOTS, JACKET, AND PANTS	012	02/23/2024	459.98
806 Leon Uniform Company Inc	NEW HIRE TRUJILLO PANTS	012	02/23/2024	101.00
806 Leon Uniform Company Inc	NEW HIRE LS PERFORMANCE POLO, LS POLO-KINGERY	012	02/23/2024	182.50
806 Leon Uniform Company Inc	VEST CARRIER-BIGGS	012	02/23/2024	310.00
825 Reding Tire & Battery Inc	DETECTIVE BLACK SUV OIL CHANGE	012	02/23/2024	43.05
830 SCOTT ATHMER	PERDIEMSOUTHERNILCRIMINALJUSTICE 02/27/24-02/29/24	012	02/23/2024	52.00
834 SIPCA	SIPCA DUES CHIEF PRESSON 2024	012	02/23/2024	200.00
835 Splish Splash Auto Bath LLC	POLICE DEPT CAR WASHES	012	02/23/2024	71.00
836 SUMNER ONE INC.	POLICE DEPT COPIER/PRINTER USAGE/MAINT.	012	02/23/2024	488.11
843 TRANSUNION RISK AND ALTERNATIVE	TLO INVESTIGATION CHECKS	012	02/23/2024	75.00
852 Watts Copy Systems Inc.	DETECTIVE PRINTER/COPIER/SCANNER	012	02/23/2024	39.66
859 Mastercard	HOTEL STAYTRAINING KINGERY AND MCKINNEY 2 NIGHTS	012	02/23/2024	278.88
859 Mastercard	SRO TRAINING BIGGS JULY 24-26 2024	012	02/23/2024	400.00
860 Mastercard	GALLS ORDER-TIE BAR, LABEL FLAG, SERVING SINCE PIN	012	02/23/2024	84.27
860 Mastercard	ILEAS CONF ONE NIGHT STAY FEENY	012	02/23/2024	166.44
860 Mastercard	HEROIN/OPIATES TEST KITS AND METH TEST KITS 50EACH	012	02/23/2024	190.51
860 Mastercard	REFUND FOR TRAINING CANCELLED	012	02/23/2024	-85.00
860 Mastercard	BIGGS AND MCLENAHAN HANDCUFFS	012	02/23/2024	78.98
860 Mastercard	SECURITY BAGS 15X20 & 5 1/4 X 8, NIK TEST U,	012	02/23/2024	200.54
860 Mastercard	TRAINING CAROLE BUILDING & ZONING INTL CODE COUNCI	012	02/23/2024	160.00
861 Mastercard	MAPPING SOFTWARE FOR RUNS	012	02/23/2024	19.00
861 Mastercard	USPS POSTAGE	012	02/23/2024	9.65
861 Mastercard	TRACFONE SAFE TEAM	012	02/23/2024	22.50
861 Mastercard	EMD RECERT KELCEY CHADWICK	012	02/23/2024	55.00
861 Mastercard	USPS POSTAGE 01/29/2024	012	02/23/2024	18.40
861 Mastercard	TACTACAM MONTHLY FEE	012	02/23/2024	5.00
	TOTAL			9,250.28
786 FRONTIER	PHONE CHARGES - B&Z	013	02/23/2024	41.12
796 Highland Communication Services	HCS SERVICES - B&Z	013	02/23/2024	168.75
812 Moran Economic Development LLC	TECHNICAL ASSISTANCE DISCUSSING ZONING CASES	013	02/23/2024	715.00
861 Mastercard	ZOOM.US 01/10/24-02/09/24	013	02/23/2024	15.99
861 Mastercard	DROPBOX 01/28/24-02/28/24	013	02/23/2024	11.99
	TOTAL			952.85
745 Ameren Illinois	GAS SERVICE	014	02/23/2024	273.28
745 Ameren Illinois	GAS SERVICE	014	02/23/2024	138.61
748 City Utilities	UTILITES-184 WOODCREST DR	014	02/23/2024	192.84
749 City Utilities	UTILITES-SHED BOAT DOCK	014	02/23/2024	79.87
749 City Utilities	UTILITES-BOAT RAMP HYDRANT	014	02/23/2024	10.29
783 PLUMBERS SUPPLY #215	1 QTY M18 FUEL 16 CHAINSAW KIT	014	02/23/2024	250.00
783 PLUMBERS SUPPLY #215	1 QTY NLA 64PC STANDARD DRV BIT SET	014	02/23/2024	34.85
799 Illinois Firefighter's Association	ANNUAL DUES - DEPARTMENT MEMBER	014	02/23/2024	125.00
806 Leon Uniform Company Inc	UNIFORMS - L VONHATTEN	014	02/23/2024	82.92
806 Leon Uniform Company Inc	1 QTY BELL CROWN NAVY - OGELSBY	014	02/23/2024	71.00
806 Leon Uniform Company Inc	FIRE UNIFORMS - C FREIMANN	014	02/23/2024	132.50
806 Leon Uniform Company Inc	FIRE UNIFORMS - J HARGIS	014	02/23/2024	68.00
807 MCFA DEATH BENEFIT	DEATH BENEFIT ASSES - #1474 RONALD LOUNSBURY	014	02/23/2024	69.00
807 MCFA DEATH BENEFIT	DEATH BENEFIT ASSES - #1475 ELFREDIA SHIMCHUCK	014	02/23/2024	69.00
807 MCFA DEATH BENEFIT	DEATH BENEFIT ASSES - #1476 RANDALL NELSON	014	02/23/2024	69.00
807 MCFA DEATH BENEFIT	DEATH BENEFIT ASSES - #1477 EDWARD BLOTEVOGEL	014	02/23/2024	69.00
815 Northtown Auto & Tractor	6 QTY BEP31HDP30 BATTERY-F&T	014	02/23/2024	1,266.48
815 Northtown Auto & Tractor	6 QTY CORE RETURN	014	02/23/2024	-162.00
817 O'Reilly Automotive Inc.	1 QTY -70ZMETALPLSH,24PKMOCROCLTH,CUTTINGPAD	014	02/23/2024	43.52
817 O'Reilly Automotive Inc.	2-28OZPROTECT,4-14OZCOVERALL,	014	02/23/2024	74.50
821 DH PACE COMPANY INC	ANNUAL MAINTANANCE AT PSB	014	02/23/2024	582.00
832 SENTINEL EMERGENCY SOLUTIONS	WHEEL LOCK HOLDER,WHEEL CHOCK FOR WHEELS	014	02/23/2024	587.18
859 Mastercard	PLASTIX PLUS	014	02/23/2024	928.98
860 Mastercard	TAYLORS TINS	014	02/23/2024	182.00
	TOTAL			5,237.82
745 Ameren Illinois	SENIOR CENTER UTILITIES	016	02/23/2024	186.11
745 Ameren Illinois	BRAD'S SHED- GAS UTILITIES	016	02/23/2024	85.22
745 Ameren Illinois	PARKS SHED- GAS UTILITIES	016	02/23/2024	176.46
746 Ameren Illinois	SENIOR CENTER- GAS UTILITIES	016	02/23/2024	15.37
749 City Utilities	QB CLUB BUILDING UTILITIES	016	02/23/2024	26.25
749 City Utilities	QB CLUB BUILDING UTILITIES	016	02/23/2024	99.61
757 AMAZON CAPITAL SERVICES	REPLACEMENTPAD,SNAP HOOKS,HANDTOWELS,TAIGATELIFT	016	02/23/2024	324.78
757 AMAZON CAPITAL SERVICES	SCARVES,MUSICALINSTRUMENTS,RIBBONSTREAMER	016	02/23/2024	88.97
757 AMAZON CAPITAL SERVICES	WEATHERTECH FLOOR LINERS SILVERADO 1500	016	02/23/2024	146.95
762 Aviston Lumber Company	TRAILER BOARDS	016	02/23/2024	256.20
764 Battery Specialist + Golf Cars HGD	GOLF CART MAINT	016	02/23/2024	1,296.80
768 Broadway Battery & Tire	PARKS- 2002 SILVERADO OIL CHANGE	016	02/23/2024	53.50
768 Broadway Battery & Tire	PARKS- 2002 SILVERADO MAINT	016	02/23/2024	1,489.55
770 CAROL RAKERS	REFUND FOR MAMMA MIA TRIP	016	02/23/2024	130.00
781 EVERLASTING ETCH	TREE PLAQUES	016	02/23/2024	19.00
786 FRONTIER	PARKS PHONE BILL	016	02/23/2024	49.26
789 Grainger	FIBERGLASS LADDER FOR PARKS	016	02/23/2024	223.58
796 Highland Communication Services	WCC- UTILITIES	016	02/23/2024	3.00
796 Highland Communication Services	PARKS SHED- UTILITIES	016	02/23/2024	3.00
796 Highland Communication Services	GLIK PARK- UTILITIES	016	02/23/2024	2.00
796 Highland Communication Services	SENIOR CENTER- UTILITIES	016	02/23/2024	4.00
803 JANICE BARLOW	REFUND FOR MULTIPLE YAH TRIPS	016	02/23/2024	426.00
810 Midwest Municipal Supply Inc	MAINTENANCE SUPPLIES	016	02/23/2024	1,146.13
810 Midwest Municipal Supply Inc	MAINTENANCE SUPPLIES	016	02/23/2024	279.24
815 Northtown Auto & Tractor	TRUCK BATTERY	016	02/23/2024	177.76

815 Northtown Auto & Tractor	DUMP TRUCK BATTERY	016	02/23/2024	177.76
817 O'Reilly Automotive Inc.	CHEVY DUMP TRUCK MAINT SUPPLIES	016	02/23/2024	5.29
823 R P Lumber Co Inc	MAINTENANCE SUPPLIES	016	02/23/2024	129.99
828 SCHMITT'S TROY GARAGE DOOR INC.	PARTS FOR NEW PARKS TRUCK	016	02/23/2024	225.00
836 SUMNER ONE INC.	WCC PRINTER MONTHLY BILL	016	02/23/2024	60.00
838 THE KWIK KONNECTION PRINTING & PUBLISHING CO INC	ADS IN THE PIONEER FOR PARKS PROGRAMS	016	02/23/2024	690.00
839 The Shopper's Review	AD FOR KRC	016	02/23/2024	203.00
840 Thole Fabrication & Welding Inc	PARKS TRAILER REPAIR	016	02/23/2024	50.00
859 Mastercard	FORESTRY SUPPLOERS INC	016	02/23/2024	350.77
859 Mastercard	FABULOUS FOX	016	02/23/2024	1,360.00
859 Mastercard	MPRA-2024 CONFERENCE&EXPO- REGISTRATION-L PINSKER	016	02/23/2024	325.00
859 Mastercard	STIFEL THEATRE - GOLDEN GIRLS 30 TICKETS	016	02/23/2024	1,323.00
859 Mastercard	ST LOUIS CARDINALS	016	02/23/2024	1,821.80
859 Mastercard	ARISTSON CAFE	016	02/23/2024	397.20
860 Mastercard	SP US-KEENFOOTWEAR	016	02/23/2024	172.56
861 Mastercard	STIFEL THEATRE -	016	02/23/2024	44.10
	TOTAL			14,044.21
745 Ameren Illinois	GAS CHARGES - PWA	017	02/23/2024	311.98
745 Ameren Illinois	GAS CHARGES - S & A	017	02/23/2024	452.11
745 Ameren Illinois	GAS CHARGES - S & A	017	02/23/2024	290.00
748 City Utilities	UTILITIES - PW	017	02/23/2024	182.50
748 City Utilities	UTILITIES - S & A	017	02/23/2024	895.22
749 City Utilities	UTILITIES - S & A	017	02/23/2024	69.15
749 City Utilities	UTILITIES - S & A	017	02/23/2024	99.61
773 Christ Bros Inc	COLD PATCH - 4.20 TON, \$150P/T, TIC.# 5543	017	02/23/2024	630.00
796 Highland Communication Services	HCS CHARGES -S & A	017	02/23/2024	28.00
808 McKay Auto Parts Inc	SPIN ON FLUID FILTERS , RADIAL SEAL FILTERS	017	02/23/2024	118.23
808 McKay Auto Parts Inc	FUEL FILTERS	017	02/23/2024	42.45
816 Nu Way Concrete Forms Troy LLC	MORTAR, HANDFLOAT, HAMMERS, GLOVES	017	02/23/2024	737.21
816 Nu Way Concrete Forms Troy LLC	CONCRETE SCREEDS, SLUSH BOOT, PLACER/CUMALONG	017	02/23/2024	415.75
816 Nu Way Concrete Forms Troy LLC	RENTAL-VAC HEPA HUSQV, PLANER,CARBIDE STARS	017	02/23/2024	228.38
817 O'Reilly Automotive Inc.	TRUCK # 65- FUNNEL, ANTIFR.- SCOTT/KELLY 12/21/23	017	02/23/2024	51.46
818 Oates Associates Inc	2023 STP APPLICATION FOR S. POPLAR STREET	017	02/23/2024	435.00
861 Mastercard	CASEYS ORDER FOR S & A GUYS	017	02/23/2024	55.48
	TOTAL			5,042.53
745 Ameren Illinois	ILJUNS MAINTENANCE FEE	101	02/23/2024	500.00
745 Ameren Illinois	GAS SERVICE	101	02/23/2024	2,992.11
748 City Utilities	UTILITIES- ELECTRIC & B&Z	101	02/23/2024	662.03
749 City Utilities	UTILITIES- POWER PLANT	101	02/23/2024	120.94
757 AMAZON CAPITAL SERVICES	1 QTY GHU PREMIUM 58WH 3400 BATTERY	101	02/23/2024	23.49
759 ANIXTER INC.	Quote # 5922350-00 Replacement Gloves that Failed	101	02/23/2024	1,445.16
759 ANIXTER INC.	Quote # 5915068-00 GLOVE TESTING	101	02/23/2024	433.50
765 BHMG Engineers Inc	EPA & ANNUAL REPORTING	101	02/23/2024	3,345.98
771 Cee Kay Supply Inc	NITROGEN- 300 SIZE	101	02/23/2024	17.04
787 CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	AEL ATBM-P40-MVOLT-R2-BZ LED	101	02/23/2024	466.80
787 CONSOLIDATED ELECTRICAL DISTRIBUTORS INC	FREIGHT CHARGES ON PO 10	101	02/23/2024	24.19
788 GENE COX	SAFETY GLASSES REIMBURSEMENT	101	02/23/2024	474.04
796 Highland Communication Services	HCS CHARGES- UTILITIES	101	02/23/2024	167.00
802 IML NORTH AMERICA LLC	ANNUAL SERVICE AND CALIBRATION	101	02/23/2024	399.55
817 O'Reilly Automotive Inc.	1 QTY SWITCH-PIL P	101	02/23/2024	35.14
826 Rotary Club of Highland	MEMBERSHIP DUES & MEALS APRIL- JUNE	101	02/23/2024	134.00
831 SCOTT KUHN	MONEYORDER 2016 FORD EXPLORER MOTOR VEH RECEIPT	101	02/23/2024	10.10
844 Transworld Systems Inc	JANUARY COLLECTION AGENCY DUES	101	02/23/2024	12.50
859 Mastercard	NESC HANDBOOK FOR BILL FRANKE	101	02/23/2024	404.00
859 Mastercard	FLIGHT FOR TANTALUS CONFERENCE	101	02/23/2024	359.96
861 Mastercard	SHIPPING & CHARGES	101	02/23/2024	40.38
861 Mastercard	EARLY BIRD BOOKING- FLIGHT FOR TANTALUS CONFERENCE	101	02/23/2024	30.00
861 Mastercard	CERTIFIED CHARGES FROM GEORGE	101	02/23/2024	20.80
	TOTAL			12,118.71
746 Ameren Illinois	GAS CHARGES- POWER PLANT	102	02/23/2024	44.57
748 City Utilities	UTILITIES- POWER PLANT	102	02/23/2024	853.36
748 City Utilities	UTILITIES- POWER PLANT	102	02/23/2024	4,237.97
749 City Utilities	UTILITIES- POWER PLANT	102	02/23/2024	60.85
749 City Utilities	UTILITIES- POWER PLANT	102	02/23/2024	58.84
749 City Utilities	UTILITIES - POWER PLANT	102	02/23/2024	10.29
749 City Utilities	UTILITIES- POWER PLANT	102	02/23/2024	15.00
753 BRADFORD J VOSS	REMOVE DECALS 2017 EXPLORER SQUAD #5	102	02/23/2024	250.00
784 Ferrellgas	PROPANE MAINTENANCE SHED	102	02/23/2024	1,067.33
784 Ferrellgas	PROPANE MAINTENANCE SHED	102	02/23/2024	288.14
817 O'Reilly Automotive Inc.	AIRCOUPLER,AIRPLUG,SWIVELGRIP,DIEGRINDER,DISCKIT	102	02/23/2024	468.11
817 O'Reilly Automotive Inc.	1 QTY DIESEL EXTRM	102	02/23/2024	36.99
817 O'Reilly Automotive Inc.	1 QTY OIL DRAIN,TUB, SPLASH PADS	102	02/23/2024	411.97
817 O'Reilly Automotive Inc.	1 QTY PWR INVERTER	102	02/23/2024	32.99
817 O'Reilly Automotive Inc.	2 QTY PAD, 1 QTY DRAIN FUNNEL	102	02/23/2024	89.97
859 Mastercard	EQUIPMENT FOR MECHANIC SHOP FROM GRS AUCTION	102	02/23/2024	1,529.19
859 Mastercard	ITEMS FOR MECHENIC SHOP FROM BCL AUCTION	102	02/23/2024	278.34
	TOTAL			9,733.91
745 Ameren Illinois	TOTAL OPTIONAL LIGHTING CHARGE	104	02/23/2024	45.32
763 BARKLEY SCHLAEFER	REIMBURSEMENT ON BOOTS	104	02/23/2024	233.80
772 CHD Leasing Inc	NITROGEN T STYLE TANK	104	02/23/2024	79.95
780 ENERGY WISE HEATING COOLING COMPANY	CHECK ROOFTOP HEATING UNIT FOR BADHEAT EXCHANGER	104	02/23/2024	199.00
817 O'Reilly Automotive Inc.	1 QTY COUPLING	104	02/23/2024	4.60
817 O'Reilly Automotive Inc.	2 QTY WIPER BLADE	104	02/23/2024	12.72
845 Truck Centers Inc	TRUCK 30 DOC CLEANING CHARGE	104	02/23/2024	100.00

859 Mastercard	JEANS FOR MIKE HOLLENKAMP	104	02/23/2024	286.77
860 Mastercard	JESSE FERRIS OVERALLS	104	02/23/2024	101.75
861 Mastercard	CORONA BIG BITE PRUNER SPRING	104	02/23/2024	44.63
	TOTAL			1,108.54
744 4COM Inc	FEBRUARY 2024 PROGRAMMING	111	02/23/2024	58,623.53
745 Ameren Illinois	GAS SERVICE	111	02/23/2024	180.12
745 Ameren Illinois	GAS SERVICE	111	02/23/2024	114.38
747 CALIX INC.	CALIX CLOUD FOUNDATION MONTHLY SUPPORT FEB 2024	111	02/23/2024	358.44
747 CALIX INC.	OUTDOOR ONTS 727s 721s AND ENCLOSURES	111	02/23/2024	13,095.78
747 CALIX INC	4 YEAR EXTENDED WARRANTY	111	02/23/2024	201.60
747 CALIX INC.	4 YEAR WARRANTY	111	02/23/2024	201.60
747 CALIX INC.	4 YEAR EXTENDED WARRANTY	111	02/23/2024	201.60
748 City Utilities	UTILITES - 192 WOODCREST DR	111	02/23/2024	1,874.12
748 City Utilities	UTILITES- 192 WOODCREST DR OFFICE	111	02/23/2024	304.95
751 MOMENTUM TELECOM INC.	FEBRUARY VOICE CONTENT FEE #325794	111	02/23/2024	10,157.83
757 AMAZON CAPITAL SERVICES	40 QTY AMAZON FIRE STICK, 4K STREAMING	111	02/23/2024	1,599.20
757 AMAZON CAPITAL SERVICES	CREDIT FROM INVOICE 1V19-6J7K-91QL	111	02/23/2024	-36.99
760 ARELION	ETHERNET VIRTUAL PRIVATE LINE - 03/01/24-03/31/24	111	02/23/2024	4,230.00
760 ARELION	ETHERNET CLIENT PORT10G ETHERNET-03/01/24-03/31/24	111	02/23/2024	50.00
774 Cinemax Home Box Office	DECEMBER VIDEO CONTENT FEE	111	02/23/2024	80.00
792 HBO Home Box Office	DECEMBER VIDEO CONTENT FEE	111	02/23/2024	270.00
793 HELEN WHITFLOW	HCS REFUND	111	02/23/2024	48.05
796 Highland Communication Services	HCS SERVICE - HCS	111	02/23/2024	415.00
801 ILLINOIS TELECOMMUNICATIONS ACCESS CORP.	LOCALEXCHANGECARRIER&INTERCONNECTEDVOIP&WIRELESS	111	02/23/2024	14.16
811 MIKE TEBBE	HCS REFUND	111	02/23/2024	65.45
814 NICHOLAS DOYLE	HCS REFUND	111	02/23/2024	13.11
833 WOLFE RESTORATION INC	WATER RESTORATION - HCS FINAL BILL	111	02/23/2024	2,163.00
842 TIVO PLATFORM TECHNOLOGIES LLC	NCPTMOB1849ACCTS,144NDVRRADDT*LUSAGE,464.5STEAMSADD	111	02/23/2024	7,708.96
858 Zobrist Signs	RT 40 BY S SCHMITT CHEVROLET	111	02/23/2024	100.00
862 Mastercard	DREAMSTIME.COM INV#26276492	111	02/27/2024	25.00
862 Mastercard	DYN*DYN.COM INV#12987034	111	02/27/2024	5.00
862 Mastercard	ITU ONLINE TRAINING- ALL ACCESS LIBRARY	111	02/27/2024	14.99
862 Mastercard	FACEBOOK 01/14/24-01/27/24	111	02/27/2024	67.28
862 Mastercard	FACEBOOK 01/27/24-01/28/24	111	02/27/2024	15.24
862 Mastercard	DAWNCO INVOICE#51150	111	02/27/2024	3,981.00
	TOTAL			106,142.40
794 HIGHLAND AUTOWASH LLC	CAR WASH MEMBERSHIP - PWA	201	02/23/2024	40.00
796 Highland Communication Services	HCS CHARGES - PWA	201	02/23/2024	225.00
856 WELLS FARGO VENDOR FIN SERV	PW RICOH COPIER, IMC3500	201	02/23/2024	207.50
	TOTAL			472.50
748 City Utilities	UTILITIES - WTP	202	02/23/2024	1,440.62
748 City Utilities	UTILITIES - WTP	202	02/23/2024	11,655.01
749 City Utilities	UTILITIES - WTP	202	02/23/2024	131.28
749 City Utilities	UTILITIES - WTP	202	02/23/2024	44.73
757 AMAZON CAPITAL SERVICES	3 QTYSTEEL HANGING FILE FOLDER FRAME	202	02/23/2024	43.65
757 AMAZON CAPITAL SERVICES	1 QTY PARKING LOT LIGHT MOUNT POLE	202	02/23/2024	210.00
757 AMAZON CAPITAL SERVICES	1 QTY 4PK DUSK/DAWN LIGHT FIXTURE	202	02/23/2024	229.00
758 American Water Capitol Corporation	LAB TESTS	202	02/23/2024	275.00
766 Brenntag Mid South Inc	CHLORINE 2000#CYL	202	02/23/2024	2,100.00
776 Corsair Controls Inc	HIGH SERVICE PUMP # 1 - SERVICE CALL, LABOR	202	02/23/2024	270.00
790 Hach Company	ASSY. PACK CHEMKEY, TOTAL AMMONIA	202	02/23/2024	299.45
790 Hach Company	CHEMKEY ORTHOPHOS., MONO-CHLOROMINE, FREE AMMON.	202	02/23/2024	470.34
796 Highland Communication Services	HCS CHARGES - WTP	202	02/23/2024	119.66
824 R P Lumber Co Inc	TEST CAP 1 - 1/2 IN	202	02/23/2024	4.29
837 Teklab Inc	LAB TESTING	202	02/23/2024	1,317.80
860 Mastercard	BULK WATER SALES REPAIR	202	02/23/2024	168.16
860 Mastercard	BULK WATER SALES REPAIR	202	02/23/2024	107.00
	TOTAL			18,885.99
748 City Utilities	UTILITIES - W & S	203	02/23/2024	1,261.06
748 City Utilities	UTILITIES - W & S	203	02/23/2024	244.93
748 City Utilities	UTILITIES - W & S	203	02/23/2024	201.72
768 Broadway Battery & Tire	TRUCK # 57 - 2 TIRES, DISPOSAL, SPIN BLNC.	203	02/23/2024	435.00
779 EJ EQUIPMENT INC.	TOGGLE SWTH AIR	203	02/23/2024	167.46
796 Highland Communication Services	HCS CHARGES - W&S	203	02/23/2024	4.00
808 McKay Auto Parts Inc	NAPA THE LEGEND PROF. BATTERY	203	02/23/2024	112.99
809 Midwest Meter Inc.	3/4"x7 1/2" M-35 METER BASE, M-25 HRE-LCD ITRON	203	02/23/2024	1,134.00
810 Midwest Municipal Supply Inc	6X18" & 6X12" MJDOM ANCHOR CPLG.	203	02/23/2024	225.88
810 Midwest Municipal Supply Inc	1" ADAPTER, 21" NUT FRAME/COVER, 21X36" TUFCOR	203	02/23/2024	615.50
810 Midwest Municipal Supply Inc	7.24 X 24 REPAIR CAMP	203	02/23/2024	641.67
829 Schulte Supply Inc	20 TUBING & CONDUIT CUTTER 5/8" - 2 1/8"	203	02/23/2024	86.25
829 Schulte Supply Inc	7/8" SHELL CUTTER FOR PVC PIPE	203	02/23/2024	455.53
859 Mastercard	IRWA CONFERENCE - RR, TT, DJ	203	02/23/2024	495.00
	TOTAL			6,080.99
745 Ameren Illinois	GAS CHARGES - PWA	301	02/23/2024	141.62
	TOTAL			141.62
748 City Utilities	UTILITIES - WRF	304	02/23/2024	10,367.07
748 City Utilities	UTILITIES - WRF	304	02/23/2024	884.26
748 City Utilities	UTILITIES - WRF	304	02/23/2024	2,600.03
749 City Utilities	UTILITIES - WRF	304	02/23/2024	102.64
749 City Utilities	UTILITIES - WRF	304	02/23/2024	70.42
749 City Utilities	UTILITIES - WRF	304	02/23/2024	53.85
749 City Utilities	UTILITIES - 82 LIBERTY LANE	304	02/23/2024	109.75

757	AMAZON CAPITAL SERVICES	1 QTY FILTERBUY 16/20/2 AIR FILTERS	304	02/23/2024	92.68
791	Hawkins Inc	DEMURRAGE	304	02/23/2024	40.00
796	Highland Communication Services	HCS CHARGES - WRF	304	02/23/2024	149.99
805	KIMBERLY A COLE	DATA PROGRAM SUBSCRIPTION FEE 2024	304	02/23/2024	1,701.00
837	Teklab Inc	WRF MONTHLY SAMPLING	304	02/23/2024	73.90
848	USA Blue Book	LAB SUPPLIES, FILTER, TESTS	304	02/23/2024	1,049.65
848	USA Blue Book	LAB SUPPLIES	304	02/23/2024	505.90
				TOTAL	17,801.14
749	City Utilities	UTILITIES - WRF	305	02/23/2024	41.91
				TOTAL	41.91
745	Ameren Illinois	GAS SERVICE - 1122 BROADWAY	401	02/23/2024	260.32
745	Ameren Illinois	GAS SERVICE - 1122 BROADWAY	401	02/23/2024	593.30
748	City Utilities	UTILITIES - 1122 BROADWAY	401	02/23/2024	534.98
750	LEWIS BRISBOIS BISGAARD & SMITH LLP	LABOR AND EMPLOYMENT FILE NO: 15386-2	401	02/23/2024	2,575.50
754	ADR HIGHLAND INC.	WINCH OUT AMBULANCE - #1541	401	02/23/2024	300.00
755	Airgas USA LLC	OXYGEN	401	02/23/2024	258.34
757	AMAZON CAPITAL SERVICES	RUBBER BANDS, HP 206X BLACK TONER CARTRIDGE	401	02/23/2024	118.48
781	EVERLASTING ETCH	3 QTY BLACK 6X8 PLAQUE W/SUBLIMATION PLATE	401	02/23/2024	45.00
796	Highland Communication Services	HCS SERVICES - EMS	401	02/23/2024	280.89
806	Leon Uniform Company Inc	EMS UNIFORMS	401	02/23/2024	15.00
806	Leon Uniform Company Inc	EMS UNIFORMS	401	02/23/2024	2,580.00
817	O'Reilly Automotive Inc.	2-GL-WIPER FLD,4-WIPER BLADE	401	02/23/2024	76.28
827	SAFELITE FULFILLMENT INC	2022 FORD ECONOLINE - SOLAR	401	02/23/2024	316.83
846	U.S. BANK EQUIPMENT FINANCE	COPIER USAGE/LEASE	401	02/23/2024	183.67
850	WAKEFIELD & ASSOCIATES LLC	OVERPAYMENT AMBULANCE -PENNY RICHARDS	401	02/23/2024	44.00
854	WEBER GRANITE CITY FORD LLC	MTN/REPAIR #1543	401	02/23/2024	120.00
859	Mastercard	NATIOINAL ASSOCIATION EMS EDICATION M OSTERBUR	401	02/23/2024	420.00
859	Mastercard	ANDERSON EDUCATION 64 BLS PROVIDER CARDS 1 FIRST A	401	02/23/2024	337.00
860	Mastercard	NATIONAL REGISTRY EMT APPLICATION FEE	401	02/23/2024	104.00
860	Mastercard	COMPX ELOCK SECURITY PRODUCT	401	02/23/2024	60.99
860	Mastercard	SP HALOID RADIOS.COM	401	02/23/2024	199.98
				TOTAL	9,424.56
784	Ferrellgas	CEMETERY GAS -UTILITIES	715	02/23/2024	241.02
784	Ferrellgas	CEMETERY -GAS UTILITIES	715	02/23/2024	217.83
				TOTAL	458.85
				GRAND TOTAL	300,647.43

Accepted by City Council March 04, 2024

Mayor: _____

Clerk: _____